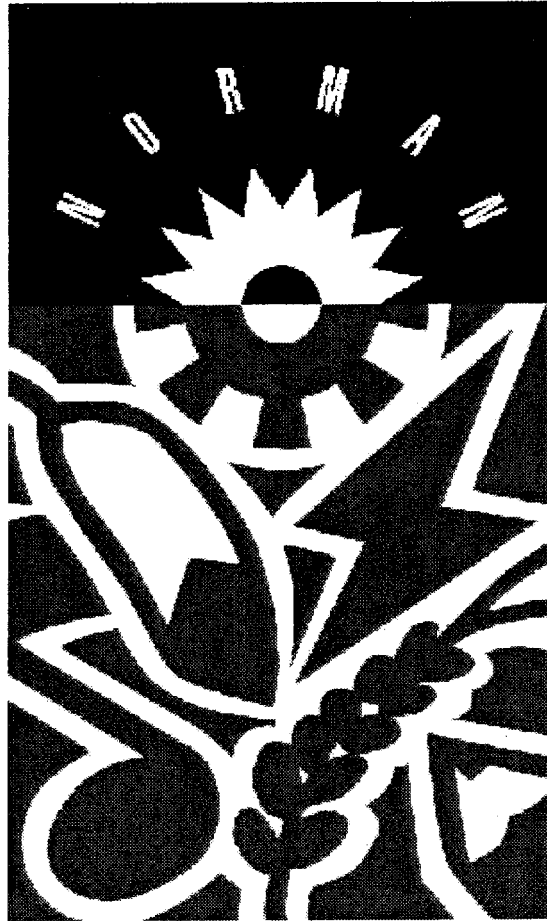


# City of Norman



## Monthly Departmental Report

**January 2014**

## **MONTHLY PROGRESS**

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

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

**CITY CLERK**

**1**

CITY CLERK  
MONTHLY PROGRESS REPORT  
JANUARY 2014

**CITY COUNCIL**

Filing dates for City Council Wards 2, 4, 6, and 8 was held January 13 - 15, 2014, with the following candidates:

WARD TWO	Gary D. Caissie Aleisha Karjala Matthew Leal Clint Williams
WARD FOUR	William Hickman Rhett Michael Jones Greg Jungman
WARD SIX	Jerry Lang Jim Griffith
WARD EIGHT	Chad Williams

**CITY CLERK**

ACTION CENTER					
DEPARTMENT	NUMBER OF CALLS	FYE YTD	DEPARTMENT	NUMBER OF CALLS	FYE YTD
Animal Control	6	35	Municipal Court	1	8
Building Permits	10	48	Noise	0	9
CDBG	4	10	Parks and Recreation	6	61
City Clerk	7	*91	Planning	5	19
City Manager/Mayor	1	1	Police	8	82
Code Enforcement	26	276	Sanitation	36	236
Data Processing	1	3	Sidewalks	1	15
Engineering/Public Works	6	85	Storm Debris	271	414
Finance	10	53	Storm Water	3	42
Fire/Civil Defense	3	25	Streets	12	83
Human Resources	0	5	Street Lights	9	67
Information (General)	34	203	Traffic	13	72
Legal	3	17	Utilities	5	54
Line Maintenance	10	41	WC Questions	3	10
Recycling Questions	20	339	WC Violations	0	0

Total for January	514	Total FYE YTD	2,404
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WC (Water Conservation)

\* Volume due to Citywide Garage Sale

**LICENSES**

3 New licenses were issued during the month of January. 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	0	24	Bee Keeper	0	1
Class I Beer	0	4	Solicitor/Peddler (30 day)	1	4
Class II Beer	0	10	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	1	3
Temporary Food ( 30 day)	0	9	Taxi/Motorbus/Limousine	2	12
Temp Food (180 day)	0	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	0	8
Retail Liquor Store	0	1	Sidewalk Dining	0	0

- 30 Day Door-to-Door Solicitor/Peddler License was issued to KLMN Reader Services for January 13, through February 11, 2014

**WORKERS COMPENSATION**

**Name:** John Curtis  
**Compromised Settlement Amount:** \$24,907.98  
**Department:** Street Maintenance Division  
**Injury:** right knee  
**Date Approved:** January 14, 2014

**CLAIMS FILED**

DATE FILED	NAME	JUSTIFICATION	AMOUNT
01-14-14	Stephen W. Morrow	Damages to vehicle – claimant alleges he was behind a City sanitation truck when it began backing up from emptying a dumpster at Creekside Apartments located at Hal Muldrow Drive and Melrose Lane on December 30, 2013, striking Ms. Morrow’s vehicle.	\$ 707.68
01-21-14	Wilber and Associates for USAA for policyholder Janet Sympson	Damages to their clients vehicle – client alleges that 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 and struck her vehicle. (Ms. Sympson filed a claim in the amount of \$7,813.01 on October 15, 2013)	\$ 10,051.88
01-28-14	Oklahoma Investment Group	Plumbing expenses and clean-up labor – claimant alleges Urban Construction Company, working for the City of Norman, broke their waterline while repairing sewer lines at 1005 East Books, Apt. D, on December 30, 2013, flooding the apartment.	\$ 1,715.55

**CLAIMS PAID**

<b>NAME</b>	<b>JUSTIFICATION</b>	<b>DATE PAID</b>	<b>AMOUNT PAID</b>
Equity Realty, L.L.C., on behalf of Moving Mountains, L.L.C.	Replacement of a parapet and electrical connections when City crews working on Asp Avenue on July 19, 2013, accidentally pulled down a cable that was connected to the building at 750 1/2 Asp Avenue and extended across Asp Avenue.	01-14-14	\$ 3,525.00
Norman Regional Health System	Damages to their ramp on the loading dock when a City of Norman sanitation worker returning the trash compactor to its location failed to unhook the compactor from the truck pulling the compactor into the ramp when driving away on October 21, 2013, at 901 North Porter	01-14-14	\$ 3,974.87

**LAWSUITS PAID**

<b>NAME</b>	<b>JUSTIFICATION</b>	<b>DATE PAID</b>	<b>AMOUNT PAID</b>
Wayne B. Kerr	Claimant damaged his vehicle and suffered personal injuries after hitting a pile of asphalt on Tecumseh Road on April 17, 2012.	01-21-14	\$ 1,350.00 Reduced from \$5,888.70

**BUSINESS AND COMMUNITY AFFAIRS COMMITTEE**

A Business and Community Affairs Committee meeting was held on January 3, 2014, regarding the inclusion of incentivized water conservation practices as part of the Comprehensive Water Conservation and Reuse Plan and an updated on activities to increase awareness of residential and non-residential irrigation system requirements.

**CITY COUNCIL CONFERENCE**

A City Council Conference was held on January 28, 2014, to discuss Change Order No. One to Contract No. K-1213-66 with Krapff-Reynolds Construction Company increasing the contract amount by \$59,751 for the S.E. Bishop Interceptor Project, Phase II, Sections 2A and 2B and Phase II of the Water Treatment Plant Expansion Project.

**EXECUTIVE SESSION**

An Executive Session was held on January 14, 2014, regarding adjourning into Executive Session to discuss possible and pending litigation in the case of Kerr vs. the City of Norman and possible litigation with Tietsort Revocable Trust regarding the acquisition of real property for right-of-way in connection with the Franklin Road Bridge Replacement Project

**FINANCE COMMITTEE**

A Finance Committee meeting was held on January 15, 2014, regarding the 2014 mid-year budget review, the revenue/expenditure report as of December 31, 2013, and submission of the report on open positions.

**OVERSIGHT COMMITTEE**

A City Council Oversight Committee meeting was held on January 8, 2014, regarding registration of vacant/abandoned properties.

**PUBLIC MEETING**

A public meeting was held January 6, 2014, regarding a presentation on the renewal of the Public Safety Sales Tax to be submitted for voter approval.

A public meeting was held on January 21, 2014, regarding renewal of the Public Safety Sales Tax to be submitted for voter approval.

**SPECIAL SESSION**

A Special Session was held on January 14, 2014, regarding adjourning into Executive Session to discuss possible and pending litigation in the case of Kerr vs. the City of Norman and possible litigation with Tietz Revocable Trust regarding the acquisition of real property for right-of-way in connection with the Franklin Road Bridge Replacement Project

**STUDY SESSION**

A Study Session was held on January 7, 2014, regarding tasks for the Economic Development Advisory Board and a Memorandum of Understanding between the City of Norman and the University of Oklahoma for the development of a Center City Master Plan/Visioning process.

A Study Session was held January 13, 2014, regarding renewal of the Public Safety Sales Tax to be submitted for voter approval.

A Study Session was held January 27, 2014, regarding renewal of the Public Safety Sales Tax to be submitted for voter approval.



**FACILITY MAINTENANCE 1A**

# Work Order by Facility Serviced

January, 2014

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
<b>010-2080</b>		
2080.1 LIBRARY		
1/6/2014 ELECTRICAL	Located the circulation desk circuit	120 2
1/23/2014 ELECTRICAL	Worked on lights, hot water core leak, sec. sensor circuit	150 2.5
1/24/2014 ELECTRICAL	Repaired heater and circuit	60 1
	Bill Sandison	330 5.5
1/2/2014 PLUMBING	Toilet blockage in women's bathroom	60 1
1/6/2014 PLUMBING	Blockage in drinking fountain	60 1
1/6/2014 PLUMBING	Attached the panel on partition wall in bathroom	60 1
1/14/2014 PLUMBING	Toilet blockage in children's bathroom	60 1
1/22/2014 PLUMBING	Blockage in sink drain in the women's bathroom	60 1
1/23/2014 PLUMBING	Repaired the water lines on VAV Box's	240 4
1/29/2014 MISCELLANEOUS	Adjusted the door closer on dock door	60 1
1/30/2014 MISCELLANEOUS	Met with Matt Smilth in penthouse at the Library	120 2
	Jeff Lewis	720 12
1/7/2014 HVAC	Checked the temperature in the Library	240 4
1/23/2014 PLUMBING	Helped Jeff Lewis repair a water leak	240 4
	Jerry Wilson	480 8
1/6/2014 ELECTRICAL	Helped the contract electricians on circulation desk	120 2
1/23/2014 ELECTRICAL	Worked on the panel lock, security gate, water leak	150 2.5
	Larry E. Long	270 4.5
	Facility Subtotal	1800 30
<b>AcctCode Total</b>		<b>1800 30</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
<b>010-3001</b>		
3090.3 MUNICIPAL BLDG - BUILDING C		
1/8/2014 ELECTRICAL	Worked on the lights	60 1
1/22/2014 ELECTRICAL	Worked on the lights	90 1.5
1/27/2014 ELECTRICAL	Worked on the lights	90 1.5
1/29/2014 ELECTRICAL	Worked on the lights	90 1.5
	Bill Sandison	330 5.5
1/6/2014 PLUMBING	Blockage in the sink drain in the breakroom (Parks Dept.)	60 1
1/29/2014 PLUMBING	Rebuilt the flush valve on toilet in men's bathroom	60 1
1/29/2014 PLUMBING	Repaired the outside faucet	60 1
1/31/2014 PLUMBING	Rebuilt the flush valve on urinal	60 1
1/31/2014 PLUMBING	Adjusted water flow on sink in women's bathroom	60 1
	Jeff Lewis	300 5
1/30/2014 HVAC	Checked the A/C units	240 4
1/31/2014 HVAC	Checked Unit #4	120 2
	Jerry Wilson	360 6
1/8/2014 ELECTRICAL	Worked on the lights	60 1
1/27/2014 ELECTRICAL	Fixed the lights	90 1.5
1/29/2014 ELECTRICAL	Worked on the lights	90 1.5
	Larry E. Long	240 4
	Facility Subtotal	1230 20.5
<b>AcctCode Total</b>		<b>1230 20.5</b>

<i>AcctCodes: Facility</i>		<i>Employee</i>		<i>Hours</i>
<b>010-3090</b>				
3090.1	MUNICIPAL BLDG - BUILDING A			
1/7/2014	HVAC	Checked the air handlers	240	4
1/10/2014	HVAC	Checked the belts and air handlers	240	4
1/14/2014	HVAC	Checked the belts and bearings	240	4
1/16/2014	HVAC	Serviced the Ice Machine	240	4
1/17/2014	HVAC	Checked the air handlers and drives	120	2
1/23/2014	HVAC	Checked the HVAC system	240	4
1/27/2014	HVAC	Started the air handlers	120	2
1/29/2014	HVAC	Checked air handlers	120	2
1/30/2014	HVAC	Checked the air handlers	120	2
		Jerry Wilson	1680	28
		Facility Subtotal	1680	28
3090.2	MUNICIPAL BLDG - BUILDING B			
1/2/2014	PLUMBING	Cleaned out the sewer in the basement	120	2
1/2/2014	PLUMBING	Replaced the drain under the sink in the breakroom	120	2
1/6/2014	PLUMBING	Replaced the P-traps under the sinks	60	1
1/9/2014	PLUMBING	Replaced the paper towel dispenser in men's locker room	60	1
1/10/2014	PLUMBING	Replaced faucet in men's bathroom	60	1
1/16/2014	MISCELLANEOUS	Worked on the doors	60	1
1/16/2014	PLUMBING	Toilet blockage in men's bathroom	60	1
1/28/2014	PLUMBING	Worked on the double-check valve on the boiler	120	2
1/29/2014	PLUMBING	Repaired water leak under the sink	60	1
		Jeff Lewis	720	12
1/6/2014	HVAC	Checked office for roof leak	240	4
1/13/2014	HVAC	Checked the water leak	90	1.5
1/31/2014	HVAC	Checked the VAV and STAT	120	2
		Jerry Wilson	450	7.5
		Facility Subtotal	1170	19.5
2020.4	MUNICIPAL BLDG - CITY HALL			
1/3/2014	ELECTRICAL	Worked on the lights	60	1
1/23/2014	ELECTRICAL	Worked on the lights, AV room, and Study Session room	60	1
1/27/2014	ELECTRICAL	Worked on the lights and the HVAC controls	210	3.5
1/28/2014	ELECTRICAL	Worked on the lights	30	0.5
1/29/2014	ELECTRICAL	Met with contractor for ARC Flash Study	30	0.5
		Bill Sandison	390	6.5
1/9/2014	MISCELLANEOUS	Hung shelves in the City Clerk's office	120	2
1/13/2014	PLUMBING	Replaced the basket strainer and drain under sink in Legal	60	1
		Jeff Lewis	180	3
1/2/2014	HVAC	Checked the HVAC system	240	4
1/10/2014	HVAC	Checked the HVAC system	240	4
1/14/2014	HVAC	Checked the HVAC system	120	2
1/17/2014	HVAC	Checked the HVAC system	240	4
1/22/2014	HVAC	Checked the HVAC system	240	4
1/27/2014	HVAC	Checked the HVAC system	240	4
		Jerry Wilson	1320	22
1/3/2014	ELECTRICAL	Turned off Christmas light timers	60	1

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
1/23/2014 ELECTRICAL	Worked on the lights and ceiling tiles for contractor	60	1
1/27/2014 ELECTRICAL	Fixed the lights	150	2.5
1/27/2014 ELECTRICAL	Checked the controls for the AHU	60	1
1/28/2014 ELECTRICAL	Fixed the lights in the Chambers at City Hall	30	0.5
1/29/2014 ELECTRICAL	Met with contractor for ARC Flash Study	30	0.5
	Larry E. Long	390	6.5
	Facility Subtotal	2280	38
2020.5 MUNICIPAL BLDG - COMPLEX			
1/28/2014 ELECTRICAL	Met with Larry Heikkila for Arc Study in Municipal Complex	90	1.5
	Bill Sandison	90	1.5
	Facility Subtotal	90	1.5
<b>AcctCode Total</b>		<b>5220</b>	<b>87</b>
<b>010-5021</b>			
5021.0 LINDSEY STREET YARD ADMIN			
1/2/2014 ELECTRICAL	Worked on heaters	90	1.5
1/9/2014 ELECTRICAL	Worked on the gate motor	180	3
1/21/2014 ELECTRICAL	Worked on the smoke alarm system	150	2.5
	Bill Sandison	420	7
1/24/2014 PLUMBING	Repaired water leak under the sink	60	1
	Jeff Lewis	60	1
1/2/2014 HVAC	Worked on heater at Lindsey Yard	240	4
	Jerry Wilson	240	4
1/2/2014 ELECTRICAL	Worked on the heaters	90	1.5
1/9/2014 ELECTRICAL	Worked on the gate operator motor	180	3
1/21/2014 ELECTRICAL	Replaced smoke detectors and rehung old detectors	150	2.5
	Larry E. Long	420	7
	Facility Subtotal	1140	19
<b>AcctCode Total</b>		<b>1140</b>	<b>19</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
<b>010-6015</b>			
6015.0 Police Staff Svs.			
1/3/2014 ELECTRICAL	Walked through Smalley Center	180	3
	Bill Sandison	180	3
1/6/2014 PLUMBING	Worked with Matt Smith on heaters at Smalley Center	120	2
	Jeff Lewis	120	2
1/3/2014 HVAC	Toured Smalley Center	120	2
1/14/2014 HVAC	Checked the mechanical at Smalley Center	120	2
	Jerry Wilson	240	4
1/3/2014 ELECTRICAL	Toured Smalley Center	180	3
	Larry E. Long	180	3
	Facility Subtotal	720	12
<b>AcctCode Total</b>		<b>720</b>	<b>12</b>

<b>010-6016</b>			
6016.2 POLICE RANGE			
1/23/2014 ELECTRICAL	Worked on the main breaker - tripping	60	1
1/24/2014 ELECTRICAL	Repaired a blown circuit	60	1
	Bill Sandison	120	2
1/14/2014 ELECTRICAL	Took a fish tape to Pistol Range	60	1
1/23/2014 ELECTRICAL	Worked on the breaker panel - keeps tripping	60	1
	Larry E. Long	120	2
	Facility Subtotal	240	4
<b>AcctCode Total</b>		<b>240</b>	<b>4</b>

<i>AcctCodes: Facility</i>		<i>Employee</i>		<i>Hours</i>
<b>010-6070</b>				
6070.0	ANIMAL WELFARE			
1/22/2014	ELECTRICAL	Worked on the lights	90	1.5
		Bill Sandison	90	1.5
1/7/2014	PLUMBING	Met with plumbing contractor	60	1
1/8/2014	PLUMBING	Replaced the drain under the sink	60	1
1/10/2014	PLUMBING	Met with plumbing contractor re: broken sewer	120	2
1/10/2014	PLUMBING	Worked on the broken sewer line	300	5
1/13/2014	PLUMBING	Met with plumbing contractor	60	1
1/14/2014	PLUMBING	Sewer camera for plumbing contractor	120	2
1/23/2014	PLUMBING	Replaced elements on water heater	120	2
1/27/2014	MISCELLANEOUS	Worked on the door lock in the cat room	60	1
1/30/2014	PLUMBING	Cleaned out the sewer line	150	2.5
		Jeff Lewis	1050	17.5
1/22/2014	HVAC	Worked on the heater at the old dog pound	120	2
1/29/2014	HVAC	Worked on the heater	360	6
		Jerry Wilson	480	8
1/17/2014	ELECTRICAL	Worked on the lights	60	1
1/22/2014	ELECTRICAL	Worked on the lights - changed the ballasts	180	3
		Larry E. Long	240	4
		Facility Subtotal	1860	31
			<b>AcctCode Total</b>	<b>1860</b>
				<b>31</b>
<b>010-6440</b>				
6443.1	FIRE STATION #1			
1/6/2014	ELECTRICAL	Worked on the shore power project	120	2
1/14/2014	ELECTRICAL	Worked on shore power project	90	1.5
		Bill Sandison	210	3.5
1/9/2014	PLUMBING	Toilet blockage	60	1
		Jeff Lewis	60	1
1/6/2014	ELECTRICAL	Worked on the power reels	120	2
1/7/2014	ELECTRICAL	Worked on the power reels and information for lift rental	90	1.5
1/9/2014	ELECTRICAL	Worked on the power reels	210	3.5
1/10/2014	ELECTRICAL	Worked on the power reels	360	6
1/13/2014	ELECTRICAL	Worked on power reels	240	4
		Larry E. Long	1020	17
		Facility Subtotal	1290	21.5
			<b>AcctCode Total</b>	<b>1290</b>
				<b>21.5</b>

<i>AcctCodes: Facility</i>		<i>Employee</i>		<i>Hours</i>
<b>010-6443</b>				
6443.2	FIRE STATION #2			
1/2/2014	ELECTRICAL	Worked on the shore power project	90	1.5
1/14/2014	ELECTRICAL	Worked on shore power project	90	1.5
1/16/2014	ELECTRICAL	Worked on the shore power project	60	1
		Bill Sandison	240	4
1/22/2014	PLUMBING	Blockage in sink in the bathroom	60	1
		Jeff Lewis	60	1
1/2/2014	ELECTRICAL	Worked on the power reels in truck bay and panel layout	90	1.5
1/7/2014	ELECTRICAL	Worked on the power reels and information for lift rental	90	1.5
		Larry E. Long	180	3
		Facility Subtotal	480	8
6443.3	FIRE STATION #3			
1/14/2014	ELECTRICAL	Worked on the generator	120	2
1/31/2014	ELECTRICAL	Worked on the shore line project	390	6.5
		Bill Sandison	510	8.5
1/7/2014	ELECTRICAL	Worked on the power reels and information for lift rental	60	1
1/14/2014	ELECTRICAL	Checked the generator	120	2
1/31/2014	ELECTRICAL	Worked on the shore power reels	390	6.5
		Larry E. Long	570	9.5
		Facility Subtotal	1080	18
6443.4	FIRE STATION #4			
1/7/2014	ELECTRICAL	Worked on the shore power project	330	5.5
1/8/2014	ELECTRICAL	Worked on the shore power project	240	4
		Bill Sandison	570	9.5
1/7/2014	ELECTRICAL	Worked on the power reels	90	1.5
1/8/2014	ELECTRICAL	Worked on the overhead door opener	150	2.5
1/8/2014	ELECTRICAL	Checked the panel power for shore power	90	1.5
		Larry E. Long	330	5.5
		Facility Subtotal	900	15
6443.5	FIRE STATION #5, LITTLE AXE			
1/22/2014	ELECTRICAL	Worked on the shore power project	180	3
1/23/2014	ELECTRICAL	Worked on the shore power project	60	1
1/30/2014	ELECTRICAL	Worked on the shore power reels	360	6
		Bill Sandison	600	10
1/22/2014	ELECTRICAL	Checked the panel and circuits in the truck bay	180	3
1/23/2014	ELECTRICAL	Worked on the shore power reels	60	1
1/30/2014	ELECTRICAL	Worked on the shore power reels	360	6
		Larry E. Long	600	10
		Facility Subtotal	1200	20
6443.6	FIRE STATION #6			
1/15/2014	ELECTRICAL	Worked on shore power project	120	2



<i>AcctCodes:</i>	<i>Facility</i>	<i>Employee</i>	<i>Hours</i>	
1/21/2014	ELECTRICAL	Worked on the shore power project	240	4
		Bill Sandison	360	6
1/15/2014	PLUMBING	Rebuilt the flush valve on urinal	60	1
1/15/2014	PLUMBING	Blockage in the shower	60	1
1/27/2014	PLUMBING	Blockage in the toilet	60	1
		Jeff Lewis	180	3
1/17/2014	ELECTRICAL	Helped Larry Long at the Fire Station	120	2
		Jerry Wilson	120	2
1/15/2014	ELECTRICAL	Worked on the power reels	120	2
1/17/2014	ELECTRICAL	Worked on the shore power reels	240	4
1/21/2014	ELECTRICAL	Connected power to shore reels	330	5.5
		Larry E. Long	690	11.5
		Facility Subtotal	1350	22.5
6443.7	FIRE STATION #7			
1/7/2014	PLUMBING	Worked on water leak in ceiling from the circulating line	120	2
1/8/2014	PLUMBING	Worked on the shower floor (grout and dap)	180	3
1/8/2014	PLUMBING	Patched holes in the ceiling	120	2
1/9/2014	PLUMBING	Tested shower for water leaks	60	1
		Jeff Lewis	480	8
		Facility Subtotal	480	8
6443.8	FIRE STATION #8			
1/15/2014	ELECTRICAL	Repaired the lights	120	2
		Bill Sandison	120	2
1/22/2014	PLUMBING	Located the sewer smell in the men's bathroom	60	1
1/31/2014	PLUMBING	Blockage in kitchen drain	120	2
		Jeff Lewis	180	3
1/15/2014	ELECTRICAL	Worked on the lights	120	2
		Larry E. Long	120	2
		Facility Subtotal	420	7
6443.9	FIRE STATION #9			
1/8/2014	ELECTRICAL	Met with Capt. Mulder on shore power and plugs for trucks	90	1.5
1/9/2014	ELECTRICAL	Worked on shore power project	210	3.5
1/10/2014	ELECTRICAL	Worked on shore power project	360	6
1/13/2014	ELECTRICAL	Worked on shore power project	240	4
		Bill Sandison	900	15
1/8/2014	ELECTRICAL	Met with Lenny on lift rental and ordering shore power reels	90	1.5
		Larry E. Long	90	1.5
		Facility Subtotal	990	16.5
<b>AcctCode Total</b>			<b>6900</b>	<b>115</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
<b>010-7010</b>		
7010.3 PARK - 12TH AVENUE REC TENNIS CENTER		
1/7/2014 ELECTRICAL	Worked on the lights	150 2.5
	Bill Sandison	150 2.5
1/6/2014 PLUMBING	Worked on the frozen water lines	120 2
	Jeff Lewis	120 2
1/23/2014 ELECTRICAL	Bought fuses and installed them - disconnect on heater	60 1
	Larry E. Long	60 1
	Facility Subtotal	330 5.5
7010.1 PARK - ANDREWS PARK		
1/2/2014 ELECTRICAL	Added service to the pavilion	90 1.5
	Bill Sandison	90 1.5
1/2/2014 ELECTRICAL	Looked at a new service for a new pavillion in Andrews Park	90 1.5
	Larry E. Long	90 1.5
	Facility Subtotal	180 3
7010.2 PARK - GRIFFIN PARK		
1/2/2014 PLUMBING	Met with Line Maintenance re: broken water service	120 2
	Jeff Lewis	120 2
1/17/2014 ELECTRICAL	Checked underground line to light pole for sprinkler lines	90 1.5
	Larry E. Long	90 1.5
	Facility Subtotal	210 3.5
7010.7 PARK - LITTLE AXE PARK		
1/14/2014 PLUMBING	Repaired the frozen faucet outside	150 2.5
1/22/2014 MISCELLANEOUS	Worked on door closer	120 2
1/27/2014 PLUMBING	Rebuilt the flush valve	120 2
	Jeff Lewis	390 6.5
	Facility Subtotal	390 6.5
7010.9 PARK - REAVES - COMM BLDG		
1/21/2014 ELECTRICAL	Worked on the power outage	90 1.5
1/22/2014 ELECTRICAL	Worked on the power outage	60 1
	Bill Sandison	150 2.5
1/22/2014 ELECTRICAL	Checked the meter and cut-out feeding the transformer	60 1
	Larry E. Long	60 1
	Facility Subtotal	210 3.5
7070.7 WESTWOOD TENNIS COURT		
1/29/2014 ELECTRICAL	Worked on the lights	60 1
	Bill Sandison	60 1
1/29/2014 ELECTRICAL	Checked light poles, and capacitors on court 6	60 1

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
	Larry E. Long	60	1
	Facility Subtotal	120	2
<b>AcctCode Total</b>		<b>1440</b>	<b>24</b>

**010-7070**

7070.0 PARKS AND REC ADMIN

1/2/2014 ELECTRICAL	Repaired the compressor	90	1.5
1/3/2014 ELECTRICAL	Repaired the compressor	240	4
1/24/2014 ELECTRICAL	HVAC install	60	1
1/27/2014 ELECTRICAL	Worked on the heater, circuits and installed thermostat	120	2
	Bill Sandison	510	8.5
1/15/2014 PLUMBING	Toilet blockage in men's bathroom	60	1
1/15/2014 PLUMBING	Replaced the drinking fountain in Colonial Common Park	240	4
	Jeff Lewis	300	5
1/6/2014 HVAC	Checked the A/C and heater	240	4
1/8/2014 HVAC	Picked up parts for the A/C replacement	240	4
1/9/2014 HVAC	Got Bid for Park Maintenance A/C installation	240	4
1/31/2014 HVAC	Checked the A/C	240	4
	Jerry Wilson	960	16
1/2/2014 ELECTRICAL	Checked the panel capacity	90	1.5
1/3/2014 ELECTRICAL	Checked the air compressor that stopped running	60	1
1/3/2014 ELECTRICAL	Replaced the disconnect and breaker on air compressor	180	3
1/15/2014 PLUMBING	Helped Jeff mount drinking fountain in Commons Park	120	2
1/27/2014 ELECTRICAL	Fixed the heater in the shop	120	2
	Larry E. Long	570	9.5
	Facility Subtotal	2340	39

<b>AcctCode Total</b>		<b>2340</b>	<b>39</b>
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**010-7081**

7081.0 FIREHOUSE ART CENTER

1/16/2014 PLUMBING	Replaced the upper and lower elements on water heater	120	2
1/31/2014 PLUMBING	Cleaned out the grease trap under the sink	60	1
	Jeff Lewis	180	3
1/9/2014 HVAC	Checked the heaters	240	4
	Jerry Wilson	240	4
1/16/2014 ELECTRICAL	Worked on the water heater	120	2
	Larry E. Long	120	2
	Facility Subtotal	540	9

<b>AcctCode Total</b>		<b>540</b>	<b>9</b>
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<i>AcctCodes:</i>	<i>Facility</i>	<i>Employee</i>	<i>Hours</i>	
<b>010-7082</b>				
9000.2	HISTORICAL HOUSE			
1/22/2014	PLUMBING	Rebuilt the flush valve on toilet	60	1
		Jeff Lewis	60	1
1/27/2014	HVAC	Worked on the air return grill	120	2
1/28/2014	HVAC	Replaced the A/C return filter grill	120	2
		Jerry Wilson	240	4
		Facility Subtotal	300	5
<b>AcctCode Total</b>			<b>300</b>	<b>5</b>
<b>010-7083</b>				
7083.0	SOONER THEATRE			
1/28/2014	MISCELLANEOUS	Worked on the double doors	60	1
		Jeff Lewis	60	1
1/30/2014	HVAC	Changed the air filters	120	2
		Jerry Wilson	120	2
		Facility Subtotal	180	3
<b>AcctCode Total</b>			<b>180</b>	<b>3</b>
<b>020-7010</b>				
7010.12	SANTA FE DEPOT			
1/7/2014	PLUMBING	Repaired the kitchen faucet at the Train Depot	60	1
1/7/2014	PLUMBING	Blockage in the sewer at the Train Depot	180	3
1/16/2014	PLUMBING	Replaced the toilet seat	60	1
1/29/2014	PLUMBING	Worked on the sewer	60	1
1/30/2014	PLUMBING	Met with Rick from Line Maintenance to locate sewer line	90	1.5
		Jeff Lewis	450	7.5
		Facility Subtotal	450	7.5
<b>AcctCode Total</b>			<b>450</b>	<b>7.5</b>

<i>AcctCodes:</i>	<i>Facility</i>	<i>Employee</i>	<i>Hours</i>	
<b>020-7021</b>				
7021.2 PARK - REAVES PARK				
1/28/2014	HVAC	Checked the A/C replacement	120	2
		Jerry Wilson	120	2
		Facility Subtotal	120	2
7021.3 REC CTR - 12TH AVE				
1/6/2014	ELECTRICAL	Repaired the water heater (froze)	90	1.5
1/6/2014	ELECTRICAL	Worked on the lights	90	1.5
1/8/2014	ELECTRICAL	Worked on the lights	90	1.5
1/23/2014	ELECTRICAL	Worked on lights and repaired the heater circuit	90	1.5
1/27/2014	ELECTRICAL	Repaired the heater	60	1
1/28/2014	ELECTRICAL	Worked on the lights	120	2
		Bill Sandison	540	9
1/2/2014	PLUMBING	Rebuilt flush valve on urinal	60	1
1/7/2014	PLUMBING	Covered the hole in the mechanical room	60	1
1/8/2014	PLUMBING	Replaced the flush lever on toilet	60	1
1/30/2014	PLUMBING	Re-lit the water heaters	60	1
1/30/2014	PLUMBING	Replaced the cartridges in drinking fountain	60	1
		Jeff Lewis	300	5
1/16/2014	HVAC	Checked the heater	120	2
		Jerry Wilson	120	2
1/6/2014	ELECTRICAL	Worked on the frozen water heater	90	1.5
1/6/2014	ELECTRICAL	Worked on the lights in the gym	90	1.5
1/7/2014	ELECTRICAL	Worked on the gym lights	150	2.5
1/8/2014	ELECTRICAL	Worked on the power outage	90	1.5
1/23/2014	ELECTRICAL	Checked the heater	30	0.5
1/27/2014	ELECTRICAL	Checked the heater in storage room	60	1
1/28/2014	ELECTRICAL	Checked the capacities and gym lights	150	2.5
		Larry E. Long	660	11
		Facility Subtotal	1620	27
7021.0 REC CTR - IRVING				
1/22/2014	ELECTRICAL	Installed winches	60	1
		Bill Sandison	60	1
1/29/2014	PLUMBING	Worked on the gym doors and drinking fountain	120	2
1/31/2014	MISCELLANEOUS	Repaired 3 doors	120	2
		Jeff Lewis	240	4
1/22/2014	ELECTRICAL	Looked over the piping and winch installation .	60	1
		Larry E. Long	60	1
		Facility Subtotal	360	6
7021.4 REC CTR - WHITTIER				
1/28/2014	PLUMBING	Blockage in the urinal	60	1
1/29/2014	PLUMBING	Blockage in the stool in the women's bathroom	60	1
		Jeff Lewis	120	2

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
	Facility Subtotal	120	2
<b>AcctCode Total</b>		<b>2220</b>	<b>37</b>
<b>020-7023</b>			
7023.0 SENIOR CITIZENS CTR			
1/14/2014 ELECTRICAL	Worked on the lights	60	1
1/23/2014 ELECTRICAL	Worked on the lights and the elevator	60	1
	Bill Sandison	120	2
1/23/2014 PLUMBING	Blockage in the sewer in dining room	120	2
	Jeff Lewis	120	2
1/23/2014 ELECTRICAL	Worked on lights and looked at the elevator	60	1
	Larry E. Long	60	1
	Facility Subtotal	300	5
<b>AcctCode Total</b>		<b>300</b>	<b>5</b>
<b>030-7032</b>			
7032.0 WESTWOOD GOLF COURSE			
1/10/2014 ELECTRICAL	Worked on the heaters in bath house	120	2
1/13/2014 ELECTRICAL	Worked on the heaters	240	4
1/16/2014 ELECTRICAL	Went to Westwood Café Demo for new hoodwork	300	5
	Bill Sandison	660	11
1/8/2014 PLUMBING	Repaired the leak in the drain in the kitchen area	60	1
1/16/2014 PLUMBING	Worked on the sink drain in the kitchen	60	1
	Jeff Lewis	120	2
1/8/2014 HVAC	Checked the heater	240	4
1/13/2014 HVAC	Replaced the heater	240	4
	Jerry Wilson	480	8
1/10/2014 ELECTRICAL	Replaced the heater in the bathroom	120	2
1/13/2014 ELECTRICAL	Replaced ceiling heater	240	4
1/16/2014 ELECTRICAL	Removed the lights in the café	120	2
	Larry E. Long	480	8
	Facility Subtotal	1740	29
<b>AcctCode Total</b>		<b>1740</b>	<b>29</b>
<b>030-7033</b>			
7033.0 WESTWOOD POOL			
1/27/2014 PLUMBING	Met with Jeff Hill regarding Westwood Pool	120	2
	Jeff Lewis	120	2
	Facility Subtotal	120	2
<b>AcctCode Total</b>		<b>120</b>	<b>2</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
<b>031-5531</b>		
5531.1 WATER TREATMENT PLANT		
1/9/2014 PLUMBING	Worked on leak in D&I water lines at Water Treatment	120 2
1/15/2014 PLUMBING	Replaced the ball valve on the ice machine	60 1
	Jeff Lewis	180 3
	Facility Subtotal	180 3
<b>AcctCode Total</b>		<b>180 3</b>
<b>031-5551</b>		
5551.0 LINE MAINTENANCE FACILITY		
1/28/2014 ELECTRICAL	Worked on the lights	60 1
1/29/2014 ELECTRICAL	Worked on the lights	240 4
1/31/2014 ELECTRICAL	Worked on the lights and plugs	90 1.5
	Bill Sandison	390 6.5
1/28/2014 ELECTRICAL	Moved the lift to start working on the lights	60 1
1/29/2014 ELECTRICAL	Trouble shot breaker tripping	60 1
1/29/2014 ELECTRICAL	Worked on lights	180 3
1/31/2014 ELECTRICAL	Installed new GFI and reinstalled switch and cover	90 1.5
	Larry E. Long	390 6.5
	Facility Subtotal	780 13
<b>AcctCode Total</b>		<b>780 13</b>
<b>032-5546</b>		
5546.3 WASTEWATER MAINTENANCE SHOP		
1/16/2014 HVAC	Checked the A/C in the blower room	120 2
	Jerry Wilson	120 2
1/28/2014 ELECTRICAL	Worked on the pump starter - tripping on overloads	90 1.5
	Larry E. Long	90 1.5
	Facility Subtotal	210 3.5
<b>AcctCode Total</b>		<b>210 3.5</b>

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
<b>033-5560</b>		
5560.0 SANITATION DIV BLDG		
1/15/2014 ELECTRICAL	Dumpster maintenance PSI washers retrofit	120 2
1/16/2014 ELECTRICAL	Repaired the pressure washer at eh dumpster barn	60 1
1/28/2014 ELECTRICAL	Repaired the circuits and worked on the welder	90 1.5
1/30/2014 ELECTRICAL	Worked on the compactor at Hyland Dairy	120 2
	Bill Sandison	390 6.5
1/22/2014 PLUMBING	Repaired the frozen water pipe	120 2
	Jeff Lewis	120 2
1/24/2014 HVAC	Delivered and changed air filters	120 2
	Jerry Wilson	120 2
1/15/2014 ELECTRICAL	Changed out the receptacle to fit the new power washer	120 2
1/16/2014 ELECTRICAL	Worked on the power washer	120 2
1/17/2014 ELECTRICAL	Checked the power washer (sent it back to dealer)	60 1
1/28/2014 ELECTRICAL	Checked outlet, power cord, on/off switch to welder	90 1.5
1/30/2014 ELECTRICAL	Worked on the compactor at Hyland Dairy	120 2
	Larry E. Long	510 8.5
	Facility Subtotal	1140 19
<b>AcctCode Total</b>		<b>1140 19</b>

**033-5565**

5565.0 COMPOST FACILITY

1/16/2014 PLUMBING	Rebuilt diaphragm on sprinkler system	60 1
1/16/2014 PLUMBING	Replaced the drain valve on sprinkler system	60 1
	Jeff Lewis	120 2
	Facility Subtotal	120 2
<b>AcctCode Total</b>		<b>120 2</b>



<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>		
<b>040-5070</b>				
5070.0 FLEET MAINTENANCE				
1/24/2014 ELECTRICAL	Gas line renovation	120	2	
	Bill Sandison	120	2	
1/9/2014 PLUMBING	Toilet blockage in men's bathroom	60	1	
1/14/2014 PLUMBING	Replaced toilet bowl and wax ring in women's bathroom	90	1.5	
1/14/2014 PLUMBING	Sewer smell in the women's bathroom	60	1	
1/24/2014 PLUMBING	Repaired the gas regulator and gas pipe	420	7	
1/27/2014 PLUMBING	Adjusted the gas regulator on the building	60	1	
1/28/2014 PLUMBING	Bled off the gas lines on heaters and water heaters	240	4	
	Jeff Lewis	930	15.5	
1/24/2014 HVAC	Helped change the gas regulator	360	6	
1/28/2014 HVAC	Bled the gas lines	240	4	
	Jerry Wilson	600	10	
1/14/2014 ELECTRICAL	Cleaned out van	60	1	
	Larry E. Long	60	1	
	Facility Subtotal	1710	28.5	
		<b>AcctCode Total</b>	<b>1710</b>	<b>28.5</b>
<b>041-2030</b>				
2020.6 FACILITY MAINTENANCE				
1/2/2014 MISCELLANEOUS	Truck had mechanical issues	120	2	
1/6/2014 ELECTRICAL	Repaired the shop heater	60	1	
1/9/2014 ELECTRICAL	Got tool quotes	90	1.5	
1/14/2014 ELECTRICAL	Worked on paperwork, stocked truck and in the shop	120	2	
1/16/2014 ELECTRICAL	Stocked and cleaned the truck and workshop	60	1	
1/28/2014 ELECTRICAL	Repaired the shop heater	60	1	
1/29/2014 ELECTRICAL	Attended meeting at Facility Maintenance	60	1	
	Bill Sandison	570	9.5	
1/27/2014 MISCELLANEOUS	Repaired the broken cabinet door	60	1	
1/31/2014 MISCELLANEOUS	Replaced cabinet doors	60	1	
	Jeff Lewis	120	2	
1/2/2014 ELECTRICAL	Van broke down - transfer tools	120	2	
1/6/2014 ELECTRICAL	Reassembled the exhaust pipe	60	1	
1/9/2014 ELECTRICAL	Worked on getting tool quotes	90	1.5	
1/14/2014 ELECTRICAL	Cleaned out van and took Bill's van to Fleet	240	4	
1/17/2014 MISCELLANEOUS	Took Jerry to shop after dropping off his truck for service	30	0.5	
1/28/2014 ELECTRICAL	Put the radiant heater tube back together	60	1	
1/29/2014 ELECTRICAL	Attended meeting on calls, e-mails and work orders	60	1	
	Larry E. Long	660	11	
	Facility Subtotal	1350	22.5	
		<b>AcctCode Total</b>	<b>1350</b>	<b>22.5</b>
<b>Grand Total</b>			<b>592</b>	

**CITY MANAGER 2**

**CIP FINANCIAL STATUS 2A**

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

1/27/2014

Project No.**	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
<b>UTILITIES</b>				
WW0262	Tecumseh Interceptor	\$0	\$130,000	Sewer Sales Tax 323
WW0303	Lift Station D Improvements	\$0	\$400,000.00	New Development Excise Tax 322
WA0191	Highway 9 Waterline Relocations	\$0	\$100,000.00	Water Fund031
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
WW0064	Sewer Maintenance Project	\$185,000	\$0	Sewer Maintenance Fund 321
<b>PUBLIC WORKS</b>				
TR0238	Robinson/NE 12th Intersection Improvements*	\$ 60,000.00	\$0	Capital 50
TR0203/BP0203	Robinson RR Grade Separation*	\$ 1,100,000.00	\$0	Capital 50
TR0049	Indian Hills Road Overpass Reconstruction	\$ 100,000.00	\$0	Capital 50
<b>PLANNING</b>	Investigations Center (Evidence storage/management, technology, lab equipment)	\$ 500,000.00	\$0	PSST 015

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  
January 2014**

Number of press releases	18
Contacts with the media	4
<i>Norman News</i> membership	997
Website visits	66,719
Facebook followers	1,865
Twitter followers	840

**DEVELOPMENT COORDINATOR      2C**

**City of Norman  
Development Coordinator  
Monthly Report – January 2014**

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

**General Inquiries, Contacts and Meetings**

- Planning Commission
- Business and Community Affairs
- Development Review Team
- City Council Meeting
- City Council Study Session
- Plat Review Team
- City Council Oversight Committee
- Pre-Development Meetings
- Chamber Membership Meeting
- TIF Workshop

**Building Permit and Plat Application Meetings**

- Met with staff and project representatives to discuss permitting and site requirements for construction of a new Downtown restaurant.
- Assisted homeowners in permit requirements and regulations for a building permit.
- Met with staff and design professionals regarding building renovation plans for an office building.
- Met with staff and project representatives to discuss construction process and development plan for multi-family project.
- Met with staff and project representatives to discuss requirements for rezoning for a duplex project.
- Met with staff and engineering firm regarding development for new retail development.
- Met with staff and project representatives to discuss building requirements for renovation for a new Downtown business.
- Met with staff and project representatives to building renovation for a Church relocation.

**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 finalized by staff and the project should begin in March 2014..
- ***Customer Service Survey for Development Services Division*** – Staff began distribution of the survey in November. To date, 73 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. Another round of surveys will be sent in early February 2014.



- ***Building Permit Outreach Program*** – work continues on this project, and contacts continue being made with building permit applicants that fall into the criteria outlined in the plan concept. Periodic follow-up checks (generally every two weeks) continue taking place. The reaction to the program continues to be positive.
- ***ICC and NFPA Code Clarification Project*** – continued working with building and fire inspection staff to develop interpretations of building code/fire code compliance items that could be posted online. This project is designed to assist in making code clarifications and other information provided to contractors and developers more clear.. Work continues to research processes and obtain examples from other cities. During this month research 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 third draft of the handbook has been written and revised by staff. Revisions from most of the staff have been received and design concepts have been 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 – January 2014

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

#### Treasury Division:

In the month of January, the Treasury Division processed 28,571 total payments. The traffic counter at the Drive-up Facility counted 5,112 customers. The Treasury Division processed 1,203 credit card utility payments, a slight decrease of -0.4% from last month, and the IVR (Interactive Voice Response) system processed 1,467 credit card utility payments, a decrease of -3.3% from last month. Utility customers also have the option of paying on the City of Norman website. There were 3,046 credit card payments made on the internet in January, a slight increase of 0.3% from last month. The Municipal Court processed 682 credit card payments for court fines, an increase of 39.5% 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 \$18,645 in convenience fees in the month of January with a fiscal year-to-date total of \$108,531.

#### Utility Services Division:

The Meter Reading Division read 40,917 meters. Out of 75 meter reading routes, 7 (9%) were read within the targeted 30-day reading cycle. All routes were read by the 39<sup>th</sup> day. No routes were estimated in January.

#### 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 1,012,295 attempted incoming and outgoing messages for the month of January. 845,545 were considered Spam or hazardous e-mails and were quarantined or filtered. This means 83.5% of the e-mail was quarantined or filtered while 166,750 or 16.5% were valid e-mails and were delivered without problems.

The City of Norman's website had 66,719 visits during the month of January. I.T. staff is currently working on several projects.

Budget Division:

The FYE 2015 Budget process is underway. All departments will turn in budget requests for FYE 2015 to the Budget Division on February 3<sup>rd</sup>.

General Fund Revenues & Expenditures:

When comparing major General Fund revenue sources versus budgeted levels, revenues are above target for the month of January at 4.1%. Revenues from the City's largest single source of revenue, sales tax, are also above target at 3.8% for the year to date and are above last fiscal year by 3.3%. 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*	\$21,649,950	\$22,464,938	\$21,751,677	\$20,960,134
General Fund Revenue*	\$40,360,698	\$40,299,945	\$38,585,341	\$38,227,122
General Fund Expenses*	\$43,393,181	\$41,702,622	\$43,042,796	\$36,837,821

\* Excludes Public Safety Sales Tax

## Administration Division

	FYE 14		FYE 13	
	JANUARY	YTD	JANUARY	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	480.00	2,560.00	320.00	2,400.00
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
<b>TOTAL HOURS AVAILABLE</b>	<b>480.00</b>	<b>2,581.13</b>	<b>320.00</b>	<b>2,423.88</b>
Benefit Hours Taken	87.25	287.75	76.50	358.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>392.75</b>	<b>2,293.38</b>	<b>243.50</b>	<b>2,065.88</b>
 <b>PERMANENT PART-TIME</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**ACCOUNTING 3A**

## Accounting Division

	FYE 14		FYE 13	
	JANUARY	YTD	JANUARY	YTD
Total Regular Hours Available	1,440.00	7,480.00	1,120.00	8,400.00
Total Comp Time Available	1.00	49.25	3.00	58.50
Total Overtime Hours	0.00	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
<b>TOTAL HOURS AVAILABLE</b>	<b>1,441.00</b>	<b>7,548.25</b>	<b>1,123.00</b>	<b>8,459.00</b>
Benefit Hours Taken	318.00	1,107.50	337.75	1,452.25
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>1,123.00</b>	<b>6,440.75</b>	<b>785.25</b>	<b>7,006.75</b>
 <b>PERMANENT PART-TIME</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	43.50	68.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>43.50</b>	<b>68.00</b>	<b>0.00</b>	<b>0.00</b>

**CITY REVENUE REPORTS 3B**



## City Revenue Report

	FYE 14 JANUARY	FYE 13 JANUARY	
Total Revenue Received (\$)	\$18,712,351	\$17,863,430	\$848,921
Utility Payments - Office (#)	2,506	3,726	(\$1,220)
Utility Payments - Office (\$)	\$460,846	\$414,441	\$46,405
Lockbox (#)	19,370	20,843	(1,473)
Lockbox (\$)	\$1,571,433	\$1,587,358	(\$15,925)
IVR Credit Card (#)	1,467	1,278	\$189
IVR Credit Card (\$)	\$129,748	\$114,079	\$15,669
Click to Gov (#)	3,046	2,421	625
Click to Gov (\$)	\$240,667	\$157,114	\$83,553
UT Credit Card Payments (#)	1,203	1,011	192
UT Credit Card Payments (\$)	\$114,750	\$85,051	\$29,699
Art Donations (#)	106	74	32
Art Donations (\$)	\$138	\$98	\$40
Bank Draft Payments (#)	6,712	5,859	853
Bank Draft Payments (\$)	\$519,229	\$412,344	\$106,885
Utility Deposits (#)	32	33	(1)
Utility Deposits (\$)	\$960	\$990	(\$30)
Fix Payments (#)	1	1	0
Fix Payments (\$)	\$273	\$239	\$34
Processed Return Checks (#)	67	18	49
Processed Return Checks (\$)	(\$6,280)	(\$1,865)	(\$4,415)
Other Revenue Transactions (#)	320	298	22
Other Revenue Received (\$)	\$14,846,145	\$13,939,417	\$906,728
Accounts Receivable Payments (\$)	\$329,476	\$659,976	(\$330,500)
Accounts Receivable - Credit Card #	15	0	15
Accounts Receivable - Credit Card \$	\$2,639	\$0	\$2,639
Municipal Court - Fines/Bonds (\$)	\$140,532	\$165,855	(\$25,323)
Municipal Court - Credit Card (#)	682	587	95
Municipal Court - Credit Card (\$)	\$110,546	\$86,349	\$24,197
Municipal Court - C2G (#)	268	21	247
Municipal Court - C2G (\$)	\$22,513	\$1,954	\$20,559
Building Permits Cash Report (\$)	166,014	\$161,654	\$4,360
Building Permits Credit Card (#)	133	235	(102)
Building Permits Credit Card (\$)	\$38,814	\$59,453	(\$20,639)
Building Permits C2G (#)	53	21	32
Building Permits C2G (\$)	\$2,682	\$1,032	\$1,650
Occupational License - Bldg Insp. (\$)	\$1,300	\$950	\$350
Occupational License - Bldg Insp. CC (#)	7	11	(4)
Occupational License - Bldg Insp. CC (\$)	\$550	\$660	(\$110)
Business License - City Clerk (\$)	\$730	\$1,033	(\$303)
Convenience Fees - All Payments (#)	6,205	5,079	1,126
Convenience Fees - All Payments (\$)	18,645	15,249	\$3,396
Bank Drafts Billed (#)	6,717	6,453	264
Bank Drafts Billed (\$)	\$527,584	\$428,394	\$99,190
Interdepartmental Billing (#)	150	139	11
Interdepartmental Billing (\$)	\$18,953	\$10,440	\$8,513
Accounts Receivable Billed (\$)	187,245	179,692	\$7,553

## Budget Services Division

	FYE 14		FYE 13	
	JANUARY	YTD	JANUARY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	240.00	1,280.00	160.00	1,200.00
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
<b>TOTAL HOURS AVAILABLE</b>	<b>240.00</b>	<b>1,280.00</b>	<b>160.00</b>	<b>1,200.00</b>
Benefit Hours Taken	64.00	208.00	32.00	208.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>176.00</b>	<b>1,072.00</b>	<b>128.00</b>	<b>992.00</b>
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Treasury Division

	FYE 14		FYE 13	
	JANUARY	YTD	JANUARY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,200.00	6,400.00	800.00	6,000.00
Total Comp Time Available	35.50	196.25	15.75	200.25
Total Overtime Hours	26.50	114.25	22.50	190.75
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	1,262.00	6,710.50	838.25	6,391.00
Benefit Hours Taken	365.25	1,262.75	262.50	1,434.25
TOTAL ACCOUNTABLE STAFF HOURS	896.75	5,447.75	575.75	4,956.75
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

**DATA PROCESSING 3C**

## Data Processing Division

	FYE 14		FYE 13	
	JANUARY	YTD	JANUARY	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	1,680.00	9,048.00	1,280.00	10,080.00
Total Comp Time Available	1.25	71.25	4.00	9.25
Total Overtime Hours	40.50	127.50	20.00	159.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>1,721.75</b>	<b>9,246.75</b>	<b>1,304.00</b>	<b>10,248.75</b>
Benefit Hours Taken	411.75	1,252.00	359.25	1,843.25
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>1,310.00</b>	<b>7,994.75</b>	<b>944.75</b>	<b>8,405.50</b>
<b>PERMANENT PART-TIME</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TEMPORARY</b>				
Total Regular Hours Available	9.00	9.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**UTILITY**

**3D**

## Utility Division

	FYE 14		FYE 13	
	JANUARY	YTD	JANUARY	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	2,880.00	14,376.00	1,768.00	14,248.00
Total Comp Time Available	5.50	30.00	17.50	83.25
Total Overtime Hours	196.25	931.75	8.75	283.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>3,081.75</b>	<b>15,337.75</b>	<b>1,794.25</b>	<b>14,615.00</b>
Benefit Hours Taken	799.75	1,986.25	445.75	2,950.50
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>2,282.00</b>	<b>13,351.50</b>	<b>1,348.50</b>	<b>11,664.50</b>
 <b>PERMANENT PART-TIME</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Office Services

	FYE 14		FYE 13	
	JANUARY	YTD	JANUARY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	2,480.00	320.00	1,496.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	9.00	51.50	7.00	98.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>489.00</b>	<b>2,531.50</b>	<b>327.00</b>	<b>1,594.50</b>
Benefit Hours Taken	103.00	310.50	48.00	80.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>386.00</b>	<b>2,221.00</b>	<b>279.00</b>	<b>1,514.50</b>
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



## Drive-up Window and Mail Payments

	FYE 14 JANUARY	FYE 13 JANUARY
Mail Payments - Lockbox	19,370	20,843
Mail Payments - Office	366	325
<b>Mail Payments - Subtotal</b>	<b>19,736</b>	<b>21,168</b>
Night Deposit	613	412
Click-to-Gov Payments	3,046	2,421
IVR Payments	1,467	1,278
<b>Without assistance payments - Subtotal</b>	<b>5,126</b>	<b>4,111</b>
Drive-up window & inside counter	2,506	2,989
Credit Card machine payments (swipe)	708	631
Credit Card machine payments (phone)	495	380
<b>With assistance payments - Subtotal</b>	<b>3,709</b>	<b>4,000</b>
<b>Total Payments Processed - Subtotal</b>	<b>28,571</b>	<b>29,279</b>
Bank Draft (ACH) Payments	6,712	5,859
<b>Total Payments (Utility)</b>	<b>35,283</b>	<b>35,138</b>
Total Convenience Fees - all Payments	6,205	5,079
<b>Grand Total Payments</b>	<b>\$ 41,488</b>	<b>\$ 40,217</b>

## Traffic Counter at Drive-up Facility

Night Drop *	748	685
8-5 Drive-up Window Customers *	4,364	4,412
<b>Total Traffic Counter</b>	<b>5,112</b>	<b>5,097</b>

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

## Meter Reading Division

	FYE 14		FYE 13	
	JANUARY	YTD	JANUARY	YTD
Number of Meters Read	40,917	257,747	40,171	251,084
New Service	1,084	9,397	1,067	9,179
Request for Termination	976	8,737	938	8,566
Delinquent On(s)	89	724	34	449
Delinquent Offs	174	1,430	65	705
Collect Deposit Tags Hung	64	443	34	570
Collect Deposit Cut Offs	35	301	46	595
Blue Tags	17	53	10	64
Number of Meters Re-read	1,395	8,060	1,121	7,691
Meters Cleaned	88	302	86	533
Customer Assists	101	358	92	467
Meters Pulled	1	6	0	4
Meters Re-set	0	5	0	1
TOTAL	44,941	287,563	43,664	279,908

**Utility Division Activity Report**

	<b>FYE 14</b>		<b>FYE 13</b>	
	<b>JANUARY</b>	<b>YTD</b>	<b>JANUARY</b>	<b>YTD</b>
STATUS REPORT				
Regular Utility Accounts Billed	40,118	278,343	39,624	274,610
New Ons	607	5,299	602	6,095
Final Accounts Billed	526	5,053	574	5,107
TOTAL METERS READ	41,251	288,695	40,800	285,812

## **FIRE DEPARTMENT 4**

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

**FIRE SUPPRESSION DIVISION ACTIVITIES**

**Incident Response Type Summary**

<b>Type</b>	<b>Count</b>	<b>% of Incidents</b>	
Fire	68	6.59%	
Overpressure Rupture, Explosion, Overheat - no fire	1	.10%	
Rescue & Emergency Medical Service Incidents	684	66.28%	
Hazardous Conditions (No Fire)	23	2.23%	
Service Call	76	7.36%	
Good Intent Call	117	11.34%	
False Alarm & False Call	63	6.10%	
Severe Weather & Natural Disaster	0	0%	
Special Incident Type	0	0%	
Incomplete Reports & Reports That Have Not Imported	0	0%	
<b>Total Incident Count</b>	<b>1032</b>		
<b>Total Fire Loss</b>			<b>\$989,525</b>

**Average Response Times**

	<b>Number of Calls</b>	<b>Average Time</b>
Station #1	175	4:11
Station #2	165	4:34
Station #3	172	5:35
Station #4	116	5:11
Station #5	52	9:24
Station #6	55	7:02
Station #7	112	5:15
Station #8	69	3:52
Station #9	116	5:20

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

**FIRE PREVENTION DIVISION ACTIVITIES**

Inspections	176/ 166.25 staff hours
Re-Inspections	51/ 32.75 staff hours
Residential Inspections	0
Smoke Detector Batteries	11/ 7.25 staff hours
Plan/Platt Review	35/ 39 staff hours
Company Inspections	0
Re-Inspections	0
<b>Total Inspections</b>	<b>227/ 199 staff hours</b>
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)	
Code Violation Complaints	139/ 66.25 staff hours
Training (hours)	5/ 28 staff hours
Fire Education Classes	4/ 4.5 staff hours
Investigations	17
Investigative Activities	.11/39 staff hours
Miscellaneous/Special	

## EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: January 2014
<b>Mitigation:</b>	
Siren Operation	Testing at 100%
<b>Preparedness:</b>	
Amateur Radio testing	Jan 2, 2014
Volunteer Meeting	Jan 9, 2014
Amateur Radio Meeting	Jan 11, 2014
Longfellow Middle School Assessment	Jan 8, 2014
Central Emergency Management Meeting	Jan 16, 2014
Norman North Assessment	Jan 27, 2014
Norman Main Assessment	Jan 28, 2014
Review Pelican Light System	Jan 29, 2014
Medical reserve CORPS Conference Call	Jan 30, 2014
<b>Response:</b>	
<b>Recovery:</b>	
Long Term Recovery Committee	Meets each Thursday at Red Cross

**HUMAN RESOURCES**

**5**



**HUMAN RESOURCES**  
**Monthly Report**  
**January 2014**

**ADMINISTRATION/LABOR RELATIONS**

***A. Administrative***

- Held one (1) return-to-work meeting – Water Reclamation
- Held one (1) termination hearing – Municipal Court
- Attended Oklahoma Public Employers Labor Relations Association (OKPELRA) meeting
- Attended City Employee Retirement Board meeting
- Oversaw the planning and preparation for the Employee Recognition Ceremony
- Met with TPA and Wellness Program representatives

***B. Grievances (active)***

- AFSCME Grievance FYE14- 02 – Rollins (Traffic) – demotion  
*AFSCME has requested arbitration*

***C. Collective Bargaining***

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

**BENEFITS**

- Processed transactions for Life, Health/Dental and Supplemental Insurance Plans
- Weekly conference calls with Gallagher Benefit Svcs and UMR reps
- New Employee Orientation for Stormwater Engineer; Fleet Welder; Admin Tech – Public Works Admin; Communications Officer.
- Preliminary meeting with new Wellness Program vendor
- Transition meetings with Meritain Health and EnvisionRx
- Responded to 387 benefit inquiries

**COMPENSATION**

The following personnel actions were processed:

Five (5) employees hired:

- 2 –Public Works/Engineering – Administrative Tech IV and Stormwater Engineer
- 1 –Police/Emergency Services – Communications Officer
- 1 – Public Works/Fleet – Fleet Welder
- 1 – Parks and Recreation part time employee - Tennis Shop Attendant

Thirteen (13) employees terminated employment from the City of Norman:

- 1 – City Manager – Administrative Assistant
- 1 – Municipal Court – Deputy Court Clerk I
- 2 – Public Works/Engineering – Engineering Tech II and Construction Inspector
- 3 – Police - (2) Police Officers and Administrative Technician II
- 2 – Fire – (1) Firefighter and (1) Fire Captain
- 1 – Public Works/Fleet – Auto Parts Specialist
- 3 – Parks and Recreation part-time employees – (1) Tennis Shop Attendant, (1) Baseball Supervisor and (1) Asst Golf Pro I

**COMPENSATION/BENEFIT SURVEYS**

Requested compensation/benefit survey information from 23 local/comparable cities for Police and Fire.

Conducted a survey request from Muskogee, OK

**RECRUITMENT**

**Accepted applications for the following positions:**

- Call Taker (PPT), Police/Emergency Communications Bureau
- Tennis Shop Attendant, Parks & Recreation, Westwood Tennis Center
- Communications Officer, Police/Emergency Communications Bureau
- Police Records Clerk, Police, Support Services
- Retail Marketing Coordinator, City Manager
- Maintenance Worker II, Public Works/Streets
- Maintenance Worker I, Utilities/Water Line Maintenance
- Parking Service Officer, Police Department
- Deputy Court Clerk I, Municipal Court
- Administrative Technician II, Police/Animal Welfare

**Recruitment & Hiring Statistics:**

<b>Contacts/Inquiries</b>		<b>Selection Process Elements</b>	
In Person	370	Written Exams	0
Phone	450	Practical Testing/Assessment Center	0
Mail	230	Panel Board Interviews	3
Email	155	Promotions	0
Total Subscribers on E-mail Vacancy List	1869	Oral Interviews	4
Total Visits to City of Norman HR website	N/A	Hiring/Promotion Board	1

<b>Hiring Statistics</b>		<b>Recruitment Statistics</b>	
Pre-Employment Background Investigations	46	Advertisements Placed	5
Pre-Employment Drug Screens	0	Applications Received	84
Pre-Employment Physicals	0	Job Announcements Emailed	N/A
Pre-Employment OSBI	23	Job Announcements to CON Depts.	147

**TRAINING & DEVELOPMENT**

Conducted training for five new employees on the topics of Workplace Harassment, Workplace Violence, and Customer Service.

The Computer Training Lab was the site for Legistar software training conducted by the City Clerk and New World Law Enforcement Records Management System training for the Police Department.

**SAFETY**

13 employees attended OSHA Outreach 10 hour classes this month. 132 of 176 targeted employees are now trained in basic occupational safety skills and concepts.

**Recordable Injuries – 8**

Employee	Nature of the injury	Activity	Prognosis
Finance, Meter Reader	Dog bite to calf	Reading meters, dog attacked when resident opened front door	Medical Care, Returned to Work
Fire, Suppression	Broken tooth	Jumping from truck to pull hose, hit jaw on hydrant bag	Medical Care, Returned to Work
Fire, Suppression	Strained back	Lifting a patient	Medical Care, Returned to Work
Parks, Recreation	Contusion to head	Removing cabinet doors, hit self in head with door	Medical Care, Returned to Work
Police, Patrol	Laceration to wrist	Struggling with assailant	Minor Medical Care, Returned to Work
Utilities, Water Line Maintenance	Laceration to legs	Crossing barbed wire fence	Minor Medical Care, Returned to Work
Utilities, Residential Sanitation	Strain/Sprain to knee	Walking to truck, heard pop in knee	Minor Medical Care, Returned to Work
Utilities, Commercial Sanitation	Contusion to foot	Dropped a pallet on foot while taking the pallet off the top of a dumpster	Minor Medical Care, Returned to Work

**Vehicle Collisions– 1**

Division	Description of Collision	Discipline Status
Utilities/ Sewer Line Maintenance	bumped into the side of an illegally parked car while passing	TBD

Cumulative number of Vehicle Collisions of the indicated year, 2014 is total year to date.					
2014	2013	2012	2011	2010	2009
1	23	15	18	34	42

**LEGAL**

**6**

**MONTHLY REPORT - LEGAL DEPARTMENT**  
**January Report**  
**(Submitted February 14, 2014)**

**LIST OF PENDING CASES:**

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

**UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK**

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

**UNITED STATES DISTRICT COURT**

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

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

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

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

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

This case was dismissed by the Court on February 5, 2014; however, the court has not filed an appealable order. The plaintiff will have 30 days from the date an appealable order is filed to file an appeal with the 10<sup>th</sup> Circuit. This case will remain on the monthly report until the plaintiff's appeal time has run.

**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 (K, B)

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

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

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

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

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

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

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

This case is set for mediation on March 6, 2014. An executive session is tentatively scheduled for February 25, 2014.

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)

**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

**D. *Municipal Court Appeals***

**E. *Small Claims Court***

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

This case has been resolved and will no longer appear on the Monthly Report.

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

This case has been resolved and will no longer appear on the Monthly Report.

**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) Moved to arbitration.

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

FOP Grievance FYE 13 – (Amason – Termination). This grievance is set for mediation on April 29, 2014.

FOP Grievance FYE 14 – (Cotrone – Termination).

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).

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

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

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

None.

**D. Oklahoma Corporation Commission**

**MEDIATION PROGRAM**

For the month of January, 2014, the Early Settlement Norman Mediation Program accepted 78 new cases, closed 75 cases and conducted 12 mediations.

**MUNICIPAL COURT PROSECUTIONS**

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through January 31, 2013. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

<u>Month</u>	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 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	5	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	413	83	47	84	9	11	13
JAN	582	555	551	36	77	46	15	14	
FEB	555	533		58	44		15	11	
MAR	585	673		85	68		12	14	
APR	627	587		62	73		16	16	
MAY	672			84			17		
JUNE	620			48			10		
TOTALS / YTD	6616	5501	3305	721	658	365	162	144	88

**WORKERS' COMPENSATION COURT**

The total number of pending cases is 33. There were no new cases filed in January, 2014. One settlement was approved by Council Agenda for January 14, 2014, and one court award was approved by Council on February 11, 2014. The remaining cases are proceeding in active litigation in the Workers' Compensation Court. The current breakdown of pending Workers' Compensation cases by work area has been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE14 CASES	FYE13 CASES	FYE12 CASES	FYE11 CASES
City Clerk	Building Maintenance					1
Finance	IT	1		1		
Fire	Administration					3
Fire	Suppression	16	7	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	1	1	3		5
Public Works	Traffic Control	1			2	1
Public Works	Vehicle Maintenance					
Public Works	Stormwater	3		2		
Utilities	Line Maintenance	3	1		1	6
Utilities	Sanitation	1		1	1	4
Utilities	Water/WW Treatment	1				3
Utilities	HCO					
<b>TOTALS</b>		<b>33</b>	<b>11</b>	<b>21</b>	<b>15</b>	<b>33</b>

**List of Pending Cases (S)**

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

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

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

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

Blalock, Rick v. City of Norman, WCC 2009-08466 H  
(Sanitation, Back, Neck, Depression)

Bridgford, 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)

The settlement of this case was approved by Council on January 14, 2014. This case will no longer appear on the Monthly Report.

Deason, Grant W. v. City of Norman, WCC 2012-10668 H  
(Firefighter, Spine)

Glover, Harold v. City of Norman, WCC 2010-09518 H  
(Fire Captain, Back, Body, Depression)

The Court Award in this case was approved by Council on February 11, 2014. This case will no longer appear on the monthly report.

Glover, Harold v. City of Norman, WCC 2010-09686 F  
(Fire Captain, REOPEN knee case)

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 2013-13409 A  
(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)

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

Suchy, Tim v. City of Norman, WCC 13117 X  
(Fire, Back)

Wansick, Brandon v. City of Norman, WCC 2013-11070 A  
 (Master Policier 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 January 31, 2014.

<b><u>DEPARTMENT</u></b>	<b><u>FYE 14 Month</u></b>	<b><u>FYE 14 To Date</u></b>	<b><u>FYE 13</u></b>	<b><u>FYE 12</u></b>	<b><u>FYE11</u></b>
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	1	7	9	7	4
Public Works-Traffic		4	4	11	
Road & Channel					
Utilities-Sanitation	1	6	7		1
Streets		2	7	4	7
Utilities	1	11	3	24	3
Utilities-Waste Water (runoff water)					
Other					7
<b>TOTAL CLAIMS</b>	<b>3</b>	<b>37</b>	<b>46</b>	<b>58</b>	<b>48</b>

<b><u>CURRENT CLAIM STATUS</u></b>	<b><u>FYE 14 To Date</u></b>	<b><u>FYE 13</u></b>	<b><u>FYE 12</u></b>	<b><u>FYE 11</u></b>
Claims Filed	37	46	58	48
Claims Open and Under Consideration	11	7	2	1
Claims Not Accepted Under Statute/Other	1	0	0	8
Claims Paid Administratively	8	12	22	14
Claims Paid Through Council Approval	7	10	12	5
Claims Resulting in a Lawsuit for FY13	0	1	1	0
Claims Barred by Statute (No Further Action Allowed)	0	11	20	18
Claims in Denied Status (Still Subject to Lawsuit)	10	5	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

**MUNICIPAL COURT 7**

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

**CASES FILED**

	<u>JANUARY</u>	<u>FY14</u>	<u>Y-T-D</u>	<u>JANUARY</u>	<u>FY13</u>	<u>Y-T-D</u>
Traffic	2,016		8,545	1,474		9,977
Non-Traffic	390		2,568	408		2,573
<b>SUB TOTAL</b>	<b>2,406</b>		<b>11,113</b>	<b>1,882</b>		<b>12,550</b>
Parking	1,240		6,383	603		5,547
<b>GRAND TOTAL</b>	<b>3,646</b>		<b>17,496</b>	<b>2,485</b>		<b>18,097</b>

**CASES DISPOSED**

	<u>JANUARY</u>	<u>FY14</u>	<u>Y-T-D</u>	<u>JANUARY</u>	<u>FY13</u>	<u>Y-T-D</u>
Traffic	1,385		7,105	1,329		9,417
Non-Traffic	395		2,216	396		2,453
<b>SUB TOTAL</b>	<b>1,780</b>		<b>9,321</b>	<b>1,725</b>		<b>11,870</b>
Parking	891		5,044	580		4,107
<b>GRAND TOTAL</b>	<b>2,671</b>		<b>14,365</b>	<b>2,305</b>		<b>15,977</b>

**REVENUE**

	<u>JANUARY</u>	<u>FY14</u>	<u>Y-T-D</u>	<u>JANUARY</u>	<u>FY13</u>	<u>Y-T-D</u>
Traffic	147,796		772,919	149,803		905,537
Non-Traffic	42,156		318,178	63,472		359,269
<b>SUB TOTAL</b>	<b>189,952</b>		<b>1,091,097</b>	<b>213,275</b>		<b>1,264,806</b>
Parking	21,370		129,745	17,518		113,838
<b>GRAND TOTAL</b>	<b>211,322</b>		<b>1,220,842</b>	<b>230,793</b>		<b>1,378,644</b>

## Juvenile Community Service Program

In January, 2014, juveniles provided 51 hours of community service worked through our Juvenile Community Service Program to various local, non-profit agencies. Of these hours, 8 hours valued at \$58.00, if paid at minimum wage, were devoted to City of Norman parks and other projects.

**PARKS AND RECREATION**

**JANUARY 2014  
PARK PLANNING DIVISION  
MONTHLY REPORT**

**Andrews Park:**

City Council approved the contract to build the new pavilion north of the Amphitheatre in the park. A pre-construction meeting was then held, and dirt work was scheduled to begin immediately after the contract was awarded. However, the winter weather at that time delayed the start of work until the first part of February. The project will continue towards a completion before the annual Mayfair. The Assistance League will coordinate with city staff to plan a dedication of the new pavilion, once completed.

**12<sup>th</sup> Avenue Gym Floor Replacement:**

At the January 14<sup>th</sup> Council Meeting, the contract was approved to award the Gym Floor Replacement. Now that this has been approved, the tile floor around the basketball courts in the gym will be scheduled for replacement by a separate local contractor in the weeks prior to the court floor installation. Once completed, the entire gym will have new flooring and cove base which will greatly improve playing conditions and aesthetics at the Center.

**Saxon Park:**

Staff has been working with contractors at the Community Park site to oversee the final surface treatment and installation of the cross-country running course. The crushed granite trail is 90% complete, and will be followed by construction of the entry road and east parking area shown in the park's master plan. A separate contractor was hired to clear cedar trees in the south end of the park where future phases of the park will be constructed. Work will proceed as weather permits, working towards a park opening in the spring. Also, staff met with representatives from the State of Oklahoma Tourism and Recreation Department (OTRD) to do a preliminary site inspection of the area where the City of Norman received a second grant to install a concrete fitness trail with three outdoor fitness equipment areas south of the entry road, also according to the Saxon Park Master Plan. That work will be let for bid, once all of the tribal, archaeological, and historic preservation reviews have been done and the notice to proceed is received from the OTRD; and will proceed during the spring and summer months of 2014.

**Griffin Park Soccer Fields:**

Staff notified the contractor (Shawnee Lighting) that their proposal was approved to install lighting on three additional soccer fields at the park, and their crews began work. They placed the footings, and then installed the new poles and upgraded the light controllers on all of the fields in January. The project will be completed by the end of February; and was partially funded by an \$80,000 donation from the Norman Youth Soccer Association.

**Sooner Theatre:**

Staff has been working with the electrician hired to install the new interior and security lighting at the facility. Once that work is complete, the remaining funds in the multi-year project will be used to improve the rigging system above the stage area, which will allow larger-scale productions to be staged at the Sooner.

**Legacy Trail South:**

Staff held a final walk-through on the project along Duffy, Asp and Jenkins with representatives from ODOT, the Construction Contractor (A-Tech Paving) and the City's Inspection Engineer (Garver Engineering); and a final payment was issued to the contractor. Once the final report is prepared, reimbursement can be requested from ODOT, which will cover 80% of the total project construction and design costs.

**Griffin Park Parking Lot Expansion:**

Staff advertised an RFP for the construction of an additional 46-space parking area expansion of the parking lot at the corner of 12<sup>th</sup> Avenue NE and Robinson Street. A pre-bid meeting was held, and proposals are due on February 7. A contract will be prepared for award, so the project can be done prior to the spring baseball/softball seasons.



JANUARY 2014  
RECREATION DIVISION  
MONTHLY REPORT

**Senior Citizens Center:** There were two rentals at the facility this month with 468 people participating. There were 869 seniors participating in activities at the center this month which included, Western Line Dance, Bridge, Friday Writers, Dominoes and Zumba. There were 553 seniors who participated in the Congregate Meal Site this month. The Monday bridge group has become a sanctioned bridge club and they are working on achieving masters' status.

**Little Axe Community Center:** There were five facility rentals with 175 in attendance. The Pioneer Library Service Statistics Report stated there were 300 units of service provided through the Information Station. The Head Start program is now accepting applications for next fall and currently has 9 children enrolled. The food distribution for the month of January resulted in 374 adults and 128 children being served. The playground areas, basketball goals and park are used daily by the public when weather permits.

**12th Avenue Recreation Center:** There were five rentals at the center this month with 656 in attendance. Open gym continues at the center on Monday through Friday afternoons from 1:00 - 2:30 PM. There were 325 participants in open gym this month. Fourteen teams are participating in the 2014 winter adult basketball league which plays on Monday, Tuesday and Thursday evenings. The after school program currently has an average of 29 children participating in the program from Eisenhower Elementary School.

**Irving Recreation Center:** There were 4 rentals at the facility this month with 120 in attendance. Tippi Toes and Hip-Hop Jazz dance classes began their winter/spring sessions this month. Goju Karata continues to meet on Tuesday nights. Lego Robotics did not meet in January, but will resume classes in February on Wednesday evenings. The winter session of the Junior Jammer Basketball league began this month. Staff continues to teach the Boom, Fizzle, Pop children's science class, Kids in the Kitchen cooking class and the Paint and Play class each month.

**Whittier Recreation Center:** This month there were 302 citizens who participated in the open gym sessions at the center. The winter session of the Junior Jammer Basketball league began with 89 teams and 730 athletes enrolled. The league will play at Whittier, Irving and 12th Avenue Recreation Centers, Alcott and Longfellow Middle Schools and Harvest Church. Each team will play a minimum of 7 games and will conclude before spring break. The after school program continues with an average of 25 children per day from Truman and Jackson Elementary Schools. Whittier Middle school uses the gym every school day for school activities.

<b>FACILITY ATTENDANCE:</b>	Month	Year to Date
Senior Citizens Center (includes congregate meals)	1,930	14,338
Little Axe Community Center	1,418	8,781
12th Avenue Recreation Center	3,617	21,149
Irving Recreation Center	1,659	9,322
Whittier Recreation Center	2,213	17,014
Reaves Center	300	2,100
Tennis Center	545	19,593

**JANUARY 2014  
PARK MAINTENANCE DIVISION**

Park Maintenance Crews began removing Christmas Decorations throughout the City. Crews removed snow and ice from facility sidewalks and worked with debris removal contractor to pick up limbs from the ice storm.

<b>SAFETY REPORT</b>	<b>FYE-14MTD</b>	<b>FYE-14YTD</b>		<b>FYE-13MTD</b>	<b>FYE-13YTD</b>
On-The-Job Injuries	0	4		1	10
Vehicle Accidents	0	6		0	2
Employee responsible	0	5		0	1
<b>ROUTINE ACTIVITIES</b>	<b>Total Man Hours MONTH-TO-DATE</b>	<b>YEAR-TO-DATE</b>		<b>Total Man Hours MONTH-TO-DATE</b>	<b>YEAR-TO-DATE</b>
Mowing	58.00	1602.75		0.00	588.75
Trim Mowing	0.00	5508.00		0.00	3633.00
Chemical Spraying	0.00	271.50		8.00	432.00
Fertilization	0.00	0.00		0.00	8.00
Tree Planting	0.00	8.00		24.00	49.50
Tree & Stump Removal	0.00	251.00		104.00	1293.00
Tree Trimming/Limb Pick-Up	2261.50	3183.50		16.00	645.25
Restroom/Trash Maintenance	118.00	1950.00		138.00	1941.00
Play Equipment Maintenance	4.00	375.50		270.00	991.50
Sprinkler Maintenance	0.00	491.00		56.00	1720.25
Watering	0.00	38.00		24.00	494.50
Grounds/Building Maintenance	32.00	398.00		43.00	196.50
Painting	0.00	0.00		0.00	5.50
Planning Design	0.00	0.00		6.00	25.00
Park Development	0.00	41.50		102.50	126.50
Special Projects	349.50	1305.50		270.00	2942.25
Nursery Maintenance	0.00	24.00		0.00	2.00
Flower/Shrub Bed Maintenance	148.00	638.00		130.50	451.50
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		525.00	853.00
Equipment Repairs/Maintenance	106.00	1196.00		135.25	1130.00
Material Pick-Up	2.50	91.50		28.75	103.25
Miscellaneous	38.50	1191.00		167.25	1252.50
Shop Time	62.00	519.00		82.00	277.00
Snow/Ice Removal	40.00	104.00		0.00	90.00
Christmas Lights	301.00	2471.00		259.00	1787.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	0.00	0.00		4.00	6.00
Graffiti Clean-Up	0.00	2.00		0.00	12.00

JANUARY 2014  
COMMUNITY SERVICE PROGRAM  
MONTHLY REPORT

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

	Municipal Court				Outside Agency				Total			
	Clients		Hours		Clients		Hours		Clients		Hours	
	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D
Animal Control	2	9	64.00	356.00	4	15	76.50	401.50	6	24	140.50	757.50
Building Maintenance												
City Clerk												
City Controller												
Compost Facility												
Code Enforcement												
Fleet Management												
Finance												
Firehouse Art Center												
Legal												
Municipal Court												
Park Maintenance												
Personnel												
Police												
Recreation												
Sanitation												
Sewer & Water												
Westwood Golf												
Westwood Pool												
Print Shop												
Public Works												
Payroll												
Engineering												
Hourly Wage Value				\$7.25				\$7.25				\$7.25
Value of hours Month				\$464.00				\$554.63				\$1,018.63
Value of hours Y-T-D				\$2,581.00				\$2,910.88				\$5,491.88

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

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

<b>SAFETY REPORT</b>	<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2013</b>	<b>FY 2013</b>
	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**

	<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2013</b>	<b>FY 2013</b>
	MTD	YTD	MTD	YTD
Green Fees	\$19,043.76	\$290,745.02	\$19,478.54	\$288,898.38
Driving Range	\$4,361.56	\$56,485.31	\$3,876.51	\$54,320.97
Cart Rental	\$10,115.25	\$167,796.14	\$9,484.41	\$157,932.29
Restaurant	\$402.50	\$6,656.36	\$402.50	\$5,387.01
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$100.00
Interest Earnings	\$14.40	-\$4,016.74	\$7.52	\$2,520.89
Golf Cart Advertisement	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL INCOME</b>	<b>\$33,937.47</b>	<b>\$517,666.09</b>	<b>\$33,249.48</b>	<b>\$509,159.54</b>
Expenditures	\$85,264.33	\$718,446.85	\$95,274.24	\$664,880.28
Income vs Expenditures	( <b>\$51,326.86</b> )	( <b>\$200,780.76</b> )	( <b>\$62,024.76</b> )	( <b>\$155,720.74</b> )
Rounds of Golf	1275	18344	1335	18482

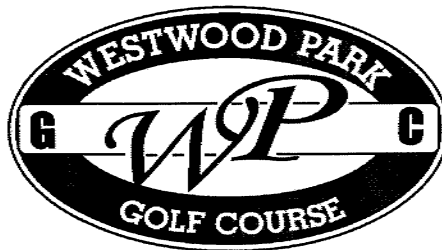
Routine maintenance practices include: Greensmowing, cup changing and sand trap raking one to two times a week, depending on weather conditions. No mowing is done when ground is frozen. Irrigation is added as required by the weather conditions. The process of weed control is under way. Pre and post emerge is being applied to all areas of the property. Pampas grass plants are being trimmed for the upcoming season.

In January, all weatherizing practices are monitored daily to protect against freezing. This month we continue the process of retooling for next season. All valve boxes are being located, edged and repainted. Tee markers are being refurbished. Ball washers are reconditioned as well. In addition, every piece of equipment is being examined and serviced as needed. This year we refurbished our 40+ year old fairway sprayer. Repairs were made to the split rail fence along #9 fairway, the clocks on #1 tee, and the memorial bench between the club house and the practice green.

Near the end of December we had an ice storm which damaged many trees. Approximately 40 additional man hours were used to complete the clean-up. Volunteers are assisting in the cleanup of brush and saplings, from creek banks and underneath cedars. Park Maintenance and contractors will be used to remove piles from the property.

Final repairs were made to the pump station, from the damage caused by an OG&E repair at the end of October. Our assistance to the vent-hood project in the restaurant continues. We have assisted with tear-out, and will include ceiling and lighting installation. We have also helped with a refurbishing of the beer refrigerator.

**WESTWOOD/NORMAN MUNICIPAL AUTHORITY 8A**



## JANUARY 2014

### Westwood Golf Course Division Monthly Progress Report

ACTIVITY	JANUARY FY'14	JANUARY FY'13
Regular Green Fees	321	302
Senior Green Fees	56	134
Junior Fees	29	18
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)	191	166
Employee Comp Rounds	161	160
Golf Passport Rounds	0	0
9-Hole Green Fee	49	49
2:00 Fees	11	3
4:00 Fees	89	142
6:00 Fees	17	12
PGA Comp Rounds	2	4
*Rainchecks	8	19
Misc Promo Fees <small>(birthday fees, players cards, OU student fees, Military, player pass)</small>	346	344
Green Fee Adjustments <small>(fee difference on rainchecks)</small>	3	1
<b>Total Rounds</b> <small>(*not included in total round count)</small>	<b>1275</b>	<b>1335</b>
% change from FY '13	-4.49%	
<b>Range Tokens</b>	<b>1255</b>	<b>1217</b>
% change from FY '13	3.12%	
18 - Hole Carts	49	52
9 - Hole Carts	21	14
1/2 / 18 - Hole Carts	441	455
1/2 / 9 - Hole Carts	68	83
<b>Total Carts</b>	<b>579</b>	<b>604</b>
% change from FY '13	-4.14%	
18 - Hole Trail Fees	0	1
9 - Hole Trail Fees	4	1
18 - Hole Senior Trail Fees	0	2
9 - Hole Senior Trail Fees	4	8
<b>Total Trail Fees</b>	<b>8</b>	<b>12</b>
% change from FY '13	-33.33%	
<b>TOTAL REVENUE</b>	<b>\$33,937.47</b>	<b>\$30,624.04</b>
% change from FY '13	10.82%	

JANUARY 2014  
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
<b>TOTAL INCOME</b>	<b>\$0.00</b>	<b>\$64,500.90</b>	<b>0.00</b>	<b>\$80,687.75</b>
Expenditures	\$1,478.72	\$118,097.45	1,408.16	\$125,376.77
<b>Income verses Expenditures</b>	<b>(\$1,478.72)</b>	<b>(\$53,596.55)</b>	<b>(1,408.16)</b>	<b>(\$44,689.02)</b>

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
<b>TOTAL ATTENDANCE</b>	<b>0</b>	<b>24783</b>	<b>0</b>	<b>28358</b>

**PLANNING AND COMMUNITY DEVELOPMENT 9**



**ADMINISTRATION, CURRENT PLANNING, GIS 9A**

**PLANNING DEPARTMENT ACTIVITY**  
**January 2014**

**ADMINISTRATIVE DIVISION**

**City Center Master Plan/Visioning Project**

City Council approved a Memorandum of Understanding (MOU) between the City of Norman and the University of Oklahoma (OU) on January 14, 2014.

The MOU sets forth the terms and conditions that govern the development of a Center City Master Plan/Visioning Project and outlines the responsibilities of the City of Norman and the University of Oklahoma. Under the terms of the MOU, each party is responsible for providing representation in the selection of a Consultant for the Project; providing representation on the Project Steering Committee; providing support to the Consultant in their respective areas of expertise; and providing funding for the project up to \$100,000 each with a total funding allocation not to exceed \$200,000.

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

The Project will commence once the Project Manager (Consultant) is identified and the City of Norman and the University of Oklahoma have agreed to terms and conditions with the Consultant. The City of Norman and the University of Oklahoma began negotiating a contract with Bill Lennertz of the National Charrette Institute (NCI).

**Greenbelt Commission**

Three (3) Greenbelt Enhancement Statements were submitted for the January 27, 2014 meeting. GBC14-01 was from Billy Loch for Sycamore Acres Addition for a land use plan amendment and rezoning to accommodate single family residential use. GBC14-02 was from Nicholas Roberts Corporation for a land use plan amendment and rezoning to accommodate a proposed multi-family use at 213 East Tonhawa Street. GBC14-03 was from Shay Development for Stone Lake Addition for a preliminary plat for a residential single family subdivision. Comments will be forwarded for Stone Lake Addition. The next meeting is scheduled for February 17, 2014.

### Miscellaneous

	2013 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2014 Jan
Walk-Ins	72	97	96	99	63	65	63	47	80	67	72	45	62
Email Contacts	264	238	291	290	324	360	291	297	301	273	212	288	259
Lot Line Adjustments	4	4	3	0	1	2	0	2	4	3	2	2	1
Landscape Maint. & Replacement Bonds	6	4	3	2	1	0	5	7	2	1	2	2	1
Board of Adjustment Variance Appl.	3	4	1	1	0	0	1	5	1	0	3	3	2
Legal Notices Sent	96	107	13	16	0	0	40	115	35	0	129	129	113
Planning Commission Applications Rec'd	2	2	3	3	9	3	1	4	5	4	0	4	3
Legal Notices Sent	20	45	59	18	229	56	34	103	227	43	0	220	188
Pre-Development Meeting Appl. Rec'd	2	2	2	6	2	4	2	4	3	0	1	6	3
Notices Sent	27	43	44	276	142	296	97	191	116	0	18	167	65

## CURRENT PLANNING DIVISION

### Planning Commission – number of applications received

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

During January, three applications for Pre-Development were received.

During January, submittals for the February 13, 2014 Planning Commission meeting included three rezoning and 2025 Plan amendments, one of which also included a preliminary plat. In addition, one project which included a preliminary plat, 2025 Plan amendment, and rezoning was postponed at the January 9 Planning Commission meeting and carried over to the February 13 agenda.

The Planning Commission met in Regular Session on January 9, 2014 and approved two preliminary plats, one Special Use for an electric substation, and one Special Use for a Type I Bed and Breakfast. One Special Use for a Private School/Early Education Center in an I-1 zone was recommended for denial. One project which included a preliminary plat, 2025 Plan amendment, and rezoning was postponed to the February 13 agenda. One set of minutes was prepared for the Planning Commission Regular Meeting.

During the month of January, forty-seven commercial building applications were submitted for review. Of those applications submitted for review, Current Planning staff reviewed and approved twenty-three.

### Board of Adjustment

The Board of Adjustment met on January 22, 2014 and considered two variance applications; one was approved unanimously and one was denied unanimously. The next meeting is scheduled for February 26, 2014.

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

GIS continues improving the mapping website initially deployed in October. Staff is currently working on a ward and precinct web map and flood plain web map. Development of internal web services to allow users to access GIS data continued in January with a focus on improving web printing options. Staff is assisting internal users to migrate to the web services.

Staff worked with staff from Line Maintenance to update their GPS data dictionary to facilitate the collection of sewer features. GIS Staff is working with the Clerk's office to complete the upgrade to the A/V system in the council chamber and study session conference room. The Multipurpose Room is largely complete and the majority of work in Council Chamber and Study Session Room will be completed in February.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 89 requests for service that resulted in the production of 119 mapping products and reports. The GIS division did work for 8 of the City's Departments during the month of January, as well as providing information for and staffing of City Council and Planning Commission Meetings.

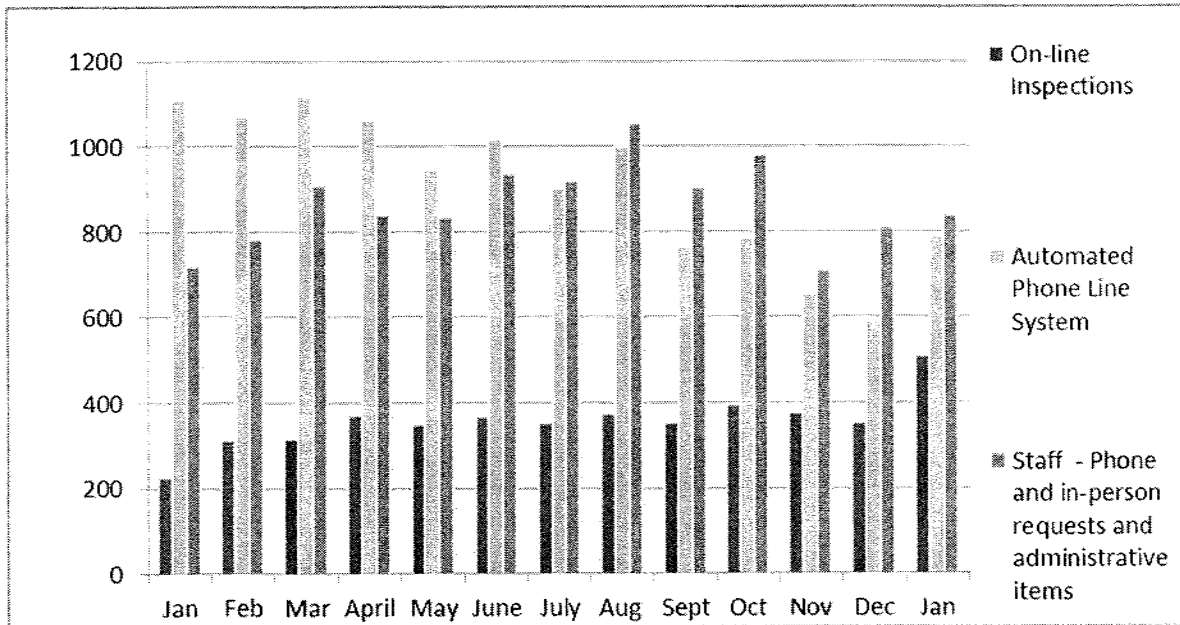
**DEVELOPMENT SERVICE**

**9B**

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

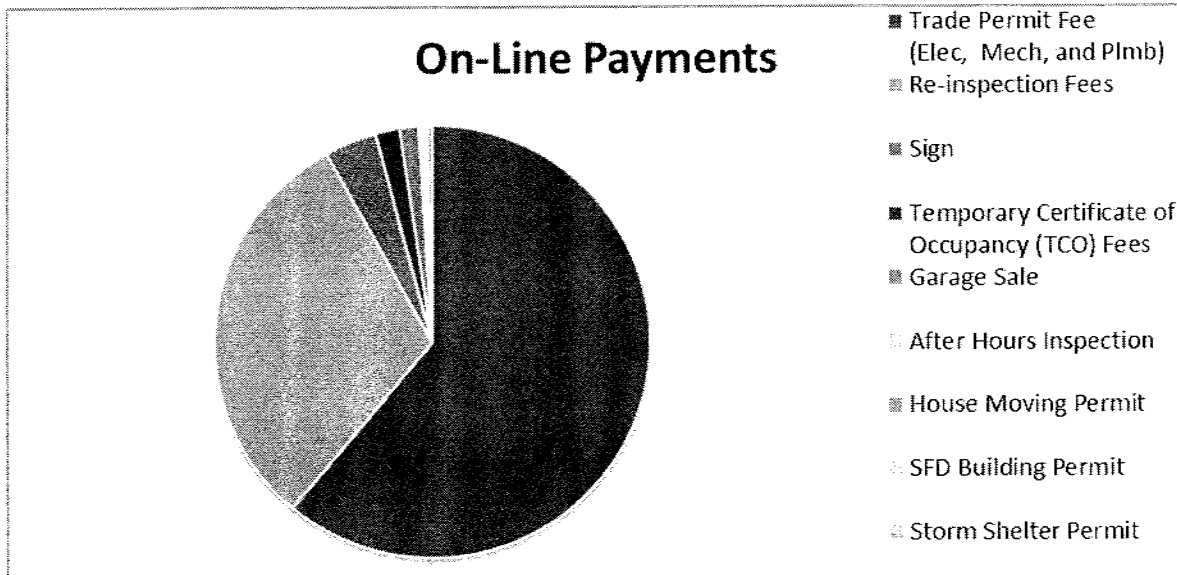
**Inspection Requests**

During January, 2014, 510 inspection requests were made on-line. The graph below indicates the inspection requests received during the last twelve months on-line, through the automated phone line system and the permit staff. The staff also schedules inspections for administrative items that are included in the report.



**On-line Payments**

To date 492 payments have been made on-line totaling \$29,583.04. This includes 47 payments in January totaling \$2,355.00.



### **Mobile Field Inspection System**

During January, 1,638 inspection results were entered using the Mobile Field Inspection (MFI) System. These inspection results were available on-line and through the Automated Phone Line System almost immediately as the inspections were conducted throughout the workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed; 15 photos or document attachments of specific inspection conditions were attached to the permanent inspection record using the MFI technology in the field.

	January 1-3	January 6-10	January 13-17	January 20-24	January 27-31
MFI Inspection Results	141	350	397	358	397
Photos or Document Attachments	0	1	4	5	5

### **Storm Shelter Permits**

163 storm shelter permits were issued in January, 55 storm shelter permits were issued in January 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.

January 1-3	January 6-10	January 13-17	January 20-24	January 27-31
16	39	28	30	50

### **Construction Activity**

The value of all construction activity permitted in JANUARY of 2014 totaled \$13,168,588, down from \$18,390,021 for the same month last year. A total of 242 permits were issued in JANUARY of 2014 compared to 137 in JANUARY of 2013. The higher number of permits and value is primarily due to storm shelters.

Total new residential permitting activity in JANUARY 2014 was valued at \$7,169,933 compared to \$9,811,428 in JANUARY 2013. New single-family detached residential construction in JANUARY 2014 represented 29 new homes with an average value of \$244,308, compared with 43 new homes in JANUARY 2013 with an average value of \$215,780. There were no attached single family permits. There were no new mobile homes in JANUARY 2014 compared to 1 in JANUARY 2013 valued at \$32,900. There was 1 duplex unit in JANUARY 2014 valued at \$85,000 compared to 3 in JANUARY



2013 valued at \$500,000. There were no new multi-family permits in either JANUARY 2014 or in JANUARY 2013.

Residential addition/alterations, storm shelters, swimming pools, storage buildings and other miscellaneous residential permits in JANUARY 2014 numbered 199 valued at \$1,649,415 compared to 80 permits valued at \$630,221 for JANUARY 2013. The average value in JANUARY 2014 was \$8,289 compared to \$7,878 in JANUARY 2013. The number of permits and value was higher in JANUARY 2014 primarily due to more storm shelter permits.

New commercial construction permits in JANUARY of 2014 totaled 6 with a value of \$2,849,240 compared to 2 permits valued at \$5,524,000 for JANUARY 2013. The difference in number of permits is primarily due to greater number of smaller projects in 2014. The decrease in value is primarily due to the Community Christian School project valued at \$5,500,000 in 2013.

Commercial Addition/Alteration permits in JANUARY of 2014 totaled 7 with a value of \$1,500,000 compared to 8 permits valued at \$2,424,372 for JANUARY 2013. The difference in number of permits is insignificant. The decreased value is primarily due to remodeling for Delta Upsilon project valued at \$1,773,372.

**Construction Activity Summary for January 2014**

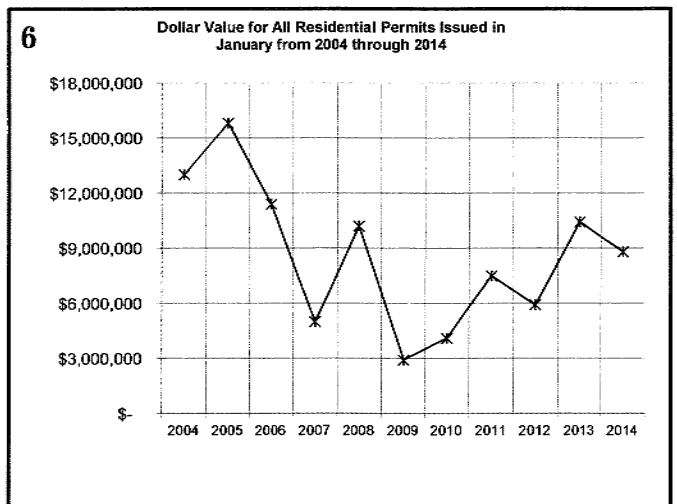
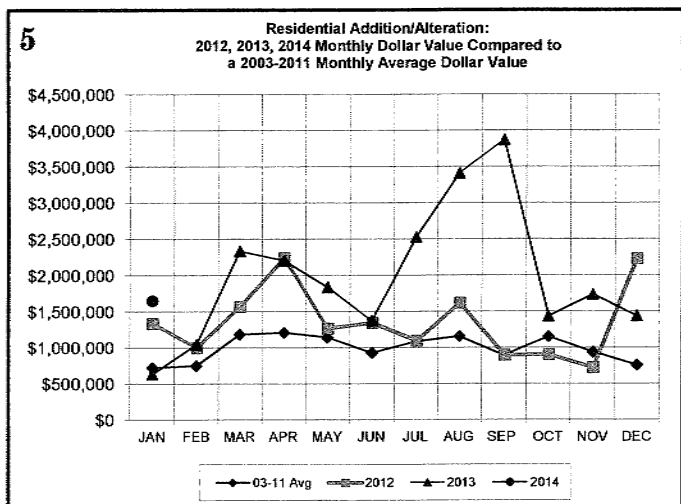
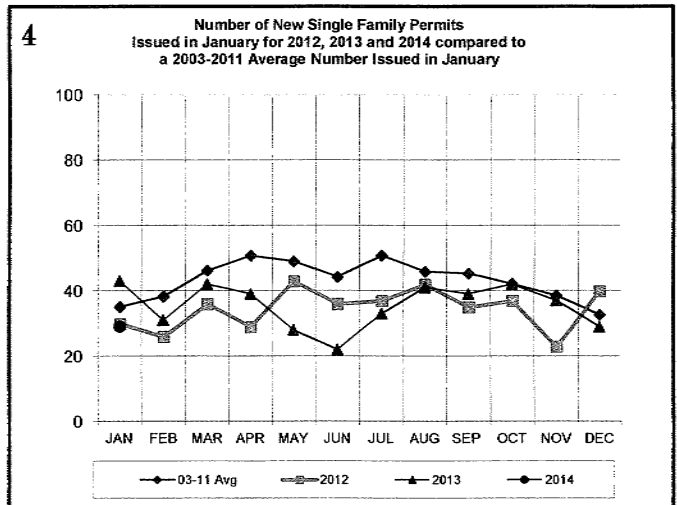
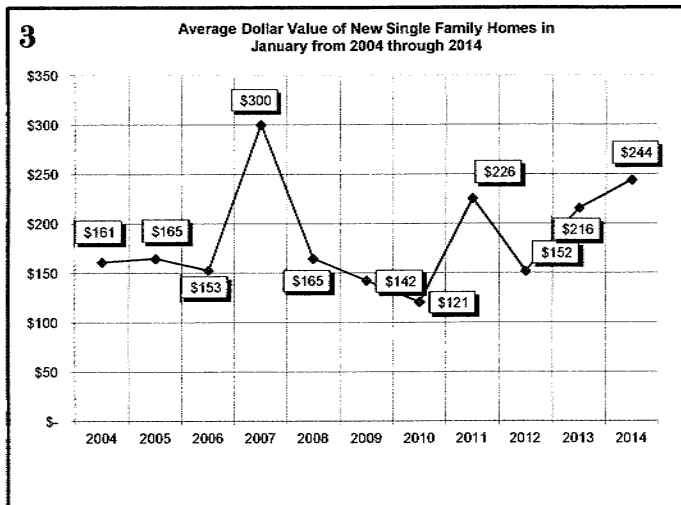
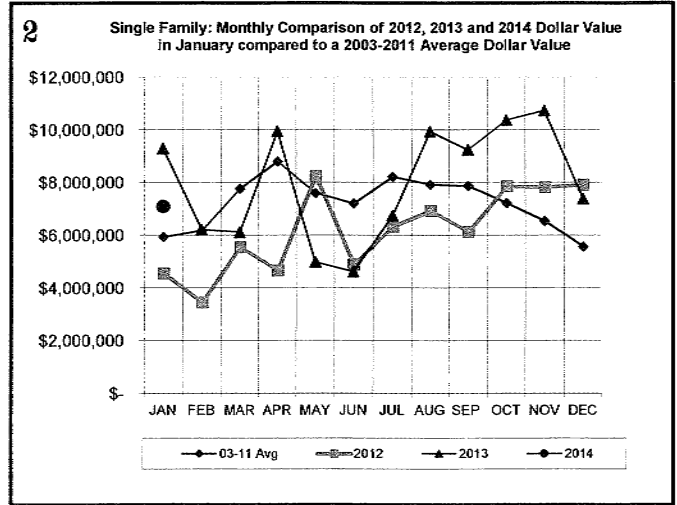
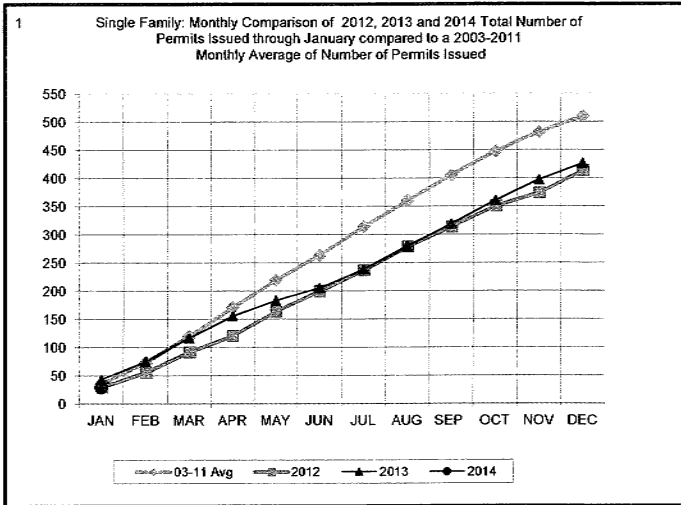
Permit Type	No. of Permits	No. of Units	Const. Value	Average Value	
New Residential (sing fam, mob homes, dupl)	30	30	\$ 7,169,933	\$ 238,998	
New Multi-Family	0	0	\$ -	\$ -	
New Non-Residential	6	N/A	\$ 2,849,240	\$ 474,873	
Add/Alter Residential (All)	199	N/A	\$ 1,649,415	\$ 8,289	
Add/Alter Non-Residential	7	N/A	\$ 1,500,000	\$ 214,286	
<b>Total Construction Permits/Value</b>	<b>242</b>	<b>30</b>	<b>\$ 13,168,588</b>		
<b>Detailed Permit Activity</b>	<b>Calendar Year 2014</b>		<b>Calendar Year 2013</b>		
<b>Residential Activity</b>	<b>January</b>	<b>YTD</b>	<b>January</b>	<b>YTD</b>	<b>2013 Total Year</b>
<b>Single Family Permits</b>	29	29	43	43	426
Total Construction Value	\$ 7,084,933	\$ 7,084,933	\$ 9,278,528	\$ 9,278,528	\$ 95,494,259
Avg Construction Value	\$ 244,308	\$ 244,308	\$ 215,780	\$ 215,780	\$ 224,165
<b>Single Family Attached Permits</b>	0	0	0	0	0
Total Construction Value	\$ -	\$ -	\$ -	\$ -	\$ -
Avg Construction Value	\$ -	\$ -	\$ -	\$ -	\$ -
<b>New Mobile Home Permits</b>	0	0	1	1	4
Total Construction Value	\$ -	\$ -	\$ 32,900	\$ 32,900	\$ 215,900
<b>Duplex Permits</b>	1	1	3	3	20
Number of Units	1	1	3	3	20
Total Construction Value	\$ 85,000	\$ 85,000	\$ 500,000	\$ 500,000	\$ 2,726,435
Avg Construction Value per Unit	\$ 85,000	\$ 85,000	\$ -	\$ -	\$ 136,322
<b>Multi-Family Permits</b>	0	0	0	0	19
Number of Units	0	0	0	0	260
Total Construction Value	\$ -	\$ -	\$ -	\$ -	\$ 10,647,683
Avg Construction Value per Unit	\$ -	\$ -	\$ -	\$ -	\$ 40,953
<b>New Residential Units</b>	30	30	47	47	710
<b>New Residential Value</b>	\$ 7,169,933	\$ 7,169,933	\$ 9,811,428	\$ 9,811,428	\$ 109,084,277
Residential Demo Permits	0	0	6	6	44
Residential Demo Units	0	0	-5	-5	-36
<b>Net Residential Units</b>	30	30	42	42	674
<b>Addition/Alteration Permits**</b>	16	16	11	11	196
<b>Other Permits***</b>	183	183	69	69	1875
Total Construction Value****	\$ 1,649,415	\$ 1,649,415	\$ 630,221	\$ 630,221	\$ 23,825,316
Avg Construction Value	\$ 8,289	\$ 8,289	\$ 7,878	\$ 7,878	\$ 11,504
<b>Residential Permits</b>	229	229	127	127	2540
<b>Residential Value</b>	\$ 8,819,348	\$ 8,819,348	\$ 10,441,649	\$ 10,441,649	\$ 132,909,593
<b>Commercial Activity</b>					
<b>Commercial Permits</b>	6	6	2	2	84
Total Construction Value	\$ 2,849,240	\$ 2,849,240	\$ 5,524,000	\$ 5,524,000	\$ 52,234,546
Avg Construction Value	\$ 474,873	\$ 474,873	\$ 2,762,000	\$ 2,762,000	\$ 621,840
<b>Addition/Alteration Permits</b>	7	7	8	8	130
Total Construction Value	\$ 1,500,000	\$ 1,500,000	\$ 2,424,372	\$ 2,424,372	\$ 32,309,310
Avg Construction Value	\$ 214,286	\$ 214,286	\$ 303,047	\$ 303,047	\$ 248,533
<b>Non-Residential Value</b>	4,349,240	4,349,240	7,948,372	7,948,372	84,543,856
<b>Non-Residential Permits</b>	13	13	10	10	214
<b>Total Construction Value</b>	<b>\$ 13,168,588</b>	<b>\$ 13,168,588</b>	<b>\$ 18,390,021</b>	<b>\$ 18,390,021</b>	<b>\$ 217,453,449</b>
<b>Total Construction Permits</b>	<b>242</b>	<b>242</b>	<b>137</b>	<b>137</b>	<b>2754</b>
<b>Other Permits</b>					
Electrical Permits	123	123	128	128	1321
Heat/Air/Refrigeration Permits	124	124	102	102	1512
Plumbing & Gas Permits	142	142	149	149	1537
Foundation Permits	5	5	20	20	32
Temp Tents/Construction Trailers	0	0	2	2	32
Demo Permits (Residential)	0	0	6	6	44
Demo Permits (Commercial)	1	1	0	0	18
House Moving Permits	2	2	2	2	44
Sign Permits	27	27	23	23	300
Water Well Permits	1	1	7	7	36
Garage Sale Permits	32	0	22	22	2089
Swimming Pool Permits	7	7	2	2	72
Storage Building Permits	9	9	9	9	125
Carports	3	3	1	1	11
Storm Shelter Permits	163	163	55	55	1571
Residential Paving	1	1	2	2	96
<b>Additional Division Activity</b>					
Miscellaneous/PODS/ROLOFS	8	8	5	5	105
Lot Line Adjustments	3	3	3	3	21
Certificates of Occupancy	140	140	83	83	1762
All Field Inspections	2152	2152	2059	2059	25699

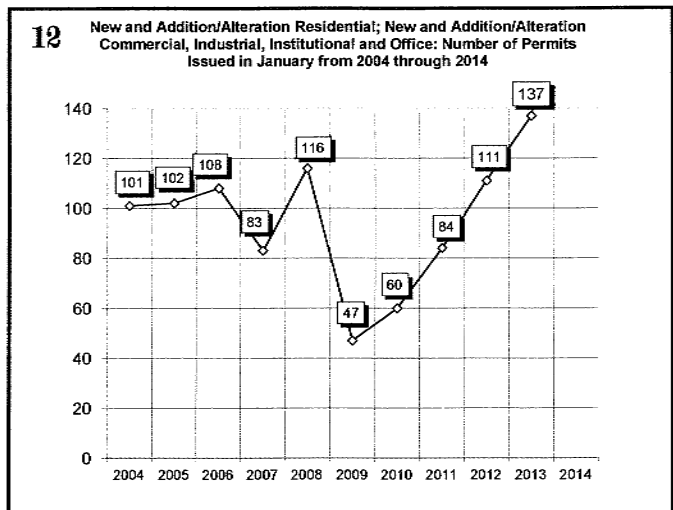
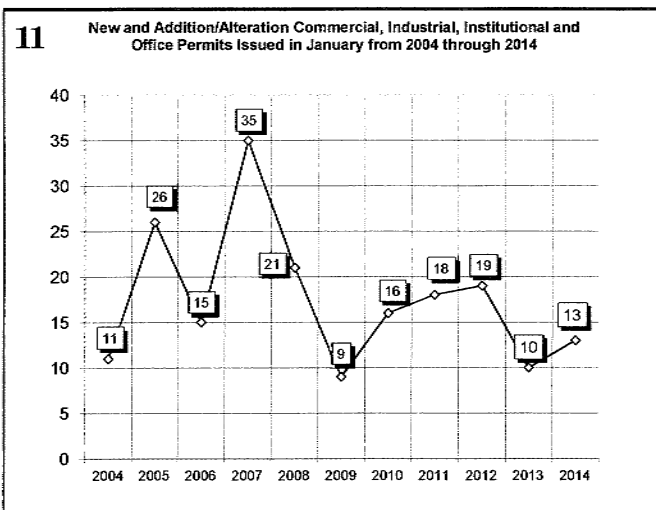
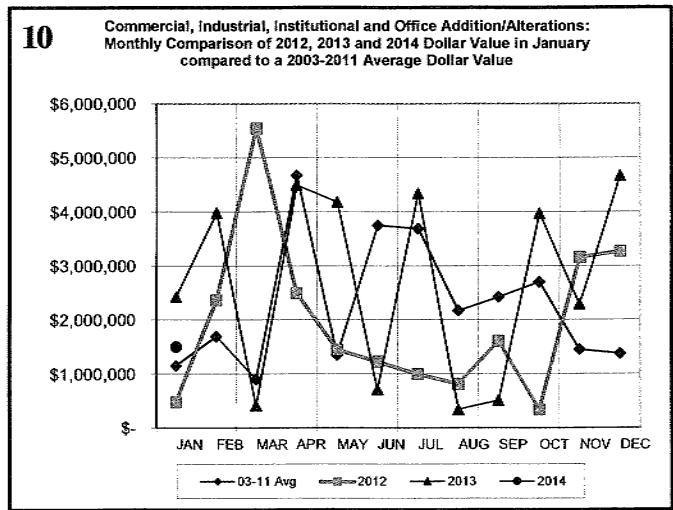
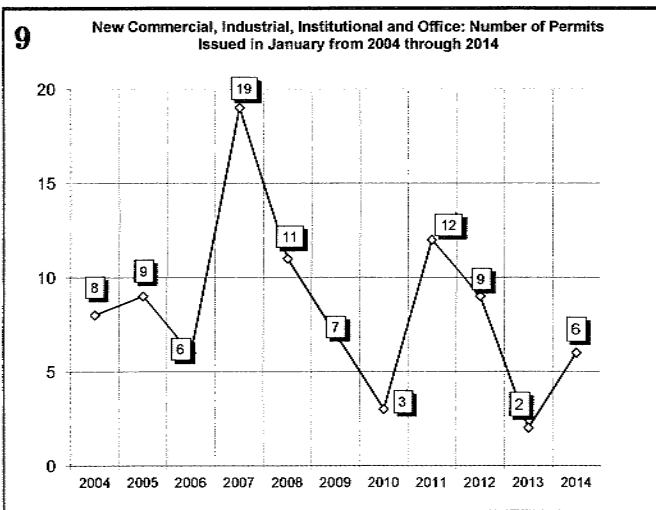
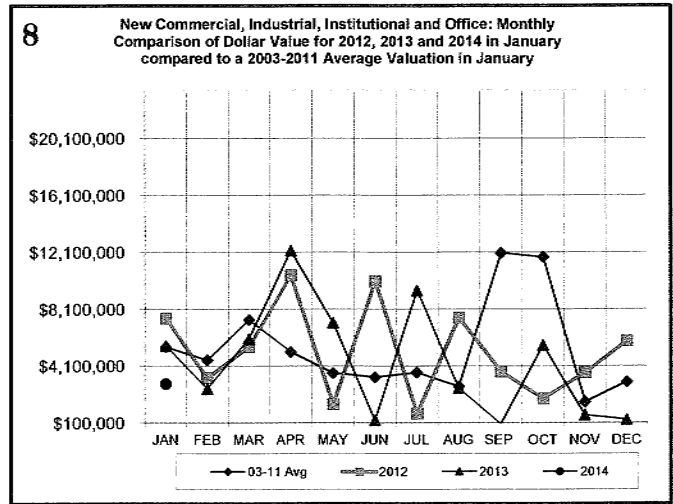
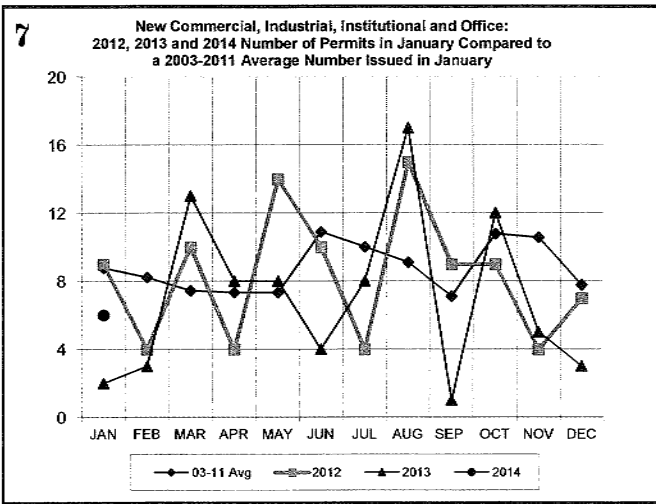
\*\*Count includes: Add/Alt, Fire Rpr, Reprmt  
Mobile Homes & Multi-family Add/Alt

\*\*\*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.







City of Norman  
**BUILDING PERMITS AND INSPECTIONS**  
**COMMERCIAL BUILDING PERMITS**  
 Issued January 2014 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT-2	MCCULLOUGH, ERIK	204	01/29/14	220	E	MAIN	ST	10	13	NORMAN ORIGINAL TOWNSHIP	C3	\$ 10,000	2,500
COMMERCIAL, ADD/ALT-2	SUN CONSTRUCTION SERVICES	3604	01/28/14	570	NW	24TH	AVE	3A	19	WESTPORT PROFESSIONAL PARK 6	C1	\$ 100,000	1,000
COMMERCIAL, ADD/ALT-2	HGL CONSTRUCTION, INC.	4417	01/28/14	316	W	MAIN	ST	23	85	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 200,000	2,592
COMMERCIAL, ADD/ALT-2	GSA BUILDERS, LLC.	6763	01/21/14	3300		MARSHALL	AVE	1	2	SHAKLEE ADD	I1	\$ 800,000	3,500
COMMERCIAL, ADD/ALT-2	CAVINS ROOFING & REMODELING	7393	01/14/14	314	E	COMANCHE	ST	4	24	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 50,000	5,000
COMMERCIAL, ADD/ALT-2	MGBRIDE CONST. & ROOFING, LLC.	7423	01/17/14	805	E	ROBINSON	ST	1	1	MEDICAL ARTS ADD SEC 2	CO	\$ 250,000	9,176
COMMERCIAL, FOUNDATION PERMIT2	P7 DEVELOPMENT, LLC.	162	01/23/14	3301	SE	12TH	AVE	9	2W	CONCURRENT CONSTRUCTION	PUD	\$ 62,980	9,795
COMMERCIAL, FOUNDATION PERMIT2	P7 DEVELOPMENT, LLC.	163	01/23/14	3301	SE	12TH	AVE	9	2W	CONCURRENT CONSTRUCTION	PUD	\$ 9,495	1,350
COMMERCIAL, FOUNDATION PERMIT2	P7 DEVELOPMENT, LLC.	164	01/23/14	3301	SE	12TH	AVE	9	2W	CONCURRENT CONSTRUCTION	PUD	\$ 6,054	828
COMMERCIAL, INTERIOR FINISH-2	PRECISION BUILDERS, LLC.	7392	01/24/14	3500		HEALTHPLEX	PKY	22A	5	NRH MEDICAL PARK WEST #4	PUD	\$ 334,240	4,178
COMMERCIAL, NEW CONSTRUCTION-2	WILSON BILL	5277	01/09/14	315		WHITE	ST	12	1	LARSH UNIVERSITY	C3	\$ 1,000,000	11,951
COMMERCIAL, NEW CONSTRUCTION-2	RFD CONSTRUCTION, LTD.	6454	01/08/14	4201	NW	CLASSEN	CIR	1	1	SOUTH CLASSEN INDUSTRIAL PARK	I1	\$ 450,000	6,420
COMMERCIAL, NEW CONSTRUCTION-2	PRECISION POOLS	7157	01/14/14	6475	NW	38TH	AVE	1	1	COMMERCE PARKWAY SEC. #3	PUD	\$ 80,000	1,052
COMMERCIAL, NEW SHELL BLDG-2	AZTEC BUILDING SYSTEMS, INC.	6104	01/14/14	7327	E	FRANKLIN	RD	9	5	FRANKLIN	A2	\$ 280,000	5,640
COMMERCIAL, NEW SHELL BLDG-2	AZTEC BUILDING SYSTEMS, INC.	6963	01/30/14	301	NW	24TH	AVE	9	C1	WESTWOOD ESTATES	C2	\$ 725,000	7,300
COMMERCIAL, PARKING LOT-2	ST. ANDREWS ENVIRON./FUEL SYSTEM	7235	01/26/14	2437	W	MAIN	ST	1	1	NORMAN CENTER NORTH	C2	\$ 90,000	3,300
<b>Total Permits</b>												<b>16</b>	
<b>Average Valuation</b>												<b>\$ 276,736</b>	
<b>Total Valuation</b>												<b>\$ 4,427,769</b>	
<b>Average Project Area</b>												<b>4,723</b>	
<b>Total Project Area</b>												<b>75,560</b>	

NEW CONSTRUCTION INFORMATION				COMMERCIAL ADD/ALTS				NEW COMMERCIAL				OTHER PERMITS				
CONTRACTOR	BUILDING SIZE (Square Feet)	LOT SIZE	USE /CLASSIFICATION	COMMERCIAL, ADD/ALT-2	COMMERCIAL, FIRE REPAIR	COMMERCIAL, NEW SHELL INTERIOR FINISH-2	COMMERCIAL, NEW SHELL CONSTRUCTION-2	COMMERCIAL, NEW SHELL BLDG-2	NEW COMMERCIAL CONSTRUCTION	COMMERCIAL, FOUNDATION PERMIT2	OTHER PERMITS	TOTAL ADD/ALT AND NEW CONSTRUCTION	TOTAL OTHER PERMITS	TOTAL VALUE	TOTAL VALUE	
WILSON, BILL	11,851	4308 sf	BUSINESS Building	\$ 1,410,000	\$ -	\$ 334,240	\$ 985,000	\$ 1,530,000	1	2	3	\$ 2,849,240	\$ 78,529	\$ 4,427,769	\$ 4,427,769	
RFD CONSTRUCTION, LTD.	6,420	118,109 sf	Commercial	\$ -	\$ -	\$ -	\$ -	\$ -	1	2	3	\$ 2,849,240	\$ -	\$ 4,427,769	\$ 4,427,769	
PRECISION POOLS	1,052	11.26 acres	Multi-family	\$ 90,000	\$ 1,500,000	\$ -	\$ -	\$ -	1	2	3	\$ 4,349,240	\$ -	\$ 4,427,769	\$ 4,427,769	
<b>Subtotal</b>												<b>6</b>	<b>3</b>	<b>\$ 4,349,240</b>	<b>\$ 78,529</b>	<b>\$ 4,427,769</b>
<b>TOTAL</b>												<b>16</b>	<b>3</b>	<b>\$ 4,427,769</b>	<b>\$ 78,529</b>	<b>\$ 4,427,769</b>

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

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

Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area	Living Area
BYRD BUILDING COMPANY	38	1/6/2014	612		WATERWOOD	DR	22	1	ARBOR LAKE ADD #4	R1	\$ 399,000	4,364	3,093
NORTHSTAR HOMES	354	1/24/2014	811		SIENA SPRINGS	DR	4	3	SIENA SPRINGS ADD #1	PUD	\$ 246,420	3,809	2,738
IDEAL HOMES OF NORMAN	143	1/17/2014	905		RINGWOOD	ST	11	1	GREENLEAF TRAILS ADD 4	PUD	\$ 159,120	2,475	1,768
HOME FIRST, INC.	202	1/14/2014	1916		MARYMOUNT	RD	5	9	HALLBROOKE ADD #2	R1	\$ 420,000	4,507	3,388
MUIRFIELD HOMES	220	1/15/2014	2007		ITHACA	DR	5	2	HALLBROOKE ADD #4	R1	\$ 225,000	3,632	2,500
ARMSTRONG HOMES	96	1/15/2014	2112		TURTLE CREEK	DR	4	2	HALLBROOKE ADD #1	PUD	\$ 200,000	2,696	1,729
WESTPOINT DEVELOPERS	315	1/22/2014	2209		DIANA	DR	11	4	ALAMEDA PARK ADD #3	R1	\$ 132,750	2,063	1,475
WESTPOINT DEVELOPERS	316	1/22/2014	2305		ALAMEDA PARK	DR	9	5	ALAMEDA PARK ADD #3	R1	\$ 131,560	2,016	1,462
FLORIDA CONSTRUCTION	7356	1/21/2014	2704		SUMMIT TERRACE	DR	6	5	SUMMIT LAKES ADD #8	R1	\$ 137,750	2,124	1,531
MUIRFIELD HOMES	221	1/15/2014	3013		TERRACE PARK	TR	10	3	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 193,000	3,377	2,528
IDEAL HOMES OF NORMAN	40	1/10/2014	3325		EAGLEROCK	LN	2	3	GREENLEAF TRAILS ADD 4	PUD	\$ 215,460	2,394	1,684
IDEAL HOMES OF NORMAN	371	1/3/2014	3404		BEAR MOUNTAIN	DR	1	4	GREENLEAF TRAILS ADD 4	PUD	\$ 212,040	2,356	1,594
IDEAL HOMES OF NORMAN	7578	1/10/2014	3409		BLACK MOUNTAIN	WAY	1	2	GREENLEAF TRAILS ADD 4	PUD	\$ 243,540	2,706	1,989
HOME CREATIONS, INC.	448	1/30/2014	3605		TRUMAN	DR	2	3	INDEPENDENCE VALLEY SEC. #1	R1	\$ 137,700	2,075	1,530
HOME CREATIONS, INC.	450	1/30/2014	3609		TRUMAN	DR	3	3	INDEPENDENCE VALLEY SEC. #1	R1	\$ 127,440	1,953	1,416
HOME CREATIONS, INC.	452	1/30/2014	3613		TRUMAN	DR	4	3	INDEPENDENCE VALLEY SEC. #1	R1	\$ 119,860	1,776	1,332
HOME CREATIONS, INC.	453	1/30/2014	3614		TRUMAN	DR	7	2	INDEPENDENCE VALLEY SEC. #1	R1	\$ 157,500	2,237	1,750
HOME CREATIONS, INC.	454	1/30/2014	3618		TRUMAN	DR	6	2	INDEPENDENCE VALLEY SEC. #1	R1	\$ 153,270	2,199	1,703
SOONER TRADITIONS, LLC.	7469	1/2/2014	3719		PRESIDIO	CIR	16	1	CEDAR LAKE SEC #1	R1	\$ 229,000	3,006	2,101
IDEAL HOMES OF NORMAN	346	1/3/2014	3725		PAINTED BIRD	LN	3	1	RED CANYON RANCH SEC 4	PUD	\$ 159,660	2,389	1,774
MAJESTIC FINE HOMES, LLC.	333	1/22/2014	3905		MONTELENA	CT	2	1	BROOKHAVEN #41	R1	\$ 300,000	3,528	2,594
IDEAL HOMES OF NORMAN	41	1/10/2014	4012		SIERRA VISTA	WAY	16	1	RED CANYON RANCH SEC 3	PUD	\$ 148,860	2,353	1,654
RED LEAF CONSTRUCTION, INC.	402	1/30/2014	4016		PRESIDIO	DR	14	1	MONTREY ADD. #1	R1	\$ 205,000	2,926	2,082
IDEAL HOMES OF NORMAN	37	1/10/2014	4228		LORINGS	CIR	14	4	CARRINGTON PLACE ADD #11	R1	\$ 268,830	3,945	2,987
LANDMARK FINE HOMES, LP.	349	1/23/2014	4313		HACKNEY WICK	RD	3	4	CARRINGTON PLACE ADD #12	R1	\$ 634,293	5,763	4,360
BYRD BUILDING COMPANY	390	1/29/2014	4318		FRONTIER	TR	3	3	GLENRIDGE SEC. #1	PUD	\$ 385,000	3,967	2,857
CUSTOM BUILDERS OF OK,LLC.	328	1/22/2014	4321		FRONTIER	TR	17	2	GLENRIDGE SEC. #1	PUD	\$ 390,800	3,994	2,924
BYRD BUILDING	392	1/29/2014	4329		FRONTIER	TR	15	2	GLENRIDGE SEC. #1	PUD	\$ 344,000	3,576	2,510
BYRD BUILDING	393	1/29/2014	5819		WINDSTONE	DR	8	2	GLENRIDGE SEC. #1	PUD	\$ 398,000	3,845	2,923

<b>Total Permits</b>	<b>29</b>	<b>Average Valuation \$</b>	<b>244,308</b>	<b>Average Project Area</b>	<b>3,037</b>
		<b>Total Valuation \$</b>	<b>7,084,933</b>	<b>Average Living Area</b>	<b>2,206</b>
				<b>Total Living Area</b>	<b>63,976</b>

City of Norman  
BUILDING PERMITS AND INSPECTIONS

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

Permit #	Permit Type	Contractor	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
4	1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC.	2216		ALAMEDA PARK	DR	5	4	ALAMEDA PARK ADD #3	R1	\$ 3,000	35
6	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	428		LAKE GROVE	CT	3	4	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 2,800	25
7	1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	3213		VALLEY HOLLOW	DR	15	2	SUMMIT VALLEY	R1	\$ 3,750	24
9	1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	3708		RED OAKS	DR	2	2	RIVER OAKS #1	R1	\$ 1,700	23
11	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	1309		PROSPECT	CT	18	8	PARK HILL ADDITION	PUD	\$ 3,395	24
12	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	4013		TETON	LN	17	3	CASCADE ESTATES PUD #6	PUD	\$ 3,395	24
13	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	1904		DANFIELD	DR	9A	3	CASCADE ESTATES PUD #6	R1	\$ 4,295	32
20	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1117		PINEHURST	DR	48	2	BROOKHAVEN #26	RM2	\$ 2,800	25
21	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	4217		HUNTERS HILL	RD	14	2	CANADIAN TRAILS ADD #2	R1	\$ 3,500	24
24	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4116		BENTBROOK	PL	9	3	BROOKHAVEN #05	R1	\$ 3,995	40
26	1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	318		CREST	PL	3	1	BROOKHAVEN #32	R1	\$ 3,300	21
28	1 & 2 FAMILY STORM SHELTER-3	F5 STORM SHELTERS, LLC	3905		CASTLEROCK	RD	15	3	ALAMEDA PARK ADD #2	R1	\$ 4,100	36
29	1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS	5113		LADBROOK	ST	15	5	CASTLEROCK ADD #3	R1	\$ 3,595	28
31	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1220		MOUNTAIN BROOK	DR	16	5	MOUNTAIN BROOK	R1	\$ 2,800	25
32	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	1521		FAWN RUN CROSSII	DR	6	2	DEERFIELD ADD SEC 6	R1	\$ 2,800	25
36	1 & 2 FAMILY STORM SHELTER-3	GODWIN, CHAD	711		LANDSDOWNE	CT	2	5	BROOKHAVEN #11	R1	\$ 3,045	24
39	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	813		TIMBERDELL	RD	17	1	WETZLER ADD AMENDED PLAT	R1	\$ 5,900	40
44	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	2729		LERKIM	LN	17	2	TRAILWOODS SEC 6	PUD	\$ 2,300	25
47	1 & 2 FAMILY STORM SHELTER-3	GFS STORM SHELTERS	4105		SHORELINE	DR	10	1	WELLINGTON LAKE ADD A PUD	PUD	\$ 3,450	24
48	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1227		KENT	ST	17	11	BERKELEY ADD #4	R1	\$ 3,245	18
55	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	1117		GREENBRIAR	CT	6	2	COLLEGE MANOR	R1	\$ 3,600	40
57	1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS	522		WOODROW	CT	2	1	BUNGALOWS AT WOODS ROW	PUD	\$ 3,600	24
61	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	4406		CHESWICK	RD	18	1	STARBUCK ADD	R1	\$ 4,295	23
62	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	937		SCHULZE	DR	8	6	BROOKHAVEN #08	R1	\$ 3,395	24
69	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	224		WATERFRONT	DR	2	2	MORNINGSIDE	R1	\$ 2,800	25
72	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	2708		WHEATLAND	DR	20	2	ROYAL OAKS ADD #3	R1	\$ 2,995	35
74	1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS	3916		CHARING CROSS	DR	33	2	EAST RIDGE ADD #19	R1	\$ 2,800	35
76	1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	4106		MORRISON	CT	8	2	PARK PLACE ADD #2	R1	\$ 4,595	28
77	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	304		MIMOSA	DR	1	3	CHERRY CREEK #4	R1	\$ 3,400	21
81	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1313		NORTHERN HILLS	RD	18	3	CRYSTAL HEIGHTS	R1	\$ 2,500	45
82	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4009		TROON	ST	7	1	DEERFIELD ADD SEC 2	R1	\$ 2,750	25
85	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	1540		CENTRAL	PKY	4	8	CASCADE ESTATES PUD #7	PUD	\$ 2,800	25
94	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	2637		TRUFFULA	CIR	9	1	PARK PLACE ADD #2	R1	\$ 4,595	28
95	1 & 2 FAMILY STORM SHELTER-3	TORNADO TOUGH TORNADO SHEI	411	W	COMANCHE	ST	27	86	TRAILWOODS SEC 3	PUD	\$ 4,000	40
101	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	2824		SMOKING OAK	RD	4	11	NORMAN, ORIGINAL TOWNSHIP	R1	\$ 5,771	35
102	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	420		WINDJAMMER	CT	6	2	FOREST HILLS ADD	R1	\$ 3,995	40
103	1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	1701		REEKSIDE	ST	18	6	WILLOWBEND ADDITION	PUD	\$ 3,500	25
105	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	620		RIDGE LAKE	BLVD	5	2	COLONIAL EST SOUTH SEC 2	R1	\$ 3,200	24
106	1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	732		JONA KAY	TER	35	2	SUMMIT LAKES ADD #7	R1	\$ 4,297	40
109	1 & 2 FAMILY STORM SHELTER-3	EVANS, BRYAN	1305		MONTEREY	DR	4	2	UNIVERSAL HEIGHTS 2ND ADD	R1	\$ 3,000	23
110	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3208		COTSWOLD SQUAREI	DR	10	5	MONTEREY ADD #1	R1	\$ 2,500	48
112	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	1017		BEAR MOUNTAIN	DR	4	6	BROOKHAVEN SQUARE #3	RM6	\$ 3,900	35
113	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	2217	SW	24TH	DR	10	1	BROOKHAVEN #02	R1	\$ 3,800	40
115	1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	5000		CYPRESS LAKE	DR	7	1	GREENLEAF TRAILS ADD 2	PUD	\$ 2,895	24
117	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	11407	E	ROCK CREEK	RD	1	1	YANDELL ACRES ADD	R1	\$ 2,500	45
118	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	933		JONA KAY	TER	9	1	CAMBRIDGE ADD #8	R1	\$ 3,400	21
120	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4227		LORINGS	CIR	6	5	LAGO VISTA	A2	\$ 2,553	40
121	1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	4400		HIGHLAND HILLS	DR	3	3	WHITTIER EST	R1	\$ 2,800	24
122	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	2108		OAK FOREST	DR	12	3	CARRINGTON PLACE ADD #11	R1	\$ 3,500	40
123	1 & 2 FAMILY STORM SHELTER-3	F5 STORM SHELTERS, LLC	601		WATERWOOD	DR	12	2	HIGHLAND HILLS #2	RE	\$ 4,554	45
125	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	3317		VALLEY HOLLOW	DR	1	2	DOUBLE TREE AT HALL PARK	R1	\$ 2,500	21
127	1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	215	N	WESTCHESTER	AVE	9	2	ARBOR LAKE ADD #4	R1	\$ 2,800	21
132	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	612		TRISHA	LN	15	2	SUMMIT VALLEY	R1	\$ 3,545	24
134	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4921		CARRINGTON	CT	5	1	TOWN & COUNTRY ESTATES	R1	\$ 2,820	23
136	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	11709		CAMINO REAL	DR	21	5	ARBOR LAKE ADD #4	R1	\$ 2,800	25
137	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4112		BENTBROOK	PL	10	1	CARRINGTON PLACE ADD #10	R1	\$ 3,900	40
138	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1420		BAYCHARTER	ST	3	2	LAGO VISTA	A2	\$ 2,553	45
150	1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	2420		CAMELIA	ST	6	4	BROOKHAVEN #32	R1	\$ 2,700	25
155	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1809		BARRINGTON	DR	12	3	PARK PLACE ADD #5	R1	\$ 2,700	25
181	1 & 2 FAMILY STORM SHELTER-3	ARROW FENCE CO.	2104		SANDALWOOD	DR	7	8	PEBBLE BROOK #2	R1	\$ 2,745	14
182	1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC.	1700		SANDALWOOD	DR	4	14	HALL PARK #7	R1	\$ 2,800	25
183	1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC.	11011		LINDSEY	ST	36	1W	HALL PARK #6	R1	\$ 3,700	43
185	1 & 2 FAMILY STORM SHELTER-3	CARL MEARS CORP.	1717	E	VINE	ST	4	8	HIGH MEADOWS #3	R1	\$ 4,000	76
189	1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	2433		WHEATLAND	PL	10	1	NOT SUBDIVIDED	A2	\$ 4,000	76
									EAST RIDGE ADD #21	R1	\$ 7,200	80
										R1	\$ 2,800	21



City of Norman  
BUILDING PERMITS AND INSPECTIONS

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

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	192	01/14/14	1224		CHAUTAUQUA	AVE	8	3	BRADBURY'S ADD #2	R1	\$ 3,500	45
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	193	01/14/14	1025		ROBINHOOD	LN	9	3	SHERWOOD FOREST #1	R1	\$ 2,600	45
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTER	201	01/14/14	1440		SEBASTIANI	CIR	40	2	SOMMA PARK #4	R1	\$ 2,545	18
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	205	01/15/14	1316		SKYLER	WAY	7	2	CEDAR LANE SEC #1	R1	\$ 3,750	25
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE SHELTER, LLC	211	01/15/14	3300		MILLBROOK	DR	1	4	BROOKHAVEN SQUARE #3	R1	\$ 3,300	0
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	217	01/15/14	520		PINEY OAK	DR	13	1	HIGHLAND VILLAGE ADD SEC 2	R1	\$ 4,000	28
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	219	01/15/14	3105		LOCHINVER	DR	5	1	HIGHLAND VILLAGE ADD SEC 2	R1	\$ 2,300	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	237	01/16/14	1824		CEDAR HILL	RD	6	3	WESTWOOD ESTATES	R1	\$ 3,900	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	240	01/17/14	225	N	MERCEDDES	DR	3	22	COLLEGE MANOR	R1	\$ 3,500	32
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTER	241	01/17/14	1306		GREENBRIAR	DR	6	12	COLLEGE MANOR	R1	\$ 4,000	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	243	01/17/14	2720	NE	48TH	AVE	14	2W	NOT SUBDIVIDED	A2	\$ 3,000	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	244	01/17/14	1433		PRINCETON	CIR	17	4	QUEENSTON HEIGHTS	R1	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER-3	GFS STORM SHELTERS	248	01/17/14	4809		LAURELBROOK	CT	1	3	QUEENSTON HEIGHTS	R1	\$ 6,200	40
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	249	01/17/14	617		WATERWOOD	DR	5	2	BROOKHAVEN #30	R1	\$ 6,200	24
1 & 2 FAMILY STORM SHELTER-3	LEHMAN DIRTWORK	250	01/17/14	4506		DR	DR	34	2	ARBOR LAKE ADD #4	R1	\$ 3,395	44
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	256	01/21/14	2109		WYCKHAM	PL	6	2	ROCK CREEK POLO CLUB	R1	\$ 2,500	58
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	258	01/21/14	3104		HIGHLAND RIDGE	DR	18	1	BROOKHAVEN #28	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	259	01/21/14	612		SHADOWLAKE	RD	12	2	HIGHLAND VILLAGE ADD SEC 1	R1	\$ 2,900	23
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	260	01/21/14	2600		ACACIA	CT	1	2	SHADOWLAKE ADD #5	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	VETS SEPTIC SERVICE	262	01/21/14	3906		HAVASU	DR	11	1	FOREST HILLS ADD	R1	\$ 2,600	56
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	266	01/21/14	5005		LYON	DR	11	2	RED CANYON RANCH SEC 2	PUD	\$ 2,750	0
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTER	267	01/21/14	1607		WESTBROOKE	TER	4	11	CAMBRIDGE ADD #7	R1	\$ 2,800	18
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTER	268	01/21/14	3825		HAVENBROOK	CIR	65	1	WESTLAND ADD	R1	\$ 3,050	23
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	270	01/21/14	216		SUMMIT BEND	DR	8	1	BROOKHAVEN, VILLAGE AT #2	RM6	\$ 2,650	18
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	271	01/21/14	4000		SIERRA VISTA	WAY	19	1	SUMMIT LAKES ADD #9	R1	\$ 3,500	40
1 & 2 FAMILY STORM SHELTER-3	GFS STORM SHELTERS	273	01/21/14	2901		TROPICANA	AVE	26	5	RED CANYON RANCH SEC 3	PUD	\$ 3,800	34
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	282	01/21/14	3712		STANSBURY	RD	9	3	ST JAMES PARK ADD 1	R1	\$ 3,458	24
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	284	01/21/14	4223		CORDOVA	CT	2	4	CARRINGTON PLACE ADD #2	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER-3	FAMILYSAFE STORM SHELTERS	292	01/21/14	3305		GREENWOOD	DR	5	2	LAS COLINAS SEC. #2	R1	\$ 3,600	34
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	298	01/22/14	908		CAVECREEK	ST	0002	002	CROSSROADS WEST #2	R1	\$ 4,500	24
1 & 2 FAMILY STORM SHELTER-3	OKLAHOMA SHELTERS	318	01/22/14	4808		WELLMAN	DR	5	2	SHADOWLAKE ADD #3	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	319	01/22/14	441		CLAREMONT	DR	19	6	ARBOR LAKE ADD #5	R1	\$ 2,800	28
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	323	01/22/14	4037		NICOLE	PL	3	2	NORMANDY PARK	R1	\$ 2,600	55
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	329	01/22/14	4321		FRONTIER	TR	17	2	CASCADE ESTATES PUD #2	PUD	\$ 3,000	23
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	337	01/23/14	1713		CHEYNEY	CT	4	7	CASTLEROCK ADD #3	R1	\$ 4,000	26
1 & 2 FAMILY STORM SHELTER-3	AREA SEPTIC SERVICES, INC.	338	01/23/14	1526		CRUCE	ST	4	3	HALL PARK #3	R1	\$ 4,000	26
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	340	01/23/14	1206		BEVERLY HILLS	ST	7	5	HETHERINGTON HEIGHTS 3RD /	R1	\$ 5,629	80
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	347	01/23/14	5208		DEERHURST	DR	3A	2	BERRY EST #1	R1	\$ 3,995	40
1 & 2 FAMILY STORM SHELTER-3	TLP CUSTOM HOMES, LLC	348	01/23/14	1201		BURLWOOD	RD	24	2W	CAMBRIDGE ADD #5	R1	\$ 3,200	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	350	01/23/14	5711	E	LINDSEY	ST	36	2W	BURLWOOD COUNTRY ESTATES	A2	\$ 4,000	61
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	357	01/24/14	205		PECAN VALLEY	DR	9	1	HALEY ESTATES NRCOS	A2	\$ 2,395	56
1 & 2 FAMILY STORM SHELTER-3	FAMILYSAFE STORM SHELTERS	358	01/24/14	4505		MEADOWGATE	DR	9	1	HIGHLAND VILLAGE ADD SEC 4	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	361	01/24/14	1022		MEADOW RIDGE	RD	2	5	CARRINGTON PLACE ADD #6	R1	\$ 4,500	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	363	01/24/14	4144		PINE HILL	RD	6	2	BROOKHAVEN #05	R1	\$ 2,750	25
1 & 2 FAMILY STORM SHELTER-3	F5 STORM SHELTERS, LLC	364	01/24/14	2833		SUMMIT HILL	RD	9	4	CASCADE ESTATES PUD #2	PUD	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	379	01/27/14	3304		FIRSIDE	CIR	8	8	SUMMIT LAKES ADD #2	R1	\$ 3,800	35
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS PLUS	383	01/27/14	10013		BUCKINGHAM	DR	4A	2	PRAIRIE CREEK ADD #2	R1	\$ 2,700	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	388	01/27/14	3917		DAFFODIL	CT	10	2	CASCADE ESTATES PUD #2	R1	\$ 2,945	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	397	01/28/14	116		WILDERNESS	DR	11	2	HANSMEYER HEIGHTS #1	RE	\$ 3,500	77
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	398	01/28/14	805		HUMMING BIRD	DR	23	1	SUTTON PLACE ADD #3	R1	\$ 3,000	18
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	399	01/28/14	2610		BEAURE	DR	5	9	TRAILWOODS SEC 1	PUD	\$ 2,750	25
1 & 2 FAMILY STORM SHELTER-3	OKLAHOMA SHELTERS	407	01/28/14	12331		ECELL	CT	10	10	NORMANDY PARK	R1	\$ 3,995	40
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTERS INC.	411	01/28/14	3901		CHECKERBOARD	CIR	24	1W	CAMBRIDGE PLACE #4	RM6	\$ 2,500	35
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTERS INC.	413	01/28/14	4017		INNSBROOK	CT	10	1	NOT SUBDIVIDED	R1	\$ 2,800	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	415	01/28/14	4304		WARRINGTON	WAY	5	3	CASTLEROCK ADD #3	R1	\$ 2,450	18
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS	417	01/28/14	423		GEORGE L CROSS	CT	12	3	BROOKHAVEN #21A	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS	418	01/28/14	5204		ROADS	DR	14	3	CAMBRIDGE ADD #3	R1	\$ 2,785	18
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	421	01/28/14	4517		ANN ARBOR	DR	13	3	FLAZZELLS ADD #2	R1	\$ 2,700	25
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	424	01/28/14	1806		BECKETT	CT	15	1	BROOKHAVEN #18	R1	\$ 2,400	24
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	425	01/29/14	1920		VALLEY RIDGE	RD	14	8	BROOKHAVEN #06	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	430	01/29/14	4371		SHORELINE	DR	8	2	PRAIRIE CREEK	R1	\$ 2,745	18
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	431	01/29/14	4371		COVINGTON	WAY	19	1	WELLINGTON LAKE ADD A PUD	PUD	\$ 2,650	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	432	01/29/14	1525		FAWN RUN CROSSING	WAY	7	2	WELLINGTON LAKE ADD SEC 1	PUD	\$ 2,700	25
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	437	01/29/14	3917		SPARKLE	ST	5	5	DEERFIELD ADD SEC 6	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	438	01/29/14	712		CAVECREEK	ST	3	5	CASCADE ADDITION	R1	\$ 3,545	24
										SHADOWLAKE ADD #4	R1	\$ 3,295	30

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1 & 2 FAMILY STORM SHELTER-3	439	GROUND ZERO STORM SHELTERS	01/29/14	2100		BARRINGTON	DR	9	8	HALL PARK #6	R1	\$ 2,500	35
1 & 2 FAMILY STORM SHELTER-3	440	GROUND ZERO STORM SHELTERS	01/29/14	1633		CREEKSIDE	LN	19	11	WOODCREEK ADD #7	R1	\$ 3,000	25
1 & 2 FAMILY STORM SHELTER-3	441	THUNDERGROUND STORM SHELTER	01/29/14	2303		TWISTED OAK	DR	11	6	CHISHOLM TRAIL EST SEC 2	R1	\$ 3,595	23
1 & 2 FAMILY STORM SHELTER-3	442	FAMILY SAFE STORM SHELTERS	01/29/14	3720		WINDOVER	DR	1	2	BROOKHAVEN #19	R1	\$ 4,200	24
1 & 2 FAMILY STORM SHELTER-3	445	SMART SHELTER INC.	01/30/14	1327		HOMELAND	AVE	5	2	HILLTOP ADD	R1	\$ 3,545	24
1 & 2 FAMILY STORM SHELTER-3	455	GROUND ZERO STORM SHELTERS	01/30/14	4508		SARATOGA	DR	4	2	CAMBRIDGE PLACE #4	RM6	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	467	THUNDERGROUND STORM SHELTER	01/30/14	919		RINGWOOD	ST	7	1	GREENLEAF TRAILS ADD 4	PUD	\$ 2,995	18
1 & 2 FAMILY STORM SHELTER-3	468	THUNDERGROUND STORM SHELTER	01/30/14	3324		WALNUT	RD	13	11	WALNUT RIDGE ADD	R1	\$ 4,295	58
1 & 2 FAMILY STORM SHELTER-3	472	CARTER BACKHOE SERVICE	01/30/14	610		PEREGRINE	DR	11	5	EAGLE CLIFF ADD #2	R1	\$ 2,600	28
1 & 2 FAMILY STORM SHELTER-3	473	SMART SHELTER INC.	01/30/14	3912		MORNINGSIDE	DR	5	2	MORNINGSIDE	R1	\$ 2,500	24
1 & 2 FAMILY STORM SHELTER-3	474	STORM SAFE SHELTER, LLC	01/31/14	3912		RIPPLE	AVE	15	5	CASCADE ADDITION	R1	\$ 3,500	38
1 & 2 FAMILY STORM SHELTER-3	475	GFS STORM SHELTERS	01/31/14	1402		CHERRY STONE	ST	5	3	BERRY EST #1	R1	\$ 2,750	23
1 & 2 FAMILY STORM SHELTER-3	476	FLAT SAFE TORNADO SHELTERS	01/31/14	1401		SKYLER	WAY	59	3	CEDAR LAINE SEC #1	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER-3	479	GROUND ZERO STORM SHELTERS	01/31/14	3911	NW	PIONEER	ST	14	3	MARLATT ADD	R1	\$ 2,500	25
1 & 2 FAMILY STORM SHELTER-3	481	GROUND ZERO STORM SHELTERS	01/31/14	3908		CHAMBERLYNE	WAY	2	2	WARWICK ADD #4	R1	\$ 3,295	40
1 & 2 FAMILY STORM SHELTER-3	483	STORM SAFE SHELTER, LLC	01/31/14	2521		ATWOOD	DR	5	3	NORMANDY MANOR	R1	\$ 3,800	40
1 & 2 FAMILY STORM SHELTER-3	484	STORM SAFE SHELTER, LLC	01/31/14	1201		OKLAHOMA	AVE	4	2	LINCOLN TERRACE ADD	R1	\$ 3,800	40
1 & 2 FAMILY STORM SHELTER-3	486	BIGGS BACKHOE, INC	01/31/14	1313		NEWBURY	DR	9	2	PARK PLACE ADD #2	R1	\$ 3,020	57
1 & 2 FAMILY STORM SHELTER-3	490	GROUND ZERO STORM SHELTERS	01/31/14	4708		STONEGATE	DR	9	2	ROCK CREEK POLO CLUB #3	R1	\$ 2,800	21
1 & 2 FAMILY STORM SHELTER-3	491	GROUND ZERO STORM SHELTERS	01/31/14	719		PAINTED FOREST	RD	11	2	RED CANYON RANCH SEC 3	PUD	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	482	SMART SHELTER INC.	01/31/14	4307		LORINGS	CIR	3	5	CARRINGTON PLACE ADD #11	R1	\$ 4,500	40
1 & 2 FAMILY STORM SHELTER-3	494	GROUND ZERO STORM SHELTERS	01/31/14	1321		BROOKNE	DR	16	1	PARK PLACE ADD #3	R1	\$ 3,995	40
1 & 2 FAMILY STORM SHELTER-3	495	THUNDERGROUND STORM SHELTER	01/31/14	1715		RIDGEMONT	CIR	14	13	HIGH MEADOWS #3	RM2	\$ 3,850	21
1 & 2 FAMILY STORM SHELTER-3	497	SMART SHELTERS INC.	01/31/14	4905		DEERHURST	DR	23	1	SUMMIT VALLEY	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	498	STORM SAFE SHELTER, LLC	01/31/14	4120		EDEN	CT	14	1	CASCADE ESTATES PUD #7	PUD	\$ 3,350	25
1 & 2 FAMILY STORM SHELTER-3	501	OZ SAFEROOMS	01/31/14	220		TECUMSEH MEADOW	DR	3	2	TECUMSEH MEADOWS ADD #2	R1	\$ 8,000	25
1 & 2 FAMILY STORM SHELTER-3	503	OZ SAFEROOMS	01/31/14	1025		CONNELLY	LN	3	1	WESTBROOKE TERRACE	R1	\$ 6,000	25
1 & 2 FAMILY STORM SHELTER-3	504	GROUND ZERO STORM SHELTERS	01/31/14	3312		VALLEY MEADOW	LN	3	2	SUMMIT VALLEY	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	7629	GROUND ZERO STORM SHELTERS	01/06/14	927		RINGWOOD	ST	5	1	GREENLEAF TRAILS ADD 4	PUD	\$ 2,300	21
1 & 2 FAMILY, ADD OR ALTER-2	33	BERRY, MANDY & TROY	01/03/14	631		KANSAS	ST	17	10	NORMAN HEIGHTS ADDITION	R1	\$ 20,000	400
1 & 2 FAMILY, ADD OR ALTER-2	51	OUTDOOR ESCAPES, LLC.	01/10/14	2016		BROOKFIELD	DR	13	1	THE TROPHY CLUB	R1	\$ 19,000	288
1 & 2 FAMILY, ADD OR ALTER-2	86	CAVINS ROOFING & REMODELING	01/10/14	4311		WAKEFIELD	CT	3	4	BROOKHAVEN #05	R1	\$ 56,000	690
1 & 2 FAMILY, ADD OR ALTER-2	100	HARLSON RENOVATIONS	01/23/14	2003		TRAILPINE	CT	1	4	TRAILS ADD	R1	\$ 60,000	261
1 & 2 FAMILY, ADD OR ALTER-2	186	TLR CUSTOM HOMES, LLC	01/23/14	1201		BURLWOOD	RD	24	2W	BURLWOOD COUNTRY ESTATES	A2	\$ 90,000	798
1 & 2 FAMILY, ADD OR ALTER-2	191	OWNER	01/14/14	1875		ROLLING HILLS	ST	12	1	WEST ADD	R1	\$ 25,000	450
1 & 2 FAMILY, ADD OR ALTER-2	239	DWL CONTRACTING	01/23/14	127	W	MOSIER	ST	24	18	HIGHLAND ADDITION	R2	\$ 2,500	88
1 & 2 FAMILY, ADD OR ALTER-2	378	ORELLANA, SAIDY HERRERA	01/29/14	512		ENGLISH ELM	LN	4	1	POPPY GROVE ADD	R1	\$ 8,000	640
1 & 2 FAMILY, ADD OR ALTER-2	7077	J. HOWELL CONSTRUCTION, INC.	01/09/14	1704		BARWICK	DR	8	1	BROOKHAVEN #10	R1	\$ 91,000	698
1 & 2 FAMILY, ADD OR ALTER-2	7355	COX, LISA	01/03/14	1005		BROOKSIDE	DR	10	3	BROOKSIDE ADD	R1	\$ 10,000	360
1 & 2 FAMILY, ADD OR ALTER-2	7500	OWNER	01/07/14	1225		CAMDEN	WAY	13	1	EDGEWATER 3RD ADD	R1	\$ 6,000	221
1 & 2 FAMILY, CARPORT-2	52	BARGAIN BARNS & BUILDINGS, LLC	01/06/14	3101		BLUE RIDGE	DR	9	1	BLUE RIDGE ACRES	RE	\$ 781	336
1 & 2 FAMILY, CARPORT-2	403	BARGAIN BARNS & BUILDINGS, LLC	01/29/14	611	E	COMANCHE	ST	26	50	NORMAN, ORIGINAL TOWNSHIP	R2	\$ 2,210	504
1 & 2 FAMILY, CARPORT-2	7528	ADKINS, RANDALL	01/02/14	702		JENKINS	AVE	1	3		R3	\$ 2,000	412
1 & 2 FAMILY, FIRE REPAIR	283	BREED, STEVE	01/21/14	200		WILLOW BRANCH	RD	10	14	QUAILBROOK ADD #3	RM6	\$ 60,000	2,188
1 & 2 FAMILY, FIRE REPAIR	343	SCHOOL LAND	01/23/14	2650	NW	48TH	AVE	16	3W	NOT SUBDIVIDED	A2	\$ 10,000	1,031
1 & 2 FAMILY, FIRE REPAIR	377	COX'S CONTRACTING SERVICES,	01/27/14	11903		CAMINO REAL	DR	23	1	LAGO VISTA	A2	\$ 100,000	3,200
1 & 2 FAMILY, FIRE REPAIR	7604	MAGUIRE OHARA CONST. INC.	01/06/14	4350		BERRY FARM	RD	10	1	ASHTON GROVE ADD SEC 1	PUD	\$ 68,000	1,600
1 & 2 FAMILY, PAVING-2	114	MCCOWN, TAMMY	01/16/14	706		JENKINS	AVE	3	3	LARSH'S UNIVERSITY ADD	R3	\$ 2,000	2,246
1 & 2 FAMILY, STORAGE BLDG-2	60	AAA CONSTRUCTION	01/23/14	7950	NE	120TH	AVE	26	1W	NOT SUBDIVIDED	A2	\$ 20,000	600
1 & 2 FAMILY, STORAGE BLDG-2	99	HOME DEPOT USA, INC	01/09/14	2421		BONNYBROOK	ST	6	4	EAST RIDGE ADD #08 AMENDEC	R1	\$ 3,400	112
1 & 2 FAMILY, STORAGE BLDG-2	179	BLEAKLEY, BRANDON	01/22/14	531	W	SYMMES	ST	14	19	WAGGONER'S TR: FIRST ADD	R3	\$ 20,000	400
1 & 2 FAMILY, STORAGE BLDG-2	289	OFFORDABLE BUILDINGS, LLC.	01/21/14	4005		DORNOCH	LN	1	2	CASCADE ESTATES PUD #7	PUD	\$ 2,800	120
1 & 2 FAMILY, STORAGE BLDG-2	276	MORTON BUILDINGS	01/21/14	5620		CARDINAL	LN	1	4	HOWARD BIG OAK	RE	\$ 35,000	1,500
1 & 2 FAMILY, STORAGE BLDG-2	281	BARGAIN BARNS & BUILDINGS, LLC	01/21/14	3101		BLUE RIDGE	DR	9	1	HIGH MEADOWS #3	RE	\$ 5,124	600
1 & 2 FAMILY, STORAGE BLDG-2	297	DT CONSTRUCTION	01/24/14	7100	E	LINDSEY	ST	6	1W	NOT SUBDIVIDED	A2	\$ 16,200	2,250
1 & 2 FAMILY, STORAGE BLDG-2	367	HOFSTEITER, JOHN	01/24/14	5105	SE	108TH	AVE	23	1W	NOT SUBDIVIDED	A2	\$ 37,750	1,088
1 & 2 FAMILY, STORAGE BLDG-2	7525	NEWMAN, WILLIAM J.	01/06/14	615	N	PETERS	AVE	18	8	JA. JONES ADDITION	R3	\$ 50,000	1,296
1 & 2 FAMILY, SWIMMING POOL-3	43	SEA BREEZE POOLS	01/13/14	308		ECCLELL	CT	10	10	CAMBRIDGE PLACE #4	RM6	\$ 27,000	608
1 & 2 FAMILY, SWIMMING POOL-3	59	SEA BREEZE POOLS	01/13/14	1533		HIGH TRAIL	RD	4	2	HIGH MEADOWS #3	RM2	\$ 30,250	608
1 & 2 FAMILY, SWIMMING POOL-3	119	SIGNATURE CUSTOM POOLS	01/29/14	3819		RIDGELINE	DR	2	4	GRANDVIEW EST NORTH #1	RE	\$ 48,000	860
1 & 2 FAMILY, SWIMMING POOL-3	145	SERENITY POOLS	01/23/14	1005		CORBETT	DR	6	2	BROOK LAKE ADD #5	R1	\$ 36,000	378
1 & 2 FAMILY, SWIMMING POOL-3	7408	SIGNATURE CUSTOM POOLS	01/02/14	4708		HARROGATE	DR	2	2	BROOKHAVEN #30	R1	\$ 32,000	544
1 & 2 FAMILY, SWIMMING POOL-3	7491	SIGNATURE CUSTOM POOLS	01/02/14	4525		BLACK HORSE	RD	7	3	CARRINGTON PLACE ADD #6	R1	\$ 44,000	600
1 & 2 FAMILY, SWIMMING POOL-3	7632	ARTISTIC POOLS	01/03/14	1251		WANDERING OAKS	LN	23	2	BLUE CREEK ESTATES 2	PUD	\$ 55,000	1,600
2 FAMILY, NEW CONSTRUCTION	6887	WILLIAMS, DAVID CONSTRUCTION	01/24/14	715		DEBARR	AVE	77	3	PRESIDENTIAL #1	R3	\$ 85,000	1,365
3+ FAMILY, FIRE REPAIR	7452	STEER, K MICHAEL	01/24/14	1902		FILLMORE	AVE	4	4	PRESIDENTIAL #1	RM6	\$ 18,000	300

City of Norman  
BUILDING PERMITS AND INSPECTIONS

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

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
3+ FAMILY, FOUNDATION PERMIT-2	P7 DEVELOPMENT, LLC.	165	01/23/14	3301	SE	12TH	AVE	9	2W	NOT SUBDIVIDED	PUD	\$ 32,758	6,293
3+ FAMILY, FOUNDATION PERMIT-2	P7 DEVELOPMENT, LLC.	166	01/23/14	3301	SE	12TH	AVE	9	2W	NOT SUBDIVIDED	PUD	\$ 34,803	6,293
3+ FAMILY, FOUNDATION PERMIT-2	P7 DEVELOPMENT, LLC.	170	01/23/14	3301	SE	12TH	AVE	9	2W	NOT SUBDIVIDED	PUD	\$ 47,398	6,293
3+ FAMILY, FOUNDATION PERMIT-2	P7 DEVELOPMENT, LLC.	175	01/23/14	3301	SE	12TH	AVE	9	2W	NOT SUBDIVIDED	PUD	\$ 50,158	6,569
3+ FAMILY, FOUNDATION PERMIT-2	P7 DEVELOPMENT, LLC.	176	01/23/14	3301	SE	12TH	AVE	9	2W	NOT SUBDIVIDED	PUD	\$ 45,553	6,293
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN-SANITATION	34	01/06/14	209	E	HAL MULDRUP	CT	13	1	PEARSON EST #1	RM6		
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN-SANITATION	88	01/09/14	220	E	MAIN	ST	17	13	NORMAN, ORIGINAL TOWNSHIP	C3		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	35	01/03/14	631	E	KANSAS	ST	17	10	NORMAN HEIGHTS ADDITION	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	78	01/10/14	808	E	MOSIER	ST	8	3	CARPENTER ADD	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	139	01/13/14	1533	E	CAMDEN	WAY	10	2	MEADOW PARK ADD	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	301	01/23/14	4400	SE	132ND	AVE	13	1W	ELLIOTT ADD	A2		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	330	01/24/14	716	NE	OLIVER	ST	2	1	ELLIOTT ADD	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	369	01/24/14	1720	NE	120TH	AVE	23	1W	NOT SUBDIVIDED	A2		

<b>Total Permits</b>	205											<b>Average Project Area \$</b>	332
												<b>Total Project Area \$</b>	67,969

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY, FIRE REPAIR	CITY OF NORMAN-SANITATION	4	11										
1 & 2 FAMILY, ADD OR ALTER-2	CITY OF NORMAN	11											
1 & 2 FAMILY, STORM SHELTER-3		11											
1 & 2 FAMILY, FOUNDATION PERMIT-2		11											
1 & 2 FAMILY, STORAGE BLDG-2		9											
1 & 2 FAMILY, SWIMMING POOL-3		7											
1 & 2 FAMILY, MANUFACTURED HOME REPLACE-2		0											
3+ FAMILY, ADD OR ALTER		0											
3+ FAMILY, FIRE REPAIR		1											
2 FAMILY, NEW CONSTRUCTION		1											
1 & 2 FAMILY, CARPO RT-2		3											
1 & 2 FAMILY, MANUFACTURED HOME-2		0											
<b>TOTAL #</b>												<b>205</b>	<b>TOTAL \$</b>
												<b>\$1,945,085</b>	<b>TOTAL \$</b>

**REVITALIZATION 9C**

**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 1<sup>st</sup>. The meetings will be held in the multi-purpose room at 201 West Gray at 7:00 p.m.

**Housing Programs**

July 2013 - January 2014:

**HOME**

7 rehabilitation projects have been qualified with 4 completed and 3 under contract.

**CDBG**

- 4 rehabilitation projects have been qualified with 2 completed, 1 under contract, and specifications being prepared on 1.
- 5 emergency repairs have been qualified with 5 completed.
- 2 accessibility modifications have been qualified with 2 completed.

**Code Compliance**

Code Compliance investigated 412 complaints in January which included weeds, health, inoperative vehicles, off-street parking, kennels, dilapidated structures, right-of-way encroachments, signs, and zoning violations. 303 cases were closed in January with 378 remaining open. City-wide proactive enforcement began on March 15, 2012.

**PROACTIVE INFORMATION**

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

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

**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	5	2						<b>398</b>
Owner Abated	23	72	21	17	2	0	1						<b>136</b>
Liens Filed	27	0	16	3	6	0	24						<b>76</b>

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 signs 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	188	225						995

### Oil & Gas

Oil & gas inspections continued with 164 operating oil wells. Well site being prepared on a lease on City property. There was one pipeline location issue in January.

### Historic District Commission

The Commission met on January 6, 2014. Officers were elected unanimously with Neil Robinson as Chair and Scott Williams as Co-Chair. Staff reported that one Administrative Bypass COA had been approved for a front door replacement at 425 S. Lahoma. Also the Porter Corridor Survey will be finished by a professional historian in February.

Reports on the continuation of Certificates of Appropriateness were as follows: 549 S. Lahoma staff submitted documents for the motion for Summary Judgment on January 30, 2014; 435 Chautauqua is complete; 720 W. Boyd project completed the replacement if a pair of windows on the south elevation with a single window; 410 S. Peters owners are seeking a contractor and requested an extension of their COA (granted); 517 S. Lahoma applicant has received building permits but no work yet; 322 Alameda has 30 months to complete and owner still plans to proceed; 321 Duffy has windows on order with installation planned soon; 712 Miller work yet; and 640 Chautauqua applicant is returning with a request to change the rear porch foundation addition from wood to brick without changing the footprint. .

Request for a COA for 428 Chautauqua to move the existing house 25' to the south was approved.

Request for COA for 727 Chautauqua for expansion of the driveway and realignment to meet a new curb cut was approved.

Next meeting will be February 3, 2014..

### Homeless Activities

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

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 in to HUD on February 4, 2014 with eight renewals to be submitted.

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 27<sup>th</sup>. 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 was completed in January 2014 by Downey Contracting, LLC. Some IT work and other contracts through the Police Department will continue. Final acceptance and a small change order will be forwarded to the City Council in February 2014.

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

<u>Project Description &amp; Status</u>	<u>Budget</u>	<u>% Expenditures</u>
<b>YEARS ONE THRU THIRTY-ONE (FY 1975/06)</b>	<b>\$ 32,212,751</b>	<b>100%</b>
<b>YEAR THIRTY-TWO (FY 2006/07)</b>	<b>\$ 1,480,629</b>	<b>98.21%</b>
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects (Original budget \$0 + \$79,969 from Streets)	\$ 79,969	77.48%
<b>YEAR THIRTY-THREE (FY 2007/08)</b>	<b>\$ 1,448,917</b>	<b>97.17%</b>
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%
<b>YEAR THIRTY-FOUR (FY 2008/09)</b>	<b>\$ 1,396,192</b>	<b>94.64%</b>
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%
<b>YEAR THIRTY-FIVE (FY 2009/10)</b>	<b>\$ 1,503,773</b>	<b>96.59%</b>
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects	\$ 124,262	58.49%
2. HOME 09	\$ 632,844	96.25%
<b>YEAR THIRTY-SIX (FY 2010/11)</b>	<b>\$ 1,516,000</b>	<b>91.68%</b>
(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%
<b>YEAR THIRTY-SEVEN (FY 2011/12)</b>	<b>\$ 1,306,077</b>	<b>84.19%</b>
(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	84.79%
4. HOME 11 (Original Budget \$527,597+\$12,000 PI)	\$ 539,597	72.92%
<b>YEAR THIRTY-EIGHT (FY 2012/13)</b>	<b>\$ 1,125,147</b>	<b>48.00%</b>
(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	70.25%
4. HOME 12 (Original Budget \$368,420 + \$13,000 PI))	\$ 381,420	10.32%
<b>YEAR THIRTY-NINE (FY 2013/14)</b>	<b>\$ 1,080,827</b>	<b>22.79%</b>
(Original Budget \$1,080,827)		
1. CART	\$ 25,000	56.78%
2. Health for Friends	\$ 16,416	19.20%
3. Bridges	\$ 1,000	100.00%
4. Aging Services of Cleveland County	\$ 2,500	85.48%
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	100.00%
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	48.70%
14. Center for Children and Families	\$ 2,500	100.00%
15. East Main Place	\$ 10,000	0.00%
16. Housing Rehabilitation (Original Budget \$477,951)	\$ 477,951	20.86%
17. Admin & Planning	\$ 152,342	46.50%
18. HOME 13 (Original Budget \$319,118)	\$ 319,118	0.00%



**TARGET AREA PROJECTS NOT COMPLETED**

<u>Project Description &amp; Status</u>	<u>Budget</u>	<u>% Expenditures</u>
<b>1. CDBG AND HOME Housing Projects</b>	<b>CDBG \$ 413,931 Year 37</b>	<b>84.79%</b>
	<b>\$ 386,631 Year 38</b>	<b>57.28%</b>
	<b>\$ 477,951 Year 39</b>	<b>20.86%</b>

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
- 5 Emergency Repair Loans Completed
- 0 Emergency Repair Loans Under Contract
- 2 Accessibility Modifications Completed

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

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

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

<b>2. Neighborhood Improvements</b>	<b>\$ 79,969 Year 32</b>	<b>77.48%</b>
All funding will be utilized for park improvements in the five neighborhood parks; McGeorge; Cate; Centennial; Updegraff; and in two additional locations in the Larsh/Miller neighborhood	<b>\$ 66,179 Year 33</b>	<b>100.00%</b>
Placemaking projects in all five neighborhoods. Street improvements on Porter: Frank - Hughbert. Solar powered speed indicators for Jones at Wilson School.	<b>\$ 89,698 Year 34</b>	<b>24.98%</b>
	<b>\$ 124,262 Year 35</b>	<b>58.49%</b>
	<b>\$ 131,150 Year 36</b>	<b>52.55%</b>
	<b>\$ 25,000 Year 37</b>	<b>39.67%</b>
	<b>\$ 25,000 Year 38</b>	<b>37.00%</b>
<b>3. Bethesda Alternative</b>	<b>\$ 5,000 Year 39</b>	<b>0.00%</b>

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.

<b>4. CART</b>	<b>\$ 25,000 Year 39</b>	<b>56.78%</b>
Funds are for bus passes and other transportation services for low to moderate income persons.		
3,121 Passes issued since July 2013.		

<b>5. Health for Friends</b>	<b>\$ 16,416 Year 39</b>	<b>19.20%</b>
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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.

<b>6. Food &amp; Shelter for Friends</b>	<b>\$ 10,000 Year 39</b>	<b>48.70%</b>
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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.

24,931 Clients have received free meals since July 2013.

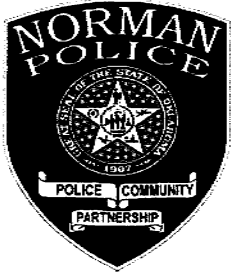
52 Unduplicated Clients have received housing since July 2013.

**TARGET AREA PROJECTS NOT COMPLETED**

<u>Project Description &amp; Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
<b>7. HELPLINE</b> School supplies furnished through the ABC 123 Program. 86 Persons Served since July 2013.	\$ 2,500 Year 39	100.00%
<b>8. Community Services Building</b> Funds are for partial replacement of the mechanical system at the Community Services Building. 15,114 Clients have received services from agencies located in the CSBI building.	\$ 40,000 Year 39	100.00%
<b>9. Progressive Independence</b> Funds are for the purchase of medical equipment and the Open Doors Program. Households Assisted since July 2013.	\$ 3,000 Year 39	0.00%
<b>10. Meals on Wheels</b> Funds will provide meals for very low income clients. 1,400 Scholarship meals provided to clients since July 2013.	\$ 7,000 Year 39	100.00%
<b>11. Community After School Program</b> Funds are for scholarships for low income participants and purchase of supplies Number of clients served since July, 2013.	\$ 3,500 Year 39	0.00%
<b>12. Thunderbird Clubhouse</b> 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. 513 Number of clients served since July, 2013.	\$ 1,500 Year 39	0.00%
<b>13. Bridges</b> 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.	\$ 1,000 Year 39	100.00%
<b>14. Center for Children &amp; Families</b> Funds are for the purchase of supplies for the Kennedy Neighborhood Center. 34 Number of clients served since July 2013.	\$ 2,500 Year 39	100.00%
<b>15. Among Friends Activity Center</b> 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.	\$ 1,500 Year 39	100.00%
<b>16. East Main Place</b> 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.	\$ 10,000 Year 39	0.00%
<b>17. Aging Services of Cleveland County</b> Funds are to provide monthly scholarships for elderly residents residing at Rose Rock Villa to offset costs for congregate meal program. 231 clients served since July 2013.	\$ 2,500 Year 39	85.48%

**POLICE**

**10**



# Administrative Summary

## January

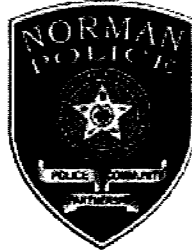


### Operations

	<u>Current</u>		<u>Year-To-Date</u>	
	14	13	14	13
<b>Part I Crimes</b>	<b>422</b>	<b>370</b>	<b>422</b>	<b>370</b>
Murder	0	0	0	0
Rape	3	5	3	5
Robbery	8	5	8	5
Agg. Ass.	7	8	7	8
Burglary	65	73	65	73
Larceny	299	257	299	257
Auto Theft	39	22	39	22
Arson	1	0	1	0
<b>Part II Crimes</b>				
DUI/APC	46	35	46	35
Drunkenness	44	57	44	57
Drug Violations	164	165	164	165
Littering	2	2	2	2
Forgery	32	20	32	20
Vandalism	65	65	65	65
Others	844	786	844	786
<b>Total Crime</b>	<b>1619</b>	<b>1500</b>	<b>1619</b>	<b>1500</b>
<b>Collisions</b>				
Fatality	0	1	0	1
Injury	58	59	58	59
Non-Injury	134	169	134	169
<b>Miscellaneous</b>				
CAD Activity (Total)	9850	8767	9850	8767
Calls for Service (Police)	5134	5013	5134	5013
Citations	1935	1428	1935	1428
Warnings	1557	800	1557	800
Community Activity (Hours)	604	368	604	368
Avg Emergency Response Time (Min)	3.58			
Avg Non-Emerg Response Time (Min)	6.27			
Avg Call Time (Hours)	0.83			

# Crime Free Multi-Housing Program

## January 2014



**Teddy Wilson**  
MASTER POLICE OFFICER  
Commission #0615  
teddy.wilson@normanok.gov

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

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

During the month of January 2014, the planning phase began for scheduling the second Norman Crime Free Multi-Housing Program Management Training Course. The course will take place on February 19, 2014, at the Moore-Norman Technology Center. This is Phase 1 for managers from new properties.

Our participating properties and others from their offices were contacted and invited to attend the training. I have also contacted the Apartment Association of Central Oklahoma and asked them to advertise our training course to their members that operate in Norman. This training allows us to continue to build relationships with not only apartment managers, but also the guest instructors teaching portions of the course. Guest instructors are from the Norman Fire Department, a District Judge, members from the Tobacco Free Cleveland County Coalition, and instructors from within the police department. I am anticipating between 20 and 30 individuals in attendance at this training.

**ANIMAL CONTROL**

**10A**

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

OPERATIONAL INFORMATION	FY2014		FY2013	
	This Month	Year to Date	This Month	Year to Date
<b>DOGS:</b>				
Number on hand from last month	54		71	
Number impounded this month	140	849	119	889
Owner relinquish	12		0	119
In field pickup	3		8	4
Adoption returns			13	
Disposal	2	22	3	28
Picked up dead	4	29	5	29
Number redeemed	22	189	19	176
Number adopted to public	36	302	43	255
Number turned to rescues	26	99	10	171
Number euthanized - Adoptable	1	28	3	42
Number euthanized - Non adoptable	15	98	13	154
Number died for unknown reason	0	2	4	17
Number fostered	32	76	1	1
Escaped	1	2	1	0
Total now on hand	55		92	
<b>CATS:</b>				
Number on hand from last month	28		13	
Number impounded this month	78	708	57	587
Owner relinquish	12		0	62
In field pickup	1		29	3
Adoption returns			3	
Disposal	5	59	6	90
Picked up dead	14	64	15	73
Number redeemed	1	6	2	8
Number adopted to public	18	163	7	107
Number turned to rescues	26	119	8	205
Number euthanized - Adoptable	0	22	0	44
Number euthanized - Non adoptable	13	230	10	149
Number died for unknown reason	2	6	0	4
Number fostered	8	44	0	0
Escaped	0	3	0	0
Total now on hand	19		22	
<b>MISCELLANEOUS:</b>				
Domesticated Animals	0	8	2	9
Wildlife	77	568	48	471
TOTAL	77	576	50	480

NOTES:

	FY2014		FY2013	
<b>SAFETY REPORT</b>	This Month	Year to Date	This Month	Year to Date
Injuries on the Job	0	7	0	5
City Vehicle Damaged	0	0	0	2
Vehicle Accidents Reviewed	0	1	0	1
a. Employee Responsible	0	0	0	1
b. Employee Not Responsible	0	1	0	0

<b>PET LICENSES ENFORCEMENT ACTION</b>	This Month	Year to Date	This Month	Year to Date
<b>January to December</b>				
Total Licenses Sold (Annual)	616	616	609	609
Citations Issued (AWO)	38	145	12	65
Citations Issued (Private Citizen)	1	3	0	0
Warnings Issued	6	23	8	61

<b>FINANCIAL INFORMATION</b>	This Month	Year to Date	This Month	Year to Date
10-1531 Amount - dog redemption	\$980.00	\$6,520.00	\$750.00	\$5,575.00
10-1532 Amount-dog adoption	\$2,005.00	\$16,510.00	\$2,430.00	\$14,540.00
10-1531 Amount-cat redemption	\$55.00	\$275.00	\$65.00	\$190.00
10-1532 Amount-cat adoption	\$950.00	\$8,655.00	\$360.00	\$5,490.00
10-1531 Amount-misc. redemption	\$0.00	\$55.00	\$0.00	\$0.00
10-1532 Amount-Misc. adoption	\$0.00	\$35.00	\$30.00	\$100.00
10-1533 Miscellaneous	\$505.00	\$7,219.00	\$410.00	\$3,475.00
<b>TOTAL</b>	<b>\$4,495.00</b>	<b>\$39,269.00</b>	<b>\$4,045.00</b>	<b>\$25,735.00</b>
Donation 010-0000-227.24-31	\$428.00	\$23,505.46	\$44.00	\$14,707.20
Donation account balance		<b>\$55,485.96</b>		<b>\$30,519.50</b>

<b>Liability payback (July to June) 2003 Adoption expansion</b>	This Month	Year to Date	This Month	Year to Date
Payback Balance	\$13,551.50		\$33,209.50	
22-L432 Liability - pet licenses	\$4,001.50	\$12,933.00	\$3,360.00	\$12,800.50
<b>TOTAL (New Balance)</b>	<b>\$9,550.00</b>		<b>\$29,849.50</b>	

NOTES:

Replacement CPL \$1.50



SPAY / NEUTER PROCEDURES	FY2014		FY2013	
	This Month	Year to Date	This Month	Year to Date
Dogs	22	244	40	242
Cats	14	114	11	133
<b>TOTAL</b>	<b>36</b>	<b>358</b>	<b>51</b>	<b>375</b>

ANIMAL BITES July to June	FY2014		FY2013	
	This Month	Year to Date	This Month	Year to Date
Dogs	5	24	5	37
Cats	1	7	0	1
Other	0	1	0	1

**SUMMARY**

Dogs returned to the owner prior to coming to the shelter

7	City pet license
	Rabies tag
1	Microchips
2	Personal ID tag
	Knew animal do to prior contact
1	Neighbor told officer
	Lost & Found slip at shelter
<b>11</b>	<b>Total</b>

Incident No.	Offense	Court
2014-00268	Rabies Vacc/Shots	Municipal Court
2014-00268	Rabies Vacc/Shots	Municipal Court
2014-00268	City Pet license	Municipal Court
2014-00268	City Pet license	Municipal Court
2014-00269	City Pet license	Municipal Court
2014-00573	City Pet license	Municipal Court
2014-00573	City Pet license	Municipal Court
2014-00638	Rabies Vacc/Shots	Municipal Court
2014-00638	City Pet license	Municipal Court
2014-00680	Confinement	Municipal Court
2014-00680	City Pet license	Municipal Court
2014-00680	City Pet license	Municipal Court
2014-00680	Rabies Vacc/Shots	Municipal Court
2014-00680	Rabies Vacc/Shots	Municipal Court
2014-00812	City Pet license	Municipal Court
2014-01256	AnimalExposure Report	
2014-01289	Rabies Vacc/Shots	Municipal Court
2014-01289	City Pet license	Municipal Court
2014-00379	City Pet license	Municipal Court
2014-00379	Rabies Vacc/Shots	Municipal Court
2014-00993	Rabies Vacc/Shots	Municipal Court
	Rabies Vacc/Shots	Municipal Court
2014-00486	City Pet license	Municipal Court
2014-00643	Rabies Vacc/Shots	Municipal Court
2014-00683	Confinement of Anin	Municipal Court
2014-00997	City Pet license	Municipal Court

**PUBLIC WORKS**

**11**

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

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**ENGINEERING DIVISION**

**DEVELOPMENT**

The Development Coordinator processed 1 Final Plat and 2 Preliminary Plats for Planning Commission; 3 Final Plats for Development Committee review; and 2 Certificate of Surveys and 2 Final Plats for City Council review. The Development Engineer reviewed 22 sets of construction plans and 5 punch lists. There were 206 permits reviewed and/or issued. Fees were collected in the amount of \$5,811.81.

**CAPITAL PROJECTS**

**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:

- Continue to backfill the bridge abutment on the west side of I-35
- Continue to construct the retaining wall on the west side of I-35
- Placed concrete pavement on Main Street
- Completed construction of the center pier
- Installed the remaining bridge beams
- Continued to construct the inside lanes on I-35

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 opened the I-35 southbound lanes and reconfigured 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:

- Continued the earthwork for the southwest cloverleaf
- Continue the earthwork for the I-35 northbound to SH-9E eastbound ramp
- Continue to construct the center piers for the bridge over I-35
- Continue to construct the phase 1 portion of the Lindsey Street storm water box culvert
- Began to construct the east bridge abutment

**Storm Water Management Program**

Cambridge Flume Replacement – This project has been designed and Public Works is currently putting together an estimate so that we can proceed to get quotes. Mr. Janaway with Cambridge Homeowner's Association has been contacted by Public Works staff.

Cascade Addition Detention Basin issues – Public Works staff met with Mr. DiCastro of the Cascade Homeowner's Association to discuss the issues with the detention basin, and possible solutions were discussed for each issue in the basin. Clarification, project estimates and pictures

of one possible solution were provided to Mr. DiCastro. An offer of working with the Homeowner's Association on a 50/50 cost sharing basis was made. Public Works has been waiting to see what decision the Homeowner's Association will make regarding direction to take, whether to await assistance with public funds or to proceed on their own.

Cedar Lane Fill Issue – The current state of this matter is that the County did open the channel by removing enough material that the flow down the channel will not be entirely impeded. However, with the onset of the winter storms, the work to stabilize the site was temporarily put on hold. Public Works is awaiting dryer weather to provide wood mulch and compost to the County to stabilize the fill area. Public Works has already provided the County with rolled erosion control blankets for stabilization of the channel.

#### Sidewalk Programs

Sidewalk and curb repair is completed by citizen requests at the following sites: 1433 Vine St., 520 Laws, 441 Claremont Dr., 1614 Broad Acres Dr. and 1505 E. Lindsey.

Construction of sidewalk repairs and ramp improvement using the City's Downtown Sidewalk Program beginning at the intersection of Comanche and Santa Fe then proceeding on the south side of Comanche to James Garner is at 80% completion; and is currently been delayed due to cold weather conditions.

### **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**

### **OTHER**

#### **ROUTINE POTHOLE PATCHING OPERATIONS**

This month approximately 8.54 tons of asphalt was utilized in routine pothole patching operations.

#### **CRACK SEAL PROGRAM**

Keystone performed "Crack Seal on approximately 5.0 miles of urban/rural streets

#### **ICE STORM, DECEMBER 20, 2013**

Crews removed broken tree limbs from roadway's and hauled 13,537.60 cubic yards debris/wood chips.

#### **SNOW/ICE CONTROL OPERATIONS**

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

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

FY 13-14 Associated Fees

**Subdivision Development:**

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

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

**City Council Review:**

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

**Development Committee:**

Final Plats.....3

\$735.00    \$2,645.00    \$29,805.00

**Permits Reviewed/Issued:**

(includes Offsite Construction fees)

\*\*Single Family.....36  
 \*\*\*Commercial.....13  
 Multi-Family.....1  
 Addition/Alteration.....7  
 House Moving.....2  
 Paving Only.....1  
 Storage Building.....7  
 Swimming Pool.....5  
 Storm Shelters.....126  
 Public Improvements.....3  
 Temporary Encroachments.....2  
 Fire Line Pits/Misc.....2  
 Flood Plain (@\$100.00 each).....1

\$100.00    \$100.00    \$1,200.00

**Total Permits.....**    \$4,976.81    \$10,118.58    \$81,529.25

**Grand Total.....**    \$5,811.81    \$12,863.58    \$112,534.25

**\*\*\*\*Construction Plan Review occurrences**    22    17    208

**\*\*\*\*\*Punch Lists prepared.....**    5    4    37

\* 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



## JANUARY 2014

### DEVELOPMENT COORDINATION, ENGINEERING, AND PERMIT REVIEW

KEN DANNER/TODD McLELLAN/DREW  
NORLIN

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
PI #8 PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	5	100%
PI #10 SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	36	100%
PI #11 COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	13	100%
PI #12 CONSTRUCTION PLAN REVIEW W/I 10 DAYS	22	100%
PI #13 FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	3	100%

**FLEET MANAGEMENT  
ACTIVITY REPORT**

**January**

**FYE 2014**

**FUEL REPORT**

IN GALLONS

	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	20,533.00	24,251.00	28,952.00
Outside - sublet	342.10	546.60	
<b>TOTAL</b>	<b>20,875.10</b>	<b>24,797.60</b>	<b>28,952.00</b>

<b>TOTAL</b>	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	23,467.43	31,169.60	7,559.75	21,392.25

<b>FYE 2014 TO DATE CONSUMPTION</b>				
<b>TOTAL</b>	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	124,081.43	159,718.60	30,035.52	103,484.27

<b>INTERNAL PRICE PER GALLON:</b>					<b>EXTERNAL PRICE PER GALLON:</b>				
UNLEADED	High	\$2.72	Low	\$2.57	UNLEADED	High	\$2.95	Low	\$2.62
DIESEL	High	\$3.02	Low	\$2.95	DIESEL	High	\$3.45	Low	n/a
CNG	High	\$0.82	Low	\$0.71	CNG	High	n/a	Low	n/a

**MAINTENANCE REPORT:**

REPAIR PARTS SOLD	\$47,492.01
TIRES SOLD	\$17,812.63
<b>TOTAL PARTS SOLD</b>	<b>\$65,304.64</b>

**PUBLIC CNG SALES**

January	\$25,368.56
<b>FYE 2014 TO DATE</b>	<b>\$293,204.43</b>

**SUBLET REPAIRS** \$51,576.77

Life To Date CNG Sales:  
**TOTAL SOLD GALLONS TO DATE:** 103,484  
**TOTAL SOLD DOLLARS TO DATE:** \$120,524

	<u>CURRENT MONTH</u>	<u>LAST MONTH</u>	<u>TWO MONTHS AGO</u>	<u>Fiscal YEAR TO DATE</u>
ROAD SERVICE	37	32	23	279
EMERGENCY ROAD CALLS	11	17	7	222
PM SERVICES	115	82	90	711
DISASTER REPAIRS	0	0	1	3
WORK ORDERS	476	440	382	2,779
SCHEDULED REPAIRS	191	149	161	1,261
NON SCHEDULED REPAIRS	238	227	198	1,167

**FLEET MANAGEMENT**  
**Mechanic Productivity**  
**Report**

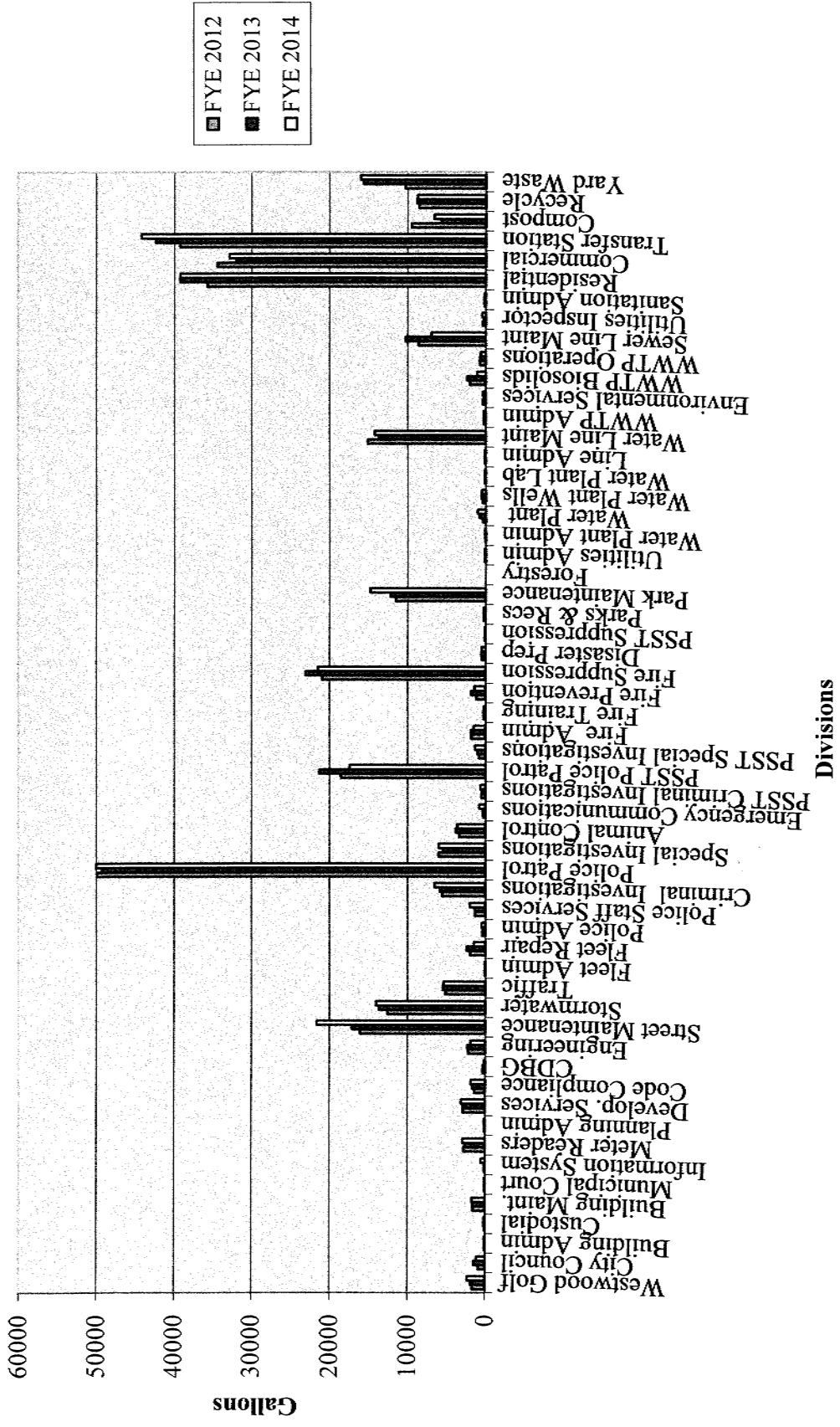
FYE 2014

January

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		
		GOAL	ACTUAL	DIFFERENCE
# 001	60.24	72%	88.6%	16.6%
# 002	115.36	72%	80.8%	8.8%
# 003	129.14	72%	72.8%	0.8%
# 004	128.57	72%	81.6%	9.6%
# 005	106.00	72%	78.2%	6.2%
# 006	5.11	72%	100.0%	28.0%
# 007	134.80	72%	80.4%	8.4%
# 008	81.51	72%	83.1%	11.1%
# 010	100.66	72%	74.6%	2.6%
# 011	6.91	72%	84.8%	12.8%
# 012	141.97	72%	75.5%	3.5%
# 013	90.93	72%	75.6%	3.6%
# 015	123.06	72%	85.8%	13.8%
# 019	123.08	72%	82.0%	10.0%
# 021	125.40	72%	78.9%	6.9%

DIRECT LABOR HOURS	1472.80
TOTAL AVAILABLE HOURS	1856.71
PRODUCTIVITY GOAL	72.0%
<b>ACTUAL PRODUCTIVITY</b>	<b>79.3%</b>

January



FYE 2014

Any Division over 10% usage in gallons highlighted in red

DEPARTMENT Division	ACCT #	FYE 14 BUDGET \$	MONTH COST	PERCENT SPENT	MONTH GALLONS	Fiscal Year Ending YTD Totals				3 Year average gallons	2014 (+ or - ) gallons	2014 (+ or - ) %		
						SHOULD NOT EXCEED 58.31% SPENT							CONSUMPTION	
						YTD 12 GALS.	YTD 13 GALS.	YTD 14 GALS.						
Westwood Golf	307031	\$ 11,848.00	\$298.38	63.65%	89.9	1688.2	1901.8	2305.7	1965.2	340.5	17.32%			
<b>CITY CLERK</b>														
City Council	101001	\$ 7,500.00	\$293.68	38.81%	120.4	866.1	1458.6	1109.5	1144.7	-35.2	-3.08%			
Building Admin	102030	\$ 668.00	\$62.33	37.03%	23.7	115.3	98.1	97.9	103.8	-5.9	-5.65%			
Custodial	102031	\$ 725.00	\$45.55	50.45%	17.1	26.1	158.6	139.3	108.0	31.3	28.96%			
Building Maint.	102032	\$ 7,630.00	\$504.65	50.49%	230.4	1565.07	1656.17	1700.2	1640.5	59.7	3.64%			
Municipal Court	102120	\$ 174.00	\$0.00	19.72%	0.0	12.9	11	12.4	12.1	0.3	2.48%			
<b>FINANCE</b>														
Information System	103021	\$ 1,675.00	\$42.87	93.82%	16.3	145.55	155.2	517.3	272.7	244.6	89.71%			
Utility Services	103022	\$ 10,261.00	\$908.88	54.11%	481.8	2787.42	2651.18	2913.7	2784.1	129.6	4.65%			
<b>PLANNING</b>														
Planning Admin	104040	\$ 414.00	\$75.94	68.01%	67.8	58.8	66.8	149.9	91.8	58.1	63.24%			
Develop. Services	104051	\$ 15,915.00	\$1,371.35	50.75%	549.7	2870.8	2904.2	3111.2	2962.1	149.1	5.03%			
Code Compliance	104052	\$ 7,893.00	\$510.67	54.93%	210.8	1392.1	1664.5	1884.4	1647.0	237.4	14.41%			
CDBG	214060	\$ 1,598.00	\$46.50	24.66%	22.5	333.3	277	156.1	255.5	-99.4	-38.90%			
<b>PUBLIC WORKS</b>														
Engineering	105010	\$ 11,238.00	\$565.88	30.91%	281.0	2190.65	2306.57	1907.5	2134.9	-227.4	-10.65%			
Street Maintenance	105021	\$ 101,362.00	\$9,740.89	61.66%	3583.3	16143.52	17144.17	21632.0	18306.5	3325.4	18.17%			
Storm Water Utilities	105022	\$ 74,874.00	\$8,443.52	52.95%	3067.1	12627.3	13702.85	14108.7	13479.6	629.1	4.67%			
Traffic	105023	\$ 24,558.00	\$1,654.04	46.50%	793.9	5186.01	5532.75	5400.2	5373.0	27.2	0.51%			
Fleet Admin	105070	\$ 725.00	\$0.00	28.27%	0.0	83	20.1	83.8	62.3	21.5	34.51%			
Fleet Repair	105071	\$ 10,676.00	\$1,165.34	36.84%	460.8	1970.07	2431.54	1468.1	1956.6	-488.5	-24.96%			
<b>POLICE</b>														
Admin	106010	\$ 1,595.00	\$191.08	74.83%	80.4	386.4	331.1	453.7	390.4	63.3	16.21%			
Staff Services	106015	\$ 7,647.00	\$628.95	70.81%	260.4	1352.1	1354.8	2012.4	1573.1	439.3	27.92%			
Criminal Investigations	106021	\$ 28,710.00	\$2,367.79	60.33%	976.2	5594.85	5897.3	6546.6	6012.9	533.7	8.88%			
Police Patrol	106022	\$ 261,046.00	\$17,095.88	49.95%	7225.4	49925.9	49268.11	50017.4	49737.1	280.3	0.56%			
Special Investigations	106030	\$ 29,005.00	\$1,981.64	56.04%	807.8	6064.73	5472.61	6036.5	5858.0	178.6	3.05%			
Animal Control	106070	\$ 18,850.00	\$1,793.74	45.92%	774.1	3401.9	3842.5	3629.0	3624.5	4.5	0.12%			
Emergency Communications	246039	\$ 1,450.00	\$216.16	113.25%	115.3	279.5	299.8	764.0	447.8	316.2	70.62%			
PSST Criminal Investigations	156121	\$1,000	\$195.66	160.88%	84.9	494.69	454	604.8	521.2	83.6	16.06%			
PSST Police Patrol	156122	\$37,000	\$6,520.11	123.36%	2728.1	18550.84	21318.3	17440.9	19103.4	-1662.4	-8.70%			
PSST Special Investigations	156130	\$1,250	\$403.42	236.03%	217.6	852.02	994.94	1369.0	1072.0	297.0	27.71%			

FYE 2014

Any Division over 10% usage in gallons highlighted in red  
 Fiscal Year Ending YTD Totals

SHOULD NOT EXCEED 58.31% SPENT  
 CONSUMPTION

DEPARTMENT	ACCT #	START AMOUNT	MONTH COST	PERCENT SPENT	MONTH GALLONS	YTD 12 GALS.	YTD 13 GALS.	YTD 14 GALS.	3 Year average	(+ or -) gallons	(+ or -) %
<b>FIRE</b>											
Admin	106440	\$ 8,518.00	\$504.95	47.27%	194.6	1853.4	1904.3	1491.9	1749.9	-258.0	-14.74%
Training	106441	\$ 1,305.00	\$52.48	33.05%	19.7	236.4	252.7	174.4	221.2	-46.8	-21.15%
Prevention	106442	\$ 7,830.00	\$530.99	46.79%	208.5	1175.1	1826.9	1400.4	1467.5	-67.1	-4.57%
Suppression	106443	\$ 122,490.00	\$12,398.31	49.70%	4141.1	20957.65	23056.75	21486.8	21833.7	-346.9	-1.59%
Disaster Prep	106444	\$ 2,612.00	\$232.58	44.84%	99.8	443.66	512.7	444.5	467.0	-22.5	-4.81%
PSST Suppression	156543	\$10,800	\$172.20	1.59%	67.0	113.5	90.6	67.0	90.4	-23.4	
<b>PARKS &amp; RECS</b>											
Parks & Recs	207021	\$ 1,486.00	\$72.82	55.72%	35.2	231.8	255.5	255.6	247.6	8.0	3.22%
Park Maintenance	107010	\$ 84,616.48	\$7,164.54	51.68%	2656.5	11498.77	12203.75	14891.1	12864.5	2026.5	15.78%
Forestry	107071	\$ 143.21	\$0.00	0.00%	0.0	0	0	0.0	0.0	0.0	#DIV/0!
<b>UTILITIES</b>											
Utilities Admin	315530	\$ 486.00	\$0.00	55.87%	0.0	109.3	80.8	99.9	96.7	3.2	3.34%
Water Plant Admin	315531	\$ 284.00	\$2.73	35.74%	4.1	57.6	64.68	74.5	65.6	8.9	13.55%
Water Plant	315534	\$ 3,018.00	\$305.42	67.37%	143.4	348.2	791.99	1032.3	724.2	308.1	42.55%
Water Plant Wells	315535	\$ 2,862.00	\$71.93	26.29%	47.4	399.5	534.06	486.9	473.5	13.4	2.83%
Water Plant Lab	315536	\$ 725.00	\$47.04	41.67%	21.3	122.6	147.2	110.4	126.7	-16.3	-12.89%
Line Admin	315550	\$ 749.00	\$55.68	46.09%	20.9	147.1	160.5	141.2	149.6	-8.4	-5.61%
Water Line Maint	315551	\$ 69,323.00	\$5,829.07	52.94%	2218.0	15191.44	13717.58	14298.1	14402.4	-104.2	-0.72%
WWTP Admin	325541	\$ 1,218.00	\$66.95	57.00%	25.3	239.6	251.3	262.1	251.0	11.1	4.42%
Environmental Services	325543	\$ 1,759.00	\$128.59	46.58%	60.9	361.6	289.4	310.6	320.5	-9.9	-3.10%
WWTP Biosolids	325545	\$ 10,357.00	\$953.98	31.78%	314.1	2049.1	2414.6	1073.4	1845.7	-772.3	-41.84%
WWTP Operations	325546	\$ 4,725.00	\$381.47	31.35%	150.0	700	695.8	594.2	663.3	-69.1	-10.42%
Sewer Line Maint	3215552	\$ 53,531.00	\$2,350.15	37.74%	890.3	8666.7	10301.94	6959.3	8642.6	-1683.4	-19.48%
Utilities Inspector	3215553	\$ 1,690.00	\$197.67	70.89%	74.2	384	257.7	451.6	364.4	87.2	23.92%
<b>SANITATION</b>											
Admin	335560	\$ 942.00	\$37.56	42.20%	14.1	169.2	177.6	158.8	168.5	-9.7	-5.78%
Residential	335561	\$ 224,010.00	\$16,017.37	47.21%	6716.6	35775.55	39290.77	39258.7	38108.3	1150.4	3.02%
Commercial	335562	\$ 195,024.00	\$16,728.43	51.12%	6027.6	34457.3	32040.7	32907.7	33135.2	-227.6	-0.69%
Transfer Station	335563	\$ 248,301.00	\$24,063.60	56.30%	7950.6	39289.7	42438.43	44257.8	41995.3	2262.5	5.39%
Compost	335565	\$ 27,604.00	\$4,038.89	78.78%	1331.3	9477.3	5737.9	6608.3	7274.5	-666.2	-9.16%
Recycle	335566	\$ 30,772.00	\$2,573.70	50.42%	1585.7	8556.83	8794.96	8745.1	8699.0	46.2	0.53%
Yard Waste	335568	\$ 73,284.00	\$3,524.68	56.24%	1622.1	10344.8	15724.17	16069.1	14046.0	2023.1	4.40%
<b>TOTAL</b>		\$ 1,867,751.69	\$155,628.68	51.41%	59926.69	340322.8	357399.9	361683.7	353135.5	8548.2	2.42%



**FLEET MANAGEMENT  
PREVENTATIVE MAINTENANCE RESCHEDULES**

**FYE 13 VS FYE 14**

	<b>COMPLETED FYE 13</b>	<b>PENDING FYE 13</b>	<b>TO DATE FYE 14</b>	<b>PENDING FYE 14</b>
CITY COUNCIL	0	0	0	0
FIRE ADMINISTRATION	2	0	0	0
FIRE TRAINING	0	0	0	0
FIRE PREVENTION	5	0	4	1
FIRE SUPPRESION	6	0	5	2
FIRE DISASTER PREPAREDNESS	0	0	0	0
ENGINEERING	1	0	1	1
UTILITIES (METER READERS)	0	0	0	0
INFORMATION SYSTEMS	0	0	0	0
FLEET MANAGEMENT	0	0	0	0
STREET MAINTENANCE	14	0	8	1
STORM WATER	0	0	1	0
TRAFFIC	3	0	0	0
SANITATION ADMINISTRATION	0	0	0	0
SANITATION RESIDENTIAL	4	0	4	0
SANITATION COMMERCIAL	13	0	7	0
SANITATION TRANSFER	4	0	6	2
SANITATION COMPOST	2	0	2	0
SANITATION RECYCLE	1	0	2	0
SANITATION YARD WASTE	0	0	2	0
LINE MAINTENANCE ADMIN.	0	0	0	0
WATER LINE MAINTENANCE	8	0	3	0
SEWER LINE MAINTENANCE	0	0	4	1
PARK MAINTENANCE	5	0	7	2
PARKS & RECREATION	0	0	0	0
FORESTRY	0	0	0	0
PLANNING	0	0	0	0
PLANNING CDBG	0	0	0	0
WATER PLANT	0	0	0	0
WATER RECLAMATION	5	0	1	0
UTILITIES - ENVIRONMENTAL	0	0	0	0
BUILDING MAINTENANCE	2	0	1	0
CUSTODIAL	0	0	0	0
DEVELOPMENT SERVICES	0	0	0	0
CODE COMPLIANCE	0	0	0	0
ANIMAL CONTROL	7	0	4	0
POLICE ADMINISTRATION	0	0	1	0
POLICE STAFF SERVICES	4	0	3	0
POLICE CRIMINAL INVESTIGATIONS	5	0	4	0
POLICE PATROL	27	0	15	2
POLICE SPECIAL INVESTIGATIONS	1	0	1	0
POLICE COMMUNICATIONS	0	0	0	0
<b>TOTALS</b>	<b>119</b>	<b>0</b>	<b>86</b>	<b>12</b>



SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2014

<b>STREET DIVISION</b>					
	<b>FYE 2014 December, 2013</b>	<b>FYE 2014 December, 2013</b>	<b>Year to Date</b>	<b>Year to Date</b>	<b>FYE 2014</b>
<b>PERFORMANCE INDICATORS</b>	<b>ACTUAL</b>	<b>PER CENT</b>	<b>ACTUAL</b>	<b>PER CENT</b>	<b>PROJECTED</b>
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%	224.97	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%	373.75	32%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	10.00	2%	66.00	16%	50%
Grade all unpaved public roads eight (8) times a year. (approximately 21 miles)	42.00	25%	252.00	150%	100%

<b>STORM WATER DIVISION</b>					
	<b>FYE 2014 December, 2013</b>	<b>FYE 2014 December, 2013</b>	<b>Year to Date</b>	<b>Year to Date</b>	<b>FYE 2014</b>
<b>PERFORMANCE INDICATORS</b>	<b>ACTUAL</b>	<b>PER CENT</b>	<b>ACTUAL</b>	<b>PER CENT</b>	<b>PROJECTED</b>
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%	2,559.00	43%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	482.00	3%	3,452.00	23%	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**

JANUARY 2014	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%	58	58	100%	405	405	100%
Provide information requested by citizens within 7 days	95%	58	58	100%	405	405	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	0	0	#DIV/0!
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	26	26	100%	321	321	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		4	13	3.25	1241.5	500.75	0.40
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
		0	0	100%	8.65	97	100%
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
		17	17	100%	108	108	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
		54	54	100%	362	362	100%
Response to reports of sign damage:	Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour	99%	42	42	100%	117	117	100%
<i>Lower Priority</i> all other signs within one day	90%	119	119	100%	472	472	100%
<i>Street Name Signs</i> within two weeks	90%	29	29	100%	98	98	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
		3192	0	0.00	53512	6	0.00

**UTILITIES**

**12**

## Monthly Report January 2014

### Line Maintenance:

#### Division Capital Project FYE 13

- Peach Tree Ln. – WA0311 – 70% complete
- Dalewood Terrace WA0312 – 40% complete

#### Division Fiscal Year 2014 Capital Projects

- Brownwood Lane – WA0321 – 30% complete
- Royal Oaks – WW0201 – To begin in 3<sup>rd</sup> quarter

#### Division Accomplishments

Water Maintenance crews responded to 20 water main emergencies, maintenance on 92 fire hydrants, 204 water valves, 511 water main locates, completed 2 yard restoration sites, responded to 10 after hour water service requests, and set 51 new water meter services. Estimated water loss from water main breaks, and system quality assurance for the month of January – 3,390,000 gallons.

Sewer Maintenance crews hydro-cleaned 89,923 feet of sewer mains, 475 feet of root removal, 1,806 feet of CCTV inspection, 2 tap inspections, 0 cap inspections, 1 tap locations by CCTV, 349 sewer main locates and responded to 30 possible sewer obstructions requests, 2 on City side, 28 on private side, 2 private sanitary sewer overflows and 1 City responsible overflow for the month of January. Removed, cleaned, and replaced pump - # 1 & #2– Eastridge lift station, (1) time for rags, and pump # 1 (1) time at Sutton Place for rags.

D Lift Station Flows: 30 days  
Average daily flow: .92 MGD.  
Average total flow: 27.6 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 24<sup>th</sup> Avenue N.E., from near Alex Plaza Drive across Alameda to its termination at an

existing manhole to be replaced. Staff in-house preliminary design is in progress; Utility staff is coordinating with Public Works Department on 24<sup>th</sup> Avenue NE widening bond project.

SE Bishop Interceptor, Phase 2B (Project WW0267): Construction of 2B, Section 1 complete March 2007; Section 2A & 2B complete August 15, 2013; Final Change Order #1 increasing contract by \$59,751 and project acceptance approved by NUA on 1/28/14; \$1,114,231 of revised contract amount \$1,114,231 or 100% paid to date; this is the final report for Sections 2A & 2B. Section 2C advertised 1/2/2014; bids opened 1/23/14 with Krapff-Reynolds Construction Company providing low bid of \$1,064,690 with six (6) other bidders; award and contract approved by NUA 2/11/14; pre-construction conference scheduled 2/13; and work to begin 2/24; payments totaling \$0 of \$1,064,690 or 0% processed.

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 5/27/13; Urban Contractors low: \$2,774,200 with three (3) other bidders; award and contract approved by NUA 6/11/13; pre-work meeting held 6/19; Notice to Proceed effective 7/1/13. Change Order No. 1 increasing contract amount by \$19,334 approved by City Manager 10/1/13. CO#2 increasing contract amount by \$139,708 scheduled for consideration by NUA on 2/25; construction is on schedule and within budget; payments totaling \$2,200,436 of new contract total \$2,793,534 or 79% 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; plans do not measure up to Lemke's usual high standards; returned with comments 2/4/14; numerous comments prevent final plan submittal; revised 90% plans due in 45 days.

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; video inspection & staff in-house design in progress; NUA approved on-call surveying contract with Lemke 7/23/13; preliminary plans due shortly.

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; final punch list items received 12/18/13; settlement negotiations complete; final change order and project acceptance in progress; 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; final punch list items received 12/18/13; final change order and project acceptance in progress; payments totaling \$1,044,184 of \$1,060,326 or 98% have been approved.

WWTP - North Digester Boiler(s) (WW0047): Replacement of obsolete sludge heaters (vintage 1960's) will save energy and money. Project partnered with WW0043 for Department of Energy (DOE) stimulus grant and combined with WW0043 & WW0052 for design and construction efficiency; see WW0043 for milestones; final punch list items received 12/18/13; final change order and project acceptance in progress; 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.

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 February. 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. Proposed Amendment No. 2 for construction administration, inspection, and operation and maintenance manuals received; expect to NUA to consider approval in March 2014.

After presentation of ER findings, staff was directed to proceed with design of \$52 M project expanding design capacity from 12 to 17 MGD, adding ultra violet disinfection, effluent aeration and odor control technologies. Additional scope includes headworks modifications, primary clarification rehab, three activated sludge basins and two final clarifiers, sludge thickening, blending and digestion and other miscellaneous improvements. 90% design estimate of \$63 M presented to NUA 07/10/13 along with several user rate alternatives in support of required \$38M loan. Public Meeting on proposed rate hike held 08/12/13. On 09/10/13, NUA approved ordinance calling for public vote on 11/12/13, and the vote passed by an approximate majority of 76%. Staff from Utilities and Finance is preparing OWRB loan documentation; NUA approved Resolution 1314-89 authorizing staff to prepare document necessary of loan application submission. Five prime contractors were pre-qualified on 01/28/14; bidding documents made available to contractors 01/31/14; expect to open bids 03/20/14. Public hearing on Environmental Information Document (EID) held 01/21/14 and the NUA is expected to adopt EID and public participation documentation on 02/11/14.

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

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

North WRF Engineering Report (WW0204): This new project will investigate the cost of new facilities for wastewater treatment, disposal, and solids management at a new North Water Reclamation Facility (WRF). Differing treatment alternatives will be evaluated for discharge to either the Little River or the Canadian River. Request for Proposal RFP 1213-12 was issued 07/24/12 and consultant proposals are due 08/27/12. The proposed WRF site is located NW of the intersection of 12th Ave. NE and Franklin Road. Request for Proposal RFP 1213-12 was issued 07/24/12 and proposals were received from 4 consultants on 08/27/12. The review committee of 5 staff members selected the team of HDR and Alan Plummer and Associates to prepare the engineering report. NUA approved contract and work scope 01/08/13 but work delayed for 45 days; kickoff meeting held 02/26/13. Amendment No. 1 to HDR contract was considered by Finance Committee in April and will not be forwarded to the NUA for consideration. NUA and HDR staff conducted North WRF alternative treatment technology screening workshop on 05/29/13; alternative technologies were developed for three potential discharge locations. Technical Memorandum No. 1 received 08/01/13 and documents the reasoning for potential discharge limits and treatment technologies proposed prior to more detailed alternative development. Staff provided comments on TM-1 to HDR 08/29/13. Received draft version of TM-2 including cost estimates for 4 treatment and discharge alternatives from the future North Water Reclamation Facility. Staff met with HDR Engineering on 12/17/13 to discuss draft version of TM-2 and provide input regarding non-economic ranking of alternatives. Staff is finalizing comments on TM-2 at this time.

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WWTP site is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the new Compost Facility south of the WWTP. Wastewater reuse in this manner can significantly reduce water demand and delay the need for expensive water supply projects. Reuse will also reduce the amount of pollutants discharged to the Canadian River. This project will install piping to the compost facility and examine the need to upsize the non-potable water pumps. Contract K-1213-54 for preparation of Engineering Report with Alan Plummer and Associates (APAI) approved 09/06/12; composting and effluent reuse data submitted to APAI during October. Meeting with DEQ held 12/21/12; APAI and staff presented reasoning for allowing irrigation with treated effluent as Category 3 reuse. DEQ met with APAI and staff at Compost facility on 01/16/13 and DEQ concerns were received 02/08/13. APAI submitted draft Engineering Report for Compost Facility Reuse to staff on 04/23/13; Final ER forwarded to DEQ on 09/04/13. Comments received from DEQ 11/28/13; response to DEQ comments submitted 12/18/13.

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.

WRF Non-Potable Reuse (WW0205): Project to study reuse of highly treated effluent for non-potable needs (typically irrigation or industrial uses) is currently on hold pending the funding of the Phase 2 South WRF Improvements; reuse project will proceed if Phase 2 award amount is in conformance with the budgeted amount. Project would consider creation of a Reuse Water utility and determine the most appropriate cost for treatment and delivery of reuse water to end users. Second phase would include construction of a non-potable water distribution system in southern Norman.

### **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 24<sup>th</sup> 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 complete.

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 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 \$ \$529,498 or 57% processed.

Waterline replacement: Bishop Creek (WA0199): Project will replace a failed 12" Ductile Iron (DI) water main under Bishop Creek near the west terminus of Cedar Lane Road. On 1/28/14 the NUA approved budget transfers from other nearly complete projects to fund urgent waterline replacement. On 1/29/14 staff issued a survey and design work order to Lemke Land Surveying (Lemke) under their On-call Services Contract. Preliminary design plans due in about sixty (60) days during April.

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 waterlines as well as tie-in at WTP have been completed. Pressure testing and disinfection has been completed and all waterlines are in operation. Modifications to the WTP interconnections as well as reconciliation change order will soon be forwarded to NUA for consideration. A small leak has developed at WTP tie-in; expect to repair this leak in January and finalize the project.

2060 Strategic Water Supply Plan (WA0174): RFP distributed and proposals were received 12/20/11. Review committee selected the team of Carollo/Tetrattech as most qualified and contract was approved 03/13/12. Kick-off meeting was held 04/06/12 and Ad-hoc committee of 15 citizens was appointed 05/08/12 to provide citizen input during development of the plan. Seven Ad-Hoc meetings and four public meetings were held between 05/30/12 and 07/16/13. Carollo has developed 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. ODOT has required I-35 crossing at Briggs Street to be deepened to 28 feet below grade; construction costs will increase substantially.

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 the NUA approved preliminary design contract on 01/28/14.

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. Staff submitted a memo to the NUA regarding the siting of the proposed water storage tank on 12/30/13. The NUA approved engineering contract with PEC on 01/14/14 for design of the 1 MG elevated storage tank just northeast of the intersection of Robinson and 24th NE.

### **RECOUPMENT PROJECTS:**

WWTP Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 8 commercial entities this month. This resulted in assessments made upon 3 entities whose project did not increase wastewater flows. A total of \$6,551.16 was assessed on the remaining 5 entities.

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

Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS. 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 and the City of Norman have 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 4 sets of water and sewer development plans this month. During this fiscal year, staff has reviewed a total of 52 sets of plans with an average review time of 8.7days. Staff's goal is to review 90% of these plans in less than 10 days and, to date, staff has achieved this 79% of the time.

# DEVELOPMENT PLAN REVIEW

January 2014

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Action	Days to Return	Greater than 10 Days?
1/2/2014	Heyday Family Entertainment	Fire Line	Crafton Tull	1/9/2014	Returned	6	0
1/27/2014	Heyday Family Entertainment	Fire Line	Crafton Tull	1/27/2014	Returned	6	0
1/27/2014	Chuck E Cheese Pizza	Fire Line	SMC	1/27/2014	Returned	6	0
1/28/2014	Bocage Independent Living Center	Construction	Triad	2/4/2014	Returned	6	0

### FYE14 Data

Average Days to Return = 8.7  
 Number of Plans Reviewed 52  
 Plan Review > 10 days 11  
 Percentage Reviewed < 10 Days 79%  
 Goal for Review < 10 Days 90%

Utilities Administration  
Monthly Capital Projects Report

Project Number	Project Name	Engineer	Design Information			Construction Information			Percent Change	Scheduled % Complete	Actual % Complete		
			Contract Number	Design Total	Total to Date	% Comp	Contract Number	Contract Amount				Adjusted Amount Paid	
WA0039	Boyd Tower Resurfacing	EST, INC.	0910-176	111,800	\$37,000	33%	1112-01	\$437,400	\$437,400	\$447,990	0.00%	100%	102%
WA0051	Raw Waterline, Phase 1	Garver Engineers	0607-96	309,600	\$309,600	100%	0910-170	\$3,171,711	\$3,171,711	\$2,315,026	0.00%	100%	73%
WA0051	Raw Waterline, Phase 1 (Vaults)	Garver Engineers	0607-96	-	\$0		1213-129	\$788,505	\$788,505	\$0	0.00%		0%
WA0175	USGS Trace Metals Aquifer Study	USGS	1112-57	150,000	\$99,570	66%	NA	NA	NA	\$0			
WA0187	Pendleton Area Waterline	Cardinal	1112-112	84,550	\$81,225	96%	1213-87	\$934,225	\$934,225	\$629,498	0.00%	100%	57%
WA0199	Bishop Creek Waterline Replacement	Lemke/CP&Y	0910-55	21,850	\$0	0%				\$0			
WA0043	WWTP Aeration Basin Blower VFDs	Garver	0910-53	64,500	\$64,500	100%	1011-42	\$1,060,326	\$1,060,326	\$1,044,184	0.00%	100%	98%
WA0044	WWTP Canadian River TMDL	ACOG/Guernsey	0910-185	268,644	\$256,818	96%				\$0			
WA0047	WWTP No. Digester Boilers Replacement	Garver	0910-53	43,200	\$43,200	100%	1011-42	\$395,174	\$395,174	\$379,085	0.00%	100%	96%
WA0052	WWTP SCADA Improvements	Garver	0910-53	306,000	\$306,000	100%	1011-42	\$949,500	\$949,500	\$942,981	0.00%	100%	99%
WA0062	Royal Oaks Force Main Rehabilitation	Staff / Lemke	Staff / Lemke	-						\$0			
WA0064	Sewer Maintenance Project FYE 2011	Staff / Lemke	0910-55	89,605	\$77,765	87%	k-1213-88	\$2,774,200	\$2,793,534	\$2,200,436	0.70%	50%	79%
WA0070	Sewer Maintenance Project FYE 2012	Staff / Lemke	0910-55	73,580	\$71,875	96%	T.B.D.	\$0	\$0	\$0			
WA0120	Interceptor Improvements, Woodcrest	R/JN Group	0405-159	133,849	\$113,641	86%	T.B.D.	\$0	\$0	\$0			
WA0200	Sewer Maintenance Project FYE 2013	Staff / Lemke	0910-55	69,415	\$28,785	41%	T.B.D.	\$0	\$0	\$0			
WA0202	Sewer Maintenance Project FYE 2014	Staff / Lemke	0910-55	-			T.B.D.	\$0	\$0	\$0			
WA0267	Interceptor Bishop Ph 2B Sect 1 & 2C	CP&Y	0304-147	147,463	\$98,366	67%	T.B.D.	\$0	\$0	\$0			
WA0267	Interceptor SE Bishop Ph 2B Sect 2A & 2B	CP&Y	0304-147	43,100	\$43,100	100%	1213-66	\$1,054,480	\$1,054,480	\$1,030,703	0.00%	100%	98%
WA0011	WW Flow Metering, Phase 2	NA	NA	N/A	\$0	\$0	0405-116	\$154,244	\$154,244	\$130,982	0.00%		85%
WA0248	SS Emergency Repairs	NA	NA	N/A	\$0	\$0				\$0			
WA0198	Franklin Road Waterline Relocation	Through Public Works								\$0			
WA0041	Apple Creek Waterline	Staff / Lemke/Cardinal	0910-55	24,850	\$24,839	100%	1213-66	\$373,840	\$373,840	\$362,540	-3.02%	100%	100%
WA0191	Highway 9 Waterline Relocations	Cardinal	1213-119	61,119	\$45,918	75%				\$0			
WA0305	Berry Road Waterline Replacement	Poe & Associates	0910-61	172,000	\$122,500	71%				\$0			
WB0127	Phase 2 Wells	CH2M Hill	0607-109	400,800	\$337,697	84%				\$0			
WB0140	FYE08 12-inch Waterline	Staff / Lemke	0910-55	-	\$83,709		1011-123	\$1,178,194	\$1,178,194	\$1,055,036	0.00%	100%	90%
WB0141	FYE08 16-inch Waterline	Staff / Lemke	0910-55	-	\$11,646		1011-123	\$294,548	\$294,548	\$226,609	0.00%	100%	77%
WB0184	Waterline Segment D, Phase 2	Crafton Tull	0607-55	95,625	\$81,429	85%				\$0			
WA0262	Tecumseh Interceptor	Garver Engineers	0506-53	28,178	\$23,971	85%				\$0			
WA0131	High Pressure Plane Upgrade	PEC	0607-122	-						\$0			
WA0149	Hall Park Waterline Improvements	Lemke/Garver	0910-53 and 55	61,660	\$53,842	87%	1213-92	\$1,256,225	\$1,256,225	\$1,083,635	0.00%	100%	86%
WA0173	Master Meter Replacement	Staff	NA	-			1112-129	\$524,273	\$524,273	\$550,926	5.08%	100%	100%
WA0174	Strategic Water Supply Plan	Carollo	1112-114	385,947	\$379,723	98%	PO#208124	\$88,145	\$88,145	\$88,145	0.00%		100%
WA0182	Waterline Segment A, Phase 1	PEC	0607-122	175,465	\$166,945	95%	NA	NA	NA	\$0			
WA0188	SE Oklahoma Raw Water Study	OK Regional Water UT	0708-155	91,375	\$91,375	100%	NA	NA	NA	\$0			
WA0195	Robinson-35 Waterline Replacement	Alan Plummer	01314-110	99,900	\$0	0%				\$0			
WA0196	I-35 Waterline Relocations	SAIC	1314-66	62,000	\$0	0%				\$0			
WA0293	Water Storage Tower	PEC	1314-98	218,900	\$0	0%				\$0			
WB0184	Waterline Segment D, Lindsey	SAIC/Poe & Associates	1314-66	81,000						\$0			
WA0042	Wastewater Flow Monitoring	(see construction)								\$0			
WA0050	WRF Effluent Truck Wash	Alan Plummer	1213-54	18,700	\$16,830	90%	0910-164	\$576,699	\$576,699	\$530,804	0.00%	100%	92%
WA0058	Effluent Reuse at Composting Facility	Alan Plummer	1213-54	8,900	\$8,010	90%				\$0			
WA0065	WRF Phase 2 Expansion	Garver	1011-148	4,094,800	\$3,876,660	95%				\$0			
WA0204	North WRF Engineering Report	HDR/Alan Plummer	1213-134	249,935	\$147,827	59%				\$0			

**JANUARY 2014  
ENVIRONMENTAL SERVICES DIVISION  
MONTHLY REPORT**

<b>INSPECTIONS</b>	<b>January</b>	<b>Year to date</b>
Fats, oil and grease (FOG) program	25	145
Food license renewal	1	6
Significant Industrial Users	0	21
<b>Total inspections</b>	<b>26</b>	<b>172</b>

<b>ROUTINE ACTIVITIES</b>	<b>January</b>	<b>Year to date</b>
Line Maintenance calls	0	6
Significant Industrial User sites sampled	0	15
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	100%	100%
Required annual 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	25%	75%
Household hazardous waste disposal calls	8	156

<b>REVENUE</b>	<b>January</b>	<b>Year to date</b>
FOG Program	\$15,000.00	\$24,750.00
Surcharge	\$8,870.97	\$37,275.03
Lab Analysis Recovery	\$334.00	\$11,056.88
<b>Total revenue</b>	<b>\$24,204.97</b>	<b>\$73,081.91</b>

**ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)**

1. Provided routine staff support including minutes, attending meetings, and researching information.
2. Created street signs to promote protecting the Lake Thunderbird watershed pending approval by the Central Oklahoma Master Conservancy District.
3. Staff is assisting board with a public education campaign regarding fertilizer use and water conservation.
4. ECAB members developed water conservation tips and practices to be distributed to the media.
5. Planning Water's Worth It poster contest
6. Planning Yard of the Month contest
7. Assisting Board with preparing and distributing water conservation and water quality door hangars with the help of OU's Big Event

**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 January 2014, approx. 73,760 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. Participated in EPA Webinar presentation
15. Staff is assisting with the Region VI annual pretreatment workshop
16. Working with FOG program participants annual compliance

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 14		FYE 13	
January, 2014	MONTH	YTD	MONTH	YTD
<b>Number of Complaints of Sewer Stoppage:</b>				
City Responsibility	2	15	7	30
Property Owner Responsibility	29	171	29	219
<b>TOTAL</b>	31	186	36	249
<b>Number of Feet of Sewer Cleaned:</b>				
Cleaned	89,923	820,698	154,847	1,079,062
Rodded	475	6,745	7,965	41,905
Foamed	0	96,463	0	105,162
<b>TOTAL</b>	90,398	923,906	162,812	1,226,129
<b>Sewer Overflows:</b>				
Rainwater	0	0	0	0
Grease/Paper/Roots	1	2	2	5
Obstruction	0	2	1	4
Private	3	7	0	4
Other (Lift Station, Line Break, etc.)	0	1	0	0
<b>Total Overflows</b>	4	12	3	13
<b>Feet of Sewer Lines Televised</b>	1,806	79,806	9,857	114,629
<b>Locates Completed</b>	349	2,565	399	2,617
<b>Manholes:</b>				
Inspected	401	3,970	719	5,087
New	0	0	0	1
Rebuilt	0	0	0	0
Repaired	0	0	0	2
<b>Hours Worked at Lift Station</b>	116	1,052	242	1,233
<b>Hours Worked for Other Departments</b>	38	301	5	187
<b>OJI Percentage</b>	0.00	0.56	0.00	0.21
<b>Square Feet of Concrete</b>	0	0	0	0
<b>Average Response Time (Hours)</b>	0.45	0.44	0.32	0.33
<b>Claims Paid Per 10,000 People</b>	0	0	0	0

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 14		FYE 13	
January, 2014	MONTH	YTD	MONTH	YTD
New Meter Sets:	54	54	33	725
Number Short Sets	54	54	33	716
Number Long Sets	0	0	0	9
Average Meter Set Time	3.93	4.13	5.09	4.30
Number of Work Orders:				
Service Calls	372	372	413	3,289
Meter Resets	0	0	0	4
Meter Removals	1	1	2	9
Meter Changes	19	19	18	272
Locates Completed	554	554	378	3,383
Number of Water Main Breaks	18	18	21	154
Average Time Water Off	1.53	2.26	2.20	2.30
Fire Hydrants:				
New	0	0	0	1
Replaced	1	1	0	7
Maintained	69	69	32	295
Number of Valves Exercised	238	238	150	1,163
Feet of Main Construction	1,383	1,383	632	3,693
Hours of Main Construction	560	560	517	3,142
Meter Changeovers	0	0	2	80
OJI Percentage	0.00	3.41	4.17	7.45
Hours Flushing/Testing New Mains	61	61	36	256
Hours Worked Outside of Division	0	0	75	1,048

City of Norman, Oklahoma  
 Department of Utilities  
 Monthly Progress Report  
 Water Reclamation Facility

January 1-31,2014

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.)	288.0	2145.3	257.7	1841.6
Total Effluent Flow (M.G.)	262.8	2040.0	242.7	1757.6
Influent Peak Flow (MGD)	9.6	23.8	9.8	12.1
Effluent Peak Flow (MGD)	8.8	20.8	9.2	12.2
Daily Avg. Influent Flow (MGD)	9.3	9.8	8.3	8.6
Daily Avg. Effluent Flow (MGD)	8.4	9.5	7.8	8.0
Precipitation (inches)	0.7	24.5	1.1	10.2

EPA minimum percentage removal 85%

**Discharge Monitoring Report Stats**

5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	276	244
Effluent Carbonaceous Total	3	4
Percent Removal	98.9	98.3
Total Suspended Solids:		
Influent (mg/L)	145	156
Effluent (mg/L)	6	7
Percent Removal	96.2	95.4
Dissolved Oxygen:		
Influent (min)	1.2	0.4
Effluent (min)	5.7	5.1
pH		
Influent (Low)	7.2	7.3
(High)	7.5	7.8
Effluent (Low)	6.8	6.8
(High)	7.1	7.5
Ammonia Nitrogen		
Influent (mg/L)	23.7	31.2
Effluent (mg/L)	0.5	0.4
Percent Removal	97.9	98.9

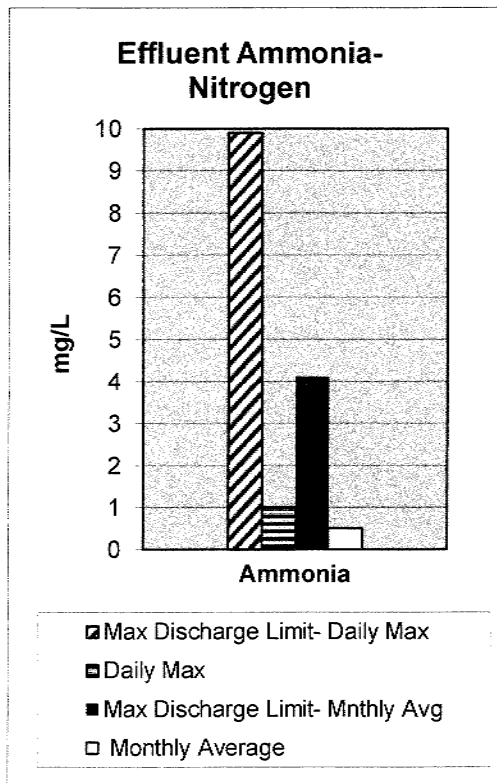
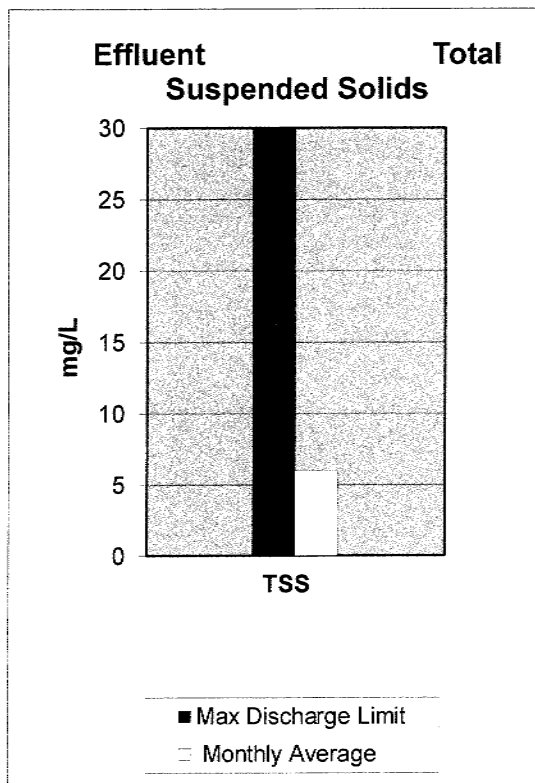
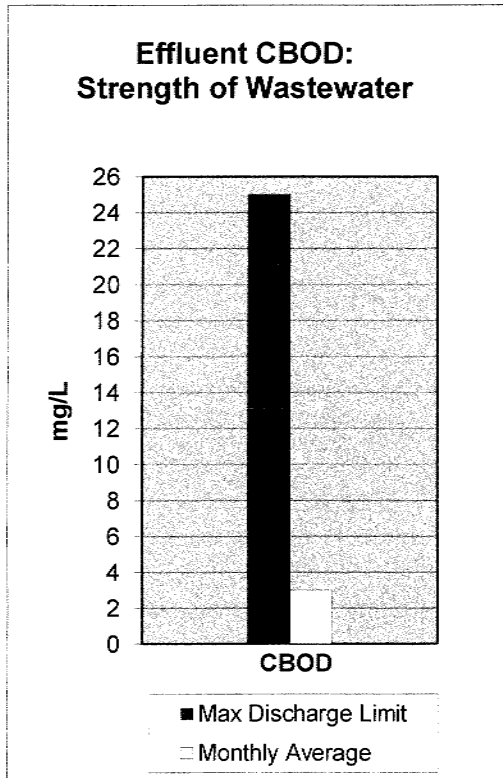
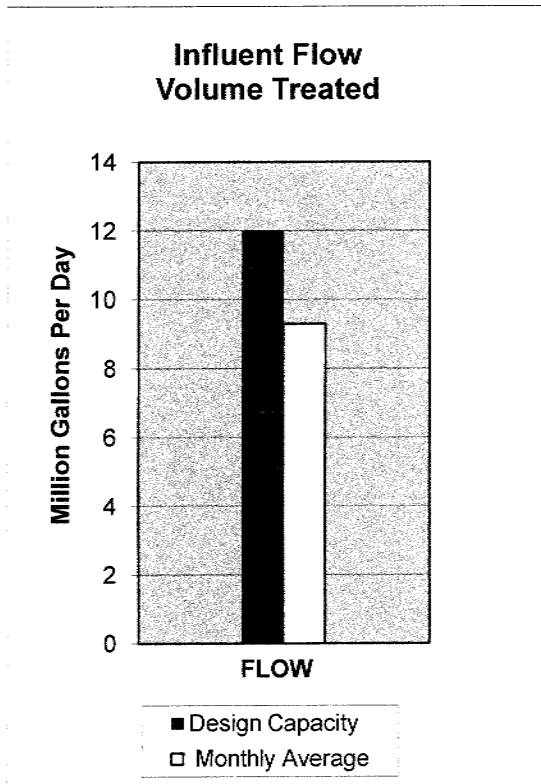
**Utilities**

<b>Electrical</b>				
Total kWh Used (Plant wide)	586,200	3,614,900	604,940	3,723,660
Aeration Blowers, WSL&Headworks	318,720	2,274,820	353,600	2,822,840
<b>Natural Gas</b>				
Total cubic feet/day (plant wide)	1,413,000	7,830,000	1,277,000	3,532,000
Public Education (Tours)		0	0	0
	<b>Attendees Totals</b>		74	125
Reclaimed Water System (MG)	17.0	98.8	15.7	99.6
OU Golf Course	0.1	31.6	0.7	34.2

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



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



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

**WATER TREATMENT DIVISION**

**MONTH: January-14**

	<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>
<b>Water Supply</b>				
Plant Production (MG)	196.79	1,822.79	141.729	1980.33
Well Production (MG)	101.37	796.80	119.69	972.80
Oklahoma City Water Used (MG)	0.00	2.65	0.27	68.81
Total Water Produced (MG)	298.15	2622.24	261.69	3021.94
Average Daily Production	9.62	12.20	8.44	14.06
<b>Peak Day Demand</b>				
Million Gallons	11.68	20.61	9.76	24.82
Date	1/26/2014	7/11/2013	1/30/2013	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.				
<b>Costs</b>				
Plant	\$361,396.64	\$2,636,649.83	\$354,955.01	\$2,680,435.09
Wells	\$79,526.75	\$559,743.68	\$81,703.30	\$584,822.99
OKC (Estimated)	\$1,438.39	\$23,236.91	\$2,751.10	\$342,763.18
Total	\$442,361.78	\$3,219,630.42	\$439,409.41	\$3,608,021.26
<b>Cost per Million Gallons</b>				
Plant	\$1,836.51	\$1,446.49	\$2,504.46	\$1,353.53
Wells	\$784.54	\$702.49	\$682.62	\$601.17
OKC (Estimated)	N/A	\$8,765.34	\$10,114.34	\$4,981.23
Total	\$1,483.68	\$1,227.82	\$1,679.12	\$1,193.94
<b>Water Quality</b>				
Total Number of Bacterial Samples	80	591	100	681
Bacterial Samples out of Compliance	0	0	1	5
Total number of complaints	20	45	2	22
Number of complaints per 1000 service connections	0.56	1.26	0.06	0.67
<b>Safety</b>				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	1	7	1	8
<b>Public Education</b>				
Number of tours conducted	0	4	2	2
Number of people on tours	0	72	43	43

**Notes:**

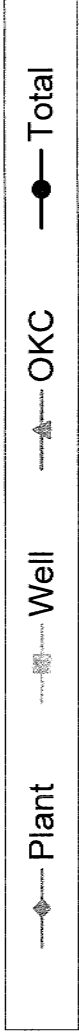
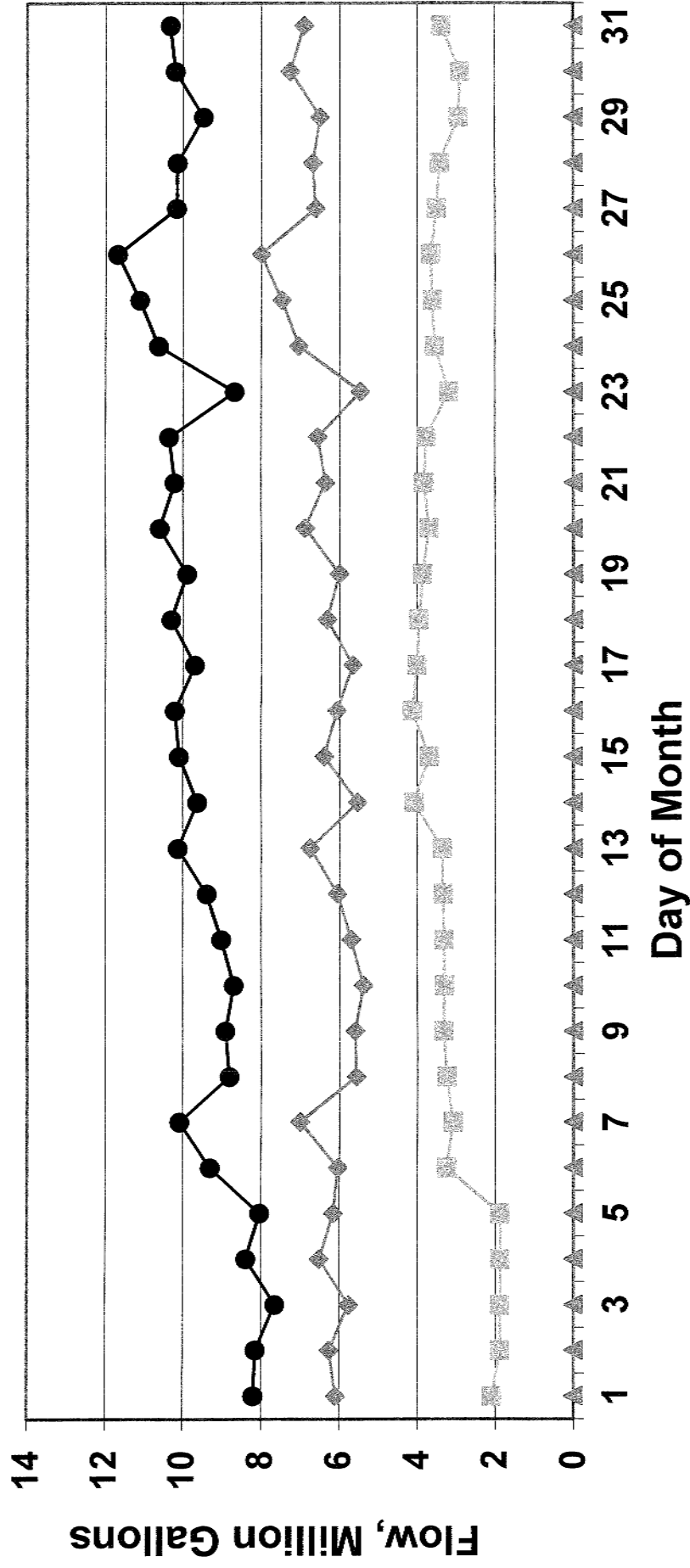
The electric motor operator on the backwash rate of flow valve quit working, and it is obsolete and parts are not available. We are able to use the valve manually, but filter backwash is now a two-person job. Quotes have been requested for a replacement actuator. Expected cost is about \$6,000 and delivery is expected to take 6 to 8 weeks.

The inlet pipe on Clarifier #3 has failed. A section of pipe will have to be replaced to get the unit back in service. We have requested pricing for the repair but have no estimate at this time.

The ammonia tank remains out of service awaiting delivery on the new tank level gauge.

The new well house on Well #20 is nearly complete and should final early next month.

# Water Production for January, 2014



## SANITATION DIVISION PROGRESS REPORT

JANUARY 2014

	FY 13		FY 14	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	5	1	10
<u>On The Job Injuries</u>	1	2	2	9
<u>Bulk Pickups</u>	29	165	34	177
<u>Refuse Complaints</u>	57	465	57	541
<u>New Polycarts Requests</u>	48	362	53	393
<u>Polycarts Exchanges</u>	20	89	18	126
<u>Additional Polycart Requests</u>	80	488	64	364
<u>Replaced Stolen Polycarts</u>	30	171	29	216
<u>Replaced Damaged Polycarts</u>	117	847	118	971
<u>Polycarts Repaired</u>	17	122	21	151

## COMPOST MONTHLY REPORT

JANUARY 2014

	MONTH	YR-TO-DATE
TONS BROUGHT IN BY COMPOST CREWS:	13.90	2,282.57
LANDFILL TIPPING FEE'S	\$ 18.82	18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 261.60	42,957.97
		-
TONS BROUGHT IN BY PUBLIC:	227.81	1,205.78
TONS BROUGHT IN BY CONTRACTORS :	699	2,518.75
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	720	756.73
LANDFILL TIPPING FEE'S	\$ 18.82	94.10
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 30,992.96	84,337.31
		-
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 31,254.56	107,587.92
REVENUE COLLECTED FROM COMPOST SALES:	\$ 1,410.00	\$ 7,190.00

	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	6	57	0	1,003
DRYING BEDS	260	10,548	0	0
TOTAL:	266	10,605	0	1,003

# MONTHLY TRANSFER STATION REPORT

JANUARY 2014

	TONS PER MONTH	TONS PER YEAR	REVENUE PER MONTH	REVENUE PER YEAR
O.U. TONS	318.69	2,404.54	\$12,465.12	\$93,898.96
CONT. TONS:	121.39	1,071.51	\$5,894.24	\$51,778.67
CASH TONS:	842.41	7,080.81	\$37,526.17	\$311,854.55
BRUSH/YDS:	0.00	43.00	\$0.00	\$70.00
PULL OFFS:	27	217	\$351.00	\$2,821.00
<b>TOTALS:</b>	<b>1,282.49</b>	<b>10,556.86</b>	<b>\$56,236.53</b>	<b>\$460,423.18</b>

	MONTH	YR-TO-DATE
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	424	2,896
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	6,822.59	52,645
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	39	193
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	254.99	1,288
<b>GRAND TOTAL TONS TO LANDFILLS</b>	<b>7,077.58</b>	<b>53,933</b>

DISPOSAL COST PER TON (OKC)	\$ 18.82	\$ 18.82
TIPPING FEE'S FOR DUMPING AT OKC:	\$ 133,200.06	\$ 1,015,013.98
<b>GRAND TOTAL TIPPING FEE'S</b>	<b>\$ 133,200.06</b>	<b>\$ 1,015,013.98</b>

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	667	4,407
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3,519.13	25,204
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	348	2,343
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2,505.25	16,160

<b>TOTAL LOADS BROUGHT TO TRANSFER STATION:</b>	<b>1015</b>	<b>14594.95</b>
<b>TOTAL TONS BROUGHT TO TRANSFER STATION:</b>	<b>6,024.38</b>	<b>46641.02</b>
<b>MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:</b>	<b>0.65</b>	<b>41.00</b>

**MONTHLY RECYCLING REPORT (DROP CENTERS)**

JANUARY 2014

**TONNAGES**

	HOLLYWOOD		FAIR GROUNDS		HOBBY LOBBY	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
	ALUMINUM:	0.46	2.86	0.58	3.22	0.65
PLASTICS:	2.30	17.99	1.96	18.13	2.83	21.06
STEEL CANS:	0.95	5.42	0.56	4.60	0.82	5.22
CLEAR GLASS:	1.73	15.29	1.71	11.72	3.39	15.17
GREEN GLASS:	1.50	19.41	1.03	7.04	1.99	9.05
BROWN GLASS:	1.62	9.75	1.15	7.44	2.33	9.29
MIXED OFFICE PAPER:	4.69	51.91	1.90	28.16	4.08	41.45
CARDBOARD CENTERS TONS:	16.01	77.32	14.87	75.51	12.33	75.49
NEWSPAPER CENTERS TONS:	3.20	18.80	3.48	29.04	3.30	26.97
<b>TOTAL TONS:</b>	<b>32.46</b>	<b>238.75</b>	<b>27.24</b>	<b>184.86</b>	<b>31.72</b>	<b>206.85</b>

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	40.93	259.21
CARDBOARD COMPACTORS:	41.62	347.04
OTHER NEWSPAPER CONTAINERS:	0.00	8.00
<b>TOTAL TONS:</b>	<b>82.55</b>	<b>614.25</b>

**REVENUES**

	HOLLYWOOD		FAIR GROUNDS		HOBBY LOBBY	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
	ALUMINUM:	\$ 395.60	\$ 2,174.00	\$ 498.80	\$ 2,382.80	\$ 559.00
PLASTICS:	\$ 46.00	\$ 359.80	\$ 39.20	\$ 362.60	\$ 56.60	\$ 421.20
STEEL CANS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CLEAR GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GREEN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BROWN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MIXED OFFICE PAPER:	\$ 656.60	\$ 7,249.23	\$ 266.00	\$ 3,887.80	\$ 571.20	\$ 5,750.50
CARDBOARD:	\$ 2,641.65	\$ 12,523.71	\$ 2,453.55	\$ 12,261.75	\$ 2,034.45	\$ 12,244.05
NEWSPAPER:	\$ 416.00	\$ 2,515.72	\$ 452.40	\$ 3,791.80	\$ 429.00	\$ 3,524.30
<b>TOTAL REVENUE:</b>	<b>\$ 4,155.85</b>	<b>\$ 24,822.46</b>	<b>\$ 3,709.95</b>	<b>\$ 22,686.75</b>	<b>\$ 3,650.25</b>	<b>\$ 24,321.45</b>

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	\$ 6,753.45	\$ 12,754.60
CARDBOARD COMPACTORS:	\$ 6,867.30	\$ 13,977.35
OTHER NEWSPAPER CONTAINERS:	\$ -	\$ 780.00
<b>TOTAL REVENUE:</b>	<b>\$ 13,620.75</b>	<b>\$ 27,511.95</b>

**COLLECTION BY MATERIAL**

	TONS		PRO/FEE		REVENUE	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
	ALUMINUM:	1.69	9.23			\$ 1,453.40
PLASTIC:	7.09	57.18			\$ 141.80	\$ 829.20
STEEL:	2.33	15.24			\$ -	\$ -
CLEAR GLASS:	6.83	42.18			\$ -	\$ -
GREEN GLASS:	4.52	35.50			\$ -	\$ -
BROWN GLASS:	5.10	26.48			\$ -	\$ -
MIXED OFFICE PAPER	10.67	121.52	\$ 224.07	\$ 224.07	\$ 1,269.73	\$ 10,446.31
CARDBOARD:	125.76	834.57	\$ 3,112.56	\$ 3,112.56	\$ 17,637.84	\$ 77,858.45
NEWSPAPER:	9.98	82.81	\$ 194.61	\$ 194.61	\$ 1,102.79	\$ 7,322.50
REVENUE FROM OCC CONTAINERS:					\$ 9,648.76	\$ 40,836.52
<b>TOTALS:</b>	<b>173.97</b>	<b>1,224.71</b>	<b>\$ 3,531.24</b>	<b>\$ 3,531.24</b>	<b>\$ 31,254.32</b>	<b>\$ 143,856.92</b>

**COLLECTION COST**

	CAGE ROLL OFFS		GLASS		CARDBOARD		NEWSPAPER	
	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD
	MAN HOURS:	44.00	360.00	8.00	46.00	40.00	296.00	2.00
LABOR COST:	\$ 1,178.32	\$ 3,052.92	\$ 214.24	\$ 589.16	\$ 1,071.20	\$ 3,856.32	\$ 53.56	\$ 214.24
VEHICLE COST:	\$ 682.66	\$ 3,488.86	\$ 124.12	\$ 358.53	\$ 1,896.54	\$ 4,860.63	\$ 157.34	\$ 272.88
<b>TOTALS:</b>	<b>\$ 1,860.98</b>	<b>\$ 6,541.78</b>	<b>\$ 338.36</b>	<b>\$ 947.69</b>	<b>\$ 2,967.74</b>	<b>\$ 8,716.95</b>	<b>\$ 210.90</b>	<b>\$ 487.12</b>

	OCC COMPACTORS		MIXED OFFICE PAPER		GRAND TOTAL	
	MONTH	YTD	MONTH	YTD	MONTH	YTD
	MAN HOURS:	12.00	80.00	10.00	86.00	116.00
LABOR COST:	\$ 321.36	\$ 1,017.64	\$ 267.80	\$ 749.84	\$ 2,785.12	\$ 8,730.28
VEHICLE COST:	\$ 341.33	\$ 764.24	\$ 155.15	\$ 692.43	\$ 3,357.14	\$ 10,437.57
<b>TOTALS:</b>	<b>\$ 662.69</b>	<b>\$ 1,781.88</b>	<b>\$ 422.95</b>	<b>\$ 1,442.27</b>	<b>\$ 6,142.26</b>	<b>\$ 19,167.85</b>

LABOR COST INCLUDES 30% FOR BENEFITS

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$ 3,274.12	\$ 23,048.99

MONTHLY RECYCLING REPORT  
(CURBSIDE)  
Dec-13

PROGRAM STATISTICS

	AVERAGE	
	MONTH	YTD
SET OUT/PARTICIPATION RATE:	80.00%	48%
AVERAGE TONS PER DAY :	19.01	11.63
POUNDS PER HOME:	17.28	10.49

COMMODITY BY TON

	MONTH	YTD	TONS
ALUMINUM BEVERAGE CAN	2	5.6	9
#1 PET	5	12.8	23
NEWS	23.5	157	107
GLASS CONTAINERS	22	89	100
MIX PAPER	16	33.5	73
#2 NATURAL	1.5	7	7
#2 COLOR	2	10	9
#3-#7	5	12.2	24
TIN-STEEL SCRAP	2	8.9	9
TRASH	6	31	27
OCC	15	33	68
TOTAL	100	400	456

	MONTH	YTD
SERVICE CALLS (MISSES)	77	837
REMINDER NOTICES	19	77
MISC. (throwing bins, left in driveway, blowing trash)	1	6
MISSING BINS	0	20
BROKEN GLASS	0	70
PICK UP CART	5	633
REPAIR	11	53
DELIVERY REQUEST	42	326
<b>TOTAL CALLS</b>	155	2022

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$8,581.92	\$44,172.42

