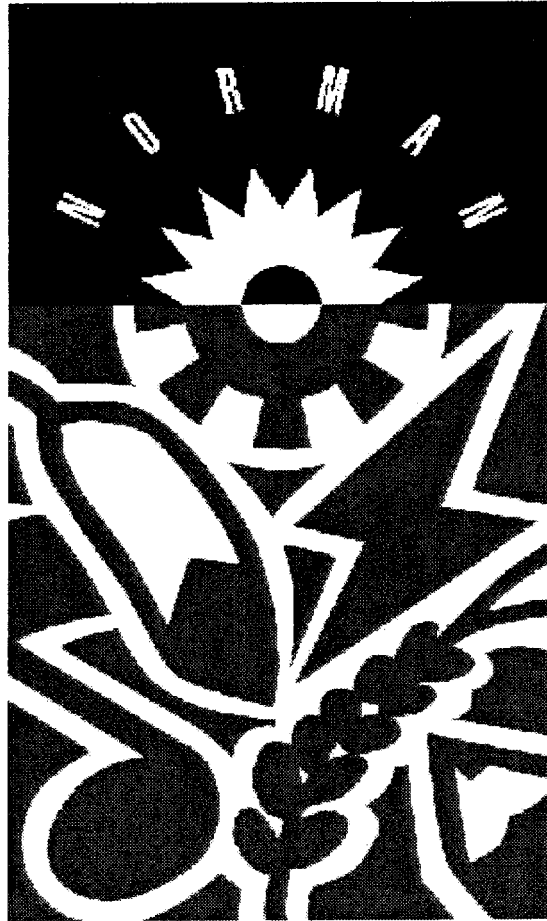


City of Norman



Monthly Departmental Report **July 2016**

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK
MONTHLY PROGRESS REPORT
JULY 2016

CITY COUNCIL

A Stormwater Utility Election is scheduled for August 23, 2016, to establish monthly rates to fund a proposed Stormwater Utility fee to comply with mandated regulations, help reduce flooding in neighborhoods, help reduce erosion and pollution in creeks and streams, and help protect Lake Thunderbird, the Canadian River, and other creeks and streams.

CITY CLERK

ACTION CENTER					
DEPARTMENT	NUMBER OF CALLS	FYE YTD	DEPARTMENT	NUMBER OF CALLS	FYE YTD
Animal Control	5	5	Noise	1	1
Building Permits	21	21	Norman Forward Questions	0	0
CDBG	3	3	Parks and Recreation	12	12
City Clerk	267	*267	Planning	8	8
City Manager/Mayor	1	1	Police	22	22
Code Enforcement	65	65	Recycling	5	5
Engineering/Public Works	20	20	Sanitation	29	29
Finance	11	11	Sidewalks	6	6
Fire/Civil Defense	4	4	Storm Debris	0	0
Human Resources	1	1	Storm Water	25	* 25
Information (General)	28	28	Streets	16	16
Information Technology	0	0	Street Lights	25	25
Legal	8	8	Traffic	19	19
Line Maintenance	15	15	Utilities	11	11
Municipal Court	5	5	WC Questions	0	0
			WC Violations	0	0
Total for July		633	Total FYE YTD		633

WC (Water Conservation)

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

LICENSES

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

LICENSE TYPE	NUMBER ISSUED	FYE YTD	LICENSE TYPE	NUMBER ISSUED	FYE YTD
Food	3	3	Bee Keeper	0	0
Class I Beer	0	0	Solicitor/Peddler (30 day)	0	0
Class II Beer	0	0	Solicitor/Peddler (60 day)	0	0
Mixed Beverage	0	0	Solicitor/Peddler (one day)	0	0
Mixed Beverage/Caterer	0	0	Coin-Operated Devices	8	8
Brewer or Distiller	0	0	Game Machines	0	0
Wine & Beer/Winemaker	0	0	Taxi/Motorbus/Limousine	0	0
Temporary Food (30 day)	3	3	Impoundment Yard	0	0
Temp Food (180 day)	2	2	Salvage Yard	0	0
Temp Food (one day)	5	5	Transient Amusement	0	0
Kennel	0	0	Special Event	1	1
Pawnbrokers	0	0	Special Event Beer	0	0
Retail Liquor Store	0	0	Sidewalk Dining	0	0

LICENSES, continued:**New Establishment/Licenses**

NAME	ADDRESS	LICENSE TYPE(S)
Crown Donuts	1106 24th Avenue S.E.	Food Service
Gyro Hero	1115 East Constitution	Food Service
Happy Day Donuts	3600 West Main	Food Service

- 1 One Day Mobile Temporary Food Service License was issued to Cutie Pies for July 22, 2016
- 3 One Day Mobile Temporary Food Service Licenses were issued to The Healthy Hippo for July 17, August 21, and August 28, 2016
- 1 One Day Mobile Temporary Food Service License was issued to Piled High for July 16, 2016
- 1 30 Day Mobile Temporary Food Service License was issued to Fatt Boys Smoke Wagon for July 14 through August 12, 2016
- 1 30 Day Mobile Temporary Food Service License was issued to Los Bandidos for July 15 through August 13, 2016
- 1 30 Day Mobile Temporary Food Service License was issued to Pop's Pockets for July 12 through August 10, 2016
- 2 180 Day Mobile Temporary Food Service License was issued to Midway Food Truck for July 11 through January 6, 2017
- 3 180 Day Mobile Temporary Food Service License was issued to Nerdy Nation Creations for July 4 through December 30, 2016
- 1 Special Event License was issued to Norman Arts Council for July 8, 2016, for the 2nd Friday Art Walk

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
07-20-16	Tyler Gulledge	Medical expenses - claimant alleges he fell into a hole in the right-of-way on the west side of 24th Avenue S.E. between East Alameda and East Lindsey on July 21, 2015.	\$ 2,697.50

CLAIMS ADMINISTRATIVELY PAID

NAME	JUSTIFICATION	DATE PAID	AMOUNT PAID
Scott Downey	Damages to vehicle window when Fire and Police Department personnel broke it to rescue what they thought was a baby locked inside on June 17, 2016, at 307 East Gray Street.	07-14-16	\$ 150.00

CLAIMS PAID

NAME	JUSTIFICATION	DATE PAID	AMOUNT PAID
Daniel H. Hickok	Damages to his vehicle as he was behind a police vehicle exiting the parking lot of Walgreens at 12th Avenue S.E. and Alameda Street when the police vehicle began backing up striking his vehicle on January 27, 2016. According to the accident report, the officer had begun pursuit of another vehicle on Alameda Street when oncoming traffic impeded his attempt and he had to back up striking Mr. Hickok's vehicle.	06-28-16	\$ 1,750.00

LAWSUITS FILED

NAME	JUSTIFICATION	DATE FILED	AMOUNT
Adrian Brown	Physical injuries – claimant alleges he sustained injuries as a result of being subject to an unjustified arrest, detention, assault, battery, false imprisonment, emotional distress, and civil rights violations on June 7, 2015.	07-15-16	\$ 10,000.00 In excess of

LAWSUITS PAID

NAME	JUSTIFICATION	DATE PAID	AMOUNT
Red Cliff, Inc.	Claims for breach of contract on the Raw Waterline Project, Phase I, and the Water Well Distribution System Project, Phase 2B, for failure to complete.	07-26-16	\$ 75,000.00

CONFERENCES

A City Council Conference was held on July 12, 2016, to discuss Change Order No. One to Contract K-1516-122 with Urban Contractors, L.L.C., increasing the contract amount by \$128,190 for a revised contract price of \$1,912,870 and extending the contract time by 30 calendar days for the Sewer Maintenance Project FYE 2014, Phase I, and receive a presentation on the conversion of Main and Gray Streets from one-way to two-way.

A City Council Conference was held on July 20, 2016, regarding the kick-off meeting with Moore, Iacofano, Goltsman, Inc., (MIG) regarding the preparation and process for the development of a Comprehensive Plan for the City of Norman.

A City Council Conference was held on July 26, 2016, to receive a presentation from Meyer, Scherer & Rockcastle, LTD., (MSR) regarding the design and development phase update for the East Branch Library and discussion of the Senior Citizens Center site location report.

EXECUTIVE SESSIONS

A City Council Special Session was held on July 19, 2016, regarding adjourning into Executive Session to discuss possible settlement of a lawsuit in the case of Red Cliff, Inc., versus Norman Utilities Authority and Washington International Insurance Company.

SPECIAL SESSIONS

A City Council Special Session was held on June 7, 2016, regarding Ordinance O-1516-40 regarding notice of election for the creation of a Storm Water Utility.

FACILITY MAINTENANCE 1A

City of Norman Facility Maintenance
July 2016 Monthly Hourly Materials Cost Report

		Data			
Craft	Location	Labor Hrs.	Labor Cost	Materials Cost	Total
Custodial	Administration Building-201	57.00	\$695.57	\$0.00	\$695.57
	Building A	37.50	\$479.97	\$0.00	\$479.97
	Building B	88.00	\$1,142.97	\$0.00	\$1,142.97
	Building C	39.00	\$501.99	\$0.00	\$501.99
	Library	125.50	\$1,548.22	\$0.00	\$1,548.22
Custodial Total		347.00	\$4,368.72	\$0.00	\$4,368.72
Doors and Hardware	Administration Building-201	0.50	\$9.09	\$0.00	\$9.09
	Building A	1.00	\$26.57	\$0.00	\$26.57
	Building B	1.50	\$39.85	\$0.00	\$39.85
	Building C	1.00	\$26.57	\$0.00	\$26.57
	Irving Rec Center	1.50	\$39.85	\$0.00	\$39.85
	Library	1.00	\$26.57	\$0.00	\$26.57
	Little Axe Rec Center	5.00	\$132.84	\$400.00	\$532.84
	Sooner Theatre	1.00	\$26.57	\$0.00	\$26.57
	Water Reclamation Facility-Environment	1.50	\$39.85	\$90.00	\$129.85
	Doors and Hardware Total	14.00	\$367.78	\$490.00	\$857.78
Electrical	Administration Building-201	9.00	\$251.68	\$0.00	\$251.68
	Building B	11.00	\$303.66	\$0.00	\$303.66
	Building C	18.00	\$570.35	\$33.69	\$604.04
	Facility Maintenance	5.50	\$155.74	\$40.42	\$196.16
	Fire Station 3	5.00	\$130.29	\$0.00	\$130.29
	Fire Station 7	4.00	\$106.54	\$0.00	\$106.54
	Fleet Maintenance	42.00	\$1,164.34	\$0.00	\$1,164.34
	Library	1.00	\$29.90	\$0.00	\$29.90
	Norman Investigations Center	1.00	\$25.55	\$0.00	\$25.55
	Parks-Andrews	3.00	\$84.70	\$0.00	\$84.70
	Parks-Community	8.00	\$221.78	\$0.00	\$221.78
	Parks-Neighborhood	6.00	\$166.33	\$0.00	\$166.33
	Parks-Reaves	5.00	\$138.61	\$0.00	\$138.61
	Traffic Control	5.00	\$138.61	\$0.00	\$138.61

**City of Norman Facility Maintenance
July 2016 Monthly Hourly Materials Cost Report**

Electrical	Transfer Station	2.00	\$56.47	\$0.00	\$56.47
	Water Reclamation Facility-Main Control Bldg.	13.00	\$360.39	\$0.00	\$360.39
	Westwood Golf Cart Storage Bldg.	4.00	\$114.60	\$0.00	\$114.60
	Westwood Pool	5.00	\$138.61	\$0.00	\$138.61
	Westwood Tennis Center	6.50	\$183.46	\$0.00	\$183.46
	Whittier Recreation Center	8.00	\$221.78	\$78.66	\$300.44
Electrical Total		162.00	\$4,563.38	\$152.77	\$4,716.15
General Maintenance	Administration Building-201	4.00	\$108.58	\$0.00	\$108.58
	Building A	2.00	\$53.14	\$0.00	\$53.14
	Fire Station 2	3.00	\$79.71	\$0.00	\$79.71
	Library	3.00	\$99.57	\$0.00	\$99.57
General Maintenance Total		12.00	\$340.99	\$0.00	\$340.99
Heating/Ventilation	12th Avenue Rec Center	2.00	\$52.12	\$0.00	\$52.12
	Administration Building-201	10.00	\$398.17	\$0.00	\$398.17
	Animal Welfare	4.00	\$119.59	\$8.73	\$128.32
	Building B	8.00	\$239.18	\$0.00	\$239.18
	Building C	20.00	\$597.95	\$0.00	\$597.95
	Fire Station 4	4.00	\$119.59	\$0.00	\$119.59
	Fire Station 7	4.00	\$119.59	\$0.00	\$119.59
	Fire Station 8	4.00	\$119.59	\$0.00	\$119.59
	Lindsey Yard-Administration	4.00	\$119.59	\$0.00	\$119.59
	Little Axe Rec Center	8.00	\$239.18	\$59.13	\$298.31
	Norman Investigations Center	4.00	\$119.59	\$0.00	\$119.59
	Parks-Reaves	2.00	\$59.80	\$0.00	\$59.80
	Radio Tower 108	4.00	\$119.59	\$0.00	\$119.59
	Sanitation	12.00	\$358.77	\$474.83	\$833.60
	Water Reclamation Facility-Environment	8.00	\$239.18	\$0.00	\$239.18
	Water Reclamation Facility-Main Control Bldg.	10.00	\$298.98	\$733.30	\$1,032.28
	Water Reclamation Facility-Other	14.00	\$418.57	\$43.24	\$461.81
	Water Treatment Plant	29.00	\$883.56	\$0.00	\$883.56
	Westwood Clubhouse	4.00	\$119.59	\$0.00	\$119.59
Heating/Ventilation /Air Conditioning Total		155.00	\$4,742.17	\$1,319.23	\$6,061.40
Lighting	Administration Building-201	1.00	\$29.90	\$0.00	\$29.90
	Building A	6.00	\$168.51	\$66.24	\$234.75

**City of Norman Facility Maintenance
July 2016 Monthly Hourly Materials Cost Report**

Lighting	Building B	1.00	\$29.90	\$0.00	\$29.90
	Building C	5.00	\$138.61	\$47.78	\$186.39
	Facility Maintenance	2.50	\$63.87	\$0.00	\$63.87
	Firehouse Art Center	4.00	\$112.93	\$0.00	\$112.93
	Irving Rec Center	8.00	\$221.78	\$24.96	\$246.74
	Library	2.00	\$55.44	\$0.00	\$55.44
	Parks-Reaves	4.00	\$110.89	\$0.00	\$110.89
	Sooner Theatre	9.00	\$251.68	\$0.00	\$251.68
Water Reclamation Facility-Other		10.00	\$277.22	\$0.00	\$277.22
Lighting Total		52.50	\$1,460.73	\$138.98	\$1,599.71
Mechanical	Facility Maintenance	2.00	\$55.44	\$0.00	\$55.44
Mechanical Total		2.00	\$55.44	\$0.00	\$55.44
Miscellaneous	Administration Building-201	24.00	\$660.72	\$30.32	\$691.04
	Animal Welfare	1.00	\$26.57	\$0.00	\$26.57
	Building A	1.00	\$25.55	\$0.00	\$25.55
	Building B	6.00	\$159.41	\$11.40	\$170.81
	Facility Maintenance	15.00	\$419.92	\$0.00	\$419.92
	Fire Station 7	2.00	\$53.14	\$0.00	\$53.14
	Fleet Maintenance	4.50	\$121.87	\$0.00	\$121.87
	Irving Rec Center	1.00	\$26.57	\$7.70	\$34.27
	Library	7.00	\$183.94	\$6.04	\$189.98
	Norman Investigations Center	3.00	\$79.71	\$0.00	\$79.71
	Police Range-Main Bldg	4.00	\$104.23	\$28.47	\$132.70
Miscellaneous Total		68.50	\$1,861.63	\$83.93	\$1,945.56
Pest Control	Administration Building-201	1.00	\$18.19	\$0.00	\$18.19
	Building A	0.50	\$9.09	\$0.00	\$9.09
	Library	0.50	\$9.09	\$0.00	\$9.09
Pest Control Total		2.00	\$36.38	\$0.00	\$36.38
Plumbing	12th Avenue Rec Center	4.00	\$104.23	\$2.75	\$106.98
	Administration Building-201	6.00	\$157.37	\$31.13	\$188.50
	Animal Welfare	1.00	\$26.57	\$0.00	\$26.57
	Building A	29.00	\$919.98	\$205.74	\$1,125.72
	Building C	4.00	\$105.25	\$42.42	\$147.67
Facility Maintenance		1.00	\$26.57	\$0.00	\$26.57

**City of Norman Facility Maintenance
July 2016 Monthly Hourly Materials Cost Report**

Plumbing	Fire Station 1	3.00	\$79.71	\$0.00	\$79.71
	Fire Station 6	2.00	\$53.14	\$0.00	\$53.14
	Fire Station 7	2.00	\$53.14	\$0.00	\$53.14
	Fire Station 9	2.00	\$52.12	\$0.00	\$52.12
	Fleet Maintenance	1.00	\$26.57	\$0.00	\$26.57
	Historic Museum	1.00	\$26.57	\$0.00	\$26.57
	Library	3.00	\$79.71	\$0.00	\$79.71
	Little Axe Rec Center	3.00	\$79.71	\$80.00	\$159.71
	Parks-Andrews	3.00	\$79.71	\$0.00	\$79.71
	Parks-Community	2.00	\$53.14	\$0.00	\$53.14
	Parks-Griffin	7.00	\$183.94	\$0.00	\$183.94
	Parks-Neighborhood	16.00	\$418.97	\$12.21	\$431.18
	Parks-Reaves	2.00	\$53.14	\$43.08	\$96.22
	Senior Citizens Center	1.00	\$26.57	\$0.00	\$26.57
	Transfer Station	2.00	\$53.14	\$0.00	\$53.14
	Water Treatment Plant	5.50	\$143.57	\$0.00	\$143.57
	Westwood Clubhouse	2.50	\$66.42	\$21.20	\$87.62
	Westwood Golf Cart Storage Bldg.	2.00	\$53.14	\$0.00	\$53.14
	Westwood Pool	5.00	\$131.82	\$0.00	\$131.82
	Whittier Recreation Center	4.00	\$104.23	\$0.00	\$104.23
Plumbing Total		114.00	\$3,158.42	\$438.53	\$3,596.95
Grand Total		929.00	\$20,955.65	\$2,623.44	\$23,579.09

CITY MANAGER 2

CIP FINANCIAL STATUS 2A

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

7/8/2016

Project No.**	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
UTILITIES				
WA0200	Interstate Drive WL (TIF)	\$0	\$54,258	Water Fund 031
WA0305	Berry Road WL Phase 2	\$0	\$81,605	Water Fund 031
WA0305	Berry Road WL Phase 3	\$0	\$0	Water Fund 031
POLICE				
BP0188	Animal Welfare Expansion and Renovation	\$0	\$0	Capital Fund 50

Notes

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

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

COMMUNITY RELATIONS

2B

Community Relation's Office
July 2016

Number of press releases	9
Contacts with the media	15
<i>Norman News</i> membership	860
Website visits	199,777
Facebook followers	4,440
Twitter followers	2,199

DEVELOPMENT COORDINATOR 2C

City of Norman - Development Coordinator Monthly Report July 2016

Below are activities and projects that the Development Coordinator has been involved with during the month of July 2016.

General Inquiries, Contacts and Meetings

- Development Review Team
- City Council Meeting
- City Council Study Session
- Pre-Development Meetings
- NORMAN FORWARD Library Ad Hoc Group Meeting
- Economic Development Professionals Meeting
- Staff Meeting with Comprehensive Plan firm
- Planning Commission

Building Permit and Plat Application Meetings

- Discussed development requirements for new commercial development
- Assisted homeowners in permit requirements and regulations for housing renovations.
- Met with project representatives to discuss development requirements for an existing industrial project.
- Discussed requirements with staff and project representative for a commercial business renovation.
- Met with staff and project representatives to discuss requirements for Church renovation.

Development Process Improvements

- ***Customer Service Survey for Development Services Division*** –The latest round of surveys for the July 2016 CO'ed projects has been sent.
- ***Building Permit Outreach Program*** – work continues on this project, and contacts continue being made with building permit applicants that fall into the criteria outlined in the plan concept. Periodic follow-up checks (generally every two weeks) continue taking place. The reaction to the program continues to be positive.
- ***ICC and NFPA Code Clarification Project*** – continued working with building and fire inspection staff to develop interpretations of building code/fire code compliance items that could be posted online. This project is designed to assist in making code clarifications and other information provided to contractors and developers more clear.

###

NORMAN FORWARD 2D



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

MONTHLY REPORT – JULY 2016

NORMAN FORWARD

DATE: July 29, 2016

PROJECT: Norman Forward

PROJECT NO: 16-003

REPORT PERIOD: July 1, 2016 to July 31, 2016

MEETINGS ATTENDED THIS MONTH

1. Thursday, July 7, 2016 | 3:00 p.m. | Teleconference Libraries Commissioning
 - a. Discussed commissioning approach and set date for Owner's Project Requirements Charrette
2. Thursday, July 7, 2016 | 3:00 p.m. | Teleconference East Branch Budget
 - a. Discussed East Branch estimate with the design team prior to presentation to Ad Hoc
3. Friday, July 8, 2016 | 12:00 p.m. | Westwood Pool Demolition Addendum 1
 - a. Issued Addendum 1 for the Westwood Pool demolition
4. Monday, July 11, 2016 | 11:00 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
5. Tuesday, July 12, 2016 | 2:30 p.m. | Teleconference East Branch DD Comment Review
 - a. Reviewed, discussed, concur/non-concur comments on Design Documents
6. Wednesday, July 13 | 10:00 a.m. – 2:00 p.m. | Commissioning OPR Charrette
 - a. Owner's Project Requirements Charrette with Burns McDonnell to assess owner's needs and ensure understanding of process
7. Thursday, July 14 | 2:00 p.m. | Westwood Pool Demolition Bid Opening
8. Thursday, July 14 | 3:00 p.m. | Libraries Ad Hoc Advisory Committee Meeting
 - a. Presentation of East Library Design Documents for approval
9. Thursday, July 14 | 4:30 p.m. | Public Art Discussion
 - a. Introduction of new NORMAN FORWARD Percent for Arts Project Manager and discussion of process for the Libraries projects
10. Friday, July 15 | 9:45 a.m. | Teleconference East Branch DDs and Budget
 - a. Discussion to review design elements and budget implications
11. Monday, July 18 | 10:30 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
12. Thursday, July 21 | 10:30 a.m. | Teleconference East Branch Weather Safety
 - a. Discussion to review East Branch weather safety design



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13. Monday, July 25 | 11:00 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
14. Tuesday, July 26 | 4:30 p.m. | City Council Conference
 - a. Presentation of East Branch Design Documents and presentation of Senior Citizens Center Site Location Report
15. Tuesday, July 26 | 6:30 p.m. | City Council Meeting
 - a. Approval of Westwood Pool demolition contract

WORK ANTICIPATED THE UPCOMING MONTH

- Westwood Family Aquatic Center CD submission and review
- Central Library DD submission and review
- Continued discussion of program budgets
- Continued work toward Libraries commissioning

PROJECTS STATUS

1. East Library
 - a. Schedule: DDs approved; working to complete CDs
 - b. Budget: Within Budget
 - c. Issues: None
2. Central Library
 - a. Schedule: Working to complete DDs by August 19
 - b. Budget: Within Budget
 - c. Issues: None
3. Westwood Family Aquatic Center
 - a. Schedule: CDs submitted and under review
 - b. Budget: Cost estimate under review
 - c. Issues: Oklahoma Department of Health requirements
 - d. Demolition to begin soon
4. Norman Forward Program Management
 - a. Schedule: Working schedule included in Implementation Plan
 - b. Budget: In Development
 - c. Implementation Plan: Adopted by Council on June 28, 2016 (R-1516-130)
 - d. Issues: Continued senior center discussion

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

CITY OF NORMAN

Department of Finance Monthly Report – July 2016

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

Treasury Division:

In the month of July, the Treasury Division processed 27,597 total payments. The traffic counter at the Drive-up Facility counted 5,360 customers. The Treasury Division processed 1,285 credit card utility payments, a decrease of -1.1% from last month, and the IVR (Interactive Voice Response) system processed 1,471 credit card utility payments, a decrease of -8.8% from last month. Utility customers also have the option of paying on the City of Norman website. There were 4,422 credit card payments made on the internet in July, an increase of 3.2% from last month. The Municipal Court processed 626 credit card payments for court fines, a decrease of -8.6% 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 \$20,328 in convenience fees in the month of July with a fiscal year-to-date total of \$20,328.

Utility Services Division:

The Meter Reading Division read 29,798 meters. Out of 77 meter reading routes, 47 (61%) were read within the targeted 30-day reading cycle. All routes were read by the 35th day. No routes were estimated in July.

General Fund Revenues & Expenditures:

When comparing major General Fund revenue sources versus budgeted levels, revenues are below target for the month of July at -3.9%. Revenues from the City's largest single source of revenue, sales tax, are below target at -1.0% for the year to date and -0.3% below last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 17 Budget To Date	FYE 17 Actual To Date	FYE 16 Actual To Date	FYE 15 Actual To Date
Sales Tax Revenue	\$3,195,365	\$3,163,336	\$3,172,731	\$3,187,507
General Fund Revenue	\$6,491,619	\$5,073,645	\$5,053,599	\$5,023,282
General Fund Expenses	\$6,762,992	\$7,016,516	\$7,049,966	\$6,992,369

Administration Division

	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	240.00	240.00	480.00	480.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	240.00	240.00	480.00	480.00
Benefit Hours Taken	16.00	16.00	59.75	59.75
TOTAL ACCOUNTABLE STAFF HOURS	224.00	224.00	420.25	420.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
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 17		FYE 16	
	JULY	YTD	JULY	YTD
Total Regular Hours Available	1,440.00	1,440.00	1,440.00	1,440.00
Total Comp Time Available	2.50	2.50	1.25	1.25
Total Overtime Hours	15.25	15.25	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,457.75	 1,457.75	 1,441.25	 1,441.25
Benefit Hours Taken	108.75	108.75	239.50	239.50
 TOTAL ACCOUNTABLE STAFF HOURS	 1,349.00	 1,349.00	 1,201.75	 1,201.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 17 JULY	FYE 16 JULY	
Total Revenue Received (\$)	\$11,918,804	\$11,991,447	(\$72,643)
Utility Payments - Office (#)	2,077	2,366	(289)
Utility Payments - Office (\$)	\$447,033	\$457,931	(\$10,898)
Lockbox (#)	17,706	18,766	(1,060)
Lockbox (\$)	\$1,719,395	\$1,945,570	(\$226,175)
IVR Credit Card (#)	1,471	1,434	37
IVR Credit Card (\$)	\$158,983	\$144,767	\$14,216
Click to Gov (#)	4,422	3,750	672
Click to Gov (\$)	\$404,926	\$370,149	\$34,777
UT Credit Card Payments (#)	1,285	1,130	155
UT Credit Card Payments (\$)	\$137,957	\$107,336	\$30,621
Art Donations (#)	178	143	35
Art Donations (\$)	\$194	\$154	\$40
Bank Draft Payments (#)	6,378	6,649	(271)
Bank Draft Payments (\$)	\$599,464	\$626,560	(27,096)
Utility Deposits (#)	18	40	(22)
Utility Deposits (\$)	\$540	\$1,200	(\$660)
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	23	24	(1)
Processed Return Checks (\$)	(\$3,592)	(\$1,858)	(\$1,734)
Other Revenue Transactions (#)	346	368	(22)
Other Revenue Received (\$)	\$7,725,291	\$7,461,351	\$263,940
Accounts Receivable Payments (\$)	\$301,769	\$342,608	(\$40,839)
Accounts Receivable - Credit Card #	2	2	0
Accounts Receivable - Credit Card \$	\$1,582	\$1,864	(\$282)
Municipal Court - Fines/Bonds (\$)	\$101,751	\$128,814	(\$27,063)
Municipal Court - Credit Card (#)	626	547	79
Municipal Court - Credit Card (\$)	\$113,854	\$91,612	\$22,242
Municipal Court - C2G (#)	356	296	60
Municipal Court - C2G (\$)	\$28,836	\$19,739	\$9,097
Building Permits Cash Report (\$)	\$118,893	\$172,277	(\$53,384)
Building Permits Credit Card (#)	121	178	(57)
Building Permits Credit Card (\$)	\$42,061	\$80,226	(\$38,165)
Building Permits C2G (#)	65	85	(20)
Building Permits C2G (\$)	\$3,492	\$16,383	(\$12,891)
Occupational License - Bldg Insp. (\$)	\$3,000	\$2,500	\$500
Occupational License - Bldg Insp. CC (#)	5	7	(2)
Occupational License - Bldg Insp. CC (\$)	\$600	\$1,300	(\$700)
Business License - City Clerk (\$)	\$1,145	\$1,600	(\$455)
Business License - City Clerk CR CD (#)	2	6	(4)
Business License - City Clerk CR CD (\$)	\$300	\$835	(\$535)
Convenience Fees - All Payments (#)	6,776	6,185	591
Convenience Fees - All Payments (\$)	\$20,328	\$18,529	\$1,799
Bank Drafts Billed (#)	7,484	7,167	317
Bank Drafts Billed (\$)	\$732,851	\$752,867	(\$20,016)
Interdepartmental Billing (#)	105	154	(49)
Interdepartmental Billing (\$)	\$10,690	\$26,977	(\$16,287)
Accounts Receivable Billed (\$)	\$200,664	\$218,831	(\$18,167)

Budget Services Division

	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	2,080.00	240.00	240.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	160.00	2,080.00	240.00	240.00
Benefit Hours Taken	24.00	288.00	48.00	48.00
TOTAL ACCOUNTABLE STAFF HOURS	136.00	1,792.00	192.00	192.00
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,200.00	1,200.00	1,200.00	1,200.00
Total Comp Time Available	31.75	31.75	38.25	38.25
Total Overtime Hours	29.25	29.25	16.50	16.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,261.00	1,261.00	1,254.75	1,254.75
Benefit Hours Taken	198.50	198.50	263.50	263.50
TOTAL ACCOUNTABLE STAFF HOURS	1,062.50	1,062.50	991.25	991.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

UTILITY 3C

Utility Division

	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	3,120.00	3,120.00	2,880.00	2,880.00
Total Comp Time Available	0.00	0.00	12.50	12.50
Total Overtime Hours	15.75	15.75	126.00	126.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	3,135.75	3,135.75	3,018.50	3,018.50
Benefit Hours Taken	334.75	334.75	373.50	373.50
TOTAL ACCOUNTABLE STAFF HOURS	2,801.00	2,801.00	2,645.00	2,645.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Office Services

	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	480.00	480.00	480.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	1.00	1.00	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	481.00	481.00	480.00	480.00
Benefit Hours Taken	152.50	152.50	26.00	26.00
TOTAL ACCOUNTABLE STAFF HOURS	328.50	328.50	454.00	454.00
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

Drive-up Window and Mail Payments

	FYE 17 JULY	FYE 16 JULY
Mail Payments - Lockbox	17,706	18,766
Mail Payments - Office	252	175
Mail Payments - Subtotal	17,958	18,941
Night Deposit	384	432
Click-to-Gov Payments	4,422	3,750
IVR Payments	1,471	1,434
Without assistance payments - Subtotal	6,277	5,616
Drive-up window & inside counter	2,077	2,366
Credit Card machine payments (swipe)	807	720
Credit Card machine payments (phone)	478	410
With assistance payments - Subtotal	3,362	3,496
Total Payments Processed - Subtotal	27,597	28,053
Bank Draft (ACH) Payments	6,378	6,649
Total Payments (Utility)	33,975	34,702
Total Convenience Fees - all Payments	18,375	6,185
Grand Total Payments	52,350	40,887

Traffic Counter at Drive-up Facility

Night Drop *	628	726
8-5 Drive-up Window Customers *	4,732	5,075
Total Traffic Counter	5,360	5,801

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

Meter Reading Division

	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
Number of Meters Read	29,798	29,798	38,512	38,512
New Service	959	959	1,008	1,008
Request for Termination	930	930	1,062	1,062
Delinquent On(s)	250	250	0	0
Delinquent Offs	413	413	0	0
Collect Deposit Tags Hung	54	54	0	0
Collect Deposit Cut Offs	38	38	9	9
Blue Tags	17	17	4	4
Number of Meters Re-read	1,582	1,582	2,253	2,253
Meters Cleaned	48	48	39	39
Customer Assists	42	42	32	32
Meters Pulled	0	0	0	0
Meters Re-set	1	1	0	0
Meter Exchanges	45	45	0	0
TOTAL	34,177	34,177	42,919	42,919

Utility Division Activity Report

	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
STATUS REPORT				
Regular Utility Accounts Billed	41,985	41,985	40,745	40,745
New Ons	1,092	1,092	1,077	1,077
Final Accounts Billed	1,082	1,082	1,062	1,062
TOTAL ACCOUNTS BILLED	44,159	44,159	42,884	42,884

FIRE DEPARTMENT

4

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
July, 2016**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections	187/196.75 staff hours
Re-Inspections	22/ 11.5 staff hours
Residential Inspections	0
Smoke Detector Batteries	22 / 23 staff hours
Plan/Platt Review	49/ 46 staff hours
Company Inspections	0
Re-Inspections	0
Total Inspections	209 / 219.75 staff hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)	
Code Violation Complaints ⁵⁴	62/54 staff hours
Training (hours)	4 / 2 staff hours
Fire Education Classes	3/ 3 staff hours
Investigations	10
Investigative Activities	6 /15 staff hours
Miscellaneous/Special	

NFD Monthly Progress Report July 2016

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	25	2.07%
2 - Overpressure Rupture, explosion, Overheat - No Fire	1	0.08%
3 - Rescue & emergency	773	64.15%
4 - Hazardous Conditions (No Fire)	28	2.32%
5 - Service Call	94	7.80%
6 - Good Intent Call	179	14.85%
7 - False Alarm & False Call	99	8.22%
8 - Severe Weather & Natural Disaster	2	0.17%
9 - Special Incident Type	4	0.33%
Incomplete Reports	0	0.00%
Total Incident Count	1205	

Total Fire Loss \$ 508,075.00

Average Response Times

	Number of Calls	Average Time/Seconds	Average Time/Minutes
Station #1	214	293	0:04:53
Station #2	158	308	0:05:08
Station #3	219	306	0:05:06
Station #4	162	298	0:04:58
Station #5	67	470	0:07:50
Station #6	39	497	0:08:17
Station #7	94	329	0:05:29
Station #8	75	284	0:04:44
Station #9	175	364	0:06:04

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: July 2016
Mitigation:	
Safe room Program	368 of 406 installed
Siren Status	97%, two pending parts, one pending replacement
Preparedness:	
Amateur Radio Testing	July 7
Amateur Radio Monthly Meeting	July 9
Review of Generator capability of EMSTAT	July 11
Volunteer Response Meeting	July 14
South West Area Communication Exercise	July 19
Emergency Plan Updates Reviewed	Conversion to Support Function Format
Response: N/A	
Recovery:	
OK-DR-4222	On going

HUMAN RESOURCES 5

HUMAN RESOURCES
Monthly Report
July, 2016

ADMINISTRATION/LABOR RELATIONS

A. Administrative

- Held four (4) pre-negotiation meetings with management
- Met with a supervisor to explain the FMLA policy
- Met with insurance consultants to discuss year end reports
- Met with various department heads to discuss vacant positions
- Met with three (3) employees to discuss workplace issues

B. Grievances (active AFSCME and Non-Union)

- AFSCME Grievance FYE15-07 - Raney (Streets) – Crew assignment
Grievance meeting to be held upon employee's return from OJI
- AFSCME Grievance FYE14-06 - Green (Sewer Line Maint.) – termination
District Court Judge vacated the arbitrator's decision. Pending action- settle Green's employment issues with the City or schedule another arbitration.

C. Collective Bargaining

- Held three (3) negotiation sessions with FOP

D. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed July 2016 Employee Newsletter
- Attended United Way Pacesetter Kickoff Meeting
- Scheduled City of Norman United Way Kickoff Meetings
- Assembled and distributed United Way Packets
- Attended/Summarized three (3) negotiation sessions
 - 3 – FOP
- Processed invoices and reconciled expense accounts

BENEFITS

- Processed transactions for Life, Health/Dental and Supplemental Insurance Plans
- Conducted fifteen (15) employee orientations
- Attended Employee Insurance Advisory Committee meeting
- Responded to 102 benefit/wellness inquiries

COMPENSATION

The following personnel actions were processed:
Twenty-two (22) employees hired:

3 – City Council – (2) Councilmembers (PT) and (1) Mayor (PT)
 12 – Fire/Suppression - Firefighters
 1 – Municipal Court – Deputy Marshal (PT)
 1 – Public Works/Engineering – Capital Projects Engineer
 5 – Parks & Recreation – (2) Maintenance Worker I's, (2) Laborers(PT), and (1) Tennis Shop Attendant

Twenty-one (21) employees left employment:

3 – City Council – (2) Councilmembers (PT) and (1) Mayor (PT)
 1 – Finance – Administrative Technician IV
 1 – Municipal Court – Deputy Marshal (PT)
 1 – Utilities/Water Treatment – Laborer (PT)
 1 – Police – Administrative Technician III
 14 – Parks and Recreation – (12) Umpires (PT), and (2) Laborers (PT)

One (1) employee promoted:

1 – Planning/Code Enforcement – Code Compliance Inspector

COMPENSATION/BENEFIT SURVEYS

Compiled Non-Union Compensation Survey information from local and comparable cities.
 Completed a compensation survey for Naperville IL.

RECRUITMENT

Accepted applications for the following positions:

- Temporary Laborer (PT), Utilities/Water Treatment Plant
- Parks Temporary Laborer (PT), Parks & Recreation/Park Maintenance
- Tennis Shop Attendant (PT), Parks & Recreation/Recreation
- Shelter Veterinarian (PPT), Police/Animal Welfare
- Custodian (PPT), City Clerk's Office
- Assistant Fire Chief, Fire Department
- Maintenance Worker I, Parks & Recreation/Park Maintenance
- Engineering Technician I, Public Works/Engineering
- Auto Service Technician, Public Works/Fleet
- Administrative Technician III, Utilities/Water Treatment Plant
- Heavy Equipment Operator, Parks & Recreation/Park Maintenance
- Customer Service Representative I, Finance/Utility Services
- Administrative Technician II, City Clerk/Facility Maintenance

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	400	Written Exams	3
Phone	485	Practical Testing/Assessment Center	1
Mail	265	Panel Board Interviews	8
Email	190	Promotions	1
Total Subscribers on E-mail Vacancy List	5102	Oral Interviews	10

Total Visits to City of Norman HR website	2142	Hiring/Promotion Board	2
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Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	10	Advertisements Placed	5
Pre-Employment Drug Screens	10	Applications Received	192
Pre-Employment Physicals	7	Job Announcements Emailed	25
Pre-Employment OSBI	5	Job Announcements to CON Depts.	245

TRAINING AND DEVELOPMENT

Conducted training for fifteen (15) new employees on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Conduct and IT Acceptable Use policies.

The Computer Training Lab was the site for Communications Officer Training for the Police Department. Two Microsoft Office Excel classes were offered to City employees and the lab also served as the site for Information Technology Enterprise Resource Planning (ERP) training.

SAFETY

Safety Activities during July, 2016:

- Safety meetings were held at ten (10) facilities and the topic covered was “Heat Stress”
- Walkthrough inspections were conducted at ten (10) facilities
- Sent safety material documents to facilities each week
- Conducted fifteen (15) new employee orientations
- Held three (3) Return to Work Meetings (Fleet/Sanitation/Facility Maintenance)
- Held one (1) Fitness for Duty Meeting (Line Maintenance)

Recordable Injuries – 8

Dept./Division	Nature of the injury	Activity	Prognosis
Fire/Suppression	Back strain	Employee tripped and fell on his back	Work restrictions
Fire/Suppression	Bruise to right ribs	Employee was hit on right side of ribcage playing basketball during P.T.	Work restrictions
Fire/Suppression	Lower abdomen strain	Employee strained abdomen during training exercises	Work restrictions
Police/Animal Welfare	Left forearm scratch	Employee was scratched while removing dog from kennel	Released to duty
Police/Patrol	Right elbow strain	Employee strained right elbow playing dodgeball	Work restrictions
Police/Patrol	Heat exhaustion	Experienced heat exhaustion while on perimeter of SWAT call-out	Released to duty
Police/Patrol	Wasp sting to right hand	Wasp sting to right hand during SWAT call-out	Released to duty

Utilities/ Sanitation	Left ankle sprain/contusion	Employee tripped over vines collecting yard waste	Work restrictions
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Cumulative number of Recordable Injuries per year. 2016 is total year to date:

2016	2015	2014
33	70	75

Vehicle Collisions - 2

Division	Description of Collision	Status
Public Works/ Streets	Citizen was following too close and rear-ended City vehicle.	"No Fault"
Parks & Recreation/ Park Maintenance	Employee was backing City vehicle and struck another City vehicle causing a broken tail light.	"At Fault"

**Cumulative number of "AT FAULT" Vehicle Collisions of the indicated year:
(FYE 2017 is total year to date)**

2017	2016	2015	2014	2013	2012
1	13	10	23	15	18

CITY OF NORMAN

Information Technology Department
Monthly Report –July 2016.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Study and RFP Development	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology and business review process.	In Progress consultant working through needs assessments with city staff, project team meets weekly to discuss milestones
Genetec replacement for current access control system	Full replacement of old technology that increases security by providing centralized management of building access on a building by building basis.	In planning: Building 201 Doors complete. Working on Building C assessment
PD body camera and patrol car dash camera infrastructure build.	Introduces technology to help police officers and citizens with increased security by providing video and audio evidence on a case by case basis.	PD reviewing vendors in final RFP's, IT Storage project will assist in storing data
Website Rebuild/Redesign	Our current design is 5 years old. A new design will help boost our image, traffic, rankings, and leads. We also need a friendlier mobile device design.	In Planning: Meeting with PIO's, CCO, and Marketing
Datacenter Storage Upgrade	\$1 4M project to add storage and improved technology to expand the amount of storage available for daily data storage, backups, and disaster recover	In Planning: EMC systems selected hardware delivery in progress. Cleanup and removal of old systems for physical space in progress.

TAMS/FASTER Integration for City's NAPA Parts Room.	City of Norman and NAPA will integrate a program that will download data nightly from NAPA'S TAMS into the City's FASTER Fleet management Software, eliminating the need for NAPA to manually enter the data into FASTER	
Installation of fiber optic cable along Main Street from 24th Avenue West to 36th Avenue West with switches at 26th Street/Interstate Drive, I-35 Interchange, Ed Noble Parkway, and 36th Avenue West.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction to begin around June 1
Installation of fiber optic cable along Robinson Street from Peters Avenue to 12th Avenue NE with switches at Porter Avenue, Findlay Avenue, and 12th Avenue NE.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction to begin around June 1.
Install fiber optic cable on Rock Creek Road from Porter Avenue to 12th Avenue NE with switch at a new signal at Sequoyah Trail.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction to begin around June 1.
Wireless phone bills audit for cost savings.	Cost savings for telecommunications, waste elimination.	In Progress
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing
IT main computer room return air system improvements.	This will eliminate a "hot row" of air that currently taxes our main data center servers. If not addressed this "hot row" could cause server degradation and/or failure.	In Planning
License Plate Reader System	Improves the ability to identify stolen vehicles and vehicles with outstanding citations.	System is installed and in use data connection with LERMS being evaluated

Support Tickets:

The IT department tracks work requests with a software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of July 2016.

Mass Communications:

The following statistics represent email space and resource savings. 21 emails from the groups shown in the table below were sent from city servers using city resources – of those 15,366 were delivered to outside mailboxes for the month of July 2016. The city servers generated mass communications to Norman citizens of 15,366 messages from only 21 sent (see **IT Table 2**).

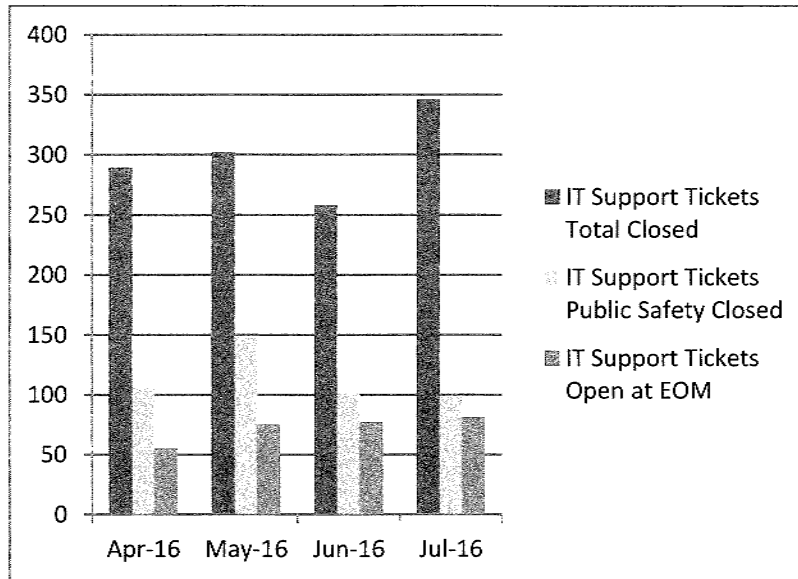
Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. IT had a total of 947,014 attempted incoming and 50,627 outgoing messages for the month of July 794,050 of the incoming messages were considered Spam or hazardous e-mails and were quarantined or filtered (see **IT Table 3**). Without the email filter our email server would have received that much additional mail which increases waste and decreases valuable storage space. Additionally, the filter kept city employees from being bombarded with spam, phishing, and other types of potentially harmful emails. We continue to see a very concerning increase in malicious email traffic inbound to our email servers on a monthly basis. Even though the email security appliance has successfully blocked this traffic, the IT Department is actively exploring various counter measures to combat the potential of malicious software attacking our network.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of July 2016 the City of Norman's web site had 91,655 individual web sessions access the web site for a total of 199,777 total page views. Of those sessions 45,406 were identified as New Users to view content on the City web site (see **IT Table 4**).

I.T Table 1



I.T Table 2

July 2016 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	13	2	26
Job Posting	2140	2	4280
Norman News	849	12	10188
Police Animal Welfare Volunteers	42	0	0
Police – Citizens' Academy	82	0	0
Police – Neighborhood Watch	105	0	0
Public Works Consultants	123	0	0
Westwood Golf	740	1	739
Westwood Golf Members	23	0	0
Westwood Men's Clinic	18	1	18
Westwood Men's Golf Assoc.	79	1	77
Westwood Women's Clinic	35	1	34
Westwood Women's Golf Assoc.	4	1	4
Totals	4253	21	15366

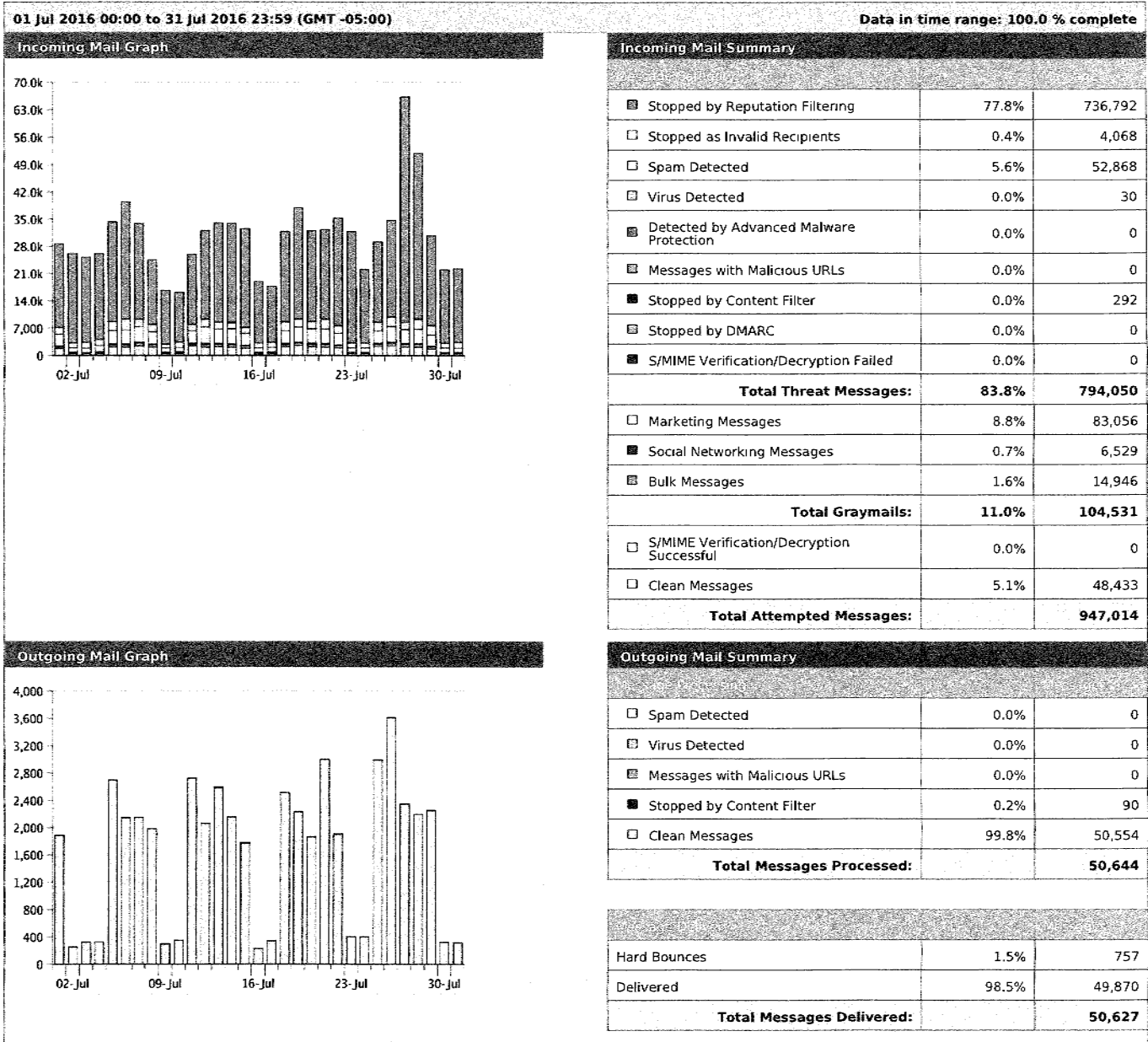
I.T Table 3

EMAIL SECURITY APPLIANCE

Report generated by Cisco Email Security Appliance (ESA) for the period 01 Jul 2016 00:00 to 31 Jul 2016 23:59 (GMT -05:00). The data is for the period 01 Jul 2016 00:00 to 31 Jul 2016 23:59 (GMT -05:00).

Executive Summary

mail.ci.norman.ok.us



I.T Table 4

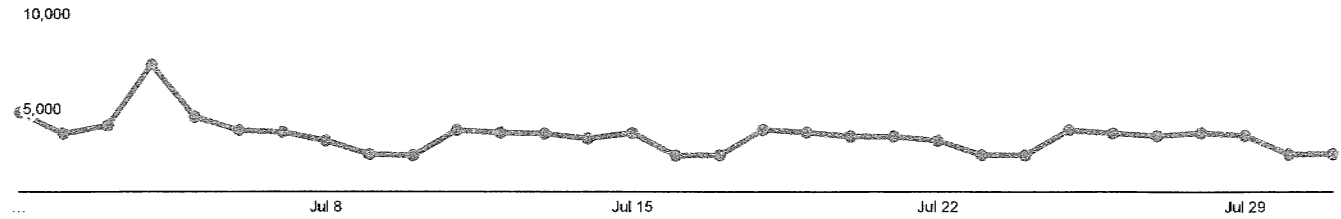
Monthly Web Site Statistics

Jul 1, 2016 Jul 31, 2016

All Users
100.00% Sessions

Explorer

Sessions



Date	Sessions	Pages / Session	Pageviews	Users (Deprecated)	Users	New Users	Bounce Rate	Avg. Time on Page
	91,655	2.18	199,777	80,326	60,246	45,406	49.24%	00:01:38
	% of Total: 100.00% (91,655)	Avg for View: 2.18 (0.00%)	% of Total: 100.00% (199,777)	% of Total: 133.33% (60,246)	% of Total: 100.00% (60,246)	% of Total: 100.06% (45,381)	Avg for View: 49.24% (0.00%)	Avg for View: 00:01:38 (0.00%)
1. 20160704	6,676 (7.28%)	1.81	12,077 (6.05%)	5,761 (7.17%)	5,761 (7.17%)	3,657 (8.05%)	53.67%	00:01:38
2. 20160701	4,189 (4.57%)	2.15	9,021 (4.52%)	3,741 (4.66%)	3,741 (4.66%)	2,300 (5.07%)	53.81%	00:01:33
3. 20160705	3,933 (4.29%)	2.21	8,710 (4.36%)	3,457 (4.30%)	3,457 (4.30%)	1,734 (3.82%)	49.68%	00:01:33
4. 20160703	3,485 (3.80%)	1.88	6,559 (3.28%)	3,141 (3.91%)	3,141 (3.91%)	1,959 (4.31%)	53.95%	00:01:26
5. 20160718	3,270 (3.57%)	2.30	7,506 (3.76%)	2,790 (3.47%)	2,790 (3.47%)	1,533 (3.38%)	47.13%	00:01:35
6. 20160725	3,251 (3.55%)	2.46	7,999 (4.00%)	2,764 (3.44%)	2,764 (3.44%)	1,491 (3.28%)	45.00%	00:01:44
7. 20160711	3,242 (3.54%)	2.38	7,714 (3.86%)	2,821 (3.51%)	2,821 (3.51%)	1,545 (3.40%)	45.65%	00:01:39
8. 20160706	3,233 (3.53%)	2.23	7,219 (3.61%)	2,821 (3.51%)	2,821 (3.51%)	1,480 (3.26%)	48.78%	00:01:30
9. 20160707	3,138 (3.42%)	2.25	7,058 (3.53%)	2,723 (3.39%)	2,723 (3.39%)	1,487 (3.27%)	47.61%	00:01:44
10. 20160719	3,137 (3.42%)	2.18	6,852 (3.43%)	2,746 (3.42%)	2,746 (3.42%)	1,557 (3.43%)	46.29%	00:01:48

Rows 1 10 of 31

MONTHLY REPORT LEGAL DEPARTMENT
July 2016 Report
(Submitted August 12, 2016)

MONTHLY HIGHLIGHTS.

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

On July 12, 2016, City staff reached a tentative settlement agreement in this case. The tentative agreement was ratified by City Council at its July 26, 2016, meeting and the Legal staff has effectuated the settlement. This case will no longer appear on the monthly report.

LIST OF PENDING CASES.

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

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

Adrian Brown v City of Norman and Norman Police Department, CIV 16-0897 HE (K, S, B)

This case was filed in Cleveland County District Court on March 30, 2016. It arises out of charges for interference with official process currently pending in the City's municipal court. The case was served on the City on July 15, 2016. Because it alleges violations of federal law, it was removed to federal court August 8, 2016.

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

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

Oklahoma Association of Broadcasters, Inc. v City of Norman, et al., Case No. 113,973

COURT OF CRIMINAL APPEALS – None pending

OTHER COURTS

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

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

B. Condemnation Proceedings

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Federal National Mortgage Association v Linda K. Van Dyke, et al., CJ-2015-1344

Mortgage Clearing Corporation v Alyssa J. Kesner, et al., CJ-2015-1387

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

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

D. *Municipal Court Appeals*

E. *Small Claims Court*

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

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

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

F. *Board of Adjustment Appeals*

Hinkley v City of Norman, Case No. CJ-2016-1828 (K)

This case was filed on July 28, 2016. It is an appeal from a board of adjustment decision denying the applicant's request for a variance from the maximum 65% impervious cover limit.

LABOR / ADMINISTRATIVE PROCEEDINGS

None.

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

This office has assisted with the following grievances:

AFSCME Grievance FYE 14-06 – (Green Termination)

FOP Grievance FYE 16 – (Assignment Pay)

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

IAFF Grievance FYE 16 – (Hart Discipline)

This grievance was resolved by agreement and will no longer appear on the monthly report.

B. *Public Employees Relations Board (PERB)*

C. *Equal Employment Opportunity Commission (EEOC)*

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

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

Mr. Henderson received a right to sue letter from February 25, 2016. He has until May 25, 2016 to file a lawsuit. A lawsuit was filed on May 25, 2016, but is has not been served. This Charge will no longer appear on the monthly report. An entry will

D. Contested Unemployment Claims (OESC)

MEDIATION PROGRAM

For the month of July, 2016, the Early Settlement Norman Mediation Program accepted 33 new cases and closed 23 cases. The number of mediations conducted in July, 2016 was 1

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through July 31, 2016. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 15	FYE 16	FYE 17	FYE 15	FYE 16	FYE 17	FYE 15	FYE 16	FYE 17
JULY	548	550	516	40	48	19	16	15	13
AUG	795	501		32	46		15	14	
SEPT	684	467		25	30		8	11	
OCT	711	431		46	45		17	14	
NOV	437	459		21	29		10	10	
DEC	491	437		46	39		12	12	
JAN	668	436		39	31		16	15	
FEB	507	528		33	37		12	16	
MAR	493	600		42	30		10	10	
APR	669	512		76	31		19	14	
MAY	436	521		20	32		9	11	
JUNE	515	572		54	47		11	15	
TOTALS / YTD	6,954	6,014	516	474	445	19	155	157	13

WORKERS' COMPENSATION COURT

The total number cases pending are 21. During the month of July 2016 there was one new workers compensation case filed. There were no cases settled or court awards issued. The remaining cases are proceeding in active litigation in the Workers' Compensation Court of Existing Claims & Workers' Compensation Commission. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE17 CASES	FYE16 CASES	FYE15 CASES	FYE14 CASES
Finance						
Fire	Suppression	6	1	4		9
IT	Tech Support					
Municipal Court	Court Officer					1

Parks/Rec.	Park Maintenance	1		2	1	1
Planning	Development Services	1			1	
Police	Patrol	6		1	3	2
Police	Administration	1			2	
Public Works	Street Maintenance	1		1		1
Public Works	Traffic Control					
Public Works	Vehicle Maintenance				1	
Public Works	Storm Water				2	
Utilities	Line Maintenance	1		1	1	1
Utilities	Sanitation	4		1	4	1
TOTALS		21	1	10	15	16

List of Pending Cases (S)Amason, Amber v City of Norman, WCC 2012 12306 K

(Police, Patrol, MPO, Intestinal/Parasite/Infection)

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

(Fire, Suppression, Fire Captain, Neck)

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

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

Bolenbaugh, v City of Norman, WCC 2012 13808 Y

(Utilities, Sanitation, SWII, R. Knee)

Bozeman, Chris v City of Norman, CM 2015-08111 R

(Utilities, Sewer Line Maintenance, MWII, Back)

Crawford, Hugh L. v City of Norman, WCC 2011 11738 L(Fire, Suppression, Firefighter, Lungs) *Barred*Grady, Thomas J v City of Norman, WCC 2014-05405 A

(Utilities, Sanitation, SWII, R. Foot)

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

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

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

(Fire, Suppression, Firefighter, Multiple)

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

(Police, Patrol, MPO, R. Wrist)

Ingraham, Brandon Chad v City of Norman, CM-2016-02864 H

(Parks/Rec., Park Maint., MWI, L. Shoulder, Arm)

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

(Fire, Suppression, Firefighter, Heart/Cardiovascular)

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

(Fire, Suppression, Firefighter, Back)

Koscinski, Chris v City of Norman, CM 2016-00738 H

(Fire, Suppression, Firefighter, Left Shoulder)

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

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

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

(Police, Patrol, MPO, R. Leg)

Mulder, Lenny Brian v. City of Norman, WCC 2016-04403 Y***(Fire, Suppression, Fire Captain, Ears)***

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

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

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

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

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

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

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

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

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

(Utilities, Sanitation, SWI, Back)

SPECIAL CLAIMS

The following is a breakdown of the Special Claims activity through July, 2016.

<u>DEPARTMENT</u>	<u>FYE 17 Month</u>	<u>FYE 17 YTD</u>	<u>FYE 16</u>	<u>FYE 15</u>	<u>FYE 14</u>
Animal Control					
City Clerk					
Code Enforcement				1	
PW-Engineering			5	1	2
Finance (meter covers)					
Fire			2	1	
Fleet			1	1	
Human Resources					1
Legal					
Utilities-Sewer & Line Maintenance			9	9	6
Parks			2	5	
Planning					
Police			13	10	11
Public Works-Traffic				5	4
Road & Channel			2		2
Utilities-Sanitation			14	15	19
Streets	1	1	6	4	5
Utilities			6	2	13
Utilities-Waste Water (runoff water)					
Other			6	6	6
TOTAL CLAIMS	1	1	66	60	63

<u>CURRENT CLAIM STATUS</u>	<u>FYE 17 TO DATE</u>	<u>FYE 16</u>	<u>FYE 15</u>	<u>FYE 14</u>
Claims Filed	1	66	60	63
Claims Open and Under Consideration	1	11	1	5
Claims Not Accepted Under Statute/Other	0	7	7	2
Claims Paid Administratively	0	18	18	16
Claims Paid Through Council Approval	0	12	9	15
Claims Resulting in a Lawsuit for FY15	0	0	0	2
Claims Barred by Statute (No Further Action Allowed)	0	11	25	23
Claims in Denied Status (Still Subject to Lawsuit)	0	7	0	0

EXPUNGEMENTS

The following represents a breakdown of the Expungement Requests considered by the City Attorney's Office through July 31, 2016.

MONTH	REQUESTS			COMPLETED		
	FYE17	FYE16	FYE15	FYE17	FYE16	FYE15
JULY	10	9	5	12	9	5
AUG		12	2		6	1
SEPT		7	10		6	2
OCT		10	8		4	5
NOV		11	6		4	5
DEC		13	9		10	3
JAN		15	12		3	9
FEB		13	8		6	7
MAR		12	13		11	8
APR		15	4		5	7
MAY		22	13		9	3
JUNE		12	11		16	5
TOTALS/YTD	10	151	101	12	89	60

MUNICIPAL COURT

8

**MUNICIPAL COURT
MONTHLY REPORT
JULY FY '17**

CASES FILED

	<u>JULY</u>	<u>FY17</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY16</u>	<u>Y-T-D</u>
Traffic	1,266		1,266	936		936
Non-Traffic	265		265	343		343
SUB TOTAL	1,531		1,531	1,279		1,279
Parking	1,006		1,006	1,126		1,126
GRAND TOTAL	2,537		2,537	2,405		2,405

CASES DISPOSED

	<u>JULY</u>	<u>FY17</u>	<u>Y T-D</u>	<u>JULY</u>	<u>FY16</u>	<u>Y-T-D</u>
Traffic	1,159		1,159	661		661
Non-Traffic	252		252	170		170
SUB TOTAL	1,411		1,411	831		831
Parking	763		763	933		933
GRAND TOTAL	2,174		2,174	1,764		1,764

REVENUE

	<u>JULY</u>	<u>FY17</u>	<u>Y T-D</u>	<u>JULY</u>	<u>FY16</u>	<u>Y-T-D</u>
Traffic	\$125,546.60		\$125,546.60	\$124,419.00		\$124,419.00
Non-Traffic	\$41,946.00		\$41,946.00	\$63,953.00		\$63,953.00
SUB TOTAL	\$167,492.60		\$167,492.60	\$188,372.00		\$188,372.00
Parking	\$17,251.40		\$17,251.40	\$20,170.00		\$20,170.00
GRAND TOTAL	\$184,744.00		\$184,744.00	\$208,542.00		\$208,542.00

Juvenile Community Service Program

In July, 2016, juveniles provided 144 hours of community service, worked through our Juvenile Community Service Program, to various local non-profit agencies. Of these hours, 30 hours valued at \$215.50 if paid at minimum wage were devoted to City of Norman projects.

PARKS AND RECREATION 9

Park Planning Activities

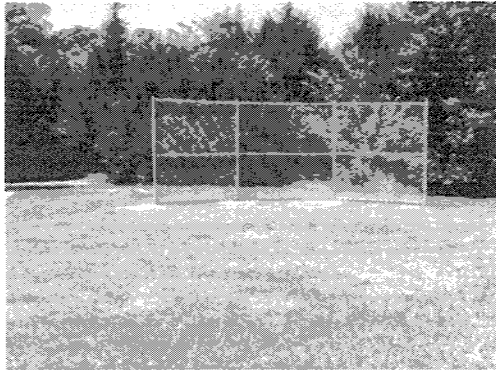
July, 2016

Neighborhood Parks

The sidewalk improvements in Eastwood Park were completed in July—which included removal of the old buckled, narrow sidewalk on the steep hillside along the property line with a new ADA-compliant walk which curves down the hillside and includes a connection to the playground in the park. Once the concrete work was completed, sod was laid on the re-graded slopes around the new walk; and the area along Ponca Street at the top of the park hill was re-graded and surfaced to better accommodate cars that park along the street during after school pick up for Lincoln Elementary across from the park.



Eastwood Park Sidewalk



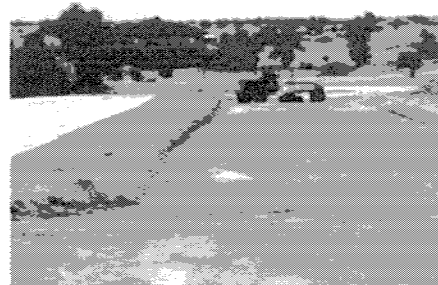
Woodcreek Park Backstop

The shade structure over the play equipment at Eastridge Park was delivered and installed by park maintenance staff early in the month.

Also, a contractor installed the new baseball backstop at Woodcreek Park. Contractors were also hired to install a basketball court at Woodcreek and at Tull's Park next month.

Saxon Community Park

The contractor has been grading the area and preparing the sub-base for the park road extension, as well as clearing the path of the fitness trail in the area south of the road. Construction of the trail will begin next month, with the road surface to follow. A separate contractor will provide and install the fitness equipment along the trail, once the construction is complete. Additional maintenance work on the cross-country trail will also be done as this project proceeds this summer to correct a few areas of wash-out that have occurred since the trail was constructed in 2014.



Recreation Centers

Work continues on the installation of the air conditioners at each center. The new units are installed at 12th Avenue and are keeping the space cool as summer camp continues. The OG&E contractor for the Norman Public Schools projects at Whittier and Irving completed the power supply upgrade at each location late in the month. Now that this is done, our A/C contractor can proceed with final installation and connection of the units at these two locations, and have them operational before school starts.

A contractor has also been hired to remove and replace the old north side concrete sidewalk and west side concrete entry area at Irving. This will include creating a concrete drainage flume along the north side of the center to help direct water away from the building. Other improvements will include replacing the entry doors at the 12th Avenue Rec Center and painting the upper portion of that gym.

JULY 2016
RECREATION DIVISION
MONTHLY REPORT

Senior Citizens Center: There were 80 seniors who attended the July 4th potluck held on Friday, July 1st. They grilled hot dogs and played games all afternoon. There were 840 seniors who participated in the Congregate Meal Site this month. There were three rentals this month with 340 people participating. Daily activities included Bridge and Dominoes.

Little Axe Community Center: The outreach food distribution for the month of July was 216 adults and 71 children for a total of 287. This program assists many members of the Little Axe community and serves more senior citizens than any other age group. The Pioneer Library Service Statistics Report shows 382 units of service for the month. The number of meals served through the Summer Feeding program for the month of July was 665. The meals were served for 15 days in the month of July with an average daily attendance of 44 meals per day. There were a total of 1,623 meals served for the summer with the last day being July 28th.

12th Avenue Recreation Center: With the help of one of our camp parents who is a professor at the Athletic Department at the University of Oklahoma, the 12th Avenue and Irving summer camps visited the Everest Center to participate in some physical education activities. There were 63 campers and 11 staff participating. The campers rotated from activity station to activity station consisting of soccer, baseball, gymnastics, and track and field. Baker Mayfield joined in on the activities. ESPN was there and videotaped his interaction with the campers that will be broadcast on ESPN at a later date. Freshman athletes from the University participated as well (wrestling, gymnastics, baseball, and football). At the end of the program the athletes including Mayfield gave motivational speeches, a question and answer session and then signed autographs.

Irving Recreation Center: This month the Irving Explorer Camp has completed weeks 6-9 with 2 weeks of camp left! The kids have enjoyed themselves this month and they have had the opportunity to participate in field trips such as: swimming at Westwood Pool, movie at Evans Theater, visit to the Science Museum in OKC and bowling at Sooner Bowling Alley. The camp also took a special field trip to OU to do some physical activities with some of the OU student athletes. We have started enrollment for our 2016-17 After School Program.

Whittier Recreation Center: The Summer Sports Camp Series continued this month with 162 participants in Basketball, Junior Jammer Basketball, Junior Jammer Volleyball, Cheer and Speed and Agility Camps. Whittier also had clogging and body sculpting classes this month.

FACILITY ATTENDANCE:	Year to	
	Month	Date
Senior Citizens Center (includes congregate meals)	2,116	2,116
Little Axe Community Center	2,534	2,534
12th Avenue Recreation Center	1,409	1,409
Irving Recreation Center	714	714
Whittier Recreation Center	1,902	1,902
Reaves Center	300	300
Tennis Center	5,366	5,366

JULY 2016
PARK MAINTENANCE DIVISION

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

Crews prepared Reaves Park for the annual 4th of July Norman Day Celebration

SAFETY REPORT	FYE-17MTD	FYE-17YTD		FYE-16MTD	FYE-16YTD
On-The-Job Injuries	2	2		0	0
Vehicle Accidents	2	2		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man Hours MONTH-TO-DATE	YEAR-TO-DATE		Total Man Hours MONTH-TO-DATE	YEAR-TO-DATE
Mowing	451.50	451.50		333.50	333.50
Trim Mowing	1305.00	1305.00		790.50	790.50
Chemical Spraying	33.00	33.00		17.00	17.00
Fertilization	0.00	0.00		0.00	0.00
Tree Planting	0.00	0.00		0.00	0.00
Tree & Stump Removal	0.00	0.00		40.00	40.00
Tree Trimming/Limb Pick-Up	70.00	70.00		75.50	75.50
Restroom/Trash Maintenance	564.50	564.50		288.00	288.00
Play Equipment Maintenance	52.00	52.00		5.50	5.50
Sprinkler Maintenance	8.50	8.50		87.00	87.00
Watering	0.00	0.00		40.00	40.00
Grounds/Building Maintenance	167.25	167.25		1.50	1.50
Painting	0.00	0.00		0.00	0.00
Planning Design	0.00	0.00		0.00	0.00
Park Development	0.00	0.00		0.00	0.00
Special Projects	124.25	124.25		138.50	138.50
Nursery Maintenance	0.00	0.00		0.00	0.00
Flower/Shrub Bed Maintenance	102.50	102.50		12.00	12.00
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	118.00	118.00		62.00	62.00
Fence Repairs	0.00	0.00		0.00	0.00
Equipment Repairs/Maintenance	224.25	224.25		109.25	109.25
Material Pick-Up	8.00	8.00		4.50	4.50
Miscellaneous	285.75	285.75		149.00	149.00
Shop Time	104.00	104.00		30.00	30.00
Snow/Ice Removal	0.00	0.00		0.00	0.00
Christmas Lights	0.00	0.00		0.00	0.00
Close to Home Fishing	3.00	3.00		0.00	0.00
Forestry	0.00	0.00		0.00	0.00
Graffiti Clean-Up	1.00	1.00		0.00	0.00
Water Fountains	0.00	0.00		0.00	0.00
Inground Trash	3.00	3.00		0.00	0.00
Vector Control	96.50	96.50		6.00	6.00

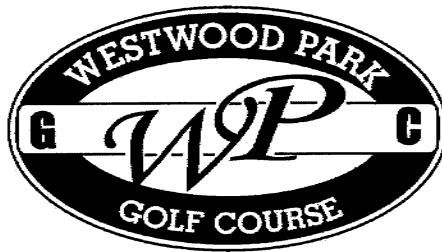
JULY 2016
COMMUNITY SERVICE PROGRAM
MONTHLY REPORT

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	1	20.00	20.00	1	1	20.00	20.00
Building Maintenance												
City Clerk												
City Controller												
Compost Facility												
Code Enforcement												
Fleet Management												
Finance												
Firehouse Art Center												
Legal												
Municipal Court												
Park Maintenance												
Personnel												
Police												
Recreation												
Sanitation												
Sewer & Water												
Westwood Golf												
Westwood Pool												
Print Shop												
Public Works												
Payroll												
Engineering												
Hourly Wage Value			\$7.25				\$7.25				\$7.25	
Value of hours Month							\$145 00				\$145 00	
Value of hours Y T-D							\$145.00				\$145 00	

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

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



JULY 2016

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	JULY FY'17	JULY FY'16
Regular Green Fees	1135	999
Senior Green Fees	267	302
Junior Fees	335	440
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)	611	501
Employee Comp Rounds	389	417
Golf Passport Rounds	0	0
9-Hole Green Fee	132	85
2:00 Fees	91	76
4:00 Fees	451	444
Dusk Fees or 6:00 Fees	126	0
PGA Comp Rounds	7	13
*Rainchecks (not counted in total round count)	37	30
Misc Promo Fees (birthday fees, players cards, OU student fees, Military, player pass)	649	947
Green Fee Adjustments (fee difference on rainchecks)	18	15
Total Rounds (*not included in total round count)	4211	4239
% change from FY '16	-0.66%	
Range Tokens	3775	3941
% change from FY '16	-4.21%	
18 Hole Carts	185	186
9 Hole Carts	104	78
1/2 / 18 Hole Carts	1606	1478
1/2 / 9 Hole Carts	534	585
Total Carts	2429	2327
% change from FY '16	4.38%	
18 Hole Trail Fees	0	0
9 Hole Trail Fees	1	1
18 Hole Senior Trail Fees	9	5
9 Hole Senior Trail Fees	3	0
Total Trail Fees	13	6
% change from FY '16	116.67%	
TOTAL REVENUE	\$116,434.39	\$114,536.74
% change from FY '16	1.66%	

'JULY 2016
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT

SAFETY REPORT	FY 2017	FY 2017	FY 2016	FY 2016
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	0	1
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FY 2017	FY 2017	FY 2016	FY 2016
	MTD	YTD	MTD	YTD
Green Fees	\$65,194.13	\$65,194.13	\$63,797.25	\$63,797.25
Driving Range	\$12,626.33	\$12,626.33	\$13,189.71	\$13,189.71
Cart Rental	\$38,591.14	\$38,591.14	\$36,037.36	\$36,037.36
Restaurant	\$1,402.50	\$1,402.50	\$1,481.80	\$1,481.80
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$22.79	\$22.79	\$30.62	\$30.62
TOTAL INCOME	\$117,836.89	\$117,836.89	\$114,536.74	\$114,536.74
Expenditures	\$101,163.14	\$101,163.14	\$92,199.72	\$92,199.72
Income vs Expenditures	\$16,673.75	\$16,673.75	\$22,337.02	\$22,337.02
Rounds of Golf	4211	4211	4239	4239

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

The first week in July is our 4th of July tournament. This requires many overtime hours, as the tourney is always on a weekend and often includes the holiday. All maintenance employees are utilized, as this is the biggest tournament of the year. This July saw a successful tournament with numerous compliments on the condition of our course.

July also sees us eradicating weeds, by use of post emergent herbicides. With this spring's abundance of rainfall, these applications are considerably more frequent than normal. Weed pressure continues to be great with regular rains throughout the month. Total rainfall for July was over 6 inches, more than twice the monthly average. Chemical trimming of all turf areas is underway. Disease and insect control continue on greens. An application of fertilizer was applied to tees and greens.

Three dead trees were removed by staff. Many low hanging limbs on mature trees were removed. The green on number 8 was aerified the first week in July. An application of wetting agent was applied to all greens. Sickle mowing of all creek banks was completed. Scars left by vandalism continue to be topdressed weekly. Irrigation repair was above normal this month. The ladies tee on number 10 was enlarged to accommodate our larger mowers. A roof extension was added to the cart barn to allow for outdoor and protected parking of equipment. An oddly acting skunk was picked up by animal control. It was ill and acting somewhat aggressive and out in broad daylight.

JULY 2016 WESTWOOD POOL MONTHLY REPORT

Westwood Pool closed July 31st.

FINANCIAL INFORMATION

	FY2016 MTD	FY2016 YTD	FY2015 MTD	FY2015 YTD
Admission Fees	\$24,831.50	\$24,831.50	36,594 15	\$36,594 15
Waterslide Fees	\$4,922.00	\$4,922.00	7,456.00	\$7,456.00
Swim Lesson Fees	\$3,105.00	\$3,105.00	9,585.00	\$9,585.00
Pool/Slide Rental	\$4,925.00	\$4,925.00	3,290.00	\$3,290.00
Locker Fees	\$11.50	\$11.50	14.50	\$14.50
Concessions	\$800.00	\$800.00	950.00	\$950.00
TOTAL INCOME	\$38,595.00	\$38,595.00	57,889.65	\$57,889.65
Expenditures	\$62,769 73	\$62,769.73	62,001.69	\$62,001.69
Income verses Expenditures	(\$24,174.73)	(\$24,174.73)	(\$4,112.04)	(\$4,112.04)

ATTENDANCE INFORMATION

	FY 2016 Month to Date	FY 2016 Season to Date (May-Sept 16)	FY 2015 Month to Date	FY 2015 Season to Date (May-Sept 15)
a. swim tags	2131	4369	1543	3353
b. pool admission	3311	7751	4903	10568
c. slide admission- (not inc. in total)	2207	5761	3266	6623
d. group admission	556	1211	490	1153
e. noon admission	28	59	26	61
f. evening admission	425	1199	1162	2242
g. evening tags	585	1417	355	859
TOTAL ATTENDANCE	7036	16006	8479	18236

PLANNING AND COMMUNITY DEVELOPMENT 10

ADMINISTRATION, CURRENT PLANNING, GIS 10A

PLANNING DEPARTMENT ACTIVITY

July 2016

ADMINISTRATIVE DIVISION

Comprehensive Plan

The City Council approved the members of the Comprehensive Plan Steering Committee on July 12th. The consultants made their first visit to Norman on July 19 and 20. The consultants toured Norman and met with staff in various departments on day one. The meetings with staff provided an overview of the project process and objectives and then a facilitated discussion was conducted to compile staff's input on assets, issues and opportunities for the future of Norman. The consultant team held stakeholder interviews, met with City Council and held the first Steering Committee meeting on day two. The Steering Committee meeting introduced the project to the Committee members and compiled their input on what they like in Norman and what can be improved. There was a question and answer period at the end of the meeting. Their next visit is scheduled for September.

Center City Vision Plan (CCV)

Staff prepared final comments from the Steering Committee and submitted those comments to the consultant for incorporation into the document. Several discussions between staff and the consultant resulted to clarify information and the final draft will be submitted by the end of August.

GREENBELT COMMISSION

The July Greenbelt Commission meeting was cancelled because the one application on the agenda was withdrawn by the applicant.

The next regular meeting is scheduled for August 15, 2016.

HISTORIC DISTRICT COMMISSION

The Commission met at their regular monthly meeting on July 5, 2016.

Certificates of Appropriateness were granted for:

614 S Lahoma – Pergola in backyard as submitted.

COA Extensions:

710 S Lahoma – Carport, covered deck, driveway modification and additional parking pad

506 S Lahoma – Covered patio, additional paving

COA Administrative Bypass granted by Staff:

None

Certified Local Government (CLG) Program Report (FY 2016-2017):

Staff is still waiting for an executed contract from the Oklahoma State Historic Preservation Office (SHPO) in order to proceed with any of the proposed 2016-2017

CLG grant projects. Because of additional procedures enacted by the State of Oklahoma due to state budget constraints, the 2016-2017 CLG executed contract has not been returned to the City of Norman. This year, SHPO must obtain additional approval from both the Oklahoma Historical Society Board and the Cabinet Secretary before the Director of SHPO can sign the contract. SHPO is not anticipating any problems with the execution of CLG contracts; however, the contract will probably not be returned to the City of Norman until the first week of August.

MISCELLANEOUS

	2015 July	Aug	Sept	Oct	Nov	Dec	2016 Jan	Feb	Mar	Apr	May	June	July
Walk-Ins	45	77	58	80	65	53	80	65	73	47	46	61	66
Email Contacts	305	310	404	352	337	300	294	249	227	256	295	276	299
Lot Line Adjustments	2	5	2	3	1	4	2	1	2	1	2		
Landscape Maint. & Replacement Bonds	3	4	1		4	7	5	1	4	3	3	4	5
Board of Adjustment Variance Appl.	0	2	1	4	1		4	3	3	2	1	1	7
Legal Notices Sent	0	65	70	65	13		118	101	85	60	33	31	119
Planning Commission Applications Rec'd	3	2	4	5	2	3	1		3	2	4	2	1
Legal Notices Sent	142	89	264	174	33	95	16		46	201	116	88	39
Pre-Development Meeting Appl. Rec'd	3	5	4	7	1	3	2		2	3	2	1	1
Notices Sent	161	231	175	212	21	111	29		46	290	71	17	39

CURRENT PLANNING DIVISION

Planning Commission – number of applications received

	2015 July	Aug	Sept	Oct	Nov	Dec	2016 Jan	Feb	Mar	Apr	May	June	July
Ordinance Amendments						1							
NORMAN 2025 Land Use Plan Amendments	2		1	2	2		1		1		1	1	
Rezoning Requests	2		1	5	1	2			2	2	2	2	1
Utility Easement/Road Closures	1		2			1			1		2		
Preliminary Plats	2			4	2		2		1				
Rural Certificates of Survey	1		1					1		1			
Short Form Plats			1		1				1		1		
Site Plan Amendments													
Certificate of Plat Correction													

During July, one application for Pre-Development was received for the meeting held on July 28, 2016.

During July, submittals for the August 11, 2016 Planning Commission meeting included one special use.

The Planning Commission met in Regular Session on July 14, 2016 and approved one special use; and one Planning Commission Resolution interpreting a use similar to other uses in the I-1, Light Industrial District. The Planning Commission postponed one project which included a NORMAN 2025 Amendment, rezoning, and preliminary plat at the request of the applicant. One set of minutes was prepared for the Planning Commission Regular Meeting.

During the month of July, 28 commercial building applications were submitted for review. Of those applications submitted, Current Planning staff reviewed and approved 24.

Board of Adjustment

The Board of Adjustment met on July 27, 2016. The Board approved one variance to the maximum height for a wall sign; postponed a variance to the minimum lot size requirement for two dwelling units to the August meeting; denied a variance to the definition of Type 2 Mobile Home to allow metal siding; approved a variance to the rear yard setback for a new garage with a garage apartment; granted two variances to the umbrella insurance policy for oil and gas companies for a limited period of time; and postponed one variance request for fencing of an oil well and tank battery to the August meeting. One set of minutes was prepared. The next regular meeting is scheduled for August 24, 2016.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

Staff continued to support the storm water utility process. GIS updated the website to calculate rates for residents and did some research on the magnitude of work to be required to associate the impervious area of lots to current utility billing locations.

Staff transmitted the data required to comply with GASB34 to Finance staff and worked with them to resolve any questions about this year's submittal. Staff continued to make progress on providing data and input to the water master plan. This included resolving questions about consumption data and transmitting park plans data.

Staff updated with Public Works the Construction Projects map. Much like the Current Plat Activity map does for plats, this map will give snap shot of construction of CIP and Bond projects that have broken ground or will break ground in the next six months.

Staff continues support of the New World public safety software go-live. There continued to be changes to the GIS data that were needed to make the system function more effectively. This month most changes have to do with fire.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 70 requests for service that resulted in the production of 85 mapping products and reports. The GIS division did work for 9 of the City's departments during the month of July, as well as providing information for and staffing of City Council and Planning Commission meetings.

DEVELOPMENT SERVICE

10B

DEVELOPMENT SERVICES DIVISION

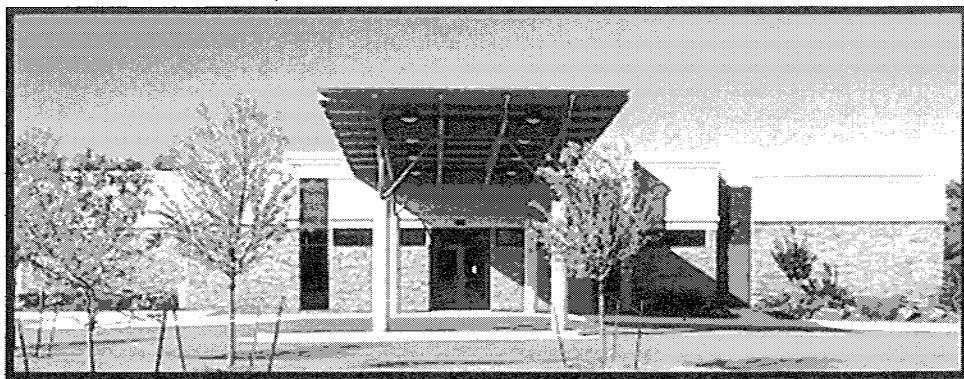
Commercial New Construction, New Shell, Addition/Alterations and Interior Finish and Multi-Family Interior Additions/Alteration projects received Certificate of Occupancies (CO's) and Certificate of Completions (CC's) during July

New Construction:

ADDRESS	DESCRIPTION	VALUATION	WARD
540 Merchant Dr	Castleberry & Associates	\$700,000	2
16051 Little Axe Dr	Absentee Shawnee Tribe Day Care	\$1,700,000	5
2525 Berry Farm Rd.	Ashton Grove Concrete Fence	\$53,000	8

Castleberry and Associates Office at 540 Merchant Dr

Castleberry and Associates Office located at 540 Merchant Drive received permanent Certificate of Occupancy on June 30th, 2016. The valuation of the project was reported at \$700,000 with a square footage of 5,882.

Absentee Shawnee Tribe Day Care at 16051 Little Axe Dr

The Absentee Shawnee Tribe Day Care located at 16051 Little Axe Drive received permanent Certificate of Occupancy this week. The reported valuation of the project was \$1,700,000 with a square footage of 10,711

Shell Construction

ADDRESS	DESCRIPTION	VALUATION	WARD
2500 Boardwalk	Foster Signature Homes Shell Building	\$650,000	2

Foster Signature Homes Shell Building at 2500 Boardwalk

Foster Signature Homes Shell Building located at 2500 Boardwalk received permanent Certificate of Completion on July 15th, 2016. The reported valuation of the project including the two finish projects totaled \$1,450,000 with a total square footage of 10,922.

Addition/Alteration:

ADDRESS	DESCRIPTION	VALUATION	WARD
1213 E. Lindsey St.	Citi Trends Retail Remodel	\$210,000	2
556 24 th Ave. NW	Antique Furniture Addition	\$22,000	2
3369 W Main St.	Get Air Sooner	\$380,000	3
3600 W Main St. 450	Donuts and Bakery Remodel	\$12,000	3
132 W Main St.	Scratch Restaurant Restroom Remodel	\$15,000	4
559 W Main St.	Sprouts Farmers Market Interior Equipment	\$70,000	4
1115 E. Constitution St.	Gyro Hero Restaurant Remodel	\$50,000	7
3300 Marshall Ave.	Astellas Pharma Addition	\$300,000	7
1021 24 th Ave NW	Family Vision Trends Interior Remodel	\$2,000	8

Interior Finish:

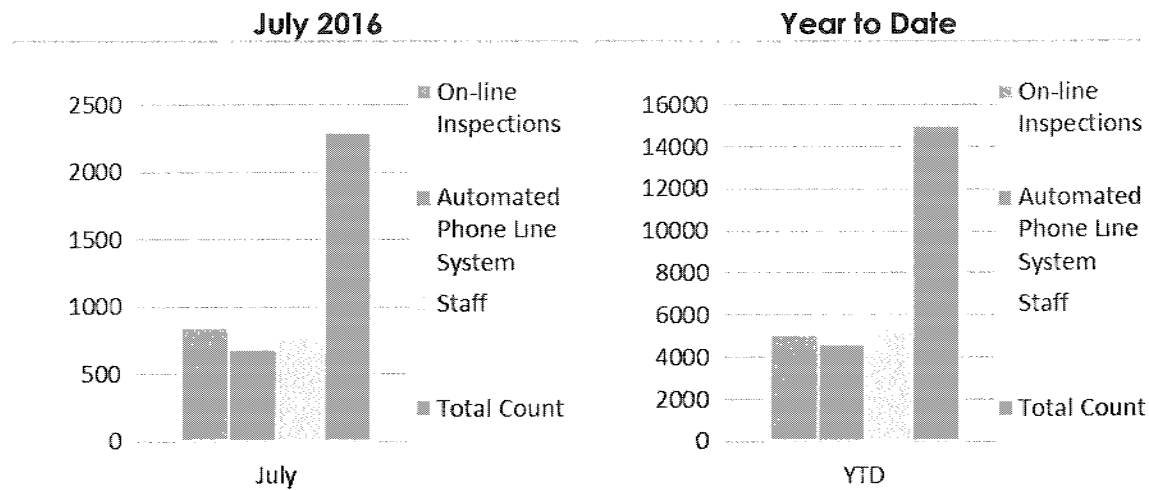
ADDRESS	DESCRIPTION	VALUATION	WARD
2500 Boardwalk 100	Foster Signature Homes Space 100	\$475,000	2
2500 Boardwalk 200	Foster Signature Homes Space 200	\$325,000	2
751 Canadian Trails 130	Commit Nutrition	\$5,000	2
333 W Boyd St.	RBC Bank	\$120,000	4

Multi-Family Addition/Alteration:

ADDRESS	DESCRIPTION	VALUATION	WARD
2418 W Brooks St.	NV Brooks Apartments Roof Repair	\$54,270	2
2500 W Brooks St.	NV Brooks Apartments Roof Repair	\$22,770	2

Inspection Requests

During July a total of 2,259 inspections were requested. 843 inspection requests were made on-line, 685 inspection requests were made using the Automated Phone Line System, and 731 inspections were made by the staff. Inspection requests made by the staff include phone and in-person requests, as well as administrative items.

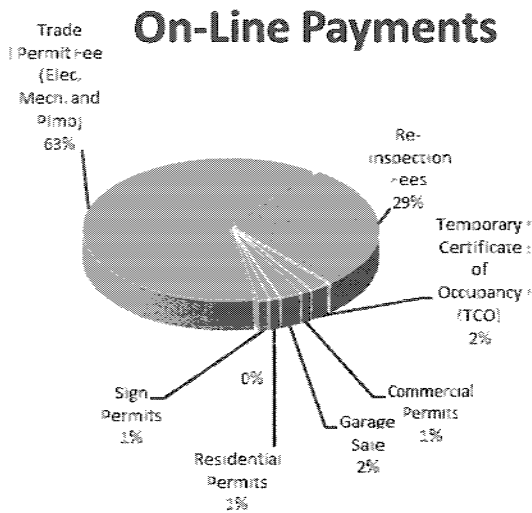


ON-LINE INSPECTION SERVICES

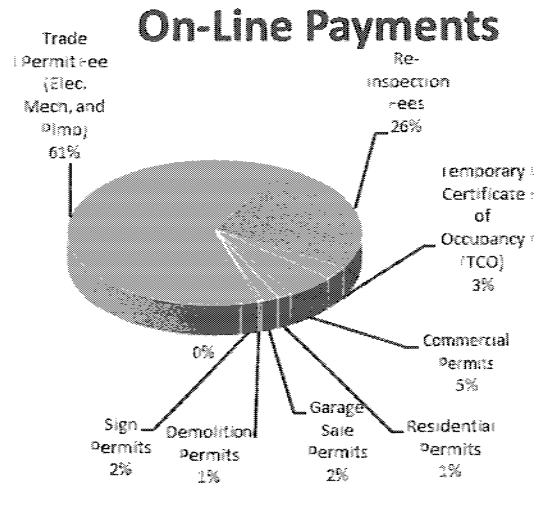
On-line Payments

During July 84 payments were made on-line totaling \$4,655.00. Year-to-date 547 payments have been made on-line totaling \$55,884.34.

June 2016



Year-to-Date



STORM SHELTER PERMITS

Storm Shelter Permits

15 storm shelter permits were issued in July. Staff continues to make every effort to provide the best customer service by scheduling and coordinating the storm shelter inspections, particularly those inside the garage that require the homeowner to be on-site for the inspection. The Building Inspectors meet homeowners on-site as needed to accommodate their storm shelter inspections.

July 1	July 5-8	July 11-15	July 18-22	July 25-29
1	3	4	3	4

Mobile Field Inspection System

During July 1,596 inspection results were entered using the Mobile Field Inspection (MFI) System. Inspection results were available on-line and through the Automated Phone Line System almost immediately as the inspections were conducted throughout the workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed.

	July 1	July 5-8	July 11-15	July 18-23	July 25-29
MFI Insp. Results	76	285	363	403	469

Construction Activity

Total value of all construction activity permitted in JULY of 2016 totaled \$12,918,953, lower than the \$20,952,816 for the same month last year. A total of 108 permits were issued in JULY of 2016, down from 187 in JULY of 2015. The lower number in JULY of 2016 is primarily due to residential additions/alterations and storm shelters. The lower dollar value in JULY of 2016 is reflected in all permit types except non-residential new construction.

Total new residential permitting activity in JULY 2016 was valued at \$7,043,249 compared to \$9,726,222 in JULY 2015. New single-family detached residential construction in JULY 2016 represented 27 new homes valued at \$6,441,734 compared with 36 new homes in JULY 2015 valued at \$9,591,222. There were no attached single-family or non-dwelling permits in either year. There was 1 new manufactured home in JULY 2016 valued at \$36,595 compared to 1 in JULY 2015 valued at \$5,000. There were 4 new duplex units valued at \$529,920 permitted in JULY 2016 compared to none in JULY 2015. There were no garage apartment permits in either year. There was 1 non-dwelling unit multi-family permit valued at \$35,000 (pool) in JULY 2016 compared to 1 permit valued at \$130,000 (accessory building) in JULY 2015. There were no permits for multi-family dwelling units in either year.

Residential addition/alteration permits in JULY 2016 numbered 48 valued at \$1,112,307 compared to 128 permits valued at \$1,890,572 for JULY 2015. There are fewer permits in JULY 2016 than in JULY 2015 primarily due to storm shelters and additions/alterations. The value was lower in JULY 2016 than in JULY 2015 primarily due to storm shelters and additions/alterations.

New non-residential construction permits in JULY of 2016 totaled 17 with a value of \$2,356,500 compared to 5 permits valued at \$1,425,000 for JULY 2015. The higher number of permits in JULY 2016 is primarily due to full permits for storage buildings at East Ridge Storage. The higher value in JULY 2015 is primarily due to the higher value of full construction permits, offset by the lower value of shell permits.

Non-residential Addition/Alteration permits in JULY of 2016 totaled 10 with a value of \$2,406,897 compared to 16 permits valued at \$7,911,022 for JULY 2015. The number of permits and value are lower in JULY 2016 primarily due to JULY 2015 remodeling projects at 621 Sunrise, 1415 Fairlawn Drive and 4701 NW 12th Ave. valued at a total of \$5,888,078.

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL ADD/ALT 2	TIMBERLAKE CONSTRUCTION	1024	07/21/16	1809		STUBBEMAN AVE	AVE	19	2W	Norman Public School	NNHS	\$ 1,994,640	19,060
COMMERCIAL ADD/ALT 2	WAI MART RE BUSINESS TRUST	903	07/26/ 6	333		INTERSTATE	DR			TSTB ADD #2	C2	\$ 200,000	500
COMMERCIAL ADD/ALT 2	HYMER, RUDY J	2627	07/0 / 6	2 7		LINDESEY PLAZA	DR	4		EAST LINDESEY PLAZA #2	C2	\$ 6,000	800
COMMERCIAL ADD/ALT 2	G E MERRITT CONSTRUCTION	3439	07/21/16	3400		DESKIN	DR	3		NORTH RIDGE IND #7	O1	\$ 20,000	4,000
COMMERCIAL ADD/ALT 2	SUN CONSTRUCTION SERVICES	3458	07/06/16	20	W	GRAY	ST		64	NORMAN, ORIGINAL TOWNSHIP	I	\$ 6,270	50
COMMERCIAL ADD/ALT 2	CORE CONSTRUCTION	348	07/2 / 6	730		ASP	AVE	8		LARSH S UNIVERSITY ADD	C3	\$ 40,000	723
COMMERCIAL ADD/ALT 2	GIANOS, GUSMARGO FAMILTD P	36 9	07/29/ 6	200	W	MAIN	ST			CARRIAGE PLAZA	C2	\$ 5,000	600
COMMERCIAL ADD/ALT-2	MASTEC NETWORK SOLUTIONS	3620	07/19/16	2950	W	FRANKLIN	RD	11	3W	NOT SUBDIVIDED	A2	\$ 15,000	5
COMMERCIAL FIRE REPAIR	QUALITY INTERIORS INC.	1948	07/07/16	3411		CHARLESTON	RD	7	3	CHARLESTON HGTS INDUSTRIAL	I1	\$ 103,487	1,800
COMMERCIAL INTERIOR FINISH 2	HYMER, RUDY J	2626	07/07/16	1217		LINDESEY PLAZA	DR	4	1	EAST LINDESEY PLAZA #2	C2	\$ 85,000	5,400
COMMERCIAL INTERIOR FINISH 2	WINDSTONE CONSTRUCTION	32 9	07/25/ 6	2252	NW	36TH	AVE			36 h NORTH BUSINESS PARK	C	\$ 120,000	3,368
COMMERCIAL INTERIOR FINISH 2	TYDAN CONSTRUCTION	3397	07 / 16	3052		CLASSEN	BLVD			MALONE ADD	C2	\$ 45,000	450
COMMERCIAL INTERIOR FINISH 2	RAHIMI, MOHAMMAD	3640	07/25/16	2305	W	LINDESEY	ST	36	3W	SHORT FORM PLAT #B687 4	C2	\$ 500	900
COMMERCIAL NEW CONSTRUCTION 2	MILLION, ADAM	1507	07/15/16	5501		HUETTNER	DR	3	1	HUETTNER ADD #2	I1	\$ 300,000	6,000
COMMERCIAL NEW CONSTRUCTION 2	EOFF STEVE CONSTRUCTION	997	07/29/ 6	33	SE	24TH	AVE	2		EAST RIDGE PLACE SEC #	PUD	\$ 390,000	3,000
COMMERCIAL NEW CONSTRUCTION 2	EOFF STEVE CONSTRUCTION	998	07/29/16	33	SE	24TH	AVE	2		EAST RIDGE PLACE SEC #	PUD	\$ 8,000	2,700
COMMERCIAL NEW CONSTRUCTION 2	EOFF STEVE CONSTRUCTION	999	07/29/ 6	33	SE	24TH	AVE	2		EAST RIDGE PLACE SEC #	PUD	\$ 90,000	3,000
COMMERCIAL NEW CONSTRUCTION 2	EOFF STEVE CONSTRUCTION	2000	07/29/ 6	33	SE	24TH	AVE	2		EAST RIDGE PLACE SEC #	PUD	\$ 90,000	3,000
COMMERCIAL NEW CONSTRUCTION 2	EOFF STEVE CONSTRUCTION	2001	07/29/16	33	SE	24TH	AVE	2		EAST RIDGE PLACE SEC #1	PUD	\$ 81,000	2,700
COMMERCIAL NEW CONSTRUCTION 2	EOFF STEVE CONSTRUCTION	2002	07/29/16	133	SE	24TH	AVE	2	1	EAST RIDGE PLACE SEC #1	PUD	\$ 72,000	2,400
COMMERCIAL NEW CONSTRUCTION 2	EOFF STEVE CONSTRUCTION	2003	07/29/ 6	33	SE	24TH	AVE	2		EAST RIDGE PLACE SEC #	PUD	\$ 44,000	4,800
COMMERCIAL NEW CONSTRUCTION 2	EOFF STEVE CONSTRUCTION	2004	07/29/ 6	33	SE	24TH	AVE	2		EAST RIDGE PLACE SEC #	PUD	\$ 222,000	7,400
COMMERCIAL NEW CONSTRUCTION 2	EOFF STEVE CONSTRUCTION	2005	07/29/16	331	SE	24TH	AVE	2		EAST RIDGE PLACE SEC #	PUD	\$ 26,000	4,200
COMMERCIAL NEW CONSTRUCTION 2	EOFF STEVE CONSTRUCTION	2006	07/29/16	1331	SE	24TH	AVE	2	1	EAST RIDGE PLACE SEC #1	PUD	\$ 144,000	4,800
COMMERCIAL NEW CONSTRUCTION 2	EOFF STEVE CONSTRUCTION	2007	07/29/ 6	33	SE	24TH	AVE	2		EAST RIDGE PLACE SEC #	PUD	\$ 222,000	7,400
COMMERCIAL NEW CONSTRUCTION-2	EOFF STEVE CONSTRUCTION	2008	07/29/16	1331	SE	24TH	AVE	2	1	EAST RIDGE PLACE SEC. #1	PUD	\$ 144,000	4,800
COMMERCIAL PARKING LOT-2	CAVINS ROOFING & REMODELING	3740	07/28/16	107		VICKSBURG	AVE	2	1	WASHINGTON IRVING ADD #2	RM2	\$ 16,500	5,850
TEMPORARY BLDG/CONST TRAILER 2	TYLER OUTDOOR ADVERTISING LI	3324	07/27/16	734		ASP	AVE	16		LARSH'S UNIVERSITY ADD	C3		
TEMPORARY BLDG/CONST TRAILER 2	PEERLESS EVENTS & TENTS	3387	07/20/16	2202	NW	24TH	AVE	2	2	UNIVERSITY NORTH PARK SEC 6	PUD		
TEMPORARY BLDG/CONST TRAILER-2	CROSSPOINTE CHURCH	3702	07/20/16	2601	SE	24TH	AVE	1	1	FIRST FREE WILL ADD #2	CO		
To al Pe mits (excluding TBCT)													
Ave age Value lon													Ave age p cjec A ea
Total Valuation \$ 76,422													Total Project Area
\$ 4,763,397													\$ 4,248
													114,706

NEW CONSTRUCTION INFORMATION (New Const & New Shell Bldg)												
CONTRACTOR	BUILDING SIZE (Square Feet)	USE /CLASSIFICAT ION	BUSINESS	ADD/ALTS	NEW CONSTRUCTION							
				COMMERCIAL ADD/ALT 2	COMMERCIAL FIRE REPAIR	COMMERCIAL INTERIOR FINISH 2	COMMERCIAL NEW CONSTRUCTION	COMMERICAL	COMMERICAL	COMMERICAL	COMMERICAL	COMMERICAL
MILLION ADAM	6 000	INDUSTRIAL	Million Pain & Body Eas Ridge Place Mini Slo age	8	2,286,910 \$	103,487 \$	250,500 \$	-	2,106,000	3		
EOFF STEVE CONSTRUCTION	3 000	INDUSTRIAL	Eas Ridge Place Mini Slo age				4					
EOFF STEVE CONSTRUCTION	2 700	INDUSTRIAL	Eas Ridge Place Mini Slo age									
EOFF STEVE CONSTRUCTION	3 000	INDUSTRIAL	Eas Ridge Place Mini Slo age									
EOFF STEVE CONSTRUCTION	3 000	INDUSTRIAL	Eas Ridge Place Mini Slo age									
EOFF STEVE CONSTRUCTION	2 700	INDUSTRIAL	Eas Ridge Place Mini Slo age									
EOFF STEVE CONSTRUCTION	2 400	INDUSTRIAL	Eas Ridge Place Mini Slo age									
EOFF STEVE CONSTRUCTION	4 800	INDUSTRIAL	Eas Ridge Place Mini Slo age									
EOFF STEVE CONSTRUCTION	7 400	INDUSTRIAL	Eas Ridge Place Mini Slo age									
EOFF STEVE CONSTRUCTION	4 200	INDUSTRIAL	Eas Ridge Place Mini Slo age									
EOFF STEVE CONSTRUCTION	4 800	INDUSTRIAL	Eas Ridge Place Mini Slo age									
EOFF STEVE CONSTRUCTION	7 400	INDUSTRIAL	Eas Ridge Place Mini Slo age									
EOFF STEVE CONSTRUCTION	4,800	INDUSTRIAL	Eas Ridge Place Mini Slo age									
SUBTOTAL NEW CONSTRUCTION \$ 16,500 \$ 2,406,897 \$ - \$ 2,356,500 \$ 4,763,397												
TOTAL ADD/ALT AND NEW CONSTRUCTION \$ 16,500 \$ 2,406,897 \$ - \$ 2,356,500 \$ 4,763,397												
DEMOLITIONS TO SLAB auto repair 1337W Lindsey 880 NW 24 th Ave NIEH OR												
STRUCTURE MOVING NONE												

 TEMPORARY
 B DG/CONST
 TRAILER 2

City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL PERMITS
Issued JULY 2016 - 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	STORM SAFE SHELTER LLC	3400	07/01/16	501		VERREAU	DR	1	2	EAGLE CLIFF ADD # 8	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER 3	STORM SHELTERS PLUS	3503	07/07/16	1317		VINE	ST	9	7	WESTLAND ADD	R1	\$ 2,700	55
1 & 2 FAMILY STORM SHELTER 3	STORM SAFE SHELTER LLC	3536	07/08/16	108		MOUNTAIN OAKS	DR	18	2	ROYAL OAKS ADD #6	R1	\$ 2,200	23
1 & 2 FAMILY STORM SHELTER 3	GROUND ZERO STORM SHELTERS	3539	07/08/16	1304		HUNTINGTON	WAY	7	3	EGEMERE ADDITION #1	R1	\$ 2,800	24
1 & 2 FAMILY STORM SHELTER 3	STORM SAFE SHELTER LLC	3563	07/25/16	1023		EAGLE ROCK	LN	3	4	GREENLEAF TRAILS ADD 6	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER 3	STORM SAFE SHELTER LLC	3564	07/25/16	1102		EAGLE ROCK	LN	5	1	GREENLEAF TRAILS ADD 6	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER 3	OZ SAFEROOMS	3571	07/11/16	616		COOPERS HAWK	DR	19	8	EAGLE CLIFF ADD # 3	R1	\$ 8,500	25
1 & 2 FAMILY STORM SHELTER 3	TORNADO SAFE	3609	07/12/16	3608		MAGGIE	CIR	23	2	CANADIAN TRAILS ADD #3	R1	\$ 3,900	32
1 & 2 FAMILY STORM SHELTER 3	STORM SAFE SHELTER, LLC	3641	07/14/16	3404		NAUTUCKET	BLVD	8	10	VINEYARD PHASE III	R1	\$ 2,750	21
1 & 2 FAMILY STORM SHELTER 3	STORM SAFE SHELTER, LLC	3681	07/19/16	12609		IOWA	LN	13	1W	NOT SUBDIVIDED	A2	\$ 2,800	72
1 & 2 FAMILY STORM SHELTER 3	STORM SAFE SHELTER, LLC	3746	07/20/16	400	NE	23RD	AVE	24	4	NORMAN HEIGHTS ADDITION	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER 3	ATLAS SAFE ROOMS/CAVINS CONST	3751	07/20/16	3201		COTSWOLD SQUARE	AVE	24	4	ALAMEDA PARK ADD #	R	\$ 3,200	2
1 & 2 FAMILY STORM SHELTER 3	STORM SAFE SHELTER, LLC	3833	07/26/16	3825		SIERRA VISTA	WAY	5	2	BROOKHAVEN SQUARE #3	PUD	\$ 4,000	8
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	3891	07/28/16	3924		PRESIDIO	DR	1	6	RED CANYON RANCH SEC 4	PUD	\$ 2,500	21
1 & 2 FAMILY ADD OR ALTER 2	JAMES, JEFF	3391	07/01/16	820		HARDIN	DR	10	6	MONTEREY ADD, #1	R1	\$ 2,450	24
1 & 2 FAMILY ADD OR ALTER 2	MOSCO CONSTRUCTION	3534	07/12/16	3849		BRISTOL	DR	7	2	VALLEY VIEW ADD	R1	\$ 40,000	585
1 & 2 FAMILY ADD OR ALTER 2	MORREN HOME IMPROVEMENT	3543	07/14/16	832	S	LAHOMA	AVE	40	6	BROOKHAVEN #01	R1	\$ 67,500	675
1 & 2 FAMILY ADD OR ALTER 2	QUALITY CONSTRUCTION	3581	07/21/16	715		HARDIN	DR	10	5	PARSONS ADDITION	R1	\$ 120,000	742
1 & 2 FAMILY, FIRE REPAIR	OWNER	3864	07/27/16	13710	E	IMHOFF	RD	8	2	VALLEY VIEW ADD	R1	\$ 32,000	711
1 & 2 FAMILY PAVING 2	CUSTOM BUILDERS OF OK, LLC.	3498	07/05/16	2710		SHARPSH	WAY	12	16	PRIDE #005	A2	\$ 3,500	380
1 & 2 FAMILY PAVING 2	TAYLOR, NICHOLAS	3060	07/01/16	801	E	BROOKS	ST	26	1	TRAILWOODS SEC 5	PUD	\$ 60,000	1,405
1 & 2 FAMILY PAVING 2	CAVINS ROOFING & REMODELING	3140	07/07/16	202	W	VIDA	WAY	2	10	UNIVERSITY HEIGHTS ADD	R1	\$ 2,400	528
1 & 2 FAMILY PAVING 2	KIRBY, DEAN L & KIMBERLY L	3196	07/08/16	1315		SUNSET	DR	2	8	TULLS ADD #1	I1	\$ 4,500	240
1 & 2 FAMILY PAVING 2	CHAMBERS, JOHN	3506	07/07/16	2509		LERKIM	LN	8	1	FUZZELLS ADD #2	R1	\$ 12,000	800
1 & 2 FAMILY PAVING 2	OPES, INC	3528	07/12/16	1611		SHEFFIELD	DR	14	8	TRAILWOODS SEC 4	PUD	\$ 1,500	656
1 & 2 FAMILY PAVING 2	RENT S GARDEN BY DESIGN	3535	07/08/16	2502		ATWOOD	DR	1	4	SHILOH HEIGHTS #3	R1	\$ 7,500	730
1 & 2 FAMILY PAVING 2	RILEY CONCRETE LLC	3613	07/18/16	3134		WALNUT	DR	1	4	NORMANDY MANOR	R1	\$ 4,000	276
1 & 2 FAMILY PAVING 2	ADKINS, RANDALL	3674	07/15/16	605	E	MAIN	ST	3	50	SHERWOOD FOREST #3	R1	\$ 6,327	525
1 & 2 FAMILY PAVING 2	GONINEZ, FELIPE	3818	07/26/16	1413		GARFIELD	AVE	6	6	NORMAN, ORIGINAL TOWNSHIP	R2	\$ 4,000	190
1 & 2 FAMILY PAVING 2	ARRIETA, HUMBERTO J. VERGARA	3834	07/26/16	1100		FALCO CONCOLOR	DR	1	3	HARDE RUCKER ADDITION	R1	\$ 5,700	360
1 & 2 FAMILY STORAGE BLDG 2	BEASON CUSTOM HOMES	3161	07/14/16	2301	E	ROCK CREEK	RD	10	2W	EAGLE CLIFF SOUTH ADD	R1	\$ 1,500	200
1 & 2 FAMILY STORAGE BLDG 2	HALL, KEN	3403	07/05/16	521	E	FRANK	ST	29	2W	NOT SUBDIVIDED	A2	\$ 132,680	1,400
1 & 2 FAMILY STORAGE BLDG 2	OWNER	3468	07/05/16	214		ROSE ROCK	DR	2	3	NOT SUBDIVIDED	R1	\$ 2,000	320
1 & 2 FAMILY STORAGE BLDG 2	HAMPTON, JAMES DAVID&DENTIA L	3486	07/06/16	612		SHADOW GROVE	CT	2	2	HOWARD BIG OAK	RE	\$ 2,500	216
1 & 2 FAMILY STORAGE BLDG 2	PLEASANT POOLS	3488	07/12/16	1750	NE	72ND	AVE	A	1	SHADOWRIDGE ADD	RE	\$ 3,000	398
1 & 2 FAMILY STORAGE BLDG 2	ALTERNATIVE BUILDING COMPANY	3525	07/07/16	2328	NE	9TH	AVE	14	1	LAGO RANCHERO	A2	\$ 25,000	456
1 & 2 FAMILY STORAGE BLDG 2	QUALITY BUILDINGS INC	3532	07/07/16	1802		LOGAN	AVE	1	17	WILDWOOD ESTATES #3	R1	\$ 23,000	1,500
1 & 2 FAMILY STORAGE BLDG 2	SCISSORTAIL ROOFING & CONST	3554	07/12/16	3914		WARWICK	DR	3	19	WESTWOOD ESTATES	R1	\$ 4,000	200
1 & 2 FAMILY STORAGE BLDG 2	HUEBNER, PIETER	3638	07/14/16	405		STARSHINE	DR	5	4	BROOKHAVEN #02	R1	\$ 41,000	260
1 & 2 FAMILY STORAGE BLDG 2	TUFF SHED	3827	07/27/16	2905		WEYMOUTH	WAY	16	1	SUMMIT LAKES ADD #10	R1	\$ 4,800	416
1 & 2 FAMILY STORAGE BLDG 2	CADDELL, DAVID CONST	3831	07/26/16	7222	E	STATE HWY 9	AVE	8	1W	WOODLAKE ESTATES	R1	\$ 3,900	160
1 & 2 FAMILY STORAGE BLDG-2	SNOW, PHILLIP N & ANITA L	3873	07/29/16	616	N	PETERS	AVE	9	9	NRDCS CADDELL ESTATES	A2	\$ 2,000	576
1 & 2 FAMILY SWIMMING POOL-3	SEA BREEZE POOLS	3412	07/05/16	2138		CRESTMONT	ST	10	3	J A JONES ADDITION	R2	\$ 4,200	388
1 & 2 FAMILY SWIMMING POOL-3	S&S POOLS	3624	07/20/16	5450		COTTONWOOD CREEK	CIR	2	2	WESTWOOD ESTATES	R1	\$ 45,000	775
1 & 2 FAMILY SWIMMING POOL-3	SIGNATURE CUSTOM POOLS	3666	07/ 9/ 6	4504		CANONBURY	CIR	2	2	COTTONWOOD CREEK	RE	\$ 50,000	648
1 & 2 FAMILY, SWIMMING POOL-3	LOCHNESS POOLS	3709	07/20/16	613		GREYSTONE	LN	11	3	CARRINGTON PLACE ADD #5	R	\$ 59,000	630
1 FAMILY, MANUFACTURED HOME-2	HIGGINBOTHAM, JUSTIN & SHARI	3370	07/01/16	7000		GLENN	CIR	3	1	BROOKHAVEN #37	R1	\$ 40,000	392
1 FAMILY NEW CONSTRUCTION 2	BETTER BUILT HOMES, LLC	2956	07/01/16	5501	E	LINSEY	ST	36	2W	CONNELLY PARK #2	RE	\$ 36,585	896
1 FAMILY NEW CONSTRUCTION 2	RIDDLES, TONY & JENNIFER	3159	07/11/16	5041	SE	60TH	AVE	19	1W	NOT SUBDIVIDED	A2	\$ 228,000	3,619
1 FAMILY NEW CONSTRUCTION 2	FOSTER INC HOMES	3231	07/09/16	2901	E	TECUMSEH	RD	10	2W	THOUSAND OAKS COS	A2	\$ 95,040	3,120
1 FAMILY NEW CONSTRUCTION 2	C & C BUILDERS, INC	3393	07/18/16	3210		ROLLING WOODS	DR	3	1	NOT SUBDIVIDED	A2	\$ 402,538	5,539
1 FAMILY NEW CONSTRUCTION 2	OWNER	3409	07/07/16	3213		TIMBER SHADOWS	DR	2	3	LAS COLINAS SEC #2	R1	\$ 250,740	3,883
1 FAMILY NEW CONSTRUCTION 2	IDEAL HOMES OF NORMAN	3434	07/08/16	3144		MIDLAND VALLEY	ST	5	3	HIGHLAND VILLAGE ADD SEC 8	R1	\$ 318,000	3,316
1 FAMILY NEW CONSTRUCTION 2	MURFIELD HOMES	3555	07/15/16	714		BARBAROOT	DR	4	2	HIGHLAND VILLAGE ADD SEC 8	R1	\$ 210,000	3,258
1 FAMILY NEW CONSTRUCTION 2	SWM & SONS, INC	3584	07/13/16	501		PERTH	CT	8	1	GREENLEAF TRAILS ADD 1	PUD	\$ 220,320	2,448
1 FAMILY NEW CONSTRUCTION 2	WINDSTONE CONSTRUCTION	3642	07/25/16	3001	SE	108TH	AVE	11	1W	TRAILWOODS SEC 9	PUD	\$ 198,450	2,205
1 FAMILY NEW CONSTRUCTION 2	WINDSTONE CONSTRUCTION	3650	07/25/16	3300		ENCLAVE	LN	31	3	HIGHLAND VILLAGE ADD SEC 8	PUD	\$ 240,000	3,290
1 FAMILY NEW CONSTRUCTION 2	WINDSTONE CONSTRUCTION	3661	07/25/16	3304		ENCLAVE	LN	34	3	NOT SUBDIVIDED	A2	\$ 184,140	2,882
1 FAMILY NEW CONSTRUCTION 2	WINDSTONE CONSTRUCTION	3662	07/25/16	3308		ENCLAVE	LN	32	3	FOUNTAIN VIEW NORTH	PUD	\$ 150,000	2,071
1 FAMILY NEW CONSTRUCTION 2	WINDSTONE CONSTRUCTION	3663	07/25/16	3312		ENCLAVE	LN	33	3	FOUNTAIN VIEW NORTH	PUD	\$ 150,000	2,103
1 FAMILY NEW CONSTRUCTION 2	WINDSTONE CONSTRUCTION	3664	07/25/16	4725		ENCLAVE	PL	6	2	FOUNTAIN VIEW NORTH	PUD	\$ 150,000	2,120
1 FAMILY NEW CONSTRUCTION 2	IDEAL HOMES OF NORMAN	3678	07/20/16	664		MONTILLA RIDGE	DR	3	4	FOUNTAIN VIEW NORTH	PUD	\$ 190,500	2,097
1 FAMILY NEW CONSTRUCTION 2	IDEAL HOMES OF NORMAN	3680	07/20/16	3121		MIDLAND VALLEY	DR	17	2	MONITOR RIDGE SEC #1	PUD	\$ 290,520	4,747
1 FAMILY NEW CONSTRUCTION 2	MURFIELD HOMES	3701	07/18/16	2014		ITHACA	DR	2	3	GREENLEAF TRAILS ADD 1	PUD	\$ 186,660	2,074
1 FAMILY NEW CONSTRUCTION 2	TUCKER DAVID	3741	07/28/16	3021		FIREFLY	DR	13	1	HALLBROOK ADD #4	PUD	\$ 243,090	3,733

RESIDENTIAL PERMITS
Issued: IIII Y 2016 - Sorted by Permit TypePage 2 of 2

MONTHLY BUILDING REPORT SUMMARY NORMAN, OK

8/2/2016

	JULY 2016			JULY 2015		
RESIDENTIAL PERMITS	<u>Number of Permits</u>	<u>Dwelling Units</u>	<u>Valuation</u>	<u>Number of Permits</u>	<u>Dwelling Units</u>	<u>Valuation</u>
New Construction						
1 Family						
Detached Dwellings	27	27	\$6,441,734	36	36	\$9,591,222
Attached Dwellings	0	0	\$0	0	0	\$0
Manufactured Home (New)	1	1	\$36,595	1	1	\$5,000
Other (Non-dwelling)	0	na	\$0	0	na	\$0
2 Family						
Duplexes (2 DU per bldg)	4	4	\$529,920	0	0	\$0
Garage Apartments	0	0	\$0	0	0	\$0
3+ Family						
Foundation	0	na	\$0	0	na	\$0
Shell	0	na	\$0	0	na	\$0
Interior Finish	0	0	\$0	0	0	\$0
Full Permit (1 DU per bldg)	0	0	\$0	0	0	\$0
Full Permit (5+ DU per bldg)	0	0	\$0	0	0	\$0
Other (Non-dwelling)	1	na	\$35,000	1	na	\$130,000
Total Residential New	33	32	\$7,043,249	38	37	\$9,726,222
Net Residential Demos & Removals		-1			-4	
Net Residential Units		31			33	
Additions & Alterations						
1 & 2 Family						
Additions & Alterations	6		\$323,000	16		\$686,150
Manufactured Home (Replace)	0		\$0	0		\$0
Paving & Pools	14		\$243,427	17		\$388,350
Accessory Buildings	12		\$248,080	12		\$176,168
Storm Shelters	15		\$47,800	80		\$284,904
3+ Family						
Addition & Alteration (All Types)	1		\$250,000	3		\$355,000
Total Residential Additions & Alterations	48		\$1,112,307	128		\$1,890,572
TOTAL RESIDENTIAL	81		\$8,155,556	166		\$11,616,794

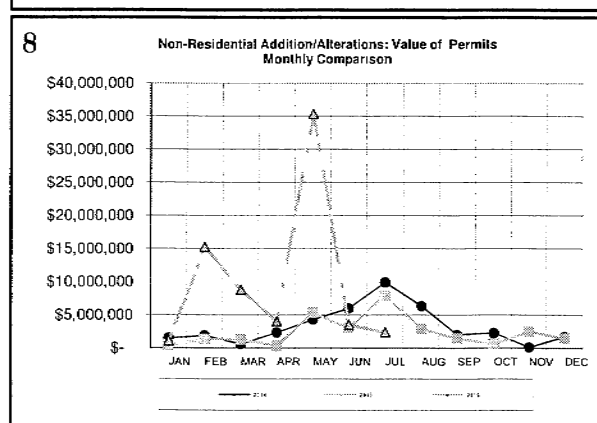
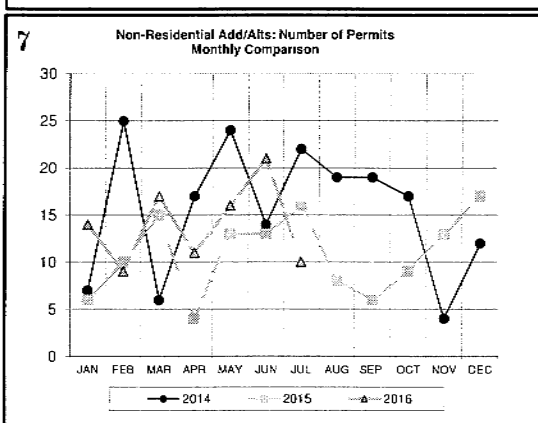
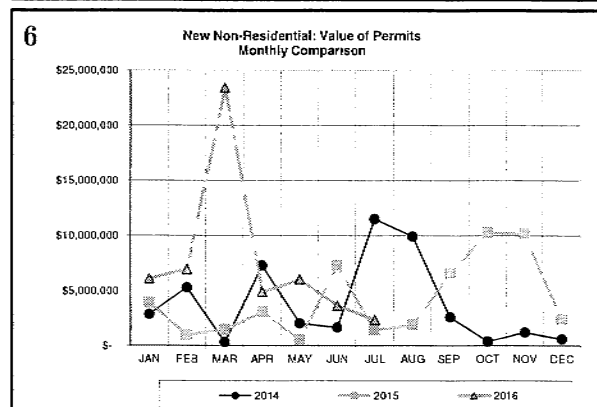
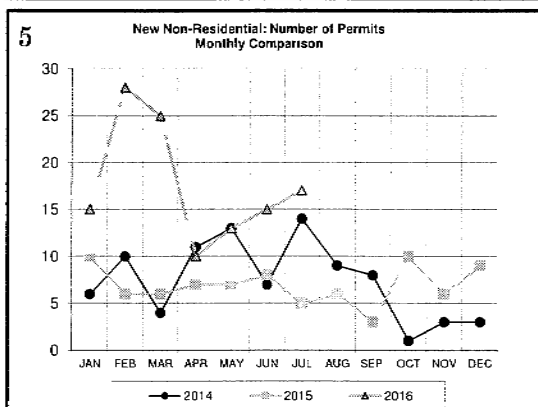
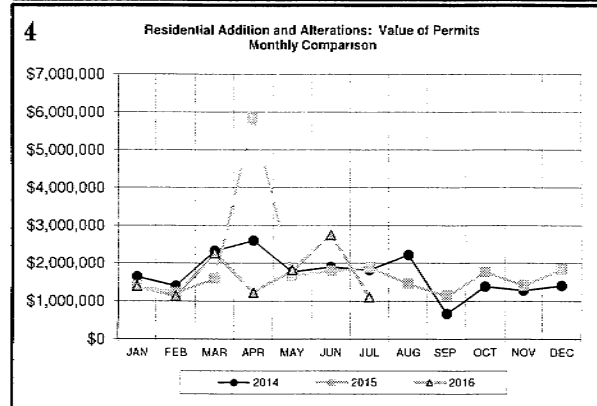
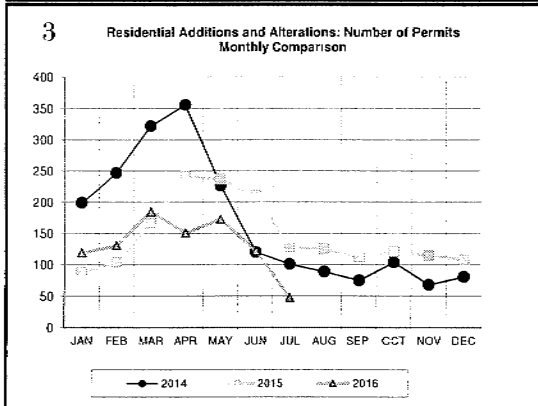
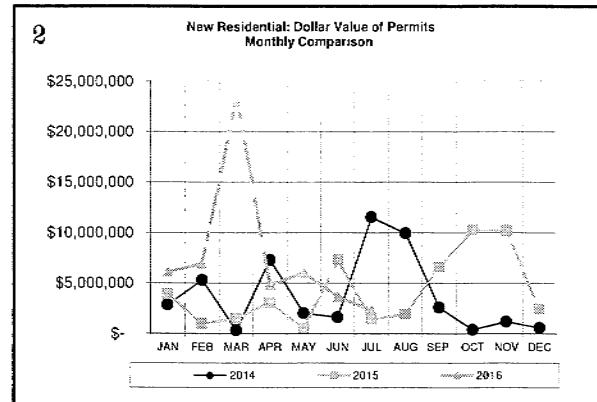
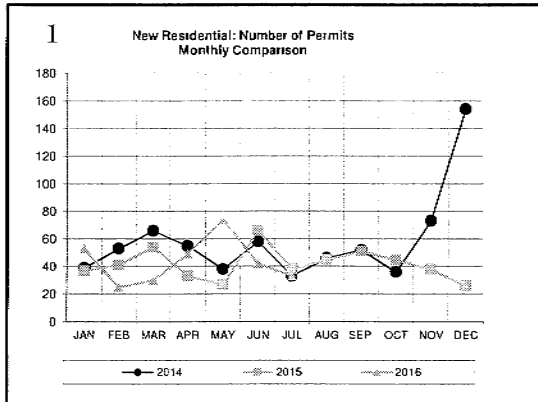
NON-RESIDENTIAL PERMITS	<u>Number of Permits</u>	<u>Valuation</u>	<u>Number of Permits</u>	<u>Valuation</u>
New Construction				
Foundation	0	\$0	0	\$0
Shell	0	\$0	2	\$850,000
Interior Finish	4	\$250,500	1	\$250,000
Full Permit	13	\$2,106,000	2	\$325,000
Total Non-Residential New	17	\$2,356,500	5	\$1,425,000
Additions & Alterations				
Additions & Alterations (All Types)	10	\$2,406,897	16	\$7,911,022
Total Non-Residential Additions & Alterations	10	\$2,406,897	16	\$7,911,022
TOTAL NON-RESIDENTIAL	27	\$4,763,397	21	\$9,336,022

TOTAL ALL PERMITS	108	\$12,918,953	187	\$20,952,816
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OTHER ACTIVITY	<u>Number</u>	<u>Number</u>
Electrical Permits	107	110
Heat/Air/Refrigeration Permits	119	172
Plumbing & Gas Permits	148	131
Sign Permits	41	24
Water Well Permits	2	1
Garage Sale Permits	181	214
Structure Moving Permits	1	1
Demo - Residential Permits	4	3
Demo - Non-residential Permits	2	4
Temporary Const Bldgs & Roll-off Permits	20	24
Lot Line Adjustments Filed	1	1
Certificate of Occupancy (CO) Permits	91	215
All Field Inspections	2,254	3,058

YEAR TO DATE	JANUARY TO JULY 2016			JANUARY TO JULY 2015		
	<u>Number of Permits</u>	<u>Dwelling Units</u>	<u>Valuation</u>	<u>Number of Permits</u>	<u>Dwelling Units</u>	<u>Valuation</u>
Residential New Construction	306	914	\$125,968,745	296	385	\$88,353,249
Residential Demos/Removals	na	-18	na	na	-17	na
Residential Additions/Alterations	929	na	\$11,688,748	1178	na	\$15,417,261
Non-residential New Construction	123	na	\$53,446,876	49	na	\$18,721,394
Non-residential Additions/Alterations	98	na	\$70,422,381	77	na	\$19,650,617
TOTAL YEAR TO DATE	1456	896	\$261,526,750	1600	368	\$142,142,521

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



REVITILIZATION 10C

CDBG and HOME Investment Partnerships Programs

Bids received by Norman 2015 CHDO for the Vicksburg six-unit development. One valid bid was received by LG Construction in the amount of \$817,811.12. Bid is currently being evaluated by Norman 2015 CHDO

The City of Norman was notified by Food and Shelter, Inc. that they would be returning the CDBG funds that were awarded for the construction of their new facility due to the increased costs of construction of adhering to the Federal Requirements that must be complied with. The \$225,394 will be reprogrammed in the upcoming months. The CDBG Policy Committee will meet on August 10th to begin this process.

CDBG Disaster Relief Grant

Redesign of drainage structure on 120th continues. Mobilization of contractor was completed at end of July with anticipation of construction beginning first week of August

Homeless Activities

On July 20 the housing placement report for the Zero:2016 initiative was made to Community Solutions for the month of June. There were seven housing placements made (3 veterans and 4 chronic individuals)

Housing Programs

July 2016

CDBG

- Two rehabilitation projects are under contract
- No emergency repairs are under contract, four are awaiting contracts.
- Three accessibility modifications under contract

The award of nineteen contracts totaling \$175,000 will be considered at the August 9, 2016 City Council Meeting. Contracts under consideration are:

Aging Services of Cleveland County, Inc.	\$6,600.00
Among Friends Activity Center, Inc.	\$11,000.00
Assistance League of Norman, Inc.	\$4,300.00
Bethesda, Inc.	\$10,000.00
Big Brothers and Big Sisters of Oklahoma	\$3,100.00
Bridges, Inc.	\$7,200.00
Center for Children and Families, Inc.	\$11,000.00
Cleveland County CASA, Inc.	\$6,000.00
Community After School Program, Inc.	\$9,000.00
Community Services Building, Inc.	\$15,000.00
Food & Shelter, Inc.	\$20,000.00
Heartline, Inc.	\$4,000.00
Mary Abbott Children's House, Inc.	\$15,000.00
Meals on Wheels, Inc.	\$7,500.00
Norman Addiction Information & Counseling	\$15,000.00
Project Outreach Norman	\$5,500.00
Salvation Army	\$10,000.00
Thunderbird Clubhouse Board, Inc.	\$4,800.00
Transition House, Inc.	\$10,000.00

Code Compliance

Code Compliance investigated 1045 new code violation cases and 402 of those were proactive. 947 code cases were closed with 759 cases remaining open. 3,081 Tasks were completed, such as initial inspections, re-inspections, additional site visits, charges, postings, inspector abated, etc. City-wide proactive enforcement began on March 15, 2012.

[illegible]

Oil & Gas

Activity	Actions
Producing Well Activity	102 Active 40 Inactive
Injection Well Activity	7 Active 11 Inactive
Well Inspections semi-annual	
Well Inspections site visits	160
Permits	0
Drilling Permits Issued	
Drilling Locations	
Completion Locations	
Wells Plugged	
Mechanical Integrity Test	1
Location Restoration	
Well Site Hazardous Incidents	
Open Records Request	

The City received three appeals from the **Oil and Gas Ordinance** for the Board of Adjustment meeting on July 27th. Two were appeals related to the Umbrella Policy Insurance requirement and one was an appeal of the fencing requirement. The two appeals regarding the insurance requirement were approved until December 31, 2017 and the appeal regarding the fencing requirement was postponed to the August meeting.



Administrative Summary

July 2016 Summary



Operations

	<u>Current</u>		<u>Year-To-Date</u>	
	16	15	16	15
Part I Crimes	346	394	2,583	2,891
Murder	0	1	2	2
Rape	5	3	40	21
Robbery	7	4	42	27
Agg. Assault	12	18	115	104
Burglary	59	79	432	412
Larceny	229	268	1,708	2,142
Motor Vehicle Theft	33	21	240	181
Arson	1	0	4	2

Part II Crimes

DUI/APC	33	26	240	228
Drunkenness	50	51	360	362
Drug Violations	64	46	552	533
Forgery	25	36	140	197
Vandalism	63	89	509	468
Others	431	491	3,307	3,387
Total Crime	1,012	1,133	7,691	8,066

Collisions

Fatality	0	1	2	5
Injury	66	27	447	322
Non-Injury	107	156	1,023	1,020
Total Collisions:	173	184	1,472	1,347

Miscellaneous

CAD Activity (Total)	13,062			
Calls for Service (Police)	7,885			
Citations	1,214	865	10,324	7,362
Warnings	768	768	7,049	5,531

** Data extracted with NW DSS Module and subject to adjustment

Crime Free Multi-Housing Program July 2016

During the month of July 2016, we prepared and scheduled a management training class for August 17th. There are approximately 20 new managers that have agreed to attend.

I have also contacted several properties about phase 2 security surveys. Although none have committed to having them completed we have several interested.



Teddy Wilson
MASTER POLICE OFFICER
Commission #0618
teddy.wilson@normanok.gov

Norman Police Department
201-B West Gray St.
Norman, OK 73069
(405)366-5438

Integrity * Accountability * Mutual Respect * Service Attitude * Partnerships

ANIMAL CONTROL 11A



Norman Animal Welfare Shelter Animal Count

07/01/2016 to 07/31/2016



Beginning Animal Counts

CANINE		
Adult	Up to 5 Months	Age Unknown
64	26	2

FELINE		
Adult	Up to 5 Months	Age Unknown
32	116	4

Animal Intake

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

CANINE		
Adult	Up to 5 Months	Age Unknown
62	29	8
19	2	0
1	0	0
0	0	0
5	0	0
87	31	8

FELINE		
Adult	Up to 5 Months	Age Unknown
27	76	9
15	5	5
0	0	0
0	0	0
0	0	0
42	81	14

Animal Outcomes

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

Live Outcomes

CANINE		
Adult	Up to 5 Months	Age Unknown
26	22	2
26	4	4
15	1	1
0	0	0
0	0	0
67	27	7

FELINE		
Adult	Up to 5 Months	Age Unknown
16	16	4
3	4	0
9	14	4
0	0	0
0	0	0
28	34	8



Norman Animal Welfare Shelter Animal Count

07/01/2016 to 07/31/2016



Animal Outcomes

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

Other Outcomes

CANINE		
Adult	Up to 5 Months	Age Unknown
0	0	0
1	0	0
5	5	0
1	0	0
7	5	0
74	32	7

FELINE		
Adult	Up to 5 Months	Age Unknown
1	7	0
0	0	0
9	7	5
0	0	0
10	14	5
38	48	13

Ending Animal Counts

CANINE		
Adult	Up to 5 Months	Age Unknown
81	21	3

FELINE		
Adult	Up to 5 Months	Age Unknown
50	135	5



Norman Animal Welfare Kennel Comparisons Statistics



"Intake Comparisons"

7/1/16 to 7/31/16

7/1/15 to 7/31/15

Dogs				
Strays	99	90	↓	9.1 %
Owner Surrenders	21	4	↓	81.0 %
Others	5	0	↓	100.0 %
Total Dogs Received:	125	94	↓	24.8 %
Cats				
Strays	112	74	↓	33.9 %
Owner Surrenders	25	13	↓	48.0 %
Total Cats Received:	137	87	↓	36.5 %
Total Intakes:	262	181	↓	30.9 %

"Outcome Comparisons"

7/1/16 to 7/31/16

7/1/15 to 7/31/15

Dogs				
Adoption	67	46	↓	31.3 %
Euthanasia	10	4	↓	60.0 %
Return to Owner	34	28	↓	17.6 %
Others	1	4	↑	300.0 %
Total Dogs Dispositioned:	112	82	↓	26.8 %
Cats				
Adoption	63	56	↓	11.1 %
Euthanasia	21	11	↓	47.6 %
Return to Owner	7	1	↓	85.7 %
Others	8	11	↑	37.5 %
Total Cats Dispositioned:	99	79	↓	20.2 %
Total Outcomes:	211	161	↓	23.7 %



Norman Animal Welfare
Norman, Oklahoma

Outcomes Between 7/1/2016 and 7/31/2016
Statistical count of animals that left the shelter during the above mentioned date.
This report was printed on 8/8/2016

Total Dogs: 233

Adopted	28.755 %	67
Euthanized	4.721 %	11
RTO	14.592 %	34
Other Outcome	51.931 %	121

Total Cats: 225

Adopted	28.000 %	63
Euthanized	9.333 %	21
RTO	3.111 %	7
Other Outcome	59.556 %	134

Total Other: 4

Adopted	75.000 %	3
Other Outcome	25.000 %	1



Norman Animal Welfare
Norman, Oklahoma

Outcomes Between 7/1/2016 and 7/31/2016
Statistical count of animals that left the shelter during the above mentioned date.
This report was printed on 8/8/2016

Intakes Between 7/1/2016 and 7/31/2016
Statistical count of animals that entered the shelter during the above mentioned date.
This report was printed on 8/8/2016

Total Dogs: 245		
CONFISCATE/POLICE	2.04	5.00
DISPO REQ/FIELD	1.63	4.00
EUTH REQ/OTC	0.41	1.00
FOSTER/OTC	11.43	28.00
HOME/OTC	6.94	17.00
LOST/OTC	26.94	66.00
OWNER SUR/OTC	7.76	19.00
RETURN/OTC	0.82	2.00
STRAY/FIELD	13.88	34.00
STRAY/OTC	28.16	69.00

Total Cats: 206		
DISPO REQ/FIELD	4.37	9.00
DISPO REQ/OTC	0.49	1.00
FOSTER/OTC	12.14	25.00
HOME/OTC	1.46	3.00
LOST/FIELD	0.49	1.00
LOST/OTC	14.56	30.00
OWNER SUR/OTC	12.14	25.00
STRAY/FIELD	15.53	32.00
STRAY/OTC	38.83	80.00

Total Other: 3		
OWNER SUR/OTC	100.00	3.00



Norman Animal Welfare
Norman, Oklahoma

Outcomes Between 7/1/2016 and 7/31/2016
Statistical count of animals that left the shelter during the above mentioned date.
This report was printed on 8/8/2016

Euthanasia Breakdown
Subreport

Total Dogs Euthanized: 11

AGED	18.182 %	2
BEH MANAGE	9.091 %	1
INJ SEVERE	9.091 %	1
PARVO	63.636 %	7

Total Cats Euthanized: 21

AGED	4.762 %	1
COND SEVER	14.286 %	3
FELV/FIV	9.524 %	2
FERAL	33.333 %	7
ILL SEVERE	23.810 %	4
INJ SEVERE	14.286 %	3

Calls for Service 477



Norman Animal Welfare Average Days In Kennel

1/1/2016 7/26/2016



Type	Total Animals	Average Days
Dogs	648	12
<u>Strays</u>	<u>470</u>	<u>13</u>
<u>Owner Surrenders</u>	<u>111</u>	<u>14</u>
<u>Others</u>	<u>67</u>	<u>8</u>
Cats	418	11
<u>Strays</u>	<u>265</u>	<u>12</u>
<u>Owner Surrenders</u>	<u>122</u>	<u>12</u>
<u>Others</u>	<u>31</u>	<u>5</u>
Others	233	6
<u>Strays</u>	<u>22</u>	<u>12</u>
<u>Owner Surrenders</u>	<u>9</u>	<u>4</u>
<u>Others</u>	<u>202</u>	<u>6</u>

Best Friends of Pets
Norman Animal Welfare Grant
Grant began 4/18/2015
Low Cost Spay/Neuter

	Cat Neuters	Cat Spays	Dog Neuters	Dog Spays	Total S/N	Total Amount
2015						
April	2	6	3	5	16	\$682.50
May	4	6	0	5	15	\$835.00
June	6	4	2	3	15	\$725.00
FY 2015	12	16	5	13	46	\$2,242.50
July	1	6	10	2	19	\$890.00
August	3	2	1	5	11	\$580.00
September	7	8	2	6	23	\$1,360.00
October	9	14	11	9	43	\$2,795.00
November	4	10	7	13	34	\$2,405.00
December	5	11	13	11	40	\$2,830.00
2016						
January	7	8	4	4	23	\$1,550.00
February	9	9	1	5	24	\$1,545.00
March	7	7	6	10	30	\$1,990.00
April	16	11	13	13	53	\$3,470.00
May	7	7	10	18	42	\$3,025.00
June	5	5	2	6	18	\$1,170.00
FY 2016	80	98	80	102	360	\$23,610.00



Place	Assignment	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Total
Norman Animal Welfare	Groomer	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
	NAWC-Bather / Groomer	0	0	0	6.5	0	0	0	0	0	0	0	0.58	0	7.08
	NAWC-Beautification	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
	NAWC-Cat Socializer	6.5	16.67	23.5	10.25	18.45	34.47	38.4	66.43	74.97	67.77	72.37	61.3	73.2	564.27
	NAWC-Community Outreach	2	7	3	5	4	8	3.83	17.5	0	22.08	0	0	8.72	81.13
	NAWC-Dog Handler	13	8.25	46.83	32	28.2	37.03	36.47	43.65	59.95	26.17	14.95	679.62	49.8	1,075.92
	NAWC-Foster Program	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
	NAWC-Laundry	7	9.5	6.5	6	8.52	17.1	20.02	24.1	29.38	36.88	19.63	3.93	3	191.57
	NAWC-Lobby Greeter	0	4	5	5	7.42	31.27	31.02	30.6	34.68	15.63	36.55	21.7	22.03	244.90
	NAWC-Orientation	0	3	8	12.5	4	7.25	11	10	9	3	2	4	10	83.75
	NAWC-Photographer	0	17.5	10.5	15.33	13.25	8.5	31.1	17	18.25	3	4	10	0	148.43
	Other Volunteer Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00
Grand total		28.5	65.92	103.33	92.58	83.83	143.62	171.83	209.28	226.23	174.53	149.5	781.13	166.75	2,397.05

BASIC ANIMAL DATA MATRIX (VRS 4-2015)

Introduction to the Basic Matrix:

This basic matrix was designed to serve as a tool for basic data collection. It is a simple matrix containing what many (including Asilomar, ASPCA, National Federation of Humane Societies, American Humane, UC Davis, Maddies Fund, PetSmart Charities, HSUS and Shelter Animals Count) have agreed are the minimum data points (along with definitions) an organization should gather. Whether organizations already gather a great deal of data or have only gathered the basics, this matrix should facilitate the roll up or merging of data at the local, regional or national level by providing a common framework. This matrix does not reflect any preference in data analysis or the calculation of rates but is rather simply a tool for data collection.

Tracking by Species and Age:

The risks associated with being an adult dog, puppy, adult cat or kitten (or neonate of any kind) in a shelter environment will vary a great deal. To help shelters assess and understand the differing risks for these populations of animals, this basic animal stats matrix includes a break out by species and age. If tracking statistics broken out by species and age is beyond the capacity of an agency, simply tracking statistics by species would be a place to begin. This document defines puppy and kitten as under 5 months of age (see below: Determining Age). Again – given the differing level of risk – breaking age down further to include a neonate category for both dogs and cats can also be very informative.

Determining Age:

This basic matrix utilizes 5 months as the break point between puppy/kitten and adult. At or near 5 months of age there are changes in the teeth which can help guide trained staff regarding proper categorization of the animal. For cats, at 4-5 months of age permanent canines, premolars and molars are coming in (all in by 6 months of age). For dogs, at 5-7 months of age permanent canines, premolars and molars are coming in (all in by 7 months of age). Source: "How to series" from *Animal Sheltering*, visit: www.shelteranimalscount.org for a copy of the document.

Beginning and Ending Shelter Counts:

These numbers help frame the population of the animals sheltered and cared for by the organization. We are recommending that a shelter do a walk through – physically counting the animals sheltered within the organization, and not forgetting to count those animals who have been admitted but who are not currently within the shelter (foster care, in the care of a veterinary hospital, etc).



Defining Owner Intended Euthanasia:

Some shelters offer pet euthanasia to the public as a service whose cost may be subsidized and therefore more affordable than local veterinary clinics, thus ensuring access to this service. Defining when euthanasia should be recorded as “at the request of the owner”, or not, is the subject of much discussion. For the purposes of this document, we are choosing to define owner INTENDED euthanasia as the euthanasia of a pet whose owner brought the pet to the shelter for that service. In other words, the owner brought the pet in specifically for that service – it was their intent before arriving. Any other definition of “owner requested” euthanasia leaves much up to interpretation and therefore a great deal of variation among organizations and their reporting. We believe the simplicity of this definition helps to ensure consistent application and record keeping.

Live Admissions Only

For the purposes of this matrix we are tracking LIVE admissions only, i.e. animals who are alive when they come into an agency's possession. Animals who are dead when taken in to an agency's possession may be a data point to track, but that information is not tracked by this matrix.

What is Possession?

"Adoption" and "Transferred Out" both make reference to possession. The primary concept here is one of ownership. For example, in foster care, the agency still has possession or ownership. If adopted or transferred to another agency, possession is now with the new owner, or with another agency

Where are the “Others”?

This basic data matrix focuses on canines and felines. Many organizations also provide extraordinary services for other pets (pocket pets, rabbits, ferrets) and animals (wildlife), and that good work is not captured here.

Why a Basic Matrix?

This basic matrix was designed to serve as a tool for data collection. It is a simple matrix containing what many have agreed are the minimum data points an organization should consider gathering. By agreeing to this basic matrix we hope organizations will gather AT LEAST this data, or if an organization already gathers a great deal of data, that they will consider rolling up their data into this format to help facilitate (if individual agencies are interested) data collection at a local, regional or national level, which would allow participating agencies to benchmark their work against similar agencies around their region or the nation. This matrix does not reflect any preference for the variety of live release rates used in animal sheltering and welfare. Most rates, other than full Asilomar which requires a conditions matrix, should be able to be calculated from the data points included.



SHELTER ANIMALS COUNT
BASIC ANIMAL DATA MATRIX
(vrs 06-2016)

Species By Age		Canine		Feline		Total
		Adult	Up to 5 months	Adult	Up to 5 months	
A	Beginning Animal Count (date:)					0
Live Intake						
B	Stray/At Large					0
C	Relinquished by Owner					0
D	Owner Intended Euthanasia					0
E	Transferred In					0
F	Other Intakes					0
G	TOTAL LIVE INTAKE	0	0	0	0	0
Outcomes						
H	Adoption					0
I	Returned to Owner					0
J	Transferred Out					0
K	Returned to Field					0
L	Other Live Outcome					0
M	Subtotal: Live Outcomes	0	0	0	0	0
N	Died in Care					0
O	Lost in Care					0
P	Shelter Euthanasia					0
Q	Owner Intended Euthanasia					0
R	Subtotal: Other Outcomes	0	0	0	0	0
S	TOTAL OUTCOMES	0	0	0	0	0
T	Ending Shelter Count (date:)					0

Age at Intake

Should include animals in shelter and animals admitted but currently in foster care or other offsite facility.

Admitted through animal control/stated to be unowned or free-roaming

Admitted by owner

Limited to this definition: Admission of pets whose owner brought the pet to the shelter with the INTENT of requesting euthanasia

An admission from another agency - for adoption, large scale seizure support, etc.

Impounds for cruelty cases & protective custody. Also, pets born while in care, and other types of admission not captured above.

Sum of B, C, D, E and F

Final adoptions only, having permanently left the agency's possession. For example, it does NOT include animals placed in foster care or on overnight 'trial' stays.

Stray or Owner Relinquished animals returned to their owner

Transferred out of the agency's possession to another entity

Animals included in Intake, altered and returned to stray capture location to be released

Barn cat programs, etc

Sum of H, I, J, K and L

Animals who die while sheltered

Animals whose outcome is unknown (may have escaped the shelter, outcome was not recorded and unknown)

All euthanasia other than that performed by the definition below as Owner Intended Euthanasia.

Limited to this definition: Euthanasia of pets whose owner brought the pet to the shelter with the INTENT of utilizing euthanasia services

Sum of N, O, P and Q

Sum of M and R

Should include animals in shelter and animals admitted but currently in foster care or offsite facility

Note: To check your statistics and calculations: A plus G should equal S plus T

Total A + Total G =

0

Total S + Total T

0

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
July, 2016

ENGINEERING DIVISION

DEVELOPMENT

The Development Coordinator processed 1 Preliminary Plat and 1 Certificate of Survey for Planning Commission; 3 Final Plats, 1 Preliminary Plat and 3 Permeant Water Line Easements were processed for City Council review. The Development Engineer reviewed 31 sets of construction plans and 5 punch lists. There were 109 permits reviewed and/or issued. Fees were collected in the amount of \$8,792.01.

CAPITAL PROJECTS:

SH-9E and Lindsey Street Interchanges

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- Continue to construct the retaining walls on the west side of I-35
- Continue to construct the bridge located on the east side of I-35, north of SH-9E
- Continue to construct the foundation of the Lindsey Street Bridge on the east and west sides of I-35
- Continue the earthwork for the ramps on the north side of Lindsey Street
- Begin concrete paving on the new the ramp west of I-35 and north of Lindsey Street
- Continue to pave the I-35 southbound outside lane
- Continue the reconstruction of Ed Noble Parkway/Lindsey Street intersection

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

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

The project involves the following items:

- Widening West Lindsey Street from 3 lanes to 4 lanes with additional lanes at intersections
- New bridge over Imhoff Creek
- Continuous sidewalks on both sides of the street

Monthly Progress Report
Public Works (July 2016)

- Access management to adjacent properties
- Multi-modal improvements including bicycle lanes
- Aesthetic enhancements including decorative pavement, landscaping, and roadway lighting
- Underground utilities
- Accessibility for disabled individuals
- Drainage improvement for the corridor

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

Next week the contractor's activities will be as follows:

- Continue to reconstruct the Lindsey Street Bridge over Imhoff Creek
- Continue to work on the drainage box on Lindsey Drive
- Continue to construct the temporary widening located on the south side of Lindsey Street

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

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

The project involves the following items:

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

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

The contractor's activities this month were as follows:

- Continue grading and stabilization operations north of the centerline
- Continue to construct the north half of new bridge over Dave Blue Creek
- Install concrete ditch lining and riprap on the north side as final grading is completed.
- Completed construction of the north leg of 72nd Avenue SE
- Continue laying sod on north side of SH-9E where final grading is complete
- Continue reconstruction of the north leg of 60th Avenue SE
- Continue asphalt paving north half of SH-9E

2013 CDBG-DR Project Groups 1 and 2:

Construction on the CDBG-DR Project Groups 1 and 2 began on June 16th, 2016. Project Group 1 includes: 84th Avenue NE from Tecumseh Road to Franklin Road, Tecumseh Road from 84th Avenue NE to 120th Avenue NE, and 96th Avenue NE from south of Rock Creek Road to Tecumseh Road. Project Group 2 includes 108th Avenue SE and 120th Avenue SE, both from Etowah Road to State Highway 9. This is a \$7.8 million construction project under contract with Silver Star Construction of Moore, Oklahoma. Completion of this project is estimated to be March 2017. This project is 100% funded by the Department of Housing and Urban Development (HUD) and administered by Oklahoma Department of Commerce (ODOC). Construction engineering services will be completed by Atkins North America of Norman, Oklahoma. Road closures will be necessary during the culvert replacement phase of construction. Detour routes will be posted and local access will be provided at all times during construction.

The project involves the following items:

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

The major focus of work now with is culvert replacements starting on Project Group 2 locations.

The contractor's activities this month were as follows:

- Pre-cast construction of reinforced concrete box culverts off site
- AT&T utility relocations at various locations

Sutton Wilderness Lake Dam & Spillway Repair Project

This project will upgrade the Sutton Urban Wilderness Dam and Spillway to current Oklahoma Water Resources Board (OWRB) safety standards. The dam was classified as a High Hazard Dam by OWRB in 2011. A dam is classified as a High Hazard Dam if loss of life or significant loss of property could occur should there be a catastrophic breach of the dam. On March 22, 2016, City Council awarded the contract to Downey Contracting, LLC, in the amount of \$548,251.98. The project began on April 14, 2016, and is scheduled to be completed by October 16, 2016.

The project involves the following items:

- The lake will be drained down to a level recommended by the Oklahoma Department of Wildlife Conservation to balance the needs of the construction project and area wildlife.
- Trees will be removed from the face of the dam per OWRB requirements, and some cedars will be removed from the immediate surroundings of the dam for use in the lake as habitat for fish populations.
- The top of the dam will be raised.
- The spillway will be expanded and an improved trail surface established that does not impede emergency overflows out of the lake.
- The face of the dam will be replanted with native grass upon completion of the project.
- Installation of a decorative wetland sign.

During the month of July, Downey Contracting LLC continued the vegetative removal and earth work for the overflow spillway and embankment. The contractor also began the construction of the coffer dam which is needed to construct the riser structure in the lake, and completed the installation of the toe drain.

Sidewalk Program:

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

- **Citywide Sidewalk Reconstruction Program** which is intended to assist property owners in repairing existing sidewalks and constructing new sidewalks along an entire city block. Property owners who wish to participate in the Citywide Sidewalk Reconstruction Project will pay fifty percent (50%) of the estimated cost, with the City paying the remaining fifty- percent (50%) from funds allocated to this project.
- **Sidewalk Accessibility Program** which provides sidewalk ramps where none exist and rebuilds existing ramps that do not comply with the current Americans with Disabilities Act (ADA) standards. This project will construct approximately fourteen (14) curb ramps. Locations are determined at the request of citizens and along arterial and collector streets that do not currently have ramps at street-sidewalk intersections.
- **Sidewalk Program for Schools and Arterials Program** is used to construct new sidewalks adjacent to elementary schools that have no sidewalks and along walking routes to the schools. The location in this year's program is the North side of Brooks Street from Berry Road to Pickard Avenue, with new ramps at the intersection of Brooks and Pickard, in the McKinley School district. Construction Began March 14th, 2016 and was completed April 1st, 2016.
- **Downtown Area Sidewalks and Curbs Program** will repair hazardous or deteriorated sidewalks, ramps and curbs in the downtown area. The location will be concentrated on the north/south corridors on the east side of downtown, along Crawford Avenue north and south of Main Street. Work at 111 N. Peters begins September 15, 2016 to reconstruct curb and cracked sidewalks and is expected to be complete in approximately one week.
- **Robinson Sidewalks Project** will repair hazardous or deteriorated sidewalks, work began May 16th, 2016 and repair include sidewalks along a three mile long section of Robinson Street from 24th Avenue NW to 12th Avenue NE. Construction by Central Contracting Services began adjacent to Westwood Park and has proceeded in easterly direction. New ramps have been installed on all four corners of Berry Road and Robinson Street in conjunction with the Berry Road Phase 3 Waterline Replacement Project. Work will move September 1st to Robinson St. and Porter Ave. when signal interconnect project is 95% complete final work is expected to be concluded by September 8th

STORMWATER QUALITY

Construction Site Stormwater Management

- Performed 167 inspections of 86 active sites
- Issued 1 Earth Change Permit to new projects. YTD 22 Earth Change Permits issued.

MS4 Operations

- Received and responded to 16 citizen calls/ YTD Total is 77
- Submitted Revised Lake Thunderbird TMDL Compliance Plan to ODEQ on July 22, 2016.
- 27 contacts with yard care crews to discuss proper disposal of grass clippings and other yard waste.
- Visual screening inspections performed at 4 detention ponds.
- Attended ECAB meeting with discussion on Trailwoods LID project.

*Monthly Progress Report
Public Works (July 2016)*

STREETS

ASPHALT OPERATIONS

BETHEL RD B/84TH AVE NE AND FAIRCHILD LN PAVING

1,347.58 tons of asphalt

CEDAR LANE RD B/ 60TH AVE SE AND 72ND AVE SE PAVING

3,802.69 tons of asphalt

TECUMSEH RD B/60TH AVE NE AND 72ND AVE NE PAVING

1,494.68 tons of asphalt

DEEP PATCH OPERATIONS

S.200 LAHOMA

12.05 tons of asphalt

1604 BLESSING CT

23.35 tons of asphalt

400 EGRET

20.03 tons of asphalt

E.819 HAYES

8.17 tons of asphalt

900 COCKREL

61.41 tons of asphalt

900 PARSONS

6.15 tons of asphalt

E.1900 CANDLEWOOD

3.01 tons of asphalt

JENKINS AVE AT DUFFY ST

263.37 tons of asphalt and 3.5 cubic yards of concrete

CONCRETE OPERATIONS

E.200 BLK – E.400 BLK BROOKS ST PANEL REPLACEMENT

126.0 cubic yards of concrete

OTHER

INTERLOCAL AGREEMENT CLEVELAND CO.DIST 2 PAVING

740.01 tons of asphalt

STORMWATER DRAINAGE

2012 JACKSON DRIVE

Performing erosion repair to stormwater inlet. Placed 2 cubic yards of flowable fill concrete.

4200 INDIAN HILLS ROAD

Repairing roadway due to erosion. Placed 9 cubic yards of concrete, placed 2.10 tons of asphalt and hauled 1 ton debris.

MAIN STREET

Repairing roadway (void under the pavement) on Main Street and Porter Avenue. Placed 1 cubic yard of concrete, placed 1.42 tons of asphalt and hauled 10 tons rock.

MISCELANEOUS WORK ORDERS

Crews performed debris removal from Robinson Street overpass and assisted Street Maintenance crews with projects.

URBAN STREET SWEEPING OPERATIONS

Urban street sweeping operations, a total of 214 miles were swept resulting in the removal of approximately 114 tons of debris from various curblane streets.

DRAINAGE MAINTENANCE

Removed 6 tons debris/sediment and trimmed trees in drainage right-of-ways in the urban area.

NORTH PORTER AVENUE

Pushing/leveling construction debris at dumpsite.

STORMWATER MANAGEMENT

Cleared 288 inlets of debris from drainage right-of-ways in the urban/rural area.

URBAN/RURAL LITTER PROGRAM

Removed 1.49 tons of trash/debris from urban/rural right-of-ways.

PLANT GROWTH REGULATOR APPLICATION

Applied plant growth regulator to 5 miles roadside right-of-ways in the urban/rural area.

MOWING OF DRAINAGE/ROADSIDE RIGHT-OF-WAYS

Mowed and trim mowed 1,198,401 feet of drainage right-of-ways in the urban area.

Mowing 39.25 miles of urban roadside right-of-ways (smooth cut).

Mowing 204.50 miles of urban/rural roadside right-of-ways (rough mowing).

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.

Monthly Progress Report
Public Works (July 2016)

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

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

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

Productivity Report

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

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

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

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2017

STREET DIVISION					
	FYE 2017 July, 2016	FYE 2017 July, 2016	Year to Date	Year to Date	FYE 2017
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)		100%		100%	95%
Overlay/pave 10 miles per year.	1.00	10%	1.00	10%	100%
Replace 1,160 square yards of concrete pavement panels	363.00	31%	363.00	31%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	10.00	2%	10.00	2%	50%
Grade all unpaved public roads eight (8) times a year. (approximately 12 miles)	1.00	1%	1.00	1%	100%

STORM WATER DIVISION					
	FYE 2017 July, 2016	FYE 2017 July, 2016	Year to Date	Year to Date	FYE 2017
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)	214.00	43%	214.00	4%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	288.00	2%	288.00	2%	70%
Mow 190 ROW-miles of Urban right-of-way, eighteen times per year (miles)	39.25	1%	39.25	1%	85%
Mow 148 miles of Rural Right-of-way twice per year (miles)	204.50	69%	204.50	69%	50%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	1,198,401.00	9%	1,198,401.00	9%	80%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	5.00	2%	5.00	2%	65%

JULY 2016
DEVELOPMENT COORDINATION, ENGINEERING,
AND PERMIT REVIEW

Subdivision Development:

FY 16-17 Associated Fees

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

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

City Council Review:

Certificate of Survey.....0
 Preliminary Plat.1
 Final Plats.....3
 Amendment to Prog of Imp.....0
 Revocable Utility Permit.....0
 Easement.3
 Closure.0 \$0 00

Development Committee:

Final Plats.0

Fee-In-Lieu of Detention.0 \$0 00

Subtotal: \$0.00 \$0 00 \$0.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family.. ..28
 ***Commercial..30
 Multi-Family0
 Addition/Alteration.8
 House Moving.0
 Paving Only10
 Storage Building.10
 Swimming Pool.5
 Storm Shelters.12
 Public Improvements... ..2
 Temporary Encroachments.0
 Fire Line Pits/Misc.. ..4
 Flood Plain (@\$100.00 each)....0

Total Permits..... \$8,792.01 \$0 00 \$8,792.01

Grand Total..... \$8,792.01 \$0 00 \$8,792.01

******Construction Plan Review occurrences** 31 0 31

*******Punch Lists prepared.** 5 0 5

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

JULY 2016

**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	5	100%
PI #10 SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	31	100%
PI #11 COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	30	100%
PI #12 CONSTRUCTION PLAN REVIEW W/I 10 DAYS	28	100%
PI #13 FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	2	100%

**FLEET MANAGEMENT
ACTIVITY REPORT
July 2016**

FYE 2017

FUEL REPORT

IN GALLONS

	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	16,988.00	20,056.00	23,392.00
Outside sublet	831.45	326.40	0.00
TOTAL	17,819.45	20,382.40	23,392.00

TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	20,132.32	22,999.10	15,829.70	7,562.30

FYE 2017 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	20,132.32	22,999.10	15,829.70	7,562.30

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$1.61	Low	\$1.56	UNLEADED	High	\$2.17	Low	\$1.78
DIESEL	High	\$1.53	Low	\$1.40	DIESEL	High	\$2.05	Low	n/a
CNG	High	n/a	Low	\$0.49	CNG	High	n/a	Low	n/a

CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$53,089.58	Month Total Public CNG Sales	\$7,177
BATTERIES	\$1,538.69	FYE 2017 To Date Public Sales	\$7,177
OILS/FLUIDS	\$2,677.71	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$24,805.36	Total Sold Gallons Life To Date	627,028
TOTAL	\$82,111.34	Total Gross Sales Life To Date	\$908,405
SUBLET REPAIRS		Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Station	1,082,468

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	16	13	12	16
EMERGENCY ROAD CALLS	4	5	13	4
PM SERVICES	98	136	130	98
DISASTER REPAIRS	2	5	0	2
WORK ORDERS	342	431	385	342
SCHEDULED REPAIRS	126	175	151	126
NON SCHEDULED REPAIRS	216	256	234	216

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	2	5	3	2
EMERGENCY ROAD CALLS	0	0	3	0
PM SERVICES	58	88	91	58
DISASTER REPAIRS	2	3	0	2
WORK ORDERS	156	211	202	156
SCHEDULED REPAIRS	78	112	104	78
NON SCHEDULED REPAIRS	78	99	98	78

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	14	8	9	14
EMERGENCY ROAD CALLS	4	5	10	4
PM SERVICES	40	48	39	40
DISASTER REPAIRS	0	2	0	0
WORK ORDERS	186	220	183	186
SCHEDULED REPAIRS	48	63	47	48
NON SCHEDULED REPAIRS	138	157	136	138

FLEET MANAGEMENT
 Technician Productivity
 Report

FYE 2017

July 2016

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 001	139 93	72%	84 7%	12 7%	
# 002	104 20	72%	86 2%	14 2%	
# 003	127 26	72%	77 2%	5 2%	
# 004	118 23	72%	87 5%	15 5%	
# 006	0 00	72%	0 0%	0 0%	
# 007	93 82	72%	78 8%	6 8%	
# 008	75 82	72%	79 8%	7 8%	
# 009	112 14	72%	76 3%	4 3%	
# 010	50 38	72%	79 3%	7 3%	
# 011	146 39	72%	82 2%	10 2%	
# 012	97 24	72%	80 5%	8 5%	
# 013	116 69	72%	79 9%	7 9%	
# 014	88 91	72%	83 0%	11 0%	
# 015	76 79	72%	82 6%	10 6%	
# 016	0 00	72%	0 0%	0 0%	
# 021	116 78	72%	82 5%	10 5%	

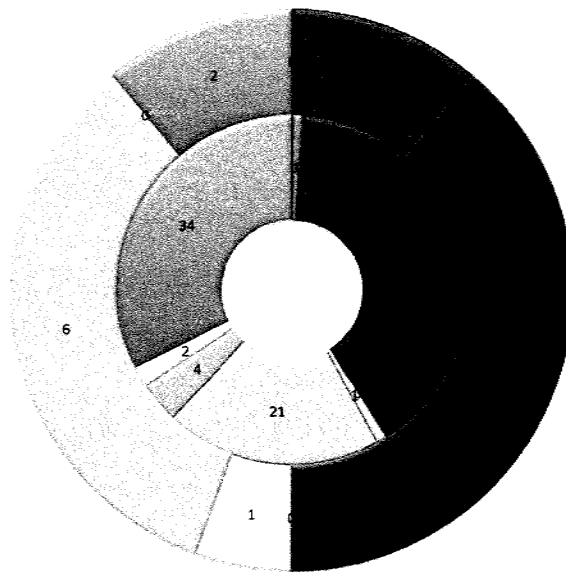
DIRECT LABOR HOURS	1464 58
TOTAL AVAILABLE HOURS	1797 25
PRODUCTIVITY GOAL	72 0%
ACTUAL PRODUCTIVITY	81 5%

July FYE 2017

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	or scheduled date	Meter Past	ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE	
Police										
1171	2007 Dodge Charger	Police Patrol	61523	60300	1223	Miles 6/2/2016	Light Shop	PMC	3/25/2016	
1133	2008 Ford Crown Victoria	Police Patrol	130169	127170	2999	Miles 5/24/2016	Light Shop	PMC	2/9/2016	2nd Miss
1170	2008 Ford Crown Victoria	Police Patrol	145590	140053	5,537	Miles 7/5/2016	Light Shop	PMC	3/15/2016	
1133	2008 Ford Crown Victoria	Police Patrol	130169	127170	2,999	Miles 7/15/2016	Light Shop	PMC	2/9/2016	
1145	2008 Ford Crown Victoria	Police Patrol	85326	85460	(134)	Miles 7/25/2016	Light Shop	PMD	6/23/2015	
1206	2014 Ford Interceptor	Police Patrol	31797	29658	2,139	Miles 7/27/2016	Light Shop	PMC	4/14/2016	
1119	2007 Chevy Impala	Police Patrol	84117	84648	(531)	Miles 7/28/2016	Light Shop	PMC	8/17/2015	
1065	2006 Dodge Charger	Police Criminal Invest.	58345	58231	114	Miles 7/29/2016	Light Shop	PMC	1/15/2016	
Fire										
0008	2007 Chevy Suburban	Fire Suppression	90559	91116	(557)	Miles 7/26/2016	Light Shop	PMC	10/29/2015	
Utilities										
285T	1994 Terry's Trailer	Sanitation Recycle	7/31/2016	5/4/2016	88	Days 5/4/2016	Light Shop	PMC	5/15/2012	
596BB	2014 Box Blade	Water Plant	7/31/2016	6/23/2016	38	Days 6/23/2016	Heavy Shop	PMA	NONE	

PM Compliance Report July FYE 2017



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

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

Department	Scheduled	Missed/Late	% Late
City Council	1	0	0.0%
MUNICIPAL COURT	0	0	0.0%
Fire	8	2	25.0%
Police	34	7	20.6%
Finance	0	0	0.0%
Inf. Tech	1	1	100.0%
Public Works	21	6	28.6%
Parks & Rec.	4	0	0.0%
Planning	2	0	0.0%
Utilities	34	2	5.9%
Citywide Total	105	18	17.1%

**FLEET MANAGEMENT DIVISION
PM COMPLIANCE REPORT**

July FYE 2017

Industry Standard Compliance: Not To Exceed 5%

Department/Division	Number of PMs Scheduled	Number of PMs Completed On Time	Number of PMs Completed LATE	Number of PMs Still Past Due	Current % PENDING	Year To Date Non-Compliance Trend
CITY CLERK						
CITY COUNCIL	1	1			0%	0%
BUILDING ADMINISTRATION					0%	0%
CUSTODIAL					0%	0%
BUILDING MAINTENANCE					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY	1		1		0%	100%
FINANCE						
METER SERVICES					0%	0%
PLANNING						
PLANNING					0%	0%
BUILDING INSPECTIONS	1	1			0%	0%
CODE COMPLIANCE	1	1			0%	0%
PUBLIC WORKS						
ENGINEERING					0%	0%
STREET MAINTENANCE	11	6	5		0%	45%
STORM WATER DRAINAGE	7	6	1		0%	14%
TRAFFIC	2	2			0%	0%
STORM WATER QUALITY					0%	0%
FLEET MANAGEMENT	1	1			0%	0%
POLICE						
ANIMAL CONTROL	3	3			0%	0%
POLICE ADMINISTRATION	1	1			0%	0%
POLICE STAFF SERVICES	3	1	2		0%	67%
POLICE CRIMINAL INVESTIGATIONS	2	1		1	50%	50%
POLICE PATROL	19	15		4	21%	21%
POLICE SPECIAL INVESTIGATIONS	3	3			0%	0%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION	1	1			0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION					0%	0%
FIRE SUPPRESSION	3	2		1	33%	33%
FIRE DISASTER PREPAREDNESS					0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	4	4			0%	0%
PARKS & RECREATION					0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	3	3			0%	0%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION	4	3	1		0%	25%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION	1	1			0%	0%
WATER TREATMENT PLANT					0%	0%
WATER PLANT					0%	0%
WATER PLANT WELLS					0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	4	4			0%	0%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS	2	2			0%	0%
WRF OPERATIONS					0%	0%
SEWER LINE MAINTENANCE	3	3			0%	0%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	5	5			0%	0%
SANITATION COMMERCIAL	11	11			0%	0%
SANITATION TRANSFER	4	4			0%	0%
SANITATION COMPOST	1	1			0%	0%
SANITATION RECYCLE	2	1		1	50%	50%
SANITATION YARD WASTE	1		1		0%	100%
CITYWIDE TOTAL	105	87	11	7	7%	17%

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

JULY 2016	PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
		Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
Provide initial response to citizen inquiries within 2 days	100%	86	86	100%	86	86	100%
Provide information requested by citizens within 7 days	95%	86	86	100%	86	86	100%
Complete traffic engineering studies within 45 days	99%	0	0	100%	0	0	100%
Review subdivision plats construction traffic control plans traffic impact statements and other transportation improvement plans within 7 days	95%	47	47	100%	47	47	100%
Worker Hours Per Gallon of Paint Installed	0 80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		4	8	2 00	4	8	2 00
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
		3 84	19	4 95	3 84	19	4 95
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
		16	16	100%	16	16	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
		31	31	100%	31	31	100%
Response to reports of sign damage	Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour	99%	7	7	100%	7	7	100%
<i>Lower Priority</i> all other signs within one day	90%	42	42	100%	42	42	100%
<i>Street Name Signs</i> within two weeks	90%	0	0	#DIV/0!	0	0	#DIV/0!
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
		2888	0	100%	2888	0	100%

Monthly Report

July 2016

LINE MAINTENANCE:

Capital Projects

- Wilderness Dr. – 100% Complete
- Robinson Crossing – 100% Complete
- Warbird Drive – 100% Complete
- Vida Way – 70% Complete
- Maddison St. – 90% Complete

Water Line Breaks 24

Sewer Line Data

- Total obstruction service requests for July 25
- Private Plumbing: 24
- City Infrastructure: 1
- Sanitary Sewer Overflows: 1- Contractor Damage

Lift Station D Flows:

- Days 31
- Average daily flow: .94 MGD
- Total flow: 29.1 MG

WASTEWATER PROJECTS:

Royal Oaks Force Main Rehab (WW0062): Project will replace 2,260 feet of 16-inch ductile iron force main along 24th Avenue NE, from near Alex Plaza Drive across Alameda to its termination at an existing manhole to be replaced. NUA staff is coordinating with Public Works staff on their bond project to widen 24th Avenue NE.. Design by Cardinal Engineering; project scope expanded to include new gravity sewer; final plans approved 7/5/16; ODEQ permit application in progress.

Woodcrest Interceptor (WW0120): Project is a \$1.7 million dollar sewer improvement project funded by the Sewer Excise Tax (SET). It will replace and upsize the existing Woodcrest interceptor from north of Tecumseh Road running SW to near Porter Avenue and Rock Creek Road. Design by RJN Group; project advertised 1/14/16; pre-bid meeting held 1/28. Three (3) bids received 2/11/16 with Jordan Contractors of Tecumseh low at \$1,725,750; NUA award and contract approved 3/8/16. Notice to Proceed issued effective 4/4/16; Project is on schedule and within budget; payment for \$578,263 of \$1,725,750, or 34% approved to date.

Sewer Maintenance Project FYE14 (WW0202): Annual project may rehabilitate over 47,000 feet (9 miles) of sewers and over 230 manholes in two (2) or more phases, in the area bounded by Robinson Street to the north, Sherry Avenue to the west, Main Street to the south, and Berry Road to the east, excluding Dakota & Iowa, which were in the 2009 project area. On 10/28/14, the NUA approved an expenditure with Lemke for surveying and drafting assistance; five (5) bids received 3/17/16 with Urban Contractors of OKC low at \$1,784,680; NUA award and contract approved 4/12/16. Notice to Proceed issued effective 4/25/16; Change Order No. 1 (CO1) increasing contract amount by \$128,190, and the contract time by thirty (30) calendar days approved by NUA on 7/12/16; construction is on schedule and within budget; payment for \$1,161,979 of revised contract total of \$1,912,870, or 61% approved to date.

Lift Station Modification FY17 (WW0305): Three (3) existing lift stations, Ashton Grove, Vo-Tech and Royal Oaks need modifications more extensive than our annual rehabilitation. The work consists of pumps, pump guide rails and brackets, and discharge fittings and piping. Royal Oaks also requires replacement of its 8-foot wet well with a 10-foot wet well. Bypass pumping will be required while stations are off line to prevent back-ups or overflows. NUA staff will select a design engineer for the project shortly.

Sewer Maintenance Project FYE17 (WW0307): Annual project to rehabilitate about 26,000 feet (5 miles) of sewers and over 110 manholes in the area bounded by Cave Creek Street and Pinecrest Street to the north, partially Sequoyah Trail and partially Woodcrest Creek Drive to the west, Rock Creek Road to the south, and 12th Avenue NE to the east. On 7/26/16, the NUA approved an On-call Professional Services expenditure with Lemke for surveying and drafting assistance. Preliminary design and TV survey are in progress by NUA staff.

Wastewater Flow Monitoring Project (WW0042): HDR Engineering approved 04/13/10 for completion of city-wide flow monitoring, and calibrating our wastewater model to simulate the affect a 5-year design storm. Thirty-two flow meters and ten rain gauges utilized to collect dry and wet weather flow data and sewer sub-basin maps reviewed to determine population equivalents for proper loading information under 2025 Plan. Loading data transmitted to HDR 04/25/12 and model development workshop was held 03/14/13. Capacity analysis report received 05/07/13 and collection system improvements report received 04/28/14. Report returned with comments 11/20/15. Staff met with HDR on 05/24/16 to review Final Report and is sending additional loading data to allow report completion. Payments totaling \$541,378 of \$576,699 processed.

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

Phase 2 WRF Improvements project expands design capacity from 12 to 17 MGD, rehabilitates older equipment and adds ultra violet disinfection, effluent aeration and odor control technologies. Bids received 03/27/14 and the NUA approved award to Archer Western Construction, LLC (AW) of Irving, TX on 04/22/14. NUA approved AW contract and bonds 05/13/14 and construction began 06/02/14. Change Order No. 1 (CO#1) extending contract time by 47 days approved by NUA on 09/09/15. CO#2 increasing cost by \$98,546.78 and extending time by 32 days approved by NUA on 05/10/16. All work is now scheduled to be complete by 02/05/17. The following briefly summarizes the work completed this period:

- Headworks/Screening: electrical control panels installed on concrete slab with metal cover over equipment to NW of structure. Existing concrete wall to south removed with existing utilities relocated to make way for new conveying system. Odor control system vessels installed to west of structure with piping system initiated.
- Influent Flow Measurement Structure: 36-inch bypass piping and valving installed between screens and primary clarifiers allowing existing influent flumes to be demolished; piping will be in place 3 to 4 months. Excavation for new structure encountered a portion of the abandoned aerated grit chamber constructed in the 1960's; structure has been removed and we are negotiating additional cost; concrete slab, interior and exterior walls and interior piping is nearing completion; piping to aeration basins to be installed soon allowing temporary bypass piping removal.
- Primary Clarifiers 1, 2, 3 and 4: will demolish clarifier mechanisms one at a time. PC#1 PC#2 placed in service 10/28/15; PC#3 placed in service in June 2016; FC#4 mechanism demolished; concrete repair and coating to be initiated soon.
- RBC and Bio-Tower structures: removal is complete.
- Aeration Basins 4, 5 and 6: Dewatering continues; crane has been removed now that Basin 6 concrete walls are complete. Installation of air piping and diffusers complete in basins 4 and 5 with placement in basin 6 ongoing. Expect to place Basins 4 and 5 in operation in September 2016.
- Final Clarifiers 5 and 6: Concrete, mechanisms, baffles and weirs in both clarifiers complete; need handrail, grading and leak repair in sludge discharge line to complete. Expect to place in service in August 2016.
- RAS/WAS Pump station concrete, pumps and piping installation in drywell complete; building exterior and interior walls and doors, structural steel; and roofing complete; interior sheetrock and painting nearing completion.. Roof stairway nearing completion; electrical work in process; transformer and new generator complete with testing to follow shortly.
- UV/Post Aeration Facility: Connection to existing outfall is complete. Blower control building, blowers, electrical controls and backup generator placed into operation in September 2015. UV influent box, UV disinfection and post aeration structures, UV equipment and superstructure, slide gates, effluent troughs and aluminum covers

complete and placed into operation on 10/29/15. Fencing, sidewalks and asphalt drive essentially complete. Punch list prepared November 2015; repairs are required for building roof and asphalt drive; blowers not meeting specs will be replaced upon arrival of new blowers. Performance testing completed 03/02/16; first discharge monitoring report submitted for July 2016.

- Outfall Structure and 66-inch Outfall Piping: New structure complete with 66-inch and 54-inch outfall piping installed and tested. Trash excavated from construction disposed and covered on top of landfill per DEQ requirements; additional cover materials stockpiled on landfill; need to complete erosion control on landfill areas. Asphalt access road installed.
- Sludge Blending Tank and Pump Station Building: New sludge blending tank with mixing system and pump station building essentially complete.
- Sludge Thickening Centrifuges: two new centrifuges, monorail crane and access platform installed in Main Control Building; working on piping, electrical connections, motor controls and painting.
- Digester Modifications: sludge removal from Digester 2 and 4 complete. Demolition of existing Digester 4 cover, new cover and new interior coating complete; exterior painting complete; awaiting installation of exterior insulation.
- Standby Generators: Generators at Transformer 5 (Environmental Services Building) and UV Blower Building installed; generator startup and testing completed in September 2015. Generator for RAS/WAS Pump Station and Westside Lift Station installed and awaiting testing.
- Odor Control filter vessels installed at Westside LS and Headworks, air piping installation ongoing. Concrete for Odor Control System 3 in sludge holding area is complete with filter media installed; piping installation is ongoing.
- Pay Estimate No. 25 for period ending 06/30/16 received in the amount of \$1,066,904 for total of \$38,903,471 or 80% of the contract amount. OWRB reimbursement requests total \$27.4M.
- 759 calendar days or 78% of the 979 calendar day contract time has been consumed.
- Monthly Progress Meeting No. 26 was held 07/27/16.

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

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

WRF South Digester Boiler Replacement (WW0169): The existing sludge boilers in the South Digester complex were installed in 1988 and have out-lived their useful life. The two new boilers will match the boilers installed in the North Digester Complex in 2013; Garver has submitted 90% design documents for the improvements.

WRF Primary Sludge Thickener Replacement (WW0171): The existing primary sludge thickeners were installed in 1965 and 1988 and have out-lived their useful life. Four new sludge thickener mechanisms will be installed in the existing concrete basins after repairing the concrete surface and coating the internal surface. Garver has submitted 90% design documents for the improvements.

North WRF Engineering Report (WW0204): This new project will investigate the cost of new facilities for wastewater treatment, disposal, and solids management at a new North Water Reclamation Facility (WRF). Differing treatment alternatives will be evaluated for discharge to either the Little River or the Canadian River. Request for Proposal RFP 1213-12 was issued 07/24/12 and consultant proposals are due 08/27/12. The proposed WRF site is located NW of the intersection of 12th Ave. NE and Franklin Road. Request for Proposal RFP 1213-12 was issued 07/24/12 and proposals were received from 4 consultants on 08/27/12. The review committee of 5 staff members selected the team of HDR and Alan Plummer and Associates to prepare the engineering report. NUA approved contract and work scope 01/08/13 but work delayed for 45 days; kickoff meeting held 02/26/13. Amendment No. 1 to HDR contract was considered by Finance Committee in April and will not be forwarded to the NUA for consideration. NUA and HDR staff conducted North WRF alternative treatment technology screening workshop on 05/29/13; alternative technologies were developed for three potential discharge locations. Technical Memorandum No. 1 received

08/01/13 and documents the reasoning for potential discharge limits and treatment technologies proposed prior to more detailed alternative development. Staff provided comments on TM-1 to HDR 08/29/13. Received draft version of TM-2 including cost estimates for 4 treatment and discharge alternatives from the future North Water Reclamation Facility. Staff met with HDR Engineering on 12/17/13 to discuss draft version of TM-2 and provide input regarding non-economic ranking of alternatives. Staff provided comments on TM-2 06/10/14; draft ER received 2/27/15 and is under review.

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

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

Bishop Creek Emergency SS Crossing (WW0209): The existing aenal sewer crossing over Bishop Creek just east of the intersection of Constitution and Ryan Avenue failed 11/30/15 when the eastern bank of the creek bed was undermined causing several large trees to fall into the creek. Portable pumping equipment which was installed and operating that night to eliminate the bypass and the DEQ was notified on 12/01/15. Purchase orders were created for Urban Contractors, Lemke Surveying, Terracon Consultants and CP&Y, for use of emergency bypass pumping equipment, surveying services, completion of geotechnical borings, and expedited design services, respectively. On 12/01/15, the Mayor declared an emergency related to the severe weather and ice storm. Competitive bidding requirements were waived and expedited bidding process was initiated. Five contractors attended an on-site pre-bid conference on 12/16/15 and bids were received from 3 contractors on 12/22/15. Krapff-Reynolds Construction Company was the low bidder at \$344,355 and work was awarded to Krapff-Reynolds. Work began 01/05/16 and was complete 02/01/16. The NUA ratified project costs on 04/12/16; this will be the last report for this project.

WATER PROJECTS:

Segment D Waterline, Phase 2: Final design for the Phase 2 project utilizing Highway 9 right-of-way was completed but the permit to construct from ODOT was not renewed. Alternative routing determined with first portion along Lindsey Street from 24th Avenue SW to Chautauqua. The last phase connecting the 24 inch on Lindsey to the 24 inch along Highway 9 at Jenkins is under consideration. Staff is negotiating a potential design contract with Poe and Associates under our Engineering Services Agreement. Staff anticipates taking the contract for NUA approval in September 2016.

Waterline Replacement: Bishop Creek (WA0199): Project will replace a failed 12-inch DIP water main under Bishop Creek near the west terminus of Cedar Lane Road. Lemke completed survey and design under their On-call Professional Services Contract. Project advertised 11/26/2015 with 3 bids received 12/17/15. NUA awarded bid and contract in amount of \$207,500 to McKee Utility Contractors on 01/12/16. all work was complete 5/9/16; final Change Order increasing contract by \$1,836 and project acceptance by NUA is scheduled on 7/12/16; \$209,337 of final contract total \$209,337, or 100% paid. Final project report.

Raw Waterline, Phase I (WA0051): Design completed by Garver Engineers. Red Cliff, Inc. began construction 09/27/10 and installed 48-inch pipe but not the connection vaults at both ends by end date of 06/24/11. Change Order #1 was executed delaying the project during the summer due to high water demand. Red Cliff returned but after excavating for the WTP vault, it was determined that the existing pipe was a special fabricated curved concrete pipe not anticipated by staff or the design consultant. Therefore, Garver asked Red Cliff to reconsider utilizing ductile iron fittings as opposed to the original design of fiber glass fittings. Red Cliff proposed price increase of \$86,575 which was excessive. Staff consulted with legal department and further negotiations with the contractor's attorney were unsuccessful and we were unable to get the contractor to complete vaults. Legal prepared a letter to contractor and bonding company terminating the contract. Staff rebid the work to complete the vaults; bids were opened 01/11/13 and BRB Contractors was low bidder at \$788,505. Work began 02/27/13 and was substantially complete by 07/01/13. Project is complete and final payment was made to contractor. Red Cliff lawsuit ended last month with a

settlement of \$75,000 paid to the contractor's representatives out of the \$284,266.68 retainage being withheld. This project will be closed out this month.

Water Treatment Plant Expansion (WA0291): Phase II design will include the installation of ozone treatment, UV treatment, an upgrade of the high service pumps serving the pressure plane, on-site chlorine generation, new ammonia feed system, and additional SCADA improvements. Design contract with Carollo approved by NUA 05/22/12. Ozone pilot study began in October 2012 and was complete March 2013. Pilot plant results and preliminary engineering plans presented to NUA 07/08/14 with total project costs estimated at \$33,540,000. NUA approved final engineering contract on 02/10/15. Design plans are about 80% complete with bidding expected in early 2017

Waterline Relocation: I-35 Widening (WA0196): Unbudgeted project necessitated by ongoing widening of I-35. Total budget of about \$500,000 estimated for replacing three waterlines associated with the I-35 project (24-inch at Briggs Street, 12-inch at Brooks Street and 12-inch at 24th Avenue SW and Highway 9). Team of SAIC/Poe and Associates will prepare design plans as an amendment to the Lindsey Street widening project. ODOT expected to reimburse waterline relocation costs at end of project. NUA approved design contract with SAIC and ODOT relocation agreements on 10/22/13. Design is underway ODOT has required I-35 crossing at Briggs Street to be deepened to 28 feet below grade; construction costs will increase approximately \$450,000. Project advertised 04/29/14 and three bids were opened 05/22/14; Matthews Trenching was the low bidder at \$997,875. NUA approved contract on 06/10/14; work began 06/11/14 and must be complete by 09/01/14. Bore and encasement and waterline installation complete at 24th SW and at Brooks Street and at Briggs Street. NUA approved Final change order #1 and project acceptance on 12/23/14. NUA submitted 1st reimbursement request to ODOT and \$840,780 has been reimbursed by ODOT, staff will soon submit another request to ODOT

Waterline Relocation: Robinson Under I-35 (WA0195): RFP 1314-28 distributed to consultants on 09/06/13; 14 proposals received 10/09/13; Alan Plummer and Associates (APAI) selected and NUA approved preliminary design contract on 01/28/14. Meetings held consultant, ODOT, NUA and Public Works staff. Draft Engineering Report (ER) received 04/18/14 and Final ER received 09/25/14. NUA approved APAI Amendment 1 for final design 10/14/14; 80% plans received 06/05/15 and were submitted to ODOT 06/12/15; ODOT has approved permit for proposed I-35 crossings. NUA approved Amendment No. 2 to APAI contract on 11/10/15 authorizing design of Phase 2 waterline between Crossroads Blvd. and Brookhaven Blvd. Final design plans and specifications submitted to DEQ 01/12/16 and were approved 01/29/16. APAI has submitted draft easement acquisition documents and staff is working to acquire easements/ROW. Smith Roberts Land Acquisition selected to help acquire 6 easements. Offer's made for 3 easements west of I-35 nearing completion; 3 UNP easements are in process of being donated. Project advertised 04/21/16 and pre-bid conference held 05/15/16; 3 bids opened 05/19/16 with McKee Utility Contractors submitting low bid. Award, contract and bonds were approved by NUA 06/14/16 and began 06/15/16. Project is approximately 10% complete and is expected to be complete March 2017

Berry Road Waterline Replacement: Poe and Associates are developing final design plans. The project will be split into two phases with Phase 1 being a half mile along Lindsey Bids were opened January 22 for Phase 1 which runs along Lindsey from Chautauqua to Berry and then north approximately 400 feet. The bid was awarded to Central Contracting and construction is complete. Phase 2 has been bid with McKee Utility Contractors, Inc. being the low bidder. Construction is essentially complete and staff is awaiting final payment request. Phase 3 awarded to Central Contracting Services, Inc., construction began 05/02/16; with completion expected by 10/29/16. NUA approved CO#1 on 05/10/16 adding 1,800 feet of 16-inch waterline along Main Street between Berry and Flood to the project. Work on Berry from Main to Kansas complete with work now ongoing along Main at the intersection of Pickard.

Gray Street Waterline Replacement: C. H. Guernsey and Company was selected for the design of the Gray Street Waterline Replacement. Plans are under review.

Water Storage Tank (WA0293): Staff submitted a memo to the NUA regarding the siting of the proposed water storage tank on 12/30/13. NUA approved engineering design contract with PEC on 01/14/14 for 1 MG elevated storage tank just northeast of the intersection of Robinson and 24th NE. OGE easement approved by NUA 01/13/15 and power installed by OGE Design drawings submitted to DEQ 08/22/14 and permit received 09/15/14. Bids opened 03/05/15 and NUA awarded the bids and approved contract with Landmark Structures for \$2,636,000 on 03/24/15. Preconstruction conference held 04/21/15 and contractor mobilized to site 08/10/15; concrete foundation pedestal construction complete in December 2015. Erection of steel tank began 01/11/16; tank hoisted to top of pedestal 04/03/16 after completing painting of the tank exterior; steel top and sandblasting/painting of the tank interior complete in mid-May and tank filling began 06/06/16. Tank placed into service 06/17/16; concrete access drive

complete; awaiting fencing and sodding. Construction payment #8 through 06/30/16 approved for total of \$2,276,820 or 86% of the total contract amount of \$2,636,000.

Lindsey Street 24-inch Water Line Improvements (WB0184): In order for the roadway and drainage improvements associated with the Lindsey Street Widening project to proceed, numerous public and privately owned utilities will need to be relocated. The Lindsey Street Waterline Improvements will install about 6,000 feet of 24-inch waterline along Lindsey between 24th Avenue SW and Berry Road. On 03/10/15, NUA approved Contract K-1415-103 for \$2,130,885 with McKee Utility Contractors, Inc. (McKee). The work began 04/06/15 at Briggs Street and 24th Avenue NW and proceeded in an easterly direction along Lindsey Drive to Lindsey Street, to McGee and finally to Berry Road. Phase 1 completion date of June 4, 2015 was established to complete all waterlines west of McGee Street; Phase 1 work in operation on 06/06/15. Waterline installation east of McGee to Berry completed, tested and connected to system on 08/28/15; cleanup work is complete. NUA approved final change order increasing contract by \$146,015.90 to \$2,276,900.90 and accepted project on 02/09/16. Final payment from contractor processed 03/01/16. Project closed out; staff working on as-built drawings.

FYE15 Water Wells and Supply Lines: Staff issued RFP 08/18/15 for water rights permitting, well field design, test and production well design, well house design and distribution system improvements. 14 proposals were received 09/14/15; staff has tentatively selected several consultants and has begun contract negotiations. On 02/09/16 the NUA approved APAL contract K-1516-85 to update of our city wide water model; NUA approved contract with Cowan to perform water right permitting through the OWRB on 02/26/16 and approved contract with Carollo to perform well field design, and test/production well design on 06/14/16. Cowan submitted a technical memorandum 7/1/16 and it is under review by staff. Carollo and staff held a coordination meeting with ACOG the morning of July 18th and also held a kickoff meeting the afternoon of July 18th. ACOG prepared a map showing potential thick sands that will be targeted for future wells. Carollo will use this information along with the OWRB model to better define the proper spacing of wells so that maximum yields can be achieved.

Water Line Replacement: Crossroads Blvd Area (WA2013): Project will replace about 16,000 feet of ductile iron (DI) water lines in the Crossroads Blvd area north of Robinson between 36th Ave NW and I-35. Failing ductile iron pipes are causing street failure and driveway damage and will be replaced with C900 PVC pipe. Line Maintenance requested an additional 1,400 feet of DI waterline be replaced along 24th Avenue NW. On 02/09/16, the NUA approved expenditure with Cardinal Engineering for project design. Project kick-off meeting was held February 2016 and proposed waterline layout was approved on 04/21/16. Cardinal delivered 90% plans on 7/8/16; review and comments are in progress.

Well Field Blending at WTP (WA0214): This project considers a portion of our well field as non-potable and assumes non-potable waterlines from about 7 southern wells can be blended with treated water at our WTP to meet a new Chromium MCL (and/or other metals of concern) by constructing about 5 miles of waterline. Projects will be constructed in phases to continue utilization of our existing well field as much as practical. Carollo is the consultant preparing the design for these blended wells.

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

RECOUPMENT PROJECTS:

WWTP Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 11 commercial entities during March. This resulted in assessments made upon 7 entities whose project increased wastewater flows. A total of \$12,508.54 was assessed on the 7 entities, which included \$4,772 for the new south locker room at Norman North High School.

NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Collected \$3,307.58 during FYE12 from new Wal-Mart Market. Annual payback to investors for collections through end of FYE12 approved by NUA on 08/14/12. Releases for many properties now served by North interceptor system projects were filed of record. Payback of \$2,645 received from 36th NW Business Park on 03/17/15.

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

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

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

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

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

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

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

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

Utilities Administration
Monthly Capital Projects Report

Project Information			Design Information			Construction Information									
Project Number	Project Name	Engineer	Contract Number	Design Total	Total to Date	% Comp	Contract Number	Contractor	Contract End	Adjusted Amount	Amount Paid	Percent Change	Scheduled %	Actual %	Completion Date
WAO199	Bishop Creek Waterline Replacement	Lemke/CP&Y	0910-55	21 850	\$21,480	98%	K-1516-53	McKee Utility Contractors	5/1/2016	207,500	192,831	0.00%	100%	93%	
WAO213	Crossroads Blvd Water Line	Cardinal	0910-82	126,500	\$58,006	46%		T.B.D.	NA	-	-	-	-	-	
WAO062	Royal Oaks Force Main Rehabilitation	Cardinal	0910-82	66,740	\$58,813	85%		T.B.D.	NA	-	-	-	-	-	
WAO070	Sewer Maintenance Project FYE 2012	Staff / Lemke	0910-55	73 580	\$71,875	98%	1415-26	PM Construction & Rehab	12/2/2015	2,268,397	2,268,397	-11.98%	100%	100%	
WAO120	Interceptor Improvements: Woodcrest	R/JN Group	0405-159	133,849	\$142,958	107%	1516-86	Jordan Contractors, Inc.	3/30/2017	1,725,750	589,650	0.00%	36%	34%	
WAO200	Sewer Maintenance Project FYE 2013	Staff / Lemke	0910-55	69,415	\$54,003	78%	1451-91	Urban Contractors, LLC	4/5/2016	3,154,906	3,154,906	9.81%	100%	100%	
WAO202	Sewer Maintenance Project FYE 2014	Staff / Lemke	0910-55	69,520	49,421	71%	1516-122	Urban Contractors, LLC	2/19/2017	1,912,870	1,161,979	7.18%	33%	61%	
WAO011	WW Flow Metering Phase 2	NA	-	-	\$0		0405-116	R/JN Group	NA	154,244	130,982	0.00%	-	85%	
WAO305	Berry Road WL Replacement Phase 1	Poe & Associates	0910-61	172 000	\$138,000	80%	1415-70	Central Contracting Services, Inc.	6/28/1900	1,352,938	1,264,201	1.37%	100%	93%	08/24/15
WAO305	Berry Road WL Replacement Phase 2	Poe & Associates	0910-61	(above)			1516-43	McKee Utility Contractors	5/1/2016	1,616,229	1,600,400	34.01%	100%	99%	
WAO305	Berry Road WL Replacement Phase 3	Poe & Associates	0910-61	(above)			1516-80	Central Contracting Services, Inc.	10/29/2016	1,767,030	674,260	20.15%	38%	38%	
WBO140	FYE08 12 inch Waterline	Staff / Lemke	0910-55	-	\$83,709		1011-123	Red Cliff, Inc.	10/27/2011	1,178,194	1,055,036	0.00%	100%	90%	
WBO141	FYE08 16 inch Waterline	Staff / Lemke	0910-55	-	\$11,944		1011-123	Red Cliff, Inc.	10/27/2011	294,548	226,809	0.00%	100%	77%	
WBO184	Waterline Segment D, Phase 2	Crafton Tull	0607-55	95 625	\$87,188	91%		Future	NA	-	-	-	-	-	
WAO173	Master Meter Replacement	Staff	NA	381 100		0%		Future	NA	249,050	-	0.00%	-	0%	
WAO195	Robinson/ 35 WL Replacement Phase 1	Alan Plummer	01314-110	432 000	\$355,217	82%	1516-33	McKee Utility Contractors	3/24/2017	3,337,685	-	0.00%	21%	0%	
WAO195	Robinson/ 35 WL Replacement Phase 2	Alan Plummer	01314-110	153 000	\$67,088	44%		Future	NA	-	-	-	-	-	
WAO196	1 35 Waterline Relocations	SAIC	1314-66	62,000	\$45,000	73%	1314-119	Matthews Trenching Co., Inc.	9/1/2014	1,056,100	1,056,100	5.83%	100%	100%	8/28/2014
WAO293	HPP Water Storage Tower	PEC (design)	1314-98	218 900	\$201,250	92%	1415-14	Landmark Structures I, LP	7/28/2016	2,636,000	2,276,820	0.00%	100%	86%	6/17/2016
WAO293	HPP Water Storage Tower	Garver (inspection)	1516-35	152 700	\$88,628	58%		NA	NA	-	-	-	-	-	
WBO184	WL Segment D, Lindsey, 24th SW to Berry	SAIC/Poe	1314-66	81 000	\$75,000	93%	1415-103	McKee Utility Contractors	9/16/2015	2,130,885	2,110,885	0.00%	100%	99%	8/28/2015
WAO209	Bishop Creek Emergency Sewer Crossing	CP&Y	PO#272274	24 500	\$21,613	88%	1516-93	Krapf-Reynolds Construction	2/2/2016	301,861	301,861	-12.34%	100%	100%	1/29/2016
WAO042	Wastewater Flow Monitoring	(see construction)		-			0910-164	HDR Engineering/R/JN Group	1/9/2011	576,699	547,018	0.00%	100%	95%	
WAO050	WRF Effluent Truck Wash	APAI	1213-54	18 700	\$18,700	100%		Cannot be Permitted by DEQ	NA	-	-	-	-	-	
WAO058	Effluent Reuse at Composting Facility	APAI	1213-54	45 800	\$41,867	91%		Future	NA	-	-	-	-	-	
WAO065	WRF Phase 2 Expansion	Garver	1011-148	9 432 700	\$7,928,991	84%	1314-136	Archer Western Construction LLC	11/18/2016	48,921,097	38,903,471	0.20%	82%	80%	
WAO204	North WRF Engineering Report	HDR/APAI	1213-134	249,935	\$224,095	90%		NA	NA	-	-	-	-	-	

**JULY 2016
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS	July	Year to date
Fats, oil and grease (FOG) program	32	32
Food license approval	0	0
Significant Industrial Users	0	0
Total inspections	32	32

ROUTINE ACTIVITIES	July	Year to date
Significant Industrial User sites sampled	0	0
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	0%
Required annual 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	25%	25%
Household hazardous waste disposal calls	29	29

REVENUE	July	Year to date
FOG Program	\$0.00	\$0.00
Surcharge	\$3,787.30	\$3,787.30
Lab Analysis Recovery	\$0.00	\$0.00
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$3,787.30	\$3,787.30

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

1. Provided routine staff support including minutes, attending meetings, and researching information
2. Submitted Proclamation to Council for Water's Worth It Month
3. ECAB members developed environmental tips and practices to be distributed to the media.
4. Members are working on public education for water issues and recycling

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

1. Provided routine staff support, minutes, attending meetings

MISCELLANEOUS ACTIVITIES

1. Purchased recycling containers for special events. Containers used by Memorial Marathon, Earth Day, Norman Music Festival, Summer Breeze, MidSummer Night Fair, Groovefest and 2nd Friday Artwalk
2. Worked Phase II of Fats, Oils and Grease Program (FOG) to include University businesses, fraternities, sororities, nursing homes
3. As of July 2016, approx. 17,400 gallons of grease/solids did not enter the sanitary sewer in FYE 17 as a result of the FOG program.
4. Staff working with different departments to increase energy efficiency-i.e turning off computers, duplex printing, printing, anti-idling, methane recovery, replacing pumps with variable speed drives.
5. DEQ and staff are working on a statewide effort with the Product Stewardship Institute to initiate take-back programs similar to the recent paint take-back program in Oregon.
6. Created flyers for distribution to citizens regarding oil and grease in the sewer
7. Staff assisting the Water Reclamation Facility and the Water Treatment Facility with their Tier 2 reports
8. Represented the City of Norman at the Chamber of Commerce Greenovation Committee meeting
9. Started plans for Gray Water Workshop
10. Staff is assisting with the Backflow Prevention Program.
11. Staff presented at the EPA Region VI Pretreatment Workshop

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 17		FYE 16	
July, 2016	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	1	1	1	1
Property Owner Responsibility	24	24	28	28
TOTAL	25	25	29	29
Number of Feet of Sewer Cleaned:				
Cleaned	151,795	151,795	136,734	136,734
Rodded	805	805	3,440	3,440
Foamed	43,549	43,549	87,566	87,566
TOTAL	196,149	196,149	227,740	227,740
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	0	1	1
Private	0	0	0	0
Other (Lift Station, Line Break, etc.)	1	1	0	0
Total Overflows	1	1	1	1
Feet of Sewer Lines Televised	11,702	11,702	32,431	32,431
Locates Completed	371	371	344	344
Manholes:				
Inspected	842	842	1,105	1,105
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	0	0	0	0
Hours Worked at Lift Station	189	189	174	174
Hours Worked for Other Departments	0	0	0	0
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	0	0	0	0
Average Response Time (Hours)	0.50	0.50	0.36	0.36
Claims Paid Per 10,000 People	0	0	0	0

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 17		FYE 16	
July, 2016	MONTH	YTD	MONTH	YTD
New Meter Sets:	43	43	53	53
Number Short Sets	42	42	50	50
Number Long Sets	1	1	3	3
Average Meter Set Time	5.45	5.45	3.59	3.59
Number of Work Orders:				
Service Calls	510	510	741	741
Meter Resets	2	2	1	1
Meter Removals	0	0	2	2
Meter Changes	37	37	58	58
Locates Completed	462	462	511	511
Number of Water Main Breaks	29	29	13	13
Average Time Water Off	2.63	2.63	3.16	3.16
Fire Hydrants:				
New	4	4	0	0
Replaced	1	1	1	1
Maintained	127	127	111	111
Number of Valves Exercised	272	272	125	125
Feet of Main Construction	1,955	1,955	314	314
Hours of Main Construction	676	676	482	482
Meter Changeovers	9	9	0	0
OJI Percentage	0.00	0.00	0.00	0.00
Hours Flushing/Testing New Mains	39	39	50	50
Hours Worked Outside of Division	86	86	0	0

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
July 1-31, 2016
Flow Statistics

	FYE 2017		FYE 2016	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	328.2	328.2	414.0	414.0
Total Effluent Flow (M.G.)	310.0	310.0	407.2	407.2
Influent Peak Flow (MGD)	14.8	14.8	26.7	26.7
Effluent Peak Flow (MGD)	14.5	14.5	23.1	23.1
Daily Avg. Influent Flow (MGD)	10.9	10.9	13.4	13.4
Daily Avg. Effluent Flow (MGD)	10.3	10.3	13.1	13.1
Precipitation (inches)	4.9	4.9	6.0	6.0

Discharge Monitoring Report Stats

5 day BOD:	EPA minimum percentage removal 85%	
	Avg.	Avg.
Influent Total (mg/l)	223	188
Effluent Carbonaceous Total	5	4
Percent Removal	97.8	97.9
Total Suspended Solids:		
Influent (mg/L)	152	133
Effluent (mg/L)	42	10.6
Percent Removal	72.4	92
Dissolved Oxygen:		
Influent (min)	0.49	0.51
Effluent (min)	5.1	5.2
pH		
Influent (Low)	6.99	7.15
(High)	7.33	7.53
Effluent (Low)	6.9	6.88
(High)	7.38	7.53
Ammonia Nitrogen		
Influent (mg/L)	23	15.8
Effluent (mg/L)	4	2.5
Percent Removal	82.6	84.2

Utilities

Electrical

Total kWh Used (Plant wide)	374,620	374,620	401,770	401,770
Aeration Blowers & Headworks	175,600	175,600	281,120	281,120

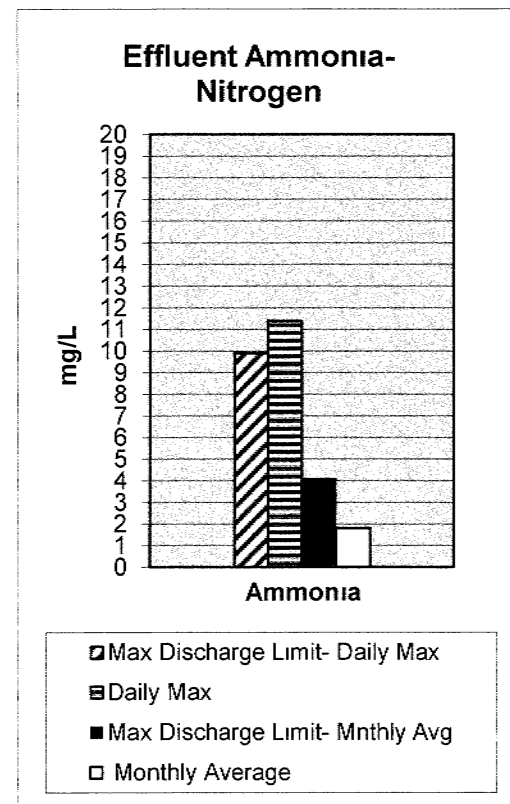
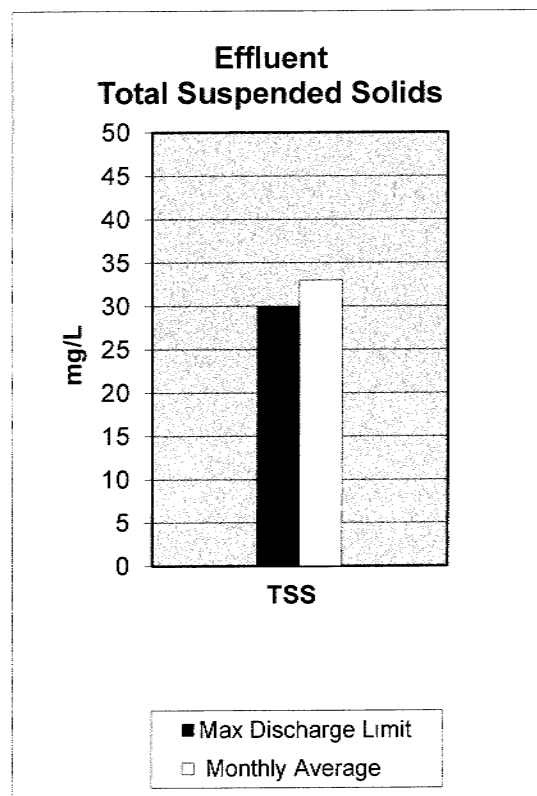
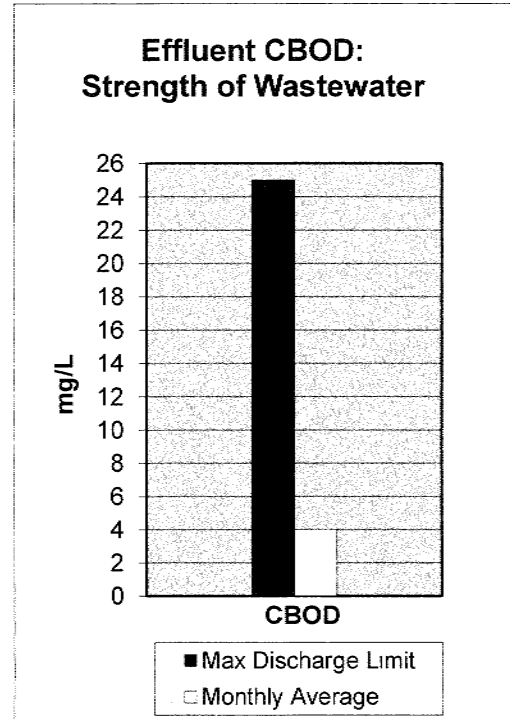
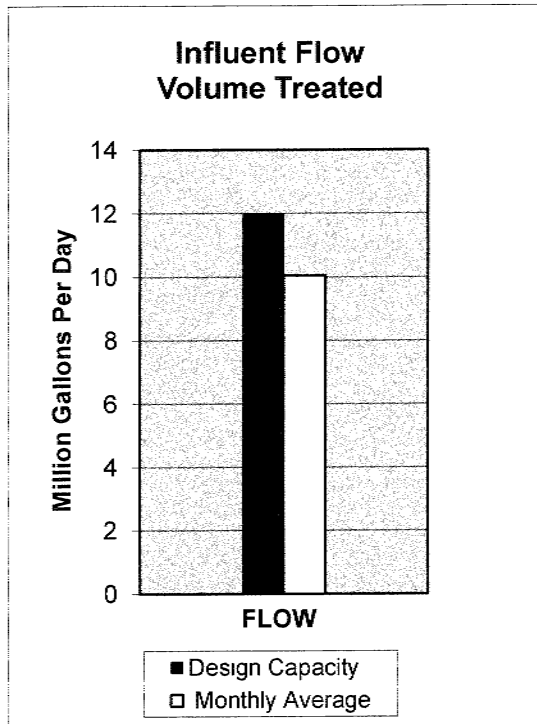
Natural Gas

Total cubic feet/day (plant wide)	492,000	492,000	1,052,000	1,052,000
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Public Education (Tours)	0	0	0	0
Total Attendees FYE 17	0			
Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
OU Golf Course	9.2	9.2	9.7	9.7

Reclaimed water system off until construction is over to eliminate confusion by workers.

CITY OF NORMAN
WATER RECLAMATION FACILITY
July 2016



Comments here

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

WATER TREATMENT DIVISION

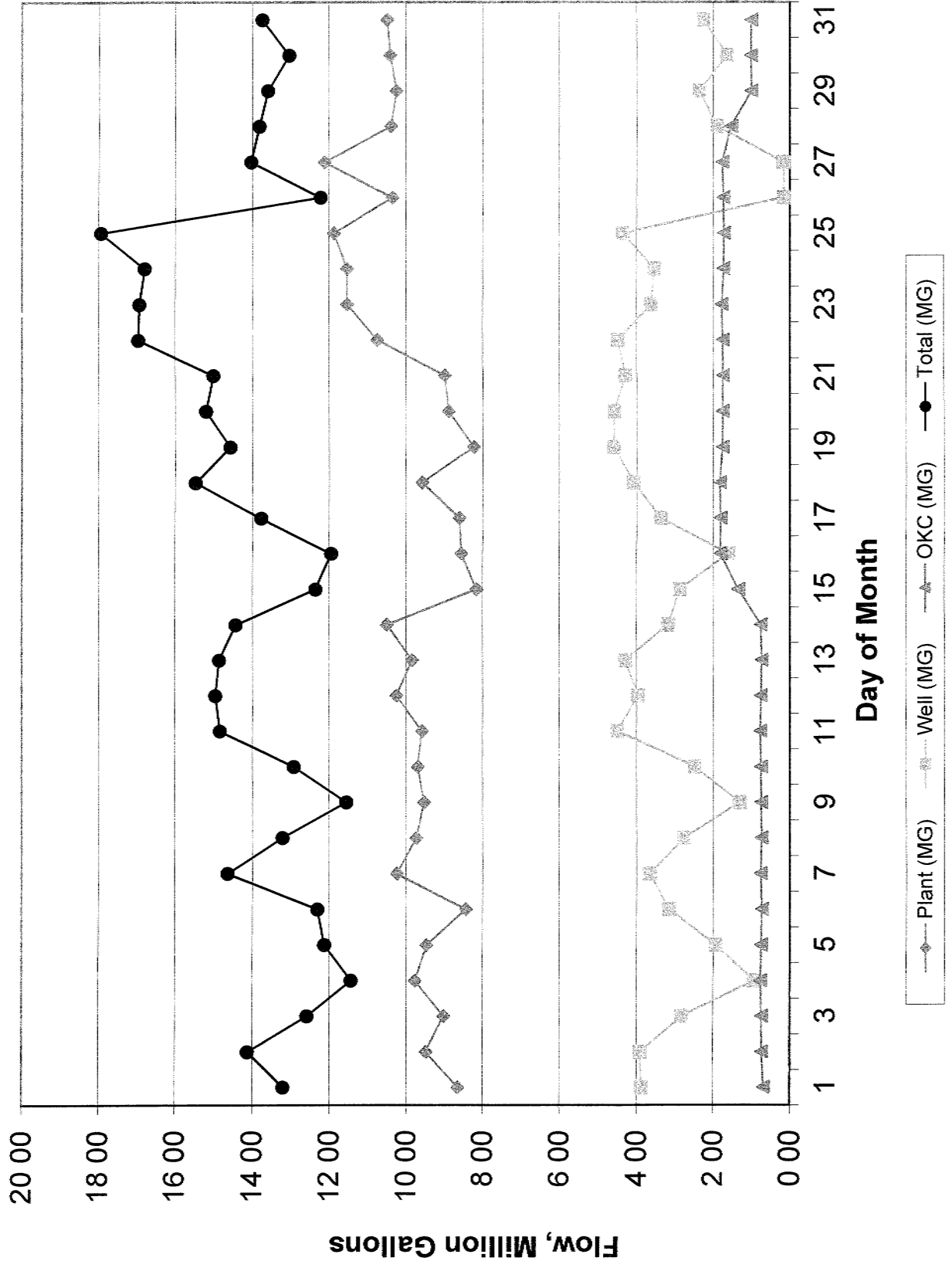
MONTH: Jul 2016

	FYE 2017		FYE 2016	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	304.79	304.79	351.941	351.94
Well Production (MG)	92.72	92.72	118.01	118.01
Oklahoma City Water Used (MG)	37.04	37.04	0.16	0.16
Total Water Produced (MG)	434.55	434.55	470.11	470.11
Average Daily Production	14.02	14.02	15.16	15.16
Peak Day Demand				
Million Gallons	17.94	17.94	18.17	19.87
Date	7/25/2016	7/25/2016	7/27/2015	9/7/2015
System Capacity (see note 1)	0.00	0.00	23.70	23.70
Demand Above Capacity (Peak Day)	17.94	17.94	0.00	0.00
Note 1: System Capacity does not include the Oklahoma City water line.				
Costs				
Plant	\$339,026.01		\$397,455.80	\$397,455.80
Wells	\$199,205.98	\$199,205.98	\$192,330.29	\$192,330.29
OKC (Estimated)	\$59,929.62	\$59,929.62	\$59,593.32	\$59,593.32
Total	\$598,161.61	\$609,481.46	\$649,379.41	\$649,379.41
Cost per Million Gallons				
Plant	\$1,112.34	\$1,149.48	\$1,129.33	\$1,129.33
Wells	\$2,148.51	\$2,148.51	\$1,629.72	\$1,629.72
OKC (Estimated)	\$1,617.84	\$1,617.84	\$5,147.27	\$5,147.27
Total	\$1,376.51	\$1,402.56	\$1,381.33	\$1,381.33
Water Quality				
Total Number of Bacterial Samples	80	80	112	112
Bacterial Samples out of Compliance	1	1	1	1
Total number of inquiries (Note 2)	18	18	N/A	N/A
Total number of complaints (Note 2)	7	7	5	5
Number of complaints per 1000 service connections	0.19	0.19	0.14	0.14
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	5	5	5	5
Public Education				
Number of tours conducted	0	0	3	3
Number of people on tours	0	0	15	15

Notes:

Lime pinch valves were leaking have been repaired. Ferric feedline into clarifier #4 broke has been repaired.

Water Production for July, 2016



SANITATION DIVISION PROGRESS REPORT

JULY 2016

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

COMPOST MONTHLY REPORT

JULY 2016

	MONTH	YR-TO-DATE
TONS BROUGHT IN BY COMPOST CREWS:	580.50	580.50
LANDFILL TIPPING FEE'S	\$ 20.10	\$ 20.10
SAVINGS FROM NOT DUMPING AT LANDFILL.	\$ 11,668.05	\$ 11,668.05
TONS BROUGHT IN BY PUBLIC:	392.00	392.00
TONS BROUGHT IN BY CONTRACTORS	604.00	604.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS.	105.00	105.00
LANDFILL TIPPING FEE'S	\$ 20.10	\$ 19.55
SAVINGS FROM NOT DUMPING AT LANDFILL.	\$ 22,130.10	\$ 22,130.10
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL.	\$ 33,798.15	\$ 33,798.15
REVENUE COLLECTED FROM COMPOST SALES	\$ -	\$ -

	MULCH CUBIC YDS		COMPOST CUBIC YDS	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
PARKS DEPT.	0	0	0	0
ROAD & CHANNEL	0	0	0	0
LINE MAINTENANCE	0	0	0	0
STREET DEPT.	0	0	0	0
WATER TREATMENT	0	0	0	0
MURPHY PRODUCTS OKC	0	0	0	0
SELF LOADING BIN	10	10	0	0
DRYING BEDS	320	320	0	0
COMPOST SOLD BY CUBIC YARDS	0	0	0	0
TOTAL	330	330	0	0

MONTHLY RECYCLING REPORT
(CURBSIDE)
Jul-16

PROGRAM STATISTICS

	AVERAGE	
	MONTH	YTD
SET OUT/PARTICIPATION RATE:	92%	92%
AVERAGE TONS PER DAY	22.11	22.11
POUNDS PER HOME:	30.6	30.6

COMMODITY BY TON

	MONTH	TONS	YTD TONS
ALUMINUM BEVERAGE CAN	1.25	5.15	5.15
#1 PET	3.13	12.94	12.94
NEWS	0	0	0
GLASS CONTAINERS	14.1	58.18	58.18
MIX PAPER	46.36	191.38	191.38
PLASTIC	1.08	4.45	4.45
#2 NATURAL	1.17	4.82	4.81
#2 COLOR	0.85	3.53	3.53
#3-#7	0	0	0
METAL	0.99	4.12	4.12
RIGID	0.96	3.98	3.98
TIN-STEEL SCRAP	2.57	10.6	10.6
TRASH	19.07	78.71	78.71
OCC	8.47	34.95	34.95
TOTAL	100	412.81	412.8

	MONTH	YTD
SERVICE CALLS (MISSES)	80	80
REMINDER NOTICES	12	12
MISC. (throwing bins, left in driveway, blowing trash)	1	1
MISSING BINS	5	5
BROKEN GLASS	0	0
PICK UP CART	16	16
REPAIR	16	16
DELIVERY REQUEST	0	0
SCATTERED	0	0
NEW	40	40
EXCHANGE	0	0
ADD	4	4
HOUSESIDE	6	6
REPLACE	6	6
TOTAL CALLS	186	186

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$8,342.89	\$8,342.69

MONTHLY TRANSFER STATION REPORT

JULY 2016

	TONS PER MONTH	TONS PER YEAR	REVENUE PER MONTH	REVENUE PER YEAR
O.U. TONS	247.37	247.37	10,481.06	10,481.06
CONT. TONS:	91.12	91.12	\$ 4,629.50	4,629.50
CASH TONS:	1,085.77	1,085.77	\$ 52,320.58	52,320.58
BRUSH/YDS:		0.00		0.00
PULL OFFS:	14	14	\$ 210.00	210.00
TOTALS:	1,424.26	1,424.26	\$ 67,641.14	\$ 67,641.14

	MONTH	YR-TO-DATE
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	351	351
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	7,859.85	7,859.85
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0	0
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00	0.00
GRAND TOTAL TONS TO LANDFILLS	7,859.85	7,859.85

DISPOSAL COST PER TON (OKC)	\$ 20.10	\$ 20.10
TIPPING FEE'S FOR DUMPING AT OKC:	\$ 157,982.99	\$ 157,982.99
GRAND TOTAL TIPPING FEE'S	\$ 157,982.99	\$ 157,982.99

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	525	525
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3,614.46	3,614.46
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	352	352
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2,551.05	2,551.05

TOTAL LOADS BROUGHT TO TRANSFER STATION:	1,228	1,228
TOTAL TONS BROUGHT TO TRANSFER STATION:	14,025.36	14,025.36
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	392	392

Drop Center Report

MONTHLY UNIT PRICES		Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:		\$750.00	\$0.00		0	0	\$19.55	170.76	\$3,338.36
PLASTICS:		\$50.00	\$0.00						
STEEL CANS:		\$30.00	\$0.00						
CLEAR GLASS:		\$20.00	\$20.00						
GREEN GLASS:		\$0.00	\$20.00						
BROWN GLASS:		\$0.00	\$11.28						
MIXED OFFICE PAPER:		\$50.00	\$0.00						
CARDBOARD:		\$80.00	\$0.00						
NEWSPAPER:		\$60.00	\$0.00						

RECYCLING CENTER DATA: #9		HollyWood		Fairgrounds		Hobby Lobby		REVENUES		Net	
TONS		TONS		TONS		Tons		Total Tons		PRO/FEE	
ALUMINUM	0.12	0.16	0.18	0.2	0.66	\$0.00	\$495.00	\$495.00	\$495.00		
PLASTICS:	1.1	2.14	2.93	3.25	9.42	\$0.00	\$471.00	\$471.00	\$471.00		
STEEL CANS:	0.03	0.33	0.72	1.2	2.28	\$0.00	\$68.40	\$68.40	\$68.40		
CLEAR GLASS:	1	3.75	3.51	4.25	12.51	\$250.20	\$0.00	(\$250.20)	\$0.00		
GREEN GLASS:	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00		
BROWN GLASS:	0	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00		
MIXED OFFICE PAPER:	1.3	9.01	9.71	11.31	31.33	\$0.00	\$1,566.50	\$1,566.50	\$1,566.50		
CARDBOARD:	3.42	18.75	19.8	21.45	63.42	\$0.00	\$5,073.60	\$5,073.60	\$5,073.60		
NEWSPAPER:	0.2	2.1	2.87	3.4	8.57	\$0.00	\$514.20	\$514.20	\$514.20		
RECYCLING CENTER TOTALS:		7.17	36.24	39.72	128.19	\$250.20	\$8,188.70	\$7,938.50	\$7,938.50		

Cardboard	Other Cardboard Containers	Compactors	Totals
	\$	TONS	\$
	31.25	\$2 500 00	
		11.32	42 57
		\$905 60	\$3 405 60

Newspaper	Other News Containers	Total CB	Total Recycle
	Tons		
	\$	105 99	\$8 479 20
	0	170 76	\$11 344 10
	\$0.00	0	

Rental	\$0.00
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Average hrly+ benefits						\$26.78
Expenses	Cage Rolloff	Glass	Cardboard	Newsprint		
Hours		54	6			
Labor \$	\$1,446.12	\$160.68		\$53.56	2	20
Vehicle cost	\$2,046.06	\$227.34		\$1,524.21	4	140
				\$107.12		\$535.60
				\$151.56		\$3,749.20
						\$757.80
						\$5,415.43

Revenue	\$	Expense	Net
		\$11 594 30	\$9 164 63
			\$2 429 67

