

City of Norman



Monthly Departmental Report

October 2012

MONTHLY PROGRESS

TABLE OF CONTENTS

MONTHLY PROGRESS REPORTS

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

CITY CLERK

1

**CITY CLERK
MONTHLY PROGRESS REPORT
OCTOBER, 2012**

CITY CLERK

Brenda Hall and Ellen Usry attended the Oklahoma Municipal Clerks, Treasurers and Finance Officials annual conference on October 24 through October 26, 2012, in Stillwater, Oklahoma, to comply with statutory certification requirements.

ACTION CENTER					
DEPARTMENT	NUMBER OF CALLS	FYE YTD	DEPARTMENT	NUMBER OF CALLS	FYE YTD
Animal Control	2	30	Line Maintenance	9	31
Building Permits	6	29	Municipal Court	0	3
CDBG	0	6	Noise	0	3
City Clerk	10	*263	Parks and Recreation	8	54
City Manager/Mayor	2	5	Planning	1	8
Code Enforcement	36	197	Police	19	71
Data Processing	2	5	Storm Water	4	9
Engineering/Public Works	15	78	Sanitation	32	111
Finance	11	47	Sidewalks	2	14
Fire/Civil Defense	2	9	Streets	12	55
Human Resources	1	4	Street Lights	15	37
Information (General)	53	164	Traffic	8	40
Legal	3	15	Utilities	6	27
WC Questions	0	57	WC Violations	0	27

Total for October	259	Total FYE YTD	1,399
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WC (Water Conservation)

* Volume due to Citywide Garage Sale

LICENSES

20 Licenses were issued during the month of October. The 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	3	18	Bee Keeper	0	0
Class I Beer	1	5	Solicitor/Peddler (30 day)	0	3
Class II Beer	4	6	Solicitor/Peddler (60 day)	0	0
Mixed Beverage	0	0	Solicitor/Peddler (one day)	2	8
Mixed Beverage/Caterer	2	4	Coin-Operated Devices	0	5
Wine & Beer/Winemaker	0	0	Game Machines	0	0
Temporary Food (30 day)	1	12	Taxi/Motorbus/Limousine	2	12
Temp Food (180 day)	0	1	Impoundment Yard	0	0
Temp Food (one day)	4	9	Salvage Yard	0	0
Kennel (renewals)	0	2	Transient Amusement	0	0
Pawnbrokers	0	0	Special Event	1	4
Retail Liquor Store	0	2			

New Establishments/New Licenses

NAME	ADDRESS	LICENSE TYPE(S)
Starbucks	1601 24th Avenue N.W.	Food Service
7-Eleven	800 West Robinson	Food Service and Class II Beer

Existing Establishments/Additional Licenses

NAME	ADDRESS	LICENSE TYPE(S)
Abbey Road Catering	113 Hal Muldrow Drive	Class II Beer and Mixed Beverage/Caterer
Das Boot Camp	229 East Main Street	Class I and II Beer and Mixed Beverage/Caterer
Orient Express	722 Asp Avenue	Class II Beer

Existing Establishments/New Owner

NAME	ADDRESS	LICENSE TYPE(S)
Chinese Express	621 12th Avenue N.E.	Food Service

- 4 One Day Temporary Mobile Food Licenses were issued to Mike's BBQ for October 20; October 27; November 10; and November 24, 2012
- 1 30-day Temporary Mobile Food License was issued to Taqueria Ruiz for October 10 through November 8, 2012
- 1 One Day Solicitor/Peddler Licenses were issued to Calvary Baptist Church for October 4 and October 5, 2012, for door-to-door sales
- 1 Special Event Permit was issued to Groovefest for September 30, 2012, in Andrews Park

WORKERS COMPENSATION

Name: Steven Dale Duren

Compromised Settlement

Settlement Amount: \$17,183.60

Department: Fire Department

Injury: cumulative hearing loss and back

Date Approved: October 9, 2012

Name: Luther F. Wilson, Jr.

Compromised Settlement

Settlement Amount: \$69,445

Department: Fire Department

Injury: right rotator cuff and back

Date Approved: October 9, 2012

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
10-10-12	Brett and Robin Hollandsworth	Personal injuries, medical expenses, lost wages, pain and suffering, and property damage – claimant alleges a police vehicle pulled out of a private drive in front of his motorcycle as he was traveling on 12th Avenue S.E. and Alameda on August 20, 2012.	\$ 125,000.00
10-15-12	Southwestern Bell Telephone Company d/b/a AT&T	Damages to a cable – claimant alleges Line Maintenance crews repairing a waterline at the northeast corner of Highway 77 and Tecumseh Road on October 3, 2012, damaged a telephone cable.	\$ 1,002.57
10-30-12	Mary A. Hammon	Damages to her wood panel fence – claimant alleges the arm of a sanitation truck struck her wood panel fence when emptying her polycart at 627 South Jenkins on October 24, 2012.	\$ 650.00
10-30-12	Brett and Robin Hollandsworth	Amended claim separating property damage from original claim– claimant alleges a police vehicle pulled out of a private drive in front of his motorcycle as he was traveling on 12th Avenue S.E. and Alameda on August 20, 2012.	\$ 6,106.16 Property Damage

CLAIMS ADMINISTRATIVELY PAID

NAME	JUSTIFICATION	DATE PAID	AMOUNT PAID
Daniel Duncan	Damages to his vehicle when struck by a police vehicle at the left turn traffic signal at West Lindsey Street and the I-35 South on-ramp on September 18, 2011.	Approved 10-01-12	\$ 3,271.21
Sheryl Burns	Damages to her vehicle – claimant was traveling eastbound on Alameda Avenue at 72nd Avenue S.E. when a piece of wood thrown from a City mower struck her vehicle causing a dent on August 24, 2012.	Approved 10-01-12	\$ 327.90

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE MEETING

A Business and Community Affairs Committee meeting was held on October 4, 2012, regarding the creation of the Norman Economic Development Advisory Board and economic development policies.

COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE MEETING

A Community Planning and Transportation Committee meeting was held on October 22, 2012, regarding a potential parking management system for campus corner, a draft outline of high density residential regulations, and CART ridership report including saferide and extended service.

COUNCIL CONFERENCES

A City Council Conference was held on October 9, 2012, regarding the University North Park Tax Increment Finance District Project Plan and an update on the Strategic Water Supply Plan.

A City Council Conference was held on October 23, 2012, regarding the 2013 City Council election dates and the City of Norman Community Service Program.

FINANCE COMMITTEE MEETINGS

A Finance Committee meeting was held October 17, 2012, regarding parks maintenance and projects identified in the Parks Master Plan; the Capital Fund balance due to the approval of the General Obligation Bond election for transportation and storm water projects; financing for Gray Street parking lot parking payment system; proposed contracts with the Oklahoma Tax Commission and Revenue Discovery Systems for the collection of delinquent sales tax; room tax adjustments; revenue/expenditure report as of September 30, 2012; and a report on open positions.

OVERSIGHT COMMITTEE MEETINGS

A City Council Oversight Committee meeting was held October 10, 2012, regarding bullying prevention activities and proposed ordinance on regulating fertilizer containing phosphorus.

STUDY SESSIONS

A Study Session was held October 2, 2012 regarding draft ordinance and resolution outlining Council meeting procedures.

A Study Session was held October 16, 2012 regarding the Comprehensive Transportation Plan Project overview and timeline.

FACILITY MAINTENANCE MONTHLY PROGRESS REPORT
OCTOBER, 2012

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
LIBRARY			
10/4/2012 ELECTRICAL	Lights repaired	330	5.5
10/8/2012 ELECTRICAL	Lights repaired	60	1
10/9/2012 ELECTRICAL	Lights repaired	120	2
10/19/2012 ELECTRICAL	Lights repaired	60	1
10/10/2012 PLUMBING	Toilet blockage	90	1.5
10/18/2012 PLUMBING	Drinking fountain drain replaced	180	3
10/30/2012 MISCELLANEOUS	Handicap door in women's bathroom repaired	60	1
10/30/2012 PLUMBING	Outside faucet rebuilt	60	1
10/8/2012 HVAC	Air handler repaired	240	4
10/25/2012 HVAC	Air filters changed	240	4
10/26/2012 HVAC	Air filters changed	240	4
10/30/2012 HVAC	Air filters changed	240	4
10/31/2012 HVAC	Air filters changed	480	8
10/4/2012 ELECTRICAL	Lights repaired	240	4
10/18/2012 PLUMBING	Fountain drain repaired	60	1
10/25/2012 MISCELLANEOUS	Move filters to library roof	90	1.5
10/30/2012 ELECTRICAL	Vending machines lost power	60	1
Facility Subtotal		2850	47.5
Total		2850	47.5
MUNICIPAL BUILDING - BUILDING C			
10/1/2012 ELECTRICAL	Exit and emergency lights repaired	60	1
10/5/2012 ELECTRICAL	Economizer circuit and lights repaired	300	5
10/12/2012 ELECTRICAL	Lights repaired	120	2
10/15/2012 ELECTRICAL	Lights repaired	60	1
10/17/2012 ELECTRICAL	Emergency exit lights and ceiling repaired	60	1
10/18/2012 ELECTRICAL	Emergency exit lights and ceiling repaired	60	1
10/19/2012 ELECTRICAL	Emergency exit lights and ceiling repaired	60	1
10/22/2012 ELECTRICAL	Emergency exit lights, circuit, and ceiling repaired	360	6
10/23/2012 ELECTRICAL	Emergency exit lights repaired	60	1
10/25/2012 ELECT/MISC	Emergency exit lights repaired and clear boiler room	360	6
10/26/2012 ELECT/MISC	Emergency exit lights repaired and clear boiler room	180	3
10/29/2012 ELECT/MISC	Emergency exit lights repaired and clear boiler room	60	1
10/30/2012 ELECTRICAL	Emergency exit lights repaired	60	1
10/4/2012 PLUMBING	Drinking fountain blockage	60	1
10/8/2012 PLUMBING	Stool blockage	60	1
10/11/2012 PLUMBING	Toilet seat replaced	60	1
10/12/2012 PLUMBING	Outside faucet rebuilt	60	1
10/19/2012 PLUMBING	Bowl replaced on stool	60	1
10/25/2012 MISCELLANEOUS	Door repaired	90	1.5
10/5/2012 HVAC	Outside air damper motor replaced	240	4
10/23/2012 HVAC	Air filters changed	240	4
10/1/2012 ELECTRICAL	Lights repaired	60	1
10/12/2012 PLUMBING	Assist outside faucet replacement	60	1
10/18/2012 ELECTRICAL	Lights repaired	60	1
10/23/2012 HVAC	Filters changed on top of roof	60	1
Facility Subtotal		2910	48.5
Total		2910	48.5

FACILITY MAINTENANCE MONTHLY PROGRESS REPORT
OCTOBER, 2012

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
MUNICIPAL BUILDING - BUILDING A			
10/9/2012 ELECTRICAL	Circuit short repaired	60	1
10/15/2012 ELECTRICAL	Broken circuit traced and repaired	120	2
10/16/2012 ELECTRICAL	Dead circuit repaired	300	5
10/17/2012 ELECTRICAL	Dead circuit cleared and repaired	60	1
10/19/2012 ELECTRICAL	Dead circuit checked	60	1
10/26/2012 HVAC	Report of hot areas - checked	120	2
10/10/2012 PLUMBING	Sewer blockage	120	2
10/11/2012 PLUMBING	Ice machine installed	180	3
10/18/2012 PLUMBING	Flush valve on urinal rebuilt	60	1
10/22/2012 PLUMBING	Flush valve on stool rebuilt	60	1
10/30/2012 MISCELLANEOUS	Measure windows	60	1
10/2/2012 HVAC	Chiller checked	120	2
10/4/2012 HVAC	Air handler checked	120	2
10/12/2012 HVAC	Air handlers checked	240	4
10/19/2012 HVAC	A/C checked	120	2
10/22/2012 HVAC	Air handlers checked	240	4
Facility Subtotal		2040	34
MUNICIPAL BUILDING - BUILDING B			
10/5/2012 HVAC	Boiler repaired	60	1
10/8/2012 HVAC	Boiler controls repaired	300	5
10/19/2012 ELECTRICAL	Breaker tripped in crime lab	60	1
10/29/2012 HVAC	Boiler control repaired	60	1
10/30/2012 ELECT/HVAC	Lights and boiler repaired	60	1
10/3/2012 PLUMBING	Basement bathroom remodel begun	300	5
10/22/2012 PLUMBING	Kitchen sink blockage in break room	90	1.5
10/23/2012 PLUMBING	Ball valve in water lines for circulating pumps installed	210	3.5
10/24/2012 PLUMBING	Circulating pump replaced	120	2
10/25/2012 PLUMBING	Flush valve on urinal rebuilt	60	1
10/30/2012 PLUMBING	Stool blockage	60	1
10/8/2012 HVAC	Boiler repaired	240	4
10/23/2012 HVAC	Air filters changed	240	4
10/29/2012 PLUMBING	Hot water coils cleaned	240	4
10/31/2012 ELECTRICAL	Lights repaired	90	1.5
Facility Subtotal		2190	36.5
MUNICIPAL BUILDING - CITY HALL			
10/3/2012 ELECTRICAL	Lights repaired	120	2
10/9/2012 ELECTRICAL	Light switch replaced	60	1
10/8/2012 PLUMBING	Water leak repaired	90	1.5
10/10/2012 PLUMBING	Faucet on mop sink repaired	60	1
10/22/2012 PLUMBING	Circulating pump repaired (need to repl.)	60	1
10/23/2012 PLUMBING	Ball valve in water lines for circulating pumps installed	150	2.5
10/24/2012 PLUMBING	Circulating pump replaced	120	2
10/1/2012 HVAC/MISC	HVAC system checked and filter ordered	360	6
10/5/2012 HVAC	HVAC system checked	240	4
10/12/2012 HVAC	HVAC system checked	240	4
10/15/2012 HVAC	Filters replaced	240	4
10/17/2012 HVAC	HVAC system checked	240	4
10/22/2012 HVAC	Boiler started	30	0.5
10/25/2012 HVAC	Air filters changed	240	4
10/26/2012 HVAC	HVAC system checked	240	4
10/29/2012 HVAC	HVAC system checked	240	4
10/3/2012 ELECTRICAL	Outside lights repaired	120	2
10/12/2012 ELECTRICAL	Light removed due to glare	60	1
10/16/2012 ELECTRICAL	New motor starter CWP installed	330	5.5

FACILITY MAINTENANCE MONTHLY PROGRESS REPORT
OCTOBER, 2012

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
MUNICIPAL BUILDING - CITY HALL, continued			
10/17/2012 MISCELLANEOUS	Concrete contractor consultation	60	1
10/18/2012 MISCELLANEOUS	Pick up materials for piping in starters	210	3.5
10/22/2012 ELECTRICAL	Starter mount - run pipe	480	8
10/23/2012 ELECTRICAL	Piping to pumps	420	7
10/24/2012 MISCELLANEOUS	Pump materials acquired	60	1
10/25/2012 ELECTRICAL	Wiring in controls	390	6.5
10/26/2012 ELECTRICAL	Get power motor starters	120	2
10/30/2012 ELECTRICAL	Hot water pump hookup	60	1
10/31/2012 PLUMBING	Toilet blockage	60	1
	Facility Subtotal	5100	85
	Total	9330	155.5
LINDSEY STREET YARD ADMINISTRATION			
10/1/2012 ELECTRICAL	LSY Well #10 repaired	60	1
10/9/2012 ELECTRICAL	Well #10 repaired	120	2
10/10/2012 ELECTRICAL	Well #10 repaired	120	2
10/17/2012 ELECTRICAL	Well #10 heater installed	300	5
10/18/2012 ELECTRICAL	Well #10 heater installed	360	6
10/23/2012 ELECTRICAL	Lights repaired	150	2.5
10/24/2012 ELECTRICAL	Lights repaired	60	1
10/11/2012 HVAC	Air filter changed	120	2
	Facility Subtotal	1290	21.5
	Total	1290	21.5
TRAFFIC CONTROL			
10/24/2012 ELECTRICAL	Lights repaired	240	4
10/25/2012 ELECTRICAL	Lights repaired	120	2
10/30/2012 HVAC	T-stats replaced for heaters	240	4
	Facility Subtotal	600	10
	Total	600	10
SPECIAL OPS			
10/16/2012 HVAC	A/C unit repaired	240	4
	Facility Subtotal	240	4
	Total	240	4
ANIMAL WELFARE			
10/1/2012 PLUMBING	Water leak repaired	90	1.5
10/10/2012 PLUMBING	Water Heater T&P replacement	60	1
10/16/2012 PLUMBING	Dog drains blocked	150	2.5
10/17/2012 PLUMBING	Roof drain repaired	90	1.5
10/30/2012 MISCELLANEOUS	Roof drain insulation installed	120	2
10/17/2012 HVAC	Air filters changed	120	2
	Facility Subtotal	630	10.5
	Total	630	10.5

FACILITY MAINTENANCE MONTHLY PROGRESS REPORT
OCTOBER, 2012

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
FIRE STATION #1			
10/3/2012 HVAC	Air filters changed	240	4
	Facility Subtotal	240	4
	Total	240	4
FIRE STATION #2			
10/12/2012 PLUMBING	Water leak under mop sink	60	1
10/19/2012 PLUMBING	Water leak under lavatory repaired	60	1
	Facility Subtotal	120	2
FIRE STATION #3			
10/29/2012 ELECTRICAL	Reported multiple dead circuits complete repair	240	4
10/29/2012 ELECTRICAL	Reported multiple dead circuits - repaired	60	1
10/24/2012 MISCELLANEOUS	Bird control in truck bay	90	1.5
	Facility Subtotal	390	6.5
FIRE STATION #4			
10/22/2012 PLUMBING	Dishwasher repaired	150	2.5
	Facility Subtotal	150	2.5
FIRE STATION #6			
10/22/2012 MISCELLANEOUS	Assist at Fire Station	90	1.5
10/24/2012 MISCELLANEOUS	Door repaired	90	1.5
10/1/2012 MISCELLANEOUS	Bid for A/C replacement	120	2
10/2/2012 MISCELLANEOUS	Quote for A/C	120	2
	Facility Subtotal	420	7
FIRE STATION #7			
10/18/2012 PLUMBING	Garbage disposal repaired	60	1
10/11/2012 HVAC	Air filter changed	120	2
	Facility Subtotal	180	3
FIRE STATION #8			
10/16/2012 ELECTRICAL	A/C service/check operation	120	2
10/26/2012 PLUMBING	Clear grease trap to flow	120	2
10/29/2012 ELECTRICAL	Dead circuit repaired	60	1
10/29/2012 PLUMBING	Grease traps cleaned out	60	1
10/16/2012 HVAC	Air filters changed	240	4
	Facility Subtotal	600	10
	Total	1860	31
PARK - ANDREWS PARK			
10/18/2012 PLUMBING	Sewer blockage	120	2
10/25/2012 PLUMBING	Sewer main blockage	90	1.5
	Facility Subtotal	210	3.5

FACILITY MAINTENANCE MONTHLY PROGRESS REPORT
OCTOBER, 2012

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
PARK - GRIFFIN PARK			
10/1/2012 ELECTRICAL	Griffin park ballfield power located	150	2.5
10/1/2012 ELECTRICAL	Ballfield locate	120	2
10/2/2012 ELECTRICAL	Ballfield locate	180	3
10/4/2012 ELECTRICAL	Ballfield locate	150	2.5
10/12/2012 ELECTRICAL	Ballfield locate	90	1.5
10/19/2012 ELECTRICAL	Ballfield locate and bath house heater checked	60	1
10/3/2012 PLUMBING	Stool blockage	60	1
10/1/2012 ELECTRICAL	Power outage at ballfield	60	1
10/10/2012 ELECTRICAL	Heater in silo bathroom repaired	90	1.5
	Facility Subtotal	960	16
PARK - LIONS PARK			
10/23/2012 ELECTRICAL	Lights repaired	150	2.5
	Facility Subtotal	150	2.5
PARK - LITTLE AXE PARK			
10/2/2012 ELECTRICAL	Ballfield locate	60	1
10/3/2012 ELECTRICAL	Ballfield locate	240	4
	Facility Subtotal	300	5
PARK - NE LIONS PARK			
10/23/2012 PLUMBING	Urinal blockage	60	1
	Facility Subtotal	60	1
PARK - REAVES - COMMUNITY BLDG			
10/4/2012 HVAC	Air filters changed	120	2
	Facility Subtotal	120	2
WESTWOOD TENNIS CENTER			
10/10/2012 ELECTRICAL	Lights in tennis pro shop repaired	120	2
	Facility Subtotal	120	2
WESTWOOD TENNIS COURT			
10/29/2012 ELECTRICAL	Light repairs assist	420	7
10/18/2012 ELECTRICAL	Lights on tennis courts checked	90	1.5
10/26/2012 ELECTRICAL	Pole light lamps acquired	60	1
10/29/2012 ELECTRICAL	Pole lights repaired	480	8
10/30/2012 ELECTRICAL	Order parts for poles	120	2
	Facility Subtotal	1170	19.5
	Total	3090	51.5
PARKS AND RECREATION ADMINISTRATION			
10/22/2012 ELECTRICAL	Library locate	120	2
	Facility Subtotal	120	2
	Total	120	2

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OCTOBER, 2012

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
FIREHOUSE ART CENTER			
10/4/2012 HVAC	Air filters changed	120	2
	Facility Subtotal	120	2
	Total	120	2
HISTORICAL HOUSE			
10/24/2012 PLUMBING	Stool blockage	60	1
10/19/2012 HVAC	Air filters changed	120	2
	Facility Subtotal	180	3
	Total	180	3
SOONER THEATRE			
10/19/2012 MISCELLANEOUS	Door sprung by wind	60	1
10/17/2012 MISCELLANEOUS	Double doors repaired	60	1
10/19/2012 PLUMBING	Sink drain blockage in kitchen	90	1.5
10/4/2012 MISCELLANEOUS	Bid A/C replacement	120	2
10/9/2012 HVAC	Air filters changed	240	4
10/10/2012 HVAC	A/C unit checked	120	2
10/11/2012 ELECTRICAL	Power supply to step light removed	240	4
10/24/2012 ELECT/MISC	Step lighting checked and outside door repaired	180	3
	Facility Subtotal	1110	18.5
	Total	1110	18.5
SANTA FE DEPOT			
10/1/2012 ELECTRICAL	Duct detector repaired	90	1.5
10/2/2012 ELECTRICAL	Duct detector circuit repaired	180	3
10/19/2012 PLUMBING	Drinking fountain repaired	60	1
10/19/2012 PLUMBING	Stool blockage in bathroom	60	1
10/19/2012 PLUMBING	Basket strainer on kitchen sink replaced	60	1
10/3/2012 HVAC	Air filters changed	240	4
10/1/2012 ELECTRICAL	Power loss	60	1
10/2/2012 ELECTRICAL	Duct detector and new outlet cover installed	120	2
	Facility Subtotal	870	14.5
	Total	870	14.5
PARK - REAVES PARK			
10/4/2012 MISCELLANEOUS	Door repaired	60	1
10/8/2012 MISCELLANEOUS	Door lock repaired	60	1
	Facility Subtotal	120	2

FACILITY MAINTENANCE MONTHLY PROGRESS REPORT
OCTOBER, 2012

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
RECREATION CENTER - 12TH AVE			
10/2/2012 PLUMB/MISC	Drinking Fountain and door repaired	120	2
10/17/2012 PLUMBING	Stool replaced	90	1.5
10/19/2012 HVAC	Air filters changed	240	4
10/2/2012 PLUMB/MISC	Drinking fountain and door closer repaired	120	2
	Facility Subtotal	570	9.5
RECREATION CENTER - IRVING			
10/4/2012 PLUMBING	Kitchen faucet repaired	120	2
10/8/2012 MISCELLANEOUS	Door repaired	90	1.5
10/12/2012 MISCELLANEOUS	Door and lock repaired	300	5
10/17/2012 MISCELLANEOUS	Panic bar repaired	60	1
10/18/2012 MISCELLANEOUS	Door handles installed	60	1
10/18/2012 HVAC	Air filters changed	120	2
10/8/2012 MISCELLANEOUS	Adjusted doors	120	2
10/12/2012 ELECT/MISC	Lights repaired and helped hang door	360	6
	Facility Subtotal	1230	20.5
RECREATION CENTER - LITTLE AXE			
10/3/2012 ELECTRICAL	Lines spotted	240	4
	Facility Subtotal	240	4
RECREATION CENTER - WHITTIER			
10/10/2012 ELECTRICAL	Heater circuit repaired	120	2
10/10/2012 PLUMBING	Stool blockage in men's bathroom	60	1
10/11/2012 PLUMBING	Sewer blockage	90	1.5
10/10/2012 HVAC	Heater repaired	240	4
10/17/2012 HVAC	Filters changed	120	2
	Facility Subtotal	630	10.5
	Total	2790	46.5
SENIOR CITIZENS CENTER			
10/12/2012 ELECTRICAL	Lights repaired	90	1.5
10/19/2012 ELECTRICAL	Lights repaired	60	1
10/12/2012 PLUMBING	Flush valve on urinal repaired	60	1
10/18/2012 HVAC	Air filters changed	240	4
	Facility Subtotal	450	7.5
	Total	450	7.5
WESTWOOD CLUB HOUSE			
10/8/2012 PLUMBING	Floor drains cleaned out in kitchen area	90	1.5
10/2/2012 HVAC	Air filters changed	240	4
	Facility Subtotal	330	5.5

FACILITY MAINTENANCE MONTHLY PROGRESS REPORT
OCTOBER, 2012

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
WESTWOOD GOLF COURSE			
10/17/2012 ELECTRICAL	Fire suppression switch to grill vent fan hooked up	420	7
	Facility Subtotal	420	7
	Total	750	12.5
WESTWOOD POOL			
10/3/2012 PLUMBING	Slide pump flood repaired	120	2
10/8/2012 PLUMBING	Pool pump repaired	60	1
10/16/2012 PLUMBING	Pump repaired	60	1
10/26/2012 PLUMBING	Slide pump repaired	60	1
10/30/2012 PLUMBING	Slide pump repaired	300	5
10/2/2012 PLUMBING	Pumps pulled from slide area	120	2
10/3/2012 MISCELLANEOUS	Slide pumps dropped off to Evans	120	2
10/26/2012 PLUMBING	Slide pumps installed	240	4
10/1/2012 ELECTRICAL	Lights piped in and motors from pumps unbolted	180	3
10/2/2012 ELECTRICAL	Lights changed in gallery & remove motors from slide pumps	240	4
10/3/2012 ELECTRICAL	New wiring for pumps begun	120	2
10/18/2012 MISCELLANEOUS	Unload pump motors in shop	60	1
10/26/2012 ELECTRICAL	Set motors and bolted to pumps	240	4
	Facility Subtotal	1920	32
	Total	1920	32
WATER TREATMENT PLANT			
10/8/2012 ELECTRICAL	Lights repaired	60	1
10/11/2012 ELECTRICAL	Lights repaired	150	2.5
10/12/2012 ELECTRICAL	Lights repaired	120	2
10/18/2012 ELECTRICAL	Lights repaired	60	1
10/23/2012 PLUMBING	Drinking fountain repaired	60	1
10/18/2012 HVAC	Air filters changed	120	2
10/10/2012 ELECTRICAL	GIF in test equipment cabinet traced	120	2
	Facility Subtotal	690	11.5
	Total	690	11.5
LINE MAINTENANCE FACILITY			
10/24/2012 ELECTRICAL	Lights repaired	180	3
10/10/2012 HVAC	Heater checked	120	2
	Facility Subtotal	300	5
	Total	300	5
WASTEWATER TREATMENT PLANT			
10/10/2012 ELECTRICAL	Lights repaired	120	2
10/1/2012 ELECTRICAL	Light repaired	150	2.5
10/15/2012 ELECTRICAL	UPS control cabinet replaced	120	2
10/24/2012 MISCELLANEOUS	Check on adding heater outlets - put on hold	90	1.5
	Facility Subtotal	480	8
	Total	480	8

FACILITY MAINTENANCE MONTHLY PROGRESS REPORT
OCTOBER, 2012

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
SANITATION DIVISION BUILDING			
10/9/2012 ELECTRICAL	Heater repaired	60	1
10/11/2012 ELECTRICAL	Dumpster controls repaired	90	1.5
10/15/2012 ELECTRICAL	Dumpster repair and shop heater replaced/repared	300	5
10/30/2012 ELECTRICAL	Compactor repaired	60	1
10/25/2012 MISCELLANEOUS	Assist supervisor	90	1.5
10/9/2012 HVAC	Heater repaired at dumpster barn	240	4
10/15/2012 HVAC	Heater replaced at dumpster barn	240	4
	Facility Subtotal	1080	18
TRANSFER STATION			
10/8/2012 PLUMBING	Lavatory replacement	90	1.5
10/10/2012 PLUMBING	Sink repaired	90	1.5
10/11/2012 MISCELLANEOUS	Door lock replaced	90	1.5
10/11/2012 PLUMBING	Drain under sink replaced	60	1
10/16/2012 PLUMBING	Hydrant broken, dug up and replaced	180	3
10/17/2012 PLUMBING	Water lines clogged	180	3
10/19/2012 MISCELLANEOUS	Door locks replaced on bathroom	90	1.5
10/25/2012 PLUMBING	Bury hydrant repairs	60	1
10/25/2012 PLUMBING	Drain blockage	90	1.5
10/30/2012 PLUMBING	Bury hydrant broken	120	2
10/31/2012 PLUMBING	New water service installed	240	4
10/8/2012 ELECTRICAL	Power for heater	360	6
10/10/2012 ELECTRICAL	Thermostat for base board heater installed	150	2.5
10/10/2012 PLUMBING	Water heater for new sink moved	120	2
10/11/2012 ELECTRICAL	Heater in bathroom repair complete	240	4
10/30/2012 ELECTRICAL	Bury hydrant dug up	180	3
10/31/2012 PLUMBING	Water line repaired	300	5
	Facility Subtotal	2640	44
	Total	3720	62
FLEET MAINTENANCE			
10/4/2012 PLUMBING	Light furnace and water heaters	240	4
10/5/2012 ELECTRICAL	Infra red heaters repaired	480	8
10/9/2012 PLUMBING	New gas service run	240	4
10/9/2012 PLUMBING	Relight water heaters	240	4
10/15/2012 PLUMBING	Ceiling heaters replaced	480	8
10/16/2012 PLUMBING	Gas heater repaired	150	2.5
10/11/2012 HVAC	Air filter changed	240	4
10/4/2012 ELECTRICAL	Gas lines bled	240	4
10/5/2012 ELECTRICAL	Heater repaired	480	8
10/9/2012 PLUMBING	Gas service riser repl, bleed air from lines, relight water heater	420	7
10/15/2012 ELECTRICAL	Heaters replaced	360	6
10/16/2012 ELECTRICAL	Heater complete - move lift	150	2.5
	Facility Subtotal	3720	62
	Total	3720	62

FACILITY MAINTENANCE MONTHLY PROGRESS REPORT
OCTOBER, 2012

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
FACILITY MAINTENANCE			
10/2/2012 MISCELLANEOUS	Cleaned truck and stocked shop	60	1
10/5/2012 PLUMBING	Unhooked hot water heater condemned by state inspector	120	2
10/9/2012 MISCELLANEOUS	Safety meeting	60	1
10/12/2012 ELECTRICAL	Inverter wiring repaired	60	1
10/17/2012 MISCELLANEOUS	Investigate noise in ceiling	60	1
10/19/2012 MISCELLANEOUS	Work wear purchased	60	1
10/23/2012 MISCELLANEOUS	Stock shop and clear debris	60	1
10/1/2012 MISCELLANEOUS	Met with state water heater inspector	390	6.5
10/2/2012 MISCELLANEOUS	Met with water heater inspector	240	4
10/22/2012 MISCELLANEOUS	Cleaned truck	30	0.5
10/9/2012 MISCELLANEOUS	Safety meeting	60	1
10/24/2012 MISCELLANEOUS	Lights repaired and materials restocked	150	2.5
10/26/2012 MISCELLANEOUS	Capacitors for ballast kits ordered	60	1
10/30/2012 MISCELLANEOUS	Cleaned up material shelves	60	1
10/31/2012 MISCELLANEOUS	Cleaned truck, refueled, and restocked parts	30	0.5
	Facility Subtotal	1500	25
	Total	1500	25
	Grand Total		696

CITY MANAGER 2

CIP FINANCIAL STATUS 2A

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

11/1/2012

Project No.**	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
UTILITIES				
WW0055	Sewer Maintenance Plan FYE 10	\$0	\$800,000	Sewer Maintenance 321
WW0303	Lift Station D Improvements	\$0	\$550,000	New Development Excise Tax 322
WB0185	FYE2010, Water Well Supply Line: 12-inch	\$0	\$150,000	Water Bond Fund 031
WB0186	FYE2010, Water Well Supply Line: 16-inch	\$0	\$150,000	Water Bond Fund 031
PUBLIC WORKS				
TR0239	Classen/Imhoff Intersection Improvements*	\$ 25,000.00	\$0	Capital 50
TR0238	Robinson/NE 12th Intersection Improvements*	\$ 50,000.00	\$0	Capital 50
UT0007	I-35/Robinson Interchange*	\$ 25,000.00	\$0	UNP 027
TR0054/BP0054	60th NW: Tecumseh - Indian Hills Rd.*	\$0	\$0	Capital 50
TR0203/BP0203	Robinson RR Grade Separation*	\$300,000.00 - 400,000.00	\$0	Capital 50
AR0243/TR0243	Porter Ave Gap Paving: Rock Creek - Tecumseh*	\$0	\$0	Capital 50
UT0006	24th NW/Legacy Park	\$0	\$0	UNP 027
SC0521	Tecumseh: 48 NW - N. Interstate Dr. West***	\$ 75,000.00	\$0	Capital 50
SC0522	Lindsey: Shadowridge Dr. - Ed Noble Parkway***	\$ 35,000.00	\$0	Capital 50
SC0523	24th NW: Boardwalk - Tee Drive***	\$ 40,000.00	\$0	Capital 50
	HWY 9 Signal Improvements	NA	NA	100 % Federal Funding
	Main Street Lighting	NA	NA	100% Federal Funding
CITY CLERK				
EF10004	Library Lighting Replacement	\$0	\$0	Capital 50

Notes

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

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

***ODOT/City Resurfacing Projects scheduled to be let in January '13 with construction March/April '13

Other

At the City's urging, ODOT is contemplating an emergency repair project for the I-35/Indian Hills Road Bridge. This project will involve repairs to the bridge substructure and deck. The City is responsible for the deck at an estimated cost of \$150,000. A bid letting this fall is anticipated.

COMMUNITY RELATIONS 2B

**Community Relation's Office
October 2012**

Number of press releases	14
Contacts with the media	10
<i>Norman News</i> Membership	1067
Web Site Visits	53,394
Facebook Followers	976
Twitter City of Norman Followers	417

DEVELOPMENT COORDINATOR 2C

**City of Norman
Development Coordinator
Monthly Report – October 2012**

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

General Inquiries, Contacts and Meetings

- Attendance at Norman Downtowners Monthly Meeting
- Business and Community Affairs
- Planning Commission
- Development Review Team
- Pre-Development Meetings (with public and applicants)
- City Council
- Community Planning and Transportation Committee
- Spoke to local TIPS (Together in Positive Service) business group regarding local development updates.
- Panel speaker at Chamber of Commerce- “Assistance for Small Business” luncheon. Presented information regarding aspects of Development Coordinator position at the City and building permit requirements.
- UNP TIF Workshop

Building Permit and Plat Application Meetings

- Continued working with property owners affected by recent wildfires to discuss building permit options for rebuilding efforts
- Met with staff, engineer and company representative to discuss building plan requirement for potential commercial business.
- Met with architect and staff regarding potential building plans for a local non-profit agency.
- Met with staff and representatives from a company that specializes in low-density student housing to discuss ideas, requirements and general process for land development in Norman.
- Assisted in helping answer permit requirement questions for NEDC prospect.
- Assisted in helping answer questions from an engineering firm regarding a feasibility study for their client.
- Assisted in answering questions and helping to resolve inspection issues for commercial projects currently under construction.

Development Process Improvements

- ***Preliminary Plat Expiration Extension*** – At the request of the Norman Developer’s Council (NDC), a meeting was conducted to discuss the potential of extending the expiration period of preliminary plats from its current time period, 3 years (with an 2 additional years if any portion is final platted), to 5 years. Expiration periods vary from 1 year to 5 years for preliminary plat expiration in the OKC Metro.

This request is being made from the NDC in an effort to help accommodate larger preliminary plats that may not be able to finish the required public improvements for final platting in five years, and also as a response to relieve some platting costs that developments may occur for multiple preliminary plat submittals and approvals.

Currently a draft ordinance is being developed for review by both staff and the development community. I am also working with staff to discuss how, if enacted; this process would be handled administratively.

- ***Preliminary Plat Expiration Calendar*** – work continues on development of a calendar that identifies all of the currently active preliminary plats in Norman. This calendar will track the expiration date of those plats and will serve as a valuable reference for both staff and the development community alike.

Currently, work is progressing in identifying which preliminary plats have been approved by Council and which have been completed through final platting. This calendar will be developed through an easily maintainable spreadsheet that can be progressively updated by staff.

- ***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. Diagrams and language that could be included as part of the clarification item, should assist in making code clarifications and other information provided to contractors and developers more clear. As codes change and additional topics of clarification are identified, this page and subsequent material can be updated.

Work continues to research processes and obtain examples from other cities. Building inspection and fire inspection staff will meet for progress reports periodically. During this month research has continued to look at examples from other communities and determine some common themes of code clarification topics.

- ***Development Handbook*** – works continues to create a handbook outlining the development process in Norman. The handbook would be a resource to assist and provide information to potential development prospects regarding requirements, documents, schedules and committees that are involved in the City of Norman property and Commercial development process. When complete, the handbook could be utilized as a resource for developers, landowners, architects and engineers who may be unfamiliar with the City's development processes. The handbook could also serve as a resource for follow-up reference if individuals have questions following pre-application meetings. This project could be beneficial in providing a resource to allow for more initial information and less problems with development applications.

The first chapter is in the process of being revised, utilizing examples and research from the City Zoning Ordinance and Sub-Division regulations. Work is currently underway on the re-zoning and final plat chapters.

- ***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).

Additional Projects:

- ***24-Hour Library Service Point*** – Construction of the concrete pad and electricity has been completed. As soon as the machine is delivered (sometime after the first of 2013), staff will work with the Pioneer Library System to finalize the set-up of the 24-hour library service point and plan the ribbon-cutting event. The canopy for the machine will be shipped with the machine.
- ***High Density Public Discussion Series*** – continued assisting with research for the draft resolution and providing website/email updates to the public.

CITY OF NORMAN

Department of Finance Monthly Report – October 2012

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

Treasury Division:

In the month of October, the Treasury Division processed 31,436 total payments. The traffic counter at the Drive-up Facility counted 5,596 customers. The Treasury Division processed 1,270 credit card utility payments, an increase of 25.5% from last month, and the IVR (Interactive Voice Response) system processed 1,378 credit card utility payments, an increase of 27.5% from last month. Utility customers also have the option of paying on the City of Norman website. There were 2,316 credit card payments made on the internet in October, a slight decrease of -0.9% from last month. The Municipal Court processed 616 credit card payments for court fines, an increase of 17.8% 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 \$13,765 in convenience fees in the month of October with a fiscal year-to-date total of \$51,340.

Utility Services Division:

The Meter Reading Division read 42,159 meters. Out of 73 meter reading routes, 46 (63%) were read within the targeted 30-day reading cycle. All routes were read by the 34th day. No routes were estimated in the month of October.

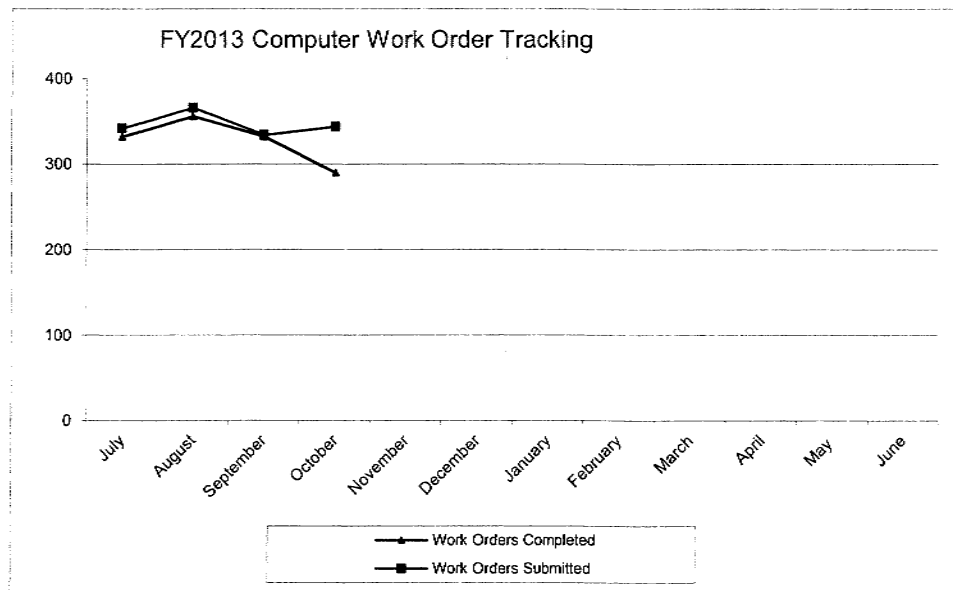
Information Technology Division:

IT had 170,397 e-mails enter and leave the City's network for the month of October, a 6.7% increase compared to last month. 26,282 were considered Spam or hazardous e-mails and were quarantined. This means 15.4% of the e-mail was quarantined while 84.6% were valid e-mails and were delivered without problems.

IT has a network security appliance that blocks and counts “hacker” attempts on the City’s firewall. This appliance further enhances our network security and provides more statistical

information regarding hacker attempts. During the month of October there were 14,133,182 hacker attempts on the City's main computer system. This comes to an average of 317 attempts per minute on the computer room firewall.

In the month of October, 344 work orders were submitted to the IT Division Help Desk for computer related help. Out of the amount submitted, 290 (84%) work orders were completed.



The City of Norman's website had 53,394 visits during the month of October. Staff is currently working on several projects. Updates to each project are presented below.

Public Safety CAD / RMS Software Replacement Project

- The CAD/RMS committee met with our RCC consultants and representatives from New World on 9/5, 9/6, and 9/7 to discuss contract issues. The CAD/RMS committee has had additional conference calls with our RCC consultants on 9/13, 9/14, 9/17, 9/20, 9/21, and 9/28 to discuss contract and pricing issues.
- On 9/25 Council approved the allocation and expenditure of the funds for additional hardware and software upgrades that were identified as prerequisites to the installation and implementation of the proposed New World CAD/RMS solution.
- The grant funds approved for the additional EMC storage components required for this project were encumbered on 9/24, PO # 222029 to ISG Technology, and the hardware was ordered on 9/26; check # 269909 to ISG Technology dated 9/26 in the amount of \$168,830. This equipment has been received. Installation has not been scheduled. Installation of these additional components is dependent on getting the larger capacity computer room UPS and Building C generator installed.

- **The RFP for the UPS and generator were sent to Purchasing on 10/12 to be mailed out the week of 10/15. The RFP will be advertised in the local newspapers on 10/17 and 10/31. We have scheduled a mandatory vendor project overview meeting for 11/7. The RFP proposals are due on 11/15. We are shooting for a install completion date of Jan. 15 at which time we can begin installing the new EMC and Cisco UCS hardware. This RFP did not get sent out and was not advertised as scheduled. Fred assumed I was sending it out and I assumed he was sending it out therefore neither one of us sent it. I am contacting the vendors today, 11/07, to see if any of them are on the state contract or GSA contract.**
- The grant funds approved for the additional Cisco UCS hardware were encumbered on 9/24, PO # 222031 to Chickasaw Telecom, and the order for the hardware was placed on 9/26; check # 269908 to Chickasaw Telecom dated 9/26 in the amount of \$200,554.44. **Some of this hardware has been delivered. We need to do an inventory of the equipment to determine what is still needed. This hardware cannot be activated until the new UPS and Generator are in place.**
- The grant funds approved for the Microsoft Datacenter Server licenses required for the additional hardware were encumbered on 9/24, PO # 222030, and the order was placed on 9/26; check # 269910 to SHI International dated 9/26 in the amount of \$19,200.
- The funds for the Microsoft Office 2010 upgrade were encumbered on 10/3, PO # 222426 to SHI International, and the order was placed on 10/3. **The MS Office upgrade was started on 10/24 as planned. A number of software and hardware issues were encountered with the first two groups giving us an indication that this upgrade is going to be more manpower and time consuming than we initially anticipated.**
- The funds for the CityWorks work order system software upgrade were encumbered on 10/5, PO # 222706 and the PO was emailed to Azteca Systems on 10/5. We are tentatively planning this upgrade for the week of 1/14 – 1/18 or the week of 1/21 – 1/25.
- The installation and implementation timeline will be determined during the contract negotiations with the selected vendor.

EMC Storage / Server Virtualization Project

- Data migration from our old network data storage and additional server virtualization will be an ongoing project for the next several months (12-18 months) with the continued assistance from F5 Networks consultants as needed.
- The EMC and Cisco UCS hardware that was budgeted in the FY2013 budget and the additional hardware that was specified for the CAD/RMS project was ordered and has been delivered. Installation of these additional components is dependent on getting the larger capacity computer room UPS and Building C generator installed. We have the RFP ready to send out for the replacement UPS and generator. We are shooting for a install completion date of Jan. 15 at which time we can begin installing the new EMC and Cisco UCS hardware.

PCI Compliance Project

- Funds were budgeted in the FY 2013 budget for hardware and software solutions to address some of our deficiencies in meeting the PCI compliance requirements. The implementation of this hardware and software has not been scheduled at this time and is not expected to begin until May or June of 2013.

Email Archiving and Retrieval / e-discovery Project

- The Exchange Server 2010 upgrade and migration has been completed. The completion of the EMC SourceOne email archiving and retrieval solution implementation is still pending. No schedule has been set for this project at this time. We had hoped to be able to get this completed in Oct. or Nov. but it has been deferred due to other project demands. This will also have to be deferred until Apr, May, or June.

Building Permits and Inspections Process Enhancements

- We went live on the BP Click-2-Gov module with a presentation to the building community on 8/29. SPS has made some updates to the software that are only available in their 8.0 software version. **The 8.0 version upgrade was completed the weekend of 10/19 and 10/20 to take advantage of the added features.**
- Council approved the **Mobile Field Inspections** software purchase on 8/28. The PO for the software and implementation and training services was sent to SPS on 9/04.
- A project kick-off conference call was held on 9/17 to discuss the server, storage, laptop, and mobile printer requirements as well as the project timeline. The timeline for the software install and training is 11/29 and 11/30 which will be followed by ongoing testing and continued training through Dec. The projected go-live date is Jan. 7, 2013.
- A Council agenda item that had been submitted for the Oct. 9 Council meeting for approval to purchase the 8 laptop computers for this project at a cost of \$29,357.60 was pulled for further consideration. **A new Council agenda date for this item has not yet been set to my knowledge. The SPS project manager says this will not delay the software installation and training that is scheduled for 11/27 and 11/28. He said they can install the software on the Building Inspectors' desktop computers and still do the training then we can re-install the software on the laptop computers when we get them.**
- Other hardware items to be selected and purchased are the mobile in-vehicle printers and the in-vehicle mounts for the laptops and printers. Once the selection is made on the mobile printers make and model we will be able to coordinate the in-vehicle mount requirements with Fleet Management. **Permit Manager Bob Christian has selected the preferred make and model of mobile printer. I will order the selected printers the first week of Nov. so they can be here for the scheduled 11/27 and 11/28 software install and training.**

FBI Criminal Justice Information System (CJIS) Compliance

- On 10/24 the FBI conducted a CJIS security audit on the City's network and procedures for accessing the OLETS and NCIC databases. The City was found to be deficient in several areas, some of which can be addressed procedurally and some that will require a great deal of network re-design work. We have until September of 2013 to address all of the issues identified.

General Fund Revenues & Expenditures:

When comparing major General Fund revenue sources versus budgeted levels, revenues are on target for the month of October at -0.5%. Revenues from the City's largest single source of revenue, sales tax, are slightly below target at -1.04% for the year to date and are above last fiscal year by 2.6%. Below is a summary table regarding General Fund revenues and expenditures to date.

	FYE 13 Budget To Date	FYE 13 Actual To Date	FYE 12 Actual To Date	FYE 11 Actual To Date
Sales Tax Revenue*	\$12,432,752	\$12,303,748	\$11,990,581	\$11,496,962
General Fund Revenue*	\$22,883,053	\$22,016,535	\$22,404,818	\$21,638,600
General Fund Expenses*	\$24,790,323	\$22,585,999	\$22,254,525	\$22,765,258

* Excludes Public Safety Sales Tax

Administration Division

	FYE 13		FYE 12	
	OCTOBER	YTD	OCTOBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,440.00	320.00	1,440.00
Total Comp Time Available	0.00	23.88	0.00	23.88
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	 320.00	 1,463.88	 320.00	 1,463.88
Benefit Hours Taken	38.50	210.50	25.50	160.75
 TOTAL ACCOUNTABLE STAFF HOURS	 281.50	 1,253.38	 294.50	 1,303.13
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

ACCOUNTING 3A

Accounting Division

	FYE 13		FYE 12	
	OCTOBER	YTD	OCTOBER	YTD
Total Regular Hours Available	1,120.00	5,040.00	1,120.00	5,040.00
Total Comp Time Available	0.00	42.75	6.75	43.50
Total Overtime Hours	0.00	0.50	0.00	7.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,120.00	 5,083.25	 1,126.75	 5,091.00
Benefit Hours Taken	198.75	703.00	158.25	944.50
 TOTAL ACCOUNTABLE STAFF HOURS	 921.25	 4,380.25	 968.50	 4,146.50
 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

CITY REVENUE REPORTS 3B

City Revenue Report

	FYE 13 OCTOBER	FYE 12 OCTOBER	
Total Revenue Received (\$)	\$12,282,176	\$11,747,017	\$535,159
Utility Payments - Office (#)	3,914	5,220	(1,306)
Utility Payments - Office (\$)	\$533,066	\$518,736	\$14,330
Lockbox (#)	22,558	23,586	(1,028)
Lockbox (\$)	\$2,158,378	\$2,335,481	(\$177,103)
IVR Credit Card (#)	1,378	1,143	235
IVR Credit Card (\$)	\$122,898	\$77,150	\$45,748
Click to Gov (#)	2,316	2,765	(449)
Click to Gov (\$)	\$171,811	\$214,477	(\$42,666)
UT Credit Card Payments (#)	1,270	512	758
UT Credit Card Payments (\$)	\$136,656	\$111,412	\$25,244
Art Donations (#)	61	16	45
Art Donations (\$)	\$82	\$24	\$58
Bank Draft Payments (#)	6,857	7,124	(267)
Bank Draft Payments (\$)	\$651,010	\$706,269	(\$55,259)
Utility Deposits (#)	14	13	1
Utility Deposits (\$)	\$420	\$390	\$30
Fix Payments (#)	0	3	(3)
Fix Payments (\$)	\$0	\$288	(\$288)
Processed Return Checks (#)	37	56	(19)
Processed Return Checks (\$)	(\$8,033)	(\$15,351)	\$7,318
Other Revenue Transactions (#)	288	258	30
Other Revenue Received (\$)	\$7,798,735	\$7,098,445	\$700,290
Accounts Receivable Payments (\$)	\$208,817	\$114,287	\$94,530
Accounts Receivable - Credit Card #	0	2	(2)
Accounts Receivable - Credit Card \$	\$0	\$952	(\$952)
Municipal Court - Fines/Bonds (\$)	\$174,351	\$428,766	(\$254,415)
Municipal Court - Credit Card (#)	616	407	209
Municipal Court - Credit Card (\$)	\$89,252	\$61,896	\$27,356
Building Permits Cash Report (\$)	\$161,635	\$72,030	\$89,605
Building Permits Credit Card (#)	106	86	20
Building Permits Credit Card (\$)	\$65,142	\$5,323	59,819
Building Permits C2G (#)	#3	#0	#3
Building Permits C2G (\$)	\$0	\$75	(\$75)
Occupational License - Bldg Insp. (\$)	\$1,920	\$1,730	\$190
Occupational License - Bldg Insp. CC (#)	3	12	(9)
Occupational License - Bldg Insp. CC (\$)	\$300	\$700	(\$400)
Business License - City Clerk (\$)	\$1,895	\$938	\$957
Convenience Fees - All Payments (#)	4,598	4,361	237
Convenience Fees - All Payments (\$)	\$13,765	13,077	\$688
Bank Drafts Billed (#)	6,374	6,670	(296)
Bank Drafts Billed (\$)	\$564,401	\$606,972	(\$42,571)
Interdepartmental Billing (#)	140	137	3
Interdepartmental Billing (\$)	\$18,056	\$16,481	1,575
Accounts Receivable Billed (\$)	\$138,164	\$113,333	\$24,831

Budget Services Division

	FYE 13		FYE 12	
	OCTOBER	YTD	OCTOBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	720.00	160.00	720.00
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	 720.00	 160.00	 720.00
Benefit Hours Taken	8.00	120.00	24.00	72.00
 TOTAL ACCOUNTABLE STAFF HOURS	 152.00	 600.00	 136.00	 648.00
 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 13		FYE 12	
	OCTOBER	YTD	OCTOBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	3,600.00	800.00	3,600.00
Total Comp Time Available	25.00	137.25	13.00	112.25
Total Overtime Hours	13.00	141.00	54.50	128.00
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	838.00	3,878.25	867.50	3,840.25
Benefit Hours Taken	127.00	852.50	234.25	725.50
TOTAL ACCOUNTABLE STAFF HOURS	711.00	3,025.75	633.25	3,114.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

DATA PROCESSING 3C

Data Processing Division

	FYE 13		FYE 12	
	OCTOBER	YTD	OCTOBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,280.00	6,240.00	1,440.00	6,480.00
Total Comp Time Available	0.50	1.00	0.00	0.00
Total Overtime Hours	14.00	87.50	14.00	100.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,294.50	6,328.50	1,454.00	6,580.00
Benefit Hours Taken	163.25	819.50	191.50	978.00
TOTAL ACCOUNTABLE STAFF HOURS	1,131.25	5,509.00	1,262.50	5,602.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

UTILITY

3D

Utility Division

	FYE 13		FYE 12	
	OCTOBER	YTD	OCTOBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,920.00	8,640.00	1,920.00	8,640.00
Total Comp Time Available	7.50	48.75	10.00	61.00
Total Overtime Hours	40.50	218.00	4.50	19.75
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	 1,968.00	 8,906.75	 1,934.50	 8,720.75
Benefit Hours Taken	265.25	1,796.50	197.50	1,223.00
 TOTAL ACCOUNTABLE STAFF HOURS	 1,702.75	 7,110.25	 1,737.00	 7,497.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

Office Services

	FYE 13		FYE 12	
	OCTOBER	YTD	OCTOBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	720.00	320.00	1,440.00
Total Comp Time Available	0.00	0.00	6.75	6.75
Total Overtime Hours	7.25	72.25	8.50	25.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	167.25	792.25	335.25	1,472.00
Benefit Hours Taken	0.00	16.00	30.50	149.50
TOTAL ACCOUNTABLE STAFF HOURS	167.25	776.25	304.75	1,322.50
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

Drive-up Window and Mail Payments

	FYE 13 OCTOBER	FYE 12 OCTOBER
Mail Payments - Lockbox	22,558	23,586
Mail Payments - Office	254	302
Mail Payments - Subtotal	22,812	23,888
Night Deposit	654	600
Click-to-Gov Payments	2,316	2,765
IVR Payments	1,378	1,143
Without assistance payments - Subtotal	4,348	4,508
Drive-up window & inside counter	3,006	4,318
Credit Card machine payments (swipe)	617	512
Credit Card machine payments (phone)	653	500
With assistance payments - Subtotal	4,276	5,330
Total Payments Processed - Subtotal	31,436	33,726
Bank Draft (ACH) Payments	6,857	7,124
Total Payments (Utility)	38,293	40,850
Total Convenience Fees - all Payments	4,598	4,361
Grand Total Payments	\$ 42,891	\$ 45,211

Traffic Counter at Drive-up Facility

Night Drop *	645	654
8-5 Drive-up Window Customers *	4,951	4,801
Total Traffic Counter	5,596	5,455

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

Meter Reading Division

	FYE 13		FYE 12	
	OCTOBER	YTD	OCTOBER	YTD
Number of Meters Read	42,159	148,012	36,199	146,677
New Service	1,088	6,099	822	5,862
Request for Termination	1,101	5,649	889	5,500
Delinquent On(s)	115	298	180	881
Delinquent Offs	226	437	293	1,340
Collect Deposit Tags Hung	117	447	70	464
Collect Deposit Cut Offs	169	427	67	342
Blue Tags	7	29	12	51
Number of Meters Re-read	1,282	4,915	1,012	4,981
Meters Cleaned	94	271	49	204
Customer Assists	68	221	50	210
Meters Pulled	1	2	0	1
Meters Re-set	0	0	0	2
TOTAL	46,427	166,807	39,643	166,515

Utility Division Activity Report

	FYE 13		FYE 12	
	OCTOBER	YTD	OCTOBER	YTD
STATUS REPORT				
Regular Utility Accounts Billed	39,334	155,904	38,735	154,066
New Ons	716	4,041	638	3,571
Final Accounts Billed	600	3,365	521	3,139
TOTAL METERS READ	40,650	163,310	39,894	160,776

FIRE 4

Fire Dept

Fire Suppression Monthly Activities (Summary)

Date Between {10/01/2012} And {10/31/2012}

Activity Code	Staff Count	Total Hrs	Pct Hrs
CSI Car Seat Installation / Check	4	4.00	0.07%
CX Cancelled Call	414	37.31	0.65%
DE Daily Unit / Equipment Checks	921	927.86	16.05%
FS Fire on Standby (Committed & Unassigned)	20	4.35	0.08%
FX Fire At Scene	193	251.00	4.34%
HX Haz-Mat At Scene	13	12.18	0.21%
IN Inspection Activities	7	10.50	0.18%
IV Investigate	525	197.21	3.41%
LD / OJI Light Duty - On The Job Injury	1	24.00	0.42%
LM Lawn Maintenance	53	79.00	1.37%
MS Medical On Standby (Committed & Unassigned)	28	18.72	0.32%
MX Medical At Scene	2,617	1,056.78	18.28%
OD Dept. Meeting/Project (Except Officer's Meetings)	25	31.00	0.54%
PE Off Site Public Education / Demonstration	58	65.00	1.12%
PS Public Service	205	61.70	1.07%
RIDE Rideout/Preceptor Program	4	7.00	0.12%
SB Shift Briefing	854	1,490.81	25.78%
SM Station Maintenance	1,013	1,217.40	21.05%
ST Station Tour	69	73.32	1.27%
TT Trade Time	9	185.00	3.20%
VM Vehicle Maintenance (i.e. Monthlys)	29	28.25	0.49%
	<u>7,062</u>	<u>5,782.39</u>	

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
October, 2012**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections	82/ 73.25 staff hours
Re-Inspections	43/ 20.5 staff hours
Residential Inspections	0
Smoke Detector Batteries	13/8 .25 staff hours
Plan/Platt Review	46/ 61 staff hours
Company Inspections	0
Re-Inspections	0
Total Inspections	125/ 93.75 staff hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)	
Code Violation Complaints	42/ 14.5 staff hours
Training (hours)	13/ 73 staff hours
Fire Education Classes	10/ 10.5 staff hours
Investigations	6
Investigative Activities	21/ 62.75 staff hours
Miscellaneous/Special	Fire Prevention Week / Month

4 man IAAI Conference
1 Administrative Investigation Class

Fire Prevention Month
1. Westside Wal-Mart
2. Noble Elementary School
3. Little Ax Elementary School

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: October 2012
Mitigation:	
Siren Status	100% operational
Preparedness:	
Amateur Meeting	October 13, 2012
Amateur Radio Testing	October 4, 2012
Response Volunteer Meeting	October 11, 2012
Incident Management Training meeting	October 9, 2012
Long Term Steering Committee Meeting	October 11, 2012
WEBEOC system test	October 18, 2012
Long Term Recovery Meeting	October 23, 2012
Little Axe Fire Safety-Preparedness	October 23, 2012
Women's Health grant submitted	October 25, 2012
Community Resilience Grant submitted	October 26, 2012
Long Term Care workshop rehearsal	October 29, 2012
OU Pre-nursing Club meeting	October 30, 2012
OSU Extension Center Advisory Committee	October 31, 2012
Response:	
Recovery:	
Meeting for wildfire recovery	October 2, 2012

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
OCTOBER 2012**

FIRE SUPPRESSION DIVISION ACTIVITIES

Incident Response Type Summary

Type	Count	% of Incidents	
Fire	32	3.49	
Overpressure Rupture, Explosion, Overheat - no fire	1	.10	
Rescue & Emergency Medical Service Incidents	640	69.86	
Hazardous Conditions (No Fire)	20	2.18	
Service Call	61	6.65	
Good Intent Call	87	9.49	
False Alarm & False Call	66	7.20	
Severe Weather & Natural Disaster			
Special Incident Type			
Incomplete Reports & Reports That Have Not Imported	11		
Total Incident Count	918		
Total Fire Loss			\$305,200

Average Response Times

	Number of Calls	Average Time
Station #1	159	4.36
Station #2	116	4.53
Station #3	150	5.45
Station #4	91	4.37
Station #5	16	7.56
Station #6	35	6.66
Station #7	56	5.46
Station #8	28	5.28

Number of On-the Job Injuries: 2

HUMAN RESOURCES

5

HUMAN RESOURCES
Monthly Report
October 2012

ADMINISTRATION/LABOR RELATIONS

A. Administrative

- Held one (1) fitness for duty meeting - Police
- Held a meeting regarding the use of temp agencies
- Attended City Employee Retirement Board meeting
- Held a meeting to discuss briefing pay
- Held a meeting to discuss vacation schedules in Utilities
- Attended Oklahoma Public Employers Labor Relations Association (OKPELRA) meeting

B. Grievances (AFSCME & Non-Union)

- AFSCME Grievance FYE13 – 12 – Barton, Green, Fox, Ward, Rowe, Cox, Dunn, Standridge (Sewer Line Maint.) – Retaliation
- AFSCME Grievance FYE13 – 11 – Barton (Sewer Line Maint.) – Retaliation, leave usage
- AFSCME Grievance FYE13 – 10 – Green (Sewer Line Maint.) – Discrimination, preferential treatment, leave usage
- AFSCME Grievance FYE13 – 09 – Standridge (Sewer Line Maint.) – Unable to advance, leave usage
- AFSCME Grievance FYE13 – 08 - Fox (Sewer Line Maint.) – Discrimination, favoritism, leave usage
- AFSCME Grievance FYE13 – 07 - Jones (Water Line Maint.) – Disputing vacation schedule
- AFSCME Grievance FYE13 – 06 – Albers (Municipal Court) – Disputing merit denial
- AFSCME Grievance FYE13 – 05 – Mitchell, Kim (Fire/Prevention) – Disputing written reprimand
- AFSCME Grievance FYE13 – 03 – AFSCME – Reclassification
- AFSCME Grievance FYE11 – 04 – Woods (Sanitation) – Disputing termination

C. Collective Bargaining

- Scheduled and provided updated FYE13 collective bargaining agreements for the City Manager and the FOP and AFSCME Presidents to sign.

D. Administrative Support

- Processed 2012 Monthly Department Report

- Compiled and distributed October 2012 City Newsletter
- Reconciled expense accounts and processed invoices
- Updated AFSCME contract with FYE13 negotiated changes
- Distributed FYE13 FOP and AFSCME contracts
- Attended/transcribed one (1) AFSCME Consultation meeting
- Scheduled multiple Department/Division employees for 2010 MS Office classes highlighting the changes when migrating from 2003 software
- Participated in three (3) 2010 MS Office classes
- Assisted with two (2) Customer Service Training and one (1) Fiscally Fit Boot Camp classroom preparations
- Beginning preparations for upcoming Employee Recognition Ceremony

BENEFITS

- Processed payroll for Life, Health/Dental and Supplemental Insurance Plans
- Weekly conference calls with Gallagher Benefit Services and UMR reps
- Monthly conference call with UMR Care Management
- Conducted Orientation for Planner II, Storm Water Engineer, Printing Services Operator
- Attended Training for Outlook/Word updated system
- Conducted 10 on-site employee meetings on new Flexible Spending Program process
- Phone meetings w/UMR – Implementation of Flexible Spending Program
- Distributed health insurance “Summary of Coverage” mandated by Health Care Reform to all employees
- Responded to 203 benefit inquiries

COMPENSATION

A. Personnel actions processed:

- Five (5) employees hired:
 - 1 – Finance/Printing Services – Printing Services Operator I
 - 1 – Planning/Current Planning – Planner II
 - 1 – Public Works/Stormwater – Stormwater Engineer
 - 2 – Parks and Recreation/Recreation – Recreation Technician (PPT) and Tennis Shop Attendant
- Seventeen (17) employees terminated employment:
 - 1 – Utilities/Water Reclamation (temporary employee) – Laborer
 - 3 – Utilities/Water Line Maintenance – Maintenance Worker I
 - 1 – Police/Patrol – Police Officer
 - 12 – Parks and Recreation/Recreation (temporary employees) – (2) Laborers and (10) Umpires
- Three (3) employees promoted:
 - 1 – Public Works/Engineering – Utility Coordinator
 - 1 – Public Works/Fleet – Public Works Supervisor

- 1 – Public Works/Traffic – Public Works Supervisor

B. Compensation/Benefit Surveys:

- Completed a benefit survey for Edmond

RECRUITMENT

Accepted applications for the following positions:

- Call Taker (PPT), Police/Emergency Communications Bureau
- Kennel Attendant, Police/Animal Welfare
- Fire Inspector, Fire Department
- Golf Course Attendant, Parks & Recreation/Westwood Golf Course
- Administrative Technician III, Utilities/Water Reclamation Facility
- Public Works Supervisor, Public Works/Fleet Management
- Public Works Supervisor, Public Works/Traffic Control
- Telecommunications Administrator, Finance/Information Systems
- Recreation Leader I, Parks & Recreation/Recreation
- Plant Operator D, Utilities/Water Reclamation Facility
- Maintenance Worker I, Utilities/Water Line Maintenance
- Crew Chief, Public Works/Traffic Control

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	400	Written Exams	1
Phone	490	Practical Testing/Assessment Center	0
Mail	260	Panel Board Interviews	4
Email	185	Promotion Board	0
Total Subscribers on E-mail Vacancy List	1,731	Oral Interviews	6
Total Visits to City of Norman HR website	3,583	Hiring Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	10	Advertisements Placed	6
Pre-Employment Drug Screens	4	Applications Received	90
Pre-Employment Physicals	2	Job Announcements Emailed	68
Pre-Employment OSBI	5	Job Announcements to CON Depts.	343

TRAINING & DEVELOPMENT

Provided a three-day Wastewater Process Monitoring course through the Center for Municipal Excellence for five employees in Utilities Department, Line Maintenance Division.

Provided “Give ‘em the Pickle” customer service training for 74 employees in Planning and Community Development, Development Services Division Inspections, Permits, and Code Compliance; Public Works, Engineering; Municipal Court; and Parks and Recreation, Park Maintenance Division.

In partnership with the Pioneer Library System, provided “Fiscally Fit Boot Camp” for 22 employees from various City departments. Three workshops included topics in Financial Strength, Budget Basics, and Credit Crunches. The six-week financial education course is funded through a grant to the Pioneer Library System.

The Computer Training Lab was the site for 24 classes of Microsoft Office 2010 training in Outlook, Word, Excel, Access, PowerPoint, and Publisher. Classes are provided to support City computer users prior to their upgrades to Microsoft 2010.

SAFETY

Safety activities during September 2012:

- Held eleven (11) safety meetings
- Held one (1) OSHA 30-hour Outreach class for a total of nine (9) participants
- Held eight (8) Return-to-Work meetings

Recordable Injuries – 9

Employee	Nature of the injury	Activity	Prognosis
Fire/Suppression	Strain/Sprain to back	Lifting patient	Under Medical Care
Fire/Suppression	Laceration to finger	Cut finger on mower blade while repairing mower	Medical Care, returned to work
P&R/Park Maint	Strain/Sprain to shoulder	Lifting a trash container	Under Medical Care
P&R/Park Maint	Contusion to head	Bumped head on A/C unit while working around building	Medical Care, returned to work
Police/Patrol	Strain/Sprain to back/neck	PD unit hit by Citizen	Under Medical Care
Police/Patrol	Puncture/Blood exposure	Punctured by dental pick while handling evidence	Under Medical Surveillance, returned to work
Public Works/Streets	Strain/Sprain to knee	Slid while walking on a slope	Under Medical Care
Utilities/Sewer Line Maint	Strained back	Pulling a water hose	Medical Care, returned to work
Utilities/Sanitation	Strain/Sprain Back	Digging out water line to repair frost-free hydrant which was hit with a mower	Medical Care, returned to work

Vehicle Collisions – 2

Division	Description of Collision	Discipline Status
Police/Patrol	Collided with another vehicle while starting to make a U-turn	TBD
Police/Patrol	Collided with dumpster while backing out of driveway	TBD

Cumulative number of Vehicle Collisions of the indicated year					
2012	2011	2010	2009	2008	2007
14	14	28	37	40	17

Cumulative number of damaged vehicles of the indicated year					
2012	2011	2010	2009	2008	2007
81	76	99	118	113	66

NB – Damage number does not include 22 vehicles damaged by the April 13th Tornado.

MONTHLY REPORT - LEGAL DEPARTMENT
October Report
(Submitted November 9, 2012)

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT – None pending

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)

Hodge v. Keene, et al., CIV-2010-1283-D (K, B)

Reinhardt v. Hopps, et al., CIV-2011-979-D (K, B)

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

Bess Hood v. The Board of Adjustment of Norman, Okla., CV-2010-526; SD - 110087

Buckmaster v. City of Norman, CJ-2010-505 BH; DF - 110216

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

Helm v. City of Norman, WC - 110273

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

COURT OF CRIMINAL APPEALS – None pending

CLEVELAND COUNTY DISTRICT COURT

A. General Lawsuits

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.

Bank of America v. Allen, CJ-2011-2082 (LM)

Chavez v. City of Norman, CJ-2010-2021 R (K)

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

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

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

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 2011-876L

Woods v. City of Norman, CJ 2011-1994 TS

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

B. Condemnation Proceedings

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

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

Arvest v. Hayes, CJ 2012-1304 (M)

Arvest v. Lamarr, et al., CJ 2012-1418(M)

This action was filed on October 12, 2012 to foreclose a note and mortgage. The City has unpaid balances of \$5,000 on a CDBG grant and \$50.74 in utilities.

Bank of America v. Jessica Baker, CJ 2012-696 L (M)

Everbank v. Derek Anderson, CJ 2012-1465 L

Liberty v. Botkin, CJ 2012-1322 (M)

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

Nationstar v. Borrego, CJ 2012-419TS (M)

O'Brien v. Milligan, et al., CJ 2012-978 (M)

US Bank v. Mast, CJ 2011-2182 L (M)

D. Municipal Court Appeals

E. Small Claims Court

City of Norman v. Kaveh, CM 2012-2626

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

AFSCME Grievance FYE11-04 – (Woods, J. - Separation) Held in Abeyance

AFSCME Grievance FYE 13-03 – (AFSCME - Position Reclassification)

AFSCME Grievance FYE13-05 – (Mitchell – Remove written reprimand)

AFSCME Grievance FYE 13-07 – (Jones – Scheduling Leave)

AFSCME Grievance FYE13-08 – (Fox – Harassment)

AFSCME Grievance FYE13-09 – (Standridge – Harassment)

AFSCME Grievance FYE13-10 – (Green – Harassment)

AFSCME Grievance FYE13-11 – (Barton – Harassment)

AFSCME Grievance FYE13-12 – (AFSCME – Harassment)

FOP Grievance FYE13 – (McKenna - Suspension without pay)

FOP Grievance FYE13 – (Robertson – Transfer) This grievance has been moved to arbitration.

IAFF Grievance FYE11 – (IAFF - Merit Increases) Held in Abeyance. *See also* City v. IAFF, CV-2011-48 L; DF - 109447 (P, K)

IAFF Grievance FYE13 – (McCawley – Participation in Wellness Program)

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)

D. Oklahoma Corporation Commission

MEDIATION PROGRAM

For the month of October, 2012, the Early Settlement Norman Mediation Program accepted 54 new cases, closed 55 cases and conducted 8 mediations.

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through October 30, 2012. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
<u>Month</u>	FYE 11	FYE 12	FYE 13	FYE 11	FYE 12	FYE 13	FYE 11	FYE 12	FYE 13
JULY	605	371	409	13	48	54	16	14	17
AUG	626	501	907	5	36	83	15	15	19
SEPT	578	548	467	30	97	111	15	15	15
OCT	559	567	614	35	57	75	9	12	13
NOV	433	493		6	27		10	12	
DEC	551	495		28	83		11	9	
JAN	668	582		35	36		14	15	
FEB	509	555		20	58		11	15	
MAR	671	585		21	85		14	12	
APR	480	627		1	62		10	16	
MAY	561	672		23	84		15	17	
JUNE	582	620		32	48		9	10	
TOTALS / YTD	6623	6616	1783	249	721	248	149	162	51

In October 2012, juveniles provided 114 hours of community service worked through our Juvenile Community Service Program to various local, non-profit agencies. Of these hours, 64 hours valued at \$464, if paid at minimum wage, were devoted to City of Norman parks and other projects.

WORKERS' COMPENSATION COURT

The total number of pending cases is 28. There were two new cases filed in October. There are two cases appealed to the Oklahoma Supreme Court. The remaining cases are proceeding in active litigation in the Workers' Compensation Court. 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	FYE13 CASES	FYE12 CASES	FYE11 CASES	FYE10 CASES
City Clerk	Building Maintenance				1	
Fire	Administration				3	
Fire	Suppression	12	4	10	6	10
Parks/Rec.	Recreation					
Parks/Rec.	Park Maintenance			1	2	
Police	Animal Control					1
Police	Patrol	2	1		2	1
Police	Records					
Police	Administration	1		2		5
Public Works	Street Maintenance	1			5	1
Public Works	Traffic Control	1		2	1	
Public Works	Vehicle Maintenance					1
Public Words	Stormwater	1				
Utilities	Line Maintenance	7		1	6	1
Utilities	Sanitation			1	4	4
Utilities	Water/WW Treatment	2			3	3
Utilities	HEO	1				
TOTALS		28	3	15	33	27

List of Pending Cases (S)

Amason, Amber v. City of Norman, WCC 2012-12306 K
(Police, Intestinal)

Andrews, Jimmy v. City of Norman, WCC 2012-00538 L
(MWI, SW, PW, right foot burn)

Blake, Don v. City of Norman, WCC 2010-01945 A
(Retired PD, Head)

Bradshaw, Matthew v. City of Norman, WCC 2012-07472 J
(Firefighter, Fire Dept, L/R Hands/Wrists, Head)

Bridgeford, Earl, v. City of Norman, WCC 2010-14361 A
(Utilities-Water Treatment, Both Hands)

Burton, Rodney v. City of Norman, WCC 2010-11090 J
(PW, Line Maintenance, Back, Body, Depression)

Burton, Rodney v. City of Norman, WCC 2011-06594 Y
(PW, Line Maintenance, Head)

Burton, Rodney v. City of Norman, WCC 2011-11026 R
(PW, Line Maintenance, Left Shoulder, Body, Depression)

Canary, James M. v. City of Norman, WCC 2011-12030 K
(Traffic Control, Public Works, Left Knee & Ankle)

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

(Fire-Suppression, Re-injured Right Knee, Depression)
Crawford, Hugh L. v. City of Norman, WCC 2011-11738 L
(Fire, Suppression, Lungs)
Crawford, Hugh L. v. City of Norman, WCC 2011-11741 Q
(Fire, Suppression, Spine, Neck, Left Arm)
Deason, Grant W. v. City of Norman, WCC 2012-10668 H
(Fire, Spine)
Glover, Harold v. City of Norman, WCC 2010-09518 H
(Fire Captain, Back, Body, Depression)
Glover, Harold v. City of Norman, WCC-2010-09686 F
(Fire Captain, Left Knee, Body, Depression)
Hamman, Kenneth v. City of Norman, WCC 2011-05712 Q
(Utilities, Water Line Maintenance, Head)
Hamman, Kenneth v. City of Norman, WCC 2011-06613 L
(Utilities, Water Line Maintenance, R. Shoulder)
Helm, Mark v. City of Norman, WCC 2007-07137 A
(Firefighter-Suppression, Repetitive Body Trauma, Depression)
Helm, Mark v. City of Norman, WCC 2007-07138 H
(Firefighter-Suppression, Post-Traumatic Stress, Depression)
Kent, Scott v. City of Norman, WCC 2007-07274 R
(Sewer line maintenance, Back, Shoulders Depression)
Kent, Scott v. City of Norman, WCC 2007-07275 Y
(Sewer line maintenance, Hand, Depression)
Loveless, Ryan v. City of Norman, WCC 2012-11700 X
(Fire, Spine)
Robertson, Kellee v. City of Norman, WCC 2010-13896 F
(Police, Narcotics, Respiratory/Circulatory)
Shelton, Allen W. v. City of Norman, WCC 2010-09832 A
(Street Maintenance – Reinjury of Left Knee)
Smith, Joseph B. v. City of Norman, WCC 2010-03196 F
(Firefighter, Back)
Starkey, W. Brian v. City of Norman, WCC 2012-09890 L
(Firefighter, Left Shoulder)
Stephens, Kim v. City of Norman, WCC 2010-02282 J
(Plant Operator, Water Treatment Plant, Right Shoulder, Low Back, Body, Depression)
Stephens, Willard v. City of Norman, WWC 2012-07198 A
(HEO, Utilities, Left Shoulder/Arm)

SPECIAL CLAIMS

There were 3 new claims forwarded to the City Attorney's Office in October, 2012. The following is a breakdown of the Special Claims activity through October 30, 2012.

<u>DEPARTMENT</u>	<u>FYE 13</u> <u>Month</u>	<u>FYE 13</u> <u>To Date</u>	<u>FYE 12</u>	<u>FYE 11</u>	<u>FYE10</u>
Animal Control			2		
City Clerk					
Code Enforcement					
PW-Engineering				1	
Finance (meter covers)				1	
Fire			2	2	2
Fleet					
Human Resources					
Legal			1		
Utilities-Sewer & Line Maintenance	1	2	4	21	16
Parks			3	1	2
Planning					
Police	1	4	7	4	12
Public Works-Traffic		1	11		
Road & Channel					
Utilities-Sanitation	1	3		1	11
Streets			4	7	18
Utilities		3	24	3	
Utilities-Waste Water (runoff water)					
<u>Other</u>				7	13
TOTAL CLAIMS	3	13	58	48	74

<u>CURRENT CLAIM STATUS</u>	<u>FYE 13</u> <u>To Date</u>	<u>FYE 12</u>	<u>FYE 11</u>	<u>FYE 10</u>
Claims Filed	13	58	48	74
Claims Open and Under Consideration	10	4	1	0
Claims Not Accepted Under Statute/Other	0	0	8	16
Claims Paid Administratively	1	22	14	13
Claims Paid Through Council Approval	0	11	5	8
Claims Resulting in a Lawsuit for FY12	0	0	1	0
Claims Barred by Statute (No Further Action Allowed)	0	13	18	37
Claims in Denied Status (Still Subject to Lawsuit)	2	8	1	0

UNIVERSITY NORTH PARK TIF

City staff has received the deed to Legacy Park, and the Final Plat has been filed. Legacy Park is being bid in November and Staff anticipates bringing forward a contract for construction in December.

MUNICIPAL COURT 7

**MUNICIPAL COURT
MONTHLY REPORT
OCTOBER - FY '13**

CASES FILED

	<u>OCTOBER</u>	<u>FY13</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY12</u>	<u>Y-T-D</u>
Traffic	1,316		5,703	1,208		5,371
Non-Traffic	464		1,513	475		1,664
SUB TOTAL	1,780		7,216	1,683		7,035
Parking	1,106		3,023	906		2,897
GRAND TOTAL	2,886		10,239	2,589		9,932

CASES DISPOSED

	<u>OCTOBER</u>	<u>FY13</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY12</u>	<u>Y-T-D</u>
Traffic	743		5,087	1,010		5,433
Non-Traffic	979		2,015	309		1,396
SUB TOTAL	1,722		7,102	1,319		6,829
Parking	802		2,101	747		2,231
GRAND TOTAL	2,524		9,203	2,066		9,060

REVENUE

	<u>OCTOBER</u>	<u>FY13</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY12</u>	<u>Y-T-D</u>
Traffic	134,844		517,611	101,298		492,745
Non-Traffic	59,650		221,165	59,175		247,396
SUB TOTAL	194,494		738,776	160,473		740,141
Parking	23,015		59,109	21,759		67,194
GRAND TOTAL	217,509		797,885	182,232		807,335

**OCTOBER 2012
PARK PLANNING DIVISION
MONTHLY REPORT**

Park Planning Activities for the month included:

Park Planning:

Staff presented plans for four parks (Colonial Estates, Colonial Commons, Sunrise and Adkins Crossing Parks) at the meeting of the Board of Park Commissioners. The general public was invited to attend and make comment on the plans, which will be implemented as soon as possible.

Staff hired a contractor to re-plant the landscape area in front of the Main Street "Welcome to Norman" sign as part of the project to improve such areas. The remainder of Main Street will be re-done once the street light contractor has finished their work in the medians to pull wire, set footings and install the new LED street lights. Similar beautification will proceed in the Highway 77 median north of Robinson and in the medians on Highway 77 south on either side of the Highway 9 bridge. All of these areas have seen a decline in plant material over the past several years due to winter snow removal, plant death from heat and occasional traffic/plant interactions.

Andrews Park:

Staff submitted the plan from Krittenbrink Architecture to the permit division for the Andrews Park building interior restroom remodel project. Once approved, the area will be converted from two non-accessible restrooms to one unisex, ADA-compliant space in the rental facility. Work will be done as soon as plans are approved.

Gray Street Parking Lot:

Staff worked with the Public Works Department to coordinate the installation of flatwork and landscape improvements to the islands and perimeter of the Gray Street Parking Lot. The old cornerstone plaque from the demolished Phillips Building was saved and will be placed in a landscape area near the corner of Peters and Gray.

Hall Park Lot Line Adjustment:

Staff prepared an Agenda Item that was approved by Council for a Lot Line Adjustment in the Hall Park Greenbelt area behind a property on Rockwood Lane. The lot was adjusted so City of Norman Maintenance crews will not have to cross private property when mowing and passing through the greenbelt area, which was discovered to be the case during the Hall Park dam reconstruction project. The property owner agreed to the swap, which was reviewed by Park Board and the appropriate city staff from the Planning and Legal Departments.

Little Axe Park:

Staff continues to monitor the ball field fence contractor. All dugout and backstop framework is being sanded and primed this week. More posts are being set around the complex. Installation of fence fabric will begin in two weeks. Also, city council approved the contract for the sidewalk replacements at Little Axe, which will improve the handicap accessibility at the site.

Sooner Theatre:

Staff monitored the contractor who installed the new ramp in the theatre seating area. The project is complete except for the installation of the hand rails, which are being produced by a different contractor, and should be delivered in the next 2-4 weeks. Also, staff is receiving quotes for the new lighting features in the park, as per the design of Krittenbrink Architecture, which will be installed as the theatre schedule permits over the winter. All remaining work will be done to improve the stage rigging and fly tower structures according to the engineer's report we received this year. That work will be scheduled to occur after the holiday show season.

Monroe Park:

Staff has been monitored the concrete contractor as they finished placing the walking trail and south entry walk access from Hollywood Avenue into the Monroe Park site. Tree planting will be the last thing to occur at the site, which will complete this cooperative project with Norman Public Schools.

Eastwood Park:

Staff hired a contractor to re-grade the drainage swale in Eastwood Park to direct water around the playground installed earlier this year in the park. The area was reinforced with scour mats to reduce the erosion at the pipe end that empties into the park; similar to what was done at the end of the spillway channel in the Hall Park greenbelt area at the toe of the reconstructed Hall Park lake dam.

**OCTOBER 2012
RECREATION DIVISION
MONTHLY REPORT**

Senior Citizens Center: There were six rentals at the center this month with 703 in attendance. Twenty-nine seniors participated in the trip to the Chickasaw Cultural Center in Sulphur where they toured the facility and ate lunch in the cafe'. The group stopped at Mrs. Fields pies on the way home and purchased their holiday pies. There are 12-15 ladies participating in a Zumba class each Monday. Forty seniors participated in the monthly birthday party held at the center this month.

Little Axe Community Center: There were three rentals at the facility this month with 95 in attendance. There were 200 transactions at the library kiosk this month and the food donations from Country Boy Markets provided food to 446 individuals. Zumba classes continue on Tuesday and Thursdays at the center. The Norman Public Library sponsored two library classes on E-mail for Beginners on October 10th and 24th. They also hosted a book discussion on October 19th. The center helped to host a Fire Prevention Awareness Program with Little Axe Public Schools.

12th Avenue Recreation Center: There were eight rentals this month with 325 in attendance. Karate, Jazzercise, Zumba, Gymnastics, Kung Fu and Tai Jitsu continued their fall sessions. The 2012 Open Adult and Church basketball league continued play this month with six teams on Tuesday nights and four teams on Thursday nights. The 2012 Mummy Son Dance was held at the center with 367 participants. A fall break camp was held at the center with 46 children participating over the three days (Wednesday, Thursday & Friday).

Irving Recreation Center: The center hosted a Fall Break Camp for children ages 5-11 this month with 21 children enrolled. The Junior Jammer Basketball league began this month with games being played at the center. There were two "Kids in the Kitchen" classes this month, with the children preparing Sausage Balls and Fruit Pizzas. Additional cooking classes will be held in the spring. The first "Flashlight Candy Scramble" was held the day before Halloween with 125 in attendance. The event was a huge success. The children had a great time hunting for candy.

Whittier Recreation Center: The Junior Jammer Basketball program began this month with 555 participants playing on 66 teams. Games are being played at Whittier and Irving Recreation Centers in addition to Harvest Church. The after school program is averaging 30 children per day from Jackson and Truman Elementary schools. The center hosted a rental this month for BOTBALL, a educational robotics program with 200 in attendance. Whittier Middle School used the facility for classes and basketball practices this month.

FACILITY ATTENDANCE:

	MONTH	YEAR TO DATE
Senior Citizens Center (includes congregate meals)	2,302	8,612
Little Axe Community Center	1,275	6,119
12th Avenue Recreation Center	3,310	10,107
Irving Recreation Center	3,311	7,198
Whittier Recreation Center	4,156	10,209
Reaves Center	300	1,200
Tennis Center	2,999	16,491

OCTOBER 2012 PARK MAINTENANCE DIVISION

Park Maintenance crews performed routine maintenance including, trash removal, mowing, trimming, flower bed and median maintenance, tree watering and restroom cleaning. Ballfield maintenance was done at Griffin Park for the Fall Baseball/Softball games which ended this month. Crews began preparing Christmas decorations for hanging in early November.

SAFETY REPORT	FYE-13MTD	FYE-13YTD		FYE-12MTD	FYE-12YTD
On-The-Job Injuries	2	7		0	2
Vehicle Accidents	2	2		0	0
Employee responsible	1	1		0	0
ROUTINE ACTIVITIES	Total Man Hours MONTH-TO-DATE	YEAR-TO-DATE		Total Man Hours MONTH-TO-DATE	YEAR-TO-DATE
Mowing	121.25	562.75		210.00	783.50
Trim Mowing	614.00	3519.00		451.00	3024.50
Chemical Spraying	83.00	400.00		16.00	211.00
Fertilization	8.00	8.00		0.00	8.00
Tree Planting	0.00	25.50		0.00	0.00
Tree & Stump Removal	223.50	921.00		122.00	257.00
Tree Trimming/Limb Pick-Up	172.50	308.75		126.00	374.50
Restroom/Trash Maintenance	399.50	1426.00		346.00	1595.00
Play Equipment Maintenance	76.50	619.00		139.00	537.00
Sprinkler Maintenance	270.50	1509.25		173.00	1031.50
Watering	33.50	466.50		67.00	755.25
Grounds/Building Maintenance	38.00	59.00		6.00	36.50
Painting	5.50	5.50		0.00	8.00
Planning Design	19.00	19.00		0.00	8.00
Park Development	0.00	14.00		0.00	21.50
Special Projects	811.75	2053.25		297.25	874.25
Nursery Maintenance	0.00	0.00		0.00	16.00
Flower/Shrub Bed Maintenance	74.00	255.00		135.00	438.00
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	21.00	21.00		24.00	70.00
Fence Repairs	0.00	40.00		16.00	52.00
Equipment Repairs/Maintenance	184.25	772.50		152.75	683.50
Material Pick-Up	14.00	39.00		18.75	94.25
Miscellaneous	317.50	628.50		177.25	654.75
Shop Time	28.00	105.00		31.00	60.00
Snow/Ice Removal	0.00	0.00		0.00	0.00
Christmas Lights	48.00	48.00		0.00	0.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	0.00	2.00		0.00	2.00
Graffiti Clean-Up	1.00	2.00		16.00	23.00

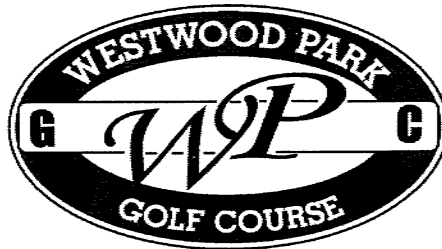
OCTOBER 2012
COMMUNITY SERVICE PROGRAM
MONTHLY REPORT

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

	Municipal Court				Outside Agency				Total			
	Clients		Hours		Clients		Hours		Clients		Hours	
	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D
Animal Control	1	3	20.50	55.50	3	12	128.00	412.75	4	15	148.50	468.25
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				\$148.63				\$928.00				\$1,076.63
Value of hours Y-T-D				\$402.38				\$2,992.44				\$3,394.81

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

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 8A



OCTOBER 2012

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	OCTOBER FY'13	OCTOBER FY'12
Regular Green Fees	643	738
Senior Green Fees	323	314
Junior Fees	108	56
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)	282	281
Employee Comp Rounds	271	332
Golf Passport Rounds	0	55
9-Hole Green Fee	118	187
2:00 Fees	163	108
4:00 Fees	208	203
6:00 Fees	12	26
PGA Comp Rounds	3	9
*Rainchecks	18	25
Misc Promo Fees (birthday fees, players cards, OU student fees, (Military, player pass)	608	599
Green Fee Adjustments (fee difference on rainchecks)	13	9
Total Rounds (*not included in total round count)	2752	2917
% change from FY '12	-5.66%	
Range Tokens	2428	2368
% change from FY '12	2.53%	
18 - Hole Carts	123	192
9 - Hole Carts	59	72
½ / 18 - Hole Carts	1110	1125
½ / 9 - Hole Carts	204	223
Total Carts	1496	1612
% change from FY '12	-7.20%	
18 - Hole Trail Fees	1	4
9 - Hole Trail Fees	1	1
18 - Hole Senior Trail Fees	2	1
9 - Hole Senior Trail Fees	2	8
Total Trail Fees	6	14
% change from FY '12	-57.14%	
TOTAL REVENUE	\$71,921.29	\$72,249.41
% change from FY '12	-0.45%	

**OCTOBER 2012
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2013	FY 2013	FY 2012	FY 2012
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FY 2013	FY 2013	FY 2012	FY 2012
	MTD	YTD	MTD	YTD
Green Fees	\$39,076.26	\$217,355.59	\$44,985.96	\$213,842.86
Driving Range	\$7,401.30	\$42,199.22	\$2,905.19	\$34,608.87
Cart Rental	\$23,092.21	\$121,439.41	\$23,408.45	\$119,679.34
Restaurant	\$0.00	\$2,791.68	\$891.69	\$3,605.26
Insufficient Check Charge	\$0.00	\$100.00	\$0.00	\$100.00
Interest Earnings	\$2,351.52	\$2,475.20	\$58.12	\$2,665.72
Golf Cart Advertisement	\$0.00	\$0.00	\$0.00	\$400.00
TOTAL INCOME	\$71,921.29	\$386,361.10	\$72,249.41	\$374,902.05
Expenditures	\$75,109.02	\$356,025.39	\$74,099.97	\$361,294.56
Income vs Expenditures	(\$3,187.73)	\$30,335.71	(\$1,850.56)	\$13,613.49
Rounds of Golf	2752	13940	2917	14604

Unusually dry conditions have dictated many maintenance practices. Irrigation usage, maintenance and repair were very active this month. Hand watering of greens was needed throughout the month. Many minor irrigation repairs were made. A bumper crop of Horse Apples has necessitated a twice a week harvest, to keep play areas tidy.

Routine October maintenance practices include: Daily greensmowing, cup changing (putting green hole relocation), and sand trap raking. Weekly we mow tees, fairways and aprons. Roughs and buffer zones around water features as well as peripheral areas are mowed as needed. By months end these frequencies change as weather cools. A few dead trees have been identified and marked for removal. Part circle sprinkler heads at greens are turned to water greens. Winterizing procedures have been initiated. The sun shade at the top of the slide pool was removed and stored in an exterior hallway. Plastic cart retention fences were examined, repaired and realigned.

October is an active month for agronomic practices. Greens were fertilized twice. An application of fungicide and insecticide was applied to the greens. Other cool season grasses were fertilized once. Many fescue plots were reseeded. A pre-emergent herbicide was applied to all greens, tees, and collars. Fertilization of the greens will continue into November. Ryegrass tees were overseeded and are being grown in. These tees were seeded with a slit seeder and topdressed with a sand, compost blend. An application of gypsum was applied to all greens in order to deal with unwanted salts. Post emerge herbicide is applied where needed.

21 new golf cars were delivered. Bumpers were removed from trade in cars, straightened and painted. They were installed on the new cars. Assistance was provided to the restaurant to help the new vendor. Ceiling tiles were replaced and repaired. Other minor repairs were performed. The greens trap at #1 green is in the process of rehabilitation.

OCTOBER 2012 WESTWOOD POOL MONTHLY REPORT

Westwood Pool closed for the season August 19th.

FINANCIAL INFORMATION

	FY2013 MTD	FY2013 YTD	FY2012 MTD	FY2012 YTD
Admission Fees	\$381.00	\$50,658.25	\$477.00	\$50,652.50
Waterslide Fees	\$38.00	\$12,052.00	\$0.00	\$12,568.00
Swim Lesson Fees	\$0.00	\$4,578.00	\$0.00	\$6,562.50
Pool/Slide Rental	\$0.00	\$10,800.00	\$0.00	\$8,575.00
Locker Fees	\$0.00	\$19.50	\$0.00	\$19.50
Concessions	\$0.00	\$2,580.00	\$0.00	\$2,580.00
TOTAL INCOME	\$419.00	\$80,687.75	\$477.00	\$80,957.50
Expenditures	\$1,438.35	\$108,980.59	\$956.42	\$111,776.03
Income verses Expenditures	(\$1,019.35)	(\$28,292.84)	(\$479.42)	(\$30,818.53)

ATTENDANCE INFORMATION

	FY 2013 Month to Date	FY 2013 Season to Date (May-Aug 12)	FY 2012 Month to Date	FY 2012 Season to Date (May-Aug 11)
a. swim tags	0	5246	0	3571
b. pool admission	0	15749	0	17939
c. slide admission- (not inc. in total)	0	9341	0	11025
d. group admission	0	2764	0	756
e. noon admission	0	89	0	418
f. evening admission	0	2778	0	3644
g. evening tags	0	1732	0	1725
TOTAL ATTENDANCE	0	28358	0	28053

PLANNING AND COMMUNITY DEVELOPMENT

9

PLANNING DEPARTMENT ACTIVITY October 2012

ADMINISTRATIVE DIVISION

Staff presented a draft outline of an Ordinance for high density residential development to the Community Planning and Transportation Committee on October 22, 2012. After discussion, the Committee requested that staff prepare a draft Ordinance to come back to the Committee for discussion in December, 2012. The Committee also requested that staff provide an update to the Committee at their November meeting.

Greenbelt Commission

There were six applications submitted for the October Greenbelt Commission meeting. The following were approved on the Consent Agenda and sent forward without additional comments:

GBC 12-26, Jeffrey Carlson (Rockin' Rose Farm COS), located approximately 2,200 feet northeast of the intersection of Alameda Drive and 72nd Avenue NE;

GBC 12-27, Switzer's Locker Room; Land Use Plan Amendment, Rezoning, Preliminary Plat; located approximately 1,600 feet south of the intersection of S. H. 9 and Classen Blvd. (3180 S. Classen, west side of the road);

GBC 12-29, 77 Storage Place, LLC (CCC COS); preliminary plat, rezoning; located approximately 550 feet south of the intersection of Classen and Cedar Lane (3722 S. Classen);

GBC 12-28, Terra Verde – Trailwoods Addition; Preliminary Plat; located approximately 1,500 feet north and 1,500 feet east of the intersection of Rock Creek Rd and 12th Ave NW.

The following were approved and sent forward with comments:

GBC 12-25, Norman (Porter) DOP VII, LLC (Dollar General); land use plan amendment, rezoning; located at the northeast corner of Porter Ave and Woodcrest Drive.

GBC 12-30 Terra Verde – Little River Trails Addition; revised preliminary plat; located approximately 1,000 feet north of Tecumseh Rd. on the west side of Porter Ave.

The next meeting is November 19, 2012.

Miscellaneous

	2012 Oct	Nov	Dec	2012 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
Walk-Ins	46	96	69	104	104	112	97	60	60	52	41	71	75
Email Contacts	225	258	235	289	263	333	320	302		277	282	307	325
Lot Line Adjustments	3	2	1	0	4	1	1	0	2	2	1	4	2
Landscape Maint. & Replacement Bonds	1	1	2	2	4	1	0	2	2	0	3	1	2
Board of Adjustment Variance Appl.	0	0	2	2	2	2	2	0	1	2	0	1	2
Legal Notices Sent	0	0	56	28	38	67	47	0	47	37	0	11	50
Planning Commission Applications Rec'd	0	2	1	3	7	4	4	6	2	2	7	2	4
Legal Notices Sent	0	82	77	88	14	88	290	327	69	166	212	36	36
Pre-Development Meeting Appl. Rec'd	5	3	3	3	1	6	8	4	3	3	1	1	5
Notices Sent	408	241	90	101	23	304	407	214	135	111	36	86	203
Sign Permit Appl. Reviewed	15	61	19	26	21	32	26	33	18	35		16	
Sign Inspections	2	5		3	6	9		9	3	4		8	

CURRENT PLANNING DIVISION

Planning Commission – number of applications received

	2012 Oct	Nov	Dec	2012 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
Ordinance Amendments					3					1			1
NORMAN 2025 Land Use Plan Amendments			1	1		1	2	1	1	2	2		1
Rezoning Requests		2	1	2	1	2	4	6	2	2	4	1	2
Utility Easement/Road Closures				1							2		1
Preliminary Plats	2	2	1	1	1	1	5	3	1	2	3		4
Final Plats	1	3	3	2		1		2	4	2	2	5	6
Rural Certificates of Survey		1			1	1	1					2	1
Short Form Plats				1									
Site Plan Amendments					3	1							
Certificate of Plat Correction							1						

During October, submittals for the November 8, 2012 Planning Commission meeting included one Norman rural certificate of survey, six final plats, one removal of limits of no access from a plat, one reapproval of an expired preliminary plat, one preliminary plat, one rezoning request with a 2025 Plan amendment and preliminary plat, and one zoning ordinance amendment. Five Pre-Development applications were received for the October 25 meeting. During the month of October eighteen commercial building applications were submitted for review. Of those applications submitted, Current Planning staff reviewed and approved twelve.

The Planning Commission met in Regular Session on October 11 and approved two Certificates of Survey, five final plats, one Special Use for an Office, one alley closure, and by a vote of 3 to 3 made no recommendation on one project which included rezoning, a 2025 Plan amendment and preliminary plat. They also received a staff update on a forthcoming Zoning Ordinance amendment to allow crematoriums in the City of Norman. One set of minutes was prepared for the Planning Commission Regular Meeting.

Board of Adjustment

The Board of Adjustment met on October 24, 2012. There were 2 applications submitted: BOA-1213-04 – Crook requested a variance of 20' to the 30' building line along Emelyn Street for an existing house and garage, located at 1004 Miller Avenue. It was determined the house did not need a variance and the variance for the garage was approved. BOA-1213-05 – Phi Kappa Sigma requested a variance to the allowed impervious surface area for 736 Elm Avenue. The variance was approved. The next meeting is scheduled for December 12, 2012.

Miscellaneous

Staff issued 17 sign permits, 75 one and two family permits, 2 food service licenses, 1 model home permit, conducted 2 inspections and researched/prepared 5 zoning letters. Assisted staff with capital projects management. Prepared the monthly building report and the quarterly capital improvements report. Assisted the public and staff with current planning questions on zoning, signs, development, capital improvements, etc.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

GIS assisted with assessing the readiness of the GIS database to support the Public Safety Software Systems upgrade. We are working with the Information Technology Division and the Police Department to address needed upgrades. We have started preparing for the upgrade by designing database additions that will allow the Public Safety software to route more effectively. Staff is also working to move the access to GIS data to end-user applications that take less time to install and upgrade than our current applications. GIS staff is also working with the City Clerk to begin preparation to upgrade the audio/visual system in the Council Chamber and Study Session Room.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 84 requests for service that resulted in the production of 144 mapping products. The GIS division did work for 10 of the City's Departments during the month of October, as well as providing information for and staffing of City Council and Planning Commission Meetings.

DEVELOPMENT SERVICES DIVISION

Construction Activity

The value of all construction activity permitted in OCTOBER of 2012 totaled \$10,969,334, up from \$9,975,427 for the same month last year. A total of 130 permits were issued in OCTOBER of 2012 compared to 116 in OCTOBER of 2011. The increased number of permits in 2012 is primarily due to new residential. There is an increased residential value but a decreased commercial value.

Total new residential permitting activity in OCTOBER of 2012 was valued at \$7,869,657 compared to \$3,031,975 in OCTOBER of 2011. New single-family detached residential construction in OCTOBER of 2012 represented 37 new homes with an average value of \$212,693, compared with 13 new homes in OCTOBER of 2011 with an average value of \$233,229. There were no new duplex units, new mobile homes or new multi-family permits in either OCTOBER 2012 or OCTOBER 2011.

Residential addition/alterations, storm shelters, swimming pools, storage buildings and other miscellaneous residential permits in OCTOBER 2012 numbered 77 and were valued at \$905,227 compared to 85 permits valued at \$1,115,952 for OCTOBER 2011. The average value in OCTOBER 2012 is \$11,758 compared to \$13,129 in OCTOBER 2011. The lower number of permits and value is insignificant.

New commercial construction permits in OCTOBER of 2012 totaled 9 with a value of \$1,848,450 compared to 8 permits valued at \$4,014,500 for OCTOBER 2011. The number of permits is insignificant. The decrease in value is primarily due to the new Bob Moore Cadillac project permitted in OCTOBER 2011.

Commercial Addition/Alteration permits in OCTOBER of 2012 totaled 7 with a value of \$346,000 compared to 10 permits valued at \$1,813,000 for OCTOBER 2011. The change in permit values is primarily due to remodel of two interior commercial tenant spaces and an industrial building remodel project.

Construction Activity Summary for October 2012

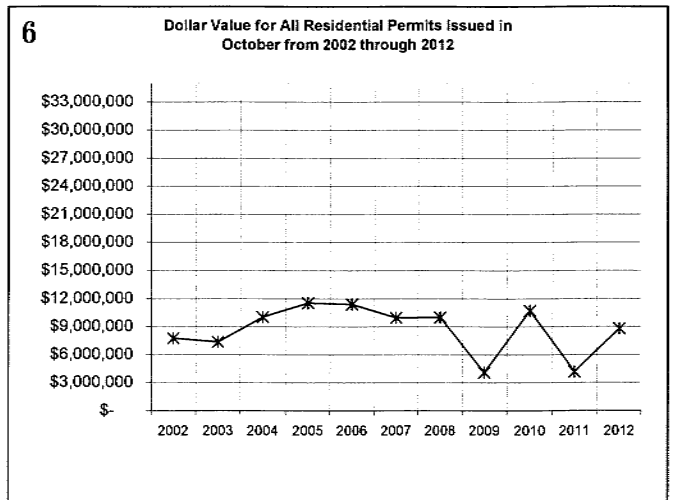
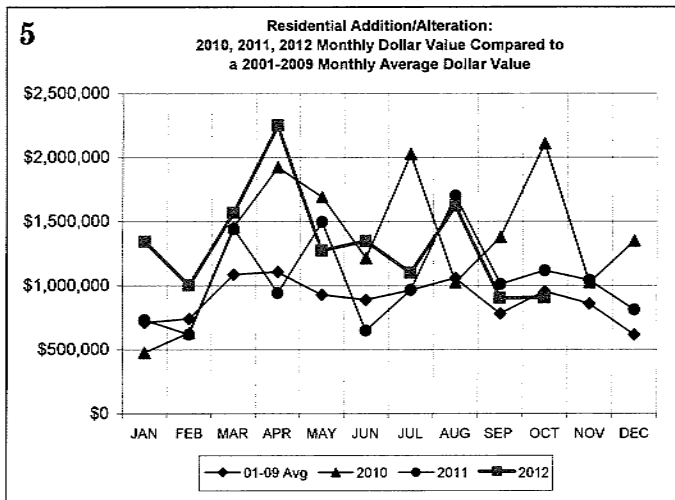
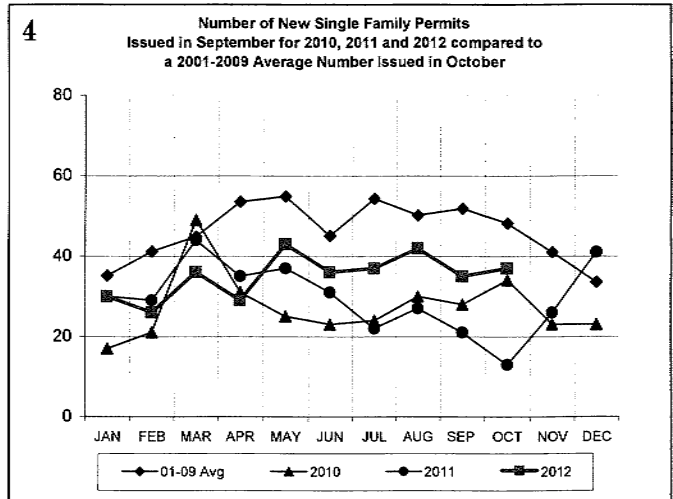
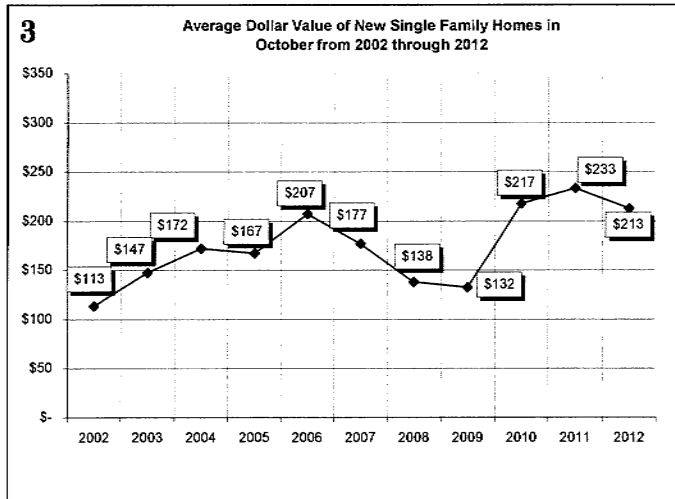
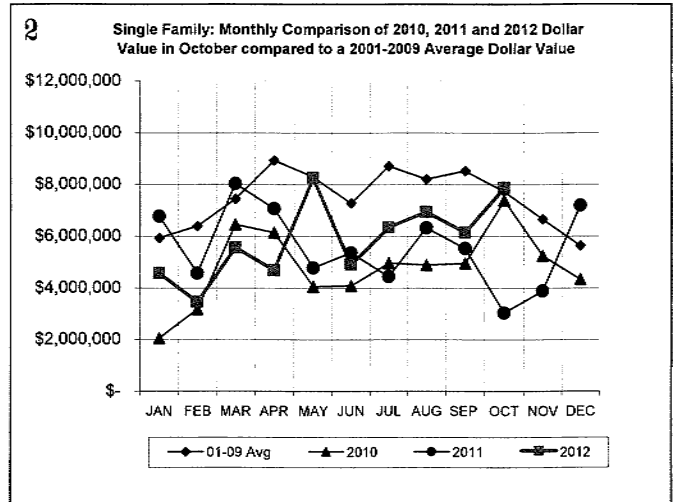
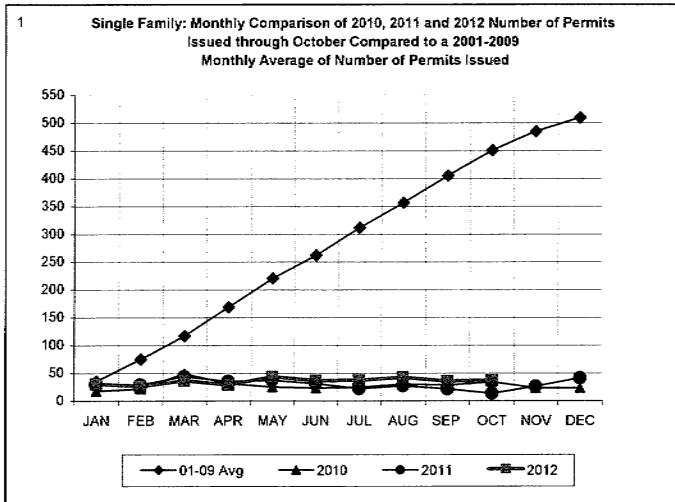
Permit Type	No. of Permits		No. of Units		Const. Value	Average Value
New Residential (sing fam, mob homes, dupl)	37		37		\$ 7,869,657	\$ 212,693
New Multi-Family	0		0		\$ -	\$ -
New Non-Residential	9		N/A		\$ 1,848,450	\$ 205,383
Add/Alter Residential (All)	77		N/A		\$ 905,227	\$ 11,756
Add/Alter Non-Residential	7		N/A		\$ 346,000	\$ 49,429
Total Construction Permits/Value	130		37		\$ 10,969,334	
Detailed Permit Activity	Calendar Year 2012		Calendar Year 2011		2011	
Residential Activity	October	YTD	October	YTD	Total Year	
Single Family Permits	37	351	13	289	356	
Total Construction Value	\$ 7,869,657	\$ 58,662,011	\$ 3,031,975	\$ 55,879,664	\$ 66,944,719	
Avg Construction Value	\$ 212,693	\$ 167,128	\$ 233,229	\$ 193,355	\$ 188,047	
Single Family Attached Permits	0	0	0	0	0	
Total Construction Value	\$ -	\$ -	\$ -	\$ -	\$ -	
Avg Construction Value	\$ -	\$ -	\$ -	\$ -	\$ -	
New Mobile Home Permits	0	7	0	4	8	
Total Construction Value	\$ -	\$ 336,500	\$ -	\$ 185,000	\$ 307,359	
Duplex Permits	0	8	0	2	4	
Number of Units	0	8	0	2	4	
Total Construction Value	\$ -	\$ 770,000	\$ -	\$ 160,000	\$ 342,000	
Avg Construction Value per Unit	\$ -	\$ 96,250	\$ -	\$ 80,000	\$ 85,500	
Multi-Family Permits	0	45	0	0	0	
Number of Units	0	700	0	0	0	
Total Construction Value	\$ -	\$ 25,475,736	\$ -	\$ -	\$ -	
Avg Construction Value per Unit	\$ -	\$ 36,394	\$ -	\$ -	\$ -	
New Residential Units	37	1066	13	295	368	
New Residential Value	\$ 7,869,657	\$ 85,244,247	\$ 3,031,975	\$ 56,224,664	\$ 67,594,078	
Residential Demo Permits	6	32	0	26	37	
Residential Demo Units	-6	-23	0	-35	-92	
Net Residential Units	31	1043	13	260	276	
Addition/Alteration Permits**	14	172	15	148	171	
Other Permits***	63	746	70	70	558	
Total Construction Value****	\$ 905,227	\$ 13,310,458	\$ 1,115,952	\$ 10,661,359	\$ 12,510,587	
Avg Construction Value	\$ 11,756	\$ 14,499	\$ 13,129	\$ 48,905	\$ 17,161	
Residential Permits	114	1329	98	513	1097	
Residential Value	\$ 8,774,884	\$ 98,554,705	\$ 4,147,927	\$ 66,886,023	\$ 80,104,665	
Commercial Activity						
Commercial Permits	9	88	8	91	104	
Total Construction Value	\$ 1,848,450	\$ 52,141,662	\$ 4,014,500	\$ 64,992,148	\$ 68,649,818	
Avg Construction Value	\$ 205,383	\$ 592,519	\$ 501,813	\$ 714,199	\$ 660,094	
Addition/Alteration Permits	7	119	10	123	136	
Total Construction Value	\$ 346,000	\$ 17,363,991	\$ 1,813,000	\$ 47,366,977	\$ 48,412,557	
Avg Construction Value	\$ 49,429	\$ 145,916	\$ 181,300	\$ 385,097	\$ 355,975	
Non-Residential Value	2,194,450	69,505,653	5,827,500	112,359,125	117,062,375	
Non-Residential Permits	16	207	18	214	240	
Total Construction Value	\$ 10,969,334	\$ 168,060,358	\$ 9,975,427	\$ 179,245,148	\$ 197,167,040	
Total Construction Permits	130	1536	116	727	1337	
Other Permits						
Electrical Permits	113	1150	94	1150	1304	
Heat/Air/Refrigeration Permits	116	1328	117	1278	1482	
Plumbing & Gas Permits	199	1435	122	1311	1555	
Foundation Permits	0	9	0	1	4	
Temp Tents/Construction Trailers	0	30	3	27	28	
Demo Permits (Residential)	6	31	0	26	37	
Demo Permits (Commercial)	3	20	3	12	14	
House Moving Permits	3	35	1	42	50	
Sign Permits	19	215	18	224	254	
Water Well Permits	1	27	2	34	38	
Garage Sale Permits	208	1959	290	2154	2294	
Swimming Pool Permits	2	51	2	42	49	
Storage Building Permits	9	103	13	101	117	
Carports	3	10	2	13	18	
Storm Shelter Permits	38	486	39	238	283	
Residential Paving	11	96	14	73	91	
Additional Division Activity						
Miscellaneous/PODS/ROLOFS	13	124	11	152	165	
Lot Line Adjustments	3	14	1	17	21	
Certificates of Occupancy	90	1006	94	798	987	
All Field Inspections	2421	21636	1666	13006	16206	

**Count includes: Add/Alt, Fire Rpr, Reprmt
Mobile Homes & Multi-family Add/Alt.

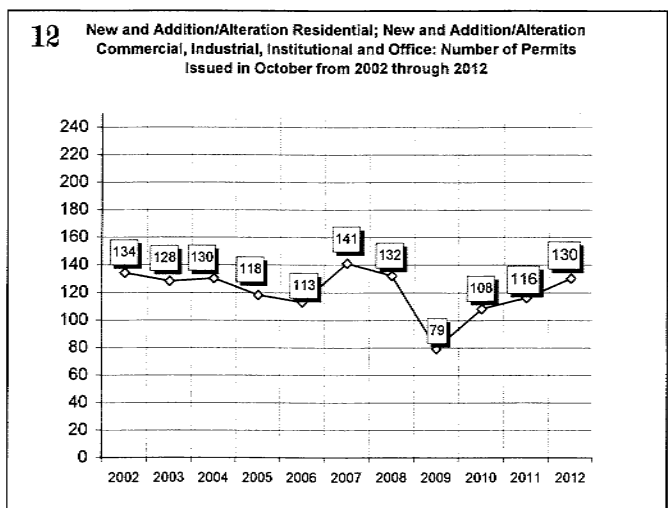
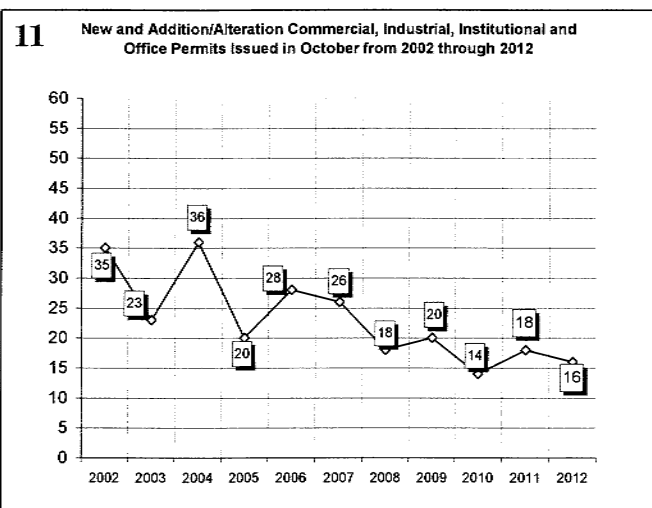
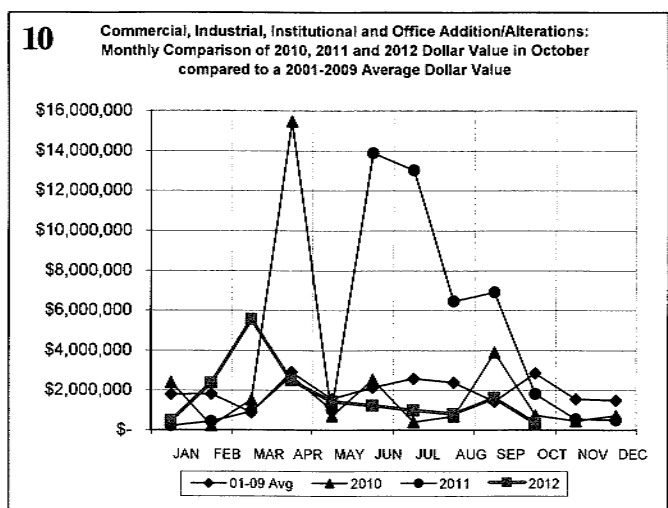
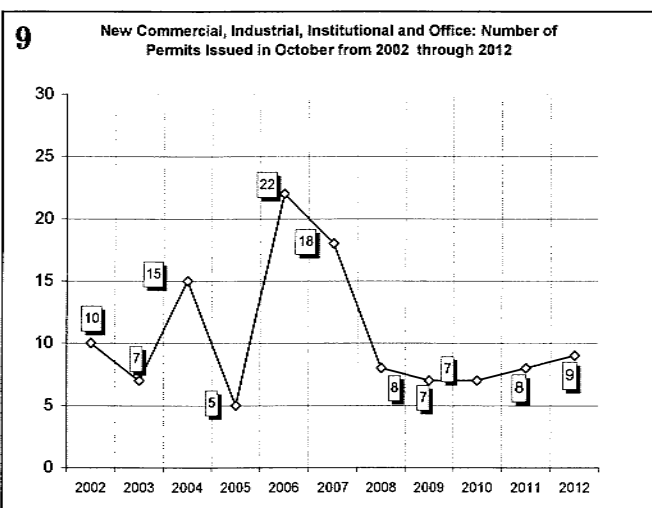
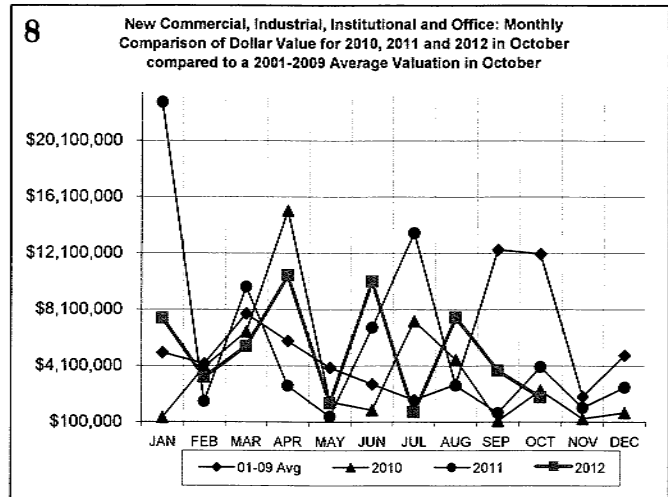
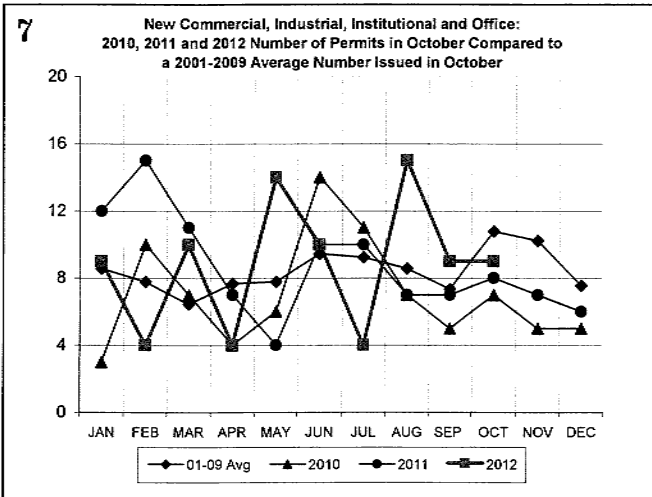
****Total Construction Value
includes permit types listed to
the left.

***Count includes: Pools, Storage Bldgs,
Carports, Residential Paving, Storm Shelters.

OCTOBER 2012 CONSTRUCTION REPORT



OCTOBER 2012 CONSTRUCTION REPORT



City of Norman
BUILDING PERMITS AND INSPECTIONS

TRADE PERMITS & GARAGE SALES
Sorted by Permit Type

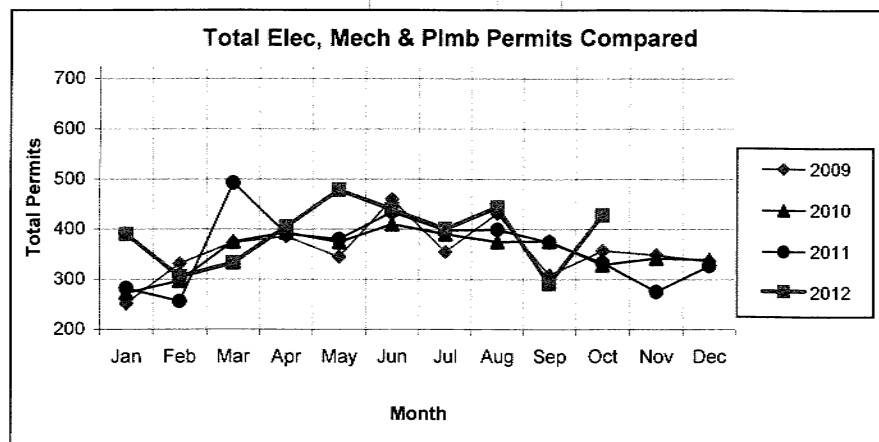
2008	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	138	96	106	118	126	89	132	105	127	126	120	134	1417
HVAC (MECH)	109	82	74	119	130	117	134	106	88	99	160	80	1298
PLUMBING (PLBG)	130	146	103	128	126	109	147	152	205	233	167	122	1768
GARAGE SALE (GARA)	16	26	116	288	519	343	264	164	354	275	91	19	2475
HOUSE MOVING (MOVE)	1	1	4	0	2	8	2	2	2	4	2	1	29
DEMOLITION (BDEM)	4	3	4	6	3	17	4	0	5	2	0	1	49
SIGN (SIGN)	15	18	34	25	22	19	40	49	18	22	30	25	317
ELEC + MECH + PLBG	377	324	283	365	382	315	413	363	420	458	447	336	4483
Total	413	372	441	684	928	702	723	578	799	761	570	382	7353

2009	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	77	131	138	147	88	142	108	117	94	105	100	97	1344
HVAC (MECH)	66	80	97	139	153	133	144	174	92	117	85	110	1390
PLUMBING (PLBG)	108	120	138	99	103	184	102	140	122	134	163	129	1542
GARAGE SALE (GARA)	14	33	118	293	335	433	329	180	230	219	126	24	2334
HOUSE MOVING (MOVE)	1	3	9	7	0	5	9	3	5	5	3	1	51
DEMOLITION (BDEM)	3	2	12	11	8	7	5	8	12	4	3	0	75
SIGN (SIGN)	19	28	17	21	28	26	25	17	32	25	15	24	277
ELEC + MECH + PLBG	251	331	373	385	344	459	354	431	308	356	348	336	4276
Total	288	397	529	717	715	930	722	639	587	609	495	385	7013

2010	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	89	100	127	123	93	131	97	114	124	106	92	102	1298
HVAC (MECH)	83	73	81	146	149	147	156	142	114	102	112	106	1411
PLUMBING (PLBG)	101	124	167	124	132	132	137	119	138	121	138	131	1564
GARAGE SALE (GARA)	10	6	103	404	317	430	306	175	214	335	129	21	2450
HOUSE MOVING (MOVE)	0	0	4	2	5	9	4	5	7	5	3	4	48
DEMOLITION (BDEM)	7	3	6	2	9	6	6	4	2	3	0	8	56
SIGN (SIGN)	13	21	17	13	17	17	20	25	21	32	21	22	239
ELEC + MECH + PLBG	273	297	375	393	374	410	390	375	376	329	342	339	4273
Total	303	327	505	814	722	872	726	584	620	704	495	394	7066

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
ELEC + MECH + PLBG	282	256	492	391	380	434	398	399	374	333	275	327	4341
Total	317	314	648	710	714	896	674	564	705	645	430	363	6980

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			1150
HVAC (MECH)	137	109	100	129	168	175	158	161	95	116			1348
PLUMBING (PLBG)	153	104	120	148	177	131	127	141	115	199			1415
GARAGE SALE (GARA)	32	36	25	236	437	356	146	155	203	208			1834
HOUSE MOVING (MOVE)	3	1	2	3	2	6	6	9	5	3			40
DEMOLITION (BDEM)	6	5	3	10	4	2	2	5	5	9			51
SIGN (SIGN)	22	16	25	12	19	19	36	36	15	19			219
ELEC + MECH + PLBG	390	305	333	405	478	439	400	444	291	428	0	0	3913
Total	453	363	388	666	940	822	590	649	519	667	0	0	6057



City of Norman
BUILDING PERMITS AND INSPECTIONS

ALL OTHER RESIDENTIAL BUILDING PERMITS
Issued October 2012 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5182	10/1/2012	1208		BURKSHIRE	TER	59	3	ROCK CREEK POLO CLUB #3	R1	\$ 3,595	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5183	10/1/2012	402		FOREMAN	AVE	6	3	TOWN & COUNTRY ESTATES #2	R1	\$ 3,985	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5191	10/1/2012	617		SHADOW VIEW	CT	10	2	SHADOWBEND SEC 3	R1	\$ 3,995	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5193	10/1/2012	609		RIVERWALK	DR	7	2	WILLOWBEND SEC 3	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	5202	10/2/2012	2720		LONG LAKE	PL	1	1	WELLINGTON LAKE SEC 2	PUD	\$ 3,800	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5203	10/2/2012	435		CLAREMONT	DR	18	6	NORMANDY PARK	R1	\$ 2,500	0
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTERS INC.	5211	10/2/2012	2601		DEER CHASE	DR	2	3	DEERFIELD ADD SEC 4	R1	\$ 3,385	24
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	5225	10/3/2012	1609		CAMELOT	DR	31	7	WOODSLAWN ADD #2	R1	\$ 3,400	21
1 & 2 FAMILY STORM SHELTER-3	SMART SAFE, INC.	5229	10/3/2012	405		TRINIDAD	DR	12	2	WESTERN VIEW #1	R1	\$ 2,795	14
1 & 2 FAMILY STORM SHELTER-3	HOME CREATIONS, INC.	5230	10/4/2012	1413		SPONWOOD	RD	21	2	ROYAL OAKS ADD #7	R1	\$ 2,700	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5262	10/5/2012	328		WATERFRONT	DR	21	2	ROYAL OAKS ADD #3	R1	\$ 2,800	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5263	10/5/2012	2308		ROSEFIELD	DR	12	2	HAWTHORNE PLACE ADD	R1	\$ 2,700	0
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5264	10/5/2012	3821		CORD	CIR	6	1	BROOKHAVEN, VILLAGE AT #2	RM6	\$ 2,700	28
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5278	10/8/2012	3923		PINE TREE	CIR	2	8	CHERRY CREEK #3	R1	\$ 4,000	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5300	10/9/2012	1500		KESTREL	CT	29	1	SUTTON PLACE ADD #7	R1	\$ 2,995	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5302	10/9/2012	4950	N	BROADWAY	DR	2	1	CANAAN ACRES	RE	\$ 4,895	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5307	10/9/2012	1816		ROBIN RIDGE	DR	4	6	ROCK CREEK POLO CLUB (REPLAT)	R1	\$ 2,800	32
1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC	5308	10/9/2012	12415		NELSON	LN	13	1W	NOT SUBDIVIDED	A2	\$ 2,570	48
1 & 2 FAMILY STORM SHELTER-3	HAUSNER'S, INC.	5325	10/10/2012	4115		PIONEER	CIR	44	4	MARLATT ADD	R1	\$ 3,000	48
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5335	10/11/2012	1117		RIVIERA	DR	10	1	CANADIAN TRAILS ADD #2	RM2	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5340	10/11/2012	1716		WELLESLEY	CT	10	6	HALL PARK #3	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5346	10/12/2012	611		TERRACE	PL	11	3	NORMANDY PARK	R1	\$ 2,000	28
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5360	10/16/2012	1729		CAMDEN	WAY	12	5	MEADOW PARK ADD	R1	\$ 3,995	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5814	10/16/2012	216		TISBURY	RD	12	5	THE VINEYARD PHASE II	R1	\$ 2,995	25
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	5837	10/18/2012	409		MARGARET	DR	3	9	MEADOW PARK ADD	R1	\$ 3,395	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5879	10/19/2012	3112		HARWICH	CT	5A	2	THE VINEYARD PHASE I	RM2	\$ 2,000	48
1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC	5897	10/19/2012	4207	NE	86TH	AVE	17	3	PRIDE #031	RE	\$ 2,570	35
1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC	5717	10/22/2012	1918		LOGAN	DR	5	18	WESTWOOD ESTATES	R1	\$ 2,720	35
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	5720	10/22/2012	347		WOODCREST	DR	13	14	WOODCREST EST #1	R1	\$ 3,800	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5722	10/22/2012	712		WATERWOOD	DR	26	1	ARBOR LAKE ADD #4	R1	\$ 3,990	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5731	10/23/2012	3618		SILVERWOOD	CT	9	6	BROOKHAVEN #11	R1	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5740	10/23/2012	3101		SKYE RIDGE	DR	5B	2	HIGHLAND VILLAGE ADD SEC 5	R1	\$ 2,995	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5789	10/26/2012	502		ALPINE	CIR	1	6	CHERRY CREEK #4	R1	\$ 2,995	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5796	10/26/2012	313		SUMMIT CREST	LN	11	2	SUMMIT LAKES ADD #10	R1	\$ 2,700	28
1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC	5800	10/26/2012	2713		DALEWOOD	TER	31	3	EAST RIDGE ADD	R1	\$ 2,570	48
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	5823	10/29/2012	4312		OXFORD	WAY	1	2	BROOKHAVEN #15	R1	\$ 3,150	18
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5860	10/31/2012	412		NANTUCKET	BLVD	4	13	VINEYARD PHASE III	R1	\$ 2,000	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	5865	10/31/2012	113		SUMMIT BEND	AVE	22	1	SUMMIT LAKES ADD #9	R1	\$ 2,995	25
1 & 2 FAMILY, ADD OR ALTER-2	MAHONEY, ARTHUR & MARY	5117	10/5/2012	8202	NE	120TH	AVE	26	1W	NOT SUBDIVIDED	A2	\$ 20,000	900
1 & 2 FAMILY, ADD OR ALTER-2	RICHARDSON HOMES	5154	10/1/2012	3201		TRAILS END	CT	13	1W	LAKEVIEW ESTATES	A2	\$ 108,000	2,486
1 & 2 FAMILY, ADD OR ALTER-2	BLADOW, AMY	5217	10/10/2012	9009	E	LINDSEY	ST	33	1W	NOT SUBDIVIDED	A2	\$ 100,000	2,000
1 & 2 FAMILY, ADD OR ALTER-2	BURK, BENJAMIN	5289	10/10/2012	1317		HUNTINGTON	WAY	22	2	EDGEMERE ADDITION #1	R1	\$ 9,000	384
1 & 2 FAMILY, ADD OR ALTER-2	HAUGLAND, JIM	5353	10/12/2012	516		COOPER	CT	23	1	ALAMEDA PARK ADD #3	R1	\$ 1,500	140
1 & 2 FAMILY, ADD OR ALTER-2	WILLIAMS, DAVID CONSTRUCTION	5568	10/24/2012	1007	W	JOE KEELY	DR	2	1	SUTTON WOODS #2	R1	\$ 100,000	356
1 & 2 FAMILY, ADD OR ALTER-2	PEASEL, TERRY	5736	10/23/2012	4215		ROBINSON	ST	1	2	COUNTRY CLUB EST WILLA	R1	\$ 4,000	195
1 & 2 FAMILY, ADD OR ALTER-2	DAVINCI HOMES	5737	10/23/2012	2720		LONG LAKE	PL	1	1	WELLINGTON LAKE SEC 2	PUD	\$ 30,000	78
1 & 2 FAMILY, ADD OR ALTER-2	DAVID CADDELL CONSTRUCTION	5836	10/31/2012	300		BROOKFORD SQ		1	2	BROOKHAVEN SQUARE #2	RM6	\$ 100,000	2,000
1 & 2 FAMILY, CARPORT-2	MESSINA, MIKE	5368	10/15/2012	2122		LA DEAN	DR	1	3	UNIVERSAL HEIGHTS 2ND ADD	R1	\$ 8,700	210
1 & 2 FAMILY, CARPORT-2	CAROLINA CARPORTS INC.	5714	10/29/2012	720		HIGHLAND	PKY	51	4	WOODSLAWN ADD #1	R1	\$ 1,500	324
1 & 2 FAMILY, CARPORT-2	OWNER	5846	10/31/2012	1409		HURON	ST	10	3	LAKECREST ESTATES	R1	\$ 600	192
1 & 2 FAMILY, FIRE REPAIR	RED LEAF CONSTRUCTION, INC.	5283	10/8/2012	1218	E	BOYD	ST	5	2	SUNRISE HEIGHTS #1	R1	\$ 50,000	600
1 & 2 FAMILY, FIRE REPAIR	RJH REALTY INVESTMENT, INC	5339	10/18/2012	1901		TIFFANY	DR	6	6	CHISHOLM TRAIL EST SEC 2	R1	\$ 1,377	1,377
1 & 2 FAMILY, FIRE REPAIR	OWNER	5703	10/22/2012	1831		BEAUMONT	DR	2	8	COLONIAL EST #8	RM2	\$ 50,000	1,200
1 & 2 FAMILY, PAVING-2	ROWAN, TOM	5146	10/9/2012	1408		BAYCHARTER	ST	1	2W	PARK PLACE ADD #5	R1	\$ 3,000	455
1 & 2 FAMILY, PAVING-2	ARBOR TRANSPORT & CONST. INC.	5208	10/2/2012	650	SE	48TH	AVE	35	2	NOT SUBDIVIDED	A2	\$ 6,750	3,000
1 & 2 FAMILY, PAVING-2	CRUTCHER, JUDY J.	5209	10/4/2012	404	W	HAYES	ST	3	2	SOONER HOMES ADD	R1	\$ 5,500	250
1 & 2 FAMILY, PAVING-2	RILEY CONCRETE LLC.	5215	10/3/2012	200		WATERFRONT	DR	6	1	ROYAL OAKS ADD #2	R1	\$ 5,400	928
1 & 2 FAMILY, PAVING-2	JEWELL, JERRY	5338	10/12/2012	2426		BRENTWOOD	DR	2	2	NORMANDY PARK	R1	\$ 1,500	450
1 & 2 FAMILY, PAVING-2	BRENT SWIFT DESIGN BUILD	5620	10/17/2012	912	S	FLOOD	AVE	31	10	PARSONS ADDITION	R1	\$ 7,000	1,030
1 & 2 FAMILY, PAVING-2	RILEY CONCRETE LLC.	5621	10/17/2012	2327		PARKLAND	WAY	29	4	WESTWOOD ESTATES NORTH ADD	R1	\$ 6,162	619
1 & 2 FAMILY, PAVING-2	RIDER, RANDY	5711	10/22/2012	928		BRANCHWOOD	DR	5	4	SPRING BROOK # 2	R1	\$ 2,500	324
1 & 2 FAMILY, PAVING-2	SMITH, GARLAND H.	5756	10/24/2012	625		MEADOW PARK SECOND ADD	DR	8	1	MORNINGSIDE	R1	\$ 1,500	210
1 & 2 FAMILY, PAVING-2	BAYLES, JIM & JEAN	5779	10/30/2012	656		ROSEDALE	AVE	32	2W	NOT SUBDIVIDED	R1	\$ 3,500	288
1 & 2 FAMILY, PAVING-2	MARK SHOFFT CONSTRUCTION	5843	10/30/2012	1626	W	BOYD	ST	11	1	HETHERINGTON HEIGHTS 3RD ADD	R1	\$ 1,300	462
1 & 2 FAMILY, STORAGE BLDG-2	MERCER, BART & SARA	4957	10/10/2012	3300		HILLVIEW	DR	6	1	HILLVIEW ESTATES	RE	\$ 8,000	280
1 & 2 FAMILY, STORAGE BLDG-2	MOORE CUSTOM BUILDINGS, INC.	5149	10/5/2012	7401		POST OAK	RD	20	1W	NOT SUBDIVIDED	A2	\$ 18,000	1,500

City of Norman
BUILDING PERMITS AND INSPECTIONS

ALL OTHER RESIDENTIAL BUILDING PERMITS
Issued October 2012 - 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, STORAGE BLDG-2	TABER BUILT HOMES, LLC.	5222	10/3/2012	3130		POMELO	CIR	38	1	MONTECITO RANCH	PUD	\$ 8,000	182
1 & 2 FAMILY, STORAGE BLDG-2	TUFF SHED	5248	10/4/2012	605		TIFFIN	AVE	12	4	TIFFIN ADD	R1	\$ 2,250	120
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	5281	10/17/2012	7851	NE	120TH	AVE	25	1W	BELT VILLAGE	A2	\$ 8,000	600
1 & 2 FAMILY, STORAGE BLDG-2	BETTER BARNS	5318	10/11/2012	2017		OAKCREEK	DR	32	34	OAKHURST ADD SEC 12	R1	\$ 3,200	160
1 & 2 FAMILY, STORAGE BLDG-2	RICHARDS METAL BUILDINGS	5345	10/12/2012	9950	E	BOYD	ST	34	1W	NOT SUBDIVIDED	A2	\$ 17,000	900
1 & 2 FAMILY, STORAGE BLDG-2	GRIFFITH, KRISTIN	5628	10/17/2012	920		BRANCHWOOD	DR	3	4	SPRING BROOK # 2	R1	\$ 2,600	192
1 & 2 FAMILY, STORAGE BLDG-2	CEDAR BUILT USA	5699	10/19/2012	508		KANSAS	ST	8	2	WATSON ADD	R1	\$ 1,900	160
1 & 2 FAMILY, SWIMMING POOL-3	LEWIS, GREG & TONYA	5124	10/8/2012	3350		VIA	CIR	5	1	MONTECITO RANCH	PUD	\$ 40,000	600
1 & 2 FAMILY, SWIMMING POOL-3	SEA BREEZE POOLS	5142	10/15/2012	1428		GREENBRIAR	CIR	12	12	COLLEGE MANOR	R1	\$ 5,000	200
1 FAMILY, MANUF HOME REPLACE-2	OWNER	5145	10/12/2012	8712	E	FRANKLIN	RD	5	1	PRIDE #031	RE	\$ 29,900	1,280
1 FAMILY, MANUF HOME REPLACE-2	PEARCE, HAROLD & KATHLEEN	5363	10/18/2012	5505	SE	132ND	AVE	19	1E	NOT SUBDIVIDED	A2	\$ 16,900	960
SEASONAL STORAGE CONTAINER	PODS ENT. INC	5674	10/18/2012	1230		ALAMEDA	ST		1	MCHUGHES ADD	C2		
TEMPORARY ROLL-OFF, OTHER	LA BAGUETTE, INC	5268	10/5/2012	2100	W	MAIN	ST		5	MELROSE ADD	C2		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	5189	10/2/2012	5105	NE	72ND	AVE	5	1W	NOT SUBDIVIDED	A2		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	5218	10/5/2012	1001		LOIS	TER	18	3	BOYD VIEW #1	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	5220	10/3/2012	1448		WESTBROOKE	TER	20	1	WESTLAND ADD	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	VAUGH, IVA LEE	5245	10/4/2012	1355		DORCHESTER	DR	21	2	WOOD CREEK ACRES	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	5290	10/9/2012	11129	S	TIMBERLINE	DR	52	14	WHISPERING HILLS	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	5516	10/16/2012	115		OLIPHANT	AVE	2	3	REBUD ESTATES	RE		
TEMPORARY ROLL-OFF, RESIDENTIAL	POARCH, DAVID A	5591	10/16/2012	1012	W	LINDSEY	ST		3	OAK RIDGE ADD	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	5645	10/18/2012	11016	S	TIMBERLINE	DR	61	15	WHISPERING HILLS	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	5790	10/26/2012	816	E	FRANK	ST	16	1	COLLEY'S #2	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	5827	10/30/2012	2706		WINDING CREEK	CIR	2	2	WOODCREST EST #4	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	5834	10/30/2012	10950	E	ROCK CREEK	RD	23	1W	NOT SUBDIVIDED	A2		
Average Valuation \$ 11,756 Total Valuation \$ 905,227													372 28,679
Total Permits 77													
		1 & 2 FAMILY, FIRE REPAIR	1 & 2 FAMILY, STORAGE BLDG-2	1 & 2 FAMILY, SWIMMING POOL-3	1 FAMILY, MANUF HOME REPLACE-2	1 FAMILY, MANUF HOME REPLACE-2	3+ FAMILY, NEW	2 FAMILY, NEW CONSTRUCTION	1 FAMILY, MANUFACTURED HOME-2				
1 & 2 FAMILY STORM SHELTER-3	1 & 2 FAMILY, ADD OR ALTER-2	3	9	2	2	2	0	0	0	1 & 2 FAMILY, CARPORT-2	77	TOTAL NUMBER	
38		\$117,065	\$472,500	\$66,950	\$45,000	\$46,800	\$0	\$0	\$0	\$10,800	\$905,227	TOTAL VALUE	
												VALUE LESS NEW MH	

WILDFIRE (not included above)

1 & 2 FAMILY, STORAGE BLDG-2	MORTON BUILDINGS	5284	10/8/2012	14100	E	CEDAR	LN	18	1E	NOT SUBDIVIDED	A2	\$ 220,000	7,112
1 & 2 FAMILY, STORAGE BLDG-2	MORTON BUILDINGS	5285	10/8/2012	14100	E	CEDAR	LN	18	1E	NOT SUBDIVIDED	A2	\$ 45,000	2,295
1 & 2 FAMILY, STORAGE BLDG-2	ZVONEK, CINDY	5822	10/29/2012	12901	E	ETOWAH	RD	24	1W	NOT SUBDIVIDED	A2	\$ 4,600	296

BUILDING PERMITS AND INSPECTIONS

COMMERCIAL BUILDING PERMITS
Issued October 2012 - 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	BOX&T, INC.	4739	10/31/2012	2125	W	LINDSEY	ST	36	3W	NOT SUBDIVIDED	C2	\$ 175,000	2,570
COMMERCIAL, ADD/ALT-2	SABRE INDUSTRIES	5081	10/23/2012	630	E	LINDSEY	ST	5	2W	NOT SUBDIVIDED	R1	\$ 35,000	300
COMMERCIAL, ADD/ALT-2	WYNN CONSTRUCTION	5108	10/26/2012	3770	W	ROBINSON	ST	1	1	BROOKHAVEN, VILLAGE AT #3	C1	\$ 40,000	2,062
COMMERCIAL, ADD/ALT-2	EQUITY CONSTRUCTION SERVICES	5192	10/11/2012	1111	W	ELM	AVE	1	1	STUBBEMAN VILLAGE	C2	\$ 8,000	200
COMMERCIAL, ADD/ALT-2	KHOURL RODOLPHE	5246	10/30/2012	2100	W	MAIN	ST	1	5	MELROSE ADD	C2	\$ 30,000	3,564
COMMERCIAL, ADD/ALT-2	GUARANTEE INTERIORS, INC.	5333	10/25/2012	1239	W	MAIN	ST	1	1	FIRST INTERSTATE ADD	C2	\$ 29,000	100
COMMERCIAL, FIRE REPAIR	ELITE PROPERTIES	5181	10/11/2012	801	DR	BLOXI	DR	1	1	COLONIAL EST # 7	R06	\$ 5,000	150
COMMERCIAL, INTERIOR FINISH-2	SOONER INVESTMENT GROUP	3386	10/8/2012	1615	NW	24TH	AVE	2	2	UNIVERSITY NORTH PARK SEC 5	PUD	\$ 29,000	1,400
COMMERCIAL, INTERIOR FINISH-2	LANDMARK FINE HOMES, LP.	4306	10/29/2012	2720	NW	WASHINGTON	DR	2	1	FRANKLIN BUSINESS PARK SEC 1	C1	\$ 100,000	1,752
COMMERCIAL, INTERIOR FINISH-2	ROCKCREEK CONTRACTORS, LLC.	4791	10/30/2012	2401	W	MAIN	ST	2	B	RIEGER ADD	C2	\$ 200,000	3,258
COMMERCIAL, INTERIOR FINISH-2	COSTELLO INVESTMENTS, LLC.	5301	10/31/2012	320	SE	12TH	AVE	2	1	BEL-AIRE ADD SEC 4	PUD	\$ 225,000	2,100
COMMERCIAL, NEW CONSTRUCTION-2	OMNI CONSTRUCTION	3121	10/11/2012	242	NW	24TH	AVE		3	TWENTY-FOURTH AVE IND PARK	I1	\$ 1,000,000	30,600
COMMERCIAL, NEW CONSTRUCTION-2	WHITSON, JOHN	4992	10/18/2012	1230	W	ALAMEDA	ST	2	1	MCHUGHES ADD	C2	\$ 15,000	176
COMMERCIAL, NEW CONSTRUCTION-2	FOREMAN CONSTRUCTION CO INC.	5112	10/8/2012	2288	W	MAIN	ST	2	1	JENNINGS ESTATES #1	C2	\$ 9,450	224
COMMERCIAL, NEW CONSTRUCTION-2	LINDSEY CONSTRUCTION	5752	10/30/2012	3701	SE	24TH	AVE	1	1	LINKS AT NORMAN A PUD	PUD	\$ 20,000	210
COMMERCIAL, NEW SHELL BLDG-2	LANDMARK FINE HOMES, LP.	4305	10/29/2012	2720	DR	WASHINGTON	DR	2	1	FRANKLIN BUSINESS PARK SEC 1	C1	\$ 250,000	5,076
Average Valuation \$ 137,153													Average Project Area
Total Valuation \$ 2,194,450													Total Project Area
Total Permits 16													3,359
													53,742

NEW CONSTRUCTION INFORMATION

NEW CONSTRUCTION													
NEW CONSTRUCTION	BUILDING SIZE (Square Feet)	LOT SIZE	USE	PERMIT NO	BUSINESS	COMMERCIAL, ADD/ALT-2	COMMERCIAL, FIRE REPAIR	COMMERCIAL, PARKING LOT-2	COMMERCIAL, FOUNDATION PERMIT-2	COMMERCIAL, NEW SHELL BLDG-2	COMMERCIAL, NEW CONSTRUCTION-2	COMMERCIAL, INTERIOR FINISH-2	TOTAL
OMNI CONSTRUCTION	30,600	415/255	Institutional	3121	OEC Warehouse								16
WHITSON, JOHN	176	4,000	Retail	4992	Cool Beans, LLC	\$ 341,000	\$ 5,000	\$ -	\$ -	\$ 250,000	\$ 1,044,450	\$ 554,000	\$ 2,194,450
FOREMAN CONSTRUCTION CO INC.	224	2,000	Office	5112	First Fidelity Bank ATM								
LINDSEY CONSTRUCTION	210	210	Multi Family Recreat	5752	The Greens Pool Bldg								
ADD/ALT COM						\$346,000		\$ -	\$ -	NEW COM			\$2,194,450
TOTAL													

City of Norman
BUILDING PERMITS AND INSPECTIONS

NEW SINGLE FAMILY DWELLING PERMITS
Issued October 2012 - Sorted by Contractor

Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area	Living Area
BOECK, DAVID	4783	10/26/2012	922		SCHULZE	DR	12	9	MORNINGSIDE	R1	\$ 200,000	3,089	1,900
SOONER TRADITIONS, LLC.	5008	10/18/2012	3718		REID PRYOR	RD	26	1	CEDAR LANE SEC #1	R1	\$ 200,000	2,886	2,069
D.R. HORTON, INC.	5111	10/9/2012	1310		ZACHARY	LN	51	3	CEDAR LANE SEC #1	R1	\$ 249,980	3,781	2,913
IDEAL HOMES OF NORMAN	5126	10/10/2012	919		CLINGMANS DOME	RD	4	2	GREENLEAF TRAILS ADD 3	PUD	\$ 94,000	2,398	1,684
IDEAL HOMES OF NORMAN	5166	10/10/2012	4001		HAVASU	DR	5	4	RED CANYON RANCH SEC 2	PUD	\$ 101,000	2,251	1,553
BROOKFIELD CUSTOM HOMES LLC.	5173	10/3/2012	841		LAKEWOOD	DR	18	1	BROAD ACRES SEC 1	R1	\$ 308,800	4,377	3,088
FLORIDA CONSTRUCTION	5206	10/2/2012	1309		SAWGRASS	DR	7	3	COBBLESTONE CREEK III	R1	\$ 40,000	2,900	2,099
FLORIDA CONSTRUCTION	5207	10/2/2012	1401		SAWGRASS	DR	9	3	COBBLESTONE CREEK III	R1	\$ 40,000	2,900	2,267
HOMER CREATIONS, INC.	5212	10/3/2012	1429		SPONWOOD	RD	8	2	PARK PLACE ADD #7	R1	\$ 108,400	2,199	1,703
HOMER CREATIONS, INC.	5213	10/3/2012	1430		SPONWOOD	RD	23	1	PARK PLACE ADD #7	R1	\$ 117,800	2,470	1,823
TABER BUILT HOMES, LLC.	5221	10/3/2012	3130		POMELO	CIR	38	1	MONTECITO RANCH	PUD	\$ 250,000	3,608	2,662
OWNER	5232	10/18/2012	816	E	HUGHBERT	ST	16	6	COLLEYS #2	R1	\$ 60,000	1,875	1,647
FIRST OKLAHOMA CONST. INC.	5237	10/11/2012	512		SUMMIT CREST	LN	1	1	SUMMIT LAKES ADD #10	R1	\$ 140,000	2,955	2,362
TABER BUILT HOMES, LLC.	5240	10/5/2012	3200	SE	24TH	AVE	6	2	ST JAMES PARK ADD 3	R1	\$ 180,000	2,706	5,054
MUIRFIELD HOMES	5266	10/5/2012	3002		TIMBER SHADOWS	DR	8	3	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 220,000	3,419	2,518
IDEAL HOMES OF NORMAN	5292	10/12/2012	3317		EAGLE ROCK	LN	1	3	GREENLEAF TRAILS ADD 4	R1	\$ 107,000	2,608	1,964
C.A. MCCARTY CONSTRUCTION LLC.	5297	10/17/2012	2020		MARYMOUNT	RD	11A	9	HALL BROOKE ADD #2	R1	\$ 550,000	5,687	3,820
D.R. HORTON, INC.	5306	10/9/2012	1314		ZACHARY	LN	50	3	CEDAR LANE SEC #1	R1	\$ 232,980	3,338	2,613
WESTPOINT HOMES	5316	10/15/2012	3019		TIMBER SHADOWS	DR	5	2	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 150,000	3,097	2,229
WESTPOINT HOMES	5317	10/15/2012	3103		TIMBER SHADOWS	DR	4	2	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 150,000	3,158	2,214
ARMSTRONG HOMES	5356	10/24/2012	2131		TURTLE CREEK	WAY	6	1	HALL BROOKE ADD #3	PUD	\$ 201,677	3,016	1,876
WILLIAMS, DAVID CONSTRUCTION	5589	10/24/2012	1529		GOLDFINCH	CT	34	1	SUTTON PLACE ADD #7	R1	\$ 200,000	2,998	2,138
CUSTOM BUILDERS OF OKLLC.	5617	10/17/2012	4503		FOUNTAIN VIEW	DR	25	3	FOUNTAIN VIEW SEC. #1	R1	\$ 600,000	4,873	3,690
SUN CONTRACTING LLC	5675	10/29/2012	4400		LAIRDS WOODS	CIR	2	1	HIGHLAND HILLS	RE	\$ 400,000	4,904	3,239
C.A. MCCARTY CONSTRUCTION LLC.	5693	10/19/2012	4715		KENSAL RISE	PL	1	3	CARRINGTON PLACE ADD #8	R1	\$ 800,000	7,937	5,678
HOMER CREATIONS, INC.	5704	10/23/2012	402		TECUMSEH MEADOWS	CT	17	1	TECUMSEH MEADOWS ADD #3	R1	\$ 92,000	1,918	1,442
HOMER CREATIONS, INC.	5705	10/23/2012	409		TECUMSEH MEADOWS	CT	3	1	TECUMSEH MEADOWS ADD #3	R1	\$ 98,000	2,053	1,573
FLORIDA CONSTRUCTION	5718	10/22/2012	316		STARSHINE	DR	8	3	SUMMIT LAKES ADD #10	R1	\$ 40,000	2,446	1,716
FLORIDA CONSTRUCTION	5719	10/22/2012	320		STARSHINE	DR	7	3	SUMMIT LAKES ADD #10	R1	\$ 40,000	2,184	1,640
STONEWALL HOMES, LLC.	5724	10/24/2012	401		LAKE GROVE	CT	1	5	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 297,600	3,555	2,460
FIRST OKLAHOMA CONST. INC.	5725	10/23/2012	400		SUMMIT CREST	LN	9	1	SUMMIT LAKES ADD #10	R1	\$ 120,000	3,123	2,295
IDEAL HOMES OF NORMAN	5778	10/31/2012	4321		CARRINGTON	CT	5	1	CARRINGTON PLACE ADD #10	R1	\$ 168,000	3,512	2,542
LANDMARK FINE HOMES, LP.	5819	10/29/2012	4505		MOORGATE	DR	9	1	CARRINGTON PLACE ADD #6	R1	\$ 346,000	3,471	2,675
HOMER CREATIONS, INC.	5826	10/30/2012	1504		FAVIN RUN CROSSING	DR	2	1	DEERFIELD ADD SEC 6	R1	\$ 85,400	1,770	1,320
GEMINI DEVELOPMENT CORP	5839	10/30/2012	1920		ROSEBROOK		1	4	BROOKHAVEN #40	R1	\$ 395,000	6,694	5,205
TABER BUILT HOMES, LLC.	5854	10/31/2012	3012	SE	24TH	AVE	4	1	ST JAMES PARK ADD 3	R1	\$ 200,000	3,294	2,396
STONEWALL HOMES, LLC.	5866	10/31/2012	224		MARBEL	DR	14	2	HIGHLAND VILLAGE ADD SEC 4	R1	\$ 286,000	3,377	2,327
Total Permits 37												Average Project Area	
												3,322.35	
												Average Living Area	
												2,497.14	
												Total Living Area	
												92,394.00	

WILDFIRE (not included above)
DAVID CADDELL CONSTRUCTION

5842	10/31/2012	3851	SE	132ND	AVE	18	1E	NOT SUBDIVIDED	A2	\$ 200,000	3,907	1,890
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REVITALIZATION DIVISION

Community Development Block Grant (CDBG)

Citizen Participation

Funding for FYE 2013 will be **\$738,883 for CDBG and \$368,420 for HOME.**

Citizen participation for FYE 2014 will began with neighborhood meetings on Thursday August 2nd. The meetings were held in the multi-purpose room at 201 West Gray at 7:00 p.m. The Community Dialogue was held on Wednesday, September 5, 2012. At the Dialogue a discussion on the needs of the low-to-moderate income people in Norman was held, and five representatives were elected to the Policy Committee. The meeting on October 3rd was an orientation meeting for the Policy Committee, and co-chairs were elected.

Housing Programs

July 2012- October 2012:

HOME

- 5 rehabilitation projects have been qualified with 2 completed, 1 under contract, 1 out to bid, and specifications being prepared on 1.
- Down payment assistance for new Homebuyers – 9.

CDBG

- 4 rehabilitation projects have been qualified with 2 completed, 1 under contract, and specifications being prepared on 1.
- 4 emergency repairs have been qualified with 3 completed and 1 under contract.
- 3 accessibility modifications have been qualified with all under contract.

Code Compliance

Code Compliance investigated 629 complaints in October which included weeds, health, inoperative vehicles, off-street parking, kennels, dilapidated structures, right-of-way encroachments, signs, and zoning violations. 653 cases were closed in October with 366 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		

**Work Orders, Owner Abatement after Work Order Issued, and Liens Filed
FYE 2013**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Work Orders	51	28	35	34									148
Owner Abated	10	3	5	7									25
Liens Filed	37	21	26	13									97

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. The table below shows signs pulled to date this fiscal year.

Signs Pulled From Rights-of Ways FYE 2013

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Signs Pulled	21	91	74	146									332

Oil & Gas

Oil & gas inspections continued with 159 operating oil wells. There were no pipeline location issues in October.

Historic District Commission

The Commission met on October 8, 2012 and took the following actions – approved Certificate of Appropriateness (COA) for 435 Chautauqua. The Commission was also advised of two Bypass COA's: for a driveway replacement at 211 Castro, and a parking pad replacement and a fence replacement at 404 Chautauqua; and the dates of the masonry restoration workshop with Bob Yapp has been scheduled for November 17th and 18th at 301 E. Main and at 113 N. Crawford. The workshop will be open to 12 participants each day. Updates were provided on continuations of COA's as follows: 642 S. Lahoma the front door was installed and the project completed; 639 S. Lahoma 8 foot rear yard fence not yet constructed; 635 S. Lahoma stoop and stoop walkway in progress with fence going back up with a new gate; 633 Chautauqua nothing to report; 319 E. Castro project is continuing; 620 Miller no progress noted; and 820 Miller garage mansard was reported to be not the same as was presented to the commission and will be investigated.

The next meeting of the Commission will be on November 5, 2012.

Homeless Activities

The **Continuum of Care** Steering Committee on homelessness has changed to quarterly meetings with a smaller group meeting monthly. The steering committee is working on the further implementation of a central intake system that began in July, 2012 at Food and Shelter.

The 2011 Emergency Shelter Grants were submitted in February 2011 to the Oklahoma Department of Commerce (ODOC). The Women's Resource Center and Thunderbird Clubhouse were partially funded with \$25,000 each. East Main Place received \$50,000. Those grants were completed and closed out by July 31, 2012. One

application for a second round of 2011 funding was submitted on June 8th in the amount of \$79,000 for Food and Shelter. The award notice indicated that the approved amount was \$84,031, an increase over the original allocation of \$5,031. That funding will be used for the implementation of the central intake system. Five applications for 2012 funding were submitted in June for Food and Shelter, Women's Resource Center, East Main Place, Thunderbird Clubhouse, and the Salvation Army at \$100,000 each. Central Oklahoma Community Action Agency also submitted an application for \$100,000. Food and Shelter was awarded \$50,000; Women's Resource Center, East Main Place, Thunderbird Clubhouse, and the Salvation Army each were awarded \$100,000. Although contracts for the 2012 grants begin October 1, 2012, ODOC has still not send out contracts to be executed.

Smalley Army Reserve Center

The deed was received and filed on September 25, 2012. Keys were transferred on September 27th. A contract for architectural services for plans and specifications for the required rehabilitation was approved with Architects in Partnership by the City Council in August 2010. Because of the increased scope of work, changes to the preliminary plans are necessary before final review and bidding. An amendment to the architectural contract will be forwarded to the City Council for approval.

**COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRESS REPORT
November 1, 2012**

<u>Project Description & Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
YEARS ONE THRU THIRTY-ONE (FY 1975/06)	\$ 32,212,751	100%
YEAR THIRTY-TWO (FY 2006/07)	\$ 1,480,629	97.00%
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects (Original budget \$0 + \$79,969 from Streets)	\$ 79,969	65.75%
YEAR THIRTY-THREE (FY 2007/08)	\$ 1,448,917	96.32%
All projects completed prior to 7/2012 except those itemized below:		
1. Street Improvement	\$ 48,181	0.00%
2. Park Projects (Original budget \$0 + \$17,998 from Streets)	\$ 17,998	70.01%
YEAR THIRTY-FOUR (FY 2008/09)	\$ 1,396,192	92.85%
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects (Original Budget \$0 + \$89,698 from Street Projects)	\$ 100,092	0.00%
YEAR THIRTY-FIVE (FY 2009/10)	\$ 1,503,773	91.77%
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects	\$ 124,262	21.70%
2. HOME 09	\$ 632,844	96.25%
YEAR THIRTY-SIX (FY 2010/11)	\$ 1,516,000	79.54%
(Original Budget \$1,510,773+ \$5,227 Program Income)		
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects	\$ 131,150	13.53%
2. Housing Rehabilitation (Original Budget \$418,525 + \$4,813 PI)	\$ 423,338	81.83%
3. HOME 09 (Original Budget \$599,304 + \$15,000 PI)	\$ 614,304	89.03%
YEAR THIRTY-SEVEN (FY 2011/12)	\$ 1,306,077	57.54%
(Original Budget \$1,305,376 + \$12,701 Program Income)		
All projects completed prior to 7/2012 except those itemized below:		
1. Neighborhood Projects	\$ 25,000	0.00%
2. Housing Rehabilitation (Original Budget \$413,230 +701 PI)	\$ 413,931	64.99%
3. Admin & Planning	\$ 156,256	81.22%
4. HOME 11 (Original Budget \$527,597+\$12,000 PI)	\$ 539,597	42.83%
YEAR THIRTY-EIGHT (FY 2012/13)	\$ 1,107,303	10.92%
(Original Budget \$1,107,303)		
1. Neighborhood Projects	\$ 40,000	0.00%
2. CART	\$ 25,000	22.88%
3. Health for Friends	\$ 14,500	100.00%
4. Bridges	\$ 1,850	0.00%
5. Aging Services of Cleveland County	\$ 4,800	26.08%
6. Meals on Wheels	\$ 12,500	37.30%
7. Bethesda Alternative	\$ 1,900	33.37%
8. Middle Earth Child Development Center	\$ 1,300	0.00%
9. Community After School Program	\$ 8,000	0.00%
10. Community Services Building, Inc.	\$ 24,000	0.00%
11. Thunderbird Clubhouse	\$ 1,675	0.00%
12. Progressive Independence	\$ 4,100	24.97%
13. United Way Helpline	\$ 5,000	100.00%
14. Among Friends	\$ 2,600	100.00%
15. Food & Shelter for Friends	\$ 10,000	21.34%
16. Full Circle Adult Day Care	\$ 1,850	80.27%
17. Center for Children and Families	\$ 3,850	23.73%
18. Central Oklahoma Community Action Agency (Transitional Housing)	\$ 20,000	0.00%
19. Central Oklahoma Community Action Agency (Food Pantry)	\$ 10,620	0.00%
20. Central Oklahoma Community Action Agency (RSVP)	\$ 400	0.00%
21. Big Brothers/Big Sisters	\$ 3,375	0.00%

TARGET AREA PROJECTS NOT COMPLETED

<u>Project Description & Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
YEAR THIRTY-EIGHT (FY 2012/13) cont	\$ 1,107,303	0.00%
22. East Main Place	\$ 12,000	0.00%
23. Housing Rehabilitation	\$ 381,787	22.80%
24. Admin & Planning	\$ 147,776	26.11%
25. HOME 12 (Original Budget \$368,420)	\$ 368,420	1.46%

1. CDBG AND HOME Housing Projects	CDBG \$ 423,338 Year 36	81.83%
	\$ 413,931 Year 37	64.99%
	\$ 381,787 Year 38	22.80%

CDBG Housing Programs include the administration for the following:
Deferred Payment Loans, Emergency Repairs, and Accessibility Modifications

- 2 Deferred Payment Loans Completed
- 1 Rehabilitation Deferred Payment Loans under contract
- 3 Emergency Repair Loans Completed
- 1 Emergency Repair Loans Under Contract
- 0 Accessibility Modifications Completed

HOME \$ 614,304 2010	89.03%
\$ 527,597 2011	42.83%
\$ 368,420 2012	1.46%

HOME Housing Programs include the administration for the following:
Reconstruction Program, Deferred Payment loans, Acquisition of Rental Units, Fair Housing, and CHDO Activities

- 1 Rehabilitation Deferred Payment Loans Under Contract
- 2 Rehabilitation Deferred Payment Loans Completed
- 11 Homebuyer Projects Completed

4. Neighborhood Improvements	\$ 79,969 Year 32	65.75%
All funding will be utilized for park improvements in the five	\$ 66,179 Year 33	70.01%
neighborhood parks; McGeorge; Cate; Centennial; Updegraff; and in	\$ 89,698 Year 34	0.00%
two additional locations in the Larsh/Miller neighborhood	\$ 124,262 Year 35	21.70%
Placemaking projects in all five neighborhoods. Street improvements	\$ 131,150 Year 36	13.53%
on Porter: Frank - Hughbert. Solar powered speed indicators for Jones	\$ 25,000 Year 37	0.00%
at Wilson School.	\$ 25,000 Year 38	0.00%
5. Bethesda Alternative	\$ 1,900 Year 38	33.37%

Funds are for purchase of equipment.

Clientele served by Bethesda Alternative are of a presumed benefit according to CDBG regulations.

Income data is not recorded.

Clients have received services since July 2012.

6. CART	\$ 25,000 Year 38	22.88%
Funds are for bus passes and other transportation services for low to moderate income persons.		
1,150 Passes issued since July 2012.		

7. Health for Friends	\$ 14,500 Year 38	100.00%
Funds are for the support of the Dental Clinic		
Clientele served by Health for Friends are of a presumed benefit according to CDBG regulations. Income data is not recorded.		

Clients have received medical and dental services since July 2012.

TARGET AREA PROJECTS NOT COMPLETED

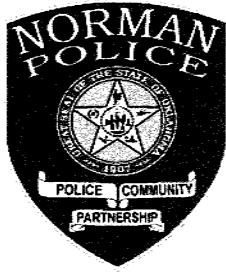
<u>Project Description & Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
8. Food & Shelter for Friends	\$ 10,000 Year 38	21.34%
Funds are for assistance with utility cost associated with the operation of the facility Clientele served by Food and Shelter for Friends are of a presumed benefit according to CDBG regulations. Income data is not recorded. 19,465 Clients have received free meals since July 2012. 44 Unduplicated Clients have received housing since July 2012.		
9. HELPLINE	\$ 5,000 Year 38	100.00%
School supplies furnished through the ABC 123 Program. 136 Persons Served since July 2012.		
10. Community Services Building	\$ 24,000 Year 38	0.00%
Funds are for partial replacement of the mechanical system at the Community Services Building. Clients have received services from agencies located in the CSBI building.		
11. Progressive Independence	\$ 4,100 Year 38	24.97%
Funds are for the purchase of medical equipment and the Open Doors Program. 197 Households Assisted since July 2012.		
12. Full Circle Senior Adult Day Care	\$ 1,850 Year 38	80.27%
Funds are for the purchase of equipment. Clients Served since July 2012.		
13. Central Oklahoma Community Action Agency (TH)	\$ 20,000 Year 38	0.00%
Funds are for the partial rehabilitation costs for the Transitional Housing Units Number of unduplicated clients served since July 2012.		
14. Central Oklahoma Community Action Agency (Food Pantry)	\$ 10,620 Year 38	0.00%
Funds are for the purchase of supplies for the Food Pantry 818 Number of clients served since July 2012.		
15. Central Oklahoma Community Action Agency (RSVP)	\$ 400 Year 38	0.00%
Funds are for reimbursement of volunteer mileage expenses. Number of clients served since July 2012.		
16. Meals on Wheels	\$ 12,500 Year 38	37.30%
Funds will provide meals for very low income clients. 585 Scholarship meals provided to clients since July 2012.		
17. Middle Earth Child Development Center	\$ 1,300 Year 38	0.00%
Funding will provide for equipment purchase Number of clients served since July 2012.		
18. Community After School Program	\$ 8,000 Year 38	0.00%
Funds are for scholarships for low income participants and purchase of supplies Number of clients served since July, 2012.		
19. Thunderbird Clubhouse	\$ 1,675 Year 38	0.00%
Funds are for the purchase of supplies for a breakfast program. Clientele served by Thunderbird clubhouse are of a presumed benefit according to CDBG regulations. 349 Number of clients served since July, 2012.		
20. Bridges	\$ 1,850 Year 38	0.00%

TARGET AREA PROJECTS NOT COMPLETED

<u>Project Description & Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
Funds are for support of the student computer lab and the Life Skills Program Clientele served by Bridges are of a presumed benefit according to CDBG regulations. 18 Number of clients served since July 2012. Income data not recorded.		
21. Center for Children & Families	\$ 3,850 Year 38	23.73%
Funds are for the purchase of supplies for the Kennedy Neighborhood Center. Number of clients served since July 2012.		
22. Among Friends Activity Center	\$ 2,600 Year 38	100.00%
Funds are for the purchase of meals Clientele served by Among Friends are of a presumed benefit according to CDBG regulations. Income data is not recorded. 419 Number of clients served meals since July 2012.		
23. East Main Place	\$ 12,000 Year 38	0.00%
Funds are to assist with the utilities and maintenance of facility. Clientele served by East Main Place are of a presumed benefit according to CDBG regulations. Income data is not recorded. clients served since July 2012.		
24. Aging Services of Cleveland County	\$ 4,800 Year 38	26.08%
Funds are to provide monthly scholarships for elderly residents residing at Rose Rock Villa to offset costs for congregate meal program. 318clients served since July 2012.		
25. Big Brothers and Big Sisters	\$ 3,375 Year 38	0.00%
Funds are provided to offset the costs of matching Big Brothers and Big Sisters to low income children clients served since July 2012.		

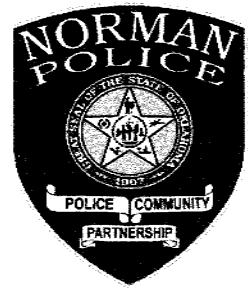
POLICE

10



Administrative Summary

October



Operations

	<u>Current</u>		<u>Year-To-Date</u>	
	12	11	12	11
Part I Crimes	378	450	3,652	3,611
Murder	0	0	1	1
Rape	6	11	59	66
Robbery	8	2	51	64
Agg. Ass.	10	4	55	64
Burglary	76	101	673	598
Larceny	252	301	2,586	2,619
Auto Theft	26	30	222	192
Arson	0	1	5	7

Part II Crimes

DUI/APC	48	62	596	588
Drunkenness	76	81	787	741
Drug Violations	119	118	1,301	944
Littering	2	6	31	38
Forgery	8	12	160	102
Vandalism	64	102	856	791
Others	742	760	7,676	7,304
Total Crime	1437	1591	15059	14119

Collisions

Fatality	0	0	3	5
Injury	74	73	592	555
Non-Injury	240	225	2016	1913

Miscellaneous

CAD Activity (Total)	9078	9463	92040	90801
Calls for Service (Police)	5550	5776	55078	53007
Citations	1187	1164	14292	13965
Warnings	706	1061	9750	12800
Community Activity (Hours)	99	289	2521	2048

Avg Emergency Response Time (Min)	3.17
Avg Non-Emerg Response Time (Min)	6.96
Avg Call Time (Hours)	0.74

Crime Free Multi-Housing Program
October 2012

We remain at step two of the program, which is to conduct an on-site, 9-point, security inspection when the apartment complex manager(s) believe their property meets all program safety and security requirements. We have not received any requests for security inspections since the training we held on October 11, but MPO Wilson has noted significant progress by at least one complex already.

ANIMAL CONTROL

10A

**ANIMAL CENTER DIVISION
PRELIMINARY REPORT FORM
October 2012**

	FY2013		FY2012	
OPERATIONAL INFORMATION	This Month	Year to Date	This Month	Year to Date
DOGS:				
Number on hand from last month	54		63	
Number impounded this month	175	547	153	596
Owner relinquish	20	94	23	78
In field pickup	0	4	1	8
Disposal	7	13	2	16
Picked up dead	0	17	6	32
Number redeemed	36	108	47	116
Number adopted to public	45	140	43	163
Number turned to rescues	15	90	17	77
Number euthanized - Adoptable	11	38	19	36
Number euthanized - Non adoptable	25	122	31	135
Number died for unknown reason	1	6	1	3
Number fostered	0	10	8	39
Total now on hand	96		51	
CATS:				
Number on hand from last month	34		46	
Number impounded this month	132	409	62	335
Owner relinquish	5	56	9	33
In field pickup	0	3		1
Disposal	18	63	1	18
Picked up dead	0	40	8	56
Number redeemed	2	4	2	8
Number adopted to public	29	82	22	71
Number turned to rescues	46	149	17	98
Number euthanized - Adoptable	6	38	7	62
Number euthanized - Non adoptable	34	111	19	108
Number died for unknown reason	2	4		3
Number fostered	1	19	2	10
Total now on hand	33		30	
MISCELLANEOUS:				
Domesticated Animals	1	5	1	6
Wildlife	179	300	260	683
TOTAL		305	261	689

NOTES:

	FY2013		FY2012	
SAFETY REPORT	This Month	Year to Date	This Month	Year to Date
Injuries on the Job	1	3	0	0
City Vehicle Damaged	1	2	0	0
Vehicle Accidents Reviewed	0	1	0	0
a. Employee Responsible	0	1	0	0
b. Employee Not Responsible	0	0	0	0

PET LICENSES ENFORCEMENT ACTION	This Month	Year to Date	This Month	Year to Date
Total Licenses Sold (Annual)	147	3,541	254	2,655
Citations Issued (AWO)	9	38	20	34
Citations Issued (Private Citizen)	0	0	2	2
Warnings Issued	8	39	15	41

FINANCIAL INFORMATION	This Month	Year to Date	This Month	Year to Date
10-1531 Amount - dog redemption	\$1,285.00	\$3,165.00	\$1,345.00	\$4,080.00
10-1532 Amount-dog adoption	\$2,640.00	\$7,820.00	\$2,430.00	\$9,460.00
10-1531 Amount-cat redemption	\$45.00	\$45.00	\$20.00	\$85.00
10-1532 Amount-cat adoption	\$1,380.00	\$4,050.00	\$1,170.00	\$4,050.00
10-1531 Amount-misc. redemption	\$0.00	\$0.00	\$0.00	\$0.00
10-1532 Amount-Misc. adoption	\$30.00	\$70.00	\$105.00	\$135.00
10-1533 Miscellaneous	\$530.00	\$2,280.00	\$2,264.00	\$3,830.00
TOTAL	\$5,910.00	\$17,430.00	\$7,334.00	\$21,640.00

Donation 101-24313 \$80.00 \$13,545.00 \$140.00 \$342.00

Donation account balance **\$29,357.30**

Liability payback (July to June) 2003 Adoption expansion	This Month	Year to Date	This Month	Year to Date
Payback Balance	\$40,447.00		\$60,877.00	
22-L432 Liability - pet licenses	\$844.00	\$3,047.00	\$1,288.00	\$2,755.50
TOTAL (New Balance)	\$39,603.00		\$59,589.00	

NOTES:

Replacement CPL \$1.50

SPAY / NEUTER PROCEDURES	FY2013		FY2012	
	This Month	Year to Date	This Month	Year to Date
Dogs	0	103	31	150
Cats	0	65	26	71
TOTAL	0	168	57	221

ANIMAL BITES	July to June	FY2013		FY2012	
		This Month	Year to Date	This Month	Year to Date
Dogs		8	21	2	14
Cats		0	1	3	10
Other		1	1	0	1

SUMMARY

Dogs returned to the owner prior to coming to the shelter

	City pet license
	Microchips
	Knew animal do to prior contact
	Lost & Found slip at shelter
0	Total

Incident No.	Offense	Court
2012-14322	Rabies Vacc/Shots	Municipal court
2012-14501	Dog at Large	Municipal court
2012-13811	Bite report	
2012-13870	Rabies Vacc/Shots	Municipal court
2012-14143	Pet Lic Violation	Municipal court
2012-14196	Rabies Vacc/Shots	Municipal court
2012-14384	Bite report	
2012-14385	Bite report	
2012-14568	Bite report	
2012-14768	Rabies Vacc/Shots	Municipal court
2012-13858	Dog at Large	Municipal court
2012-14457	Rabies Vacc/Shots	Municipal court
2012-14520	Rabies Vacc/Shots	Municipal court
2012-14461	Rabies Vacc/Shots	Municipal court

PUBLIC WORKS

11

**CITY OF NORMAN, OKLAHOMA
DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
October, 2012**

ENGINEERING DIVISION

Development:

The Development Coordinator processed for 1 Certificate of Survey, 5 Preliminary Plats, and 6 Final Plats for Planning Commission review and 3 Preliminary Plats, 3 Final Plats, 1 Consent to Encroach, and 1 Alley Closure for City Council review. The Development Engineer reviewed 35 sets of construction plans and 6 punch lists. There were 121 permits reviewed and/or issued. Fees were collected in the amount of \$11,944.50.

Drainage and Bond Projects:

The Robinson Street Underpass Project from 500 feet west of Flood Avenue to 500 feet east of Stubbeman Avenue is a \$25 million street improvement project approved by the Norman voters as part of the 2005 Bond Election. Construction began on the project on Monday, June 14, 2010.

Construction of Flood Avenue is complete and Stubbeman Avenue on the north side of Robinson Street is scheduled to be complete by the beginning of November with all construction being complete by December.

Classen/Imhoff:

The Classen Boulevard/Imhoff Road Project between Constitution Street and State Highway 9 is a \$2.3 million street improvement project. The project involves the installation of a new traffic signal system at the intersection of Classen Boulevard and Imhoff Road including the addition of a center turn lane on Classen Boulevard.

The contractor completed the widening on the west side of Classen Boulevard and is almost complete on the east side of Classen Boulevard.

60th Avenue Widening (Tecumseh Road to Indian Hills):

The 60th Street NW Widening Project from Tecumseh Road to Indian Hills Road is a \$5.7 million street improvement project administered by the Oklahoma Department of Transportation on behalf of the City of Norman. Construction of the project will begin on Monday, February 6, 2012. Upon completion, 60th Avenue NW will be a 4-lane rural highway with paved shoulders. A new traffic signal will be installed at the intersection of 60th Avenue NW and Indian Hills Road. Significant storm drainage improvements will also take place as part of this project including replacement of the Ten Mile Flat Creek Bridge.

The contractor worked on the items listed below:

- Finished paving the roadway between Franklin Road and Indian Hills Road
- Continue to reconstruct the Indian Hills intersection.

I-35/Robinson Street Interchange:

The I-35/Robinson Street Interchange Northeast Quadrant Project involves reconfiguring the northbound on and off ramps, a new traffic signal, drainage improvements and extending Interstate Drive from Robinson Street to Mount Williams Drive. Construction began on the project on Monday, April 2, 2011 and is complete. The contractor finished installing the sod on the project site. A punch list of items for the contractor to address was put together by City and ODOT staff.

Robinson Street and 12th Avenue NE:

The Robinson Street and 12th Avenue Intersection Project is a \$2.2 million street improvement project designed to reduce traffic congestion and improve traffic safety. When this project is complete, the intersection will be widened to provide dual left turn lanes for northbound and southbound traffic, an exclusive right turn lane for eastbound traffic, and a reconstructed east leg of the intersection. A new sidewalk will be constructed along the north side of Robinson Street between 12th Avenue NE and Northcliff Avenue.

The contractor completed the pavement for the southbound outside lanes on 12th Avenue NE and the westbound outside lanes on Robinson Street. The contractor is continuing to work on the north and the east legs of the intersection.

Porter Avenue Gap Project:

The Porter Avenue Paving Project from Woodcrest Drive is a \$2 million street improvement project designed to reduce traffic congestion and improve traffic safety. When this project is complete, the roadway will be widened to four lanes from Woodcrest Drive to north of Tecumseh Road with sidewalks on both sides of the street.

The contractor is working on the sidewalk and pavement on the east side of the roadway.

Sidewalk Programs:

Downtown/Citywide Sidewalk Reconstruction Project:

- Construction on Porter Ave. between Tonhawa and Acres to improve sidewalk and alley entrance; sidewalk repair, new sidewalk and curb along Ponca Ave from Tonhawa to Acres has been completed.
- Sidewalk reconstruction complete at 912 S. Flood Ave. and 812 Annie Court by owners contractor.

Sidewalk Accessibility:

- Construction began October 9th south of Main Street on the east side of 12th Ave. N.E. This project will repairs sidewalk and reconstructs driveways to meet ADA compliance from Main Street to 150 feet south of the bus yard at 425 12th Ave N.E. this portion is 90% complete. Construction of new ramps on Morren Drive from 12th Ave. N.E. to Mt. Vernon is 10% complete and is on hold to evaluate an increase of scope to the project to repair sidewalk and drives along the traveled route that do not meet ADA compliance.

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.

STREET DIVISION

ASPHALT OPERATIONS

PETERS AVENUE AND GRAY ST PARKING LOT CONSTRUCTION

473.84 tons of asphalt and 38.0 cubic yards of concrete

24TH AVE NW B/STATE HIGHWAY 77 AND FRANKLIN RD

678.34 tons of asphalt

CONCRETE OPERATIONS

2500 LINDEN AVE PANEL AND CURB REPLACEMENT

33.0 cubic yards of concrete

MAIN ST AT WEBSTER AND SANTE FE ART PEDESTAL CONSTRUCTION

1.5 cubic yards of concrete

DRAINAGE OPERATIONS

100 BLOCK OF ED NOBLE PARKWAY INLET APRON

2.5 cubic yards of concrete

6400 N. INTERSTATE DRIVE DRAINAGE FLUME

51.5 cubic yards of concrete

OTHER

INTERLOCAL AGREEMENT CLEVELAND CO. DIST. 1

149TH ST B/PENN AND MAY AVENUE

4,022.68 tons of asphalt

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 22.62 tons of asphalt was utilized in routine pothole patching operations

STORM WATER

PARK DRIVE INLET REPAIR PROJECT

Repairing storm water drainage inlet structure. Placed 10.50 cubic yards of concrete, 2.10 tons of asphalt and hauled 20 tons debris.

EUFAULA STREET INLET REPAIR PROJECT

Repairing storm water drainage inlet structure. Placed 27 cubic yards of concrete, 12.99 tons of asphalt, 1 ton select material and hauled 42 tons debris.

URBAN/RURAL LITTER PROGRAM

Removed 3.72 tons of trash/debris from urban/rural right-of-ways.

DRAINAGE MAINTENANCE

Removed 55 tons debris/sediment and trimmed trees in drainage right-of-ways in the urban area.

STORM WATER MANAGEMENT

Cleared 15 inlets of debris from drainage right-of-ways in the urban/rural area.

URBAN STREET SWEEPING OPERATIONS

Urban street sweeping operations, a total of 759 miles were swept resulting in the removal of approximately 414 tons of debris from various curblane streets.

MOWING OF DRAINAGE/ROADSIDE RIGHT-OF-WAYS

Mowed and trim mowed 2,653,667 feet of drainage right-of-ways in the urban area.

Mowing 24 miles of urban roadside right-of-ways (smooth cut).

Mowing 211.75 miles of urban/rural roadside right-of-ways (rough mowing).

October 2012

DEVELOPMENT COORDINATION, ENGINEERING, AND

PERMIT REVIEW

FY 12-13 Associated Fees

Subdivision Development:

Planning Commission Review:

*Norman Rural Cert of Survey..1
 *Final Plats.....6
 *Preliminary Plats.....5
 *Replat.....0

City Council Review:

Certificate of Survey.....0
 Preliminary Plats.....3
 Final Plats.....3
 Consent to Encroach.....1
 Closure.....1
 Release of Deferral.....0

This Month	Last Month	Total
↓	↓	↓
\$7,675.00	\$11,880.00	\$32,475.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family.....36
 ***Commercial.....19
 Multi-Family.....0
 Addition/Alteration.....8
 House Moving.....5
 Paving Only.....11
 Storage Building.....5
 Swimming Pool.....2
 Storm Shelters.....27
 Public Improvements.....5
 Temporary Encroachments.....1
 Fire Line Pits/Misc.....1
 Flood Plain (@\$100.00 each).....1

↓	↓	↓
\$100.00	\$100.00	\$300.00

Total Permits.....	\$4,169.50	\$8,615.88	\$23,277.94
Grand Total.....	\$11,944.50	\$20,515.88	\$56,052.94

****Construction Plan Review occurrences	35	35	118
*****Punch Lists prepared.....	6	11	29

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

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

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

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

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

OCTOBER 2012

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	36	100%
PI #11 COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	19	100%
PI #12 CONSTRUCTION PLAN REVIEW W/I 10 DAYS	35	100%
PI #13 FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	12	100%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2013

STREET DIVISION					
	FYE 2013 October, 2012	FYE 2013 October, 2012	Year to Date	Year to Date	FYE 2013
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)	22.62	100%	30.56	100%	95%
Overlay/pave 10 miles per year.	1.50	15%	12.05	121%	100%
Replace 1,160 square yards of concrete pavement panels	45.50	4%	101.50	9%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	10.00	2%	40.00	10%	50%
Grade all unpaved public roads eight (8) times a year. (approximately 21 miles)	42.00	25%	168.00	100%	70%

STORM WATER DIVISION					
	FYE 2013 October, 2012	FYE 2013 October, 2012	Year to Date	Year to Date	FYE 2013
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)	759.00	152%	1,715.00	29%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	15.00	0%	350.00	2%	70%
Mow 190 ROW-miles of Urban right-of-way, eighteen times per year (miles)	24.00	1%	107.75	3%	85%
Mow 148 miles of Rural Right-of-way twice per year (miles)	211.75	72%	524.00	177%	50%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	2,653,667.00	19%	7,716,161.00	57%	80%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	9.00	3%	65%

FLEET MANAGEMENT ACTIVITY REPORT

October 2012

FYE 2013

FUEL REPORT

IN GALLONS

	UNLEADED PURCHASED	DIESEL PURCHASED	CNG PURCHASED
Internal pumps	22,129.00	30,605.00	11,504.00
Outside - sublet	218.79	1,340.00	0.00
TOTAL	22,347.79	31,945.00	11,504.00

TOTAL Consumption	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
	21,543.75	30,901.00	3,337.36	8,166.64

FYE 2013 TO DATE CONSUMPTION

TOTAL Consumption	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
	91,589.38	115,222.51	14,633.86	32,373.14

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$3.14	Low	\$2.68	UNLEADED	High	\$3.54	Low	\$3.48
DIESEL	High	\$3.60	Low	\$3.17	DIESEL	High	\$3.87	Low	\$3.87
CNG	High	n/a	Low	\$0.67	CNG	High	n/a	Low	n/a

MAINTENANCE REPORT

REPAIR PARTS SOLD	\$33,541.00
TIRES SOLD	<u>\$26,702.72</u>
TOTAL PARTS SOLD	\$60,243.72

PUBLIC CNG SALES

October 2012	\$12,138.34
FYE 2013 TO DATE	\$48,665.84

SUBLET REPAIRS \$5,069.23

	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	Fiscal YEAR TO DATE
ROAD CALLS	40	31	37	167
PM SERVICES	133	89	79	393
DISASTER REPAIRS	0	0	17	17
WORK ORDERS	513	413	477	1,869

FLEET MANAGEMENT

Mechanic Productivity Report

FYE 2013

October 2012

MECHANIC	DIRECT LABOR HOURS
# 001	175.67
# 002	139.38
# 003	142.00
# 004	137.09
# 005	142.91
# 007	151.67
# 008	161.15
# 010	119.16
# 011	11.80
# 012	126.05
# 015	176.95
# 019	153.73
# 021	149.84

DIRECT LABOR HOURS	1787.40
TOTAL AVAILABLE HOURS	2224.47
PRODUCTIVITY GOAL	70.0%
ACTUAL PRODUCTIVITY	80.4%

FLEET MANAGEMENT
PREVENTATIVE MAINTENANCE RESCHEDULES

FYE 12 VS FYE 13
AS OF 11/9/2012

	COMPLETED FYE 12	PENDING FYE 12	TO DATE FYE 13	PENDING FYE 13
CITY COUNCIL	0	0	0	0
FIRE ADMINISTRATION	1	0	1	0
FIRE TRAINING	0	0	0	0
FIRE PREVENTION	2	0	1	0
FIRE SUPPRESION	4	0	1	0
FIRE DISASTER PREPAREDNESS	0	0	0	0
ENGINEERING	0	0	0	0
UTILITIES (METER READERS)	0	0	0	0
INFORMATION SYSTEMS	0	0	0	0
FLEET MANAGEMENT	0	0	0	0
STREET MAINTENANCE	0	0	4	1
STORM WATER	0	0	0	0
TRAFFIC	1	0	0	0
SANITATION ADMINISTRATION	0	0	0	0
SANITATION RESIDENTIAL	7	0	4	0
SANITATION COMMERCIAL	3	0	9	0
SANITATION TRANSFER	3	0	1	0
SANITATION COMPOST	0	0	1	0
SANITATION RECYCLE	1	0	0	0
SANITATION YARD WASTE	2	0	0	0
LINE MAINTENANCE ADMIN.	0	0	0	0
WATER LINE MAINTENANCE	6	0	3	0
SEWER LINE MAINTENANCE	2	0	0	0
PARK MAINTENANCE	0	0	1	0
PARKS & RECREATION	0	0	0	0
FORESTRY	0	0	0	0
PLANNING	0	0	0	0
PLANNING CDBG	1	0	0	0
WATER PLANT	1	0	0	0
WASTE WATER PLANT	0	0	4	0
UTILITIES - ENVIRONMENTAL	0	0	0	0
BUILDING MAINTENANCE	3	0	0	0
CUSTODIAL	0	0	0	0
DEVELOPMENT SERVICES	3	0	0	0
CODE COMPLIANCE	0	0	0	0
ANIMAL CONTROL	2	0	2	1
POLICE ADMINISTRATION	0	0	0	0
POLICE STAFF SERVICES	1	0	2	0
POLICE CRIMINAL INVESTIGATIONS	2	0	0	0
POLICE PATROL	25	0	13	0
POLICE SPECIAL INVESTIGATIONS	1	0	0	0
POLICE COMMUNICATIONS	0	0	0	0
TOTALS	71	0	47	2

Equipment Late for PM by Equipment Number

*292-9708 to make PM Reschedule arrangements

Unit #	Division	Latest Meter	Due at Meter	ORIGINAL DUE DATE	ORIGINAL TIME DUE	Meter Pst	Due Next PM Date	# OF TIMES RESCHEDULED
0988	Police	178,891	178,488	22-Oct	8:00	403	*	1
0662	Public Works	7,642	7,642	19-Oct	6:30	0	*	1

as of 10/26

as of 10/20

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

October 2012		PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
		Percentage	Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
Provide initial response to citizen inquiries within 2 days		100%	72	72	100%	253	253	100%
Provide information requested by citizens within 7 days		95%	72	72	100%	253	253	100%
Complete traffic engineering studies within 45 days.		99%	0	0	#DIV/0!	1	1	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.		95%	47	47	100%	176	176	100%
Worker Hours Per Gallon of Paint Installed.		0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
			6	8	1.33	1160	577.75	0.50
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
			88.5	50.5	100%	90.47	66.5	100%
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
			14	14	100%	51	51	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
			52	52	100%	149	149	100%
Response to reports of sign damage:		Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour		99%	7	7	100%	28	28	100%
<i>Lower Priority</i> all other signs within one day		90%	60	60	100%	251	251	100%
<i>Street Name Signs</i> within two weeks		90%	28	28	100%	62	62	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
			3128	9.5	0.00	12152	12.75	0.00

Monthly Report

October 2012

Line Maintenance:

Division Capital Projects FYE 12

- Crawford Ave.: WA0166 – 95% Complete; waiting for OG&E to install new street light cable to complete final restoration.

Division Capital Project FYE 13

- Sandpiper Ln. – WA 0313 – 85% complete
- High Meadows – WA0208 – 20% complete

Division Accomplishments

Water Maintenance crews responded to 15 water main emergencies, maintenance on 112 fire hydrants, 112 water valves, 563 water main locates, replaced water mains under 5 drive approaches, replaced 5 drive approaches, completed 19 yard restoration sites, responded to 9 after hour water service requests, 247 points for water main GPS data and set 126 new water meter services. Estimated water loss from water main breaks, and system quality assurance for the month of October – 1,524,000 gallons. Completed Columbia Ct. – replaced 400 feet of deteriorated ductile iron – emergency replacement.

Sewer Maintenance crews hydro-cleaned 179, 281 feet of sewer mains, 10, 625 feet of root removal, 15,755 feet of CCTV inspection, 2 tap inspections, 4 cap inspections, 394 sewer main locates and responded to 50 possible sewer obstructions requests, 9 on City side, 41 on private side, had 1 SSO's, (0) City responsibility and (1) private responsibility.

Division staff participated in the Fall Clean-up program

Wastewater Projects:

Tecumseh Interceptor (WW0262): Project design by Garver Engineers is approximately 75% complete. Easement acquisition is underway. The easement for the Connally property at the NE corner of 12th Avenue NW and Tecumseh Road has been acquired. All easements have been obtained and final design is underway.

Canadian River TMDL Study (Project WW0044): NUA partnered through ACOG with other communities which discharge to the Canadian River to study river water quality. We selected a consultant who completed a sampling and testing plan, the Quality Assurance Project Plan (QAPP). QAPP approved by EPA, Region 6 (EPA 6) in Dallas 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; Preliminary final report received 9/20; consortium met 10/9 to discuss ODEQ comments; revisions based on comments due shortly; payments totaling \$249,832 of \$268,000 or 93% have been approved.

Royal Oaks Force Main Rehab (WW0062): Two 12-inch PVC force mains from Hall Park and Royal Oaks lift stations join into 2,260 linear feet of 16-inch ductile iron force main installed in 1984; force main runs south along 24th Avenue N.E., from near Alex Plaza Drive across Alameda to its termination at an existing manhole to be replaced. Design layout nearing completion; Lemke proposal due shortly.

SE Bishop Interceptor, Phase 2B (Project WW0267): Construction of Phase 2B, Section 1 complete March 2007; Section 3 should bid early 2013; Section 2: received six (6) bids on 11/1/12; Krapff-Reynolds was apparent low; Council approval & award in progress

Sewer Maintenance Project FYE11 (WW0055): Annual rehabilitative project, bounded by Alameda to the north, Bishop Creek to the west, partially Boyd and partially Brooks to the south, and Shiloh to the east; final plan comments to Lemke; ODEQ permit, advertise & bid in December.

Sewer Maintenance Project FYE12 (WW0070): Annual rehabilitative project, bounded by Boyd to the north, Imhoff Creek to the west, Lakewood to the south and Elm to the east, with one (1) supplementary area south of Boyd, west of BNSF; staff in-house final design is in progress; staff will shortly issue purchase order to Lemke for on-call surveying and drafting assistance; bid alternates may be considered.

Sewer Maintenance Project FYE13 (WW0200): Annual rehabilitative project, bounded by Lindsey Street to the North, Bishop Creek to the West, Imhoff Road to the South, and 24th Ave SE to the East; staff in-house design in progress with on-call surveying and drafting assistance from Lemke Land Surveying. Alternates may also be bid, but have not been determined at this time.

Wastewater Supervisory Control and Data Acquisition (SCADA) (WW0052): SCADA electronically reports plant and lift station activity to a central location. Received bids 10/16/10; Oil Capital Electric (OCE) began work 1/18/2011, with 180 days contract completion time; extended contract time expired; plant telemetry functioning; Lift Station SCADA nearing completion; payments totaling \$712,215 of \$949,500 or 75% approved.

WWTP - Aeration Basin Blower VFD (WW0043): Replacement of obsolete motors and controls will enhance efficiency and save energy and money by reducing electrical demand and use. Project partnered with WW0047 for Department of Energy (DOE) stimulus grant of \$1,001,400, and combined with WW0047 & WW0052 for design and construction efficiency. Project is nearing completion; Gardner-Denver blower checkout 7/30-31/12; Square D preliminary start-up 8/1; final inspection due shortly; payments totaling \$1,007,310 of \$1,060,326 or 95% 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 of \$1,001,400, and combined with WW0043 & WW0052 for design and construction efficiency; Project is nearing completion; final testing by Garver was due last week of July, final inspection due shortly; payments totaling \$375,415 of \$395,174 or 95% have been approved.

Woodcrest Interceptor (WW0120): Project design by RJN Group complete; permits in hand; final of easement acquisition continues; project should bid soon.

Lift Station D Rehabilitation (WW0303): Design contract with HDR for rehabilitating Lift Station D and expanding the flow equalization basin was approved 02/26/08; amendment for construction services approved 04/28/09. Contract with Walters-Morgan Construction approved 08/25/09 and work was substantially complete 08/24/11. CO#1 increasing contract by \$65,185 approved 02/22/11. Final CO#2 increasing contract by \$22,326 approved by City Manager 05/25/12. Payments totaling \$5,868,236 of \$5,927,511 or 99% processed. Submitted request for reimbursement of Lift Station D access road on 10/11/12; awaiting response from OWRB.

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 to be transmitted to HDR in 04/25/12 so modeling can begin. Payments totaling \$426,046 of \$576,699 or 74% processed.

Phase 2 South WRF Improvements: Preliminary design contract with Garver approved 03/08/11. Draft Engineering Report received 08/03/11 with findings presented to Finance Committee 09/21/11 and NUA 11/08/11. Staff directed to proceed with design of \$52 M project expanding average daily design capacity from 12 to 17 MGD and adding ultra violet disinfection, effluent aeration and odor control technologies. Additional scope includes demolition of the remaining RBC's and biotowers, primary clarification rehab, additional activated sludge and final clarification basins, as well as sludge and

miscellaneous improvements. Engineering Report finalized and submitted to DEQ 11/18/11; DEQ comments received 03/26/12. Request for variance submitted to DEQ 05/21/12. Garver Amendment No.1 for final design and bidding was approved 06/12/12 and final design kickoff meeting was held 06/25/12. FYE13 budget increased overall funding and shifted the Sewer Sales Tax (Fund 323) share to the Water Reclamation Fund 032. Sent response to DEQ regarding revised OPDES compliance schedule on 06/19/12; we requested a 20-month extension and have not heard anything. Geotechnical work completed by Terracon on 11/12/12; site clearing south of Bratcher Minor Road completed 10/09/12. Submitted population and per capita flow data to DEQ on 10/23/12 requesting design flow of 17 MGD in 208 Plan. Design Meeting #4 held 10/24/12 with next meeting scheduled for 11/14/12.

North WRF Engineering Report: 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. Staff is working with consultant to finalize scope and fee.

Effluent Reuse at Compost Facility: 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) will be considered 09/06/12; composting and effluent reuse data submitted to APAI during October.

WWTP Effluent Truck Wash: Construction of a non-potable water system to allow reuse of treated effluent for wash down of equipment is complete at the WWTP site. Under this project, a non-potable water line will be extended to the old composting facility where a truck wash will be constructed. Contract K-1213-54 for preparation of Engineering Report with Alan Plummer and Associates (APAI) approved 09/06/12.

Water Projects:

FYE08/09 Waterlines: Ten Phase 2 wells are constructed and the Phase 2 waterlines will connect these wells to the water distribution system. Design has been completed by staff. Plans have been approved by ODEQ. Construction for Phase 2B has been bid with Red Cliff, Inc. being the low bidder. Construction of the Phase 2B is in the last phase of completion. Phase 2A has been bid with Central Contracting Services being the low bidder. Construction of Phase 2A is complete.

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.

Applecreek Waterline Replacement: (WA0041): The old ductile iron line is being replaced and relocated to a new position. An easement is needed before final design. Easement negotiations are underway.

Highway 9 Water Line Relocations (WA0191): The waterline located along Highway 9 east of 24th Ave SE must be relocated as part of an ODOT widening project. Met with Cardinal Engineering and ODOT on 10/22/12 concerning design contract for waterline relocations. Design contract with Cardinal Engineering to be considered in November.

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 FYE14 with construction in FYE15.

Master Meter Installations: The new meters have been purchased. Locations of the new meters are being finalized with field inspections.

Hot Soils Waterlines - Pendleton Drive Area (WA0187): Project will replace deteriorating ductile iron waterlines in the Prairie Creek Addition subdivision; design contract with Cardinal Engineering approved 2/28/12; preliminary plans received 3/20; comments 4/12; floodplain permit approved 4/16; final plans in hand; advertise & bid next month.

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. To date, Red Cliff has been paid 81% of the total project cost of \$3.17 million.

Water Treatment Plant Expansion – Phase II is underway. This phase will include the installation of ozone treatment, an upgrade of the old high service pumps that supply pressure to the pressure plane, on-site chlorine generation, new ammonia feed system, new backwash lagoon, additional SCADA improvements, and abandon lateral line sewer and connect to City sewer. Total costs are estimated near \$21,000,000. A design contract was approved by NUA May 22, 2012. The ozone pilot system is delivered and in place.

Cascade Water Tower – EST, Inc. performed an inspection of the external and internal coating and provided staff with a report of findings. This report showed the coating is still in great shape after 14 years. The engineer recommended to hire a contractor to remove mildew formed underneath bowl. They also recommended that a bid be prepared to have a contractor perform touch-up painting that will extend life another 5 years. Staff hired a contractor to remove all mildew and this task was completed July 31, 2012. Staff will proceed with hiring EST to prepare bid documents for touch-up painting this Fall.

Hall Park Waterline Improvements (WA0149): Project will replace dilapidated or undersized waterlines in Hall Park. Lemke Surveying and Garver Engineering completed design and plans were approved by ODEQ 11/22/10. Project was initially delayed to allow funding of drainage flume in greenbelt. Project advertised 05/04/12 and pre-bid conference held 05/16/12. Bids opened 05/24/12 with Central Contracting Services, Inc. providing low bid of \$524,273 with 3 other bidders. Award and contract approved 06/12/12. Meeting with Hall Park POA held 06/14/12. Contract time began 07/23/12; contractor started work 08/28/12 with delivery of pipe and materials to site. Pipe installation began along 24th Avenue on 09/24/12 and was complete (including ADA sidewalks) 10/31/12; installation of 8-inch waterline through greenbelt is proceeding at this time. \$257,378 of \$532,753 or 48% has been paid to date.

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.

Waterline Segment A and Water Modeling (WB0134): Project modified to update the water model to include new wells and waterlines and determine the most suitable location for a new water storage tank under project WA0293. Professional Engineering Consultants (PEC) updated water model and NUA approved PEC design Amendment No. 2. PEC has completed evaluation of Berry Road WL improvements and need for water storage tower in pressure zone. Surveying for new waterlines complete and revised waterline alignment plans received from PEC. Easement along Robinson obtained and we were working to obtain final easement along 36th NE to reduce possibility of relocation at a future date. However, we were unable to negotiate a fair price and will install in existing ROW. 75% plans received 10/01/12 and are being reviewed.

2060 Strategic Water Supply Plan: RFP distributed to consultants 11/21/11 and proposals were received 12/20/11. Review committee selected the team of Carollo/Tetratech as most qualified and design contract approved 03/13/12. Kick-off meeting was held 04/06/12 with water plan to be finalized by January 2012. Ad hoc committee of 15 citizens appointed 05/08/12 to provide citizen input to staff/consultant during development of the plan. First Ad Hoc meeting held 5/30/12. First Public Meeting held 06/25/12: public meeting minutes issued. Basis of Planning Workshop with Ad-Hoc committee held 08/06/11; committee and council completed alternative comparison weighting matrix in August. Staff met with OKC on 10/04/12 to discuss water rates and potential rate increases in the future as the SE Oklahoma raw water pipeline is constructed. Initial screening of new water supply alternatives presented to Council and Ad-Hoc Committee on 10/09/12 and to public on 10/24/12. Staff working with Carollo on development of costs for upgrading, expanding existing sources (Thunderbird, wells, OKC water and conservation) in the next few weeks. Staff attended a Water Efficiency meeting given by APAI in Edmond on 11/02/12.

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. Processed second payment for total of \$99,570 or about 66% of the \$150,000 total contract amount.

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. Meeting held with Poe to discuss directional drilling option for Lindsey Street on 10/02/12.

RECOUPMENT PROJECTS:

WWTP Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 6 commercial entities this month. This resulted in assessments made upon 3 entities whose project did not increase wastewater flows. A total of \$7,745.94 was assessed on the remaining 3 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.

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

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

36th Avenue NW Waterline Payback: Payback project established 08/24/99 for NUA construction of 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Last payback fee of \$13,316 for Carrington Place Section 11 received December 2011; total payback to date is \$44,605.

24th Avenue NW Waterline Payback: Payback project established 04/22/08 for NUA construction of 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Last payback fee of \$32,286 for UNP Section VI received 11/07/12; total of \$54,513 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.

DEVELOPMENT PLAN REVIEW:

As shown on the attached spreadsheet, staff reviewed 19 sets of water and sewer development plans this month. During this fiscal year, staff has reviewed a total of 55 sets of plans with an average review time of 8.3 days. Staff's goal is to review 90% of these plans in less than 10 days and, to date, staff has achieved this 87% of the time.

DEVELOPMENT PLAN REVIEW

October 2012

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Action	Days to Return	Greater than 10 Days?
10/9/2012	Rockin Rose Farm	COS	Cornerstone	10/16/2012	Returned	7	0
10/9/2012	Dollar General Alameda	Final Plat	Cornerstone	10/16/2012	Returned	7	0
10/9/2012	77 Storage Place	Preliminary Plat	Ketner	10/16/2012	Returned	7	0
10/9/2012	Switzer's Locker Room	Preliminary Plat	ARC Engineering	10/16/2012	Returned	7	0
10/9/2012	Absentee Shawnee Tribe of Oklahoma	Final Plat	Cardinal	10/16/2012	Returned	7	0
10/9/2012	Trailwoods Addition	Preliminary Plat	SMC	10/16/2012	Returned	7	0
10/9/2012	P. B. Addition	Preliminary Plat	SMC	10/16/2012	Returned	7	0
10/9/2012	Commerce Parkway, Section 3	Final Plat	SMC	10/16/2012	Returned	7	0
10/9/2012	Little River Trails	Preliminary Plat	SMC	10/16/2012	Returned	7	0
10/9/2012	Heartland Church Addition	Final Plat	SMC	10/16/2012	Returned	7	0
10/9/2012	Highland Village, Section 7	Final Plat	SMC	10/16/2012	Returned	7	0
10/9/2012	Heartland Church Addition	Water	SMC	10/16/2012	Returned	7	0
10/9/2012	Commerce Parkway, Section 3	Paving & Detention	SMC	10/16/2012	Returned	7	0
10/9/2012	Highland Village, Section 7	Water	SMC	10/16/2012	Returned	7	0
10/9/2012	Highland Village, Section 7	Sewer	SMC	10/16/2012	Returned	7	0
10/10/2012	University North Park, Section X	Final Plat	Smith Roberts	10/16/2012	Returned	6	0
10/15/2012	Fountain View Addition Section	Water	SMC	11/5/2012	Returned	21	1
10/15/2012	Fountain View Addition Section	Sewer	SMC	11/5/2012	Returned	21	1
10/24/2012	Commerce Parkway, Section 3	Water	SMC	10/25/2012	Returned	1	0

FYE12 Data

Average Days to Return =	8.3
Number of Plans Reviewed	55
Plan Review > 10 days	7
Percentage Reviewed < 10 Days	87%
Goal for Review < 10 Days	90%

Utilities Administration
Monthly Capital Projects Report

Project Information							Design Information							Construction Information						
Mgr.	Project Number	Project Name	Engineer	Contract Number	Design Total	Total to Date	% Comp	Contractor	Contract Number	Contract Amount	Adjusted Amount	Amount Paid	Percent Change	Scheduled Complete	Scheduled % Complete	Actual Complete				
CM	WA0039	Boyd Tower Resurfacing	EST, INC.	0910-176	111,800	\$37,000	33%	Classic Protective Coatings	1112-01	\$437,400	\$437,400	\$0	0.00%	6/4/1900	100%	0%				
CM	WA0051	Raw Waterline, Phase 1	Garver Engineers		309,600	\$309,600	100%	Red Cliff, Inc.	0910-170	\$3,171,711	\$3,171,711	\$2,315,025	0.00%	6/24/2011	100%	73%				
CT	WA0175	USGS Trace Metals Aquifer Study	USGS	1112-57	150,000	\$99,570	66%		NA	NA		\$0								
CT	WA0187	Pendleton Area Waterline	Cardinal	1112-112	84,550	\$68,641	81%	T.B.D.			\$0	\$0		NA						
CT	WM0043	WWTP Aeration Basin Blower VFDs	Garver	0910-53	64,500	\$63,210	98%	Oil Capital Electric, LLC	K-1011-42	\$960,326	\$960,326	\$912,310	0.00%	7/17/2011	100%	95%				
CT	WM0044	WWTP Canadian River TMDL	ACOG/Guernsey	0809-57	37,213	\$37,065	100%	C. H. Guernsey & Co., Inc.	0910-185	\$231,431	\$231,431	\$212,767	0.00%	5/27/2011	100%	92%				
CT	WM0047	WWTP No. Digester Boilers Replacement	Garver	0910-53	43,200	\$42,336	98%	Oil Capital Electric, LLC	K-1011-42	\$395,174	\$395,174	\$375,415	0.00%	7/17/2011	100%	95%				
CT	WM0052	WWTP SCADA Improvements	Garver	0910-53	306,000	\$299,880	98%	Oil Capital Electric, LLC	K-1011-42	\$949,500	\$949,500	\$712,125	0.00%	7/17/2011	100%	75%				
CT	WM0055	Sewer Maintenance Project FYE 2010	Staff / Lemke	0910-55	66,005	\$25,550	39%	Urban Contractors, Inc.	1011-02	\$1,570,100	\$1,747,285	\$1,747,285	11.28%	8/23/2012	100%	100%				
CT	WM0062	Royal Oaks Force Main Rehabilitation	Staff / Lemke	Staff / Lemke	-			T.B.D.			\$0	\$0		NA						
CT	WM0064	Sewer Maintenance Project FYE 2011	Staff / Lemke	0910-55	-			T.B.D.			\$0	\$0		NA						
CT	WM0070	Sewer Maintenance Project FYE 2012	Staff / Lemke	TBD	-			T.B.D.			\$0	\$0		NA						
CT	WM0120	Interceptor Improvements: Woodcrest	RUN Group	0405-159	133,849	\$113,641	85%	T.B.D.			\$0	\$0		NA						
CT	WM0267	Interceptor Improvements: SE Bishop Ph 2B	CP&Y	0304-147	122,701	\$88,142	72%	T.B.D.			\$0	\$0		NA						
DH	WM0011	WW Flow Metering Phase 2	NA	NA	-	\$0	\$0	RUN Group	0405-116	\$154,244	\$154,244	\$130,982	0.00%	NA		85%				
DH	WM0248	SS Emergency Repairs	NA	NA	N/A	\$0	\$0	Sewer Line Maintenance staff		\$100,000	\$100,000	\$7,288	0.00%	NA		7%				
JS	WA0041	Apple Creek Waterline	Staff / Lemke/Cardinal		24,850	\$21,396	86%	Future			\$0	\$0		NA						
JS	WA0191	Highway 9 Waterline Relocations	Cardinal		-	\$0		Central Contracting Services, Inc.	K-1011-156	\$157,022.69	\$157,023	\$90,261	0.00%	7/4/2012	100%	57%				
JS	WA0292	Waterline Segment F	Staff / Lemke	0910-55	5,000	\$5,000	100%	Future			\$0	\$0		NA						
JS	WA0305	Berry Road Waterline Replacement	Poe & Associates	0910-61	172,000	\$82,100	48%	Future			\$0	\$0		NA						
JS	WB0127	Phase 2 Wells	CH2M Hill	0607-109	400,800	\$337,697	84%	NA			\$0	\$0		NA						
JS	WB0140	FYE08 12-inch Waterline	Staff / Lemke	0910-55	-	\$83,709		Red Cliff, Inc.	1011-123	\$1,178,194	\$1,178,194	\$1,055,036	0.00%	10/27/2011	100%	90%				
JS	WB0141	FYE08 16-inch Waterline	Staff / Lemke	0910-55	-	\$11,646		Red Cliff, Inc.	1011-123	\$294,548	\$294,548	\$226,809	0.00%	10/27/2011	100%	77%				
JS	WB0184	Waterline Segment D, Phase 2	Crafton Tull	0607-55	95,625	\$81,429	85%	Future			\$0	\$0		NA						
JS	WB0185	Phase 2 12-inch Waterline	Staff / Lemke	0910-55				Central Contracting Services, Inc.	K-1011-156	\$447,617	\$447,617	\$193,061	0.00%	7/4/2012	100%	43%				
JS	WB0186	Phase 2 16-inch Waterline	Staff / Lemke	0910-55				Central Contracting Services, Inc.	K-1011-156	\$582,028	\$582,028	\$326,248	0.00%	7/4/2012	100%	56%				
JS	WM0262	Tecumseh Interceptor	Garver Engineers	0506-53	28,178	\$23,971	85%	Future			\$0	\$0		NA						
MD	WA0131	WTP High Pressure Plane Upgrade	PEC	0607-122	-			Future			\$0	\$0		NA						
MD	WA0149	Hall Park Waterline Improvements	Lemke/Garver	0910-53 and	61,680	\$53,842	87%	Central Contracting Services, Inc.	K-1112-129	\$524,273	\$524,273	\$257,378	0.00%	3/20/2013	45%	49%				
MD	WA0173	Master Meter Replacement	Staff	NA	-			Badger Meter Inc	PO#208124	\$88,145	\$88,145	\$88,145	0.00%	NA		100%				
MD	WA0174	Strategic Water Supply Plan	Carolla	1112-114	385,947	\$166,338	43%	NA	NA	NA		\$0		NA						
MD	WA0182	Waterline Segment A, Phase 1	PEC	0607-122	175,465	\$88,785	51%	Future			\$0	\$0		NA						
MD	WA0188	SE Oklahoma Raw Water Study	OK Regional Water UT	0708-155	91,375	\$91,375	100%	NA	NA	NA		\$0		NA						
MD	WA0293	Water Storage Towers	staff	-	-	\$0		Future			\$0	\$0		NA						
MD	WM0042	Wastewater Flow Monitoring	(see construction)					HDR Engineering/RUN Group	0910-164	\$576,699	\$576,699	\$446,964	0.00%	1/9/2011	100%	78%				
MD	WM0050	WWTP Effluent Truck Wash	Alan Plummer	K-1213-54	18,700	\$0	0%	Future			\$0	\$0		NA						
MD	WM0058	Effluent Rause at Composting Facility	Alan Plummer	K-1213-54	8,900	\$0	0%	Future			\$0	\$0		NA						
MD	WM0065	WWTP Phase 2 Expansion	Garver	1011-148	4,084,800	\$1,133,130	28%	Future			\$0	\$0		NA						
MD	WM0204	North WRF Engineering Report	HDR/Alan Plummer	pending				NA			\$0	\$0		NA						
MD	WM0303	Lift Station D Rehabilitation	HDR	0708-111	1,436,683	\$1,433,529	99.8%	Walters Morgan Construction, Inc.	0910-34	\$5,840,000	\$5,927,511	\$5,868,236	1.50%	8/24/2011	100%	99%				

**OCTOBER 2012
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS

	October	Year to date
Fats, oil and grease (FOG) program	27	88
Food license renewal	5	14
Silver Program	0	1
Significant Industrial Users	9	13
Total inspections	41	116

ROUTINE ACTIVITIES

	October	Year to date
Line Maintenance calls	0	3
Significant Industrial User sites sampled	2	14
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%	50%
Household hazardous waste disposal calls	27	89

REVENUE

	October	Year to date
FOG Program	\$50.00	\$450.00
Silver Program	\$0.00	\$100.00
Industrial Discharge Permit	\$0.00	\$0.00
Surcharge	\$7,806.18	\$24,642.50
Lab Analysis Recovery	\$4,483.33	\$12,485.50
Total revenue	\$12,339.51	\$37,678.00

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 Conservance District.
3. Staff is assisting board with a public education campaign regarding fertilizer use and water conservation.
4. ECAB developed a survey to gather information on current fertilizer practices in Norman.
5. Director of the Public Opinion Learning Laboratory (OU Poll) is assisting ECAB with statistical compilation of a fertilizer usage survey.
6. Working with IT department to put the fertilizer usage survey online.
7. ECAB members are developing water conservation tips and practices to be distributed to the media.
8. Held rain barrel workshop October 6th.

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

1. Provided routine staff support, minutes, attending meetings

MISCELLANEOUS ACTIVITIES

1. Making preparations for the November 3rd household hazardous waste collection event.
2. Working with Public Works Department to develop a phosphate control ordinance.
3. Working Phase II of Fats, Oils and Grease Program (FOG) - to include University businesses, fraternities, sororities, nursing homes.
4. As of October 2012, approx.40,420 gallons of grease/solids did not enter the sanitary sewer in FYE 13 as a the FOG program.
5. Staff is working with different departments to increase energy efficiency-i.e turning off computers, duplex anti-idling, methane recovery, replacing pumps with variable speed drives.
6. DEQ and staff are working on a statewide effort with the Product Stewardship Institute to initiate paint. take-back programs similar to the recent paint take-back program in Oregon.
7. Staff is working with Recycle America to begin recycling in city facilities.
8. Staff is assisting the Water Reclamation Facility with biomonitoring and the Toxicity Identification Evaluation.
9. Assisting the Oklahoma Water Environment Association in developing their Strategic Direction Plan
10. Assisting Water Treatment and the Water Reclamation Facility with Lean and Green initiatives
11. Staff presented at the Oklahoma Water Pollution Control Facility
12. Chairing Green Team.
13. Earth Day Festival selected as a finalist in the Keep Oklahoma Beautiful Environmental Excellence Competition.

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 13		FYE 12	
October, 2012	MONTH	YTD	MONTH	YTD
Number of Complaints of Sewer Stoppage:				
City Responsibility	9	18	8	17
Property Owner Responsibility	41	125	33	119
TOTAL	50	143	41	136
Number of Feet of Sewer Cleaned:				
Cleaned	179,281	703,597	120,150	521,600
Rodded	10,625	21,150	5,295	15,670
Foamed	33,945	92,232	0	112,081
TOTAL	223,851	816,979	125,445	649,351
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	2	1	3
Obstruction	0	2	0	3
Private	1	3	1	10
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	1	7	2	16
Feet of Sewer Lines Televised	11,198	67,925	40,117	119,646
Locates Completed	394	1,572	463	1,670
Manholes:				
Inspected	905	3,087	763	3,424
New	0	1	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	0	2	0	115
Hours Worked at Lift Station	185	603	300	1,039
Hours Worked for Other Departments	130	178	218	312
OJI Percentage	0.00	0.38	5.26	2.26
Square Feet of Concrete	0	0	0	0
Average Response Time (Hours)	0.29	0.34	0.38	0.36
Claims Paid Per 10,000 People	0	0	0	0.094

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 13		FYE 12	
October, 2012	MONTH	YTD	MONTH	YTD
New Meter Sets:	126	629	13	124
Number Short Sets	124	620	12	116
Number Long Sets	2	9	1	8
Average Meter Set Time	4.13	3.84	1.93	5.35
Number of Work Orders:				
Service Calls	572	1,987	405	1,523
Meter Resets	1	3	0	0
Meter Removals	4	6	1	3
Meter Changes	54	142	45	121
Locates Completed	578	2,121	357	1,868
Number of Water Main Breaks	15	90	32	146
Average Time Water Off	2.23	2.62	1.39	1.52
Fire Hydrants:				
New	0	1	0	1
Replaced	3	6	1	1
Maintained	110	199	29	606
Number of Valves Exercised	111	672	212	585
Feet of Main Construction	950	2,925	912	1,336
Hours of Main Construction	568	2,490	537	1,242
Meter Changeovers	12	78	0	0
OJI Percentage	9.09	8.53	8.70	8.70
Hours Flushing/Testing New Mains	15	112	35	76
Hours Worked Outside of Division	239	751	387.00	1,013.00

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Wastewater Pollution Control Facility
October 1-31 2012
Flow Statistics

	FYE 2013		FYE 2012	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	269.2	1079.5	316.0	1237.5
Total Effluent Flow (M.G.)	256.3	1043.1	257.9	1005.7
Influent Peak Flow (MGD)	9.3	12.1	17.3	17.3
Effluent Peak Flow (MGD)	8.3	12.2	15.3	15.3
Daily Avg. Influent Flow (MGD)	8.7	8.6	10.2	9.8
Daily Avg. Effluent Flow (MGD)	8.3	8.1	8.6	8.3
Precipitation (inches)	0.4	4.3	4.6	7.1

Discharge Monitoring Report Stats

5 day BOD:

EPA minimum percentage removal 85%

	<u>Avg.</u>	<u>Avg.</u>
Influent Total (mg/l)	247	209
Effluent Carbonaceous Total	4	3
Percent Removal	98.4	98.7
Total Suspended Solids:		
Influent (mg/L)	158	147
Effluent (mg/L)	6	5
Percent Removal	96.1	96.8
Dissolved Oxygen:		
Influent (min)	1.0	0.5
Effluent (min)	5.0	5.4
pH		
Influent (Low)	7.3	7
(High)	7.5	7.6
Effluent (Low)	7.0	6.9
(High)	7.3	7.4
Ammonia Nitrogen		
Influent (mg/L)	30.9	28.1
Effluent (mg/L)	0.42	0.8
Percent Removal	98.9	97.3

Utilities

Electrical

Total kWh Used (Plant wide)	500,780	2,095,560	419,000	1,278,920
Aeration Blowers, WSL&Headworks	326,560	715,680	299,200	544,000

Natural Gas

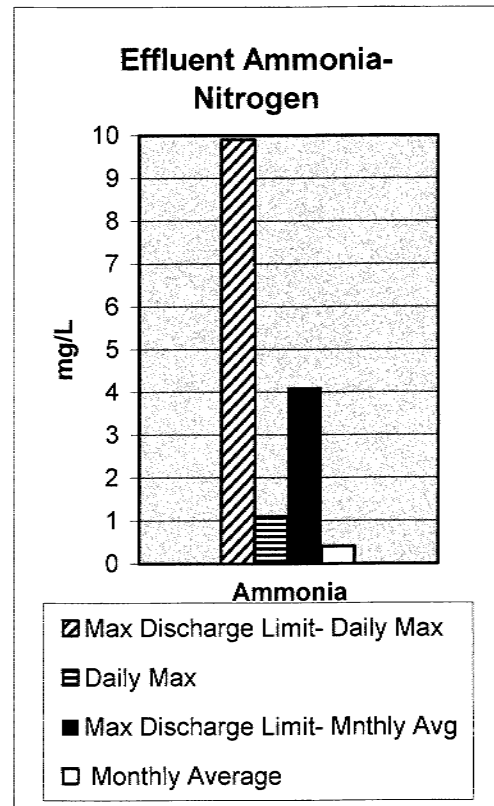
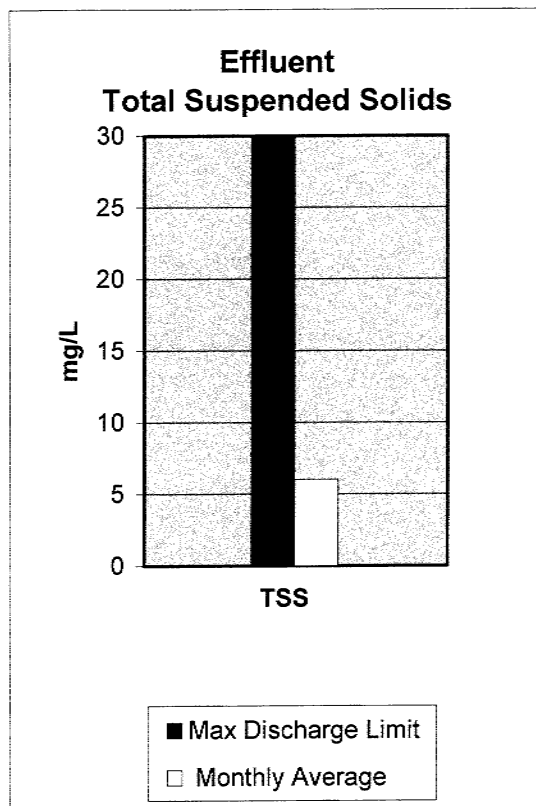
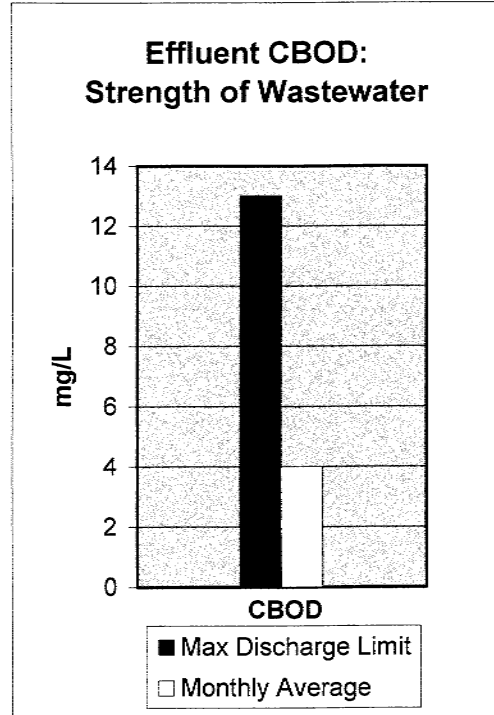
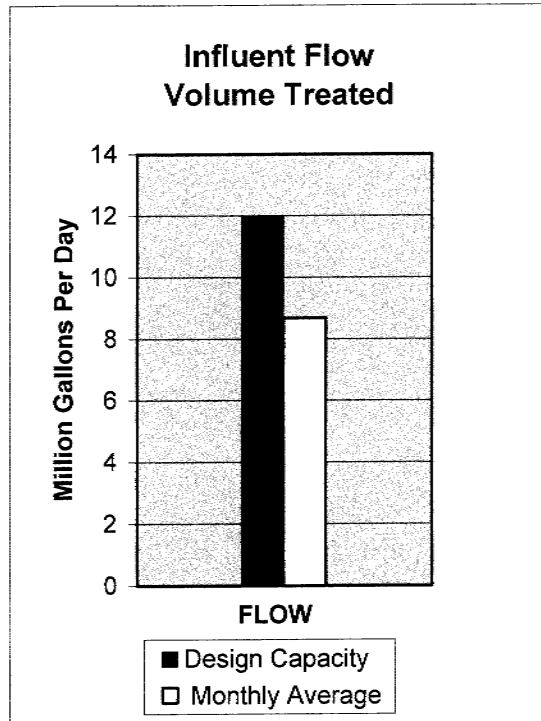
Total cubic feet/day (plant wide)	685,000	1,597,000	419,000	1,227,000
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Public Education (Tours)	3	6	4	11
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Reclaimed Water System (MG)		31.6		22.4
OU Golf Course		27.6		30.7

*Usage up due to increase operation of centrifuges.

CITY OF NORMAN
WATER RECLAMATION FACILITY
 October 2012



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

WATER TREATMENT DIVISION

MONTH: October-12

	FYE 2013		FYE 2012	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	286.10	1,447.32	260.267	1366.52
Well Production (MG)	85.28	623.79	150.20	635.17
Oklahoma City Water Used (MG)	0.24	68.01	0.28	145.65
Total Water Produced (MG)	371.62	2139.12	410.75	2147.34
Average Daily Production	11.99	17.39	13.25	17.46
Peak Day Demand				
Million Gallons	14.34	24.82	16.84	23.94
Date	10/22/2012	7/23/2012	10/3/2011	8/5/2011
System Capacity (see note)	22.50	22.50	19.53	19.53
Demand Above Capacity (Peak Day)	0.00	2.32	0.00	4.41
Note: System Capacity does not include the Oklahoma City water line.				
Costs				
Plant	\$404,411.43	\$1,639,130.66	\$355,776.09	\$1,495,798.24
Wells	\$73,505.71	\$365,589.40	\$77,711.65	\$343,172.52
OKC (Estimated)	\$2,595.17	\$334,600.42	\$2,561.73	\$682,371.87
Total	\$480,512.31	\$2,339,320.48	\$436,049.47	\$2,521,342.63
Cost per Million Gallons				
Plant	\$1,413.52	\$1,132.53	\$1,366.97	\$1,094.61
Wells	\$861.97	\$586.08	\$517.38	\$540.28
OKC (Estimated)	\$10,768.34	\$4,919.65	\$9,281.63	\$4,685.11
Total	\$1,293.02	\$1,093.59	\$1,061.60	\$1,174.17
Water Quality				
Total Number of Bacterial Samples	99	405	100	400
Bacterial Samples out of Compliance	0	4	0	0
Total number of complaints	5	17	2	19
Number of complaints per 1000 service connections	0.15	0.52	0.06	0.58
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	160	688
Total Hours Lost	0	0	160	688
Safety Training Sessions Held	1	4	1	4
Public Education				
Number of tours conducted	0	0	0	2
Number of people on tours	0	0	0	21

Notes:

Alum Pump #3 was repaired by moving the control panel from the potassium permanganate pump which had been removed from service.

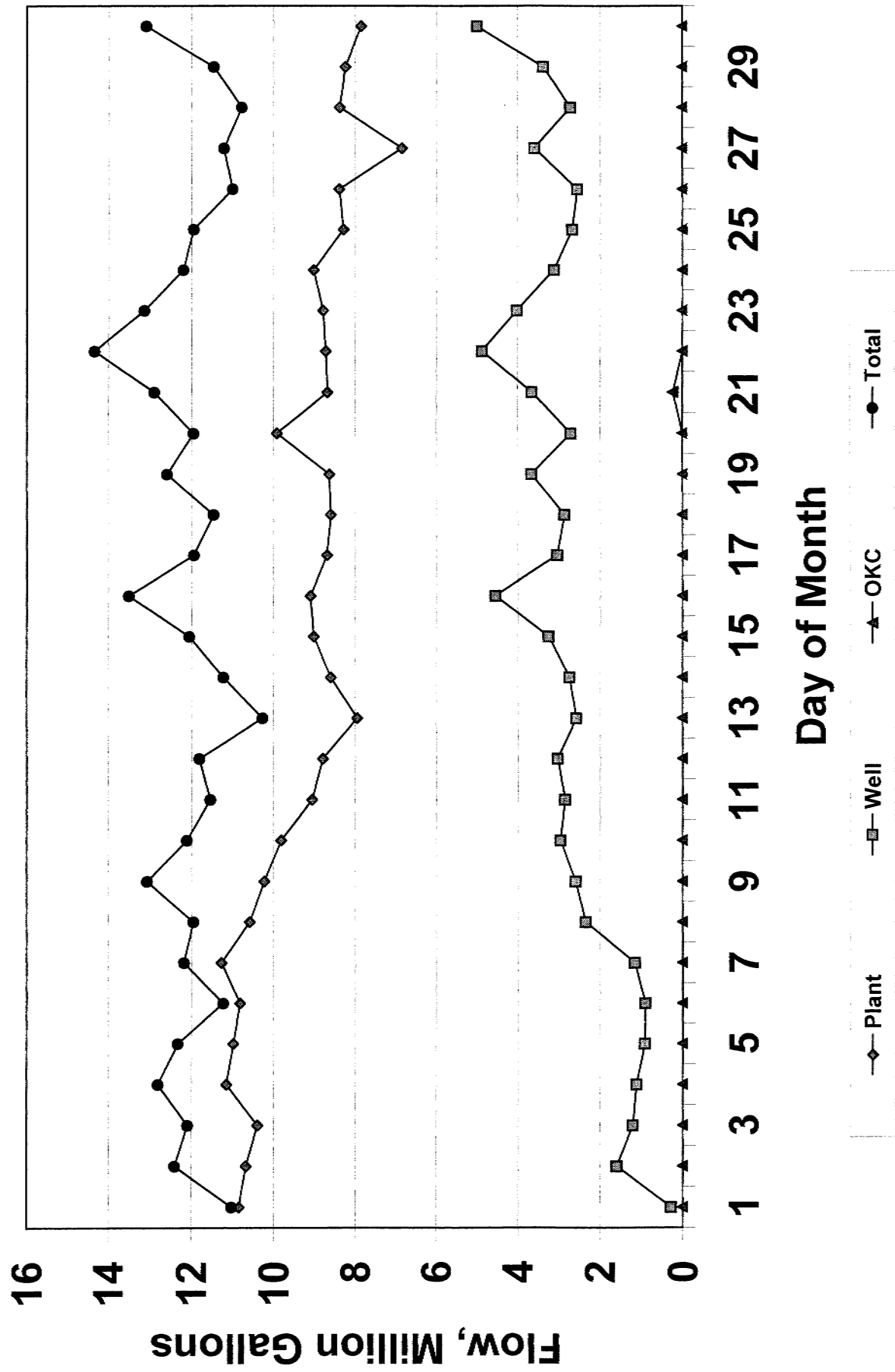
The pump in Well #61 failed. We are pricing replacement units at this time.

The pump in Well #6 has been repalced and the well is back in service.

Wellfield capacity is recovering as we are able to rest wells more due to lower water demand. Well capacities are nearly back to normal pre-summer amounts.

We discontinued feeding powdered activated carbon and returned the rental feed unit early this month. We plan to rent it again next summer for taste and odor control.

Water Production for October, 2012



SANITATION DIVISION PROGRESS REPORT

OCTOBER 2012

	FY 12		FY 13	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	4	13	2	5
<u>On The Job Injuries</u>	3	4	1	1
<u>Bulk Pickups</u>	0	100	0	100
<u>Refuse Complaints</u>	45	238	60	284
<u>New Polycarts Requests</u>	62	218	64	203
<u>Polycarts Exchanges</u>	6	38	21	42
<u>Additional Polycart Requests</u>	45	225	71	301
<u>Replaced Stolen Polycarts</u>	17	126	23	102
<u>Replaced Damaged Polycarts</u>	134	599	109	529
<u>Polycarts Repaired</u>	5	45	33	85

COMPOST MONTHLY REPORT

OCTOBER-2012

	MONTH	YR-TO-DATE
TONS BROUGHT IN BY COMPOST CREWS:	172.26	1,155.15
LANDFILL TIPPING FEE'S	\$ 18.82	\$ 18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 3,241.93	\$ 21,739.92
TONS BROUGHT IN BY PUBLIC:	109.20	471.53
TONS BROUGHT IN BY CONTRACTORS :	190.83	732.07
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	1.76	13.16
LANDFILL TIPPING FEE'S	\$ 18.82	\$ 18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 5,679.69	\$ 22,899.42
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 8,921.62	\$ 44,639.35
REVENUE COLLECTED FROM COMPOST SALES:	\$ 3,320.00	\$ 4,200.00

	MULCH CUBIC YDS		COMPOST CUBIC YDS	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
DRYING BEDS	280	870	992	1,256
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
WESTWOOD GOLF COURSE	0	0	0	0
MURPHY PRODUCTS OKC	0	0	0	0
SELF LOADING BIN	15	23	0	0
TOTAL:	15	893	992	1,256

MONTHLY TRANSFER STATION REPORT

OCTOBER 2012

	TONS PER MONTH	TONS PER YEAR	REVENUE PER MONTH	REVENUE PER YEAR
O.U. TONS	398.18	1,327.13	\$ 15,471.69	\$ 49,967.41
CONT. TONS:	131.19	663.73	\$ 6,374.08	\$ 31,084.39
CASH TONS:	753.58	3,317.90	\$ 33,270.22	\$ 148,156.87
BRUSH/YDS:	8.00	37.00	\$ 80.00	\$ 370.00
PULL OFFS:	9	62	\$ 117.00	\$ 806.00
TOTALS:	1,282.95	5,308.76	\$ 55,312.99	\$ 230,384.67

	MONTH	YR-TO-DATE
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	443	1,526
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	7,389.39	27,882.40
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	56	206
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	385.38	1596.60
GRAND TOTAL TONS TO LANDFILLS	7,774.77	29,479.00

DISPOSAL COST PER TON (OKC)	\$ 18.82	\$ 18.82
TIPPING FEE'S FOR DUMPING AT OKC:	\$ 146,321.17	\$ 555,673.88
GRAND TOTAL TIPPING FEE'S	\$ 146,321.17	\$ 555,673.88

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	584	2,247
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3,369.39	12,594.22
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	513	1,629
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2,589.30	9,521.02

TOTAL LOADS BROUGHT TO TRANSFER STATION:	1,097	3,876
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TOTAL TONS BROUGHT TO TRANSFER STATION:	6,021.41	26,278.40
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	62.72	137.35
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Includes Fall Clean-up tons

MONTHLY RECYCLING REPORT (DROP CENTERS)

OCTOBER 2012

	TONNAGES					
	HOLLYWOOD		FAIR GROUNDS		HOBBY LOBBY	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	0.45	1.97	0.51	1.71	0.48	1.94
PLASTICS:	2.75	12.88	3.97	13.26	4.19	16.02
STEEL CANS:	0.78	2.77	0.74	2.67	0.87	2.92
CLEAR GLASS:	1.92	8.96	2.03	9.23	7.25	14.46
GREEN GLASS:	1.23	5.15	1.04	4.94	3.84	7.62
BROWN GLASS:	1.34	6.97	1.45	6.47	5.27	10.12
MIXED OFFICE PAPER:	6.31	27.87	6.72	25.78	9.09	34.26
CARDBOARD CENTERS TONS:	15.90	79.04	13.83	68.53	16.11	78.38
NEWSPAPER CENTERS TONS:	2.99	12.54	3.64	13.90	3.90	13.05
TOTAL TONS:	33.67	158.15	33.93	146.49	51.00	178.77

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	63.83	318.78
CARDBOARD COMPACTORS:	67.82	224.53
OTHER NEWSPAPER CONTAINERS:	0.00	1.17
TOTAL TONS:	131.65	544.48

	REVENUES					
	HOLLYWOOD		FAIR GROUNDS		HOBBY LOBBY	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	\$ 324.00	\$ 1,494.40	\$ 367.20	\$ 1,280.00	\$ 345.60	\$ 1,464.80
PLASTICS:	\$ 55.00	\$ 257.60	\$ 79.40	\$ 265.20	\$ 83.80	\$ 320.40
STEEL CANS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CLEAR GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GREEN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BROWN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MIXED OFFICE PAPER:	\$ 851.85	\$ 3,356.55	\$ 907.20	\$ 2,994.50	\$ 1,227.15	\$ 3,823.65
CARDBOARD:	\$ 2,464.50	\$ 10,074.80	\$ 2,143.65	\$ 8,829.45	\$ 2,497.05	\$ 10,079.10
NEWSPAPER:	\$ 403.65	\$ 1,459.90	\$ 491.40	\$ 1,637.00	\$ 526.50	\$ 1,543.75
TOTAL REVENUE:	\$ 4,099.00	\$ 16,643.25	\$ 3,988.85	\$ 15,006.15	\$ 4,680.10	\$ 17,231.70

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	\$ 9,893.65	\$ 40,867.55
CARDBOARD COMPACTORS:	\$ 10,512.10	\$ 29,307.30
OTHER NEWSPAPER CONTAINERS:	\$ -	\$ 146.80
TOTAL REVENUE:	\$ 20,405.75	\$ 70,321.65

	COLLECTION BY MATERIAL					
	TONS		PRO/FEE		REVENUE	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	1.44	5.62			\$ 1,036.80	\$ 4,239.20
PLASTIC:	10.91	42.16			\$ 218.20	\$ 843.20
STEEL:	2.39	8.36			\$ -	\$ -
CLEAR GLASS:	11.20	32.65			\$ -	\$ -
GREEN GLASS:	6.11	17.71			\$ -	\$ -
BROWN GLASS:	8.06	23.56			\$ -	\$ -
MIXED OFFICE PAPER	22.12	87.91	\$ 447.93	\$ 1,526.21	\$ 2,538.27	\$ 8,847.40
CARDBOARD:	177.49	769.26	\$ 4,126.64	\$ 14,873.73	\$ 23,384.31	\$ 84,284.47
NEWSPAPER:	10.53	40.66	\$ 213.23	\$ 718.12	\$ 1,208.32	\$ 4,069.33
REVENUE FROM OCC CONTAINERS:					\$ 11,170.06	\$ 28,420.80
TOTALS:	250.25	1,027.89	\$ 4,787.81	\$ 17,118.05	\$39,555.96	\$130,704.40

	COLLECTION COST							
	CAGE ROLL OFFS		GLASS		CARDBOARD		NEWSPAPER	
	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD
MAN HOURS:	-	178.00	-	24.00	-	602.50	-	21.50
LABOR COST:	\$ -	4,766.84	\$ -	642.72	\$ -	16,134.95	\$ -	575.77
VEHICLE COST:	\$ -	5,051.74	\$ -	645.55	\$ -	7,005.73	\$ -	416.18
TOTALS:	\$ -	\$ 9,818.58	\$ -	\$ 1,288.27	\$ -	\$ 23,140.68	\$ -	\$ 991.95

	OCC COMPACTORS		MIXED OFFICE PAPER				
	MONTH	YTD	MONTH	YTD		MONTH	YTD
MAN HOURS:	-	59.00	-	41.00	MAN HOURS:	-	926.00
LABOR COST:	\$ -	1,580.02	\$ -	1,097.98	LABOR COST:	\$ -	23,753.86
VEHICLE COST:	\$ -	1,715.29	\$ -	1,190.91	VEHICLE COST:	\$ -	16,025.40
TOTALS:	\$ -	\$ 3,295.31	\$ -	\$ 2,288.89	GRAND TOTAL:	\$ -	\$ 39,779.26

LABOR COST INCLUDES 30% FOR BENEFITS

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$ 4,709.71	\$ 19,344.89

MONTHLY RECYCLING REPORT

CURBSIDE COLLECTION

SEPTEMBER 2012

COLLECTION DAYS	CONTAINER STREAM MONTH	MIXED PAPER MONTH	TOTAL TONS MONTH	CONTAINER STREAM YTD	MIXED PAPER YTD	TOTAL TONS YTD
MONDAY	14.01	17.41	31.42	70.68	84.09	154.77
TUESDAY	20.75	22.03	42.78	66.95	65.57	132.52
WEDNESDAY	14.86	10.45	25.31	48.25	31.07	79.32
THURSDAY	14.69	11.73	26.42	48.82	35.40	84.22
FRIDAY	16.17	13.71	29.88	54.40	42.49	96.89
TOTAL	80.48	75.33	155.81	289.10	258.62	547.72

PROGRAM STATISTICS

	AVERAGE	
	MONTH	YTD
SET OUT/PARTICIPATION RATE:	36.90%	33.97%
AVERAGE TONS PER DAY :	9.65	9.75
POUNDS PER HOME:	8.91	9.77
RESIDENTIAL MIXED PAPER:	89.42	99.51
RESIDENTAIL LOOSE CONTAINER:	103.51	112.00

COMMODITY BY TON

	MONTH	YTD
ALUMINUM BEVERAGE CAN	5.2	16.8
METAL CONTAINERS	15.5	50.4
HDPE (#2) PLASTIC CONTAINERS	22.8	73.9
PET (#1) PLASTIC CONTAINERS	20.7	67.2
GLASS CONTAINERS	38.3	124.3
OLD NEWSPAPER PRINT	73.3	244.8
MIXED PAPER	16.1	53.7
TOTAL	191.90	631.10

CUSTOMER COMPLAINTS

	MONTH	YTD
SERVICE CALLS (MISSES)	92	240
REMINDER NOTICES	5	7
MISC. (throwing bins, left in driveway, blowing trash)	1	7
MISSING BINS	52	208
DELIVERY REQUEST	11	61
TOTAL CALLS	161	523

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$2,932.34	\$10,308.09

