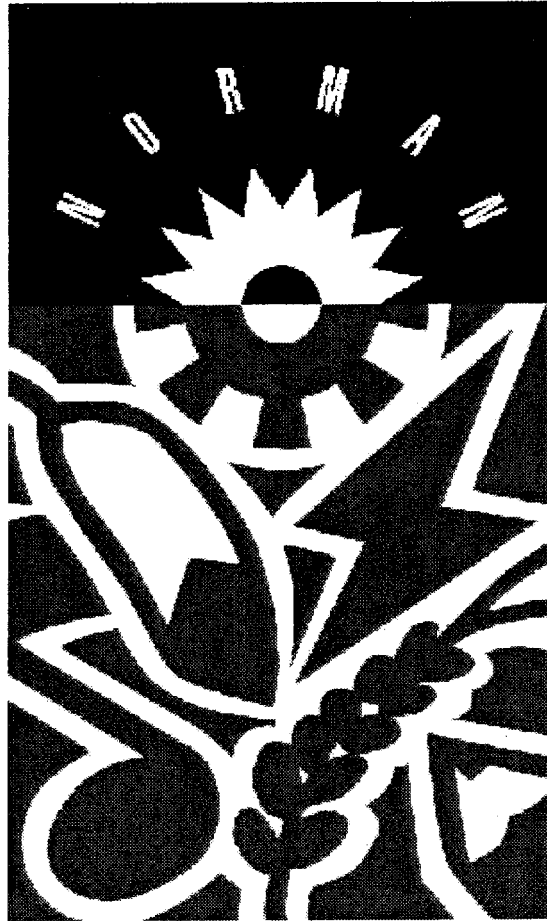


# City of Norman



## Monthly Departmental Report **July 2014**

## **MONTHLY PROGRESS**

**TABLE OF CONTENTS**  
**MONTHLY PROGRESS REPORTS**

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

**CITY CLERK      1**

**CITY CLERK  
MONTHLY PROGRESS REPORT  
JULY 2014**

**CITY COUNCIL**

Councilmember Clint Williams, Ward Two; Councilmember Greg Jungman, Ward Four; Councilmember Jerry Lang, Ward Six; and Councilmember Chad Williams, Ward Eight, took their oaths of office and were sworn in on July 1, 2014.

**CITY CLERK**

<b>ACTION CENTER</b>					
DEPARTMENT	NUMBER OF CALLS	FYE YTD	DEPARTMENT	NUMBER OF CALLS	FYE YTD
Animal Control	5	5	Municipal Court	0	0
Building Permits	14	14	Noise	3	3
CDBG	1	1	Parks and Recreation	13	13
City Clerk	278	*278	Planning	12	12
City Manager/Mayor	1	1	Police	27	27
Code Enforcement	77	77	Sanitation	21	21
Data Processing	2	2	Sidewalks	2	2
Engineering/Public Works	14	14	Storm Debris	1	1
Finance	9	9	Storm Water	4	4
Fire/Civil Defense	9	9	Streets	15	15
Human Resources	2	2	Street Lights	6	6
Information (General)	22	22	Traffic	16	16
Legal	4	4	Utilities	9	9
Line Maintenance	14	14	WC Questions	8	8
Recycling Questions	5	5	WC Violations	4	4

Total for July	598	Total FYE YTD	598
----------------	-----	---------------	-----

WC (Water Conservation)

\* Volume due to Citywide Garage Sale

**LICENSES**

108 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	5	5	Bee Keeper	0	0
Class I Beer	0	0	Solicitor/Peddler (30 day)	1	1
Class II Beer	1	1	Solicitor/Peddler (60 day)	0	0
Mixed Beverage	1	1	Solicitor/Peddler (one day)	6	6
Mixed Beverage/Caterer	0	0	Coin-Operated Devices	1	1
Wine & Beer/Winemaker	0	0	Game Machines	88	88
Temporary Food ( 30 day)	3	3	Taxi/Motorbus/Limousine	0	0
Temp Food (180 day)	0	0	Impoundment Yard	0	0
Temp Food (one day)	0	0	Salvage Yard	0	0
Kennel	0	0	Transient Amusement	0	0
Pawnbrokers	0	0	Special Event	1	1
Retail Liquor Store	0	0	Sidewalk Dining	1	1

**LICENSES, continued**

- 1 30 Day Temporary Mobile Food License was issued to Snow Stop for July 4 through August 3, 2014
- 2 30 Day Temporary Mobile Food Licenses were issued to Ash & Whit's Frozen Fun for July 2 through September 29, 2014
- 1 30 Day Door-to-door Solicitor/Peddler Permit was issued to ECO Insulation for June 22 through August 20, 2014
- 6 One Day Outdoor Solicitor/Peddler Permits were issued to Sevier White for OU Game Days of August 30; September 13; October 18; November 8; November 22; and December 6, 2014, at 2250 West Main Street
- 1 Special Event License was issued for Fourth of July Celebration on July 4, 2014, in Reaves Park

**New Establishments/Licenses**

NAME	ADDRESS	LICENSE TYPE(S)
Café Saffron	770 DeBarr Avenue	Food Service
Chuck E. Cheese's	2201 Interstate Drive	Game and Coin-Op Machines
Gold Donuts	3451 36th Avenue N.W.	Food Service
Villa Fresh Italian Kitchen	3301 West Main (Sooner Mall)	Food Service
Weng Boutique	758 Asp Avenue	Class II Beer (tub sales only)

**Existing Establishments/Additional Licenses**

NAME	ADDRESS	LICENSE TYPE(S)
Andy Alligator's Fun Park	3300 Market Place	Game Machines
Coach's Brewhouse	108 West Main	Sidewalk Dining
Courtyard Norman	770 Copperfield Drive	Mixed Beverage

**Existing Establishments/New Owners**

NAME	ADDRESS	LICENSE TYPE(S)
Chick-Fil-A	3351 West Main (Sooner Mall)	Food Service
China Max	3347 West Main	Food Service

**CLAIMS FILED**

DATE FILED	NAME	JUSTIFICATION	AMOUNT
07-03-14	Mark and Beverly Mattingly	Reimbursement of two tires and vehicle alignment services—claimants allege they struck a pothole at 1221 East Lindsey on July 23, 2013, damaging two tires and alignment of their vehicle.	\$ 392.43
07-11-14	Kent Endersey	Reimbursement of parking fine and credit card convenience charge – claimant alleges a parking meter at Campus Corner malfunctioned on April 22, 2014, causing the meter to expire early and he was issued a parking citation for the expired meter.	\$ 13.00
07-14-14	Derek W. Henshaw	Medical expenses – claimant alleges he tripped over a curb at 508 Goshawk Drive on July 9, 2014 injuring his right wrist. He states Indian Health Services will not schedule a doctor appointment until he has submitted a statement from the City of Norman that they are not responsible for the maintenance of the curb.	Undetermined

**CLAIMS FILED, continued:**

DATE FILED	NAME	JUSTIFICATION	AMOUNT
07-28-14	Martha L. Axton	Damages to brick mailbox – claimant alleges a sanitation truck damaged her brick mailbox when emptying the polycart on February 13, 2014, at 2701 Northern Hills Road.	\$ 975.00
07-28-14	Jeff W. Duncan	Damages to fence, roof flashings, and shingles – claimant alleges a sanitation truck driving eastbound on Drake Drive struck power liens that were running over the street pulling the power lines down across his home striking and damaging the west side of the roof at 825 Drake Drive on May 20, 2014.	\$ 427.57
07-30-14	Jeremy S. Jewell	Damages to vehicle – claimant alleges he was east bound on Indian Hills Road near 36th Avenue N.E. when he hit a section of roadway that was not paved damaging his vehicle. He states “bump in road” signs were in place, but no signs regarding missing pavement.	\$ 2,876.77

**SMALL CLAIMS FILED**

DATE FILED	NAME	JUSTIFICATION	AMOUNT
07-02-14	Clint Latham/ Almost Home Investments, Inc.	Reimbursement of Health Lien – claimant alleges the City of Norman placed a Health Lien on his property after the City removed a tree from the backyard of the property located at 609 Symmes.	\$ 980.00

**CLAIMS PAID**

NAME	JUSTIFICATION	DATE PAID	AMOUNT PAID
Oklahoma Investment Group	Reimbursement of plumbing expenses and labor when Urban Construction Company damaged the waterline at 1005 East Brooks, Apartment D, causing the apartment to flood.	07-22-14	\$ 1,715.55
Natalie Carns	Damages to her vehicle plus rental car expenses when a City vehicle struck her car on May 22, 2014, while she was parked in the Sarkey Foundation parking lot at 530 East Main Street.	07-22-14	\$ 2,371.56
Jack Loughridge	Damages to his vehicle plus rental car expenses when a Sanitation Division employee operating a front loader at the Transfer Station located at 3902 South Chautauqua backed into his vehicle while he was waiting to dump a load of trash on May 27, 2014.	07-22-14	\$ 4,425.83

**WORKERS COMPENSATION**

**Name:** Mark Helm

**Compromise Settlement Amount:** \$100,320

**Department:** Fire Department

**Injury:** cumulative injuries to head, neck, shoulders, right hip, and lower back

**Date Approved:** July 8, 2014

**WORKERS COMPENSATION, continued:**

**WORKERS COMPENSATION, continued:**

**Name:** Eddie H. Richmond

**Compromise Settlement Amount:** \$13,502.40

**Department:** Parks and Recreation Department

**Injury:** left thumb

**Date Approved:** July 22, 2014

**CITY COUNCIL CONFERENCE**

A City Council Conference was held on July 8, 2014, to discuss Phase 2 of the Water Treatment Plant Improvements Project.

**EXECUTIVE SESSION**

An Executive Session was held on July 15, 2014, regarding adjourning into Executive Session to discuss negotiations concerning employees and representatives of employee groups.

A Special Session was held on July 22, 2014, to discuss Change Order No. Two to Contract No. K-1314-regarding adjourning into Executive Session to discuss possible litigation related to a request for the return of deferral funds submitted for required public improvements in connection with Royal Oaks Addition.

**PUBLIC HEARING**

A Public Hearing was held on July 8, 2014, regarding acceptance of a grant in the amount of \$15,315 from the United States Department of Justice/Bureau of Justice Assistance through the Edward Byrne Memorial Justice Assistance Grant Program with Norman's portion of \$13,815 to be used by the Norman Police Department for training and equipment.

**SPECIAL SESSION**

A Special Session was held on July 15, 2014, regarding adjourning into Executive Session to discuss negotiations concerning employees and representatives of employee groups.

A Special Session was held on July 22, 2014, to discuss Change Order No. Two to Contract No. K-1314-114 with Silver Star Construction Company, Inc., increasing the contract amount by \$131,094.25 for a revised contract amount of \$4,031,153.10 for the Interstate Drive East Extension Project and a budget appropriation from the University North Park Tax Increment Finance Fund Balance and adjourning into Executive Session to discuss possible litigation related to a request for the return of deferral funds submitted for required public improvements in connection with Royal Oaks Addition.



# Work Order by Facility Serviced

July, 2014

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
<b>010-2080</b>		
2080.1 LIBRARY		
7/1/2014 MISCELLANEOUS	Repaired door in Children's Reading Room	60 1
7/1/2014 PLUMBING	Rebuilt the flush valve on toilet in men's bathroom	60 1
7/1/2014 PLUMBING	Replaced the wax on toilet in children's bathroom	60 1
7/14/2014 MISCELLANEOUS	Worked on double doors on the north side of Library	60 1
7/18/2014 PLUMBING	Blockage in drinking fountain	60 1
7/23/2014 PLUMBING	Blockage in sink in women's bathroom	60 1
7/24/2014 MISCELLANEOUS	Installed paper towel dispensers in women's bathroom	60 1
7/24/2014 MISCELLANEOUS	Worked on west doors	120 2
7/24/2014 PLUMBING	Blockage in building sewer	120 2
7/25/2014 MISCELLANEOUS	Reattached panel back on partition wall in men's bathroom	60 1
7/30/2014 PLUMBING	Installed new ice machine and cabinet	240 4
	Jeff Lewis	960 16
	Facility Subtotal	960 16

<b>AcctCode Total</b>	<b>960</b>	<b>16</b>
-----------------------	------------	-----------

<b>010-3001</b>		
3090.3 MUNICIPAL BLDG - BUILDING C		
7/3/2014 ELECTRICAL	Worked on lights	120 2
7/18/2014 ELECTRICAL	Repaired driveway alert system	150 2.5
7/21/2014 ELECTRICAL	Relocated and installed receptors for IT	330 5.5
7/24/2014 ELECTRICAL	Worked on lights throughout the building	60 1
7/25/2014 ELECTRICAL	Worked on lights inside and outside building	60 1
	Bill Sandison	720 12
7/1/2014 PLUMBING	Blockage in drinking fountain - rebuilt drinking fountain	180 3
7/22/2014 PLUMBING	Worked on sink in women's bathroom	60 1
7/24/2014 PLUMBING	Rebuilt flush valve on toilet in men's bathroom	60 1
	Jeff Lewis	300 5
7/1/2014 HVAC	Serviced the east side A/C unit	240 4
7/2/2014 HVAC	Serviced A/C units	240 4
7/14/2014 HVAC	Serviced the A/C unit	240 4
	Jerry Wilson	720 12
7/18/2014 ELECTRICAL	Anchored the driveway hose	150 2.5
7/21/2014 ELECTRICAL	Installed new outlet for IT	330 5.5
7/24/2014 ELECTRICAL	Worked on lights	60 1
7/25/2014 ELECTRICAL	Worked on lights	60 1
	Larry E. Long	600 10
	Facility Subtotal	2340 39

<b>AcctCode Total</b>	<b>2340</b>	<b>39</b>
-----------------------	-------------	-----------

<i>AcctCodes: Facility</i>		<i>Employee</i>		<i>Hours</i>
<b>010-3090</b>				
3090.1 MUNICIPAL BLDG - BUILDING A				
7/3/2014 ELECTRICAL	Repaired circuit at sink		120	2
7/22/2014 ELECTRICAL	Relocated and installed receptors for IT		330	5.5
7/23/2014 ELECTRICAL	Added switch and separated lights		330	5.5
7/29/2014 ELECTRICAL	Installed new circuits for IT		150	2.5
7/30/2014 ELECTRICAL	Checked panel to locate reason for breaker tripping		60	1
		Bill Sandison	990	16.5
7/10/2014 MISCELLANEOUS	Worked on NE door		60	1
7/14/2014 PLUMBING	Blockage in toilet in men's bathroom		60	1
7/15/2014 MISCELLANEOUS	Repaired holes in walls		120	2
7/18/2014 MISCELLANEOUS	Worked on mechanical room door		60	1
7/18/2014 PLUMBING	Blockage in building sewer		120	2
7/25/2014 PLUMBING	Repaired the sink faucets in men's bathroom		120	2
7/25/2014 PLUMBING	Repaired sink faucet in women's bathroom		60	1
		Jeff Lewis	600	10
7/1/2014 HVAC	Replaced contactors		240	4
7/17/2014 HVAC	Worked on the air handlers		240	4
7/31/2014 HVAC	Worked on the air handlers		240	4
		Jerry Wilson	720	12
7/22/2014 ELECTRICAL	Installed new outlet for IT		330	5.5
7/23/2014 ELECTRICAL	Installed light switch and rewired lights over conf. table		240	4
7/23/2014 ELECTRICAL	Installed light switch for conference room		90	1.5
7/29/2014 ELECTRICAL	Installed electrical outlet for IT		150	2.5
		Larry E. Long	810	13.5
		Facility Subtotal	3120	52
3090.2 MUNICIPAL BLDG - BUILDING B				
7/14/2014 PLUMBING	Blockage in sink in men's bathroom		60	1
7/15/2014 MISCELLANEOUS	Worked on swinging doors in court room		120	2
7/17/2014 PLUMBING	Blockage in toilet in Captain's bathroom		60	1
7/18/2014 MISCELLANEOUS	Worked on door		60	1
		Jeff Lewis	300	5
7/14/2014 HVAC	Washed the condensor coils		240	4
7/23/2014 HVAC	Serviced the west A/C unit		360	6
		Jerry Wilson	600	10
		Facility Subtotal	900	15
2020.4 MUNICIPAL BLDG - CITY HALL				
7/14/2014 MISCELLANEOUS	Worked on door closer		60	1
7/15/2014 PLUMBING	Replaced the wax ring and rebuilt flush valve on urinal		120	2
7/23/2014 PLUMBING	Blockage in sink in Parlor Bathroom		60	1
		Jeff Lewis	240	4
7/3/2014 HVAC	Serviced the HVAC system		240	4
7/17/2014 HVAC	Serviced the HVAC system		240	4
7/18/2014 HVAC	Washed the condensor coils		240	4
		Jerry Wilson	720	12

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
	Facility Subtotal	960	16
<b>AcctCode Total</b>		<b>4980</b>	<b>83</b>
<b>010-5010</b>			
5010.0 Engineering			
7/3/2014 PLUMBING	Removed the drinking fountain	60	1
	Jeff Lewis	60	1
	Facility Subtotal	60	1
<b>AcctCode Total</b>		<b>60</b>	<b>1</b>
<b>010-5022</b>			
5022.0 Road and Channel			
7/15/2014 HVAC	Replaced the condensor fan motor	240	4
	Jerry Wilson	240	4
7/15/2014 HVAC	Worked with Jerry installing new fan motor	60	1
	Larry E. Long	60	1
	Facility Subtotal	300	5
<b>AcctCode Total</b>		<b>300</b>	<b>5</b>
<b>010-6010</b>			
6010.0 Police Administration			
7/7/2014 HVAC	Checked water valve and changed the filters at NIC	240	4
	Jerry Wilson	240	4
	Facility Subtotal	240	4
<b>AcctCode Total</b>		<b>240</b>	<b>4</b>
<b>010-6016</b>			
6016.2 POLICE RANGE			
7/29/2014 HVAC	Framed in and installed the A/C unit at Pistol Range	240	4
	Jeff Lewis	240	4
7/28/2014 ELECTRICAL	Worked with Jeff Lewis on window A/C unit (power)	60	1
	Larry E. Long	60	1
	Facility Subtotal	300	5
<b>AcctCode Total</b>		<b>300</b>	<b>5</b>
<b>010-6030</b>			
6030.0 SPECIAL OPS			
7/31/2014 PLUMBING	Rebuilt outside faucets at Special Operations	120	2
	Jeff Lewis	120	2
	Facility Subtotal	120	2
<b>AcctCode Total</b>		<b>120</b>	<b>2</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
<b>010-6070</b>			
6070.0 ANIMAL WELFARE			
7/25/2014 ELECTRICAL	Worked on lights	180	3
7/29/2014 ELECTRICAL	Checked the vent fan	60	1
	Bill Sandison	240	4
7/7/2014 PLUMBING	Blockage in dog trough drain	120	2
7/15/2014 PLUMBING	Repaired sink drain in dog room	60	1
7/15/2014 PLUMBING	Replaced the hot water line on washer	60	1
7/22/2014 MISCELLANEOUS	Installed cabinets in cat room	120	2
7/22/2014 PLUMBING	Blockage in drain in cat room	60	1
	Jeff Lewis	420	7
7/25/2014 ELECTRICAL	Worked on lights	120	2
7/29/2014 ELECTRICAL	Checked the exhaust fans	60	1
	Larry E. Long	180	3
	Facility Subtotal	840	14
<b>AcctCode Total</b>		<b>840</b>	<b>14</b>
<b>010-6440</b>			
6443.1 FIRE STATION #1			
7/29/2014 PLUMBING	Blockage in building sewer	120	2
	Jeff Lewis	120	2
	Facility Subtotal	120	2
<b>AcctCode Total</b>		<b>120</b>	<b>2</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
<b>010-6443</b>			
6443.2 FIRE STATION #2			
7/2/2014 PLUMBING	Rebuilt (3) urinal flush valves	120	2
7/3/2014 PLUMBING	Rebuilt (3) flush valves on toilets	120	2
7/21/2014 MISCELLANEOUS	Cleaned out the dryer vent and hooked up dryer	240	4
7/28/2014 PLUMBING	Replaced the P-trap on sink	60	1
7/28/2014 PLUMBING	Blockage in bathroom sink	60	1
	Jeff Lewis	600	10
7/28/2014 HVAC	Serviced the A/C unit	240	4
7/29/2014 HVAC	Serviced the A/C unit	240	4
	Jerry Wilson	480	8
	Facility Subtotal	1080	18
6443.3 FIRE STATION #3			
7/10/2014 PLUMBING	Replaced the kitchen faucet sprayer	120	2
	Jeff Lewis	120	2
	Facility Subtotal	120	2
6443.6 FIRE STATION #6			
7/7/2014 ELECTRICAL	Worked on lights, electrical power repair, new contactor	330	5.5
	Bill Sandison	330	5.5
7/24/2014 PLUMBING	Blockage in all floor drains in truck bay	120	2
7/29/2014 PLUMBING	Replaced plumbing drain under the kitchen sink	120	2
	Jeff Lewis	240	4
7/7/2014 ELECTRICAL	Worked on call lighting and building lights	330	5.5
	Larry E. Long	330	5.5
	Facility Subtotal	900	15
6443.7 FIRE STATION #7			
7/14/2014 PLUMBING	Blockage in kitchen sink drain	60	1
	Jeff Lewis	60	1
	Facility Subtotal	60	1
6443.8 FIRE STATION #8			
7/8/2014 ELECTRICAL	Worked on lights	60	1
7/11/2014 ELECTRICAL	Worked on lights and repaired system	240	4
7/14/2014 ELECTRICAL	Worked on lights and relocated power reel	360	6
7/15/2014 ELECTRICAL	Worked on lights	180	3
	Bill Sandison	840	14
7/28/2014 HVAC	Serviced the A/C units	240	4
	Jerry Wilson	240	4
7/8/2014 ELECTRICAL	Moved the lift to work on power reels	60	1
7/11/2014 ELECTRICAL	Worked on light controls	240	4
7/14/2014 ELECTRICAL	Moved the power reel	360	6
7/15/2014 ELECTRICAL	Worked on the information for Lutron Lighting System	120	2

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
	Larry E. Long	780 13
	Facility Subtotal	1860 31
	<b>AcctCode Total</b>	<b>4020 67</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
<b>010-7010</b>		
7010.1 PARK - ANDREWS PARK		
7/1/2014 PLUMBING	Blockage in sewer	120 2
7/8/2014 PLUMBING	Blockage in drinking fountain	60 1
7/23/2014 PLUMBING	Replaced cartridge on drinking fountain at Skate Park	60 1
	Jeff Lewis	240 4
	Facility Subtotal	240 4
7010.2 PARK - GRIFFIN PARK		
7/2/2014 PLUMBING	Blockage in mouth piece on drinking fountain	60 1
7/3/2014 PLUMBING	Cleaned out the cartridge on drinking fountain	60 1
7/8/2014 MISCELLANEOUS	Worked on door in men's bathroom at Silo bathroom	60 1
7/21/2014 MISCELLANEOUS	Repaired bathroom stall door, replaced locks - dispensers	150 2.5
7/22/2014 MISCELLANEOUS	Installed door stops on bathroom stall doors (NE Complex)	120 2
7/28/2014 MISCELLANEOUS	Worked on door in men's bathroom in Silo bathroom	60 1
	Jeff Lewis	510 8.5
	Facility Subtotal	510 8.5
7010.6 PARK - LIONS PARK		
7/3/2014 PLUMBING	Blockage in toilet in men's bathroom at NE Lion's Park	60 1
7/10/2014 PLUMBING	Replaced the wax/flush valve on the wall mounted toilet	120 2
7/18/2014 PLUMBING	Blockage in toilet in women's bathroom	60 1
	Jeff Lewis	240 4
	Facility Subtotal	240 4
7010.8 PARK - NE LIONS PARK		
7/31/2014 PLUMBING	Replaced water lines and drain, reattached sink	180 3
	Jeff Lewis	180 3
	Facility Subtotal	180 3
7010.10 PARK - ROTARY PARK		
7/14/2014 MISCELLANEOUS	Reattached the paper towel dispenser in men's bathroom	60 1
	Jeff Lewis	60 1
	Facility Subtotal	60 1
7070.7 WESTWOOD TENNIS COURT		
7/8/2014 ELECTRICAL	Worked on pole lights and tennis court lights	180 3
7/9/2014 ELECTRICAL	Worked on tennis court lights	30 0.5
	Bill Sandison	210 3.5
7/8/2014 ELECTRICAL	Worked on tennis court lights	180 3
	Larry E. Long	180 3
	Facility Subtotal	390 6.5
<b>AcctCode Total</b>		<b>1620 27</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
<b>010-7070</b>			
7070.0 PARKS AND REC ADMIN			
7/1/2014 ELECTRICAL	Worked on pole lights at Westwood Park	150	2.5
7/1/2014 ELECTRICAL	Worked on park electrical outlets	180	3
7/2/2014 ELECTRICAL	Worked on electrical outlets and lights	120	2
7/3/2014 ELECTRICAL	Worked on electrical outlets and lights	120	2
7/8/2014 ELECTRICAL	Worked on electrical outlets and repaired time clock	240	4
7/17/2014 ELECTRICAL	Worked on lights	120	2
7/29/2014 ELECTRICAL	Worked on lights and did TC repairs	90	1.5
	Bill Sandison	1020	17
7/14/2014 PLUMBING	Rebuilt flush valve on toilet at Fall's Lakeview Park	60	1
7/17/2014 PLUMBING	Cleaned out cartridge on drinking fountain Brookhaven Park	60	1
7/22/2014 PLUMBING	Blockage in drinking fountain at Summit Lake Park	60	1
7/25/2014 PLUMBING	Repaired drinking fountain at Berkley Park	60	1
7/31/2014 PLUMBING	Rebuilt drinking fountain at June Benson Park	60	1
	Jeff Lewis	300	5
7/1/2014 ELECTRICAL	Installed outside electrical outlet	180	3
7/8/2014 ELECTRICAL	Converted plugs and fixed timeclock for security lights	240	4
7/15/2014 ELECTRICAL	Repaired the broken light on Legacy Trail	150	2.5
7/17/2014 ELECTRICAL	Worked on lights in shop	120	2
7/29/2014 ELECTRICAL	Consulted with Bill Ulich regarding remodel	90	1.5
	Larry E. Long	780	13
	Facility Subtotal	2100	35
<b>AcctCode Total</b>		<b>2100</b>	<b>35</b>
<b>010-7081</b>			
7081.0 FIREHOUSE ART CENTER			
7/2/2014 PLUMBING	Consulted with Mitch Miles on remodel	60	1
7/3/2014 MISCELLANEOUS	Worked on door closer	60	1
7/7/2014 PLUMBING	Began demolition of water lines, drains, fixtures for remodel	360	6
7/9/2014 PLUMBING	Started on remodel project	240	4
7/9/2014 PLUMBING	Completed demolition on bathroom and photo room	240	4
7/10/2014 PLUMBING	Completed installation of drains and water lines	120	2
7/14/2014 PLUMBING	Consulted with Contractor on remodel	60	1
7/16/2014 PLUMBING	Completed installation of fixtures	120	2
	Jeff Lewis	1260	21
7/22/2014 HVAC	Serviced the A/C unit	240	4
7/24/2014 HVAC	Serviced the A/C unit	240	4
7/25/2014 HVAC	Serviced the A/C unit	240	4
7/30/2014 HVAC	Serviced the evaporator coil	480	8
	Jerry Wilson	1200	20
7/30/2014 ELECTRICAL	Worked with Jerry Wilson pulling coil out of attic	480	8
	Larry E. Long	480	8
	Facility Subtotal	2940	49
<b>AcctCode Total</b>		<b>2940</b>	<b>49</b>



<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
<b>010-7082</b>			
9000.2 HISTORICAL HOUSE			
7/18/2014 MISCELLANEOUS	Secured steps on staircase	60	1
	Jeff Lewis	60	1
7/31/2014 HVAC	Serviced the A/C unit	240	4
	Jerry Wilson	240	4
	Facility Subtotal	300	5
<b>AcctCode Total</b>		<b>300</b>	<b>5</b>
<b>010-7083</b>			
7083.0 SOONER THEATRE			
7/7/2014 ELECTRICAL	Moved the lift	90	1.5
	Bill Sandison	90	1.5
7/17/2014 MISCELLANEOUS	Worked on double doors	120	2
	Jeff Lewis	120	2
7/7/2014 MISCELLANEOUS	Moved the lift to Sooner Theatre	90	1.5
	Larry E. Long	90	1.5
	Facility Subtotal	300	5
<b>AcctCode Total</b>		<b>300</b>	<b>5</b>
<b>020-7010</b>			
7010.12 SANTA FE DEPOT			
7/15/2014 ELECTRICAL	Worked on the flagpole at the train depot	180	3
	Bill Sandison	180	3
7/8/2014 MISCELLANEOUS	Worked on door	60	1
7/8/2014 PLUMBING	Rebuilt tank type flush valve on toilet	60	1
7/30/2014 MISCELLANEOUS	Worked on doors	60	1
	Jeff Lewis	180	3
	Facility Subtotal	360	6
<b>AcctCode Total</b>		<b>360</b>	<b>6</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
<b>020-7021</b>			
7021.2 PARK - REAVES PARK			
7/7/2014 ELECTRICAL	Repaired panel	60	1
	Bill Sandison	60	1
7/10/2014 PLUMBING	Blockage in toilet in men's public bathroom	60	1
7/23/2014 PLUMBING	Blockage in toilet in women's public bathroom	60	1
7/28/2014 PLUMBING	Repaired water leak on buried hydrant	120	2
	Jeff Lewis	240	4
7/7/2014 ELECTRICAL	Worked on electrical panels	60	1
	Larry E. Long	60	1
	Facility Subtotal	360	6
7021.3 REC CTR - 12TH AVE			
7/11/2014 ELECTRICAL	Repaired the A/C panel and circuits	90	1.5
	Bill Sandison	90	1.5
7/18/2014 PLUMBING	Repaired water leak on drinking fountain	60	1
	Jeff Lewis	60	1
7/10/2014 HVAC	Serviced the game room A/C unit	240	4
7/15/2014 HVAC	Worked on bids for A/C unit replacement	240	4
	Jerry Wilson	480	8
7/10/2014 ELECTRICAL	Checked the transformer that feeds roof top A/C unit	180	3
7/10/2014 HVAC	Serviced the roof top A/C unit	150	2.5
7/11/2014 ELECTRICAL	Serviced the roof top A/C unit and worked on A/C panels	150	2.5
	Larry E. Long	480	8
	Facility Subtotal	1110	18.5
7021.0 REC CTR - IRVING			
7/21/2014 ELECTRICAL	Repaired A/C unit	90	1.5
7/24/2014 ELECTRICAL	Worked on roof lights	30	0.5
	Bill Sandison	120	2
7/21/2014 ELECTRICAL	Serviced roof top A/C unit (stopped working)	90	1.5
7/24/2014 ELECTRICAL	Worked on outside and roof lights	30	0.5
	Larry E. Long	120	2
	Facility Subtotal	240	4
7021.1 REC CTR - LITTLE AXE			
7/2/2014 PLUMBING	Removed sink from office area	120	2
7/17/2014 PLUMBING	Replaced wax ring on toilet	120	2
7/17/2014 PLUMBING	Adjusted water flow on drinking fountain	60	1
7/25/2014 PLUMBING	Rebuilt flush valve on urinal in men's bathroom	120	2
	Jeff Lewis	420	7
	Facility Subtotal	420	7
7021.4 REC CTR - WHITTIER			
7/3/2014 PLUMBING	Blockage in building sewer	120	2

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
7/16/2014 PLUMBING	Cleaned out blockage in drain, replaced disposal	120	2
	Jeff Lewis	240	4
7/22/2014 HVAC	Serviced the A/C unit	240	4
	Jerry Wilson	240	4
	Facility Subtotal	480	8
<b>AcctCode Total</b>		<b>2610</b>	<b>43.5</b>

**020-7023**

7023.0 SENIOR CITIZENS CTR

7/2/2014 ELECTRICAL	Worked on lights	360	6
7/3/2014 ELECTRICAL	Worked on lights	120	2
7/9/2014 ELECTRICAL	Worked on lights	120	2
	Bill Sandison	600	10
7/8/2014 MISCELLANEOUS	Worked on door	60	1
7/17/2014 PLUMBING	Blockage in sink in kitchen area bathroom	60	1
7/21/2014 PLUMBING	Cleaned out grease in dishwasher	90	1.5
7/22/2014 PLUMBING	Consulted with Jerry Wilson on A/C unit	60	1
7/23/2014 PLUMBING	Installed new condensate lines for A/C units	180	3
7/25/2014 PLUMBING	Blockage in toilet in men's bathroom	60	1
	Jeff Lewis	510	8.5
7/8/2014 HVAC	Serviced the A/C unit	240	4
	Jerry Wilson	240	4
7/2/2014 ELECTRICAL	Worked on inside and outside lights	240	4
7/3/2014 ELECTRICAL	Capped exposed wires (light fixture was taken on driveway)	120	2
7/9/2014 ELECTRICAL	Worked on the exit lights	120	2
	Larry E. Long	480	8
	Facility Subtotal	1830	30.5
<b>AcctCode Total</b>		<b>1830</b>	<b>30.5</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
<b>030-7032</b>		
7032.0 WESTWOOD GOLF COURSE		
7/1/2014 ELECTRICAL	Worked on lights	90 1.5
7/16/2014 ELECTRICAL	Worked on lights in pro-shop	240 4
7/17/2014 ELECTRICAL	Worked on lights	240 4
7/18/2014 ELECTRICAL	Worked on lights in café	90 1.5
	<b>Bill Sandison</b>	<b>660 11</b>
7/2/2014 PLUMBING	Rebuilt sink faucet in kitchen bathroom	60 1
7/16/2014 PLUMBING	Replaced handles on 3 compartment sink in kitchen area	60 1
	<b>Jeff Lewis</b>	<b>120 2</b>
7/1/2014 ELECTRICAL	Counted lights pole lights and styles of lights for project	240 4
7/9/2014 ELECTRICAL	Consulted with Matt Smith re: light count for project	30 0.5
7/16/2014 ELECTRICAL	Worked on lights	240 4
7/17/2014 ELECTRICAL	Worked on lights in pro-shop and café	180 3
7/18/2014 ELECTRICAL	Worked on lights in café	90 1.5
	<b>Larry E. Long</b>	<b>780 13</b>
	<b>Facility Subtotal</b>	<b>1560 26</b>
<b>AcctCode Total</b>		<b>1560 26</b>

<b>030-7033</b>		
7033.0 WESTWOOD POOL		
7/16/2014 ELECTRICAL	Worked on lights	180 3
7/17/2014 ELECTRICAL	Worked on lights	120 2
7/18/2014 ELECTRICAL	Installed new light fixtures	150 2.5
7/22/2014 ELECTRICAL	Repaired underground lines and lights	150 2.5
7/23/2014 ELECTRICAL	Worked on lights	150 2.5
7/24/2014 ELECTRICAL	Worked on lights	60 1
7/25/2014 ELECTRICAL	Separated and redesigned circuits for outside lights	240 4
7/28/2014 ELECTRICAL	Worked on outside lights, and repaired electrical	240 4
	<b>Bill Sandison</b>	<b>1290 21.5</b>
7/8/2014 PLUMBING	Blockage in (3) shower drains in women's bathroom	180 3
7/16/2014 PLUMBING	Removed urinal and capped off wall	180 3
7/23/2014 PLUMBING	Cleaned out the filters on the slide pump	60 1
7/28/2014 PLUMBING	Blockage in drains on slide pump	180 3
	<b>Jeff Lewis</b>	<b>600 10</b>
7/16/2014 ELECTRICAL	Looked over pool building - possibility of mounting lights	60 1
7/17/2014 ELECTRICAL	Worked on lights in life guards locker room	120 2
7/18/2014 ELECTRICAL	Installed new light fixtures in life guards locker room	150 2.5
7/22/2014 ELECTRICAL	Worked on concession stand light	90 1.5
7/22/2014 ELECTRICAL	Consulted on installation of time clock in concession stand	60 1
7/23/2014 ELECTRICAL	Bought materials and delivered materials to pool filter bldg.	150 2.5
7/24/2014 ELECTRICAL	Worked on light circuits	60 1
7/25/2014 ELECTRICAL	Installed time clock	240 4
7/28/2014 ELECTRICAL	Installed piping and lights	240 4
	<b>Larry E. Long</b>	<b>1170 19.5</b>
	<b>Facility Subtotal</b>	<b>3060 51</b>
<b>AcctCode Total</b>		<b>3060 51</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
<b>031-5531</b>			
5531.1 WATER TREATMENT PLANT			
7/31/2014 PLUMBING	Cleaned out floor drains	120	2
	Jeff Lewis	120	2
7/17/2014 ELECTRICAL	Worked on pole lights and on overhead door	60	1
	Larry E. Long	60	1
	Facility Subtotal	180	3
<b>AcctCode Total</b>		<b>180</b>	<b>3</b>
<b>031-5551</b>			
5551.0 LINE MAINTENANCE FACILITY			
7/2/2014 HVAC	Serviced A/C unit	240	4
7/3/2014 HVAC	Worked on and changed out the condensor	240	4
	Jerry Wilson	480	8
7/2/2014 HVAC	Installed new compressor for A/C system	240	4
7/3/2014 HVAC	Replaced the compressor unit	240	4
	Larry E. Long	480	8
	Facility Subtotal	960	16
<b>AcctCode Total</b>		<b>960</b>	<b>16</b>
<b>032-5546</b>			
5546.0 WASTEWATER TREATMENT PLANT			
7/9/2014 ELECTRICAL	Worked on lights in the lab	90	1.5
7/14/2014 ELECTRICAL	Worked on power supply	120	2
	Bill Sandison	210	3.5
7/30/2014 PLUMBING	Capped off water lines	180	3
	Jeff Lewis	180	3
7/7/2014 HVAC	Washed the condensor coils	240	4
7/9/2014 HVAC	Repaired A/C unit	240	4
7/10/2014 HVAC	Replaced the condensor fan motor	240	4
7/11/2014 HVAC	Serviced the lab A/C unit	480	8
7/18/2014 HVAC	Serviced the A/C unit	240	4
7/23/2014 HVAC	Serviced the A/C unit	120	2
7/24/2014 HVAC	Serviced the A/C unit	240	4
7/25/2014 HVAC	Serviced the lab A/C unit	240	4
	Jerry Wilson	2040	34
7/3/2014 ELECTRICAL	Replaced the outlet for A/C unit	120	2
7/9/2014 HVAC	Serviced the roof top A/C unit	90	1.5
7/10/2014 HVAC	Serviced the A/C unit	90	1.5
7/14/2014 ELECTRICAL	Worked on centerfuge control power	120	2
7/15/2014 ELECTRICAL	Checked the new power supply	30	0.5
	Larry E. Long	450	7.5
	Facility Subtotal	2880	48
<b>AcctCode Total</b>		<b>2880</b>	<b>48</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
<b>033-5560</b>			
5560.0 SANITATION DIV BLDG			
7/1/2014 ELECTRICAL	Repaired the compactor at Norman Regional Hospital	60	1
7/11/2014 ELECTRICAL	Repaired the compactor at the Healthplex	150	2.5
7/18/2014 ELECTRICAL	Serviced and repaired the compactor at Healthplex	90	1.5
7/24/2014 ELECTRICAL	Repaired dumpster, worked on lights, wires, circuits	270	4.5
7/28/2014 ELECTRICAL	Located parts and repaired the compactor	240	4
7/29/2014 ELECTRICAL	Repaired dumpster and upgraded existing system	150	2.5
7/30/2014 ELECTRICAL	Repaired compactor	300	5
7/30/2014 ELECTRICAL	Serviced the compactor RAM at the Healthplex	60	1
7/31/2014 ELECTRICAL	Repaired compactor, lights, welder, plasma and 120v	480	8
	<b>Bill Sandison</b>	<b>1800</b>	<b>30</b>
7/8/2014 HVAC	Serviced the A/C unit	240	4
7/9/2014 HVAC	Serviced the A/C units	240	4
7/29/2014 HVAC	Serviced the A/C unit	240	4
	<b>Jerry Wilson</b>	<b>720</b>	<b>12</b>
7/1/2014 ELECTRICAL	Serviced the compactor at Norman Regional Hospital	60	1
7/9/2014 HVAC	Serviced A/C units (checked the coils and pressure)	240	4
7/10/2014 ELECTRICAL	Worked on the compactor at Norman Regional Hospital	60	1
7/11/2014 ELECTRICAL	Worked on the compactor at Norman Regional Hospital	90	1.5
7/18/2014 ELECTRICAL	Serviced/oiled hydraulic ram in compactor (North Hospital)	90	1.5
7/24/2014 ELECTRICAL	Worked on lights at dumpster barn	90	1.5
7/24/2014 ELECTRICAL	Worked on lights compost facility/material prices for project	120	2
7/28/2014 ELECTRICAL	Worked on compactor	180	3
7/29/2014 ELECTRICAL	Welded plugs	150	2.5
7/31/2014 ELECTRICAL	Welded plugs	420	7
	<b>Larry E. Long</b>	<b>1500</b>	<b>25</b>
	<b>Facility Subtotal</b>	<b>4020</b>	<b>67</b>
<b>AcctCode Total</b>		<b>4020</b>	<b>67</b>
<b>033-5565</b>			
5565.0 COMPOST FACILITY			
7/24/2014 ELECTRICAL	Worked on lights	60	1
	<b>Bill Sandison</b>	<b>60</b>	<b>1</b>
	<b>Facility Subtotal</b>	<b>60</b>	<b>1</b>
<b>AcctCode Total</b>		<b>60</b>	<b>1</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
<b>040-5070</b>		
5070.0 FLEET MAINTENANCE		
7/15/2014 ELECTRICAL	Repaired the light at sink	60 1
	Bill Sandison	60 1
7/2/2014 PLUMBING	Blockage in toilet in men's bathroom	60 1
	Jeff Lewis	60 1
7/24/2014 MISCELLANEOUS	Took van to city for service	120 2
7/31/2014 MISCELLANEOUS	Attended training on CNG refueling station	60 1
	Larry E. Long	180 3
	Facility Subtotal	300 5
<b>AcctCode Total</b>		<b>300 5</b>
<b>041-2030</b>		
2020.6 FACILITY MAINTENANCE		
7/15/2014 ELECTRICAL	Went with Larry Long to Fleet to pick up new van	60 1
7/16/2014 MISCELLANEOUS	Cleaned the shop and restocked materials	60 1
7/21/2014 MISCELLANEOUS	Ordered uniforms	60 1
7/29/2014 ELECTRICAL	Researched circuit tracers (ordering parts)	30 0.5
7/30/2014 ELECTRICAL	Estimates for equipment to be purchased	60 1
	Bill Sandison	270 4.5
7/15/2014 MISCELLANEOUS	Cleaned out Matt Smith's truck and picked up new van	120 2
7/16/2014 ELECTRICAL	Stocked new van	180 3
7/21/2014 MISCELLANEOUS	Ordered uniforms	60 1
7/25/2014 MISCELLANEOUS	Checked on tool and meter prices	60 1
7/29/2014 ELECTRICAL	Researched circuit tracers (ordering parts)	30 0.5
	Larry E. Long	450 7.5
	Facility Subtotal	720 12
<b>AcctCode Total</b>		<b>720 12</b>
<b>Grand Total</b>		<b>668</b>

**CITY MANAGER**

**2**



## **CIP FINANCIAL STATUS 2A**

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

7/25/2014

Project No.**	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
<b>UTILITIES</b>				
WW0262	Tecumseh Interceptor	7/15/2014		
		\$0	\$165,000	Sewer Sales Tax 323
		\$0	\$20,000	New Development Excise Tax 322
WW0303	Lift Station D Improvements	\$0	\$450,000	New Development Excise Tax 322
SA0002	Transfer Station	\$0	\$50,000	Sanitation Fund 033
WA0196	I-35 Waterline Relocations (ODOT)***	\$0	\$40,000	Water Fund 031
WA0188	High Pressure Plane Waterline	\$0	\$29,500	Water Fund -31
WW0050	WW Effluent Truck Wash Facility	\$0	\$270,300	Water Reclamation Fund 032
WW0065	WRF Street Lighting (part of Phase 2 improvements)	\$0	\$160,000	Water Reclamation Fund 032
<b>PUBLIC WORKS</b>				
TR0238	Robinson/NE 12th Intersection Improvements*	\$ 60,000.00	-	Capital 50
TR0203/BP0203	Robinson RR Grade Separation*	\$ 1,100,000.00	-	Capital 50
TR0049	Indian Hills Road Overpass Reconstruction	\$ 100,000.00	-	Capital 50
TR0075	Main Street Roadway Lighting	\$ 50,000.00		Capital 50
<b>INFORMATION TECHNOLOGY</b>				
BG0040	City Phone System Replacement (VOIP)	\$ -	\$ 36,000.00	Capital 50
<b>PARKS AND RECREATION</b>				
UT 0098	UNP Legacy Park and Trail****	7/16/2014	\$0	UNPTIF Fund 57

Notes

\* Project at least partially funded through ODOT. Final accounting occurs with ODOT audits that generally take 2-4 years after project completion. New landscaping included.

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

\*\*\* ODOT mandate to relocate 3 water lines for I-35 widening. Revised costs to be 100% reimbursed by ODOT at project audit completion.

\*\*\*\* The original contract amount of \$5,897,900 has been changed through four different change orders and is currently at \$6,528,278.09. project completion. New landscaping included.

**COMMUNITY RELATIONS**

**2B**

**Community Relation's Office**  
**July 2014**

Number of press releases	25
Contacts with the media	11
<i>Norman News</i> membership	947
Website visits	81,448
Facebook followers	2,221
Twitter followers	1,037

**DEVELOPMENT COORDINATOR      2C**

**City of Norman**  
**Development Coordinator Monthly Report**  
**July 2014**

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

**General Inquiries, Contacts and Meetings**

- Planning Commission
- Development Review Team
- City Council Meeting
- City Council Study Session
- Oversight Committee
- Plat Review Team
- Pre-Development Meetings
- Chamber of Commerce Councilmember “Meet and Greet”
- BASCO General Membership Meeting

**Building Permit and Plat Application Meetings**

- Discussed requirements for a new retail development with potential property tenant.
- Assisted homeowners in permit requirements and regulations for a building permit.
- Met with staff and potential restaurant owner regarding permit requirements for new restaurant.
- Met with staff and project representatives to discuss construction process and development plans for revitalization of a nursing home facility.
- Met with staff and project representatives to discuss property options for acreage in west Norman.
- Met with staff and project representatives to discuss plan requirements for a new industrial shell building.
- Met with staff to locational requirements/site requirements expansion of current industrial business.
- Met with staff and property owners to discuss zoning and platting options for residential property.
- Met with staff and project representatives to discuss new industrial property in Norman.
- Discussed project requirements with staff and project representative for expansion of a Church.

**Development Process Improvements**

- ***Retail Market Analysis***– The consultant will present information regarding the analysis results to the City Council at the August 5<sup>th</sup> Study Session and the business community on August 6<sup>th</sup>. Following presentation and finalization of the report, staff will work to make the information available online.
- ***Citizen Retail and Restaurant Survey*** –A Final Report on the survey results is being prepared.
- ***I-35 Construction Signage Project***: Leidos Engineering is currently working on the signage location/development plans for both the HWY 9 and Lindsey St. construction signage project that is designed to develop a plan for placement of direction construction signage as part of the Lindsey St. and HWY 9 projects. This project will be similar to the construction direction signage that was developed for the Main St./I-35 construction project. Following finalization of the signage plan, staff in Public Works will develop and place signage as construction begins on the Lindsey St. project.

- ***Customer Service Survey for Development Services Division*** – Staff began distribution of the survey in November. Ninety-Five surveys have been sent, with a continued return rate of about 13%. This return rate is similar for the rate experienced for similar surveys in other cities. Another round of surveys will be sent in early August 2014.
- ***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.. Work continues to research processes and obtain examples from other cities. During this month research continued to look at examples from other communities and determine some common themes of code clarification topics.
- ***Construction Information for Developers and Businesses*** – work continues on outlining process for informing local developers and businesses of potential impacts from public construction projects. This project is designed to continue establishing a good working relationship with the business community and allow identification of potential problems or issues that may arise for businesses/development during the public construction. With early identification and dialogue, perhaps the impact to businesses can be lessened and/or solutions to problems can be implemented early in the construction process. As part of this project, an email list to communicate with businesses impacted by construction will be utilized; information on the Development Coordinator’s webpage; phone calls; on-site meetings; and possibly through a specific, individual social media site (i.e. Twitter)

**FINANCE 3**



CITY OF NORMAN

Department of Finance  
Monthly Report – July 2014

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

Treasury Division:

In the month of July, the Treasury Division processed 28,615 total payments. The traffic counter at the Drive-up Facility counted 5,927 customers. The Treasury Division processed 1,298 credit card utility payments, an increase of 6.4% from last month, and the IVR (Interactive Voice Response) system processed 1,452 credit card utility payments, a decrease of -4.5% from last month. Utility customers also have the option of paying on the City of Norman website. There were 3,020 credit card payments made on the internet in July, a decrease of -4.3% from last month. The Municipal Court processed 715 credit card payments for court fines, an increase of 14.0% from last month.

The City charges a convenience fee of \$3 on credit card payments made online or by phone to help offset the costs of providing credit card service. We collected \$16,914 in convenience fees in the month of July with a fiscal year-to-date total of \$16,914.

Utility Services Division:

The Meter Reading Division read 38,452 meters. Out of 75 meter reading routes, 64 (85%) were read within the targeted 30-day reading cycle. All routes were read by the 33<sup>rd</sup> day. No routes were estimated in July.

General Fund Revenues & Expenditures:

When comparing major General Fund revenue sources versus budgeted levels, revenues are on target for the month of July at 0.07%. Revenues from the City's largest single source of revenue, sales tax, are above target at 3.2% for the year to date and almost equal to last fiscal year by 0.09%. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 15 Budget To Date	FYE 15 Actual To Date	FYE 14 Actual To Date	FYE 13 Actual To Date
Sales Tax Revenue*	\$3,088,988	\$3,187,507	\$3,184,591	\$3,074,205
General Fund Revenue*	\$6,124,731	\$5,023,282	\$4,759,208	\$4,775,370
General Fund Expenses*	\$6,458,001	\$6,992,369	\$6,806,422	\$6,577,093

\* Excludes Public Safety Sales Tax

## Administration Division

	FYE 15		FYE 14	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	320.00	320.00	320.00
Total Comp Time Available	0.00	21.13	0.00	21.13
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>320.00</b>	<b>341.13</b>	<b>320.00</b>	<b>341.13</b>
Benefit Hours Taken	48.50	48.50	31.50	31.50
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>271.50</b>	<b>292.63</b>	<b>288.50</b>	<b>309.63</b>
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**ACCOUNTING 3A**

## Accounting Division

	FYE 15		FYE 14	
	JULY	YTD	JULY	YTD
Total Regular Hours Available	960.00	960.00	960.00	960.00
Total Comp Time Available	4.75	4.75	13.25	13.25
Total Overtime Hours	3.00	3.00	1.00	1.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>967.75</b>	<b>967.75</b>	<b>974.25</b>	<b>974.25</b>
Benefit Hours Taken	128.25	128.25	195.50	195.50
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>839.50</b>	<b>839.50</b>	<b>778.75</b>	<b>778.75</b>
 <b>PERMANENT PART-TIME</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	43.50	68.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>43.50</b>	<b>68.00</b>	<b>0.00</b>	<b>0.00</b>

**CITY REVENUE REPORTS**

**3B**

**City Revenue Report**

	<b>FYE 15</b>	<b>FYE 14</b>	
	<b>JULY</b>	<b>JULY</b>	
Total Revenue Received (\$)	\$11,308,669	\$10,530,883	\$777,786
Utility Payments - Office (#)	2,536	4,814	(\$2,278)
Utility Payments - Office (\$)	\$399,972	\$431,660	(\$31,688)
Lockbox (#)	19,610	22,081	(2,471)
Lockbox (\$)	\$1,894,822	\$1,755,817	\$139,005
IVR Credit Card (#)	1,452	1,425	\$27
IVR Credit Card (\$)	\$128,910	\$130,419	(\$1,509)
Click to Gov (#)	3,020	2,523	497
Click to Gov (\$)	\$256,801	\$178,950	\$77,851
UT Credit Card Payments (#)	1,298	1,227	71
UT Credit Card Payments (\$)	\$127,798	\$106,692	\$21,106
Art Donations (#)	101	90	11
Art Donations (\$)	\$148	\$100	\$48
Bank Draft Payments (#)	6,889	7,073	(184)
Bank Draft Payments (\$)	\$638,089	\$509,645	\$128,444
Utility Deposits (#)	21	36	(15)
Utility Deposits (\$)	\$630	\$1,080	(\$450)
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	41	38	3
Processed Return Checks (\$)	(\$4,956)	(\$3,174)	(\$1,782)
Other Revenue Transactions (#)	349	369	(20)
Other Revenue Received (\$)	\$7,047,867	\$6,845,111	\$202,756
Accounts Receivable Payments (\$)	\$254,121	\$128,754	\$125,367
Accounts Receivable - Credit Card #	2	1	1
Accounts Receivable - Credit Card \$	\$418	\$133	\$285
Municipal Court - Fines/Bonds (\$)	\$166,182	\$121,233	\$44,949
Municipal Court - Credit Card (#)	715	454	261
Municipal Court - Credit Card (\$)	\$105,940	\$76,606	\$29,334
Municipal Court - C2G (#)	336	66	270
Municipal Court - C2G (\$)	\$21,651	\$7,008	\$14,643
Building Permits Cash Report (\$)	190,603	\$161,689	\$28,914
Building Permits Credit Card (#)	120	163	(43)
Building Permits Credit Card (\$)	\$43,307	\$55,556	(\$12,249)
Building Permits C2G (#)	48	26	22
Building Permits C2G (\$)	\$7,453	\$1,574	\$5,879
Occupational License - Bldg Insp. (\$)	\$4,700	\$3,720	\$980
Occupational License - Bldg Insp. CC (#)	15	9	6
Occupational License - Bldg Insp. CC (\$)	\$1,700	\$1,070	\$630
Business License - City Clerk (\$)	\$4,610	\$2,290	\$2,320
Business License - City Clerk CR CD (#)	4	0	4
Business License - City Clerk CR CD (\$)	\$990	\$0	\$990
Convenience Fees - All Payments (#)	5,638	4,983	655
Convenience Fees - All Payments (\$)	16,914	14,949	\$1,965
Bank Drafts Billed (#)	6,942	6,604	338
Bank Drafts Billed (\$)	604,601	534,008	\$70,593
Interdepartmental Billing (#)	147	149	(2)
Interdepartmental Billing (\$)	\$22,193	\$19,962	\$2,231
Accounts Receivable Billed (\$)	154,268	146,315	\$7,953

## Budget Services Division

	FYE 15		FYE 14	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	160.00	160.00	160.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	160.00	160.00	160.00	160.00
Benefit Hours Taken	8.00	8.00	16.00	16.00
TOTAL ACCOUNTABLE STAFF HOURS	152.00	152.00	144.00	144.00
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 15		FYE 14	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	800.00	800.00	800.00
Total Comp Time Available	42.50	42.50	30.25	30.25
Total Overtime Hours	10.00	10.00	8.50	8.50
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	852.50	852.50	838.75	838.75
Benefit Hours Taken	207.00	207.00	184.50	184.50
TOTAL ACCOUNTABLE STAFF HOURS	645.50	645.50	654.25	654.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00



**UTILITY      3C**

## Utility Division

	FYE 15		FYE 14	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,832.00	1,832.00	1,600.00	1,600.00
Total Comp Time Available	0.00	0.00	14.50	14.50
Total Overtime Hours	151.00	151.00	203.75	203.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,983.00	1,983.00	1,818.25	1,818.25
Benefit Hours Taken	240.75	240.75	183.75	183.75
TOTAL ACCOUNTABLE STAFF HOURS	1,742.25	1,742.25	1,634.50	1,634.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

## Office Services

	FYE 15		FYE 14	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	320.00	320.00	320.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	8.75	8.75	11.50	11.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>328.75</b>	<b>328.75</b>	<b>331.50</b>	<b>331.50</b>
Benefit Hours Taken	72.00	72.00	48.00	48.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>256.75</b>	<b>256.75</b>	<b>283.50</b>	<b>283.50</b>
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Drive-up Window and Mail Payments

	FYE 15 JULY	FYE 14 JULY
Mail Payments - Lockbox	19,610	22,081
Mail Payments - Office	215	306
<b>Mail Payments - Subtotal</b>	<b>19,825</b>	<b>22,387</b>
Night Deposit	484	525
Click-to-Gov Payments	3,020	2,523
IVR Payments	1,452	1,425
<b>Without assistance payments - Subtotal</b>	<b>4,956</b>	<b>4,473</b>
Drive-up window & inside counter	2,536	3,983
Credit Card machine payments (swipe)	746	699
Credit Card machine payments (phone)	552	528
<b>With assistance payments - Subtotal</b>	<b>3,834</b>	<b>5,210</b>
<b>Total Payments Processed - Subtotal</b>	<b>28,615</b>	<b>32,070</b>
Bank Draft (ACH) Payments	6,890	7,073
<b>Total Payments (Utility)</b>	<b>35,505</b>	<b>39,143</b>
Total Convenience Fees - all Payments	5,638	4,983
<b>Grand Total Payments</b>	<b>41,143</b>	<b>44,126</b>

## Traffic Counter at Drive-up Facility

Night Drop *	645	897
8-5 Drive-up Window Customers *	5,282	4,612
<b>Total Traffic Counter</b>	<b>5,927</b>	<b>5,509</b>

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

## Meter Reading Division

	FYE 15		FYE 14	
	JULY	YTD	JULY	YTD
Number of Meters Read	38,452	38,452	37,624	37,624
New Service	2,087	2,087	2,105	2,105
Request for Termination	2,141	2,141	2,186	2,186
Delinquent On(s)	297	297	70	70
Delinquent Offs	487	487	149	149
Collect Deposit Tags Hung	23	23	65	65
Collect Deposit Cut Offs	3	3	19	19
Blue Tags	12	12	4	4
Number of Meters Re-read	1,707	1,707	970	970
Meters Cleaned	127	127	33	33
Customer Assists	145	145	51	51
Meters Pulled	2	2	0	0
Meters Re-set	1	1	0	0
TOTAL	45,484	45,484	43,276	43,276

## Utility Division Activity Report

	FYE 15		FYE 14	
	JULY	YTD	JULY	YTD
STATUS REPORT				
Regular Utility Accounts Billed	36,126	36,126	39,445	39,445
New Ons	945	945	1,049	1,049
Final Accounts Billed	1,173	1,173	1,098	1,098
TOTAL METERS READ	38,244	38,244	41,592	41,592

**FIRE DEPARTMENT**

**4**

**NORMAN FIRE DEPARTMENT  
MONTHLY PROGRESS REPORT  
July, 2014**

**FIRE PREVENTION DIVISION ACTIVITIES**

Inspections	247/ 232 staff hours
Re-Inspections	160/ 72.5 staff hours
Residential Inspections	0
Smoke Detector Batteries	14/ 9 staff hours
Plan/Platt Review	43/ 65.5 staff hours
Company Inspections	39 Apartment Complexes
Re-Inspections	
<b>Total Inspections</b>	<b>407/ 304.5 staff hours</b>
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)	
Code Violation Complaints	146/ 97 staff hours
Training (hours)	34/65 staff hours
Fire Education Classes	5/9 staff hours
Investigations	5/15.5 staff hours
Investigative Activities	5/ 15.5 staff hours
Miscellaneous/Special	NFD Fire Company Inspections: 39 Apartment Complexes CERT Team Bullex Training C.I.D. Surveillance Training Fire Inspector II Class completion



**NORMAN FIRE DEPARTMENT  
MONTHLY PROGRESS REPORT  
July 2014**

**FIRE SUPPRESSION DIVISION ACTIVITIES**

**Incident Response Type Summary**

<b>Type</b>	<b>Count</b>	<b>% of Incidents</b>	
Fire	45	4.46%	
Overpressure Rupture, Explosion, Overheat - no fire	1	.09%	
Rescue & Emergency Medical Service Incidents	705	69.94%	
Hazardous Conditions (No Fire)	16	1.58%	
Service Call	77	7.63%	
Good Intent Call	94	9.32%	
False Alarm & False Call	57	5.65%	
Severe Weather & Natural Disaster	0	0%	
Special Incident Type	1	.09%	
Incomplete Reports & Reports That Have Not Imported	12	1.19%	
<b>Total Incident Count</b>	<b>1008</b>		
<b>Total Fire Loss</b>			<b>\$129,100</b>

**Average Response Times**

	<b>Number of Calls</b>	<b>Average Time</b>
Station #1	198	4:59
Station #2	149	5:05
Station #3	166	6:16
Station #4	113	5:33
Station #5	48	9:42
Station #6	46	8:19
Station #7	96	5:52
Station #8	77	5:08
Station #9	115	6:08

## EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: July 2014
<b>Mitigation:</b>	
Siren system 100 %	
Contract for Red Cross Grant	Accepted by Council and submitted for processing
<b>Preparedness:</b>	
Children's Annex Draft	Collaboration with U. of Columbia continues
Moore Norman Tech Center CERT class Provided	9-11 July
Amateur Radio Testing	Ongoing each Thursday evening
Amateur Radio Club Meeting	Meeting Second Saturday Morning
Norman Emergency Response Volunteers	Meeting Second Thursday Evening
Volunteer CPR Class	14 July
Boeing CERT Class Provided	24-26 July
<b>Response: None</b>	
<b>Recovery:</b>	
May 2013 Long Term Recovery	On going

## **HUMAN RESOURCES**

**5**

**HUMAN RESOURCES**  
**Monthly Report**  
**July, 2014**

**ADMINISTRATION/LABOR RELATIONS**

***A. Administrative***

- Finalized and implemented Employee ID Badge Policy
- Held a meeting with Line Maintenance supervisors regarding FMLA
- Conducted two (2) pre-disciplinary meeting – Streets
- Held a consultation with the IAFF regarding employee discipline
- Interviewed candidates for Safety Manager
- Attended Norman Employee Retirement Board meeting
- Attended Oklahoma Public Employers Labor Relations Association (OKPELRA) meeting

***B. Grievances (active AFSCME and Non-Union)***

- AFSCME Grievance FYE14- 02 – Rollins (Traffic) – demotion  
*Arbitration has been scheduled*
- AFSCME Grievance FYE14-05 - Fox (Sewer Line Maint.) – termination  
*Arbitration has been scheduled*
- AFSCME Grievance FYE14-06 - Green (Sewer Line Maint.) – termination  
*Arbitration has been scheduled*

***C. Collective Bargaining***

- Held one (1) negotiation session with IAFF
- Held two (2) negotiation sessions with FOP

***D. Administrative Support***

- Processed Monthly Department Report
- Conducted one (1) employee spotlight interview for newsletter
- Compiled and distributed July 2014 City Newsletter
- Compiled and distributed United Way Packets
- Coordinated United Way Kick-off meetings for outlying divisions
- Compiled and distributed City of Norman I.D. Badge Policy
- Administered photo ID's for 150 employees
- Processed invoices and reconciled expense accounts
- Attended/Summarized three (3) negotiation sessions
  - 2 – FOP
  - 1 – IAFF

## **BENEFITS**

- Processed transactions for Life, Health/Dental and Supplemental Insurance Plans
- New Employee Orientation for: Custodian; Engineering Technician; Maintenance Worker I (Sewer Line Maintenance); Police Records Clerk; and City Surveyor
- Weekly Service call with Meritain Health (Health Insurance Third Party Administrator)
- Responded to 98 benefit/wellness inquiries

## **COMPENSATION**

The following personnel actions were processed:

Nine (9) employees hired:

- 2 – City Council – Councilmembers
- 1 – Finance/Utilities – Meter Reader
- 1 – Utilities/Water Treatment – Temporary Laborer
- 2 – Public Works/Engineering – (1) Engineering Technician, (1) City Surveyor
- 1 – Utilities/Sewer Line Maintenance – Maintenance Worker I
- 1 – Police/Staff Services – Police Records Clerk
- 1 – Parks and Recreation temporary employee – Asst Aquatic Manager

Four (4) employees promoted:

- 1 – City Clerk – Custodian
- 1 – Public Works/Fleet – Mechanic I
- 1 – Utilities/Water Line Maintenance – Heavy Equipment Operator
- 1 – Utilities/Sewer Line Maintenance – Maintenance Worker II

Twenty-three (23) employees terminated employment from the City of Norman:

- 2 – City Council - Councilmembers
- 1 – Finance/Utilities – Meter Reader
- 1 – Public Works/Streets – Maintenance Worker I
- 1 – Public Works/Fleet – Administrative Technician III
- 2 – Police/Patrol – (1) Police Sergeant and (1) Police Officer
- 1 – Utilities/Sewer Line Maintenance – Maintenance Worker I
- 1 – Utilities/Sanitation – Sanitation Worker I
- 14 – Parks and Recreation – (1) Parks Supervisor, (1) Tennis Shop Attendant, and (12) Umpires

## **COMPENSATION/BENEFIT SURVEYS**

## **RECRUITMENT**

Accepted applications for the following positions:

- Call Taker (PPT), Police/Emergency Communications Bureau
- Tennis Shop Attendant, Parks & Recreation, Westwood Tennis Center
- Communications Officer, Police/Emergency Communications Bureau
- Retail Marketing Coordinator, City Manager

- Engineering Technician II, Public Works/Engineering
- Temporary Laborer, Utilities/Water Reclamation Facility
- Temporary Laborer, Utilities/Water Treatment Plant
- Maintenance Worker I, Utilities/Water Line Maintenance
- Maintenance Worker I, Utilities/Sewer Line Maintenance
- Safety Manager, Human Resources Department
- Field Service Mechanic II, Public Works/Fleet Management
- Systems Administrator, Information Technology/Network Support
- Custodian, City Clerks Office
- Custodian (PPT), City Clerks Office
- Sanitation Worker I, Utilities/Sanitation
- Sanitation Worker II, Utilities/Sanitation
- Engineering Technician I, Public Works/Engineering
- Auto Service Technician, Public Works/Fleet
- Public Works Supervisor, Public Works/Fleet
- Customer Service Representative I, Finance/Utilities
- Maintenance Worker I, Public Works/Streets
- HEO, Parks & Recreation/Park Maintenance
- Aerobics Instructor, Parks & Recreation/Recreation
- Planner II, Planning and Community Development
- Mechanic II, Public Works/Fleet
- Maintenance Worker II, Utilities/Sewer Line Maintenance
- Maintenance Worker II, Utilities/Water Line Maintenance

**Recruitment & Hiring Statistics:**

<b>Contacts/Inquiries</b>		<b>Selection Process Elements</b>	
In Person	435	Written Exams	3
Phone	520	Practical Testing/Assessment Center	4
Mail	295	Panel Board Interviews	10
Email	215	Promotions	2
Total Subscribers on E-mail Vacancy List	1940	Oral Interviews	1
Total Visits to City of Norman HR website	5,098	Hiring/Promotion Board	0

<b>Hiring Statistics</b>		<b>Recruitment Statistics</b>	
Pre-Employment Background Investigations	26	Advertisements Placed	7
Pre-Employment Drug Screens	13	Applications Received	159
Pre-Employment Physicals	10	Job Announcements Emailed	68
Pre-Employment OSBI	13	Job Announcements to CON Depts.	392

**Training and Development**

Conducted training for five (5) new employees on the topics of Workplace Harassment, Workplace Violence, Customer Service, and various safety orientation topics.

## SAFETY

Held two (2) HazCom training classes: Traffic Control and Water Treatment Plant

Held four (4) fitness for duty meetings – Water Line Maintenance, Stormwater, Sanitation, and Police

### **Recordable Injuries –8**

<b>Employee</b>	<b>Nature of the injury</b>	<b>Activity</b>	<b>Prognosis</b>
Utilities/Sanitation Commercial	Spider bite	Driving truck	Minor Medical Care, Returned to Work
Police, Patrol	Blood Exposure	Arresting suspect	Minor Medical Care, Returned to Work
Police, Patrol	Strained lower back/hamstring/hip	After motorcycle chase, arresting suspect	Minor Medical Care, Returned to Work
Parks, Golf	Strained upper back	Lifting tents & misc. repetitive motion	Under Medical Care, Returned to Work
Police, Patrol	Contusion, left knee	Arresting suspect	Under Medical Care, Returned to Work
Fire, Suppression	Strained lower back & left leg	Lifting patient	Under Medical Care, Returned to Work
Parks, Maintenance	Foreign object in right eye	Digging out water meter	Minor Medical Care, Returned to Work
Fire, Suppression	Twisted right ankle	Jumping	Minor Medical Care, Returned to Work

### **Vehicle Collisions– 1**

<b>Division</b>	<b>Description of Collision</b>	<b>Discipline Status</b>
Sanitation, Commercial	Making a right turn and hit police vehicle	Written Reprimand

<b>Cumulative number of Vehicle Collisions of the indicated year, 2014 is total year to date.</b>					
<b>2014</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>	<b>2009</b>
8	23	15	18	34	42





CITY OF NORMAN

Information Technology Department  
Monthly Report –July 2014

**Working projects for the IT Department are as follows:**

<b>Project</b>	<b>Benefit</b>	<b>Status</b>
Voice over IP (VOIP) roll out to main campus.	Cost savings for telecommunications, better communications among city employees.	In Progress, all departments but the PD are finished on 201 Gray Campus
VOIP roll out to remote locations.	Cost savings for telecommunications, better communications among city employees.	Scheduled for after main campus roll out
New World Software roll out currently in development, training, and testing phases.	Improved Public Safety system with centralized tracking of data and integration of several systems in to one.	In Development, Training, and Testing
New World equipment upgrades and configuration working with vendor for completion.	Improved reliability of connectivity and speed for mobile users in the public safety sector.	Awaiting Vendor
Wireless phone bills audit for cost savings.	Cost savings for telecommunications, waste elimination.	In Planning
Animal Welfare building stand up scheduled.	Improved speed and communications for Animal Welfare Division.	Scheduled
IT Support Center development.	Improved communications with users and among IT Troubleshooting and helpdesk employees.	Complete and operational.
Lindsey Street Widening Fiber management.	Improved connectivity and speed for City of Norman Metropolitan Area Network (MAN).	In Planning
Fiber run from Fire 9 north to Water Treatment.	Improved connectivity and speed to increase Fiber Loop in the MAN.	In Planning
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases.	Ongoing
Examining the possibility of Coordination with Norman Public Schools/ODOT/Cleveland County for EOC Redundant Data Center	Increased disaster recovery and hardened security for the City of Norman information systems in coordination with other entities in the Norman area.	In Planning
HR module installation for iSeries through SunGard.	Improved user experience for hiring and recruiting employees.	Scheduled FYE15
IT onboarding/separation process (coordinating with HR)	Improved process for newly hired, position change, and terminated employees to ensure delivery and recovery of equipment, building access, and network access to information systems.	Complete
Procedures for online ticketing system for IT work order tracking.	Process Improving communication and speed of resolution for users who open work order trouble tickets for the IT department.	In Development
WTP Fiber	Process Improving network speed and communication to extend fiber from Fire Station 9, north to the water treatment plant.	In Planning

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
City of Norman backup software suite and hardware upgrade.	Upgrade to expand storage space and ensure that city data is properly backed up and stored for easy access in data recovery.	In Planning

### Support Tickets:

The IT department tracks work requests with a software package called Trackit. **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 2014.

### Mass Communications:

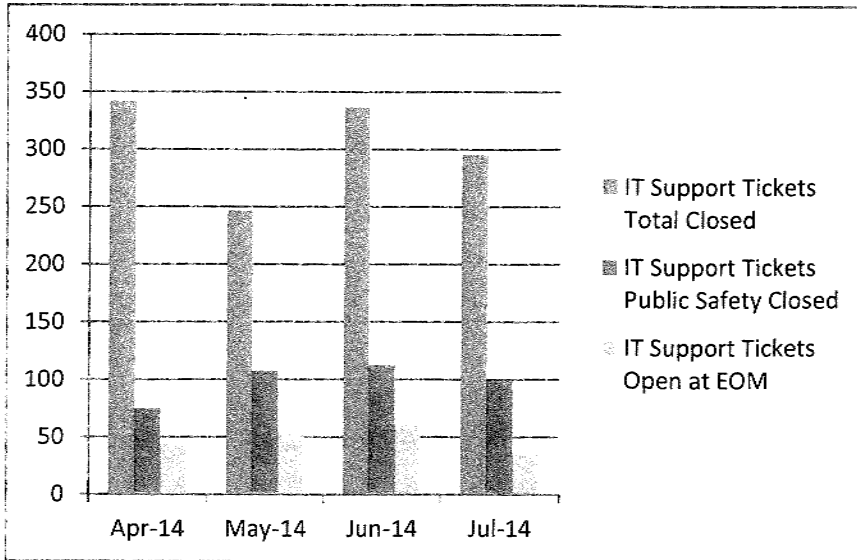
The following statistics represent email space and resource savings. 45 emails from the groups shown in the table below were sent from city servers using city resources – of those 38,634 were delivered to outside mailboxes for the month of July 2014. Basically the city generated mass communications of 38,634 messages from only 45 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 outside malicious attacks via email. IT had a total of 670,252 attempted incoming and 44,576 outgoing messages for the month of July. 538,643 of the incoming messages were considered Spam or hazardous e-mails and were quarantined or filtered (see **IT table 3**). Without the email filter our email server would have received that much additional mail which increases waste and decreases valuable storage space. Additionally the filter kept city employees from being bombarded with spam and potentially harmful emails.

### Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of July 2014 the City of Norman's web site had 81,448 individual web sessions access the web site for a total of 185,925 total page views. Of those sessions 44,334 were identified as New Users to view content on the City web site.



<b>Group</b>	<b>Active Members</b>	<b>Mailings</b>	<b>Total Delivered</b>
Affirmative Action Group	17	4	68
Job Posting	1,940	4	7,706
Norman News	947	28	26,601
Police – Citizens' Academy	83	0	0
Police – Neighborhood Watch	106	0	0
Public Works Consultants	137	0	0
Water Quality Report	2,091	1	2,091
Westwood Golf	630	3	1868
Westwood Golf Members	27	0	0
Westwood Men's Golf Assoc.	100	3	292
Westwood Women's Golf Assoc.	7	2	8
<b>Totals</b>	<b>6,085</b>	<b>45</b>	<b>38,634</b>

# Monthly Web Site Statistics

1, 2014 - Jul 31, 2014

All Sessions

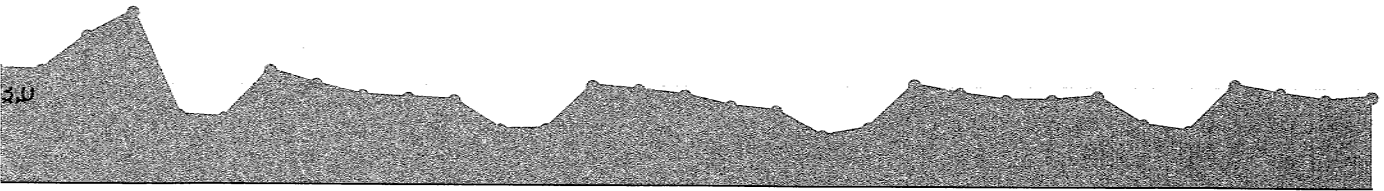
+ Add Segment

Explorer

Sessions

,000

2.0





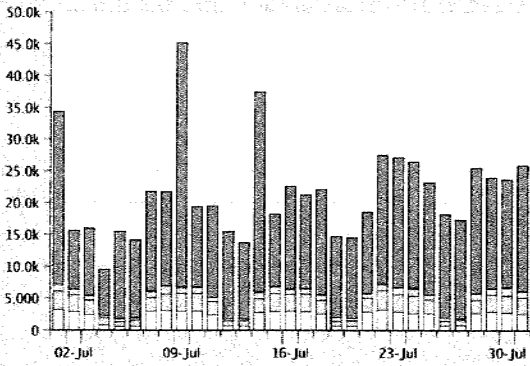
# Executive Summary

mail.ci.norman.ok.us

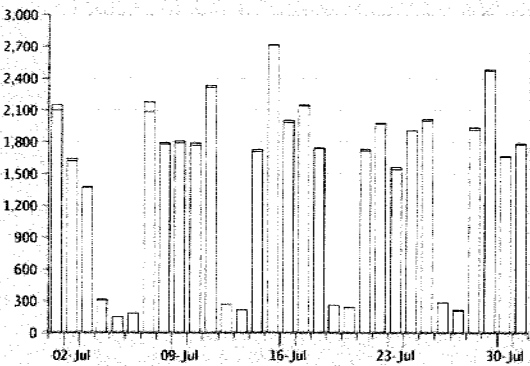
01 Jul 2014 00:00 to 31 Jul 2014 23:59 (GMT -05:00)

Data in time range: 100.0 % complete

## Incoming Mail Graph



## Outgoing Mail Graph



## Incoming Mail Summary

Message Category	%	Messages
Stopped by Reputation Filtering	76.5%	512,452
Stopped as Invalid Recipients	0.5%	3,491
Spam Detected	3.3%	22,357
Virus Detected	0.0%	43
Stopped by Content Filter	0.0%	300
<b>Total Threat Messages:</b>	<b>80.4%</b>	<b>538,643</b>
Marketing Messages	9.4%	63,164
Clean Messages	10.2%	68,445
<b>Total Attempted Messages:</b>		<b>670,252</b>

## Outgoing Mail Summary

Message Processing	%	Messages
Spam Detected	0.0%	0
Virus Detected	0.0%	0
Stopped by Content Filter	0.9%	410
Clean Messages	99.1%	44,166
<b>Total Messages Processed:</b>		<b>44,576</b>

## Message Delivery

Message Delivery	%	Messages
Hard Bounces	1.6%	721
Delivered	98.4%	43,772
<b>Total Messages Delivered:</b>		<b>44,493</b>



**MONTHLY REPORT - LEGAL DEPARTMENT**  
**July Report**  
**(Submitted August 8, 2014)**

**LIST OF PENDING CASES:**

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

**UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK**  
In re Payment Card Interchange Fee and Merchant Discount Antitrust Litigation, Case No. 05-MD-01720 (JG)(JO)

**UNITED STATES DISTRICT COURT**

Ashton Grove, et al. v. City of Norman, CIV-10-1002 W (K)  
Ashton Grove, et al. v. City of Norman, CIV-12-234 W (K)  
Holloway v. City of Norman, CIV 13-01204 (K)  
Morris v. Humphrey, et al., CJ 2014-490; CIV 2014-00497  
This case was removed from Cleveland County District Court on May 15, 2014 to this Court.

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

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

**COURT OF CRIMINAL APPEALS** – None pending

**OTHER COURTS**

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

**CLEVELAND COUNTY DISTRICT COURT**

**A. *General Lawsuits***

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. IAAFF, CV-2011-48 L; DF - 109447 (P, K)  
City v. Komiske, Cobblestone Creek Management Company, et al, CV 2012-748 (K, W)  
Decker Center, LLC v. City of Norman, Case No. No. CJ-2013-424 (K, B)  
Easley, Kevin v. City of Norman, CV-2012-346 L (K, B)  
Fabian v. City of Norman, et al., CJ 2013-1388 W (K)  
FOP Lodge 122 v. City of Norman & Gambill, CJ-2005-112 L (K)  
FOP/IAFF/AFSCME v. Okla. Dept. of Labor and City of Norman, CJ-2005-1170 L (K)  
These two FOP cases are dormant. They remain open until the Court issues a Show Cause Order.  
FOP v. City of Norman, CV 2011-876 L (K)  
McCarver, Darius v. City of Norman, CJ-2013-128 (K, B)

Perry, Robert R. v. City of Norman, CS 2014-328 (K)

The City's Motion to Dismiss was heard at Cleveland County District Court on July 8, 2014. The Court dismissed this action. This case will no longer appear on the Monthly Report.

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

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

**B. *Condemnation Proceedings***

Dunn v. City of Norman, CJ-2012-1097 (K)

CON v. Christopher Armstong, CJ-2013-777W (W) This case was settled last summer but the case remained open while awaiting a mortgage release. That release was received this month and the case was subsequently dismissed. This case will no longer appear on the Monthly Report.

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

Arvest v. Jessica Baker, et al., CJ 2012-696

Bank of Oklahoma v. AGLC, et al., CJ-2011-14

Mortgage Clearing Corp. v. Weaver, CJ-2014-325

**D. *Municipal Court Appeals***

**E. *Small Claims Court***

Hamoush v. City of Norman, SC 2013-3366

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

**LABOR / ADMINISTRATIVE PROCEEDINGS**

None.

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

This office has assisted with the following grievances:

AFSCME Grievance FYE10-06 – (AFSCME - Contract Labor). Moved to arbitration, however there has been no initiation of same by the Union.

AFSCME Grievance FYE 14-02 – (Rollins – Discipline/Demotion) Arbitration scheduled on August 14, 2014.

AFSCME Grievance FYE 14-05 – (Fox Termination). Moved to arbitration.

AFSCME Grievance FYE 14-06 – (Green Termination). Moved to arbitration.

AFSCME Grievance FYE 14-7 – (Greebon Separation). This grievance was withdrawn by AFSCME and will no longer appear on the monthly report.

FOP Grievance FYE 13 – (Amason – Termination). This grievance was arbitrated on April 29, 2014.

FOP Grievance FYE 14 – (Cotrone – Termination). Arbitration on this grievance was held on May 13, 2014. Post-hearing briefs are now due.



FOP Grievance FYE 14 – (Lawton – Suspension). Arbitration scheduled on October 15, 2014.

FOP Grievance FYE 14 – (Crane – Termination). Arbitration scheduled on November 20, 2014.

IAFF Grievance FYE14 – (Time Exchange)

IAFF Grievance FYE14 – (Bobby Smith Time Exchange)

IAFF Grievance FYE14 – (Bobby Smith Time Exchange)

IAFF Grievance FYE14 – (Relief Captain)

IAFF Grievance FYE14 – (Keith Scott)

IAFF Grievance FYE14 – (Unscheduled Leave)

IAFF Grievance FYE14 – (Cody Goodnight Grievance)

IAFF Grievance FYE14 – (Jason Rogers). Grievance moved to arbitration.

IAFF Grievance FYE14 – (Joseph Lashbrook). Grievance moved to arbitration.

IAFF Grievance FYE14 – (Water at Station No. 5)

IAFF Grievance FYE14 – (Nathan Yarborough)

**B. Public Employees Relations Board (PERB)**

PERB Charge #00425 (FOP/IAFF v. City of Norman) - FYE05 ULP health insurance payroll deduction authorization. (Pu, K)

**C. Equal Employment Opportunity Commission (EEOC)**

None.

**D. Oklahoma Corporation Commission**

**MEDIATION PROGRAM**

For the month of July, 2014, the Early Settlement Norman Mediation Program accepted 40 new cases, closed 38 cases and conducted 6 mediations.

**MUNICIPAL COURT PROSECUTIONS**

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through July 31, 2014. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

<u>Month</u>	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 13	FYE 14	FYE 15	FYE 13	FYE 14	FYE 15	FYE 13	FYE 14	FYE 15
JULY	409	478	548	54	30	40	17	16	16
AUG	907	460		83	55		19	17	
SEPT	467	450		111	40		15	14	
OCT	614	497		75	52		13	16	
NOV	404	456		26	58		14	12	
DEC	352	413		47	84		11	13	

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
JAN	555	551		77	46		14	14	
FEB	533	632		44	49		11	12	
MAR	673	634		68	40		14	12	
APR	587	651		73	38		16	15	
MAY	561	548		64	57		7	12	
JUNE	477	734		39	49		10	13	
TOTALS / YTD	6539	6504	548	761	598	40	161	166	16

### WORKERS' COMPENSATION COURT

The total number of pending cases is 36. There were two new cases filed in July 2014. Three Court Awards were approved by Council, one on July 8, 2014, and two on July 22, 2014. The remaining cases are proceeding in active litigation in the Workers' Compensation Court of Existing Claims. The current breakdown of pending Workers' Compensation cases by work area has been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE15 CASES	FYE14 CASES	FYE13 CASES	FYE12 CASES
City Clerk	Building Maintenance					
Finance	IT	1			1	
Fire	Administration					
Fire	Suppression	17		9	11	10
Municipal Court	Court Officer	1		1		
Parks/Rec.	Recreation					
Parks/Rec.	Park Maintenance	2	1	1		1
Police	Animal Control					
Police	Patrol	6		2	3	
Police	Records					
Police	Administration					2
Public Works	Street Maintenance	1		1	3	
Public Works	Traffic Control					2
Public Works	Vehicle Maintenance	1	1			
Public Works	Stormwater	2			2	
Utilities	Line Maintenance	3		1		1
Utilities	Sanitation	2		1	1	1
Utilities	Water/WW Treatment					
Utilities	HEO					
<b>TOTALS</b>		<b>36</b>	<b>2</b>	<b>16</b>	<b>21</b>	<b>15</b>

#### ***List of Pending Cases (S)***

- Amason, Amber v. City of Norman, WCC 2012-12306 K  
(Police Patrol, Intestinal)
- Andrews, Jimmy v. City of Norman, WCC 2012-00538 L  
(PW MWI, Stormwater, right foot burn)
- Andrews, Carla v. City of Norman, WCC 2013-03568 X  
(Death Claim – Jimmy Andrews)
- Awbrey, David v. City of Norman, WCC 2013-10572 Q

(Fire, Lungs/Pulmonary (Denied))

Barnes, Darron v. City of Norman, WCC 2014-02140 A

(Firefighter; R. Ankle/Foot)

Barnes, Darron v. City of Norman, WCC 2014-02142 K

(Firefighter, Bilateral Hearing)

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

(Sanitation, Back, Neck, Depression)

Borcherding, Alan "Kent" v. City of Norman, WCC 2014-05125Q

(Municipal Court, Court Officer; right shoulder, neck)

Burton, Rodney v. City of Norman, WCC 2010-11090 J

(Utilities, Line Maintenance, Back, Body, Depression)

Burton, Rodney v. City of Norman, WCC 2011-06594 Y

(Utilities, Line Maintenance, Head)

Burton, Rodney v. City of Norman, WCC 2011-11026 R

(Utilities, Line Maintenance, Left Shoulder, Body, Depression)

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

(Firefighter, Re-injured Right Knee, Depression)

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

(Firefighter, Left shoulder, hip and back)

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

(Firefighter, Suppression, Lungs)

Crawford, Hugh L. v. City of Norman, WCC 2011-11741 Q

(Firefighter, Suppression, Spine, Neck, Left Arm)

Crawley, Frank v. City of Norman, WCC 2013-04986 L

(Fire Captain, Left Shoulder)

Council approved the Court Award in this case on July 22, 2014. This case will no longer appear on the Monthly Report.

Deason, Grant W. v. City of Norman, WCC 2012-10668 H

(Firefighter, Spine)

Glover, Harold v. City of Norman, WCC 2010-09686 F

(Fire Captain, REOPEN knee case)

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

(SWII, Sanitation, Utilities, Right Foot)

Hays, Garrett K. v. City of Norman, WCC 2013-04390 K

(PD, Lumbar Back)

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

(Firefighter-Suppression, Repetitive Body Trauma, Depression)

The Court Award in this case was approved by Council on July 8, 2014 and will no longer appear on the Monthly Report.

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

(HEO, Parks & Rec, right knee, body)

Lauderdale, Glenn v. City of Norman, WCC 2013-05128 J

(Finance, Tech Support, Left Shoulder/Arm)

Miller, Jason v. City of Norman, WCC 2014-07030 H

(Field Serv. Mechanic, Fleet, PW; spine)

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

(PSO/Police, Left Shoulder)

- Pelfrey, Leonard Don v. City of Norman, WCC 2012-13565 J  
 (Firefighter, Hearing)  
Pelfrey, Leonard Don v. City of Norman, WCC 2013-12958 X  
 (Firefighter, Low Back)  
Pelfrey, Leonard Don v. City of Norman, WCC 2013-13409 A  
 (Firefighter, Right shoulder)  
Richmond, Eddie H. v. City of Norman, WCC 2013-08821 L  
 (Parks Supervisor/Parks, Left Thumb)

Council approved the Court Award in this case on July 22, 2014. This case will no longer appear on the Monthly Report.

- Robertson, Kellee v. City of Norman, WCC 2010-13896 F  
 (Police Patrol, Respiratory/Circulatory)  
Shelton, Allen W. v. City of Norman, WCC 2010-09832 A  
 (PW Street Maintenance, Reinjury of Left Knee)  
Simpson, Jason v. City of Norman, WCC 2013-05574 J  
 (Police, MPO Officer, Back/Neck/Head)  
Smith, Joseph B. v. City of Norman, WCC 2010-03196 F  
 (Firefighter, Back)  
Suchy, Tim v. City of Norman, WCC 2013-11624 J  
 (Fire, Lungs)  
Suchy, Tim v. City of Norman, WCC 13117 X  
 (Fire, Back)  
Wansick, Brandon v. City of Norman, WCC 2013-11070 A  
 (Master Policar Office, Police Department, Back, hips, legs, left knee)

**SPECIAL CLAIMS**

The following is a breakdown of the Special Claims activity through June 30, 2014.

<u>DEPARTMENT</u>	<u>FYE 15 To Date</u>	<u>FYE 15 Month</u>	<u>FYE 14</u>	<u>FYE 13</u>	<u>FYE 12</u>
Animal Control					2
City Clerk					
Code Enforcement					
PW-Engineering			2	2	
Finance (meter covers)					
Fire				1	2
Fleet					
Human Resources			1		
Legal					1
Utilities-Sewer & Line Maintenance			6	11	4
Parks				2	3
Planning					
Police			11	9	7
Public Works-Traffic	2	2	4	4	11
Road & Channel			2		

Utilities-Sanitation	2	2	19	7	
Streets	2	2	5	7	4
Utilities			13	3	24
Utilities-Waste Water (runoff water)					
Other					
<b>TOTAL CLAIMS</b>	<b>6</b>	<b>5</b>	<b>63</b>	<b>46</b>	<b>58</b>

<b><u>CURRENT CLAIM STATUS</u></b>	<b><u>FYE 15 TO DATE</u></b>	<b><u>FYE 14</u></b>	<b><u>FYE 13</u></b>	<b><u>FYE 12</u></b>
Claims Filed	6	63	46	58
Claims Open and Under Consideration	4	19	3	2
Claims Not Accepted Under Statute/Other		2	0	0
Claims Paid Administratively		11	13	22
Claims Paid Through Council Approval		11	11	12
Claims Resulting in a Lawsuit for FY14		0	1	1
Claims Barred by Statute (No Further Action Allowed)		11	18	20
Claims in Denied Status (Still Subject to Lawsuit)	2	9	0	1

**UNIVERSITY NORTH PARK TIF**

Staff is finalizing formation of a Business Improvement District to provide for maintenance of Legacy Park as well as other enhancements for the area.

**MUNICIPAL COURT**

**8**

**MUNICIPAL COURT  
MONTHLY REPORT  
JULY - FY '15**

**CASES FILED**

	<u>JULY</u>	<u>FY15</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY14</u>	<u>Y-T-D</u>
Traffic	1,654		1,654	1,103		1,103
Non-Traffic	480		480	380		380
SUB TOTAL	2,134		2,134	1,483		1,483
Parking	1,983		1,983	548		548
<b>GRAND TOTAL</b>	<b>4,117</b>		<b>4,117</b>	<b>2,031</b>		<b>2,031</b>

**CASES DISPOSED**

	<u>JULY</u>	<u>FY15</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY14</u>	<u>Y-T-D</u>
Traffic	1,304		1,304	1,048		1,048
Non-Traffic	422		422	313		313
SUB TOTAL	1,726		1,726	1,361		1,361
Parking	1,593		1,593	551		551
<b>GRAND TOTAL</b>	<b>3,319</b>		<b>3,319</b>	<b>1,912</b>		<b>1,912</b>

**REVENUE**

	<u>JULY</u>	<u>FY15</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY14</u>	<u>Y-T-D</u>
Traffic	148,082		148,082	93,876		93,876
Non-Traffic	51,894		51,894	47,396		47,396
SUB TOTAL	199,976		199,976	141,272		141,272
Parking	28,452		28,452	14,156		14,156
<b>GRAND TOTAL</b>	<b>228,428</b>		<b>228,428</b>	<b>155,428</b>		<b>155,428</b>

## Juvenile Community Service Program

In July, 2014, juveniles provided 167 hours of community service worked through our Juvenile Community Service Program to various local, non-profit agencies. Of these hours, 25 hours valued at \$181.25, if paid at minimum wage, were devoted to City of Norman parks and other projects.



**PARKS AND RECREATION**

**9**

**JULY 2014**  
**PARK PLANNING DIVISION**  
**MONTHLY REPORT**

**Senior Citizens Center**

We advertised a Request for Proposals for architectural services related to a renovation project at the Senior Citizens Center in the old Carnegie Library building at the corner of Symmes and Peters. The project will include updating accessibility in the basement area and renovation of the upstairs restrooms. Proposals for these services were received on July 25<sup>th</sup>. The highest ranked firm will be contacted and a contract for professional services will be negotiated in August.

**Park Playground Equipment**

Contractors have installed additional play equipment at several parks. A new climber was installed at Frances Cate Park; which was funded by the CDBG program. Also, installation of the new shade structure over the play equipment at Rotary Park started this month. That project is funded in large part through donations from the Rotary Club. We also coordinated the installation of new swings and slides at Eaglecliff and Colonial Commons Parks. These projects are funded through the park land development funds. Also, new swings and a shade structure have been ordered for Crestland Park.

**Landscape Projects**

The landscape contractor for the Main Street bridge project over I-35 installed the landscaping materials late in the month. The project included plant material, boulders, colored granite mulch and a drip irrigation system. We are also coordinating with the Streets Department as they make planned repairs to the concrete panels and curb and gutter along Main Street, from Collier Drive west to 26<sup>th</sup> Avenue SW. Plant material will be replaced in those islands following the completion of the concrete repairs.



**Rotary Park**

We have met with members of the Crosstimbers Rotary Club to discuss working on an improvement project at Rotary Park. The main focus will be to add pedestrian lighting along the south sidewalk and Boyd Street parking area to provide better visibility at night. They would also like to provide soccer goals and new volleyball standards in the park in the coming year. The Club plans to apply for a grant to help pay for the project.



**Bike Racks**

A contractor installed the next five artist-designed bike racks in the downtown area. Three more racks are in production and will be delivered to our park maintenance facility when complete. They will be installed by our staff following their delivery.

JULY 2014  
RECREATION DIVISION  
MONTHLY REPORT

**Senior Citizens Center:** There were four rentals at the facility this month with 450 people participating. There were 832 seniors participating in activities at the center this month which included, Western Line Dance, Bridge, Friday Writers, and Dominoes. There were 530 seniors who participated in the Congregate Meal Site this month. The seniors held their 4<sup>th</sup> of July celebration at the center on Thursday, July 3<sup>rd</sup>.

**Little Axe Community Center:** The Pioneer Library Service Statistics Report stated there were 4, 377 units of service provided through the Information Station for the 2013 – 2014 fiscal year which was an average of 365 units per month. The center partnered with the Oklahoma Regional Food Bank to provide summer lunches and snacks to children 18 years of age or younger. There were 546 meals/snacks served during July. The food pantry distribution for the month of July resulted in 301 adults and 183 children being served.

**12th Avenue Recreation Center:** There were four rentals at the center this month with 310 in attendance. The day camp program continued this month with a daily attendance average of 44 campers. Campers enjoyed on-site and off-site activities which included field trips to the Warren Theater to see “Echo to Earth”, ice skating at the Blazer’s Ice Rink, bowling at the Sooner Bowling Alley, Hollywood Theater to see “Planes; “Fire and Rescue” and the Westwood Pool. Jazzercise, Zumba, Kung Fu, Judo and the Boot Camp continued their summer programming sessions this month.

**Irving Recreation Center:** There were 2 rentals at the facility this month with 80 in attendance. Tippi Toes Dance ended their summer session this month with 4 students in attendance. July was a busy month for the Irving Explorer campers. They enjoyed activities such as Lego Robotics, Tye Dye shirt making, Root Beer Floats and our first Camp Spelling Bee. They also had a blast on field trips to the Sooner Flight Academy, Sooner Bowling Alley, Blazers Ice Arena, Fire Station #9 & Cici’s Pizza and the Sam Noble Museum.

**Whittier Recreation Center:** This month there were 6 different sports camps; John McCullough Camp II, Junior Jammer Basketball Camp, Rookie Camp, Cheer and Tumbling Camp, Speed and Agility Camp and Strength Camp held at the Center. There were 288 participants in these camps throughout the month. Sports Camps are contract classes with a different specialty coach instructing the camps. Karate, Sydney’s Art in Motion Dance Class and Clogging continued their summer instructional programming. There were 422 participants in Open Gym this month.

<b>FACILITY ATTENDANCE:</b>	Month	Year to Date
Senior Citizens Center (includes congregate meals)	1,930	1,930
Little Axe Community Center	1,698	1,698
12th Avenue Recreation Center	2,114	2,114
Irving Recreation Center	1,019	1,019
Whittier Recreation Center	1,744	1,744
Reaves Center	300	300
Tennis Center	3,649	3,649

**JULY 2014**  
**PARK MAINTENANCE DIVISION**

Park Maintenance crews performed routine maintenance including trash removal, mowing, trimming, flower bed and median maintenance. Crews cleaned Reaves Park following the annual 4th of July celebration. Crews placed gator bags on trees along the south side of Robinson between Flood and 24th Ave N.W. and on new trees in Andrews Park. Other key areas include new trees at Legacy Trail South, Rotary, Cate and McGeorge Parks.

<b>SAFETY REPORT</b>	<b>FYE-15MTD</b>	<b>FYE-15YTD</b>		<b>FYE-14MTD</b>	<b>FYE-14YTD</b>
On-The-Job Injuries	1	1		1	1
Vehicle Accidents	1	1		0	0
Employee responsible	0	0		0	0
<b>ROUTINE ACTIVITIES</b>	<b>Total Man Hours</b>			<b>Total Man Hours</b>	
	<b>MONTH-TO-DATE</b>	<b>YEAR-TO-DATE</b>		<b>MONTH-TO-DATE</b>	<b>YEAR-TO-DATE</b>
Mowing	440.25	440.25		289.00	289.00
Trim Mowing	1530.00	1530.00		1205.50	1205.50
Chemical Spraying	120.00	120.00		83.50	83.50
Fertilization	0.00	0.00		0.00	0.00
Tree Planting	0.00	0.00		0.00	0.00
Tree & Stump Removal	63.00	63.00		90.00	90.00
Tree Trimming/Limb Pick-Up	154.00	154.00		219.50	219.50
Restroom/Trash Maintenance	698.50	698.50		430.50	430.50
Play Equipment Maintenance	115.00	115.00		93.50	93.50
Sprinkler Maintenance	224.75	224.75		121.50	121.50
Watering	112.00	112.00		22.00	22.00
Grounds/Building Maintenance	133.00	133.00		40.50	40.50
Painting	30.00	30.00		0.00	0.00
Planning Design	0.00	0.00		0.00	0.00
Park Development	20.00	20.00		0.00	0.00
Special Projects	327.00	327.00		133.00	133.00
Nursery Maintenance	0.00	0.00		0.00	0.00
Flower/Shrub Bed Maintenance	39.00	39.00		59.50	59.50
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	130.00	130.00		27.00	27.00
Fence Repairs	1.00	1.00		0.00	0.00
Equipment Repairs/Maintenance	200.75	200.75		264.25	264.25
Material Pick-Up	11.50	11.50		17.75	17.75
Miscellaneous	361.25	361.25		271.00	271.00
Shop Time	138.50	138.50		13.00	13.00
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		0.00	0.00
Forestry	0.00	0.00		0.00	0.00
Graffiti Clean-Up	0.00	0.00		0.00	0.00

JULY 2014  
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					2	2	64.00	64.00	2	2	64.00	64.00
Building Maintenance												
City Clerk												
City Controller												
Compost Facility												
Code Enforcement												
Fleet Management												
Finance												
Firehouse Art Center												
Legal												
Municipal Court												
Park Maintenance												
Personnel												
Police												
Recreation												
Sanitation												
Sewer & Water												
Westwood Golf												
Westwood Pool												
Print Shop												
Public Works												
Payroll												
Engineering												
Hourly Wage Value				\$7.25				\$7.25				\$7.25
Value of hours Month								\$464.00				\$464.00
Value of hours Y-T-D								\$464.00				\$464.00

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

**WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A**

**JULY 2014**  
**WESTWOOD GOLF DIVISION**  
**MONTHLY PROGRESS REPORT**

<b>SAFETY REPORT</b>	<b>FY 2015</b>	<b>FY 2015</b>	<b>FY 2014</b>	<b>FY 2014</b>
	MTD	YTD	MTD	YTD
Injuries On The Job	1	1	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

**FINANCIAL INFORMATION**

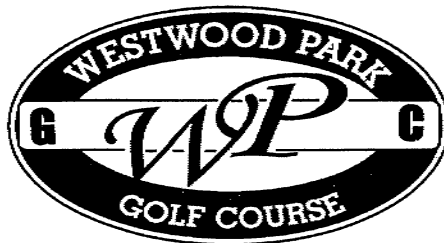
	<b>FY 2015</b>	<b>FY 2015</b>	<b>FY 2014</b>	<b>FY 2014</b>
	MTD	YTD	MTD	YTD
Green Fees	\$65,997.91	\$65,997.91	\$63,683.48	\$63,683.48
Driving Range	\$13,097.09	\$13,097.09	\$12,838.57	\$12,838.57
Cart Rental	\$36,596.90	\$36,596.90	\$37,316.31	\$37,316.31
Restaurant	\$1,402.50	\$1,402.50	\$1,427.31	\$1,427.31
Insufficient Check Charge	\$25.00	\$25.00	\$0.00	\$0.00
Interest Earnings	\$28.80	\$28.80	\$58.82	\$58.82
<b>TOTAL INCOME</b>	<b>\$117,148.20</b>	<b>\$117,148.20</b>	<b>\$115,324.49</b>	<b>\$115,324.49</b>
Expenditures	\$102,998.45	\$102,998.45	\$105,738.89	\$105,738.89
<b>Income vs Expenditures</b>	<b>\$14,149.75</b>	<b>\$14,149.75</b>	<b>\$9,585.60</b>	<b>\$9,585.60</b>
Rounds of Golf	4230	4230	4249	4249

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, when needed. Additionally we rake sand bunkers 7 days a week. Weekly: we mow tees, fairways and aprons 3-times. Roughs are mowed daily. Peripheral areas are mowed once a week. Horse apple detail is performed as needed.

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 saw a successful tournament with numerous compliments on the condition of our course.

July also sees us eradicating weeds by use of post emergent herbicides. Chemical trimming of all turf areas was completed. Fertilization of select fairways and all plugged areas continue. Disease and insect control continue on greens. Most low hanging limbs on mature trees were removed. Gator bags were watered a few times. The practice putting green was aerified the first week in July along with select collars. Underperforming fairways were aerified and fertilized. An application of wetting agent was applied to all greens. Sickie mowing of all creek banks was completed.

Golf car maintenance was performed on the fleet. This includes tire inflation check and a battery corrosion check, clean and coating of terminals. The tree farm was serviced and trimmed. The sandtrap at #1 green was filled with new sand. A Low spot in front of #12 fairway was contoured to alleviate standing water. New putting green cups were installed and cosmetic work was done around clubhouse plantings. A roofing project was completed on the cart barn roof. The old shingles were removed and hauled to the transfer station. Repairs were made to decking, trusses, and front fascia. A new metal roof was installed.



JULY 2014

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	JULY FY'15	JULY FY'14
Regular Green Fees	1000	939
Senior Green Fees	275	212
Junior Fees	412	384
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)	495	448
Employee Comp Rounds	298	355
Golf Passport Rounds	0	1
9-Hole Green Fee	139	131
2:00 Fees	138	114
4:00 Fees	680	494
6:00 Fees	0	171
PGA Comp Rounds	13	8
*Rainchecks (not counted in total round count)	47	32
Misc Promo Fees <small>(birthday fees, players cards, OU student fees, Military player pass)</small>	770	980
Green Fee Adjustments <small>(fee difference on rainchecks)</small>	10	12
<b>Total Rounds</b> <small>(*not included in total round count)</small>	<b>4230</b>	<b>4249</b>
% change from FY '14	-0.45%	
<b>Range Tokens</b>	<b>3943</b>	<b>3856</b>
% change from FY '14	2.26%	
18 - Hole Carts	193	209
9 - Hole Carts	127	120
1/2 / 18 - Hole Carts	1484	1550
1/2 / 9 - Hole Carts	544	472
<b>Total Carts</b>	<b>2348</b>	<b>2351</b>
% change from FY '14	-0.13%	
18 - Hole Trail Fees	0	4
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	3	2
9 - Hole Senior Trail Fees	4	2
<b>Total Trail Fees</b>	<b>7</b>	<b>8</b>
% change from FY '14	-12.50%	
<b>TOTAL REVENUE</b>	<b>\$117,148.20</b>	<b>\$115,324.49</b>
% change from FY '14	1.58%	



JULY 2014  
WESTWOOD POOL  
MONTHLY REPORT

Westwood Pool opened for the season 5-24-14

FINANCIAL INFORMATION

	FY2014 MTD	FY2014 YTD	FY2013 MTD	FY2013 YTD
Admission Fees	\$24,383.00	\$24,383.00	27,677.90	\$27,677.90
Waterslide Fees	\$7,902.00	\$7,902.00	5,086.00	\$5,086.00
Swim Lesson Fees	\$4,670.00	\$4,670.00	5,941.00	\$5,941.00
Pool/Slide Rental	\$5,150.00	\$5,150.00	2,100.00	\$2,100.00
Locker Fees	\$38.50	\$38.50	30.00	\$30.00
Concessions	\$1,012.25	\$1,012.25	0.00	\$0.00
<b>TOTAL INCOME</b>	<b>\$43,155.75</b>	<b>\$43,155.75</b>	<b>40,834.90</b>	<b>\$40,834.90</b>
Expenditures	\$59,929.16	\$59,929.16	57,452.98	\$57,452.98
<b>Income verses Expenditures</b>	<b>(\$16,773.41)</b>	<b>(\$16,773.41)</b>	<b>(16,618.08)</b>	<b>(\$16,618.08)</b>

ATTENDANCE INFORMATION

	FY 2015 Month to Date	FY 2015 Season to Date (May-Jul 14)	FY 2014 Month to Date	FY 2014 Season to Date (May-Jul 13)
a. swim tags	2354	4749	1761	3860
b. pool admission	3744	8402	4960	11779
c. slide admission- (not inc. in total)	3605	7515	2473	5974
d. group admission	718	1771	1176	1956
e. noon admission	41	55	26	56
f. evening admission	887	1902	762	1784
g. evening tags	808	1728	359	844
<b>TOTAL ATTENDANCE</b>	<b>8552</b>	<b>18607</b>	<b>9044</b>	<b>20279</b>

**PLANNING AND COMMUNITY DEVELOPMENT 10**

**ADMINISTRATION, CURRENT PLANNING, GIS 10A**

**PLANNING DEPARTMENT ACTIVITY**  
**July 2014**

**ADMINISTRATIVE DIVISION**

**Center City Vision Plan (CCV)**

City Council approved a Memorandum of Understanding (MOU) between the City of Norman and the University of Oklahoma (OU) on January 14, 2014. The MOU sets forth the terms and conditions that govern the development of a Center City Vision Plan and outlines the responsibilities of the City of Norman and the University of Oklahoma. Under the terms of the MOU, each party is responsible for providing representation in the selection of a Consultant for the Project; providing representation on the Project Steering Committee; providing support to the Consultant in their respective areas of expertise; and providing funding for the project up to \$100,000 each with a total funding allocation not to exceed \$200,000.

The Plan for this Project will be generated and recommended through a Steering Committee. In addition, an Executive Subcommittee of the Steering Committee shall be comprised of one representative from the City of Norman, one representative from the University of Oklahoma, and one citizen chosen jointly by the City of Norman and the University of Oklahoma. The three member Executive Subcommittee has been identified as: the Co-Chairs of the Steering Committee, Mayor Cindy Rosenthal and Richard McKown; and Daniel Pullin for the University of Oklahoma.

The boundaries of the Plan contain an approximately 42-block area generally bounded by Gray Street on the north, the railroad tracks on the east, Boyd Street on the south and Park Avenue and Flood Avenue on the west.

The Charrette Summary Report was submitted in the middle of July. It was reviewed by staff and resubmitted for corrections. Corrections were made by the consultant and the final draft was sent to the Executive Committee for review.

There was a conference web meeting held on July 28<sup>th</sup> with the consultants, the Executive Committee and staff to present the first draft of the Center City Form-Based Code (Code). The Executive Committee will meet in August to discuss the Code and schedule meeting times for the Steering Committee.

**Greenbelt Commission**

There was one Greenbelt Enhancement Statement submitted for the July 21, 2014 meeting. GBC 14-12, Rule's Subdivision of Tract 2 of Emerald Springs was a Rural Certificate of Survey for residential use, located at 720 West Franklin Road. The Commission did have a comment on this item. The Board also discussed researching how other cities fund their greenways/trails. The next meeting will be August 18, 2014.

## Miscellaneous

	2013 July	Aug	Sept	Oct	Nov	Dec	2014 Jan	Feb	Mar	April	May	June	July
Walk-Ins	63	47	80	67	72	45	62	58	71	56	72	70	31
Email Contacts	291	297	301	273	212	288	259	274	276	239	264	347	249
Lot Line Adjustments	0	2	4	3	2	2	1	3	1	4	2	4	2
Landscape Maint. & Replacement Bonds	5	7	2	1	2	2	1	2	3	-	1	3	2
Board of Adjustment Variance Appl.	1	5	1	0	3	3	2	2	1	2	1	2	3
Legal Notices Sent	40	115	35	0	129	129	113	63	31	27	18	60	124
Planning Commission Applications Rec'd	1	4	5	4	0	4	3	6	2	2	6	2	2
Legal Notices Sent	34	103	227	43	0	220	188	103	58	43	252	229	46
Pre-Development Meeting Appl. Rec'd	2	4	3	0	1	6	3	3	1	4	2	4	0
Notices Sent	97	191	116	0	18	167	65	66	20	95	204	277	0

## CURRENT PLANNING DIVISION

### Planning Commission – number of applications received

	2013 July	Aug	Sept	Oct	Nov	Dec	2014 Jan	Feb	Mar	April	May	June	July
Ordinance Amendments		1						1					
NORMAN 2025 Land Use Plan Amendments		1		1		1	3	2		2	4		1
Rezoning Requests	1	1		3		4	3	7	2	2	5	2	2
Utility Easement/Road Closures	1	2						1			1		
Preliminary Plats		3		1	1	3	1	2		2	2		2
Rural Certificates of Survey					2			1	1				
Short Form Plats									1		1		1
Site Plan Amendments									1				
Certificate of Plat Correction													

During July, no applications for Pre-Development were received.

During July, submittals for the August 14, 2014 Planning Commission meeting included one short form plat, one project which included a 2025 Plan amendment, rezoning, and preliminary plat, and one project which included rezoning and preliminary.

The Planning Commission met in Regular Session on July 10, 2014 and approved two special uses: one for a Bar, Lounge or Tavern in the C-2 zoning district, and one for a Mixed Building in the C-3 zoning district. One set of minutes was prepared for the Planning Commission Regular Meeting.

During the month of July, 24 commercial building applications were submitted for review. Of those applications submitted for review, Current Planning staff reviewed and approved 14.

## **Board of Adjustment**

The Board of Adjustment met on July 23, 2014 and considered three variance applications, which were approved unanimously. The next meeting is scheduled for August 27, 2014.

## **GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION**

GIS Staff gave a presentation about how Norman is incorporating web mapping applications into our data dissemination strategy at the ESRI User Conference. The conference is attended by over 15,000 ESRI software users and includes workshops led by ESRI software and application development staff, paper presentations, exhibits of hardware and third party software, and one on one access to ESRI development staff. The conference also hosts a showcase featuring a wide variety of data conversion and orthophotography vendors, making it one of the best places to see what changes are occurring in those industries in a hands-on environment. Information obtained at the conference allows staff to keep current with the latest trends in geographic information system technology and plan for future system needs.

Staff continued developing internal web services to allow users to access GIS data with a focus on improving web printing options, particularly updates that will allow users to print maps with portrait orientation without having to use Desktop ArcGIS. Staff also started designing a new service to assist staff in determining areas that are more than 300 feet from the nearest hydrant. Staff is assisting internal users to migrate to the web services from direct database connections. GIS Staff is continuing to work with the Clerk's office to finalize the upgrade to the A/V system in the council chamber and study session conference room.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 83 requests for service that resulted in the production of 107 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.

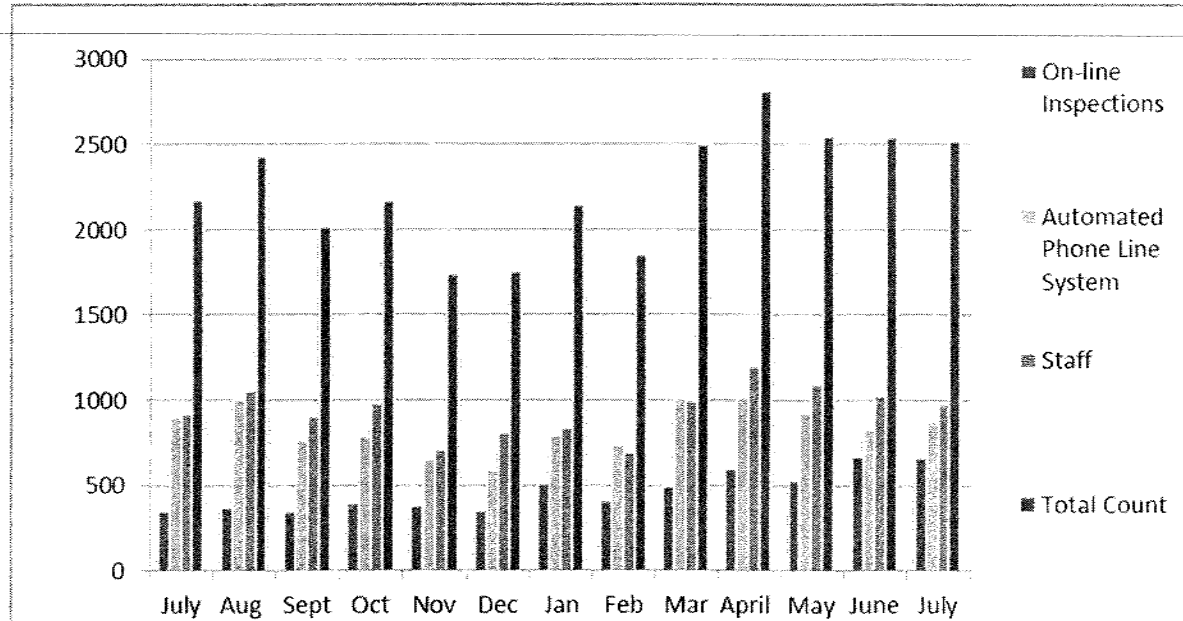
**DEVELOPMENT SERVICE**

**10B**

**DEVELOPMENT SERVICES DIVISION**  
**On-line Inspection Services**

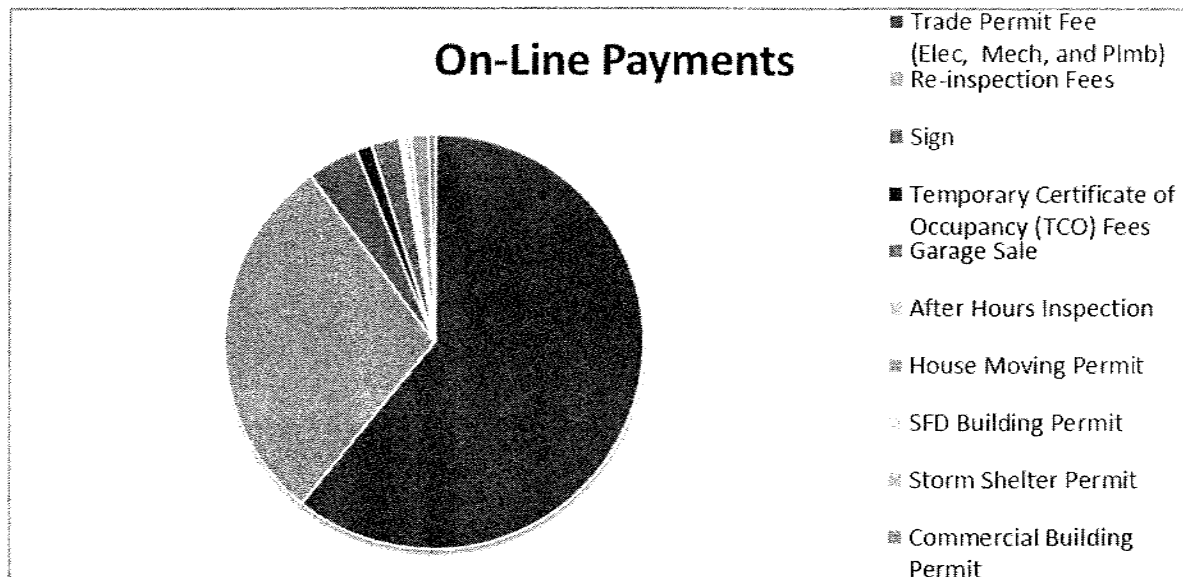
**Inspection Requests**

During July, 2014, 665 inspection requests were made on-line. The graph below indicates the inspection requests received during the last twelve months on-line, through the automated phone line system and the permit staff. The staff scheduled inspection requests include phone and in-person requests as well as administrative items.



**On-line Payments**

To date 733 payments have been made on-line totaling \$63,216.16. This includes 53 payments in July totaling \$7,416.54.





### **Mobile Field Inspection System**

During July 1,883 inspection results were entered using the Mobile Field Inspection (MFI) System. These inspection results were available on-line and through the Automated Phone Line System almost immediately as the inspections were conducted throughout the workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed; 5 photos or document attachments of specific inspection conditions were attached to the permanent inspection record using the MFI technology in the field. The dates below include inspection results conducted and resulted during the weekend. Inspection requests were completed on Saturdays to accommodate citizen's schedules and the heavy workload. The storm shelter inspections significantly contributed to the inspection workload.

	July 1-5	July 6-12	July 13-19	July 20-26	July 27-31
MFI Inspection Results	285	457	383	433	325
Photos or Document Attachments	4	0	1	0	0

### **Storm Shelter Permits**

48 storm shelter permits were issued in July, 178 storm shelter permits were issued in July of 2013. In an effort to provide the best customer service to homeowners, staff is scheduling and coordinating the storm shelter inspections, particularly the storm shelters inside the garage that require the homeowner to be on-site for the inspection.

July 1-5	July 6-12	July 13-19	July 20-26	July 27-31
9	17	7	11	4

### **Construction Activity**

The value of all construction activity permitted in JULY of 2014 totaled \$31,095,971, up from \$23,011,687 for the same month last year. A total of 169 permits were issued in JULY 2014 compared to 286 in JULY 2013. The lower number of permits in JULY 2014 is primarily due to fewer storm shelters. The higher value in 2014 is primarily due to increased values in commercial and multi-family permits.

Total new residential permitting activity in JULY 2014 was valued at \$7,950,639 compared to \$6,729,560 in JULY 2013. New single-family detached residential construction in JULY 2014 represented 32 new homes with an average value of \$239,645, compared with 33 new homes in JULY 2013 with an average value of \$203,926. There were no attached single family permits either year. There were no new mobile home permits either year. There were no duplex units permitted in either year. There was 1 new multi-family permit (3 units) valued at \$282,000 in JULY 2014 compared to none in JULY 2013.

Residential addition/alterations, storm shelters, swimming pools, storage buildings and other miscellaneous residential permits in JULY 2014 numbered 99 valued at \$1,824,437 compared to 232 permits valued at \$2,527,277 for JULY 2013. The average value in JULY 2014 was \$18,429 compared to \$10,893 in JULY 2013. The lower number of permits in JULY 2014 was primarily due to fewer storm shelter permits. The lower value in JULY 2014 was primarily due to storm shelters, paving, fire repairs, swimming pools and storage buildings.

New commercial construction permits in JULY 2014 totaled 13 with a value of \$11,377,987 compared to 8 permits valued at \$9,418,000 for JULY 2013. The higher number of permits is primarily due to several smaller projects. The higher value in JULY 2014 is primarily due to Fowler Volkswagen valued at \$7,000,000.

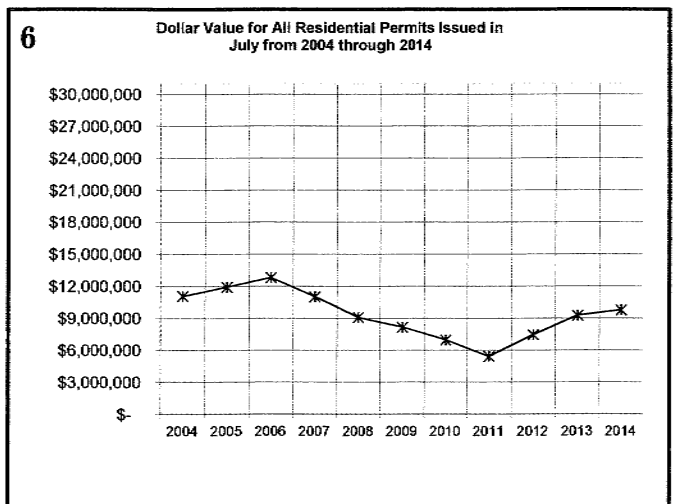
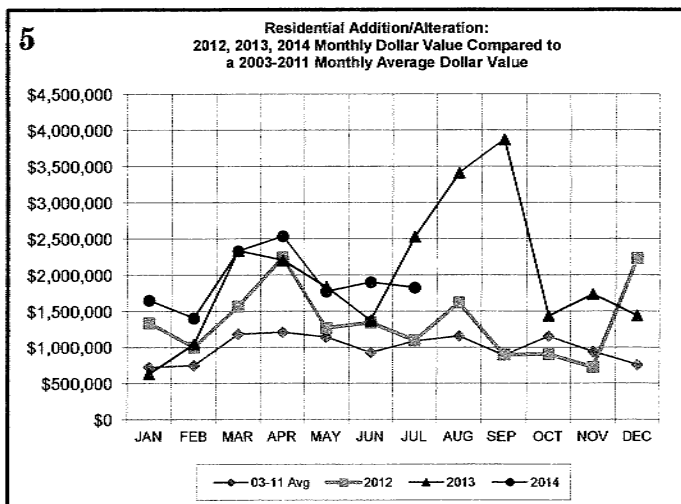
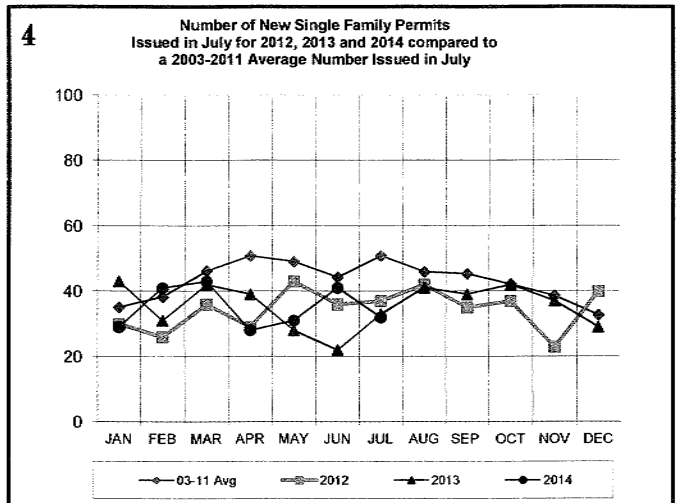
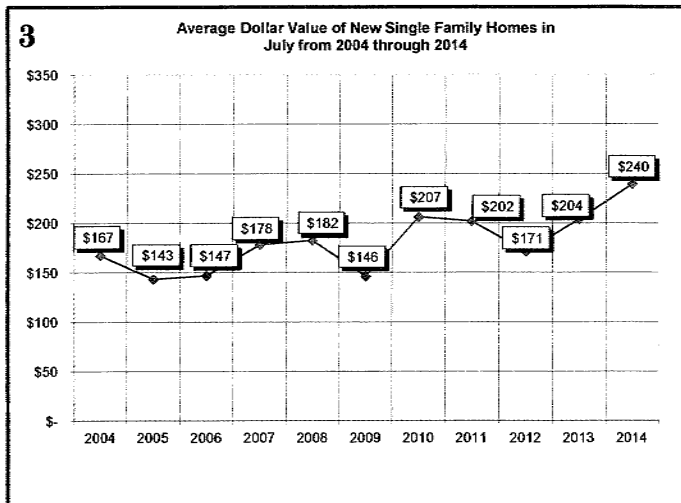
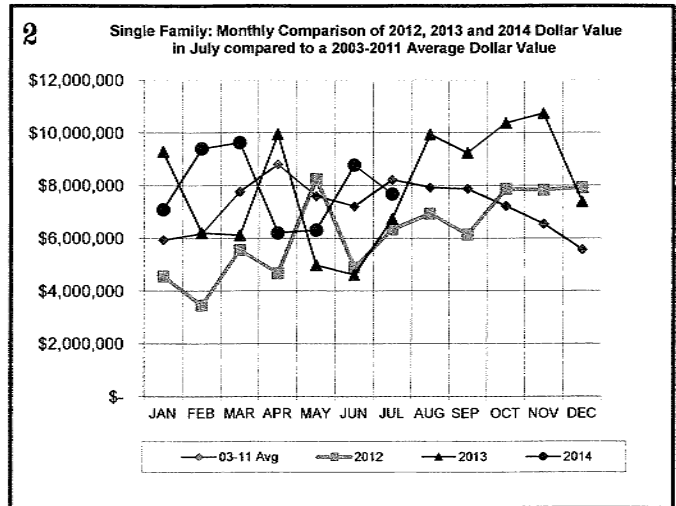
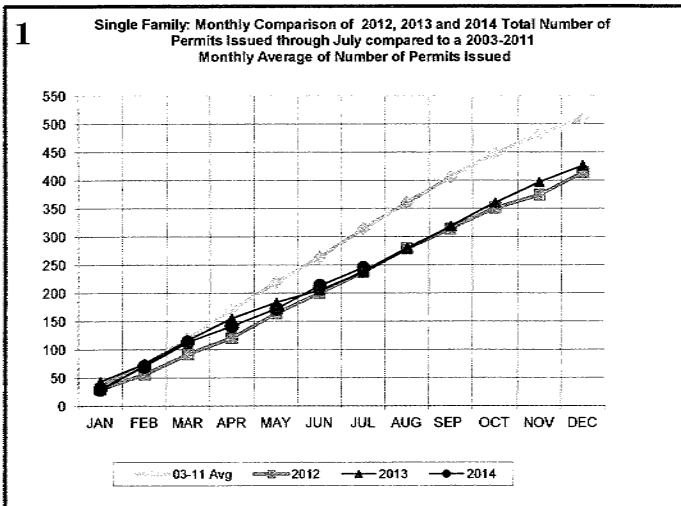
Commercial Addition/Alteration permits in JULY 2014 totaled 22 with a value of \$9,942,908 compared to 13 permits valued at \$4,336,850 for JULY 2013. The higher number of permits in JULY 2014 is primarily due to more small projects. The higher value in JULY 2014 is primarily due to Beta Theta Pi remodeling project at 800 Chautauqua valued at \$7,500,000.

**Construction Activity Summary for July 2014**

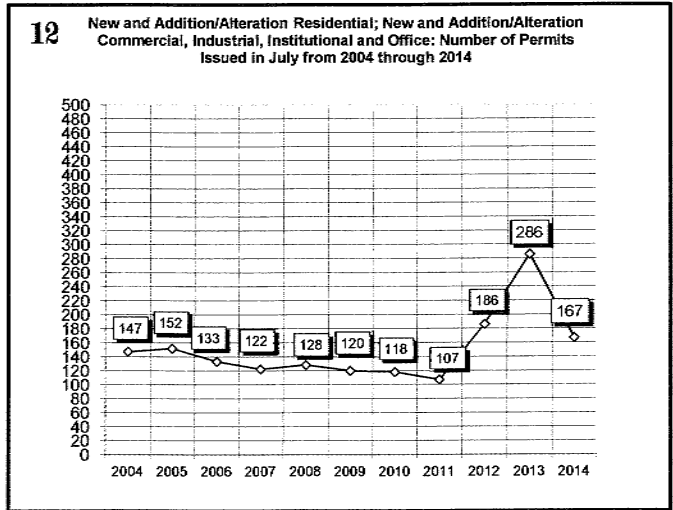
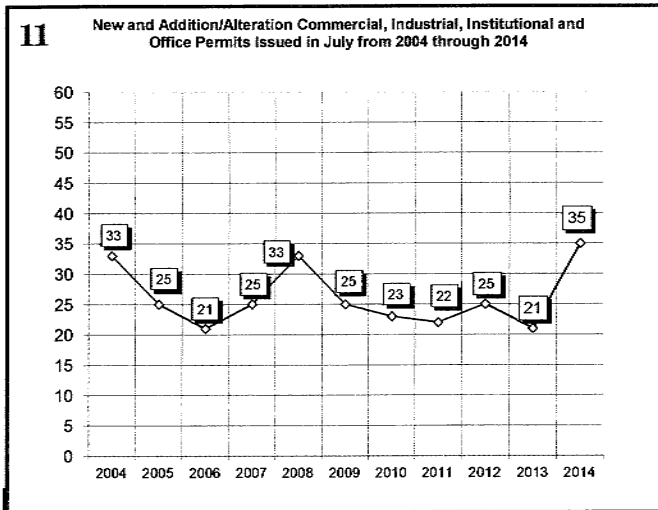
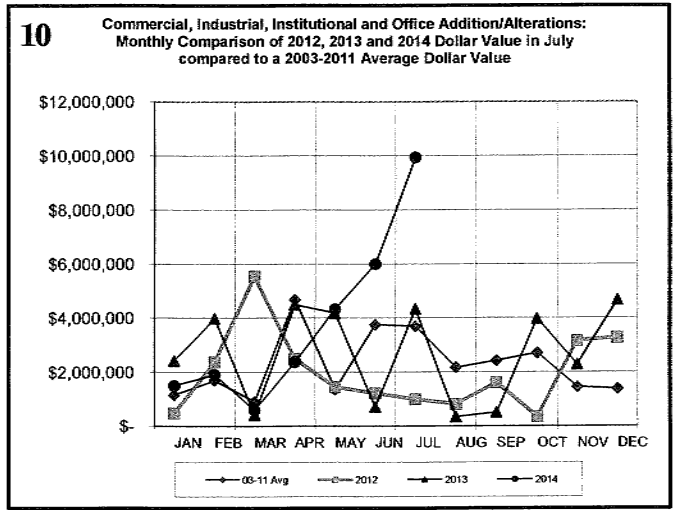
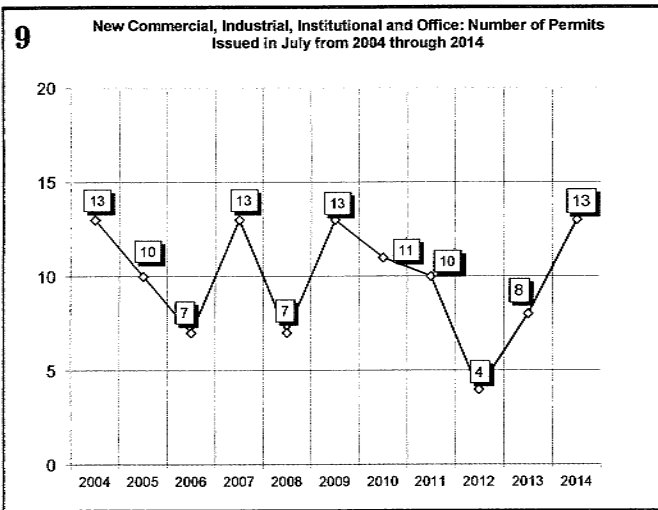
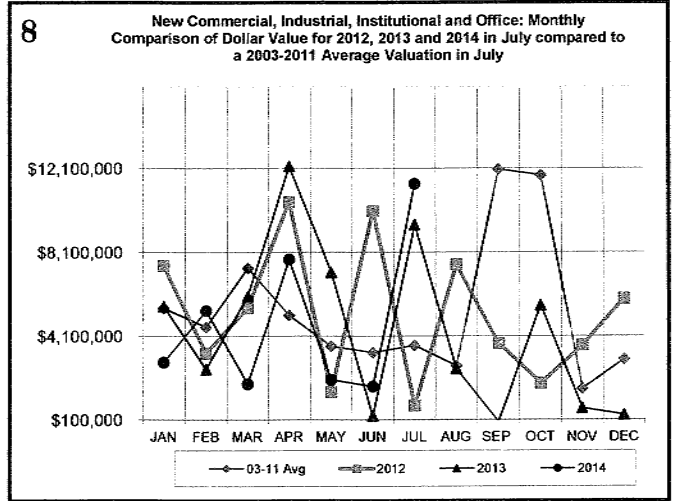
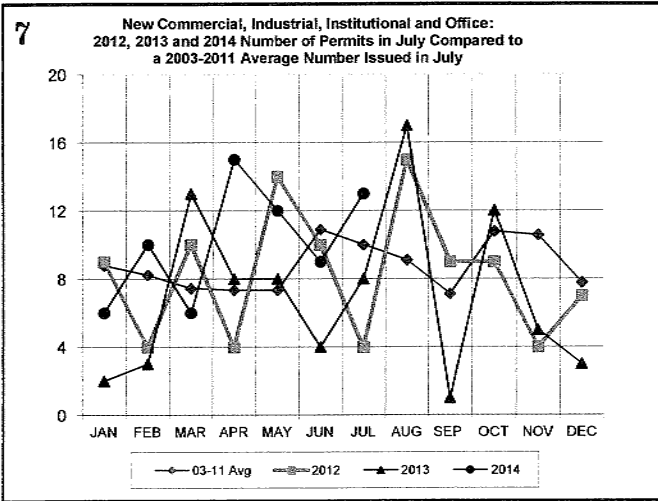
Permit Type	No. of Permits		No. of Units		Const. Value		Average Value	
New Residential (sing fam, mob homes, dupl)		32	32	\$	7,668,639	\$	239,645	
New Multi-Family		1	3	\$	282,000	\$	282,000	
New Non-Residential		13	N/A	\$	11,377,987	\$	875,230	
Add/Alter Residential (All)		99	N/A	\$	1,824,437	\$	18,429	
Add/Alter Non-Residential		22	N/A	\$	9,942,908	\$	451,950	
<b>Total Construction Permits/Value</b>		<b>167</b>	<b>35</b>	<b>\$</b>	<b>31,095,971</b>			
<b>Detailed Permit Activity</b>	<b>Calendar Year 2014</b>			<b>Calendar Year 2013</b>			<b>2013</b>	
<b>Residential Activity</b>	<b>July</b>	<b>YTD</b>	<b>July</b>	<b>YTD</b>	<b>Total Year</b>			
<b>Single Family Permits</b>	32	245	33	238	426			
Total Construction Value	\$ 7,668,639	\$ 55,070,243	\$ 6,729,560	\$ 47,848,453	\$ 95,494,259			
Avg Construction Value	\$ 239,645	\$ 224,777	\$ 203,926	\$ 201,044	\$ 224,165			
<b>Single Family Attached Permits</b>	-	-	-	-	-			
Total Construction Value	\$ -	\$ -	\$ -	\$ -	\$ -			
Avg Construction Value	\$ -	\$ -	\$ -	\$ -	\$ -			
<b>New Mobile Home Permits</b>	-	4	-	2	4			
Total Construction Value	\$ -	\$ 114,300	\$ -	\$ 104,900	\$ 215,900			
<b>Duplex Permits</b>	-	5	-	6	20			
Number of Units	-	5	-	6	20			
Total Construction Value	\$ -	\$ 695,000	\$ -	\$ 781,555	\$ 2,726,435			
Avg Construction Value per Unit	\$ -	\$ 139,000	\$ -	\$ 130,259	\$ 136,322			
<b>Multi-Family Permits</b>	1	32	-	1	19			
Number of Units	3	377	-	4	260			
Total Construction Value	\$ 282,000	\$ 29,275,890	\$ -	\$ 200,000	\$ 10,647,683			
Avg Construction Value per Unit	\$ 94,000	\$ 77,655	\$ -	\$ 50,000	\$ 40,953			
<b>New Residential Units</b>	35	631	33	250	710			
<b>New Residential Value</b>	\$ 7,950,639	\$ 85,155,433	\$ 6,729,560	\$ 48,934,908	\$ 109,084,277			
Residential Demo Permits	3	18	1	30	44			
Residential Demo Units	-3	-13	-1	-22	-36			
<b>Net Residential Units</b>	32	618	32	228	674			
<b>Addition/Alteration Permits**</b>	18	109	24	119	196			
<b>Other Permits***</b>	81	1,460	208	986	1,875			
Total Construction Value****	\$ 1,824,437	\$ 13,415,847	\$ 2,527,277	\$ 11,942,625	\$ 23,825,316			
Avg Construction Value	\$ 18,429	\$ 8,551	\$ 10,893	\$ 10,808	\$ 11,504			
<b>Residential Permits</b>	132	1,855	265	1,352	2,540			
<b>Residential Value</b>	\$ 9,775,076	\$ 98,571,280	\$ 9,256,837	\$ 60,877,533	\$ 132,909,593			
<b>Commercial Activity</b>								
<b>Commercial Permits</b>	13	71	8	46	84			
Total Construction Value	\$ 11,377,987	\$ 32,838,693	\$ 9,418,000	\$ 43,111,641	\$ 52,234,546			
Avg Construction Value	\$ 875,230	\$ 462,517	\$ 1,177,250	\$ 937,210	\$ 621,840			
<b>Addition/Alteration Permits</b>	22	115	13	79	130			
Total Construction Value	\$ 9,942,908	\$ 26,628,797	\$ 4,336,850	\$ 20,535,352	\$ 32,309,310			
Avg Construction Value	\$ 451,950	\$ 231,555	\$ 333,604	\$ 259,941	\$ 248,533			
<b>Non-Residential Value</b>	21,320,895	59,467,490	13,754,850	63,646,993	84,543,856			
<b>Non-Residential Permits</b>	35	186	21	125	214			
<b>Total Construction Value</b>	\$ 31,095,971	\$ 158,038,770	\$ 23,011,687	\$ 124,524,526	\$ 217,453,449			
<b>Total Construction Permits</b>	167	2041	286	1477	2754			
<b>Other Permits</b>								
Electrical Permits	107	876	95	774	1,321			
Heat/Air/Refrigeration Permits	136	946	156	962	1,512			
Plumbing & Gas Permits	139	1,030	81	916	1,537			
Foundation Permits	1	44	-	28	32			
Temp Tents/Construction Trailers	1	21	-	17	32			
Demo Permits (Residential)	3	18	1	30	44			
Demo Permits (Commercial)	2	24	-	7	18			
House Moving Permits	2	19	9	27	44			
Sign Permits	15	144	36	207	300			
Water Well Permits	6	19	1	23	36			
Garage Sale Permits	205	1,289	282	1,336	2,089			
Swimming Pool Permits	6	54	7	42	72			
Storage Building Permits	15	86	8	72	125			
Carports	1	13	2	8	11			
Storm Shelter Permits	48	1,242	178	813	1,571			
Residential Paving	11	65	13	51	96			
<b>Additional Division Activity</b>								
Miscellaneous/PODS/ROLOFS	14	90	12	72	105			
Lot Line Adjustments	1	14	-	11	21			
Certificates of Occupancy	154	1,384	198	863	1,762			
All Field Inspections	2,571	16,938	2,181	15,548	25,699			

\*\*Count includes: Add/Alt, Fire Rpr, Reprmt  
 Mobile Homes & Multi-family Add/Alt.  
 \*\*\*Count includes: Pools, Storage Bldgs,  
 Carports, Residential Paving, Storm Shelters.  
 \*\*\*\*Total Construction Value includes these  
 permits listed above.

# JULY 2014 CONSTRUCTION REPORT



# JULY 2014 CONSTRUCTION REPORT





City of Norman  
BUILDING PERMITS AND INSPECTIONS

ALL OTHER RESIDENTIAL BUILDING PERMITS  
Issued July 2014- 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, FIRE REPAIR	CROOKS, CHARLES	4048	07/02/14	1737		LENOX	DR	9	12	MEADOW PARK ADD	R1	\$ 6,200	1,400
1 & 2 FAMILY, FIRE REPAIR	OKC RESTORATION LLC.	4150	07/24/14	1934		CHEROKEE	LN	10	3	INDIAN HEIGHTS	R2	\$ 3,284	110
1 & 2 FAMILY, PAVING-2	BEVEL, TOM	3323	07/11/14	720		DEBARR	AVE	7	2	LARSHS UNIVERSITY ADD	R3	\$ 500	35
1 & 2 FAMILY, PAVING-2	OWNER	4135	07/08/14	1016		MANOR HILL	RD	9	1	BROOKHAVEN #27	R1	\$ 35,000	647
1 & 2 FAMILY, PAVING-2	IDEAL HOMES OF NORMAN	4161	07/17/14	804		CAROLYN RIDGE	RD	2	3	RED CANYON RANCH SEC 1	PUD	\$ 50,000	5,270
1 & 2 FAMILY, PAVING-2	A.M. SQUARED CONST SERV, LLC.	4191	07/16/14	4503		CHUKKAR	CT	3	2	BROOKHAVEN #08	R1	\$ 20,000	400
1 & 2 FAMILY, PAVING-2	A.M. SQUARED CONST SERV, LLC.	4193	07/16/14	4501		NORTH RIDGE	RD	2	2	BROOKHAVEN #08	R1	\$ 5,000	1,000
1 & 2 FAMILY, PAVING-2	HAWKINS CONCRETE	4194	07/11/14	725		DEBARR	CT	16	3	LARSHS UNIVERSITY ADD	R3	\$ 3,000	1,000
1 & 2 FAMILY, PAVING-2	AZTEC BUILDING SYSTEMS, INC.	4259	07/16/14	3200		CREEKWOOD	CT	16	2	CROSSROADS WEST #5	R1	\$ 5,000	500
1 & 2 FAMILY, PAVING-2	OPES, INC.	4685	07/21/14	1319		DORCHESTER	DR	39	2	WOODSLAWN ADD #1	R1	\$ 6,000	350
1 & 2 FAMILY, PAVING-2	CHAVEZ, ANDRES	4599	07/17/14	1508		IOWA	ST	5	6	SUNSET ADDITION	R1	\$ 450	466
1 & 2 FAMILY, PAVING-2	BRENT SWIFT DESIGN BUILD	4648	07/23/14	610		BROAD	LN	6	3	PICKARD ACRES	R1	\$ 9,000	1,563
1 & 2 FAMILY, PAVING-2	RIO'S CONCRETE	4763	07/25/14	2302		BRANDEIS	CT	2	2	HALL PARK #8	R1	\$ 3,400	600
1 & 2 FAMILY, STORAGE BLDG-2	GREEN OKIE, LLC	3884	07/08/14	4701		WINDRUSH	CIR	5	2	BROOKHAVEN #30	R1	\$ 32,200	532
1 & 2 FAMILY, STORAGE BLDG-2	MOBILE MINI, INC	4012	07/02/14	3750	SE	72ND	CIR	18	1W	NOT SUBDIVIDED	A2	\$ 4,800	320
1 & 2 FAMILY, STORAGE BLDG-2	LELANDS BARN	4195	07/18/14	9851		KYLE	DR	34	1W	CARSON LAKE EST	A2	\$ 25,000	416
1 & 2 FAMILY, STORAGE BLDG-2	COAST TO COAST CARPORTS, INC.	4196	07/18/14	9851		KYLE	DR	34	1W	CARSON LAKE EST	A2	\$ 20,000	1,368
1 & 2 FAMILY, STORAGE BLDG-2	MILLER, JEREMY T.	4198	07/14/14	1210		CADDELL	LN	6	3	HETHERINGTON HEIGHTS #2	R1	\$ 15,000	875
1 & 2 FAMILY, STORAGE BLDG-2	REEVES, RYAN & MICAH	4205	07/11/14	8151		LETT	CIR	25	1W	LETT FARMS COS	A2	\$ 27,000	2,400
1 & 2 FAMILY, STORAGE BLDG-2	BETTER BARNS	4219	07/11/14	1905		CRYSTAL	CIR	5	2	CRYSTAL HEIGHTS #6	RM6	\$ 2,700	180
1 & 2 FAMILY, STORAGE BLDG-2	TUFF SHED	4224	07/11/14	1013		BEAR MOUNTAIN	DR	9	1	GREENLEAF TRAILS ADD 2	PUD	\$ 4,500	192
1 & 2 FAMILY, STORAGE BLDG-2	CRAIG, ALBERT & STEVI	4232	07/18/14	1200		BEVERLY HILLS	ST	8	5	BERRY EST #1	R1	\$ 10,000	596
1 & 2 FAMILY, STORAGE BLDG-2	HOME DEPOT	4608	07/17/14	1809		VINE	ST	23	3	HILLTOP ADD	R1	\$ 6,025	200
1 & 2 FAMILY, STORAGE BLDG-2	DENSON, DENNY	4624	07/22/14	533		OKMULGEE	ST	31	6	SOUTH RIDGE ADD	R1	\$ 290,000	576
1 & 2 FAMILY, STORAGE BLDG-2	INDACO METALS	4667	07/21/14	8101	E	ROCK CREEK	RD	17	1W	HIDDEN VALLEY EST	A2	\$ 25,000	1,500
1 & 2 FAMILY, STORAGE BLDG-2	SANDERS, ALLEN	4704	07/28/14	6150		CHLOE	LN	6	2	HIDDEN MEADOWS COS	RE	\$ 20,000	1,760
1 & 2 FAMILY, STORAGE BLDG-2	BENNETT, ROY MARSHALL	4764	07/30/14	1139		SIENA SPRINGS	DR	2	2	SIENA SPRINGS ADD #1	PUD	\$ 7,286	240
1 & 2 FAMILY, STORAGE BLDG-2	DAVIS, PAUL	4779	07/28/14	1391	NE	48TH	AVE	24	2W	NOT SUBDIVIDED	A2	\$ 30,000	2,100
1 & 2 FAMILY, SWIMMING POOL-3	SPARTAN POOLS & PONDS	4018	07/01/14	5651	W	TECUMSEH	RD	9	3W	WEST RIDGE FARMS ADD NR COS	A2	\$ 108,000	2,400
1 & 2 FAMILY, SWIMMING POOL-3	S & S POOLS	4140	07/08/14	4320		HUNTERS HILL	RD	24	1	BROOKHAVEN #05	R1	\$ 35,500	1,034
1 & 2 FAMILY, SWIMMING POOL-3	S & S POOLS	4141	07/08/14	4000		CHAMBERLYNE	WAY	10	2	WARWICK ADD #7	R1	\$ 29,000	540
1 & 2 FAMILY, SWIMMING POOL-3	PLEASANT POOLS	4169	07/11/14	208		MILLEBURY	RD	16	5	THE VINEYARD PHASE II	PUD	\$ 51,500	1,000
1 & 2 FAMILY, SWIMMING POOL-3	SIGNATURE CUSTOM POOLS	4741	07/31/14	4317		HACKNEY WICK	RD	2	4	CARRINGTON PLACE ADD #12	R1	\$ 47,000	504
1 & 2 FAMILY, SWIMMING POOL-3	SIGNATURE CUSTOM POOLS	4742	07/31/14	4315		HILLSIDE	DR	3	1	GRAND VIEW ESTATES	RE	\$ 50,000	800
1 FAMILY, MANUF HOME REPLACE-2	WHITE, ANDREW & EVAN	3487	07/15/14	5450	SE	132ND	AVE	24	1W	NOT SUBDIVIDED	A2	\$ 16,500	840
3+ FAMILY, NEW CONSTRUCTION-2	MILETTE, SCOTT & KENDY	4063	07/03/14	3909	SE	60TH	AVE	7	1W	NOT SUBDIVIDED	A2	\$ 20,000	896
TEMPORARY ROLL-OFF, OTHER	K33 REVAISSANCE, LLC.	2379	07/29/14	213	E	TONHAWA	ST	7	16	NORMAN, ORIGINAL TOWNSHIP	R3	\$ 282,000	4,065
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN-SANITATION	4210	07/24/14	1800		BEAUMONT	DR	1	1	CAMPUS LODGE ADDITION	PUD		
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN-SANITATION	4278	07/16/14	4100	N	FLOOD	AVE	1	3	OAK TREE APARTMENTS ADD, A PUD	PUD		
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN-SANITATION	4659	07/25/14	2900		OAK TREE	AVE	1	1	THE LODGE AT STINSON	RM6		
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN-SANITATION	4728	07/25/14	730		STINSON	ST	1	1	THE COTTAGES AT NORMAN	PUD		
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN-SANITATION	4765	07/25/14	1601	E	IMHOFF	RD	1	1	SHERWOOD FOREST #1	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	BUDGET DUMPSTER	4083	07/07/14	2827		WALNUT	RD	15	1	NORMANDY PARK	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	4230	07/14/14	2517		BEAURIE	DR	22	4	BROOKHAVEN, VILLAGE AT #2	RM6		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	4237	07/14/14	3608		TUDOR	CIR	34	1	NOT SUBDIVIDED	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	4240	07/14/14	1609		OKLAHOMA	AVE	32	2W	BLUE LAKES ADDITION	A2		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	4659	07/21/14	1440	W	INDIAN HILLS	RD	2	2	SMOKING OAK #1	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	4665	07/21/14	2433		SMOKING OAK	RD	4	2	THUNDERBIRD HILLS	RE		
TEMPORARY ROLL-OFF, RESIDENTIAL	NICELY, JOHN D.	4706	07/31/14	1816	SE	144TH	AVE	4	10	LYDICK'S #1	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	4801	07/31/14	1312		LINDALE	AVE	11	5	NORMAN, ORIGINAL TOWNSHIP	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	PODS ENT, INC.	4811	07/30/14	519	E	MAIN	ST	10	51		R2		

Total Permits	Average Valuation \$	Total Valuation \$	Average Project Area	Total Project Area
102	20,651	2,106,437	507	51,690

City of Norman  
**BUILDING PERMITS AND INSPECTIONS**

**ALL OTHER RESIDENTIAL BUILDING PERMITS**  
 Issued July 2014- Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
<b>ALL OTHER RESIDENTIAL TOTAL</b>													
\$			2,106,437	102									
<b>Subtotal Add/Alt Permits **</b>													
\$			666,893	20									
<b>Subtotal Other Permits ***</b>													
\$			1,157,544	81									
<b>Subtotal Permits Special Count</b>													
\$			282,000	1									



**City of Norman**  
**COMMERCIAL BUILDING PERMITS AND INSPECTIONS**  
**Issued July 2014 - 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	DOWELL PROPERTIES, INC	725	07/02/14	330	W	GRAY	ST	21	22	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 70,000	6,000
COMMERCIAL, ADD/ALT-2	AZTEC BUILDING SYSTEMS, INC.	1218	07/16/14	825		INTERSTATE	DR	1	1	REYNOLDS FORD ADD	I1	\$ 1,422,822	4,480
COMMERCIAL, ADD/ALT-2	AZTEC BUILDING SYSTEMS, INC.	1220	07/16/14	825		INTERSTATE	DR	1	1	REYNOLDS FORD ADD	I1	\$ 52,250	580
COMMERCIAL, ADD/ALT-2	TIMBERLAKE CONSTRUCTION	2221	07/28/14	800		CHAUTAUQUA	AVE	31	7	PARSONS ADDITION	R2	\$ 7,500,000	32,086
COMMERCIAL, ADD/ALT-2	CAVINS ROOFING & REMODELING	2586	07/03/14	575	S	UNIVERSITY	BLVD	33	1	LARSH ADD #1	C3	\$ 125,000	4,244
COMMERCIAL, ADD/ALT-2	SIGMON ASSOCIATES, INC.	3175	07/28/14	825		WALL	ST	2	21	WESTPORT PROFESSIONAL PARK	C1	\$ 15,000	527
COMMERCIAL, ADD/ALT-2	IRELAND, BO	3297	07/07/14	318	E	GRAY	ST	23	22	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 57,420	3,072
COMMERCIAL, ADD/ALT-2	L G CONSTRUCTION	3430	07/16/14	318	E	HAYES	ST	7	4	HIGHLAND ADDITION	R2	\$ 27,000	1,200
COMMERCIAL, ADD/ALT-2	BRIGHT LIGHTING, INC.	3476	07/11/14	2545	W	MAIN	ST	26	3W	NOT SUBDIVIDED	C2	\$ 15,000	20
COMMERCIAL, ADD/ALT-2	CRB BUILDERS, LLC.	3536	07/28/14	3300		MARKSHALL	AVE	1	2	SHAKLEE ADD	I1	\$ 15,000	1,158
COMMERCIAL, ADD/ALT-2	DIPIETRO, NINO	3688	07/22/14	1098	W	MAIN	ST	6	86	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 35,000	3,900
COMMERCIAL, ADD/ALT-2	B & T GROUP	3803	07/07/14	1398	W	LINDSEY	ST	1		BERRY EST #4	C2	\$ 15,000	25
COMMERCIAL, ADD/ALT-2	RED SUN CONSTRUCTION CO. INC.	3849	07/22/14	223	E	MAIN	ST	12	14	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 125,000	5,103
COMMERCIAL, ADD/ALT-2	EVANS BUILDING CONCEPTS	3885	07/16/14	152	SE	12TH	AVE	1	1	CINEMA EAST ADD	C2	\$ 22,000	1,200
COMMERCIAL, ADD/ALT-2	GOODMAN NETWORKS	4006	07/16/14	2410		CLASSEN	BLVD	6	1	HIGHWAY HEIGHTS	C2	\$ 15,000	5
COMMERCIAL, ADD/ALT-2	GOODMAN NETWORKS	4007	07/16/14	2950	W	FRANKLIN	RD	11	9N 3W	NOT SUBDIVIDED	A2	\$ 15,000	15
COMMERCIAL, ADD/ALT-2	BRIGHT LIGHTING, INC.	4015	07/11/14	3001	NW	36TH	RD	1	1	MASTERCRAFT PROPERTIES	I1	\$ 15,000	5
COMMERCIAL, ADD/ALT-2	KJONES CONSTRUCTION	4143	07/30/14	730		ASP	AVE	8	1	LARSH'S UNIVERSITY ADD	C3	\$ 45,000	1,640
COMMERCIAL, ADD/ALT-2	AZTEC BUILDING SYSTEMS, INC.	4260	07/30/14	2201		WESTPARK	DR	7	1	WESTRIDGE OFFICE PARK	C2	\$ 150,000	3,800
COMMERCIAL, FOUNDATION PERMIT2	VAN HOOSE CONSTRUCTION	3662	07/08/14	2551		CLASSEN	BLVD	1	1	SOONER MOBILE HOME PARK	C2	\$ 150,000	41,983
COMMERCIAL, INTERIOR FINISH-2	GRAHAM, GARY	1948	07/24/14	1400	SE	12TH	AVE	3	1	EAST VILLAGE	PUD	\$ 100,000	3,406
COMMERCIAL, INTERIOR FINISH-2	ELEGANT DESIGNSCAPES INC	3039	07/07/14	6401	NW	INTERSTATE	DR	1	1	NORTH NORMAN BUSINESS CENTE	CR	\$ 25,000	1,825
COMMERCIAL, INTERIOR FINISH-2	THORNTON CONSTRUCTION	3466	07/08/14	1601		36TH	AVE	3	1	GREENWAY PARK ADDITION	PUD	\$ 90,000	3,529
COMMERCIAL, INTERIOR FINISH-2	AFFORDABLE CONSTRUCTION	3687	07/14/14	6401		INTERSTATE	DR	1	1	NORTH NORMAN BUSINESS CENTE	CR	\$ 150,000	4,975
COMMERCIAL, INTERIOR FINISH-2	C.A. MCCARTY CONSTRUCTION LLC.	4078	07/23/14	581		MERCHANT	DR	7A	2	RIEGER 2008 ADD	C2	\$ 85,000	1,242
COMMERCIAL, NEW CONSTRUCTION-2	CROSSLAND CONSTRUCTION	1949	07/14/14	609		INTERSTATE	DR	2	7	WESTPORT PROFESSIONAL PARK	C2	\$ 7,000,000	48,840
COMMERCIAL, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	2534	07/22/14	4300		ADAMS	RD	1	2	FRANKLIN BUSINESS PARK SEC 1	C2	\$ 450,000	5,395
COMMERCIAL, NEW CONSTRUCTION-2	C & S DEVELOPMENT SERVICES,LLC	2679	07/10/14	251	SE	12TH	AVE	1	1	ANATOLE ADD #3	C1	\$ 370,000	2,100
COMMERCIAL, NEW CONSTRUCTION-2	SOONER TRADITIONS, LLC.	3581	07/10/14	1217	S	BERRY	RD	1	1	LINBERRY CORNER EXPANSION	CO	\$ 35,000	377
COMMERCIAL, NEW CONSTRUCTION-2	DAVE TRAMMEL POOLS	3609	07/24/14	2500		CONFERENCE	RD	1	1	UNIVERSITY NORTH PARK SEC 7	PUD	\$ 69,500	581
COMMERCIAL, NEW CONSTRUCTION-2	P7 DEVELOPMENT, LLC	6881	07/29/14	3301	SE	12TH	AVE			CONCURRENT CONST	PUD	\$ 20,000	828
COMMERCIAL, NEW CONSTRUCTION-2	USA SHADE & FABRIC STRUCTURES	4122	07/28/14	1285	W	MAIN	ST	Sec 25	9N 3W	NOT SUBDIVIDED	C2	\$ 13,487	720
COMMERCIAL, NEW SHELL BLDG-2	PARKCREST BUILDERS, LTD.	3668	07/01/14	825	E	LINDSEY	ST	2	2	HOWE'S ADD	PUD	\$ 3,000,000	181,128
COMMERCIAL, PARKING LOT-2	AZTEC BUILDING SYSTEMS, INC.	1219	07/18/14	825		INTERSTATE	DR	1	1	REYNOLDS FORD ADD	I1	\$ 186,200	12,000
COMMERCIAL, PARKING LOT-2	INNOVATIVE CUSTOM HOMES LLC.	3807	07/03/14	112	W	CORMANCHE	ST	27	68	NORMAN, ORIGINAL TOWNSHIP	I1	\$ 6,500	610
COMMERCIAL, PARKING LOT-2	RILEY CONCRETE LLC.	4785	07/31/14	333	E	BROOKS	ST	19	3	MILLER ADDITION	R3	\$ 3,716	609
TEMPORARY BLDG/CONST TRAILER	CROSSLANDS RENTAL SERVICE	4188	07/23/14	444	S	FLOOD	AVE	1	1	DOLL'S PARK ADDITION	PL		
<b>Total Permits</b>												<b>Average Project Area</b>	<b>9,972</b>
<b>36</b>												<b>Total Project Area</b>	<b>358,987</b>

NEW CONSTRUCTION INFORMATION		USE /CLASSIFICATIO		ADDITIONS AND ALTERATIONS		TOTAL NEW COMMERCIAL	
CONTRACTOR	BUILDING SIZE (Square Feet)	LOT SIZE	N	COMMERCIAL, ADD/ALT-2	COMMERCIAL, FIRE REPAIR	COMMERCIAL, INTERIOR FINISH-2	COMMERCIAL, NEW SHELL BLDG-2
CROSSLAND CONSTRUCTION	48,840	84324 SF	825	\$ 9,736,492	\$ -	\$ 420,000	\$ 3,000,000
LANDMARK FINE HOMES, LP.	5,366	16850 SF	1219				
C & S DEVELOPMENT SERVICES,LLC	2,100	18000 SF	825				
SOONER TRADITIONS, LLC.	377	NA	377				
DAVE TRAMMEL POOLS	581	NA	581				
USA SHADE & FABRIC STRUCTURES	720	NA	720				
P7 DEVELOPMENT, LLC.	828	NA	828				
				COMMERCIAL, PARKING LOT-2	COMMERCIAL, SUBTOTAL ADDITIONS AND ALTERATIONS	SUBTOTAL NEW CONSTRUCTION	
				\$ 206,416	\$ 9,942,908	\$ 11,377,987	
				3	22	13	
						\$ 21,320,895	
						35	

OTHER PERMITS		Average Project Area	
COMMERCIAL, FOUNDATION PERMIT2	Valuation	Total Project Area	Valuation
\$ 150,000	1		9,972
			358,987

**City of Norman**  
**BUILDING PERMITS AND INSPECTIONS**

**NEW SINGLE FAMILY DWELLING PERMITS**  
**Issued July 2014 - Sorted by Contractor**

Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area	Living Area
C & C BUILDERS	3562	7/1/2014	3925		PRESIDIO	DR	6	2	MONTEREY ADD #1	R1	\$ 190,000	2,921	1,924
WESTPOINT DEVELOPERS	3836	7/8/2014	2201		DIANA	DR	13	4	ALAMEDA PARK ADD #3	R1	\$ 128,610	2,049	1,429
IDEAL HOMES OF NORMAN	3874	7/1/2014	4306		LORINGS	CIR	16	4	CARRINGTON PLACE ADD #11	R1	\$ 295,560	4,452	3,284
WESTPOINT DEVELOPERS	3915	7/22/2014	2100		DIANA	DR	33	1	ALAMEDA PARK ADD #3	R1	\$ 131,550	2,016	1,462
C.A. MCCARTY CONSTRUCTION LLC.	4008	7/1/2014	517		VIAMOUTH	RD	12	13	VINEYARD PHASE III	R1	\$ 550,000	5,721	4,366
MUIRFIELD HOMES	4010	7/2/2014	2010		ITHACA	DR	3	3	HALLBROOKE ADD #4	R1	\$ 318,000	4,385	3,346
RIVERSHORE HOMES	4026	7/8/2014	4004		SAM GORDON	DR	3	2	BROOKHAVEN #42	R1	\$ 505,000	4,791	3,349
HARBOR HOMES, INC.	4040	7/3/2014	3805		PRESIDIO	CIR	18	1	CEDAR LAKE SEC #1	R1	\$ 153,450	2,422	1,705
HARBOR HOMES, INC.	4041	7/3/2014	1304		LUKE	LN	30	3	CEDAR LAKE SEC #1	R1	\$ 156,600	2,549	1,740
LANDMARK FINE HOMES, LP.	4054	7/2/2014	729		ACCIPITER	ST	8	2	EAGLE CLIFF SOUTH ADD #4	R1	\$ 153,810	2,273	1,709
LANDMARK FINE HOMES, LP.	4055	7/2/2014	800		ACCIPITER	ST	1	3	EAGLE CLIFF SOUTH ADD #4	R1	\$ 137,790	2,068	1,551
HUFFMAN CONSTRUCTION	4058	7/9/2014	3201	NE	28TH	AVE	15	2W	NOT SUBDIVIDED	A2	\$ 385,000	4,177	2,898
D.R. HORTON, INC.	4071	7/23/2014	1321		ZACHARY	LN	37	3	CEDAR LAKE SEC #1	R1	\$ 183,240	2,903	2,036
IDEAL HOMES OF NORMAN	4088	7/16/2014	4201		LORINGS	CIR	1	3	CARRINGTON PLACE ADD #11	R1	\$ 258,120	3,860	2,868
IDEAL HOMES OF NORMAN	4089	7/15/2014	3327		BERGEN PEAK	DR	7	2	GREENLEAF TRAILS ADD 6	PUD	\$ 220,320	2,448	1,853
BROOKFIELD CUSTOM HOMES LLC.	4125	7/22/2014	3106		TURNBERRY	CT	13	3	HIGHLAND VILLAGE ADD SEC 7	R1	\$ 272,205	3,275	2,367
LANDMARK FINE HOMES, LP.	4151	7/10/2014	4529		MOORGATE	DR	3	1	CARRINGTON PLACE ADD #6	R1	\$ 350,000	4,380	3,314
IDEAL HOMES OF NORMAN	4160	7/17/2014	800		CAROLYN RIDGE	RD	1	3	RED CANYON RANCH SEC 1	PUD	\$ 193,950	3,126	2,155
CRAIG, JAY & STEVI	4228	7/19/2014	2920		LINE	DR	41	1	ROYAL OAKS ADD #10	PUD	\$ 150,000	2,214	1,492
IDEAL HOMES OF NORMAN	4233	7/15/2014	2702		TRAILWOOD	DR	10	1	TRAILWOODS SEC 7	PUD	\$ 175,500	1,950	1,319
HARBOR HOMES, INC.	4248	7/24/2014	3711		PRESIDIO	CIR	14	1	CEDAR LAKE SEC #1	R1	\$ 225,180	3,353	2,502
J.MERTENS CONSTRUCTION, INC.	4263	7/30/2014	2003		FOREST	RD	2	3	QUAIL CREEK ACRES #1	RE	\$ 300,000	4,006	2,829
LANDMARK FINE HOMES, LP.	4501	7/16/2014	816		ACCIPITER	ST	5	3	EAGLE CLIFF SOUTH ADD #4	R1	\$ 147,000	2,235	1,694
LANDMARK FINE HOMES, LP.	4502	7/16/2014	812		ACCIPITER	ST	4	3	EAGLE CLIFF SOUTH ADD #4	R1	\$ 137,000	2,019	1,531
IDEAL HOMES OF NORMAN	4507	7/21/2014	2602		TRAILWOOD	DR	1	1	TRAILWOODS SEC 7	PUD	\$ 153,090	1,701	1,127
IDEAL HOMES OF NORMAN	4857	7/25/2014	3323		BERGEN PEAK	DR	6	2	GREENLEAF TRAILS ADD 6	PUD	\$ 216,990	2,411	1,768
BROOKFIELD CUSTOM HOMES LLC.	4889	7/28/2014	3101		TERRACE PARK	TR	6	2	HIGHLAND VILLAGE ADD SEC 7	R1	\$ 260,000	3,039	2,253
LANDMARK FINE HOMES, LP.	4702	7/23/2014	4312		MOORGATE	DR	2	1	CARRINGTON PLACE ADD #12	R1	\$ 570,000	5,557	4,174
BROOKFIELD CUSTOM HOMES LLC.	4736	7/31/2014	2300		BRETTFORD	WAY	10	3	ST JAMES PARK ADD 6	R1	\$ 215,000	2,699	1,925
CHASE HOMES LTD.	4767	7/29/2014	3304		TETON	LN	2	3	CASCADE ESTATES PUD #3	PUD	\$ 229,844	3,459	2,587
LANDMARK FINE HOMES, LP.	4817	7/31/2014	804		ACCIPITER	ST	2	3	EAGLE CLIFF SOUTH ADD #4	R1	\$ 153,000	2,273	1,709
LANDMARK FINE HOMES, LP.	4819	7/31/2014	808		ACCIPITER	ST	3	3	EAGLE CLIFF SOUTH ADD #4	R1	\$ 153,000	2,273	1,709
<b>Total Permits</b>	<b>32</b>		<b>Average Valuation \$</b>	<b>239,645</b>					<b>Average Project Area</b>		<b>3,094</b>	<b>99,005</b>	<b>Total Proj Area</b>
			<b>Total Valuation \$</b>	<b>7,668,639</b>					<b>Average Living Area</b>		<b>2,247</b>		
									<b>Total Living Area</b>		<b>71,895</b>		

**City of Norman  
BUILDING PERMITS AND INSPECTIONS**

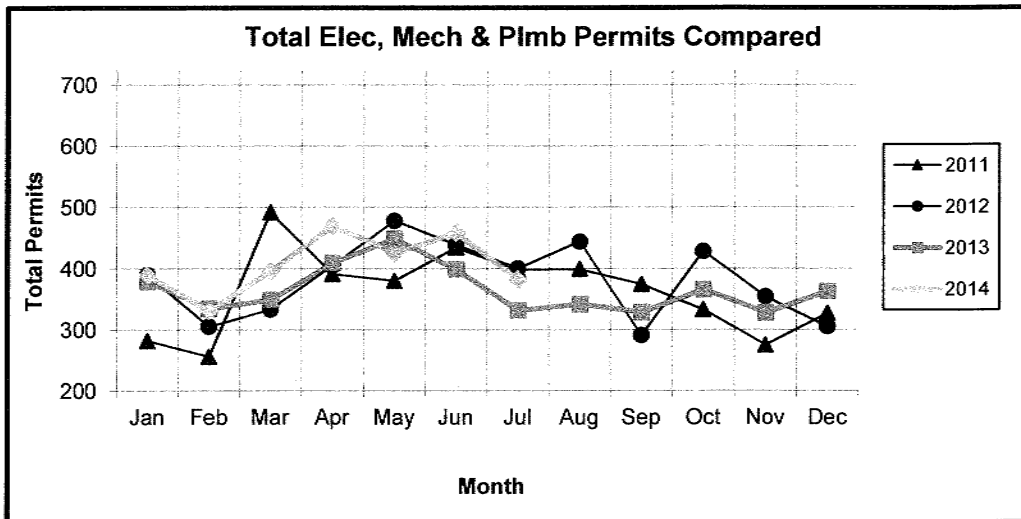
**TRADE PERMITS & GARAGE SALES  
Sorted by Permit Type**

2011	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	90	82	187	124	127	132	96	117	101	94	64	90	1304
HVAC (MECH)	82	60	114	125	122	170	183	156	149	117	99	105	1482
PLUMBING (PLBG)	110	114	191	142	131	132	119	126	124	122	112	132	1555
GARAGE SALE (GARA)	17	27	116	281	306	433	258	135	291	290	131	9	2294
HOUSE MOVING (MOVE)	0	3	3	0	5	6	6	0	9	1	3	5	41
DEMOLITION (BDEM)	4	8	6	4	3	0	1	6	2	3	10	3	50
SIGN (SIGN)	14	20	31	34	20	23	11	24	29	18	11	19	254
<b>ELEC + MECH + PLBG</b>	<b>282</b>	<b>256</b>	<b>492</b>	<b>391</b>	<b>380</b>	<b>434</b>	<b>398</b>	<b>399</b>	<b>374</b>	<b>333</b>	<b>275</b>	<b>327</b>	<b>4341</b>
<b>Total</b>	<b>317</b>	<b>314</b>	<b>648</b>	<b>710</b>	<b>714</b>	<b>896</b>	<b>674</b>	<b>564</b>	<b>705</b>	<b>645</b>	<b>430</b>	<b>363</b>	<b>6980</b>

2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	100	92	113	128	133	133	115	142	81	113	81	96	1327
HVAC (MECH)	137	109	100	129	168	175	158	161	95	116	137	122	1607
PLUMBING (PLBG)	153	104	120	148	177	131	127	141	115	199	136	87	1638
GARAGE SALE (GARA)	32	36	25	236	437	356	146	155	203	208	150	27	2011
HOUSE MOVING (MOVE)	3	1	2	3	2	6	6	9	5	3	4	2	46
DEMOLITION (BDEM)	6	5	3	10	4	2	2	5	5	9	1	4	56
SIGN (SIGN)	22	16	25	12	19	19	36	36	15	19	18	21	258
<b>ELEC + MECH + PLBG</b>	<b>390</b>	<b>305</b>	<b>333</b>	<b>405</b>	<b>478</b>	<b>439</b>	<b>400</b>	<b>444</b>	<b>291</b>	<b>428</b>	<b>354</b>	<b>305</b>	<b>4572</b>
<b>Total</b>	<b>453</b>	<b>363</b>	<b>388</b>	<b>666</b>	<b>940</b>	<b>822</b>	<b>590</b>	<b>649</b>	<b>519</b>	<b>667</b>	<b>527</b>	<b>359</b>	<b>6943</b>

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	128	100	114	117	103	117	95	111	114	107	101	114	1321
HVAC (MECH)	102	99	119	138	185	163	156	128	101	123	95	103	1512
PLUMBING (PLBG)	149	136	116	154	161	119	81	103	114	136	132	136	1537
GARAGE SALE (GARA)	22	18	86	273	290	365	282	183	170	253	97	10	2049
HOUSE MOVING (MOVE)	2	0	3	0	5	8	9	5	5	5	0	2	44
DEMOLITION (BDEM)	6	2	10	4	5	9	1	13	2	3	4	3	62
SIGN (SIGN)	23	26	48	34	17	23	36	32	14	23	13	11	300
<b>ELEC + MECH + PLBG</b>	<b>379</b>	<b>335</b>	<b>349</b>	<b>409</b>	<b>449</b>	<b>399</b>	<b>332</b>	<b>342</b>	<b>329</b>	<b>366</b>	<b>328</b>	<b>363</b>	<b>4380</b>
<b>Total</b>	<b>432</b>	<b>381</b>	<b>496</b>	<b>720</b>	<b>766</b>	<b>804</b>	<b>660</b>	<b>575</b>	<b>520</b>	<b>650</b>	<b>442</b>	<b>379</b>	<b>6825</b>

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	123	93	129	152	124	148	107	0	0	0	0	0	876
HVAC (MECH)	124	110	120	121	157	178	136	0	0	0	0	0	946
PLUMBING (PLBG)	142	128	147	197	145	132	139	0	0	0	0	0	1030
GARAGE SALE (GARA)	32	31	113	213	338	357	205	0	0	0	0	0	1289
HOUSE MOVING (MOVE)	2	1	4	4	1	5	2	0	0	0	0	0	19
DEMOLITION (BDEM)	1	10	4	8	6	6	5	0	0	0	0	0	40
SIGN (SIGN)	27	28	23	28	14	19	15	0	0	0	0	0	154
<b>ELEC + MECH + PLBG</b>	<b>389</b>	<b>331</b>	<b>396</b>	<b>470</b>	<b>426</b>	<b>458</b>	<b>382</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2852</b>
<b>Total</b>	<b>451</b>	<b>401</b>	<b>540</b>	<b>723</b>	<b>785</b>	<b>845</b>	<b>609</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4354</b>



**REVITALIZATION 10C**

**REVITALIZATION DIVISION**

**Community Development Block Grant (CDBG)**

Citizen Participation

Funding for FYE 2015 is **\$721,987 for CDBG and \$318,067 for HOME**. Citizen participation for FYE 2016 will begin with a Community Dialogue on September 3, 2014.

A New Five-Year Consolidated Plan for the Community Development Block Grant and other HUD Programs will be formulated in FYE 15 for approval by City Council in the spring of 2015.

**Housing Programs**

July 2014:

**HOME**

4 rehabilitation projects have been qualified with 3 under contract and 1 out to bid.

**CDBG**

- No rehabilitation projects have been qualified.
- 3 emergency repairs have been qualified with 1 completed, 1 under contract, and specifications being prepared on 1.
- No accessibility modifications have been qualified.

**Code Compliance**

Code Compliance investigated 861 complaints in July which included weeds, health, inoperative vehicles, off-street parking, kennels, dilapidated structures, right-of-way encroachments, signs, and zoning violations. 933 cases were closed in July with 617 remaining open. City-wide proactive enforcement began on March 15, 2012.

PROACTIVE INFORMATION

[#of violations/# of properties on which violations were found]

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
06	72/46	137/84	0/0	39/23	9/7	8/8	4/4	37/35	13/13	5/5	3/3	5/5
07	19/16	3/3	10/9	21/20	4/4	5/5	13/13	20/19	5/5	7/7	147/130	80/68
08	342/290	117/98	112/106	72/64	150/97	193/151	179/160	282/231	245/198	231/171	19/19	87/74
09	126/129	154/141	493/383	272/268	124/109	188/173	177/153	137/130	262/239	299/254	201/175	99/87
10	131/112	157/131	203/196	316/274	189/167	220/185	170/152	141/135	139/121	54/49	93/91	29/27
11	107/99	60/55	109/99	150/131	266/204	99/83	100/8/0	144/123	100/91	54/50	43/37	26/24
12	92/81	93/69	392/327	698/616	579/502	462/417	284/257	350/294	403/340	392/283	293/171	122/111
13	316/281	304/241	441/271	428/373	468/367	307/272	410/369	823/690	215/167	203/165	194/175	132/113
14	204/181	122/101	300/270	148/127	416/360	565/483	382/317					

Work Orders, Owner Abatement after Work Order Issued, and Liens Filed  
FYE 2014

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Work Orders	67												67
Owner Abated	5												5
Liens Filed	21												21

Code compliance inspectors continue enforcement of the sign ordinance. All signs found in the rights-of-way and in sight triangles are being removed. 1,710 signs were pulled in FYE 10; 4,653 were pulled in FYE 11; 681 in FYE 2012; 2,049 in FYE 2013; and 1,454 in FYE 2014. The table below shows signed pulled to date this fiscal year.

Signs Pulled From Rights-of Ways FYE 2014

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Signs Pulled	40												40

**Oil & Gas**

Oil & gas inspections continued with 163 operating oil wells. Two additional wells are being completed. One well previously plugged had been omitted, therefore causing the total to be reduced by one in this report. There were no pipeline location issues in July.

**Historic District Commission**

The Commission met on July 7, 2014.

Staff reported no Administrative Bypass was reviewed in June. The RFP for the FY 14 CLG program - Southridge Neighborhood survey – will go out in July and be due on July 25, 2014.

Reports on the continuation of Certificates of Appropriateness were as follows: 549 S. Lahoma the Bench Trial is scheduled for July 23, 24, and 25, 2014 - mediation was unsuccessful; 720 W. Boyd progress continues and new request for a COA for a carport and screening wall was approved; 410 S. Peters owners have found a contractor and the project should begin this summer; 517 S. Lahoma project is continuing; 712 Miller paving was completed; 322 Alameda has until 2016 to complete and owner still plans to proceed; 428 Chautauqua is weighing options as to adding on to existing structure or moving it and building a second house as previously discussed; 727 Chautauqua project has not been started, but owner has requested and been granted an extension; 321 Duffy to remove the current front porch steps and replace with steps that do not flare has not begun, but windows are complete; 231 E. Symmes (Mary Abbot House) to demolish an existing garage and construct a replacement garage that will include a storm shelter is on hold due to funding issues; 621 Chautauqua project to remove an old addition is moving along quickly and COA request for demolition of existing garage was approved; 434 Chautauqua to remove non-original rear additions on the first and second floors on the west rear elevation, to construct a 190 sf two-story replacement addition on the west elevation, construct a wood staircase and small deck on the west elevation, and remove two windows on the north elevation and reinstall one of the original windows on the second floor north elevation is underway; 434 Chautauqua to change the front screened in porch to one with open railing and baluster system with piers with tapered cedar columns has not started; 434 Chautauqua request for a COA to remove the second floor façade and dormer peaks on the front elevation and to replace the front with a flush façade of wood siding was denied and the applicant has filed an appeal with the City Council; 315 E. Castro request for a COA to remove a door opening on non-original rear addition and to cover that opening with siding has not been started. Other new COA requests were as follows: 635 S. Lahoma to install balcony bars on second floor French doors was approved; 645 S. Lahoma to replace 4' chain link fence on east boundary with opaque fence at 8' on north end tapering to 4' at south end, was approved; 408 Chautauqua to add basement access door to the rear was approved.

Next meeting is scheduled for August 4, 2014.

## **Homeless Activities**

The **Continuum of Care** Steering Committee on homelessness has changed to quarterly meetings with a smaller group meeting monthly.

**One Vision One Voice** is continuing with their ten-agency education campaign, and the group is focusing on the "Housing First" model. The group participated in a homeless count in OKC and hosted a very well attended Boot Camp on June 30th.

There were eight 2013 renewal applications approved through the Continuum of Care for five agencies. East Main Place for \$43,895; COCAA for \$32,769; Progressive Independence for \$41,593; HOPE Community Services for \$90,220; and Food and Shelter for four grants for \$51,337, \$31,680, and two for \$11,892. One new application for Food and Shelter for \$23,313 and a planning grant for \$10,000 were approved.

2014 Applications for the Continuum of Care were due in to HUD on February 4, 2014 with eight renewals submitted; and all were approved in June.

2013 Emergency Solutions Grants were submitted directly to ODOC by three agencies, but the Salvation Army chose to back out. These applications were coordinated to equal the estimated funding available for Norman of \$179,848. The grant contracts are as follows: Food and Shelter for \$100,000; and Thunderbird Clubhouse for \$79,848. 2014 grants will be submitted by the agencies directly to ODOC, not through the City.

## **CDBG-DR**

An application for \$550,000 was approved by the City Council on June 2, 2014 and subsequently submitted to the Oklahoma Department of Commerce. The money would fund base repairs, asphalt paving, should grading and vegetation restoration for two miles of 108<sup>th</sup> Avenue NE from Rock Creek Road to Franklin Road, and three miles on 168<sup>th</sup> Avenue NE from Rock Creek Road to Indian Hills Road. These funds are a special grant for disaster relief using the Community Development Block Grant rules and regulations with additional requirements related to the tornadoes in 2013.

A second round of funding for this program has been announced and regulations published in the Federal Register. Like the last round of funding, any projects have to be CDBG eligible and in the designated disaster areas. For Norman that includes the wildfires in August 2012 that occurred between August 3-14, 2012; and the tornadoes that occurred from May 18 through June 2, 2013. \$41,228,000 is designated to be utilized in Cleveland and Creek Counties. A proposal totaling over \$49,000,000 was submitted jointly by the City of Norman and Cleveland County that included 27 infrastructure projects and equipment.

Information submitted included the following:

1. Disaster # [In our case the numbers are DR 4117 for the tornadoes in 2013 and DR4078 for the wildfires in 2012]
2. Proposed projects including their description and estimated cost listed in priority order
3. Narrative proof of unmet need
4. "Duplication of benefits form

5. Documentation on qualification of benefits – this proposal provided census data that the proposal would primarily benefit low-and moderate income persons.

These requirements are the same that were submitted for the two projects recently approved by the City Council to repair/reconstruct 108<sup>th</sup> NE and 168<sup>th</sup> NE avenues.

#### **SOCIAL AND VOLUNTARY SERVICES COMMISSION**

The Commission met in May and in June. Applications for agency funding will be sent out in August with a due date of September 12, 2014. Presentations will be heard on September 22, 2014 with Commission review and recommendations to be handled in a meeting on September 29, 2014.



**COMMUNITY DEVELOPMENT BLOCK GRANT  
PROGRESS REPORT  
August 1, 2014**

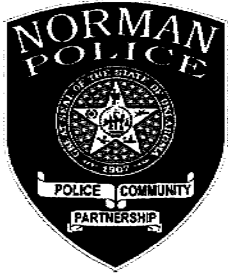
<u>Project Description &amp; Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
<b>YEARS ONE THRU THIRTY-ONE (FY 1975/06)</b>	<b>\$ 32,212,751</b>	<b>100%</b>
<b>YEAR THIRTY-TWO (FY 2006/07)</b>	<b>\$ 1,480,629</b>	<b>98.21%</b>
All projects completed prior to 7/2014 except those itemized below:		
1. Park Projects (Original budget \$0 + \$79,969 from Streets)	\$ 79,969	78.58%
<b>YEAR THIRTY-THREE (FY 2007/08)</b>	<b>\$ 1,448,917</b>	<b>97.17%</b>
All projects completed prior to 7/2014 except those itemized below:		
1. Street Improvement	\$ 48,181	0.00%
<b>YEAR THIRTY-FOUR (FY 2008/09)</b>	<b>\$ 1,396,192</b>	<b>95.26%</b>
All projects completed prior to 7/2014 except those itemized below:		
1. Park Projects (Original Budget \$0 + \$89,698 from Street Projects)	\$ 100,092	33.72%
<b>YEAR THIRTY-FIVE (FY 2009/10)</b>	<b>\$ 1,503,773</b>	<b>98.75%</b>
All projects completed prior to 7/2014 except those itemized below:		
1. Park Projects	\$ 124,262	84.83%
2. HOME 09	\$ 632,844	100.00%
<b>YEAR THIRTY-SIX (FY 2010/11)</b>	<b>\$ 1,516,000</b>	<b>95.86%</b>
All projects completed prior to 7/2014 except those itemized below:		
1. Park Projects	\$ 131,150	52.55%
2. Housing Rehabilitation (Original Budget \$418,525 + \$4,813 PI)	\$ 423,338	100.00%
3. HOME 10 (Original Budget \$599,304 + \$15,000 PI)	\$ 614,304	100.00%
<b>YEAR THIRTY-SEVEN (FY 2011/12)</b>	<b>\$ 1,306,077</b>	<b>97.05%</b>
All projects completed prior to 7/2014 except those itemized below:		
1. Neighborhood Projects	\$ 25,000	39.67%
2. Housing Rehabilitation (Original Budget \$413,230 +701 PI)	\$ 413,931	98.58%
4. HOME 11 (Original Budget \$527,597+\$12,000 PI)	\$ 539,597	93.87%
<b>YEAR THIRTY-EIGHT (FY 2012/13)</b>	<b>\$ 1,125,147</b>	<b>68.43%</b>
All projects completed prior to 7/2014 except those itemized below:		
1. Neighborhood Projects	\$ 40,000	37.00%
2. Housing Rehabilitation (Original Budget \$381,787 + \$4,844 PI)	\$ 386,631	59.40%
3. Admin & Planning	\$ 147,776	73.57%
4. HOME 12 (Original Budget \$368,420 + \$13,000 PI))	\$ 381,420	67.14%
<b>YEAR THIRTY-NINE (FY 2013/14)</b>	<b>\$ 1,100,827</b>	<b>31.63%</b>
All projects completed prior to 7/2014 except those itemized below:		
1. Housing Rehabilitation (Original Budget \$477,951)	\$ 497,951	26.40%
2. Admin & Planning	\$ 152,342	66.92%
3. HOME 13 (Original Budget \$339,118+\$20,000 PI)	\$ 319,118	69.10%
<b>YEAR FORTY (FY 2014/15)</b>	<b>\$ 1,040,054</b>	<b>6.68%</b>
(Original Budget \$1,040,054)		
1. CART	\$ 25,000	0.00%
2. Housing Rehabilitation	\$ 167,809	4.05%
3. Neighborhood Improvement Projects	\$ 334,786	0.00%
5. Acquisition of Property	\$ 50,000	0.00%
4. Admin & Planning	\$ 144,392	22.27%
5. HOME 13 (Original Budget \$319,118)	\$ 318,067	0.00%

**TARGET AREA PROJECTS NOT COMPLETED**

<u>Project Description &amp; Status</u>	<u>Budget</u>	<u>% Expenditures</u>
<b>1. CDBG AND HOME Housing Projects</b>	<b>CDBG \$ 413,931 Year 37</b>	<b>98.58%</b>
	<b>\$ 386,631 Year 38</b>	<b>59.40%</b>
	<b>\$ 477,951 Year 39</b>	<b>26.42%</b>
	<b>\$ 167,809 Year 40</b>	<b>4.05%</b>
CDBG Housing Programs include the administration for the following: Deferred Payment Loans, Emergency Repairs, and Accessibility Modifications		
0 Deferred Payment Loans Completed		
0 Rehabilitation Deferred Payment Loans under contract		
1 Emergency Repair Loans Completed		
1 Emergency Repair Loans Under Contract		
0 Accessibility Modifications Completed		
	<b>HOME \$ 527,597 2011</b>	<b>93.87%</b>
	<b>\$ 381,420 2012</b>	<b>67.14%</b>
	<b>\$ 319,118 2013</b>	<b>1.64%</b>
	<b>\$ 319,118 2014</b>	<b>0.00%</b>
HOME Housing Programs include the administration for the following: Reconstruction Program, Deferred Payment loans, Acquisition of Rental Units, Fair Housing, and CHDO Activities		
3 Rehabilitation Deferred Payment Loans Under Contract		
0 Rehabilitation Deferred Payment Loans Completed		
<b>2. Neighborhood Improvements</b>	<b>\$ 79,969 Year 32</b>	<b>78.58%</b>
All funding will be utilized for park improvements in the five neighborhood parks; McGeorge; Cate; Centennial; Updegraff; and in two additional locations in the Larsh/Miller neighborhood	<b>\$ 66,179 Year 33</b>	<b>100.00%</b>
Placemaking projects in all five neighborhoods. Street improvements on Porter: Frank - Hughbert. Solar powered speed indicators for Jones at Wilson School.	<b>\$ 89,698 Year 34</b>	<b>33.72%</b>
	<b>\$ 124,262 Year 35</b>	<b>84.83%</b>
	<b>\$ 131,150 Year 36</b>	<b>52.55%</b>
	<b>\$ 25,000 Year 37</b>	<b>39.67%</b>
	<b>\$ 25,000 Year 38</b>	<b>37.00%</b>
<b>3. Neighborhood Owner Improvement Projects</b>	<b>\$ 334,786 Year 40</b>	<b>0.00%</b>
Funds are to assist low income owner occupied residents of the CDBG Target Area correct property code violations		
2 Applications mailed		
0 Projects underway since 07/14		
0 Projects completed since 07/14		
<b>4. Property Acquisition</b>	<b>\$ 50,000 Year 40</b>	<b>0.00%</b>
Funds are for the acquisition and or/rehabilitation of property for activities benefitting low income citizens		
<b>4. CART</b>	<b>\$ 25,000 Year 40</b>	<b>0.00%</b>
Funds are for bus passes and other transportation services for low to moderate income persons. Passes issued since July 2014.		

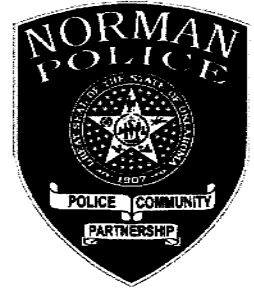
CDBG no longer funds social service agencies, with exception of the bus pass program, beginning with the 14/15 year

**POLICE 11**



# Administrative Summary

## July



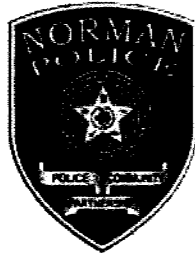
### Operations

	<u>Current</u>		<u>Year-To-Date</u>	
	14	13	14	13
<b>Part I Crimes</b>	<b>405</b>	<b>436</b>	<b>2,680</b>	<b>2,511</b>
Murder	0	0	3	2
Rape	7	5	29	47
Robbery	6	3	40	33
Agg. Ass.	8	12	41	54
Burglary	60	87	431	511
Larceny	306	292	1,989	1,700
Auto Theft	17	36	142	161
Arson	1	1	5	3
<b>Part II Crimes</b>				
DUI/APC	59	49	410	321
Drunkenness	73	58	437	436
Drug Violations	131	141	955	910
Littering	1	1	15	13
Forgery	18	11	171	116
Vandalism	65	89	486	516
Others	817	837	5,931	5,493
<b>Total Crime</b>	<b>1569</b>	<b>1622</b>	<b>11085</b>	<b>10316</b>
<b>Collisions</b>				
Fatality	0	0	2	4
Injury	41	71	381	420
Non-Injury	108	162	945	1041
<b>Miscellaneous</b>				
CAD Activity (Total)	9431	9252	66271	61890
Calls for Service (Police)	5635	6071	37253	37624
Citations	1579	1005	11304	8457
Warnings	1089	745	9679	5631
Community Activity (Hours)	210	191	3261	2451
Avg Emergency Reponse Time (Min)	4.55			
Avg Non-Emerg Response Time (Min)	6.71			
Avg Call Time (Hours)	0.78			

# **Crime Free Multi-Housing Program July 2014**

The Crime Free Multi-Housing Program is becoming more active every day. In the upcoming months, I expect to conduct at least five to six Phase 2 Security Surveys on properties that are almost ready for them.

I continue to have regular contact with managers. We have begun working with one more condominium property. I am hopeful for several more fully certified properties in the near future.



**Teddy Wilson**  
MASTER POLICE OFFICER  
Commission #0618  
[teddy.wilson@normanok.gov](mailto:teddy.wilson@normanok.gov)

**Norman Police Department**  
201-B West Gray St.  
Norman, OK 73069  
(405)366-6438

**Integrity \* Accountability \* Mutual Respect \* Service Attitude \* Partnerships**

**ANIMAL CENTER DIVISION  
PRELIMINARY REPORT FORM  
July 2014**

OPERATIONAL INFORMATION	FY2015		FY2014	
	This Month	Year to Date	This Month	Year to Date
<b>DOGS:</b>				
Number on hand from last month	59		53	
Number impounded this month	122	122	151	151
Owner relinquish	5	5	5	5
In field pickup	0	0	0	0
Adoption returns	0	0	3	3
Disposal	1	1	4	4
Picked up dead	7	7	10	10
Number redeemed	38	38	29	29
Number adopted to public	30	30	43	43
Number turned to rescues	16	16	12	12
Number euthanized - Adoptable	6	6	23	23
Number euthanized - Non adoptable	15	15	19	19
Number died for unknown reason	1	1	1	1
Number fostered	11	11	7	7
Escaped	0	0	1	1
Total now on hand	56		55	
<b>CATS:</b>				
Number on hand from last month	34		27	
Number impounded this month	85	85	163	163
Owner relinquish	5	5	18	18
In field pickup	0	0	0	0
Adoption returns	0	0	2	2
Disposal	0	0	18	18
Picked up dead	11	11	8	8
Number redeemed	4	4	0	0
Number adopted to public	20	20	26	26
Number turned to rescues	21	21	37	37
Number euthanized - Adoptable	3	3	15	15
Number euthanized - Non adoptable	22	22	40	40
Number died for unknown reason	1	1	1	1
Number fostered	15	15	3	3
Escaped	0	0	1	1
Total now on hand	22		41	
<b>MISCELLANEOUS:</b>				
Domesticated Animals	2	2	2	2
Wildlife	44	44	133	133
TOTAL	46	46	135	135

NOTES:

SAFETY REPORT	FY2015		FY2014	
	This Month	Year to Date	This Month	Year to Date
Injuries on the Job	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>
City Vehicle Damaged	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Vehicle Accidents Reviewed	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
a. Employee Responsible	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
b. Employee Not Responsible	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PET LICENSES ENFORCEMENT ACTION	FY2015		FY2014	
	This Month	Year to Date	This Month	Year to Date
<b>January to December</b>				
Total Licenses Sold (Annual)	<u>217</u>	<u>3188</u>	<u>275</u>	<u>2449</u>
Citations Issued (AWO)	<u>31</u>	<u>381</u>	<u>12</u>	<u>12</u>
Citations Issued (Private Citizen)	<u>2</u>	<u>7</u>	<u>0</u>	<u>0</u>
Warnings Issued	<u>0</u>	<u>29</u>	<u>4</u>	<u>4</u>

FINANCIAL INFORMATION	This Month	Year to Date	This Month	Year to Date
10-1531 Amount - dog redemption	\$1,940.00	\$1,940.00	\$940.00	\$940.00
10-1532 Amount-dog adoption	\$1,740.00	\$1,740.00	\$2,520.00	\$2,520.00
10-1531 Amount-cat redemption	\$55.00	\$55.00	\$0.00	\$0.00
10-1532 Amount-cat adoption	\$1,140.00	\$1,140.00	\$1,560.00	\$1,560.00
10-1531 Amount-misc. redemption	\$0.00	\$0.00	\$55.00	\$55.00
10-1532 Amount-Misc. adoption	\$60.00	\$60.00	\$0.00	\$0.00
10-1533 Miscellaneous	<u>\$280.00</u>	<u>\$280.00</u>	<u>\$5,200.00</u>	<u>\$5,200.00</u>
TOTAL	<u>\$5,215.00</u>	<u>\$5,215.00</u>	<u>\$10,275.00</u>	<u>\$10,275.00</u>
Donation 010-0000-227.24-31	\$279.00	\$279.00	\$1,224.10	\$1,224.10
Donation account balance		<b>\$35,954.55</b>		\$33,204.60

Liability payback (July to June) 2003 Adoption expansion	This Month	Year to Date	This Month	Year to Date
Payback Balance	-\$766.00		\$22,483.00	
22-L432 Liability - pet licenses	\$939.00	\$939.00	\$1,170.00	\$1,170.00
TOTAL (New Balance)	<u>-\$1,705.00</u>		<u>\$21,313.00</u>	

NOTES:

Replacement CPL \$1.50

SPAY / NEUTER PROCEDURES	FY2015		FY2014	
	This Month	Year to Date	This Month	Year to Date
Dogs	29	29	42	42
Cats	19	19	14	14
<b>TOTAL</b>	<b>48</b>	<b>48</b>	<b>56</b>	<b>56</b>

ANIMAL BITES July to June	FY2014			
	This Month	Year to Date	This Month	Year to Date
Dogs	10	10	3	3
Cats	3	3	2	2
Other	0	0	0	0

**SUMMARY**

Dogs returned to the owner prior to coming to the shelter

4	City pet license
	Rabies tag
1	Microchips
	Personal ID tag
2	Knew animal do to prior contact
	Neighbor told officer
	Lost & Found slip at shelter
<b>7</b>	<b>Total</b>



Incident No.	Offense	Court
2014-09056	Rabies Vacc/Shots	Municipal court
2014-09056	City Pet license	Municipal court
2014-09243	Rabies Vacc/Shots	Municipal court
2014-09243	City Pet license	Municipal court
2014-09551	Animal Exposure	
2014-09673	Dog at Large	Signed Complaint
2014-09775	City Pet license	Municipal court
2014-09775	Animal Exposure	
2014-09795	City Pet license	Municipal court
2014-09795	Rabies Vacc/Shots	Municipal court
2014-09796	City Pet license	Municipal court
2014-09796	Rabies Vacc/Shots	Municipal court
2014-10507	Animal Exposure	
2014-09137	City Pet license	Municipal court
2014-09137	Animal Exposure	
2014-09320	City Pet license	Municipal court
2014-09320	Animal Exposure	
2014-09358	City Pet license	Municipal court
2014-09358	City Pet license	Municipal court
2014-09358	Rabies Vacc/Shots	Municipal court
2014-09358	Rabies Vacc/Shots	Municipal court
2014-09462	City Pet license	Municipal court
2014-09462	Rabies Vacc/Shots	Municipal court
2014-09463	City Pet license	Municipal court
2014-09500	City Pet license	Municipal court
2014-09500	City Pet license	Municipal court
2014-09500	Rabies Vacc/Shots	Municipal court
2014-09500	Rabies Vacc/Shots	Municipal court
2014-09500	Animal Exposure	
2014-09711	City Pet license	Municipal court
2014-09711	City Pet license	Municipal court
2014-09711	Rabies Vacc/Shots	Municipal court
2014-09711	Rabies Vacc/Shots	Municipal court
2014-09731	City Pet license	Municipal court
2014-09731	City Pet license	Municipal court
2014-09731	City Pet license	Municipal court
2014-09974	City Pet license	Municipal court
2014-09974	Rabies Vacc/Shots	Municipal court
2014-09974	Animal Exposure	

2014-10157	Rabies Vacc/Shots	Municipal court
2014-09146	Animal Exposure	
2014-09354	Animal Exposure	
2014-09775	Animal Exposure	
2014-09376	Keeping animal othe	Municipal court
2014-09848	Animal Exposure	
2014-10010	Rabies Vacc/Shots	Municipal court
2014-10010	Rabies Vacc/Shots	Municipal court
2014-10010	City Pet license	Municipal court
2014-10010	City Pet license	Municipal court
2014-10171	Animal Cruelty	Municipal court
2014-10365	City Pet license	Municipal court
2014-10365	Rabies Vacc/Shots	Municipal court
2014-09106	Animal Exposure	

**PUBLIC WORKS**

**12**

DEPARTMENT OF PUBLIC WORKS  
MONTHLY PROGRESS REPORT  
CITY OF NORMAN, OKLAHOMA  
July 2014

---

**ENGINEERING DIVISION**

**DEVELOPMENT**

The Development Coordinator processed 2 Preliminary Plat and 1 Short Form Plat for Planning Commission; 1 Final Plat was scheduled for Development Committee; and 3 Preliminary Plats and 1 closure of ROW for City Council review. The Development Engineer reviewed 23 sets of construction plans and 6 punch lists. There were 169 permits reviewed and/or issued. Fees were collected in the amount of \$24,889.14.

**CAPITAL PROJECTS**

**I-35/Main Street Interchange:**

Construction on the I-35/Main Street Interchange reconstruction project will begin Monday, January 7, 2013. This is a \$30 million construction project awarded to a joint venture between Allen Contracting and Manhattan Road and Bridge of Oklahoma City. The project has an estimated completion date of March 2014. The construction contract allows the contractor to earn early completion incentive pay at \$15,000 a day with a maximum of 100 days, for an early completion date of December 2013. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project.

The project involves the following items:

- Replace the existing Main Street interchange with a Single Point Urban Interchange (SPUI). The SPUI will include longer on and off ramps at I-35 and a wider Main Street Bridge. The SPUI will allow large volumes of traffic to negotiate the area using a single set of traffic lights mounted at the center of the bridge. This is the second SPUI interchange in the State of Oklahoma; the first SPUI is located at I-40 and Morgan Road.
- Widen I-35, one half mile north and south of Main Street, from four to six lanes
- Widen Main Street over I-35 from four lanes to six lanes

Wednesday night, April 16, 2014, the contractor fully opened the Main Street Interchange to traffic. The I-35 on and off ramps were open as well as all the lanes for Main Street. Work will continue behind the curb as the contractor will continue to paint the bridge, abutment and sound walls, install sod/landscaping and finish installing the sidewalks.

### **I-35/SH-9 East Interchange**

Construction of the first phase of the I-35/SH-9 East Interchange will begin on Sunday, November 17, 2013. This is a \$12 million construction project awarded to Sherwood Construction Company of Wichita, Kansas. The project has an estimated completion date of September 2014. The construction contract allows an early completion incentive pay of \$8,000 a day with a maximum of 90 days. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project.

The project involves the following construction elements:

- Relocate the existing northbound I-35 to SH-9 East ramp. This ramp will temporarily tie in to the existing SH-9 East roadway
- Build the new southbound I-35 to SH-9 East ramp
- New SH-9 East Bridge over I-35. This bridge will be located on the south side of the existing bridge.
- The first phase of the West Lindsey Street Widening Project storm water box culvert. This section of the box culvert will be constructed from the Canadian River to the north side of the new SH-9 East Bridge over I-35

The contractor's activities this month are as follow:

- Continue to construct the phase 1 portion of the Lindsey Street storm water box culvert
- Continue to construct the bridge abutments
- Completed the construction the piers on the east side of I-35
- Completed the concrete pavement on the new northbound I-35 to SH-9 East ramp

### **State Highway 9 – 24<sup>th</sup> Avenue SE to 36<sup>th</sup> Avenue SE**

The State Highway 9 Widening Project is a \$9.6 million highway improvement project awarded to Allen Contracting of Oklahoma City. The project began on July 7, 2014 and will be completed in April 2015. The construction contract allows the contractor to earn early completion incentive pay at \$7,000 a day with a maximum of 90 days, for an early completion date of January 2015. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project.

When the project is complete, the roadway will be widened to four lanes with a center median, intersection improvements at 24<sup>th</sup> Avenue SE, signalization of Technology Place, John Saxon Boulevard and 36<sup>th</sup> Avenue SE, improved drainage and a new bridge over a Dave Blue Creek tributary. The Oklahoma Department of Transportation will be administering the construction of the project.

The contractor has switched traffic to the north side of SH-9. This switch began on July 21 and was completed on July 22. When the traffic was switched, the traffic signals at Technology Place and John Saxon Boulevard were no longer able to detect vehicles and the signals had to operate on a timed program. This resulted in poor traffic flow through construction zone. Staff has worked with the contractor to install video detection systems on the signals to improve traffic flow through the work area. Currently, the signals at 24<sup>th</sup> Avenue SE and Technology Place have been upgraded with video detection equipment but John Saxon Boulevard won't be able to be upgraded for a couple of weeks. Adding the video detection equipment to the signals has

improved traffic flow through the construction zone. City staff is currently working on travel time and delay studies through the work zone in order to better understand traffic flow through the area.

The contractor's activities this month are as follow:

- Continue to remove the pavement on the south side of SH-9E
- Continue the earthwork on the south side of SH-9E
- Install the storm water system
- Begin removing the drainage structure under 36<sup>th</sup> Avenue SE
- Widen John Saxon Boulevard
- Dig foundations for the signal poles on the south side of SH-9E

### **State Highway 9 – 72nd Avenue SE to 132nd Avenue SE**

On June 2, 2014, the Oklahoma Department of Transportation began a maintenance project along five miles of State Highway 9 between 72nd Avenue SE and 132nd Avenue SE. The project will include asphalt pavement patching and a 2" asphalt overlay of the existing highway from 72nd Avenue SE to east of 132nd Avenue SE. While construction is ongoing, State Highway 9 has been reduced to one lane within the limits of the work area with a flagging operation to manage traffic. Hours of construction operations are Monday thru Friday during daylight hours. As the end of the project nears, the daily hours of operation may change. The maintenance project was completed the week of July 21, 2014.

### **Imhoff Road Reconstruction between Chautauqua Avenue and Jenkins Avenue**

The University of Oklahoma is reconstructing Imhoff Road from Chautauqua Avenue to Jenkins Avenue. From its inception, this portion of Imhoff Road has been a University-owned street, not a city street. This project has an estimated completion date of mid-August. When this project is complete, the roadway pavement and curb and gutter will be replaced, improvements to the storm water system and lighted crosswalks to the Lloyd Noble Arena will be completed. The University of Oklahoma is administering the construction of the project. The prime contractor is Allen Contracting.

On Wednesday, May 21, 2014, the contractor closed Imhoff Road from Chautauqua Avenue to Jenkins Avenue for the duration of the project. The detour route for this closure is State Highway 9. Signs will be placed to direct traffic along the detour route.

### **Interstate Drive East Extension**

The Interstate Drive East Extension Project is a \$3.9 million roadway construction project that will extend Interstate Drive north from Conference Drive and tie into 24th Avenue NW at Corporate Center Drive. When the project is complete, a new road will be constructed with curb and gutter, a modern roundabout will be added, storm water system improvements and add a signalized intersection at 24th Avenue NW. The project was awarded on April 22, 2014 to Silver Star Construction Company. The project will begin on May 20, 2014 and should be completed by December 2014.

*Monthly Progress Report  
Public Works (July 2014)*

The contractor's activities this month are as follow:

- Continue to install the drainage box on the west side of 24<sup>th</sup> Avenue NW
- Begin to remove the concrete pavement from the west side of the intersection of 24<sup>th</sup> Avenue NW and Corporate Center Drive
- Install the storm water system along Interstate Drive
- Continue the earthwork along Interstate Drive
- Completed the installation of the pavement on the east side of 24<sup>th</sup> Avenue NW

**STORMWATER MANAGEMENT PROGRAM:**

- Inspections – 59 (July)
- 65 sites are currently open.
- Earth Change Permits issued – 21 (Year to date)
- Citizen Calls/Complaints – 71 (Year to date)
- Fertilizer Applicator Registrations – 11 (July)
- GIS is getting a list and map of all detention/retention ponds. Engineering will begin routine inspections of these and selected visual screening points of MS4 system/outfalls soon.

**JULY 2014**  
**DEVELOPMENT COORDINATION, ENGINEERING, AND**  
**PERMIT REVIEW**

FY 14-15 Associated Fees

**Subdivision Development:**

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

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

**City Council Review:**

- Certificate of Survey.....0
- Preliminary Plat.....3
- Final Plats.....0
- Consent to Encroach.....0
- Easement.....0
- Closure of Easement & ROW..1
- Release of Deferred Const.....0

**Development Committee:**

- Final Plats.....1

\$1,335.00                  \$0.00                  \$1,335.00

**Permits Reviewed/Issued:**

(includes Offsite Construction fees)

- \*\*Single Family.....33
- \*\*\*Commercial.....33
- Multi-Family.....1
- Addition/Alteration.....16
- House Moving.....6
- Paving Only.....11
- Storage Building.....13
- Swimming Pool.....7
- Storm Shelters.....38
- Public Improvements.....5
- Temporary Encroachments.....5
- Fire Line Pits/Misc.....1
- Flood Plain (@\$100.00 each).....0

<b>Total Permits.....</b>	\$23,554.14	\$0.00	\$23,554.14
<b>Grand Total.....</b>	\$24,889.14	\$0.00	\$24,889.14
<b>****Construction Plan Review occurrences</b>	23	0	23
<b>*****Punch Lists prepared.....</b>	6	0	6

- \* 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 2014**

**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	6	100%
PI #10 SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	33	100%
PI #11 COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	33	100%
PI #12 CONSTRUCTION PLAN REVIEW W/I 10 DAYS	23	100%
PI #13 FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	3	100%

## **FLEET DIVISION**

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

### **Fuel Report**

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

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

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

### **Maintenance Report**

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

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

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

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

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

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

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

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

### **Productivity Report**

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

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

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

## FLEET MANAGEMENT ACTIVITY REPORT

July

FYE 2015

### FUEL REPORT

IN GALLONS

	UNLEADED PURCHASED	DIESEL PURCHASED	CNG PURCHASED
Internal pumps	20,172.00	24,218.00	27,712.00
Outside - sublet	521.61	388.90	168.10
<b>TOTAL</b>	<b>20,693.61</b>	<b>24,606.90</b>	<b>27,880.10</b>

TOTAL Consumption	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
	<b>23,200.11</b>	<b>26,827.30</b>	<b>8,630.74</b>	<b>19,386.31</b>

FYE 2015 TO DATE CONSUMPTION				
TOTAL Consumption	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
	<b>23,200.11</b>	<b>26,827.30</b>	<b>8,630.74</b>	<b>19,386.31</b>

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$3.09	Low	\$2.86	UNLEADED	High	\$3.31	Low	\$2.94
DIESEL	High	\$3.00	Low	\$2.93	DIESEL	High	\$3.43	Low	n/a
CNG	High	\$0.85	Low	\$0.82	CNG	High	\$1.41	Low	n/a

### MAINTENANCE REPORT

REPAIR PARTS SOLD	\$54,677.21
TIRES SOLD	<u>\$35,675.23</u>
<b>TOTAL PARTS SOLD</b>	<b>\$90,352.44</b>

### PUBLIC CNG SALES

July	\$31,069
<b>FYE 2015 TO DATE</b>	<b>\$31,069</b>

**SUBLET REPAIRS** **\$22,761.34**

Life To Date CNG Sales:

TOTAL SOLD GALLONS TO DATE:	342,193
TOTAL SOLD DOLLARS TO DATE:	\$ 468,690

	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	Fiscal YEAR TO DATE
ROAD SERVICE	29	13	18	29
EMERGENCY ROAD CALLS	13	14	9	13
PM SERVICES	129	134	174	129
DISASTER REPAIRS	0	0	0	0
WORK ORDERS	532	493	472	532
SCHEDULED REPAIRS	114	89	110	114
NON SCHEDULED REPAIRS	220	224	191	220

**FLEET MANAGEMENT**  
Mechanic Productivity  
Report

FYE 2015

July

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	ACTUAL	DIFFERENCE
# 001	93.19	72%	82.2%	10.2%	
# 002	165.48	72%	85.3%	13.3%	
# 003	159.39	72%	80.1%	8.1%	
# 005	156.58	72%	81.1%	9.1%	
# 006	7.65	72%	100.0%	28.0%	
# 007	114.12	72%	77.2%	5.2%	
# 008	111.72	72%	83.2%	11.2%	
# 010	133.99	72%	82.8%	10.8%	
# 011	114.51	72%	77.5%	5.5%	
# 012	106.38	72%	81.8%	9.8%	
# 013	84.94	72%	73.6%	1.6%	
# 021	184.46	72%	85.4%	13.4%	

DIRECT LABOR HOURS	1432.41
TOTAL AVAILABLE HOURS	1760.21
PRODUCTIVITY GOAL	72.0%
<b>ACTUAL PRODUCTIVITY</b>	<b>81.4%</b>

**Equipment Late for PM by Equipment Number**

**\*292-9708 to make PM Reschedule arrangements**

Unit #	Description	Division	Latest Meter	Due at Meter	Meter Past	DUE DATE	SERVICE
4003	1999 John Deere JS61	Fire Suppression	1	1	0	23-Jun	PMA
4005	2013 Hustler Lawnmower	Fire Suppression	3	1	2	30-Jul	PMC
1026	2010 Chevy Impala	Police Criminal Invest.	27,377	27,135	242	18-Jul	PMA
1007	2010 Chevy Impala	Police Criminal Invest.	22,368	21,780	588	24-Jul	PMA
1143	2013 Ford Interceptor	Police Patrol	14,090	13,205	885	25-Jul	PMA
1071	2007 Dodge Caliber	Police Spec Invest	75,361	10,000	65,361	3-Jun	PMB
1140	2013 Ford Taurus	Police Staff Serv.	44,568	40,812	3,756	30-Jul	PMA
0235	2005 Rolloff	Sanitation Commercial	14,999	14,955	44	24-Jul	PMA
0206T	1999 BMO TR Dollie	Sanitation Compost	1	1	0	24-Mar	PMC
0258	1999 4900 Rearloader	Sanitation Recycle	74,253	74,200	53	28-Jul	PMB
0287	2004 E-Z Go	Sanitation Transfer	1	1	0	26-Jun	PMA
0294T	2010 Steco SW04500	Sanitation Transfer	1	1	0	26-Jun	PMC
					0		
					0		
<b>Rescheduled for:</b>							
rescheduled:							
1124	2006 Dodge Charger	Police Patrol	147,214	145,059	2,155	17-Jul	PMA
							2nd week of August

## Missed Preventive Maintenance

	COMPLETED FYE 14	PENDING FYE 14	TO DATE FYE 15	PENDING FYE 15
CITY COUNCIL	0	0	0	0
FIRE ADMINISTRATION	3	0	0	0
FIRE TRAINING	0	0	0	0
FIRE PREVENTION	6	0	0	0
FIRE SUPPRESSION	2	1	1	1
FIRE DISASTER PREPAREDNESS	4	0	0	0
ENGINEERING	1	0	0	0
UTILITIES (METER READERS)	2	0	0	0
INFORMATION SYSTEMS	0	0	0	0
FLEET MANAGEMENT	0	0	0	0
STREET MAINTENANCE	11	0	0	0
STORM WATER	8	0	0	0
TRAFFIC	0	0	0	0
SANITATION ADMINISTRATION	0	0	0	0
SANITATION RESIDENTIAL	5	0	0	0
SANITATION COMMERCIAL	10	0	1	1
SANITATION TRANSFER	8	2	0	0
SANITATION COMPOST	5	1	0	0
SANITATION RECYCLE	2	0	1	1
SANITATION YARD WASTE	3	0	0	0
LINE MAINTENANCE ADMIN.	0	0	0	0
WATER LINE MAINTENANCE	11	0	0	0
SEWER LINE MAINTENANCE	5	0	0	0
PARK MAINTENANCE	9	0	0	0
PARKS & RECREATION	1	0	0	0
FORESTRY	0	0	0	0
PLANNING	0	0	0	0
PLANNING CDBG	0	0	0	0
WATER PLANT	1	0	0	0
WATER RECLAMATION	1	0	0	0
UTILITIES - ENVIRONMENTAL	0	0	0	0
BUILDING MAINTENANCE	1	0	0	0
CUSTODIAL	0	0	0	0
DEVELOPMENT SERVICES	0	0	0	0
CODE COMPLIANCE	0	0	0	0
ANIMAL CONTROL	8	0	0	0
POLICE ADMINISTRATION	2	0	0	0
POLICE STAFF SERVICES	7	0	1	1
POLICE CRIMINAL INVESTIGATIONS	8	0	2	2
POLICE PATROL	36	2	2	2
POLICE SPECIAL INVESTIGATIONS	4	1	0	0
POLICE COMMUNICATIONS	0	0	0	0
<b>TOTALS</b>	<b>164</b>	<b>7</b>	<b>8</b>	<b>8</b>

**STREETS**

**ASPHALT OPERATIONS**

Indian Hills Road between 24<sup>th</sup> Avenue NE and 48<sup>th</sup> Avenue NE Overlay  
1,844.44 tons of asphalt and 8.0 cubic yards of concrete

Lindsey Street between 84<sup>th</sup> Avenue SE and East 9000 Block Overlay  
1,897.12 tons of asphalt

**DEEP PATCH OPERATIONS**

1713 Windham Court  
6.01 tons of asphalt and 1.5 cubic yards of concrete

3000 Buckhorn  
7.67 tons of asphalt

Oak Tree Avenue South of Constitution Street  
77.20 tons of asphalt

**CONCRETE OPERATIONS**

2316 Lafayette Panel Replacement  
61.0 cubic yards of concrete

3000 Block Danfield Panel Replacement  
16.0 cubic yards of concrete

West 800 Block Elmwood Dr Panel Replacement  
97.0 cubic yards of concrete

1200 Eufaula Alley Panel Repair  
1.5 cubic yards of concrete

3000 Block Buckhorn Panel Repair  
1.5 cubic yards of concrete

500 Block Eufaula Panel Repair  
2.0 cubic yards of concrete

**OTHER**

Interlocal Agreement Cleveland Co. Dist. 1-149<sup>th</sup> Street between Harrah Newalla and Dobbs Rd  
1,525.86 tons of asphalt

Interlocal Agreement Cleveland Co. Dist. 1 - 34<sup>th</sup> Street between Telephone Rd and Interstate Dr  
977.73 tons of asphalt

Interlocal Agreement Cleveland Co. Dist. 1 - Little Axe High School Parking Lot  
1,119.88 tons of asphalt

Routine Pothole Patching Operations

This month, approximately 8.16 tons of asphalt was utilized in routine pothole patching operations.

**STORM WATER**

Blue Hills Lane

Performing erosion repair at discharge end on concrete flume. Hauled 2 tons rip rap rock.

Ed Noble Parkway

Repairing storm water inlet structure just north of Lindsey Street. Placed 4.5 cubic yards of concrete, placed 1.01 tons of asphalt and hauled 3 ton debris.

Drainage Maintenance

Removed 30 tons debris/sediment and trimmed trees in drainage right-of-ways in the urban area.

North Porter Avenue

Pushing/leveling construction debris at dumpsite.

Urban/Rural Litter Program

Removed 1.97 tons of trash/debris from urban/rural right-of-ways.

Urban Street Sweeping Operations

Urban street sweeping operations, a total of 139 miles were swept resulting in the removal of approximately 283 tons of debris from various curblin streets.

Storm water management

Cleared 896 inlets of debris from drainage right-of-ways in the urban/rural area.

Plant Growth Regulator Application

Applied plant growth regulator to 31 miles roadside right-of-ways in the urban/rural area.

Mowing Of Drainage/Roadside Right-Of-Ways

Mowed and trim mowed 2,054,055 feet of drainage right-of-ways in the urban area.

Mowing 31.75 miles of urban roadside right-of-ways (smooth cut).

Mowing 260.50 miles of urban/rural roadside right-of-ways (rough mowing).



SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2014

STREET DIVISION					
	FYE 2015 July, 2014	FYE 2015 July, 2014	Year to Date	Year to Date	FYE 2015
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Patch 100% of all potholes smaller than one cubic foot within 24 hours (tons of material used)	8.16	100%	8.16	100%	95%
Overlay/pave 10 miles per year.	3.25	33%	3.25	33%	100%
Replace 1,160 square yards of concrete pavement panels	162.50	14%	162.50	14%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	10.00	2%	10.00	2%	50%
Grade all unpaved public roads eight (8) times a year. (approximately 21 miles)	42.00	25%	42.00	25%	100%

STORM WATER DIVISION					
	FYE 2015 July, 2014	FYE 2015 July, 2014	Year to Date	Year to Date	FYE 2015
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)	283.00	57%	283.00	5%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	896.00	6%	896.00	6%	70%
Mow 190 ROW-miles of Urban right-of-way, eighteen times per year (miles)	31.75	1%	31.75	1%	85%
Mow 148 miles of Rural Right-of-way twice per year (miles)	260.50	88%	260.50	88%	50%
Mow 2,271,548 sq. feet of open drainage ways, six times per year	2,054,055.00	15%	2,054,055.00	15%	80%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	31.00	10%	31.00	10%	65%

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

<b>JULY 2014</b>	<b>PROJECTED GOAL</b>	<b>THIS MONTH</b>			<b>YEAR TO DATE</b>		
		<b>Number of Requests</b>	<b>Goal Met</b>	<b>Percentage Met</b>	<b>Number of Requests</b>	<b>Goal Met</b>	<b>Percentage Met</b>
Provide initial response to citizen inquiries within 2 days	100%	81	81	100%	81	81	100%
Provide information requested by citizens within 7 days	95%	81	81	100%	81	81	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%	74	74	100%	74	74	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		333	95.5	0.29	333	95.5	0.29
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
		4.81	68	14.14	4.81	68	14.14
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
		29	29	100%	29	29	100%
Response to reports of sign damage:	Percentage						
<b>High Priority</b> Stop or Yield Signs within one hour	99%	10	10	100%	10	10	100%
<b>Lower Priority</b> all other signs within one day	90%	20	20	100%	20	20	100%
<b>Street Name Signs</b> within two weeks	90%	34	34	100%	34	34	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
		3344	0	100%	3344	0	100%

**UTILITIES**

**13**

## Monthly Report

July 2014

### Line Maintenance:

#### Division Fiscal Year 2014 Capital Projects

- Brownwood Lane – 100% Complete
- Crawford Ave. - 100% Complete
- Buckingham Ln – 80% Complete
- Comanche St. - 100% Complete
- Peters Ave. – 20% Complete

#### Division Accomplishments

##### Water

Peters Avenue Project Number WA0318: Urban Water Main Replacement Project; Construction began August 3<sup>rd</sup>.

##### D Lift Station Flows:

- Days - 31
- Average daily flow: .85 MGD.
- Average total flow: 25.73 MG

### Wastewater Projects:

Canadian River TMDL Study (Project WW0044): Project considers ten (10) wastewater dischargers to the Canadian River from above OKC to below Lexington. Most of the dischargers are considering upgrades or improvements to Wastewater Treatment Plants (Water Reclamation Facilities). All discharging entities are getting stricter permits and the final report will be sent to EPA for acceptance. The project group selected a consultant who completed a sampling and testing plan, the Quality Assurance Project Plan (QAPP); QAPP was approved by EPA, Region 6 (EPA 6) in Dallas on 3/25/10; sampling for testing began 7/1/10 from selected sites along the river; Interim Modeling Report submitted through ODEQ to EPA 6 in December 2011; comments received from EPA 4/11/12; Draft reports and subsequent ODEQ comments received Sep 2012, March 13 and August 13; additional delay due to decision on final discharge location(s) by other project entities. New Final Revised Projection Simulations received on 2/24/14; follow up group meeting on 3/14/14; all parties concur with results. Next steps: forward data and model to EPA6 for technical review, not formal approval; final formal report from consultant due in sixty (60) days, during May. ODEQ will prepare public notice for Water Quality Management Plan revisions, public hearing and 45 day comment period; submit entire package to EPA6 for approval; future new permits must concur with final results; permits are not expected to be re-opened, but ODEQ will wait for permit renewal time frame; project is again delayed, due to errors in the modeling program code. Discharge limits may be more stringent. Payments totaling \$256,818 of \$268,000 or 96% have been approved.

Royal Oaks Force Main Rehab (WW0062): Project will replace 2,260 linear feet of 16-inch ductile iron force main installed in 1984 along 24<sup>th</sup> Avenue N.E., from near Alex Plaza Drive across Alameda to its termination at an existing manhole to be replaced. Staff in-house preliminary design is in progress; Utility staff is coordinating with Public Works Department on 24<sup>th</sup> Avenue NE widening bond project; staff will shortly issue purchase order to Lemke for on-call surveying and drafting assistance.

SE Bishop Interceptor, Phase 2B (Project WW0267): Project will increase size of interceptors serving SE Norman, and has been completed in phases. Construction of 2B, Section 1 complete March 2007; Section 2A & 2B complete August 15, 2013; Section 2C consists of approximately 5,500 LF of 24-inch sewer located south of Highway 9 between Pebblebrook Park and Classen Boulevard. Project advertised 1/2/2014; received bids 1/23/14; Krapff-Reynolds Construction Company low: \$1,064,690 with six (6) other

bidders; award and contract approved by NUA 2/11/14; pre-work meeting held 2/13; Notice to Proceed effective 2/24; construction is on schedule and within budget; payments totaling \$797,779 of \$1,064,690 or 75% have been processed.

Sewer Maintenance Project FYE11 (WW0064): Annual project will rehabilitate about 38,000 feet (7 miles) of sewers and 220 manholes in an approved area bounded by Alameda to the north, Bishop Creek to the west, partially Boyd and partially Brooks to the south, and Shiloh to the east. Project advertised 4/27/13; bids opened 5/27/13 with Urban Contractors providing low bid of \$2,774,200 with three (3) other bidders; award and contract approved by NUA 6/11/13; Notice to Proceed effective 7/1/13. Change Order No. 1 increasing contract by \$19,334 approved by City Manager 10/1/13. CO#2 increasing contract amount by \$139,708 approved by NUA on 2/25; CO#3 increasing contract amount by \$341,590 approved by NUA on 4/8/14; construction is on schedule and within budget; payments totaling \$3,146,670 of new contract total \$3,274,832 or 96% processed.

Sewer Maintenance Project FYE12 (WW0070): Annual project will rehabilitate about 26,000 feet of sanitary sewers and 130+ manholes in an approved area bounded by Boyd to the north, Imhoff Creek to the west, Timberdell to the south, and Elm to the east. The NUA approved an on-call contract with Lemke on 1/22/13; bid advertisement scheduled 8/7 & 8/14/14; pre-bid meeting scheduled 8/20; bids due 8/28.

Sewer Maintenance Project FYE13 (WW0200): Annual project will rehabilitate about 14,000 feet of sanitary sewers and 90+ manholes in an approved area bounded by Lindsey Street to the North, Bishop Creek to the West, Imhoff Road to the South, and 24th Ave SE to the East; NUA approved on-call surveying contract with Lemke 7/23/13; preliminary survey in hand; video inspection complete; staff in-house design continuing; scheduled to bid this calendar year.

Sewer Maintenance Project FYE14 (WW0202): Annual project will rehabilitate about 34,600 feet (6½ miles) of sewers and over 110 manholes in an approved area bounded by Robinson to the North, Sherry to the West, Main Street to the South, and Berry to the East, excluding Dakota & Iowa, which were in the 2009 project area; staff in-house preliminary design is in progress; staff will shortly issue purchase order to Lemke for on-call surveying and drafting assistance; City video inspection in progress. Alternates may also be bid, but are not finalized.

Wastewater Supervisory Control and Data Acquisition (SCADA) (WW0052): SCADA electronically reports plant and lift station activity to a central location. Project combined with WW0043 & WW0047 for construction efficiency. Received bids 10/16/10; Oil Capital Electric (OCE) began work 1/18/2011, with 180 days contract completion time; liquidated damages commenced 9/27/11; final inspection and substantial completion effective 4/24/13; as-builts and O&M's received 10/8/13; settlement negotiations complete; \$80,000 in liquidated damages recommended; final punch list items received 12/18/13; final change order and project acceptance scheduled for Council approval 8/12/14; payments totaling \$942,981 of \$949,500 or 99% approved.

WWTP - Aeration Basin Blower VFD (WW0043): Replacement of obsolete motors and controls enhance efficiency and save energy and money by reducing electrical demand and use. Project partnered with WW0047 for Department of Energy (DOE) ARRA grant, and combined with WW0047 & WW0052 for design and construction efficiency; received bids 10/16/10; Oil Capital Electric (OCE) began work 1/18/2011, with 180 days contract completion time; liquidated damages commenced 9/27/11; substantial completion & punch list effective 4/24/13; DOE grant closed 6/26/13; settlement negotiations complete; \$80,000 in liquidated damages recommended; Received as-built drawings and O&M manuals 10/8/13; final punch list items received 12/18/13; final change order and project acceptance scheduled for Council approval 8/12/14; payments totaling \$1,044,184 of \$1,060,326 or 98% have been approved.

WWTP - North Digester Boiler(s) (WW0047): Replacement of obsolete sludge heaters (vintage 1960's) will save energy and money. Project partnered with WW0043 for Department of Energy (DOE) stimulus grant and combined with WW0043 & WW0052 for design and construction efficiency; see WW0043 for milestones; final punch list items received 12/18/13; final change order and project acceptance scheduled for August; payments totaling \$379,085 of \$395,174 or 96% have been approved.

Woodcrest Interceptor (WW0120): Project will replace and upsize the existing Woodcrest interceptor from north of Tecumseh Road running SW to near Porter Avenue and Rock Creek Road. Final project design by RJN Group is under review; supplemental TV survey requested of line maintenance; due late August. Permits are in hand. Easement acquisition is nearing completion. Project should bid this year.

Wastewater Flow Monitoring Project (WW0042): HDR Engineering approved 04/13/10 for completion of city-wide flow monitoring, and calibrating the new Wallingford Infoworks wastewater model to simulate the affect a 5-year design storm. Thirty-two flow meters and ten rain gauges utilized to collect dry and wet weather flow data; Flow Monitoring Report received 12/21/10. Sewer sub-basin maps reviewed to determine proper loading information under 2025 Plan and corresponding population equivalents. Loading data transmitted to HDR in 04/25/12 so modeling can begin. Model development workshop held 03/14/13; capacity analysis report received 05/07/13. Collection system improvements report received 04/28/14 and is under review. Payments totaling \$530,804 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. Draft ER received 08/03/11 with findings presented to NUA 11/08/11. ER finalized and submitted to DEQ 11/18/11 with DEQ comments received 03/26/12. Request for variances submitted to DEQ 05/21/12. Garver and staff met with DEQ on 12/05/12 to discuss variance requests and DEQ approved 4 variances 01/15/13. DEQ approved final variance request for primary clarifier weir loading rate on 03/20/13. Final ER was submitted to DEQ on 03/29/13 and was approved 06/27/13.

Garver Amendment No.1 for final design and bidding was approved 06/12/12. Final design kickoff meeting was held 06/25/12 with subsequent monthly design meetings. Geotechnical work completed by Terracon on 11/12/12; draft report received 11/29/12 and final report received 06/24/13. 90% design plans and specifications (P&S) were provided 06/19/13 for NUA review. Final design documents for Phase 2 Improvements were submitted to DEQ 08/01/13. DEQ comments received 08/28/13. Garver and NUA submitted response to DEQ in 11/01/13 and DEQ approved the P&S on 11/26/13. Floodplain permit submitted 10/15/13 and was approved by the City of Norman on 04/05/13. Proposed Amendment No. 2 for construction administration, inspection, and operation and maintenance manuals received; approved by NUA on 4/22/2014.

After presentation of ER findings, staff was directed to proceed with design of \$52 M project expanding design capacity from 12 to 17 MGD, adding ultra violet disinfection, effluent aeration and odor control technologies. Additional scope includes headworks modifications, primary clarification rehab, three activated sludge basins and two final clarifiers, sludge thickening, blending and digestion and other miscellaneous improvements. 90% design estimate of \$63 M presented to NUA 07/10/13 along with several user rate alternatives in support of required \$38M loan. Public Meeting on proposed rate hike held 08/12/13. On 09/10/13, NUA approved ordinance calling for public vote on 11/12/13, and the vote passed by an approximate majority of 76%. NUA approved Resolution 1314-89 authorizing staff to prepare document necessary of loan application submission to OWRB. Loan application submitted to OWRB 02/11/14 ; \$50.3 million loan approved by OWRB on 04/15/14. Public hearing on Environmental Information Document (EID) held 01/21/14 and the NUA adopted EID and public participation documentation on 02/11/14. Final FONSI issued by the by OWRB on 04/28/14.

Five prime contractors were pre-qualified on 01/28/14 and bids for the Phase 2 WRF Improvements were opened 03/27/14. Bids were received from three and the NUA approved award to Archer Western Construction, LLC of Irving, TX on 04/22/14. Notice of Award forwarded 04/22/14; contract and bonds approved by NUA 05/13/14.

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

- Continued demolition of RBC and Bio-Tower structures; bio-tower removal is complete.
- Began sludge removal from storm holding ponds 4 and 5 to allow final clarifier construction; pond 5 is empty and is now being demolished. Sludge land applied on farmland.

- 6-inch waterline to compost facility relocated to make way for installation of shoring around UV Facility. Six dewatering wells installed at the UV/Post Aeration Facility site south of Bratcher Minor Road; additional wells may be required.
- Completed construction of gravel access road to the Canadian River outfall structure near the closed landfill; Installed 54-inch bypass line around existing outfall structure to allow construction of new outfall structure. Began disposal of trash excavated from outfall line construction on top of landfill as per DEQ.
- Pay Estimate No. 2 was submitted in the amount of \$1,259,262 for total of \$2,994,128 or 6.1% of the contract amount.
- 53 calendar days or 5.9% of the 900 calendar day contract time has been consumed.
- Monthly Progress Meeting No. 2 was held 07/23/14.

The Contractor expects to perform the following work during the next pay period:

- Continue mobilization.
- Continue demolition of RBC and holding pond structures.
- Continue sludge disposal.
- Begin construction of new outfall structure.
- Continue shoring and excavation of UV/Post Aeration Basin.
- Begin relocation of electrical transformer 4 and 6 to allow excavation of new aeration basins.

South WRF Consent Order from DEQ: OPDES permit issued in July 2010 included deadline of July 2013 for implementing disinfection at the WRF. Staff advised DEQ this was unreasonable prior to issuance. Staff has been reporting progress as required and DEQ forwarded proposed Consent Order (CO) #13-077 to NUA 04/15/13. Staff forwarded suggested modifications to DEQ on 05/17/13 and DEQ forwarded revised CO to NUA on 09/05/13. CO#13-077 to be considered by NUA on 09/12/14 including the following tasks:

- |   |          |
|---|----------|
| • Submit approvable P&S                         | 11/01/13 |
| • Begin construction of Phase 2 Improvements    | 07/01/14 |
| • Complete disinfection improvements            | 01/01/16 |
| • Attain compliance with fecal coliform limits  | 07/01/16 |
| • Complete Phase 2 improvements                 | 01/01/17 |
| • Attain compliance with Ammonia and TSS limits | 07/01/17 |

With voter approval of the sewer rate hike and DEQ approval of the P&S, staff submitted a follow-up letter to DEQ on 12/27/13 confirming the above dates and clarifying that fecal coliform sampling will not begin until proposed disinfection units are operable on 01/01/16. Expect to finalize CO in July with NUA consideration on 08/12/14.

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

Department of Utilities Monthly Report

version of TM-2 and provide input regarding non-economic ranking of alternatives. Staff provided comments on TM-2 06/10/14; expect revisions with draft ER in August 2014.

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WWTP site is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the new Compost Facility south of the WWTP. Wastewater reuse in this manner can significantly reduce water demand and delay the need for expensive water supply projects. Reuse will also reduce the amount of pollutants discharged to the Canadian River. 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 with Alan Plummer and Associates (APAI) approved 09/06/12; composting and effluent reuse data submitted to APAI during October. Meeting with DEQ held 12/21/12; APAI and staff presented reasoning for allowing irrigation with treated effluent as Category 3 reuse. DEQ met with APAI and staff at Compost facility on 01/16/13 and DEQ concerns were received 02/08/13. APAI submitted draft Engineering Report for Compost Facility Reuse to staff on 04/23/13; Final ER forwarded to DEQ on 09/04/13. Comments received from DEQ 11/28/13; response to DEQ comments submitted 12/18/13. DEQ provided additional questions 02/10/14; NUA/APAI are preparing response.

### **Water Projects:**

Segment D Waterline, Phase 2: Crafton, Tull & Associates, Inc. has completed final design for the Phase 2 project and plans to utilize Highway 9 right-of-way has been delayed by ODOT. The permit to construct from ODOT has not been renewed. Alternative routes for the waterline are being investigated.

Master Meter Installations: The new meters have been purchased. Locations of the new meters are being finalized with field inspections. The project has been bid with Central Contracting Services, Inc. being the low bidder. Construction should begin in September.

Hot Soils Waterlines - Pendleton Drive Area (WA0187): Project replaced failing ductile iron waterlines in the Prairie Creek Addition subdivision; design contract with Cardinal approved 2/14/12; floodplain permit approved 4/16/12; received six (6) bids 1/31/13, Central Contracting Services low: \$934,225; NUA award and contract approved 2/26/13; pre-work conference waived; construction delayed in favor of Apple Creek, but began week of 7/29/13; all work complete 7/23/14; final change order and project acceptance scheduled for September; payments totaling \$924,882 of \$934,225 or 99% have been processed.

Waterline replacement: Bishop Creek (WA0199): Project will replace a failed 12" Ductile Iron (DI) water main under Bishop Creek near the west terminus of Cedar Lane Road. On 1/28/14 the NUA approved budget transfers from other nearly complete projects to fund urgent waterline replacement. On 1/29/14 staff issued a survey and design work order to Lemke Land Surveying (Lemke) under their On-call Services Contract; survey work complete, design in progress. Concept layout was approved about 3/30. Fifty percent (50%) complete plans received 4/9; comments returned to CP&Y 4/23; Ninety percent (90%) plans due.

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



sent to contractor as well as bonding company. Staff rebid the project to complete the vaults and bids were opened 1/11/13. BRB was low bidder at \$788,505. Work began 2/27/13 and was substantially complete by July 2013. One major leak found due to a failed pipe was repaired. The line still has a small leak and in an attempt to save money, staff will order a repair once the leak surfaces. Project is complete and final payment has been made to contractor. Staff will closeout project once all accounts are reconciled.

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

Segment F Waterline Improvements: This project will complete a loop by installing 12-inch waterline along 36th Avenue NE from Tecumseh Road south to 1,800 feet to existing water well #3. Construction of this line awarded to Central Contracting 05/24/11. Construction began in November and will be completed soon.

2060 Strategic Water Supply Plan (WA0174): RFP distributed and proposals were received 12/20/11. Review committee selected the team of Carollo/Tetrattech as most qualified and contract was approved 03/13/12. Kick-off meeting was held 04/06/12 and Ad-hoc committee of 15 citizens was appointed 05/08/12 to provide citizen input during development of the plan. Seven Ad-Hoc meetings and four public meetings were held between 05/30/12 and 07/16/13. Carollo has developed of costs for upgrading and expanding existing sources (Thunderbird, wells, OKC water and conservation) and for potential new water supply sources. Viable existing and future water supply options grouped into portfolios with each portfolio supplying the 2060 average annual water demand of about 29 MGD. Water supply portfolios were evaluated on a monetary basis as well as on non-economic criteria. Received draft version of the 2060 Strategic Water Supply Plan 09/04/13;. The 8th Adhoc committee meeting and 6th public meeting were held on 06/03/14. Portfolio 14 appears to be favored by most commenters; this portfolio will eventually provide additional water supply by constructing additional groundwater wells and augmenting Lake Thunderbird with highly treated WRF effluent. Council discussed the two portfolios at the 06/10/14. Portfolio 14 appears to be favored by committee and public. NUA authorized Carollo to finalize report selecting Portfolio 14; this portfolio will provide additional water supply by constructing additional groundwater wells and augmenting Lake Thunderbird with highly treated WRF effluent. Carollo preparing final report at this time.

Waterline Relocation: I-35 Widening (WA0196): Unbudgeted project necessitated by ongoing widening of I-35. Total budget of about \$500,000 estimated for replacing three waterlines associated with the I-35 project (24-inch at Briggs Street, 12-inch at Brooks Street and 12-inch at 24th Avenue SW and Highway 9). Team of SAIC/Poe and Associates will prepare design plans as an amendment to the Lindsey Street widening project. ODOT expected to reimburse waterline relocation costs at end of project. NUA approved design contract with SAIC and ODOT relocation agreements on 10/22/13. Design is underway. ODOT has required I-35 crossing at Briggs Street to be deepened to 28 feet below grade; construction costs will increase approximately \$450,000. Project advertised 04/29/14 and three bids were opened 05/22/14; Matthews Trenching was the low bidder at \$997,875. NUA approved contract on 06/10/14; work began 06/11/14 and must be complete by 09/01/14. Bore and encasement and waterline installation complete at 24th SW and at Brooks Street; Bore pit excavated to depth of 30 feet in Jim Stanley Cherolet parking lot; boring to start soon.

Waterline Relocation: Robinson Under I-35 (WA0195): RFP 1314-28 distributed to consultants on 09/06/13; 14 proposals received 10/09/13. APAL was selected as most qualified for the project the NUA approved preliminary design contract on 01/28/14. Kickoff meeting held 02/14/14 with consultant, NUA and Public Works staff. Staff met with representatives of ODOT. Draft report received 04/18/14; meeting held 04/30/14 to discuss alternative ranking matrix. Staff provided comments to APAL on draft engineering report on 7/31/14.

Water Line Replacement, Flood Avenue (WA0306): This project will install 8,400 feet of 12-inch waterline along Flood between Robinson and Boyd. Project delayed due to lack of funding. Design now expected in FYE16.

USGS Aquifer Study: USGS to complete pilot project to evaluate pumping of non-potable groundwater to the Little River to augment the Lake Thunderbird water supply. Contract K-1112-57 with USGS approved on 09/27/11 with 50/50 cost sharing by NUA and USGS. Pumping from 6 wells began in late April continued into May; pre and post-pumping testing water and soils testing is complete. All of the \$150,000 total contract amount has been paid. The report was published July 17, 2013.

Berry Road Waterline Replacement: Poe and Associates are developing final design plans. The project will be split into two phases with Phase 1 being a half mile along Lindsey. Staff is considering using Fusible PVC pipe for this installation. Final design is complete. Plans have been submitted to ODEQ for approval. However, OU wants to replace their waterline along this route at the same time and possibly consolidate the construction into our project. Details are being discussed.

Water Line Replacement, Berry Road (WA0305): This project will install 13,500 feet of 16-inch waterline along Berry between Robinson and Lindsey then east on Lindsey to Chautauqua. Design contract with Poe & Associates approved 05/14/11. Poe submitted draft design report on 09/23/11 and revised design report received 12/16/11; estimated construction costs are almost double staff estimates. Staff has advised Poe to proceed with final design; \$1,500,000 in additional construction funding approved in FYE13 budget. 50% design plans received 06/05/12 and are under review. The project will be split into two phases which will allow directional drilling for portions of Lindsey Street. Plans are currently being revised.

Water Storage Tank (WA0293): Originally, this project proposed construction of a new 2 MG water storage facility in SE or SW Norman. However, through water modeling completed under project WB0134, the most appropriate location for new storage was found to be in the high-pressure zone in NE Norman. Staff has considered various locations and comparing costs of ground versus elevated storage. Staff submitted a memo to the NUA regarding the siting of the proposed water storage tank on 12/30/13. The NUA approved engineering contract with PEC on 01/14/14 for design of the 1 MG elevated storage tank just northeast of the intersection of Robinson and 24th NE. 80% design drawings returned to PEC at our meeting on 06/03/14; expect to submit plans and specs to DEQ in early August 2014.

#### **RECOUPMENT PROJECTS:**

WWTP Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 4 commercial entities this month. This resulted in assessments made upon no entity whose project did not increase wastewater flows. A total of \$7,305.36 was assessed on the remaining 4 entities.

NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Collected \$3,307.58 during FYE12 from new Wal-Mart Market. Annual payback to investors for collections through end of FYE12 approved by NUA on 08/14/12. Releases for many properties now served by North interceptor system projects were filed of record.

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

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

North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north 1,530 feet. Total payback to date is \$0.00 of potential \$61,177.

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

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

Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development as well as other properties in SE Norman. Construction is complete and final payback costs approved 01/25/11. Cedar Lane development is considering revision to preliminary plat and purchase of excess sewer capacity from Links.

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 to begin in May.

Summit Valley Interceptor Payback: Staff is working with developers to establish new payback project for sewer improvements in Summit Valley Addition. The NUA desires that approximately 2,000 feet of sewer be enlarged to elimination of proposed Stone Lake LS and allow Eastridge and Siena Springs lift stations to be decommissioned in future. NUA was expected to consider payback project on 05/27/14 but applicant has chosen to withdraw the land use and zoning application. Project will be delayed or cancelled.

#### **DEVELOPMENT PLAN REVIEW:**

As shown on the attached spreadsheet, staff reviewed 12 sets of water and sewer development plans this month. During this fiscal year, staff has reviewed a total of 12 sets of plans with an average review time of 11.5 days. Staff's goal is to review 90% of these plans in less than 10 days and, to date, staff has achieved this 50% of the time.

# DEVELOPMENT PLAN REVIEW

July 2014

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Action	Days to Return	Greater than 10 Days?
7/8/2014	Beta Theta Pi House Improvements	Water	Cardinal	7/30/2014	Returned	22	1
7/16/2014	Classen Crossings	Preliminary Plat	Arc	7/21/2014	Returned	5	0
7/16/2014	Legacy Business Park	Preliminary Plat	SMC	7/21/2014	Returned	5	0
7/16/2014	Pepco	Short Form Plat	SMC	7/21/2014	Returned	5	0
7/18/2014	28th Industrial	Water	SMC	8/6/2014	Returned	19	1
7/18/2014	28th Industrial	Sewer	SMC	8/6/2014	Returned	19	1
7/18/2014	Norman Office Building	Fire Vault	Cowan	7/30/2014	Returned	12	1
7/22/2014	Eagle Cliff South Addition Section 5	Water	SMC	8/6/2014	Returned	15	1
7/22/2014	Eagle Cliff South Addition Section 5	Sewer	SMC	8/6/2014	Returned	15	1
7/30/2014	Millennium	Water	Cardinal	8/6/2014	Returned	7	0
7/30/2014	Millennium	Sewer	Cardinal	8/6/2014	Returned	7	0
7/30/2014	Millennium	Storm	Cardinal	8/6/2014	Returned	7	0

### FYE14 Data

Average Days to Return = 11.5  
 Number of Plans Reviewed 12  
     Plan Review > 10 days 6  
 Percentage Reviewed < 10 Days 50%  
     Goal for Review < 10 Days 90%

Utilities Administration  
Monthly Capital Projects Report

Project Information			Design Information				Construction Information								
Project Number	Project Name	Engineer	Contract Number	Design Total	Total to Date	% Comp	Contract Number	Contractor	Contract Amount	Adjusted Amount	Amount Paid	Percent Change	Scheduled % Complete	Actual % Complete	Completion Date
WAO039	Boyd Tower Resurfacing	EST, INC.	0910-176	111,800	\$37,000	33%	1112-01	Classic Protective Coatings	\$437,400	\$437,400.00	\$447,390.00	0.00%	100%	102%	
WAO051	Raw Waterline, Phase 1	Garver Engineers	0607-96	309,600	\$309,600	100%	0910-170	Red Cliff, Inc.	\$3,171,711	\$3,171,711.00	\$2,315,026.00	0.00%	100%	73%	
WAO187	Pendleton Area Waterline	Cardinal	1112-112	84,550	\$81,225	96%	1213-87	Central Contracting Services, Inc.	\$934,225	\$934,225.00	\$924,892.00	0.00%	100%	99%	
WAO199	Bishop Creek Waterline Replacement	Lemke/CP&Y	0910-55	21,850	\$13,030	60%		T.B.D.							
WAO044	WWTTP Canadian River TMDL	ACOG/Guernsey	0910-185	288,644	\$256,818	96%		N/A			\$0.00				
WAO062	Royal Oaks Force Main Rehabilitation	Staff / Lemke		-				T.B.D.		\$0.00					
WAO064	Sewer Maintenance Project FYE 2011	Staff / Lemke	0910-55	89,605	\$77,765	87%	K-1213-88	Urban Contractors, Inc.	\$2,774,200	\$3,274,832.00	\$3,145,319.00	18.05%	83%	96%	
WAO070	Sewer Maintenance Project FYE 2012	Staff / Lemke	0910-55	73,580	\$71,875	98%		T.B.D.		\$0.00					
WAO120	Interceptor Improvements: Woodcrest	RJN Group	0405-159	133,849	\$113,641	85%		T.B.D.		\$0.00	\$0.00				
WAO200	Sewer Maintenance Project FYE 2013	Staff / Lemke	0910-55	69,415	\$46,048	66%		T.B.D.		\$0.00					
WAO202	Sewer Maintenance Project FYE 2014	Staff / Lemke	0910-55	-				T.B.D.		\$0.00					
WAO267	Interceptor Bishop Ph 2B Sect 2C	CP&Y	0304-147	147,463	\$138,735	94%	K-1314-107	Kraff-Reynolds Construction	\$1,064,690	\$1,064,690.00	\$797,779.00	0.00%	92%	75%	
WAO011	WW Flow Metering Phase 2	NA	-	-	\$0	\$0	0405-116	RJN Group	\$154,244	\$154,244.00	\$130,981.80	0.00%		85%	
WAO248	SS Emergency Repairs	NA	NA	NA	\$0	\$0		Sewer Line Maintenance staff	\$100,000	\$100,000.00	\$7,288.00	0.00%		7%	
WAO198	Franklin Road Waterline Relocation	Through Public Works		-	NA	NA		Central Contracting Services, Inc.	\$44,800	\$44,800.00	\$0.00	0.00%		0%	
WAO305	Berry Road Waterline Replacement	Poe & Associates	0910-61	172,000	\$122,500	71%		Future							
WBO127	Phase 2 Wells	CH2M Hill	0607-109	400,800	\$337,697	84%		NA							
WBO140	FYE08 12-inch Waterline	Staff / Lemke	0910-55	-	\$83,709		1011-123	Red Cliff, Inc.	\$1,178,194	\$1,178,194.00	\$1,055,035.54	0.00%	100%	90%	
WBO141	FYE08 16-inch Waterline	Staff / Lemke	0910-55	-	\$11,646		1011-123	Red Cliff, Inc.	\$294,548	\$294,548.00	\$226,808.86	0.00%	100%	77%	
WBO184	Waterline Segment D, Phase 2	Crafton Tull	0607-55	95,625	\$81,429	85%		Future		\$0.00	\$0.00				
WAO262	Tecumseh Interceptor	Garver Engineers	0506-53	28,178	\$23,971	85%		Central Contracting Services, Inc.		\$0.00	\$0.00				
WAO173	Master Meter Replacement	Staff	NA	-			PO#208124	Badger Meter Inc	\$88,145	\$88,144.80	\$88,145.00	0.00%		100%	
WAO173	Master Meter Replacement	Staff	NA	-				Central Contracting Services, Inc.		\$0.00					
WAO174	Strategic Water Supply Plan	Carollo	1112-114	394,447	\$377,541	96%		NA							
WAO182	Waterline Segment A, Phase 1	PEC	0607-122	175,465	\$171,464	98%		Future		\$0.00					
WAO195	Robinson/35 Waterline Replacement	Alan Plummer	01314-110	99,900	\$79,074	79%		Future		\$0.00					
WAO196	I-35 Waterline Relocations	SAIC	1314-66	62,000	\$0	0%	K-1314-119	Matthews Trenching Co., Inc.	\$987,875	\$987,875.00	\$280,584.84	0.00%	71%	28%	
WAO293	HPP Water Storage Tower	PEC	1314-98	218,900	\$127,550	58%		Future		\$0.00					
WBO184	Waterline Segment D, Lindsey	SAIC/Poe & Associate	1314-66	81,000				Future		\$0.00					
WAO042	Wastewater Flow Monitoring	(see construction)		-				HDR Engineering/RJN Group	\$576,699	\$576,699.00	\$541,378.00	0.00%	100%	94%	
WAO050	WRF Effluent Truck Wash	Alan Plummer	1213-54	18,700	\$16,830	90%		Future		\$0.00					
WAO058	Effluent Reuse at Composting Facility	Alan Plummer	1213-54	8,900	\$8,010	90%		Future		\$0.00					
WAO065	WRF Phase 2 Expansion	Garver	1011-148	9,432,700	\$4,357,968	46%	1314-136	Archer Western Construction LLC	\$48,822,550	\$48,822,550.00	\$1,726,939.00	0.00%	7%	4%	
WAO204	North WRF Engineering Report	HDR/Alan Plummer	1213-134	249,935	\$172,772	69%		NA		\$0.00					

**JULY 2014  
ENVIRONMENTAL SERVICES DIVISION  
MONTHLY REPORT**

<b>INSPECTIONS</b>	<b>July</b>	<b>Year to date</b>
Fats, oil and grease (FOG) program	20	20
Food license renewal	2	2
Significant Industrial Users	0	0
<b>Total inspections</b>	<b>22</b>	<b>22</b>

<b>ROUTINE ACTIVITIES</b>	<b>July</b>	<b>Year to date</b>
Line Maintenance calls	0	0
Significant Industrial User sites sampled	0	0
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	0%
Required annual 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	25%	25%
Household hazardous waste disposal calls	21	21

<b>REVENUE</b>	<b>July</b>	<b>Year to date</b>
FOG Program	\$150.00	\$150.00
Surcharge	\$7,638.17	\$7,638.17
Lab Analysis Recovery	\$0.00	\$0.00
<b>Total revenue</b>	<b>\$7,788.17</b>	<b>\$7,788.17</b>

**ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)**

1. Provided routine staff support including minutes, attending meetings, and researching information.
2. Created street signs to promote protecting the Lake Thunderbird watershed pending approval by the Central Oklahoma Master Conservancy District.
3. Staff is assisting board with a public education campaign regarding fertilizer use and water conservation.
4. ECAB members developed water conservation tips and practices to be distributed to the media.
5. Prepared Proclamation for July's Water's Worth It Month
6. Presented winner of the Water's Worth It Landscape Award with certificate and yard sign.
7. Helped staff with research on eradication of red cedar.

**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 and Norman Music Festival and Summer Breeze
2. Worked Phase II of Fats, Oils and Grease Program (FOG) - to include University businesses, fraternities, sororities, nursing homes
3. As of July 2014, approx. 16,600 gallons of grease/solids did not enter the sanitary sewer in FYE 15 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 is assisting the Water Reclamation Facility with biomonitoring and the Toxicity Identification Evaluation.
8. Assisting Water Treatment and the Water Reclamation Facility with Lean and Green initiatives
9. Represented the City of Norman at the Chamber of Commerce Greenovation Committee meeting
10. Sampling domestic wastestream for technically based local limit development
11. Started plans for Gray Water Workshop
12. Staff is assisting with the EPA Region VI annual pretreatment workshop

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 15		FYE 14	
July, 2014	MONTH	YTD	MONTH	YTD
Number of Complaints of Sewer Stoppage:				
City Responsibility	0	0	4	4
Property Owner Responsibility	19	19	30	30
TOTAL	19	19	34	34
Number of Feet of Sewer Cleaned:				
Cleaned	94,535	94,535	60,650	60,650
Rodded	5,885	5,885	2,270	2,270
Foamed	3,265	3,265	82,523	82,523
TOTAL	103,685	103,685	145,443	145,443
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	0	0	0
Private	0	0	1	1
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	0	0	1	1
Feet of Sewer Lines Televised	21,991	21,991	24,835	24,835
Locates Completed	517	517	422	422
Manholes:				
Inspected	645	645	664	664
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	174	174	184	184
Hours Worked for Other Departments	0	0	10	10
OJI Percentage	0.00	0.00	3.95	3.95
Square Feet of Concrete	0	0	0	0
Average Response Time (Hours)	0.39	0.39	0.42	0.42
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 15		FYE 14	
July, 2014	MONTH	YTD	MONTH	YTD
New Meter Sets:	41	41	37	37
Number Short Sets	41	41	37	37
Number Long Sets	0	0	0	0
Average Meter Set Time	3.56	3.56	4.16	4.16
Number of Work Orders:				
Service Calls	361	361	407	407
Meter Resets	2	2	0	0
Meter Removals	5	5	0	0
Meter Changes	26	26	6	6
Locates Completed	490	490	433	433
Number of Water Main Breaks	13	13	19	19
Average Time Water Off	3.38	3.38	2.90	2.90
Fire Hydrants:				
New	0	0	0	0
Replaced	1	1	2	2
Maintained	74	74	60	60
Number of Valves Exercised	180	180	217	217
Feet of Main Construction	424	424	70	70
Hours of Main Construction	632	632	1,346	1,346
Meter Changeovers	6	6	8	8
OJI Percentage	2.77	2.77	4.19	4.19
Hours Flushing/Testing New Mains	235	235	80	80
Hours Worked Outside of Division	88	88	175	175



City of Norman, Oklahoma  
Department of Utilities

Monthly Progress Report  
Water Reclamation Facility  
July 1-31, 2014

**Flow Statistics**

	FYE 2015		FYE 2014	
	This Month	YTD	This Month	YTD
Total Influent Flow (M.G.)	283.8	283.8	343.9	343.9
Total Effluent Flow (M.G.)	274.0	274.0	321.5	321.5
Influent Peak Flow (MGD)	11.6	11.6	23.8	23.8
Effluent Peak Flow (MGD)	10.8	10.8	20.8	20.8
Daily Avg. Influent Flow (MGD)	9.2	9.2	11.1	11.1
Daily Avg. Effluent Flow (MGD)	8.8	8.8	10.6	10.6
Precipitation (inches)	3.9	3.9	10.3	10.3

**Discharge Monitoring Report** ~~31%~~ minimum percentage removal 85%

	Avg.	Avg.
5 day BOD:		
Influent Total (mg/l)	207	134
Effluent Carbonaceous Total	3	2
Percent Removal	98.7	98.3
Total Suspended Solids:		
Influent (mg/L)	142	142
Effluent (mg/L)	7	2
Percent Removal	95.2	98.5
Dissolved Oxygen:		
Influent (min)	0.7	0.6
Effluent (min)	5.3	5.1
pH		
Influent (Low)	6.7	6.8
(High)	7.3	7.4
Effluent (Low)	6.8	6.7
(High)	7.1	7.1
Ammonia Nitrogen		
Influent (mg/L)	25.5	24.8
Effluent (mg/L)	0.66	0.3
Percent Removal	97.4	98.7

Utilities

Electrical

Total kWh Used (Plant wide)	435,300	435,300	484,180	484,180
Aeration Blowers, WSL&Headwork:	289,600	289,600	318,240	318,240

Natural Gas

Total cubic feet/day (plant wide)	892,000	892,000	973,000	973,000
-----------------------------------	---------	---------	---------	---------

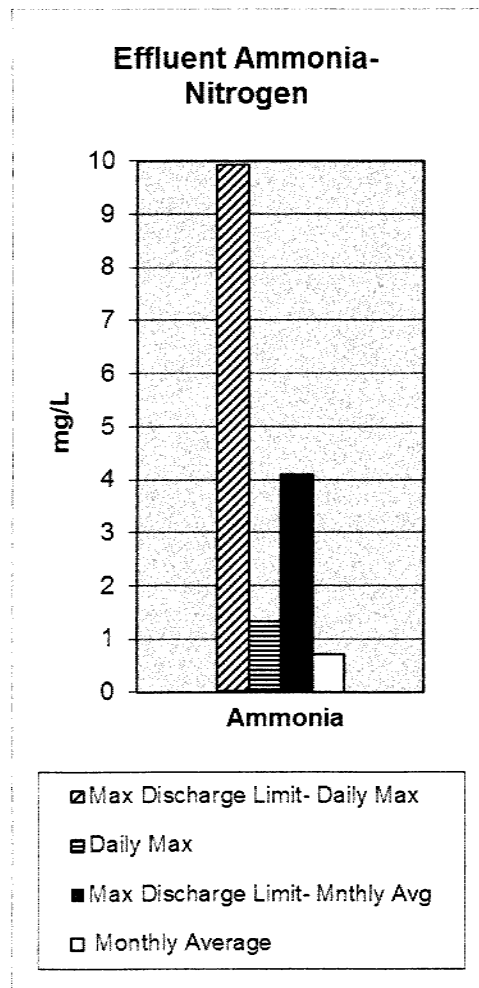
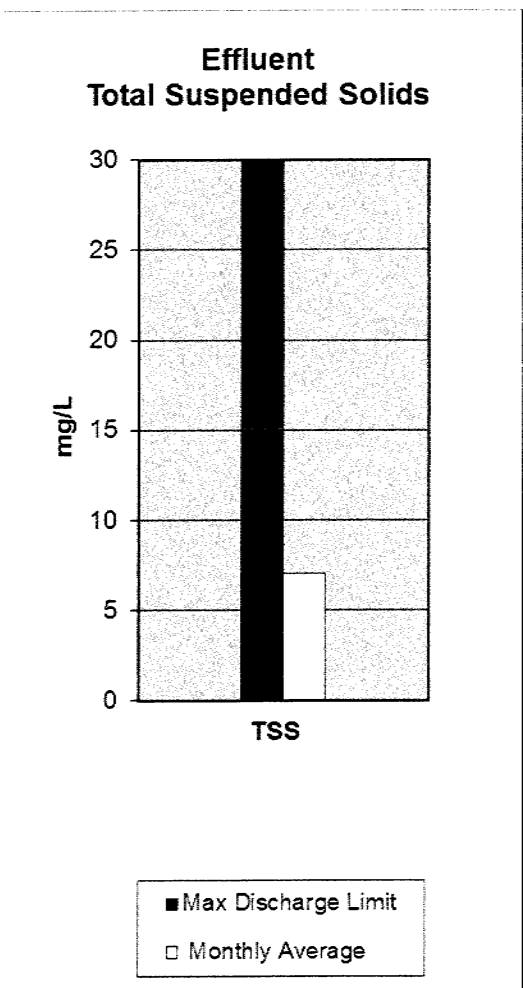
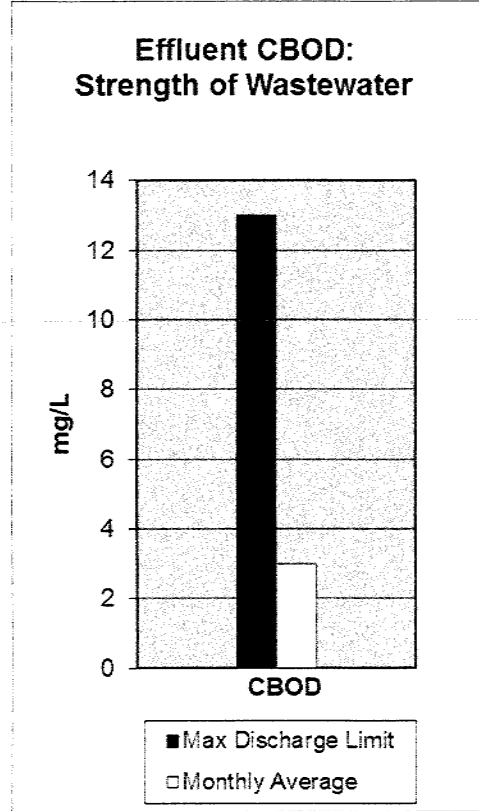
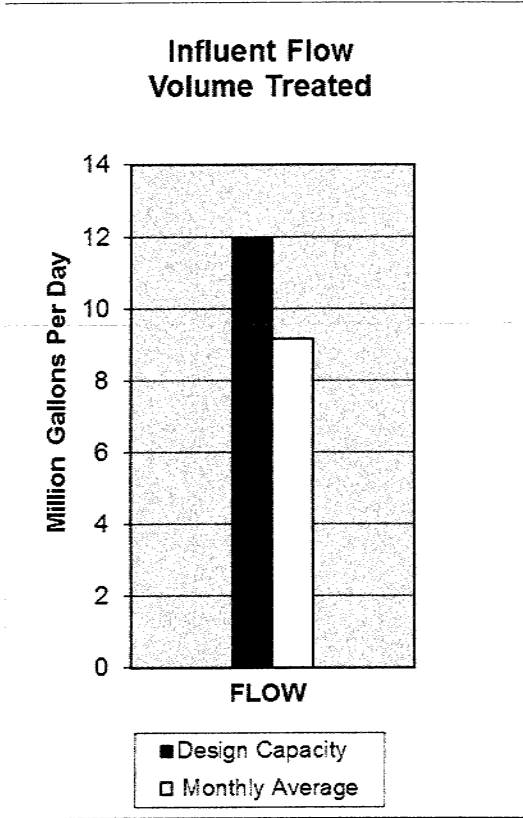
Public Education (Tours)

	4	9	4	54
Attendees		9.0		54.0

Reclaimed Water System (MG)	15.9	15.9	14.2	14.2
OU Golf Course	10	10	8.1	8.1

SP Digester boilers are beginning to show signs of aging. Natural gas usage significant when in use.

**CITY OF NORMAN  
WATER RECLAMATION FACILITY  
July 2014**



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

**WATER TREATMENT DIVISION**

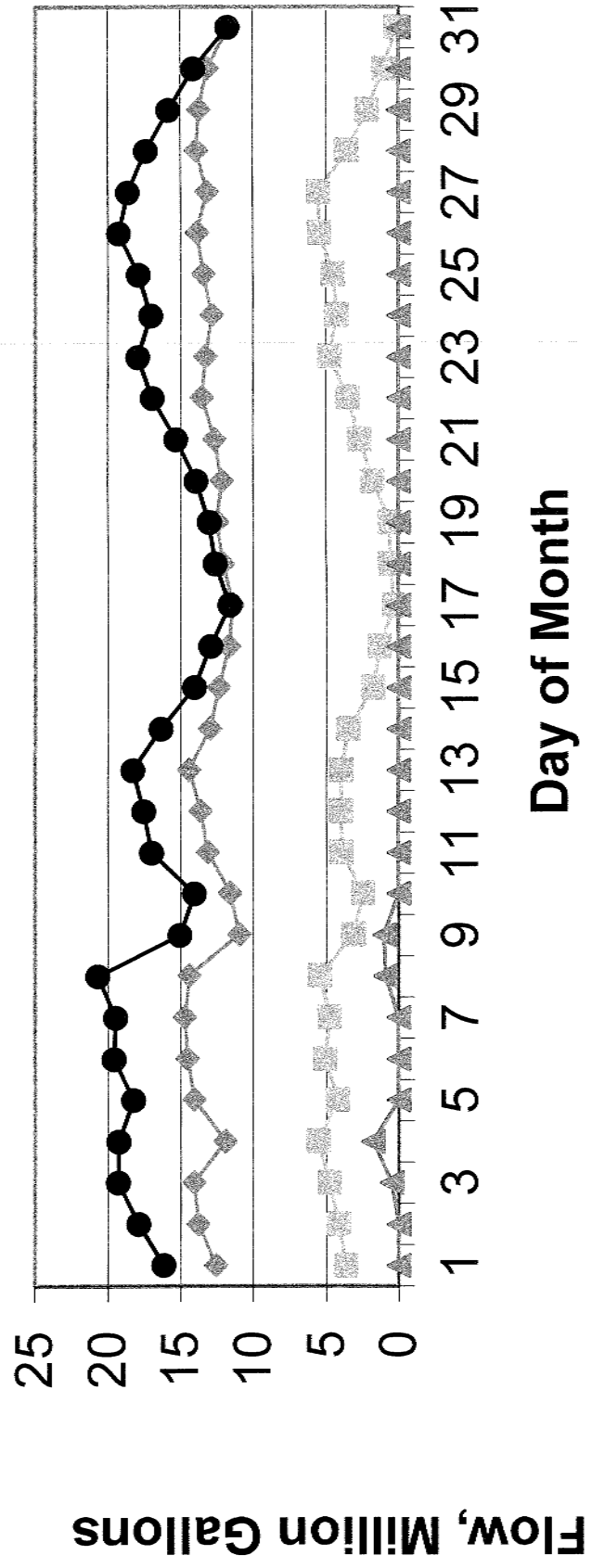
**MONTH: July-14**

	<u>FYE 2015</u>		<u>FYE 2014</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
<b>Water Supply</b>				
Plant Production (MG)	402.93	402.93	338.588	338.59
Well Production (MG)	101.96	101.96	137.74	137.74
Oklahoma City Water Used (MG)	4.17	4.17	0.30	0.30
Total Water Produced (MG)	509.07	509.07	476.63	476.63
Average Daily Production	16.42	16.42	15.38	15.38
<b>Peak Day Demand</b>				
Million Gallons	20.69	20.69	20.61	20.61
Date	7/8/2014	7/8/2014	7/11/2013	7/11/2013
System Capacity (see note)	23.70	23.70	23.50	23.50
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note: System Capacity does not include the Oklahoma City water line.				
<b>Costs</b>				
Plant	\$402,991.55	\$402,991.55	\$386,019.48	\$386,019.48
Wells	\$84,830.77	\$84,830.77	\$93,614.88	\$93,614.88
OKC (Estimated)	\$23,242.26	\$23,242.26	\$2,881.88	\$2,881.88
Total	\$511,064.58	\$511,064.58	\$482,516.24	\$482,516.24
<b>Cost per Million Gallons</b>				
Plant	\$1,000.15	\$1,000.15	\$1,140.09	\$1,140.09
Wells	\$831.98	\$831.98	\$679.63	\$679.63
OKC (Estimated)	\$5,575.02	\$5,575.02	\$9,670.74	\$9,670.74
Total	\$1,003.93	\$1,003.93	\$1,012.35	\$1,012.35
<b>Water Quality</b>				
Total Number of Bacterial Samples	100	100	80	80
Bacterial Samples out of Compliance	0	0	0	0
Total number of complaints	11	11	2	2
Number of complaints per 1000 service connections	0.31	0.31	0.06	0.06
<b>Safety</b>				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	1	1	1	1
<b>Public Education</b>				
Number of tours conducted	1	1	0	0
Number of people on tours	1	1	0	0

**Notes:**

A major 24" water line near I-35 and Robinson broke on July 3rd causing 3 of the 4 water towers to empty. Water was shut down prior to a total loss of pressure. We estimate we lost about 2 million gallons.

# Water Production for July, 2014



SANITATION DIVISION PROGRESS REPORT

JULY 2014

	FY 13		FY 14	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	3	3	2	2
<u>On The Job Injuries</u>	0	0	1	1
<u>Bulk Pickups</u>	33	33	40	40
<u>Refuse Complaints</u>	124	124	74	74
<u>New Polycarts Requests</u>	67	67	56	56
<u>Polycarts Exchanges</u>	31	31	9	9
<u>Additional Polycart Requests</u>	80	80	68	68
<u>Replaced Stolen Polycarts</u>	35	35	36	36
<u>Replaced Damaged Polycarts</u>	243	243	276	276
<u>Polycarts Repaired</u>	26	26	42	42

COMPOST MONTHLY REPORT

JULY 2014

	MONTH	YR-TO-DATE
TONS BROUGHT IN BY COMPOST CREWS:	566.21	566.21
LANDFILL TIPPING FEE'S	\$ 18.82	\$ 18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 10,656.07	\$ 10,656.07
TONS BROUGHT IN BY PUBLIC:	267.00	267.00
TONS BROUGHT IN BY CONTRACTORS :	464.00	464.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	25.50	25.50
LANDFILL TIPPING FEE'S	\$ 18.82	\$ 18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 14,237.33	\$ 14,237.33
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 24,893.40	\$ 24,893.40
REVENUE COLLECTED FROM COMPOST SALES:	\$ -	\$ -

	MULCH CUBIC YDS		COMPOST CUBIC YDS	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
PARKS DEPT.	0	0	0	0
ROAD & CHANNEL	0	0	0	0
LINE MAINTENANCE	0	0	0	0
STREET DEPT.	0	0	0	0
WATER TREATMENT	0	0	0	0
MURPHY PRODUCTS OKC	0	0	0	0
SELF LOADING BIN	5	5	0	0
DRYING BEDS	620	620	0	0
TOTAL:	625	625	0	0

MONTHLY RECYCLING REPORT  
(CURBSIDE)  
Jul-14

PROGRAM STATISTICS

	AVERAGE	
	MONTH	YTD
SET OUT/PARTICIPATION RATE:	88.00%	88%
AVERAGE TONS PER DAY :	20.14	20.14
POUNDS PER HOME:	15.26	15.26

COMMODITY BY TON

	MONTH	TONS	YTD TONS
ALUMINUM BEVERAGE CAN	1.1	5.1	5.1
#1 PET	3.2	14.83	14.83
NEWS	42	194.63	194.63
GLASS CONTAINERS	20	92.68	92.68
MIX PAPER	7.5	34.76	34.76
#2 NATURAL	1.5	6.95	6.95
#2 COLOR	2	9.27	9.27
#3-#7	3	13.9	13.9
TIN-STEEL SCRAP	2.2	10.18	10.18
TRASH	10	46.34	46.34
OCC	7.5	34.76	34.76
<b>TOTAL</b>	<b>100</b>	<b>463.4</b>	<b>463.4</b>

	MONTH	YTD
SERVICE CALLS (MISSES)	57	57
REMINDER NOTICES	7	7
MISC. (throwing bins, left in driveway, blowing trash)	1	1
MISSING BINS	10	10
BROKEN GLASS	0	0
PICK UP CART	0	0
REPAIR	11	11
DELIVERY REQUEST	0	0
SCATTERED	1	1
NEW	47	47
EXCHANGE	2	2
ADD	4	4
HOUSESIDE	1	1
	0	0
<b>TOTAL CALLS</b>	<b>141</b>	<b>141</b>

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$8,721.19	\$0.00

MONTHLY RECYCLING REPORT (DROP CENTERS)

JULY 2014

	<u>TONNAGES</u>					
	<u>HOLLYWOOD</u>		<u>FAIR GROUNDS</u>		<u>HOBBY LOBBY</u>	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
PLASTICS:	2.54	2.54	2.65	2.65	3.97	3.97
STEEL CANS:	0.41	0.41	0.58	0.58	0.95	0.95
BEVERAGE CANS:	0.62	0.62	0.51	0.51	0.71	0.71
CLEAR GLASS:	2.96	2.96	3.32	3.32	1.18	1.18
AMBER GLASS:	2.03	2.03	1.98	1.98	1.18	1.18
GREEN GLASS:	1.45	1.45	1.64	1.64	1.18	1.18
MIXED OFFICE PAPER:	8.06	8.06	5.36	5.36	5.26	5.26
CARDBOARD CENTERS TONS:	7.90	7.90	7.63	7.63	8.47	8.47
NEWSPAPER CENTERS TONS:	3.20	3.20	3.44	3.44	3.77	3.77
<b>TOTAL TONS:</b>	<b>29.17</b>	<b>29.17</b>	<b>27.11</b>	<b>27.11</b>	<b>26.67</b>	<b>26.67</b>

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	41.28	41.28
CARDBOARD COMPACTORS:	37.98	37.98
OTHER NEWSPAPER CONTAINERS:	3.00	3.00
<b>TOTAL TONS:</b>	<b>82.26</b>	<b>82.26</b>

	<u>REVENUES</u>					
	<u>HOLLYWOOD</u>		<u>FAIR GROUNDS</u>		<u>HOBBY LOBBY</u>	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	\$ 2,184.40	\$ 2,184.40	\$ 2,279.00	\$ 2,279.00	\$ 3,414.20	\$ 3,414.20
PLASTICS:	\$ 8.20	\$ 8.20	\$ 11.60	\$ 11.60	\$ 19.00	\$ 19.00
STEEL CANS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CLEAR GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GREEN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BROWN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MIXED OFFICE PAPER:	\$ 376.81	\$ 376.81	\$ 250.58	\$ 250.58	\$ 245.91	\$ 245.91
CARDBOARD:	\$ 604.35	\$ 604.35	\$ 583.70	\$ 583.70	\$ 647.96	\$ 647.96
NEWSPAPER:	\$ 176.80	\$ 176.80	\$ 190.06	\$ 190.06	\$ 208.29	\$ 208.29
<b>TOTAL REVENUE:</b>	<b>\$ 3,350.56</b>	<b>\$ 3,350.56</b>	<b>\$ 3,314.94</b>	<b>\$ 3,314.94</b>	<b>\$ 4,535.35</b>	<b>\$ 4,535.35</b>

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	\$ 3,157.92	\$ 3,157.92
CARDBOARD COMPACTORS:	\$ 2,905.47	\$ 2,905.47
OTHER NEWSPAPER CONTAINERS:	\$ 165.75	\$ 165.75
<b>TOTAL REVENUE:</b>	<b>\$ 6,229.14</b>	<b>\$ 6,229.14</b>

	<u>COLLECTION BY MATERIAL</u>					
	<u>TONS</u>		<u>PRO/FEE</u>		<u>REVENUE</u>	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	9.16	9.16			\$ 7,877.60	\$ 7,877.60
PLASTIC:	1.94	1.94			\$ 38.80	\$ 38.80
STEEL:	1.84	1.84			\$ -	\$ -
CLEAR GLASS:	0.00	0.00			\$ -	\$ -
GREEN GLASS:	0.00	0.00			\$ -	\$ -
BROWN GLASS:	0.00	0.00			\$ -	\$ -
MIXED OFFICE PAPER:	18.68	18.68	\$ 392.28	\$ 392.28	\$ 2,222.92	\$ 2,222.92
CARDBOARD:	24.00	24.00	\$ 594.00	\$ 594.00	\$ 3,366.00	\$ 3,366.00
NEWSPAPER:	13.41	13.41	\$ 261.50	\$ 261.50	\$ 1,481.81	\$ 1,481.81
REVENUE FROM OCC CONTAINERS:		0.00			\$ 9,648.76	\$ 9,648.76
<b>TOTALS:</b>	<b>69.03</b>	<b>69.03</b>	<b>\$ 1,247.78</b>	<b>\$ 1,247.78</b>	<b>\$24,635.89</b>	<b>\$24,635.89</b>

	<u>COLLECTION COST</u>							
	<u>CAGE ROLL OFFS</u>		<u>GLASS</u>		<u>CARDBOARD</u>		<u>NEWSPAPER</u>	
	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD
MAN HOURS:	60.00	60.00	10.00	10.00	66.00	66.00	2.00	2.00
LABOR COST:	\$ 1,606.80	\$ 1,606.80	\$ 267.80	\$ 267.80	\$ 1,767.48	\$ 1,767.48	\$ 53.56	\$ 53.56
VEHICLE COST:	\$ 2,043.00	\$ 2,043.00	\$ 408.60	\$ 408.60	\$ 284.58	\$ 284.58	\$ 41.05	\$ 41.05
<b>TOTALS:</b>	<b>\$ 3,649.80</b>	<b>\$ 3,649.80</b>	<b>\$ 676.40</b>	<b>\$ 676.40</b>	<b>\$ 2,052.06</b>	<b>\$ 2,052.06</b>	<b>\$ 94.61</b>	<b>\$ 94.61</b>

	<u>OCC COMPACTORS</u>		<u>MIXED OFFICE PAPER</u>			<u>MONTH</u>		<u>YTD</u>
	MONTH	YTD	MONTH	YTD		MONTH	YTD	
MAN HOURS:	12.00	12.00	14.00	14.00	MAN HOURS:	164.00	164.00	
LABOR COST:	\$ 321.36	\$ 321.36	\$ 374.92	\$ 374.92	LABOR COST:	\$ 4,070.56	\$ 4,070.56	
VEHICLE COST:	\$ 735.48	\$ 735.48	\$ 572.04	\$ 572.04	VEHICLE COST:	\$ 4,084.75	\$ 4,084.75	
<b>TOTALS:</b>	<b>\$ 1,056.84</b>	<b>\$ 1,056.84</b>	<b>\$ 946.96</b>	<b>\$ 946.96</b>	<b>GRAND TOTAL:</b>	<b>\$ 8,155.31</b>	<b>\$ 8,155.31</b>	

LABOR COST INCLUDES 30% FOR BENEFITS

	MONTH	YTD
<b>LANDFILL COST AVOIDANCE</b>	<b>\$ 1,299.14</b>	<b>\$ 1,299.14</b>

# MONTHLY TRANSFER STATION REPORT

JULY 2014

	TONS PER MONTH	TONS PER YEAR	REVENUE PER MONTH	REVENUE PER YEAR
O.U. TONS	249.88	249.88	\$ 9,752.46	\$ 9,752.46
CONT. TONS:	104.85	104.85	\$ 5,401.24	\$ 5,401.24
CASH TONS:	1,107.25	1,107.25	\$ 50,772.88	\$ 50,772.88
BRUSH/YDS:	0	0.00	\$ -	\$ -
PULL OFFS:	546	546.00	\$ 546.00	\$ 546.00
<b>TOTALS:</b>	<b>1,461.98</b>	<b>1,461.98</b>	<b>\$ 66,472.58</b>	<b>\$ 66,472.58</b>

	MONTH	YR-TO-DATE
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	410	410
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	7,785.57	7,785.57
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	36	36
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	269.54	269.54
<b>GRAND TOTAL TONS TO LANDFILLS</b>	<b>8,055.11</b>	<b>8,055.11</b>

DISPOSAL COST PER TON (OKC)	\$ 18.82	\$ 18.82
TIPPING FEE'S FOR DUMPING AT OKC:	\$ 151,597.17	\$ 151,597.17
<b>GRAND TOTAL TIPPING FEE'S</b>	<b>\$ 151,597.17</b>	<b>\$ 151,597.17</b>

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	453	453
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	2,848.78	2,848.78
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	337	337
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2,491.85	2,491.85

<b>TOTAL LOADS BROUGHT TO TRANSFER STATION:</b>	<b>790</b>	<b>790</b>
<b>TOTAL TONS BROUGHT TO TRANSFER STATION:</b>	<b>5340.63</b>	<b>5340.63</b>
<b>MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:</b>	<b>21.45</b>	<b>21.45</b>



