

# City of Norman



## Monthly Departmental Report

**August 2019**

## **MONTHLY PROGRESS**



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**CITY CLERK      1**

**CITY CLERK  
MONTHLY PROGRESS REPORT  
August 2019**

**CITY CLERK**

<b>ACTION CENTER</b>				
<b>DEPARTMENT</b>	<b>CALLS</b>	<b>CALLS YTD</b>	<b>CONTACTS</b>	<b>CONTACTS YTD</b>
Animal Welfare	14	19	18	23
Bus Service	10	10	10	15
CDBG	4	7	4	9
City Clerk	62	117	64	129
City Manager/Mayor	2	2	3	6
City Wide Garage Sale	2	4	2	4
Code Enforcement	52	130	52	134
Finance	5	8	6	9
Fire/Civil Defense	3	6	4	7
Human Resources	3	3	3	3
I.T.	2	9	2	10
Legal	4	7	5	10
Line Maintenance	23	46	24	48
Municipal Court	2	2	2	2
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	24	45	26	55
Permits/Inspections	23	37	23	40
Planning	7	16	7	20
Police/Parking	25	54	39	81
Public Works	15	33	18	50
Recycling	6	9	6	9
Sanitation	30	71	33	77
Sidewalks	2	4	2	4
Storm Debris	0	0	0	0
Storm Water	21	31	22	37
Streets	24	45	27	58
Street Lights	29	44	29	45
Traffic	12	23	15	29
Utilities	44	80	45	82
WC Questions	0	0	0	0
WC Violations	0	0	0	0
<b>Total:</b>	<b>450</b>	<b>862</b>	<b>491</b>	<b>996</b>

**LICENSES**

55 New licenses were issued and 4 licenses were renewed during the month of August. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	1	Pedicab	19	21
Brewer	0	0	Retail Beer	1	2
Class I Beer	0	0	Retail Spirits Store	0	0
Class II Beer	0	0	Retail Wine	0	0
Coin-Operated Devices	0	0	Salvage Yard	0	0
Distiller	0	0	Sidewalk Dining	0	0
Food	3	6	Solicitor/Peddler (30 day)	1	1
Game Machines	0	0	Solicitor/Peddler (60 day)	2	2
Impoundment Yard	0	0	Solicitor/Peddler (one day)	0	0
Kennel	0	0	Special Event	6	8
Medical Marijuana Dispensary	1	6	Taxi/Motorbus/Limousine	1	1
Medical Marijuana Grower	6	6	Temp Food (one day)	5	8
Medical Marijuana Processor	1	1	Temp Food (30 day)	7	8
Mixed Beverage	2	3	Temp Food (180 day)	2	5
Mixed Beverage/Caterer	2	3	Transient Amusement	0	0
Pawnbrokers	0	0	Wine & Beer/Winemaker	0	0
<b>YTD License Total: 82</b>					

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
B & B Country Store	3831 Alameda Street	Retail Beer
DDEES	4251 66 <sup>th</sup> Avenue N.E.	Medical Marijuana Grower
Delta 9 Argrology LTD Co.	10315 Alameda Drive	Medical Marijuana Grower
Delta 9 Argrology LTD Co.	3548 Wellsite Drive	Medical Marijuana Grower
Delta 9 Argrology LTD Co.	3548 Wellsite Drive	Medical Marijuana Processor
Honeychome Horticulture, L.L.C.	704 Research Park Blvd.	Medical Marijuana Grower
KGTK	999 outside of city	Pedicab
Norman Regional "Home Run" Van	901 N. Porter Avenue	Taxi Cab/Limo/Motorbus
Notorious Pie	305 E. Main Street	Food Service
Notorious Pie	305 E. Main Street	Mixed Beverage
Oklahoma City Pedicabs	999 outside of city	Pedi Cab (8)
PEF Green Acres Pharm, L.L.C.	217 36 <sup>th</sup> Avenue N.E.	Medical Marijuana Grower
The Pharmhouse Cannibas	530 W. Lindsey Street	Medical Marijuana Dispensary
T.E.A. Café on the Corner	788 Asp Avenue	Mixed Beverage/Caterer
Thunder Thighs Bike Cab, Inc.	999 outside of city	Pedi Cab (10)
Vista Verde Farm	3030 24th Avenue N.E.	Medical Marijuana Grower

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Tacos Jalisco	Hickory Farms (3)	Fabian Seafood Co. #1 (3)
Ted's Café Escondido (FoodTruck)	Mama Rae's Café	Mama Rae's Café
	Riko's Tacos (2)	Rocking G BBQ
	The Taco Plant, L.L.C.	

# Monthly Progress Report

August 2019

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SOLICITOR/PEDDLER PERMITS			
60 DAY	30 DAY	30 DAY/OUTDOOR FIXED LOCATION	1 DAY
AO1 Consulting	Smart Homes Pro, Inc.		
PJ Contracting			

SPECIAL EVENTS PERMITS		
3 DAY	2 DAY	1 DAY
		Campus Corner Association (6)

EXISTING ESTABLISHMENT/NEW OWNERS		
NAME	ADDRESS	LICENSE TYPE(S)
Sandro's Pizza and Pasta	914 W. Main Street	Food Service/Mixed Beverage
3 <sup>rd</sup> Base (formerly Kong's)	563 Buchanan Avenue	Food Service/Mixed Beverage/Caterer

## CLAIMS ADMINISTRATIVELY PAID

DATE PAID	NAME	DATE PAID	AMOUNT
8-1-19	Jim Pennington	Claim for damages caused by a City dump truck that backed into the left front fender of his vehicle on April 20, 2019 at 3901 South Chautauqua (Transfer Station).	\$778.73

## CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
8-2-19	John B. Miles, Jr.	Claim from early January of 2019 for plumbing and driveway repairs at 600 Greystone Lane for a water leak from the City water meter.	\$8,528.60
8-14-19	Sereniti Irish	Claim for damages to her vehicle that occurred on August 4, 2019, when a Norman Police Officer's vehicle struck her car at the corner of Main Street and Crawford Avenue.	\$1,862.55
8-20-19	Claims Management Resources (CMR) for Cox Communications	Damages to a Cox facility located at 508 Lone Oak Drive on or around July 28, 2019, claiming the facility was damaged by employees or agents of the City while installing water lines.	Undetermined
8-20-19	Claims Management Resources (CMR) for Cox Communications	Damages to a Cox facility located at 316 Lone Oak Drive on or around July 26, 2019, claiming the facility was damaged by employees or agents of the City, H and H Plumbing, and Utilities, Inc., while working on water lines.	Undetermined
8-30-19	Attorney J. Scott Henderson for Kerri Brackin	Claim for damages caused by sewer backup on March 10, 2019, to flooring, walls, furniture, and other items located at 3545 Brookford Drive.	\$25,038.70

## LAWSUITS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
8/29/19	Angel Vargas	Claiming Use of Excessive Force and Assault and Battery by Officer Aury Barrett and Officer Nathaniel Worthley.	Excess of \$75,000

### **BUSINESS AND COMMUNITY AFFAIRS COMMITTEE**

A City Council Business and Community Affairs Committee meeting was held on August 15, 2019 to get an update on the Analysis of the Development Review processes.

### **COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE**

A City Council Community Planning and Transportation Committee meeting was held on August 22, 2019, to discuss the Cleveland Area Rapid Transit (CART) Ridership Report including Saferide and Extended Service for the month of June, 2019, as well as the proposed Campus Corner Pedestrian Safety Plan, and parking regulations.

### **FINANCE COMMITTEE**

A City Council Finance Committee meeting was held on August 15, 2019, to discuss the Economic Outlook Report, Revenue/Expenditure Reports, and Open Positions Report.

### **OVERSIGHT COMMITTEE**

A City Council Oversight Committee meeting was held on August 8, 2019, to continue the discussion regarding short term rentals and E-Scooters.

### **STUDY SESSIONS**

A City Council Study Session was held on August 20, 2019, to discuss additional amendments to the Marijuana Ordinance.

## **FACILITY MAINTENANCE**

**1A**

**City of Norman Facility Maintenance**  
**August 2019 Monthly Hourly Materials Cost Report**

		Data			
Craft	Location	Labor Hrs	Labor Cost	Materials Cost	Total
Custodial	Administration Building-201	85.00	\$1,067.57	\$0.00	\$1,067.57
	Building A	53.00	\$697.48	\$0.00	\$697.48
	Building B	117.50	\$1,578.66	\$0.00	\$1,578.66
	Building C	53.00	\$697.48	\$0.00	\$697.48
	Facility Maintenance	4.00	\$80.00	\$4,443.23	\$4,523.23
	Library	188.50	\$2,458.84	\$0.00	\$2,458.84
Custodial Total		501.00	\$6,580.02	\$4,443.23	\$11,023.25
Doors and Hardware	Building A	1.00	\$29.06	\$0.00	\$29.06
	Building B	2.00	\$58.12	\$0.00	\$58.12
	Irving Rec Center	1.00	\$29.06	\$0.00	\$29.06
	Library East	1.00	\$24.89	\$0.00	\$24.89
	Westwood Clubhouse	1.00	\$29.06	\$0.00	\$29.06
Doors and Hardware Total		6.00	\$170.19	\$0.00	\$170.19
Electrical	Administration Building-201	1.00	\$24.89	\$35.22	\$60.11
	Animal Welfare	25.00	\$750.86	\$120.54	\$871.40
	Building A	7.00	\$209.03	\$0.00	\$209.03
	Building B	15.00	\$453.30	\$0.00	\$453.30
	Building C	4.00	\$120.88	\$0.00	\$120.88
	Fire Station 2	12.00	\$298.68	\$486.10	\$784.78
	Fire Station 4	9.00	\$224.01	\$0.00	\$224.01
	Fire Station 5	4.00	\$99.56	\$0.00	\$99.56
	Fire Station 6	24.00	\$597.37	\$206.43	\$803.80
	Fleet Maintenance	17.00	\$423.14	\$22.32	\$445.46
	Line Maintenance	5.00	\$124.45	\$22.46	\$146.91
	Park Maintenance-Shop	3.00	\$90.66	\$0.00	\$90.66
	Parks-Community	7.00	\$184.89	\$195.23	\$380.12
	Parks-Reaves	3.00	\$74.67	\$16.08	\$90.75
	Sanitation	5.00	\$151.10	\$81.48	\$232.58
	Senior Citizens Center	1.00	\$24.89	\$0.00	\$24.89



**City of Norman Facility Maintenance  
August 2019 Monthly Hourly Materials Cost Report**

<b>Electrical</b>	<b>Traffic Control</b>	<b>13.00</b>	<b>\$323.58</b>	<b>\$112.38</b>	<b>\$435.96</b>
	<b>Transfer Station</b>	<b>2.00</b>	<b>\$49.78</b>	<b>\$0.00</b>	<b>\$49.78</b>
	<b>Water Reclamation Facility-Other</b>	<b>5.50</b>	<b>\$166.21</b>	<b>\$0.00</b>	<b>\$166.21</b>
	<b>Westwood Clubhouse</b>	<b>1.00</b>	<b>\$24.89</b>	<b>\$28.37</b>	<b>\$53.26</b>
	<b>Westwood Golf Cart Storage Bldg.</b>	<b>7.00</b>	<b>\$174.23</b>	<b>\$0.00</b>	<b>\$174.23</b>
<b>Electrical Total</b>		<b>170.50</b>	<b>\$4,591.08</b>	<b>\$1,326.61</b>	<b>\$5,917.69</b>
<b>General Maintenance</b>	<b>12th Avenue Rec Center</b>	<b>2.00</b>	<b>\$58.12</b>	<b>\$0.00</b>	<b>\$58.12</b>
	<b>Administration Building-201</b>	<b>4.00</b>	<b>\$116.24</b>	<b>\$0.00</b>	<b>\$116.24</b>
	<b>Fleet Maintenance</b>	<b>1.00</b>	<b>\$29.06</b>	<b>\$0.00</b>	<b>\$29.06</b>
	<b>Irving Rec Center</b>	<b>0.00</b>	<b>\$0.00</b>	<b>\$1,889.00</b>	<b>\$1,889.00</b>
	<b>Library</b>	<b>1.00</b>	<b>\$29.06</b>	<b>\$0.00</b>	<b>\$29.06</b>
	<b>Norman Investigations Center</b>	<b>0.50</b>	<b>\$24.52</b>	<b>\$0.00</b>	<b>\$24.52</b>
	<b>Water Treatment Plant</b>	<b>3.00</b>	<b>\$90.66</b>	<b>\$0.00</b>	<b>\$90.66</b>
<b>General Maintenance Total</b>		<b>11.50</b>	<b>\$347.66</b>	<b>\$1,889.00</b>	<b>\$2,236.66</b>
<b>Grounds</b>	<b>Westwood Clubhouse</b>	<b>11.00</b>	<b>\$319.66</b>	<b>\$0.00</b>	<b>\$319.66</b>
<b>Grounds Total</b>		<b>11.00</b>	<b>\$319.66</b>	<b>\$0.00</b>	<b>\$319.66</b>
<b>Heating/Ventilation</b>	<b>Administration Building-201</b>	<b>9.00</b>	<b>\$366.03</b>	<b>\$30,050.00</b>	<b>\$30,416.03</b>
	<b>Animal Welfare</b>	<b>40.00</b>	<b>\$1,208.80</b>	<b>\$207.20</b>	<b>\$1,416.00</b>
	<b>Building A</b>	<b>12.00</b>	<b>\$362.64</b>	<b>\$0.00</b>	<b>\$362.64</b>
	<b>Building B</b>	<b>4.00</b>	<b>\$120.88</b>	<b>\$0.00</b>	<b>\$120.88</b>
	<b>Building C</b>	<b>5.50</b>	<b>\$232.05</b>	<b>\$0.00</b>	<b>\$232.05</b>
	<b>Fire Administration</b>	<b>4.00</b>	<b>\$120.88</b>	<b>\$0.00</b>	<b>\$120.88</b>
	<b>Fire Station 1</b>	<b>4.00</b>	<b>\$120.88</b>	<b>\$0.00</b>	<b>\$120.88</b>
	<b>Fire Station 2</b>	<b>8.00</b>	<b>\$241.76</b>	<b>\$2,967.00</b>	<b>\$3,208.76</b>
	<b>Fire Station 3</b>	<b>2.00</b>	<b>\$60.44</b>	<b>\$0.00</b>	<b>\$60.44</b>
	<b>Fire Station 6</b>	<b>2.00</b>	<b>\$60.44</b>	<b>\$0.00</b>	<b>\$60.44</b>
	<b>Firehouse Art Center</b>	<b>8.00</b>	<b>\$241.76</b>	<b>\$0.00</b>	<b>\$241.76</b>
	<b>Historic Museum</b>	<b>4.00</b>	<b>\$120.88</b>	<b>\$0.00</b>	<b>\$120.88</b>
	<b>Library East</b>	<b>4.00</b>	<b>\$120.88</b>	<b>\$0.00</b>	<b>\$120.88</b>
	<b>Lindsey Yard-Administration</b>	<b>8.00</b>	<b>\$241.76</b>	<b>\$0.00</b>	<b>\$241.76</b>
	<b>Parks-Community</b>	<b>2.00</b>	<b>\$60.44</b>	<b>\$0.00</b>	<b>\$60.44</b>
	<b>Senior Citizens Center</b>	<b>8.00</b>	<b>\$241.76</b>	<b>\$0.00</b>	<b>\$241.76</b>
	<b>Sooner Theatre</b>	<b>46.00</b>	<b>\$1,390.12</b>	<b>\$630.60</b>	<b>\$2,020.72</b>

**City of Norman Facility Maintenance  
August 2019 Monthly Hourly Materials Cost Report**

Heating/Ventilation	Traffic Control	4.00	\$120.88	\$0.00	\$120.88
	Water Reclamation Facility-Main Con	1.00	\$30.22	\$0.00	\$30.22
	Water Reclamation Facility-Other	1.00	\$30.22	\$0.00	\$30.22
	Westwood Clubhouse	8.00	\$241.76	\$10.30	\$252.06
	Westwood Tennis Center	4.00	\$120.88	\$0.00	\$120.88
Heating/Ventilation /Air Conditioning Total		188.50	\$5,856.36	\$33,865.10	\$39,721.46
Lighting	12th Avenue Rec Center	1.00	\$24.89	\$0.00	\$24.89
	Administration Building-201	20.00	\$583.08	\$19.40	\$602.48
	Animal Welfare	11.50	\$347.53	\$245.30	\$592.83
	Building A	1.00	\$24.89	\$0.00	\$24.89
	Building B	8.50	\$240.88	\$15.18	\$256.06
	Building C	4.00	\$99.56	\$30.16	\$129.72
	Compost Facility	3.00	\$74.67	\$0.00	\$74.67
	Fire Station 1	1.00	\$30.22	\$33.44	\$63.66
	Fire Station 2	2.00	\$60.44	\$0.00	\$60.44
	Fire Station 8	2.00	\$49.78	\$2.25	\$52.03
	Fleet Maintenance	2.00	\$49.78	\$104.16	\$153.94
	Irving Rec Center	3.00	\$74.67	\$10.12	\$84.79
	Library	19.50	\$546.65	\$81.95	\$628.60
	Little Axe Rec Center	2.50	\$75.55	\$163.84	\$239.39
	Parks-Community	3.00	\$80.00	\$0.00	\$80.00
	Parks-Griffin	1.00	\$24.89	\$0.00	\$24.89
	Police Range-Main Bldg	4.00	\$99.56	\$0.00	\$99.56
	Senior Citizens Center	2.00	\$49.78	\$14.24	\$64.02
Lighting Total		91.00	\$2,536.84	\$720.04	\$3,256.88
Miscellaneous	Administration Building-201	1.00	\$29.06	\$0.00	\$29.06
	Building A	3.00	\$109.47	\$0.00	\$109.47
	Facility Maintenance	21.50	\$637.94	\$149.26	\$787.20
	Fleet Maintenance	3.00	\$80.00	\$0.00	\$80.00
	Library East	1.00	\$29.06	\$0.00	\$29.06
Miscellaneous Total		29.50	\$885.53	\$149.26	\$1,034.79
Pest Control	Building C	0.50	\$10.00	\$5.00	\$15.00
	Library East	1.00	\$49.03	\$75.00	\$124.03

**City of Norman Facility Maintenance**  
**August 2019 Monthly Hourly Materials Cost Report**

<b>Pest Control Total</b>		<b>1.50</b>	<b>\$59.03</b>	<b>\$80.00</b>	<b>\$139.03</b>
<b>Plumbing</b>	<b>12th Avenue Rec Center</b>	<b>1.00</b>	<b>\$29.06</b>	<b>\$8.34</b>	<b>\$37.40</b>
	<b>Animal Welfare</b>	<b>4.00</b>	<b>\$116.24</b>	<b>\$7.10</b>	<b>\$123.34</b>
	<b>Building A</b>	<b>2.00</b>	<b>\$58.12</b>	<b>\$0.00</b>	<b>\$58.12</b>
	<b>Building B</b>	<b>25.00</b>	<b>\$711.45</b>	<b>\$8.44</b>	<b>\$719.89</b>
	<b>Building C</b>	<b>1.00</b>	<b>\$29.06</b>	<b>\$0.00</b>	<b>\$29.06</b>
	<b>Compost Facility</b>	<b>7.00</b>	<b>\$203.42</b>	<b>\$0.00</b>	<b>\$203.42</b>
	<b>Fire Station 1</b>	<b>3.00</b>	<b>\$87.18</b>	<b>\$0.00</b>	<b>\$87.18</b>
	<b>Fire Station 2</b>	<b>5.00</b>	<b>\$145.30</b>	<b>\$0.97</b>	<b>\$146.27</b>
	<b>Fire Station 5</b>	<b>4.00</b>	<b>\$116.24</b>	<b>\$108.51</b>	<b>\$224.75</b>
	<b>Fire Station 8</b>	<b>3.00</b>	<b>\$87.18</b>	<b>\$0.00</b>	<b>\$87.18</b>
	<b>Fire Station 9</b>	<b>10.00</b>	<b>\$290.60</b>	<b>\$66.08</b>	<b>\$356.68</b>
	<b>Fleet Maintenance</b>	<b>4.00</b>	<b>\$116.24</b>	<b>\$0.00</b>	<b>\$116.24</b>
	<b>Library</b>	<b>7.00</b>	<b>\$203.42</b>	<b>\$1.00</b>	<b>\$204.42</b>
	<b>Library East</b>	<b>2.00</b>	<b>\$58.12</b>	<b>\$0.00</b>	<b>\$58.12</b>
	<b>Little Axe Rec Center</b>	<b>18.00</b>	<b>\$523.08</b>	<b>\$12.75</b>	<b>\$535.83</b>
	<b>Parks-Andrews</b>	<b>5.00</b>	<b>\$145.30</b>	<b>\$0.00</b>	<b>\$145.30</b>
	<b>Parks-Community</b>	<b>18.00</b>	<b>\$523.08</b>	<b>\$229.76</b>	<b>\$752.84</b>
	<b>Parks-Neighborhood</b>	<b>7.00</b>	<b>\$203.42</b>	<b>\$24.25</b>	<b>\$227.67</b>
	<b>Santa Fe Depot</b>	<b>2.00</b>	<b>\$58.12</b>	<b>\$79.90</b>	<b>\$138.02</b>
	<b>Senior Citizens Center</b>	<b>4.00</b>	<b>\$116.24</b>	<b>\$0.00</b>	<b>\$116.24</b>
	<b>Sooner Theatre</b>	<b>4.00</b>	<b>\$116.24</b>	<b>\$7.84</b>	<b>\$124.08</b>
	<b>Transfer Station</b>	<b>10.00</b>	<b>\$269.75</b>	<b>\$0.00</b>	<b>\$269.75</b>
	<b>Water Treatment Plant</b>	<b>1.00</b>	<b>\$29.06</b>	<b>\$0.00</b>	<b>\$29.06</b>
	<b>Westwood Clubhouse</b>	<b>4.00</b>	<b>\$116.24</b>	<b>\$6.76</b>	<b>\$123.00</b>
	<b>Westwood Pool</b>	<b>2.00</b>	<b>\$49.78</b>	<b>\$0.00</b>	<b>\$49.78</b>
<b>Plumbing Total</b>		<b>153.00</b>	<b>\$4,401.94</b>	<b>\$561.70</b>	<b>\$4,963.64</b>
<b>Grand Total</b>		<b>1163.50</b>	<b>\$25,748.31</b>	<b>\$43,034.94</b>	<b>\$68,783.25</b>

**CITY MANAGER**

**2**

**CIP FINANCIAL STATUS    2A**

CAPITAL PROJECTS > \$250,000 EXPECTED TO BE COMPLETED WITHIN SIX (6) MONTHS				
		1/11/2019		
Project No.**	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
FIRE				
EF0180; BP0356	Fire Admin Remodel	\$0	\$20,000	Capital Fund 50
UTILITIES				
WW0065	WRF Phase 2 Improvements	\$0	\$300,000	Sewer Excise Tax 322
WW0065	WRF Phase 2 Improvements	\$0	\$570,000	Water Reclamation Fund 032
WW0169	WRF Digester Boiler	\$0	\$45,000	Water Reclamation Fund 032
WW0171	WRF Primary Sludge Thickener	\$0	\$30,000	Water Reclamation Fund 032
WW0309	WRF Replace Grit Classifier	\$0	\$15,000	Water Reclamation Fund 032
PARKS AND RECREATION				
NFB018	Westwood Family Aquatics Center	\$0	\$300,000	Norman Forward Fund 051
NFB001	Griffin Park Renovation Phase I Field Grading & Lighting	\$0	\$0	Norman Forward Fund 051
CITY MANAGER				
NFB017	Eastside Library	\$0	\$280,000	Norman Forward Fund 051
PUBLIC WORKS				
NFB008	James Garner and Acres Intersection	\$0	\$8,275.35	Norman Forward Fund 051
POLICE	none			
INFORMATION TECHNOLOGY				
BG0071	City Center Core Replacement	\$0	\$0	Capital Fund 50
PLANNING	none			
CITY CLERK	none			
Notes				
* Source of information Project Managers.				
** Project numbers correspond to the projects identified in the adopted Capital Improvements Budget.				

## **COMMUNITY RELATIONS**

**2B**

# August 2019

[illegible]



**NORMAN FORWARD 2C**



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# MONTHLY REPORT – AUGUST 2019

NORMAN FORWARD

**DATE:** September 1, 2019

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**PROJECT:** NORMAN FORWARD

**PROJECT NO:** 16-003

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**REPORT PERIOD:** August 1 through August 31, 2019

## WORK THIS MONTH

1. Thursday, August 1, 2019 | 2:00 p.m. | Westwood Punch Walk
  - a. FlintCo. confirmed open items and schedule for completion
2. Thursday, August 1, 2019 | 3:00 p.m. | Griffin Park OAC
  - a. Bi-weekly discussion of project schedules, budgets, and critical issues
3. Monday, August 5, 2019 | 10:30 a.m. | Weekly Program Manager Meeting
  - a. Weekly discussion of project schedules, budgets, and critical issues
4. Monday, August 5, 2019 | 3:30 p.m. | CFOB Meeting
  - a. ADG attended meeting
5. Tuesday, August 6, 2019 | 9:00 a.m. | Tallgrass Carpentry Meeting
  - a. Meeting to discuss design, specifications, and installation of table and credenza for Central Library conference room
6. Tuesday, August 6, 2019 | 10:00 a.m. | Central Library Furnishings Update
  - a. Weekly discussion of FFE delivery and installation schedules, receiving strategies, and critical issues
7. Tuesday, August 6, 2019 | 11:00 a.m. | Central Library OAC
  - a. Weekly discussion of project schedules, budgets, and critical issues.
8. Wednesday, August 7, 2019 | 3:00 p.m. | East Library Landscape Meeting
  - a. Met on site with Globe Construction to discuss landscape issues
9. Wednesday, August 7, 2019 | 4:00 p.m. | Reaves Park Budget Update
  - a. Meeting to discuss budget and critical path issues
10. Monday, August 12, 2019 | 10:30 a.m. | Weekly Program Manager Meeting
  - a. Weekly discussion of project schedules, budgets, and critical issues
11. Tuesday, August 13, 2019 | 9:00 a.m. | Central Library Data Coordination
  - a. Meeting to discuss Data Networking requirements for Fire Marshal Inspection with PLS, City of Norman, FlintCo. and subcontractors
12. Tuesday, August 13, 2019 | 10:00 a.m. | Central Library Furnishings Update



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- a. Weekly discussion of FFE delivery and installation schedules, receiving strategies, and critical issues
- 13. Tuesday, August 13, 2019 | 11:00 a.m. | Central Library OAC
  - a. Weekly discussion of project schedules, budgets, and critical issues
- 14. Wednesday, August 14, 2019 | 9:00 a.m. | Griffin Park Site Walk with PDG
  - a. Bi-weekly discussion of contingency modification no. 1 with PDG
- 15. Thursday, August 15, 2019 | 8:00 a.m. | Reaves Park Field Enhancement Discussion
  - a. ADG conducted meeting with City of Norman, FlintCo., and Halff & Associates
- 16. Thursday, August 15, 2019 | 9:30 a.m. | Central Library Grand Opening Meeting
  - a. Meeting to discuss ribbon cutting ceremony and grand opening programming
- 17. Thursday, August 15, 2019 | 3:00 p.m. | Griffin Park OAC
  - a. Bi-weekly discussion of project schedules, budgets, and critical issues
- 18. Monday, August 19, 2019 | 3:30 p.m. | Weekly Program Manager Meeting
  - a. Weekly discussion of project schedules, budgets, and critical issues
- 19. Tuesday, August 20, 2019 | 10:00 a.m. | Central Library Weekly Furnishings Update
  - a. Weekly discussion of FFE delivery and installation schedules, receiving strategies, and critical issues
- 20. Tuesday, August 20, 2019 | 11:00 a.m. | Central Library OAC
  - a. Weekly discussion of project schedules, budgets, and critical issues
- 21. Wednesday, August 21, 2019 | 3:30 p.m. | Central Library Grand Opening Meeting
  - a. Meeting to discuss ribbon cutting ceremony and grand opening programming
- 22. Monday, August 26, 2019 | 10:00 a.m. | East Library Conference Call
  - a. Discussion about revised landscape plans with Globe Construction
- 23. Tuesday, August 27, 2019 | 8:30 a.m. | Reaves Park Option B Estimate Update
  - a. ADG conducted meeting with City of Norman, FlintCo., and Halff & Associates to discuss revised site plan and budget
- 24. Tuesday, August 27, 2019 | 9:30 a.m. | Central Library Conference Call
  - a. Meeting to discuss substantial completion issues with MSR
- 25. Tuesday, August 27, 2019 | 10:00 a.m. | Central Library Weekly Furnishings Update
  - a. Weekly discussion of FFE delivery and installation schedules, receiving strategies, and critical issues
- 26. Tuesday, August 27, 2019 | 6:30 p.m. | City Council Meeting
  - a. Submission and acknowledgement receipt of the City Manager's Change Order Report and directing the filing thereof.
    - i. NCL CO #19: Permanent irrigation for bio-swales, parking edges and areas on the east side of the building for \$36,008; RI light fixture coordination for \$1,448; door closers installation at stair case for \$996; light pole relocation for better site/parking lot lighting for \$1,124.
    - ii. NCL CO #20: Domestic water pressure loss corrections for \$22,587; repainted wall at staff workroom for \$569; GW-1 glass ceiling cove for \$1,610; pointed gyp brake metal for \$2,296; Posts for tree staking for \$3,999; permanent irrigation at apartment area for \$5,636; Steel and



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mullion gap for \$796; projector and light discrepancy in digital classroom for \$1,832.

- b. Amendment No. One to Contract K-1617-114: By and between the Norman Municipal Authority and PDG, L.L.C., D.B.A. Planning Design Group, increasing the contract amount by \$430,280 for a revised contract amount of \$1,191,280 to provide additional professional architectural design services to add the park maintenance facility and public safety maintenance facility to be located adjacent to the existing fleet maintenance facility on the North Base property to the existing contract for the Griffin Park Sports Complex.
- c. Contract K-1920-40: A Contract by and between the Norman Municipal Authority and Frankfurt-Short-Bruza Associates, P.C. (FSB) in the amount of \$1,980,800 for design services to include schematic design, design development, construction documents, and construction phase coordination for the Norman Forward Indoor Aquatic Center and Multi-Sport Facility and the Senior Wellness Center.
- 27. Wednesday, August 28, 2019 | 9:00 a.m. | Griffin Park Site Walk with PDG
  - a. Bi-weekly discussion of contingency modification no. 1 with PDG
- 28. Wednesday, August 28, 2019 | 3:30 p.m. | Central Library Grand Opening Meeting
  - a. Meeting to discuss ribbon cutting ceremony and grand opening programming
- 29. Thursday, August 29, 2019 | 1:30 p.m. | Ruby Grant VE Meeting
  - a. Meeting at ADG with City of Norman, Howell & Vancurren, and Crosslands to discuss change in scope for budget alignment
- 30. Central Library FFE Delivery and Installation Coordination and Oversight:
  - a. Monday, August 5, 2019 – Friday, August 30, 2019 | John A. Marshall Phase I Installation
  - b. Thursday, August 8, 2019 – Tuesday, August 30, 2019 | Scott Rice Phase I Installation
  - c. Monday, August 12, 2019 – Tuesday, August 13, 2019 | Copelin's Phase I Installation
  - d. Monday, August 19, 2019 – Thursday, August 22, 2019 | Spaces, Inc. Installation
  - e. Monday, August 26, 2019 – Thursday, August 29, 2019 | Copelin's KI Delivery
  - f. Wednesday, August 28, 2019 | John A. Marshall Informal Punch Walk of Furniture Installed
  - g. Wednesday, August 28 – Friday, August 30, 2019 | L&M Office Furniture Installation
  - h. Friday, August 30, 2019 | Cultural Surroundings Phase I Installation
- 31. August 2019 Construction Observation Site Visits
  - a. Norman Central Library: (9)
  - b. Griffin Phase 3 Reduced Scope: (6)

#### **WORK ANTICIPATED THE UPCOMING MONTH (SEPTEMBER 2019)**

- Central Library ongoing construction
- Central Library Fire Marshal Inspection



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- Central Library Furniture Delivery
- Griffin Park Master Plan Phase III (a) ongoing construction
- Griffin Park Master Plan Phase III (b) construction documents and bidding
- Reaves Park budget and field enhancements to be approved by Ad Hoc
- Parks & Recreation Maintenance Facility programming and cost estimating
- Bus Facility programming and cost estimating
- Ruby Grant Park bidding complete, waiting for GMP Budget continued VE efforts
- Indoor Aquatic Facility discussion of site location by Council
- Indoor Multi-Sport Facility discussion of site location by Council
- Senior center programming and Ad-Hoc participation
- Softball and Football consultant selection
- Continued development of standardized contracts for use with architectural, design, and construction consultants
- Continued discussion of project budgets

#### **PROJECT STATUS**

- East Library
  - a. Schedule: Opening Celebration on July 20, 2018
  - b. Budget: Within budget
  - c. In operation
- Central Library
  - a. Schedule: Construction contract awarded April 25, 2017
  - b. Budget: Within budget
  - c. Issues: No known issues
- Westwood Family Aquatic Center
  - a. Schedule: Opening Celebration on May 26, 2018
  - b. Budget: Final Pay App approved on July 24, 2018
  - c. In operation
- Griffin Park Phase IIIA
  - a. Schedule: Under construction
  - b. Budget: Within budget
  - c. Issues: No known issues
- Reaves Park Phase I
  - a. Schedule: Design waiting Ad-Hoc approval
  - b. Budget: Budget alignment in progress
  - c. Issues: No known issues
- Westwood Indoor Tennis Facility
  - a. Schedule: Opening Celebration on May 24, 2019
  - b. Budget: Within budget
  - c. In operation
- Ruby Grant
  - a. Schedule: Waiting a GMP



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- b. Budget: Currently in VE
    - c. Issues: No known issues
  - Indoor Multi-Sport Facility
    - a. Schedule: pending project start
    - b. Budget: pending project start
    - c. Issues: site/operator/MOU determination
  - Indoor Aquatic Center
    - a. Schedule: pending project start
    - b. Budget: pending project start
    - c. Issues: site/operator/MOU determination
  - Senior Center
    - a. Schedule: Programing started
    - b. Budget: pending project start
    - c. Issues: funding source determination, operator/MOU determination, Council site resolution approved on May 14, 2019
  - Norman Forward Program Management
    - a. Schedule: Proceeding per Implementation Plan
    - b. Budget: Proceeding per Implementation Plan
    - c. Implementation Plan: Adopted on June 28, 2016
    - d. Issues: No known issues
      - Continued discussion regarding operator for indoor multi-sport facility
      - Continued discussion regarding operator for indoor aquatic center
      - Continued discussion regarding indoor aquatic center operating budget
      - Continued discussion regarding indoor aquatic center capital improvements responsibility
      - Continued discussion regarding senior center budget/funding source
      - Continued discussion regarding senior center operator/fees
- 

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

**FINANCE 3**

## CITY OF NORMAN

### Department of Finance Monthly Report – August 2019

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 August are discussed below:

#### Treasury Division:

In the month of August, the Treasury division processed 27,290 total payments. The traffic counter at the Drive-up Facility counted 9,409 customers. The Treasury division processed 1,474 credit card utility payments, a decrease of 3% from last month, and the Interactive Voice Response (payment by telephone) system processed 1,663 credit card utility payments, a decrease of 1.5% from last month. Utility customers also have the option of paying on the City of Norman website. There were 6,669 credit card payments made on the internet in August, a decrease of 11% from last month. The Municipal Court processed 701 credit card payments for court fines, a decrease of 11% 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 \$25,758 in convenience fees in the month of August with a fiscal year-to-date total of \$54,805.

#### Utility Services Division:

The Meter Reading Division read 40,502 meters. Out of 77 meter reading routes, 44 (57%) were read within the targeted 30-day reading cycle. 57 routes (74%) were read by the 31st day and all routes were read by the 34th day. No routes were estimated in August.

#### General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of August by -14%. Revenues from the City's largest single source of revenue, sales tax, are below target by -11% for the year to date and -2% below last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 20 Budget To Date	FYE 20 Actual To Date	FYE 19 Actual To Date	FYE 18 Actual To Date
Sales Tax Revenue	\$7,470,808	\$6,609,245	\$6,768,502	\$6,319,478
General Fund Revenue	\$13,826,048	\$11,832,537	\$11,339,057	\$11,182,990
General Fund Expenses	\$15,169,467	\$19,578,560	\$13,813,911	\$10,969,170



## Administration Division

	FYE 20		FYE 19	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	640.00	320.00	640.00
Total Comp Time Available	0.00	0.00	0.00	0.25
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	320.00	640.00	320.00	640.25
Benefit Hours Taken	93.00	131.00	0.00	48.00
TOTAL ACCOUNTABLE STAFF HOURS	227.00	509.00	320.00	592.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

**ACCOUNTING 3A**

## Accounting Division

	FYE 20		FYE 19	
	August	YTD	August	YTD
Total Regular Hours Available	960.00	1,920.00	960.00	1,920.00
Total Comp Time Available	21.50	41.25	14.75	29.50
Total Overtime Hours	0.00	0.00	19.50	9.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 981.50	 1,961.25	 994.25	 1,959.00
Benefit Hours Taken	93.25	236.75	170.00	382.50
 TOTAL ACCOUNTABLE STAFF HOURS	 888.25	 1,724.50	 824.25	 1,576.50
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	5.00	10.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 5.00	 10.00	 0.00	 0.00

## **CITY REVENUE REPORTS**

**3B**

# City Revenue Report

	FYE 20 JULY	FYE 20 August	
Total Revenue Received (\$)	\$4,826,943	\$4,827,723	(\$780)
Utility Payments - Office (#)	42,861	39,969	2,892
Utility Payments - Office (\$)	\$4,226,553	\$4,277,538	(\$50,985)
Lockbox (#)	18,585	16,900	1,685
Lockbox (\$)	\$1,822,646	\$1,837,769	(\$15,123)
IVR Credit Card (#)	1,688	1,663	25
IVR Credit Card (\$)	\$159,480	\$165,062	(\$5,582)
Click to Gov (#)	7,524	6,669	855
Click to Gov (\$)	\$981,250	\$643,716	\$337,534
UT Credit Card Payments (#)	1,521	1,474	47
UT Credit Card Payments (\$)	\$179,128	\$157,923	\$21,205
Art Donations (#)	66	83	(17)
Art Donations (\$)	\$333	\$258	\$75
Bank Draft Payments (#)	8,933	8,461	472
Bank Draft Payments (\$)	\$784,282	\$844,525	(60,243)
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	38	72	(34)
Processed Return Checks (\$)	(\$2,719)	(\$9,395)	\$6,676
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$375,449	\$437,785	(\$62,336)
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$287,809	\$267,826	\$19,983
Municipal Court - Credit Card (#)	787	701	86
Municipal Court - Credit Card (\$)	\$129,600	\$131,440	(\$1,840)
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$305,920	\$221,247	\$84,673
Building Permits Credit Card (#)	261	228	33
Building Permits Credit Card (\$)	\$105,670	\$73,493	\$32,177
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$4,421	\$2,815	\$1,606
Occupational License - Bldg Insp. CC (#)	17	16	1
Occupational License - Bldg Insp. CC (\$)	\$3,521	\$2,115	\$1,406
Business License - City Clerk (\$)	\$2,240	\$8,765	(\$6,525)
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	8,522	7,527	995
Convenience Fees - All Payments (\$)	\$25,566	\$22,581	\$2,985
Bank Drafts Billed (#)	8,474	8,496	(22)
Bank Drafts Billed (\$)	\$813,924	\$1,069,422	(\$255,498)
Interdepartmental Billing (#)	172	175	(3)
Interdepartmental Billing (\$)	\$37,600	\$47,058	(\$9,458)
Accounts Receivable Billed (\$)	\$541,648	\$164,341	\$377,307

## Budget Services Division

	FYE 20		FYE 19	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	320.00	320.00	632.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	160.00	320.00	320.00	632.00
Benefit Hours Taken	8.00	24.00	160.00	328.00
TOTAL ACCOUNTABLE STAFF HOURS	152.00	296.00	160.00	304.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

## Treasury Division

	FYE 20		FYE 19	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	1,600.00	640.00	1,280.00
Total Comp Time Available	21.50	42.75	0.00	0.00
Total Overtime Hours	18.00	33.50	64.75	139.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	839.50	1,676.25	704.75	1,419.25
Benefit Hours Taken	123.75	315.50	151.00	260.00
TOTAL ACCOUNTABLE STAFF HOURS	715.75	1,360.75	553.75	1,159.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

**UTILITY      3C**



## Utility Division

	FYE 20		FYE 19	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,560.00	5,120.00	2,400.00	4,848.00
Total Comp Time Available	11.50	11.50	19.00	41.00
Total Overtime Hours	49.25	94.25	24.75	72.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	2,620.75	5,225.75	2,443.75	4,961.50
Benefit Hours Taken	252.00	582.50	423.50	806.50
TOTAL ACCOUNTABLE STAFF HOURS	2,368.75	4,643.25	2,020.25	4,155.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

## Office Services

	FYE 20		FYE 19	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	158.00	318.00	160.00	320.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	11.50	21.00	2.00	8.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	169.50	339.00	162.00	328.50
Benefit Hours Taken	28.75	57.50	24.00	32.00
TOTAL ACCOUNTABLE STAFF HOURS	140.75	281.50	138.00	296.50
PERMANENT PART-TIME				
Total Regular Hours Available	112.50	227.00	112.00	215.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	1.50	3.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	114.00	230.00	112.00	215.00
Benefit Hours Taken	0.00	7.00	0.00	33.00
TOTAL ACCOUNTABLE STAFF HOURS	114.00	223.00	112.00	248.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

## Drive-up Window and Mail Payments

	FYE 20 JULY	FYE 20 August
Mail Payments - Lockbox	18,585	16,900
Mail Payments - Office	291	297
<b>Mail Payments - Subtotal</b>	<b>18,876</b>	<b>17,197</b>
Night Deposit	292	287
Click-to-Gov Payments	7,524	6,669
IVR Payments	1,688	1,663
<b>Without assistance payments - Subtotal</b>	<b>9,504</b>	<b>8,619</b>
Drive-up window & inside counter	8,346	0
Credit Card machine payments (swipe)	985	911
Credit Card machine payments (phone)	536	563
<b>With assistance payments - Subtotal</b>	<b>9,867</b>	<b>1,474</b>
<b>Total Payments Processed - Subtotal</b>	<b>38,247</b>	<b>27,290</b>
Bank Draft (ACH) Payments	8,933	8,461
<b>Total Payments (Utility)</b>	<b>47,180</b>	<b>35,751</b>
Total Convenience Fees - all Payments	8,522	7,527
<b>Grand Total Payments</b>	<b>55,702</b>	<b>43,278</b>

## Traffic Counter at Drive-up Facility

Night Drop *	2,584	0
8-5 Drive-up Window Customers *	6,825	0
<b>Total Traffic Counter</b>	<b>9,409</b>	<b>0</b>

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

## Meter Reading Division

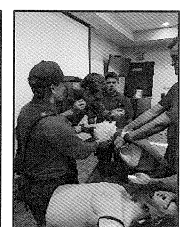
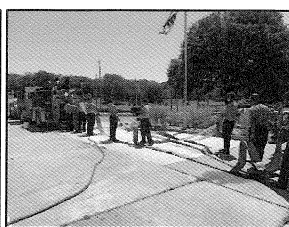
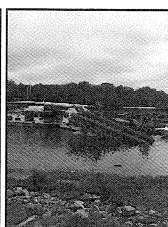
	FYE 20		FYE 19	
	August	YTD	August	YTD
Number of Meters Read	36,796	81,524	38,614	79,403
New Service	1,068	2,213	1,108	2,159
Request for Termination	988	2,123	1,028	2,090
Delinquent On(s)	278	551	186	375
Delinquent Offs	427	845	321	610
Collect Deposit Tags Hung	12	30	22	28
Collect Deposit Cut Offs	6	8	4	8
Blue Tags	16	51	15	26
Number of Meters Re-read	2,159	3,298	1,678	2,617
Meters Cleaned	101	216	109	196
Customer Assists	93	182	89	198
Meters Pulled	0	0	1	1
Meters Re-set	0	0	1	1
Meter Exchanges	89	173	29	64
TOTAL	42,033	91,214	43,205	87,776

## Utility Division Activity Report

	FYE 20		FYE 19	
	August	YTD	August	YTD
STATUS REPORT				
Regular Utility Accounts Billed	42,597	42,538	41,909	41,691
New Ons	1,246	1,308	1,383	1,338
Final Accounts Billed	979	1,055	1,074	1,083
TOTAL ACCOUNTS BILLED	44,822	44,901	44,366	44,112

## **FIRE DEPARTMENT**

**4**



## NFD Monthly Progress Report August 2019

### Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	35	2.30%
2 - Overpressure Rupture, explosion, Overheat - No Fire	2	0.13%
3 - Rescue & emergency	953	62.49%
4 - Hazardous Conditions (No Fire)	45	2.95%
5 - Service Call	114	7.48%
6 - Good Intent Call	261	17.11%
7 - False Alarm & False Call	104	6.82%
8 - Severe Weather & Natural Disaster	2	0.13%
9 - Special Incident Type	2	0.13%
Incomplete Reports	7	0.46%
<b>Total Incident Count (Unique Calls)</b>	<b>1525</b>	<b>100.00%</b>
<b>Number of Total Unit Responses</b>	<b>1938</b>	

Total Fire Loss \$127,852.00

### Average Response Times

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
<b>Station #1</b>	274	305	0:05:05
<b>Station #2</b>	202	325	0:05:25
<b>Station #3</b>	271	337	0:05:37
<b>Station #4</b>	188	346	0:05:46
<b>Station #5</b>	60	499	0:08:19
<b>Station #6</b>	46	502	0:08:22
<b>Station #7</b>	121	343	0:05:43
<b>Station #8</b>	98	327	0:05:27
<b>Station #9</b>	260	327	0:05:27

### Community Outreach

Community/Special Events	6	Back to School Give-Aways Neighborhood Night Out, NHS Fundraiser Support
Ride Alongs	1	Lavonne Anderson

### Burn Permits

Burn Permits Issued	102	Total of 20 burn days
---------------------	-----	-----------------------

### Training

Total Personnel Training Hours	2389	Mgmt/Supvrs, Hazmat, Wildland, Special Healthcare, etc.
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# NFD Monthly Progress Report

August 2019

## Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Chief 301	28	6	8	2	1	1	1	6	2	1
Chief 302	27	5	2	4	2	1	2	6		5
Chief 303	23	5		3	1			7	3	4
Chief 304	2			1				1		
Engine 1	303	268	2	11	1			9		12
Brush 1	11	9	1							1
Engine 2	222	5	200	4	7			4	1	1
Brush 2	7	1	3	1	2					
Engine 3	298	13	1	271	1			3	1	8
Brush 3	4	2		1					1	
Engine 4	200	1	7	2	186			3	1	
Brush 4	2				2					
Engine 5	61	1		1		59				
Brush 5	60			1		59				
Engine 6	39	2		1		2	29	1	1	3
Brush 6	38	2		1		2	29		1	3
Rescue 7	1	1								
Squad 7	170	14	11	10	3	1	2	118	3	8
Engine 8	106		1		2			7	96	
Brush 8	1								1	
Tanker 8	2					1			1	
Engine 9	279	10		4		1	1	6		257
Brush 9	12	5					1			6
Tanker 9	4					1	1			2
Ladder 9	24	5	3	3	1			4		8
EM1	2			1		1				
Fire Marshal 2	2					1				1
Fire Marshal 3	5	1			2	1				1
Fire Marshal 4	2					1		1		
Fire Marshal 5	3				1	1		1		
	1938	356	239	322	212	133	66	177	112	321



**NORMAN FIRE DEPARTMENT  
MONTHLY PROGRESS REPORT  
Aug-19**

**FIRE PREVENTION DIVISION ACTIVITIES**

<b>Inspections/Plan Review</b>			
<b>Activites</b>	<b>Notes</b>	<b>Number</b>	<b>Staff Hours</b>
Inspections		191	177
Re-Inspections		56	39.5
Residential Inspections			
Plan/Platt Review		53	53
Company Inspections			
Re-Inspections			
<b>Total Inspections</b>		<b>247</b>	<b>216.5</b>

<b>Smoke Detector Program</b>			
<b>Activites</b>	<b>Notes</b>	<b>Units</b>	<b>Staff Hours</b>
Smoke Detector Batteries		44	31
Smoke Detectors Installed			

<b>Training/Public Education Education</b>			
<b>Activites</b>	<b>Notes</b>	<b>Events</b>	<b>Staff Hours</b>
Training (hours)		16	109
Fire Education Classes		6	10

<b>Code Issues/Investigation</b>			
<b>Activites</b>	<b>Notes</b>	<b>Number</b>	<b>Staff Hours</b>
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)			
Code Violation Complaints		167	118.5
Investigations		14	48
Investigative Activities		26	54
Miscellaneous/Special	Fire Marshal's Conference (3), NPD Bomb Team Training (1)		



## EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: August 2019
<b>Mitigation:</b>	
Siren maintenance	Solar panels replaced, general maintenance on going
<b>Preparedness:</b>	
Meeting with Homeland Security to plan Youth Camp 2020	August 6
Amateur Radio Meeting	August 10
OEM/OEMA Conference Embassy Suites Briefed on Youth Camp 2019	August 11-15
Meeting with OU Fire Marshall regarding OU EM responsibilities	August 20
WEBEOC Drill	August 22
Norman Business Association briefing	August 23
<b>Response:</b>	
Apt Fire Response	August 21, Coordinated ARC
Weather Response	August 26
Calypso Cove Assistance, marina substantially damaged	August 27
Trailer Home Fire	August 30, Coordinated ARC
<b>Recovery:</b>	
N/A	

## **HUMAN RESOURCES**

**5**

**HUMAN RESOURCES**  
**Monthly Report**  
**August, 2019**

**ADMINISTRATION/LABOR RELATIONS**

- A. Grievances (active AFSCME and Non-Union)
- FYE19-10 – Adams (Engineering) – termination – Arbitration has been scheduled
- B. Collective Bargaining
- Prepared a tentative agreement packet for FOP to review prior to their vote to accept/reject the FYE20 Collective Bargaining Agreement
- C. Administrative Support
- Processed Monthly Department Report
  - Compiled and distributed August 2019 Employee Newsletter
  - Processed invoices and reconciled expense accounts
  - Reconciled and submitted United Way Campaign Report
  - Compiled FYE 20 FOP contract for September signing
  - Drafted RFP for Compensation & Classification Study

**PERSONNEL ACTIONS**

**New Hires – 22**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
Public Works/Streets	Maintenance Worker I	2
Public Works/Traffic	Maintenance Worker I	1
Public Works Fleet	Auto Service Tech	1
Public Works Fleet	Mechanic I	1
Public Works/Transit	Public Transit Coord	1
Police/Staff Services	Police Records Clerk	1
Police/Patrol	Police Officer	11
Public Works/Transit	Transit Support Tech (PT)	1
Parks/Park Maint	Laborer (PT)	1
Parks/Westwood Golf	Golf Shop Attendant (PT)	2

**Separations – 17**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
Police/Emerg. Comm.	Communications Officer II	1
Police/Animal Welfare	Animal Welfare Tech	1
Parks/Recreation	Recreation Leader I (PPT)	1
Utilities/Water Reclamation	Laborer (PT)	1
Public Works/Park Maint.	Laborer (PT)	4
City Council	Councilmember (PT)	1
Parks/Recreation	Tennis Shop Attendant (PT)	2
Parks/Westwood	Laborer (PT)	1

Parks/Westwood	Golf Course Attendant (PT)	1
Parks/Westwood Pool	Admissions Clerk I (PT)	2
Parks/Westwood Pool	Slide and Gate Attendant (PT)	2

### **Promotions – 1**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
Public Works/Streets	Public Works Supervisor	1

### **SURVEYS**

Responded to the following surveys:

- Stillwater Water and Wastewater Department salary survey
- Owasso Management Team Survey

### **RECRUITMENT**

Accepted applications for the following positions:

- Communications Officer I, Police/Emergency Comm. Bureau
- Mechanic I, Public Works/Fleet
- Parks Superintendent, Parks & Recreation/Park Maintenance
- Maintenance Worker I, Public Works/Streets
- Maintenance Worker I, Public Works/Traffic
- Public Works Supervisor, Public Works/Fleet
- Sanitation Worker I, Utilities/Sanitation
- Utility Distribution Worker I, Utilities/Water Line Maintenance
- Public Works Supervisor, Public Works/Streets
- Construction Inspector, Public Works/Engineering
- Planner II, Planning & Community Development
- Permit Manager, Planning & Community Development
- Utility Collection Worker I, Utilities/Sewer Line Maintenance
- System Administrator/Security Analyst, Information Technology
- Mechanic II (Transit), Public Works/Fleet Management
- Forester, Parks & Recreation/Forestry
- Fleet Service Writer/Public Works/Fleet Management
- Maintenance Worker II, Parks & Recreation/Park Maintenance
- Heavy Equipment Operator, Public Works/Stormwater
- Police Chief, Police Department
- City Attorney, Legal Department
- Director of Planning & Community Development, Planning & Community Development Department
- Sustainability Coordinator, City Manager
- Environmental Services Assistant, Utilities/Environmental Services
- Tradesworker, City Clerk/Facility Maintenance
- Transit Support Technician, Public Works/Fleet
- GIS Utilities Technician, Utilities/Administration
- Utility Billing Services Representative, Finance/Utility Services

- Crew Chief, Public Works/Streets
- Custodian (PPT), City Clerk's Office/Facility Maintenance
- Parks Temporary Laborer (PT), Parks & Recreation/Park Maintenance
- Temporary Laborer (PT), Utilities/Water Reclamation Facility
- Admissions Clerk I (PT), Parks & Recreation/Recreation
- Admissions Clerk II (PT), Parks & Recreation/Recreation
- Concessions Cashier I (PT), Parks & Recreation/Recreation
- Concessions Cashier II (PT), Parks & Recreation/Recreation
- Aquatics Facility Maintenance (PT), Parks & Recreation/Recreation
- Head Lifeguard (PT), Parks & Recreation/Recreation
- Lifeguard (PT), Parks & Recreation/Recreation
- Slide & Gate Attendant (PT), Parks & Recreation/Recreation
- Assistant Aquatic Manager (PT), Parks & Recreation/Recreation
- Temporary Laborer (PT), Parks & Recreation/Westwood Golf Course
- Food & Beverage Tech I (PT), Parks & Recreation/Recreation
- Food & Beverage Tech II (PT), Parks & Recreation/Recreation
- Recreation Center Specialist (PT), Parks & Recreation/Recreation
- Temporary Laborer (PT), Utilities/Water Treatment Plant
- Mechanic Apprentice (PT), Public Works/Fleet Management
- Golf Shop Attendant (PT), Parks & Recreation/Westwood Golf Course

### **Recruitment & Hiring Statistics:**

<b>Contacts/Inquiries</b>		<b>Selection Process Elements</b>	
In Person	490	Written Exams	1
Phone	510	Practical Testing/Assessment Center	2
Mail	285	Panel Board Interviews	4
Email	200	Promotions	0
Total Subscribers on E-mail Vacancy List	2000	Oral Interviews	2
Total Visits to City of Norman HR website*	400	Hiring/Promotion Board	0

<b>Hiring Statistics</b>		<b>Recruitment Statistics</b>	
Pre-Employment Background Investigations	17	Advertisements Placed	14
Pre-Employment Drug Screens	12	Applications Received	215
Pre-Employment Physicals	12	Job Announcements Emailed	150
Pre-Employment OSBI	9	Job Announcements to CON Depts.	270

Conducted training for fourteen (14) new employees on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Ethics and Conduct, Computer Networks and Communications, IT Acceptable Use and Social Media policies.

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

### **SAFETY**

- Safety material documents were sent to divisions each week
- Conducted fourteen (14) new employee orientations
- Conducted three (3) Return to Work meetings (Line Maint./Streets/Parks)
- Certified four (4) employees in Adult First Aid/CPR/AED

**Recordable Injuries – 4**

<b>Dept./Division</b>	<b>Nature of the injury</b>	<b>Activity</b>	<b>Prognosis</b>
Finance/ Meter Services	Sprained left ankle	While reading meters, stepped into hole twisting left ankle	Work restrictions
Parks & Rec./ Aquatic Pool	Sprained right foot and ankle	Tripped over floor mats	Work restrictions
Police/ Patrol	Sprained right knee	Sprained knee while sprinting during physical training	Work restrictions
Utilities/ Sanitation	Dehydration	Employee became dehydrated	Released to work

**Recordable Injuries per calendar year. CY2019 is current year to date:**

<b>2019</b>	<b>2018</b>	<b>2017</b>
38	71	59

**Vehicle Collisions – 0**

<b>Division</b>	<b>Description of Collision</b>	<b>Status</b>

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

<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2013</b>
0	8	5	17	13	10



## **INFORMATION TECHNOLOGY**

**6**

**CITY OF NORMAN**

Information Technology Department  
Monthly Report – August 2019.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Incode for Municipal Court. Munis for Finance is currently in the implementation phase, Advanced Utilities for utility billing began in March 2019.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization.	In Planning: FYE18 funding of new core switching has been approved. IT Network staff finalizing purchases and began implementation and testing in March FYE19.
Website Rebuild/Redesign	Our current design is 9 years old. A new design will help boost our image, traffic, rankings, and leads. We also need a friendlier mobile device design and look to accomplish this with HTML5.	In Implementation: The City has selected Interpersonal Frequency to lead the redesign <a href="https://ifsight.com/">https://ifsight.com/</a> . The new site is set to launch in April 2020.
Fiber Optic Installation for redundant loop	Remove fiber from the path of central library and James Garner projects while creating two points of entry and a loop for business continuity during a break or disaster scenario.	In Construction: Phase I complete. Phase II completed in March 2019. Configuration and redirection of the data loop(s) are in progress.

Install fiber optic cable on Rock Creek Road from Porter Avenue to 12th Avenue NE with switch at a new signal at Sequoyah Trail.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Complete.
Wireless phone bills audit for cost savings.	Cost savings for telecommunications, waste elimination.	Ongoing
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing
IT main computer room return air system improvements.	This will eliminate a "hot row" of air that currently taxes our main data center servers. If not addressed this "hot row" could cause server degradation and/or failure.	Contract approved by City Council Feb 2019 – work to began July 2019. The datacenter air should be complete by September 2019.
Video Detection Upgrade (Phase 2)	Will add cameras to a number of existing intersections some of which will require IP addresses for viewing in Centrac	In Progress
Main Street Roadway Lighting and Signal Interconnect (Main at Santa Fe, Peters, Crawford, and Porter)	Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP addresses for viewing in Centrac	In Progress

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

### Support Tickets:

The IT department tracks work requests with a software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of August 2019.

### Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 40 emails from the groups shown were sent from city servers using city resources – of those 35,337 were delivered to outside mailboxes for the month of August 2019. The city servers generated mass communications to Norman citizens of 35,337 messages from only 40 sent (see **IT Table 2**).

### Email Security Appliance:

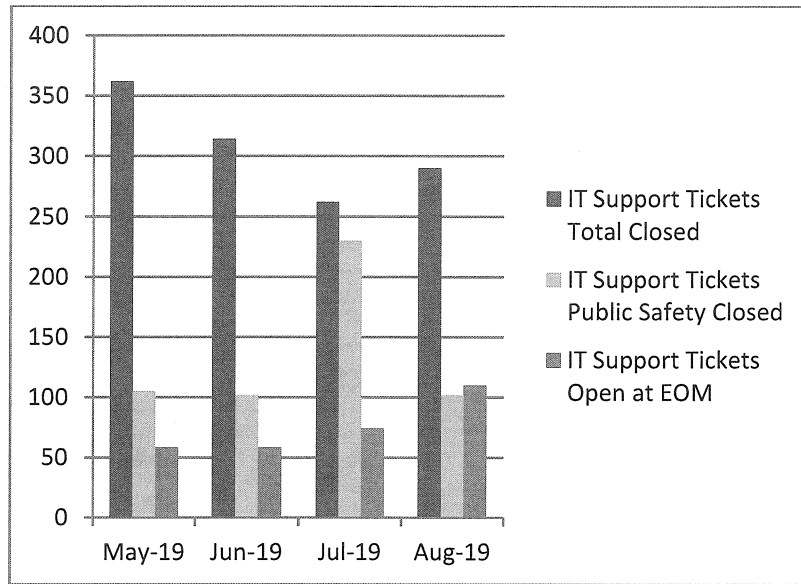
The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 708,727 attempted incoming and 85,555 outgoing messages for the month of August 2019. Incoming messages totaling 547,979 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents nearly 80% of our inbound mail, which continues to be the norm for malicious email/spam. The IT Department has made the decision to block inbound traffic from known malicious countries and we continue to monitor the situation on a monthly basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter, our email server would have received more mail, which increases waste and decreases valuable storage space. Additionally, the filter kept city employees from bombardment of spam, phishing, and other types of potentially harmful emails.

### Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of August 2019, the City of Norman's web site had 83,445 individual web sessions access the web site for 200,514 total page views. Of those sessions, 43,370 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. When complete (set for April 2020), the site will have reduced and more relevant information as well as the ability to function from mobile devices and tablets.



**Table 1**

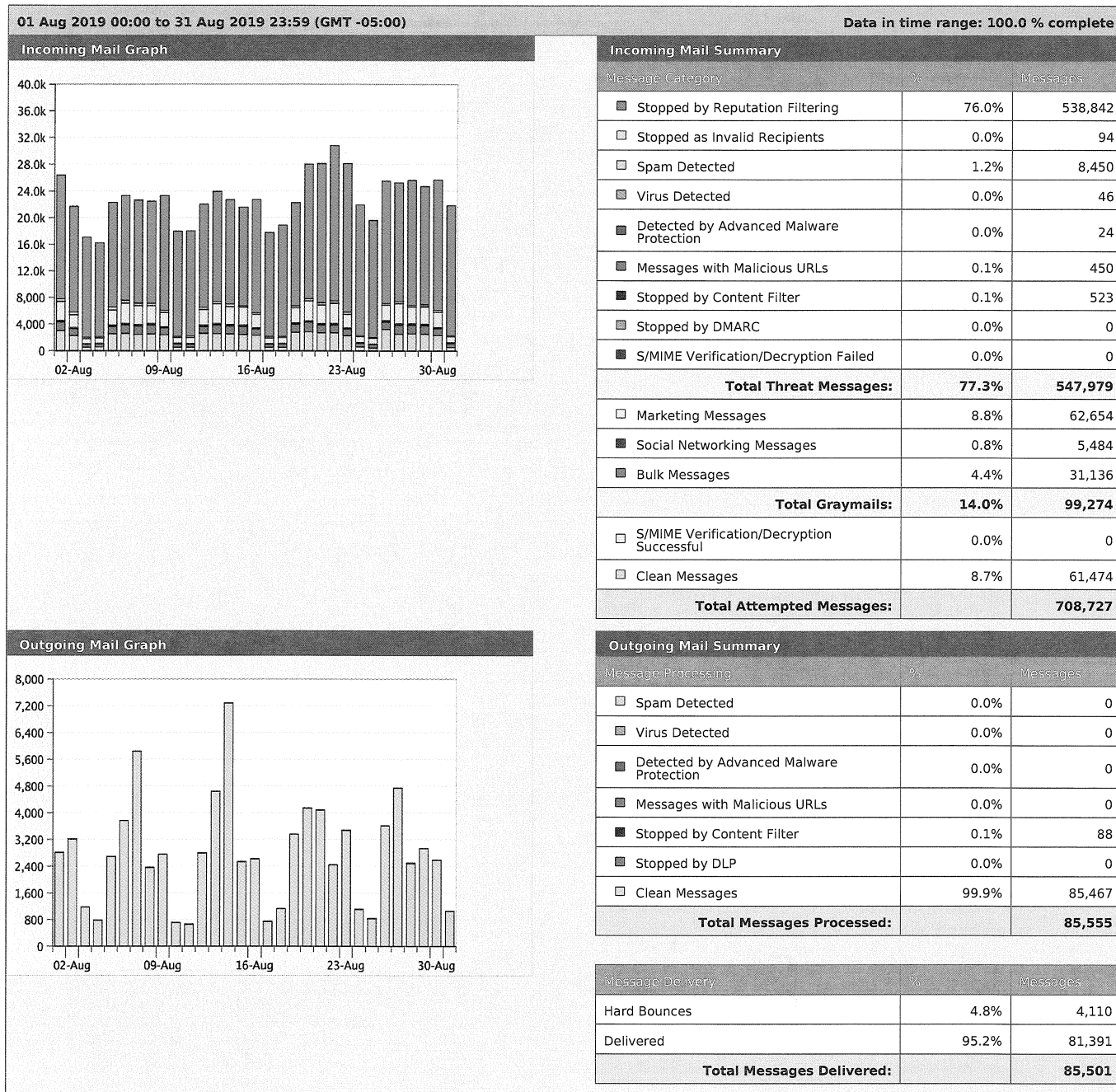


**Table 2**




## Executive Summary

mail.ci.norman.ok.us





## Site Traffic

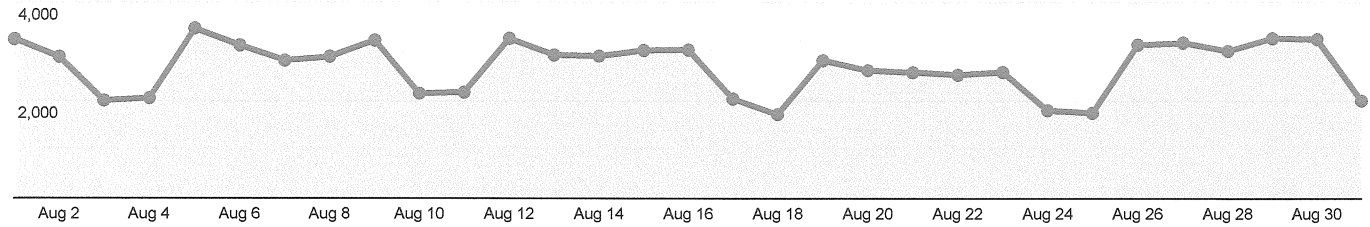
 All Users  
100.00% Sessions

Aug 1, 2019 - Aug 31, 2019

### Report Tab

### I.T. Table 4

● Sessions



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	<b>83,445</b> % of Total: 100.00% (83,445)	<b>2.40</b> Avg for View: 2.40 (0.00%)	<b>200,514</b> % of Total: 100.00% (200,514)	<b>53,837</b> % of Total: 100.00% (53,837)	<b>43,370</b> % of Total: 100.05% (43,349)	<b>45.13%</b> Avg for View: 45.13% (0.00%)	<b>00:01:27</b> Avg for View: 00:01:27 (0.00%)
1. 05	<b>3,464</b> (4.15%)	2.56	8,867 (4.42%)	2,926 (4.05%)	1,695 (3.91%)	38.05%	00:01:29
2. 29	<b>3,271</b> (3.92%)	2.38	7,786 (3.88%)	2,889 (4.00%)	1,779 (4.10%)	51.76%	00:01:25
3. 12	<b>3,263</b> (3.91%)	2.52	8,214 (4.10%)	2,769 (3.84%)	1,588 (3.66%)	41.19%	00:01:29
4. 30	<b>3,253</b> (3.90%)	2.34	7,601 (3.79%)	2,870 (3.98%)	1,808 (4.17%)	50.32%	00:01:21
5. 01	<b>3,248</b> (3.89%)	2.32	7,542 (3.76%)	2,725 (3.78%)	1,551 (3.58%)	40.02%	00:01:39
6. 09	<b>3,223</b> (3.86%)	2.13	6,875 (3.43%)	2,889 (4.00%)	1,734 (4.00%)	54.02%	00:01:22
7. 27	<b>3,176</b> (3.81%)	2.27	7,221 (3.60%)	2,711 (3.76%)	1,706 (3.93%)	44.80%	00:01:34
8. 26	<b>3,138</b> (3.76%)	2.36	7,402 (3.69%)	2,645 (3.66%)	1,638 (3.78%)	44.36%	00:01:36
9. 06	<b>3,124</b> (3.74%)	2.40	7,485 (3.73%)	2,685 (3.72%)	1,542 (3.56%)	43.31%	00:01:25
10. 16	<b>3,035</b> (3.64%)	2.46	7,451 (3.72%)	2,619 (3.63%)	1,509 (3.48%)	44.61%	00:01:28

Rows 1 - 10 of 31



## **MONTHLY REPORT - LEGAL DEPARTMENT**

**August 2019 Report**

**(Submitted September 13, 2019)**

### **MONTHLY HIGHLIGHTS:**

### **LIST OF PENDING CASES:**

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

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

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

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

#### **UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA**

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

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

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

Vargas v. City of Norman, et al., Case No. CJ-2019-1090 (K)

This case was filed on August 21, 2019 in Cleveland County District Court. It was removed to the United States District Court for the Western District of Oklahoma on September 3, 2019. It alleges excessive force against the City and two police officers. It arises out of the plaintiff's arrest for public intoxication after the November 2018 OU v. OSU football game.

#### **OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS**

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

Kevin Easley v. City of Norman, CV-2012-346 L; Case No. 115811 (HDC Appeal) (K, B)

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

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

Holloway v. Harris et al, Case No. SD-117606; CJ-2013-566 (K, B)

Magnum Energy, Inc. v. Board of Adjustment for the City of Norman, Case No. SD-117912 (M)

#### **COURT OF CRIMINAL APPEALS**

None

#### **CLEVELAND COUNTY DISTRICT COURT**

##### ***A. General Lawsuits***

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

This case has been settled and will no longer appear on the monthly report.

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

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

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

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

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

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

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

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

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

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

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

Dustin B. and Courtney J. Graham v. Carrington Place Property Owners Association, Inc. and City of Norman, CJ-2016-705 LW; Case No. 116968 (K)

Henderson, Randolph, Wilk, Green v. City of Norman, IAFF, Travis King, Case No. CJ-2016-610 LW

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

Matthew Casey Holcomb v. William Hickman, Case No. CV-2019-276 (K)

Kirk v. City of Norman, Case No. CJ-2016-1238 TS (K)

McCarver v. City of Norman, Case No. CJ-2013-128 TS (K)

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

Rodgers v. City of Norman, Case No. CJ-2016-1185 (K, B)

Walling v. Norman Regional Health System, et al, Case No. CJ-2014-874 (K)

Webb, et al. v. City of Norman, et al., Case No. CJ-2018-4756 (K)

Windrock Apartments v. City of Norman, CJ-2018-1030 (K, B)

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

***B. Condemnation Proceedings***

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

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

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

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

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

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

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

Commissioners' award paid into court in 2013 and withdrawn by Plaintiff December 19, 2018.

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

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

Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219 (M): This matter was stayed effective August 2, 2017 and has not proceeded since.

Select Portfolio Servicing, Inc. v. City of Norman, et al, CJ-2019-316 (M): This matter was filed on March 7, 2019. The City filed its Answer on April 22, 2019. The case was dismissed on September 4, 2019, and will be removed from this report going forward.

Mortgage Clearing Corporation v. Wilson S. Doiron, et al, CJ-2014-1459 (M): This matter was filed in 2014, the City answered and judgment was entered in 2015. The sheriff's sale was not conducted and a motion was recently granted to allow the Plaintiff to obtain a new appraisal for the property.

**D. *Municipal Court Appeals***  
None

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

**F. *Board of Adjustment Appeals***

**LABOR / ADMINISTRATIVE PROCEEDINGS**

**A. *Grievance & Arbitration Proceedings (B, K)***  
This office has assisted with the following grievances:

AFSCME Grievance FYE 14-06 – (Green - Termination)

This grievance has been resolved and will no longer appear on the monthly report.

AFSCME Grievance FYE 19-10 – (Adams - Termination)

AFSCME Grievance FYE 19-13 – (Berry – Lunch Breaks)

This grievance has been resolved and will no longer appear on the monthly report.

AFSCME Grievance FYE 19-14 – (Cook – Lunch Breaks)

This grievance has been resolved and will no longer appear on the monthly report.

AFSCME Grievance FYE 19-15 – (Goldsby – Selection Process)

This grievance has been resolved and will no longer appear on the monthly report.

AFSCME Grievance FYE 19-16 – (Goldsby – Reclassification of position)

This grievance has been resolved and will no longer appear on the monthly report.

IAFF Grievance FYE 18 – (Baldwin Training)

IAFF Grievance FYE 18 – (Wilk Training)

IAFF Grievance FYE 19 – (Palmer – Light Duty)

IAFF Grievance FYE 19 – (Jones – Sick Leave)

This grievance has been resolved and will no longer appear on the monthly report.

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

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

FOP Grievance FYE 17 – (Holiday Pay – President's Day 2017)

FOP Grievance FYE 18 – (Holiday Pay – Labor Day 2017)

FOP Grievance FYE 18 – (Holiday Pay – Christmas 2017)

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

FOP Grievance FYE 19 – (Holiday Pay – Memorial Day 2018)  
FOP Grievance FYE 19 – (Barrett - Termination)  
FOP Grievance FYE 19 – (Deese – Discipline)

**B. *Equal Employment Opportunity Commission (EEOC)***  
 None

**C. *Contested Unemployment Claims (OESC)***  
 None

### **MUNICIPAL COURT PROSECUTIONS**

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through August 2019. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

	<b><u>ADULT CASES</u></b>			<b><u>JUVENILE CASES</u></b>			<b><u>COURT SESSIONS</u></b>		
Month	FYE 18	FYE 19	FYE 20	FYE 18	FYE 19	FYE 20	FYE 18	FYE 19	FYE 20
JULY	543	421	640	50	21	35	13	12	15
AUG	629	1,130	683	48	24	10	17	15	15
SEPT	552	412		49	28		12	13	
OCT	436	445		26	45		10	14	
NOV	439	300		26	14		12	5	
DEC	428	279		250	2		9	3	
JAN	1,371	561		31	43		14	15	
FEB	421	540		24	16		14	14	
MAR	508	1139		30	13		9	10	
APR	521	491		38	23		16	12	
MAY	503	626		20	34		16	14	
JUNE	544	542		46	31		15	14	
TOTALS / YTD	6,893	6,886	1,323	638	294	45	157	141	30

### **WORKERS' COMPENSATION COURT**

The total number cases pending as of August 31, 2019 are 20. During the month of August 2019, the City received a new claim, amended claim filed, and request to reopen a claim. One settlement was approved by the City Council August 13, 2019 and one settlement is set to be considered by Council September 24, 2019. The remaining cases are proceeding in active litigation in the Oklahoma Workers’ Compensation Court of Existing Claims & Oklahoma Workers’ Compensation Commission. The current breakdown of pending Workers’ Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE20 CASES	FYE19 CASES	FYE18 CASES	FYE17 CASES
Fire	Suppression	6	1	4	3	4
Parks/Rec.	Park Maintenance	3		1	1	3
Planning	Development Services					
Police	Animal Welfare	1			1	
Police	Patrol	2		1	1	3
Police	Administration					
Public Works	Street Maintenance	5	1	3	1	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	3			2	
Utilities	Sanitation					1
<b>TOTALS</b>		<b>20</b>	<b>2</b>	<b>9</b>	<b>9</b>	<b>12</b>

***List of Pending Cases***

Adams, Travis S. v. City of Norman, CM-2018-06545 A  
 (Parks & Rec, Park Maintenance, Irrigation Tech, L. Shoulder, Back, Neck)

Albertson II, Kenneth Wayne, CM-2018-07857 J  
 (PW/Street Maintenance/MWI, R. Knee, Consequential Blood Clot)

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

**Ashley, Grant v. City of Norman, CM 2016-07496 A**  
**(Parks & Rec, Recreation, Custodian, Neck, Upper Back, & Both Hands)**  
***A settlement in the above case is scheduled to be considered on September 24, 2019.***

Bozeman, Christopher E. v. City of Norman, CM-2018-02917 J  
 (Utilities, Sewer Line Maintenance, MWII, R. Arm/R. Shoulder)

Bozeman, Chris v. City of Norman, CM 2015-08111 R  
 (Utilities, Sewer Line Maintenance, MWII, Back)

Hiatt, Darin L. v. City of Norman, CM-2017-00909 Q  
 (Public Works, Streets, HEO, L. Shoulder, Spine/Neck, L. Arm, L. Wrist)

Honeycutt, Kyle v. City of Norman, CM-2018-06808 H  
 (Fire, Suppression, Firefighter, R. Thumb)

Joy, Cynthia S. v. City of Norman, CM 2018-00679 X  
 (Police, Animal Welfare, Animal Welfare Officer, Low Back)

Kizzia, Derrald v. City of Norman, WCC 2014-06995 K  
 (Parks & Rec, Park Maintenance, HEO, R. Knee/Reopen Request)

Loveless, Ryan L. v. City of Norman, CM 2017-05504 A  
 (Utilities, Water Line Maintenance, HEO, Spine)

McGrane, Edward v. City of Norman, CM-2018-02917 J  
 (Fire, Suppression, Firefighter, L. Shoulder/Arm+Cervical, Neck)

**Pack, Robert v. City of Norman, CM 2017-06285 K**  
**(PW/Street Maintenance/HEO; Low Back/Reopen Request)**

Palmer, Andrew David v. City of Norman, CM-2018-07531 J  
 (Fire, Suppression, Firefighter, R. Knee)

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

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

**Schmidt, Jennifer v. City of Norman, CM 2019-02577 K**

(Fire, Suppression, Firefighter, R. Shoulder, Neck, Head)

*A settlement in the above case was approved by Council on August 13, 2019 and will no longer appear on the monthly report.*

**Searcy, Terry v. City of Norman, CM 2019-00448 Y**

(Public Works, Street Maintenance, HEO, L. Shoulder, L. Elbow, Head, Ribs+Back)

*The claim was amended to include the Back*

**Searcy, Terry v. City of Norman, WCC-2019-04001 A**

(Public Works, Street Maintenance, HEO, Hearing Loss, Tinnitus)

**Terhune, Dylan v. City of Norman, CM-2019-03394 Q**

(Fire, Suppression, Firefighter, Pubic/Genital Area)

**Wilkins, Levi v. City of Norman, CM-2019-05323 X**

(Fire, Suppression, Fire Driver Engineer, BAW, Cancer)

**SPECIAL CLAIMS**

The following is a breakdown of the Special Claims activity through August 2019.

DEPARTMENT	FYE 20 Month	FYE 20 YTD	FYE 19	FYE 18	FYE 17
Animal Control				1	1
Finance - IT					1
Fire				3	1
Fleet					1
Other	2	4	9	11	8
Parks		1	6	5	4
Planning				1	1
Police	1	1	10	6	12
Public Works – Stormwater				6	2
Public Works – Engineering	2	2		2	
Public Works – Streets		3	6	11	11
Utilities – Water	1	3	12	12	9
Utilities – Sanitation		1	10	11	13
Utilities – Sewer	1	4	3	5	4
<b>TOTAL CLAIMS</b>	<b>7</b>	<b>19</b>	<b>56</b>	<b>74</b>	<b>68</b>

CURRENT CLAIM STATUS	FYE 20 TO DATE	FYE 19	FYE 18	FYE 17
Claims Filed	19	56	74	68



Claims Open and Under Consideration	11	6	0	0
Claims Not Accepted Under Statute/Other	4	8	11	5
Claims Paid Administratively	1	8	18	17
Claims Paid Through Council Approval	0	10	15	12
Claims Resulting in a Lawsuit for FY	0	2	3	4
Claims Barred by Statute (No Further Action Allowed)	0	12	27	30
Claims in Denied Status (Still Subject to Lawsuit)	3	10	0	0

**EXPUNGEMENTS**

The following represents a breakdown of the Expungement Requests considered by the City Attorney's Office through August 2019.

MONTH	REQUESTS			COMPLETED		
	FYE20	FYE19	FYE18	FYE20	FYE19	FYE18
JULY	11	18	26	6	20	14
AUG	15	27	20	32	6	10
SEPT		21	15		11	5
OCT		15	24		22	11
NOV		24	13		23	26
DEC		11	12		13	14
JAN		15	21		28	10
FEB		31	19		7	10
MAR		25	20		13	31
APR		8	14		15	15
MAY		17	27		14	19
JUNE		16	16		8	11
<b>TOTALS/YTD</b>	<b>26</b>	<b>228</b>	<b>227</b>	<b>38</b>	<b>180</b>	<b>176</b>

## **MUNICIPAL COURT**

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

**CASES FILED**

	<b><u>FY20</u></b>		<b><u>FY19</u></b>	
	<b><u>AUGUST</u></b>	<b><u>Y-T-D</u></b>	<b><u>AUGUST</u></b>	<b><u>Y-T-D</u></b>
Traffic	1,388	3,096	1,052	2,819
Non-Traffic	183	410	335	642
SUB TOTAL	1,571	3,506	1,387	3,461
Parking	805	1,957	1,376	2,175
<b>GRAND TOTAL</b>	<b>2,376</b>	<b>5,463</b>	<b>2,763</b>	<b>5,636</b>

**CASES DISPOSED**

	<b><u>FY20</u></b>		<b><u>FY19</u></b>	
	<b><u>AUGUST</u></b>	<b><u>Y-T-D</u></b>	<b><u>AUGUST</u></b>	<b><u>Y-T-D</u></b>
Traffic	1,575	2,881	1,197	2,281
Non-Traffic	295	552	257	551
SUB TOTAL	1,870	3,433	1,454	2,832
Parking	640	1,458	925	1,529
<b>GRAND TOTAL</b>	<b>2,510</b>	<b>4,891</b>	<b>2,379</b>	<b>4,361</b>

**REVENUE**

	<b><u>FY20</u></b>		<b><u>FY19</u></b>	
	<b><u>AUGUST</u></b>	<b><u>Y-T-D</u></b>	<b><u>AUGUST</u></b>	<b><u>Y-T-D</u></b>
Traffic	\$135,411.32	\$279,530.29	\$129,835.00	\$252,264.70
Non-Traffic	\$31,398.37	\$64,939.91	\$34,807.67	\$85,958.90
SUB TOTAL	\$166,809.69	\$344,470.20	\$164,642.67	\$338,223.60
Parking	\$16,542.75	\$34,654.75	\$20,352.00	\$35,288.00
<b>GRAND TOTAL</b>	<b>\$183,352.44</b>	<b>\$379,124.95</b>	<b>\$184,994.67</b>	<b>\$373,511.60</b>

# MUNICIPAL COURT - MONTHLY REPORT

## August 2019

### JUVENILE COMMUNITY SERVICE PROGRAM

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

### MEDIATION PROGRAM

For the month of August, 2019, the Early Settlement - Norman Mediation Program accepted 26 new cases and closed 37 cases. There was one mediation conducted in August.

## **PARKS AND RECREATION**

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## **Park Planning Activities August 2019**

### **NORMAN FORWARD Neighborhood Parks**

The tree irrigation at the new Songbird Park was installed in August, along with several hose connection points that will help continue the park development. The new playground installation also started, and will be completed later this summer. A new gazebo, park furniture and sports field equipment are in production for the park; and the concrete walks and basketball court construction will be done in September.

We are working with the developers of the housing around Southlake/St. James park site to complete the deed work for that park site; which will allow us to proceed with the design and development of a new neighborhood park for that area. A survey will be sent to surrounding residents to determine priorities for the park; and a design will be developed and presented before the construction being bid and completed in 2020.

### **NORMAN FORWARD Griffin Park Renovation**

Work on the third phase of the Griffin Park improvements started in August. Crews started

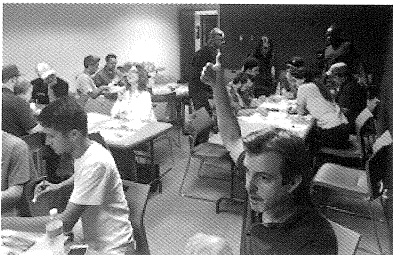


demolition and excavation of the area that will include a new restroom facility, plaza area and additional parking. Work will continue through the rest of the summer, and is planned to be completed later this fall. Additional phases of the Griffin Park renovation will proceed as the other parts of the citywide Norman Forward plan are put in place. Most important will be the renovation of Reaves Park to make it home to all of our youth baseball and softball fields; which will allow for the construction of the new soccer fields and parking areas at Griffin. The Reaves Park project is moving towards construction bids this winter.

### **Creekside Bike Park**

Keyes Construction installed the parking area along the southern edge of the park, behind the businesses that front Lindsey Street. That area will act as a trailhead for the park; and will be adjacent to the bike playground/beginners area east of the parking. Progressive Bike Ramps is finishing their work to install the signs throughout the different areas and features of the park. We will coordinate a grand opening in September, once the final signage, concrete, sod work and fencing are installed.

### **Andrews Skatepark Public Input Meeting**



We hosted our first community input meeting for the new Blake Baldwin Skatepark on Wednesday, August 28th at City Hall. Project Managers from American Ramp Company (ARC), along with the City of Norman Parks and Recreation Staff hosted the meeting, which begins the process of creating a new skatepark to be built during the 2019-2020 fiscal year. Over 50 skaters and other interested residents saw a presentation from ARC about skatepark design options and then broke into small groups to design "their" best skatepark

in an area similar to that in Andrews Park using a set of graphic cut & paste features that are found in these types of parks. The group designs were presented and discussed and collected by ARC to use to give insight into what Norman's skaters value most and least. They will use the information gathered here and from Parks and Recreation Staff and the engineering reports about the site to create different design concepts for Andrews Park that will be presented at our next public meeting in October. Construction is planned to occur over the winter and spring, to be ready for use by summer, 2020.

AUGUST 2019  
RECREATION DIVISION  
MONTHLY REPORT

**Senior Center:** The Senior Center hosted movie night on August 16<sup>th</sup> and had 11 participants watch "City Slickers". The seniors also celebrated the Labor Day weekend with a hamburger luncheon on Friday, August 30, and 50 seniors attended.

**Little Axe Community Center:** The outreach food distribution for the month of August was 156 adults and 29 children for a total of 185. There was one rental in August for a family reunion with approximately 60 in attendance. The Head Start program is full with 17 children and has a waiting list. Attendance for August was 90%. The Pioneer Library Services (PLS) indicated 225 units of service for the month of July.

**12th Avenue Recreation Center:** All instructional programming at the 12<sup>th</sup> Avenue Recreation Center continued their summer season. The Karate and Aikido did not have classes during the summer months and are scheduled to begin their fall classes on September 3<sup>rd</sup>. The Super Summer Camp program ended Friday, August 9<sup>th</sup> with a daily average attendance of 25 campers. Open gym to the public schedule started again this month and the open gym weekly schedule is as follows; Monday-Friday from 12:00-2:30pm and Monday evenings from 6:00-8:00pm. The after school program has signed up 30 children from Eisenhower Elementary school for the 2019-2020 school year and there are still openings available for more children. Enrollment has begun with the Adult Open Basketball Leagues; the leagues will consist of Monday, and Thursday night divisions and league play will begin Thursday, October 3<sup>rd</sup>.

**Irving Recreation Center:** The Irving Explorer Camp finished up our 11 week summer camp this month; the camp concluded with our annual "Camp Family Day", in which parents, grandparents and other family members are invited to eat lunch with their campers and also to watch our camp highlight video. "Camp Family Day" went extremely well and approximately 80 people attended the event. The Irving After School Program for the 2019-2020 school year began this month. Irving continues to serve students in grades K-5<sup>th</sup> from Kennedy, Washington, Reagan and Le Monde International School. New this year. In the Fall, the After School Program students will participate in a 6-week Digital App Making program and in the Winter/Spring they will participate in a 6-week Entrepreneurship program. Irving held a Parent's Night Out this month with 8 youth in attendance

**Whittier Recreation Center:** The Whittier Discovery Camp ended this month with a total of 30 campers and also offered an extended summer camp held one week prior to school starting. The Okie Stompers clogging class continued to meet twice a week on Tuesday and Thursday evenings from 6:00-8:00 p.m. and every Tuesday evening from 6:00-7:00 and 7:00-8:00 p.m. Enrollment for the fall 2019 Junior Jammer basketball program closes this month and the deadline to enroll online at [www.juniorjammer.com](http://www.juniorjammer.com) is August 25<sup>th</sup>. The league will begin in October and will end by Thanksgiving Break. This league is for players ages 5-13. The fee to enroll is \$75 and includes a jersey. There is financial assistance (\$25 enrollment fee) to those who qualify for the NPS free/reduced lunch program. The Whittier after school program will begin to meet this month, Monday-Friday and is offered to students who attend the following schools: Jackson Elementary, Cleveland Elementary, Monroe Elementary, Truman Primary and Truman Elementary School. The program runs daily when school is in session from 3:00-6:00 p.m.

<b>FACILITY ATTENDANCE:</b>	Month	Year to Date
Senior Center (includes congregate meals)	1,243	2,520
Little Axe Community Center	1,250	2,666
12th Avenue Recreation Center	1,600	5,495
Irving Recreation Center	769	1,810
Whittier Recreation Center	237	487
Reaves Center	300	600
Tennis Center	3,877	8,039

**AUGUST 2019**  
**PARK MAINTENANCE DIVISION**

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

<b>SAFETY REPORT</b>	<b>FYE-20MTD</b>	<b>FYE-20YTD</b>		<b>FYE-19MTD</b>	<b>FYE-19YTD</b>
On-The-Job Injuries	0	0		2	1
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
<b>ROUTINE ACTIVITIES</b>	<b>Total Man</b>	<b>Hours</b>		<b>Hours</b>	
		<b>YEAR-TO-DATE</b>		<b>0</b>	<b>YEAR-TO-DATE</b>
Mowing	84.00	275.00		119.50	339.50
Trim Mowing	493.00	1805.00		1281.00	2852.50
Chemical Spraying	55.50	123.00		27.00	59.00
Fertilization	0.00	0.00		0.00	0.00
Tree Planting	0.00	0.00		0.00	0.00
Tree & Stump Removal	0.00	0.00		16.00	16.00
Tree Trimming/Limb Pick-Up	8.00	14.00		14.00	167.50
Restroom/Trash Maintenance	310.00	750.00		211.00	427.00
Play Equipment Maintenance	77.00	135.00		24.00	24.00
Sprinkler Maintenance	64.00	95.00		47.00	116.00
Watering	0.00	0.00		0.00	0.00
Grounds/Building Maintenance	11.00	15.50		37.00	52.00
Painting	0.00	0.00		0.00	0.00
Planning Design	0.00	0.00		0.00	0.00
Park Development	12.00	12.00		0.00	0.00
Special Projects	101.00	149.50		132.50	257.00
Nursery Maintenance	0.00	0.00		8.00	8.00
Flower/Shrub Bed Maintenance	88.00	97.00		32.00	78.00
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	0.00	0.00		207.00	263.00
Fence Repairs	0.00	0.00		0.00	0.00
Equipment Repairs/Maintenance	109.00	270.25		203.50	342.00
Material Pick-Up	5.00	13.75		23.50	42.50
Miscellaneous	120.00	186.50		84.50	166.50
Shop Time	44.00	44.00		17.00	36.00
Snow/Ice Removal	0.00	0.00		0.00	0.00
Christmas Lights	0.00	0.00		0.00	0.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	0.00	38.00		10.00	31.00
Graffiti Clean-Up	0.00	0.00		0.00	0.00
Water Fountains	0.00	0.00		0.00	32.00
Inground Trash	0.00	8.00		0.00	0.00
Vector Control	123.00	249.50		156.00	270.00



**WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A**

**AUGUST 2019  
WESTWOOD GOLF DIVISION  
MONTHLY PROGRESS REPORT**

<b>SAFETY REPORT</b>	<b>FY 2020 MTD</b>	<b>FY 2020 YTD</b>	<b>FY 2019 MTD</b>	<b>FY 2019 YTD</b>
Injuries On The Job	0	0	0	1
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

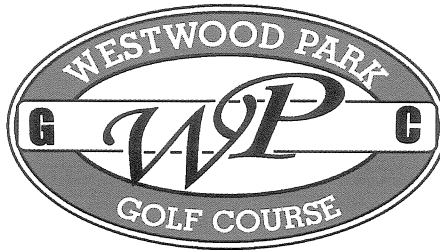
**FINANCIAL INFORMATION**

	<b>FY 2020</b>	<b>FY 2020</b>	<b>FY 2019</b>	<b>FY 2018</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Green Fees	\$54,507.52	\$114,708.92	\$48,183.02	\$113,158.88
Driving Range	\$10,714.16	\$24,695.07	\$12,578.83	\$28,327.85
Cart Rental	\$32,409.36	\$65,839.22	\$30,013.88	\$65,464.13
Restaurant	\$20,507.34	\$45,146.21	\$1,402.50	\$2,805.00
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$930.20	\$1,677.11	\$820.20	\$1,746.01
<b>TOTAL INCOME</b>	<b>\$119,068.58</b>	<b>\$252,066.53</b>	<b>\$92,998.43</b>	<b>\$211,501.87</b>
Expenditures	\$79,134.30	\$158,268.60	\$162,446.89	\$240,343.12
Income vs Expenditures	<b>\$39,934.28</b>	<b>\$93,797.93</b>	<b>(\$69,448.46)</b>	<b>(\$28,841.25)</b>
Rounds of Golf	3872	8196	3857	8637

August 2019

Routine August maintenance practices include:

Daily greensmowing, cup changing (putting green hole relocation), handwatering of putting green dry spots, trash pick up, restroom maintenance, irrigation monitoring, testing, and repair as required, and manual valve irrigation of 10 acres. Additionally, we rake sand bunkers several times a week. We mow tees twice a week, fairways and aprons are mowed three times and roughs, buffer zones, and peripheral areas are mowed once a week. August requires extra effort to keep plants hydrated; handwatering of greens, supplemental water to trees and fescue areas is required. Irrigation repair is definitely on the rise. Aging components both electronic and mechanical have required attention. In addition, our weed control program continues with an above average number of post emerge herbicide applications. An application of fungicide and insecticide was made to all greens as well as an application of wetting agent and acid product. The driving range tee was fertilized. A near 3 inch rain towards the end of the month resulted in a day of clean-up. Low hanging limbs are trimmed as time allows. A dead pine tree near # 4 green was removed. A replacement lightening alarm box was installed at the clockhouse. Drainage improvements and sand was added to traps at # 2 and #14.



## AUGUST 2019

### Westwood Golf Course Division Monthly Progress Report

ACTIVITY	AUGUST FY'20	AUGUST FY'19
Regular Green Fees	743	592
Senior Green Fees	412	406
Junior Fees	314	197
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)	608	669
Employee Comp Rounds	426	355
Golf Passport Rounds	0	0
9-Hole Green Fee	165	162
2:00 Fees	100	106
4:00 Fees	393	375
Dusk Fees or 6:00 Fees	66	114
PGA Comp Rounds	14	7
*Rainchecks (not counted in total round count)	8	6
Misc Promo Fees (birthday, players cards, OU student)	621	859
Green Fee Adjustments (fee difference on rainchecks)	10	15
<b>Total Rounds</b> (*not included in total round count)	<b>3872</b>	<b>3857</b>
% change from FY '18	0.39%	
<b>Range Tokens</b>	<b>2992</b>	<b>3392</b>
% change from FY '18	-11.79%	
18 - Hole Carts	167	164
9 - Hole Carts	102	73
½ / 18 - Hole Carts	1351	1292
½ / 9 - Hole Carts	479	522
<b>Total Carts</b>	<b>2099</b>	<b>2051</b>
% change from FY '18	2.34%	
18 - Hole Trail Fees	1	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	2	6
9 - Hole Senior Trail Fees	6	0
<b>Total Trail Fees</b>	<b>9</b>	<b>6</b>
% change from FY '18	50.00%	
<b>TOTAL REVENUE</b>	<b>\$119,068.58</b>	<b>\$ 92,998.43</b>
% change from FY '18	28.03%	

AUGUST 2019  
WESTWOOD POOL  
MONTHLY REPORT

FINANCIAL INFORMATION

	<b>FY2020 MTD</b>	<b>FY2020 YTD</b>	<b>FY2019 TOTAL</b>
Swim Pool Passes	\$0.00	\$6,850.00	\$464,558.55
Swim Pool Gate Admission	\$63,899.00	\$200,154.00	\$137,284.31
Swim Lesson Fees	\$657.00	\$8,757.00	\$35,425.50
Pool Rental	\$3,525.00	\$13,050.00	\$21,191.00
Locker Fees	\$0.00	\$0.00	\$894.53
Pool Classes	\$0.00	\$735.00	\$2,640.00
Pool Merchandise Sales	\$0.00	\$0.00	\$64.40
Concessions	\$23,835.02	\$77,139.77	\$115,353.29
<b>TOTAL INCOME</b>	<b>\$91,916.02</b>	<b>\$306,685.77</b>	<b>\$777,411.58</b>
Expenditures	\$185,096.22	\$334,405.44	\$684,381.77
<b>Income verses Expenditures</b>	<b>(\$93,180.20)</b>	<b>(\$27,719.67)</b>	<b>\$93,029.81</b>

ATTENDANCE INFORMATION

	<b>Season to Date Aug-19</b>	<b>Season to Date Jul 19-Aug 19</b>	<b>2019 MTD Aug-18</b>	<b>2019 YTD Jul 18-Aug 18</b>
a. Pool Attendance	16,776	45,032	10,273	39,745
b. Adult Lap Swim Morning/Night	79	165	55	135
c. Water Walkers	560	1,237	84	504
d. Toddler Time	795	1,609	250	1090
e. Swim Team	860	2,262	960	2210
f. Swim Lessons	125	700	110	260
g. Movie Night/Special Events	480	2705	500	900
h. Party / Rentals	110	207	0	0
<b>TOTAL ATTENDANCE</b>	<b>19,785</b>	<b>53,917</b>	<b>12,232</b>	<b>44,844</b>

**PLANNING AND COMMUNITY DEVELOPMENT 10**

**ADMINISTRATION, CURRENT PLANNING, GIS 10A**

**PLANNING DEPARTMENT ACTIVITY**  
**August 2019**

**ADMINISTRATIVE DIVISION**

**PlanNorman**

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

**GREENBELT COMMISSION**

At the August 19, 2019 meeting, the Commission reviewed two enhancement statements – Tinker Federal Credit Union a land use plan amendment and City of Norman a preliminary plat and land use plan amendment.

The Commission forwarded the Tinker Federal Credit Union application with the following comment:

The Commission encourages both the sidewalk connectivity and retaining the green space to the south.

Miscellaneous Discussion: The Commission wanted to know when the Planning Director position/job announcement closed. The Commission requested an update about inviting the Mayor to attend a meeting. The Commission discussed that the Tree Board discussed a certification for a centralized tree service and that the Forester position has been posted.

The next regular meeting is scheduled for September 16, 2019.

**HISTORIC DISTRICT COMMISSION**

The Historic District Commission regular meeting was held on August 5, 2019. The following occurred or reported at that meeting:

**COA requests approved by Historic District Commission:**

**601 E Boyd St** - installation of 8' rear yard fence.

**614 E Boyd St** - installation of rear dormer, side window, and enlargement of front dormer and window.

**535 E Boyd St** - installation of a 2 car garage, rear deck, fence, driveway, sidewalk, rear awnings, handrails, expansion of existing driveway, replacement of porch, front door, and gate.

**720 W Boyd St** - installation of rear balconies and a passenger lift.

**COA Administrative Bypass granted by staff:**

631 S Lahoma – installation of a 6' rear yard fence.

323 E Apache – installation of 4' side yard fence and 6' rear yard fence.

**Miscellaneous Information Regarding the Historic District Commission and Program:**

Commissioner Glen Roberson resigned for health reasons in July and passed away August 25, 2019.

Commission Chair Cameron Brewer announced he would not continue to serve after the expiration of his term in October.

### **Certified Local Government (CLG) Grant Program Report (FY 2018-2019):**

The 2019-2020 CLG Grant contract was approved by City Council at their July 9<sup>th</sup> meeting. Staff received the signed contract from SHPO on July 26<sup>th</sup>. Staff has been working on drafting an RFP for the hiring of a consultant to update the Historic Preservation Guidelines.

### **MISCELLANEOUS**

	2018 Aug	Sept	Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	June	July	Aug
Walk-Ins	21	21	27	6	29	59	22	43	51	33	29	30	75
Email Contacts	305	340	396	357	350		357	338		368	303	325	395
Lot Line Adjustments	2	-	-	1	-	2	-	6	2	2	4	3	1
Landscape Maint. & Replacement Bonds	1	3	4	3	1	4	2	3	4	1	2	-	2
Board of Adjustment Variance Appl. <i>Legal Notices Sent</i>	2 47	1 9	- -	1 15	- -	2 70	1 18	1 15	1 12	- -	1 18	1 -	- -
Planning Commission Applications Rec'd <i>Legal Notices Sent</i>	- -	5 137	3 14	5 79	1 38	2 85	1 -	3 72	- -	1 -	1 14	4 76	6 154
Pre-Development Meeting Appl. Rec'd <i>Notices Sent</i>	- -	3 97	2 18	1 9	- -	1 47	- -	2 26	1 54	- -	1 14	5 267	7 169



## CURRENT PLANNING DIVISION

### Planning Commission – number of applications received

	2018 Aug	Sept	Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	June	July	Aug
Ordinance Amendments			2				1				1		
NORMAN 2025 Land Use Plan Amendments		1										1	2
Rezoning Requests		5		3	1	2		3	3		1	2	6
Utility Easement/Road Closures			1	2									
Preliminary Plats												2	1
Rural Certificates of Survey						2	1	2	2	2			
Short Form Plats				3		1	1						
Site Plan Amendments													
Certificate of Plat Correction													

During August, seven applications for Pre-Development were received for the meeting scheduled for August 22, 2019.

During August, submittals for the September 12, 2019 Planning Commission included: two Special Use for Medical Marijuana Processors, one Special Use for Light Manufacturing, and Bar, Lounge or Tavern, and Live Entertainment Venue, one rezoning to Center City PUD, one project which included a NORMAN 2025 amendment and rezoning to SPUD, and one project which included a NORMAN 2025 amendment, rezoning to A-1 with Special Use for a Municipal Use, and preliminary plat.

The Planning Commission met on August 8 and unanimously recommended approval of one preliminary plat, and one project, which included a NORMAN 2025 amendment, rezoning to R-1, and preliminary plat. They postponed one request for a special use to the September meeting. The next regular meeting is scheduled for September 12, 2019.

During the month of August, Current Planning received 38 commercial building permit applications for review. Of those applications submitted, Current Planning staff reviewed and approved 27.

## BOARD OF ADJUSTMENT

The Board of Adjustment did not meet during August. No new applications were received, and the application received for the July meeting continued to be incomplete and the applicants have not provided the requested information. The next regular meeting is scheduled for September 25, 2019.

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

Staff received the orthophotos and the LiDAR for Contract K-1819-90 for Base Map Update Services with The Sanborn Map Company, LLC. It is currently under review. For Norman, this project will update the City's base map to reflect new construction and any other changes on the ground that can be detected using airborne sensors. The deliverable products are updated color digital aerial photography, updated planimetric mapping and updated topography. Planimetric mapping layers to be collected include the following: streets, pavement, unpaved parking, paved driveways, unpaved driveways, hydrology, building footprints and height, fences, sidewalks. This is standard maintenance of the GIS database. This information is used for many purposes throughout the city including: permitting, storm water planning, utility management, and public safety. Almost every development project, both public and private, starts with a map. The availability of recent, accurate, and complete mapping facilitates the effective management of the City's resources.

Staff received results from the Local Update of Census Addresses (LUCA) and are evaluating. Staff also received the information to update New Construction addresses for the 2020 Census.

Staff created a web map in the new portal to display the new FEMA flood maps relative to the existing flood maps. Staff completed the *Annual Status Report on Development and the Norman 2025 Plan* and are working on an interactive version. Staff worked to get the new GPS unit into the field and syncing properly with the database. GIS continued rolling out updated ArcGIS projects to users and provided support for both Cityworks and New World. Staff also continued to add layers to the Open Data Site.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 57 requests for service that resulted in the production of 50 mapping products and reports. The GIS division provided services for 9 of the City's departments during the month.

**DEVELOPMENT SERVICE**

**10B**

**DEVELOPMENT SERVICES DIVISION**

During the month of August, Development Services received 39 commercial building permit applications for review. Of those applications submitted, Development Services staff reviewed and approved 22.

Commercial New Construction, Addition/Alteration and Interior Finish projects received Certificate of Occupancies (CO's) and Certificate of Completions (CC's) during August:

**CERTIFICATE OF COMPLETION OR OCCUPANCY ISSUED:****New Construction:**

ADDRESS	DESCRIPTION	VALUATION	WARD
1203 Elm Ave.	Baptist Collegiate Worship/Cathedral Building	\$4,000,000	7

**Addition/Alteration and Interior Finish:**

ADDRESS	DESCRIPTION	VALUATION	WARD
480 24 <sup>th</sup> Ave. NW Suite 174	Red Effect Infrared Fitness Gym	\$90,000	2
552 Ed Noble Pky.	Party City Retail Remodel	\$734,628	3
3623 W. Main St.	Riveroaks Plaza Exterior Façade Remodel	\$350,000	3
3623 W. Main St.	Furniture Store	\$135,000	3
3427 W. Main St.	CNS Jewelry & Watch Repair Remodel	\$90,000	3
3623 W. Main St.	Bird Shell Spaces Interior Demising Walls	\$5,000	3
103 W. Boyd St.	Chickasaw Student Center Remodel	\$600,000	4
215 N. Ponca Ave.	Longfellow Replace Lockroom Mech. on Roof	\$100,000	4
601 12 <sup>th</sup> Ave. NE	Wal-Mart Interior Renovation	\$1,000,000	6
1289 Northcliff Ave.	Immanuel Baptist Church of Norman Finish Out Classrooms	\$40,000	6
2821 36 <sup>th</sup> Ave. NW Suite 200	Journey Clinic	\$300,000	8
1400 24 <sup>th</sup> Ave. NW	Target Pickup Area Remodel	\$52,200	8
4150 28th Ave. NW Suite 140	Oracle Labs	\$4,000	8

**MOBILE FIELD INSPECTION SYSTEM**

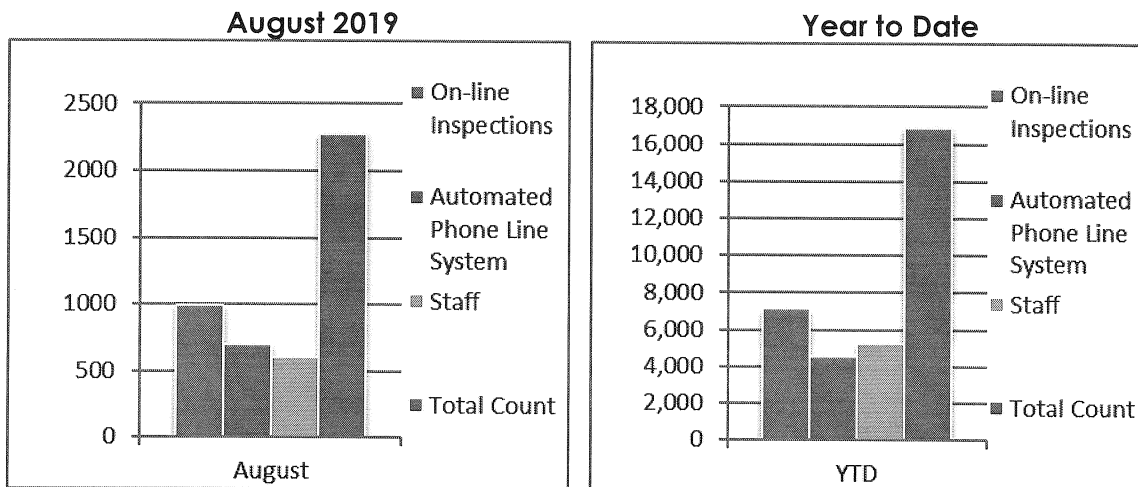
During August 1,773 inspection results were entered using the Mobile Field Inspection (MFI) System. Inspection results were available on-line and through the Automated Phone Line System almost immediately as the inspections were conducted throughout the workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed.

August 1-2	August 5-9	August 12-16	August 19-23	August 26-30
173	428	405	386	381

## ON-LINE INSPECTION SERVICES

### Inspection Requests

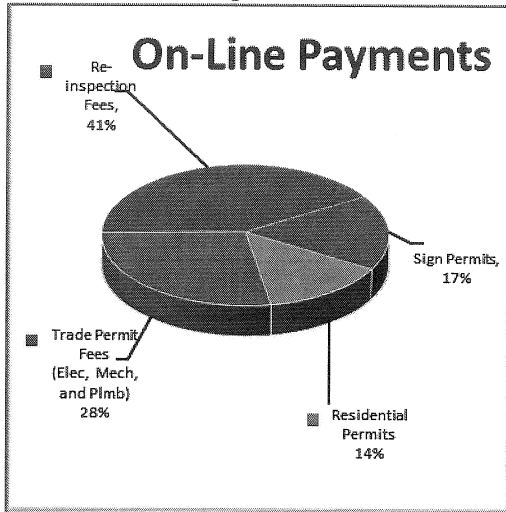
During August 2,280 inspections were requested. 990 inspection requests were made on-line, and 597 inspections were requests were made using the Automated Phone Line System. Staff made 693 inspection requests, which include phone and in-person requests, as well as administrative items.



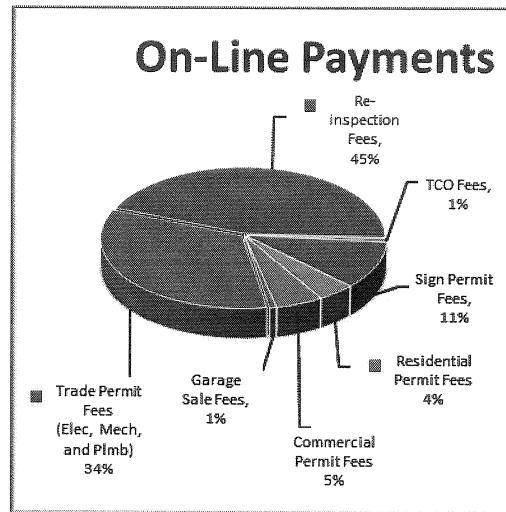
### On-line Payments

During August, 29 on-line payments were made totaling \$1,861.00. Year-to-date 269 on-line payments have been made totaling \$62,557.81.

August 2019



Year-to-Date



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

During August, twenty-five (25) applications for new single-family permits applied to the 2018 Home Energy Rating System (HERS/Energy Rating Index (ERI) Fee Adjustment Incentive Program. To-date, one hundred and forty (140) applications have applied to the program.

HERS/ERI reports were received for six (6) homes that received CO during August. Scores were reported at 40, 46, 50, 55, 54, and 56 for a combined average of 50. HERS scores of 55 or less allowed full adjustment of permit fees pursuant to Section 5-104 of the City of Norman Code. Scores of 56 and higher required a percentage of the original permit fees to be paid in advance of the issuance of Certificate of Occupancy (CO), per Resolution R-1718-117.

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

## **CONSTRUCTION ACTIVITY**

Total value of all construction activity permitted in AUGUST of 2019 totaled \$16,445,380, less than the \$24,473,182 for the same month last year. A total of 151 permits were issued in AUGUST of 2019, more than the 133 permits issued in AUGUST of 2018. The higher number of permits in AUGUST 2019 is due to a higher volume of new residential construction. The difference in dollar value attributed to various permit values.

Total residential permitting activity in AUGUST 2019 was valued at \$12,634,421 compared to \$13,016,671 in AUGUST 2018. New single-family detached residential construction in AUGUST 2019 represented 49 new homes valued at \$11,192,985 compared with 38 new homes valued at \$11,387,088 in AUGUST 2018. There were three (3) new manufactured home permits in 2019. There were two (2) new duplexes in 2018. There were no single-family attached permits in either year. There were no single-family non-dwelling unit permits in either year. There were no garage apartments permitted in either year.

Residential addition/alteration permits in AUGUST 2019 numbered 80 valued at \$1,441,436 compared to 72 permits valued at \$1,629,583 in AUGUST 2018. The higher number of permits in AUGUST 2019 is primarily due to residential addition/alterations and swimming pool permits. The higher dollar value in AUGUST 2018 was not significant.

Non-residential new construction permits in AUGUST of 2019 totaled 6 with a value of \$1,226,352 compared to 10 permits valued at \$10,079,994 for AUGUST 2018. The higher number of permits in AUGUST 2018 is primarily due to the increased number new full permit projects. The difference in dollar value is due to the new construction full permit projects issued in 2018.

Non-residential addition/alteration permits in AUGUST of 2019 totaled 16 with a value of \$2,584,607 compared to 13 permits valued at \$1,376,517 for AUGUST 2018. The difference in dollar value is not significant.

# MONTHLY BUILDING REPORT SUMMARY - NORMAN, OK

9/3/2019

	AUGUST 2019			AUGUST 2018		
<b>RESIDENTIAL PERMITS</b>	<b>Number of Permits</b>	<b>Dwelling Units</b>	<b>Valuation</b>	<b>Number of Permits</b>	<b>Dwelling Units</b>	<b>Valuation</b>
<b>New Construction</b>						
1 Family						
Detached Dwellings	46	46	\$11,028,760	35	35	\$11,129,868
Attached Dwellings	0	0	\$0	0	0	\$0
Manufactured Home (New)	3	3	\$164,225	1	1	\$135,000
Other (Non-dwelling)	0	na	\$0	0	na	\$0
2 Family						
Duplexes (2 DU per bldg)	0	0	\$0	2	2	\$122,220
Garage Apartments	0	0	\$0	0	0	\$0
3+ Family						
Foundation	0	na	\$0	0	na	\$0
Shell	0	na	\$0	0	na	\$0
Interior Finish	0	0	\$0	0	0	\$0
Full Permit (3-4 DU per bldg)	0	0	\$0	0	0	\$0
Ful Permit (5+ DU per bldg)	0	0	\$0	0	0	\$0
Other (Non-dwelling)	0	na	\$0	0	na	\$0
<b>Total Residential New</b>	<b>49</b>	<b>49</b>	<b>\$11,192,985</b>	<b>38</b>	<b>38</b>	<b>\$11,387,088</b>
<b>Net Residential Demos &amp; Removals</b>		<b>-2</b>			<b>-1</b>	
<b>Net Residential Units</b>		<b>47</b>			<b>37</b>	
<b>Additions &amp; Alterations</b>						
1 & 2 Family						
Additions & Alterations	16		\$569,864	12		\$651,180
Manufactured Home (Replace)	0		\$0	1		\$71,000
Paving & Pools	21		\$354,657	17		\$482,500
Accessory Buildings	13		\$351,945	14		\$306,883
Storm Shelters	29		\$99,970	28		\$118,020
3+ Family						
Addition & Alteration (All Types)	1		\$65,000	0		\$0
<b>Total Residential Additions &amp; Alterations</b>	<b>80</b>		<b>\$1,441,436</b>	<b>72</b>		<b>\$1,629,583</b>
<b>TOTAL RESIDENTIAL</b>	<b>129</b>		<b>\$12,634,421</b>	<b>110</b>		<b>\$13,016,671</b>

<b>NON-RESIDENTIAL PERMITS</b>	<b>Number of Permits</b>	<b>Valuation</b>	<b>Number of Permits</b>	<b>Valuation</b>
<b>New Construction</b>				
Foundation	0	\$0	0	\$0
Shell	0	\$0	1	\$1,200,000
Interior Finish	4	\$272,000	2	\$800,000
Full Permit	2	\$954,352	7	\$8,079,994
<b>Total Non-Residential New</b>	<b>6</b>	<b>\$1,226,352</b>	<b>10</b>	<b>\$10,079,994</b>
<b>Additions &amp; Alterations</b>				
Additions & Alterations (All Types)	16	\$2,584,607	13	\$1,376,517
<b>Total Non-Residential Additions &amp; Alterations</b>	<b>16</b>	<b>\$2,584,607</b>	<b>13</b>	<b>\$1,376,517</b>
<b>TOTAL NON-RESIDENTIAL</b>	<b>22</b>	<b>\$3,810,959</b>	<b>23</b>	<b>\$11,456,511</b>

<b>TOTAL ALL PERMITS</b>	<b>151</b>	<b>\$16,445,380</b>	<b>133</b>	<b>\$24,473,182</b>
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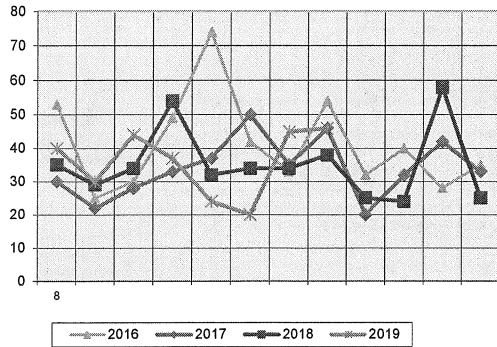
<b>OTHER ACTIVITY</b>	<b>Number</b>	<b>Number</b>
Electrical Permits	138	121
Heat/Air/Refrigeration Permits	129	160
Plumbing & Gas Permits	166	154
Sign Permits	33	38
Water Well Permits	5	4
Garage Sale Permits	118	118
Structure Moving Permits	13	2
Demo - Residential Permits	4	2
Demo - Non-residential Permits	0	2
Temporary Const Bldgs & Roll-off Permits	18	28
Lot Line Adjustments Filed	2	1
Certificate of Occupancy (CO) Permits	96	137
All Field Inspections	2,347	2,361

<b>YEAR TO DATE</b>	JANUARY-AUGUST 2019			JANUARY-AUGUST 2018		
	<b>Number of Permits</b>	<b>Dwelling Units</b>	<b>Valuation</b>	<b>Number of Permits</b>	<b>Dwelling Units</b>	<b>Valuation</b>
Residential New Construction	314	308	\$80,556,728	290	289	\$81,598,776
Residential Demos/Removals	na	-20	na	na	-24	na
Residential Additions/Alterations	572	na	\$12,791,834	666	na	\$15,095,788
Non-residential New Construction	77	na	\$37,067,073	83	na	\$35,497,046
Non-residential Additions/Alterations	121	na	\$49,342,587	108	na	\$28,017,676
<b>TOTAL YEAR TO DATE</b>	<b>1084</b>	<b>288</b>	<b>\$179,758,222</b>	<b>1147</b>	<b>265</b>	<b>\$160,209,286</b>

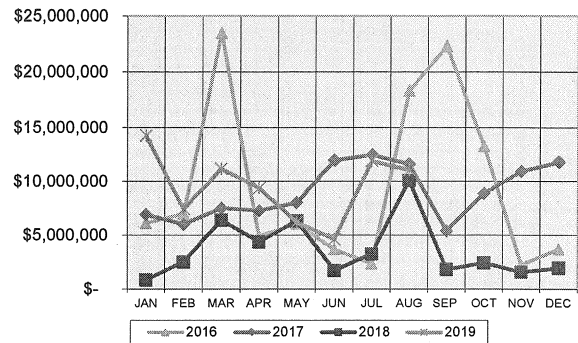
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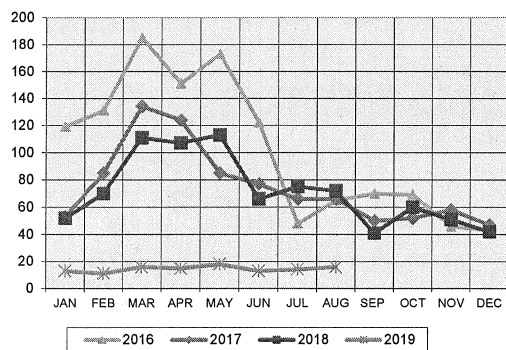
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New Residential: Number of Permits  
Monthly Comparison

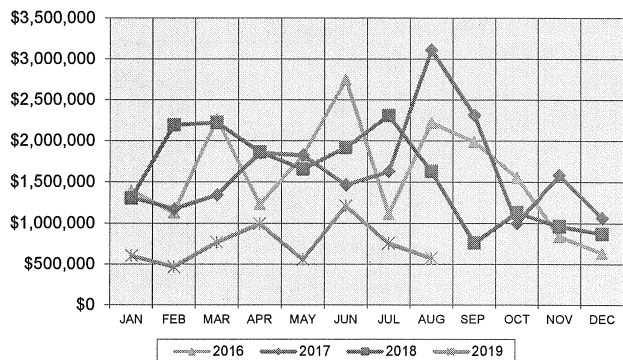
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New Residential: Dollar Value of Permits  
Monthly Comparison

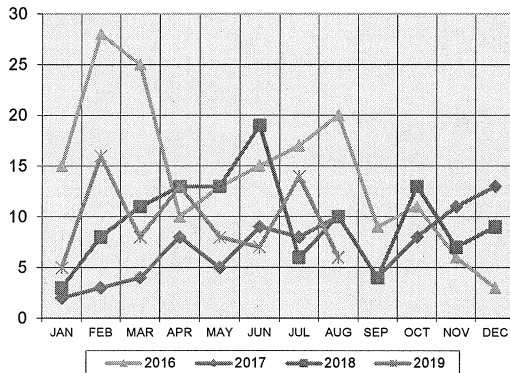
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Residential Additions and Alterations: Number of Permits  
Monthly Comparison

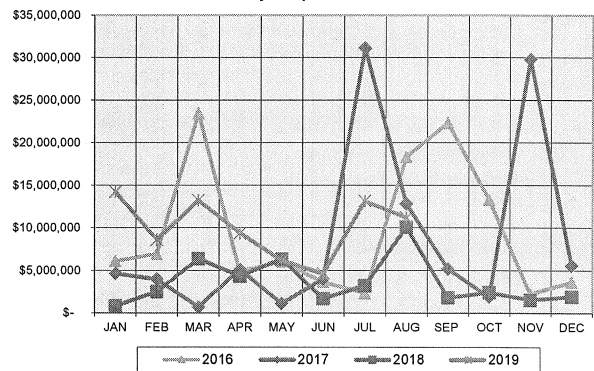
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Residential Addition and Alterations: Value of Permits  
Monthly Comparison

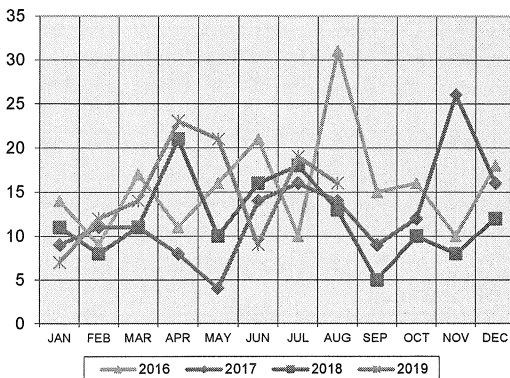
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New Non-Residential: Number of Permits  
Monthly Comparison

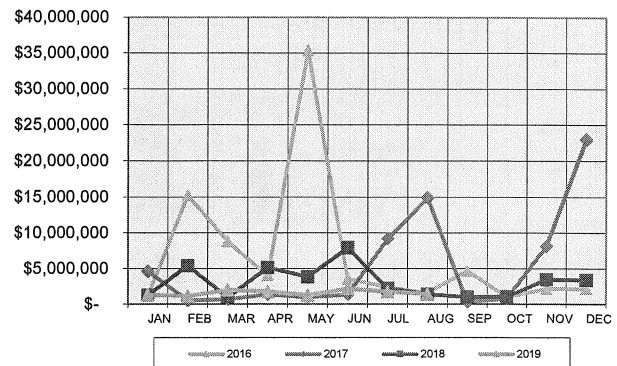
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New Non-Residential: Value of Permits  
Monthly Comparison

7

Non-Residential Add/Alts: Number of Permits  
Monthly Comparison

8

Non-Residential Addition/Alterations: Value of Permits  
Monthly Comparison

City of Norman  
BUILDING PERMITS AND INSPECTIONS

Issued AUGUST 2019 - Sorted by Permit Type

RESIDENTIAL PERMITS

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	3034	08/07/19	1520		FULWIDER	LN	10	7	CEDAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	3036	08/07/19	1516		REID PRYOR	DR	7	6	CEDAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	3053	08/07/19	3711		LLEYTON	DR	16	8	CEDAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	3055	08/07/19	3715		LLEYTON	DR	17	8	CEDAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	3057	08/07/19	3719		LLEYTON	DR	18	8	CEDAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	TABER BUILT HOMES, LLC.	3165	08/07/19	408		VILLAGE LAKE	DR	3	2	HIGHLAND VILLAGE ADD SEC 10	RE	\$ 8,850	25
1 & 2 FAMILY STORM SHELTER-3	OZ SAFEROOMS	3190	08/08/19	5935		CARDINAL	LN	4	1	HOWARD BIG OAK	RE	\$ 8,850	25
1 & 2 FAMILY STORM SHELTER-3	OZ SAFEROOMS	3192	08/08/19	402		OLIPHANT	AVE	12	2	REBUD VILLAGE	RE	\$ 7,250	18
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3220	08/08/19	404		VILLAGE LAKE	DR	10	2	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3236	08/07/19	3001		MILLBURY	DR	10	32	THE VINEYARD PHASE II	PUD	\$ 3,000	22
1 & 2 FAMILY STORM SHELTER-3	G&M TANKS	3350	08/05/19	2001		OAKHOLLOW	DR	14	1	THUNDERBOLT EST ADD	R1	\$ 3,400	28
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTERS, INC.	3360	08/06/19	8301		BLUE JAY	DR	5	1	WILLOWBEND SEC 3	RE	\$ 2,500	55
1 & 2 FAMILY STORM SHELTER-3	MCCELLAR STORM CELLARS	3368	08/07/19	3221	E	RIVERWALK	DR	15	1W	NOT SUBDIVIDED	A2	\$ 10,000	106
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO SHELTERS	3428	08/15/19	10510		TECUMSEH	RD	4	1	LITTLE RIVER TRAILS SEC #2	PUD	\$ 2,500	22
1 & 2 FAMILY STORM SHELTER-3	EF5 TORNADO SHELTERS	3503	08/14/19	114	E	ALMOSA	RD	21	1E	NOT SUBDIVIDED	A2	\$ 3,300	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3570	08/16/19	16280		ROCK CREEK	DR	2	1	HIGHLAND VILLAGE ADD SEC 2	R1	\$ 2,195	22
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3571	08/16/19	3004		LOCHINVER	DR	2	1	HIGHLAND VILLAGE ADD SEC 7	R1	\$ 2,195	22
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3572	08/16/19	3118		TIMBER SHADOWS	DR	1	2	HIGHLAND VILLAGE ADD SEC 7	R1	\$ 2,195	22
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3573	08/16/19	3000		LOCHINVER	DR	1	2	HIGHLAND VILLAGE ADD SEC 7	R1	\$ 2,195	22
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3574	08/16/19	3200		LANGLAY	DR	22	4	ST JAMES PARK ADD 3	R1	\$ 2,195	22
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	3597	08/26/19	1828		PARKRIDGE	DR	7	3	WOODCREEK ADD #5	R1	\$ 4,050	35
1 & 2 FAMILY STORM SHELTER-3	E & R ENTERPRISES INC.	3617	08/20/19	3905		TIMBER	TR	4	9	VINTAGE CREEK ADDITION	PUD	\$ 6,000	36
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	3636	08/22/19	4400		NEWPORT	DR	11	2	CAMBRIDGE PLACE #3	RM6	\$ 2,995	23
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3648	08/22/19	1233		CROSSROADS	CT	8	1	CROSSROADS WEST #2	R1	\$ 500	24
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	3655	08/26/19	1512		REID PRYOR	RD	8	6	CEDAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	3657	08/26/19	1520		REID PRYOR	RD	3	6	CEDAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	OZ SAFEROOMS	3686	08/23/19	412		STARSHINE	DR	3	3	SUMMIT LAKES ADD #10	R1	\$ 7,250	18
1 & 2 FAMILY STORM SHELTER-3	IDEAL HOMES OF NORMAN	3691	08/28/19	2912		BUTTERFLY	WAY	7	6	TRAILWOODS SEC #10	PUD	\$ 2,500	23
1 & 2 FAMILY, ADD OR ALTER-2	THREE KINGS CONSTRUCTION	3075	08/07/19	5510		BLUE LAKE	DR	4	2	BLUE LAKES ADDITION	RE	\$ 105,000	1,348
1 & 2 FAMILY, ADD OR ALTER-2	HALFORD, WILLIAM TABER	3323	08/02/19	4107		NORTHAMPTON	DR	7	4	BROOKHAVEN #09	R1	\$ 25,000	93
1 & 2 FAMILY, ADD OR ALTER-2	MOHR CONSTRUCTION, LLC	3358	08/06/19	800		GOSHAWK	DR	13	2	EAGLE CLIFF ADD #6	R1	\$ 25,000	98
1 & 2 FAMILY, ADD OR ALTER-2	HOME FINISH	3366	08/06/19	1906		VANESSA	DR	12	1	CRESTLAND ESTATES #1	R1	\$ 20,000	482
1 & 2 FAMILY, ADD OR ALTER-2	LG CONSTRUCTION	3388	08/07/19	1917		DURHAM	PL	6	5	EAST RIDGE ADD #17	RM2	\$ 27,024	18
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	3417	08/08/19	618	E	EUFAULA	ST	9	48	NORMAN, ORIGINAL TOWNSHIP	R3	\$ 10,500	18
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	3418	08/08/19	620	E	EUFAULA	ST	9	48	NORMAN, ORIGINAL TOWNSHIP	R1	\$ 10,500	18
1 & 2 FAMILY, ADD OR ALTER-2	THE SOLAR INSTALLERS FORMERL	3433	08/13/19	205		OLDE BROOK	CT	9	2	BROOKHAVEN ON MAIN	RM6	\$ 20,000	300
1 & 2 FAMILY, ADD OR ALTER-2	THE SOLAR INSTALLERS FORMERL	3434	08/13/19	2701		WOODBRIAR	DR	1	5	WOODCREST EST #4	R1	\$ 20,000	300
1 & 2 FAMILY, ADD OR ALTER-2	MINBELA ELECTRIC, LLC.	3526	08/21/19	5608		HICKORY BEND	DR	12	4	QUAIL CREEK ACRES #1	RE	\$ 31,340	608
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	3547	08/15/19	305		WILLOW BRANCH	RD	2	15	QUAIL CREEK ADD #3	RM6	\$ 250	50
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	3548	08/15/19	307		WILLOW BRANCH	RD	2	15	QUAIL CREEK ADD #3	RM6	\$ 250	50
1 & 2 FAMILY, ADD OR ALTER-2	THE SOLAR INSTALLERS FORMERL	3618	08/22/19	1806		IOWA	ST	2	21	WESTWOOD ESTATES	R1	\$ 20,000	288
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	3627	08/22/19	108		MCSHA	PL	1	1	CAMBRIDGE ADD #9	R1	\$ 90,000	288
1 & 2 FAMILY, ADD OR ALTER-2	BRENT SWIFT DESIGN BUILD	3633	08/26/19	1813		DANFIELD	DR	13	5	BROOKHAVEN #20	R1	\$ 150,000	508
1 & 2 FAMILY, ADD OR ALTER-2	WANNER, EMILY E. & TYLER	3680	08/23/19	2711		WOODLAKE	DR	3	13	WILLOW GREEN #5	R1	\$ 15,000	762
1 & 2 FAMILY, CARRPORT-2	ALL STEEL CARPORTS	3616	08/20/19	15450	E	IMHOFF	RD	8	1E	NOT SUBDIVIDED	A2	\$ 1,200	420
1 & 2 FAMILY, PAVING-2	OWNER	3060	08/07/19	5960		SHADY	LN	3	5	BLUE LAKES ADDITION	A2	\$ 15,100	3,068
1 & 2 FAMILY, PAVING-2	OWNER	3101	08/02/19	418		ELM	AVE	2	1	LINCOLN ADD	R1	\$ 15,000	2,395
1 & 2 FAMILY, PAVING-2	TRIDENT PROPERTY MANAGEMEN	3343	08/08/19	3721		CRAIL	DR	8	1	BERKELEY ADD #6	R1	\$ 3,600	290
1 & 2 FAMILY, PAVING-2	SALINAS PAVING	3353	08/08/19	311	S	CARTER	AVE	29	2W	NOT SUBDIVIDED	R2	\$ 3,300	352
1 & 2 FAMILY, PAVING-2	POORBAUGH, REG	3421	08/16/19	3823	NW	PIONEER	ST	15	3	MARLATT ADD	R1	\$ 6,000	2,150
1 & 2 FAMILY, PAVING-2	4L CONCRETE, LLC.	3492	08/19/19	2012		GRASSLAND	DR	4	1	PRAIRE CREEK ADD #2	R1	\$ 3,700	400
1 & 2 FAMILY, PAVING-2	YANEZ, LAZARO	3589	08/19/19	616		LEANING ELM	DR	11	1	WOODCREST EST #7	R1	\$ 1,500	167
1 & 2 FAMILY, PAVING-2	TENNYSON CONCRETE, LLC.	3600	08/23/19	2337		BLUE	CT	24	1	BLUE CREEK ADD	RE	\$ 5,297	840
1 & 2 FAMILY, PAVING-2	SHEPPARD CONCRETE	3668	08/26/19	1528	N	CRAWFORD	AVE	2	2	CRYSTAL HEIGHTS	R1	\$ 4,078	288
1 & 2 FAMILY, PAVING-2	HIS HANDS UNLIMITED	3693	08/26/19	517	E	BROOKS	ST	24	10	SOUTHBRIDGE ADD	R1	\$ 3,000	144
1 & 2 FAMILY, PAVING-2	YANEZ, LAZARO	3733	08/28/19	4212		BLUE SAGE	RD	2	2	BROOKHAVEN #05	R1	\$ 5,023	570
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	3059	08/07/19	5660		SHADY	LN	3	5	BLUE LAKES ADDITION	A2	\$ 7,000	648
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	3109	08/20/19	1109		IDAHO	ST	20	4	FACILITY HEIGHTS ADD	R1	\$ 2,000	192
1 & 2 FAMILY, STORAGE BLDG-2	PREMIER CONSTRUCTION SOLUTI	3136	08/08/19	7405		108TH	AVE	26	1W	H & L #6 (SURVEY)	A2	\$ 50,000	2,375
1 & 2 FAMILY, STORAGE BLDG-2	BRAD PERRY CONTRACTING, LLC	3184	08/12/19	7022		MARK	CIR	7A	2	CONNELLY PARK #2	RE	\$ 22,000	1,200
1 & 2 FAMILY, STORAGE BLDG-2	PERRY, BRAD	3408	08/14/19	13508		CRYSTAL BROOK	CIR	5	1	PRIDE #005	A2	\$ 32,000	2,400
1 & 2 FAMILY, STORAGE BLDG-2	GOTCHA COVERED INC.	3480	08/19/19	3115		60TH	AVE	18	1W	NOT SUBDIVIDED	A2	\$ 35,000	2,000
1 & 2 FAMILY, STORAGE BLDG-2	RICHARD'S METAL BUILDING	3522	08/15/19	11114	E	LINDSEY	ST	5	2	SOUTHERN SHORES ADDITION	RE	\$ 20,810	1,200
1 & 2 FAMILY, STORAGE BLDG-2	BETTER BARNS	3542	08/15/19	10017		OAKRIDGE	CIR	9	1	OAKRIDGE EST #1	RE	\$ 85,200	3,150
1 & 2 FAMILY, STORAGE BLDG-2	WILSON QUALITY HOMES	3545	08/15/19	1019		MOCKINGBIRD	LN	18	4	BE-AIRE ADD SEC 1	A1	\$ 22,000	415
1 & 2 FAMILY, STORAGE BLDG-2	BARGAIN BARNS & BUILDINGS, LLC.	3553	08/21/19	2711		60TH	AVE	15	1W	NOT SUBDIVIDED	A2	\$ 8,135	900
1 & 2 FAMILY, STORAGE BLDG-2	RAYMEY STEEL CONSTRUCTION	3615	08/21/19	4606		SPRINGLAKE	DR	3	2	INDIAN SPRINGS ESTATES	RE	\$ 60,000	2,400
1 & 2 FAMILY, STORAGE BLDG-2	COJAC PORTABLE BUILDINGS	3692	08/26/19	7501	E	POST OAK	RD	17	1W	NOT SUBDIVIDED	A2	\$ 6,600	720

City of Norman  
BUILDING PERMITS AND INSPECTIONS

Issued AUGUST 2019 - Sorted by Permit Type

RESIDENTIAL PERMITS

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY SWIMMING POOL-3	COUNTRY LEISURE	3155	08/06/19	10900		SHORT-A-ROSA	TRL	11	1W	FRANKLIN HILLS 1	A2	\$ 4,100	177
1 & 2 FAMILY SWIMMING POOL-3	SIGNATURE CUSTOM POOLS	3168	08/12/19	2002		MORNING DEW	TR	13	4	TRAILS ADD #3	R1	\$ 60,000	1,008
1 & 2 FAMILY SWIMMING POOL-3	SPARTAN POOLS & PONDS	3354	08/09/19	3008		TERRACE PARK	DR	1	1	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 60,000	1,030
1 & 2 FAMILY SWIMMING POOL-3	SPARTAN POOLS & PONDS	3355	08/09/19	4820		KATHY LYNN	DR	16	1E	ARBOR LAKE ADD #4	R1	\$ 47,000	216
1 & 2 FAMILY SWIMMING POOL-3	OWNER	3380	08/07/19	15720	E	TECUMSEH	RD	16	3	NOT SUBDIVIDED	A2	\$ 5,959	572
1 & 2 FAMILY SWIMMING POOL-3	ROCK CREEK POOLS	3452	08/12/19	2201		WATERBROOK	CT	7	3	BELLATONA SEC. #1	R1	\$ 18,000	312
1 & 2 FAMILY SWIMMING POOL-3	GALAXY OUTDOOR RECREATION	3453	08/12/19	336		WATERFRONT	DR	23	2	ROYAL OAKS ADD #3	R1	\$ 6,000	452
1 & 2 FAMILY SWIMMING POOL-3	OWNER	3534	08/15/19	3401		BEAR MOUNTAIN	DR	12	1W	GREENLEAF TRAILS ADD 4	PUD	\$ 20,000	384
1 & 2 FAMILY SWIMMING POOL-3	COUNTRY LEISURE	3561	08/16/19	3400		SEXTON	DR	12	1W	WHISPERING OAKS (SURVEY)	A2	\$ 13,000	792
1 & 2 FAMILY SWIMMING POOL-3	SIGNATURE CUSTOM POOLS	3665	08/22/19	3001		CORDOVA	CT	11	1W	LAS COLINAS SEC. #2	R1	\$ 55,000	800
1 FAMILY MANUFACTURED HOME-2	OWNER	3132	08/06/19	10900		SHORT-A-ROSA	DR	11	1W	FRANKLIN HILLS 1	A2	\$ 48,106	980
1 FAMILY MANUFACTURED HOME-2	OWNER	3178	08/14/19	3218	S	LYNN	RD	7	2	LITTLE AXE ACRES	RE	\$ 89,119	1,588
1 FAMILY MANUFACTURED HOME-2	OWNER	3401	08/13/19	9615		MOA	DR	6	2	PRIDE #832	RE	\$ 26,000	1,216
1 FAMILY NEW CONSTRUCTION-2	SWAN HOLLOW, LLC.	2924	08/06/19	4289		LAS COLINAS	LN	8	3	LAS COLINAS SEC. #2	R1	\$ 400,000	4,293
1 FAMILY NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	3033	08/07/19	1520		FULWIDER	LN	10	7	CEDAR LAKE SEC #2	R1	\$ 269,000	2,665
1 FAMILY NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	3035	08/07/19	1516		REID PRYOR	RD	7	6	CEDAR LAKE SEC #2	R1	\$ 254,000	2,595
1 FAMILY NEW CONSTRUCTION-2	JMERTENS CONSTRUCTION, INC.	3044	08/01/19	712		SIENA SPRINGS	DR	11	4	SIENA SPRINGS ADD #1	PUD	\$ 300,000	4,443
1 FAMILY NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	3045	08/01/19	2308		VALLEY HOLLOW	DR	8	1	SUMMIT VALLEY	R1	\$ 162,810	2,588
1 FAMILY NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	3052	08/01/19	3711		LLEYTON	DR	17	8	CEDAR LAKE SEC #2	R1	\$ 221,000	2,040
1 FAMILY NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	3054	08/01/19	3715		LLEYTON	DR	17	8	CEDAR LAKE SEC #2	R1	\$ 232,000	2,105
1 FAMILY NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	3056	08/01/19	3719		LLEYTON	DR	18	8	CEDAR LAKE SEC #2	R1	\$ 232,000	2,160
1 FAMILY NEW CONSTRUCTION-2	OK INNOVATIVE CONSTRUCTION	3072	08/02/19	12318		RED BUD	DR	11	5	WHISPERING HILLS	R1	\$ 200,000	2,964
1 FAMILY NEW CONSTRUCTION-2	BROOKFIELD CUSTOM HOMES, LLC	3091	08/09/19	5409		RAWHIDE	DR	6	5	GLENRIDGE SEC. #2	PUD	\$ 430,000	3,997
1 FAMILY NEW CONSTRUCTION-2	HOME FIRST, INC.	3122	08/13/19	7730		VISTA SPRINGS	DR	2	2	VISTA SPRINGS ESTATES ADD 1	RE	\$ 450,000	4,914
1 FAMILY NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	3164	08/07/19	408		VILLAGE LAKE	DR	3	1	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 346,000	3,140
1 FAMILY NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	3197	08/07/19	713		MOUNT MITCHELL	LN	2	2	SPRINGS AT GREENLEAF TRAILS	PUD	\$ 280,000	3,988
1 FAMILY NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	3219	08/08/19	404		VILLAGE LAKE	DR	2	2	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 344,000	3,205
1 FAMILY NEW CONSTRUCTION-2	OWNER	3233	08/07/19	7050		130TH	AVE	35	1W	NOT SUBDIVIDED	A2	\$ 190,000	3,406
1 FAMILY NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	3238	08/14/19	3116		EFORA	DR	4	2	MONTECITO RIDGE SEC. #2	PUD	\$ 450,000	4,501
1 FAMILY NEW CONSTRUCTION-2	WAGNER, ROBIN	3239	08/29/19	1050		SIENA SPRINGS	DR	12	1	SIENA SPRINGS ADD #1	PUD	\$ 278,000	3,673
1 FAMILY NEW CONSTRUCTION-2	MAJESTIC FINE HOMES, LLC.	3505	08/20/19	3908		MONTELENA	CT	13	1	BROOKHAVEN #1	R1	\$ 459,000	5,242
1 FAMILY NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	3530	08/20/19	3413		CRAMPTON GAP	WAY	15	1	SPRINGS AT GREENLEAF TRAILS	PUD	\$ 245,000	2,380
1 FAMILY NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	3551	08/20/19	920		VILLAGEVERDE	DR	7	2	MONTECITO RIDGE SEC. #2	PUD	\$ 425,000	4,393
1 FAMILY NEW CONSTRUCTION-2	BROOKFIELD CUSTOM HOMES, LLC	3631	08/20/19	3005		BIRMINGHAM	DR	8	6	ST JAMES PARK ADD 5	R1	\$ 300,000	3,532
1 FAMILY NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	3654	08/26/19	1512		REID PRYOR	RD	8	6	CEDAR LAKE SEC #2	R1	\$ 327,000	3,415
1 FAMILY NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	3656	08/26/19	1520		REID PRYOR	RD	8	6	CEDAR LAKE SEC #2	R1	\$ 270,000	2,755
1 FAMILY NEW CONSTRUCTION-2	SHERIDAN HOMES, LLC.	2728	08/02/19	2217		ALAMEDA PARK	DR	5	5	ALAMEDA PARK ADD #3	R1	\$ 147,510	2,219
1 FAMILY NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3111	08/08/19	2508		TRAILWOOD	DR	3	10	TRAILWOODS SEC 4	PUD	\$ 168,660	1,874
1 FAMILY NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3112	08/08/19	625		BLUE FISH	RD	10	5	TRAILWOODS SEC 10	PUD	\$ 159,480	1,772
1 FAMILY NEW CONSTRUCTION-2	HOME CREATIONS, INC.	3215	08/01/19	501		TALON	DR	13	6	EAGLE CLIFF SOUTH ADD #5	R1	\$ 164,070	2,483
1 FAMILY NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3235	08/12/19	624		CAROLYN RIDGE	DR	13	6	RED CANYON RANCH SEC 5	PUD	\$ 271,800	3,020
1 FAMILY NEW CONSTRUCTION-2	HOME CREATIONS, INC.	3329	08/05/19	3826		MISTWOOD	PL	9	6	BELLATONA SEC. #1	R1	\$ 164,070	2,383
1 FAMILY NEW CONSTRUCTION-2	HOME CREATIONS, INC.	3330	08/05/19	3822		MISTWOOD	PL	10	6	BELLATONA SEC. #1	R1	\$ 145,710	2,160
1 FAMILY NEW CONSTRUCTION-2	HOME CREATIONS, INC.	3333	08/05/19	3819		MISTWOOD	PL	2	7	BELLATONA SEC. #1	R1	\$ 154,980	2,346
1 FAMILY NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3405	08/15/19	114		ALAMOSA	CT	4	1	LITTLE RIVER TRAILS SEC #2	PUD	\$ 235,000	3,815
1 FAMILY NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3406	08/15/19	3120		MONTANE	RD	10	1	GREENLEAF TRAILS ADD 9	PUD	\$ 186,390	2,071
1 FAMILY NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3407	08/15/19	2908		BUTTERFLY	CT	4	3	TRAILWOODS SEC 10	PUD	\$ 166,860	1,854
1 FAMILY NEW CONSTRUCTION-2	HOME CREATIONS, INC.	3426	08/09/19	2213		WATERBROOK	WAY	3	6	BELLATONA SEC. #1	R1	\$ 145,710	2,115
1 FAMILY NEW CONSTRUCTION-2	HOME CREATIONS, INC.	3491	08/14/19	3815		ABINGDON	DR	3	3	BELLATONA SEC. #1	R1	\$ 164,070	2,161
1 FAMILY NEW CONSTRUCTION-2	HALOKA HOMES, LLC.	3501	08/20/19	1618		SKYLER	WAY	4	10	CEDAR LAKE SEC #2	R1	\$ 225,000	3,147
1 FAMILY NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3523	08/22/19	3125		MONTANE	DR	2	2	GREENLEAF TRAILS ADD 8	PUD	\$ 220,680	2,452
1 FAMILY NEW CONSTRUCTION-2	HOME CREATIONS, INC.	3556	08/16/19	509		LALEH	CT	14	2	EAGLE CLIFF SOUTH ADD #5	R1	\$ 117,090	1,752
1 FAMILY NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3551	08/26/19	713		BLUE FISH	RD	6	5	TRAILWOODS SEC 10	PUD	\$ 168,300	1,870
1 FAMILY NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3552	08/26/19	801		BLUE FISH	RD	4	5	TRAILWOODS SEC 10	PUD	\$ 154,080	1,712
1 FAMILY NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3553	08/26/19	3005		MONTANE	DR	7	3	GREENLEAF TRAILS ADD 9	PUD	\$ 228,510	2,539
1 FAMILY NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3690	08/29/19	2912		BUTTERFLY	WAY	4	6	TRAILWOODS SEC 10	PUD	\$ 169,200	1,880
1 FAMILY NEW CONSTRUCTION-2	HOME CREATIONS, INC.	3695	08/28/19	4220		CARACARA	CT	10	1	EAGLE CLIFF SOUTH ADD #6	R1	\$ 127,440	1,980
1 FAMILY NEW CONSTRUCTION-2	HOME CREATIONS, INC.	3696	08/28/19	3827		MISTWOOD	PL	1	7	BELLATONA SEC. #1	R1	\$ 164,070	2,587
1 FAMILY NEW CONSTRUCTION-2	HOME CREATIONS, INC.	3697	08/28/19	3919		ABINGDON	DR	5	14	BELLATONA SEC. #1	R1	\$ 135,270	2,083
3+ FAMILY FIRE REPAIR	LS & SON CONSTRUCTION, LLC.	2814	08/08/19	808		CARDINAL CREEK	BLVD	808	A	CARDINAL CREEK ADD	R46	\$ 65,000	792
RESIDENTIAL STORAGE CONTAINER	PACK/PAT STORAGE	3457	08/12/19	2015		ALLENHURST	ST	1	10	OAKHURST ADD SEC 04	R1	\$ -	0
TEMPORARY ROLL-OFF, OTHER	WASTE CONNECTIONS, INC.	3165	08/02/19	552		ED NOBLE	PKY	6	1	PARKWAY PLAZA ADD	C2	\$ -	30
TEMPORARY ROLL-OFF, OTHER	WASTE CONNECTIONS, INC.	3216	08/01/19	660		ED NOBLE	PKY	7	1	PARKWAY PLAZA ADD	C2	\$ -	30
TEMPORARY ROLL-OFF, OTHER	WASTE CONNECTIONS, INC.	3337	08/05/19	2013	W	FRANKLIN	RD	1	3W	NOT SUBDIVIDED	A2	\$ -	30
TEMPORARY ROLL-OFF, OTHER	WASTE CONNECTIONS, INC.	3338	08/06/19	1485		ALAMEDA	ST	1	C	LAKEVIEW TERRACE	C3	\$ -	30
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	3341	08/05/19	3499	W	MAIN	ST	2	1		C2	\$ -	40
TEMPORARY ROLL-OFF, OTHER	RED SUN CONSTRUCTORS, LLC.	3459	08/20/19	227	E	MAIN	ST	15	14		C3	\$ -	40
TEMPORARY ROLL-OFF, OTHER	WASTE CONNECTIONS, INC.	3638	08/22/19	3901	N	JOURNEY	PKWY	3	1	NORMAN, ORIGINAL TOWNSHIP	PUD	\$ -	20
TEMPORARY ROLL-OFF, OTHER	REPUBLIC SERVICES	3751	08/29/19	809		FINDLAY	AVE	3	1	COMMERCIAL PARKWAY SEC. #2	PUD	\$ -	40
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	3340	08/09/19	1520		HOLLYWOOD	AVE	3	9	FINDLAY AVENUE MEDICAL PUD	PUD	\$ -	40
TEMPORARY ROLL-OFF, OTHER	WASTE CONNECTIONS, INC.	3377	08/09/19	2110	W	24TH	AVE	1	1	WESTLAND ADD	R1	\$ -	30
TEMPORARY ROLL-OFF, OTHER	WASTE CONNECTIONS, INC.	3378	08/09/19	615		MAIN	ST	1	6	BIRCHWOOD, W B FIRST ADD	C1	\$ -	40
TEMPORARY ROLL-OFF, OTHER	WASTE CONNECTIONS, INC.	3475	08/14/19	1401	E	CEDAR LAKE	RD	9	2W	NOT SUBDIVIDED	A1	\$ -	30
TEMPORARY ROLL-OFF, OTHER	WASTE CONNECTIONS, INC.	3558	08/19/19	831	N	STEWART	AVE	1	1	HARDE FIELD	R1	\$ -	20
TEMPORARY ROLL-OFF, OTHER	WASTE CONNECTIONS, INC.	3634	08/27/19	7401	E	ROBINSON	ST	20	1W	NOT SUBDIVIDED	A2	\$ -	20
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	3688	08/26/19	1912		LAKEHURST	DR	3	20	OAKHURST ADD #06	R1	\$ -	10
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	3694	08/26/19	632		TOLLE	DR	4	5	HAINLY ADD	R1	\$ -	10

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
Total Permits (excluding temp roll-off)													
129													
Average Valuation \$ 97,941													
Total Valuation \$ 12,634,421													
Average Project Area													
Total Project Area													
1 FAMILY, NEW CONSTRUCTION-2													
46		Sq Ft	2,819		1 FAMILY, OTHER NON DWELLINGS								
\$11,028,760		Average Project Area	129.665		0								
		Total Project Area			\$0								
2 FAMILY, NEW CONSTRUCTION													
0		GARAGE APT, NEW CONST	0		0 SF								
\$0		0 SF Project Area	\$0										
3+ FAMILY, FOUNDATION PERMIT-2													
0		3+ FAMILY, SHELL	0		0								
\$0		0 SF Project Area	\$0										
3+ FAMILY, NEW FULL PERMIT (3-4 (5+ DU) bldg)													
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Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT-2	POWERHOUSE RETAIL SERVICES	862	8/12/2019	3571 W		ROCK CREEK	RD	1	1	S&S FAMILY PROPERTIES SEC. 1	C2	\$ 20,000	521
COMMERCIAL, ADD/ALT-2	POWERHOUSE RETAIL SERVICES	1473	8/22/2019	3651		CLASSEN	BLVD	1	1	NOT SUBDIVIDED	C2	\$ 72,000	9500
COMMERCIAL, ADD/ALT-2	HUNTERBERG CONSTRUCTION	1698	8/22/2019	1400		24TH	AVE	5	1	NOT SUBDIVIDED	PUD	\$ 52,200	521
COMMERCIAL, ADD/ALT-2	GRAY, ASHTON	1918	8/21/2019	1551		36TH	AVE	5	1	GREENWAY PARK ADDITION	PUD	\$ 270,000	2877
COMMERCIAL, ADD/ALT-2	SUN CONSTRUCTION SERVICES	1997	8/19/2019	3300		HEALTHPLEX	PKY	29A	2	NORMAN PARKWAY 2	PUD	\$ 100,000	800
COMMERCIAL, ADD/ALT-2	INTERIOR CONNECTIONS, LLC	2247	8/7/2019	1800		INTERSTATE	DR	1	1	PEAIE CREEK #8	PUD	\$ 1,800,000	10000
COMMERCIAL, ADD/ALT-2	MOSCO CONSTRUCTION	2263	8/23/2019	2806		BROCE	DR	3	1	BROCE INDUSTRIAL PARK #2	I1	\$ 10,000	4000
COMMERCIAL, ADD/ALT-2	CDI CONTRACTORS, LLC.	2873	8/6/2019	3499 W		MAIN	ST	2	1	SOONER FASHION MALL	C2	\$ 109,907	460
COMMERCIAL, ADD/ALT-2	OWNER	2918	8/6/2019	3217 N		FLOOD	AVE	3A	3	NORTHBRIDGE IND PARK #2	I1	\$ 100,000	1000
COMMERCIAL, ADD/ALT-2	OWNER	2923	8/21/2019	3001		36TH	AVE	1	1	MASTERCRAFT PROPERTIES	I1	\$ 5,000	2000
COMMERCIAL, ADD/ALT-2	BRADY'S PROPERTIES	2987	8/20/2019	1354		INTERSTATE	DR	3	1	TOWNE WEST VILLAGE	C2	\$ 10,000	2000
COMMERCIAL, ADD/ALT-2	VANCOURT, BRANCH	3146	8/21/2019	317		WHITE	ST	12	1	LARSH'S UNIVERSITY ADD	NA	\$ 11,000	918
COMMERCIAL, ADD/ALT-2	GEDDES-ARMSTRONG CONSTRUC	3363	8/27/2019	2202		TECUMSEH	DR	3	1	TECUMSEH ROAD BUSINESS PARK	PUD	\$ 8,000	63
COMMERCIAL, INTERIOR FINISH-2	TRAN, P	2000	8/6/2019	3408		36TH	AVE	15	3W	NOT SUBDIVIDED	C1	\$ 121,000	2750
COMMERCIAL, INTERIOR FINISH-2	HULSE, ERIC	2312	8/16/2019	3522		24TH	AVE	1	1	SHOPS AT TECUMSEH CROSSING	C2	\$ 50,000	1300
COMMERCIAL, INTERIOR FINISH-2	DELAPEIN, STEPHEN	3083	8/26/2019	3408		36TH	AVE	15	3W	NOT SUBDIVIDED	C1	\$ 20,000	1700
COMMERCIAL, INTERIOR FINISH-2	PRECISION BUILDERS, LLC.	3372	8/27/2019	3100		INTERSTATE	DR	31	6	MEDICAL PARK WEST SEC 5	PUD	\$ 75,000	1292
COMMERCIAL, NEW CONSTRUCTION-2	CAVINS CONSTRUCTION, LLC.	1580	8/7/2019	4100 N		FLOOD	AVE	1	3	PEPCO INDUSTRIAL PARK PHASE 11	UNC	\$ 165,000	4000
COMMERCIAL, NEW CONSTRUCTION-2	FLINTCO, INC	3519	8/30/2019	1001 E		ROBINSON	ST	20	2W	CITY PROPERTY	UNC	\$ 789,352	526
COMMERCIAL, PARKING LOT-2	4L CONCRETE, LLC.	3601	8/22/2019	215 E		MAIN	ST	8	14	NORMAN ORIGINAL TOWNSHIP	C3	\$ 5,500	1000
COMMERCIAL, PARKING LOT-2	4L CONCRETE, LLC.	3602	8/22/2019	217 E		MAIN	ST	9	14	NORMAN ORIGINAL TOWNSHIP	C3	\$ 5,500	1000
COMMERCIAL, PARKING LOT-2	4L CONCRETE, LLC.	3603	8/22/2019	219 E		MAIN	ST	10	14	NORMAN ORIGINAL TOWNSHIP	C3	\$ 5,500	1000
TEMPORARY BLDG/CONST TRAILER-2	TOUCAN PRODUCTIONS	3447	8/30/2019	281 W		BOYD	ST	26	1	LARSH'S UNIVERSITY ADD	ROW	\$ 7,500	1000
Total Permits													22
Average Valuation													173,225
Total Valuation													3,810,959
Average Project Area													2,238
Total Project Area													49,228

NEW CONSTRUCTION (BUSINESS) INFORMATION (New Const & New Shell Bldg)															
CONTRACTOR	BUILDING SIZE (Square Feet)	ON	/CLASSIFICATI	BUSINESS											
				ADD/ALTS			NEW CONSTRUCTION			NEW CONSTRUCTION					
				COMMERCIAL, ADD/ALT-2	COMMERCIAL, FIRE REPAIR	-	COMMERCIAL, INTERIOR FINISH-2	COMMERCIAL, NEW SHELL BLDG-2	COMMERCIAL, CONSTRUCTION-2	COMMERCIAL, CONSTRUCTION-2	COMMERCIAL, CONSTRUCTION-2				
				\$ 2,568,107	\$ -		\$ 272,000	\$ -	\$ -	\$ 954,352	\$ -				
				13	-		4	-	-	2	-				
				COMMERCIAL, PARKING LOT-2	SUBTOTAL ADDITIONS AND ALTERATIONS		COMMERCIAL, FOUNDATION PERMIT2	SUBTOTAL NEW CONSTRUCTION		TOTAL ADD/ALT AND NEW COMMERCIAL					
				\$ 16,500	\$ 2,584,607		\$ -	\$ 1,226,352	\$ -	\$ 3,810,959					
				3	16		-	-	6	22					
				DEMOLITIONS									STRUCTURE MOVING		
				Address			Purpose			Use					
							none								
				TEMPORARY BLDG/CONST TRAILER-2									1		

Address	Use
	none

Address	Use
	none

Address	Use
	none

Address	Use
	none

**REVITILIZATION      10C**

### **CDBG and HOME Investment Partnerships Programs**

Contracts were approved on July 9, 2019 for Metropolitan Fair Housing (\$25,000) and the Norman Affordable Housing Corporation (\$100,000).

Staff has begun the planning process for the development of the 2020-2024 Consolidated Plan.

### **CDBG Disaster Relief Grant**

All CDBG DR projects are substantially complete with minor punch list items being addressed. Final acceptance of all contracts occurred on June 11, 2019. Closeout and final reimbursement procedures are underway with the Oklahoma Department of Commerce.

### **Homeless Activities**

On August 20, the housing placement report for the Ready for Zero initiative was made to Community Solutions for the month of July. There were five housing placements made (0 Veteran; 4 Chronic; 1 Family).

Due to the increased visibility of persons who are experiencing homelessness by the establishment of multiple campsites on city property, the Continuum of Care, the Norman Police Department, and the Homeless Services Coordinator are developing guidelines and strategies to address this situation.

### **Housing Programs**

August 2019

CDBG – The summary below includes the status of each of the rehabilitation programs that are offered.

- One rehabilitation project is currently under contract and one project in development stage, with one rehabilitation project completed since July 1, 2019.
- Three emergency repair projects are currently under contract; with three emergency repair projects completed since July 1, 2019.
- One accessibility modification project has been completed since July 1, 2019.

### **Social and Voluntary Services Commission**

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

[illegible]



[illegible]

**POLICE**

**11**



# Administrative Summary

## August 2019 Summary

### Operations



Part I Crimes	<u>Current</u>			<u>Year-To-Date</u>		
	2019	MONTH 5YR AVG	2018	2019	YTD 5YR AVG	2018
Murder	0	1	1	2	4	3
Rape	4	5	9	49	38	55
Robbery	1	4	4	33	37	34
Agg. Assault	15	16	13	128	116	122
Burglary	39	59	58	338	458	393
Larceny	188	245	221	1,695	2,105	1,807
Motor Vehicle Theft	35	30	39	241	215	233
Arson	1	3	0	7	4	4
Part I Totals:	283		345	2,493		2,651
<b>Part II Crimes</b>						
DUI/APC	43	40	46	371	316	322
Drunkenness	46	67	64	402	451	395
DrugViolations	78	90	94	726	744	848
Forgery	11	22	10	124	179	107
Vandalism	68	77	71	608	617	594
Others	359	NA	390	3,046	NA	2,927
Part II Totals:	605		675	5,277		5,193
<b>Total Reported Crime:</b>	<b>888</b>		<b>1,020</b>	<b>7,770</b>		<b>7,844</b>
<b>Other Reported Activity</b>						
Public Peace Reports	187	193	211	1,562	1,414	1,634
Warrants Served	117	130	151	1,252	1,050	1,110
Other Reports Totals:	304		362	2,814		2,744
<b>Total Case Reports:</b>	<b>1,192</b>		<b>1,382</b>	<b>10,584</b>		<b>10,588</b>
<b>Collisions</b>						
Fatality	0	1	1	3	4	5
Injury	57	64	75	362	441	448
Non-Injury	143	159	141	869	1,119	832
Total Collisions:	200		217	1,234		1,285
<b>Call for Service</b>						
CAD Activity (Total)	3,361	NA	3,141	25,254	NA	23,845
Calls for Service (Police)	8,829	NA	8,629	70,309	NA	65,769
Total CFS:	12,190		11,770	95,563		89,614
<b>Citations &amp; Warnings:</b>						
Citations	1,312	NA	1,004	11,404	NA	9,664
Warnings	2,125	NA	2,068	18,027	NA	17,331
Total Citations & Warnings:	3,437		3,072	29,431		26,995

\*\* Public Peace reports include: Animal Bite, Found Property, Recovery/Other Agency Vehicles, Mental Case, Unattended Death and Other

\*\* Five Year Average based on 2012 to 2016

**ANIMAL CONTROL    11A**

# Norman Animal Welfare Monthly Statistical Report August 2019



## IN SHELTER ANIMAL COUNTS

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	88	143	231	83	136	219	(12)	-5%
Ending	84	126	210	108	129	237	27	13%

## ANIMAL INTAKES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	129	98	227	175	110	285	58	26%
Owner Relinquish	20	14	34	15	2	17	(17)	-50%
Owner Intended Euth	2	0	2	5	3	8	6	300%
Transfer In	0	0	0	1	0	1	1	100%
Other Intakes*	14	6	20	12	5	17	(3)	-15%
Returned Animal	20	10	30	16	8	24	(6)	-20%
<b>TOTAL LIVE INTAKES</b>	<b>185</b>	<b>128</b>	<b>313</b>	<b>224</b>	<b>128</b>	<b>352</b>	<b>39</b>	<b>12%</b>

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

## OTHER STATISTICS

	2018		2019		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	20	20	4	4	(16)	-80%
Dog Collected (DOA)	2	2	6	6	4	200%
Cat Collected (DOA)	3	3	2	2	(1)	-33%
Wildlife Transferred	2	2	5	5	3	150%
Intake Horses	0	0	1	1	1	100%
Intake Cows	0	0	0	0	0	0%
Intake Goats	0	0	0	0	0	0%
Intake Sheep	0	0	0	0	0	0%
Intake Rabbits	0	0	2	2	2	100%
Intake Pigs	0	0	0	0	0	0%
Intake Other	1	1	5	5	4	400%
<b>TOTAL OTHER ITEMS</b>	<b>28</b>	<b>28</b>	<b>25</b>	<b>25</b>	<b>(3)</b>	<b>-11%</b>

## LENGTH OF STAY (DAYS)

	2018	2019
Dog	10.9	11.3
Puppy	7.5	11.4
Cat	13.3	20.8
Kitten	17.4	11.5

## OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	116	56	0	172

# Norman Animal Welfare Monthly Statistical Report

## August 2019



### LIVE ANIMAL OUTCOMES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	104	110	214	82	88	170	(44)	-21%
Return To Owner	47	4	51	67	4	71	20	39%
Transferred Out	30	24	54	37	27	64	10	19%
Returned in Field	0	0	0	0	0	0	0	
Other Outcome	0	0	0	0	0	0	0	
<b>TOTAL LIVE OUTCOMES</b>	<b>181</b>	<b>138</b>	<b>319</b>	<b>186</b>	<b>119</b>	<b>305</b>	<b>(14)</b>	<b>-4%</b>

### OTHER ANIMAL OUTCOMES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	2	3	5	0	4	4	(1)	-20%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	4	4	8	9	10	19	11	138%
Owner Intended Euth	2	0	2	5	2	7	5	250%
<b>TOTAL OTHER OUTCOMES</b>	<b>8</b>	<b>7</b>	<b>15</b>	<b>14</b>	<b>16</b>	<b>30</b>	<b>15</b>	<b>100%</b>

### TOTAL OUTCOMES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	181	138	319	186	119	305	(14)	-4%
Total Other Outcomes	8	7	15	14	16	30	15	100%
<b>TOTAL OUTCOMES</b>	<b>189</b>	<b>145</b>	<b>334</b>	<b>200</b>	<b>135</b>	<b>335</b>	<b>1</b>	<b>0%</b>

### SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	7	12	0	19	61%
Medical - Injured	2	1	0	3	10%
Behavior - Aggressive	5	0	0	5	16%
Behavior - Other	0	4	0	4	13%
<b>TOTAL EUTHANASIA</b>	<b>14</b>	<b>17</b>	<b>0</b>	<b>31</b>	

### MONTHLY LIVE RELEASE RATE

2018	2019
96.1%	93.0%

Live Outcomes / (Total Outcomes - Owner Int Euth)



# Monthly Service By Assignment

January 2019 to August 2019  
Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Jan 2019 Hours	Feb 2019 Hours	Mar 2019 Hours	Apr 2019 Hours	May 2019 Hours	Jun 2019 Hours	Jul 2019 Hours	Aug 2019 Hours	Total Hours
Norman Animal Welfare Center	Groomer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Bather / Groomer	0:00	0:00	5:37	5:03	0:00	0:00	0:00	0:00	10:40
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	42:13	58:19	49:46	55:37	69:22	67:40	67:48	110:37	521:22
	NAWC-Community Outreach Volunteer	0:00	0:00	19:30	0:00	0:00	0:00	0:00	0:00	19:30
	NAWC-Dog Handler	105:25	115:39	126:02	125:23	149:48	40:56	43:48	75:21	782:22
	NAWC-Foster Program	0:00	0:00	13:00	19:00	19:00	58:00	48:00	118:00	275:00
	NAWC-Laundry	0:00	0:00	2:10	0:00	3:30	3:30	6:02	10:05	25:17
	NAWC-Lobby Greeter	52:55	39:30	48:35	56:15	47:12	18:00	56:15	75:30	394:12
	NAWC-Orientation	14:00	14:00	11:00	20:00	11:00	9:00	8:00	11:00	98:00
	NAWC-Photographer	0:00	0:00	0:00	0:00	1:45	0:00	5:20	0:00	7:05
	Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	Veterinarian Assistant Tech	16:50	15:00	37:00	15:00	25:40	21:23	0:00	0:00	130:53
	Total	231:23	242:28	312:40	296:18	327:17	218:29	235:13	400:33	2,264:21
Grand total		231:23	242:28	312:40	296:18	327:17	218:29	235:13	400:33	2,264:21





**DEPARTMENT OF PUBLIC WORKS  
MONTHLY PROGRESS REPORT  
CITY OF NORMAN, OKLAHOMA  
August 2019**

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**ENGINEERING DIVISION**

**DEVELOPMENT**

The Development Manager processed two (2) preliminary plat items for Planning Commission. The Development Engineer reviewed 20 sets of construction plans and 4 punch lists. There were 141 permits reviewed and/or issued. Fees were collected in the amount of \$854.23.

**CAPITAL PROJECTS:**

**Main Street Bridge over Brookhaven Creek**

The project was awarded on June 4, 2018 by ODOT. The successful bidder was Silver Star Construction. The cost of the project is \$4,905,000. The project includes replacing a Structurally Deficient (SD) bridge structure with a triple cell 16' x 8' Reinforced Concrete Box (RCB) and 2100' of channel improvements downstream of the bridge. Work began on the project on August 13, 2018. Weather permitting, construction is expected to take 340 days. On Monday April 15, eastbound and westbound traffic on West Main Street was switched to the south half of the roadway, so the contractor can begin reconstructing the north half of the roadway. The West Main Street roadway was completed on June 10, 2019. Full-width paved lanes will remain open at all times to eastbound and westbound traffic until project completion. For the safety of the traveling public, work zone safety devices will remain on the roadway until the end of the project. On August 27, eastbound and westbound lanes on Main Street were placed in the final and permanent configurations using work zone safety devices.

The contractor's activities this month were as follows:

- Installed 430 linear feet of high-strength turf reinforcement mat and riprap toe walls along the south side of Main Street.
- Continued vegetation and debris removal along the creek south of West Main Street Bridge
- Completed 75% of drainage structures

**Sidewalk Program:**

The **Acres Street Sidewalk Project** is intended to provide sidewalk along the north side of Acres Street in the gap between Flood Avenue and the new Central Library located on James Garner Avenue. The project will also construct missing sidewalk, ramps, rebuild existing non-compliant ramps and repair deficient sidewalk along the north side of Acres Street between the railroad tracks and Porter Avenue. This Sidewalk Project bid was awarded on July 9<sup>th</sup>, 2019 by City Council to Central Contracting Services in the amount of \$131,185.00. Project work began in early August and expected to be completed on or about October 1, 2019. The section of sidewalk connecting from N. Jones Ave. to University Blvd. is complete placing the project at about 40% complete.

**FYE 2020 Sidewalk Program:**

FYE 2020 Sidewalk Program went to bid on July 25<sup>th</sup>, 2019 with EMC Services, LLC submitting the winning bid of \$312,298.50 for five projects to be completed throughout the fiscal year 2020. The contract was approved by City Council on August 27<sup>th</sup>, 2019. A notice-to-proceed has been provided to this contractor. Work is expected to begin September 16, 2019 starting at 115 Park Drive with the Citywide Sidewalk Reconstruction Project and then move to Cherry Creek Dr. for sidewalk ramp construction for the Sidewalk Accessibility Project.

**FYE 2020 Horizontal Saw Cutting Project** went to bid on August 8<sup>th</sup>, 2019 with Precision Concrete Cutting of Oklahoma submitting the winning bid at \$39,900.00 for completing work along Lindsey Street from Classen Blvd. to 24<sup>th</sup> Ave. SE and along 12<sup>th</sup> Ave SE from Alameda Street to East Imhoff Road. Members of Precision Concrete Cutting performed a survey of this area locating and marking sidewalk joints which need to be shaved down for ADA compliance. The total area of work to be completed is 1,050 inch-feet of sidewalk to be corrected. The contract and supporting documents are being developed for submission to City Council on September 10<sup>th</sup>, 2019 for final approval.

### **STREETS DIVISION**

#### **CAPITAL PROJECTS:**

##### **60<sup>TH</sup> AVENUE NW – ROBINSON STREET TO TECUMSEH ROAD**

Streets crews worked an overlay project at 60<sup>th</sup> Avenue NW – Robinson Street to Tecumseh Road and required 101.48 tons of asphalt for the repair.

#### **ASPHALT OPERATIONS:**

##### **RIDGELINE DRIVE**

Streets crews worked a deep patch at Ridgeline Drive and required 39.70 tons of asphalt for the repair.

##### **JENKINS AVENUE & PAGE STREET DEEP PATCH**

Streets crews worked a deep patch at Jenkins Avenue and Page Street and required 46.22 tons of asphalt for the repair.

#### **CONCRETE OPERATIONS:**

##### **BROOKS- JENKINS AVENUE TO CLASSEN BLVD**

Streets crews replaced damaged concrete panels at Brooks-Jenkins Avenue to Classen Blvd. This repair required 78 cubic yards of concrete and resulted in over 171 square yards of repaired driving surface.

##### **1630 WILSHIRE AVENUE**

Streets crews replaced damaged concrete panels at 1630 Wilshire Avenue. This repair required 42 cubic yards of concrete and resulted in over 115.00 square yards of repaired driving surface.

##### **600 MEADOWRIDGE ROAD**

Streets crews replaced damaged concrete panels at 600 Meadowridge Road. This repair required 7 cubic yards of concrete and resulted in over 23.00 square yards of repaired driving surface.

##### **2127 BROOKHAVEN BLVD**

Streets crews replaced damaged concrete panels at 2127 Brookhaven Blvd. This repair required 12 cubic yards of concrete and resulted in over 37.00 square yards of repaired driving surface.

##### **48<sup>th</sup> AVENUE NW AND DAVENBROOK DRIVE**

Streets crews replaced damaged concrete panels at 48<sup>th</sup> Avenue and Davenbrook Drive. This repair required 8 cubic yards of concrete and resulted in over 24.00 square yards of repaired driving surface.

#### **ROADSIDE OPERATIONS:**

##### **MOWING OF ROADSIDE RIGHTS-OF-WAY**

Streets Roadside Mowing crew continued their summer mowing schedule. During August, 2019, 89.00 miles of rural rights-of-way and 2,675,297 sq. ft. of urban rights-of-way were mowed.

### **STORMWATER**

#### **WORK ORDER RESPONSE**

Stormwater Division received 29 work order requests and closed 29.

#### **INFRASTRUCTURE**

The Infrastructure Maintenance crew completed two inlet box replacement projects; one on Timberidge Drive and the other at Melrose and Wyle. The Infrastructure Maintenance crew also sealed curb hoods on Wheatland Place and Ladybank Lane and a pipe joint on Wellman Drive. They also extend a drainage pipe on Tecumseh just west of Porter. The Infrastructure Maintenance crew also replaced two inlet boxes and a drainage pipe across Madra Street.

### **DRAINAGE MAINTENANCE**

The Channel Maintenance crew removed over 32 tons of debris from drainage channels and drainage flumes throughout Norman in August. Locations included Sundance Court, Bishop Channel, and Morrison Court. The Channel Maintenance crew replaced and repaired a flume on Dawn Circle and performed a thorough clearing of vegetation and debris in Anatole detention pond, Imhoff Channel, and Bishop Channel which resulted in over 180 tons of debris removed.

The Channel Maintenance crew also continued their mowing schedule in August and mowed 238,672 ft<sup>2</sup> of urban drainage way.

### **URBAN STREET SWEEPING OPERATIONS**

A total of 303 lane miles were swept resulting in the removal of approximately 195 tons of debris from various curb lined streets.

The Litter Crew continued to complete their route in August. The four-person crew collected a total of 10.72 tons of debris in August from the urban areas.

### **STORMWATER OKIE LOCATES**

During the month of August, 2684 Call 811 Okie Spots were received. Of those requests, 50 were stormwater pipe locates, 105 were physically checked, and 861 were referred to other departments.

### **CONSTRUCTION SITE STORMWATER MANAGEMENT**

Performed 84 inspections of 65 active sites  
Issued 0 citation and 0 NOVs to active sites  
Issued 2 Earth Change Permit to new projects

### **MS4 OPERATIONS**

Received and responded to 24 citizen calls/ YTD Total is 42.

On August 1, 2019, Carrie Evenson and Michele Loudenback traveled back from the EPA Region 6 MS4 conference that was held in Denton, TX.

On August 2, 2019, Dr. Evenson and Ms. Loudenback facilitated a visit to the City of Tulsa's Household Pollutant Collection Facility with Bret Scovill, Nathan Madenwald, and a consultant architect to tour the facility and gain knowledge about its processes to aid in the development and implementation of Norman's future facility.

On August 7-9, 2019, Ms. Loudenback participated in the GE Workout Workshop with Management Partners. She and the other participants brainstormed ideas to improve the efficiency of the development permitting process, prioritized and fleshed out those ideas, and presented them to management.

On August 9, 2019, Ms. Loudenback hosted a table of stormwater information in conjunction with the Smithsonian Water Ways exhibit at the Eastside Library.

On August 15-16, Faith Haynes and Stuart Shumate participated in the Oklahoma Water Survey's Surface Water Quality Sampling Training Class.

On August 16, 2019, Dr. Evenson and Ms. Loudenback participated in a demonstration of MS4Web, a program management system for MS4 program management.

On August 21, 2019, Ms. Loudenback showed Mr. Tom Tolbert with the City of Broken Arrow's stormwater program the Artful Inlets installations because Broken Arrow is considering implementing a similar program.

On August 21, 2019, Dr. Evenson and Ms. Loudenback attended the ECAB meeting.

On August 22, 2019, Dr. Evenson facilitated the FIRM Public Meeting for the new flood maps proposed by FEMA for Brookhaven and 10 Mile Creeks.

On August 28, 2019, Ms. Loudenback, Ms. Haynes, and Mr. Shumate became CPR/First Aid certified.

### **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.

**AUGUST 2019**  
**DEVELOPMENT COORDINATION, ENGINEERING,**  
**AND PERMIT REVIEW**

**Subdivision Development:**

FY 2020 Associated Fees

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

\*Norman Rural Cert of Survey...0  
 \*Final Plats.....0  
 \*Preliminary Plats.....2  
 \*Short Form Plat.....0  
 \*Center City Form Based Code..0

**City Council Review:**

Certificate of Survey.....0  
 Preliminary Plat.....0  
 Final Plats .....0  
 Certificate of Plat Correction....0  
 Encroachment.....0  
 Easements.....0  
 Closure..... 0

**Development Committee:**

Final Plats.....0

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

**Subtotal:**

\$0.00

\$0.00

\$820.00

\$820.00

**Permits Reviewed/Issued:**

(includes Offsite Construction fees)

\*\*Single Family..... 41  
 \*\*\*Commercial..... 7  
 Multi-Family..... 2  
 Addition/Alteration..... 25  
 House Moving..... 14  
 Paving Only..... 11  
 Storage Building..... 8  
 Swimming Pool..... 9  
 Storm Shelters..... 20  
 Public Improvements.....1  
 Temporary Encroachments.....1  
 Fire Line Pits/Misc..... 3  
 Flood Plain (@\$100.00 each).....1

**Total Permits.....**

**Grand Total.....**

**\*\*\*\*Construction Plan Review occurrences**

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

\$100.00	\$0.00	\$100.00
\$754.23	\$680.99	\$1,435.22
\$854.23	\$1,500.99	\$2,355.22
20	16	36
4	2	6

\* 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

**August 2019**

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

**KEN DANNER/TODD McLELLAN/JACK BURDETT**

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	4	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	41	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	7	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	20	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	0	100%

# SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2020

STREET DIVISION					
	FYE 2020 August 2019	FYE 2020 August 2019	Year to Date	Year to Date	FYE 2020
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	194.40		310.21		
Overlay/pave 10 miles per year.	2.00	20%	2.00	20%	100%
Replace 1,160 square yards of concrete pavement panels	461.00	40%	1,215.00	105%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	12.00	3%	18.00	4%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	2,675,297.00	253%	7,081,433.00	56%	100%
Mow 148 miles of Rural Right-of-way twice per year	89.00	361%	323.00	109%	100%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2020

STORMWATER DIVISION					
	FYE 2020 AUGUST, 2019	FYE 2020 AUGUST, 2019	Year to Date	Year to Date	FYE 2020
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	303.00	61%	693.00	12%	50%
Collect litter from rights of way in the Urban area (Tons)	10.72	153%	16.69	0%	70%
Collect litter from rights of way in the rural area (Tons)	-	0%	5.66	0%	70%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	658.00	-	658.00	7%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	238,672.00	2%	1,444,354.00	11%	90%
Perform erosion control inspections of permitted sites within 30 days.	84.00	129%	179.00		100%
Permit all earth disturbing operations over 1 acre in size.	2.00	100%	7.00		95%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	-		50%
Inspect stormwater outfalls.	-	0%	-		20%
Respond to stormwater complaints within 24 hours of the time reported	24.00	100%	42.00		100%
Enforcement actions (NOV's and citations)	-	N/A	-		N/A



**PUBLIC WORKS  
FLEET DIVISION  
ACTIVITY REPORT  
August 2020**

IN GALLONS      **FYE 2020**      **FUEL REPORT**

	<u>UNLEADED PURCHASE</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	22,075.00	18,830.00	29,968.00
Outside - sublet	844.62	3,265.50	2,658.50
<b>TOTAL</b>	<b>22,919.62</b>	<b>22,095.50</b>	<b>32,626.50</b>

	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
<b>TOTAL Consumption</b>	<b>22,887.13</b>	<b>18,136.80</b>	<b>24,381.52</b>	<b>8,244.98</b>

**FYE 2020 TO DATE CONSUMPTION**

<b>TOTAL Consumption</b>	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
	<b>45,644.44</b>	<b>40,270.00</b>	<b>43,211.61</b>	<b>14,750.89</b>

<b>INTERNAL PRICE PER GALLON:</b>					<b>EXTERNAL PRICE PER GALLON:</b>				
UNLEADED	High	\$2.26	Low	\$1.78	UNLEADED	High	\$2.63	Low	\$1.97
DIESEL	High	\$1.91	Low	\$1.82	DIESEL	High	\$2.75	Low	\$2.68
CNG	High	n/a	Low	\$1.02	CNG	High	n/a	Low	n/a

**FASTER CONSUMABLE PARTS PURCHASED**

REPAIR PARTS	\$36,317.07
BATTERIES	\$1,322.10
OILS/FLUIDS	\$3,882.28
TIRES	\$25,083.83
SUBLET REPAIRS	<b>\$11,103.88</b>
<b>TOTAL SPENT ALL parts/sublet</b>	<b>\$77,709.16</b>

**PUBLIC CNG SALES**

Month Total Public CNG Sales	\$12,373
FYE 2020 To Date Public Sales	\$22,175
<b>LIFE TO DATE CNG GAS GALLON EQUIVALENT</b>	
Total Sold Gallons Life To Date	863,613
Total Gross Sales Life To Date	\$1,245,642
Life To Date CNG Gas Gallon Equivalent	
Total Public/City Through-Put CNG Gallons @ Station	1,959,064

<u>COMBINED SHOPS</u>	<u>CURRENT MONTH</u>	<u>LAST MONTH</u>	<u>TWO MONTHS AGO</u>	<u>YEAR TO DATE</u>
ROAD SERVICE	13	26	19	39
EMERGENCY ROAD CALLS	23	23	18	46
PM SERVICES	116	114	92	230
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	476	486	504	962
SCHEDULED REPAIRS	164	211	295	375
NON SCHEDULED REPAIRS	312	275	209	587

<u>Light Shop</u>	<u>CURRENT MONTH</u>	<u>LAST Month</u>	<u>Two Months Ago</u>	<u>YEAR TO DATE</u>
ROAD SERVICE	3	2	1	5
EMERGENCY ROAD CALLS	1	5	7	6
PM SERVICES	82	78	63	160
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	246	200	271	446
SCHEDULED REPAIRS	123	134	224	257
NON SCHEDULED REPAIRS	123	66	47	189

<u>Heavy Shop</u>	<u>CURRENT MONTH</u>	<u>LAST Month</u>	<u>Two Months Ago</u>	<u>YEAR TO DATE</u>
ROAD SERVICE	10	24	17	34
EMERGENCY ROAD CALLS	20	18	11	38
PM SERVICES	30	34	27	64
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	210	277	224	487
SCHEDULED REPAIRS	54	70	64	124
NON SCHEDULED REPAIRS	156	207	160	363

**FLEET DIVISION**  
**PM COMPLIANCE REPORT**  
**August FYE 2020**

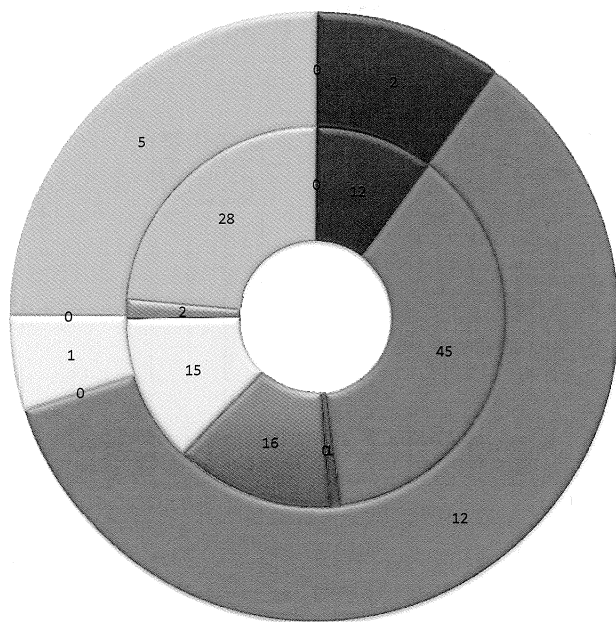
Industry Standard Compliance: Not To Exceed 5%

Department/Division	Number of PMs Scheduled	Number of PMs Completed On Time	Number of PMs Completed LATE	Number of PMs Still Past Due	Current % PENDING	YearTo Date Non-Compliance Trend
<b>CITY CLERK</b>						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
CUSTODIAL					0%	0%
BUILDING MAINTENANCE					0%	0%
<b>MUNICIPAL COURT</b>						
MUNICIPAL COURT					0%	0%
<b>INFORMATION TECHNOLOGY</b>						
INFORMATION TECHNOLOGY					0%	0%
<b>FINANCE</b>						
METER SERVICES	1	1			0%	0%
<b>PLANNING</b>						
PLANNING					0%	0%
BUILDING INSPECTIONS	1	1			0%	0%
CODE COMPLIANCE	1	1			0%	0%
<b>PUBLIC WORKS</b>						
ENGINEERING					0%	0%
STREETS	12	12			0%	9%
STORMWATER	3	3			0%	0%
TRAFFIC	1	1			0%	0%
STORMWATER QUALITY					0%	0%
FLEET					0%	0%
<b>POLICE</b>						
ANIMAL CONTROL	1	1			0%	0%
POLICE ADMINISTRATION	3	3			0%	0%
POLICE STAFF SERVICES	1			1	100%	20%
POLICE CRIMINAL INVESTIGATIONS	5	4		1	20%	20%
POLICE PATROL	22	14	1	7	32%	22%
POLICE SPECIAL INVESTIGATIONS	3	3			0%	0%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
<b>FIRE</b>						
FIRE ADMINISTRATION	3	1		2	67%	80%
FIRE TRAINING					0%	0%
FIRE PREVENTION	1	1			0%	0%
FIRE SUPPRESSION	8	8			0%	7%
FIRE DISASTER PREPAREDNESS					0%	0%
<b>PARKS &amp; RECREATION</b>						
PARK MAINTENANCE	15	14		1	7%	6%
PARKS & RECREATION					0%	0%
<b>PUBLIC SAFETY SALES TAX (PSST)</b>						
PSST POLICE PATROL	8	7	1		0%	5%
PSST POLICE CRIMINAL INVESTIGATION	2	1		1	50%	50%
PSST FIRE SUPPRESSION					0%	0%
<b>CDBG</b>						
PLANNING CDBG					0%	0%
<b>UTILITIES WATER</b>						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT	2	2			0%	0%
WATER PLANT					0%	0%
WATER PLANT WELLS	1	1			0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	6	6			0%	0%
UTILITIES INSPECTOR					0%	0%
<b>UTILITIES WRF</b>						
WRF ADMIN	1	1			0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS					0%	0%
WRF OPERATIONS					0%	0%
SEWER LINE MAINTENANCE	3	2	1		0%	17%
<b>UTILITIES SANITATION</b>						
SANITATION ADMINISTRATION	1		1		0%	100%
SANITATION RESIDENTIAL	1	1			0%	0%
SANITATION COMMERCIAL	3	3			0%	9%
SANITATION TRANSFER	6	4		2	33%	25%
SANITATION COMPOST	1	1			0%	0%
SANITATION RECYCLE	1	1			0%	0%
SANITATION YARD WASTE	2	1	1		0%	50%
<b>CITYWIDE TOTAL</b>	<b>119</b>	<b>99</b>	<b>5</b>	<b>15</b>	<b>13%</b>	<b>13%</b>

# August FYE 2020

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
<b>UTILITIES</b>										
292T	2016 CTS CTV 45 Trailer	Sanitation Transfer Station	8/5	6/14	<b>52</b>	days	7/11/2019	Heavy Repair	PM-A	12/14/2018
0295	2016 Peterbilt 365 Semi	Sanitation Transfer Station	161484	156197	<b>5,287</b>	miles	8/29/2019	Heavy Repair	PM-C	4/23/2019
<b>POLICE</b>										
1012	2013 Chevy Tahoe	Police Criminal Investigations	43605	43500	<b>105</b>	miles	8/7/2019	Light Repair	PM-C	11/15/2018
1187	2016 Chevy Tahoe	Police Patrol	30154	28000	<b>2,154</b>	miles	5/9/2019	Light Repair	PM-D & G	11/13/2018
1182	2011 Ford Crown Victoria	Police Patrol	97880	96337	<b>1,543</b>	miles	8/9/2019	Light Repair	PM-D & G	5/7/2019
1146	2010 Ford Crown Victoria	Police Patrol	111517	109794	<b>1,723</b>	miles	8/16/2019	Light Repair	PM-C	2/12/2019
1131	2014 Ford Interceptor	Police Patrol	48036	47101	<b>935</b>	miles	8/23/2019	Light Repair	PM-C	1/31/2019
1186	2013 Ford Interceptor	Police Patrol	125517	124234	<b>1,283</b>	miles	8/28/2019	Light Repair	PM-C	5/17/2019
1130	2018 Ford Interceptor	Police Staff Services	5247	4000	<b>1,247</b>	miles	6/21/2019	Light Repair	PM-C	NEW
MOTORT	2012 Motorcycle Trailer	PSST Criminal Investigations	9/9	8/6	<b>34</b>	days	8/6/2019	Light Repair	PM-A	7/9/2018
<b>FIRE</b>										
0005	2011 Chevy Tahoe	Fire Administration	111418	110300	<b>1,118</b>	miles	7/30/2019	Light Repair	PM-D & G	11/1/2018



## PM Compliance Report August FYE 2020

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

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

Department	Scheduled	Missed/Late	% Late
City Council	0	0	0.0%
Fire	12	2	16.7%
Police	45	12	26.7%
Finance	1	0	0.0%
Inf. Tech	0	0	0.0%
Public Works	16	0	0.0%
Parks & Rec.	15	1	6.7%
Planning	2	0	0.0%
Utilities	28	5	17.9%
<b>Citywide Total</b>	<b>119</b>	<b>20</b>	<b>16.8%</b>

**PUBLIC WORKS  
FLEET DIVISION**  
Technician Productivity  
Report

**FYE 2020**

August 2019

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 001	108.25	72%	81.2%	9.2%	
# 002	105.66	72%	84.0%	12.0%	
# 003	139.70	72%	79.7%	7.7%	
# 004	136.20	72%	87.3%	15.3%	
# 006	86.42	72%	85.0%	13.0%	
# 007	133.03	72%	81.2%	9.2%	
# 008	90.95	72%	71.6%	-0.4%	
# 009	123.21	72%	81.0%	9.0%	
# 010	22.79	72%	50.6%	-21.4%	
# 011	169.63	72%	82.6%	10.6%	
# 012	45.62	72%	79.5%	7.5%	
# 013	128.09	72%	74.7%	2.7%	
# 014	87.42	72%	83.1%	11.1%	
# 016	60.29	72%	81.2%	9.2%	
# 021	142.32	72%	83.9%	11.9%	

DIRECT LABOR HOURS	1579.58
TOTAL AVAILABLE HOURS	1963.51
PRODUCTIVITY GOAL	72.0%
ACTUAL PRODUCTIVITY	80.4%

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

<b>AUGUST 2019</b>	<b>PROJECTED GOAL</b>	<b>THIS MONTH</b>			<b>YEAR TO DATE</b>		
		<b>Number of Requests</b>	<b>Goal Met</b>	<b>Percentage Met</b>	<b>Number of Requests</b>	<b>Goal Met</b>	<b>Percentage Met</b>
Provide initial response to citizen inquiries within 2 days	100%	160	160	100%	264	264	100%
Provide information requested by citizens within 7 days	95%	160	160	100%	264	264	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	0	0	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	35	35	100%	82	82	100%
Worker Hours Per Gallon of Paint Installed.	0.80	<b>Gallons</b>	<b>Worker Hours</b>	<b>Percentage</b>	<b>Gallons</b>	<b>Worker Hours</b>	<b>Percentage</b>
		326	138.25	0.42	505	351.25	0.70
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	<b>Crew Work Days</b>	<b>Total Installations</b>	<b>Average</b>	<b>Crew Work Days</b>	<b>Total Installations</b>	<b>Average</b>
		1.13	8	7.08	1.13	8	7.08
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	<b>Number Performed</b>	<b>Goal Met</b>	<b>Percentage Met</b>	<b>Number Performed</b>	<b>Goal Met</b>	<b>Percentage Met</b>
		14	14	100%	29	29	100%
Response to reports on traffic signal malfunctions within one hour.	99%		<b>Goal Met</b>	<b>Percentage Met</b>	<b>Number of Reports</b>	<b>Goal Met</b>	<b>Percentage Met</b>
		52	52	100%	78	78	100%
Response to reports of sign damage:	Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour	99%	7	7	100%	11	11	100%
<i>Lower Priority</i> all other signs within one day	90%	113	113	100%	180	180	100%
<i>Street Name Signs</i> within two weeks	90%	12	12	%	14	14	100%
Percent of work hours lost due to on the job injuries.	<.01%	<b>Total Work Hours</b>	<b>Work Hours Lost</b>	<b>Percentage Met</b>	<b>Total Work Hours</b>	<b>Work Hours Lost</b>	<b>Percentage Met</b>
		3328	0	0.00	6496	0	0.00



## Monthly Report

August 2019

### **LINE MAINTENANCE:**

#### Waterline Capital Projects

- Burgundy Court – 100% Complete
- Morren Drive – 85% Complete
- Rhoades Drive – 100%

Morren Drive: Staff will replace 900 feet of 8" Ductile Iron with 8" PVC from Mount Vernon Drive to Crest Place. Staff laid 20 feet of 8", 20 feet of 6", made 5 tie-ins, poured 8 yards of concrete and spread 6 yards of topsoil, project 85% complete.

Rhoades Drive – WA0331: Staff will replace 375 feet of 8" Ductile Iron with 8" PVC on Rhoades Drive from Portland Court to Edwards Court.

#### Water Line Breaks – 21 in August

#### Sewer Line Capital Projects:

Fiscal Year 19 Summit Lakes Lift Station Rehabilitation Project;

Replaced both Paco pumps and motors, with 20 HP Flyght, replaced existing chain link fencing with no climb fencing, replaced gates and grading work to improve drainage around station, project 100% complete.

#### Sewer Line Data

- Total obstruction service requests - 20
  - Private Plumbing: 19
  - City Infrastructure: 1
  - Sanitary Sewer Overflows: 0

#### Lift Station D Flows:

- Days - 30
- Average daily flow: 1.04 MGD
- Total flow: 32.24 MGD

### **UTILITIES ENGINEERING:**

Request For Proposal for On-Call Services issued jointly by the Department of utilities and Public Works.

Line Maintenance Building (WA/WW0329)/WRF Storage Building (WW0318): Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, Barrett L. Williamson Architects selected to provide design and construction services for the projects. Draft scope of work submitted 11/08/18; proposed contract K-1819-142 was forwarded to Architect 04/19/19; Architect suggested changes in revised to standard language in contract which was forwarded to legal staff 06/14/19; Staff is still working to finalize contract language and amount; expect to bring a contract forward to NUA in October 2019.

## **WASTEWATER PROJECTS:**

Lift Station Modifications FY17 (WW0305): Three existing lift stations (LS) need modifications more extensive than is possible under our annual LS Rehabilitation projects. The Ashton Grove, Franklin Road, and Royal Oaks LS work will consist of new pumps, pump guide rails and brackets, and discharge fittings and piping. The Royal Oaks LS also required replacement of the existing wet well with a 10-foot wet well.

Engineer: CP&Y through Lemke Surveying

- Five bids received 02/01/18 with low bidder being Crossland Heavy Contractors of Columbus, KS;
- NUA award to Crossland and contract in amount of \$639,553 approved 02/27/18;
- City Manager approved CO#1 increasing contract amount by \$24,307.46 to \$663,860.46 on 12/14/18;
- All work was complete 12/10/18;
- NUA approved CO#2 decreasing contract by \$11,006.90 to \$652,853.56 and accepted project on 02/12/19.
- Request to close remaining PO's submitted to Finance 07/10/19; project closeout to be completed in September 2019.

Sewer Maintenance Project FYE14 (WW0202): Annual project will replace deteriorated sewer lines with High Density Polyethylene (HDPE) pipe and rehabilitate manholes in two construction phases. Phase 1 will replace 25,100 feet of sewer and rehab or replace 148 manholes and is bounded by Robinson Street to the north, Sherry Avenue to the west, Denison Street to the south and Berry Road to the east. Phase 2 is bounded by Iowa Street to the north, Sherry Avenue to the west, Main Street to the south, and Berry Road to the east.

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

- Phase 1 completed 01/19/17;
- Five bids received 08/09/18 for Phase 2 work with low bidder being PM Construction and Rehab, LLC of Pasadena, TX;
- NUA award to PM Construction and contract in amount of \$1,348,501 approved 08/28/18;
- Notice to Proceed issued effective 09/17/18 with completion by 06/12/19;
- 9 payments have been processed for total of \$1,199,788 or 90% of the contract amount;
- All pipe-bursting, open trench installation and manhole rehab work is complete;
- Concrete sidewalk and street repairs are complete.
- Project acceptance and final change order approved by NUA 08/27/19.
- Close out project in October 2019

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

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

- Line Maintenance staff completed television work in March 2017
- NUA approved professional services expenditure with Lemke for surveying and drafting assistance on 7/26/16;
- Lemke forwarded draft plans to NUA in 06/29/17
- NUA staff met in March 2019 to review draft plans prior to return to Lemke;
- Line Maintenance completed additional survey of existing manholes along 12th Avenue NE/Main to determine need for repair/replacement in FYE17 project;
- NUA staff continuing to review draft plans prior to return to Lemke.

Sewer Maintenance Project FYE18 (WW0316): Annual project will replace about 27,800 feet (5 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Westbrook Terrace to the North, Highway 9 to the Southwest and Berry Road to the East. Preliminary project layout and scope definition are complete.

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

- Line Maintenance staff completed television work 10/19/18 and forwarded to NUA engineering staff;



- NUA approved professional services expenditure with Lemke for surveying and drafting assistance on 02/12/19;
- Lemke completed initial survey work and delivered draft plans to NUA 07/03/19.
- Plans are being reviewed by Line Maintenance and NUA staff.

Sewer Maintenance Project FYE19 (WW0321): Annual project may replace about 22,000 feet (over 4 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Peter Pan St. to the North, 24th Ave SW to the west, Westbrook Terrace to the south, and Berry Road to the East. Preliminary project layout and scope definition are in progress.

Engineer: Staff with assistance from local surveyor

- Line Maintenance will soon begin video survey of project area.
- No design work to date, awaiting new on-call RFP approval, to award contract to Lemke for surveying and drafting assistance.

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WRF is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the Compost Facility south of the WWTP. Wastewater reuse can reduce water demand and delay the need for expensive water supply projects. This project will install piping to the compost facility and examine the need to upsize the non-potable water pumps. Contract K-1213-54 for preparation of Engineering Report (ER) with Alan Plummer and Associates (APAI) approved 09/06/12. After numerous meetings with DEQ; ER for Compost Facility Reuse submitted to DEQ 09/04/13; ER approved on 09/23/14. APAI contract amendment for final design and construction administration approved by NUA 01/27/15; design work proceeding with 90% plans received 02/16/16. Since completion of WRF Phase 2, staff is considering using UV disinfected effluent in lieu of chlorinated effluent for compost irrigation. Staff and APAI requested variance from DEQ reuse rules to accomplish this change on 02/15/18. Staff and APAI met with DEQ 03/29/18 to discuss the proposed variance; DEQ advised NUA on 07/18/18 that the variance was conditionally approved. APAI and staff negotiated scope and price of Compost Reuse Pump Station project; the NUA approved Contract 1819-82 with APAI 12/11/18 to design the project using UV reuse water at the compost facility. Staff met with APAI on 02/08/19 to discuss project with Compost Facility staff and discuss potential project solutions. 100% plans submitted to DEQ 06/19/19 and the DEQ approved the plans 07/15/19. Pre-Bid Conference held 09/12/19 with five contractors attending; bids will be opened 09/19/19.

WRF Reuse Pilot Study (WW0317): Project will consider treatment alternatives to produce highly treated effluent at the WRF suitable for discharge into Lake Thunderbird. Pilot project may be co-funded through a Bureau of Reclamation grant. FYE19 funding is for preliminary engineering with pilot phase to be funded in future years. Letter regarding pilot study protocol submitted to DEQ June, 2019.

SE Norman Lift Station Payback (WW0306): Staff has recently updated the wastewater model to project flows generated from full build-out of the Destin Landing Development in SE Norman. A series of interceptors as well as one large lift station with flow equalization can eliminate one existing and three proposed lift stations in southeast Norman. This project will estimate project costs, assign wastewater generation estimates to undeveloped properties to be serviced, and prorate payback costs per parcel based on wastewater generation projections. Developers might initially fund the lift station and/or the NUA with a portion of the funding paid back as additional areas develop. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, staff selected Search, Inc. to prepare the sewer service area study and evaluate its potential as a payback project. Staff expects to bring a contract forward to NUA in October 2019.

Lift Station D Force Main Replacement (WW0091): Another portion of the Lift Station D 16" ductile iron force main along 12th Ave N.E. is severely deteriorated and in need of replacement. Approximately 3,500 feet of this force main to just south of Rock Creek Road was replaced with 20-inch PVC in 2009. The area needing replacement because of continued breaks is on the west side of 12th from the end of the previous project to the point where it begins to gravity flow near the 12th Avenue Recreation Center. The project is expected to require 2,300 feet of new 20-inch piping, three air release vaults, and a new receiving manhole. The project is currently on hold pending easement due to the change of ownership for the Sutton Wilderness and potential lease/purchase by City of Norman.

Engineer: PEC, Inc.. (Chris Grizer)

Summit Valley Interceptor (WW0278): The Summit Valley interceptor will extend 12 and 15-inch sewer line northerly from the Summit Valley development to the existing Eastridge LS and allow the Eastridge LS constructed in the 1980's to be removed from service. The existing Summit Valley LS has capacity to serve the area served by the Eastridge LS. Bid Opening – June 27, 2019, Construction Contract Award – August 13, 2019, Start of Construction – September 6, 2019  
Engineer: SMC Consulting, Inc. (Chris Anderson)

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

Septage Receiving Facility (WW0319): The Water Reclamation Facility (WRF) is often contacted regarding the possibility of taking trucked wastewater from hauling companies. Delivery of trucked wastes is not typically approved due to the undocumented quality of the trucked waste. Oklahoma City is currently the only municipal location in the metropolitan area for haulers to dispose of septage. The WRF could potentially generate revenue from companies hauling septage (septic tank clean-outs) and other acceptable wastes. Additionally, City of Norman residents utilizing a private sewage system could benefit through their private haulers having a closer disposal solution. To allow for the new facility, the current WRF treatment processes must be protected which may require temporary storage of the trucked wastes delivered to the WRF while water quality testing is performed to verify its acceptability. Preparation of an engineering study and design is budgeted for FYE19 while construction is budgeted the following year. Engineering contract approved in April 2019, Staff and Olsson toured OKC septage facility in May. The TM1 was received in July and TM2 is expected in September. Estimated completion of report in October.  
Engineer: Olsson, Inc. (Kevin Rood)

## **WATER PROJECTS:**

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

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

- NUA approved Amendment No. 2 to APAI contract on 11/10/15 authorizing design of Phase II waterline between Crossroads Blvd. and the Brookhaven Water Tower. 80% plans received and are being reviewed by NUA staff as well as the Street and Traffic divisions of the Public Works (PW) Department. Staff is working with the PW Department to obtain conceptual approval of the proposed traffic control plan to be made a part of the construction documents. Flood Plain permit #598 approved 04/02/18 for open trench construction of Brookhaven Creek. 80% Plans returned to APAI

05/08/18; working toward advertisement in September 2018 with construction beginning in January 2019. Revised plans received 10/26/18 and were returned to APAI on 11/8/18 for revision. Revised plans received and submitted to DEQ 11/28/18 for review. Project advertised 12/27/18 and pre-bid meeting was held 01/8/19 with 11 contractors attending. Bids were opened 02/14/19 and six bids were received with Central Contracting Services being the low bidder at \$2,845,591. NUA approved award to Central Contracting Services and approved contract and bonds on 03/26/19. Notice to proceed issued with contract time starting on 04/15/19 and continuing for 270 through 12/11/19. Preconstruction Conference held 07/18/19; Contractor initiated work installing steel casing and 30-inch piping under Brookhaven Creek 09/03/19.

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

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

Engineer: Cardinal Engineering

- Proposals for engineering design of the project received 7/10/18;
- Cardinal Engineering selected and the NUA approved Contract K-1819-72 totaling \$90,400 on 2/26/19;
- Kickoff meeting held 03/11/19;
- 50% plans received 04/22/19 and returned 05/06/19;
- Additional surveying work approved 05/14/19;
- Staff is coordinating this work with ongoing WL construction by Sooner Fashion Mall
- Amendment #1 to Cardinal design contract to be approved by NUA 08/27/19;
- Expect to bid project in late fall 2019.

Waterline Transmission: Timberdell and Chautauqua to Jenkins and Constitution – Segment D (WA0239): Project will install approximately 4,800 feet of 24-inch PVC C900 along the south side of Timberdell Road and then along the east side of Jenkins Ave within Reaves Park to the south side of Constitution Avenue. The existing 12-inch ductile iron pipe within Reaves Park will be abandoned and services will be transferred over to the new main. This project was recommended by the 2003 Water Master Plan (Segment D) and the future connection down to Highway 9 will be done by a future construction project.

Additionally, the recommended portfolio for the 2060 Strategic Water Supply Plan recommended a future non-potable irrigation system from the Water Reclamation Facility to irrigate Reaves Park to reduce the demand on the water system. This project will now be designed and bid with an alternate to install the recommended 16-inch non-potable water line parallel to the proposed 24-inch potable water line. The easement was acquired from OU in March; the engineering design was completed in June and submitted to DEQ. The DEQ permit was received in August and an invitation for bidding will be in September.

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

Waterline Transmission: Robinson Avenue Water Line Replacement (Phase III) – 24th Avenue NW to Flood Ave (WA0242): Project will reinstall approximately 6,800 feet of 30-inch PVC C900 along Robinson Avenue from just east of the 24th Avenue NW to Flood Avenue. The new 30-inch line will replace the existing 16-inch line. This project will also replace approximately 2,100 feet of 12-inch water line from Canterbury Street to Flood Avenue. The Preliminary alignment was reviewed in April 2019 and the estimated completion of design was in August, estimated completed design in November, invitation to bid  
Engineer: Alan Plummer and Associates, Inc. (Chris Ferguson)

Waterline Replacement: Flood Avenue - Robinson to Venture (WA0328): Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Design is funded in FYE19, with construction funded in FYE20. Engineering contract approved March 26, 2019. Project kickoff meeting was held in April. Completion of field investigation in June with an estimated submittal to DEQ in November, Final design in November and invitation to bid in January 2020.  
Engineer: CP&Y, Inc. (John Leavitt)

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

Water Treatment Plant Expansion (WA0291/WB0292): Phase II design will include the installation of ozone treatment, UV treatment, an upgrade of the high service pumps serving the pressure plane, on-site chlorine generation, new ammonia feed system, and additional SCADA improvements. Design contract with Carollo approved by NUA 05/22/12. Ozone pilot study began in October 2012 and was complete March 2013. Pilot plant results and preliminary engineering plans presented to NUA 07/08/14 with total project costs estimated at \$33,540,000. NUA approved final engineering contract on 02/10/15. Design plans completed and DEQ approved all variances associated with the project. The NUA loan in the amount of \$31 million was approved by OWRB January 17, 2017. NUA approved acceptance of loan January 24, 2017 and loan closing was January 31st with a rate of 2.81% locked in for 15 years. Bids were opened 3/23/17. Low bidder was Foley Company of Kansas City, Missouri followed by Archer Western and Garney. NUA approved Foley Company's contract and bonds in the amount of \$29,990,165 5/9/17. Staff held the pre-construction meeting 5/31/17 and construction is underway. Contractor began by relocating lines that interfered with new chemical building. Contractor completed 104 required piers for chemical building, installed all ductwork, poured slab and building is roofed and equipment being installed. Contractor excavated ozone contact basin, installed piping, poured slab and completed roof. Contractor excavated UV building, poured slab and inside is nearing completion. Large piping was completed that passed through UV building. First partial plant shutdown was held 11/13/17 and the project has required 5 others to date. All shutdowns have been without issue. The high pressure plane pumps have been installed and were placed back in operation 4/23/19. Maintenance building is 95% complete and is being used to store equipment. Brick is underway on the

administration building. Contractor has completed \$25,277,246 of the \$30,515,462 total contract. Project completion date is anticipated to be December 2019.

Engineer: Carollo Engineers (Amber Wooten)

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

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

Engineer: Cowan Group (Tim Ward)

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

Blending - This project considers a portion of our well field as non-potable and assumes non-potable waterlines from about 7 southern wells can be blended with treated water at our WTP to meet a new Chromium MCL (and/or other metals of concern) by constructing about 5 miles of waterline. Projects will be constructed in phases to continue utilization of our existing well field as much as practical. Carollo reviewed a blending scheme and directed staff to gather additional information related to past gross alpha results. The first batch of samples suggested merit to the idea that Uranium data might contribute more to the readings and thus inflate our past reported values. Additional samples were taken May 2017 and results again confirmed Uranium data was incorrect and inflating the reported values. Staff and Carollo met with DEQ to share new compliance data findings on April 6, 2017 and again on July 6, 2017 to request permission to reactivate wells. DEQ agreed but directed Norman to use an Oklahoma DEQ certified lab to perform first quarter compliance sampling beginning September 2017. Samples were collected in September by staff and the results came back once again that the water met all rules regarding gross alpha. DEQ agreed the samples were safe regarding Adjusted Gross Alpha and DEQ inspected and gave permission for the wells to be returned to service in January 2018. The well field count is now up to 32 active wells from being at 31 previously. The design for a blending scheme will be delayed until deemed necessary.

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

approved November 27, 2018 at NUA meeting. Held kick off meeting January 23, 2019 and again met February 27, 2019. Layne has drilled 9 test wells and plan to drill next test well next week. Final well drilling will begin in October.

Engineer: Carollo Engineers (Rebecca Poole)

Project Tasks/Dates:

- Well Drilling Began – February 2019
- Estimated Completion – May 2020

Horizontal Well Feasibility Study – Garver met with staff and proposed an option that could be advantageous for future Norman wells. Normal wells are drilled vertically down through various sand layers. Screens are placed at each sand layer to allow the water in the sand layer to enter the well and be removed by pumping. Horizontal wells are directed down to the sand layer and then steered horizontally within the sand layer. This will significantly increase the ability for water to enter the well since it is dependent on the amount of screen surface area against the sand layer. A few consultants have approached staff to further investigate this concept that is unproven in this aquifer but has a potential to yield much more water per well. Staff finalized a contract with Garver and NUA approved it February 14, 2017. Staff supplied past well data to Garver and a draft technical memorandum was submitted to staff for review. Garver partnered with Pumps of Oklahoma and researched how much more water can be expected utilizing horizontal water wells. They also reviewed the operation and maintenance that the City can expect with a completed horizontal well. The oil and gas industry has utilized these types of wells and have found great success in increased yields. The water industry has only applied this concept for river (alluvial) wells but not for sand layers deeper into aquifer formations such as the Garber-Wellington. Staff coordinated a meeting between Garver and selected peer review team interested in vetting the concept of deep horizontal wells for domestic water. The group met Friday 12/1/17 and had no major concerns with the concept. Staff and Garver presented findings to NUA 12/5/17 and again there was support for the concept to date. Staff and Garver met again with 2 hydrogeologists on 1/12/18 to finalize comments received to date. Staff prepared an amendment to Garver's contract to begin Phase II of the Design which will include test wells as part of the investigation. The NUA approved amendment 2/13/18 which allows Garver to proceed with Technical Memorandum (TM) #2. The findings from this TM will determine if the NUA will move forward with drilling the wells or not. The next step to drill a test well awaits permission granted by a potential landowner. Staff is working with Carollo and their sub-consultant to obtain necessary access agreements. Two of these landowners are not interested and one has not responded to mailed letters and/or been contacted. Staff proposed a site near one of the chosen sites and the landowner accepted offer. The horizontal test well began drilling in September and staff awaits results of water quality from the various sand zones. Another test was drilled in October at a different land site and it showed favorable results in both sand thickness and water quality. Staff and consultant held meeting Friday November 9, 2018 and both agreed that a proposal and cost should be brought forth for NUA consideration to proceed with the next phase of drilling a horizontal well as a pilot project. Staff met with consultant and discussed options of normal construction bid build, Construction Management at Risk (CMAR), Public Private Partnership (PPP). Staff met again with consultant to select a path forward and it was decided to bring a PPP plan for NUA further discussion. The plan was received June 2019 and staff is reviewing and will provide comments to Contractor July 16, 2019. A meeting was held August 1 and water quality portions of a potential contract were discussed. Staff met several times and after fully vetting the risk/reward regarding water quality, it was decided to postpone any additional work on horizontal well. Staff will instead shift focus to vertical wells to complete the project to obtain 2 MGD additional water supply. A final letter was mailed to CWS and Garver thanking them for their work thus far and confirming we will not pursue a horizontal well at this time.

Engineer: Garver Engineers (Mary Mach)

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



RCF - The second type of treatment at Well #44 was Reduction Coagulation Filtration utilizing Stannous Chloride. The pilot unit was commissioned November 30, 2016. There is much known literature utilizing Ferrous Sulfate and or Ferrous Chloride but stannous chloride is a newly discovered less expensive form of treatment that has the water treatment industry excited.

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

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

Master Meter Project – Bids to install 10 master meters were opened 7/24/14. An agenda item was taken to Council but suspended until written documentation was obtained from USPS, MNTC, JD McCarty, and Veterans Center. On 6/19/17, staff received approval from USPS to install one meter and vault to accommodate a water line project they had underway. This project was completed 7/27/17. The permission letter they provided allows staff to complete the two other sites for USPS. Staff has made contact with MNTC and is scheduling a meeting in April 2018 to obtain similar written documentation to allow for the 3 new meter vaults to be installed on their property. Staff contacted the State of Oklahoma to obtain similar letter for JD McCarty and Veterans Center which have 2 new meter vaults each to be installed. Staff met with State of Oklahoma Real Estate officials and they requested additional information but seem amenable to our project. Additional documents were sent for their review. They emailed they are currently reviewing documents as of 6/6/18. Staff is designing a project along Robinson that will front the J.D. McCarty Center and the Veteran's Center. Staff is planning to meet with State officials as part of that effort. Staff has been unable to establish a meeting with Votech.

Engineer: In House

WTP Backwash Tower Resurfacing Project – This project has been delayed as to not interfere with the current ongoing WTP Phase II project. Staff met with a consultant that will be preparing the specifications for recoating. NUA approved design contract with Dunham Engineering on September 25, 2018. Preliminary design was complete by June 2019 and construction will not be scheduled until October 2019 after the work of WTP Phase II is complete. Project is expected to bid September 2019. Project start in November 2019

Engineer: Dunham Engineering (Joe Seiter)

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

Robinson Water Line: WTP to 24th Ave NE – Freese and Nichols, Inc. was selected as the consultant for the 42-inch water line project from the water treatment plant to 24th Avenue NE. This project was identified by the water model and is also being expedited to dovetail into the Public Works 24th Street road widening project. NUA approved the contract for Freese and Nichols, Inc. at their September 11, 2018 meeting to begin design of this 42-inch water line project. Staff received 50% plans December 10, 2018 and returned comments January 7, 2019. Consultant made revisions and met again with staff on January 23, 2019. Project opened bids April 25, 2019 and McKee Utility Contractors, Inc. was low bidder at \$1.46 million. Construction began in July 2019. Vault is underway and water

connection is still anticipated in September 2019. Remaining water line installation is scheduled to be complete by December 2019. Engineer: Freese and Nichols, Inc. (Clay Hernden)

Robinson Water Line: 24th Ave NE to 12th Ave NE – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24th Ave NE to 12th Ave NE. The consultant prepared scope and fee in January for staff to consider and contract negotiations are underway. A scope and fee have tentatively been agreed to and a contract will be taken to NUA in October.

Engineer: Jacobs Engineering (Erika Cooper)

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabiness Engineering, LLC was approved by NUA 12/11/18. Survey has been completed and a technical design memo was completed and reviewed by staff. With the existence of several large trees that will be impacted, staff held a neighborhood meeting 4/10/19. Approximately 21 people attended representing OU, sororities and fraternities, homeowners and landlords. The direction taken from the meeting was to start this summer and work through fall until completion. Staff offered summer work only and perform over two summers but it was unanimous 21 votes to start and continue until finished. It was also decided to install water line in the street and not under sidewalks. Staff followed up with meetings between consultant and potential contractors and it was decided that the project must be split into 2 summer phases to be successful. Phase I will begin July 1, 2019 and complete December 2019. Phase II is scheduled to begin May 15, 2020 and complete August 15, 2020. Bids were opened June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. 2500 LF of the 4500 LF has been installed thus far.

Engineer: Cabiness Engineering, LLC (Sean Price)

Line Maintenance Building/WRF Storage Building: Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing.

RFP issued 06/12/18 for this work with proposals due 07/15/18.

On 08/07/18, staff selected Barrett L. Williamson Architects. to design and provide limited construction assistance for the two building projects.

Draft scope of work provided to staff 11/08/18; comment provided and proposed contract K-1819-142 was forwarded to Architect 04/19/19.

Architect suggested changes in revised to standard language in contract which was forwarded to legal staff 06/14/19. Staff is still working to finalize contract language and contract amount and expects to bring a contract forward to NUA in August 2019.

Line Maintenance Building/WRF Storage Building: Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing.

- RFP issued 06/12/18 for this work with proposals due 07/15/18.
- On 08/07/18, staff selected Barrett L. Williamson Architects. to design and provide limited construction assistance for the two building projects.
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- Architect suggested changes in revised to standard language in contract which was forwarded to legal staff 06/14/19
- Staff is still working to finalize contract language and contract amount and expects to bring a contract forward to NUA in August 2019.

## **SANITATION CAPITAL PROJECTS:**



Truck Wash Facility (SA0015)/ Container Maintenance Facility (SA0009): Project will provide an automated truck wash facility at the sanitation storage yard north of the WRF and will provide a new enlarged maintenance, and regulatory compliant welding and painting facility for solid waste collection containers. The Truck Wash Facility will be available to all City vehicles, but designed primarily for large equipment. For the container maintenance facility, the newly proposed location is on the site of the Transfer Station with the planned future use of the building to be a Household Hazardous Waste facility.

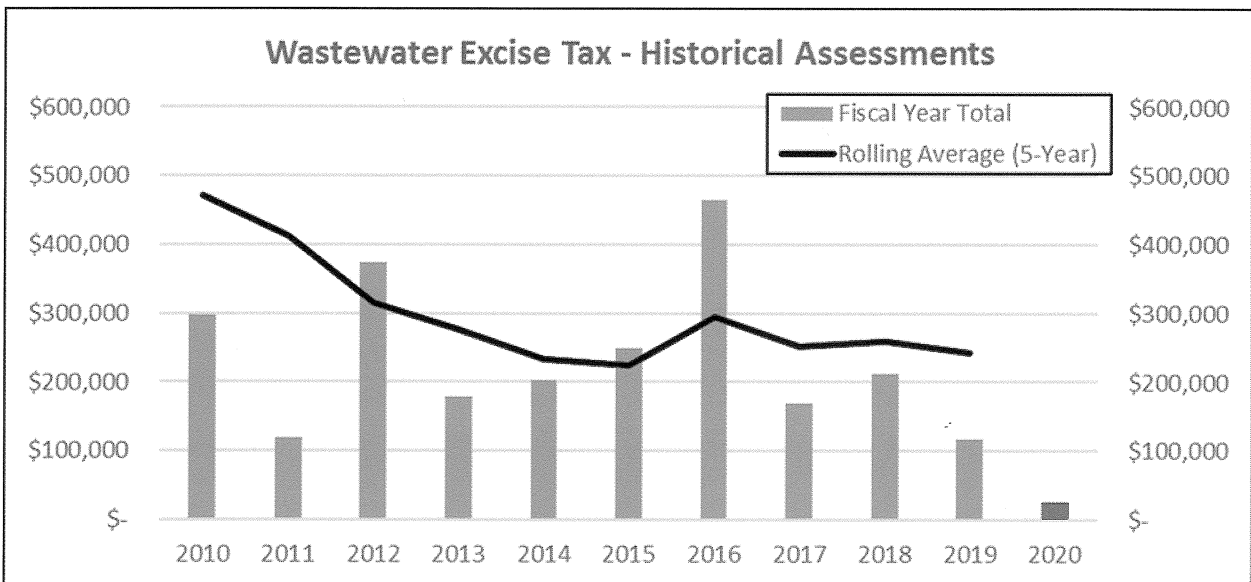
For the container maintenance facility, the proposed location is adjacent to the Truck Wash Facility to allow for efficient operations by staff.

A Household Hazardous Waste Facility will also be included within this project. This Facility is necessary to allow for City residents a timely disposal option for household wastes that cannot be disposed using their normal polycart service. Currently, an annual collection day is held for City residents to dispose of their items but this has proven to be challenging in recent years. Draft scope received in March 2019 and the contract was review completed and approved in July. Staff and Studio Architects visited other HHW facilities in May. Draft engineering report expected in October.

Architect: Studio Architects, LLC (George Winters)

### **RECOUPMENT/PAYBACK PROJECTS:**

WRF Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 12 commercial entities last month. Assessments of \$13,743.33 were made on 9 entities whose projects will increase wastewater flows. Through August, 23 commercial properties were reviewed and a total of \$35,780.38 has been assessed. Below are graphs showing the amount assessed and the number reviewed which includes the applications reviewed to-date for September 2019 as well.



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

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

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

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

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

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

Interstate Drive Waterline Payback: NUA approved new payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the associated agenda item. This agenda item will likely be considered concurrently with the proposed Ruby Grant Payback project described below.

Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Staff has completed agenda item to declare the project a payback project but must wait for lowest bid price to be determined.

#### **Plan Review**

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Days to Return
8/12/2019	Founder's Park Tecumseh Widening	Water & Sewer	Crafton Tull	8/15/2019	3
8/27/2019	Vans Pig Stand Addition	Site Plan	McKinney Partnership	8/30/2019	3

#### **Private Water Well Permits Issued**

4 Water Well Permits #19-3234, 3489, 3593, 3747 were issued for month of August.

# Utilities Administration Monthly Capital Projects Report

Project Information				Design Information				Construction Information							
Project Number	Project Name	Ward	Engineer	Design Total	Total to Date	% Comp	Contractor	Contract Amount	Contract End	Amount Paid	Percent Change	Sched. Complete	Sched. %	Actual %	Complete Date
WAWB0292	WTP Phase II Improvements	6	Carollo	5,071,870	4,949,669	98%	Foley/Enerfab Company	29,990,165	5/15/2019	24,013,384	0.00%	5/15/2019	100%	80%	
WAO173	Master Meter Replacement	5.6	Staff	-			Mathews	24,060	7/31/2017	24,060	0.00%	NA	-	100%	
WAO212	Water Wells Water Rights Permitting	5.6	Cowan	79,284	45,167	57%						NA	-		
WAO212	Water Wells and Supply Lines	5.6	Garver	74,800	74,800	100%						NA	-		
WAO214	Water Well Blending	5.6	Carollo	-								NA	-		
WAO235	Test Wells and Water Wells	5.6	Carollo	758,254	591,222	78%	Layne	4,714,422	7/24/2020	485,598	0.00%	7/24/2020	43%	10%	
WAO235	Water Wells and Supply Lines	5.6	Garver	306,790	188,279	61%						NA	-		
WAO235	Ground Water Supply Lines	5	Garver												
WAO235	Ground Water Supply Lines	5	Cardinal												
WAO239	Waterline Segment D, Phases 3, 4, & 5	4	Poe & Associates	194,000	104,086	54%			NA	-		NA	-		
WAO242	Robinson WL: WTP to 24th Ave NE	6	Freese and Nichols	168,400	116,529	69%	McKee Utility Contractors		NA			NA	-		
WAO242	Robinson WL: 24th Ave NE to 12th Ave NE	6	Jacobs	-			TBD		NA			NA	-		
WAO246	WL Replacement: Parsons Addition	2.4	Cabbiness	-	7,400		TBD		NA			NA	-		
WAO274	WTP Backwash Tower Rehab	6	Dunham Engineering				TBD		NA			NA	-		
WW0011	WW Flow Metering Phase 2	all	RJN	30,000		0%	TBD		NA			NA	-		
WAO195	Robinson/I-35 WL Replacement Phase II	3	Plummer	628,060	604,683	96%	RJN Group	154,244	NA	130,982	0.00%	NA	-	85%	
WAO245	Interstate Drive Waterline Replacement	8	Cardinal	108,400	42,240	39%	Central Contracting Services	2,845,591	1/10/2020	806,423	0.00%	1/10/2020	57%	28%	
WAO329	Line Maintenance Building	6	Barrett L. Williamson				TBD		NA			NA	-		
WW0318	WRF Maintenance Building	7	Barrett L. Williamson	-					NA			NA	-		
WW0058	Effluent Reuse at Composting Facility	7	Plummer	45,800	41,867	91%			NA			NA	-		
SA0016	Composting Reuse Pump Station	7	Plummer	67,000	48,955	73%			NA			NA	-		
WW0202	SMP FYE 2014 Phase 2	2.8	Staff / Lemke	50,010		0%	PM Construction & Rehab	1,348,501	6/14/2019	1,211,907	-10.13%	7/14/2019	100%	100%	7/12/2019
WW0305	Lift Station Upgrades, FYE17	6.8	Lemke/CP&Y	69,800	65,083	93%	Crossland	639,533	7/17/2018	652,834	2.08%	12/10/2018	100%	100%	12/10/2018
WW0307	Sewer Maintenance Project FYE 2017	6	Staff / Lemke	78,400		0%	TBD		NA			NA	-		
WW0308	SE Lift Station Payback	5	Search, Inc.	-					NA			NA	-		
WW0316	Sewer Maintenance Project FYE 2018	2	Staff / Lemke	53,000		0%			NA			NA	-		
WW0321	Sewer Maintenance Project FYE 2019	2	Staff / Lemke	-					NA			NA	-		
WAO195	Robinson WL Replacement Phase III	3	Plummer	280,000		0%			NA			NA	-		
WAO202	Gray/Main WL	4	Guernsey	39,400	39,400	100%			NA			NA	-		
WAO224	Gray/Tonhawa Water Line	4	Guernsey	87,200	14,325	16%			NA			NA	-		
WAO239	Waterline Segment D, Phase 5	7	Poe & Associates	-	(see above)				NA			NA	-		
WAO328	WL Replacement: Flood-Robinson to Venture	8	CP&Y	311,000		0%			NA			NA	-		
WW0050	Truck Wash/Container Rehab (SA0009)	7	Studio Architecture	18,700	18,700	100%			NA			NA	-		
WW0091	Lift Station D Force Main Phase 2	6	PEC	55,800		0%			NA			NA	-		
WW0278	Summit Valley Interceptor	5	SMC Consultants	54,000	11,000	20%			NA			NA	-		
WW0312	WRF Class A Sludge Co-Composting	7	Garver	106,900	41,790	39%	Mathews Trenching	579,975	1/7/2020		0.00%	1/7/2020	6%	0%	
WAO240	24th NE WL: Robinson to Alameda	6	Cardinal/Atkins	-					NA			NA	-		
				8,736,868	7,005,195	80.18%		35,807,588		27,325,188	68.02%				

**AUGUST 2019  
ENVIRONMENTAL SERVICES DIVISION  
MONTHLY REPORT**

**INSPECTIONS**

	August	Year to date
Fats, oil and grease (FOG) program	32	28
Food license approval	1	0
Significant Industrial Users	4	5
<b>Total inspections</b>	<b>37</b>	<b>33</b>

**ROUTINE ACTIVITIES**

	August	Year to date
Significant Industrial User sites sampled	0	1
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	0%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	0%	25%
Household hazardous waste disposal calls	26	55
Immediate assistance requested	2	6

**REVENUE \*current accounting monthly report not available on the public drive - unable to update this report**

	August	Year to date
FOG Program	*	\$0.00
Surcharge	*	\$0.00
Lab Analysis Recovery	*	\$467.50
Industrial Discharge Permit	*	\$0.00
<b>Total revenue</b>	<b>*</b>	<b>\$467.50</b>

**ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)**

1. Provided staff liaison support including attending meetings, preparation of minutes, and issue research.
2. ECAB members developed environmental tips and practices to be distributed to the media.
3. Members are working on public education material and projects for water issues and recycling.
4. Subcommittee is researching implementation of the US Mayors' Climate Protection Agreement.
5. Met with representatives from Planning regarding solar installation.
6. Assisted board with Sustainable Yard of the Month.

**CLEVELAND COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**

1. Provided routine staff support including attending meetings and preparation of minutes.

**MISCELLANEOUS ACTIVITIES**

1. Staff maintain and loan out recycling containers for special events. Containers are routinely used at the OKC Memorial Marathon, Earth Day, May Fair, Summer Breeze concerts, Midsummer Nights Fair, Groovefest, and 2nd Friday Art Walks.
2. Working on Phase II of the Fats, Oils and Grease Program (FOG) - to include OU businesses, fraternities, sororities, and long-term care facilities.
3. As of August 31, 2019, approximately 26,400 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 20 as a result of the FOG program.
4. Staff are working with other departments to increase energy efficiency - i.e. turning off computers, duplex printing, anti-idling, methane recovery, and retrofitting pumps with variable speed drives.
5. DEQ and staff are working with the Product Stewardship Institute on a statewide effort to initiate take-back programs similar to Oregon's take-back program for paint.
6. Implementing a Dental Amalgam Program to comply with new federal regulations.
7. Working on annual renewals for participants in the FOG Program.
8. Staff is assisting with plans for a permanent HHW facility; visiting several permanent facilities, visited DEQ regarding permit requirements.

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

**WATER TREATMENT DIVISION**

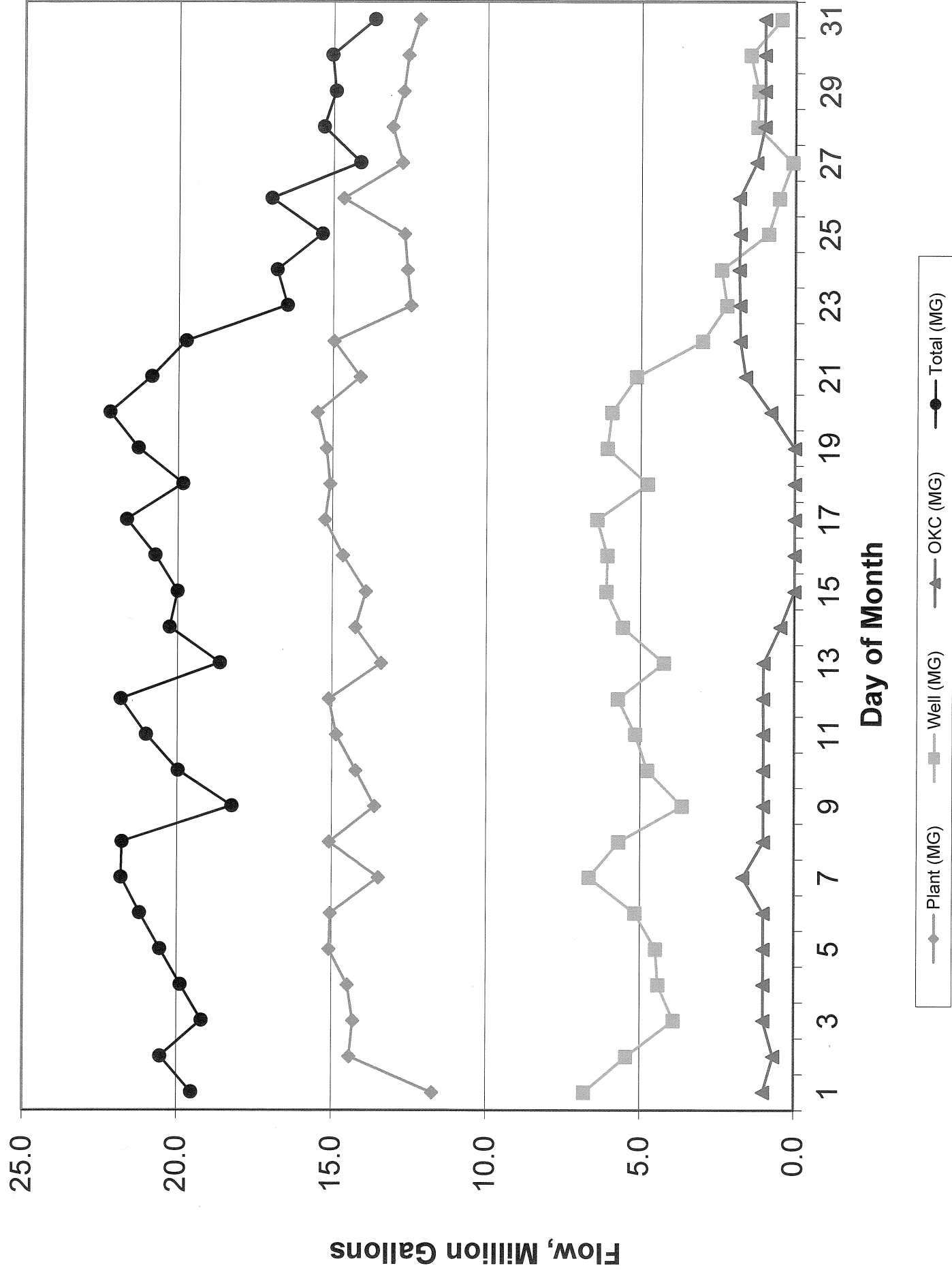
**MONTH: August-2019**

	<b>FYE 2020</b>		<b>FYE 2019</b>	
	<b><u>This month</u></b>	<b><u>Year to date</u></b>	<b><u>This month</u></b>	<b><u>Year to date</u></b>
<b>Water Supply</b>				
Plant Production (MG)	434.44	835.75	404.73	871.05
Well Production (MG)	125.57	271.33	49.86	100.07
Oklahoma City Water Used (MG)	30.46	60.77	28.06	60.28
Total Water Produced (MG)	589.46	1167.84	482.65	1031.40
Average Daily Production	19.01	18.84	15.57	16.64
<b>Peak Day Demand</b>				
Million Gallons	22.20	22.20	18.52	21.29
Date	8/20/2019	8/20/2019	8/6/2018	7/16/2018
System Capacity (see note 1)	0.00	0.00	23.35	23.35
Demand Above Capacity (Peak Day)	22.20	22.20	0.00	0.00
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
<b>Costs</b>				
Plant	\$704,287.49	\$1,371,336.46	\$541,136.76	\$1,077,076.58
Wells	\$238,738.77	\$452,795.59	\$208,814.80	\$399,619.25
OKC	\$69,625.97	\$155,060.46	\$66,272.19	\$161,161.18
Total	\$1,012,652.23	\$1,979,192.51	\$816,223.75	\$1,637,857.01
<b>Cost per Million Gallons</b>				
Plant	\$1,624.88	\$1,640.85	\$1,337.02	\$1,236.52
Wells	\$1,901.32	\$1,668.82	\$4,187.94	\$3,993.48
OKC	\$2,286.04	\$2,551.68	\$2,361.97	\$2,673.68
Total	\$1,717.93	\$1,694.75	\$1,691.13	\$1,588.00
<b>Water Quality</b>				
Total Number of Bacterial Samples	80	160	124	204
Bacterial Samples out of Compliance	0	0	2	2
Total number of inquiries (Note 2)	3	7	4	14
Total number of complaints (Note 2)	5	7	7	11
Number of complaints per 1000 service connections	0.12	0.17	0.17	0.27
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
<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	2	1	2
<b>Public Education</b>				
Number of tours conducted	1	1	3	3
Number of people on tours	27	27	72	72

**Notes:**

Phase II construction - UV building 95% complete, chemical building - feed lines are being tested  
Administration building drywall in progress. Staff repaired lime slaker water valve - was leaking.  
Staff repaired damage radio tower at well 39. Staff has went 3355 days without a lost time

# Water Production for August 2019



City of Norman, Oklahoma  
Department of Utilities

Monthly Progress Report  
Water Reclamation Facility  
August 1-31, 2019

**Flow Statistics**

	<b>FYE 2020</b>		<b>FYE 2019</b>	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	334.3	658.7	333.0	630.8
Total Effluent Flow (M.G.)	324.4	631.1	325.7	604.3
Influent Peak Flow (MGD)	16.0	16.0	17.6	17.6
Effluent Peak Flow (MGD)	16.0	16.0	17.6	17.6
Daily Avg. Influent Flow (MGD)	10.8	10.6	10.7	10.2
Daily Avg. Effluent Flow (MGD)	10.5	9.9	10.5	9.5
Precipitation (inches)	3.2	3.6	5.4	6.9

**Discharge Monitoring Report Stats**

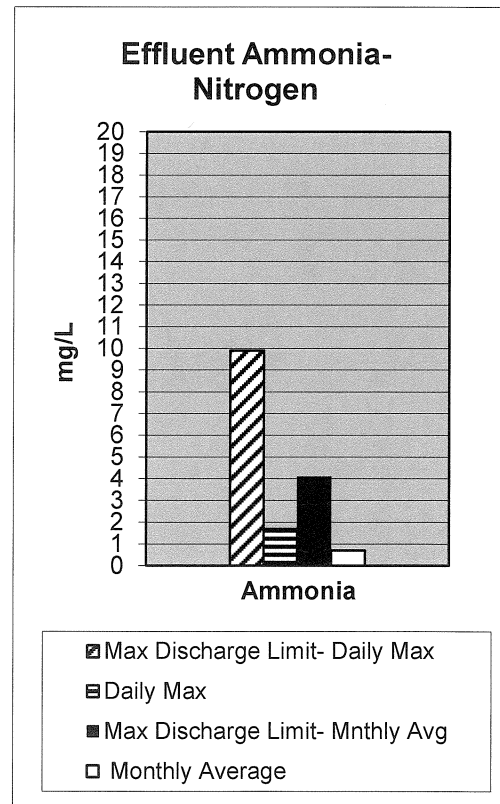
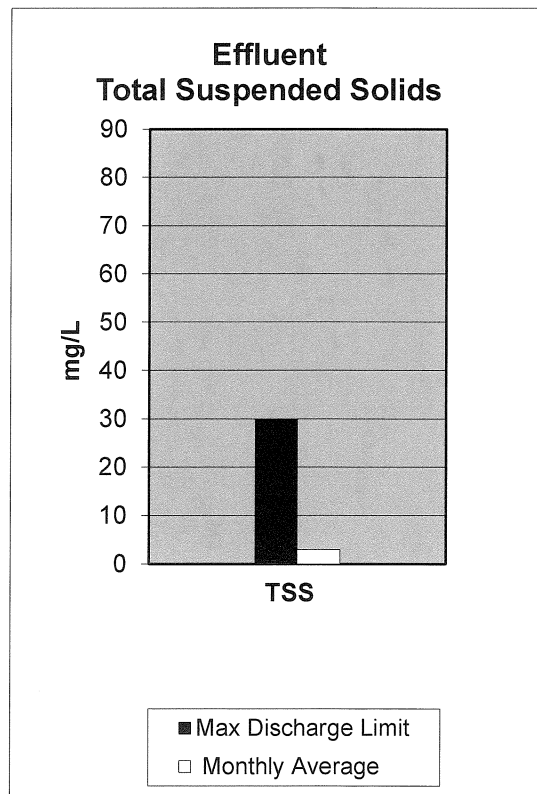
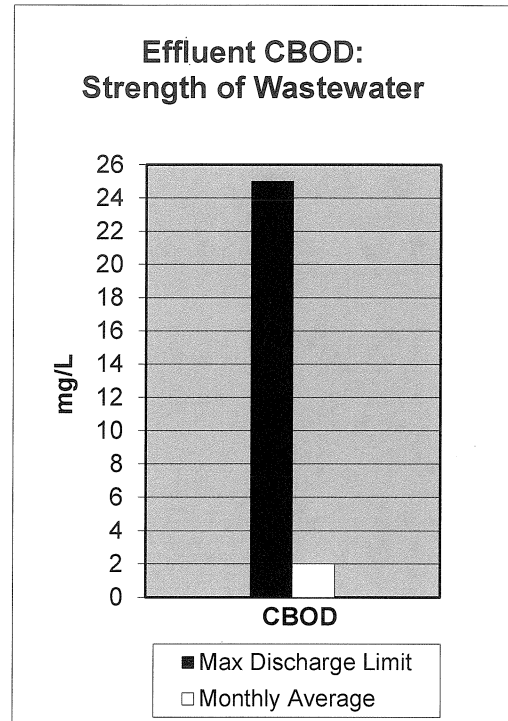
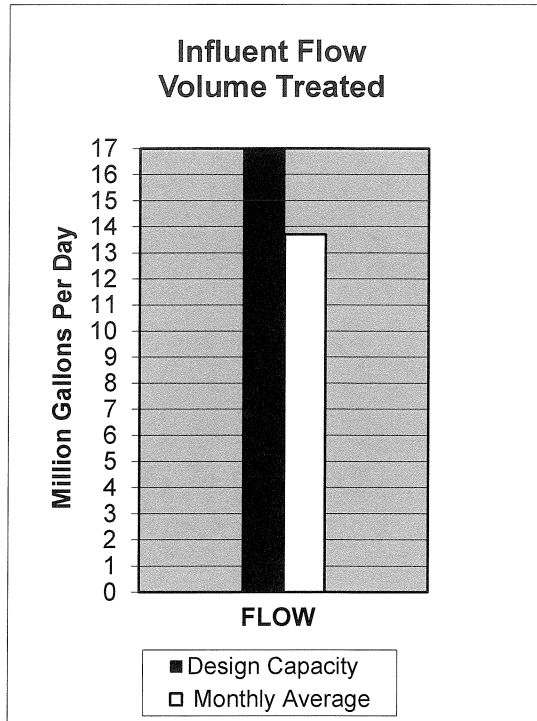
5 day BOD:	EPA minimum percentage removal 85%	
	<u>Avg.</u>	<u>Avg.</u>
Influent Total (mg/l)	214	158
Effluent Carbonaceous Total	2	2
Percent Removal	99.1	98.7
Total Suspended Solids:		
Influent (mg/L)	290	224
Effluent (mg/L)	3	4
Percent Removal	99	98.2
Dissolved Oxygen:		
Influent (min)	0.2	0.4
Effluent (min)	6.7	5.1
pH		
Influent (Low)	7.2	7.1
(High)	7.5	7.4
Effluent (Low)	7.0	7.0
(High)	7.6	7.3
Ammonia Nitrogen		
Influent (mg/L)	28.2	22.5
Effluent (mg/L)	0.9	0.2
Percent Removal	96.8	99.1

**Utilities**

Electrical				
Total kWh Used (Plant wide)	421,480	854,060	409,700	853,340
Aeration Blowers	137,100	250,900	151,200	314,100
UV Facility	66,600	163,600	41,800	106,400
Natural Gas				
Total cubic feet/day (plant wide)	452,000	886,000	273,000	553,000
Public Education (Tours)	0	0	0	0
Total Attendees FYE 20	9			
Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
OU Golf Course	12.0	29.4	12.1	27.1

Fecal Coliform Geometric Mean for August 2019 109 (Limit is 200)

**CITY OF NORMAN**  
**WATER RECLAMATION FACILITY**  
**August 2019**



Comments here



CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 20		FYE 19	
August, 2019	MONTH	YTD	MONTH	YTD
New Meter Sets:	52	91	40	96
Number Short Sets	52	91	39	94
Number Long Sets	0	0	1	2
Average Meter Set Time	5.06	4.94	6.75	4.76
Number of Work Orders:				
Service Calls	506	875	373	710
Meter Resets	0	1	2	4
Meter Removals	0	0	1	4
Meter Changes	87	157	32	54
Locates Completed	486	1,022	492	903
Number of Water Main Breaks	21	35	13	32
Average Time Water Off	3.36	2.89	2.04	2.40
Fire Hydrants:				
New	0	0	0	2
Replaced	0	1	1	1
Maintained	170	250	174	229
Number of Valves Exercised	199	373	114	234
Feet of Main Construction	130	250	570	1,417
Hours of Main Construction	425	873	651	1,344
Meter Changeovers	0	11	16	16
OJI Percentage	1.65	1.07	0.00	0.00
Hours Flushing/Testing New Mains	41	113	30	67
Hours Worked Outside of Division	50	83	12	24

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 20		FYE 19	
August, 2019	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	1	1	1	1
Property Owner Responsibility	19	32	18	32
TOTAL	20	33	19	33
Number of Feet of Sewer Cleaned:				
Cleaned	85,462	156,480	128,308	230,524
Rodded	3,079	4,814	4,085	6,260
Foamed	2,885	81,183	0	0
SL-RAT (New Program)	3,130	3,130		
TOTAL	94,556	245,607	132,393	236,784
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	0	1	1
Private	0	1	0	0
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	0	1	1	1
Feet of Sewer Lines Televised	23,205	51,288	20,460	40,691
Locates Completed	271	522	289	580
Manholes:				
Inspected	710	1,723	918	1,684
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	0	0	0	0
Hours Worked at Lift Station	143	289	215	401
Hours Worked for Other Departments	0	0	0	0
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	0	0	0	0
Average Response Time (Hours)	0.40	0.45	0.320	0.36
Claims Paid Per 10,000 People	0	0.00	0	0

**CURBSIDE MONTHLY RECYCLING REPORT****Aug-20****PROGRAM STATISTICS**

	<b>AVERAGE</b>
	<b>MONTH</b>
SET OUT/PARTICIPATION RATE:	91%
AVERAGE TONS PER DAY :	15.78
POUNDS PER HOME:	29.54

**COMMODITY BY TON**

	<b>% of Total</b>	<b>TONS</b>
ALUMINUM BEVERAGE CAN	1.24%	6.07
#1 PET	4.00%	19.57
NEWS	0.00%	0
GLASS CONTAINERS	14.55%	71.17
MIX PAPER	38.26%	187.14
PLASTIC FILM	2.66%	13.01
#2 NATURAL	1.19%	5.82
#2 COLOR	1.09%	5.33
#3-#7	0.00%	0
METAL	0.59%	2.89
RIGIDS	1.41%	6.9
TIN-STEEL SCRAP	1.62%	7.92
TRASH	22.24%	108.78
OCC	11.15%	54.54
<b>TOTAL</b>	<b>100.00%</b>	<b>489.14</b>

	<b>MONTH</b>
SERVICE CALLS (MISSES)	35
HOUSESIDE	3
REMINDER	3
SCATTERED	0
MISC.	0
REPAIR	18
NEW	50
ADD	4
MISSING	6
EXCHANGE	1
REPLACE	10
PICK UP	4
<b>TOTAL CALLS</b>	<b>134.00</b>

	<b>MONTH</b>
<b>LANDFILL COST AVOIDANCE</b>	<b>\$9,660.52</b>

# Drop Center Report

AUGUST 2020

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDLF Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$1.00	\$0.00		0	0%	\$19.75	\$95.47	\$1,885.53
PLASTICS:	\$1.00	\$0.00						
STEEL CANS:	\$1.00	\$0.00						
MIXED OFFICE PAPER:	\$1.00	\$0.00						
CARDBOARD:	\$1.00	\$0.00						

RECYCLING CENTER DATA:	#9	Fairgrounds	Hollywood
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	TONS	TONS	Tons	Total Tons	PRO/FEE	Revenues	Net
ALUMINUM:	0.1	0.15	0.29	0.54	\$0.00	\$0.54	\$0.54
PLASTICS:	1.28	2.96	3.77	8.01	\$0.00	\$8.01	\$8.01
STEEL CANS:	0.22	0.61	0.72	1.55	\$0.00	\$1.55	\$1.55
MIXED OFFICE PAPER:	1.81	10.45	24.77	37.03	\$0.00	\$37.03	\$37.03
CARDBOARD:	5.33	21.81	24.51	51.65	\$0.00	\$51.65	\$51.65
RECYCLING CENTER TOTALS:	8.74	35.98	54.06	98.78	\$0.00	\$98.78	\$98.78

Cardboard	Other	Cardboard Containers	Compactors
TONS	Revenues	TONS	Revenues
67.23	\$67.23	14.12	\$14.12

Expenses	Average hrly+ benefits	\$26.78
Cage Rolloff	Cardboard	MXD Office
Hours	48	572.51
Labor \$	\$1,285.44	\$15,331.82
Vehicle cost	\$47.52	\$0.00
		\$84.90
		\$169.80
		\$18,071.17

Revenue	Income	Expense	Net
	\$180.13	\$35,491.83	\$ (35,311.70)

Total All Recycle and Cardboard	Revenues
180.13	\$180.13

Total Recycle Only	Revenues
47.13	\$47.13

Total Cardboard	Revenues
133.00	\$133.00

## SANITATION DIVISION PROGRESS REPORT

SUMMARY 2020

	FYE 19		FYE 20	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	1	4	0	1
<u>On The Job Injuries</u>	0	1	0	0
<u>Bulk Pickups</u>	40	89	36	78
<u>Refuse Complaints</u>	87	156	88	178
<u>New Polycarts Requests</u>	65	114	58	132
<u>Polycarts Exchanges</u>	21	36	6	21
<u>Additional Polycart Requests</u>	73	147	63	137
<u>Replaced Stolen Polycarts</u>	43	66	26	51
<u>Replaced Damaged Polycarts</u>	113	210	107	205
<u>Polycarts Repaired</u>	40	84	42	101

## COMPOST MONTHLY REPORT

AUGUST 2020

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	359.07
LANDFILL TIPPING FEE'S	
SAVINGS FROM NOT DUMPING AT LANDFILL:	#VALUE!
TONS BROUGHT IN BY PUBLIC:	980.00
TONS BROUGHT IN BY CONTRACTORS :	1,120.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	80.00
LANDFILL TIPPING FEE'S	\$ 19.75
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 43,055.00
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	#VALUE!
REVENUE COLLECTED FROM COMPOST SALES:	\$0.00
REVENUE COLLECTED FROM MULCH SALES:	\$0.00
REVENUE COLLECTED FROM DUMP SALES:	\$720.00
TOTAL TONS COLLECTED	2,539.07

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC	3,700	
SELF LOADING BIN		
DRYING BEDS	489	
COMPOST SOLD BY CUBIC YARDS		
MULCH SOLD BY CUBIC YARDS		
TOTAL:	4,189	0

# MONTHLY TRANSFER STATION REPORT

August 2020

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	340.97	\$1,578.44
COMMERCIAL TONS	1,399.41	\$73,188.50
CASH TONS:	364.23	\$17,487.66
PULL OFFS:	23.00	\$345.00
TOTALS:	2,127.61	\$92,599.60

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	431.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	8497.37
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# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
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# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
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TOTAL LOADS BROUGHT TO LANDFILLS:	431.00
GRAND TOTAL TONS TO LANDFILLS	8,497.37

DISPOSAL COST PER TON (OKC)	\$19.75
TIPPING FEE'S FOR DUMPING AT OKC:	\$167,823.06
GRAND TOTAL TIPPING FEE'S	\$167,823.06

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	656.00
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# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	4262.34
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# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	373.00
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# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2479.65
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TOTAL LOADS BROUGHT TO TRANSFER STATION: BY SANITATION TRUCKS:	1029.00
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TOTAL TONS BROUGHT TO TRANSFER STATION BY SANITATION TRUCKS:	6741.99
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	79.56
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TOTAL TONS RECEIVED AT TRANSFER STATION	8926.16
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