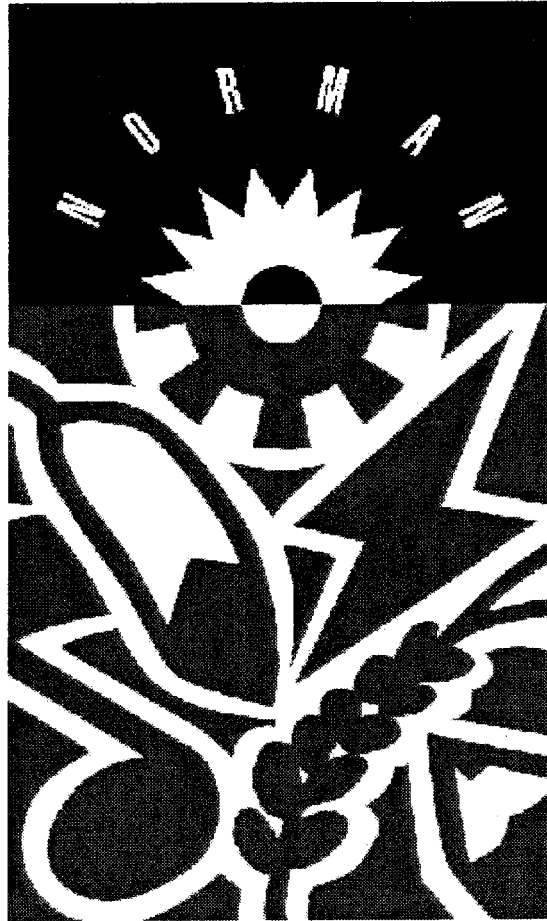


City of Norman



Monthly Departmental Report

November 2013

MONTHLY PROGRESS

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CITY CLERK

1

**CITY CLERK
MONTHLY PROGRESS REPORT
NOVEMBER, 2013**

CITY COUNCIL

A Special Election was held on November 12, 2013, regarding a Sewer Rate Increase for the Water Reclamation Improvement Projects with the following results:

YES	NO
4,110	1,311

CITY CLERK

ACTION CENTER					
DEPARTMENT	NUMBER OF CALLS	FYE YTD	DEPARTMENT	NUMBER OF CALLS	FYE YTD
Animal Control	6	27	Municipal Court	1	7
Building Permits	8	35	Noise	3	9
CDBG	0	4	Parks and Recreation	6	52
City Clerk	6	*79	Planning	2	13
City Manager/Mayor	0	0	Police	15	66
Code Enforcement	16	242	Sanitation	19	162
Data Processing	0	2	Sidewalks	3	13
Engineering/Public Works	7	70	Storm Debris	0	7
Finance	6	35	Storm Water	2	39
Fire/Civil Defense	5	20	Streets	6	64
Human Resources	1	4	Street Lights	6	44
Information (General)	33	138	Traffic	8	52
Legal	3	11	Utilities	6	45
Line Maintenance	1	26	WC Questions	0	7
Recycling Questions	7	299	WC Violations	0	0

Total for November	176	Total FYE YTD	1,572
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WC (Water Conservation)

* Volume due to Citywide Garage Sale

LICENSES

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

LICENSE TYPE	NUMBER ISSUED	FYE YTD	LICENSE TYPE	NUMBER ISSUED	FYE YTD
Food	6	22	Bee Keeper	0	1
Class I Beer	0	4	Solicitor/Peddler (30 day)	1	3
Class II Beer	2	9	Solicitor/Peddler (60 day)	0	3
Mixed Beverage	0	1	Solicitor/Peddler (one day)	0	8
Mixed Beverage/Caterer	0	0	Coin-Operated Devices	0	20
Wine & Beer/Winemaker	0	1	Game Machines	0	2
Temporary Food (30 day)	0	8	Taxi/Motorbus/Limousine	0	10
Temp Food (180 day)	1	3	Impoundment Yard	0	0
Temp Food (one day)	0	13	Salvage Yard	0	0
Kennel	0	1	Transient Amusement	0	0
Pawnbrokers	0	0	Special Event	2	8
Retail Liquor Store	0	1	Sidewalk Dining	0	0

Licenses, continued:

- 1 180 Day Temporary Mobile Food License was issued to Tacos Loco for November 28, 2013, through May 27, 2014
- 1 Special Event License was issued to Guiltless Concession for November 24, 2013, through January 10, 2014, at Andrews Park for an Ice Skating Rink
- 1 Special Event License was issued to Oklahoma Wine Walk for November 2, 2013, in Brookhaven Village
- 1 30 day Solicitor/Peddler Licenses was issued to Jon Wiggins for November 27 through December 27, 2013, in the Sooner Mall parking lot

New Establishments/Licenses

NAME	ADDRESS	LICENSE TYPE(S)
Crest Fresh Market #18	2550 Mount Williams Drive	Food Service and Class II Beer
Lemon Tree	924 West Main Street	Food Service
Michelangelo's Coffee	300 Norman Center Court	Food Service
Raising Canes	3617 West Main Street	Food Service
The Village Pantry	3001 South Berry Road	Food Service and Class II Beer

Existing Establishments/New Owner

NAME	ADDRESS	LICENSE TYPE(S)
Level 10 Nutrition	1959 West Lindsey	Food Service

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
11-01-13	Norman Regional Hospital	Damages to their ramp on the loading dock – claimant alleges a City of Norman sanitation worker was returning the trash compactor and failed to unhook the compactor from the truck pulling the compactor into the ramp when he was leaving on October 21, 2013, at 901 North Porter	\$ 3,974.87
11-06-13	Southwestern Bell Telephone d/b/a AT&T Oklahoma	Damages incurred to a pedestal – claimant alleges on or around September 5, 2013, a City crew mowing the east side of 72nd Avenue N.E. ran over the pedestal.	\$ 1,491.49
11-18-13	CMR Claims Management Resources on behalf of OG&E	Damages to underground cable – claimant alleges that around September 2, 2013, a City crew working in the area damaged the cable located at 851 36th Avenue N.E..	\$ 827.27
11-21-13	Victoria L. White	Damages to her vehicle – claimant alleges her vehicle was parked in her driveway at 1028 Leslie Lane when a sanitation truck attempting to back out of the cul-de-sac struck her vehicle on October 10, 2013.	\$ 1,360.50

CLAIMS PAID

NAME	JUSTIFICATION	DATE PAID	AMOUNT PAID
Jerry Masters	Restoration services, carpet replacement, flooring replacement, hotel expenses, and moving and storage fees – a water main break at 3101 Pheasant Run and 3103 Pheasant Run on July 7, 2013, caused flooding in both residences causing extensive damage.	11-12-13	\$ 8,135.80
Colby Wardwell	Damages to vehicle, towing fees, and medical expenses when struck by a City of Norman Parking Services Officer vehicle at the intersection of Santa Fe and Symmes Street on October 1, 2013.	11-12-13	\$ 3,504.99
Janet L. Sympson	Damages to vehicle, insurance deductible, and vehicle rental when struck by a police vehicle on October 5, 2013, as she was southbound on Classen Boulevard near Lindsey Street a southbound police vehicle made a u-turn in order to stop a northbound vehicle for a traffic violation striking her vehicle.	11-26-13	\$ 9,891.87
Earnest and Anne Gaines	Damages to vehicle and rental car expenses – Mrs. Gaines was yielding to oncoming traffic at the exit ramp on Highway 9 on September 4, 2013, when a sanitation truck failed to stop and struck their vehicle from behind.	11-26-13	\$ 8,300.57

CITY COUNCIL CONFERENCE

A City Council Conference was held on November 25, 2013, regarding renewal of the Public Safety Sales Tax to be submitted for voter approval.

A City Council Conference was held on November 26, 2013, regarding the FYE 2014 City Council election dates.

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

A Business and Community Affairs Committee meeting was held on November 1, 2013, regarding green building practices designed to encourage water conservation and policies designed to incentivize similar practices and a topic for the Business and Community Affairs (BACA) Committee meeting on December 6, 2013 – items to be assigned to the Economic Development Advisory Board (EDAB).

EXECUTIVE SESSION

An Executive Session was held on November 12, 2013, to discuss pending litigation in the Workers' Compensation Cases of Marvin Barton vs. the City of Norman – WC 2012 12945 A and WC 2013-07113 A.

FINANCE COMMITTEE

A Finance Committee meeting was held on November 20, 2013, and included a presentation by BKD, L.L.C., on the FYE 2013 Audit and Comprehensive Financial Report; continued discussion regarding creation of a stormwater utility; the Capital Project for heating and air conditioning improvements for Fire Administration and Fire Stations 1 and 7 funded with Public Safety Sales Tax and other possible facility improvement related needs; revenue/expenditure reports for October, 2013, and the report on open positions.

OVERSIGHT COMMITTEE

A City Council Oversight Committee meeting was held on November 13, 2013, regarding golf pro services for Westwood Golf Course.

RETREAT

A City Council Capital Budget Retreat was held on November 19, 2013, regarding the FYE 2015 Capital Budget and the Five Year Capital Improvements Plan.

SPECIAL SESSION

A Special Session was held on November 12, 2013, to discuss pending litigation in the Workers' Compensation Cases of Marvin Barton vs. the City of Norman – WC 2012 12945 A and WC 2013-07113 A.

STUDY SESSION

A Study Session was held November 5, 2013, regarding a proposed oil and gas lease with Baron Exploration Company for property located south of Highway 9 and east of Jenkins Avenue.

FACILITY MAINTENANCE 1A

Work Order by Facility Serviced

November, 2013

<i>AcctCodes</i>	<i>Facility</i>		<i>Employee</i>		<i>Hours</i>
010-2080					
2080.1	LIBRARY				
11/25/2013	ELECTRICAL	Worked on lights		60	1
			Bill Sandison	60	1
11/1/2013	PLUMBING	Toilet blockage in men's bathroom		60	1
11/6/2013	PLUMBING	Repaired floor drain in staff bathroom		60	1
11/7/2013	MISCELLANEOUS	Worked on doors on west side of the Library		60	1
11/8/2013	MISCELLANEOUS	Worked on panic door lock on west door at Library		60	1
11/12/2013	MISCELLANEOUS	Worked with Matt Smith on doors		120	2
11/13/2013	PLUMBING	Cleared floor drain in bathroom		60	1
11/14/2013	MISCELLANEOUS	Worked with Matt Smith on doors		120	2
11/20/2013	PLUMBING	Blockage in drinking fountain		60	1
11/26/2013	PLUMBING	Blockage in floor drain		60	1
			Jeff Lewis	660	11
11/12/2013	HVAC	Changed air filters		240	4
11/21/2013	HVAC	Changed air filters		240	4
			Jerry Wilson	480	8
11/4/2013	ELECTRICAL	Reset time clocks		30	0.5
			Larry E. Long	30	0.5
			Facility Subtotal	1230	20.5
			AcctCode Total	1230	20.5

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>		<i>Hours</i>
010-3001				
3090.3	MUNICIPAL BLDG - BUILDING C			
11/6/2013	ELECTRICAL	Repaired lights and A/C unit on rooftop	120	2
11/7/2013	ELECTRICAL	Fixed lights and A/C unit	60	1
11/20/2013	ELECTRICAL	Worked on lights	90	1.5
11/21/2013	ELECTRICAL	Worked on lights	150	2.5
11/25/2013	ELECTRICAL	Worked on lights	60	1
		Bill Sandison	480	8
11/7/2013	ELECTRICAL	Helped Jerry Wilson with A/C unit	60	1
11/8/2013	PLUMBING	Repaired broken toilet flange	90	1.5
11/20/2013	PLUMBING	Toilet blockage in women's bathroom	60	1
11/26/2013	MISCELLANEOUS	Attended safety meeting	60	1
11/27/2013	MISCELLANEOUS	Worked on door lock	60	1
		Jeff Lewis	330	5.5
11/1/2013	HVAC	Adjusted belts and greased the bearings	240	4
11/5/2013	HVAC	Checked belts and bearings in computer room	240	4
11/6/2013	HVAC	Removed compressor	240	4
11/7/2013	HVAC	Worked on changing out compressor	360	6
		Jerry Wilson	1080	18
11/6/2013	ELECTRICAL	Removed bad compressor from the RTU	120	2
11/7/2013	ELECTRICAL	Replaced compressor in AHU	360	6
11/20/2013	ELECTRICAL	Worked on lights	90	1.5
11/21/2013	ELECTRICAL	Worked on lights	150	2.5
		Larry E. Long	720	12
		Facility Subtotal	2610	43.5
		AcctCode Total	2610	43.5

<i>AcctCodes</i>	<i>Facility</i>		<i>Employee</i>	<i>Hours</i>
010-3090				
3090.1 MUNICIPAL BLDG - BUILDING A				
11/7/2013	ELECTRICAL	Fixed lights		60 1
			Bill Sandison	60 1
11/4/2013	MISCELLANEOUS	Worked on doors		60 1
11/13/2013	PLUMBING	Worked on circulating pump on boiler		60 1
11/18/2013	PLUMBING	Cleaned out building sewer		90 1.5
11/21/2013	PLUMBING	Worked on water heater		60 1
11/27/2013	PLUMBING	Replaced wax seal on two (2) toilets		120 2
			Jeff Lewis	390 6.5
11/4/2013	HVAC	Checked the boiler		30 0.5
11/5/2013	HVAC	Checked belts		240 4
11/6/2013	HVAC	Greased motors and bearings		240 4
11/8/2013	HVAC	Checked air handlers		240 4
11/13/2013	HVAC	Checked air handlers		120 2
11/26/2013	HVAC	Checked boiler and Air Handlers		240 4
			Jerry Wilson	1110 18.5
11/5/2013	HVAC	Assisted Jerry Wilson in greasing rooftop AHU's		60 1
			Larry E. Long	60 1
			Facility Subtotal	1620 27
3090.2 MUNICIPAL BLDG - BUILDING B				
11/21/2013	ELECTRICAL	Worked on lights		90 1.5
			Bill Sandison	90 1.5
11/13/2013	PLUMBING	Replaced toilet seat in men's bathroom		60 1
11/13/2013	PLUMBING	Toilet blockage in men's bathroom		60 1
11/18/2013	PLUMBING	Toilet blockage in men's bathroom		60 1
11/25/2013	MISCELLANEOUS	Worked on doors		60 1
11/25/2013	PLUMBING	Toilet blockage in men's bathroom		60 1
11/26/2013	MISCELLANEOUS	Worked on bathroom door		60 1
11/26/2013	PLUMBING	Worked on drinking fountain		60 1
11/26/2013	PLUMBING	Worked on shower valve in basement		60 1
11/27/2013	PLUMBING	Adjusted the temperature on the hot water side of the sink		60 1
			Jeff Lewis	540 9
11/5/2013	ELECTRICAL	Reset time clocks		30 0.5
11/21/2013	ELECTRICAL	Worked on lights		90 1.5
			Larry E. Long	120 2
			Facility Subtotal	750 12.5
2020.4 MUNICIPAL BLDG - CITY HALL				
11/1/2013	ELECTRICAL	Fixed lights		30 0.5
11/25/2013	ELECTRICAL	Worked on lights		60 1
			Bill Sandison	90 1.5
11/6/2013	MISCELLANEOUS	Repaired chairs in Council Chambers		60 1
11/12/2013	ELECTRICAL	Worked with Matt Smith on Electrical Change Ballast		120 2
11/14/2013	ELECTRICAL	Worked with Matt Smith on lights		120 2

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>		<i>Hours</i>
		Jeff Lewis	300	5
11/4/2013	HVAC	Checked HVAC system	240	4
11/8/2013	HVAC	Checked HVAC system	240	4
11/18/2013	HVAC	Checked HVAC System	240	4
		Jerry Wilson	720	12
11/1/2013	ELECTRICAL	Checked and reset clock	30	0.5
11/18/2013	ELECTRICAL	Installed Christmas lights	60	1
		Larry E. Long	90	1.5
		Facility Subtotal	1200	20
2020.5	MUNICIPAL BLDG - COMPLEX			
11/4/2013	ELECTRICAL	Repaired and reset time clocks	90	1.5
		Bill Sandison	90	1.5
11/4/2013	ELECTRICAL	Reset time clocks	60	1
		Larry E. Long	60	1
		Facility Subtotal	150	2.5
		AcctCode Total	3720	62
010-5023				
5023.0	TRAFFIC CONTROL			
11/12/2013	HVAC	Worked with Matt Smith on heater	120	2
11/14/2013	HVAC	Worked with Matt Smith on heater	120	2
		Jeff Lewis	240	4
11/22/2013	HVAC	Checked heater	240	4
		Jerry Wilson	240	4
		Facility Subtotal	480	8
		AcctCode Total	480	8
010-6016				
6016.2	POLICE RANGE			
11/12/2013	ELECTRICAL	Fixed lights	60	1
11/13/2013	ELECTRICAL	Fixed lights	30	0.5
11/15/2013	ELECTRICAL	Fixed lights	30	0.5
		Bill Sandison	120	2
		Facility Subtotal	120	2
		AcctCode Total	120	2

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>	<i>Hours</i>
010-6030			
6030.0	SPECIAL OPS		
11/20/2013	ELECTRICAL	Worked on emergency, exit and outside lights	150 2.5
11/21/2013	ELECTRICAL	Worked on lights	150 2.5
		Bill Sandison	300 5
11/20/2013	ELECTRICAL	Removed bulb and found a possible replacement	150 2.5
11/21/2013	ELECTRICAL	Worked on outside lights	150 2.5
		Larry E. Long	300 5
		Facility Subtotal	600 10
		AcctCode Total	600 10
010-6070			
6070.0	ANIMAL WELFARE		
11/1/2013	PLUMBING	Replaced drain under sink in dog room	90 1.5
11/7/2013	PLUMBING	Worked on water leak on toilet	60 1
11/18/2013	PLUMBING	Repaired water leak on water service	90 1.5
11/20/2013	PLUMBING	Hung medical bottles	90 1.5
11/21/2013	PLUMBING	Installed new water lines	180 3
		Jeff Lewis	510 8.5
		Facility Subtotal	510 8.5
		AcctCode Total	510 8.5
010-6440			
6443.1	FIRE STATION #1		
11/12/2013	ELECTRICAL	Generator operation and shoreline work for fire trucks	360 6
11/13/2013	ELECTRICAL	Generator operation and shoreline work for fire trucks	150 2.5
		Bill Sandison	510 8.5
11/1/2013	PLUMBING	Cleaned out building sewer	90 1.5
11/25/2013	PLUMBING	Worked on dishwasher	90 1.5
		Jeff Lewis	180 3
11/12/2013	HVAC	Worked on truck bay heaters	240 4
		Jerry Wilson	240 4
		Facility Subtotal	930 15.5
		AcctCode Total	930 15.5

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>		<i>Hours</i>
010-6443				
6443.2	FIRE STATION #2			
11/6/2013	MISCELLANEOUS	Demolition in preparation of new wall install	90	1.5
11/7/2013	ELECTRICAL	Demolition in preparation of new wall install	60	1
		Bill Sandison	150	2.5
11/21/2013	PLUMBING	Blockage in sinks	60	1
		Jeff Lewis	60	1
11/7/2013	HVAC	Repaired heater	120	2
11/21/2013	HVAC	Worked on heater	240	4
		Jerry Wilson	360	6
11/6/2013	ELECTRICAL	Removed the pipes and wires in the tool room	150	2.5
11/7/2013	ELECTRICAL	Reset smoke detector - smoke detector tripped, no heat	120	2
		Larry E. Long	270	4.5
		Facility Subtotal	840	14
6443.4	FIRE STATION #4			
11/18/2013	MISCELLANEOUS	Worked on doors	120	2
		Jeff Lewis	120	2
11/25/2013	HVAC	Worked on heater	240	4
		Jerry Wilson	240	4
		Facility Subtotal	360	6
6443.6	FIRE STATION #6			
11/15/2013	PLUMBING	Repaired water leak on outside faucet	120	2
11/20/2013	PLUMBING	Cleaned out building sewer	150	2.5
11/20/2013	PLUMBING	Installed new sewer plug	60	1
11/27/2013	PLUMBING	Worked on the water filters	60	1
		Jeff Lewis	390	6.5
		Facility Subtotal	390	6.5
6443.7	FIRE STATION #7			
11/7/2013	ELECTRICAL	Repaired lights and shoreline work for fire trucks	180	3
11/19/2013	ELECTRICAL	Repaired broken receptor	60	1
11/26/2013	ELECTRICAL	Repaired heater	180	3
11/27/2013	ELECTRICAL	Repaired heater	300	5
		Bill Sandison	720	12
11/27/2013	HVAC	Replaced blower motor	240	4
		Jerry Wilson	240	4
		Facility Subtotal	960	16
6443.8	FIRE STATION #8			
11/6/2013	ELECTRICAL	Repaired generator	150	2.5
		Bill Sandison	150	2.5
11/6/2013	ELECTRICAL	Replaced batteries in generator	90	1.5
		Larry E. Long	90	1.5
		Facility Subtotal	240	4
		AcctCode Total	2790	46.5

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>	<i>Hours</i>
010-7010			
7010.1	PARK - ANDREWS PARK		
11/1/2013	ELECTRICAL	Retro-fit lights in the pavilion	90 1.5
11/4/2013	ELECTRICAL	Retro-fit lights in the pavilion	60 1
11/5/2013	ELECTRICAL	Retro-fit lights in the pavilion	480 8
		Bill Sandison	630 10.5
11/5/2013	PLUMBING	Winterized drinking fountain at Andrew's Park	60 1
11/19/2013	PLUMBING	Winterized bathrooms	60 1
		Jeff Lewis	120 2
11/1/2013	ELECTRICAL	Worked on pavilion lights and ordered new parts	60 1
11/4/2013	ELECTRICAL	Replaced lights in ceiling fixtures	60 1
11/5/2013	ELECTRICAL	Replaced light fixtures at pavilion	390 6.5
		Larry E. Long	510 8.5
		Facility Subtotal	1260 21
7010.4	PARK - FALLS LAKEVIEW		
11/18/2013	PLUMBING	Rebuilt flush valve on toilet	90 1.5
11/19/2013	PLUMBING	Winterized bathrooms	90 1.5
		Jeff Lewis	180 3
		Facility Subtotal	180 3
7010.2	PARK - GRIFFIN PARK		
11/7/2013	PLUMBING	Winterized bathrooms at Griffin Park	90 1.5
		Jeff Lewis	90 1.5
		Facility Subtotal	90 1.5
9000.5	PARK - LEGACY PARK		
11/4/2013	ELECTRICAL	Reset clock at Main Street Plaza	30 0.5
		Larry E. Long	30 0.5
		Facility Subtotal	30 0.5
7010.6	PARK - LIONS PARK		
11/6/2013	PLUMBING	Winterized drinking fountain at Lion's Park	60 1
11/19/2013	PLUMBING	Winterized bathrooms	60 1
		Jeff Lewis	120 2
11/4/2013	ELECTRICAL	Reset clocks	50 0.83
		Larry E. Long	50 0.833333
		Facility Subtotal	170 2.833333
7010.7	PARK - LITTLE AXE PARK		
11/6/2013	PLUMBING	Winterized drinking fountain at Little Axe park	120 2
		Jeff Lewis	120 2
		Facility Subtotal	120 2
7010.8	PARK - NE LIONS PARK		
11/4/2013	PLUMBING	Winterized drinking fountain at N.E. Lion's Park	60 1

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>		<i>Hours</i>
11/13/2013 PLUMBING	Repaired frozen water pipes		120	2
11/19/2013 PLUMBING	Winterized bathrooms		90	1.5
		Jeff Lewis	270	4.5
		Facility Subtotal	270	4.5
9000.8	PARK - PRAIRIE CREEK PARK			
11/5/2013 PLUMBING	Winterized drinking fountain at Prairie Creek Park		60	1
		Jeff Lewis	60	1
		Facility Subtotal	60	1
7010.10	PARK - ROTARY PARK			
11/20/2013 ELECTRICAL	Repaired light circuits		90	1.5
		Bill Sandison	90	1.5
11/8/2013 PLUMBING	Winterized drinking fountain at Rotary Park		60	1
11/19/2013 PLUMBING	Winterized bathrooms		60	1
		Jeff Lewis	120	2
11/4/2013 ELECTRICAL	Reset clocks		50	0.83
11/20/2013 ELECTRICAL	Fixed light fixture in bathroom		90	1.5
		Larry E. Long	140	2.333333
		Facility Subtotal	350	5.833333
7033.1	PARK - WESTWOOD PARK			
11/4/2013 ELECTRICAL	Repaired control box, junction box, lights and timeclock		150	2.5
		Bill Sandison	150	2.5
11/6/2013 PLUMBING	Winterized drinking fountain at Westwood Park		60	1
		Jeff Lewis	60	1
		Facility Subtotal	210	3.5
7070.7	WESTWOOD TENNIS COURT			
11/4/2013 ELECTRICAL	Reset time clocks and installed panel cover		150	2.5
		Larry E. Long	150	2.5
		Facility Subtotal	150	2.5
		AcctCode Total	2890	48.166

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>	<i>Hours</i>
010-7070			
7070.0 PARKS AND REC ADMIN			
11/4/2013	ELECTRICAL	Repaired and reset time clocks	180 3
11/15/2013	ELECTRICAL	Repaired vandalism damage at Sunflower park	120 2
11/18/2013	ELECTRICAL	Worked on lights	180 3
11/19/2013	ELECTRICAL	Repaired Christmas lights	270 4.5
11/21/2013	ELECTRICAL	Worked on exhaust fan	90 1.5
11/25/2013	ELECTRICAL	Repaired Christmas lights	120 2
11/26/2013	ELECTRICAL	Repaired Christmas lights	120 2
11/27/2013	ELECTRICAL	Repaired Christmas lights	60 1
		Bill Sandison	1140 19
11/4/2013	PLUMBING	Winterized drinking fountain at Royal Oaks Park	60 1
11/4/2013	PLUMBING	Winterized drinking fountain at Summit Lake Park	60 1
11/4/2013	PLUMBING	Winterized drinking fountain at Sunrise Park	60 1
11/4/2013	PLUMBING	Winterized drinking fountain at Eastridge Park	60 1
11/4/2013	PLUMBING	Winterized drinking fountain at Sonoma Park	60 1
11/5/2013	PLUMBING	Winterized drinking fountain at Colonial Common's Park	60 1
11/5/2013	PLUMBING	Winterized drinking fountain at Lion's Memorial Park	60 1
11/5/2013	PLUMBING	Winterized drinking fountain at Brookhaven Park	60 1
11/5/2013	PLUMBING	Winterized drinking fountain at Canadian Trails Park	60 1
11/5/2013	PLUMBING	Winterized drinking fountain at Kevin Gottshall Park	60 1
11/5/2013	PLUMBING	Winterized drinking fountain at Eagle Cliff Park	60 1
11/6/2013	PLUMBING	Winterized drinking fountain at June Benson Park	60 1
11/6/2013	PLUMBING	Winterized drinking fountain at Centennial Park	60 1
11/7/2013	PLUMBING	Winterized drinking fountain at Monroe Park	60 1
11/7/2013	PLUMBING	Winterized drinking fountain at William Morgan Park	60 1
11/8/2013	PLUMBING	Winterized drinking fountain at Sutton Park	60 1
11/8/2013	PLUMBING	Winterized drinking fountain at Berkley Park	60 1
11/8/2013	PLUMBING	Winterized drinking fountain at Cascade Park	60 1
11/15/2013	PLUMBING	Repaired broken drinking fountain at June Benson Park	120 2
		Jeff Lewis	1200 20
11/27/2013	HVAC	Worked on heater	240 4
		Jerry Wilson	240 4
11/4/2013	ELECTRICAL	Reset clocks in Normandy Park	50 0.83
11/13/2013	ELECTRICAL	Repaired outlets on Legacy Trail	240 4
11/18/2013	ELECTRICAL	Worked on outlets for Christmas lights	180 3
11/19/2013	ELECTRICAL	Replaced outlets	120 2
11/21/2013	ELECTRICAL	Worked on exhaust fans and checked circuits	90 1.5
		Larry E. Long	680 11.333333
		Facility Subtotal	3260 54.33333
		AcctCode Total	3260 54.333

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>		<i>Hours</i>
010-7081				
7081.0	FIREHOUSE ART CENTER			
11/20/2013	ELECTRICAL	Worked on lights	30	0.5
		Bill Sandison	30	0.5
11/20/2013	ELECTRICAL	Worked on lights	30	0.5
		Larry E. Long	30	0.5
		Facility Subtotal	60	1
		AcctCode Total	60	1
010-7082				
9000.2	HISTORICAL HOUSE			
11/15/2013	PLUMBING	Worked on sump pump in basement	60	1
		Jeff Lewis	60	1
		Facility Subtotal	60	1
		AcctCode Total	60	1
010-7097				
7097.0	CHRISTMAS LIGHTS			
11/7/2013	ELECTRICAL	Installed Christmas lights	120	2
11/13/2013	ELECTRICAL	Installed Christmas lights, electrical outlets, set time clocks	240	4
11/14/2013	ELECTRICAL	Installed Christmas lights	480	8
11/15/2013	ELECTRICAL	Installed Christmas lights	240	4
		Bill Sandison	1080	18
		Facility Subtotal	1080	18
		AcctCode Total	1080	18
020-7010				
7010.12	SANTA FE DEPOT			
11/1/2013	PLUMBING	Replaced sink faucet in bathroom	90	1.5
11/19/2013	PLUMBING	Cleaned out building sewer	120	2
		Jeff Lewis	210	3.5
		Facility Subtotal	210	3.5
		AcctCode Total	210	3.5

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>		<i>Hours</i>
020-7021				
7021.2	PARK - REAVES PARK			
11/21/2013	PLUMBING	Winterized public bathrooms	60	1
11/21/2013	PLUMBING	Winterized bathrooms at the baseball complex	60	1
11/25/2013	PLUMBING	Winterized bathrooms at West Complex	60	1
11/25/2013	PLUMBING	Winterized bathrooms at Central Complex	60	1
11/25/2013	PLUMBING	Winterized bathrooms at N.E. Complex	60	1
11/26/2013	ELECTRICAL	Worked with Bill Sandison at West Complex	120	2
		Jeff Lewis	420	7
		Facility Subtotal	420	7
7021.3 REC CTR - 12TH AVE				
11/18/2013	ELECTRICAL	Worked on lights and repaired lift	300	5
11/19/2013	ELECTRICAL	Worked on lights	90	1.5
11/19/2013	ELECTRICAL	Worked on lights and repaired lift	60	1
11/22/2013	ELECTRICAL	Worked on lights	360	6
		Bill Sandison	810	13.5
11/7/2013	PLUMBING	Toilet blockage in the men's bathroom	60	1
11/15/2013	PLUMBING	Toilet blockage in women's bathroom	60	1
11/27/2013	PLUMBING	Blockage in kitchen sink	60	1
		Jeff Lewis	180	3
11/13/2013	HVAC	Checked heater	120	2
11/20/2013	HVAC	Worked on heater in the dance studio	240	4
		Jerry Wilson	360	6
11/18/2013	ELECTRICAL	Worked on outside lights	180	3
11/18/2013	ELECTRICAL	Worked on gym lights	60	1
11/22/2013	ELECTRICAL	Worked on gym lights	360	6
		Larry E. Long	600	10
		Facility Subtotal	1950	32.5
7021.0 REC CTR - IRVING				
11/8/2013	MISCELLANEOUS	Repaired broken door handle	90	1.5
11/25/2013	PLUMBING	Replaced the element in the water heater	90	1.5
		Jeff Lewis	180	3
		Facility Subtotal	180	3
7021.1 REC CTR - LITTLE AXE				
11/15/2013	PLUMBING	Rebuilt flush valve on urinal in men's bathroom	120	2
		Jeff Lewis	120	2
11/1/2013	HVAC	Worked on heater	240	4
		Jerry Wilson	240	4
		Facility Subtotal	360	6
7021.4 REC CTR - WHITTIER				
11/13/2013	ELECTRICAL	Worked with Larry Long on electric	120	2
		Jeff Lewis	120	2

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>		<i>Hours</i>
11/13/2013	ELECTRICAL	Checked lights	120	2
		Larry E. Long	120	2
		Facility Subtotal	240	4
		AcctCode Total	3150	52.5
 020-7023				
7023.0	SENIOR CITIZENS CTR			
11/25/2013	HVAC	Checked heater	240	4
		Jerry Wilson	240	4
		Facility Subtotal	240	4
		AcctCode Total	240	4
 030-7032				
7032.0	WESTWOOD GOLF COURSE			
11/12/2013	HVAC	Worked with Matt Smith on heater	120	2
11/14/2013	HVAC	Worked with Matt Smith on heater	120	2
		Jeff Lewis	240	4
11/20/2013	HVAC	Repaired heater	240	4
		Jerry Wilson	240	4
		Facility Subtotal	480	8
		AcctCode Total	480	8
 030-7033				
7033.0	WESTWOOD POOL			
11/6/2013	ELECTRICAL	Repaired lights	120	2
		Bill Sandison	120	2
11/6/2013	ELECTRICAL	Reset clocks for pool areas	120	2
		Larry E. Long	120	2
		Facility Subtotal	240	4
		AcctCode Total	240	4

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>	<i>Hours</i>
031-5531			
5531.1	WATER TREATMENT PLANT		
11/1/2013	ELECTRICAL	Fixed conduit in ground	360 6
		Bill Sandison	360 6
11/1/2013	PLUMBING	Repaired broken water lines	150 2.5
11/21/2013	PLUMBING	Toilet blockage in men's bathroom	60 1
11/27/2013	PLUMBING	Blockage in the drinking fountain	60 1
		Jeff Lewis	270 4.5
11/26/2013	HVAC	Checked heater	240 4
		Jerry Wilson	240 4
11/1/2013	ELECTRICAL	Fixed conduit in ground, checked equip./reset controllers	390 6.5
		Larry E. Long	390 6.5
		Facility Subtotal	1260 21
		AcctCode Total	1260 21
032-5546			
5546.3	WASTEWATER MAINTENANCE SHOP		
11/15/2013	ELECTRICAL	Traced circuit for A/C unit	90 1.5
		Bill Sandison	90 1.5
11/13/2013	HVAC	Checked A/C unit in blower room	120 2
11/14/2013	HVAC	Worked on the A/C unit	480 8
11/14/2013	HVAC	Worked on the A/C unit	480 8
11/18/2013	HVAC	Checked A/C unit	240 4
11/19/2013	HVAC	Worked on A/C unit	480 8
11/22/2013	HVAC	Checked A/C unit	240 4
		Jerry Wilson	2040 34
11/8/2013	ELECTRICAL	Worked on clarifiers (wires burned) control breaker tripping	480 8
11/12/2013	ELECTRICAL	Worked on clarifiers	420 7
11/13/2013	ELECTRICAL	Checked RTU on electric building	60 1
11/14/2013	ELECTRICAL	Checked RTU on electric building	480 8
11/15/2013	ELECTRICAL	Checked RTU on electric building	480 8
11/19/2013	ELECTRICAL	Fixed leaks on RTU and added freon to RTU Circuit No. 1	360 6
		Larry E. Long	2280 38
		Facility Subtotal	4410 73.5
5546.0	WASTEWATER TREATMENT PLANT		
11/27/2013	PLUMBING	Toilet blockage in women's bathroom	60 1
		Jeff Lewis	60 1
		Facility Subtotal	60 1
		AcctCode Total	4470 74.5

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>		<i>Hours</i>
033-5560				
5560.0	SANITATION DIV BLDG			
11/27/2013	ELECTRICAL	Repaired the compactor at the Healthplex	120	2
		Bill Sandison	120	2
		Facility Subtotal	120	2
5560.2	TRANSFER STATION			
11/26/2013	PLUMBING	Rebuilt flush valve on toilet	60	1
		Jeff Lewis	60	1
		Facility Subtotal	60	1
		AcctCode Total	180	3
033-5565				
5565.0	COMPOST FACILITY			
11/20/2013	PLUMBING	Rebuilt the tank type flush valve	60	1
		Jeff Lewis	60	1
		Facility Subtotal	60	1
		AcctCode Total	60	1
040-5070				
5070.0	FLEET MAINTENANCE			
11/4/2013	PLUMBING	Sink blockage	60	1
		Jeff Lewis	60	1
		Facility Subtotal	60	1
		AcctCode Total	60	1

<i>AcctCodes</i>	<i>Facility</i>	<i>Employee</i>		<i>Hours</i>
041-2030				
2020.6 FACILITY MAINTENANCE				
11/12/2013	ELECTRICAL	Cleaned and stocked truck	60	1
11/13/2013	ELECTRICAL	Attended sales meeting on Power Factor Correction Devices	60	1
11/20/2013	ELECTRICAL	Meeting with Matt Smith, stocked and cleaned truck	90	1.5
11/20/2013	ELECTRICAL	Repaired lift	30	0.5
11/22/2013	ELECTRICAL	Repaired and relocated lift	120	2
11/25/2013	ELECTRICAL	Repaired Genie lift	60	1
11/25/2013	ELECTRICAL	Renewed CDL license, stocked and cleaned truck	120	2
11/26/2013	ELECTRICAL	Repaired lift and cleaned stock shop and truck	180	3
		Bill Sandison	720	12
11/7/2013	MISCELLANEOUS	Cleaned and stocked truck	30	0.5
11/18/2013	MISCELLANEOUS	Cleaned truck	30	0.5
		Jeff Lewis	60	1
11/12/2013	MISCELLANEOUS	Cleaned and stocked truck	60	1
11/13/2013	ELECTRICAL	Attended sales meeting on Power Factor Correction Devices	60	1
11/20/2013	ELECTRICAL	Refueled van, added oil and cleaned out truck	60	1
11/20/2013	ELECTRICAL	Team Meeting	30	0.5
11/20/2013	ELECTRICAL	Added water to battery and checked and charged Lift	30	0.5
11/22/2013	ELECTRICAL	Repaired auxillary battery on Lift	120	2
		Larry E. Long	360	6
		Facility Subtotal	1140	19
		AcctCode Total	1140	19
		Grand Total		530.5

CITY MANAGER 2

CIP Financial Status 2A

As previously reported in the October, 2013 Monthly Departmental Report, will be updated in the January, 2014 Report.

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

11/22/2013

Project No.**	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
UTILITIES				
WW0262	Tecumseh Interceptor	\$0	\$130,000	Sewer Sales Tax 323
WW0303	Lift Station D Improvements	\$0	\$560,000.00	New Development Excise Tax 322
WA0191	Highway 9 Waterline Relocations	\$0	\$600,000.00	Water Fund 031
WA0196	I-35 Waterline Relocations (ODOT)***	\$675,000.00	\$0	Water Fund 031
WA0188	SE Oklahoma Preliminary Report	\$0	\$70,000.00	Water Fund -31
WA0253	Arsenic Treatment	\$0	\$240,000.00	Water Fund 031
WW0052	WWTP SCADA Improvements	\$0	\$90,000.00	Water Reclamation Fund 032
WW0267	Interceptor SE Bishop Ph 2B Sect 2A & 2B	\$60,000.00	\$0	Sewer Sales Tax 323

PUBLIC WORKS				
TR0239	Classen/Imhoff Intersection Improvements*	\$25,000.00	\$0	Capital 50
TR0238	Robinson/NE 12th Intersection Improvements*	\$50,000.00	\$0	Capital 50
UT0007	I-35/Robinson Interchange*	\$25,000.00	\$0	UNP 027
TR0203/BP0203	Robinson RR Grade Separation*	\$1,000,000.00	\$0	Capital 50
AR0243/TR0243	Porter Ave Gap Paving: Rock Creek - Tecumseh*	\$0	\$0	Capital 50
UT0006	24th NW/Legacy Park	\$0	\$0	UNP 027
SC0521	Tecumseh: 48 NW - N. Interstate Dr. West	\$75,000.00	\$0	Capital 50
SC0522	Lindsey: Shadowridge Dr. - Ed Noble Parkway	\$35,000.00	\$0	Capital 50
SC0523	24th NW: Boardwalk - Tee Drive	\$40,000.00	\$0	Capital 50
TR0049	Indian Hills Road Overpass Reconstruction	\$100,000.00	\$0	Capital 50
	HWY 9 Signal Improvements	NA	NA	100 % Federal Funding
	Main Street Lighting	NA	NA	100% Federal Funding

PARKS				
PR0444	Legacy Trail South Extension	\$0	\$0	Special Revenue 22 & Capital 50

PLANNING	Investigations Center (Evidence storage/management, technology, lab equipment)	\$500,000.00		PSST 015
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Notes

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

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

*** ODOT mandate to relocate 3 water lines for I-35 widening [not budgeted] Revised costs. Reported to be 100% reimbursed by ODOT at project /audit completion.

At the City's urging, ODOT pursued an emergency repair project for the I-35/Indian Hills Road Bridge. This project involved repairs to the bridge substructure and deck. The City is responsible for the deck, but ODOT may share in the cost.

COMMUNITY RELATIONS 2B

**Community Relation's Office
November 2013**

Number of press releases	7
Contacts with the media	7
<i>Norman News</i> Membership	990
Web Site Visits	54,202
Facebook Followers	1,694
Twitter City of Norman Followers	726

DEVELOPMENT COORDINATOR 2C

**City of Norman
Development Coordinator
Monthly Report – November 2013**

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

General Inquiries, Contacts and Meetings

- Planning Commission
- Development Review Team
- City Council Meeting
- City Council Study Session
- Pioneer Library System Monthly Board Meeting
- Plat Review Team
- City Council Oversight Committee
- Pre-Development Meetings
- Staff GIS Training
- Lindsey Street Stakeholder Meetings
- TIF Workshop
- Council Business and Community Affairs (BACA)

Building Permit and Plat Application Meetings

- Met with staff and project representatives to discuss permitting and site requirements for construction of a franchise restaurant drive-thru.
- Assisted homeowner in permit requirements and regulations for a building permit.
- Met with staff and design professionals regarding building renovation plans for an office/medical building.
- Assisted local church with requirements for site development and building plans.
- Met with staff and project representatives to discuss driveway addition and traffic concerns for commercial project.
- Assisted local commercial property owner in researching and discussing potential options for property redevelopment.
- Met with staff and project representatives to discuss building renovation plans for Campus Corner building.

Development Process Improvements

- ***Retail Market Analysis Request for Proposal*** – Three Request for Proposals for a Retail Market Analysis have been received. The services being requested in the RFP will be for a retail market analysis to assist the City's retail expansion and development efforts for retail corridors within city limits. The RFP's are currently being reviewed by staff, and staff is anticipating the study to potentially begin in sometime in 2014.
- ***Customer Service Survey for Development Services Division*** – Staff began distribution of the survey in November. To date, 51 surveys have been sent, with a return rate of about 12%. This return rate is similar for the rate experienced for similar surveys in other cities.

- ***Building Permit Outreach Program*** – work continues on this project, and contacts continue being made with building permit applicants that fall into the criteria outlined in the plan concept. Periodic follow-up checks (generally every two weeks) will continue taking place. The reaction to the program continues to be positive.
- ***ICC and NFPA Code Clarification Project*** – continued working with building and fire inspection staff to develop interpretations of building code/fire code compliance items that could be posted online. This project is designed to assist in making code clarifications and other information provided to contractors and developers more clear.. Work continues to research processes and obtain examples from other cities. During this month research continues to look at examples from other communities and determine some common themes of code clarification topics.
- ***Development Handbook*** – works continues to create a handbook outlining the development process in Norman. The handbook would be a resource to assist and provide information to potential development prospects regarding requirements, documents, schedules and committees that are involved in the City of Norman property and Commercial development process. When complete, the handbook could be utilized as a resource for developers, landowners, architects and engineers who may be unfamiliar with the City's development processes. The handbook could also serve as a resource for follow-up reference if individuals have questions following pre-application meetings. This project could be beneficial in providing a resource to allow for more initial information and less problems with development applications. The second draft of the handbook has been written and revised by staff. Revisions from some staff have been received and design concepts are being finalized. Revisions will soon be completed, with an anticipated completion/distribution date in early 2014.
- ***Construction Information for Developers and Businesses*** – work continues on outlining process for informing local developers and businesses of potential impacts from public construction projects. This project is designed to continue establishing a good working relationship with the business community and allow identification of potential problems or issues that may arise for businesses/development during the public construction. With early identification and dialogue, perhaps the impact to businesses can be lessened and/or solutions to problems can be implemented early in the construction process. As part of this project, an email list to communicate with businesses impacted by construction will be utilized; information on the Development Coordinator's webpage; phone calls; on-site meetings; and possibly through a specific, individual social media site (i.e. Twitter)

CITY OF NORMAN

Department of Finance Monthly Report – November 2013

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 November are discussed below:

Treasury Division:

In the month of November, the Treasury Division processed 27,657 total payments. The traffic counter at the Drive-up Facility counted 3,244 customers. The Treasury Division processed 1,127 credit card utility payments, a decrease of -10.0% from last month, and the IVR (Interactive Voice Response) system processed 1,326 credit card utility payments, a decrease of -4.6% from last month. Utility customers also have the option of paying on the City of Norman website. There were 2,706 credit card payments made on the internet in November, a decrease of -3.6% from last month. The Municipal Court processed 459 credit card payments for court fines, a decrease of -13.7% 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 \$14,636 in convenience fees in the month of November with a fiscal year-to-date total of \$73,434.

Utility Services Division:

The Meter Reading Division read 37,891 meters. Out of 75 meter reading routes, 67 (89%) were read within the targeted 30-day reading cycle. All routes were read by the 33rd day.

Information Technology Division:

The City of Norman's I.T. Division has an e-mail filter that has enhanced reporting and filtering capabilities. I.T. had a total of 1,461,539 attempted incoming and outgoing messages for the month of November. 1,305,845 were considered Spam or hazardous e-mails and were quarantined or filtered. This means 89.3% of the e-mail was quarantined or filtered while 155,694 or 10.7% were valid e-mails and were delivered without problems.

The City of Norman's website had 54,202 visits during the month of November. I.T. staff is currently working on several projects.

General Fund Revenues & Expenditures:

When comparing major General Fund revenue sources versus budgeted levels, revenues are above target for the month of November at 5.0%. Revenues from the City's largest single source of revenue, sales tax, are also above target at 3.4% for the year to date and are above last fiscal year by 5.0%. Below is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 14 Budget To Date	FYE 14 Actual To Date	FYE 13 Actual To Date	FYE 12 Actual To Date
Sales Tax Revenue*	\$15,426,699	\$15,954,938	\$15,193,987	\$14,893,311
General Fund Revenue*	\$28,829,070	\$29,398,374	\$27,497,584	\$27,427,061
General Fund Expenses*	\$30,933,284	\$29,143,065	\$28,825,666	\$27,210,949

* Excludes Public Safety Sales Tax

Administration Division

	FYE 14		FYE 13	
	NOVEMBER	YTD	NOVEMBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,760.00	320.00	1,760.00
Total Comp Time Available	0.00	21.13	0.00	23.88
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	320.00	1,781.13	320.00	1,783.88
Benefit Hours Taken	26.75	155.50	24.50	235.00
TOTAL ACCOUNTABLE STAFF HOURS	293.25	1,625.63	295.50	1,548.88
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 14		FYE 13	
	NOVEMBER	YTD	NOVEMBER	YTD
Total Regular Hours Available	872.00	5,080.00	1,120.00	6,160.00
Total Comp Time Available	4.50	44.25	5.00	47.75
Total Overtime Hours	12.00	19.00	0.00	0.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 888.50	 5,143.25	 1,125.00	 6,208.25
Benefit Hours Taken	72.00	622.75	184.00	887.00
 TOTAL ACCOUNTABLE STAFF HOURS	 816.50	 4,520.50	 941.00	 5,321.25
 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

CITY REVENUE REPORTS 3B

City Revenue Report

	FYE 14 NOVEMBER	FYE 13 NOVEMBER	
Total Revenue Received (\$)	\$11,142,761	\$10,453,316	\$689,445
Utility Payments - Office (#)	3,157	4,619	(\$1,462)
Utility Payments - Office (\$)	\$419,559	\$463,250	(\$43,691)
Lockbox (#)	19,341	19,234	107
Lockbox (\$)	\$1,682,793	\$1,672,279	\$10,514
IVR Credit Card (#)	1,326	1,120	\$206
IVR Credit Card (\$)	\$115,703	\$96,798	\$18,905
Click to Gov (#)	2,706	2,598	108
Click to Gov (\$)	\$209,205	\$176,719	\$32,486
UT Credit Card Payments (#)	485	1,164	(679)
UT Credit Card Payments (\$)	\$116,007	\$101,841	\$14,166
Art Donations (#)	86	85	1
Art Donations (\$)	\$92	\$125	(\$33)
Bank Draft Payments (#)	5,860	6,371	(511)
Bank Draft Payments (\$)	\$515,256	\$504,879	\$10,377
Utility Deposits (#)	24	72	(48)
Utility Deposits (\$)	\$950	\$2,160	(\$1,210)
Fix Payments (#)	2	2	0
Fix Payments (\$)	(\$28)	\$500	(\$528)
Processed Return Checks (#)	61	28	33
Processed Return Checks (\$)	(\$52,693)	(\$8,148)	(\$44,545)
Other Revenue Transactions (#)	291	260	31
Other Revenue Received (\$)	\$7,361,921	\$6,331,944	\$1,029,977
Accounts Receivable Payments (\$)	\$88,506	\$241,117	(\$152,611)
Accounts Receivable - Credit Card #	4	1	3
Accounts Receivable - Credit Card \$	\$515	\$50	\$465
Municipal Court - Fines/Bonds (\$)	\$103,039	\$156,655	(\$53,616)
Municipal Court - Credit Card (#)	459	627	(168)
Municipal Court - Credit Card (\$)	\$70,134	\$84,586	(\$14,452)
Municipal Court - C2G (#)	165	1	164
Municipal Court - C2G (\$)	\$14,514	\$0	\$14,514
Building Permits Cash Report (\$)	433,231	\$573,056	(\$139,825)
Building Permits Credit Card (#)	130	72	58
Building Permits Credit Card (\$)	\$39,736	\$37,539	\$2,197
Building Permits C2G (#)	43	8	35
Building Permits C2G (\$)	\$7,596	\$442	\$7,154
Occupational License - Bldg Insp. (\$)	\$1,251	\$1,295	(\$44)
Occupational License - Bldg Insp. CC (#)	7	2	5
Occupational License - Bldg Insp. CC (\$)	\$245	\$100	\$145
Business License - City Clerk (\$)	\$595	\$2,435	(\$1,840)
Convenience Fees - All Payments (#)	4,805	4,518	287
Convenience Fees - All Payments (\$)	14,636	13,695	\$941
Bank Drafts Billed (#)	6,702	6,393	309
Bank Drafts Billed (\$)	487,932	479,658	\$8,274
Interdepartmental Billing (#)	150	148	2
Interdepartmental Billing (\$)	\$15,834	\$14,895	\$939
Accounts Receivable Billed (\$)	190,846	156,460	\$34,386

Budget Services Division

	FYE 14		FYE 13	
	NOVEMBER	YTD	NOVEMBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	880.00	160.00	880.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	160.00	880.00	160.00	880.00
Benefit Hours Taken	24.00	120.00	24.00	136.00
TOTAL ACCOUNTABLE STAFF HOURS	136.00	760.00	136.00	744.00
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 14		FYE 13	
	NOVEMBER	YTD	NOVEMBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	4,400.00	800.00	4,400.00
Total Comp Time Available	34.75	139.00	21.50	158.75
Total Overtime Hours	3.00	69.25	24.25	165.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	837.75	4,608.25	845.75	4,724.00
Benefit Hours Taken	122.75	725.00	104.50	957.00
TOTAL ACCOUNTABLE STAFF HOURS	715.00	3,883.25	741.25	3,767.00
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

DATA PROCESSING 3C

Data Processing Division

	FYE 14		FYE 13	
	NOVEMBER	YTD	NOVEMBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,120.00	6,248.00	1,280.00	7,520.00
Total Comp Time Available	0.00	62.00	0.50	1.50
Total Overtime Hours	14.00	85.00	32.00	119.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,134.00	6,395.00	1,312.50	7,641.00
Benefit Hours Taken	96.00	647.75	365.00	1,184.50
TOTAL ACCOUNTABLE STAFF HOURS	1,038.00	5,747.25	947.50	6,456.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	9.00	9.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

UTILITY

3D

Utility Division

	FYE 14		FYE 13	
	NOVEMBER	YTD	NOVEMBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,832.00	9,576.00	1,920.00	10,560.00
Total Comp Time Available	4.25	24.50	8.50	57.25
Total Overtime Hours	145.75	710.25	39.75	257.75
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	1,982.00	10,310.75	1,968.25	10,875.00
Benefit Hours Taken	151.25	889.75	297.00	2,093.50
TOTAL ACCOUNTABLE STAFF HOURS	1,830.75	9,421.00	1,671.25	8,781.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Office Services

	FYE 14		FYE 13	
	NOVEMBER	YTD	NOVEMBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,680.00	160.00	720.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	6.50	36.00	7.25	72.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 326.50	 1,716.00	 167.25	 792.25
Benefit Hours Taken	24.00	167.50	0.00	16.00
 TOTAL ACCOUNTABLE STAFF HOURS	 302.50	 1,548.50	 167.25	 776.25
 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

Drive-up Window and Mail Payments

	FYE 14 NOVEMBER	FYE 13 NOVEMBER
Mail Payments - Lockbox	19,341	19,234
Mail Payments - Office	289	404
Mail Payments - Subtotal	19,630	19,638
Night Deposit	430	637
Click-to-Gov Payments	2,706	2,598
IVR Payments	1,326	1,120
Without assistance payments - Subtotal	4,462	4,355
Drive-up window & inside counter	2,438	3,578
Credit Card machine payments (swipe)	642	590
Credit Card machine payments (phone)	485	574
With assistance payments - Subtotal	3,565	4,742
Total Payments Processed - Subtotal	27,657	28,735
Bank Draft (ACH) Payments	5,860	6,371
Total Payments (Utility)	33,517	35,106
Total Convenience Fees - all Payments	4,805	4,518
Grand Total Payments	\$ 38,322	\$ 39,624

Traffic Counter at Drive-up Facility

Night Drop *	675	807
8-5 Drive-up Window Customers *	2,569	4,317
Total Traffic Counter	3,244	5,124

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

Meter Reading Division

	FYE 14		FYE 13	
	NOVEMBER	YTD	NOVEMBER	YTD
Number of Meters Read	37,891	188,267	31,101	179,113
New Service	940	7,269	1,088	7,187
Request for Termination	877	6,748	1,009	6,658
Delinquent On(s)	140	529	83	381
Delinquent Offs	294	1,091	150	587
Collect Deposit Tags Hung	59	344	45	492
Collect Deposit Cut Offs	45	219	81	508
Blue Tags	14	28	13	42
Number of Meters Re-read	1,220	5,656	837	5,752
Meters Cleaned	35	183	93	364
Customer Assists	38	224	77	298
Meters Pulled	2	4	2	4
Meters Re-set	1	3	1	1
TOTAL	41,556	210,565	34,580	201,387

Utility Division Activity Report

	FYE 14		FYE 13	
	NOVEMBER	YTD	NOVEMBER	YTD
STATUS REPORT				
Regular Utility Accounts Billed	39,867	198,180	39,867	235,239
New Ons	532	4,153	532	5,265
Final Accounts Billed	521	3,985	521	4,435
TOTAL METERS READ	40,920	206,318	40,920	244,939

FIRE DEPARTMENT 4

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
November 2013**

FIRE SUPPRESSION DIVISION ACTIVITIES

Incident Response Type Summary

Type	Count	% of Incidents	
Fire	34	3.46%	
Overpressure Rupture, Explosion, Overheat - no fire	2	.20%	
Rescue & Emergency Medical Service Incidents	652	66.39%	
Hazardous Conditions (No Fire)	39	3.97%	
Service Call	71	7.23%	
Good Intent Call	116	11.81%	
False Alarm & False Call	62	6.31%	
Severe Weather & Natural Disaster	0	0%	
Special Incident Type	0	0%	
Incomplete Reports & Reports That Have Not Imported	6	.61%	
Total Incident Count	982		
Total Fire Loss			\$352,100

Average Response Times

	Number of Calls	Average Time
Station #1	192	4:02
Station #2	129	4:34
Station #3	194	5:21
Station #4	131	4:24
Station #5	51	9:14
Station #6	41	8:39
Station #7	77	5:16
Station #8	65	4:16
Station #9	102	5:31

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
November, 2013**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections	144/ 135 staff hours
Re-Inspections	97/ 55 staff hours
Residential Inspections	0
Smoke Detector Batteries	23/ 15 staff hours
Plan/Platt Review	67/ 61.25 staff hours
Company Inspections	0
Re-Inspections	0
Total Inspections	241/190 staff hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)	
Code Violation Complaints	84/ 71.75 staff hours
Training (hours)	13/ 19 staff hours
Fire Education Classes	16/ 11 staff hours
Investigations	8
Investigative Activities	23/ 67 staff hours
Miscellaneous/Special	

3 man Firearms Qualifications

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: November 2013
Mitigation:	
Siren testing	100%
Hazard Mitigation Plan	In review at FEMA
Preparedness:	
National Weather Festival	Nov 2, ~1000 preparedness guides distributed
School Shelter Review Visits	Various dates, to date 6175 preparedness guides provided to families through the school, 9 Norman Schools visited, Little Axe and Robin Hill
Central EM Workshop	Nov 6-8
Amateur Radio testing	Nov 6
Norman Emergency Volunteer Meeting	Nov 12
State WebEOC Exercise Earth, Wind and Fire	Nov 12
State School Safe Room 101 Training	Nov 20-23
Response:	
Recovery:	
Eastern Cleveland County Long Term Recovery Committee for May Tornadoes	Meets each Thursday to review citizen needs and provide funding or material support

HUMAN RESOURCES
Monthly Report
November 2013

ADMINISTRATION/LABOR RELATIONS

A. Administrative

- Met with the Manager to discuss various vacant positions
- Met with the FOP in consultation regarding holiday pay
- Held a grievance meeting with PW Director and a Traffic employee
- Met with MedEncentive representatives to discuss program
- Attended Finance Committee meeting
- Researched/visited an employee health clinic
- Attended Oklahoma Public Employers Labor Relations Associations (OKPELRA) meeting

B. AFSCME/Non-Union Grievances (active)

- IAFF Grievance FYE13 – IAFF/Hart – Wellness Program
No movement from union

C. Collective Bargaining

- Held one (1) collective bargaining session with IAFF
- Prepared the Tentative Agreement packet for the IAFF members for vote on FYE14 contract
- Reached a contract settlement with the IAFF for FYE14
- Scheduled meetings and provided updated FYE14 collective bargaining agreements to the City Manager and the FOP and IAFF Presidents for signatures

D. Administrative Support

- Processed Monthly Department Report
- Conducted one (1) employee spotlight interview for newsletter
- Compiled and distributed November 2013 City Newsletter
- Processed invoices and reconciled expense accounts
- Attended/Summarized one (1) negotiation session with IAFF
- Drafted/Finalized changes to FYE 14 Contract for IAFF
- Continued making preparations for upcoming Employee Recognition Ceremony

BENEFITS

- Processed transactions for Life, Health/Dental and Supplemental Insurance Plans
- Weekly conference calls with Gallagher Benefit Services and UMR reps
- Monthly conference call with UMR Care Management
- Implementation phone meeting with Meritain Health

- New employee orientation for Water Meter Reader, Accounts Payable Tech, Admin Tech III (Streets) and Animal Welfare Officer
- Conducted Insurance meeting on January 1 changes at Police Academy for 11 cadets
- Researched/Visited onsite employee health clinic
- Responded to 78 benefit inquiries

COMPENSATION

A. Personnel actions processed:

- Five (5) employees hired:
 - 1 – Finance/Accounting – Accounts Payable Technician
 - 1 – Finance/Utilities – Meter Reader
 - 1 – Public Works/Streets – Administrative Technician III
 - 1 – Police/Animal Welfare – Animal Welfare Officer
 - 1 – Parks & Recreation/Recreation – Recreation Leader I (PPT)
- Seventeen (17) employees terminated employment:
 - 1 – Public Works/Stormwater – Heavy Equipment Operator
 - 1 – Utilities/Water Line Maintenance – Maintenance Worker I
 - 2 – Police/Patrol – Police Officer (1); Police Sergeant (1)
 - 13 – Parks & Recreation/Recreation – Umpires (12); Laborer (1)
- Three (3) employees promoted:
 - 2 – Fire/Suppression – Fire Captain (1); Fire Driver Engineer (1)
 - 1 – Parks and Recreation/Recreation – Recreation Technician (PPT)

B. Benefit Surveys

- No surveys conducted this month

RECRUITMENT

Accepted applications for the following positions:

- Call Taker (PPT), Police/Emergency Communications Bureau
- Tennis Shop Attendant, Parks & Recreation, Westwood Tennis Center
- Animal Welfare Officer, Police/Animal Welfare
- Communications Officer, Police/Emergency Communications Bureau
- Kennel Attendant, Police/Animal Welfare
- Recreation Leader I, Parks & Recreation/Recreation
- Special Instructor I, Parks & Recreation/Recreation
- Temporary Laborer, Utilities/Water Reclamation Facility

- Administrative Technician II, Police/Criminal Investigations
- Executive Assistant to the City Manager, City Manager's Office
- Welder, Public Works/Fleet Management
- Storm Water Engineer, Public Works/Engineering
- Director of Information Technology, Information Technology Department
- Maintenance Worker I, Parks & Recreation/Park Maintenance
- Firefighter Recruit, Fire Department
- Head Golf Professional, Parks & Recreation/Westwood Golf Course

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	420	Written Exams	0
Phone	520	Practical Testing/Assessment Center	0
Mail	275	Panel Board Interviews	6
Email	200	Promotion Board	1
Total Subscribers on E-mail Vacancy List	1,783	Oral Interviews	16
Total Visits to City of Norman HR website	3,700	Hiring Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	14	Advertisements Placed	7
Pre-Employment Drug Screens	7	Applications Received	267
Pre-Employment Physicals	7	Job Announcements Emailed	80
Pre-Employment OSBI	7	Job Announcements to CON Depts.	294

TRAINING & DEVELOPMENT

The Computer Training Lab was the site for GIS and Web MO training for various departments; Public Safety software training for the Police Department, Emergency Communications Division; New World Law Enforcement Records Management System training for the Police Department, Emergency Communications Division; and New World Meeting for the Police Department.

Conducted Workplace Harassment, Workplace Violence, and Customer Service training for four (4) new employees.

SAFETY

Safety activities during November 2013:

- Held ten (10) safety meetings
- Held seven (7) Return to Work meetings
- Eighteen (18) employees attended OSHA Outreach training; 108 have attended to date

Recordable Injuries – 3

Employee	Nature of the injury	Activity	Prognosis
Fire/Suppression	Strained calf muscle	Running to get into truck	Minor medical care, returned to work
Fire/Suppression	Strained shoulder	Climbing into truck	Minor medical care, returned to work
Utilities/Residential Sanitation	Minor cuts to head/torso; Precautionary eye examination	Picked up a container with a light bulb in it; light bulb exploded causing glass shards to cover head and torso of employee	Minor medical care, returned to work

Vehicle Collisions– 1

Division	Description of Collision	Discipline Status
Police/Operations	Unit 1129 collided with parked Unit 1127 due to driver distraction (a falling gym bag); failed to stop/swerve	Chargeable

Cumulative number of Vehicle Collisions of the indicated year to date, 2013 is YTD total.					
2013	2012	2011	2010	2009	2008
23	15	18	34	42	42

MONTHLY REPORT - LEGAL DEPARTMENT
November Report
(Submitted December 13, 2013)

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT

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

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

Holloway v. City of Norman, CIV 13-01204 (K)

Removed from Cleveland County District Court on November 12, 2013.

Red Cliff v. City of Norman, CIV 13-01212 (K/M)

Removed from Cleveland County District Court on November 14, 2013.

Reinhardt v. Hopps, et al., CIV-11-979-D (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)

COURT OF CRIMINAL APPEALS – None pending

OTHER COURTS

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

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

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

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

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

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

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

City v. Shoun, CV-2013-485 (K)

Decker Center, LLC v. City of Norman, Case No. No. CJ-2013-424 (K, B)

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

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

This lawsuit was filed on November 8, 2013 and served on Captain Mike Praizner and Chief Keith Humphrey. The City of Norman has not been served. This lawsuit concerns an Open Records request to the Norman Police Department. The City will file a response on behalf of Captain Praizner and Chief Humphrey on or before January 1, 2014.

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

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

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

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

Holloway v. Harris, et al., CJ-2013-566 (K, B)

This case was removed to the United States District Court for the Western District of Oklahoma on November 12, 2013.

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

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

This case was removed to the United States District Court for the Western District of Oklahoma on November 14, 2013.

Rogers v. City of Norman, CJ 2013-838 L (M)

Stawicki, et al. v. City of Norman, CJ-2011-624 (K)

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

B. *Condemnation Proceedings*

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

CON v. Christopher Armstong, CJ-2013-777W (W)

CON v. Tietzort Revocable Trust & Trustees, CJ 2013-777L (W)

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

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

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

In the Matter of the Application of Shari Vaughn to Close the North 35 Feet of the 70

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

Nationwide v. Winkle, CJ 2013-1262

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

D. *Municipal Court Appeals*

E. *Small Claims Court*

City of Norman v. Teresa Steele, SC 2013-2913(S)

Wayne B. Kerr v. City of Norman, SC 2013-3898N (K)

F. *Board of Adjustment Appeals*

LABOR / ADMINISTRATIVE PROCEEDINGS

None.

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

This office has assisted with the following grievances:

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

AFSCME Grievance FYE 14-02 – (Rollins – Discipline/Demotion)

FOP Grievance FYE13 – (McKenna - Suspension without pay).

FOP Grievance FYE 13 – (Amason – Termination).

FOP Grievance FYE 14 – (FOP – Holiday Pay). This grievance concerns the compensation paid to FOP members who worked on Labor Day. This grievance has been resolved and will no longer appear on the monthly report.

FOP Grievance FYE 14 – (Cotrone – Termination). This grievance concerns the termination of Thomas Cotrone.

IAFF Grievance FYE11 – (IAFF - Merit Increases) Arbitration was held in abeyance pending a decision in City v. IAFF, CV-2011-48 L; DF - 109447 (P, K).

IAFF Interest Arbitration FYE14 – The tentative agreement reached with IAFF was ratified on November 18, 2013. This entry will no longer appear on the monthly report.

B. *Public Employees Relations Board (PERB)*

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

C. *Equal Employment Opportunity Commission (EEOC)*

D. *Oklahoma Corporation Commission*

MEDIATION PROGRAM

For the month of November, 2013, the Early Settlement Norman Mediation Program accepted 54 new cases, closed 69 cases and conducted 9 mediations.

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through November 30, 2013. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
<u>Month</u>	FYE 12	FYE 13	FYE 14	FYE 12	FYE 13	FYE 14	FYE 12	FYE 13	FYE 14
JULY	371	409	478	48	54	30	14	17	16
AUG	501	907	460	36	83	55	15	19	17
SEPT	548	467	450	97	111	40	15	15	14
OCT	567	614	497	57	75	52	12	13	16
NOV	493	404	456	27	26	58	12	14	12
DEC	495	352		83	47		9	11	
JAN	582	555		36	77		15	14	
FEB	555	533		58	44		15	11	
MAR	585	673		85	68		12	14	

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
APR	627	587		62	73		16	16	
MAY	672			84			17		
JUNE	620			48			10		
TOTALS / YTD	6616	5501	2341	721	658	235	162	144	75

WORKERS' COMPENSATION COURT

The total number of pending cases is 40. There was three new cases filed in November 2013. Council approved four settlements on November 26, 2013, and one settlement was approved on the December 10, 2013 Council Agenda. The remaining cases are proceeding in active litigation in the Workers' Compensation Court. In addition, a claim of Rick Blalock has been added due to his reversal of agreement to settle. The current breakdown of pending Workers' Compensation cases by work area has been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE14 CASES	FYE13 CASES	FYE12 CASES	FYE11 CASES
City Clerk	Building Maintenance					1
Finance	IT	1		1		
Fire	Administration					3
Fire	Suppression	18	6	11	10	6
Parks/Rec.	Recreation					
Parks/Rec.	Park Maintenance	1	1		1	2
Police	Animal Control					
Police	Patrol	5	1	3		2
Police	Records					
Police	Administration				2	
Public Works	Street Maintenance	3	1	3		5
Public Works	Traffic Control	1			2	1
Public Works	Vehicle Maintenance					
Public Works	Stormwater	2		2		
Utilities	Line Maintenance	7	1		1	6
Utilities	Sanitation	1		1	1	4
Utilities	Water/WW Treatment	1				3
Utilities	HCO					
TOTALS		40	10	21	15	33

List of Pending Cases (S)

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

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

Andrews, Carla v. City of Norman, WCC 2013-03568 X
(Death Claim – Jimmy Andrews)

Awbrey, David v. City of Norman, WCC 2013-10572 Q
(Fire, Lungs/Pulmonary (Denied))

Barton, Marvin L., v. City of Norman, WCC 2012-12945 A

(Utilities, MWI Sewer Line Main., Cardiovascular)

Settlement of this case was approved by Council on November 26, 2013 and will no longer appear on the Monthly Report.

Barton, Marvin L. v. City of Norman, WCC 2013-07113 A

(Utilities, MWI, Sewer Line Main. Binaural Hearing)

Settlement of this case was approved by Council on November 26, 2013 and will no longer appear on the Monthly Report.

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

(Sanitation, Back, Neck, Depression)

Bridgeford, Earl, v. City of Norman, WCC 2010-14361 A

(Utilities Water Treatment, Both Hands)

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

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

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

(Utilities, Line Maintenance, Head)

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

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

Canary, James M. v. City of Norman, WCC 2011-12030 K

(PW Traffic Control, Left Knee & Ankle)

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

(Firefighter, Re-injured Right Knee, Depression)

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

(Firefighter, Left shoulder, hip and back)

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

(Firefighter, Suppression, Lungs)

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

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

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

(Fire Captain, Left Shoulder)

Curtis, John v. City of Norman, WCC 2013-00527 X

(PW MWI Streets, Right leg/knee)

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

(Firefighter, Spine)

Glover, Harold v. City of Norman, WCC 2010-09518 H

(Fire Captain, Back, Body, Depression)

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

(Fire Captain, REOPEN knee case)

Hamman, Kenneth v. City of Norman, WCC 2011-05712 Q

(Utilities MWI, Water Line Maintenance, Head)

Settlement of this case was approved by Council on November 26, 2013 and will no longer appear on the Monthly Report.

Hamman, Kenneth v. City of Norman, WCC 2011-06613 L

(Utilities MWI, Water Line Maintenance, R. Shoulder)

Settlement of this case was approved by Council on November 26, 2013 and will no longer appear on the Monthly Report.

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

(PD, Lumbar Back)

Helm, Mark v. City of Norman, WCC 2007-07137 A
(Firefighter-Suppression, Repetitive Body Trauma, Depression)

Lauderdale, Glenn v. City of Norman, WCC 2013-05128 J
(Finance, Tech Support, Left Shoulder/Arm)

Pelfrey, Leonard Don v. City of Norman, WCC 2012-13565 J
(Firefighter, Hearing)

Pelfrey, Leonard Don v. City of Norman, WCC 2012-13572 F
(Firefighter, Left shoulder rotator)

Pelfrey, Leonard Don v. City of Norman, WCC 2013-12958 X
(Firefighter, Low Back)

Pelfrey, Leonard Don v. City of Norman, WCC 2013-_____
(Firefighter, Right shoulder)

Qualls, David v. City of Norman, wcc 2013-09919 X
(Fire, Bilateral Ears)

Richmond, Eddie H. v. City of Norman, WCC 2013-08821 L
(Parks Supervisor/Parks, Left Thumb)

Robertson, Kellee v. City of Norman, WCC 2010-13896 F
(Police Patrol, Respiratory/Circulatory)

Shelton, Allen W. v. City of Norman, WCC 2010-09832 A
(PW Street Maintenance, Reinjury of Left Knee)

Simpson, Jason v. City of Norman, WCC 2013-05574 J
(Police, MPO Officer, Back/Neck/Head)

Smith, Joseph B. v. City of Norman, WCC 2010-03196 F
(Firefighter, Back)

Starkey, W. Brian v. City of Norman, WCC 2012-09890 L
(Firefighter, Left Shoulder)

Settlement of this case was approved by Council on December 10, 2013 and will no longer appear on the Monthly Report.

Suchy, Tim v. City of Norman, WCC 2013-11624 J
(Fire, Lungs)

Wansick, Brandon v. City of Norman, WCC 2013-11070 A
(Master Policar Office, Police Department, Back, hips, legs, left knee)

Younts, Jerry v. City of Norman, WCC 2013-07227 X
(PW/SM/HEO, Lumbar Back)

SPECIAL CLAIMS

The following is a breakdown of the Special Claims activity through November 30, 2013.

<u>DEPARTMENT</u>	<u>FYE 14</u> <u>Month</u>	<u>FYE 14</u> <u>To Date</u>	<u>FYE 13</u>	<u>FYE 12</u>	<u>FYE11</u>
Animal Control				2	
City Clerk					
Code Enforcement					
PW-Engineering		2	2		1
Finance (meter covers)					1
Fire			1	2	2

Fleet					
Human Resources		1			
Legal				1	
Utilities-Sewer & Line Maintenance		4	11	4	21
Parks			2	3	1
Planning					
Police		4	9	7	4
Public Works-Traffic		4	4	11	
Road & Channel					
Utilities-Sanitation	2	5	7		1
Streets		2	7	4	7
Utilities	1	10	3	24	3
Utilities-Waste Water (runoff water)					
Other					7
TOTAL CLAIMS	3	32	46	58	48

<u>CURRENT CLAIM STATUS</u>	<u>FYE 14 To Date</u>	<u>FYE 13</u>	<u>FYE 12</u>	<u>FYE 11</u>
Claims Filed	29	46	58	48
Claims Open and Under Consideration	13	7	2	1
Claims Not Accepted Under Statute/Other	1	0	0	8
Claims Paid Administratively	7	12	22	14
Claims Paid Through Council Approval	4	10	12	5
Claims Resulting in a Lawsuit for FY13	0	1	1	0
Claims Barred by Statute (No Further Action Allowed)	0	8	20	18
Claims in Denied Status (Still Subject to Lawsuit)	7	8	1	1

UNIVERSITY NORTH PARK TIF

During November, Staff worked closely with NEDC to finalize the purchase of an additional thirty (30) acres in University North Park for economic development. Staff is also working with NEDC to finalize the first lot sale in the University North Park Corporate Center Section 2 (Advanced Manufacturing Center) and the accompanying development agreement with the qualified employer.

MUNICIPAL COURT 7

**MUNICIPAL COURT
MONTHLY REPORT
NOVEMBER - FY '14**

CASES FILED

	<u>NOVEMBER</u>	<u>FY14</u>	<u>Y-T-D</u>	<u>NOVEMBER</u>	<u>FY13</u>	<u>Y-T-D</u>
Traffic	1,099		5,534	1,500		7,203
Non-Traffic	303		1,775	319		1,832
SUB TOTAL	1,402		7,309	1,819		9,035
Parking	753		4,509	1,051		4,074
GRAND TOTAL	2,155		11,818	2,870		13,109

CASES DISPOSED

	<u>NOVEMBER</u>	<u>FY14</u>	<u>Y-T-D</u>	<u>NOVEMBER</u>	<u>FY13</u>	<u>Y-T-D</u>
Traffic	955		5,216	1,296		6,940
Non-Traffic	358		1,637	339		1,797
SUB TOTAL	1,313		6,853	1,635		8,737
Parking	638		3,631	745		2,846
GRAND TOTAL	1,951		10,484	2,380		11,583

REVENUE

	<u>NOVEMBER</u>	<u>FY14</u>	<u>Y-T-D</u>	<u>NOVEMBER</u>	<u>FY13</u>	<u>Y-T-D</u>
Traffic	99,473		521,333	124,261		641,872
Non-Traffic	46,806		231,840	40,481		261,646
SUB TOTAL	146,279		753,173	164,742		903,518
Parking	15,460		91,520	19,895		79,004
GRAND TOTAL	161,739		844,693	184,637		982,522

Juvenile Community Service Program

In November, 2013, juveniles provided 129 hours of community service worked through our Juvenile Community Service Program to various local, non-profit agencies. Of these hours, 18 hours valued at \$130.50, if paid at minimum wage, were devoted to City of Norman parks and other projects.

**NOVEMBER 2013
PARK PLANNING DIVISION
MONTHLY REPORT**

Park Planning Activities for the month included:

Sooner Theatre:

Staff monitored the contractor as they installed the new interior wall treatments in the main seating area of the building. That work is complete. Portions of the new lighting in that space were also installed in November. The remaining fixtures will be installed as the Theatre's production schedule allows. This will be followed by the final improvements to the stage rigging system and production lighting after the holiday production schedule is finished.

Library Landscape:

Staff presented a plan to the Library Board for a re-design of the downtown library's exterior plants, site furnishings and other landscape features in response to a request from the Board. Staff and the library are currently exploring different funding options for the project, which may include brick sales, grants and city funding support.

Monroe Park:

Staff was on-site as the contractor planted the trees in Monroe Park along the walking trail and around the playground and picnic areas. These trees are the last piece in the development plan for the park, which was totally funded through the Park Land Development Funds collected from the neighborhoods in the area over several decades. The four acre park land is being leased from the Norman Public School system; and this is the first neighborhood park in that area of the City.

Griffin Park:

Staff received bids for the Griffin Park Soccer Field Lighting project on Friday, November 22. This is the project scheduled to add lights to three fields at Griffin Park; and will be funded with a combination of Capital funds and a private donation from the Norman Soccer Association. Work will be scheduled to occur this winter, to be ready for the spring soccer season at the park.

Accessibility Report:

Staff has been working with the Planning Division to evaluate the city parks and recreation facilities to confirm how those areas have been modified based on the recommendations set forth in the 1993 ADA Compliance report. A full report of all findings is being prepared by the planning department..

**NOVEMBER 2013
RECREATION DIVISION
MONTHLY REPORT**

Senior Citizens Center: There were two rentals at the facility this month with 470 people participating. There were 693 seniors participating in activities at the center this month which included Cardio Plus, Western Line Dance, Bridge, Friday Writers, Ceramics, Dominoes and Zumba. There were 620 seniors who participated in the Congregate Meal Site this month. The group took a trip to Pauls Valley to see the fall colors and pick up pies from Mrs. Field's Pies.

Little Axe Community Center: There were six facility rentals with 210 in attendance. The Pioneer Library Service Statistics Report stated there were 284 units of service provided through the Information Station. The Head Start program is still accepting applications and currently has 9 children enrolled. The food distribution for the month of November resulted in 294 individuals being served. Flu shots were provided to 6 citizens this month by Mays Home Health Care. There is currently 11 children enrolled in the Ballet, Tap and Jazz classes.

12th Avenue Recreation Center: There were four rentals at the center this month with 478 in attendance. Open Gym continues at the center on Monday - Friday afternoons from 1:00 - 2:30 PM and Monday evening from 7:00 - 8:00 PM. There were 582 participants in Open Gym this month. The after school program had an average of 25 children participating daily from Eisenhower Elementary School. The adult basketball league continued this month with 12 teams participating. The league will finish in December.

Irving Recreation Center: There were 2 rentals at the facility this month with 60 in attendance. There are 16 children enrolled in the Tippi Toes Dance class. Tippi Toes will be adding an additional dance class on Thursday nights for the Winter Spring session. There are currently 23 children enrolled in the After School Program. The children made corn dog muffins in the Kids in the Kitchen class this month and the Boom, Fizzle, Pop class did some crystallization projects. Junior Jammer Basketball games continued at the center this month. There are 8 students enrolled in Goju Karate.

Whittier Recreation Center: This month there were 244 citizens who participated in the open gym sessions at the center. Junior Jammer continued this month at Whittier, Irving and Harvest Church. Registration for the winter league is under way. The after school program currently has 29 children enrolled. The program is offered to children at Jackson, Truman and Truman Primary elementary schools. Whittier Middle School uses the facility daily for their gym classes.

FACILITY ATTENDANCE:

	MONTH	YEAR TO DATE
Senior Citizens Center (includes congregare meals)	1,823	9,616
Little Axe Community Center	1,311	6,266
12th Avenue Recreation Center	3,380	12,892
Irving Recreation Center	1,675	6,193
Whittier Recreation Center	3,376	26,320
Reaves Center	300	1,500
Tennis Center	1,458	18,554

NOVEMBER 2013 PARK MAINTENANCE DIVISION

Park Maintenance crews worked to prepare Reaves Park for the Veterans Day Memorial Ceremony. Crews prepared and began hanging the Christmas decorations on City facilities. They also prepared Andrews Park for the Holiday Celebration. Bathrooms and water fountains were winterized.

SAFETY REPORT	FYE-14MTD	FYE-14YTD		FYE-13MTD	FYE-13YTD
On-The-Job Injuries	0	2		2	9
Vehicle Accidents	0	3		0	2
Employee responsible	0	3		0	1
ROUTINE ACTIVITIES	Total Man Hours MONTH-TO-DATE	YEAR-TO-DATE		Total Man Hours MONTH-TO-DATE	YEAR-TO-DATE
Mowing	18.00	1526.75		26.00	588.75
Trim Mowing	128.50	5379.50		114.00	3633.00
Chemical Spraying	4.00	267.50		0.00	400.00
Fertilization	0.00	0.00		0.00	8.00
Tree Planting	0.00	8.00		0.00	25.50
Tree & Stump Removal	0.00	251.00		100.00	1021.00
Tree Trimming/Limb Pick-Up	133.00	789.00		80.50	389.25
Restroom/Trash Maintenance	239.50	1592.50		240.00	1666.00
Play Equipment Maintenance	16.00	355.50		47.00	666.00
Sprinkler Maintenance	56.50	434.50		93.50	1602.75
Watering	0.00	38.00		2.00	468.50
Grounds/Building Maintenance	91.50	274.50		52.50	111.50
Painting	0.00	0.00		0.00	5.50
Planning Design	0.00	0.00		0.00	19.00
Park Development	0.00	41.50		10.00	24.00
Special Projects	163.00	793.00		426.00	2479.25
Nursery Maintenance	0.00	24.00		2.00	2.00
Flower/Shrub Bed Maintenance	68.00	422.00		53.00	308.00
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	0.00	37.00		0.00	21.00
Fence Repairs	0.00	0.00		0.00	40.00
Equipment Repairs/Maintenance	76.50	1013.50		108.25	880.75
Material Pick-Up	5.25	83.75		9.00	48.00
Miscellaneous	278.25	874.25		220.25	848.75
Shop Time	136.00	321.00		19.00	124.00
Snow/Ice Removal	32.00	32.00		8.00	8.00
Christmas Lights	1056.50	1113.50		1089.00	1137.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	0.00	0.00		0.00	2.00
Graffiti Clean-Up	0.00	2.00		0.00	2.00

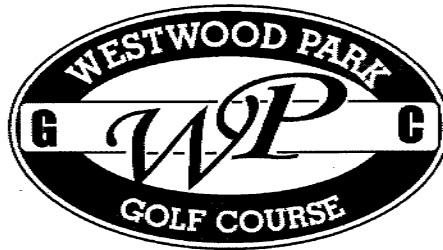
NOVEMBER 2013
COMMUNITY SERVICE PROGRAM
MONTHLY REPORT

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

	Municipal Court				Outside Agency				Total			
	Clients		Hours		Clients		Hours		Clients		Hours	
	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D
Animal Control		5		232.00	3	8	84.00	205.00	3	13	84.00	437.00
Building Maintenance												
City Clerk												
City Controller												
Compost Facility												
Code Enforcement												
Fleet Management												
Finance												
Firehouse Art Center												
Legal												
Municipal Court												
Park Maintenance												
Personnel												
Police												
Recreation												
Sanitation												
Sewer & Water												
Westwood Golf												
Westwood Pool												
Print Shop												
Public Works												
Payroll												
Engineering												
Hourly Wage Value				\$7.25				\$7.25				\$7.25
Value of hours Month								\$609.00				\$609.00
Value of hours Y-T-D				\$1,682.00				\$1,486.25				\$3,168.25

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

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 8A



NOVEMBER 2013

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	NOVEMBER FY'14	NOVEMBER FY'13
Regular Green Fees	385	626
Senior Green Fees	112	299
Junior Fees	29	38
School Fees (high school golf team players)	0	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	200	208
Employee Comp Rounds	225	206
Golf Passport Rounds	0	0
9-Hole Green Fee	91	95
2:00 Fees	14	18
4:00 Fees	78	126
6:00 Fees	11	24
PGA Comp Rounds	2	3
*Rainchecks	6	11
Misc Promo Fees (birthday fees, players cards, OU student fees, Military, player pass)	511	457
Green Fee Adjustments (fee difference on rainchecks)	3	10
Total Rounds (*not included in total round count)	1661	2110
% change from FY '13	-21.28%	
Range Tokens	1100	1689
% change from FY '13	-34.87%	
18 - Hole Carts	74	117
9 - Hole Carts	30	39
½ / 18 - Hole Carts	560	860
½ / 9 - Hole Carts	109	159
Total Carts	773	1175
% change from FY '13	-34.21%	
18 - Hole Trail Fees	1	1
9 - Hole Trail Fees	2	0
18 - Hole Senior Trail Fees	1	5
9 - Hole Senior Trail Fees	0	4
Total Trail Fees	4	10
% change from FY '13	-60.00%	
TOTAL REVENUE	\$43,269.32	\$58,924.92
% change from FY '13	-26.57%	

**NOVEMBER 2013
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2014	FY 2014	FY 2013	FY 2013
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FY 2014	FY 2014	FY 2013	FY 2013
	MTD	YTD	MTD	YTD
Green Fees	\$25,440.88	\$253,621.78	\$33,740.80	\$251,096.39
Driving Range	\$3,900.41	\$49,730.82	\$5,251.86	\$47,451.08
Cart Rental	\$13,247.98	\$147,928.17	\$18,119.95	\$139,559.36
Restaurant	\$658.49	\$5,851.36	\$1,790.33	\$4,582.01
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$100.00
Interest Earnings	\$21.56	-\$4,059.99	\$21.98	\$2,497.18
Golf Cart Advertisement	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL INCOME	\$43,269.32	\$453,072.14	\$58,924.92	\$445,286.02
Expenditures	\$107,733.80	\$502,998.59	\$88,579.12	\$444,604.51
Income vs Expenditures	(\$64,464.48)	(\$49,926.45)	(\$29,654.20)	\$681.51
Rounds of Golf	1661	16039	2110	16050

Routine maintenance practices in November include: Greensmowing, cup changing and sand trap raking are daily at the start of the month and twice a week by months end. Leaf management becomes an issue in November. Blowers are used almost daily on traps and greens, as well as the club house area. A mower is sent to mulch the leaves that gather. Collars, an area immediately around the greens, are mowed weekly. Irrigation water is added as required by the weather conditions. Some hand watering of greens was needed due to dry conditions. Irrigation repairs were more frequent this fall. Repairs to our pump station due to a power outage continue. One pump has been repaired and is back in place. The other pump is being repaired.

November is the month for winterizing the golf course. Heaters are added to all out buildings. Vents are sealed and insulated. The outdoor drinking fountain is removed. Exposed water hydrants are turned off and insulated.

This month we started the process of retooling for next season. Ball washers were brought in for refurbishing. Metal cups are replaced with plastic to minimize freezing with the ground. Golf cars were checked for corrosion, and serviced as needed. We received 22 new golf cars. Bumpers were removed from trade-ins. They will be repaired and repainted. They will be installed on the new cars. 22 chargers were installed in the cart barn. In addition, over the next months every piece of equipment will be examined and serviced. Our annual fire extinguisher inspection, as well as our fuel station inspection, were performed. We have made another concrete drainage box for replacement of original drainage outlets as they fail.

Agronomically, greens were fertilized. All other cool season grasses were fertilized. Post emergent herbicides were applied where needed. An application of wetting agent was applied to the greens. Seedlings established in October were watered daily. Tree farm maintenance was performed as needed. Six dead trees were removed.

NOVEMBER 2013
WESTWOOD POOL
MONTHLY REPORT

Westwood Pool closed for the season August 18th.

FINANCIAL INFORMATION

	FY2014 MTD	FY2014 YTD	FY2013 MTD	FY2013 YTD
Admission Fees	\$0.00	\$41,150.90	0.00	\$50,658.25
Waterslide Fees	\$0.00	\$8,568.50	0.00	\$12,052.00
Swim Lesson Fees	\$0.00	\$5,960.50	0.00	\$4,578.00
Pool/Slide Rental	\$0.00	\$6,200.00	0.00	\$10,800.00
Locker Fees	\$0.00	\$41.00	0.00	\$19.50
Concessions	\$0.00	\$2,580.00	0.00	\$2,580.00
TOTAL INCOME	\$0.00	\$64,500.90	0.00	\$80,687.75
Expenditures	\$1,151.92	\$115,429.24	12,464.24	\$121,444.83
Income verses Expenditures	(\$1,151.92)	(\$50,928.34)	(12,434.24)	(\$40,757.08)

ATTENDANCE INFORMATION

	FY 2013 Month to Date	FY 2013 Season to Date (May-Aug 13)	FY 2012 Month to Date	FY 2012 Season to Date (May-Aug 12)
a. swim tags	0	4827	0	5246
b. pool admission	0	13680	0	15749
c. slide admission- (not inc. in total)	0	7589	0	9341
d. group admission	0	3108	0	2764
e. noon admission	0	56	0	89
f. evening admission	0	2118	0	2778
g. evening tags	0	994	0	1732
TOTAL ATTENDANCE	0	24783	0	28358

PLANNING AND COMMUNITY DEVELOPMENT 9

**PLANNING DEPARTMENT ACTIVITY
November 2013**

ADMINISTRATIVE DIVISION

Greenbelt Commission

Three (3) Greenbelt Enhancement Statements were submitted for the November 18, 2013 meeting.

GBC 13-28 was from Michael and Debra Spears for Spears Acres, Replat of Tract 2, located at the southwest corner of Indian Hills Road and 84th Avenue NE, for residential use.

GBC 13-29 was from Lloyd and Sue Rayl Trust for Flaming Oaks Estates, Replat of Lot 11, Block 2, located at the northeast corner of 60th Avenue SE and Lindsey Street, for residential use.

GBC 13-30 was from H1149, LLC for Stella Acres Phase II, Rural Certificate of Survey located on the south side of Stella Road, approximately 1/3rd mile east of 96th Avenue NE, for residential use.

The next meeting is scheduled on December 16, 2013

Miscellaneous

	2012 Nov	Dec	2013 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov
Walk-Ins	72	70	72	97	96	99	63	65	63	47	80	67	72
Email Contacts	287	260	264	238	291	290	324	360	291	297	301	273	212
Lot Line Adjustments	3	4	4	4	3	0	1	2	0	2	4	3	2
Landscape Maint. & Replacement Bonds	1	4	6	4	3	2	1	0	5	7	2	1	2
Board of Adjustment Variance Appl.	2	0	3	4	1	1	0	0	1	5	1	0	3
Legal Notices Sent	19	0	96	107	13	16	0	0	40	115	35	0	129
Planning Commission Applications Rec'd	5	2	2	2	3	3	9	3	1	4	5	4	0
Legal Notices Sent	36	20	20	45	59	18	229	56	34	103	227	43	0
Pre-Development Meeting Appl. Rec'd	2	2	2	2	2	6	2	4	2	4	3	0	1
Notices Sent	31	281	27	43	44	276	142	296	97	191	116	0	18

CURRENT PLANNING DIVISION

Planning Commission – number of applications received

	2012 Dec	2013 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov
Ordinance Amendments		2	3						1			
NORMAN 2025 Land Use Plan Amendments		1		2		4	2		1		1	
Rezoning Requests		1	2	3	1	5	2	1	1		3	
Utility Easement/Road Closures	2	2			2	2	1	1	2			
Preliminary Plats		1	1	4		3			3		1	1
Final Plats	3	1	3	7	4	--	--	--	--	--	--	
Rural Certificates of Survey	1			1		2						2
Short Form Plats					1							
Site Plan Amendments												
Certificate of Plat Correction												

During November, one application for Pre-Development was received.

During November, submittals for the December 12, 2013 Planning Commission meeting included two Norman Rural Certificates of Survey. One preliminary plat was also received, but the applicants requested it be postponed until the January meeting.

The Planning Commission met in Regular Session on November 8 and approved one project which included three rezoning applications, a NORMAN 2025 amendment, and preliminary plat. One set of minutes was prepared for the Planning Commission Regular Meeting. The Planning Commission met in Study Session immediately following the Regular Session to discuss amendments to the Zoning Ordinance. One set of minutes was prepared for the Planning Commission Study Session.

During the month of November, seventy-five commercial building applications were submitted for review. Of those applications submitted for review fifty-one were related to multi-family developments. Of the seventy-five applications submitted, Current Planning Staff reviewed and approved fourteen.

Board of Adjustment

The Board of Adjustment did not have a scheduled meeting in November. The next meeting is scheduled for December 11, 2013.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

GIS continued working on the mapping website in November. The site can be accessed at maps.normanok.gov. Staff will continue to add additional features to the site over the coming months. It currently contains similar content to the previous mapping site. All of the digital aerial photos, flown from 1997 to 2013, are now available on the site. The 2013 photos are still under review. Development of internal web services to allow users to access GIS data continued in November. Staff is assisting internal users to migrate to the web services.

GIS had a booth at GIS Day, November 20, 2013, at the University of Oklahoma. GIS Staff took the opportunity to introduce students to the site. Hopefully students will be able to make use of the new website as end of year projects are due for students.

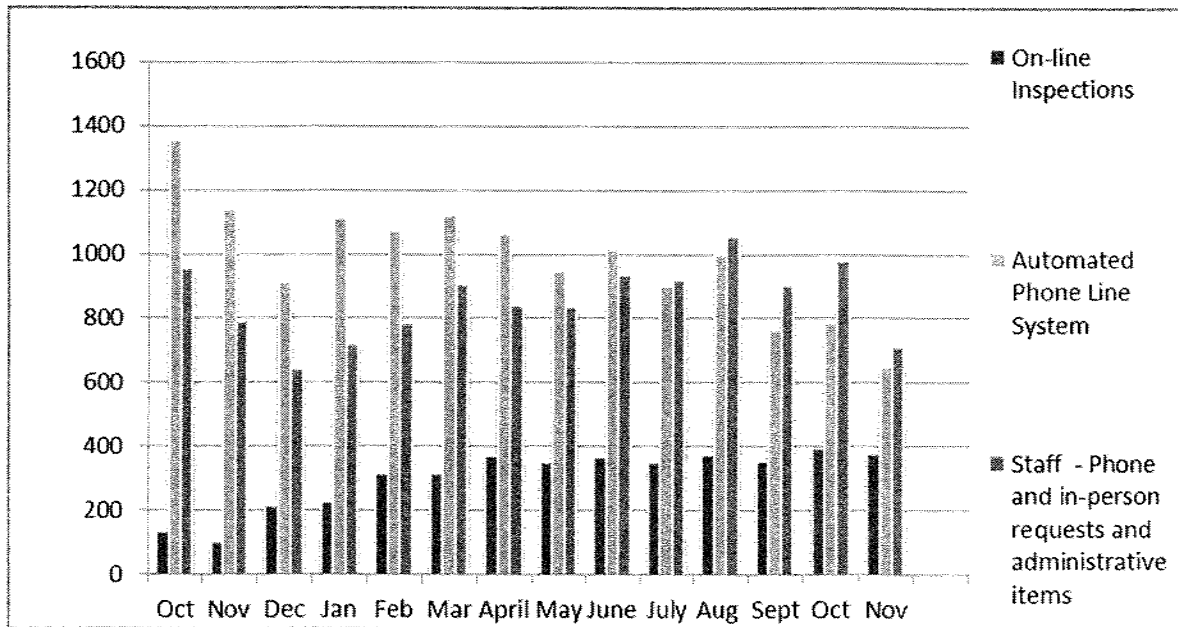
In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 61 requests for service that resulted in the production of 73 mapping products and reports. The GIS division did work for 8 of the City's Departments during the month of November, as well as providing information for and staffing of City Council and Planning Commission Meetings.

DEVELOPMENT SERVICES DIVISION

On-line Inspection Services

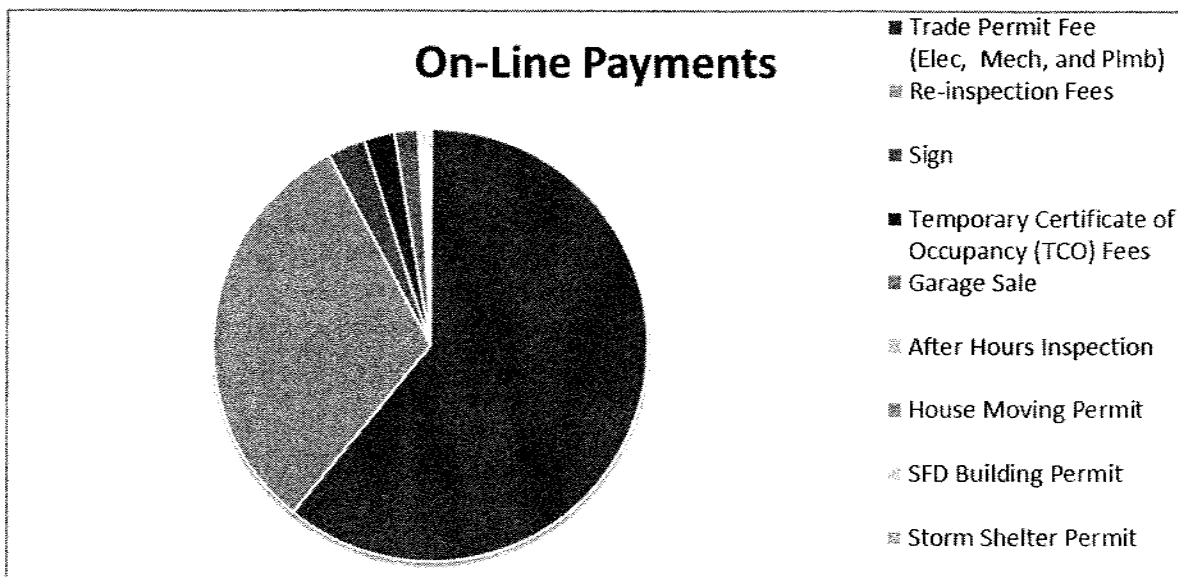
Inspection Requests

Since its implementation on September 5, 2012, 4,292 inspection requests have been made on-line; this includes 377 inspection requests in November. The graph below indicates the inspection requests received on-line, through the automated phone line system and the permit staff. The staff also schedules inspections for administrative items that are included in the report.



On-line Payments

To date 394 payments have been made on-line totaling 25,424.54. This includes 40 payments in November totaling \$7,235.54.



Mobile Field Inspection

The Building Inspectors received training on the Mobile Field Inspection (MFI) System from Selectron Technologies Inc. trainer Ryan Reams from Portland Oregon on March 28, 2013. On June 1, 2013 the Mobile Field Inspection Module went "live" for all inspections.

The Mobile Field Inspection System works in conjunction with SunGard Public Sector, Building Permits (BP) database allowing near "real time" inspection result entry by the Building Inspectors therefore allowing the Building Contractor's, Trade Contractor's and others with an active permit the opportunity to obtain inspection results almost immediately. The inspection results may be viewed on-line or through the Automated Phone Line System.

The Building Inspectors have been equipped with laptops and printers for use in the field. Additionally, laptop mounts have been installed in the Inspector's vehicles assisting them with data entry and ensuring safety by keeping the laptops secure. The printers allow the Inspectors to print the "Inspection Record" on-site upon completion of the inspection.

1,279 inspection results were entered using the Mobile Field Inspection (MFI) System in November. These inspection results were available on-line and through the Automated Phone Line System almost immediately as the inspections were conducted throughout the workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed; 6 photos of specific inspection conditions were taken and attached to the permanent inspection record using the MFI technology in the field.

	November 1	November 4-8	November 11-15	November 18-22	November 25-29
MFI Inspection Results	73	298	356	378	174
Photo Attachments	6	0	0	0	0

Storm Shelter Permits

One hundred twenty-eight storm shelter permits were issued in November. Twenty-two storm shelter permits were issued in November of 2012. In an effort to provide the best customer service to homeowners, staff is scheduling and coordinating the storm shelter inspections, particularly the storm shelters inside the garage that require the homeowner to be on-site for the inspection.

November 1	November 4-8	November 11-15	November 18-22	November 25-29
17	40	41	21	9

Building Code Adoption

The adoption of the 2009 International Building Code (IBC) was approved at the Norman City Council Meeting on November 12, 2013 and will become effective December 12, 2013. Additional codes adopted include the 2009 editions of the International Fire Code (IFC), International Existing Building Code (IEBC), International Fuel Gas Code (IFGC), International Mechanical Code (IMC), International Plumbing Code (IPC), and the 2011 National Electric Code (NEC).

Construction Activity

The value of all construction activity permitted in NOVEMBER of 2013 totaled \$25,860,457, higher than the \$25,003,956 recorded for the same month last year. A total of 232 permits were issued in NOVEMBER of 2013 compared to 110 in NOVEMBER of 2012. The higher permit value and number in NOVEMBER 2013 is due to increased activity in single family, multi-family and storm shelter construction as compared to the same types in NOVEMBER 2012.

Total new residential permitting activity in NOVEMBER 2013 was 55 permits valued at \$21,182,503 compared to 40 permits valued at \$17,436,251 in NOVEMBER 2012. New single-family detached residential construction in NOVEMBER 2013 represented all 37 new homes with an average value of \$290,130, compared with 23 new homes in NOVEMBER 2012 with an average value of \$340,543. There were no single family attached permits issued in NOVEMBER of either year. There were no new mobile homes permits issued NOVEMBER of 2013 but there were 2 issued in NOVEMBER 2012 valued at \$10,100. There were no duplex permits issued in NOVEMBER 2013 but there were 2 new duplexes valued at \$140,000 permitted in NOVEMBER 2012. There were 18 new multi-family permits for 256 units valued at \$10,447,683 in NOVEMBER 2013 compared to 13 permits for 224 units valued at \$9,453,651 in NOVEMBER 2012.

Residential addition/alterations, storm shelters, swimming pools, storage buildings and other miscellaneous residential permits in NOVEMBER 2013 numbered 162 and were valued at \$1,732,800 compared to 60 permits valued at \$728,675 for NOVEMBER 2012. The average value in NOVEMBER 2013 was \$10,696 compared to \$12,145 in NOVEMBER 2012. The total number of permits was higher in NOVEMBER 2013 because of a significantly higher number of storm shelters. There were 128 storm shelters permitted in NOVEMBER 2013 valued at \$425,975 compared to only 22 permitted in NOVEMBER 2012 valued at \$73,216. The value is also higher in NOVEMBER 2013 because the value of swimming pools in NOVEMBER 2013 was \$818,300 in comparison to \$256,436 in NOVEMBER 2012.

New commercial construction permits in NOVEMBER of 2013 totaled 4 with a value of \$657,721 compared to 5 permits valued at \$3,672,230 for NOVEMBER 2012. The primary reason for the decrease in value is due to the Norman Public Schools Administration Building remodel and addition project in NOVEMBER 2012 valued at \$3,200,000.

Commercial Addition/Alteration permits in NOVEMBER of 2013 totaled 10 with a value of \$2,287,433 compared to 6 permits valued at \$3,166,800 for NOVEMBER 2012. The average value in NOVEMBER 2013 was \$228,743 compared to \$527,800 in NOVEMBER 2012. The difference in number of permits is insignificant. The lower value in

NOVEMBER 2013 is primarily due to the fraternity remodel project at 904 College Avenue valued at \$1,700,000 in NOVEMBER 2012.

Construction Activity Summary for November 2013

Permit Type	No. of Permits		No. of Units		Const. Value	Average Value
New Residential (sing fam, mob homes, dupl)	37		37		\$ 10,734,820	\$ 290,130
New Multi-Family	18		256		\$ 10,447,683	\$ -
New Non-Residential	5		N/A		\$ 657,721	\$ 131,544
Add/Alter Residential (All)	162		N/A		\$ 1,732,800	\$ 10,696
Add/Alter Non-Residential	10		N/A		\$ 2,287,433	\$ 228,743
Total Construction Permits/Value	232		293		\$ 25,860,457	
Detailed Permit Activity	Calendar Year 2013		Calendar Year 2012		2012	
Residential Activity	November	YTD	November	YTD	Total Year	
Single Family Permits	37	397	23	374	414	
Total Construction Value	\$ 10,734,820	\$ 88,121,739	\$ 7,832,500	\$ 66,494,511	\$ 74,416,561	
Avg Construction Value	\$ 290,130	\$ 221,969	\$ 340,543	\$ 177,793	\$ 179,750	
Single Family Attached Permits	0	0	0	0	0	
Total Construction Value	\$ -	\$ -	\$ -	\$ -	\$ -	
Avg Construction Value	\$ -	\$ -	\$ -	\$ -	\$ -	
New Mobile Home Permits	0	4	2	9	10	
Total Construction Value	\$ -	\$ 215,900	\$ 10,100	\$ 346,600	\$ 394,639	
Duplex Permits	0	16	2	10	10	
Number of Units	0	16	2	10	10	
Total Construction Value	\$ -	\$ 1,906,435	\$ 140,000	\$ 910,000	\$ 910,000	
Avg Construction Value per Unit	\$ -	\$ 119,152	\$ 70,000	\$ 91,000	\$ 91,000	
Multi-Family Permits	18	19	13	58	59	
Number of Units	256	260	224	924	930	
Total Construction Value	\$ 10,447,683	\$ 10,647,683	\$ 9,453,651	\$ 34,929,387	\$ 35,469,387	
Avg Construction Value per Unit	\$ 40,811	\$ 40,953	\$ 42,204	\$ 37,802	\$ 38,139	
New Residential Units	293	677	251	1317	1364	
New Residential Value	\$ 21,182,503	\$ 100,891,757	\$ 17,436,251	\$ 102,680,498	\$ 111,190,587	
Residential Demo Permits	0	42	0	32	36	
Residential Demo Units	0	-35	0	-23	-25	
Net Residential Units	293	642	251	1294	1339	
Addition/Alteration Permits**	8	185	13	185	214	
Other Permits***	154	1749	47	47	835	
Total Construction Value****	\$ 1,732,800	\$ 22,388,130	\$ 728,675	\$ 14,039,133	\$ 16,276,181	
Avg Construction Value	\$ 10,696	\$ 11,576	\$ 12,145	\$ 60,514	\$ 15,516	
Residential Permits	217	2370	100	683	1542	
Residential Value	\$ 22,915,303	\$ 123,279,887	\$ 18,164,926	\$ 116,719,631	\$ 127,466,768	
Commercial Activity						
Commercial Permits	5	81	4	92	99	
Total Construction Value	\$ 657,721	\$ 51,899,746	\$ 3,672,230	\$ 55,813,892	\$ 61,707,892	
Avg Construction Value	\$ 131,544	\$ 640,738	\$ 918,058	\$ 606,672.74	\$ 623,312	
Addition/Alteration Permits	10	124	6	125	135	
Total Construction Value	\$ 2,287,433	\$ 27,641,910	\$ 3,166,800	\$ 20,530,791	\$ 23,805,491	
Avg Construction Value	\$ 228,743	\$ 222,919	\$ 527,800	\$ 164,246	\$ 176,337	
Non-Residential Value	2,945,154	79,541,656	6,839,030	76,344,683	85,513,383	
Non-Residential Permits	15	205	10	217	234	
Total Construction Value	\$ 25,860,457	\$ 202,821,543	\$ 25,003,956	\$ 193,064,314	\$ 212,980,151	
Total Construction Permits	232	2575	110	900	1776	
Other Permits						
Electrical Permits	101	1207	81	1231	1327	
Heat/Air/Refrigeration Permits	95	1409	137	1465	1587	
Plumbing & Gas Permits	132	1401	136	1571	1658	
Foundation Permits	1	32	1	10	11	
Temp Tents/Construction Trailers	2	31	4	34	34	
Demo Permits (Residential)	0	42	0	31	35	
Demo Permits (Commercial)	4	17	1	21	23	
House Moving Permits	0	42	4	39	41	
Sign Permits	13	289	18	233	254	
Water Well Permits	2	32	2	29	33	
Garage Sale Permits	137	2079	150	2109	2136	
Swimming Pool Permits	8	68	5	56	60	
Storage Building Permits	13	113	9	112	121	
Carports	0	11	2	12	12	
Storm Shelter Permits	128	1467	22	508	532	
Residential Paving	5	90	9	105	110	
Additional Division Activity						
Miscellaneous/PODS/ROLOFS	9	98	15	139	150	
Lot Line Adjustments	4	21	3	17	18	
Certificates of Occupancy	179	1634	118	1124	1221	
All Field Inspections	1766	23950	2041	23677	25440	

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

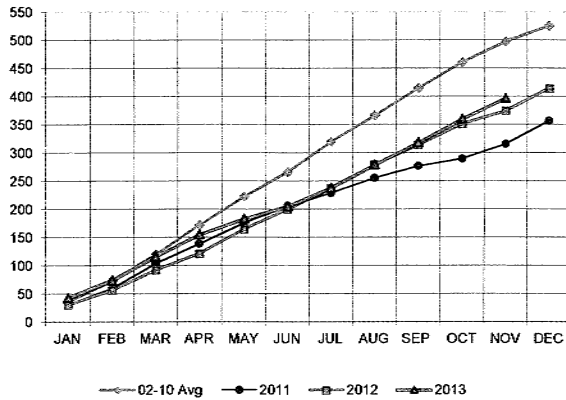
***Count includes: Pools, Storage Bldgs,
Carports, Residential Paving, Storm Shelters.

****Total Construction Value includes these
permits listed above.

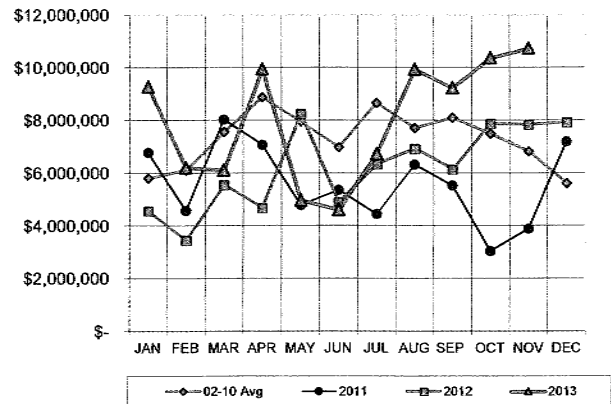
****Total Construction Value
includes permit types listed to
the left.

NOVEMBER 2013 CONSTRUCTION REPORT

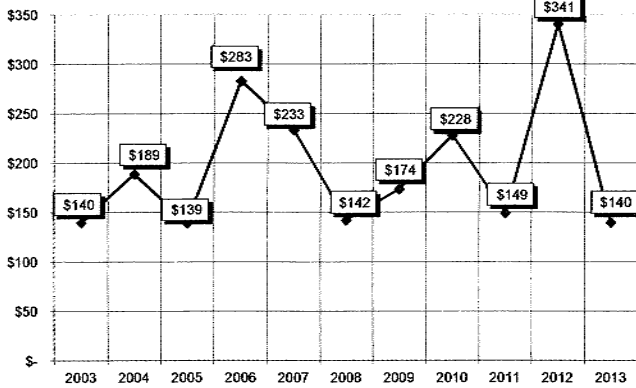
1 Single Family: Monthly Comparison of 2011, 2012 and 2013 Total Number of Permits Issued YTD Compared to Monthly Average of Number of Permits Issued YTD 2002-2010



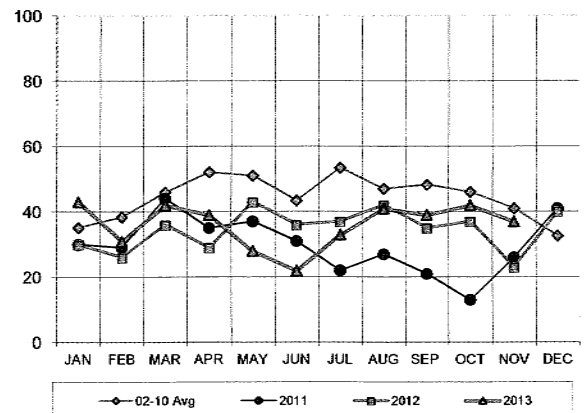
2 Single Family: Monthly Comparison of 2011, 2012 and 2013 Dollar Value in November compared to a 2002-2010 Average Dollar Value



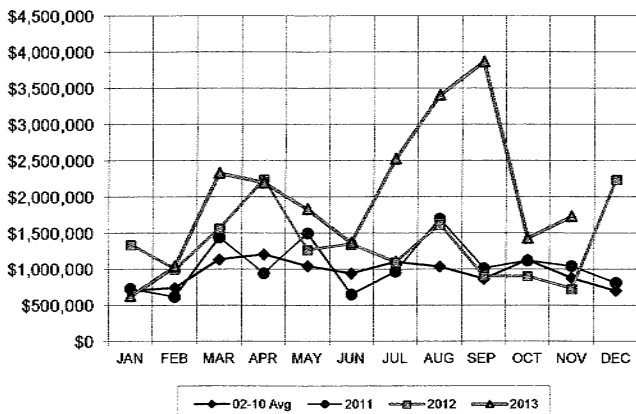
3 Average Dollar Value of New Single Family Homes in November from 2003 through 2013



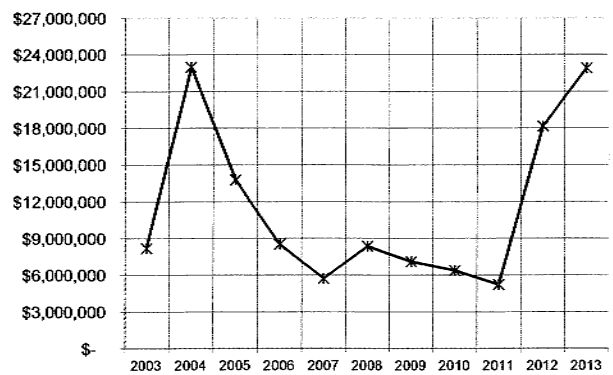
4 Number of New Single Family Permits Issued in November 2011, 2012 and 2013 Compared to Average Number Issued in November 2002-2010



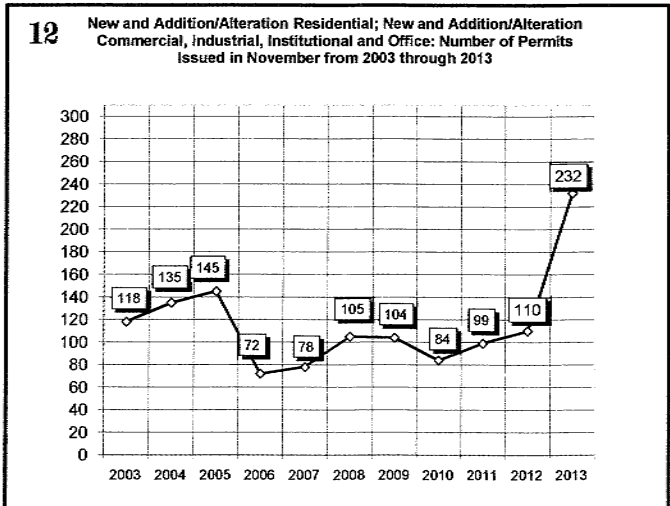
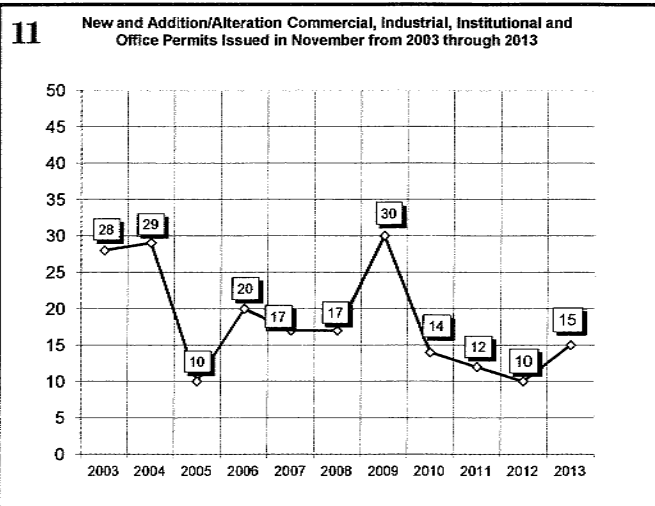
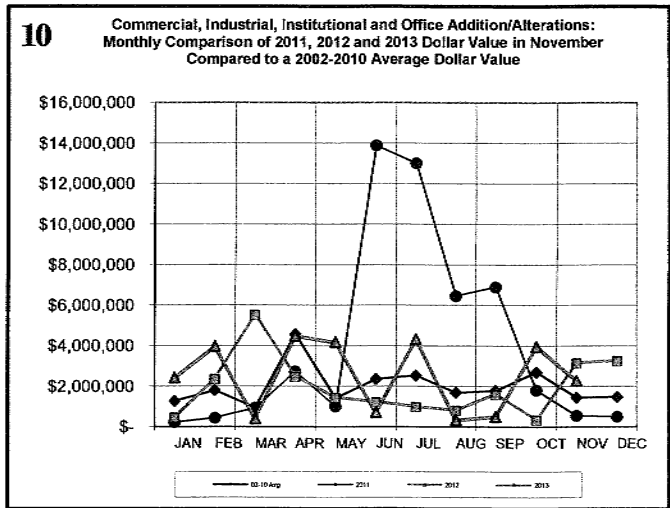
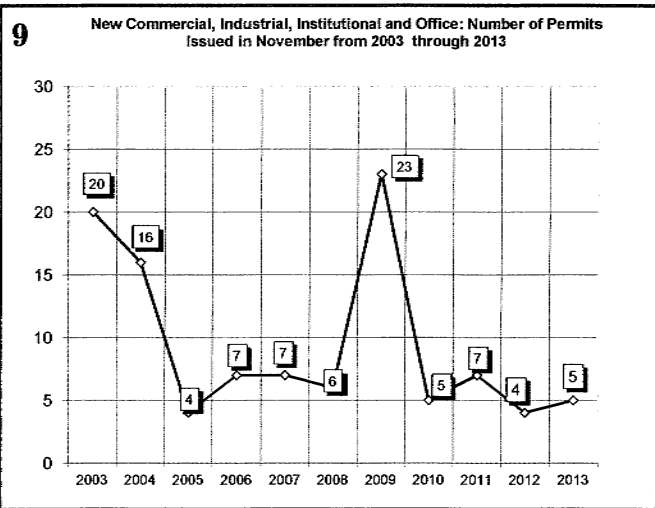
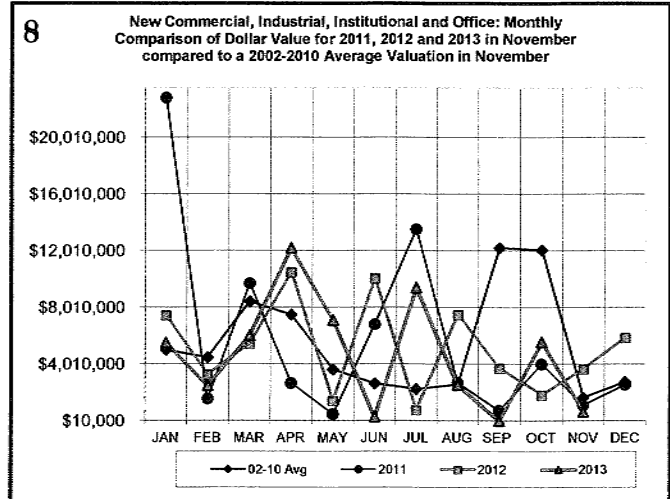
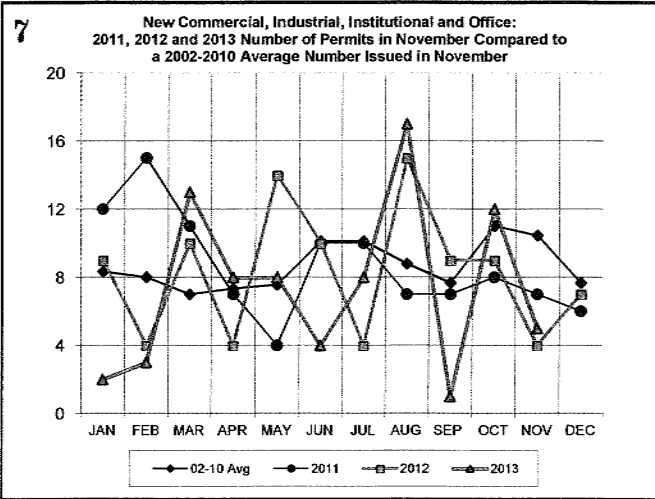
5 Residential Addition/Alteration: 2011, 2012, 2013 Monthly Dollar Value Compared to a 2002-2010 Monthly Average Dollar Value



6 Dollar Value for All Residential Permits Issued in November from 2003 through 2013



NOVEMBER 2013 CONSTRUCTION REPORT



City of Norman
BUILDING PERMITS AND INSPECTIONS

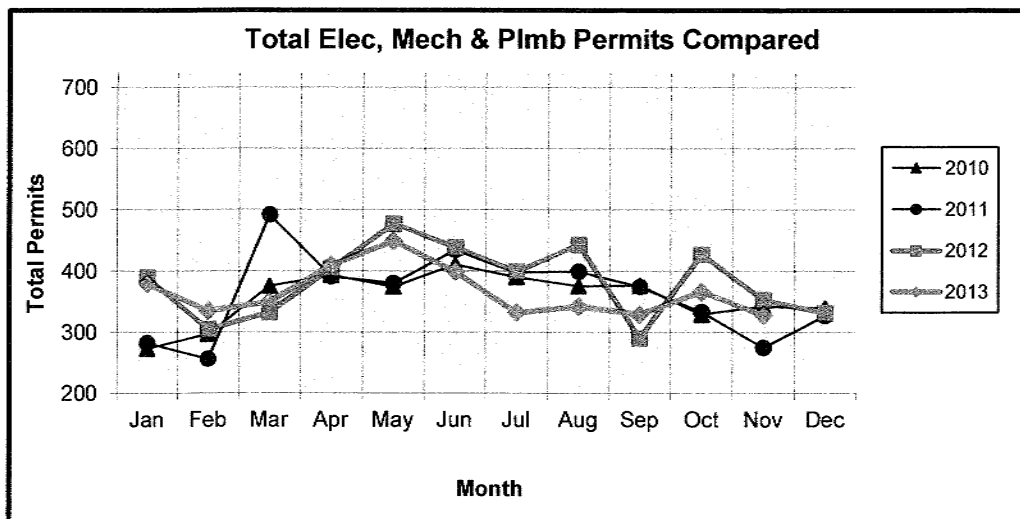
TRADE PERMITS & GARAGE SALES
Sorted by Permit Type

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

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

2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	100	92	113	128	133	133	115	142	81	113	81	96	1327
HVAC (MECH)	137	109	100	129	168	175	158	161	95	116	137	122	1607
PLUMBING (PLBG)	153	104	120	148	177	131	127	141	115	199	136	87	1638
GARAGE SALE (GARA)	32	36	25	236	437	356	146	155	203	208	150	27	2011
HOUSE MOVING (MOVE)	3	1	2	3	2	6	6	9	5	3	4	2	46
DEMOLITION (BDEM)	6	5	3	10	4	2	2	5	5	9	1	4	56
SIGN (SIGN)	22	16	25	12	19	19	36	36	15	19	18	21	258
ELEC + MECH + PLBG	390	305	333	405	478	439	400	444	291	428	354	332	4599
Total	453	363	388	666	940	822	590	649	519	667	527	359	6943

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	128	100	114	117	103	117	95	111	114	107	101		1207
HVAC (MECH)	102	99	119	138	185	163	156	128	101	123	95		1409
PLUMBING (PLBG)	149	136	116	154	161	119	81	103	114	136	132		1401
GARAGE SALE (GARA)	22	18	86	273	290	365	282	183	170	253	97		2039
HOUSE MOVING (MOVE)	2	0	3	0	5	8	9	5	5	5	0		42
DEMOLITION (BDEM)	6	2	10	4	5	9	1	13	2	3	4		59
SIGN (SIGN)	23	26	48	34	17	23	36	32	14	23	13		289
ELEC + MECH + PLBG	379	335	349	409	449	399	332	342	329	366	328	0	4017
Total	432	381	496	720	766	804	660	575	520	650	442	0	6446



BUILDING PERMITS AND INSPECTIONS

COMMERCIAL BUILDING PERMITS

Issued November 2013 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT-2	SUN CONSTRUCTION SERVICES	4641	11/20/13	715	E	ELIFAULA	ST	25	55	NORMAN, ORIGINAL TOWNSHIP	O1	\$ 1,750,000	23,970
COMMERCIAL, ADD/ALT-2	COLORADO COMMERCIAL BUILDERS	5276	11/05/13	2100	SE	24TH	AVE	1	1	WILLOW GROVE ADD #2	C2	\$ 20,000	500
COMMERCIAL, ADD/ALT-2	VEAZEY CONSTRUCTION	5355	11/01/13	100	E	MAIN	ST	1	6	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 7,500	30
COMMERCIAL, ADD/ALT-2	CELLXON WIRELESS SERVICES	6360	11/01/13	630	E	LINDESEY	ST	5	2W	NOT SUBDIVIDED	R1	\$ 50,000	5
COMMERCIAL, ADD/ALT-2	BRADY'S PROPERTIES	6402	11/12/13	1352	W	INTERSTATE	DR	4	1	TOWNE WEST VILLAGE	C2	\$ 10,000	4,500
COMMERCIAL, ADD/ALT-2	PRECISION BUILDERS, LLC	6600	11/27/13	2255	E	MAIN	ST	1	1	WESTWOOD PLAZA - REPLAT BLK B	C2	\$ 300,000	23,500
COMMERCIAL, ADD/ALT-2	FULLER MILLER CONSTRUCTION INC	6622	11/08/13	131	W	COMANCHE	ST	15	5	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 58,233	2,200
COMMERCIAL, ADD/ALT-2	VEAZEY, DOUG	6716	11/18/13	104	W	ROCK CREEK	RD	28	68	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 7,500	266
COMMERCIAL, ADD/ALT-2	BARBOUR & SHORT, INC	6785	11/25/13	1200	W	ROCK CREEK	RD	1	2	NORMAN INDUSTRIAL TRACT	I2	\$ 75,000	1,682
COMMERCIAL, FOUNDATION PERMIT-2	PRECISION BUILDERS, LLC	6136	11/14/13	480	NW	24TH	AVE	1	1	SKM ADD, REPLAT OF MADISON SQ	C2	\$ 100,000	19,180
COMMERCIAL, INTERIOR FINISH-2	ROLLINS, JIMMY	6369	11/07/13	1300	SE	12TH	AVE	1	1	EAST VILLAGE SEC 2	PUD	\$ 15,000	1,250
COMMERCIAL, INTERIOR FINISH-2	AFFORDABLE CONSTRUCTION	6400	11/15/13	6401	SE	INTERSTATE	DR	1	1	NORTH NORMAN BUSINESS CENTER	TC	\$ 45,000	3,104
COMMERCIAL, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	659	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 154,221	2,893
COMMERCIAL, NEW CONSTRUCTION-2	ABM OF NORMAN INC. AN OK CORP.	6588	11/13/13	105	W	COMANCHE	ST	2	67	NORMAN, ORIGINAL TOWNSHIP	I1	\$ 3,500	320
COMMERCIAL, NEW CONSTRUCTION-2	MARTIN K. EBY CONST. CO., INC.	6339	11/04/13	5005	W	YORK	DR	1	3	WESTINGHOUSE ELECTRIC	I1	\$ 440,000	1,440
COMMERCIAL, PARKING LOT-2	GREGORY'S CUSTOM CONSTRUCTION	6416	11/08/13	2108	W	RESEARCH PARK	BLVD	21	3	NORMAN RESEARCH PARK	I1	\$ 9,200	1,615
TEMPORARY BLDG/CONST TRAILER-2	PARK 7 GROUP	6279	11/07/13	1200	W	CAMPUS CREST	DR	1	2	CAMPUS CREST	PUD	\$	
TEMPORARY BLDG/CONST TRAILER-2	ALLISON'S FUN INC.	6378	11/07/13	3700	W	ROBINSON	ST	1	2	BROOKHAVEN, VILLAGE AT #3	C1	\$	
Total Permits													
16													
Average Valuation \$ 190,322													5,409
Total Valuation \$ 3,045,154													86,545
Average Project Area													
Total Project Area													

NEW CONSTRUCTION INFORMATION					ADDITIONS AND ALTERATIONS			TOTAL NEW COMMERCIAL			OTHER PERMITS	
CONTRACTOR	BUILDING SIZE (Square Feet)	LOT SIZE	USE /CLASSIFICATIO N	BUSINESS	COMMERCIAL, ADD/ALT-2	COMMERCIAL FIRE REPAIR	COMMERCIAL, INTERIOR FINISH-2	COMMERCIAL, NEW BLDG-2	COMMERCIAL, NEW CONSTRUCTION-2	COMMERCIAL, FOUNDATION PERMIT-2		
CASE DEVELOPMENT SERVICES	2,983	11.28 acres	multi-family residential	Icon Apt Clubhouse	\$ 2,278,233	\$ -	\$ 60,000	\$ -	\$ 597,721	\$ 100,000		
ABM OF NORMAN INC. AN OK CORP.	320	13,896 sf	Industrial	Pumington Invest Storage								
MARTIN K EBY CONST CO INC	1,440	72.82 acres	Industrial	Johnson Controls	\$ 9,200	\$ 2,287,433						
					1	10	2	2	3	1		
					SUBTOTAL ADDITIONS AND ALTERATIONS			SUBTOTAL NEW CONSTRUCTION			TOTAL ADD/ALT AND NEW CONSTRUCTION	
					\$ 9,200 \$ 2,287,433			\$ 657,721			\$ 2,945,154	
											TOTAL NO. 36	
											TOTAL VALUE \$ 3,045,154	

City of Norman
BUILDING PERMITS AND INSPECTIONS

NEW SINGLE FAMILY DWELLING PERMITS
Issued November 2013 - Sorted by Contractor

Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area	Living Area
D.R. HORTON, INC.	5781	11/20/2013	1414		ZACHARY	LN	44	3	CEDAR LANE SEC #1	R1	\$ 285,974	3,573	2,639
D.R. HORTON, INC.	6088	11/5/2013	1418		ZACHARY	LN	43	3	CEDAR LANE SEC #1	R1	\$ 330,570	4,600	3,673
MANDALAY HOMES, LLC	6215	11/4/2013	504		YARMOUTH	RD	18	12	VINEYARD PHASE III	R1	\$ 241,200	4,034	2,680
OWNER	6354	11/1/2013	905	N	LAHOMA	AVE	1	1	STONEGATE ADD	R1	\$ 150,000	2,122	1,353
RUSSELL GAMMILL	6357	11/4/2013	4529		BLACK HORSE	RD	8	3	CARRINGTON PLACE ADD #6	R1	\$ 500,000	4,790	3,964
BYRD BUILDING COMPANY	6368	11/13/2013	4509		FARM HILL	RD	8	1	FOUNTAIN VIEW SEC. #1	R1	\$ 550,000	4,951	3,481
LONE STAR HOMES, LLC	6370	11/7/2013	1300		PRESDIO	RD	8	1	FOUNTAIN VIEW SEC. #1	R1	\$ 270,000	3,065	2,065
SOONER TRADITIONS, LLC.	6377	11/4/2013	3710		REID PRYOR	RD	28	1	CEDAR LANE SEC #1	R1	\$ 257,000	2,925	2,236
IDEAL HOMES OF NORMAN	6434	11/5/2013	3519		BERGEN PEAK	DR	1	2	GREENLEAF TRAILS ADD 5	PUD	\$ 185,850	2,065	1,451
IDEAL HOMES OF NORMAN	6435	11/5/2013	2637		LERKIM	LN	8	2	TRAILWOODS SEC 6	PUD	\$ 175,500	1,950	1,319
GORDON, TRACY	6469	11/1/2013	218	E	JOHNSON	ST	11	10	HIGHLAND ADDITION	R3	\$ 85,000	2,104	1,438
LANDMARK FINE HOMES, LP.	6496	11/1/2013	4231		HACKNEY WICK	RD	1	3	CARRINGTON PLACE ADD #12	R1	\$ 510,000	5,250	4,111
LANDMARK FINE HOMES, LP.	6497	11/1/2013	4227		HACKNEY WICK	RD	2	3	CARRINGTON PLACE ADD #12	R1	\$ 510,000	5,263	4,008
STONEWALL HOMES, LLC	6500	11/7/2013	2751		ESTELL	LN	17	1W	OAK LAWN ACRES	A2	\$ 406,696	5,477	3,619
IDEAL HOMES OF NORMAN	6560	11/8/2013	2633		LERKIM	LN	7	2	TRAILWOODS SEC 6	R1	\$ 185,670	2,063	1,411
IDEAL HOMES OF NORMAN	6561	11/8/2013	716		PAINTED FOREST	RD	2	4	RED CANYON RANCH SEC 3	R1	\$ 151,000	3,285	2,402
HOME CREATIONS, INC.	6643	11/6/2013	2316		SPONWOOD	RD	11	1	PARK PLACE ADD #7	R1	\$ 149,850	2,246	1,665
IDEAL HOMES OF NORMAN	6651	11/15/2013	4009		SIERRA VISTA	RD	3	2	RED CANYON RANCH SEC 3	PUD	\$ 153,470	2,224	1,553
HOME CREATIONS, INC.	6663	11/7/2013	1431		SPONWOOD	DR	1	1	PARK PLACE ADD #6	R1	\$ 149,850	2,246	1,665
HOME CREATIONS, INC.	6664	11/7/2013	2312		SPONWOOD	RD	12	1	PARK PLACE ADD #7	R1	\$ 154,980	2,220	1,720
IDEAL HOMES OF NORMAN	6651	11/7/2013	2313		BRUCKNER	DR	1	5	PARK PLACE ADD #6	R1	\$ 153,270	2,199	1,703
HOME CREATIONS, INC.	6665	11/7/2013	2313		LAUREL	DR	8	3	BROAD ACRES ADD SEC 2-AMENDED	R1	\$ 200,000	2,205	2,135
DAVID WILLIAMS CONTRACTING	6684	11/4/2013	2719		BURNING TREE	DR	4	5	HALLBROOKE ADD #4	R1	\$ 290,000	3,418	2,505
C & C BUILDERS	6705	11/8/2013	2212		ITHACA	DR	11	3	HALLBROOKE ADD #4	R1	\$ 197,730	2,197	1,531
C & C BUILDERS	6708	11/8/2013	1902		LERKIM	LN	6	1	TRAILWOODS SEC 6	PUD	\$ 219,180	3,527	2,402
IDEAL HOMES OF NORMAN	6728	11/20/2013	2620		HAVASU	DR	8	1	RED CANYON RANCH SEC 3	PUD	\$ 245,610	3,871	2,729
IDEAL HOMES OF NORMAN	6795	11/20/2013	709		FRANKLIN	RD	3	2	HIGHLAND VILLAGE ADD SEC 6	A2	\$ 200,000	3,678	2,171
MUIRFIELD HOMES	6804	11/13/2013	3111	E	TIMBER SHADOWS	DR	8	2	NOT SUBDIVIDED	R1	\$ 217,350	2,751	1,870
AFFINITY HOMES	6811	11/27/2013	4091		TORREY PINES	RD	8	2	MONTEREY ADD #1	R1	\$ 1,000,000	9,446	6,964
LONE STAR HOMES, LLC	6839	11/27/2013	1205		MANOR HILL	DR	9A	1	BROOKHAVEN #37	R1	\$ 375,000	4,393	3,306
BYRD BUILDING	6840	11/25/2013	601		WINDSTONE	DR	9	2	GLENRIDGE ADD SEC1	PUD	\$ 275,000	3,490	2,394
BYRD BUILDING	6841	11/22/2013	5815		WINDSTONE	DR	8	1	GLENRIDGE ADD SEC1	PUD	\$ 164,070	2,585	1,823
HOME CREATIONS, INC.	6844	11/15/2013	1427		SPONWOOD	DR	2	1	PARK PLACE ADD #7	R1	\$ 695,000	5,091	2,871
ARMSTRONG HOMES	6866	11/27/2013	5300	N	PORTER	AVE	6	2W	NOT SUBDIVIDED	A2	\$ 200,000	4,530	3,157
LANDMARK FINE HOMES, LP.	6984	11/20/2013	4317		HACKNEY WICK	RD	2	4	CARRINGTON PLACE ADD #12	R1	\$ 200,000	4,530	3,157
FOSTER SIGNATURE HOMES	7015	11/25/2013	4215		CORDOVA	CT	4	2	LAS COLINAS SEC. #2	R1	\$ 200,000	4,530	3,157
FOSTER SIGNATURE HOMES	7016	11/25/2013	3009		CORDOVA	CT	11	2	LAS COLINAS SEC. #2	R1	\$ 200,000	4,864	3,371
Total Permits	37		Average Valuation \$ 280,130							Average Project Area	3,666		
			Total Valuation \$ 10,734,820							Average Living Area	2,622		
										Total Living Area	97,026		

City of Norman
BUILDING PERMITS AND INSPECTIONS

ALL OTHER RESIDENTIAL BUILDING PERMITS
Issued November 2013- Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4486	11/01/13	3905		SIERRA VISTA	WAY	4	3	RED CANYON RANCH SEC 3	PUD	\$ 3,500	35
1 & 2 FAMILY STORM SHELTER-3	VORTECH STORM SHELTERS	5828	11/21/13	833		LAKEWOOD	DR	19A	1	BROAD ACRES SEC 1	R1	\$ 4,275	20
1 & 2 FAMILY STORM SHELTER-3	JOHNSON CONSTRUCTION	6553	11/01/13	5615		SPRING MILL	RD	6	1	BLUE LAKES ADDITION	A2	\$ 2,500	55
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTERS/SHIT STEEL	6556	11/01/13	1433		BUENA VISTA	CIR	3	2	SONOMA PARK #4	R1	\$ 3,300	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6562	11/01/13	2605		ANNALANE	DR	1	4	WARWICK ADD #4	R1	\$ 4,295	40
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	6564	11/01/13	505		WINSTON	DR	7	1	CAMBRIDGE ADD	R1	\$ 2,800	18
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6566	11/01/13	1432		JORDON	CIR	18	2	SONOMA PARK #3	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6568	11/01/13	350	W	INDIAN HILLS	RD	6	2W	ARMS ACRES	A2	\$ 3,000	42
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6570	11/01/13	450	W	INDIAN HILLS	RD	6	2W	ARMS ACRES	A2	\$ 3,000	42
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6571	11/01/13	1607		CANTERBURY	ST	46	10	WOODSLAWN ADD #3	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6572	11/01/13	3808		HIGHPOINT	CT	21	1	SUMMIT ADD	RW6	\$ 2,750	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6573	11/01/13	213		SUMMIT BEND		9	2	SUMMIT LAKES ADD #9	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6575	11/01/13	2822		WALNUT	RD	4	1	SHERWOOD FOREST #2	R1	\$ 3,800	40
1 & 2 FAMILY STORM SHELTER-3	STORM SHELTERS PLUS	6580	11/01/13	1931		WILMINGTON	CT	7	4	COLONIAL EST # 8	R1	\$ 4,300	70
1 & 2 FAMILY STORM SHELTER-3	STORM SHELTERS PLUS	6583	11/01/13	1307		ATLANTA	CIR	10	5	COLONIAL EST # 4	R1	\$ 2,500	48
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6586	11/01/13	5200		DEERHURST	DR	4A	2	CAMBRIDGE ADD #5	R1	\$ 3,400	38
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6588	11/01/13	712		VERREAU	CT	19	4	EAGLE CLIFF ADD # 9	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	6590	11/01/13	444		WATERFRONT	DR	8	2	ROYAL OAKS ADD #2	R1	\$ 3,045	21
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	6593	11/04/13	808		BRITTANY	CT	12	3	BROOKHAVEN #11	R1	\$ 4,265	32
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	6596	11/04/13	1313		BRIAR PATCH	WAY	11	1	EAST RIDGE ADD #14	R1A	\$ 2,600	18
1 & 2 FAMILY STORM SHELTER-3	STORM SHELTERS PLUS	6602	11/04/13	2701	NE	120TH	AVE	13	1W	NOT SUBDIVIDED	A2	\$ 2,900	48
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6605	11/04/13	2303		ASHWOOD	LN	19	1	HALL PARK #1	R1	\$ 2,500	53
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6607	11/04/13	3601		BOB WHITE	AVE	10	2	QUAIL SPRINGS ADD	R1	\$ 3,985	35
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS	6609	11/04/13	3908		WARWICK	DR	2	19	BROOKHAVEN #02	R1	\$ 2,500	18
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6612	11/04/13	3604		JOSEPH	CIR	11	2	CANADIAN TRAILS ADD #3	R1	\$ 4,000	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6614	11/04/13	813		PARKSIDE	RD	3	5	BROOKHAVEN #21B	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	6616	11/04/13	4716		WINDRUSH	CIR	9	2	BROOKHAVEN #30	R1	\$ 3,200	18
1 & 2 FAMILY STORM SHELTER-3	TORNADO TOUGH TORNADO SHELTERS	6617	11/04/13	2965	E	LINDSEY	ST	34	2W	NOT SUBDIVIDED	A2	\$ 3,185	48
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6618	11/04/13	408		SUMMIT HILL	RD	3	1	SUMMIT LAKES ADD #5	R1	\$ 3,300	38
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6624	11/05/13	2028		OLD CENTRAL	DR	8	1	EAST RIDGE ADD #11	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6627	11/05/13	1103		WENDLAND	DR	4	1	WOODLAND ADD CORR	R1	\$ 2,400	23
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	6628	11/05/13	4320		KENSAL RISE	PL	4	1	CARRINGTON PLACE ADD #9	R1	\$ 2,700	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6629	11/05/13	3826		KINGS CANYON	RD	10	5	RED CANYON RANCH SEC 2	PUD	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC	6631	11/05/13	2208		MERIDIAN	DR	2	5	COLONIAL EST # 9	R1	\$ 3,800	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6631	11/05/13	4209		BROOKFIELD	DR	3	1	THE TROPHY CLUB	R1	\$ 4,250	35
1 & 2 FAMILY STORM SHELTER-3	STORM SHELTERS PLUS	6634	11/05/13	3025		WOODCREST	WAY	31	13	WHISPERING HILLS	R1	\$ 2,510	55
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6635	11/05/13	3712		FLORA	DR	3	1	CEDAR LAKE PARK EST	R1	\$ 4,000	32
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6636	11/05/13	4620		MIDWAY	DR	10	1	CAMBRIDGE PLACE #2	RW6	\$ 2,995	23
1 & 2 FAMILY STORM SHELTER-3	STORM SHELTER INC.	6640	11/06/13	516		JEAN MARIE	DR	18	1	UNIVERSAL HEIGHTS	PUD	\$ 3,500	38
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6641	11/06/13	918		CLINGMANS DOME	RD	7	3	GREENLEAF TRAILS ADD 3	R1	\$ 5,045	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6644	11/06/13	2912		MISTY RIDGE	DR	4	1	SUMMIT LAKES ADD #2	R1	\$ 3,985	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6645	11/06/13	109		BAILEY	CT	15	4	CAMBRIDGE ADD #8	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6649	11/06/13	1133		ROBINHOOD	LN	7	2	SHERWOOD FOREST #4	R1	\$ 3,400	35
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	6650	11/06/13	3613		BRIDGEPORT	RD	13	6	CASTLEROCK ADD #5	R1	\$ 4,545	40
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6653	11/06/13	2300		VALLEY HOLLOW	RD	9	1	SUMMIT VALLEY	R1	\$ 3,800	38
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6654	11/06/13	108		SUMMIT BEND		15	1	SUMMIT LAKES ADD #9	R1	\$ 3,400	38
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6659	11/06/13	916		SHADOWLAKE	RD	22	3	SHADOWLAKE ADD #5	R1	\$ 4,285	35
1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC	6671	11/07/13	3216		WALNUT	RD	5	1	WALNUT RIDGE ADD	R1	\$ 3,170	41
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6673	11/07/13	2807		CASTLEWOOD	DR	4	1	CASTLEWOOD ADD SEC 2	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	STORM SHELTERS PLUS	6675	11/07/13	11211	S	TIMBERLINE	DR	51	14	WHISPERING HILLS	R1	\$ 2,510	55
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6676	11/07/13	1519		OAKCREST	AVE	6	15	OAKHURST ADD #05	R1	\$ 3,650	38
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6687	11/07/13	1312		FAIRSTEED	CT	3	8	PARK HILL ADDITION	PUD	\$ 3,985	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6703	11/08/13	1899		SADDEBACK	BLVD	014	4	ROCK CREEK POLO CLUB REPLAT	PUD	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6708	11/08/13	1801		CANDLEWOOD	DR	16	1	AMERICANA ESTATES ADD #1	RW6	\$ 2,500	43
1 & 2 FAMILY STORM SHELTER-3	WEATHER TECH, LLC	6714	11/08/13	2900		CHARRON	DR	1	3	ST JAMES PARK ADD 1	R1	\$ 3,200	24
1 & 2 FAMILY STORM SHELTER-3	STRAIGHT LINE SHELTERS	6715	11/20/13	9601		KYLE	DR	34	1W	CARSON LAKE ESTATES	NA	\$ 3,300	48
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6722	11/08/13	2106		MARTINGALE	DR	17	3	ROCK CREEK POLO CLUB	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6726	11/08/13	805		BEAUMONT SQUARE		30	1	COLONIAL EST #15	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	6727	11/08/13	4149		PINE HILL	RD	11	1	CASCADE ESTATES PUD #2	PUD	\$ 3,800	38
1 & 2 FAMILY STORM SHELTER-3	VETS SEPTIC SERVICE	6729	11/14/13	2620		LERKIM	LN	6	1	TRAILWOODS SEC 6	PUD	\$ 2,475	55
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6762	11/12/13	224		MARBEL	DR	14	2	HIGHLAND VILLAGE ADD SEC 4	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	6764	11/12/13	4505		OSPREY	DR	7	7	EAGLE CLIFF SOUTH ADD #2	R1	\$ 3,000	18
1 & 2 FAMILY STORM SHELTER-3	STORM SHELTERS PLUS	6785	11/12/13	2116		OAKRIDGE	DR	2	1	OAKRIDGE EST #2	RE	\$ 2,499	55
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6786	11/12/13	3620		BUCKINGHAM	DR	18	4	CASTLEROCK ADD #6	R1	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6788	11/12/13	2828		CREEKVIEW	PL	39	1	EAST RIDGE ADD #03	R1	\$ 2,500	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6789	11/22/13	914		LITTLE RIVER	RD	5	1	WILDWOOD HILLS ESTATES	RE	\$ 4,000	32

City of Norman
BUILDING PERMITS AND INSPECTIONS

ALL OTHER RESIDENTIAL BUILDING PERMITS
Issued November 2013- Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	8775	11/12/13	4013		CASTLEROCK	RD	4	4	CASTLEROCK ADD #3	R1	\$ 3,045	24
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTERS INC.	8777	11/12/13	3905		JUBILEE	ST	6	2	CASCADE ESTATES PUD #4	PUD	\$ 2,985	18
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTERS INC.	8778	11/12/13	2549		WEYMOUTH	WAY	4	2	WOODLAKE ESTATES	R1	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER-3	OZ SAFEROOMS	8779	11/12/13	532		JEAN MARIE	DR	12	1	UNIVERSAL HEIGHTS	R1	\$ 11,000	40
1 & 2 FAMILY STORM SHELTER-3	OZ SAFEROOMS	8780	11/12/13	3717		HIDDEN HILL	DR	19	1	BROOKHAVEN #25	R1	\$ 11,000	40
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	8783	11/12/13	2803		RAINTREE	CIR	23	1	SMOKING OAKS SOUTH	R1	\$ 3,100	23
1 & 2 FAMILY STORM SHELTER-3	STORM ZERO STORM SHELTERS	8786	11/12/13	300		WATERFRONT	DR	14	2	ROYAL OAKS ADD #3	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GFS STORM SHELTERS	8788	11/12/13	3300		WINDHAMMER	ST	22	2	WILLOWBEND ADDITION	PUD	\$ 2,700	18
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8784	11/15/13	3940		KINGS CANYON	DR	8	2	RED CANYON RANCH SEC 2	PUD	\$ 2,300	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8799	11/15/13	709		HAVASU	DR	8	3	RED CANYON RANCH SEC 3	PUD	\$ 2,300	40
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	8798	11/13/13	4508		NORTHIDGE	RD	3	5	BROOKHAVEN #08	R1	\$ 3,400	21
1 & 2 FAMILY STORM SHELTER-3	G&M TANKS	8800	11/13/13	2303		BLUE	CT	21	1	BLUE CREEK ADD	RE	\$ 2,500	55
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	8807	11/13/13	1828		CENTRAL	PKY	12	8	PARK PLACE ADD #6	R1	\$ 2,650	24
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	8806	11/13/13	808		BOB WHITE	AVE	11	1	QUAIL SPRINGS ADD	R1	\$ 3,500	21
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	8808	11/13/13	600		SUMMIT CREST	LN	13	3	SUMMIT LAKES ADD #7	R1	\$ 3,300	21
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS	8816	11/14/13	2500		HALIFAX	WAY	22	1	HAWTHORNE PLACE ADD	R1	\$ 3,500	21
1 & 2 FAMILY STORM SHELTER-3	FAMILYSAFE STORM SHELTERS	8818	11/14/13	813		TARKINGTON	DR	8	5	FLAMING OAKS ESTATES	RE	\$ 4,500	24
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTERS INC.	8821	11/14/13	300		GREENS	PKY	15	2	HIGHLAND VILLAGE ADD SEC 4	R1	\$ 3,045	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8822	11/14/13	1632		HAWTHORNE	CT	12	3	COLLEGE MANOR	R1	\$ 3,800	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8823	11/14/13	604		SUMMIT CREST	LN	14	3	SUMMIT LAKES ADD #7	R1	\$ 3,800	35
1 & 2 FAMILY STORM SHELTER-3	CAVINS ROOFING & REMODELING	8825	11/14/13	1012		NOTTINGHAM	CIR	5	1	SHERWOOD FOREST #3	R1	\$ 3,985	8
1 & 2 FAMILY STORM SHELTER-3	CAVINS ROOFING & REMODELING	8826	11/14/13	1240		ESTATES	CIR	11	3	COUNTRY CLUB EST WLLA	R1	\$ 7,985	84
1 & 2 FAMILY STORM SHELTER-3	CAVINS ROOFING & REMODELING	8827	11/14/13	2212		MERIDIAN	DR	3	5	COLONIAL EST # 9	R1	\$ 3,870	16
1 & 2 FAMILY STORM SHELTER-3	CAVINS ROOFING & REMODELING	8828	11/14/13	320		COTSWOLD	DR	2	4	BROOKHAVEN SQUARE #3	PUD	\$ 4,485	12
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8829	11/14/13	1824		BROOKNE	DR	7	3	PARK PLACE ADD #4	R1	\$ 2,800	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8830	11/14/13	1508		KESTREL	CT	31	1W	SUTTON PLACE ADD #7	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8833	11/14/13	4301	SE	72ND	AVE	17	2	NOT SUBDIVIDED	A2	\$ 2,500	45
1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC	8835	11/14/13	1701	S	WHEATON	DR	1	1	CARLSON ADDITION	R1	\$ 3,970	100
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	8836	11/14/13	109		CREEKDALE	DR	7	2	SUMMIT ADD	RM6	\$ 2,550	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8837	11/14/13	3719		BARWICK	CT	2	2	BROOKHAVEN #20	R1	\$ 3,500	24
1 & 2 FAMILY STORM SHELTER-3	CIVIL DESIGN&SURVEY OF OK,INC.	8843	11/15/13	2310		ALAMEDA PLAZA	ST	4A	3	ALAMEDA PLAZA SUITE ADD	R1A	\$ 2,500	30
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8878	11/15/13	912		ANDREA	DR	2	2	CANADIAN TRAILS ADD #3	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	8881	11/15/13	4113		CANNON	DR	10	2	CARRINGTON PLACE ADD #4	R1	\$ 3,385	24
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	8882	11/15/13	2833		ASTOR	DR	2	5	BERKELEY ADD #5	R1	\$ 2,600	28
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	8883	11/15/13	501		CRESTLAND	DR	1	1	ALAMEDA PARK ADD #3	R1	\$ 2,100	18
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTERS INC.	8897	11/20/13	3015		TIMBER SHADOWS	DR	6	2	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 2,845	18
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	8903	11/18/13	2812		BROMPTON	DR	4	4	BERKELEY ADD	R1	\$ 4,500	24
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	8905	11/18/13	514		TRINIDAD	DR	4	5	WESTERN VIEW #2	R1	\$ 6,000	45
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8914	11/18/13	1818		LOGAN	DR	3	17	WESTWOOD ESTATES	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	8920	11/18/13	3913		BUCKINGHAM	DR	28	3	CASTLEROCK ADD #6	R1	\$ 4,500	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8933	11/18/13	3509		BERGEN PEAK	DR	4	2	GREENLEAF TRAILS ADD 5	PUD	\$ 3,500	32
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8958	11/19/13	1608		HERON	DR	5	1	SUTTON PLACE ADD #6	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8982	11/19/13	708	E	BROOKS	ST	11	1	SUTTON PLACE ADD #6	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8970	11/20/13	3013		GRANT	RD	7	3	UNIVERSITY VIEW ADD	PUD	\$ 4,000	28
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8972	11/20/13	2008		GRAND VIEW	AVE	32	1	PARK HILL ADDITION	R1	\$ 3,500	32
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8973	11/20/13	4325		LYREWOOD	LN	1	2	THE TROPHY CLUB	R1	\$ 3,200	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	8974	11/20/13	4118		NORTHWICH	DR	9	13	QUAILBROOK ADD #2	R1	\$ 2,500	21
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS	8975	11/20/13	1300		SAWGRASS	DR	1	4	COBBLESTONE CREEK III	R1	\$ 2,500	20
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	8976	11/20/13	3321		WALWINGET	WAY	5	9	VINEYARD PHASE III	PUD	\$ 3,045	24
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	8985	11/21/13	3113		CRISTO	CT	9	6	PARK HILL ADDITION	R1	\$ 2,699	21
1 & 2 FAMILY STORM SHELTER-3	STRONG REFUGE SHELTERS, LLC	8988	11/21/13	4513		CANONBURY	CIR	18	2	CARRINGTON PLACE ADD #5	R1	\$ 2,800	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7008	11/22/13	2412		ARBOR	DR	18	1	ROYAL OAKS ADD #3	R1	\$ 2,800	35
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS	7011	11/22/13	2		WOODCREST	CIR	8	15	WOODCREST EST #1	R1	\$ 2,985	18
1 & 2 FAMILY STORM SHELTER-3	GENE HAWORTH CONSTRUCTION	7023	11/26/13	1902	NW	OAKHILL	AVE	6	2W	OAKHURST ADD SEC 02	A2	\$ 2,799	55
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7086	11/26/13	5505		12TH	DR	6	6	NOT SUBDIVIDED	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7121	11/26/13	3717		BRIDGEPORT	RD	6	6	CASTLEROCK ADD #5	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7128	11/26/13	1005		HEARTHSTONE	ST	6	22	BROOKHAVEN #32	R1	\$ 3,800	40
1 & 2 FAMILY STORM SHELTER-3	GFS STORM SHELTERS	7148	11/26/13	4405		VINCENT	DR	5	1E	QUAILBROOK ADD #5	R1	\$ 4,649	32
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7163	11/27/13	15100	E	INDIAN HILLS	RD	2	1	NOT SUBDIVIDED	A2	\$ 2,554	48
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7166	11/27/13	913		SHADOWLAKE	RD	2	1	SHADOWLAKE ADD #5	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7172	11/27/13	200		SUMMIT CREST	LN	20	1	SUMMIT LAKES ADD #10	R1	\$ -	60
1 & 2 FAMILY STORM SHELTER-3	PF5 STORM SHELTERS, LLC	7178	11/27/13	1304		PROSPECT	CT	14	8	PARK HILL ADDITION	PUD	\$ -	80
1 & 2 FAMILY STORM SHELTER-3	WILLIAMS, DAVID CONSTRUCTION	6105	11/07/13	3001		TRAILS END	CT	13	1W	LAKESIDE ESTATES (SURVEY)	A2	\$ 150,000	4,343
1 & 2 FAMILY, ADD OR ALTER-2	ELLIOTT, JESSICA BERGEN	5585	11/04/13	1207		CRUCE	ST	4	6	HETHERINGTON HEIGHTS #2	R1	\$ 15,000	1,515
1 & 2 FAMILY, ADD OR ALTER-2	ALBRIGHT, THOMAS E.	5592	11/04/13	3113		PINE HILL	RD	12	2	CASCADE ESTATES PUD #2	PUD	\$ 10,000	320
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	6597	11/07/13	2517		LILLY	CIR	2	1	HANSMEYER HEIGHTS #1	RE	\$ 25,000	414

City of Norman
BUILDING PERMITS AND INSPECTIONS

ALL OTHER RESIDENTIAL BUILDING PERMITS
Issued November 2013- Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY, ADD OR ALTER-2	GOTCHA COVERED INC.	6893	11/18/13	1009		BEAR MOUNTAIN	DR	8	1	GREENLEAF TRAILS ADD 2	PUD	\$ 1,000	150
1 & 2 FAMILY, ADD OR ALTER-2	MIKESSELL, SCOTT	6921	11/18/13	11304	N	TIMBERLINE	DR	46	14	WHISPERING HILLS	R1	\$ 2,200	286
1 & 2 FAMILY, ADD OR ALTER-2	JENNINGS, BEAU	6959	11/26/13	2111		VANESSA	DR	36	2	CRESTLAND ESTATES 2ND	R1	\$ 5,000	380
1 & 2 FAMILY, FIRE REPAIR	CODE RED LLC	6989	11/18/13			WATERFRONT	DR	11	1	ROYAL OAKS ADD #3	R1	\$ 60,000	2,623
1 & 2 FAMILY, PAVING-2	ANYTHING CONCRETE	6026	11/07/13	1510		SILVER CREEK	CIR	1	12	LAKEVIEW TERRACE	R1	\$ 1,800	280
1 & 2 FAMILY, PAVING-2	INTEGRITY CONCRETE CONST.	6803	11/04/13	1712		ASBURY	CT	9	5	HALL PARK #3	R1	\$ 2,500	821
1 & 2 FAMILY, PAVING-2	TENNYSON CONCRETE	6782	11/12/13	1711		CHARLES	ST	4	11	WOODSLAWN ADD #3	R1	\$ 2,700	777
1 & 2 FAMILY, PAVING-2	LANDMARK FINE HOMES, LP.	6799	11/13/13	4508		KENSAL RISE	PL	7	5	CARRINGTON PLACE ADD #6	R1	\$ 3,500	1,100
1 & 2 FAMILY, PAVING-2	MUELLER, PERRY	6993	11/25/13	430	W	SYMMES	ST	17	14	WAGGONER'S T.R. FIRST ADD	R3	\$ 26,000	523
1 & 2 FAMILY, STORAGE BLDG-2	CLEARLY BUILDING CORP.	6453	11/04/13	281	W	TECUMSEH	RD	7	2W	NOT SUBDIVIDED	A2	\$ 19,777	1,500
1 & 2 FAMILY, STORAGE BLDG-2	GOTCHA COVERED INC.	6454	11/12/13	950	NE	60TH	AVE	25	2W	NOT SUBDIVIDED	A2	\$ 35,000	2,400
1 & 2 FAMILY, STORAGE BLDG-2	DAVID WILLIAMS CONTRACTING	5503	11/07/13	1251		WANDERING OAKS	LN	23	2	BLUE CREEK ESTATES 2	PUD	\$ 10,000	224
1 & 2 FAMILY, STORAGE BLDG-2	TIFFEE, MATT	6554	11/01/13	5615		SPRING MILL	RD	6	1	BLUE LAKES ADDITION	A2	\$ 28,000	1,500
1 & 2 FAMILY, STORAGE BLDG-2	QUALITY BUILDINGS INC.	6557	11/01/13	524	E	GRAY	ST	20	38	NORMAN, ORIGINAL TOWNSHIP	R2	\$ 3,160	180
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	6601	11/04/13	7007		GOERTZEN	DR	2	1	GOERTZEN ADD	A2	\$ 9,500	1,200
1 & 2 FAMILY, STORAGE BLDG-2	HENDERSON, BRIAN	6615	11/04/13	7615		LANDSAW	DR	10	3	REBUD ESTATES	RE	\$ 30,000	2,400
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	6787	11/12/13	4915		CEDAR	LN	12	2W	NOT SUBDIVIDED	A2	\$ 2,000	288
1 & 2 FAMILY, STORAGE BLDG-2	LUCZYCKI, THOMAS	6831	11/14/13	11304	N	TIMBERLINE	DR	46	14	WHISPERING HILLS	R1	\$ 788	140
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	6968	11/20/13	870		IOWA	ST	8	8	PARK ADD	R1	\$ 2,800	259
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	6989	11/20/13	5630		SHADY	LN	2	5	BLUE LAKES ADDITION	A2	\$ 7,000	680
1 & 2 FAMILY, STORAGE BLDG-2	SEAMANS, ANDREW	6989	11/21/13	8001		ETOWAH	RD	20	1W	NOT SUBDIVIDED	A2	\$ 30,000	3,600
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	7005	11/22/13	914		LITTLE RIVER	RD	5	1	WILDWOOD HILLS ESTATES	RE	\$ 5,000	320
1 & 2 FAMILY, SWIMMING POOL-3	BLUE HAVEN POOLS OF OK	6029	11/06/13	1303		BRYANT	CIR	1	1	LEWIS BRYANT ADD #1	RE	\$ 386,000	755
1 & 2 FAMILY, SWIMMING POOL-3	SIGNATURE CUSTOM POOLS	6389	11/01/13	3817		DALSTON	CIR	22	1	CARRINGTON PLACE ADD #5	R1	\$ 52,000	648
1 & 2 FAMILY, SWIMMING POOL-3	ABSOLUTE POOLS	6471	11/15/13	2021		BROOKHAVEN	BLVD	1	4	BROOKHAVEN #40	R1	\$ 54,000	576
1 & 2 FAMILY, SWIMMING POOL-3	PLEASANT POOLS	6483	11/08/13	4210		SHORELINE	CIR	13	1	WELLINGTON LAKE ADD A PUD	PUD	\$ 50,000	600
1 & 2 FAMILY, SWIMMING POOL-3	ARTISTIC POOLS	6480	11/13/13	1500		BURLWOOD	RD	24	2W	BURLWOOD COUNTRY ESTATES (COS)	A2	\$ 75,000	1,946
1 & 2 FAMILY, SWIMMING POOL-3	PLEASANT POOLS	6731	11/15/13	3448		GRANT	RD	1	10	PARK HILL ADDITION	PUD	\$ 50,000	616
1 & 2 FAMILY, SWIMMING POOL-3	OUTDOOR ESCAPES, LLC.	6913	11/19/13	2016		BROOKFIELD	RD	13	1	THE TROPHY CLUB	R1	\$ 80,000	783
1 & 2 FAMILY, SWIMMING POOL-3	THUNDER POOLS & SPAS, LLC	6925	11/19/13	4912		CORBETT	DR	39	2	ARBOR LAKE ADD #5	R1	\$ 86,300	1,420
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	70	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 1,125,142	28,592
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	71	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 1,065,960	25,200
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	72	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 800,983	18,936
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	73	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 869,011	20,544
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	74	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 1,125,142	28,592
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	75	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 1,065,960	25,200
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	76	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 800,983	18,936
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	77	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 800,983	18,936
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	78	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 800,983	18,936
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	79	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 1,065,960	28,592
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	80	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 115,817	4,142
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	81	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 115,817	4,142
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	82	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 115,817	4,142
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	83	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 115,817	4,142
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	84	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 115,817	4,142
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	85	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 115,817	4,142
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	86	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 115,817	4,142
3+ FAMILY, NEW CONSTRUCTION-2	CASE DEVELOPMENT SERVICES	87	11/06/13	6475	NW	36TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 115,817	4,142
RESIDENTIAL STORAGE CONTAINER	PODS ENT. INC	6778	11/18/13	1219	W	BROOKS	ST	10	2	HETHERINGTON HEIGHTS #2	R1		
SEASONAL STORAGE CONTAINER	CITY OF NORMAN-SANITATION	6655	11/07/13	4603	W	MAIN	ST	1	1	ARBOR PLAZA ADDITION	C2		
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN-SANITATION	6613	11/08/13	4650	W	MAIN	ST	1	1	PRAIRIE CREEK #6	C1		
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN-SANITATION	6774	11/15/13	1800		INTERSTATE	DR	1	1	PLUMWOOD HEIGHTS	PUD		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	6576	11/01/13	306		THOMPSON	DR	4	1	TRAILS ADD #2	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	6532	11/08/13	2909		TRAILRIDGE	DR	5	1	PRAIRIE CREEK ADD #2	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	6655	11/08/13	4603	W	MAIN	ST	1	1	PRAIRIE CREEK ADD #2	C2		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	6803	11/14/13	3421	E	PATHWAY	CIR	5	3	MEDICAL ARTS ADD SEC 2	R1		
TEMPORARY ROLL-OFF, OTHER	COMMUNITY WORKS	6910	11/18/13	805		ROBINSON	ST	1	1		C1		
Total Permits												Average Valuation \$	67,669
180												Total Valuation \$	12,180,483
												Average Project Area	1,661.19 sq ft
												Total Project Area	299,015 sq ft

City of Norman
BUILDING PERMITS AND INSPECTIONS

ALL OTHER RESIDENTIAL BUILDING PERMITS
 Issued November 2013- Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY, ADD OR ALTER-2	1 & 2 FAMILY, FIRE REPAIR	3+ FAMILY, MANUF ADD OR HOME ALTER	1 FAMILY, MANUF HOME REPLACE-2	SUBTOTAL ADDITIONAL PERMITS	1 & 2 FAMILY STORM SHELTER-3	1 & 2 FAMILY, PAVING-2	1 & 2 FAMILY, STORAGE BLDG-2	1 & 2 FAMILY, SWIMMING POOL-3	1 & 2 FAMILY, CARPORT-2	SUBTOTAL OTHER RESIDENTIAL PERMITS	1 FAMILY, MANUFACTU RED HOME-2	2 FAMILY, NEW CONSTRUCTION	TOTAL
\$ 208,200	\$ 80,000	\$ -	\$ -	\$ 268,200	\$ 425,975	\$ 36,300	\$ 183,025	\$ 819,300	\$ -	\$ 1,484,600	\$ -	\$ -	\$ 12,180,483
7	1	-	-	8	128	5	13	8	-	164	-	-	180
3+ FAMILY, FIRE REPAIR													
\$ -													
3+ FAMILY, NEW CONSTRUCTION													
2													
\$ 10,447,883													
MF Dwellings													
256													

REVITALIZATION DIVISION

Community Development Block Grant (CDBG)

Citizen Participation

Funding for FYE 2014 is **\$761,709 for CDBG and \$319,118 for HOME**. Citizen participation for FYE 2015 began with neighborhood meetings last summer and a Community Dialogue in September. Two additional Policy Committee meetings are scheduled before taking the application package to City Council in April 2014. They are scheduled for February 5, 2014 and April 2, 2014. Citizen participation for FYE 2016 will begin with a Community Dialogue on September 3, 2014 and neighborhood meetings on October 1st. The meetings will be held in the multi-purpose room at 201 West Gray at 7:00 p.m.

Housing Programs

July - November 2013:

HOME

- 6 rehabilitation projects have been qualified with 3 completed, 2 under contract, and bids received on 1.

CDBG

- 3 rehabilitation projects have been qualified with 2 completed and 1 under contract.
- 5 emergency repairs have been qualified with 3 completed, 1 under contract and bids received on 1.
- 2 accessibility modifications have been qualified with 1 completed and 1 under contract.

Code Compliance

Code Compliance investigated 328 complaints in November which included weeds, health, inoperative vehicles, off-street parking, kennels, dilapidated structures, right-of-way encroachments, signs, and zoning violations. 400 cases were closed in November with 313 remaining open. City-wide proactive enforcement began on March 15, 2012.

PROACTIVE INFORMATION

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

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

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

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Work Orders	91	186	63	39	12								391
Owner Abated	23	72	21	17	2								135
Liens Filed	27	0	16	3	6								52

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

Signs Pulled From Rights-of Ways FYE 2014

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Signs Pulled	69	16	123	278	96								582

Oil & Gas

Oil & gas inspections continued with 163 operating oil wells. City Council approved a lease on City property. There were no pipeline location issues in November.

Historic District Commission

The Commission met on November 4, 2013. Staff reported that the Bob Yapp workshop to be held on November 9th and 10th is full.

Linda Ozan, National Register Program Coordinator of SHPO, gave a presentation on the request for approval of the National Register Nomination of 720 W. Boyd (The Logan Building). The request was approved unanimously and will be send to the HPRC.

Reports on the continuation of Certificates of Appropriateness were as follows: 549 S. Lahoma - a Joint Motion was filed requesting a 90-day extension with the new Pre-Trial Conference set for April 23, 2014 at 9:00 a.m. and a new deadline for filing the motion for Summary Judgment is January 30, 2014; 435 Chautauqua is complete except for awning replacement, and the applicant may decide not to replace the awning; 720 W. Boyd project is continuing; 410 S. Peters owners are seeking a contractor; 517 S. Lahoma applicant has applied for building permits but no work yet; and 640 Chautauqua applicant returned to extend the north/south roofline and south wall 3 feet with unanimous approval; .

A continuation of a request for a COA for 322 Alameda to set a time line of 30 months for the replacement of the 15 vinyl replacement windows already installed in the house with wood windows as was original. 321 Duffy will replace 14 vinyl windows with wood windows.

517 S. Lahoma - addition to the rear elevation - applicant has applied for a building permit; 640 Chautauqua has applied for a building permit. Request for a COA for 428 Chautauqua to move the existing house 25' to the south was again tabled pending additional information.

Request for COA for 712 Miller for an 18' X 22' concrete parking pad off the alley was unanimously approved; COA for 727 Chautauqua for expansion of the driveway and realignment to meet a new curb cut was tabled pending additional information.

Homeless Activities

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

Five applications for 2012 funding were submitted and all contracts were extended to November 30th due to the late funding availability. All have been completed and are being closed out.

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

2014 Applications for the Continuum of Care are due to the City by January 4, 2014 and due to HUD on February 4, 2014.

2013 Emergency Solutions Grants were submitted directly to ODOC by three agencies, but the Salvation Army chose to back out. These applications were coordinated to equal the estimated funding available for Norman of \$179,848. The grant contracts are as follows: Food and Shelter for \$100,000; and Thunderbird Clubhouse for \$79,848. No word has been received on the 2014 grants, but the agencies will again submit directly to ODOC, not through the City.

Smalley Army Reserve Center

The deed was received and filed on September 25, 2012. Keys were transferred on September 27th. A contract for architectural services for plans and specifications for the required rehabilitation was approved with Architects in Partnership by the City Council in August 2010. Construction began July 26, 2013. Work is continuing on schedule to be completed in January 2014 by Downey Contracting, LLC. Some IT work and other contracts through the Police Department will continue after the construction contract is complete. A second change order for Downey Contracting, LLC will be forwarded to the City Council for approval on December 10th to make modifications for ADA accessibility.

**COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRESS REPORT
December 1, 2013**

<u>Project Description & Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
YEARS ONE THRU THIRTY-ONE (FY 1975/06)	\$ 32,212,751	100%
YEAR THIRTY-TWO (FY 2006/07)	\$ 1,480,629	98.21%
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects (Original budget \$0 + \$79,969 from Streets)	\$ 79,969	77.48%
YEAR THIRTY-THREE (FY 2007/08)	\$ 1,448,917	97.17%
All projects completed prior to 7/2012 except those itemized below:		
1. Street Improvement	\$ 48,181	0.00%
2. Park Projects (Original budget \$0 + \$17,998 from Streets)	\$ 17,998	100.00%
YEAR THIRTY-FOUR (FY 2008/09)	\$ 1,396,192	94.64%
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects (Original Budget \$0 + \$89,698 from Street Projects)	\$ 100,092	24.98%
YEAR THIRTY-FIVE (FY 2009/10)	\$ 1,503,773	96.23%
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects	\$ 124,262	54.15%
2. HOME 09	\$ 632,844	96.25%
YEAR THIRTY-SIX (FY 2010/11)	\$ 1,516,000	91.68%
(Original Budget \$1,510,773+ \$5,227 Program Income)		
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects	\$ 131,150	52.55%
2. Housing Rehabilitation (Original Budget \$418,525 + \$4,813 PI)	\$ 423,338	100.00%
3. HOME 10 (Original Budget \$599,304 + \$15,000 PI)	\$ 614,304	91.66%
YEAR THIRTY-SEVEN (FY 2011/12)	\$ 1,306,077	81.89%
(Original Budget \$1,305,376 + \$12,701 Program Income)		
All projects completed prior to 7/2012 except those itemized below:		
1. Neighborhood Projects	\$ 25,000	39.67%
2. Housing Rehabilitation (Original Budget \$413,230 +701 PI)	\$ 413,931	77.48%
4. HOME 11 (Original Budget \$527,597+\$12,000 PI)	\$ 539,597	72.92%
YEAR THIRTY-EIGHT (FY 2012/13)	\$ 1,125,147	43.76%
(Original Budget \$1,107,303 + \$17,844 PI)		
1. Neighborhood Projects	\$ 40,000	37.00%
2. Housing Rehabilitation (Original Budget \$381,787 + \$4,844 PI)	\$ 386,631	57.28%
3. Admin & Planning	\$ 147,776	68.12%
4. HOME 12 (Original Budget \$368,420 + \$13,000 PI))	\$ 381,420	10.32%
YEAR THIRTY-NINE (FY 2013/14)	\$ 1,080,827	16.65%
(Original Budget \$1,080,827)		
1. CART	\$ 25,000	41.22%
2. Health for Friends	\$ 16,416	19.20%
3. Bridges	\$ 1,000	100.00%
4. Aging Services of Cleveland County	\$ 2,500	36.00%
5. Meals on Wheels	\$ 7,000	100.00%
6. Bethesda Alternative	\$ 5,000	0.00%
7. Community After School Program	\$ 3,500	0.00%
8. Community Sevices Building, Inc.	\$ 40,000	77.49%
9. Thunderbird Clubhouse	\$ 1,500	0.00%
10. Progressive Independence	\$ 3,000	0.00%
11. United Way Helpline	\$ 2,500	100.00%
12. Among Friends	\$ 1,500	100.00%
13. Food & Shelter for Friends	\$ 10,000	26.89%
14. Center for Children and Families	\$ 2,500	100.00%

TARGET AREA PROJECTS NOT COMPLETED

<u>Project Description & Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
15. East Main Place	\$ 10,000	0.00%
16. Housing Rehabilitation (Original Budget \$477,951)	\$ 477,951	14.35%
17. Admin & Planning	\$ 152,342	32.09%
18. HOME 13 (Original Budget \$319,118)	\$ 319,118	0.00%

1. CDBG AND HOME Housing Projects	CDBG	\$ 413,931 Year 37	77.48%
		\$ 386,631 Year 38	57.28%
		\$ 477,951 Year 39	14.35%

CDBG Housing Programs include the administration for the following:

Deferred Payment Loans, Emergency Repairs, and Accessibility Modifications

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

HOME	\$ 614,304 2010	91.66%
	\$ 527,597 2011	72.92%
	\$ 381,420 2012	10.32%
	\$ 319,118 2013	0.00%

HOME Housing Programs include the administration for the following:

Reconstruction Program, Deferred Payment loans, Acquisition of Rental Units, Fair Housing, and CHDO Activities

- 2 Rehabilitation Deferred Payment Loans Under Contract
- 3 Rehabilitation Deferred Payment Loans Completed

2. Neighborhood Improvements	\$ 79,969 Year 32	77.48%
All funding will be utilized for park improvements in the five	\$ 66,179 Year 33	100.00%
neighborhood parks; McGeorge; Cate; Centennial; Updegraff; and in	\$ 89,698 Year 34	24.98%
two additional locations in the Larsh/Miller neighborhood	\$ 124,262 Year 35	54.15%
Placemaking projects in all five neighborhoods. Street improvements	\$ 131,150 Year 36	52.55%
on Porter: Frank - Hughbert. Solar powered speed indicators for Jones	\$ 25,000 Year 37	39.67%
at Wilson School.	\$ 25,000 Year 38	37.00%
3. Bethesda Alternative	\$ 5,000 Year 39	0.00%

Funds are for purchase of equipment.

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

Income data is not recorded.

Clients have received services since July 2013.

4. CART	\$ 25,000 Year 39	41.22%
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Funds are for bus passes and other transportation services for low to moderate income persons.

2,511 Passes issued since July 2013.

5. Health for Friends	\$ 16,416 Year 39	19.20%
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Funds are for the support of the Dental Clinic

Clientele served by Health for Friends are of a presumed benefit according to CDBG regulations. Income data is not recorded.

629 Clients have received medical and dental services since July 2013.

6. Food & Shelter for Friends	\$ 10,000 Year 39	26.89%
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Funds are for assistance with utility cost associated with the operation of the facility

Clientele served by Food and Shelter for Friends are of a presumed benefit according to CDBG regulations.

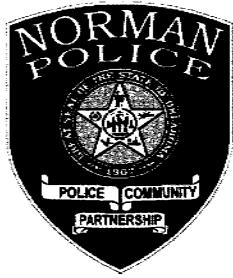
19,074 Clients have received free meals since July 2013.

35 Unduplicated Clients have received housing since July 2013.

7. HELPLINE	\$	2,500	Year 39	100.00%
School supplies furnished through the ABC 123 Program. 86 Persons Served since July 2013.				
8. Community Services Building	\$	40,000	Year 39	77.49%
Funds are for partial replacement of the mechanical system at the Community Services Building. 12,619 Clients have received services from agencies located in the CSBI building.				
9. Progressive Independence	\$	3,000	Year 39	0.00%
Funds are for the purchase of medical equipment and the Open Doors Program. Households Assisted since July 2013.				
10. Meals on Wheels	\$	7,000	Year 39	100.00%
Funds will provide meals for very low income clients. 1,400 Scholarship meals provided to clients since July 2013.				
11. Community After School Program	\$	3,500	Year 39	0.00%
Funds are for scholarships for low income participants and purchase of supplies Number of clients served since July, 2013.				
12. Thunderbird Clubhouse	\$	1,500	Year 39	0.00%
Funds are for the purchase of supplies for a ready to work program. Clientele served by Thunderbird clubhouse are of a presumed benefit according to CDBG regulations. 402 Number of clients served since July, 2013.				
13. Bridges	\$	1,000	Year 39	100.00%
Funds are for support of the student computer lab and the Life Skills Program Clientele served by Bridges are of a presumed benefit according to CDBG regulations. 41 Number of clients served since July 2013. Income data not recorded.				
14. Center for Children & Families	\$	2,500	Year 39	100.00%
Funds are for the purchase of supplies for the Kennedy Neighborhood Center. 34 Number of clients served since July 2013.				
15. Among Friends Activity Center	\$	1,500	Year 39	100.00%
Funds are for the purchase of meals Clientele served by Among Friends are of a presumed benefit according to CDBG regulations. Income data is not recorded. 375 Number of clients served meals since July 2013.				
16. East Main Place	\$	10,000	Year 39	0.00%
Funds are to assist with the utilities and maintenance of facility. Clientele served by East Main Place are of a presumed benefit according to CDBG regulations. Income data is not recorded. 127 clients served since July 2013.				
17. Aging Services of Cleveland County	\$	2,500	Year 39	36.00%
Funds are to provide monthly scholarships for elderly residents residing at Rose Rock Villa to offset costs for congregate meal program. 172 clients served since July 2013.				

POLICE

10



Administrative Summary

November



Operations

	<u>Current</u>		<u>Year-To-Date</u>	
	13	12	13	12
Part I Crimes	346	324	4,163	3,965
Murder	0	1	3	1
Rape	5	9	73	68
Robbery	5	10	61	60
Agg. Ass.	6	6	86	57
Burglary	55	75	796	739
Larceny	244	201	2,864	2,802
Auto Theft	30	22	276	233
Arson	1	0	4	5
Part II Crimes				
DUI/APC	53	59	529	655
Drunkenness	67	66	697	853
Drug Violations	88	131	1,303	1,433
Littering	3	5	20	36
Forgery	23	12	196	173
Vandalism	74	104	820	962
Others	685	694	8,620	8,425
Total Crime	1339	1395	16348	16502
Collisions				
Fatality	0	2	5	6
Injury	83	64	717	656
Non-Injury	190	212	2118	2228
Miscellaneous				
CAD Activity (Total)	8313	8766	97745	100806
Calls for Service (Police)	5067	4988	60338	60066
Citations	1086	1453	12834	15745
Warnings	761	802	8578	10552
Community Activity (Hours)	226	99	2972	2105
Avg Emergency Response Time (Min)	4.53			
Avg Non-Emerg Response Time (Min)	6.83			
Avg Call Time (Hours)	0.81			

Crime Free Multi-Housing Program November 2013

During the month of November, the Crime Free Multi-Housing Program continues to assist in making Norman a safer place to live. On November 6th, the security survey for Cottonwood Ridge Condos was completed and then presented during the HOA meeting on November 12th. The findings were well received from the HOA members.

On November 14th I toured Brandywine Gardens with maintenance personnel and explained answers to questions they had about the upcoming security survey. They decided to postpone the survey due to the holidays and family emergencies.

On November 21st, I was invited to the McAlester Police Department to present the Crime Free Multi-Housing Program to the Police Chief and members of the police department, Code Enforcement, and representatives from the City Manager's office. McAlester Police Department would like to go in the same direction that we are headed with the program. They will send officers to our next management training to observe and then take it back to their city and implement the program.



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

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

Integrity * Accountability * Mutual Respect * Service Attitude * Partnerships

ANIMAL CONTROL

10A

**ANIMAL CENTER DIVISION
PRELIMINARY REPORT FORM
November 2013**

OPERATIONAL INFORMATION	FY2014		FY2013	
	This Month	Year to Date	This Month	Year to Date
DOGS:				
Number on hand from last month	59		97	
Number impounded this month	83	608	117	665
Owner relinquish		4		16
In field pickup				0
Adoption returns				0
Disposal	2	18	7	22
Picked up dead	0	21	4	22
Number redeemed	20	146	23	131
Number adopted to public	38	230	33	173
Number turned to rescues	11	68	64	154
Number euthanized - Adoptable	0	27	0	39
Number euthanized - Non adoptable	11	75	10	121
Number died for unknown reason	0	1	3	9
Number fostered	16	30	0	11
Escaped	0	1	0	0
Total now on hand	44		0	
CATS:				
Number on hand from last month	33		39	
Number impounded this month	61	580	61	474
Owner relinquish				2
In field pickup				0
Adoption returns		1		0
Disposal	3	52	18	74
Picked up dead	2	45	7	52
Number redeemed	0	4	1	5
Number adopted to public	16	130	8	90
Number turned to rescues	11	91	23	172
Number euthanized - Adoptable	2	18	6	44
Number euthanized - Non adoptable	25	211	7	118
Number died for unknown reason	0	4	0	4
Number fostered	14	29	0	19
Escaped	0	2	0	0
Total now on hand	21		30	
MISCELLANEOUS:				
Domesticated Animals	2	8	1	6
Wildlife	132	450	107	423
TOTAL	134	458	108	429
NOTES:				

	FY2014		FY2013	
SAFETY REPORT	This Month	Year to Date	This Month	Year to Date
Injuries on the Job	0	6	1	4
City Vehicle Damaged	0	0	0	2
Vehicle Accidents Reviewed	1	1	0	1
a. Employee Responsible	0	0	0	1
b. Employee Not Responsible	1	1	0	0

PET LICENSES ENFORCEMENT ACTION	This Month	Year to Date	This Month	Year to Date
January to December				
Total Licenses Sold (Annual)	90	3,007	523	7,295
Citations Issued (AWO)	11	72	7	45
Citations Issued (Private Citizen)	1	1	0	0
Warnings Issued	0	12	6	45

FINANCIAL INFORMATION	This Month	Year to Date	This Month	Year to Date
10-1531 Amount - dog redemption	\$570.00	\$4,805.00	\$700.00	\$3,865.00
10-1532 Amount-dog adoption	\$1,645.00	\$12,715.00	\$1,980.00	\$9,800.00
10-1531 Amount-cat redemption	\$0.00	\$185.00	\$35.00	\$80.00
10-1532 Amount-cat adoption	\$825.00	\$6,945.00	\$480.00	\$4,530.00
10-1531 Amount-misc. redemption	\$0.00	\$55.00	\$0.00	\$0.00
10-1532 Amount-Misc. adoption	\$0.00	\$20.00	\$0.00	\$70.00
10-1533 Miscellaneous	\$170.00	\$6,443.00	\$440.00	\$2,720.00
TOTAL	\$3,210.00	\$31,168.00	\$0.00	\$17,430.00

Donation 010-0000-227.24-31 \$500.00 \$21,155.10 \$209.20 \$13,754.20

Donation account balance \$53,135.60 **\$29,566.50**

Liability payback (July to June) 2003 Adoption expansion	This Month	Year to Date	This Month	Year to Date
Payback Balance	\$19,127.50		\$39,603.00	
22-L432 Liability - pet licenses	\$564.00	\$3,919.50	\$3,121.50	\$6,168.50
TOTAL (New Balance)	\$18,563.50		\$36,481.50	

NOTES:

Replacement CPL \$1.50

	FY2014		FY2013	
SPAY / NEUTER PROCEDURES	This Month	Year to Date	This Month	Year to Date
Dogs	26	189	32	172
Cats	12	85	16	107
TOTAL	38	274	48	279

	FY2014		FY2013	
ANIMAL BITES July to June	This Month	Year to Date	This Month	Year to Date
Dogs	5	16	6	27
Cats	2	5	0	1
Other	1	1	0	1

SUMMARY

Dogs returned to the owner prior to coming to the shelter

	City pet license
	Rabies tag
2	Microchips
	Personal ID tag
	Knew animal do to prior contact
	Neighbor told officer
	Lost & Found slip at shelter
2	Total

Incident No.	Offense	Court
2013-15209	Rabies Vacc/Shots	
2013-15799	Rabies Vacc/Shots	
2013-15799	Rabies Vacc/Shots	
2013-16495	City Pet license	
2013-16495	Rabies Vacc/Shots	Municipal court
2013-15325	Animal Exposure	
2013-15342	City Pet license	Municipal court
2013-15743	Rabies Vacc/Shots	Municipal court
2013-15335	Rabies Vacc/Shots	Municipal court
2013-16196	Rabies Vacc/Shots	Municipal court
2013-16196	City Pet license	Municipal court
2013-16196	Dog at Large	Municipal court

**CITY OF NORMAN, OKLAHOMA
DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
November, 2013**

ENGINEERING DIVISION

DEVELOPMENT

The Development Coordinator processed 1 Final Plat, 2 Certificate of Surveys, and 1 Preliminary Plat for Planning Commission; 1 Final Plat for Development Committee Review; and 3 Preliminary Plats and 2 Final Plats for City Council review. The Development Engineer reviewed 30 sets of construction plans and 5 punch lists. There were 216 permits reviewed and/or issued. Fees were collected in the amount of \$20,646.01.

CAPITAL PROJECTS

I-35/Main Street Interchange:

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

The project involves the following items:

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

The contractor's activities this month are as follows:

- Continued the earthwork for the SPUI ramps on the southwest side of the bridge and the west side of I-35
- Completed the bridge abutment on the west side of I-35
- Placed concrete pavement on Main Street

I-35 Bridge over the Canadian River

Construction on the I-35 Bridge over the Canadian River began on Monday, January 21, 2013. This is a \$16 million construction project awarded to Sherwood Construction of Wichita, Kansas. This project will add one lane in each direction to the bridge, which will ease traffic congestion for people traveling southbound on Interstate 35. This project is expected to be complete by September 2013. The construction contract allows the contractor to earn early completion incentive pay at \$3,000 a day with a maximum of 100 days, for an early completion date in June 2013. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project.

The contractor has completed construction activities for this project. When weather permits, they will open the I-35 southbound lanes and reconfigure the two I-35 northbound lanes for the I-35/SH-9 East Interchange project.

I-35/SH-9 East Interchange

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

The project involves the following construction elements:

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

The contractor's activities this month are as follow:

- Begin the earthwork for the southwest cloverleaf

Sidewalk Programs

New sidewalk is being constructed along the west side of Peters Avenue between Ridge Road and Americana Court. This project closes a sidewalk gap in the Wilson School district connecting existing sidewalk at both ends and leading from the residential neighborhoods to the pedestrian crossing at Robinson Street and Peters Ave. Construction expected to be substantially completed by mid-December.

FLEET DIVISION

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

Fuel Report

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

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

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

Maintenance Report

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

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

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

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

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

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

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

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

Productivity Report

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

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

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

STREET DIVISION

DEEP PATCH OPERATIONS

1200 Creekside

31.95 tons of asphalt

3600 Pioneer St

51.47 tons of asphalt

CONCRETE OPERATIONS

W. 1200 Avondale Panel Replacement

42.00 cubic yards of concrete

E.1600 Abe Martin Panel Replacement

43.00 cubic yards of concrete

DRAINAGE OPERATIONS

W. 3000 Stoney Brook Dr Drainage Structure

25.0 cubic yards of concrete

OTHER

Interlocal Agreement Cleveland Co. Dist. 1

149th B/Westminister And Post

4,065.88 tons of asphalt

STORM WATER

Eufaula Street Drainage Project

Installing new culvert pipe and inlet structures. Placed 4 cubic yards of concrete, placed 5 tons select material and hauled 4 tons debris.

3002 Meadow Avenue

Replacing pedestrian sidewalk and performing erosion repair at headwall. Placed 4 cubic yards of concrete and hauled 16 tons debris.

Snow/Ice Control Operations

Crews performed snow/ice control operations in the urban area.

Roadside Maintenance

Trimming trees on roadside right-of-ways in the rural area and hauled 55 tons of debris.

Drainage Maintenance

Removed 8 tons debris/sediment and trimmed trees in drainage right-of-ways in the urban area.

Monthly Progress Report
Public Works (November, 2013)

North Porter Avenue

Pushing/leveling construction debris at dumpsite.

Urban/Rural Litter Program

Removed 2.38 tons of trash/debris from urban/rural right-of-ways.

Storm Water Management

Cleared 482 inlets of debris from drainage right-of-ways in the urban/rural area.

Urban Street Sweeping Operations

Urban street sweeping operations, a total of 453 miles were swept resulting in the removal of approximately 327 tons of debris from various curblane streets.

NOVEMBER 2013

DEVELOPMENT COORDINATION, ENGINEERING, AND

PERMIT REVIEW

FY 13-14 Associated Fees

Subdivision Development:

Planning Commission Review:

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

City Council Review:

Certificate of Survey.....0
 Preliminary Plat.....3
 Final Plats.....2
 Consent to Encroach.....0
 Easement.....0
 Closure of Easement & ROW..0
 Release of Deferred Const.....0

This Month Last Month Total

Development Committee:

Final Plats.....1

\$2,575.00 \$6,760.00 \$26,425.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family.....29
 ***Commercial.....24
 Multi-Family.....0
 Addition/Alteration.....9
 House Moving.....0
 Paving Only.....3
 Storage Building.....7
 Swimming Pool.....45
 Storm Shelters.....88
 Public Improvements.....8
 Temporary Encroachments.....0
 Fire Line Pits/Misc.....0
 Flood Plain (@\$100.00 each).....3

Total Permits..... \$17,771.01 \$9,402.70 \$66,433.86

Grand Total..... \$20,646.01 \$16,362.70 \$93,858.86

******Construction Plan Review occurrences** 30 37 169

*******Punch Lists prepared.....** 5 6 28

* 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

NOVEMBER 2013

DEVELOPMENT COORDINATION, ENGINEERING, AND PERMIT REVIEW

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

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
PI #8 PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	5	100%
PI #10 SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	29	100%
PI #11 COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	24	100%
PI #12 CONSTRUCTION PLAN REVIEW W/I 10 DAYS	30	100%
PI #13 FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	4	100%

FLEET MANAGEMENT ACTIVITY REPORT

November

FYE 2013

FUEL REPORT

IN GALLONS

	UNLEADED PURCHASED	DIESEL PURCHASED	CNG PURCHASED
Internal pumps	18,344.00	22,467.00	17,776.00
Outside - sublet	76.80	256.20	
TOTAL	18,420.80	22,723.20	17,776.00

TOTAL	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
Consumption	18,598.95	23,602.70	4,774.41	13,001.59

FYE 2014 TO DATE CONSUMPTION				
TOTAL	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
Consumption	85,482.60	110,981.00	19,461.03	54,563.80

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$2.64	Low	\$2.52	UNLEADED	High	\$2.96	Low	\$2.96
DIESEL	High	\$3.11	Low	\$2.90	DIESEL	High	\$3.47	Low	\$3.47
CNG	High	n/a	Low	\$0.67	CNG	High	n/a	Low	\$1.19

MAINTENANCE REPORT

REPAIR PARTS SOLD	\$54,091.81
TIRES SOLD	\$21,141.95
TOTAL PARTS SOLD	\$75,233.76

PUBLIC CNG SALES

November	\$16,026.30
FYE 2014 TO DATE	\$79,508.37

SUBLET REPAIRS \$7,007.69

Life To Date CNG Sales:

TOTAL SOLD GALLONS TO DATE:	198,779
TOTAL SOLD DOLLARS TO DATE:	\$252,189

	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	Fiscal YEAR TO DATE
ROAD SERVICE	23	187	3	210
EMERGENCY ROAD CALLS	7	33	31	194
PM SERVICES	90	116	98	514
DISASTER REPAIRS	1	0	1	3
WORK ORDERS	382	483	454	1,863
SCHEDULED REPAIRS	161	198	365	921
NON SCHEDULED REPAIRS	198	225	56	702

as of 12/6/2013

Equipment Late for PM by Equipment Number

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

[illegible]

FLEET MANAGEMENT PREVENTATIVE MAINTENANCE RESCHEDULES

FYE 13 VS FYE 14

	COMPLETED FYE 13	PENDING FYE 13	TO DATE FYE 14	PENDING FYE 14
CITY COUNCIL	0	0		
FIRE ADMINISTRATION	2	0		
FIRE TRAINING	0	0		
FIRE PREVENTION	5	0	1	0
FIRE SUPPRESION	6	0	4	2
FIRE DISASTER PREPAREDNESS	0	0		
ENGINEERING	1	0		
UTILITIES (METER READERS)	0	0		
INFORMATION SYSTEMS	0	0		
FLEET MANAGEMENT	0	0		
STREET MAINTENANCE	14	0	7	6
STORM WATER	0	0	1	1
TRAFFIC	3	0	0	0
SANITATION ADMINISTRATION	0	0		
SANITATION RESIDENTIAL	4	0	4	0
SANITATION COMMERCIAL	13	0	6	3
SANITATION TRANSFER	4	0	4	3
SANITATION COMPOST	2	0		
SANITATION RECYCLE	1	0	2	1
SANITATION YARD WASTE	0	0	1	1
LINE MAINTENANCE ADMIN.	0	0		
WATER LINE MAINTENANCE	8	0	2	1
SEWER LINE MAINTENANCE	0	0	3	1
PARK MAINTENANCE	5	0	5	1
PARKS & RECREATION	0	0		
FORESTRY	0	0		
PLANNING	0	0		
PLANNING CDBG	0	0		
WATER PLANT	0	0		
WATER RECLAMATION	5	0	1	
UTILITIES - ENVIRONMENTAL	0	0		
BUILDING MAINTENANCE	2	0	1	
CUSTODIAL	0	0		
DEVELOPMENT SERVICES	0	0		
CODE COMPLIANCE	0	0		
ANIMAL CONTROL	7	0	3	3
POLICE ADMINISTRATION	0	0	1	1
POLICE STAFF SERVICES	4	0	3	2
POLICE CRIMINAL INVESTIGATIONS	5	0	3	2
POLICE PATROL	27	0	13	8
POLICE SPECIAL INVESTIGATIONS	1	0	1	0
POLICE COMMUNICATIONS	0	0	0	0
TOTALS	119	0	66	36

FLEET MANAGEMENT
Mechanic Productivity
Report

FYE 2014

November

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 002	115.92	72%	100.0%	28.0%	
# 003	104.08	72%	68.0%	-4.0%	
# 004	97.19	72%	83.7%	11.7%	
# 005	53.89	72%	78.4%	6.4%	
# 006	4.87	72%	100.0%	28.0%	
# 007	110.16	72%	82.7%	10.7%	
# 008	57.89	72%	75.4%	3.4%	
# 010	91.05	72%	73.2%	1.2%	
# 011	92.08	72%	70.3%	-1.7%	
# 012	131.24	72%	81.6%	9.6%	
# 013	96.18	72%	74.7%	2.7%	
# 015	103.31	72%	83.4%	11.4%	
# 019	91.80	72%	86.6%	14.6%	
# 021	135.76	72%	83.0%	11.0%	

DIRECT LABOR HOURS	_____	1285.42
TOTAL AVAILABLE HOURS	_____	1606.91
PRODUCTIVITY GOAL	_____	72.0%
ACTUAL PRODUCTIVITY	_____	80.0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2014

STREET DIVISION					
	FYE 2014 November, 2013	FYE 2014 November, 2013	Year to Date	Year to Date	FYE 2014
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Patch 100% of all potholes smaller than one cubic foot within 24 hours (tons of material used)	-	100%	201.77	100%	95%
	-				
Overlay/pave 10 miles per year.	1.00	10%	10.73	107%	100%
	-				
Replace 1,160 square yards of concrete pavement panels	85.00	7%	318.25	27%	100%
	-				
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	10.00	2%	50.00	12%	50%
	-				
Grade all unpaved public roads eight (8) times a year. (approximately 21 miles)	42.00	25%	210.00	125%	100%

STORM WATER DIVISION					
	FYE 2014 November, 2013	FYE 2014 November, 2013	Year to Date	Year to Date	FYE 2014
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)	453.00	91%	2,433.00	41%	50%
	-				
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	482.00	3%	3,255.00	22%	70%
	-				
Mow 190 ROW-miles of Urban right-of-way, eighteen times per year (miles)	-	0%	126.25	4%	85%
	-				
Mow 148 miles of Rural Right-of-way twice per year (miles)	-	0%	569.50	192%	50%
	-				
Mow 2,271,548 sq.feet of open drainage ways, six times per year	-	0%	9,106,766.00	67%	80%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	-	0%	65%

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

NOVEMBER 2013	PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
		Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
Provide initial response to citizen inquiries within 2 days	100%	50	50	100%	297	297	100%
Provide information requested by citizens within 7 days	95%	50	50	100%	297	297	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	0	0	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	56	56	100%	252	252	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		50	17	0.34	1237.5	487.75	0.39
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
		2.34	15	6.41	6.46	71	10.99
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%	68	68	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
		48	48	100%	264	264	100%
Response to reports of sign damage:	Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour	99%	3	3	100%	22	22	100%
<i>Lower Priority</i> all other signs within one day	90%	54	54	100%	285	285	100%
<i>Street Name Signs</i> within two weeks	90%	2	2	100%	21	21	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
		2736	0	0.00%	47280	6	0.01%

Monthly Report
November 2013

Line Maintenance:

Division Capital Project FYE 13

- Asp Ave Project – WA0088 – 100% complete
- Peach Tree Ln. – WA0311 – 30% complete
- Dalewood Terrace WA0312 – 10% complete

Division Accomplishments

Water Maintenance crews responded to 12 water main emergencies, maintenance on 71 fire hydrants, 352 water valves, 458 water main locates, completed 14 yard restoration sites, responded to 16 after hour water service requests, and set 22 new water meter services. Estimated water loss from water main breaks, and system quality assurance for the month of November – 3,665,000 gallons.

Sewer Maintenance crews hydro-cleaned 86,432 feet of sewer mains, 0 feet of root removal, 1,930 feet of CCTV inspection, 4 tap inspections, 0 cap inspections, 0 tap locations by CCTV, 313 sewer main locates and responded to 27 possible sewer obstructions requests, 1 on City side, 26 on private side, 1 sanitary sewer overflows for the month of November. Removed and replaced pump - # 1 – Sutton Place lift station – (rags), Eastridge pulled pump 1 & 2, cleaned – (rags), Eastridge, pulled pump 1, cleaned (rags), Ashton Grove, pulled pump 1, installed rebuilt pump, and Eastridge, pulled pump 1, cleaned (rags).

D Lift Station Flows:

Average daily flow: .95 MGD.

Average total flow: 23.63 MG.

Wastewater Projects:

Tecumseh Interceptor (WW0262): Project design by Garver Engineers is complete. All easements have been obtained and final design is complete. Plans have been approved by ODEQ. Project has been bid with Central Contracting submitting the low bid. Construction is underway.

Canadian River TMDL Study (Project WW0044): This project takes into consideration ten (10) discharges into the Canadian River from above OKC to below Lexington. Most of the dischargers are considering Wastewater Treatment Plants (Water Reclamation Facilities). All the cities are getting stricter permits and the final report will be sent to EPA for acceptance. We selected a consultant who completed a sampling and testing plan, the Quality Assurance Project Plan (QAPP); QAPP approved by EPA, Region 6 (EPA 6) in Dallas 3/25/10; sampling for testing began 7/1/10 from selected sites along the river; Interim Modeling Report submitted through ODEQ to EPA 6 in December 2011; comments received from EPA 4/11/12; Draft final report received 9/20/12; ODEQ comments dated 9/28/12; Revised projections received 2/6/13; consortium meeting held 3/15 and received additional modified ODEQ comments; Second Revision of Model Simulations received 6/6; ODEQ comments provided to consortium members at a meeting held 8/1; Final projections have been postponed again until February of 2014; payments totaling \$256,818 of \$268,000 or 96% have been approved.

Royal Oaks Force Main Rehab (WW0062): Two 12-inch PVC force mains from Hall Park and Royal Oaks lift stations join into 2,260 linear feet of 16-inch ductile iron force main installed in 1984; force main runs south along 24th Avenue N.E., from near Alex Plaza Drive across Alameda to its termination at an existing manhole to be replaced. Staff in-house preliminary design is in progress; Utility staff is coordinating with Public Works Department on 24th Avenue NE widening bond project.

SE Bishop Interceptor, Phase 2B (Project WW0267): Construction of 2B, Section 1 complete March 2007; All but one (1) Section 3: easement approved; final phase should bid shortly; Section 2: Received bids 11/1/12, Krapff-Reynolds Construction Company low: \$1,054,480 with five (5) other bidders. NUA award and contract approved 12/18; pre-work meeting held 1/15/13; Notice to Proceed effective 1/28; construction complete 7/15; Final inspection 8/1; punch list complete. Final change order and project acceptance in progress; payments totaling \$1,030,703 of \$1,054,480 or 98% processed. Section 3: All easements approved; final plan review 12/18; Advertise for bid early 2014.

Sewer Maintenance Project FYE11 (WW0064): Annual rehabilitative project, bounded by Alameda to the north, Bishop Creek to the west, partially Boyd and partially Brooks to the south, and Shiloh to the east; project will replace about 38,000 feet of sewer line and about 220 manholes. Received bids 5/27; Urban Contractors low: \$2,774,200 with three (3) other bidders; NUA award and contract approved 6/11; pre-work meeting held 6/19; Notice to Proceed effective 7/1/13. Change Order No. 1 approved 1 Oct 13 for \$19,334 and add 18 days; construction is on schedule and within budget; payments totaling \$1,462,406 of \$2,774,200 or 53% processed.

Sewer Maintenance Project FYE12 (WW0070): Annual rehabilitative project, bounded by Boyd to the north, Imhoff Creek to the west, Lakewood to the south and Elm to the east, with one (1) supplementary area south of Boyd, west of BNSF; project will replace almost 33,000 feet of sewer line and over 95 manholes; staff in-house design in progress; NUA approved contract with Lemke 1/22/13; video inspection complete; preliminary plans received 8/1/13; comments to Lemke 8/29/13; revised plans excessively delayed; 90% plans received 11/11/13; review in progress.

Sewer Maintenance Project FYE13 (WW0200): Annual rehabilitative project, bounded by Lindsey Street to the North, Bishop Creek to the West, Imhoff Road to the South, and 24th Ave SE to the East; NUA approved on-call surveying contract with Lemke 7/23/13; video inspection in progress; staff in-house preliminary design in progress;

Wastewater Supervisory Control and Data Acquisition (SCADA) (WW0052): SCADA electronically reports plant and lift station activity to a central location. Project combined with WW0043 & WW0047 for construction efficiency. Received bids 10/16/10; Oil Capital Electric (OCE) began work 1/18/2011, with 180 days contract completion time; final inspection and substantial completion effective 4/24/13; as-builts and O&M's received 10/8/13; settlement negotiations complete; payments totaling \$942,981 of \$949,500 or 99% approved.

WWTP - Aeration Basin Blower VFD (WW0043): Replacement of obsolete motors and controls will enhance efficiency and save energy and money by reducing electrical demand and use. Project partnered with WW0047 for Department of Energy (DOE) stimulus grant, and combined with WW0047 & WW0052 for design and construction efficiency; received bids 10/16/10; Oil Capital Electric (OCE) began work 1/18/2011, with 180 days contract completion time; substantial completion & punch list effective 4/24/13; DOE grant closed 6/26/13; settlement negotiations; Received as-built drawings and O&M manuals 10/8/13; payments totaling \$1,044,184 of \$1,060,326 or 98% have been approved.

WWTP - North Digester Boiler(s) (WW0047): Replacement of obsolete sludge heaters (vintage 1960's) will save energy and money. Project partnered with WW0043 for Department of Energy (DOE) stimulus grant and combined with WW0043 & WW0052 for design and construction efficiency; see WW0043 for update; payments totaling \$379,085 of \$395,174 or 96% have been approved.

Woodcrest Interceptor (WW0120): Project design by RJN Group complete; permits in hand; easement acquisitions nearing completion; project should bid soon.

Lift Station D Rehabilitation (WW0303): Design contract with HDR for rehabilitating Lift Station D and expanding the flow equalization basin was approved 02/26/08; amendment for construction services approved 04/28/09. Contract with Walters-Morgan Construction approved 08/25/09 and work was substantially complete 08/24/11. CO#1 increasing contract by \$65,185 approved 02/22/11. Final CO#2 increasing contract by \$22,326 approved by City Manager 05/25/12. Payments totaling \$5,917,511 of \$5,927,511 or 100% processed. Project accepted by NUA 05/28/13. Final reimbursement of project costs

received from OWRB; \$2,022,105.62 of SRF loan forgiven. Walters Morgan returned to site to repair sunken sidewalks around portions of EQ Basin and replace control pad interface. Staff has installed new heaters in HVAC and electrical rooms and curtains adjacent to wetwell to block winter winds to increase employee comfort and protect equipment during freezing weather. This is the last report for this project.

Wastewater Flow Monitoring Project (WW0042): HDR Engineering approved 04/13/10 for completion of city-wide flow monitoring, and calibrating the new Wallingford Infoworks wastewater model to simulate the affect a 5-year design storm. Thirty-two flow meters and ten rain gauges utilized to collect dry and wet weather flow data; Flow Monitoring Report received 12/21/10. Sewer sub-basin maps reviewed to determine proper loading information under 2025 Plan and corresponding population equivalents. Loading data transmitted to HDR in 04/25/12 so modeling can begin. Model development workshop held 03/14/13; capacity analysis report received 05/07/13; expect collection system improvements report to be received in December. Payments totaling \$498,092 of \$576,699 processed.

Phase 2 South WRF Improvements: Preliminary design contract with Garver for preparation of Engineering Report (ER) approved 03/08/11. Draft ER received 08/03/11 with findings presented to NUA 11/08/11. ER finalized and submitted to DEQ 11/18/11 with DEQ comments received 03/26/12. Request for variances submitted to DEQ 05/21/12. Garver and staff met with DEQ on 12/05/12 to discuss variance requests and DEQ approved 4 variances 01/15/13. DEQ approved final variance request for primary clarifier weir loading rate on 03/20/13. Final ER was submitted to DEQ on 03/29/13 and was approved 06/27/13.

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

After presentation of ER findings, staff was directed to proceed with design of \$52 M project expanding design capacity from 12 to 17 MGD, adding ultra violet disinfection, effluent aeration and odor control technologies. Additional scope includes headworks modifications, primary clarification rehab, three activated sludge basins and two final clarifiers, sludge thickening, blending and digestion and other miscellaneous improvements. 90% design estimate of \$63 M presented to NUA 07/10/13 along with several user rate alternatives in support of required \$38M loan. Public Meeting on proposed rate hike held 08/12/13. On 09/10/13, NUA approved ordinance calling for public vote on 11/12/13, and the vote passed by an approximate majority of 76%..

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

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

North WRF Engineering Report (WW0204): This new project will investigate the cost of new facilities for wastewater treatment, disposal, and solids management at a new North Water Reclamation Facility (WRF). Differing treatment alternatives will be evaluated for discharge to either the Little River or the

Canadian River. Request for Proposal RFP 1213-12 was issued 07/24/12 and consultant proposals are due 08/27/12. The proposed WRF site is located NW of the intersection of 12th Ave. NE and Franklin Road. Request for Proposal RFP 1213-12 was issued 07/24/12 and proposals were received from 4 consultants on 08/27/12. The review committee of 5 staff members selected the team of HDR and Alan Plummer and Associates to prepare the engineering report. NUA approved contract and work scope 01/08/13 but work delayed for 45 days; kickoff meeting held 02/26/13. Amendment No. 1 to HDR contract was considered by Finance Committee in April and will not be forwarded to the NUA for consideration. NUA and HDR staff conducted North WRF alternative treatment technology screening workshop on 05/29/13; alternative technologies were developed for three potential discharge locations. Technical Memorandum No. 1 received 08/01/13 and documents the reasoning for potential discharge limits and treatment technologies proposed prior to more detailed alternative development. Staff provided comments on TM-1 to HDR 08/29/13.

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WWTP site is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the new Compost Facility south of the WWTP. Wastewater reuse in this manner can significantly reduce water demand and delay the need for expensive water supply projects. Reuse will also reduce the amount of pollutants discharged to the Canadian River. This project will install piping to the compost facility and examine the need to upsize the non-potable water pumps. Contract K-1213-54 for preparation of Engineering Report with Alan Plummer and Associates (APAI) approved 09/06/12; composting and effluent reuse data submitted to APAI during October. Meeting with DEQ held 12/21/12; APAI and staff presented reasoning for allowing irrigation with treated effluent as Category 3 reuse. DEQ met with APAI and staff at Compost facility on 01/16/13 and DEQ concerns were received 02/08/13. APAI submitted draft Engineering Report for Compost Facility Reuse to staff on 04/23/13; Final ER forwarded to DEQ on 09/04/13. Comments received from DEQ 11/28/13; response to comments have been formulated and will be submitted soon.

WWTP Effluent Truck Wash (WW0050): Construction of a non-potable water system to allow reuse of treated effluent for wash down of equipment is complete at the WWTP site. Under this project, a non-potable water line will be extended to the old composting facility where a truck wash will be constructed. Contract K-1213-54 for preparation of Engineering Report with Alan Plummer and Associates (APAI) approved 09/06/12. Meeting with DEQ held 12/21/12; APAI and staff presented discussed automated truck wash facility utilizing treated effluent; DEQ indicated need to meet as Category 2 reuse.

Water Projects:

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

Applecreek Waterline Replacement: (WA0041): The old ductile iron line is being replaced and relocated to a new position. Easements have been attained. Central Contracting was lowest and best bidder. Construction is complete.

Highway 9 Water Line Relocations (WA0191): The waterline located along Highway 9 east of 24th Ave SE must be relocated as part of an ODOT widening project. Cardinal Engineers has been selected to development relocation plans. Cardinal is consulting with ODOT to verify new alignment. Trent Construction from Harrah, Oklahoma was low bidder. Construction is underway.

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

Hot Soils Waterlines - Pendleton Drive Area (WA0187): Project will replace deteriorating ductile iron waterlines in the Prairie Creek Addition subdivision; design contract with Cardinal was approved 2/14/12; supplementary services approved 11/2/12; floodplain permit approved 4/16; received six (6) bids 1/31/13, Central Contracting Services low: \$934,225; NUA award and contract approved 2/26; pre-work conference waived; construction delayed in favor of Apple Creek, but began week of 7/29; on schedule and within budget; payments totaling \$442,489 of \$934,225 or 47% processed.

Raw Waterline, Phase I (WA0051) – Design was prepared by Garver Engineers. Red Cliff, Inc. began September 27, 2010 and was scheduled to complete by June 24, 2011. They have installed all pipe and only lack connection vaults at both ends. Staff delayed the project due to high water demand during the summer and Change Order #1 was executed and signed by all parties. After excavating the WTP vault site, it was realized that the existing 1960's concrete pipe was a special fabricated curved pipe which was not anticipated by staff or the consultant in design. Therefore, our consultant has asked the contractor to reconsider utilizing ductile iron fittings as opposed to the original recommendation of fiber glass fittings. Increase pricing received was higher than original by \$86,575. Contractor and staff met and have not been able to resolve a resolution to move the project forward. Staff is consulting with legal department to aid in handling project talks. Staff was unable to get the contractor to complete vaults. NUA legal staff engaged talks with the contractor's attorney and were unsuccessful. Legal prepared a letter ending the contract and sent to contractor as well as bonding company. Staff rebid the project to complete the vaults and bids were opened 1/11/13. BRB was low bidder at \$788,505. Work began 2/27/13 and was substantially complete by July 2013. One major leak found due to a failed pipe was repaired. The line still has a small leak and in an attempt to save money, staff will order a repair once the leak surfaces. Project is complete and final payment has been made to contractor. Staff will closeout project once all accounts are reconciled.

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

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

Waterline Segment A and Water Modeling (WB0134): Project modified to update the water model to include new wells and waterlines and determine the most suitable location for a new water storage tank under project WA0293. Professional Engineering Consultants (PEC) updated water model and NUA approved PEC design Amendment No. 2. PEC has completed evaluation of Berry Road WL improvements and need for water storage tower in pressure zone. Surveying for new waterlines complete and revised waterline alignment plans received from PEC. Easement along Robinson obtained and we were working to obtain final easement along 36th NE to reduce possibility of relocation at a future date. However, we were unable to negotiate a fair price and will install in existing ROW. Final plans received in mid-January; advertised project 01/31/13 and opened bids 02/21/13. Bid awarded to Matthews Trenching on 03/12/13 in the amount of \$1,256,225 with construction starting 03/25/13. All water line with exception of tie-in at WTP has been installed. Pressure testing and disinfection is ongoing. Modification of the WTP connections have been finalized and will soon be forwarded as a change order.

2060 Strategic Water Supply Plan (WA0174): RFP distributed and proposals were received 12/20/11. Review committee selected the team of Carollo/Tetratech as most qualified and contract was approved 03/13/12. Kick-off meeting was held 04/06/12 and Ad-hoc committee of 15 citizens was appointed 05/08/12 to provide citizen input during development of the plan. Seven Ad-Hoc meetings and four public meetings were held between 05/30/12 and 07/16/13. Carollo has developed of costs for upgrading and expanding existing sources (Thunderbird, wells, OKC water and conservation) and for potential new water supply sources. Viable existing and future water supply options grouped into portfolios with each portfolio supplying the 2060 average annual water demand of about 29 MGD. Water supply portfolios were evaluated on a monetary basis as well as on non-economic criteria. Received draft version of the 2060 Strategic Water Supply Plan 09/04/13; staff is reviewing in preparation for a future presentation at a Council study session.

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.

Waterline Relocation: Robinson Under I-35 (WA0195): RFP 1314-28 distributed to consultants on 09/06/13; 14 proposals received 10/09/13. APAI was selected as most qualified for the project; expect the NUA to consider preliminary design contract on 01/14/14.

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

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

Berry Road Waterline Replacement: Poe and Associates are developing final design plans. The project will be split into two phases with Phase 1 being a half mile along Lindsey. Staff is considering using Fusible PVC pipe for this installation. Final design is complete. Plans have been submitted to ODEQ for approval.

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

Water Storage Tank (WA0293): Originally, this project proposed construction of a new 2 MG water storage facility in SE or SW Norman. However, through water modeling completed under project WB0134, the most appropriate location for new storage was found to be in the high-pressure zone in NE Norman. Staff has considered various locations and comparing costs of ground versus elevated storage. The NUA will soon consider an engineering contract with PEC for design of a 1 MG elevated storage tank just northeast of the intersection of Robinson and 24th NE.

RECOUPMENT PROJECTS:

WWTP Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 1 commercial entities this month. A total of \$3,450.00 was assessed on the entity.

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

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

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

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

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

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

DEVELOPMENT PLAN REVIEW:

As shown on the attached spreadsheet, staff reviewed 5 sets of water and sewer development plans this month. During this fiscal year, staff has reviewed a total of 40 sets of plans with an average review time of 9.1 days. Staff's goal is to review 90% of these plans in less than 10 days and, to date, staff has achieved this 80% of the time.

DEVELOPMENT PLAN REVIEW

November 2013

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Action	Days to Return	Greater than 10 Days?
11/12/2013	Lot 4, Block 2 Flaming Oaks Estates	Preliminary Plat	Converse	11/18/2013	Returned	6	0
11/12/2013	Spears Acres	COS	Cimarron	11/18/2013	Returned	6	0
11/12/2013	Stella Acres	COS	Oklahoma Survey	11/18/2013	Returned	6	0
11/12/2013	Andes Addition	Final Plat	SMC	11/18/2013	Returned	6	0
11/25/2013	6221 North Interstate Drive	Fire Line	Triad	11/26/2013	Returned	1	0
11/27/2013	Park 7	Water Line Change Order	SMC				
11/27/2013	VII	Water	SMC				
11/27/2013	VII	Sewer	SMC				

FYE13 Data

Average Days to Return = 9.1
 Number of Plans Reviewed 40
 Plan Review > 10 days 8
 Percentage Reviewed < 10 Days 80%
 Goal for Review < 10 Days 90%

Utilities Administration
Monthly Capital Projects Report

Project Information				Design Information				Construction Information			
Project Number	Project Name	Engineer	Contract Number	Design Total	Total to Date	% Comp	Contract Number	Contractor	Adjusted Amount	Scheduled % Complete	Actual % Complete
WA0039	Boyd Tower Resurfacing	EST, INC	0910-176	111,800	\$37,000	33%	1112-01	Classic Protective Coatings	\$437,400	100%	102%
WA0051	Raw Waterline, Phase 1	Garver Engineers	0607-96	309,800	\$309,600	100%	0910-170	Red Cliff, Inc.	\$3,171,711	100%	73%
WA0051	Raw Waterline, Phase 1 (Vaults)	Garver Engineers	0607-96	-	\$0		1213-129	BRB Contractors	\$788,505	0.00%	0%
WA0175	USGS Trace Metals Aquifer Study	USGS	1112-57	150,000	\$99,570	66%	NA	NA			
WA0187	Pendleton Area Waterline	Cardinal	1112-112	84,550	\$81,225	96%	1213-87	Central Contracting Services, Inc.	\$834,225	100%	47%
WA0043	WWTP Aeration Basin Blower VFDs	Garver	0910-53	64,500	\$64,500	100%	1011-42	Oil Capital Electric, LLC	\$1,060,326	100%	98%
WA0044	WWTP Canadian River TMDL	ACOG/Guernsey	0910-185	268,844	\$256,818	96%		N/A	\$0		
WA0047	WWTP No. 1 Digester Boilers Replacement	Garver	0910-53	43,200	\$43,200	100%	1011-42	Oil Capital Electric, LLC	\$395,174	100%	96%
WA0052	WWTP SCADA Improvements	Garver	0910-53	306,000	\$306,000	100%	1011-42	Oil Capital Electric, LLC	\$949,500	100%	99%
WA0062	Royal Oaks Force Main Rehabilitation	Staff / Lemke	Staff / Lemke	-				T.B.D.	\$0		
WA0064	Sewer Maintenance Project FYE 2011	Staff / Lemke	0910-55	89,605	\$77,765	87%	K-1213-88	Urban Contractors, Inc.	\$2,774,200	0.00%	53%
WA0070	Sewer Maintenance Project FYE 2012	Staff / Lemke	0910-55	73,580	\$69,550	95%		T.B.D.	\$0		
WA0120	Interceptor Improvements: Woodcrest	RUN Group	0405-159	133,849	\$113,641	85%		T.B.D.	\$0		
WA0200	Sewer Maintenance Project FYE 2013	Staff / Lemke	0910-55	69,415	\$28,785	41%		T.B.D.	\$0		
WA0267	Interceptor Bishop Ph 2B Sect 1 & 3	CP&Y	0304-147	122,701	\$88,142	72%		T.B.D.	\$0		
WA0267	Interceptor SE Bishop Ph 2B Sect 2A & 2B	CP&Y	0304-147	104,975	\$76,914	73%		Krapff Reynolds Construction	\$1,054,480	0.00%	98%
WA0011	WW Flow Metering Phase 2	NA		-	\$0		0405-116	RUN Group	\$154,244	0.00%	85%
WA0248	SS Emergency Repairs	NA	NA	N/A	\$0	\$0		Sewer Line Maintenance staff	\$100,000	0.00%	7%
WA0041	Apple Creek Waterline	Staff / Lemke/Cardinal	0910-55	24,850	\$24,839	100%	1213-65	Central Contracting Services, Inc.	\$362,540	100%	100%
WA0301	Highway 9 Waterline Relocations	Cardinal	1213-119	61,119	\$45,918	75%		Future	\$0		
WA0305	Berry Road Waterline Replacement	Poe & Associates	0910-61	172,000	\$122,500	71%		Future	\$0		
WB0127	Phase 2 Wells	CH2M Hill	0607-109	400,800	\$337,697	84%		NA	\$0		
WB0140	FYE08 12-inch Waterline	Staff / Lemke	0910-55	-	\$83,709		1011-123	Red Cliff, Inc.	\$1,178,194	0.00%	90%
WB0141	FYE08 16-inch Waterline	Staff / Lemke	0910-55	-	\$11,646		1011-123	Red Cliff, Inc.	\$284,548	0.00%	77%
WB0184	Waterline Segment D, Phase 2	Crafton Tull	0607-55	95,625	\$81,429	85%		Future	\$0		
WB0184	Waterline Segment D, Lindsey	SAIC	1314-56	81,000				Future	\$0		
WA0262	Tecumseh Interceptor	Garver Engineers	0506-53	28,178	\$23,971	85%		Central Contracting Services, Inc.	\$0		
WA0131	WTP High Pressure Plane Upgrade	PEC	0607-122	-			1213-92	Mathews Trenching Company, Inc.	\$1,286,225	0.00%	86%
WA0149	Hall Park Waterline Improvements	Lemke/Garver	0910-53 and 55	61,680	\$53,842	87%	1112-129	Central Contracting Services, Inc.	\$550,926	5.08%	100%
WA0196	I-35 Waterline Relocations	SAIC/Poe & Associates	1314-56	62,000	\$0	0%		Future			
WA0198	Franklin Road Waterline Relocation	Through Public Works		-	NA			Central Contracting Services, Inc.			
WA0173	Master Meter Replacement	Staff	NA	-			PO#208124	Badger Meter Inc	\$88,145	0.00%	100%
WA0174	Strategic Water Supply Plan	Carolla	1112-114	385,947	\$379,723	98%	NA	NA			
WA0182	Waterline Segment A, Phase 1	PEC	0607-122	175,465	\$166,945	95%		Future	\$0		
WA0188	SE Oklahoma Raw Water Study	OK Regional Water UT	0708-155	91,375	\$91,375	100%	NA	NA	\$0		
WA0195	Robinson/I-35 Waterline Replacement	RFP-1314-28		-	\$0			Future	\$0		
WA0293	Water Storage Tower	PEC	1314-98	-	\$0			Future	\$0		
WA0042	Wastewater Flow Monitoring	(see construction)		-				Future	\$0		
WA0050	WWTP Effluent Truck Wash	Alan Plummer	1213-54	18,700	\$16,830	90%	0910-164	HDR Engineering/RUN Group	\$576,699	0.00%	100%
WA0058	Effluent Reuse at Composting Facility	Alan Plummer	1213-54	8,900	\$8,010	90%		Future	\$0		
WA0065	WWTP Phase 2 Expansion	Garver	1011-148	4,084,800	\$3,805,296	93%		Future	\$0		
WA0204	North WRE Engineering Report	HDR/Alan Plummer	1213-134	249,935	\$147,827	59%	NA	NA	\$0		

**NOVEMBER 2013
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS

	November	Year to date
Fats, oil and grease (FOG) program	28	97
Food license renewal	4	5
Silver Program	0	0
Significant Industrial Users	5	21
Total inspections	37	123

ROUTINE ACTIVITIES

	November	Year to date
Line Maintenance calls	2	4
Significant Industrial User sites sampled	0	15
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	0%
Required annual 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	0%	50%
Household hazardous waste disposal calls	11	135

REVENUE

	November	Year to date
FOG Program	\$200.00	\$550.00
Silver Program	\$0.00	\$0.00
Industrial Discharge Permit	\$0.00	\$0.00
Surcharge	\$3,103.73	\$21,374.59
Lab Analysis Recovery	\$6,581.01	\$10,722.88
Total revenue	\$9,884.74	\$32,647.47

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

1. Provided routine staff support including minutes, attending meetings, and researching information.
2. Created street signs to promote protecting the Lake Thunderbird watershed pending approval by the Central Oklahoma Master Conservance District.
3. Staff is assisting board with a public education campaign regarding fertilizer use and water conservation.
4. ECAB members developed water conservation tips and practices to be distributed to the media.
5. Assisting ECAB in hosting a Water Wise Workshop
6. Planning another Rain Barrel Workshop

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

1. Provided routine staff support, minutes, attending meetings

MISCELLANEOUS ACTIVITIES

1. Purchased recycling containers for special events.
2. Worked Phase II of Fats, Oils and Grease Program (FOG) - to include University businesses, fraternities, sororities, nursing homes
3. As of November 2013, approx. 57,600 gallons of grease/solids did not enter the sanitary sewer in FYE 14 as a result of the FOG program.
4. Staff working with different departments to increase energy efficiency-i.e turning off computers, duplex printing, printing, anti-idling, methane recovery, replacing pumps with variable speed drives.
5. DEQ and staff are working on a statewide effort with the Product Stewardship Institute to initiate paint take-back programs similar to the recent paint take-back program in Oregon.
6. Created flyers for distribution to citizens regarding oil and grease in the sewer.
7. Staff is assisting the Water Reclamation Facility with biomonitoring and the Toxicity Identification Evaluation.
8. Assisting the Oklahoma Water Environment Association in developing their Strategic Direction Plan
9. Assisting Water Treatment and the Water Reclamation Facility with Lean and Green initiatives
10. Attended the Chamber of Commerce Greenovation Committee meeting
11. Staff representative for ACOG's Clean Air Task Force Committee
12. Started preparations for Earth day Festival
13. Started plans for Gray Water Workshop
14. Making preparations for EPA Webinar presentation
15. Staff is assisting with the Region VI annual pretreatment workshop

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 14		FYE 13	
November, 2013	MONTH	YTD	MONTH	YTD
Number of Complaints of Sewer Stoppage:				
City Responsibility	1	9	4	22
Property Owner Responsibility	26	118	27	152
TOTAL	27	127	31	174
Number of Feet of Sewer Cleaned:				
Cleaned	86,650	664,081	115,187	818,784
Rodded	0	10,560	8,985	30,135
Foamed	0	96,463	12,930	105,162
TOTAL	86,650	771,104	137,102	954,081
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	1	1	3
Obstruction	1	1	0	2
Private	1	3	0	3
Other (Lift Station, Line Break, etc.)	0	1	0	0
Total Overflows	2	6	1	8
Feet of Sewer Lines Televised	1,930	71,726	13,953	81,878
Locates Completed	273	1,917	381	1,953
Manholes:				
Inspected	315	3,223	681	3,768
New	0	0	0	1
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	0	3	0	2
Hours Worked at Lift Station	137	86	212	815
Hours Worked for Other Departments	14	215	4	182
OJI Percentage	0.00	0.99	0.00	0.30
Square Feet of Concrete	0	0	0	0
Average Response Time (Hours)	0.45	0.42	0.39	0.35
Claims Paid Per 10,000 People	0	0	0	0

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 14		FYE 13	
November, 2013	MONTH	YTD	MONTH	YTD
New Meter Sets:	24	152	43	672
Number Short Sets	24	150	43	663
Number Long Sets	0	2	0	9
Average Meter Set Time	4.50	4.05	4.81	4.03
Number of Work Orders:				
Service Calls	398	2,155	478	2,465
Meter Resets	2	2	1	4
Meter Removals	5	7	0	6
Meter Changes	13	69	65	207
Locates Completed	460	2,192	523	2,644
Number of Water Main Breaks	12	87	26	116
Average Time Water Off	2.81	2.44	1.31	2.36
Fire Hydrants:				
New	0	1	0	1
Replaced	0	6	1	7
Maintained	71	576	39	238
Number of Valves Exercised	221	1,335	220	82
Feet of Main Construction	282	1,803	60	2,985
Hours of Main Construction	411	3,352	48	2,538
Meter Changeovers	0	41	0	78
OJI Percentage	3.33	4.78	9.09	8.64
Hours Flushing/Testing New Mains	51	324	67	179
Hours Worked Outside of Division	171	955	73	824

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
October 1-31 2013

Flow Statistics

	FYE 2014		FYE 2013	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	300.8	1273.9	269.2	1079.5
Total Effluent Flow (M.G.)	281.1	1222.0	256.3	1043.1
Influent Peak Flow (MGD)	12.2	23.8	9.3	12.1
Effluent Peak Flow (MGD)	11.5	20.8	8.9	12.2
Daily Avg. Influent Flow (MGD)	9.7	10.4	8.7	8.8
Daily Avg. Effluent Flow (MGD)	9.1	9.8	8.3	8.1
Precipitation (inches)	5.1	21.4	0.4	7.78

Discharge Monitoring Report Stats

EPA minimum percentage removal 85%

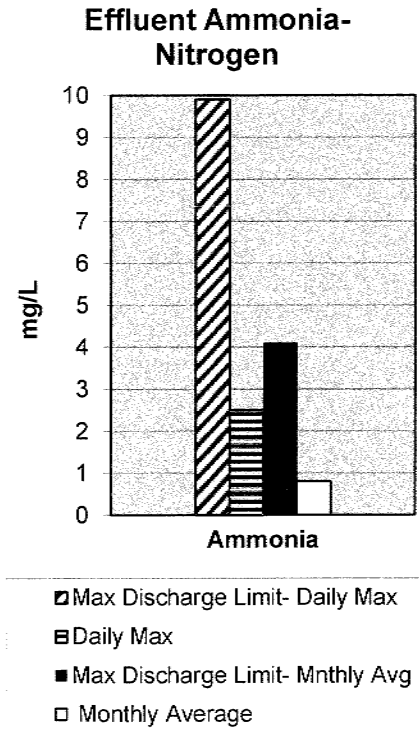
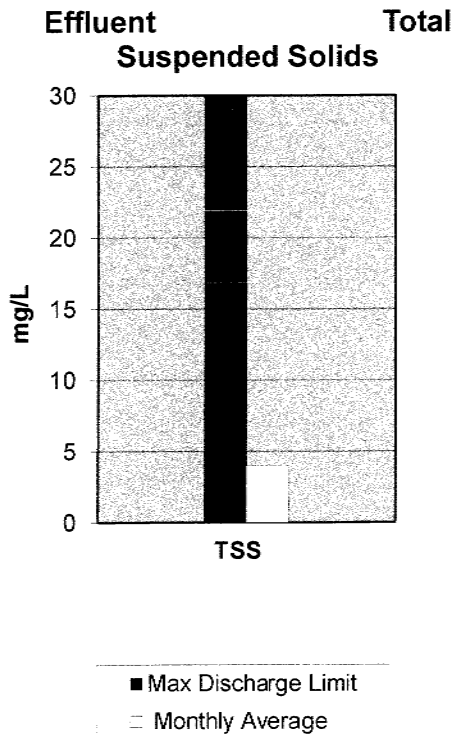
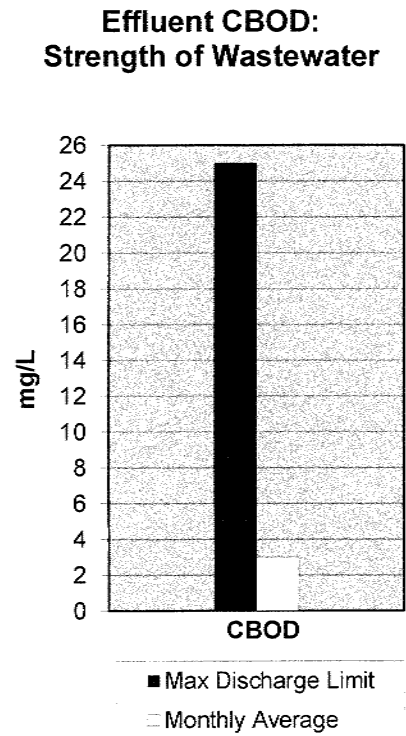
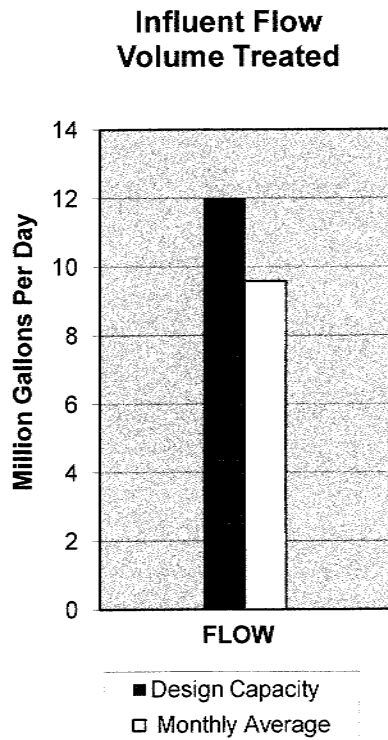
5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	248	247
Effluent Carbonaceous Total	3	4
Percent Removal	98.8	98.4
Total Suspended Solids:		
Influent (mg/L)	141	158
Effluent (mg/L)	3	6
Percent Removal	98.1	96.1
Dissolved Oxygen:		
Influent (min)	0.7	1.0
Effluent (min)	5.1	5.0
pH		
Influent (Low)	7.1	7.3
(High)	7.4	7.5
Effluent (Low)	6.8	7.0
(High)	7.0	7.3
Ammonia Nitrogen		
Influent (mg/L)	24.8	30.9
Effluent (mg/L)	0.3	0.4
Percent Removal	99.0	98.6

Utilities

Electrical				
Total kWh Used (Plant wide)	471,000	1,932,500	500,780	2,146,880
Aeration Blowers, WSL&Headworks	315,200	1,321,520	326,560	1,387,840
Natural Gas				
Total cubic feet/day (plant wide)	1,116,000	3,791,000	685,000	1,746,280
Public Education (Tours)	4	33	3	12
	Attendees Totals		55	
Reclaimed Water System (MG)	16.5	59.2	13.4	60.2
OU Golf Course	3.5	30.2	6.8	45.9

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

NORMAN WATER RECLAMATION FACILITY
November 2013



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

WATER TREATMENT DIVISION

MONTH: November-13

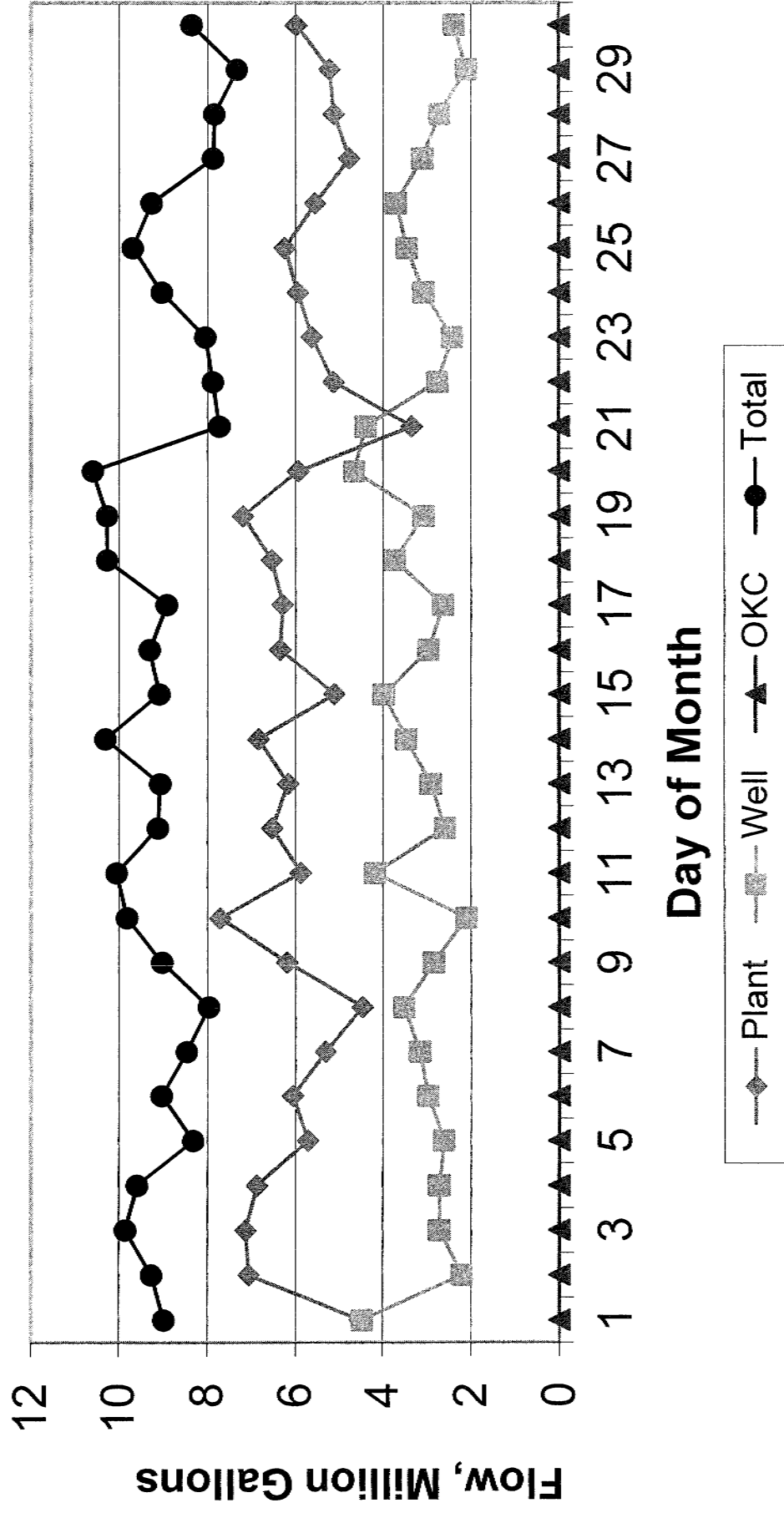
	<u>FYE 2014</u>		<u>FYE 2013</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	176.89	1,446.96	216.72	1664.04
Well Production (MG)	93.66	573.27	114.67	738.46
Oklahoma City Water Used (MG)	0.00	2.65	0.27	68.28
Total Water Produced (MG)	270.55	2022.88	331.67	2470.79
Average Daily Production	9.02	13.22	11.06	16.15
Peak Day Demand				
Million Gallons	10.60	20.61	13.38	24.82
Date	11/20/2013	7/11/2013	11/5/2012	7/23/2012
System Capacity (see note)	23.50	23.50	23.50	23.50
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	1.32
Note: System Capacity does not include the Oklahoma City water line.				
Costs				
Plant	\$382,720.38	\$1,923,706.91	\$353,993.23	\$1,993,123.89
Wells	\$64,413.43	\$405,971.95	\$70,692.58	\$436,281.98
OKC (Estimated)	\$1,438.39	\$20,360.13	\$2,746.07	\$337,346.49
Total	\$448,572.20	\$2,350,038.99	\$427,431.88	\$2,766,752.36
Cost per Million Gallons				
Plant	\$2,163.58	\$1,329.49	\$1,633.41	\$1,197.76
Wells	\$687.75	\$708.17	\$616.47	\$590.80
OKC (Estimated)	N/A	\$7,680.17	\$10,133.10	\$4,940.34
Total	\$1,658.00	\$1,161.73	\$1,288.75	\$1,119.79
Water Quality				
Total Number of Bacterial Samples	80	434	92	497
Bacterial Samples out of Compliance	0	0	0	4
Total number of complaints	2	12	2	19
Number of complaints per 1000 service connections	0.06	0.34	0.06	0.58
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	1	5	2	6
Public Education				
Number of tours conducted	1	4	0	0
Number of people on tours	4	72	0	0

Notes:

We had a main circuit breaker fail in Well #43. It has been repaired.

The anhydrous ammonia storage tank at the water treatment plant is out of service for repairs. We are feeding liquid ammonium sulfate on a temporary basis until the tank repairs are complete. Repairs are expected to take about 6 to 8 weeks due to long delivery of a replacement level gauge. The gauge could not be ordered until the old unit was removed and measured.

Water Production for November, 2013



SANITATION DIVISION PROGRESS REPORT

NOVEMBER 2013

	FY 13		FY 14	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	5	0	8
<u>On The Job Injuries</u>	0	1	0	6
<u>Bulk Pickups</u>	15	115	31	122
<u>Refuse Complaints</u>	67	351	73	409
<u>New Polycarts Requests</u>	65	268	52	302
<u>Polycarts Exchanges</u>	17	59	5	102
<u>Additional Polycart Requests</u>	70	371	30	264
<u>Replaced Stolen Polycarts</u>	19	121	22	171
<u>Replaced Damaged Polycarts</u>	108	637	96	751
<u>Polycarts Repaired</u>	8	93	18	116

COMPOST MONTHLY REPORT

NOVEMBER 2013

	MONTH	YR-TO-DATE
TONS BROUGHT IN BY COMPOST CREWS:	120.00	2,092.82
LANDFILL TIPPING FEE'S	\$ 18.82	18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 2,258.40	39,386.87
		-
TONS BROUGHT IN BY PUBLIC:	124.13	785.97
TONS BROUGHT IN BY CONTRACTORS :	267.45	1,407.75
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	0.00	18.73
LANDFILL TIPPING FEE'S	\$ 18.82	56.46
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 7,369.54	41,638.31
		-
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 9,627.94	61,317.82
REVENUE COLLECTED FROM COMPOST SALES:	\$ 1,740.00	\$ 5,080.00

	MULCH CUBIC YDS		COMPOST CUBIC YDS	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
PARKS DEPT.	0	0	0	0
ROAD & CHANNEL	0	0	0	0
LINE MAINTENANCE	0	0	0	0
STREET DEPT.	0	0	0	0
WATER TREATMENT	0	0	0	0
MURPHY PRODUCTS OKC	0	0	0	0
SELF LOADING BIN	10	11	0	1,003
DRYING BEDS	7,680	348	0	0
TOTAL:	7,690	359	0	1,003

MONTHLY TRANSFER STATION REPORT

NOVEMBER 2013

	TONS PER MONTH	TONS PER YEAR	REVENUE PER MONTH	REVENUE PER YEAR
O.U. TONS	361.64	1,831.55	\$14,122.32	\$71,504.53
CONT. TONS:	140.13	847.83	\$6,738.56	\$40,953.95
CASH TONS:	917.21	5,570.18	\$40,478.98	\$243,587.24
BRUSH/YDS:	0.00	43.00	\$0.00	\$70.00
PULL OFFS:	26	167.00	\$338.00	\$2,171.00
TOTALS:	1,418.98	8,249.56	\$61,677.86	\$358,286.72

	MONTH	YR-TO-DATE
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	331	2,085
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	6,359.22	39132.7
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	62	143
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	400.05	971
GRAND TOTAL TONS TO LANDFILLS	6,759.27	40103.29
DISPOSAL COST PER TON (OKC)	\$ 18.82	\$ 18.82
TIPPING FEE'S FOR DUMPING AT OKC:	\$ 127,209.46	\$ 754,743.92
GRAND TOTAL TIPPING FEE'S	\$ 127,209.46	\$ 754,743.92
# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	547	3087
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3,079.25	18071.96
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	308	1666
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2,095.60	11582.38
TOTAL LOADS BROUGHT TO TRANSFER STATION:	855	7895.02
TOTAL TONS BROUGHT TO TRANSFER STATION:	5,174.85	34931.71
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	3.16	35.54

MONTHLY RECYCLING REPORT (DROP CENTERS)

NOV 2013

TONNAGES

	HOLLYWOOD		FAIR GROUNDS		HOBBY LOBBY	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	0.30	1.90	0.52	2.12	0.27	2.16
PLASTICS:	2.03	13.44	2.07	13.79	1.70	15.20
STEEL CANS:	0.62	3.58	0.64	3.15	0.39	3.49
CLEAR GLASS:	1.67	11.85	3.17	8.43	1.84	10.21
GREEN GLASS:	1.17	16.66	1.67	4.98	0.93	5.94
BROWN GLASS:	1.36	6.82	2.24	5.19	1.17	6.23
MIXED OFFICE PAPER:	7.75	41.17	3.44	23.57	7.81	31.03
CARDBOARD CENTERS TONS:	5.44	54.07	4.59	53.37	4.93	55.04
NEWSPAPER CENTERS TONS:	3.40	12.61	3.10	23.01	3.64	20.25
TOTAL TONS:	23.74	162.10	21.44	137.61	22.68	149.55

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	30.7	192.56
CARDBOARD COMPACTORS:	53.07	256.57
OTHER NEWSPAPER CONTAINERS:	6.00	6.00
TOTAL TONS:	89.77	455.13

REVENUES

	HOLLYWOOD		FAIR GROUNDS		HOBBY LOBBY	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	\$ 258.00	\$ 1,348.40	\$ -	\$ 989.60	\$ -	\$ 1,297.80
PLASTICS:	\$ 40.60	\$ 268.80	\$ 41.40	\$ 275.80	\$ 34.00	\$ 304.00
STEEL CANS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CLEAR GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GREEN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BROWN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MIXED OFFICE PAPER:	\$ 1,085.00	\$ 5,745.63	\$ 481.60	\$ 3,245.20	\$ 1,093.40	\$ 4,291.70
CARDBOARD:	\$ 897.60	\$ 8,687.46	\$ 757.35	\$ 8,608.65	\$ 813.45	\$ 8,869.80
NEWSPAPER:	\$ 442.00	\$ 1,711.02	\$ 403.00	\$ 3,007.90	\$ 473.20	\$ 2,650.70
TOTAL REVENUE:	\$ 2,723.20	\$ 17,761.31	\$ 1,683.35	\$ 16,127.15	\$ 2,414.05	\$ 17,414.00

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	\$ 5,065.50	\$ 12,754.60
CARDBOARD COMPACTORS:	\$ 8,756.55	\$ 13,977.35
OTHER NEWSPAPER CONTAINERS:	\$ 780.00	\$ 780.00
TOTAL REVENUE:	\$ 14,602.05	\$ 27,511.95

COLLECTION BY MATERIAL

	TONS	TONS	PRO/FEE	PRO/FEE	REVENUE	REVENUE
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	1.09	6.18				3,003.55
PLASTIC:	5.80	42.43			\$ 116.00	534.20
STEEL:	1.65	10.22			\$ -	0.00
CLEAR GLASS:	6.68	30.49			\$ -	0.00
GREEN GLASS:	3.77	27.58			\$ -	0.00
BROWN GLASS:	4.77	18.24			\$ -	0.00
MIXED OFFICE PAPER	19.00	95.77	\$ 399.00	\$ 399.00	\$ 2,261.00	7,382.06
CARDBOARD:	98.73	611.61	\$ 2,443.57	\$ 2,443.57	\$ 13,846.88	46,588.31
NEWSPAPER:	16.14	61.87	\$ 314.73	\$ 314.73	\$ 1,783.47	5,008.63
REVENUE FROM OCC CONTAINERS:		0.00			\$ 9,535.05	21,539.00
TOTALS:	157.63	904.39	\$ 3,157.30	\$ 3,157.30	\$27,542.40	\$84,055.74

COLLECTION COST

	CAGE ROLL OFFS		GLASS		CARDBOARD		NEWSPAPER	
	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD
MAN HOURS:	38.00	270.00	4.00	32.00	38.00	222.00	2.00	14.00
LABOR COST:	\$ 1,017.64	5,945.16	\$ 107.12	856.96	\$ 1,017.64	5,945.16	\$ 53.56	374.92
VEHICLE COST:	\$ 2,903.20	7,194.31	\$ 611.20	1,066.00	\$ 446.19	8,718.78	\$ -	421.60
TOTALS:	\$ 3,920.84	\$ 13,139.47	\$ 718.32	\$ 1,922.96	\$ 1,463.83	\$ 14,663.94	\$ 53.56	\$ 796.52

	OCC COMPACTORS		MIXED OFFICE PAPER			MONTH		YTD
	MONTH	YTD	MONTH	YTD		MONTH	YTD	
MAN HOURS:	8.00	58.00	14.00	62.00	MAN HOURS:	104.00	702.00	
LABOR COST:	\$ 214.24	1,553.24	\$ 374.92	1,660.36	LABOR COST:	2,785.12	15,264.60	
VEHICLE COST:	\$ 1,986.40	3,135.72	\$ 1,069.60	1,922.48	VEHICLE COST:	7,016.59	22,458.89	
TOTALS:	\$ 2,200.64	\$ 4,688.96	\$ 1,444.52	\$ 3,582.84	GRAND TOTAL:	\$ 9,801.71	\$ 37,723.49	

LABOR COST INCLUDES 30% FOR BENEFITS

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$ 2,966.60	\$ 17,020.56

MONTHLY RECYCLING REPORT

CURBSIDE COLLECTION

OCTOBER 2013

PROGRAM STATISTICS

	AVERAGE	
	MONTH	YTD
SET OUT/PARTICIPATION RATE:	77.00%	52.00%
AVERAGE TONS PER DAY :	16.9	13.73
POUNDS PER HOME:	19.53	13.75

COMMODITY BY TON

	MONTH	YTD	TONS
ALUMINUM BEVERAGE CAN	1.1	3.1	5
#1 PET	3.2	6.4	14
NEWS	37	85	166
GLASS CONTAINERS	23	42	103
MIX PAPER	8	16.5	37
#2 NATURAL	2	3	9
#2 COLOR	3	4	13
#3-#7	3	6	13
TIN-STEEL SCRAP	2.2	4.5	10
TRASH	10	14	45
OCC	7.5	15.5	34
TOTAL	100	200	449

CUSTOMER COMPLAINTS

	MONTH	YTD
SERVICE CALLS (MISSES)	71	706
REMINDER NOTICES	21	42
MISC. (throwing bins, left in driveway, blowing trash)	3	3
MISSING BINS	2	18
BROKEN GLASS	0	70
PICK UP CART	14	624
REPAIR	18	36
DELIVERY REQUEST	137	232
TOTAL CALLS	266	1731

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$8,450.18	\$27,479.08

