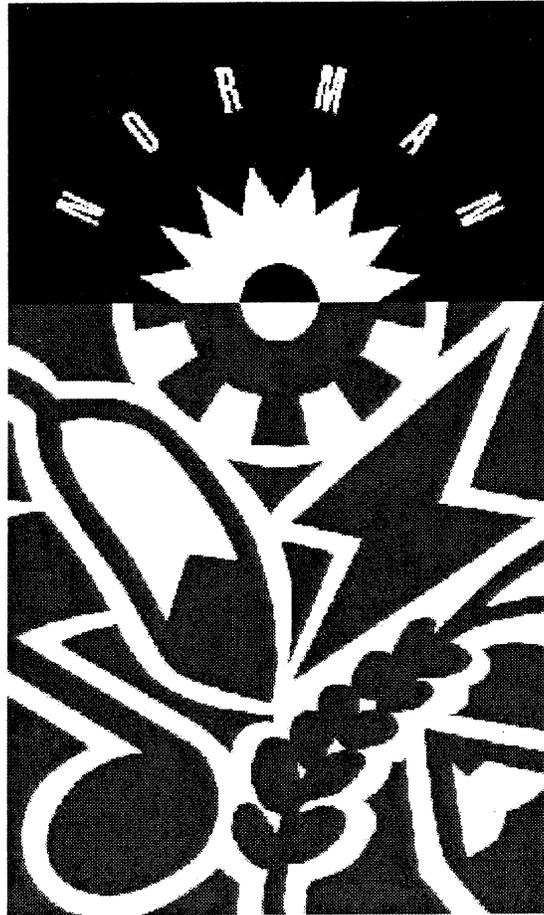


City of Norman



Monthly Departmental Report

May 2020

MONTHLY PROGRESS

TABLE OF CONTENTS
MONTHLY PROGRESS REPORTS

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

CITY CLERK 1

**CITY CLERK
MONTHLY PROGRESS REPORT
May 2020**

CITY CLERK

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	5	70	6	55
Bus Service	1	42	0	17
CDBG	1	36	0	13
City Clerk	114	1149	1	139
City Manager/Mayor	11	43	0	12
City Wide Garage Sale	0	5	0	7
Code Enforcement	41	433	2	146
Finance	0	18	0	10
Fire/Civil Defense	2	27	0	10
Human Resources	3	30	0	3
I.T.	1	28	1	11
Legal	3	48	0	23
Line Maintenance	7	152	0	52
Municipal Court	3	34	1	5
Noise Complaint	2	7	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	7	147	0	64
Permits/Inspections	11	163	0	51
Planning	6	46	0	21
Police/Parking	50	342	5	139
Public Works	9	101	1	57
Recycling	0	9	0	9
Sanitation	22	347	0	87
Sidewalks	6	22	1	7
Storm Debris	0	0	0	0
Storm Water	19	109	0	47
Streets	21	179	1	62
Street Lights	9	170	0	46
Traffic	7	100	1	37
Utilities	27	265	2	90
WC Questions	0	0	0	0
WC Violations	0	0	0	0
Total:	388	4122	21	1211

LICENSES

37 New licenses were issued and 93 renewals during the month of May. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	6	Retail Beer	1	70
Brewer	1	4	Retail Spirits Store	2	14
Coin-Operated Devices	11	298	Retail Wine	0	46
Distiller	0	0	Salvage Yard	0	1
Food	40	429	Sidewalk Dining	3	11
Game Machines	2	162	Solicitor/Peddler (30 day)	2	6
Impoundment Yard	2	4	Solicitor/Peddler (60 day)	1	7
Kennel	5	18	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	8	42	Special Event	0	17
Medical Marijuana Grower	12	62	Strong Beer & Wine/Winemaker	4	24
Medical Marijuana Processor	4	17	Taxi/Motorbus/Limousine	1	5
Mixed Beverage	7	53	Temp Food (one day)	3	16
Mixed Beverage/Caterer	14	43	Temp Food (30 day)	2	20
Pawnbroker	0	5	Temp Food (180 day)	7	30
Pedicab	0	22	Transient Amusement	0	0
YTD License Total: 1357					

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Capt Jacks Liquor Market	3680 W. Tecumseh Road	Retail Spirits Store
Crossed Cannons Brewery	333 W. Boyd Street 120	Food Service/Brewer
Daylight Donut	1050 N. Flood Avenue	Food Service
G's Street Tacos	924 W. Main Street	Strong Beer & Wine
Good Ganja Farms	13609 Norris Circle	Medical Marijuana Grower
Green Leaf Cannabis	2840 Classen Blvd.	Medical Marijuana Dispensary
Happy Monk	1430 W. Lindsey Street	Food Service/Mixed Beverage
Las Casuelas	110 Ed Noble Parkway	Food Service/Mixed Beverage
The Meating Place	121 E. Main Street	Sidewalk Dining
Noble Cannabis Company	13628 Crystal Brook Circle	Medical Marijuana Grower
OG Dogwalkers	109 E. Tonhawa Street 120	Medical Marijuana Processor
Ranch Steakhouse	2120 24 th Ave. N.W.	Mixed Beverage/Caterer
Red River Trading Corp.	3400 Bart Conner Drive 100	Medical Marijuana Processor
Rock House Bar	103 W. Apache Street	Food Service
Rudy's Country Store & BBQ	3450 Chautauqua Avenue	Retail Beer
Sauce It Up	2627 Classen Blvd. Suite 104	Food Service/Strong Beer & Wine
Sunshine Liquor and Wine	301 S. Porter Avenue 110	Retail Spirits Store
UWD OK	1304 Lindsey Plaza Drive	Medical Marijuana Processor
WE420EDFARMS	210 72 nd Avenue S.E.	Medical Marijuana Grower
Yellow Ride	*unassigned	Taxi/Motorbus/Limousine

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Eskimo Sno	Big Tasties Eats & Treats	Fabian Seafood Co. #1 (3)
Eskimo Sno IV	Pops Pockets	
Meat Monkey		
Schwan's (3)		
Taqueria San Tadeo		

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY
Ardent Pest Defense L.L.C.	Sooner Bloomers	
Armor Pest Defense L.L.C.		

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
5-11-2020	Jarrold Nauman	Claim for repairs to tire after allegedly hitting an unsecured reflector in the roadway on Porter Avenue and Rock Creek Road on March 14, 2020.	\$215.13
5-15-2020	Katelynn O'Neal	Claim for damages and wrecker expenses allegedly caused by a sanitation truck at the intersection of Classen Boulevard and Boyd Street on May 13, 2020.	\$4,850.88
5-19-2020	Carwell Company, L.L.C.	Claim for damages caused to an electric pole allegedly caused by a sanitation truck located at 2425 Wilcox Drive on October 22, 2019.	\$1,738.00

STUDY SESSION

A City Council Study Session was held on May 5, 2020 to discuss the proposed FYE 2021 Budget – Enterprise funds; Cont'd discussion regarding a possible General Obligation Bond Election to include an Economic Stimulus Recovery Package for small businesses.

SPECIAL SESSION

A City Council Special Session was held on May 19, 2020 to continue discussion regarding a possible General Obligation Bond Election to include an Economic Stimulus Recovery Package for small businesses; Adjourn into Executive Session.

FACILITY MAINTENANCE

1A

**City of Norman Facility Maintenance
May 2020 Monthly Hourly Materials Cost Report**

Location	Labor Hrs	Labor Cost	Materials Cost	Total
Misc				
Facility Maint	33.50	\$1,020.48	\$1,692.01	\$1,494.63
City Hall	23.00	\$701.54	\$88.51	\$790.05
Bldg A	4.00	\$128.32	\$86.44	\$214.76
Bldg B	2.00	\$64.16		\$64.16
Bldg C	11.00	\$352.88	\$31.28	\$384.16
E. Library	1.00	\$51.67		\$51.67
Animal Welfare	1.00	\$32.08		\$32.08
Fire Admin	2.00	\$58.76		\$58.76
Fire Stations	8.00	\$324.20		\$324.20
Total	85.50	\$2,734.09	\$1,898.24	\$3,414.47
Electrical				
City Hall	3.50	\$422.07	\$71.18	\$493.25
Bldg A	1.50	\$48.12		\$48.12
Bldg B	22.50	\$711.00	\$408.41	\$1,119.41
Bldg C	5.50	\$176.44	\$24.12	\$200.56
NIC	3.00	\$96.24	\$125.85	\$222.09
Pistol Range	8.00	\$235.04	\$33.43	\$268.47
Animal Welfare	5.00	\$146.90	\$80.92	\$227.82
Fleet	38.50	\$1,131.13	\$231.36	\$1,362.49
Sanitation	3.50	\$109.58		\$109.58
Line Maint	12.00	\$352.56		\$352.56
Traffic	19.00	\$558.22		\$558.22
Parks	40.50	\$1,249.30		\$1,249.30
Park Maint	6.00	\$176.28		\$176.28
Fire Stations	26.00	\$809.78	\$575.29	\$1,385.07
Rec Centers	13.00	\$411.64		\$411.64
Total	207.50	\$6,634.30	\$1,550.56	\$8,184.86

**City of Norman Facility Maintenance
May 2020 Monthly Hourly Materials Cost Report**

HVAC					
	City Hall	12.00	\$384.96		\$84.96
	Bldg A	13.50	\$386.53		\$386.53
	Bldg B	21.00	\$649.18	\$196.26	\$845.44
	Bldg C	65.00	\$2,090.04	\$27.87	\$2,117.91
	E. Library	19.00	\$516.42		\$516.42
	NIC	24.00	\$731.62	\$103.61	\$835.23
	Pistol Range	2.00	\$54.36		\$54.36
	Fleet	5.00	\$155.50		\$155.50
	Sanitation	2.00	\$54.36		\$54.36
	WTP	10.00	\$271.80		\$316.54
	WRF	14.00	\$439.32	\$44.74	\$439.32
	Line Maint	1.00	\$27.18		\$27.18
	Traffic	2.00	\$54.36		\$54.36
	Sooner Theater	7.50	\$203.85		\$203.85
	Train Depot	1.00	\$27.18		\$27.18
	Firehouse Art	8.00	\$237.04		\$237.04
	WW Pool	2.00	\$54.36		\$54.36
	WW Tennis	6.00	\$163.08	\$15.15	\$178.23
	WW Golf	2.00	\$54.36		\$54.36
	Parks	6.00	\$182.68		\$182.68
	Fire Admin	4.00	\$108.72	\$12.81	\$121.53
	Fire Stations	53.50	\$1,530.10	\$413.01	\$143.11
	Rec Centers	19.50	\$549.61	\$58.40	\$608.01
	Total	300.00	\$8,926.61	\$871.85	\$7,698.46
	Plumbing				
	City Hall	2.00	\$64.16		\$64.16
	Bldg A	2.00	\$48.12		\$48.12
	Bldg B	13.00	\$417.04		\$417.04
	Bldg C	3.00	\$93.45		\$93.45

**City of Norman Facility Maintenance
May 2020 Monthly Hourly Materials Cost Report**

Bldg D	1.00	\$29.38	\$29.38
NIC	1.00	\$32.08	\$32.08
Pistol Range	24.00	\$769.92	\$769.92
Animal Welfare	12.00	\$384.96	\$84.96
Fleet	1.00	\$32.08	\$32.08
Sanitation	1.00	\$32.08	\$32.08
WW Golf	10.00	\$320.80	\$320.80
Parks	44.00	\$1,379.44	\$1,379.44
Fire Stations	23.00	\$737.84	\$737.48
Rec Centers	3.00	\$96.24	\$96.24

Total 140.00 \$4,437.59 \$4,437.59

Custodial			
Bldg A	200.00	\$2,707.00	\$2,707.00
Bldg B	200.00	\$2,707.00	\$2,707.00
Bldg C	200.00	\$2,707.00	\$2,707.00
City Hall	200.00	\$2,707.00	\$2,707.00
Facility Maintenance	7.00	\$165.13	\$8,670.60

Total 807.00 \$10,993.13 \$8,670.60 \$19,669.73

Total 1540.00 \$33,725.72 \$12,991.25 \$43,405.11

CITY MANAGER

2

COMMUNITY RELATIONS

2A

NORMAN FORWARD 2B



ADG, PC
920 W Main
Oklahoma City, OK 73106
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MONTHLY REPORT – May 2020

NORMAN FORWARD

DATE: June 4, 2020

PROJECT: NORMAN FORWARD

PROJECT NO: 16-003

REPORT PERIOD: May 1 through May 31, 2020

WORK THIS MONTH

1. Friday May 1, 2020 | 9:30 a.m. | GO Bond Follow Up
 - a. Continued Discussion Regarding a General Obligation Bond Election
2. Monday, May 4, 2020 | 10:30 a.m. | Weekly N.F. Program Manager Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
3. Tuesday, May 5, 2020 | 6:30 p.m. | City Council Study Session
 - a. Discussion regarding a General Obligation Bond Election
4. Friday, May 8, 2020 | 10:00 a.m. | Reaves Discussion
 - a. Discussion of project schedules, budgets, and critical issues
5. Monday, May 11, 2020 | 10:30 a.m. | Weekly N.F. Program Manager Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
6. Tuesday, May 12, 2020 | 10:30 a.m. Ruby Grant OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
7. Tuesday, May 12, 2020 | 6:30 p.m. | City Council Meeting
 - a. Items on Agenda Relating to Norman Forward Consultant Contract Amendments
8. Wednesday, May 13, 2020 | 2:30 p.m. | Development Center Architect Meeting
 - a. Discussion of project schedules, budgets, and critical issues
9. Monday, May 18, 2020 | 10:30 a.m. | Weekly N.F. Program Manager Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
10. Tuesday, May 19, 2020 | 6:30 p.m. | City Council Study Session
 - a. Discussion regarding a General Obligation Bond Election
11. Tuesday, May 26 2020 | 10:00 a.m. | Ad Hoc Committee on Homelessness
 - a. Meeting to discuss issues on Homelessness
12. Wednesday, May 27, 2020 | 10:00 a.m. | Develop. Center Review ADG SD Comments
 - a. Owner, Architect, and Construction Manager review of ADG SD Comments



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13. May 2020 Construction Observation Site Visits

- a. Central Library: 2
- b. Griffin Phase III-A: 4
- c. Ruby Grant: 10
- d. Griffin Phase III-B: 8

WORK ANTICIPATED THE UPCOMING MONTH (June 2020)

- Griffin Park Master Plan Phase III-A-Final Completion-Final Pay App Released
- Griffin Park Master Plan Phase III-B-OAC Meetings June 2, 16, and 30 at 10:00 a.m.
- Central Library-Final Completion
- Reaves Park 100% CDs ready
- Development Center Meeting June 4 at 10:00 a.m. on IT/AV needs
- Parks & Recreation Maintenance Facility Programming and Cost Estimating
- Bus Facility Programming and Cost Estimating
- Ruby Grant OAC Meetings June 9 and 23 at 10:00 a.m.
- Indoor Aquatic Facility Budget discussions Operator Interviews
- Indoor Multi-Sport Facility Budget discussions Operator Interviews
- Senior Wellness Center Operator – Operator Interviews pending. Budget discussions
- Softball and Football Budget discussions
- Norman Forward Funding Deficit Discussions
- Continued Development of Standardized Contracts for Use with Architectural, Design, and Construction Consultants

PROJECT STATUS

- East Library
 - a. Schedule: Opening Celebration on July 20, 2018
 - b. Budget: Within budget
 - c. In operation
- Central Library
 - a. Schedule: Construction contract awarded April 25, 2017
 - b. Budget: Within budget
 - c. In operation
- Westwood Family Aquatic Center
 - d. Schedule: Opening Celebration on May 26, 2018
 - e. Budget: Final Pay App approved on July 24, 2018
 - f. In operation
- Griffin Park Phase III-A
 - a. Schedule: Final Pay App Released
 - b. Budget: Within budget
 - c. Issues: No known issues



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- Griffin Park Phase III-B
 - a. Schedule: Notice to Proceed: 2/10/20
 - b. Budget: Within budget
 - c. Issues: No known issues
- Reaves Park Phase I
 - a. Schedule: 100% CDs
 - b. Budget: Budget alignment in progress
 - c. Issues: No known issues
- Westwood Indoor Tennis Facility
 - a. Schedule: Opening Celebration on May 24, 2019
 - b. Budget: Within budget
 - c. In operation
- Ruby Grant
 - a. Schedule: Construction in progress
 - b. Budget: In budget
 - c. Issues: No known issues
- Indoor Multi-Sport Facility
 - a. Schedule: Programing waiting on Council direction
 - b. Budget: In discussion
 - c. Issues: site/operator/MOU determination
- Indoor Aquatic Center
 - a. Schedule: Programing waiting on Council direction
 - b. Budget: In discussion
 - c. Issues: site/operator/MOU determination
- Senior Wellness Center
 - a. Schedule: Programing waiting on Council direction
 - b. Budget: pending project start
 - c. Issues: funding source determination, operator/MOU determination, Council site resolution approved on May 14, 2019
- Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Revised/Updated September 30, 2019
 - d. Issues: No known issues
 - Continued discussion regarding August Bond Election
 - Continued discussion regarding AE contract amendments
 - Continued discussion regarding Indoor Aquatic Center operating budget
 - Continued discussion regarding Senior Wellness Center budget/funding source
 - Continued discussion regarding Senior Wellness Center operator/fees
 - Continued discussion regarding budget deficit for all Norman Forward projects



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

FINANCE 3

CITY OF NORMAN

Department of Finance
Monthly Report – May 2020

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 May are discussed below:

Treasury Division:

In the month of May, the Treasury division processed 26,272 total payments. The Treasury division processed 1,211 credit card utility payments, a decrease of -5.3% from last month, and the Interactive Voice Response (payment by telephone) system processed 1,744 credit card utility payments, a decrease of -12% from last month. Utility customers also have the option of paying on the City of Norman website. There were 962 credit card payments made on the internet in May, a decrease of -11.5% from last month. The Municipal Court processed 512 credit card payments for court fines, an increase of 108.1% 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 \$9,039 in convenience fees in the month of May with a fiscal year-to-date total of \$192,194.

Utility Services Division:

The Meter Reading Division read 40,709 meters. Out of 77 meter reading routes, 20 (26%) were read within the targeted 30-day reading cycle. 52 routes (68%) were read by the 31st day, and all routes were read by the 32nd day. Thirty routes were estimated in May due to staff shortages related to COVID-19.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of May by -8.6%. Revenues from the City's largest single source of revenue, sales tax, are below target by -9.3% for the year to date and 1% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 20 Budget To Date	FYE 20 Actual To Date	FYE 19 Actual To Date	FYE 18 Actual To Date
Sales Tax Revenue	\$41,089,446	\$37,250,169	\$36,874,572	\$35,835,264
General Fund Revenue	\$76,885,341	\$70,311,239	\$68,699,949	\$71,774,492
General Fund Expenses	\$83,633,861	\$76,561,162	\$67,272,643	\$65,493,268

Administration Division

	FYE 20		FYE 19	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	3,840.00	480.00	3,840.00
Total Comp Time Available	3.00	18.50	0.00	0.25
Total Overtime Hours	0.00	4.50	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	483.00	3,863.00	480.00	3,840.25
Benefit Hours Taken	76.00	593.00	17.00	448.00
TOTAL ACCOUNTABLE STAFF HOURS	407.00	3,270.00	463.00	3,392.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 20		FYE 19	
	May	YTD	May	YTD
Total Regular Hours Available	1,340.00	11,362.00	1,440.00	11,528.00
Total Comp Time Available	3.00	80.75	10.25	86.50
Total Overtime Hours	0.00	84.25	0.00	38.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,343.00	11,527.00	1,450.25	11,653.25
Benefit Hours Taken	262.75	1,625.25	135.50	1,762.00
TOTAL ACCOUNTABLE STAFF HOURS	1,080.25	9,901.75	1,314.75	9,891.25
 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	25.00	5.00	45.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	25.00	5.00	45.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 20 May	FYE 20 April	
Total Revenue Received (\$)	\$3,823,806	\$4,025,125	(\$201,319)
Utility Payments - Office (#)	37,341	39,231	(1,890)
Utility Payments - Office (\$)	\$3,387,199	\$3,480,730	(\$93,531)
Lockbox (#)	14,988	16,597	(1,609)
Lockbox (\$)	\$1,351,156	\$1,383,515	(\$32,359)
IVR Credit Card (#)	1,744	1,981	(237)
IVR Credit Card (\$)	\$162,414	\$197,683	(\$35,269)
Click to Gov (#)	962	1,087	(125)
Click to Gov (\$)	\$52,282	\$59,006	(\$6,724)
Paymentus (#)	\$6,770	\$7,047	(\$277)
Paymentus (\$)	\$621,726	\$616,942	\$4,784
UT Credit Card Payments (#)	1,211	1,278	(67)
UT Credit Card Payments (\$)	\$156,196	\$182,957	(\$26,761)
Art Donations (#)	0	0	0
Art Donations (\$)	\$0	\$0	\$0
Bank Draft Payments (#)	8,043	8,647	(604)
Bank Draft Payments (\$)	\$653,974	\$684,988	(31,014)
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	67	49	18
Processed Return Checks (\$)	(\$19,723)	(\$16,358)	(\$3,365)
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$158,255	\$191,473	(\$33,218)
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$179,560	\$85,143	\$94,417
Municipal Court - Credit Card (#)	512	246	266
Municipal Court - Credit Card (\$)	\$101,346	\$51,144	\$50,202
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$196,602	\$223,319	(\$26,717)
Building Permits Credit Card (#)	242	252	(10)
Building Permits Credit Card (\$)	\$86,250	\$194,291	(\$108,041)
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$6,500	\$6,719	(\$219)
Occupational License - Bldg Insp. CC (#)	28	49	(21)
Occupational License - Bldg Insp. CC (\$)	\$5,525	\$3,066	\$2,459
Business License - City Clerk (\$)	\$47,935	\$65,645	(\$17,710)
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	2,368	2,612	(244)
Convenience Fees - All Payments (\$)	\$7,104	\$7,836	(\$732)
Bank Drafts Billed (#)	8,582	8,579	3
Bank Drafts Billed (\$)	\$732,120	\$697,414	\$34,706
Interdepartmental Billing (#)	178	188	(10)

Interdepartmental Billing (\$)	\$27,192	\$22,996	\$4,196
Accounts Receivable Billed (\$)	\$235,593	\$210,252	\$25,341

Budget Services Division

	FYE 20		FYE 19	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	2,736.00	240.00	1,440.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	2.25	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	480.00	2,738.25	240.00	1,440.00
Benefit Hours Taken	50.00	262.00	8.00	484.00
TOTAL ACCOUNTABLE STAFF HOURS	430.00	2,476.25	232.00	956.00
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 20		FYE 19	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,200.00	9,600.00	1,200.00	9,152.00
Total Comp Time Available	38.50	245.50	35.00	185.50
Total Overtime Hours	26.50	206.75	21.00	329.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,265.00	10,052.25	1,256.00	9,667.25
Benefit Hours Taken	465.00	2,057.00	174.25	1,351.50
TOTAL ACCOUNTABLE STAFF HOURS	800.00	7,995.25	1,081.75	8,315.75
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

UTILITY 3C

Utility Division

	FYE 20		FYE 19	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	4,080.00	31,559.50	3,840.00	30,176.00
Total Comp Time Available	43.00	147.00	13.75	86.00
Total Overtime Hours	94.75	742.50	85.25	846.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	4,217.75	32,449.00	3,939.00	31,108.75
Benefit Hours Taken	1,077.50	5,335.25	491.50	5,272.50
TOTAL ACCOUNTABLE STAFF HOURS	3,140.25	27,113.75	3,447.50	25,836.25
 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

Office Services

	FYE 20		FYE 19	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	2,702.00	240.00	1,920.00
Total Comp Time Available	0.00	0.00	0.00	8.25
Total Overtime Hours	0.00	174.25	1.00	53.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	480.00	2,876.25	241.00	1,982.00
Benefit Hours Taken	100.00	309.00	37.00	218.00
TOTAL ACCOUNTABLE STAFF HOURS	380.00	2,567.25	204.00	1,764.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	459.00	168.00	1,340.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	5.50	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	464.50	168.00	1,340.00
Benefit Hours Taken	0.00	71.00	4.00	110.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	393.50	164.00	1,450.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Drive-up Window and Mail Payments

	FYE 20 April	FYE 20 May
Mail Payments - Lockbox	16,597	14,988
Mail Payments - Office	234	316
Mail Payments - Subtotal	16,831	15,304
Night Deposit	190	281
Click-to-Gov Payments	1,087	962
Paymentus Payments	7,047	6,770
IVR Payments	1,981	1,744
Without assistance payments - Subtotal	10,305	9,757
Drive-up window & inside counter	0	0
Credit Card machine payments (swipe)	669	689
Credit Card machine payments (phone)	610	522
With assistance payments - Subtotal	1,279	1,211
Total Payments Processed - Subtotal	28,415	26,272
Bank Draft (ACH) Payments	8,647	8,043
Total Payments (Utility)	37,062	34,315
Total Convenience Fees - all Payments	2,612	2,612
Grand Total Payments	39,674	36,927

Traffic Counter at Drive-up Facility

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

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

Meter Reading Division

	FYE 20		FYE 19	
	May	YTD	May	YTD
Number of Meters Read	40,709	371,135	41,656	402,959
New Service	815	6,838	924	7,600
Request for Termination	761	6,724	1,045	7,658
Delinquent On(s)	0	2,505	252	2,698
Delinquent Offs	0	3,711	380	4,061
Collect Deposit Tags Hung	1	171	15	282
Collect Deposit Cut Offs	0	52	5	83
Blue Tags	14	182	15	121
Number of Meters Re-read	225	10,819	1,178	14,464
Meters Cleaned	90	918	127	1,125
Customer Assists	109	955	89	1,077
Meters Pulled	0	1	0	4
Meters Re-set	0	0	0	2
Meter Exchanges	65	731	126	689
TOTAL	42,789	404,742	45,812	442,823

Utility Division Activity Report

	FYE 20		FYE 19	
	May	YTD	May	YTD
STATUS REPORT				
Regular Utility Accounts Billed	43,028	342,857	42,590	337,578
New Ons	682	7,425	839	7,892
Final Accounts Billed	779	6,153	879	6,439
TOTAL ACCOUNTS BILLED	44,489	356,435	44,308	351,909

FIRE DEPARTMENT

4



NFD Monthly Progress Report May 2020

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	23	1.98%
2 - Overpressure Rupture, explosion, Overheat - No Fire	4	0.34%
3 - Rescue & emergency	649	55.80%
4 - Hazardous Conditions (No Fire)	28	2.41%
5 - Service Call	97	8.34%
6 - Good Intent Call	288	24.76%
7 - False Alarm & False Call	59	5.07%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	0	0.00%
Incomplete Reports	15	1.29%
Total Incident Count (Unique Calls)	1163	100.00%
Number of Total Unit Responses	1510	

Total Fire Loss \$1,507,502.00

Average Response Times

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	212	273	0:04:33
Station #2	213	287	0:04:47
Station #3	175	306	0:05:06
Station #4	130	313	0:05:13
Station #5	60	480	0:08:00
Station #6	43	491	0:08:11
Station #7	103	344	0:05:44
Station #8	66	310	0:05:10
Station #9	161	313	0:05:13

Community Outreach

Special Event Drive-By	8	We have been trying to honor requests for drive-by visits as tours are not available
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Burn Permits

Burn Permits Issued	221	Total of 13 burn days
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Training

Total Personnel Training Hours	2269	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

May 2020

Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
NFD2	1			1						
Chief 301	1		1							
Chief 302	19	6	1		1	2	3	1	2	3
Chief 303	16	3	2	2		1		5	2	1
Chief 304	26	2	3	1		3	6	8	3	
Engine 1	228	211	2	1				9	1	4
Brush 1	2	2								
Ladder 1	18	5	1	1	1			5	2	3
Engine 2	224	4	206	1	4			4	2	3
Brush 2	2	1	1							
Ladder 2	22	4	7		1			5	2	3
Engine 3	198	4	4	175	1			7		7
Engine 4	145	3	6		130			2	4	
Brush 4	1								1	
Engine 5	58					58				
Brush 5	47					47				
Tanker 5	4					4				
Engine 6	24		1	2		5	16			
Brush 6	52			2		7	43			
Rescue Boat 6	1					1				
Rescue 7	2						1	1		
Squad 7	136	12	7	1	1		1	103	7	4
Brush 7	1								1	
Engine 8	78	1			3			9	65	
Brush 8	3								3	
Tanker 8	3						2	1		
Engine 9	179	7	1	2			7	2		160
Brush 9	5	1					4			
Tanker 9	6					1	4	1		
Fire Marshal 2	1			1						
Fire Marshal 3	3	1	1	1						
Fire Marshal 4	2	1							1	
Fire Marshal 5	2		1						1	
	1510	268	245	191	142	129	87	163	97	188

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
May 2020**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections/Plan Review			
Activites	Notes	Number	Staff Hours
Inspections		52	103
Re-Inspections		10	8.5
Total Inspections		62	111.5

Smoke Detector Program			
Activites	Notes	Units	Staff Hours
Smoke Detector Batteries			
Smoke Detectors Installed		19	12.5

Training/Public Education Education			
Activites	Notes	Events	Staff Hours
Training (hours)		86	156
Fire Education Classes			

Code Issues/Investigation			
Activites	Notes	Number	Staff Hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)			
Code Violation Complaints		49	33
Investigations		7	22
Investigative Activities		10	15.5
Miscellaneous/Special			

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
May 2020**

Fire Review Coordinator Activities

Activites	Notes	Number	Staff Hours
Building Permits		41	86
Inspections		11	12
Citizen Calls for Information		14	7
Training	Required Fire Dept and Plan Review		14
Meetings			12
Totals		66	117

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: May 2020	
Mitigation:		
Hazard Mitigation Plan Approval	Council approval granted May 26th	
Preparedness:		
Minimal preparedness activities have been conducted due to COVID 19	Support groups such as Red Cross and the Amateur Radio Club Conducts Video class and meetings in order to maintain operations.	
Response:		
Coordination of PPE Continues As of May 19, 2020 NEM through OEM has delivered the following PPE	Totals received	
	N95 Masks	1560
	KN95	7000
		1110
	Surgical Masks	0
	Face Shields	1025
	Gloves (Small)	5800
		1110
	Gloves (Medium)	0
		1280
	Gloves (Large)	0
	Gloves (XLarge)	1500
	Gloves (XXLarge)	0
	Tyvek (Medium)	0
	Tyvek (XLarge)	18
Coveralls (Medium)	25	
Coverall (Large)	50	
Sanitizer	8	
Severe weather response	May 7 th . Line of severe storms caused some wind and hail damage. Potential for tornado but it did not mature.	
Recovery:		
DR-4530 operations are still on going, but recovery efforts have begun.	Efforts of documenting HHS eligible items have identified ~\$780,000 eligible. This will be submitted in June. FEMA eligible items of ~\$175,000 have been identified and will also be submitted in June.	

HUMAN RESOURCES

5

HUMAN RESOURCES
Monthly Report
May, 2020

ADMINISTRATION/LABOR RELATIONS

A. Collective Bargaining

Discussions were held with each bargaining unit regarding FYE21 contract negotiations. The City and the bargaining units acknowledged that current economic difficulties facing our nation, state and city has resulted in financial uncertainty for the City. As a result, all three bargaining units have agreed to “roll” their contracts into the next fiscal year.

B. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed May 2020 Employee Newsletter
- Processed invoices and reconciled expense accounts
- Coordinated with Terryberry (employee gift vendor) with ordering and delivery of employee appreciation gifts.

BENEFITS

- Processed enrollment forms, terminations, and changes to health, life, and supplemental products for general health/dental changes and open enrollment
- Reconciled health, dental, and supplemental products
- Continued education of plan documents
- Fielded over 120 phone calls to discuss benefits, claims, FSA
- Conference calls with Gallagher to discuss Stoploss and premium increase proposal
- Gathered additional information for IAFF regarding:
 - Drug plan changes effective April 2019
- ACA maintenance for aged out dependents
- Emailed information/forms for Health/Dental Open Enrollment to *everyone & posting for those employees without email access
- Assisted employees with prior authorizations for prescriptions

PERSONNEL ACTIONS

New Hires – 109

Dept./Div.	Position	Number of Employees
Parks & Rec/Recreation	Tennis Shop Attendant (PT)	2
Parks & Rec/Recreation	Bus Driver (PT)	1
Parks & Rec/Westwood Golf	Laborer (PT)	1
Parks & Rec/Westwood Golf	Golf Course Attendant (PT)	2
Parks & Rec/Westwood Pool	Concession Cashier I (PT)	13
Parks & Rec/Westwood Pool	Concession Cashier II (PT)	2
Parks & Rec/Westwood Pool	Admissions Clerk I (PT)	3
Parks & Rec/Westwood Pool	Admissions Clerk II (PT)	1
Parks & Rec/Westwood Pool	Lifeguard (PT)	69
Parks & Rec/Westwood Pool	Slide and Gate Attendant (PT)	8
Parks & Rec/Westwood Pool	Aquatics Facility Maint (PT)	2
Parks & Rec/Westwood Pool	Assistant Aquatic Mgr (PT)	3

Parks & Rec/Westwood Pool	Aquatic Mgr (PT)	1
Parks & Rec/Westwood Golf	Food and Beverage Tech I	1

Separations – 12

Dept./Div.	Position	Number of Employees
City Clerk/Custodial Svs	Custodian	1
Utilities/Water Reclamation	Maintenance Worker I	1
Utilities/Sewer Line Maint	Utility Collection Worker II	1
Police/Patrol	Police Officer	1
Fire/Suppression	Assistant Fire Chief	1
Parks/Recreation	Recreation Supervisor	1
Parks/Recreation	Custodian (PPT)	1
Parks/Recreation	Photography Intern (PT)	1
Parks/Recreation	Tennis Shop Attendant (PT)	2
Parks/Westwood Golf	Food and Bev Tech II (PT)	1
Parks/Westwood Golf	Golf Course Attendant (PT)	1

Promotions – 5

Dept./Div.	Position	Number of Employees
Utilities/Water Line Maint	Crew Chief	1
Utilities/Sewer Line Maint	Crew Chief	1
Utilities/Sewer Line Maint	Sewer Maint. Specialist	2
City Clerk/Custodial Svs	Custodian	1

SURVEYS

No surveys conducted this month.

RECRUITMENT

Accepted applications for the following positions:

Department/Division	Position
City Clerk/Facility Maintenance	Custodian
Parks & Recreation/Recreation	Food & Beverage Tech I (PT)
Parks & Recreation/Recreation	Food & Beverage Tech II (PT)
Parks & Recreation/Recreation	Recreation Center Specialist (PT)
Parks & Recreation/Recreation	Aquatic Center Positions (PT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Planning & Community Development/CDBG	Homeless Services Technician
Planning & Community Development	Planning Services Manager
Police/Emergency Communications Bureau	Communications Officer I
Police/Emergency Communications Bureau	Communications Officer II
Public Works/Administration	ADA Technician
Public Works/Fleet	Mechanic II (Transit)
Utilities/Sanitation	Sanitation Worker I
Utilities/Sewer Line Maintenance	Heavy Equipment Operator
Utilities/Sewer Line Maintenance	Sewer Maintenance Specialist
Utilities/Water Line Maintenance	Heavy Equipment Operator
Utilities/Water Line Maintenance	Utility Distribution Worker I

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	240	Written Exams	2
Phone	300	Practical Testing/Assessment Center	0
Mail	175	Panel Board Interviews	6
Email	150	Promotions	4
Total Subscribers on E-mail Vacancy List	963	Oral Interviews	35
Total Visits to HR website	452	Hiring/Promotion Board	1

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	62	Advertisements Placed	5
Pre-Employment Drug Screens	63	Applications Received	144
Pre-Employment Physicals	48	Job Announcements Emailed	40
Pre-Employment OSBI	31	Job Announcements to CON Depts.	344

TRAINING AND DEVELOPMENT

The City of Norman Supervisory Academy 2020 participants were notified that classes have been suspended for the near future due to the coronavirus situation.

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

SAFETY

- Safety material documents were sent to divisions each week
- Certified two (2) employees in Forklift Safety
- Conducted three (3) Return to Work Meetings (Stormwater (2)/Sanitation)
- Conducted two (2) Fitness for Duty Meetings for Fire

Recordable Injuries –

Dept./Division	Nature of the injury	Activity	Prognosis
Fire/Suppression	Right lower back	Injured back lifting medical bag onto truck	Work restrictions
Utilities/Sanitation	Heat exhaustion	Outside temperature caused extreme heat in cab of truck	Work restrictions

Recordable Injuries per calendar year. CY 2020 is current year to date:

2020	2019	2018
14	65	71

Vehicle Collisions -

Division	Description of Collision	Status
Utilities/Sanitation	Unit # 237 crossed lane hitting another vehicle	“At Fault”

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

2020	2019	2018	2017	2016	2013
3	8	5	17	13	10

INFORMATION TECHNOLOGY

6

CITY OF NORMANInformation Technology Department
Monthly Report – May 2020.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Incode for Municipal Court, Munis for Financials, and is currently in the implementation phase for Advanced Utilities for utility billing, and EAM for Work Orders, Intellitime for Time and Attendance. Munis for HR Module also began in Jan 2020.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization.	In Planning: FYE18 funding of new core switching has been approved. IT Network staff finalized purchases and began implementation and testing in March FYE19.
Website Rebuild/Redesign	Our current design is 9 years old. A new design will help boost our image, traffic, rankings, and leads. We also need a friendlier mobile device design and look to accomplish this with HTML5.	Complete: The City has completed full implementation and gone live with the updated city website as of 3 June 2020.
Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilities Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a	Awaiting Approval possible launch in FYE21

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

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

Support Tickets:

The IT department tracks work requests with a software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of May 2020.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 22 emails from the groups shown were sent from city servers using city resources – of those 17190 were delivered to outside mailboxes for the month of May 2020. The city servers generated mass communications to Norman citizens of 17190 messages from only 22 sent (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 678,250 attempted incoming and 93,616 outgoing messages for the month of May 2020. Incoming messages totaling 501,739 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 74% of our inbound mail. This high percentage continues to be the norm for malicious email/spam. The IT Department has made the decision to block inbound traffic from known malicious countries and we continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases waste and decreases valuable storage space. Additionally, the email filter appliance kept city employees from bombardment of spam, phishing, and other types of potentially harmful emails.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of May 2020, the City of Norman's web site had 102,117 individual web sessions access the web site for 231,210 total page views. Of those sessions, 57,084 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. When complete (set for June 2020), the site will have reduced and more relevant information as well as the ability to function from mobile devices and tablets.

Table 1

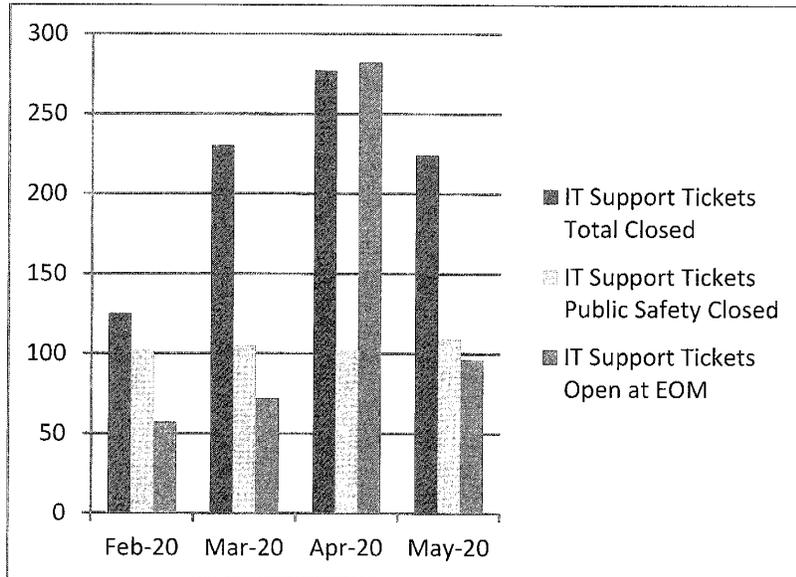


Table 2

May 2020 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	20	2	40
Job Posting	966	2	1932
Norman News	1204	12	14448
Westwood Golf	627	1	627
Westwood Golf Members	41	1	41
Westwood Men's Clinic	14	1	14
Westwood Men's Golf Assoc.	52	1	52
Westwood Women's Clinic	34	1	34
Westwood Women's Golf Assoc.	2	1	2
Totals	2960	22	17190



Executive Summary

mail.ci.norman.ok.us

01 May 2020 00:00 to 31 May 2020 23:59 (GMT -05:00)
Data in time range: 100.0 % complete

Incoming Mail Graph

Incoming Mail Summary

Message Category	Percentage	Count
<input checked="" type="checkbox"/> Stopped by Reputation Filtering	70.5%	477,865
<input type="checkbox"/> Stopped as Invalid Recipients	0.7%	4,524
<input type="checkbox"/> Spam Detected	2.7%	18,484
<input type="checkbox"/> Virus Detected	0.0%	42
<input type="checkbox"/> Detected by Advanced Malware Protection	0.0%	2
<input checked="" type="checkbox"/> Messages with Malicious URLs	0.1%	970
<input type="checkbox"/> Stopped by Content Filter	0.1%	822
<input checked="" type="checkbox"/> Stopped by DMARC	0.0%	0
<input type="checkbox"/> S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:	74.0%	501,739
<input type="checkbox"/> Marketing Messages	9.8%	66,272
<input type="checkbox"/> Social Networking Messages	0.6%	4,357
<input checked="" type="checkbox"/> Bulk Messages	5.7%	38,828
Total Graymails:	16.1%	109,457
<input type="checkbox"/> S/MIME Verification/Decryption Successful	0.0%	0
<input type="checkbox"/> Clean Messages	9.9%	67,054
Total Attempted Messages:		678,250

Outgoing Mail Graph

Outgoing Mail Summary

<input type="checkbox"/> Spam Detected	0.0%	0
<input type="checkbox"/> Virus Detected	0.0%	0
<input type="checkbox"/> Detected by Advanced Malware Protection	0.0%	0
<input checked="" type="checkbox"/> Messages with Malicious URLs	0.0%	0
<input type="checkbox"/> Stopped by Content Filter	0.1%	87
<input checked="" type="checkbox"/> Stopped by DLP	0.0%	0
<input type="checkbox"/> Clean Messages	99.9%	93,544
Total Messages Processed:		93,631

Hard Bounces	3.5%	3,307
Delivered	96.5%	90,309
Total Messages Delivered:		93,616

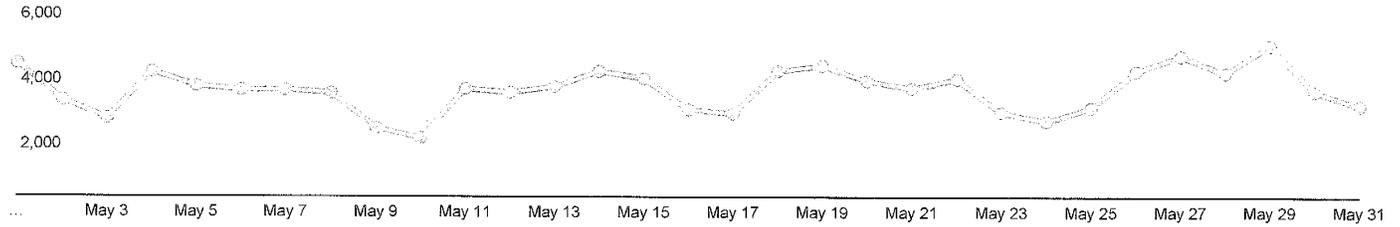
Site Traffic

All Users
100.00% Sessions

May 1, 2020 - May 31, 2020

Report Tab

Sessions



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	102,117 % of Total: 100.00% (102,117)	2.26 Avg for View: 2.26 (0.00%)	231,210 % of Total: 100.00% (231,210)	68,372 % of Total: 100.00% (68,372)	57,084 % of Total: 100.06% (57,047)	47.16% Avg for View: 47.16% (0.00%)	00:01:30 Avg for View: 00:01:30 (0.00%)
1. 29	4,670 (4.57%)	2.02	9,443 (4.08%)	4,133 (4.62%)	2,657 (4.65%)	50.60%	00:01:32
2. 27	4,345 (4.25%)	2.22	9,631 (4.17%)	3,870 (4.33%)	2,512 (4.40%)	50.91%	00:01:33
3. 01	4,099 (4.01%)	2.29	9,400 (4.07%)	3,595 (4.02%)	2,071 (3.63%)	43.57%	00:01:26
4. 19	4,036 (3.95%)	2.14	8,620 (3.73%)	3,546 (3.96%)	2,375 (4.16%)	47.89%	00:01:36
5. 26	3,875 (3.79%)	2.46	9,547 (4.13%)	3,330 (3.72%)	2,146 (3.76%)	45.16%	00:01:29
6. 14	3,871 (3.79%)	2.47	9,543 (4.13%)	3,359 (3.75%)	2,150 (3.77%)	44.95%	00:01:30
7. 18	3,869 (3.79%)	2.11	8,166 (3.53%)	3,254 (3.64%)	2,103 (3.68%)	49.03%	00:01:43
8. 04	3,842 (3.76%)	2.34	8,989 (3.89%)	3,305 (3.69%)	1,951 (3.42%)	41.78%	00:01:29
9. 28	3,822 (3.74%)	2.23	8,520 (3.68%)	3,346 (3.74%)	2,157 (3.78%)	46.60%	00:01:24
10. 15	3,641 (3.57%)	2.35	8,554 (3.70%)	3,210 (3.59%)	2,036 (3.57%)	44.58%	00:01:25

Rows 1 - 10 of 31

MONTHLY REPORT - LEGAL DEPARTMENT
May 2020 Report
(Submitted June 12, 2020)

MONTHLY HIGHLIGHTS:

Due to the current national, state and local Declarations of Emergency related to COVID-19, some of the information was not available for report.

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

On April 27, 2020, judgment was entered in favor of all Defendants on all of Plaintiff's claims. This case arises out of the Plaintiff's arrest for public intoxication in November 2018. The Plaintiff did not file an appeal on or before May 27, 2020, and thus this case is final.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

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

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

Ashton Grove, et al. v. City of Norman, CJ-2012-262; CIV-12-234 W (K) supra

Doughty v. Centralsquare Technologies LLC, et al., CJ-2020-451; CIV-2020-451 (K, B)

Russell, et al. v. Brea Clark, in her official capacity as Mayor of the City of Norman, CJ-2020-471; CIV-20-417 J (K, B)

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

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

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

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

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

Magnum Energy, Inc. v. Board of Adjustment for the City of Norman, Case No. SD-117912 (M): On June 4, 2020, the Oklahoma Court of Civil Appeals ruled in favor of the Board of Adjustment for the City of Norman, reversing the trial court's grant of summary judgment to Magnum Energy, Inc.

Rodgers v. City of Norman, Case No. DF-118,420 (K)

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

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

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

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

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

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

Doughty v. Centralsquare Technologies LLC, et al., CJ-2020-451

This case was removed to federal court. *See* Doughty v. Centralsquare Technologies LLC, et al., CIV-20-500 (K)

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

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

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

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

Henderson, Randolph, Wilk, Green v. City of Norman, IAFF, Travis King., CJ-2016-610 LW

Hinckley v. City of Norman, CM-2016-1048 SS (K)

McCarver v. City of Norman, CJ-2013-128 TS (K)

Ohlsen v. City of Norman, CJ-2019-1506 (K)

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

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

Webb, et al. v. City of Norman, et al., CJ-2018-4756 (K)

B. *Condemnation Proceedings*

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

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

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

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

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

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

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

City of Norman v. Chris Walker and Catherine Madera, CJ-2020-564 (M): This action was filed June 2, 2020. A hearing appointing commissioners was set for July 21, 2020, and the named Defendants are in the process of being served.

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

City of Norman v. Legacy Property Partners, LLC, CV-2018-249 (K, S)

Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219 (M):

D. *Municipal Court Appeals*

City of Norman v. Arce, Case No. CM-2020-483 (March 13, 2020)

E. *Small Claims Court*

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

F. *Board of Adjustment Appeals*

LABOR / ADMINISTRATIVE PROCEEDINGS

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

This office has assisted with the following grievances:

AFSMCE Grievance FYE 20-4 (Wray – Security Concerns)

AFSCME Grievance FYE 20-5 – (Baze – Discipline)

AFSCME Grievance FYE 20-9 – (Barksdale – Discipline)

IAFF Grievance FYE 18 – (Baldwin Training)

IAFF Grievance FYE 18 – (Wilk Training)

IAFF Grievance FYE 19 – (Palmer – Light Duty)

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

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

IAFF Grievance FYE 20 – (NREMT Recertification Policy)

IAFF Grievance FYE 20 – (Probationary Firefighter Evaluation)

IAFF Grievance FYE 20 – (Harris – Leave Without Pay)

IAFF Grievance FYE 20 – (Line of Duty Death Guidebook)

IAFF Grievance FYE 20 – (OJI Paperwork – New World Reporting Requirement)

IAFF Grievance FYE 20 – (Leaving “Districts” for Physical Training)

IAFF Grievance FYE 20 – (New Firefighter Reassignment)

IAFF Grievance FYE 20 – (Smith Disability Retirement)

IAFF Grievance FYE 20 – (Wilkins – Leave)

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

FOP Grievance FYE 19 – (Deese – Discipline)

FOP Grievance FYE 20 – (Maldonado - Termination)

FOP Grievance FYE 20 – (Gribauto – Discipline)

B. *Equal Employment Opportunity Commission (EEOC)*

None

C. *Contested Unemployment Claims (OESC)*

None

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through May 2020. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court. Due to Covid-19, there were no court sessions during the month of April or May 2020. Court will resume June 16th.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 18	FYE 19	FYE 20	FYE 18	FYE 19	FYE 20	FYE 18	FYE 19	FYE 20
JULY	543	421	640	50	21	35	13	12	15
AUG	629	1,130	683	48	24	10	17	15	15
SEPT	552	412	497	49	28	17	12	13	14
OCT	436	445	581	26	45	23	10	14	18
NOV	439	300	390	26	14	9	12	5	11
DEC	428	279	444	250	2	25	9	3	12
JAN	1,371	561	522	31	43	32	14	15	15
FEB	421	540	597	24	16	22	14	14	13
MAR	508	1139	420	30	13	22	9	10	7
APR	521	491	104	38	23	0	16	12	0
MAY	503	626	137	20	34	2	16	14	0
JUNE	544	542		46	31		15	14	
TOTALS / YTD	6,893	6,886	5,015	638	294	197	157	141	113

WORKERS' COMPENSATION COURT

The total number cases pending as of May 2020 are 14. During the Month of May 2020, there were no new workers compensation cases filed or Court Orders/Settlements. The remaining cases are proceeding in active litigation in the Oklahoma Workers’ Compensation Court of Existing Claims & Oklahoma Workers’ Compensation Commission. The current breakdown of pending Workers’ Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE20 CASES	FYE19 CASES	FYE18 CASES	FYE17 CASES
Fire	Suppression	5	2	4	3	4
Parks/Rec.	Park Maintenance	2		1	1	3
Planning	Development Services					
Police	Animal Welfare	1	1		1	
Police	Patrol	4	2	1	1	3
Police	Administration					
Public Works	Street Maintenance	1	1	3	1	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	1	1		2	
Utilities	Sanitation					1
TOTALS		14	7	9	9	12

List of Pending Cases

- Adams, Malia Jessie v. City of Norman, CM-2020-01069 Q
 (Police, Animal Welfare, Animal Welfare Officer, R. Hip, Low Back with Radicular Symptoms, Mid-Back Consequential)
- Adams, Travis S. v. City of Norman, CM-2018-06545 A
 (Parks & Rec, Park Maintenance, Irrigation Tech, L. Shoulder, Back, Neck)
- Amason, Amber v. City of Norman, WCC 2012-12306 K
 (Police, Patrol, MPO, Intestinal/Parasite/Infection)
- Crawley, Frank v. City of Norman, CM-2019-07594 Y
 (Fire, Suppression, Captain, R. Ankle)
- Kizzia, Derrald v. City of Norman, WCC 2014-06995 K
 (Parks & Rec, Park Maintenance, HEO, R. Knee/Reopen Request)
- Landrum, Sean v. City of Norman, CM-2019-05618 L
 (Utilities, Water Maintenance, Utility Distribution Worker II, Head, Headaches, Face, Jaw, Teeth, Tongue, Neck, and R. Shoulder)
- McGrane, Edward v. City of Norman, CM-2018-03311 J
 (Fire, Suppression, Firefighter, L. Shoulder/Arm+Cervical, Neck)
- Morgan, James Darin v. City of Norman, CM-2019-07496 L
 (Police, Narcotics, MPO, Bilateral Ears)
- Mosley, Kent v. City of Norman, CM-2020-00585 X
 (Police, Patrol, Sergeant (Mid & Low Back, Radicular Pain Down L. & R. Leg, R. Big Toe, R. & L. Buttocks)
- Pack, Robert v. City of Norman, CM 2017-06285 K
 (PW, Street Maintenance, HEO; Low Back/Reopen Request)
- Palmer, Andrew David v. City of Norman, CM-2018-07531 J
 (Fire, Suppression, Firefighter, R. Knee)
- Robertson, Kellee v. City of Norman, WCC 2010-13896 F
 (Police, Narcotics, MPO, Respiratory System/Lungs, Circulatory System Organs of the Body and Whole Person)
- Terhune, Dylan v. City of Norman, CM-2019-03394 Q
 (Fire, Suppression, Firefighter, Pubic/Genital Area)
- Wilkins, Levi v. City of Norman, CM-2019-05323 X
 (Fire, Suppression, Fire Driver Engineer, BAW, Cancer)

TORT CLAIMS

The following is a breakdown of the Tort Claims activity through May 2020.

DEPARTMENT	FYE 20 Month	FYE 20 YTD	FYE 19	FYE 18	FYE 17
Animal Control				1	1
Finance - IT					1

Fire		2		3	1
Fleet					1
Other		9	9	11	8
Parks		4	6	5	4
Planning				1	1
Police		4	10	6	12
Public Works – Stormwater		2		6	2
Public Works – Engineering		2		2	
Public Works – Streets	1	11	6	11	11
Utilities – Water		9	12	12	9
Utilities – Sanitation	3	12	10	11	13
Utilities – Sewer		5	3	5	4
TOTAL CLAIMS	4	60	56	74	68

CURRENT CLAIM STATUS	FYE 20 TO DATE	FYE 19	FYE 18	FYE 17
Claims Filed	60	56	74	68
Claims Open and Under Consideration	11	1	0	0
Claims Not Accepted Under Statute/Other	7	8	11	5
Claims Paid Administratively	8	10	18	17
Claims Paid Through Council Approval	9	11	15	12
Claims Resulting in a Lawsuit for FY	0	4	3	4
Claims Barred by Statute (No Further Action Allowed)	11	21	27	30
Claims in Denied Status (Still Subject to Lawsuit)	14	1	0	0

EXPUNGEMENTS

The following represents a breakdown of the Expungement Requests considered by the City Attorney’s Office through May 2020.

MONTH	REQUESTS			COMPLETED		
	FYE20	FYE19	FYE18	FYE20	FYE19	FYE18
JULY	11	18	26	6	20	14
AUG	15	27	20	32	6	10
SEPT	8	21	15	17	11	5
OCT	14	15	24	22	22	11
NOV	12	24	13	15	23	26
DEC	13	11	12	22	13	14
JAN	16	15	21	20	28	10
FEB	14	31	19	14	7	10

Legal – May 2020 Monthly Report

June 12, 2020

Page 7 of 7

MAR	1	25	20	14	13	31
APR	9	8	14	9	15	15
MAY	15	17	27	4	14	19
JUNE		16	16		8	11
TOTALS/YTD	128	228	227	175	180	176

MUNICIPAL COURT

8

**MUNICIPAL COURT
MONTHLY REPORT
MAY - FY '20**

CASES FILED

	<u>MAY</u>	<u>FY20</u>	<u>Y-T-D</u>	<u>MAY</u>	<u>FY19</u>	<u>Y-T-D</u>
Traffic	1,483		12,806	1,151		13,803
Non-Traffic	167		2,289	375		3,318
SUB TOTAL	1,650		15,095	1,526		17,121
Parking	17		6,417	966		11,333
GRAND TOTAL	1,667		21,512	2,492		28,454

CASES DISPOSED

	<u>MAY</u>	<u>FY20</u>	<u>Y-T-D</u>	<u>MAY</u>	<u>FY19</u>	<u>Y-T-D</u>
Traffic	795		11,926	1,187		11,948
Non-Traffic	92		2,379	290		2,922
SUB TOTAL	887		14,305	1,477		14,870
Parking	36		5,354	785		8,236
GRAND TOTAL	923		19,659	2,262		23,106

REVENUE

	<u>MAY</u>	<u>FY20</u>	<u>Y-T-D</u>	<u>MAY</u>	<u>FY19</u>	<u>Y-T-D</u>
Traffic	\$ 84,743.10		\$1,295,215.37	\$ 122,437.17		\$1,273,767.46
Non-Traffic	\$ 16,005.68		\$ 307,281.86	\$ 38,480.61		\$ 370,469.94
SUB TOTAL	\$ 100,748.78		\$1,602,497.23	\$ 160,917.78		\$1,644,237.40
Parking	\$ 1,275.00		\$ 145,017.75	\$ 18,050.00		\$ 192,702.20
GRAND TOTAL	\$ 102,023.78		\$1,747,514.98	\$ 178,967.78		\$1,836,939.60

MUNICIPAL COURT - MONTHLY REPORT
May 2020

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 37 new cases and closed 45 cases during the month of May 2020. Due to the national, state and local Declarations of Emergency related to COVID-19, no mediations were held. Mediations are scheduled to resume in mid-June 2020.

PARKS AND RECREATION

Park Planning Activities May, 2020

NORMAN FORWARD Andrews Park:

We awarded the bid for the demolition of the old water storage tank where we will construct the new Blake Baldwin Skate Park at Andrews Park. Once that work was done, we hired a separate company to bring in dirt to fill the pit created by the



demolition and rough grade the project area. We will then install the plumbing rough-in to finish preparing the site for the crews from American Ramp Company to begin the skate park construction. We also plan to work with the Public Arts Board to coordinate new artwork for the park project—as designated in the NORMAN FORWARD project program. Besides the skate park, we will be working to add shade to the amphitheater seating, improving park walkways and planting more trees in the park.

NORMAN FORWARD Neighborhood Parks:

Crews finished the repairs to the safety surfacing area at the Tull's Park Playground. We also worked with the city's plumber to set the drinking fountain at Prairie Creek Park as the final piece of work at that site. Also, crews completed construction of the new gazebo at Songbird Park. Crews are working to do the final dirt work and layout for the new playground at Rotary Park. We have advertised the RFP for the construction of the new restroom at that park; with bids due on June 12th. We will also be making some improvements to the exterior of the Rotary House and be adding shade to the dugouts at the ball field in the park as that project finishes up this summer. Also, we have ordered the final seven (7) park sign replacements for the current neighborhood parks; and will have those completed and installed this summer.

NORMAN FORWARD Ruby Grant Park:

Work continues at the Ruby Grant Park site. Construction of the southeast restroom and parking lot at the dog park/disc golf entry area are underway. Work continues at the southwest entry on the parking lot, restroom building, picnic pavilion and playground area. The playground equipment order was made at the end of the month, in order to get it placed on-time for the proposed completion in October. Trail construction for the cross-country and walking/jogging trails are on-going throughout the park. The heavy timber pieces for the memorial shelter and other structures are arriving on the site, and are being placed, as the masonry work is completed. Park furnishings, disc golf facilities and shade structure orders are being finalized for shipping to the site in the coming weeks. All site work is being done in a way that will allow vegetation to be re-established in the warm weather in each area as it is completed (trees, native grasses, additional landscaping).

MAY 2020 RECREATION DIVISION MONTHLY REPORT

Senior Center: Due to the COVID-19 pandemic, the Senior Center was closed during the month of May, 2020, and all regular activities and events were cancelled. Staff has been working on Mondays with the meal site helping them prepare meals by putting together frozen foods as well as shelf staple meals to be delivered to other sites as well as home-bound seniors. There are 6-7 volunteers that come every Monday to deliver 50-60 meals to home bound seniors. This site also delivers meals to five other centers to include: Rose Rock, Noble, Moore, East Lake, and Little Axe/Lexington. The kitchen staff and Aging Services are an amazing group and have worked hard to keep seniors fed during this time.

Little Axe Community Center: Due to the COVID-19 pandemic, the Little Axe Community Center was closed during the month of May, 2020. All activities and events were cancelled to include: food distribution; Head Start Program; and Little Axe Youth Sports.

12th Avenue Recreation Center: Due to the COVID-19 pandemic, the 12th Avenue Recreation Center was closed during the month of May, 2020, and all programs and activities were cancelled. On May 8th a small retirement party was held at the recreation center to celebrate the retirement of Steve Yohn, who was the 12th Avenue Recreation Center Supervisor for over 15 years and a part of the City of Norman Parks and Recreation Department for 27 Years. Mitchell Richardson was promoted as the Interim Recreation Supervisor of 12th Avenue Recreation Center after Steve retired. Employees were called in for the weeks of May 18th and May 25th to prepare for summer camp. Preparation for summer camp included cleaning of the facility, organization and set up of summer camp materials, meetings on procedures and policies.

Irving Recreation Center: Due to the COVID-19 pandemic, the Irving Recreation Center was closed during the month of May, 2020, and all activities and events were cancelled.

Whittier Recreation Center: Due to the COVID-19 pandemic, the Whittier Recreation Center was closed during the month of May, 2020, and all instructional, recreational and rental programming was cancelled. The Center's two classrooms, office and hallways were painted this month. Construction on the southeast side of the building continued this month as a part of the Norman Public School's project taking place in the Center. Staff met prior to the beginning of Discovery Camp to complete their summer camp planning. They brainstormed on daily activities, arts and craft projects and STEM game planning.

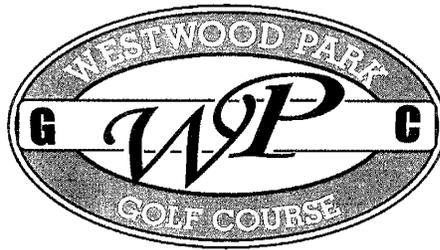
FACILITY ATTENDANCE:	Month	Year to Date
Senior Center (includes congregate meals)	0	10,711
Little Axe Community Center	0	11,652
12th Avenue Recreation Center	0	24,475
Irving Recreation Center	0	21,566
Whittier Recreation Center	0	7,373
Reaves Center	0	2,700
Tennis Center	2,154	23,232

**MAY 2020
PARK MAINTENANCE DIVISION**

Park Maintenance crews performed routine trash removal, landscape bed maintenance and mowing in City parks.

SAFETY REPORT	FYE-20MTD	FYE-20YTD		FYE-19MTD	FYE-19YTD
On-The-Job Injuries	0	3		1	5
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man	Hours YEAR-TO-DATE			Hours YEAR-TO-DATE
Mowing	218.00	970.00		249.00	1025.50
Trim Mowing	887.00	5500.50		692.50	5881.75
Chemical Spraying	93.50	842.00		55.00	492.00
Fertilization	32.00	40.00		0.00	0.00
Tree Planting	0.00	0.00		0.00	0.00
Tree & Stump Removal	4.00	80.00		0.00	168.00
Tree Trimming/Limb Pick-Up	0.00	438.00		120.00	454.50
Restroom/Trash Maintenance	224.00	2899.00		447.00	2208.00
Play Equipment Maintenance	0.00	236.50		71.00	658.50
Sprinkler Maintenance	32.00	504.00		16.00	282.25
Watering	0.00	8.00		0.00	0.00
Grounds/Building Maintenance	28.00	212.25		52.75	685.50
Painting	0.00	0.00		0.00	63.50
Planning Design	0.00	81.00		0.00	0.00
Park Development	0.00	12.00		4.00	4.00
Special Projects	92.00	486.00		197.00	1495.25
Nursery Maintenance	0.00	52.00		0.00	34.00
Flower/Shrub Bed Maintenance	221.50	1025.75		50.00	419.50
Seeding/Sodding	0.00	9.50		0.00	124.00
Ballfield Maintenance/Marking	0.00	12.00		0.00	931.00
Fence Repairs	0.00	4.00		6.00	74.00
Equipment Repairs/Maintenance	92.25	1045.25		154.25	1288.25
Material Pick-Up	15.00	95.00		23.25	183.00
Miscellaneous	83.25	1042.25		74.25	2293.75
Shop Time	63.50	201.00		63.00	529.50
Snow/Ice Removal	0.00	325.50		0.00	368.75
Christmas Lights	0.00	818.00		0.00	927.50
Close to Home Fishing	0.00	0.00		0.00	245.50
Forestry	0.00	288.00		0.00	31.00
Graffiti Clean-Up	0.00	340.50		0.00	16.00
Water Fountains	0.00	32.00		0.00	44.00
Inground Trash	0.00	48.00		0.00	0.00
Vector Control	8.00	498.00		137.00	628.00

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



MAY 2020

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	MAY FY'20	MAY FY'19
Regular Green Fees	796	726
Senior Green Fees	287	289
Junior Fees	299	106
School Fees (high school golf team players)	0	150
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	722	531
Employee Comp Rounds	298	327
Golf Passport Rounds	0	0
9-Hole Green Fee	120	127
2:00 Fees	200	70
4:00 Fees	179	333
Dusk Fees or 6:00 Fees	121	64
PGA Comp Rounds	8	10
*Rainchecks (not counted in total round count)	12	11
Misc Promo Fees (birthday, players cards, OU student)	717	489
Green Fee Adjustments (fee difference on rainchecks)	16	8
Total Rounds (*not included in total round count)	3763	3230
% change from FY '19	16.50%	
Range Tokens	1940	2804
% change from FY '19	-30.81%	
18 - Hole Carts	174	162
9 - Hole Carts	72	33
½ / 18 - Hole Carts	1252	1110
½ / 9 - Hole Carts	203	467
Total Carts	1701	1772
% change from FY '19	-4.01%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	0	0
9-Hole Senior Trail Fees	0	1
Total Trail Fees	0	1
% change from FY '19	-100.00%	
TOTAL REVENUE	\$ 108,617.25	\$103,144.44
% change from FY '19	5.31%	

**MAY 2020
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2020 MTD	FY 2020 YTD	FY 2019 MTD	FY 2019 YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FYE 2020 MTD	FYE 2020 YTD	FY 2019 MTD	FYE 2019 YTD
Green Fees	\$59,307.14	\$396,260.68	\$51,368.83	\$360,353.25
Driving Range	\$7,915.82	\$73,402.50	\$10,261.32	\$85,188.75
Cart Rental	\$30,681.06	\$209,935.87	\$29,123.00	\$203,804.77
Restaurant	\$10,502.18	\$109,119.40	\$11,420.28	\$52,787.87
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$211.05	\$6,273.98	\$968.01	\$7,636.19
TOTAL INCOME	\$108,617.25	\$794,992.43	\$103,141.44	\$709,770.83
Expenditures	\$96,442.56	\$846,075.12	\$85,766.51	\$907,893.53
Income vs Expenditures	\$12,174.69	(\$51,082.69)	\$17,374.93	(\$198,122.70)
Rounds of Golf	3763	25873	3230	25773

On the first day of May, 2020 the golf course opened for business with restrictions due to the Covid-19 virus. The greens flag sticks were retrofitted with the "ball Lifter" device that allows putting into the hole and removing the golf ball without touching any portion of the flag stick by hand. The ball lifter pins have added time to maintenance practices and pro shop staff with respect to disinfecting, installation in the morning and retrieval every evening. The practice facilities were closed for a portion of the month and then were reopened under Phase IB. All touchable equipment, ball washers, trap rakes, water jugs, water fountain, sand bottles are still in storage awaiting Phase III. Maintenance practices have been abnormal this month, with the city wide hiring freeze, personnel vacation days, sick leave taken and rain events. We have maintained approximately 110 acres with 4 ½ men. In May greens are mowed, and cups are changed daily. Traps have been raked as often as possible this month. Fairways and Tees are mowed twice per week. Collars are mowed three times per week. The rough has been mowed as often as possible. Afternoon hand watering has been more prolific this month as we experienced many days of temperatures above normal. Annual trimming of trees has been limited to as needed above and around cart paths only. Post emergent applications of herbicide continue as conditions allow. An application of wetting agent, and an acid product for leaching unwanted salts has been applied to bent grass greens and greens were fertilized. An application of fungicide and insecticide was applied to all greens and all tees and fairways were fertilized. We received 21 new golf cars and traded in 21 of the oldest year and highest amp hour golf cars this month. The Toro irrigation computer failed, and a new one was ordered and installed.

MAY 2020
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FY2020 MTD	FY2020 YTD	FY2019 TOTAL
Swim Pool Passes	\$74,797.42	\$100,132.00	\$464,558.55
Swim Pool Gate Admission	\$4,051.00	\$212,551.00	\$137,284.31
Swim Lesson Fees	\$7,090.00	\$16,897.00	\$35,425.50
Pool Rental	\$900.00	\$17,475.00	\$21,191.00
Locker Fees	\$0.00	\$0.00	\$894.53
Pool Classes	\$1,170.00	\$1,905.00	\$2,640.00
Pool Merchandise Sales	\$0.00	\$0.00	\$64.40
Concessions	\$3,304.37	\$82,980.11	\$115,353.29
TOTAL INCOME	\$91,312.79	\$431,940.11	\$777,411.58
Expenditures	\$53,583.61	\$465,037.28	\$684,381.77
Income verses Expenditures	\$37,729.18	(\$33,097.17)	\$93,029.81

ATTENDANCE INFORMATION

	Season to Date May-20	Season to Date May 19- May 20	2019 MTD Oct-18	2019 YTD May 18-Oct 18
a. Pool Attendance	6,000	46,340	0	82,540
b. Adult Lap Swim Morning/Night	125	187	0	250
c. Water Walkers	250	1,454	0	1,654
d. Toddler Time	25	1,929	0	2,205
e. Swim Team	300	2,532	0	3,542
f. Swim Lessons	0	700	0	13,952
g. Movie Night/Special Events	0	2705	0	2,025
h. Party / Rentals	0	207	0	8,489
TOTAL ATTENDANCE	6700	56,054	0	114,657

PLANNING AND COMMUNITY DEVELOPMENT 10

ADMINISTRATION, CURRENT PLANNING, GIS 10A

PLANNING DEPARTMENT ACTIVITY
May 2020

ADMINISTRATIVE DIVISION

PlanNorman

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

GREENBELT COMMISSION

The Greenbelt Commission met on May 18, 2020 via video conference. There were two items on the consent docket: NRHS located at Highway 9 and 24th Avenue S.E. and Sooner Traditions located at Lindsey Street and Berry Road. Both were forwarded with no further comments.

HISTORIC DISTRICT COMMISSION

The regular Historic District Commission Meeting was held May 4, 2020 via Zoom Video Conferencing due to meeting restrictions implemented for the Coronavirus pandemic.

COA requests approved by Historic District Commission:

447 College Ave – Rebuilding a carport and garage destroyed by fire.

COA Administrative Bypass granted by staff:

None

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

Mainstreet Architects' progress on the Historic District Guidelines has been delayed due to the Coronavirus pandemic and associated stay at home orders. It is anticipated that a draft will be ready in late June for the staff review. Staff, working with the consultant and the State Historic Preservation Office (SHPO), has set a new schedule for the completion of the Design Guideline project. It is anticipated an amended contract reflecting a new schedule with SHPO and consultants will be sent to Council for review and approval in June. Staff is also waiting for the contract for the 20-21 CLG program with the State Historic Preservation Office. It is anticipated to go forward in June.

MISCELLANEOUS

	2019 May	June	July	Aug	Sept	Oct	Nov	Dec	2020 Jan	Feb	Mar	Apr	May
Walk-Ins	33	29	30	75	68	58	52	45	59	36	32	-	37
Email Contacts	368	303	325	395	377	515	464	302	406	292	321	477	617
Lot Line Adjustments	2	4	3	1	2	2	-	-	-	-	2	2	-
Landscape Maint. & Replacement Bonds	1	2	-	2	-	1	4	2	1	4	3	4	3
Board of Adjustment Variance Appl.	-	1	1	-	2	4	6	-	1	-	4	1	1
Legal Notices Sent	-	18	-	-	54	84	149	-	7	-	136	172	12
Planning Commission Applications Rec'd	1	1	4	6	8	1	5	3	5	5	3	2	5
Legal Notices Sent	-	14	76	154	272	26	201	101	152	68	31	128	134
Pre-Development Meeting Appl. Rec'd	-	1	5	7	7	1	4	4	2	3	7	2	1
Notices Sent	-	14	267	169	270	14	193	200	51	54	309	386	15

CURRENT PLANNING DIVISION

Planning Commission – number of applications received

	2019 May	June	July	Aug	Sept	Oct	Nov	Dec	2020 Jan	Feb	Mar	Apr	May
Ordinance Amendments		1							1	2	1	3	
NORMAN 2025 Land Use Plan Amendments			1	2	3		1	1			1	2	2
Rezoning Requests		1	2	6	8	1	4	3	3	2	2	3	4
Utility Easement/Road Closures					1		2		1	1		1	1
Preliminary Plats			2	1	2	1	2		2		1	2	1
Rural Certificates of Survey	2					1					2	2	
Short Form Plats													
Site Plan Amendments													
Certificate of Plat Correction													

During May, one application for Pre-Development was received for the meeting scheduled for May 28, 2020.

During May, submittals for the June 11, 2020 Planning Commission included: one PUD amendment for University North Park; one project which includes a NORMAN 2025 Plan amendment, rezoning and preliminary plat; one project which includes a NORMAN 2025 Plan amendment and rezoning; one application for a special use; and one application for an alley closure/vacation.

The Planning Commission met on May 14 via video conference with eight members present. They unanimously recommended approval of three Norman Certificates of Survey; one preliminary plat; one special use for a bar, lounge or tavern; one special use for a fraternity or sorority house; one project which included a PUD amendment and preliminary plat; and four ordinances amending the Zoning Code. They unanimously recommended denial of one Norman Certificate of Survey. They recommended approval of one project which included a NORMAN 2025 Plan amendment, rezoning, and preliminary plat by a vote of 6-2. They recommended approval of one project which included a NORMAN 2025 Plan amendment, rezoning, and easement vacations by a vote of 5-3. The next regular Planning Commission meeting is scheduled for June 11, 2020 via video conference.

PLANNING REVIEW

During the month of May, Current Planning received 35 commercial building permit applications for review. Of those applications submitted, Current Planning staff reviewed and approved 24; 7 have been reviewed and placed on HOLD and 4 have not yet been reviewed.

BOARD OF ADJUSTMENT

The Board of Adjustment met on May 27, 2020 via ZOOM video conference with four members present (one was experiencing technical difficulties and was unable to connect to the meeting). The Board unanimously approved one variance requests to the requirement for an oil and gas well bond. The next regular meeting is scheduled for June 24, 2020.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

GIS Staff submitted an appeal to the Participant Statistical Areas Program (PSAP) of the Census Bureau to retain tract boundaries in the Central Business District and Griffin Hospital area rather than combine them. These tracts had fallen below the Census's population threshold and the Census Bureau wanted to combine them with adjacent tracts. These tracts have significant employment and potential for redevelopment, so the Association of Central Oklahoma Governments and Norman Planning wishes to maintain them for transportation modeling and tracking of changes through time. The Census approved the appeal.

Staff worked with the City Forester to allow him to import tree locations from the City's planimetric mapping and tree inventories into TreePlotter, so that he can have accurate locations to collect specific data about the city's trees. Staff worked with Meshek Engineering to set up a pilot project to attach utility plan sets to GIS locations. Staff started working on the Map to be included in the Capital Improvement Budget.

GIS staff also worked on the configuration of the addresses and import of the addresses into Advanced/CIS Infinity. GIS Staff provided a service that allows Advanced to interface with GIS and the schema of the address database. During March, GIS also provided a spreadsheet that contains an x, y of the Location ID in SunGard that can be used by Advanced to import the x, y, which is needed to allow the map interface to work correctly. In April Information Technology provided an additional 10,000 addresses that need to be converted that do not currently have an x, y. GIS completed determining the x, y of those accounts and returned the result to IT in May. Advanced will replace SunGard as the primary utility billing program.

Staff continued to work on several ongoing projects. Those include work on the Annual Development Report, the new website, and work with the Fire Department on data needed for the ISO review, and the general update and maintenance of GIS databases. Staff completed 60 service requests that resulted in 77 maps, reports or data files being produced.

DEVELOPMENT SERVICES

10B

DEVELOPMENT SERVICES DIVISION

REMOTE VIDEO INSPECTIONS

During the initial COVID-19 pandemic, city staff worked to establish the Remote Video Inspections (RVI) process. The inspection sites were and are frequently occupied by homeowners, workers, or contractors, so to promote the health and safety of the inspection staff and citizens, staff established the RVI process to maximize social distancing. The RVI inspection process requires communication between the individual requesting the inspection, and the Building Inspector conducting the inspection, this is conducted via FaceTime or Google Duo. The RVI process continues to be beneficial, inspections were conducted during May with compliments from citizens about the RVI process.

CERTIFICATE OF COMPLETION OR OCCUPANCY ISSUED:

New Construction:

ADDRESS	DESCRIPTION	VALUATION	WARD
921 26 th Ave. NW	Intelek New Office Building#5	\$500,000	3
217 36 th Ave. NE	Westgate Gardens Medical Marijuana Greenhouse	\$50,000	5
1201 12 th Ave. NE	7-Eleven Fuel Canopy	\$200,000	6
3609 Traditions Tr.	Vintage Creek Address Clubhouse Building	\$175,000	6
3609 Traditions Tr.	Vintage Creek New In-Ground Pool	\$68,700	6
501 E. Robinson St.	Robinson Village, LLC New Concrete Fence	\$90,000	8

Addition/Alteration and Interior Finish:

ADDRESS	DESCRIPTION	VALUATION	WARD
107 Vicksburg Ave.	Sooner Veterinary Hospital Clinic Addition & Remodel	\$500,000	1
1104 24 th Ave. SE	Midtown Bakery Kitchen Remodel	\$5,000	1
333 Interstate Dr.	Wal-Mart Interior Security Remodel	\$35,000	2
2100 W. Lindsey St. B	Sooner Urgent Care Office Remodel	\$30,420	2
3400 W. Main St.	Sam's Club Remodel	\$960,000	3
217 E. Main St.	Swain Law Group Office Remodel	\$500,000	4

103 W. Apache St.	Rock House Bar Interior Remodel for Bar	\$75,000	4
313 E. Main St.	Red Brick Bar Expansion	\$10,000	4
13628 Crystal Brook Cir.	Noble Cannabis Co.	\$1,000	5
4216 Classen Cir. Suite 100	46 Farms Medical Marijuana Grow	\$200,000	7
1550 Double Dr.	Golden Trends, LLC Cannabis Extraction Remodel	\$150,000	8
2596 W. Tecumseh Rd.	Shops at Tecumseh Interior Fire Wall	\$10,000	8

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

During May several applications for new single-family permits were applied to the 2018 Home Energy Rating System (HERS/Energy Rating Index (ERI) Fee Adjustment Incentive Program. To-date, about three-hundred (300) applications have been applied to the program.

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

Resolution R-1718-117 regarding the HERS/ERI program was extended to September 30, 2019 with Resolution R-1819-61, and later extended to December 31, 2019 with Resolution R-1819-120. In December of 2019, R-1920-75 extended the HERS program once again, extending to June 30, 2020. The resolution allows building permit fees charged pursuant to Section 5-104 of the City of Norman Code to be adjusted and satisfied as an incentive for residential homes achieving certain energy rating system (HERS)/Energy Rating Index (ERI) score.

COMMERCIAL PLAN REVIEW

During the month of May, Development Services received 35 commercial building permit applications for review. Of those applications submitted, Development Services staff reviewed and approved 17, 2 were reviewed and placed on HOLD and 16 have not been reviewed.

MOBILE FIELD INSPECTION SYSTEM

During May, 1,427 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

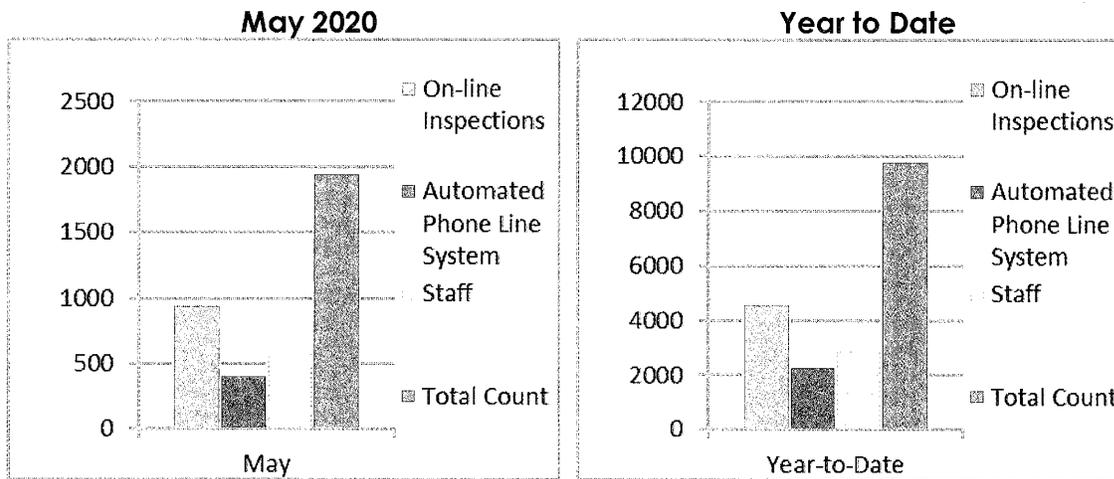
workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed.

May 1	May 4-8	May 11-15	May 18-22	May 25-29
73	378	333	370	273

ON-LINE INSPECTION SERVICES

Inspection Requests

During May, 1,945 inspections were requested. 944 inspection requests were made on-line, and 413 inspections requests were made using the Automated Phone Line System. Staff made 588 inspection requests, which include phone and in-person requests, as well as administrative items.

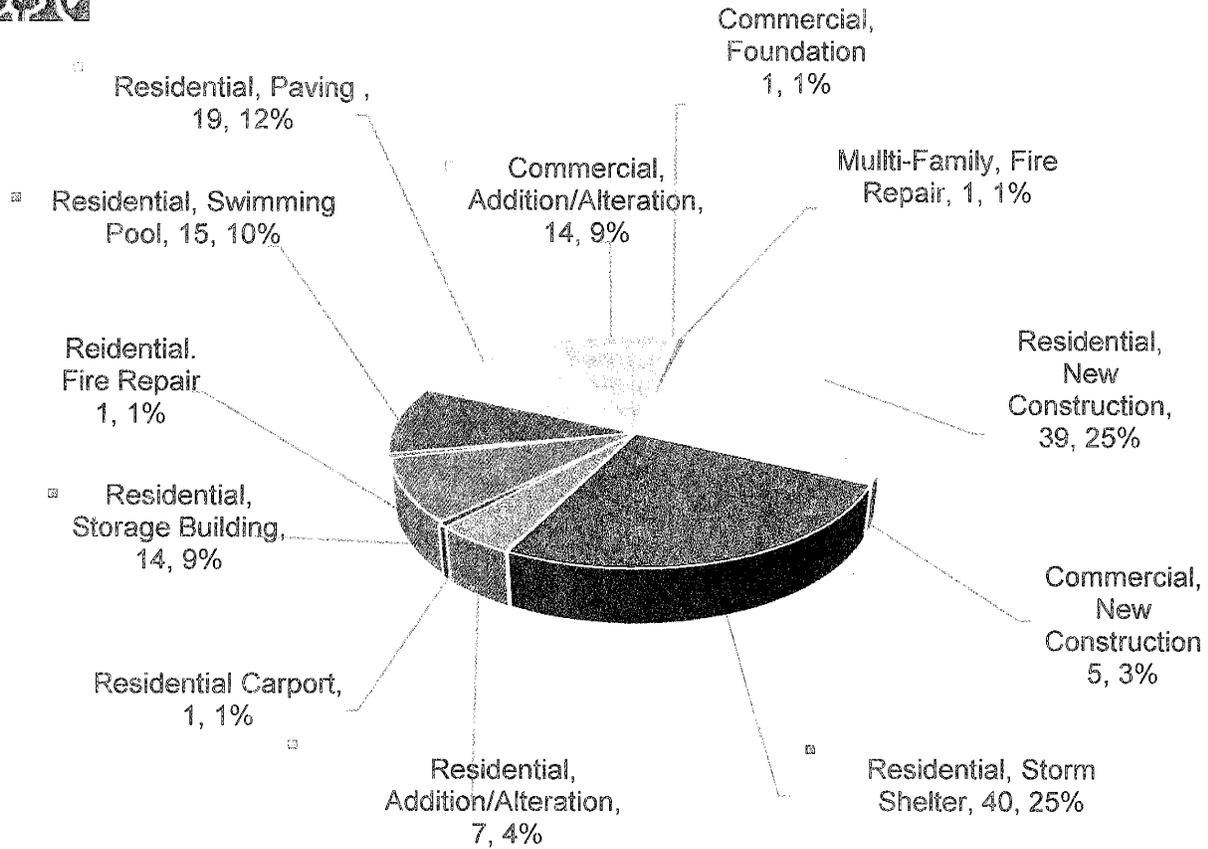




CITY OF NORMAN

Building Permit Activity- MAY 2020

6/8/2020



Permit Type	Permits Issued	Valuation
Residential, New Construction	39	\$ 9,468,858
Residential Duplex, New Construction	0	\$ -
Residential, New Manufactured Home	0	\$ -
Commercial, New Construction	5	\$ 3,130,000
Commercial, Shell Building	0	\$ -
Residential, Storm Shelter	40	\$ 124,340
Residential, Addition/Alteration	7	\$ 359,320
Residential, Carport	1	\$ 3,452
Residential, Storage Building	14	\$ 350,790
Residential, Fire Repair	1	\$ 75,209
Residential, Swimming Pool	15	\$ 657,718
Residential, Manufactured Home Repl	0	\$ -
Residential, Paving	19	\$ 180,532
Commercial, Addition/Alteration	14	\$ 1,125,000
Commercial, Interior Finish	0	\$ -
Commercial, Foundation	1	\$ 102,553
Temporary Bldg./Construction Trailer	0	\$ -
Multi-Family, New	0	\$ -
Multi-Family, Foundation	0	\$ -
Multi-Family, Fire Repair	1	\$ 26,114
Total	157	\$ 15,603,886



CITY OF NORMAN
Building Permit Activity-May 2020

	DESCRIPTION	2020 YEAR TO-DATE	VALUATION	2019 TOTALS	2019 TOTAL VALUATION
RESIDENTIAL	Residential, New Construction.....	196	\$ 50,409,665	434	\$ 119,350,883
	Residential, New Dwelling Unit Attached.....	0	\$ -	-	\$ -
	Residential, New Manufactured Home.....	1	\$ 97,500	11	\$ 719,240
	Residential, New Non Dwelling Unit.....	0	\$ -	1	\$ 68,700
	Residential Duplex, New Construction.....	0	\$ -	21	\$ 4,945,000
	Residential, Garage Apartment.....	0	\$ -	-	\$ -
	Multi-Family, New Construction 3-4 DU.....	0	\$ -	-	\$ -
	Multi-Family, New Construction 5+ DU.....	1	\$ 650,000	2	\$ 1,500,000
	Multi-Family, Fire Repair.....	2	\$ 52,228	8	\$ 1,168,000
	Multi-Family, Foundation.....	26	\$ 894,930	-	\$ -
	Multi-Family, Addition/Alteration.....	0	\$ -	33	\$ 331,497
	Residential, Addition/Alteration.....	59	\$ 2,257,160	144	\$ 7,654,298
	Residential, Carport.....	4	\$ 26,200	5	\$ 12,700
	Residential, Storm Shelter.....	197	\$ 634,080	304	\$ 1,034,701
	Residential, Storage Building.....	50	\$ 1,483,394	107	\$ 3,130,414
	Residential, Fire Repair.....	9	\$ 391,540	22	\$ 1,146,968
	Residential, Swimming Pool.....	50	\$ 2,899,604	92	\$ 5,118,469
Residential, Manufactured Home Replacement..	1	\$ 68,000	1	\$ 67,924	
Residential, Paving.....	30	\$ 341,864	71	\$ 497,459	
	TOTAL	488	\$ 60,206,165	1256	\$ 146,746,253
NON-RESIDENTIAL	Commercial, New Construction.....	10	\$ 5,400,000	44	\$ 29,484,352
	Commercial, New Shell Building.....	5	\$ 2,511,000	15	\$ 10,675,000
	Commercial, Addition/Alteration.....	54	\$ 7,285,103	56	\$ 56,552,749
	Commercial, Interior Finish.....	15	\$ 2,020,413	47	\$ 5,406,721
	Commercial, New Foundation.....	10	\$ 1,894,353	5	\$ 177,000
	Commercial, Fire Repair.....	-	\$ -	2	\$ 150,000
	Commercial, Parking Lot.....	4	\$ 373,952	12	\$ 1,788,520
	Commercial, Temporary Bldg./Const Trailer	3	\$ 22,500	-	\$ -
	TOTAL	101	\$ 19,507,321	181	\$ 104,234,342
OTHER ACTIVITY	Electrical Permits.....	451		1347	
	Heat/Air/Refrigeration Permits.....	410		1425	
	Plumbing and Gas Permits.....	613		1600	
	Sign Permits.....	150		315	
	Water Well Permits.....	12		31	
	Garage Sale Permits.....	67		1227	
	Structure Moving Permits.....	3		35	
	Demo-Residential Permits.....	6		32	
	Demo-Non-Residential Permits.....	1		13	
	Temp. Const. Bldgs. & Roll-off Permits.....	35		191	
	Lot Line Adjustments Filed.....	2		23	
	Certificate of Occupancy (CO).....	330		1118	
	All Field Inspections.....	7,891		24061	
Net Residentail Demos & Removals.....	-5				
	TOTAL VALUATION		\$ 79,713,486		\$ 250,980,595

BUILDING PERMITS AND INSPECTIONS

NON-RESIDENTIAL BUILDING PERMITS
Issued MAY 2020 - Sorted by Permit Type

Permit Type	Contractor	Tenant Name	Permit #	Issued	Street #	Dir	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT	OWNER	WE420ED FRAMS MM GROW	1159	5/13/2020	210		72ND	AVE	31	1W	NOT SUBDIVIDED	A2	\$ 100,000	2640
COMMERCIAL, ADD/ALT	OWNER	PRO-OK MM PROCESSING	1160	5/13/2020	3001		36TH	AVE	1	1	MASTERCRAFT PROPERTIES	I1	\$ -	500
COMMERCIAL, ADD/ALT	SOONER TRADITIONS, LLC.	ROSS FAÇADE RENOVATION	1192	5/12/2020	640		ED NOBLE	PKY	7	1	PARKWAY PLAZA ADD	C2	\$ 130,000	84
COMMERCIAL, ADD/ALT	PRECISION BUILDERS, LLC.	PET SMART FAÇADE RENOVATION	1193	5/12/2020	800		ED NOBLE	PKY	7	1	PARKWAY PLAZA ADD	C2	\$ 90,000	84
COMMERCIAL, ADD/ALT	SOONER TRADITIONS, LLC.	IMMEDIATE CARE OFFICE REMODEL	1372	5/12/2020	660		24TH	AVE	13	4	WESTPORT PROFESSIONAL PARK	M1	\$ 50,000	3460
COMMERCIAL, ADD/ALT	SOONER TRADITIONS, LLC.	PARTY CITY FAÇADE RENOVATION	1389	5/12/2020	552		ED NOBLE	PKY	6	1	PARKWAY PLAZA ADD	C2	\$ 100,000	50
COMMERCIAL, ADD/ALT	ROX HILL CONSTRUCTION	COMMONS CLUBHOUSE REMODEL	1414	5/13/2020	1111		OAK TREE	AVE	1	1	UNIVERSITY COMMONS	PUD	\$ 95,000	2000
COMMERCIAL, ADD/ALT	MACCINI CONSTRUCTION CO	CHI OMEGA KITCHEN REMODEL	1498	5/15/2020	820		CHAUTAUQUA	AVE	16	7	PARSONS ADDITION	R3	\$ 80,000	1208
COMMERCIAL, ADD/ALT	T & L PROPERTY MANAGEMENT	BUDDY'S HOME FURNISHINGS REMODEL	1504	5/15/2020	1337	E	LINDSEY	ST	1	1	COLONIAL EST "A"	C2	\$ 50,000	4402
COMMERCIAL, ADD/ALT	BEANS CONSTRUCTION, LLC.	DELTA GAMMA RESTROOM REMODEL	1565	5/28/2020	744		ELM	AVE	20	1	JOHNSON'S ADD	R3	\$ 30,000	200
COMMERCIAL, ADD/ALT	SOONER TRADITIONS, LLC.	BARNES & NOBLE FAÇADE RENOVATION	1568	5/12/2020	540		ED NOBLE	PKY	6	1	PARKWAY PLAZA ADD	C2	\$ 100,000	81
COMMERCIAL, ADD/ALT	SOONER TRADITIONS, LLC.	HALLMARK FAÇADE RENOVATION	1969	5/12/2020	582		ED NOBLE	PKY	6	1	PARKWAY PLAZA ADD	C2	\$ 100,000	88
COMMERCIAL, ADD/ALT	SOONER TRADITIONS, LLC.	BOOT BARN FAÇADE RENOVATION	1570	5/12/2020	600		ED NOBLE	PKY	7	1	PARKWAY PLAZA ADD	C2	\$ 100,000	88
COMMERCIAL, ADD/ALT	SOONER TRADITIONS, LLC.	LESLIE POOL FAÇADE RENOVATION	1571	5/12/2020	676		ED NOBLE	PKY	7	1	PARKWAY PLAZA ADD	C2	\$ 100,000	247
COMMERCIAL, FOUNDATION PERMIT	OWNER	FRANKLIN WAREHOUSE MM GROW FOUNDATION	1373	5/12/2020	4520	E	FRANKLIN	RD	11	2W	NOT SUBDIVIDED	A2	\$ 102,553	10880
COMMERCIAL, NEW CONSTRUCTION	OWNER	MILLION PAINT & BODY WAREHOUSE BLDG	885	5/4/2020	5501		HUETTNER	DR	3	1	HUETTNER ADD #2	I1	\$ 60,000	2400
COMMERCIAL, NEW CONSTRUCTION	WARWICK CONSTRUCTION	ALDI FOOD STORE	1113	5/19/2020	3101		CLASSEN	BLVD	2	1	SOUTH LAKE ADD #11	C2	\$ 2,500,000	19084
COMMERCIAL, NEW CONSTRUCTION	NORMAN PUBLIC SCHOOLS	NPS-PORTABLE CLASSROOMS AT MCKINNEY ELEM	1328	5/21/2020	728	S	FLOOD	AVE	4	4	LANDT'S #2	R1	\$ 35,000	700
COMMERCIAL, NEW CONSTRUCTION	NORMAN PUBLIC SCHOOLS	NPS-PORTABLE CLASSROOMS AT KENNEDY ELEM	1329	5/21/2020	621		SUNRISE	ST	7	7	COLONIAL EST # 4	R1	\$ 35,000	700
COMMERCIAL, NEW CONSTRUCTION	ROCK GENERAL CONTRACTORS	TURNBERRY APTS-MECHANICAL BLDG.	1580	5/26/2020	1911		TWISTED OAK	DR	1	22	OAKHURST ADD SEC 07	RM6	\$ 500,000	1464

Total Permits 20
Average Valuation \$ 217,878
Total Valuation \$ 4,357,553

Average Project Area 2,507
Total Project Area 50,141

Permit Type	Permit Counts	Valuation	User/Classification
COMMERCIAL, ADD/ALT	14	\$ 1,125,000	INDUSTRIAL
COMMERCIAL, INTERIOR FINISH	0	\$ -	RETAIL
COMMERCIAL, NEW CONSTRUCTION	5	\$ 3,130,000	MILLION PAINT & BODY WAREHOUSE BUILDING
COMMERCIAL, FOUNDATION PERMIT	1	\$ 102,553	ALDI FOOD STORE
TEMPORARY BLDG/CONST TRAILER	0	\$ -	
TOTAL	20	\$ 4,357,553	

New Construction Business Information (New Construction and New Shell Building)

City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS
Issued MAY 2020 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued	Address	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1514	05/13/20	4113 SPARROW HAWK	3	EAGLE CLIFF ADD #12	RM2	\$ 2,550	23
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE NORMAN	1573	05/04/20	1804 PARKRIDGE	3	WOODCREEK ADD #5	R1	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1574	05/04/20	812 CAROLYN RIDGE	9	RED CANYON RANCH SEC 5	PUD	\$ 3,800	35
1 & 2 FAMILY STORM SHELTER	SMICO	1576	05/04/20	421 FINCH	1	SUTTON PLACE ADD #6	R1	\$ 2,400	21
1 & 2 FAMILY STORM SHELTER	PREMIER CUSTOM HOMES, LLC.	1577	05/05/20	2700 36TH	2W	NOT SUBDIVIDED	A2	\$ 3,500	36
1 & 2 FAMILY STORM SHELTER	BIGGS BACKHOE, INC.	1586	05/04/20	12101 E ROCK CREEK	RD	NOT SUBDIVIDED	A2	\$ 3,375	63
1 & 2 FAMILY STORM SHELTER	SMART SHELTER, INC.	1588	05/04/20	3350 SANTA ROSA	CT	MONTECITO RANCH	PUD	\$ 4,295	32
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE CERTIFIED SHELTER	1589	05/09/20	1505 PEMBROKE	DR	BROOKHAVEN #19	R1	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER	F5 STORM SHELTERS, LLC	1618	05/09/20	2800 CASTLEWOOD	DR	BROOKHAVEN ADD	R1	\$ 5,000	35
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1629	05/13/20	3609 LLEYTON	DR	CASTLEWOOD #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1631	05/13/20	3613 LLEYTON	DR	CEGAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1633	05/13/20	3817 LLEYTON	DR	CEGAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1635	05/13/20	3710 ADDISON	DR	CEGAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1651	05/12/20	4505 MOORGATE	DR	CEGAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	1653	05/07/20	2633 TRUFFULA	DR	CARRINGTON PLACE ADD #6	R1	\$ 3,950	35
1 & 2 FAMILY STORM SHELTER	SMART SHELTER, INC.	1656	05/07/20	609 TALON	DR	TRAILWOODS SEC 3	PUD	\$ 3,145	18
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1666	05/09/20	3714 ADDISON	DR	EAGLE CLIFF SOUTH ADD #5	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE OF SOUTHERN OK	1681	05/09/20	3319 TETON	LN	CEGAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	1706	05/12/20	4607 PAXTON	CT	CASCADE ESTATES PUD #3	PUD	\$ 4,100	32
1 & 2 FAMILY STORM SHELTER	BIGGS BACKHOE, INC	1711	05/12/20	809 ROCK CREEK	RD	NOT SUBDIVIDED	R1	\$ 3,500	35
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1715	05/21/20	401 BLUE FISH	CT	NOT SUBDIVIDED	A2	\$ 4,500	70
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1722	05/19/20	501 GREENS	PKY	TRAILWOODS SEC 11	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1724	05/19/20	504 GREENS	PKY	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1727	05/19/20	1722 GREENS	PKY	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1729	05/19/20	8001 WAY	WAY	CEGAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	SMART SHELTER, INC.	1746	05/13/20	3715 E INDIAN HILLS	RD	KIMBERS ACRES SURVEY	A2	\$ 3,185	24
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	1759	05/19/20	2309 BURMA	CT	CEGAR LANE SEC #2	R1	\$ 3,000	22
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1772	05/15/20	3709 DAVID	CT	ALAMEDA PARK ADD #1	R1	\$ 2,965	27
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	1807	05/19/20	3218 WOODSBORO	DR	CEGAR LANE SEC #2	R1	\$ 2,500	21
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	1866	05/21/20	261 CREEKDALE	DR	CROSSROADS WEST #3	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	1883	05/22/20	4005 SPARKLE	DR	CEGAR RIDGE	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	1887	05/26/20	4518 BECKETT	ST	CASCADE ADDITION	R1	\$ 2,995	21
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	1896	05/27/20	4215 W ROBINSON	CT	BROOKHAVEN #18	R1	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1915	05/26/20	4104 CHAMBERLYNE	WAY	COUNTRY CLUB EST WILLA	R1	\$ 3,500	40
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	1917	05/26/20	342 WOODCREST	DR	WARWICK ADD #7	R1	\$ 3,700	24
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	1919	05/26/20	1817 MARIAN	DR	WOODCREST EST#1	R1	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	1936	05/27/20	109 GATEWOOD	DR	VICTORIAN PLACE	R1	\$ 3,400	24
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	1945	05/27/20	1500 NORTHCLIFF	DR	FUZTELLS ADD #2	R1	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER	SMART SHELTER, INC.	1979	05/29/20	4101 GREEN HILLS	DR	HIGH MEADOWS #3	RM2	\$ 3,400	35
1 & 2 FAMILY, ADD OR ALTER	DOUBLE EAGLE CONSTRUCTION, INC	1526	05/01/20	4100 NORTHDRIDGE	RD	CHERRY CREEK SEC 1	R1	\$ 3,145	18
1 & 2 FAMILY, ADD OR ALTER	SWIFT, BRENT	1551	05/08/20	901 BOTD	ST	BROOKHAVEN #04	R1	\$ 30,000	182
1 & 2 FAMILY, ADD OR ALTER	OK HANDYMAN REMODELING PROS	1623	05/13/20	601 TIFFIN	AVE	WESTBROOK ADD	R1	\$ 100,000	480
1 & 2 FAMILY, ADD OR ALTER	MARC JONES CONSTRUCTION, LLC	1648	05/11/20	2014 OAKMEADOWS	DR	TIFFIN ADD	R1	\$ 103,480	219
1 & 2 FAMILY, ADD OR ALTER	CEGARLAND HOMES, LLC.	1885	05/29/20	524 SUMMIT OREST	LN	OAKHURST ADD SEC 12	R1	\$ 17,575	258
1 & 2 FAMILY, ADD OR ALTER	FOREVER YOUNG REMODELING & SUNROOMS & MORE	1902	05/27/20	412 COLLEGE	AVE	SUMMIT LAKES ADD #7	R1	\$ 60,000	400
1 & 2 FAMILY, ADD OR ALTER	BARGAIN BARNS & BUILDINGS, LLC.	1713	05/12/20	2125 60TH	AVE	HOWE'S ADD	R1	\$ 8,290	1,352
1 & 2 FAMILY, FIRE REPAIR	GORDON, TRACY	1062	05/01/20	302 AVONDALE	DR	NOT SUBDIVIDED	R1	\$ 3,452	525
1 & 2 FAMILY, PAVING	SHEPPARD CONCRETE	1479	05/01/20	629 E FRANK	ST	LYONICKS #2	R1	\$ 75,209	1,564
1 & 2 FAMILY, PAVING	SHEPPARD CONCRETE	1480	05/01/20	612 BOYD	ST	J.A. JONES ADDITION	R3	\$ 16,590	1,771
1 & 2 FAMILY, PAVING	NORTHSTAR CONSTRUCTION	1523	05/01/20	4401 SUMMIT BEND	CT	SOUTHBRIDGE ADD	R1	\$ 5,882	752
1 & 2 FAMILY, PAVING	OWNER	1534	05/01/20	3228 SAINT ANDREWS	BLVD	SUMMIT LAKES ADD #6	R1	\$ 22,000	2,546
1 & 2 FAMILY, PAVING	OWNER	1615	05/01/20	17500 BIG JIM	CIR	BROOKHAVEN #15	R1	\$ 3,200	284
1 & 2 FAMILY, PAVING	OWNER	1647	05/11/20	2130 JAZZMAN	DR	CROSSROADS WEST #6	R1	\$ 6,000	1,768
1 & 2 FAMILY, PAVING	IDEAL HOMES OF NORMAN	1669	05/18/20	5410 PIONEER	CIR	PRIDE #001	R1	\$ 3,000	380
1 & 2 FAMILY, PAVING	KEENER, KENNETH	1684	05/12/20	4017 BANDERA	TR	CRESTLAND ESTATES 2ND	R1	\$ 5,200	1,160
1 & 2 FAMILY, PAVING	OWNER	1695	05/11/20	416 DAYBREAK	DR	MARLATT ADD	PUD	\$ 5,000	948
1 & 2 FAMILY, PAVING	KEENER, KENNETH	1696	05/11/20	1919 INGLENOCK	DR	LITTLE RIVER TRAILS SEC #1	R1	\$ 1,600	200
1 & 2 FAMILY, PAVING	JMV CONCRETE-MANUEL VILLA	1704	05/11/20	2130 JAZZMAN	DR	SUMMIT LAKES ADD #4	R1	\$ 1,000	176
1 & 2 FAMILY, PAVING	SHEPPARD CONCRETE	1740	05/19/20	2901 DAYBREAK	DR	SUMMIT VALLEY SEC. #2	R1	\$ 1,000	469
1 & 2 FAMILY, PAVING	SS CONCRETE, LLC.	1816	05/19/20	504 ALLSPEICE RUN	DR	CRESTLAND ESTATES 2ND	R1	\$ 800	128
1 & 2 FAMILY, PAVING	OWNER	1835	05/22/20	1721 KANSAS	ST	SUMMIT LAKES ADD #4	RE	\$ 15,000	3,500
1 & 2 FAMILY, PAVING	OWNER	1887	05/26/20	1508 WELLESLEY	CT	CINNAMON RUN	R1	\$ 7,500	818
1 & 2 FAMILY, PAVING	SALEE, RON	1933	05/29/20	836 GOLDEN EAGLE	DR	HALL PARK #3	R1	\$ 5,000	425
1 & 2 FAMILY, PAVING						SUNSET ADDITION	R1	\$ 800	295
1 & 2 FAMILY, PAVING						SUNSET ADDITION	R1	\$ 2,500	240
1 & 2 FAMILY, PAVING						EAGLE CLIFF ADD #3	R1	\$ 3,500	1,029

1 & 2 FAMILY, STORAGE BLDG	PHOT CONSTRUCTION	1384	05/06/20	4704	KENSAL RISE	PL	6	2	RT	\$	20,000	320
1 & 2 FAMILY, STORAGE BLDG	OWNER	1516	05/12/20	3001	28TH	AVE	15	2W	A2	\$	30,000	2,400
1 & 2 FAMILY, STORAGE BLDG	MEGA SHEDS	1614	05/07/20	725	GRAY	ST	25		R1	\$	5,000	192
1 & 2 FAMILY, STORAGE BLDG	BETTER BARNS	1671	05/13/20	9812	MORNING GLORY	DR	23		RE	\$	10,335	450
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	1683	05/08/20	1417	HURON	ST	8		R1	\$	6,600	192
1 & 2 FAMILY, STORAGE BLDG	GOBER BUILDINGS, LLC.	1705	05/15/20	10110	STELLA ACRES	LN	27	1W	A2	\$	23,200	1,600
1 & 2 FAMILY, STORAGE BLDG	OWNER	1734	05/15/20	422	DAKOTA	ST	11		R1	\$	51,665	160
1 & 2 FAMILY, STORAGE BLDG	AAA CONSTRUCTION	1783	05/28/20	3912	GOSHAWK	CIR	8		R1	\$	1,500	224
1 & 2 FAMILY, STORAGE BLDG	BRAD PERRY CONTRACTING, LLC	1825	05/22/20	2801	36TH	AVE	11	2W	A2	\$	73,000	1,656
1 & 2 FAMILY, STORAGE BLDG	DECKWORKS CONST. LLC	1845	05/26/20	4102	SUNVALLEY	DR	19		PU	\$	35,000	1,800
1 & 2 FAMILY, STORAGE BLDG	SOT WELDING	1873	05/27/20	11310	EDEN	CT	11	1	RE	\$	5,000	281
1 & 2 FAMILY, STORAGE BLDG	GOBER POST FRAME CONSTRUCTION	1881	05/27/20	2501	TIMBERLINE	DR	68	15W	A2	\$	48,500	1,500
1 & 2 FAMILY, STORAGE BLDG	GOBER POST FRAME CONSTRUCTION	1885	05/29/20	9015	132ND	AVE	17	2W	A2	\$	21,000	2,100
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	1515	05/28/20	4519	ESCALON	DR	18	1E	A2	\$	20,000	1,200
1 & 2 FAMILY, SWIMMING POOL	ARTISTIC POOLS	1522	05/04/20	4516	BLACK HORSE	RD	8		R1	\$	65,000	644
1 & 2 FAMILY, SWIMMING POOL	SWIFT BRENT	1562	05/08/20	901	BOYD	ST	1	4	R1	\$	10,000	955
1 & 2 FAMILY, SWIMMING POOL	COUNTRY LEISURE	1584	05/08/20	204	HORIZON VIEW	CT	13	2	R1	\$	50,000	259
1 & 2 FAMILY, SWIMMING POOL	AQUATIC DESIGNS POOL & SPA	1609	05/06/20	4414	ROSEBROOK	RD	4	3	R1	\$	6,500	724
1 & 2 FAMILY, SWIMMING POOL	ARTISTIC POOLS	1611	05/18/20	1904	FARM HILL	RD	4	3	R1	\$	66,000	448
1 & 2 FAMILY, SWIMMING POOL	GALAXY OUTDOOR RECREATION	1619	05/08/20	3300	ROSEBROOK	CT	4	1	R1	\$	50,000	544
1 & 2 FAMILY, SWIMMING POOL	FAMILY LEISURE	1655	05/11/20	1432	VALLEY BROOK	CIR	5	3	R1	\$	20,000	594
1 & 2 FAMILY, SWIMMING POOL	THUNDER POOLS & SPAS, LLC	1664	05/12/20	4210	HAVERHILL	CIR	4	4	R1	\$	25,000	452
1 & 2 FAMILY, SWIMMING POOL	COUNTRY LEISURE	1738	05/19/20	1521	LORINGS	LN	29		R1	\$	8,000	1,458
1 & 2 FAMILY, SWIMMING POOL	SPARTAN POOLS & PONDS	1745	05/18/20	3912	LESLIE	LN	5	2	RE	\$	50,000	285
1 & 2 FAMILY, SWIMMING POOL	GAHLOT, MINAL	1778	05/14/20	4512	TIMBERDGE	DR	7	2	R1	\$	56,000	700
1 & 2 FAMILY, SWIMMING POOL	ROCK CREEK POOLS	1778	05/22/20	4513	FOUNTAIN VIEW	DR	6	4	R1	\$	64,532	500
1 & 2 FAMILY, SWIMMING POOL	COUNTRY LEISURE	1809	05/21/20	2117	KENSAL RISE	PL	6	4	RE	\$	8,786	254
1 & 2 FAMILY, SWIMMING POOL	C.W. POOLS	1809	05/28/20	1112	132ND	AVE	4	3	R1	\$	3,500	462
1 FAMILY, NEW CONSTRUCTION	SUN CUSTOM HOMES	1351	05/05/20	2105	FALCO CONCOLOR	DR	7	1	RE	\$	288,773	3,185
1 FAMILY, NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES, LLC.	1362	05/07/20	4217	FRONTIER	RD	3	1	R1	\$	350,000	2,869
1 FAMILY, NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES, LLC.	1363	05/07/20	5512	FRONTIER	TR	3	1	R1	\$	370,000	3,278
1 FAMILY, NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES, LLC.	1365	05/27/20	3112	BIRMINGHAM	TR	3	6	R1	\$	330,000	3,286
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP.	1597	05/07/20	3209	EPORA	CT	10		PUD	\$	470,000	5,080
1 FAMILY, NEW CONSTRUCTION	UNITED BUILT HOMES, LLC.	1622	05/13/20	16630	FRANKLIN	RD	9	1E	A2	\$	222,500	2,520
1 FAMILY, NEW CONSTRUCTION	TABER BUILT HOMES, LLC.	1628	05/13/20	3609	LLEYTON	DR	10	8	R1	\$	222,000	1,975
1 FAMILY, NEW CONSTRUCTION	TABER BUILT HOMES, LLC.	1630	05/13/20	3613	LLEYTON	DR	11	8	R1	\$	227,000	2,040
1 FAMILY, NEW CONSTRUCTION	TABER BUILT HOMES, LLC.	1632	05/13/20	3617	LLEYTON	DR	12	8	R1	\$	246,000	2,225
1 FAMILY, NEW CONSTRUCTION	TABER BUILT HOMES, LLC.	1634	05/13/20	3714	ADDITION	AVE	19	7	R1	\$	280,000	2,845
1 FAMILY, NEW CONSTRUCTION	TABER BUILT HOMES, LLC.	1685	05/15/20	3714	ADDITION	AVE	18	7	R1	\$	274,000	2,665
1 FAMILY, NEW CONSTRUCTION	FIRST STAR HOME DBA	1687	05/19/20	6625	GLENN	CIR	4	2	RE	\$	264,000	2,981
1 FAMILY, NEW CONSTRUCTION	TABER BUILT HOMES, LLC.	1721	05/19/20	401	GREENS	PKY	9	2	R1	\$	316,000	2,965
1 FAMILY, NEW CONSTRUCTION	TABER BUILT HOMES, LLC.	1723	05/19/20	501	GREENS	PKY	12	1	R1	\$	344,000	3,065
1 FAMILY, NEW CONSTRUCTION	TABER BUILT HOMES, LLC.	1726	05/19/20	504	GREENS	PKY	8	1	R1	\$	311,000	2,830
1 FAMILY, NEW CONSTRUCTION	TABER BUILT HOMES, LLC.	1728	05/19/20	1722	LOGANS	WAY	24	2	R1	\$	287,000	2,440
1 FAMILY, NEW CONSTRUCTION	STONERIDGE ENTERPRISES, INC.	1751	05/20/20	900	82ND	AVE	9	2	RE	\$	299,945	4,322
1 FAMILY, NEW CONSTRUCTION	TABER BUILT HOMES, LLC.	1761	05/22/20	3709	ADDITION	AVE	36	9	RE	\$	277,000	2,765
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	1558	05/07/20	3128	MONTANE	CT	12	1	PUD	\$	222,760	2,475
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	1637	05/13/20	505	LALEH	CT	15	2	R1	\$	188,750	2,574
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	1658	05/13/20	4225	EAGLE CLIFF	DR	4	1	PUD	\$	152,010	2,204
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	1658	05/21/20	2921	BLUE FISH	RD	6	2	PUD	\$	194,940	2,166
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	1659	05/21/20	2925	BLUE FISH	RD	7	2	PUD	\$	154,080	1,712
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	1660	05/28/20	102	ALAMOSA	RD	10	1	PUD	\$	365,380	4,287
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	1714	05/21/20	809	BLUE FISH	CT	12	4	PUD	\$	194,040	2,156
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	1717	05/21/20	2917	BLUE FISH	RD	5	2	PUD	\$	167,670	1,863
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	1718	05/21/20	3013	MONTANE	DR	5	3	PUD	\$	241,930	2,967
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	1719	05/21/20	708	CAROLYN RIDGE	RD	2	1	PUD	\$	282,600	3,139
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	1753	05/19/20	4213	CARACARA	CT	13	1	PUD	\$	180,450	2,479
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	1754	05/19/20	528	LALEH	CT	7	2	R1	\$	162,540	2,292
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	1758	05/21/20	609	BLUE FISH	CT	3	4	PUD	\$	104,220	1,753
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	1759	05/21/20	717	EAGLE CLIFF	DR	3	2	PUD	\$	124,650	2,018
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	1779	05/21/20	4205	BLUE FISH	DR	3	2	PUD	\$	140,500	2,075
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	1801	05/26/20	604	BLUE FISH	CT	17	3	PUD	\$	167,770	1,753
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	1817	05/21/20	3825	WATERBROOK	DR	2	4	R1	\$	168,640	2,389
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	1818	05/21/20	3901	ASBINGDON	DR	1	14	R1	\$	162,540	2,501
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	1819	05/21/20	3823	MANDERLY	PL	5	6	R1	\$	164,070	2,622
1 FAMILY, NEW CONSTRUCTION	LIBERTY HOMES INC.	1864	05/21/20	2509	SUMMIT CROSSING	PKY	3	2	R1	\$	300,000	2,835
1 FAMILY, NEW CONSTRUCTION	LIBERTY HOMES INC.	1865	05/21/20	2600	SUMMIT CROSSING	PKY	5	6	R1	\$	300,000	3,043
3-F, FIRE REPAIR	FORD TEAM CONSTRUCTION	1543	05/05/20	2150	BROOKS	ST	5	150	NA	\$	26,114	1,216
RESIDENTIAL STORAGE CONTAINER	COOL BOX PORTABLE STORAGE	1886	05/08/20	124	RIDGE	RD	15	0	R1	\$	-	0
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	1670	05/25/20	705	WELLSITE	CT	1	1	RM6	\$	-	40
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	1710	05/12/20	3508	CLASSIC	DR	6A	7	C1	\$	-	40
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	1733	05/19/20	2400	OAK TREE	BLVD	1	1	C1	\$	-	40
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	1849	05/20/20	3001	12TH	AVE	1	1	R3	\$	-	0
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	1918	05/28/20	3301	OLIVER	AVE	9	2W	PUD	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	1579	05/04/20	718	CRYSTAL BROOK	ST	1	1	R1	\$	-	20
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	1588	05/05/20	13229	WOODBRAR	CIR	1	2	A2	\$	-	20
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	1663	05/09/20	2731	80TH	DR	6	5	R1	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	1674	05/09/20	4506	WATERBROOK	DR	8	3W	A2	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	1707	05/12/20	126	WATERBROOK	ST	19	2	COFB	\$	-	40
TEMPORARY ROLL-OFF, RESIDENTIAL	ALL AMERICAN ROLL OFF	1786	05/15/20	1604	MEADOWS	CIR	2	13	RM2	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	1810	05/19/20	14203	MESQUITE	RD	2	9	RE	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	1894	05/22/20	4660	180TH	AVE	10	1E	A2	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	1916	05/26/20	2951	158TH	AVE	16	1E	A2	\$	-	0

TOTAL PERMITS (EXCLUDING TEMP ROLL-OFF) 137		Average Valuation \$	73,993.00	AVERAGE PROJECT AREA	1,008 sq ft
		Total Valuation \$	11,246,333.00	TOTAL PROJECT AREA	153,189 sq ft
Permit Type	Permit Counts	Valuation	Permit Type	Permit Counts	Valuation
1 & 2 FAMILY, STORM SHELTER	40	\$ 124,340	RESIDENTIAL STORAGE CONTAINER	1	N/A
1 & 2 FAMILY, ADD OR ALT	7	\$ 359,320	TEMPORARY ROLL-OFF, RESIDENTIAL	9	N/A
1 & 2 FAMILY, CARPORT	1	\$ 3,452	TEMPORARY ROLL-OFF, OTHER	5	N/A
1 & 2 FAMILY, FIRE REPAIR	1	\$ 75,209	SEASONAL STORAGE CONTAINER		N/A
1 & 2 FAMILY, PAVING	19	\$ 180,532			
1 & 2 FAMILY, STORAGE BLDG	14	\$ 350,790			
1 & 2 FAMILY, SWIMMING POOL	15	\$ 657,718			
1 FAMILY, MANUFACTURED HOME	0	\$ -	DEMOS-RESIDENTIAL	NET # DU	
1 FAMILY, NEW CONSTRUCTION	39	\$ 9,468,858	3701 38th Ave. SE	-1	
3-FAMILY, FIRE REPAIR	1	\$ 26,114	970 72nd Ave. SE	-1	
3-FAMILY, FOUNDATION					
TOTAL	137	\$ 11,246,333	TOTAL DEMO-NET DWELLING UNITS	-2	

CDGB, CODE COMPLIANCE, OIL & GAS

10C

CDBG and HOME Investment Partnerships Programs

The CDBG Consolidated Plan and Substantial Amendment Two for the FYE20 CDBG Funds (Fifth Year Action Plan) was submitted for HUD review which includes the additional CDBG funding that is being appropriated by the CARES Act (\$535,688). This funding was included within the Public Hearing on May 12, 2020. Availability of funding for a Rent and Utility Program is estimated to be available to the public in July.

Staff is finalizing design documents for the construction of three single family homes in conjunction with the CHDO and the Norman Affordable Housing Corporation. Projects will be bid in June 2020 with construction to begin early Summer.

The Tree Planting Project for Original Townsite Neighborhood is completed. Scope was expanded to include removal of diseased trees identified by City of Norman Forester, Tim Vermillion, and approved by owner. All removal work was coordinated by the Parks and Recreation Department. Tree planting coordination was overseen by the Grants Manager during the COVID-19 staff reduction timeframe.

Homeless Activities

On April 20, the housing placement report for the Ready for Zero initiative was made to Community Solutions for the month of January. There were seventeen housing placements made (3 Veteran; 14 Chronic; 0 Family).

Due to the increased visibility of persons who are experiencing homelessness by the establishment of multiple campsites on city property, the Continuum of Care, the Norman Police Department, and the Homeless Services Coordinator are developing guidelines and strategies to address this increasing problem. Norman City Council appointed a three-member Council Committee on October 22, 2019 to work with the Continuum of Care to develop strategies in addressing this increasing issue. The Committee has not met since the first of February due to the COVID-19 Crisis. Staff is in constant contact with the service providers and national officials pertaining to developing and implementing protocols for addressing the unique issues of the unsheltered population during this crisis.

The Point in Time Count of persons who are experiencing homelessness was overnight on January 23-24. A Resource Fair was held at the Norman Public Library in conjunction with the PIT Count. Fourteen Oklahoma State Identification Cards were processed by the Department of Public Safety and twenty-four birth certificates were provided. The results of the Point in Time will be released in June.

Housing Programs

May 2020

CDBG – The summary below includes the status of each of the rehabilitation programs that are offered. Currently all rehabilitation activity has been paused due to the COVID-19 Crisis. Emergency repair requests are being considered on a case by case basis.

- One rehabilitation project being completed since July 1, 2019.

- Two emergency repair projects are currently under contract; ten emergency repair projects were completed since July 1, 2019. One emergency repair is in the development stage.
- Twenty-three accessibility modification projects have been completed since July 1, 2019. Two accessibility modification projects are in the development stage.

Social and Voluntary Services Commission

The FYE20 Requests for Application was released July 1, 2019 with a return date on July 19, 2019. Thirty applications were received. The SVSC Commission met on July 29, 2019 to begin review of the applications. On August 12, 2019 the SVSC Commission met and awarded funding to twenty-eight non-profit agencies totaling \$175,000. Planning for the 2020-2021 Application cycle will begin June 2020.

City-wide proactive enforcement began on March 15, 2012.													
Code Violation Activity for FYE 2020													
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
All New Cases	1038	983	1304	754	638	450	788	586	419	822	1177		8959
Proactive Cases	558	563	705	387	502	278	492	359	269	613	834		5560
Cases Closed	1122	999	1180	994	707	529	652	518	530	616	1155		9002
Cases Still Open	746	744	873	647	592	534	688	769	662	881	908		8044
Tasks Completed	3547	2988	4070	2821	2092	1682	2471	1962	1443	2420	3943		29439
Violation Letters Mailed	632	474	746	471	280	220	388	326	162	409	804		4912
Charges & Citations	4	7	1	2	15	2	0	4	5	1	0		41
Impounds	2	0	1	2	0	3	2	6	5	2	1		24
Work Orders, Owner Abatement after Work Order Issued, Invoices Mailed, and Legal Documents Filed FYE 2020													
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Work Orders	48	24	85	35	10	8	5	12	5	8	16		256
Owner Abated After WO Issued	12	2	20	11	5	3	0	1	3	0	0		57
Liens	15	32	11	32	20	17	9	3	8	5	5		157
Notices of Intent	39	28	34	55	3	9	7	4	10	0	18		207
Releases of Intent	10	11	4	15	15	1	1	2	1	0	2		62
Release of Liens	7	14	0	8	5	33	22	6	2	0	12		109
Invoices Mailed	44	25	52	35	5	7	9	6	7	0	18		208
Signs Removed from Rights-of-Way FYE 2020													
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Signs Removed	197	256	66	120	450	82	244	83	218	121	159		1996
Sign Permits Processed													
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Limited License	0	3	2	2	0	3	1	1	1				13
Temporary	0	37	19	11	2	7	57	6	5	3	5		152
Permanent	0	30	15	21	17	23	23	34	14	9	15		201

Oil & Gas Activity - FYE 2020													
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Active Producing Wells	83	83	83	83	83	83	82	83	83	83	85		
Inactive Producing Wells	42	42	42	42	42	42	43	42	41	40	44		
Active Injection Wells	6	6	6	6	6	6	6	6	6	6	6		
Inactive Injection Wells	10	10	10	10	10	10	10	10	10	10	4		
Total Wells:	141	141	141	141	141	141	141	141	140	139	139	0	
Monthly Well Inspections	143	141	141	141	141	141	141	141	121	0	139		1390
Additional Well Inspections	4	3											7
Drilling Permit Applications Received													0
Drilling Permits Issued													0
Active Drilling Locations & Completions													0
Wells Plugged	2							1	1	1			5
Plugged Location Restoration	2					1				3			6
Hazardous Incidents													0
Mechanical Integrity Tests		1											1
FOIA Requests							1						1
BOA Hearings				1			1	1			1		4
Charges Filed													0
Predevelopment Notices													0
Public Works Assist/Plat Review	1	1			1	1	1	1					6

POLICE 11



Administrative Summary

6/1/2020

May 2020 Summary



Operations

Part I Crimes	2020	Current	2019	2020	Year-To-Date	2019
		MONTH 5YR AVG			YTD 5YR AVG	
Murder	0	1	0	2	2	1
Rape	2	4	5	14	23	33
Robbery	4	5	8	22	17	20
Agg. Assault	20	19	12	95	60	86
Burglary	50	52	57	228	207	202
Larceny	210	254	245	973	961	1,066
Motor Vehicle Theft	29	28	33	154	113	150
Arson	0	2	0	3	2	3
Part I Totals:	315		360	1,491		1,561

Part II Crimes	2020	Current	2019	2020	Year-To-Date	2019
		MONTH 5YR AVG			YTD 5YR AVG	
DUI/APC	40	37	60	165	150	245
Drunkenness	54	51	55	181	200	244
Drug Violations	62	86	85	273	365	485
Forgery	11	22	12	57	78	78
Vandalism	89	87	83	334	315	376
Others	368	NA	439	1,908	NA	1,999
Part II Totals:	624		734	2,918		3,427

Total Reported Crime: 939 1,094 4,409 4,988

Other Reported Activity

Public Peace Reports	169	203	184	985	746	989
Warrants Served	97	126	175	491	0	799
Other Reports Totals:	266		359	1,476		1,788

Total Case Reports: 1,205 1,453 5,885 6,776

Collisions	2020	MONTH 5YR AVG	2019	2020	YTD 5YR AVG	2019
Fatality	0	0	1	0	3	4
Injury	33	65	59	177	271	225
Non-Injury	78	136	131	436	662	605
Total Collisions:	111		191	613		834

Call for Service

CAD Activity (All Other CFS)	2,607	NA	3,108	14,128	NA	15,393
Calls for Service (Only Police)	7,917	NA	9,076	35,869	NA	43,369
Total CFS:	10,524		12,184	49,997		58,762

Citations & Warnings:

Citations	1,467	NA	1,106	5,001	NA	6,765
Warnings	1,432	NA	2,129	7,215	NA	11,062
Total Citations & Warnings:	2,899		3,235	12,216		17,827

** Public Peace reports include: Animal Bite, Found Property, Recovery/Other Agency Vehicles, Mental Case, Unattended Death and Other
 ** Five Year Average based on 2015 to 2019

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report May 2020



IN SHELTER ANIMAL COUNTS

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	73	73	146	24	5	29	(117)	-80%
Ending	59	67	126	21	42	63	(63)	-50%

ANIMAL INTAKES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	186	69	255	53	51	104	(151)	-59%
Owner Relinquish	19	38	57	7	16	23	(34)	-60%
Owner Intended Euth	2	0	2	1	0	1	(1)	-50%
Transfer In	0	0	0	0	16	16	16	
Other Intakes*	4	0	4	1	1	2	(2)	-50%
Returned Animal	11	2	13	4	2	6	(7)	-54%
TOTAL LIVE INTAKES	222	109	331	66	86	152	(179)	-54%

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

OTHER STATISTICS

	2019		2020		Comparisons	
	Total	Total	Total	Total	Difference	Percent
Wildlife Collected (DOA)	72	72	25	25	(47)	-65%
Dog Collected (DOA)	7	7	1	1	(6)	-86%
Cat Collected (DOA)	6	6	2	2	(4)	-67%
Wildlife Transferred	8	8	0	0	(8)	-100%
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	2	2	0	0	(2)	-100%
Intake Sheep	0	0	0	0	0	
Intake Rabbits	0	0	0	0	0	
Intake Pigs	1	1	0	0	(1)	-100%
Intake Other	11	11	0	0	(11)	-100%
TOTAL OTHER ITEMS	107	107	28	28	(79)	-74%

LENGTH OF STAY (DAYS)

	2019		2020	
	Days	Days	Days	Days
Dog	12.5	12.5	6.5	6.5
Puppy	6.5	6.5	3.7	3.7
Cat	15	15	4.7	4.7
Kitten	5	5	2.3	2.3

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
	Animals	8	9	0



Monthly Service By Assignment

January 2020 to May 2020
Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Jan 2020 Hours	Feb 2020 Hours	Mar 2020 Hours	Apr 2020 Hours	May 2020 Hours	Total Hours
Norman Animal Welfare Center	Groomer	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Bather / Groomer	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	57:45	116:57	56:19	0:00	0:00	231:01
	NAWC-Community Outreach Volunteer	1:41	7:28	0:00	0:00	0:00	9:09
	NAWC-Dog Handler	101:33	113:33	72:39	2:19	0:00	290:04
	NAWC-Foster Program	0:00	0:00	0:00	1:00	6:00	7:00
	NAWC-Kennel Assistant	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Laundry	7:09	2:05	3:54	0:00	0:00	13:08
	NAWC-Lobby Greeter	9:38	0:00	0:00	0:00	0:00	9:38
	NAWC-Orientation	8:00	10:00	1:00	0:00	0:00	19:00
	NAWC-Photographer	0:00	0:00	2:00	0:00	0:00	2:00
	Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00
	Veterinarian Assistant Tech	0:00	2:17	0:00	0:00	0:00	2:17
Grand total	Total	185:46	252:20	135:52	3:19	6:00	583:17

PUBLIC WORKS

12

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
May 2020

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed four (4) Rural Certificates of Survey and three (3) Preliminary Plats for Planning Commission; one (1) Final Plat, one (1) Release of Deferral and (1) amendment to deferral to City Council. The Development Engineer reviewed 43 sets of construction plans and 5 punch lists. There were 172 permits reviewed and/or issued. Fees were collected in the amount of \$7,660.56.

CAPITAL PROJECTS:

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

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- *Started asphalt base and intermediate layer paving operations on new northbound lanes between Alameda Street and Robinson Street*
- *Started concrete curb installation between Alameda Street and Robinson Street on the east side of 24th Avenue East*
- *Started the second of four quadrants (southeast) of the Robinson Street/24th Avenue NE intersection*
- *Continued concrete drive and side street installations between Lindsey Street and Robinson Street on the east side of 24th Avenue East*
- *Continued sidewalk installations between Lindsey Street and Robinson Street on the east side of 24th Avenue East*
- *Continued block retaining wall installations between Lindsey Street and Alameda Street on the east side of 24th Avenue East*

Roadway Bond Projects:

During the month of May, concrete paving maintenance continued in Westerfield Manor Addition as part of the Bond 2019 Urban Concrete Project. Asphalt paving maintenance was completed on selected streets in Oakhurst Addition, Norman Old Town, East Ridge Addition, Hallbrooke Addition, Highland Village Addition, Berkley Addition, Larsh's University Addition, and Clayton Acres-Blue Heron Estates as part of the Bond 2020 Urban Asphalt Project. Also during the month of May, asphalt paving maintenance was completed on Haddock Street between Peters Avenue and Crawford Avenue as part of the CIP Asphalt Maintenance Program.

Public Transit

Public Transit Response to COVID-19 (coronavirus)

Below are actions taken by City and EMBARK staff altering transit service in response to COVID-19 and to align with the Mayor's Proclamations and social distancing guidelines. These are actions that continued through May.

- Enhanced cleaning of vehicles (began March 9).
- Suspended operations of route 144-Social Security (began March 20)
- Limit fixed route bus seating to comply with social distancing guidelines (began March 23).
- Temporarily reduce service hours to a 12-hour service span. (began April 6)
 - Weekday service will operate from 7 a.m. to 7 p.m.
 - 30-Minute service – 111, 112, 120
 - 60-Minute service – 110, 121
 - Regular schedule – 124
 - One paratransit customer per vehicle
- Recommending passengers wear face coverings while using transit services. (began April 15)
- Requiring passengers to use the rear door for entry and exit off of fixed route vehicles, unless passengers need to use the front door for the ramp or kneeling feature. (began April 23)

On June 8, the reduction in service hours was reversed with service operating at the regular times between 7am and 10pm. All other measures above are still in place until further notice.

Grant Activity

Staff continues to make fund drawdowns on the FY20 Federal Transit Administration (FTA) grant for public transit eligible expenses. This includes funding for operations, ADA paratransit, preventative maintenance, planning, and security.

Applicants for the FY20 FTA Low- or No-Emission Grant Program were notified of the awarded projects. The City of Norman's proposed project to purchase an electric battery bus was not one of the selected applicants. Staff will work with the FTA and other stakeholders to learn how to improve its application in future programs.

Staff continued working to program the CARES Act funding, \$5.05 million dollars, that was allocated to the Norman urbanized for public transit expenses. Programming the CARES Act funding for the maintenance/operations facility on North Base was approved by the ACOG Intermodal Transportation Technical Committee (ITTC) and Intermodal Transportation Policy Committee (ITPC) in May. Staff is now working to formally obligate the funds in an FTA grant.

Staff continued working on the FY21 annual grant application for public transit eligible expenses. This includes funding for operations, ADA paratransit, preventative maintenance, planning, and security. In addition, unused OU/CART funds earmarked for capital expenses are being programmed for vehicle replacements.

Transit Monthly Ridership Report

Attached is the transit monthly ridership report that shows total and average daily ridership by route.

STREETS DIVISION

CAPITAL PROJECTS:

QUEENSTON AVENUE (CRACK SEAL)

Streets crews worked a crack seal project at Queenston Avenue and used 47.02 tons of asphalt for the repair.

VARIOUS LOCATIONS (CRACK SEAL)

Streets crews worked crack seal projects at various locations and used 11.34 tons of asphalt for the repair.

1400 FRANKLIN ROAD TO 12TH AVENUE NE

Streets crews worked an overlay project at 1400 Franklin Road to 12th Avenue SE and used 1,963.93 tons of asphalt for the repair.

917 24TH AVENUE SW

Streets crews replaced damaged concrete panels at 917 24th Avenue SW. This repair required 30 cubic yards of concrete and resulted in over 125 square yards repaired.

IOWA STREET AND MERKLE DRIVE TO SHERRY AVENUE

Streets crews replaced damaged concrete panels at Iowa Street and Merkle Drive to Sherry Avenue. This repair required 106.50 cubic yards of concrete and resulted in over 329 square yards repaired.

ASPHALT OPERATIONS:

404 EGRET LANE – DEEP PATCH

Streets crews worked a deep patch at 404 Egret Lane and required 42.41 tons of asphalt for the repair.

POST OAK ROAD – 120TH AVENUE SE TO 132ND AVENUE SE – DEEP PATCH

Streets crews worked a deep patch at Post Oak Road – 120th Avenue SE to 132nd Avenue SE and required 106.92 tons of asphalt for the repair.

FALCON COURT

Streets crews worked a deep patch at Falcon Court and required 59.43 tons of asphalt for the repair.

CONCRETE OPERATIONS:

1428 AVONDALE DRIVE

Streets crews replaced damaged concrete panels at 1428 Avondale Drive. This repair required 5.50 cubic yards of concrete and resulted in over 12.67 square yards repaired.

ROADSIDE OPERATIONS:

MOWING OF ROADSIDE RIGHTS-OF-WAY

Streets Roadside Mowing crew continued their summer mowing schedule. During May, 2020, 99 miles of rural rights-of way and 2,080,292 sq. ft. of urban rights-of-way were mowed.

STORMWATER

WORK ORDER RESPONSE

Stormwater Division received 23 work order requests and closed 20 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance crew worked at 1802 Lakehurst Drive leveling the yard with topsoil, installing sod, and reinstalling the fence. They also repaired a leaking joint on a stormwater pipe at 410 Leopard Lilly Drive. The Infrastructure Maintenance crew placed topsoil and sod at Westbrooke Terrace to complete the Imhoff Creek Channel project. The crew also began a sidewalk replacement project at Francis Cate Park.

Crews for the Stormwater Division checked and cleaned inlet boxes throughout the City during rain events in May. 2,651 inlets were checked and of those 1,005 were cleaned, which resulted in 1.25 tons of drainage debris removed from the stormwater system.

DRAINAGE MAINTENANCE

The Channel Maintenance crew began their mowing schedule and mowed 1,505,649 ft² of urban drainage way to ensure clear channels and proper flow for spring rains.

URBAN STREET SWEEPING OPERATIONS

A total of 527 lane miles were swept resulting in the removal of approximately 352 tons of debris from various curb lined streets.

The Litter Crew was postponed due to the COVID-19 pandemic, and no litter removal was performed.

STORMWATER OKIE LOCATES

During the month of May, 2383 Call 811 Okie Spots were received. Of those requests, 58 were stormwater pipe locates, 101 were marked, and 670 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 109 inspections of 83 active sites
Issued 0 citation and 0 NOVs to active sites
Issued 2 Earth Change Permits to new projects

MS4 OPERATIONS

Received and responded to 19 citizen calls/ YTD Total is 290.

Conducted 7 outfall inspections.

On May 4, Carrie Evenson and Michele Loudenback participated in the COSWA Quarterly Meeting through Zoom.

On May 6, Ms. Loudenback participated in the EPA Region 6 Stormwater Conference Agenda/Key Note Committee planning call.

On May 7, Dr. Evenson and Ms. Loudenback participated in the OFMA Stormwater Quality Technical Workshop planning meeting through Zoom.

On May 11, Dr. Evenson and Ms. Loudenback participated in a discussion regarding the use of Zoom for conferences and training in anticipation of virtual workshops this summer.

On May 13, Ms. Loudenback participated in the EPA Region 6 Stormwater Conference Agenda/Key Note Committee planning call.

On May 13, Dr. Evenson and Ms. Loudenback facilitated the recording of a rain barrel workshop video with Bryce Holland starring Amanda Nairn. This video will be used as a substitute for the in-person workshops usually held during the rain barrel distribution event.

On May 29 and 30, the Stormwater Division distributed over 130 rain barrels and composters to participants in the 2020 Central Oklahoma Stormwater Alliance Rain Barrel Promotion. Face masks and social distancing practices helped keep the event as safe as possible for Norman residents and employees alike.

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.

*Monthly Progress Report
Public Works (May 2020)*

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

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

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

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

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

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

Productivity Report

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

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

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

May 2020
DEVELOPMENT COORDINATION, ENGINEERING,
AND PERMIT REVIEW

Subdivision Development:

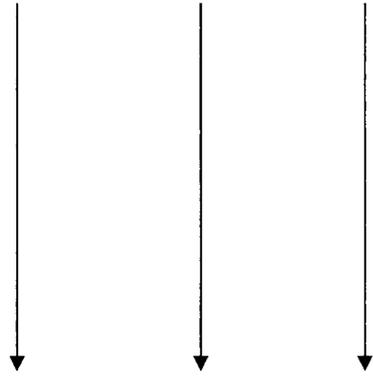
FY 2020 Associated Fees

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

- *Norman Rural Cert of Survey...4
- *Final Plats.....0
- *Preliminary Plats.....3
- *Short Form Plat.....0
- *Center City Form Based Code..0

City Council Review:

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



Development Committee:

- Final Plats.....1

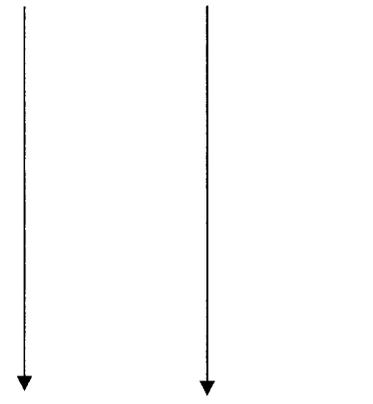
Fee-In-Lieu of Detention..... 0

	\$5,800.00		
		\$0.00	
Subtotal:	\$5,800.00	\$4,500.00	\$38,895.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

- **Single Family..... 45
- ***Commercial..... 6
- Multi-Family.....2
- Addition/Alteration..... 24
- House Moving..... 0
- Paving Only.....13
- Storage Building.....25
- Swimming Pool.....13
- Storm Shelters.....43
- Public Improvements.....3
- Temporary Encroachments.....1
- Fire Line Pits/Misc..... 0
- Flood Plain (@\$100.00 each).....2



Total Permits.....

Grand Total.....

*****Construction Plan Review occurrences**

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

	\$200.00	\$100.00	\$600.00
	\$1,660.56	\$4,066.61	\$52,643.32
	\$5,800.00	\$8,666.61	\$92,448.76
	43	24	287
	5	3	67

- * 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

May 2020

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

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	5	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	45	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	6	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	43	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	1	100%

NORMAN TRANSIT RIDERSHIP TOTALS

Month: May 2020

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

Average Daily Fixed-Route Passengers

ROUTE	May-19	May-20	% Change	# Change	FYTD19	FYTD20	% Change	# Change
110 Main Street	236	132	-44%	-105	279	251	-10%	-28
111 Lindsey East	380	171	-55%	-209	473	445	-6%	-29
112 Lindsey West	83	58	-31%	-26	95	123	29%	28
120 West Norman Link	13	8	-42%	-6	20	11	-44%	-9
121 Alameda / E. Norman	178	88	-51%	-90	204	186	-9%	-18
124 Sooner Express	52	25	-51%	-26	57	51	-11%	-6
144 Social Security	4	0	-100%	-4	5	5	-3%	0
TOTAL	944	481	-49%	-463	1,127	1,070	-5%	-57

Days of Service

Month	Mon-Fri	Sat	Total
May-20	20	NA	20
May-19	22	NA	22
FYTD20	234	NA	234
FYTD19	232	19	251
144 Social Security (Tues. & Fri.)			
Month	Days	FYTD	
May-20	0	77	
May-19	9	93	

Total Fixed-Route Passengers

ROUTE	May-19	May-20	% Change	# Change	FYTD19	FYTD20	% Change	# Change
110 Main Street	5,197	2,632	-49%	-2,565	69,949	58,771	-16%	-11,178
111 Lindsey East	8,353	3,423	-59%	-4,930	118,847	104,108	-12%	-14,739
112 Lindsey West	1,833	1,153	-37%	-680	23,860	28,801	21%	4,941
120 West Norman Link	290	153	-47%	-137	5,047	2,638	-48%	-2,409
121 Alameda / E. Norman	3,916	1,756	-55%	-2,160	51,260	43,630	-15%	-7,630
124 Sooner Express	1,136	503	-56%	-633	13,302	11,952	-10%	-1,350
144 Social Security	32	0	-100%	-32	489	392	-20%	-97
TOTAL	20,757	9,620	-54%	-11,137	282,754	250,292	-11%	-32,462

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

CARTaccess Passenger Information

ZONE	May-19	May-20	% Change	# Change	FYTD19	FYTD20	% Change	# Change
Zone 1	2,213	575	-74%	-1,638	25,437	15,238	-40%	-10,199
Zone 2	390	76	-81%	-314	4,596	2,668	-42%	-1,928
TOTAL	2,603	651	-75%	-1,952	30,033	17,906	-40%	-12,127

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2020

STREET DIVISION					
	FYE 2020 May 2020	FYE 2020 May 2020	Year to Date	Year to Date	FYE 2020
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours (tons of material used)	100%	100%	100%	100%	95%
	207.50		725.68		
Overlay/pave 10 miles per year.	0.65	7%	13.45	135%	100%
Replace 1,160 square yards of concrete pavement panels	146.00	13%	2,127.25	183%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	-	0%	84.00	20%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	2,080,292.00	197%	18,525,751.00	146%	100%
Mow 148 miles of Rural Right-of-way twice per year	99.00	401%	783.00	265%	100%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2020

STORMWATER DIVISION					
	FYE 2020 MAY, 2020	FYE 2020 MAY, 2020	Year to Date	Year to Date	FYE 2020
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	527.00	105%	4,144.00	69%	50%
Collect litter from rights of way in the Urban area (Tons)	-	0%	20.74	0%	70%
Collect litter from rights of way in the rural area (Tons)	-	0%	5.66	0%	70%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	1,005.00	-	12,978.00	130%	70%
Mow 2,271,548 sq. feet of open drainage ways, six times per year	1,505,649.00	11%	7,548,056.00	55%	90%
Perform erosion control inspections of permitted sites within 30 days.	109.00	131%	1,013.00		100%
Permit all earth disturbing operations over 1 acre in size.	2.00	100%	20.00	100%	95%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	-	0%	50%
Inspect stormwater outfalls.	7.00	7%	35.00	35%	20%
Respond to stormwater complaints within 24 hours of the time reported	19.00	100%	290.00	100%	100%
Enforcement actions (NOV's and citations)	-	N/A	-	N/A	N/A

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

May 2020

IN GALLONS	FYE 2020	FUEL REPORT			
		<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>	
Internal pumps	20,298.00	17,633.00	19,758.60		
Outside - sublet	1,553.00	1,224.00	4,789.07		
TOTAL	21,851.00	18,857.00	24,547.67		
TOTAL		<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	20,132.53	17,716.90	14,969.53	4,789.07	

FYE 2020 TO DATE CONSUMPTION				
TOTAL	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
Consumption	219,545.56	206,711.40	257,825.81	62,331.25

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$1.12	Low	\$0.77	UNLEADED	High	\$1.05	Low	\$1.02
DIESEL	High	\$0.96	Low	\$0.78	DIESEL	High	\$1.19	Low	\$0.93
CNG	High	\$1.02	Low	\$1.02	CNG	High	\$1.02	Low	\$1.02

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$57,026.26	Month Total Public CNG Sales	\$5,167
BATTERIES	\$329.08	FYE 2020 To Date Public Sales	\$85,707
OILS/FLUIDS	\$3,883.65	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$17,317.44	Total Sold Gallons Life To Date	910,732
SUBLET REPAIRS	\$137,738.08	Total Gross Sales Life To Date	\$1,309,174
TOTAL SPENT ALL parts/sublet	\$216,294.51	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Statio	2,259,338

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	13	5	4	144
EMERGENCY ROAD CALLS	21	24	19	186
PM SERVICES	135	80	168	1242
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	462	404	520	4438
SCHEDULED REPAIRS	183	107	45	1649
NON SCHEDULED REPAIRS	215	247	252	2550

Light Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	4	1	1	36
EMERGENCY ROAD CALLS	4	6	2	35
PM SERVICES	86	52	96	784
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	221	174	243	2044
SCHEDULED REPAIRS	116	72	26	1044
NON SCHEDULED REPAIRS	74	80	79	861

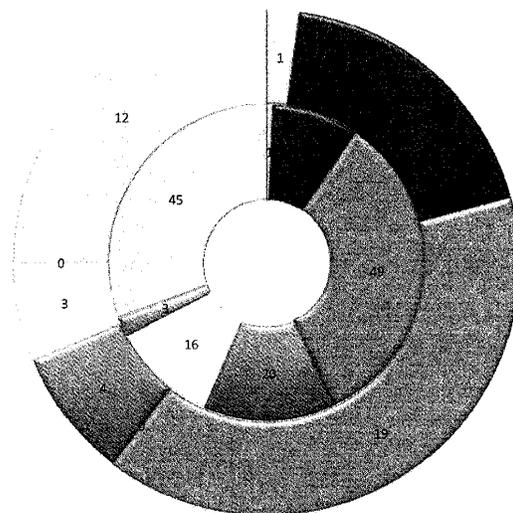
Heavy Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	9	4	2	100
EMERGENCY ROAD CALLS	17	18	17	146
PM SERVICES	37	12	41	337
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	185	161	195	1,935
SCHEDULED REPAIRS	54	18	17	508
NON SCHEDULED REPAIRS	101	119	119	1,335

Transit Shop	LAST Month	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	1	6
EMERGENCY ROAD CALLS	3	0	6
PM SERVICES	9	28	104
INCLEMENT WEATHER	0	0	0
WORK ORDERS	46	71	416
SCHEDULED REPAIRS	10	2	144
NON SCHEDULED REPAIRS	35	50	273

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
May FYE 2020**

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past	ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
PSST PATROL									
1195	2015 Ford Interceptor	PSST Patrol	108463	106179	2284	miles 5/4/2020	Light Repair	PM-C	3/11/2020
1209	2015 Ford Interceptor	PSST Patrol	93163	88951	4212	miles 5/5/2020	Light Repair	PM-C	2/6/2020
1216	2016 Ford Interceptor	PSST Patrol	61565	58234	3331	miles 5/13/2020	Light Repair	PM-C	2/10/2020
POLICE									
1006	2018 Ford Explorer	Police Criminal Investigations	9209	8284	925	miles 5/7/2020	Light Repair	PM-C	7/9/2019
1201	2011 Chevy Tahoe	Police Criminal Investigations	84778	84132	646	miles 5/7/2020	Light Repair	PM-C	9/26/2019
1164T	2013 Belshe WB-12 Trailer	Police Patrol	5/31/2020	11/7/2019	206	days 11/7/2019	Heavy Repair	PM-A	11/7/2018
1040T	2001 TM WFCH Trailer	Police Staff Services	5/31/2020	5/8/2020	23	days 4/5/2019	Light Repair	PM-A	5/8/2019
1069T	2010 Pacer 6x10	Police Special Investigations	5/31/2020	2/13/2020	108	days 5/6/2020	Light Repair	PM-A	2/13/2019
1210	2006 Chevy Uplander	Police 911	125212	124560	652	miles 5/12/2020	Light Repair	PM-D	10/24/2019
1133	2017 Ford Interceptor	Police Patrol	85841	85463	378	miles 5/26/2020	Light Repair	PM-C	1/13/2020
FIRE									
033T	2002 Trailer 10/6 Utility	Fire Suppression	5/31/2020	5/13/2020	18	days 5/29/2020	Light Repair	PM-A	5/10/2019
SANITATION									
291T	2016 Titan Trailer	Sanitation Transfer Station	5/31/2020	2/26/2020	95	days 5/1/2020	Heavy Repair	PM-A	3/16/2020
CITY CLERK FACILITY MAINTENANCE									
0601	2016 Ford F350	Facility Maintenance	49324	48824	500	miles 5/19/2020	Light Repair	PM-C	9/16/2019
PUBLIC WORKS									
0055	2017 Ford F150	Engineering	5/31/2020	5/9/2020	22	days 5/26/2020	Light Repair	PM-N	5/7/2018
0629	2017 Ford F150	Traffic	22989	22496	493	miles 5/8/2020	Light Repair	PM-C	4/19/2019
WRF UTILITIES									
0592	2012 John Deere Z910A	WRF Operation	5/31/2020	5/15/2020	16	days 5/28/2020	Light Repair	PM-D	5/21/2019
UTILITIES									
0323	2015 Bomag Roller	Water Line Maintenance	5/31/2020	5/4/2020	27	days 5/27/2020	Light Repair	PM-C	10/30/2019
0335	2015 Honda Trash Pump	Water Line Maintenance	5/31/2020	4/9/2020	52	days 5/15/2020	Light Repair	PM-C	12/6/2019
0322	2015 Top Hat 5x8 TNK & RL	Water Line Maintenance	5/31/2020	2/28/2020	93	days 5/4/2020	Light Repair	PM-C	3/1/2019



PM Compliance Report
May FYE 2020

- City Council
- 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	1	100.0%
Fire	13	9	69.2%
Police	49	19	38.8%
Finance	0	0	0.0%
Inf. Tech	0	0	0.0%
Public Works	20	4	20.0%
Parks & Rec.	16	3	18.8%
Planning	3	0	0.0%
Utilities	45	12	26.7%
Citywide Total	147	48	32.7%

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT**

May FYE 2020

Industry Standard Compliance: Not To Exceed 5%

	2019	2020	2021	2022	Current %	Target %
					PENDING	
CITY CLERK						
CITY COUNCIL					0%	33%
BUILDING ADMINISTRATION					0%	0%
CUSTODIAL					0%	100%
BUILDING MAINTENANCE	1			1	100%	33%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	33%
FINANCE						
METER SERVICES					0%	14%
PLANNING						
PLANNING					0%	40%
BUILDING INSPECTIONS	2	2			0%	0%
CODE COMPLIANCE	1	1			0%	20%
PUBLIC WORKS						
ENGINEERING	1			1	100%	33%
STREETS	3	3			0%	10%
STORMWATER	6	6			0%	3%
TRAFFIC	6	3		3	50%	16%
STORMWATER QUALITY					0%	0%
FLEET	4	4			0%	0%
POLICE						
ANIMAL CONTROL	2	2			0%	29%
POLICE ADMINISTRATION	1	1			0%	21%
POLICE STAFF SERVICES	3	1	1	1	33%	20%
POLICE CRIMINAL INVESTIGATIONS	7	4	1	2	29%	27%
POLICE PATROL	23	18	3	2	9%	30%
POLICE SPECIAL INVESTIGATIONS	2	1		1	50%	16%
POLICE EMERGENCY COMMUNICATION	1			1	100%	20%
FIRE						
FIRE ADMINISTRATION	3			3	100%	82%
FIRE TRAINING					0%	0%
FIRE PREVENTION	2	2			0%	15%
FIRE SUPPRESSION	3	2		1	33%	17%
FIRE DISASTER PREPAREDNESS					0%	17%
PARKS & RECREATION						
PARK MAINTENANCE	15	13		2	13%	24%
PARKS & RECREATION					0%	100%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	9	3	2	4	44%	29%
PSST POLICE CRIMINAL INVESTIGATION	1			1	100%	28%
PSST FIRE SUPPRESSION	3		2	1	33%	29%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					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	10	4	2	4	40%	18%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS	1	1			0%	12%
WRF OPERATIONS	1			1	100%	38%
SEWER LINE MAINTENANCE	10	9		1	10%	11%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	100%
SANITATION RESIDENTIAL	8	7		1	13%	17%
SANITATION COMMERCIAL	9	9			0%	23%
SANITATION TRANSFER	3	1		2	67%	30%
SANITATION COMPOST	1			1	100%	30%
SANITATION RECYCLE					0%	22%
SANITATION YARD WASTE	2	2			0%	14%
CITYWIDE TOTAL	144	99	11	34	24%	32%

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2020

May 2020

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	ACTUAL	DIFFERENCE
# 001	0.00	72%	#DIV/0!	#DIV/0!	
# 002	156.19	72%	87.6%	15.6%	
# 003	56.74	72%	74.9%	2.9%	
# 004	85.81	72%	100.0%	28.0%	
# 006	112.75	72%	79.5%	7.5%	
# 007	105.84	72%	77.4%	5.4%	
# 008	109.99	72%	75.5%	3.5%	
# 009	101.61	72%	76.5%	4.5%	
# 010	114.09	72%	82.5%	10.5%	
# 011	134.38	72%	79.1%	7.1%	
# 012	112.30	72%	85.4%	13.4%	
# 013	117.14	72%	86.9%	14.9%	
# 014	56.96	72%	53.3%	-18.7%	
# 016	78.00	72%	78.1%	6.1%	
# 018	107.25	72%	94.1%	22.1%	
# 021	129.84	72%	81.3%	9.3%	

DIRECT LABOR HOURS	1578.89
TOTAL AVAILABLE HOURS	1951.65
PRODUCTIVITY GOAL	72.0%
ACTUAL PRODUCTIVITY	80.9%

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

	PROJECTED GOAL	THIS MONTH				YEAR TO DATE			
		Percentage	Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met	
Provide initial response to citizen inquiries within 2 days	100%	83	83	83	100%	1102	1102	100%	
Provide information requested by citizens within 7 days	95%	83	83	83	100%	1102	1012	100%	
Complete traffic engineering studies within 45 days.	99%	0	0	0	100%	1	1	100%	
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	35	35	35	100%	344	344	100%	
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage		
		115	157	1.37	2123	956.75	0.45		
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		
		0	0	0.00	9.43	85	9.01		
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		
		12	12	100%	151	151	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		
		19	19	100%	255	255	100%		
Response to reports of sign damage:	Percentage								
<i>High Priority</i> Stop or Yield Signs within one hour	99%	8	8	100%	62	62	100%		
<i>Lower Priority</i> all other signs within one day	90%	33	33	100%	799	799	100%		
<i>Street Name Signs</i> within two weeks	90%	0	0	#DIV/0!	35	35	100%		
Percent of work hours lost due to on the job injuries.	<.01%	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met		
		2880	0	0.00%	34166.75	3175.25	9.29%		

UTILITIES

13

Monthly Report

May 2020

LINE MAINTENANCE:

Waterline Capital Projects

- Burgundy Court – 100% Complete
- Morren Drive – 100% Complete
- Rhoades Drive – 100% Complete
- East Robinson to Griffin Park – 100% Complete
- Wellsite Drive – 100%
- Eufaula St.- 75%

East Eufaula Street: Staff will replace 455 feet of deteriorated 6" Ductile iron pipe with 6" C-900 PVC from Porter Avenue to Ponca Avenue. Staff replaced one fire hydrant , filled new line, passed bacteriological samples, replaced fourteen water service lines and changed over eighteen meters. Project 75% complete.

Water Line Breaks – 10 in May

Sewer Line Data

- Total obstruction service requests - 34
 - Private Plumbing: 32
 - City Infrastructure: 2
 - Sanitary Sewer Overflows 3; 2 overflow on City side and 1 on private service line

Lift Station D Flows:

- Days - 30
- Average daily flow: 1.75 MGD
- Total flow: 52.5 MG

UTILITIES ENGINEERING:

Line Maintenance Building (WA/WW0329)/WRF Storage Building (WW0318): Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, Barrett L. Williamson Architects selected to provide design and construction services for the projects. Draft scope of work submitted 11/08/18; proposed contract K-1819-142 was forwarded to Architect 04/19/19; Architect suggested changes in revised to standard language in contract which was forwarded to legal staff 06/14/19; NUA approved preliminary design contract K-1920-109 with Barrett L. Williamson Architects on 01/28/20 for \$124,550. Design kickoff meeting held 03/06/20 at Line Maintenance offices to initiate design work; second design meeting scheduled for 04/02/20. multiple Zoom meetings held during April with conceptual drawings submitted 05/01/20. Preliminary cost estimate will be submitted soon to complete preliminary design phase.

WASTEWATER PROJECTS:

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

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering. Line Maintenance staff completed television work in March 2017. NUA approved professional services expenditure with Lemke for surveying and drafting assistance on 7/26/16; Line Maintenance completed additional survey of existing manholes along 12th Avenue NE/Main to determine need for repair/replacement in FYE17 project; The bidding documents were finalized on February 3, 2020 and the project advertised February 13; Six bidders attended the pre-bid conference on March 3, 2020. Addendum No. 1 issued 03/09/20. Staff construction estimate is \$3.3M for the Base and Alternate Bids; \$2.28 M is available. bids opened on March 12, 2020 with the low bid of \$2.8M submitted by Horseshoe Construction of La Porte, TX. NUA approved Award of Bid 1920-49 (Phase 1) and Contract K-1920-73 with Horseshoe for \$2,796,161.25 on 4/14/20. Phase 2 16-inch Alternate Bid advertised separately was opened 04/09/20 with low bid of \$370,105 from Jordan Contractors of Tecumseh, OK. NUA approved Award of Bid 1920-57 and Contract K-1920-123 with Jordan for \$370,105 approved by NUA on 4/28/20. NUA staff is currently reviewing and approving submittals for both contracts. Television inspection for Phase 1 work began 05/04/20.

Sewer Maintenance Project FYE18 (WW0316): Annual project will replace about 27,800 feet (5 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Westbrook Terrace to the North, Highway 9 to the Southwest and Berry Road to the East. Preliminary project layout and scope definition are complete. Line Maintenance staff completed television work 10/19/18 and forwarded to NUA engineering staff; NUA approved professional services expenditure with Lemke for surveying and drafting assistance on 02/12/19; Lemke completed initial survey work and delivered draft plans to NUA 07/03/19. Plans are being reviewed by Line Maintenance and NUA staff. Additional funding of \$1.96M is proposed in the FYE21 CIP budget.
Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

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

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WRF is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the Compost Facility south of the WWTP. Wastewater reuse can reduce water demand and delay the need for expensive water supply projects. This project will install piping to the compost facility and examine the need to upsize the non-potable water pumps. Contract K-1213-54 for preparation of Engineering Report (ER) with Alan Plummer and Associates (APAI) approved 09/06/12. After numerous meetings with DEQ; ER for Compost Facility Reuse submitted to DEQ 09/04/13; ER approved on 09/23/14. APAI contract amendment for final design and construction administration approved by NUA 01/27/15; design work proceeding with 90% plans received 02/16/16. Since completion of WRF Phase 2, staff is considering using UV disinfected effluent in lieu of chlorinated effluent for compost irrigation. Staff and APAI requested variance from DEQ reuse rules to accomplish this change on 02/15/18. Staff and APAI met with DEQ 03/29/18 to discuss the proposed variance; DEQ advised NUA on 07/18/18 that the variance was conditionally approved. APAI and staff negotiated scope and price of Compost Reuse Pump Station project; the NUA approved Contract 1819-82 with APAI 12/11/18 to design the project using UV reuse water at the compost facility. Staff met with APAI on 02/08/19 to discuss project with Compost Facility staff and discuss potential project solutions. 100% plans submitted to DEQ 06/19/19 and the DEQ approved the plans 07/15/19. Pre-Bid Conference held 09/12/19 with five contractors attending; bids will be opened 09/19/19. Four bids were received 09/19/19 ranging between \$438,670 and \$635,892 and were much higher than estimated; staff has met with low bidder in attempt to reduce costs and is awaiting additional information. APAI and staff have worked to reduce project scope and cost and we met with the low bidder, Mathews Trenching, in an attempt to reduce the price. Negotiations were only able to reduce the price to about \$350,000 that is still too much to justify contract award. Bids were rejected and the project will not proceed. Staff will work with DEQ to select and bid another SEP project.

WRF Land Purchase (WW0170): 20-acre parcel to west and south of WRF is being considered for purchase with portion of land for potential WRF expansion and area south of Bratcher Minor Road for potential Compost Facility

expansion. Appraisal of property obtained March 6, 2020. Staff is working with Legal Department to resolve outstanding issues formulate an offer to purchase.

WRF Reuse Pilot Study (WW0317): Project will consider treatment alternatives to produce highly treated effluent at the WRF suitable for discharge into Lake Thunderbird. Pilot project may be co-funded through a Bureau of Reclamation grant. FYE19 funding is for preliminary engineering with pilot phase to be funded in future years. Letter regarding pilot study protocol submitted to DEQ June, 2019. Application was submitted in September and we learned in December that we will be receiving up to \$700,00 in grant funding. Staff held a check receiving / project kickoff ceremony January 31, 2020 at the Central Library. NUA approved Garver's contract February 11, 2020. Staff is preparing an agenda item to bring BOR contract forward for NUA approval but awaits final contract from BOR. Staff will bring an Amendment No. 1 to Garver's contract June 23, 2020 to allow them to administer all of the rental equipment and sampling/analyses on behalf of WRF..

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

Bishop Creek Interceptor Project (WW0174): Project will replace or parallel approximately 20,600 feet of existing sewer interceptors in the in the Bishop Creek wastewater basin to accomodate the full build-out wastewater flows. The project area generally lies between Highway 9 and Constitution and between Jenkins and Classen Boulevard. Staff will soon prepare an RFP to select design consultant for this and other water/sewer projects.

Lift Station D Force Main Replacement (WW0091): Another portion of the Lift Station D 16" ductile iron force main along 12th Ave N.E. is severely deteriorated and in need of replacement. Approximately 3,500 feet of this force main to just south of Rock Creek Road was replaced with 20-inch PVC in 2009. The area needing replacement because of continued breaks is on the west side of 12th from the end of the previous project to the point where it begins to gravity flow near the 12th Avenue Recreation Center. The project is expected to require 2,300 feet of new 20-inch piping, three air release vaults, and a new receiving manhole. After discussions with the Parks Department, the City of Norman will continue to lease the property needed for this project and will not purchase the property outright. Therefore, the project was kicked back off to identify the best alignment and then move forward to final design, easement acquisition (as necessary), bidding and construction.
Engineer: PEC, Inc.. (Chris Grizer)

Summit Valley Interceptor (WW0278): The Summit Valley interceptor will extend 12 and 15-inch sewer line northerly from the Summit Valley development to the existing Eastridge LS and allow the Eastridge LS constructed in the 1980's to be removed from service. The existing Summit Valley LS has capacity to serve the area served by the Eastridge LS. Bid Opening – June 27, 2019, Construction Contract Award – August 13, 2019, Start of Construction – September 5, 2019. At the end of February, the Contractor has completed the project. The final inspection was completed and punch list items were sent to the contractor to address. Punch list items will be addressed in May and the final close-out completed May 28, 2020.
Engineer: SMC Consulting, Inc. (Chris Anderson)

Class A Sludge / Co-Composting (WW0312): This Project includes evaluation of biosolids co-composting via the windrow method to achieve Class A Biosolids for the Norman Utilities Authority (Owner) in Norman, Oklahoma. An evaluation of sites near the Water Reclamation Facility (WRF) will be evaluated as well. This scope of services also includes modification and update to Norman Water Reclamation Facility's existing Sludge Management Plan. Technologies were screened and Windrow Composting was determined by the Engineer to be the best alternative due to capital cost and operational familiarity considerations. The engineering contract was approved November 2018, Staff and Garver made multiple visits to similar facilities from April to June, Draft of the TM1 was submitted in July, and TM1 completed September 6, 2019

Engineer: Garver, Inc. (Steve Rice)

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

To allow for the new facility, the current WRF treatment processes must be protected which may require temporary storage of the trucked wastes delivered to the WRF while water quality testing is performed to verify its acceptability. Preparation of an engineering study and design is budgeted for FYE19 while construction is budgeted the following year. Engineering contract approved in April 2019, Staff and Olsson toured OKC septage facility in May. The TM1 was received in July and TM2 in March 2020. The draft report was received in May 2020 and significant revisions are being requested and should be finalized in June 2020.

Engineer: Olsson, Inc. (Kevin Rood)

WRF Waste Sludge Blower Replacement Project: The Water Reclamation Facility (WRF) currently utilizes blowers to mixed waste activated sludge to agitate the sludge to allow for proper thickening prior to feeding the anaerobic digesters. The existing blowers have reached the end of their useful life and their replacement is warranted in order to maintain reliable operations. The project was bid and awarded and the contractor is currently procuring the replacement blowers for project which have a long lead time. Plans and Specifications Advertised for Bids – December 2019; Bid Opening – January 23, 2020; Start of Construction – March 2020; Estimated Completion – July 2020

WATER PROJECTS:

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

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

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

steel casing and 30-inch piping under Brookhaven Creek 09/03/19. Payment of \$2,225,119 or 80% of the \$2,845,591 contract amount has been paid;

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

Phase 1 waterline construction completed 12/06/19; piping installed across 36th Avenue 12/8/19 and road re-opened. 12" WL going south completed 12/11/16 and bacteriological testing passed 12/13/19 allowing concrete placement to begin. Contractor opened 36th & Robinson on 12/16/19 to complete Phase 2.

Waterline completed to Brookhaven Boulevard; interconnections to Brookhaven shopping center and at Brookhaven Boulevard completed 02/07/20 after passing pressure test and obtaining safe bacteriological samples.

Waterline installation continued past Brookdale Boulevard to point just south of water storage tank on 03/06/20; Contractor continues preparations to make interconnections at Brookdale and at water storage tank at this time.

Last segment of waterline flushed 04/02/20; pressure testing, chlorination and bacteriological sampling completed 04/10/20. Asphalt placement and other repairs completed on Robinson 04/17/20; project is essentially complete.

CO#1 for \$193,130 approved by NUA 02/11/20 adding approximately 520 LF new waterline at proposed On-Cue just north of Highway 9 and west of Classen Boulevard. Work began 04/30/20 with about 300 feet 30-inch pipe installed. Payment of \$2,814,184.66 or 93% of the \$3,038,721 contract amount has been paid.

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

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

Engineer: Cardinal Engineering

- Proposals for engineering design of the project received 7/10/18;
- Cardinal Engineering selected and the NUA approved Contract K-1819-72 totaling \$90,400 on 2/26/19;
- Kickoff meeting held 03/11/19;
- 50% plans received 04/22/19 and returned 05/06/19;
- Additional surveying work approved 05/14/19;
- Staff is coordinating this work with ongoing WL construction by Sooner Fashion Mall
- Amendment #1 to Cardinal design contract to be approved by NUA 08/27/19;
- Revised plans from Cardinal received 11/25/19 and are under review by staff.
- Plans reviewed and returned to Cardinal 03/06/20
- Final plans submitted to DEQ 05/08/20.
- Expect to bid project in summer 2020

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

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

Additionally, the recommended portfolio for the 2060 Strategic Water Supply Plan recommended a future non-potable irrigation system from the Water Reclamation Facility to irrigate Reaves Park to reduce the demand on the water system. This project will now be designed and bid with an alternate to install the recommended 16-inch non-potable water line parallel to the proposed 24-inch potable water line. The easement was acquired from OU in March; the engineering design was completed in June and submitted to DEQ. The DEQ permit was received in August and an invitation to bid was issued September 19, 2019, Bid opening was October 10, 2019. Due to the low bid prices for the reuse line, the contract award included the 16-inch reuse line. Additionally, an 8-inch water line replacement was added to the project to improve service reliability to the future Reaves Park upgrades. The existing line was installed in the 1940s. The project is complete for the original scope except for testing and disinfection and final cleanup. The 8-inch water line replacement within Reaves Park that was added to the project and has been installed. Project is complete except for final cleanup items.

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

Waterline Transmission: Robinson Avenue Water Line Replacement (Phase III) – 24th Avenue NW to Flood Ave (WA0242): Project will reinstall approximately 6,800 feet of 30-inch PVC C900 along Robinson Avenue from just east of the 24th Avenue NW to Flood Avenue. The new 30-inch line will replace the existing 16-inch line. This project will also replace approximately 2,100 feet of 12-inch water line from Canterbury Street to Flood Avenue. After initial field investigation and discussions with potential contractors, an alternative alignment further away from utility conflicts was evaluated. The OU Board of Regents approved an easement to be donated to the City to allow for a more constructible alignment. The invitation to bid will be in May. Bid opening in June and Contract award in July.

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

Waterline Replacement: Flood Avenue - Robinson to Venture (WA0328): Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Design is funded in FYE19, with construction funded in FYE20. Based on detailed field survey, the alignment appears to require the removal of the existing 16-inch line and installation of the new line in the same corridor. Water model simulations have indicated that this will not impact service levels but this work is going to be scheduled during the non-demand seasons to reduce the impacts of this outage. Comments on preliminary plans were provided to Engineer on April 3, 2020.

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

Gray Street Waterline Replacement (WA0202/WA0224): C. H. Guernsey and Company was selected for the design of the Gray Street Waterline Replacement. Plans are under review. CO#2 to Berry WL project will be considered on 10/25/16 adding 1,200 feet of 16-inch waterline along Main Street between Flood and Acres to the project; this was originally part of the Gray Street project. NUA approved Amendment #1 to Guernsey contract adding additional waterline replacements along Gray and Tonhawa under project WA0224. Work is being delayed due to desire to not have Gray Street under construction at same time as Main Street Enhancement by PW. Kickoff meeting held; Lemke Surveying completed survey work for project in late October; design process is underway. Supplemental survey data collected by drone flying over project area; accuracy and detail received is outstanding. Staff is working with the Street Department to install new waterline under 3 intersections associated with the Lahoma Street reconstruction project which crosses the Gray/Tonhawa WL Replacement project. NUA and Guernsey staffs walked majority of project 05/02/18 to finalize proposed location and construction methodology. Open trench construction with pavement repairs was generally chosen in lieu of directional drilling at increased depth with pavement repairs at entry points and service line locations. 50% plan review completed in May 2019; submittal of Railroad permit application in June; Floodplain permit submittal and hearing July/August. Completion of design in September, submittal to DEQ for permit in September, completion of railroad permit in September and invitation to bid October 24, 2019. Bid opening November 21, 2019. Project has been bid and awarded with construction began in March 2020. To-date, approximately 1,800 feet of pipe has been installed of the 11,500 linear feet in the project.

Engineer: Guernsey (Larry Roach)

Water Treatment Plant Expansion (WA0291/WB0292): Phase II design will include the installation of ozone treatment, UV treatment, an upgrade of the high service pumps serving the pressure plane, on-site chlorine generation, new ammonia feed system, and additional SCADA improvements. Design contract with Carollo approved by NUA 05/22/12. Ozone pilot study began in October 2012 and was complete March 2013. Pilot plant results and preliminary engineering plans presented to NUA 07/08//14 with total project costs estimated at \$33,540,000. NUA approved final engineering contract on 02/10/15. Design plans completed and DEQ approved all variances associated with the project. The NUA loan in the amount of \$31 million was approved by OWRB January 17, 2017. NUA approved acceptance of loan January 24, 2017 and loan closing was January 31st with a rate of 2.81% locked in for 15 years. Bids were opened 3/23/17. Low bidder was Foley Company of Kansas City, Missouri followed by Archer Western and Garney. NUA approved Foley Company's contract and bonds in the amount of \$29,990,165 5/9/17. Staff held the pre-construction meeting 5/31/17 and construction is underway. Contractor began by relocating lines that interfered with new chemical building. Contractor completed 104 required piers for chemical building, installed all ductwork, poured slab and building is roofed and equipment being installed. Contractor excavated ozone contact basin, installed piping, poured slab and completed roof. Contractor excavated UV building, poured slab and inside is nearing completion. Large piping was completed that passed through UV building. First partial plant shutdown was held 11/13/17 and the project has required 5 others to date. All shutdowns have been without issue. The high pressure plane pumps have been installed and were placed back in operation 4/23/19. Maintenance building is 99% complete and is being used to store equipment. Administration building is 90% complete. Contractor has completed \$29,189,188 of the \$30,515,462 total contract. Staff is running new Sodium Hypochlorite (chlorine) system for two weeks and if successful with no disruptions, gas chlorine cylinders will be shipped back to manufacturer. The new Liquid Ammonium Sulfate (LAS) is currently be fed as well as Fluorosilicic acid (fluoride). Once the old chlorine units are removed. The water treatment had two unexpected pipe failures December 13 & 14 and caused a shut down over the holidays. Repair was made and plant restart January 13, 2020. Buildings are near completion and Contractor is requesting final inspections for Certificates of Occupancy. Project completion date is now anticipated to be end of June 2020. City Manager approved CO#3 in the amount of \$37,487.96 for NUA approval since under \$40K on April 3, 2020 and approved CO#4 in the amount of \$37,614.13 May 18, 2020. A final change order is expected upon completion of the project. Engineer: Carollo Engineers (Amber Wooten)

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

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

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

Blending - This project considers a portion of our well field as non-potable and assumes non-potable waterlines from about 7 southern wells can be blended with treated water at our WTP to meet a new Chromium MCL (and/or other

metals of concern) by constructing about 5 miles of waterline. Projects will be constructed in phases to continue utilization of our existing well field as much as practical. Carollo reviewed a blending scheme and directed staff to gather additional information related to past gross alpha results. The first batch of samples suggested merit to the idea that Uranium data might contribute more to the readings and thus inflate our past reported values. Additional samples were taken May 2017 and results again confirmed Uranium data was incorrect and inflating the reported values. Staff and Carollo met with DEQ to share new compliance data findings on April 6, 2017 and again on July 6, 2017 to request permission to reactivate wells. DEQ agreed but directed Norman to use an Oklahoma DEQ certified lab to perform first quarter compliance sampling beginning September 2017. Samples were collected in September by staff and the results came back once again that the water met all rules regarding gross alpha. DEQ agreed the samples were safe regarding Adjusted Gross Alpha and DEQ inspected and gave permission for the wells to be returned to service in January 2018. The well field count is now up to 32 active wells from being at 31 previously. APAI is performing a model scenario for the well field and defining potential blending/treatment sites for the wellfield as a whole. APAI presented their draft findings in a webcast Monday May 11th and submitted a draft technical memorandum May 29, 2020. Staff is currently reviewing the tech memo. and submitted a draft technical memorandum May 29, 2020. Staff is currently reviewing the tech memo.

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

Layne has drilled all test holes and plan to begin final well drilling January 2020. All 11 well site easements and deeds were approved by NUA on October 22, 2019. The NUA also approved CO#1 December 10, 2019 for Layne's contract to add 3 additional wells to the original 6 as shown in the contract. This change order also added days to contract and completion date is now December 2020. Held kick off meeting January 23, 2019 and since Layne had drilled all test holes, the plan was to begin final well drilling January 2020. Layne's rig was under repair so final well drilling didn't begin until February 18, 2020. The first screened well (Park) is complete and awaits pump testing. Crews have completed all wells and are now completing monitoring wells. They currently have 2 of the 6 monitoring wells complete and should be done with all drilling activity by June 26, 2020. Well house construction is underway and the first slab was poured June 11, 2020 at Simpson.

Engineer: Carollo Engineers (Rebecca Poole)

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

RCF - The second type of treatment at Well #44 was Reduction Coagulation Filtration utilizing Stannous Chloride.

The pilot unit was commissioned November 30, 2016. There is much known literature utilizing Ferrous Sulfate and or Ferrous Chloride but stannous chloride is a newly discovered less expensive form of treatment that has the water treatment industry excited.

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

SP1=94 ppb, SP2=7 ppb, SP3=1 ppb, SP4=6 ppb, SP5=1 ppb. The project has experienced some difficulties with the cartridge filters allowing small amounts to pass through. BOR thinks Norman could pursue larger mixed media filters similar to what is used at the WTP. They applied and were approved to extend their study of the filters in particular. BOR staff returned October 12, 2017 and constructed a pilot to perform additional testing on our well water and set up a deeper bed media filter system. In addition, they set up 3 pipe materials to test for any possible precipitation to pipe walls. BOR has extended the project and now expect results by late Fall of 2019. Final draft was reviewed by staff December 2019 and Final Report was transmitted January 2020. The report was published in AWWA Water Science February 2020. This project will be closed out.

Master Meter Project – Bids to install 10 master meters were opened 7/24/14. An agenda item was taken to Council but suspended until written documentation was obtained from USPS, MNTC, JD McCarty, and Veterans Center. On 6/19/17, staff received approval from USPS to install one meter and vault to accommodate a water line project they had underway. This project was completed 7/27/17. The permission letter they provided allows staff to complete the two other sites for USPS. Staff has made contact with MNTC and is scheduling a meeting in April 2018 to obtain similar written documentation to allow for the 3 new meter vaults to be installed on their property. Staff contacted the State of Oklahoma to obtain similar letter for JD McCarty and Veterans Center which have 2 new meter vaults each to be installed. Staff met with State of Oklahoma Real Estate officials and they requested additional information but seem amenable to our project. Additional documents were sent for their review. They emailed they are currently reviewing documents as of 6/6/18. Staff is designing a project along Robinson that will front the J.D. McCarty Center and the Veteran's Center. Staff is planning to meet with State officials as part of that effort. Staff has been unable to establish a meeting with MNTC. Though MNTC, JD McCarty, and Veterans Center are not onboard with installing master meters at this time, staff will work with USPS to install 2 additional meters at their facility. Our consultants for the Robinson water line project 24th NE to 12th NE have begun discussion with OMES and Department of Mental health regarding easements for both water line and meter vaults. Staff anticipates having an agreement established by July 2020.

WTP Backwash Tower Resurfacing Project – This project has been delayed as to not interfere with the current ongoing WTP Phase II project. Staff met with a consultant that will be preparing the specifications for recoating. NUA approved design contract with Dunham Engineering on September 25, 2018. Preliminary design was complete by June 2019 and construction will not be scheduled until October 2019 after the work of WTP Phase II is complete. Project opened bids September 12, 2019. CTEX from Texas was apparent low bidder at \$220,000. NUA approved the contract October 22, 2019. CTEX met with staff March 9, 2020 at the WTP and held a pre-construction meeting. After looking at site, CTEX and WTP staff agreed that April 1, 2020 is a good start date for the project. Crews were delayed and mobilized to site April 13th. The contractor for this project began in April and completed the project June 10, 2020. Staff will bring final payment and project acceptance request to NUA in July. Engineering (Joe Seiter)

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

Robinson Water Line: WTP to 24th Ave NE – Freese and Nichols, Inc. was selected as the consultant for the 42-inch water line project from the water treatment plant to 24th Avenue NE. This project was identified by the water model and is also being expedited to dovetail into the Public Works 24th Street road widening project. NUA approved the contract for Freese and Nichols, Inc. at their September 11, 2018 meeting to begin design of this 42-inch water line project. Staff received 50% plans December 10, 2018 and returned comments January 7, 2019. Consultant made revisions and met again with staff on January 23, 2019. Project opened bids April 25, 2019 and McKee Utility Contractors, Inc. was low bidder at \$1.46 million. Construction clearing began July 2019 and project is 97% complete. Crews began disinfecting lines today and have yet to install lid. The disinfection process was delayed due to the WTP being offline since December 15th through January 13th. Recent rains delayed equipment to the vault site which delayed vault lid installation. Project was completed end of February and final inspection was held March 16, 2020. Contractor finalized punch list items and project final payment and acceptance was approved by NUA May 26, 2020.

Engineer: Freese and Nichols, Inc. (Clay Hernden)

Robinson Water Line: 24th Ave NE to 12th Ave NE – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24th Ave NE to 12th Ave NE. The consultant prepared scope and fee in January for staff to consider and contract negotiations are underway. A scope and fee have been agreed to and a contract was considered by NUA November 26, 2019. Project kickoff meeting is scheduled for week January 14th. Consultant met with staff 5/6/20 and reviewed 35% plans and specs. Soil borings were taken along Robinson on May 27, 2020. Engineer: Jacobs Engineering (Lars Ostervold).

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabbiness Engineering, LLC was approved by NUA 12/11/18. Survey has been completed and a technical design memo was completed and reviewed by staff. With the existence of several large trees that will be impacted, staff held a neighborhood meeting 4/10/19. Approximately 21 people attended representing OU, sororities and fraternities, homeowners and landlords. The direction taken from the meeting was to start this summer and work through fall until completion. Staff offered summer work only and perform over two summers but it was unanimous 21 votes to start and continue until finished. It was also decided to install water line in the street and not under sidewalks. Staff followed up with meetings between consultant and potential contractors and it was decided that the project must be split into 2 summer phases to be successful. Phase I will begin July 1, 2019 and complete December 2019. Phase II is scheduled to begin May 15, 2020 and complete August 15, 2020. Bids were opened June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019. A final walk through was performed Friday November 8, 2019 and project had minor punch list items to complete. NUA approved final as-bid to as-built quantities change order January 28th. Phase II will be delayed until March 2021 and construction will begin May 11, 2021.

Engineer: Cabbiness Engineering, LLC (Sean Price)

Water Wells Water Line: 108th & Tecumseh – Cardinal Engineering was selected as the consultant for one of the well water line projects. The consultant prepared scope and fee for staff to consider and NUA approved contract November 12, 2019. Project design is underway and project will bid June 2020. Staff is finalizing review of 60% plans. Engineer: Cardinal Engineering (Josh Risely)

Water Wells Water Line: 60th and Franklin – Garver Engineers were selected as the consultant for one of the well water line projects. The consultant prepared scope and fee for staff to consider and NUA approved contract November 26, 2019. Project kickoff meeting was held December 19, 2019 and design is 60% complete. Staff finalized review of 60% plans and sent back to consultant June 12, 2020. Engineer: Garver Engineers (Daniel Ethington)

Cascade Water Tower & Lindsey Water Tower – Dunham Engineering is performing detailed inspections on these two towers May 11th and will prepare engineered cost estimates to use for budgeting and planning purposes. Staff will take a design contract with Dunham Engineering for Council approval in May for the Cascade Tower Resurfacing. Staff is reviewing the costs of the Lindsey Tower resurfacing. Project. Engineer: Dunham Engineering (Joe Seiter)

SANITATION CAPITAL PROJECTS:

Truck Wash Facility (SA0015)/ Container Maintenance Facility (SA0009) / Household Hazardous Waste Facility (SA0012): Project will provide an automated truck wash facility at the sanitation storage yard north of the WRF and will provide a new enlarged maintenance, and regulatory compliant welding and painting facility for solid waste collection containers. The Truck Wash Facility will be available to all City vehicles, but designed primarily for large equipment. For the container maintenance facility, the newly proposed location is on the site of the Transfer Station. Upon learning of the potential bus wash facility to be constructed at the North Base Campus, Utilities and Public Works have begun discussions regarding coordination of the facilities and the potential to combine efforts into facility capable of meeting needs for both departments and the City.

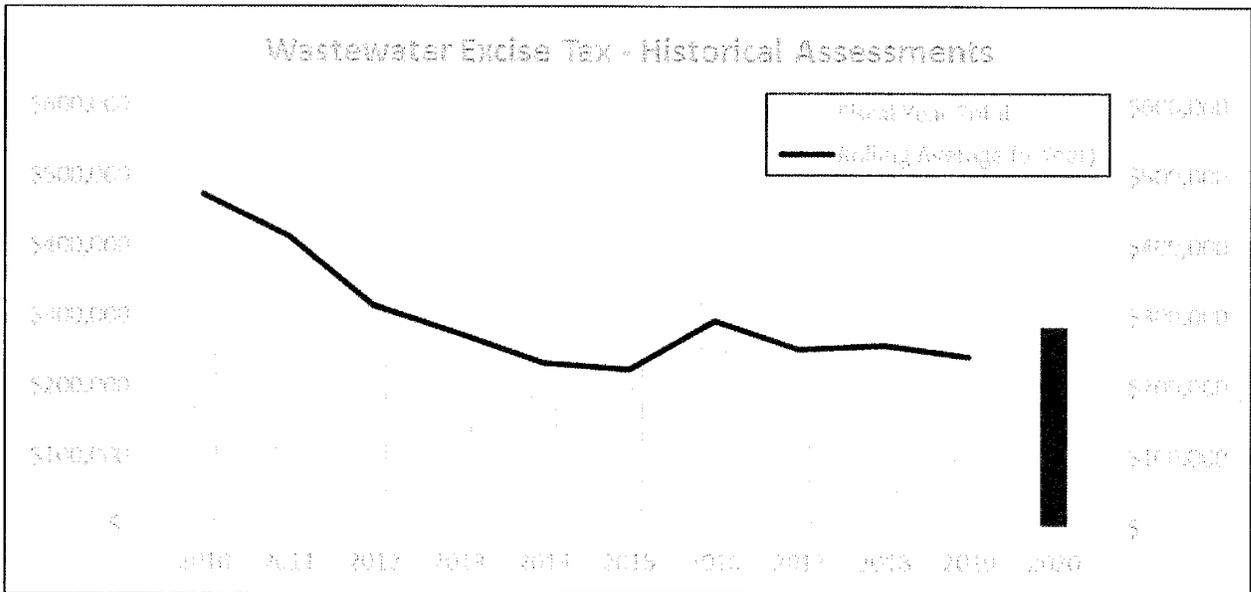
A Household Hazardous Waste Facility will also be included within this project. This Facility is necessary to allow for City residents a timely disposal option for household wastes that cannot be disposed using their normal polycart service. Currently, an annual collection day is held for City residents to dispose of their items but this has proven to be challenging in recent years.

Preliminary design efforts have identified potential improvements to the final product that warrant modifications to the project scope that required a contract amendment with the Architect. Amendment No. 1 was approved by City Council in February 2020 and included changes to the site for the Household Hazardous Waste and Container Maintenance facilities and entry drive modifications to the Transfer Station facility to improve accessibility and safety for vehicles entering and leaving the facility. 30% plans received in April; 70% plans received on May; Final plans July.

Architect: Studio Architects, LLC (George Winters)

RECOUPMENT/PAYBACK PROJECTS:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 6 commercial entities last month. Assessments of \$10,931.90 were made on 5 entities whose projects will increase wastewater flows (1 application not assessed due to no increase in wastewater flows). Through April, 88 commercial properties were reviewed (note graph shows 91 - 3 have been completed in May) and a total of \$285,829.81 has been assessed. Below are graphs showing the amount assessed and the number reviewed.



NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of \$697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.

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

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

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

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

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

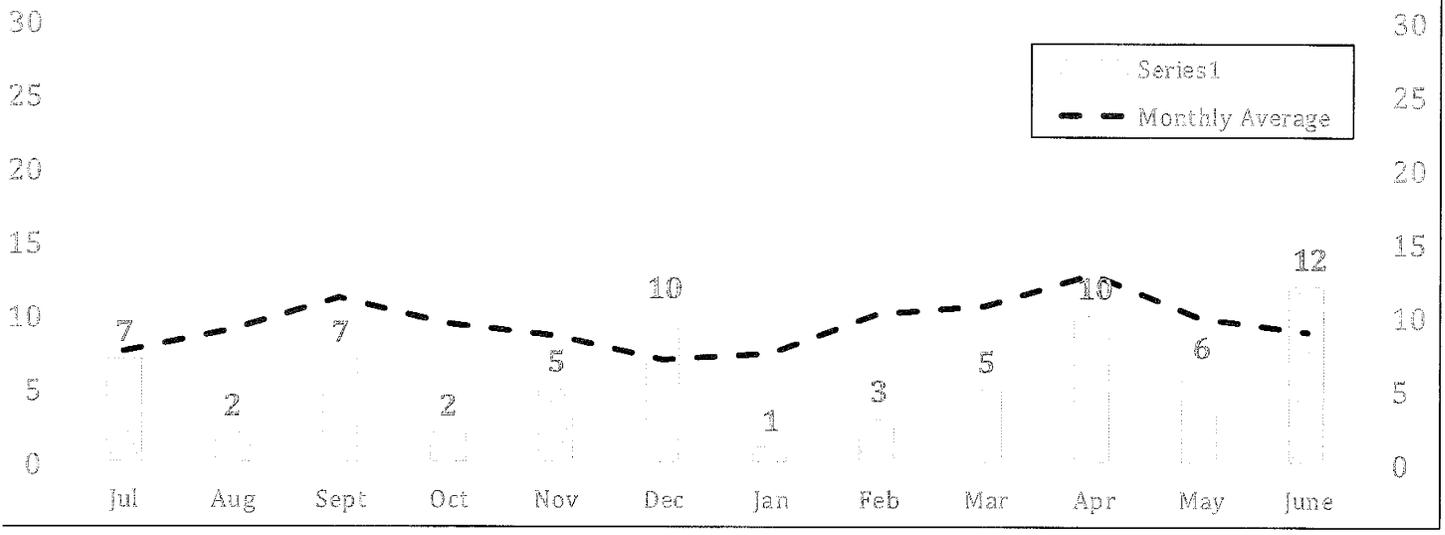
Interstate Drive Waterline Payback: NUA approved new payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the associated agenda item. This agenda item was approved 12/10/19 concurrently with the proposed Ruby Grant Payback project described below. Hudiburg Subaru billed \$28,540 on 04/24/20 and UNP was billed \$32,963 for detention pond on 04/24/20.

Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Ruby Grant Waterline Payback project approved by Council 12/10/19. Construction of 12-inch waterline is nearing completion. Battison Honda is considering new development along Interstate Drive north of Franklin Road that will connect to the Ruby Grant Waterline.

Plan Review

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Days to Return
5/4/2020	NHS Athletics - NHS Campus	New Building and Site Improvements	CEC	5/13/2020	9
5/4/2020	NHS Academics - NHS Campus	New Building and Site Improvements	CEC	5/13/2020	9
5/4/2020	Norman North High School	New Building and Site Improvements	CEC	5/13/2020	9
5/8/2020	NHS Athletics - Irving Campus	New Building and Site Improvements	CEC	5/14/2020	6
5/26/2020	Sonic Drive-In - N Porter	New Building and Site Improvements	Cedar Creek	5/27/2020	1
5/29/2020	Chick-Fil-A	New Canopy and WL Relocation	Atkins	6/4/2020	6

Plan Review - Fiscal Year 2020



Private Water Well Permits Issued

1 Water Well Permit 20-1692 was issued for month of May.

**MAY 2020
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS	May	Year to date
Fats, oil and grease (FOG) program	22	296
Food license approval	2	18
Significant Industrial Users	0	17
Total inspections	24	331

ROUTINE ACTIVITIES	May	Year to date
Significant Industrial User sites sampled	0	24
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	100%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	0%	100%
Household hazardous waste disposal calls	24	205
Immediate assistance requested	2	9

REVENUE	May	Year to date
FOG Program	\$1,300.00	\$28,400.00
Surcharge	\$0.00	\$97,199.29
Lab Analysis Recovery	\$950.00	\$14,371.43
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$2,250.00	\$139,970.72

* revenue report not available

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

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

MISCELLANEOUS ACTIVITIES

1. Staff maintain and loan out recycling containers for special events. Containers are routinely used at the OKC Memorial Marathon, Earth Day, May Fair, Summer Breeze concerts, Midsummer Nights Fair, Groovefest, and 2nd Friday Art Walks.
2. Working on Phase II of the Fats, Oils and Grease Program (FOG) - to include OU businesses, fraternities, sororities, and long-term care facilities.
3. As of May 31, 2020, approximately 278,325 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 20 as a result of the FOG program.
4. Staff is working with other departments to increase energy efficiency - i.e. turning off computers, duplex printing, anti-idling, methane recovery, and retrofitting pumps with variable speed drives.
5. DEQ and staff are working with the Product Stewardship Institute on a statewide effort to initiate take-back programs similar to Oregon's take-back program for paint.
6. Implementing a Dental Amalgam Program to comply with new federal regulations.
7. Working on annual renewals for participants in the FOG Program.
8. Staff is assisting with plans for a permanent HHW facility.
9. Earth Month festivities cancelled

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 20		FYE 19	
May, 2020	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	2	10	2	18
Property Owner Responsibility	32	242	18	222
TOTAL	34	252	20	240
Number of Feet of Sewer Cleaned:				
Cleaned	97,720	970,305	137,654	1,203,953
Rodded	531	40,513	2,670	36,950
Foamed	0	81,183	0	83,224
SL-RAT (New Program)	4,099	126,205	NEW PROGRAM	
TOTAL	102,350	1,218,206	140,324	1,324,127
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	1
Obstruction	2	5	1	10
Private	0	10	0	5
Other (Lift Station, Line Break, etc.)	1	2	0	2
Total Overflows	3	17	1	18
Feet of Sewer Lines Televised	32,103	233,564	25,973	258,838
Locates Completed	259	2,626	308	3,111
Manholes:				
Inspected	1,000	8,749	936	9,314
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	0	9	0	13
Hours Worked at Lift Station	124	1,723	196	2,303
Hours Worked for Other Departments	0	281	67	486
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	0	0	0	1,080
Average Response Time (Hours)	0.49	0.44	0.490	0.46
Claims Paid Per 10,000 People	0	0.0024	0	0

CITY OF NORMAN
DEPARTMENT OF UTILITIES
LINE MAINTENANCE DIVISION

MONTHLY PROGRESS REPORT
WATER MAINTENANCE

May, 2020	FYE 20		FYE 19	
	MONTH	YTD	MONTH	YTD
New Meter Sets:	79	433	54	425
Number Short Sets	79	430	53	379
Number Long Sets	0	3	1	46
Average Meter Set Time	3.59	5.12	4.56	6.12
Number of Work Orders:				
Service Calls	448	4,413	448	4,588
Meter Resets	2	16	3	22
Meter Removals	5	22	1	36
Meter Changes	77	732	66	622
Locates Completed	366	5,112	480	5,237
Number of Water Main Breaks	11	149	6	120
Average Time Water Off	1.13	1.98	1.50	2.68
Fire Hydrants:				
New	0	0	0	8
Replaced	0	5	1	3
Maintained	126	1,001	162	1,088
Number of Valves Exercised	98	1,396	59	1,023
Feet of Main Construction	0	2,079	580	4,745
Hours of Main Construction	239	2,770	430	5,514
Meter Changeovers	17	33	0	65
OJI Percentage	0.00	0.29	0.00	0.14
Hours Flushing/Testing New Mains	12	395	12	290
Hours Worked Outside of Division	18	416	101	791

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

WATER TREATMENT DIVISION

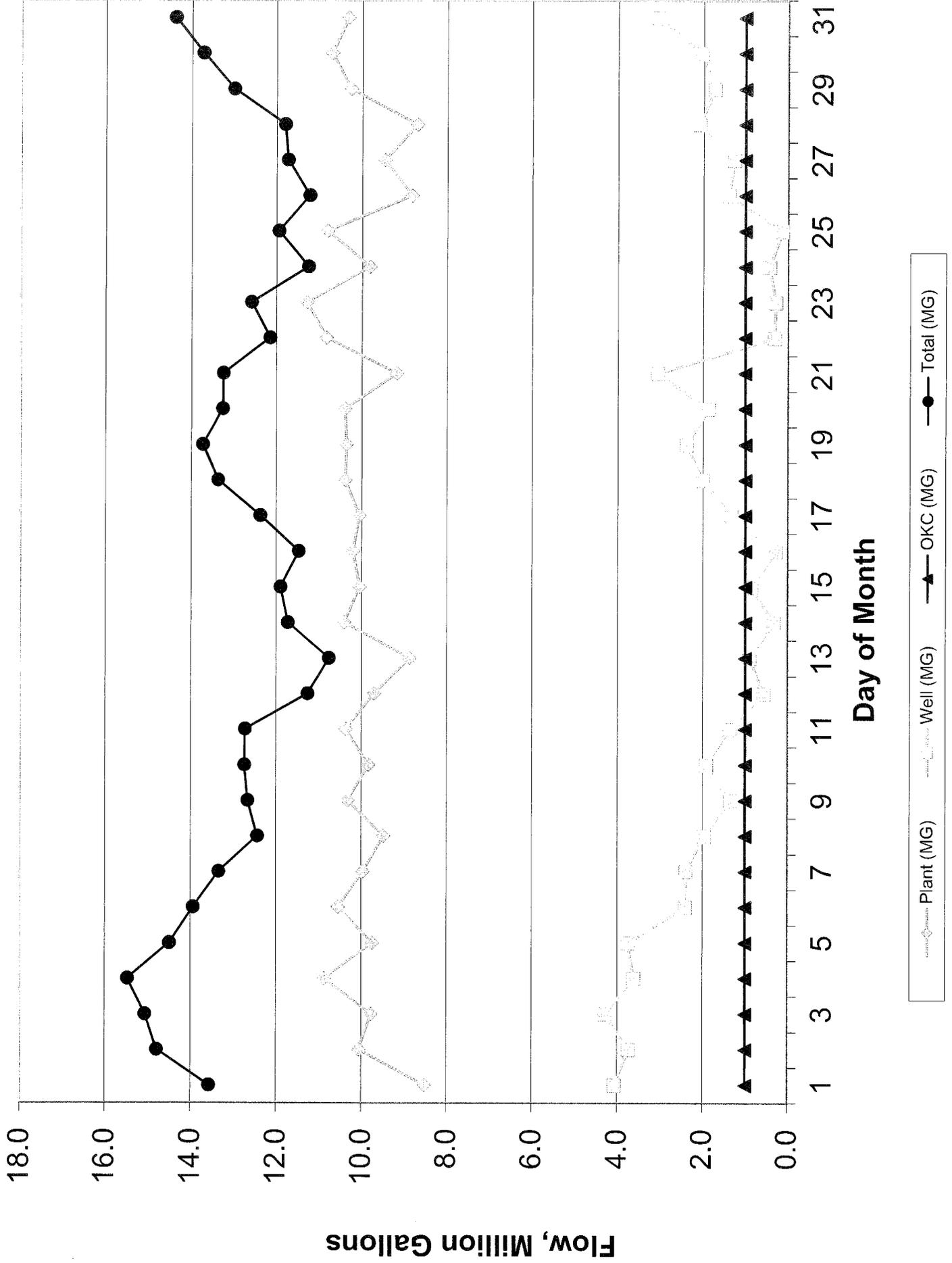
MONTH: May-2020

	<u>FYE 2020</u>		<u>FYE 2019</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	310.11	2871.76	220.29	2983.32
Well Production (MG)	57.02	1128.16	75.67	703.47
Oklahoma City Water Used (MG)	31.04	376.66	30.07	341.80
Total Water Produced (MG)	398.16	4376.58	326.02	4028.59
Average Daily Production	12.84	13.03	10.52	12.03
Peak Day Demand				
Million Gallons	15.47	22.20	11.74	21.29
Date	5/4/2020	8/20/2019	5/16/2019	7/16/2018
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
Costs				
Plant	\$643,089.67	\$7,232,376.07	\$506,094.25	\$5,614,332.30
Wells	\$199,337.34	\$2,348,111.09	\$198,264.00	\$2,168,983.60
OKC	\$76,562.83	\$1,111,486.30	\$83,875.31	\$870,203.43
Total	\$918,989.84	\$10,691,973.46	\$788,233.56	\$8,653,519.33
Okc water bill is estimated - actual bill was not received at time of report				
Cost per Million Gallons				
Plant	\$2,073.78	\$2,518.45	\$2,297.45	\$1,881.91
Wells	\$3,495.86	\$2,081.36	\$2,620.08	\$3,083.26
OKC	\$2,466.75	\$2,950.87	\$2,789.71	\$2,545.97
Total	\$2,308.07	\$2,443.00	\$2,417.73	\$2,148.03
Water Quality				
Total Number of Bacterial Samples	80	881	80	949
Bacterial Samples out of Compliance	0	0	0	4
Total number of inquiriers (Note 2)	4	38	3	34
Total number of complaints (Note 2)	1	33	3	55
Number of complaints per 1000 service connections	0.02	0.82	0.07	1.37
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	0	7	1	10
Public Education				
Number of tours conducted	0	8	2	13
Number of people on tours	0	177	28	167

Notes:

Phase II construction - Contractor in progress of installing lime system. Administration building pending final punchlist corrections. Ozone commissioning is in progress - should be completed this month. Water wells 96% in service, one well is in disinfection progress. Clarifier #3 is scheduled for repairs in June.

Water Production for May 2020



City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
May 1-31, 2020

Flow Statistics

	FYE 2020		FYE 2019	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	364.0	3842.6	515.5	4084.5
Total Effluent Flow (M.G.)	355.7	3786.6	513.7	3996.0
Influent Peak Flow (MGD)	14.5	22.7	27.8	27.8
Effluent Peak Flow (MGD)	14.1	22.4	27.2	27.2
Daily Avg. Influent Flow (MGD)	11.7	11.2	16.6	12.2
Daily Avg. Effluent Flow (MGD)	11.5	11.0	16.6	11.9
Precipitation (inches)	4.4	26.1	12.2	47.9

Discharge Monitoring Report Stats

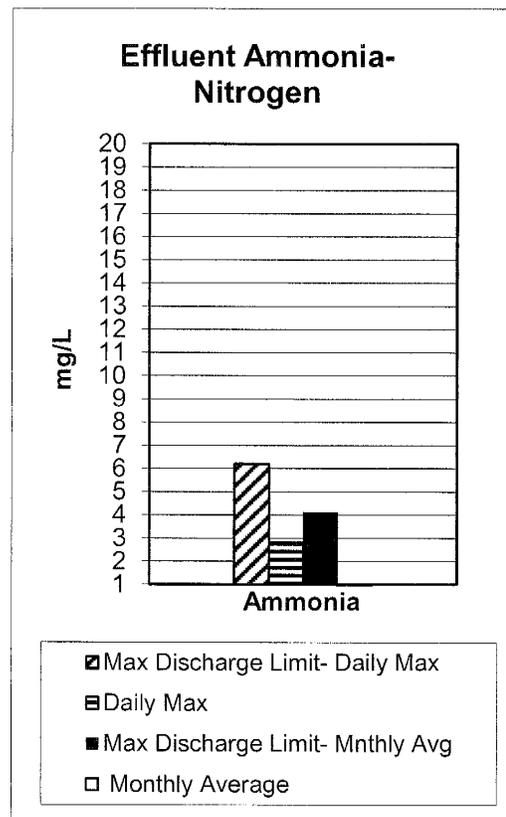
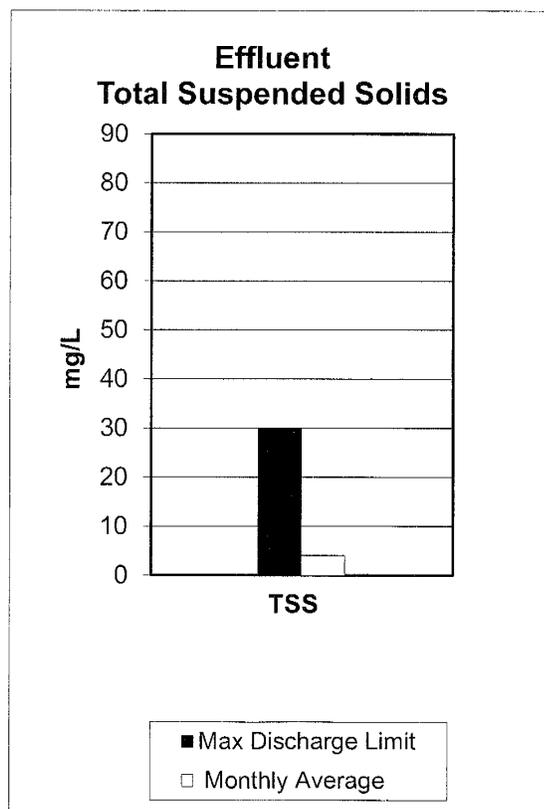
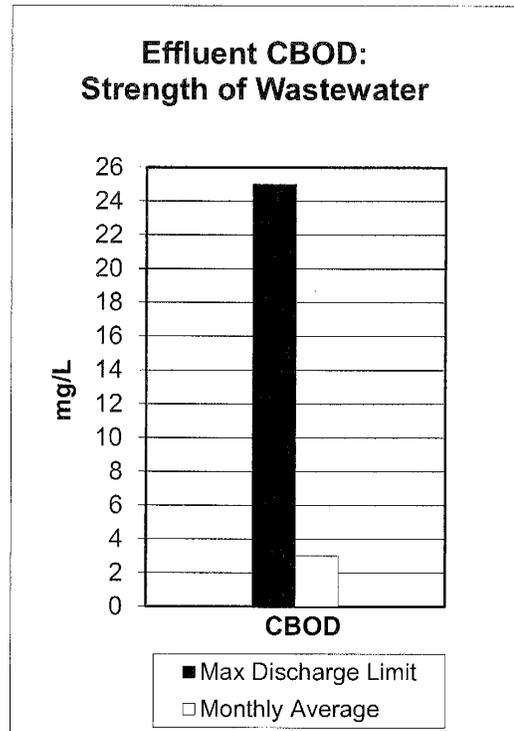
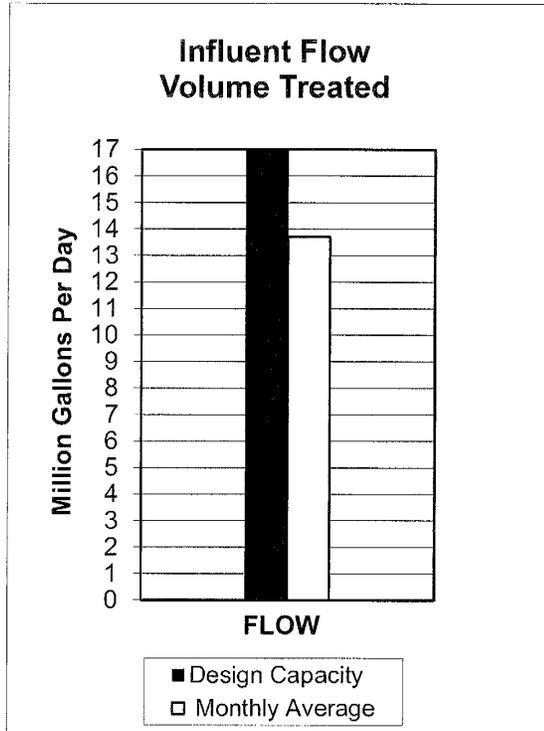
	EPA minimum percentage removal 85%	
5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	103	158
Effluent Carbonaceous Total	3	2
Percent Removal	97.1	98.7
Total Suspended Solids:		
Influent (mg/L)	258	211
Effluent (mg/L)	4	5
Percent Removal	98.5	97.6
Dissolved Oxygen:		
Influent (min)	0.5	0.6
Effluent (min)	5.6	7.2
pH		
Influent (Low)	7.1	7.2
(High)	7.7	8.0
Effluent (Low)	7.0	7.1
(High)	7.5	7.7
Ammonia Nitrogen		
Influent (mg/L)	21.0	19.0
Effluent (mg/L)	0.5	0.4
Percent Removal	97.6	97.9

Utilities

Electrical				
Total kWh Used (Plant wide)	460,140	5,357,240	505,840	6,367,800
Aeration Blowers	184,800	1,740,200	150,000	1,594,000
UV Facility	12,000	447,000	95,200	574,400
Natural Gas				
Total cubic feet/day (plant wide)	466,000	7,049,000	643,000	7,519,000
Public Education (Tours)	0	0	0	0
Total Attendees for FYE 20	145		163	
Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
OU Golf Course	2.8	61.7	4.3	79.8
E. coli average for May 2020	56 (Limit is 126)			

**CITY OF NORMAN
WATER RECLAMATION FACILITY**

May 2020



Comments here

MONTHLY TRANSFER STATION REPORT

May 2020

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	128.86	\$5,932.77
COMMERCIAL TONS	1,523.52	\$82,751.50
CASH TONS:	656.92	\$23,723.06
PULL OFFS:	20.00	\$300.00
TOTALS:	2,329.30	\$112,707.33

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	433.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9099.69
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
TOTAL LOADS BROUGHT TO LANDFILLS:	433.00
GRAND TOTAL TONS TO LANDFILLS	9,099.69
DISPOSAL COST PER TON (OKC)	\$20.31
TIPPING FEE'S FOR DUMPING AT OKC:	\$184,814.70
GRAND TOTAL TIPPING FEE'S	\$184,814.70
# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	564.00
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3525.53
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	427.00
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	3288.98
TOTAL LOADS BROUGHT TO TRANSFER STATION: BY SANITATION TRUCKS:	991.00
TOTAL TONS BROUGHT TO TRANSFER STATION BY SANITATION TRUCKS:	6814.51
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	41.25
TOTAL TONS RECEIVED AT TRANSFER STATION	9165.06

Drop Center Report

MAY 2020

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBS Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$500.00	\$0.00	0	0	0%	\$20.31	\$599.66	\$12,179.09
PLASTICS:	\$20.00	\$0.00						
STEEL CANS:	\$15.00	\$0.00						
MIXED OFFICE PAPER:	\$0.00	\$0.00						
CARDBOARD:	\$100.00	\$0.00						

RECYCLING CENTER DATA: #9 Fairgrounds Hollywood

	TONS	Fairgrounds	Hollywood	Total Tons	PRO/FEE	Revenues	Net
ALUMINUM:	0.16	0.32	0.3	0.78		\$390.00	\$390.00
PLASTICS:	1.81	4.11	3.39	9.31		\$186.20	\$186.20
STEEL CANS:	0.33	0.72	0.64	1.69		\$25.35	\$25.35
MIXED OFFICE PAPER:	0	4.84	16.59	21.43		\$0.00	\$0.00
CARDBOARD:	5.37	23.67	19.77	48.81		\$4,881.00	\$4,881.00
RECYCLING CENTER TOTALS:	7.67	33.66	40.69	82.02		\$5,482.55	\$5,482.55

Other Cardboard Containers	Compactors	Wood	Glass	Metal
TONS	TONS	TONS	TONS	TONS
47.19	5.47	\$547.00	\$0.00	0
Revenues	Revenues	Revenues	Revenues	Revenues
\$4,719.00			\$0.00	\$0.00
		2.24	22.63	0
				Cost
				Profit
				\$0.00

Expenses

Average hrly+ benefits	\$26.78			
Cage Rolloff	Cardboard	Occ Compact	MXD Office	Total
52	487.15	2	12	553.15
Labor \$	\$1,392.56	\$13,045.88	\$321.36	\$14,813.36
Vehicle cost	\$0.00	\$191.35	\$0.00	\$191.35

Revenue	Income	Expense	Net
	\$22,233.26	\$15,004.71	\$ 7,228.55
			Container Rental
			\$11,484.71

Total All Recycle and Cardboard	Revenues
159.55	\$10,748.55

Total Recycle Only	Revenues
58.08	\$601.55

Total Cardboard	Revenues
101.47	\$10,147.00

CURBSIDE MONTHLY RECYCLING REPORT

May-20

PROGRAM STATISTICS

	AVERAGE MONTH
SET OUT/PARTICIPATION RATE:	91%
AVERAGE TONS PER DAY :	13.23
POUNDS PER HOME:	27.92

COMMODITY BY TON

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.24%	5.09
#1 PET	4.00%	16.41
NEWS	0.00%	0
GLASS CONTAINERS	14.55%	59.67
MIX PAPER	38.26%	156.92
PLASTIC FILM	2.66%	10.91
#2 NATURAL	1.19%	4.88
#2 COLOR	1.09%	4.47
#3-#7	0.00%	0
METAL	0.59%	2.42
RIGIDS	1.41%	5.78
TIN-STEEL SCRAP	1.62%	6.64
TRASH	22.24%	91.21
OCC	11.15%	45.73
TOTAL	100.00%	410.13

MONTH

	MONTH
SERVICE CALLS (MISSES)	44
HOUSESIDE	1
REMINDER	1
SCATTERED	0
MISC.	2
REPAIR	13
NEW	45
ADD	8
MISSING	4
EXCHANGE	0
REPLACE	5
PICK UP	8
TOTAL CALLS	131.00

MONTH

LANDFILL COST AVOIDANCE	\$8,100.07
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SANITATION DIVISION PROGRESS REPORT

SUMMARY 2020

	FYE 19		FYE 20	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	24		13
<u>On The Job Injuries</u>	0	6		11
<u>Bulk Pickups</u>	15	255	17	283
<u>Refuse Complaints</u>	89	809	92	881
<u>New Polycarts Requests</u>	68	607	59	609
<u>Polycarts Exchanges</u>	7	102	12	80
<u>Additional Polycart Requests</u>	72	691	129	807
<u>Replaced Stolen Polycarts</u>	28	250	22	218
<u>Replaced Damaged Polycarts</u>	79	949	89	878
<u>Polycarts Repaired</u>	26	430	45	499

COMPOST MONTHLY REPORT

MAY 2020

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	484.88
LANDFILL TIPPING FEE'S	\$ 20.31
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 9,847.91
TONS BROUGHT IN BY PUBLIC:	1,310.00
TONS BROUGHT IN BY CONTRACTORS :	1,460.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	16.00
LANDFILL TIPPING FEE'S	\$ 20.31
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 56,583.66
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 66,431.57
REVENUE COLLECTED FROM COMPOST SALES:	\$0.00
REVENUE COLLECTED FROM MULCH SALES:	\$0.00
REVENUE COLLECTED FROM DUMP SALES:	\$720.00
TOTAL TONS COLLECTED	3,270.88

	MULCH CUBIC YDS	COMPOST CUBIC YDS
	MONTH	MONTH
<u>PARKS DEPT.</u>		
<u>ROAD & CHANNEL</u>		
<u>LINE MAINTENANCE</u>		
<u>STREET DEPT.</u>		
<u>WATER TREATMENT</u>		
<u>MURPHY PRODUCTS OKC</u>		
<u>SELF LOADING BIN</u>		
<u>DRYING BEDS</u>	1,800	
<u>COMPOST SOLD BY CUBIC YARDS</u>		
<u>MULCH SOLD BY CUBIC YARDS</u>		
TOTAL:	1,800	0

