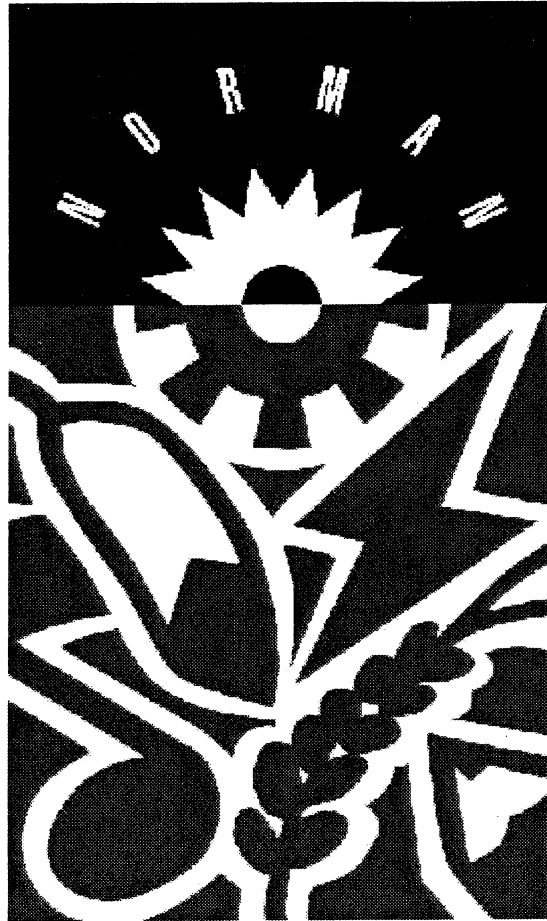


City of Norman



Monthly Departmental Report

January 2017

MONTHLY PROGRESS

TABLE OF CONTENTS
MONTHLY PROGRESS REPORTS

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

CITY CLERK 1

**CITY CLERK
MONTHLY PROGRESS REPORT
JANUARY 2017**

CITY COUNCIL CANDIDATE FORUM

A City Council Candidate Forum, hosted by the Friends for a 21st Century Senior Center, was held on January 19, 2017.

A City Council Candidate Forum, hosted by the League of Women Voters, was held on January 30, 2017.

CITY CLERK

ACTION CENTER					
DEPARTMENT	NUMBER OF CALLS	FYE YTD	DEPARTMENT	NUMBER OF CALLS	FYE YTD
Animal Control	8	55	Noise	2	16
Building Permits	6	93	Norman Forward Questions	0	0
CDBG	0	7	Parks and Recreation	11	76
City Clerk	2	*339	Planning	6	43
City Manager/Mayor	0	10	Police	13	169
Code Enforcement	28	293	Recycling	0	19
Engineering/Public Works	8	94	Sanitation	27	150
Finance	4	58	Sidewalks	0	14
Fire/Civil Defense	4	22	Storm Debris	0	0
Human Resources	0	17	Storm Water	1	*144
Information (General)	17	168	Streets	10	110
Information Technology	0	8	Street Lights	13	160
Legal	3	25	Traffic	12	119
Line Maintenance	6	70	Utilities	9	52
Municipal Court	4	22	WC Questions	0	0
			WC Violations	0	1
Total for January		194	Total FYE YTD		2,354

WC (Water Conservation)

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

LICENSES

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

LICENSE TYPE	NUMBER ISSUED	FYE YTD	LICENSE TYPE	NUMBER ISSUED	FYE YTD
Food	1	26	Bee Keeper	0	0
Class I Beer	0	8	Solicitor/Peddler (30 day)	0	1
Class II Beer	0	6	Solicitor/Peddler (60 day)	0	0
Mixed Beverage	1	3	Solicitor/Peddler (one day)	0	8
Mixed Beverage/Caterer	0	3	Coin-Operated Devices	0	18
Brewer or Distiller	0	0	Game Machines	0	0
Wine & Beer/Winemaker	0	0	Taxi/Motorbus/Limousine	0	1
Temporary Food (30 day)	0	20	Impoundment Yard	0	0
Temp Food (180 day)	2	10	Salvage Yard	0	0
Temp Food (one day)	0	13	Transient Amusement	0	0
Kennel	0	1	Special Event	0	12
Pawnbrokers	0	0	Special Event Beer	0	1
Retail Liquor Store	0	0	Sidewalk Dining	0	0

New Establishment/Licenses

NAME	ADDRESS	LICENSE TYPE(S)
Billy Sims BBQ	2627 Classen Boulevard, Suite #104	Food Service

Existing Establishment/New Owner

NAME	ADDRESS	LICENSE TYPE(S)
Blue Bonnet Bar	321 East Main Street	Mixed Beverage

- 1 180 Day Mobile Temporary Food Service License was issued to Super Taco Loco for January 1, 2017 through July 4, 2017
- 1 180 Day Mobile Temporary Food Service License was issued to Midway Food Truck for January 24, 2017 through June 22, 2017

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
01-10-17	Alan Hiserodt	Reimbursement of tire repair – claimant alleges damage to his tire due to an object in the roadway on Lindsey Street just west of McGee Street on December 16, 2016.	\$ 162.06
01-20-17	Tony Bond	Damages to vehicle – claimant alleges an Animal Welfare Center employee and co-worker was pulling into a parking space in the Animal Welfare Center parking lot, misjudged the distance, and struck his personal vehicle on January 5, 2017.	\$ 1,169.51

LAWSUITS FILED

NAME	JUSTIFICATION	DATE FILED	AMOUNT
Brian McDonald	City negligence, bodily injuries, physical and mental pain and suffering, medical expenses, property damages, loss of enjoyment of life, lost wages, and impairment of future earning capacity – claimant alleges he sustained injuries and endured pain and suffering as a result of a vehicle accident with a City of Norman Animal Welfare Officer on January 27, 2016, at the intersection of Findley Avenue and Symmes Avenue.	01-13-2016	In excess of \$ 75,000.00
Gary Holloway	Compensatory damages for all injuries, exemplary damages, costs and attorney fees – claimant alleges malicious prosecution from Norman Police Department employees and City liability in being falsely charged. Initial claim was filed on November 29, 2012.	01-18-2017	In excess of \$ 75,000

COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE

A City Council Community Planning and Transportation Committee meeting was held on January 26, 2017, to discuss the Cleveland Area Rapid Transit (CART) Ridership Report including Saferide and extended service for the month of November and December 2016, a request from Norman Arts Council to name the Downtown Arts District as the Walker Arts District in memory of Mr. Larry Walker’s dedication to the Public Art Board and Arts in Norman, and possible amendments to the R-3 Zoning District.

CONFERENCES

A City Council Conference was held on January 10, 2017, to discuss Change Order No. One to the Norman Utilities Authority contract with Industrial Hydro Services, L.L.C. for the removal and land application of liquid bio solids at the Water Reclamation Facility and to discuss the development of a Dam Safety Policy.

A City Council Conference was held on January 24, 2017, to discuss the progress report regarding the development of the City Wide Emergency Communication System (funded by Public Safety Sales Tax II).

FINANCE COMMITTEE

A City Council Finance Committee meeting was held on January 12, 2017, to discuss updates on the Water Reclamation Facility, Phase II; progress report regarding the development of the City Wide Emergency Communication System funded by Public Safety Sales Tax II; Revenue/Expenditure Reports; and open positions.

OVERSIGHT COMMITTEE

A City Council Oversight Committee meeting was scheduled on January 19, 2017, to discuss Council Candidate Election processes and procedures. (Postponed discussion – no Quorum)

PUBLIC MEETINGS

A Public Meeting was held on January 23, 2017, regarding a presentation from Duke Altman, Director of Water Resources at Doucet and Associates, in Austin, Texas, regarding Stormwater Infrastructure in Norman followed by a panel discussion.

SPECIAL SESSIONS

A City Council Special Session was held on January 10, 2017, to discuss negotiations concerning employees and representatives of employee groups.

STUDY SESSIONS

A City Council Study Session was held on January 3, 2017, to discuss a Public/Private Partnership Agreement with Cedar Lakes Homeowners Association for the collection of assessments to accomplish dam repairs, initial discussion on a policy to evaluate future partnerships for stormwater related issues, and an update on Core Norman Planning Development Processes.

A City Council Study Session was held on January 17, 2017, to discuss a Branding Study for Norman, a project of the Norman Economic Development Coalition, Visit Norman, and the Norman Chamber of Commerce to include a presentation from Jason Smith with Norman Economic Development Coalition and Dan Schemm with Visit Norman.

A City Council Study Session was held on January 31, 2017, to discuss an update from Moore, Iacofano, Goltsman, Inc. (MIG), on the development of a Comprehensive Plan for the City of Norman.

FACILITY MAINTENANCE

1A

**City of Norman Facility Maintenance
January 2017 Monthly Hourly Materials Cost Report**

		Data			
Craft	Location	Labor Hrs.	Labor Cost	Materials Cost	Total
Custodial	Administration Building-201	1138.43	\$96.00	\$0.00	\$1,138.43
	Building A	706.68	\$57.00	\$0.00	\$706.68
	Building B	1588.99	\$125.50	\$0.00	\$1,588.99
	Building C	706.68	\$57.00	\$0.00	\$706.68
	Library	2452.50	\$203.50	\$0.00	\$2,452.50
Custodial Total		6593.26	\$539.00	\$0.00	\$6,593.26
Doors and Hardware	Administration Building-201	26.57	\$1.00	\$0.00	\$26.57
	Building B	155.01	\$5.00	\$0.00	\$155.01
	Library	26.57	\$1.00	\$0.00	\$26.57
Doors and Hardware Total		208.15	\$7.00	\$0.00	\$208.15
Electrical	Administration Building-201	648.21	\$23.50	\$60.06	\$708.27
	Animal Welfare	55.44	\$2.00	\$0.00	\$55.44
	Building A	77.66	\$3.00	\$95.34	\$173.00
	Building B	98.12	\$3.50	\$4.90	\$103.02
	Building C	334.84	\$12.00	\$112.26	\$447.10
	Facility Maintenance	166.33	\$6.00	\$0.00	\$166.33
	Fire Administration	55.44	\$2.00	\$11.90	\$67.34
	Fire Station 7	471.28	\$17.00	\$0.00	\$471.28
	Fire Station 8	406.82	\$14.00	\$0.00	\$406.82
	Fire Station 9	275.05	\$10.00	\$9.22	\$284.27
	Fleet Maintenance	1218.63	\$44.00	\$0.00	\$1,218.63
	Library	611.79	\$22.50	\$23.62	\$635.41
	Little Axe Rec Center	609.89	\$22.00	\$0.00	\$609.89
	Parks-Griffin	215.53	\$7.50	\$38.47	\$254.00
	Parks-Reaves	110.89	\$4.00	\$0.00	\$110.89
	Sanitation	202.48	\$7.50	\$59.81	\$262.29
	Santa Fe Depot	110.89	\$4.00	\$0.00	\$110.89
Senior Citizens Center	138.61	\$5.00	\$7.36	\$145.97	
Sooner Theatre	373.16	\$13.50	\$0.00	\$373.16	

**City of Norman Facility Maintenance
January 2017 Monthly Hourly Materials Cost Report**

Electrical	Water Reclamation Facility-Other	221.78	\$8.00	\$0.00	\$221.78
	Water Treatment Plant	304.95	\$11.00	\$0.00	\$304.95
	Water Wells	166.33	\$6.00	\$216.51	\$382.84
	Westwood Clubhouse	626.74	\$23.00	\$0.00	\$626.74
	Westwood Pool	194.06	\$7.00	\$0.00	\$194.06
	Whittier Recreation Center	52.12	\$2.00	\$0.00	\$52.12
Electrical Total		7747.07	\$280.00	\$639.45	\$8,386.52
General Maintenance	Building B	26.57	\$1.00	\$0.00	\$26.57
	Facility Maintenance	85.34	\$3.00	\$0.00	\$85.34
	Library	79.71	\$3.00	\$0.00	\$79.71
General Maintenance Total		191.62	\$7.00	\$0.00	\$191.62
Heating/Ventilation	12th Avenue Rec Center	119.59	\$4.00	\$13.07	\$132.66
	Administration Building-201	239.18	\$8.00	\$0.00	\$239.18
	Building A	358.77	\$12.00	\$0.00	\$358.77
	Building B	489.97	\$16.25	\$0.00	\$489.97
	Building C	448.46	\$15.00	\$0.00	\$448.46
	Fire Station 7	119.59	\$4.00	\$0.00	\$119.59
	Fleet Maintenance	305.31	\$8.00	\$0.00	\$305.31
	Library	119.59	\$4.00	\$0.00	\$119.59
	Line Maintenance	59.80	\$2.00	\$0.00	\$59.80
	Norman Investigations Center	1053.31	\$25.50	\$0.00	\$1,053.31
	Senior Citizens Center	179.39	\$6.00	\$0.00	\$179.39
	Traffic Control	284.03	\$9.50	\$0.00	\$284.03
	Transfer Station	119.59	\$4.00	\$0.00	\$119.59
	Water Reclamation Facility-Other	597.95	\$20.00	\$0.00	\$597.95
	Water Treatment Plant	239.18	\$8.00	\$0.00	\$239.18
	Westwood Tennis Center	119.59	\$4.00	\$0.00	\$119.59
Heating/Ventilation /Air Conditioning Total		4853.30	\$150.25	\$13.07	\$4,866.37
Lighting	Building B	55.44	\$2.00	\$0.00	\$55.44
Lighting Total		55.44	\$2.00	\$0.00	\$55.44
Miscellaneous	Fleet Maintenance	242.45	\$9.00	\$209.00	\$451.45
Miscellaneous Total		242.45	\$9.00	\$209.00	\$451.45
Pest Control	Building B	26.57	\$1.00	\$0.00	\$26.57

**City of Norman Facility Maintenance
January 2017 Monthly Hourly Materials Cost Report**

Pest Control Total		26.57	\$1.00	\$0.00	\$26.57
Plumbing	Administration Building-201	79.71	\$3.00	\$0.00	\$79.71
	Animal Welfare Building A	398.53	\$15.00	\$3.78	\$402.31
	Building B	79.71	\$3.00	\$0.00	\$79.71
	Building C	79.71	\$3.00	\$11.52	\$91.23
	Facility Maintenance	106.28	\$4.00	\$0.00	\$106.28
	Fire Station 1	828.20	\$30.00	\$178.98	\$1,007.18
	Fire Station 2	132.84	\$5.00	\$0.00	\$132.84
	Fire Station 3	53.14	\$2.00	\$0.00	\$53.14
	Fire Station 4	53.14	\$2.00	\$66.70	\$119.84
	Fire Station 5	79.71	\$3.00	\$0.00	\$79.71
	Fire Station 6	53.14	\$2.00	\$0.00	\$53.14
	Fire Station 9	26.57	\$1.00	\$0.00	\$26.57
	Fleet Maintenance	237.08	\$9.00	\$0.00	\$237.08
	Irving Rec Center	79.71	\$3.00	\$0.00	\$79.71
	Library	474.97	\$17.00	\$0.00	\$474.97
	Lindsey Yard-Administration	79.71	\$3.00	\$47.17	\$126.88
	Little Axe Rec Center	212.55	\$8.00	\$12.08	\$224.63
	Norman Investigations Center	26.57	\$1.00	\$0.00	\$26.57
	Parks-Griffin	53.14	\$2.00	\$21.26	\$74.40
	Parks-Neighborhood	159.41	\$6.00	\$0.00	\$159.41
	Parks-Reaves	53.14	\$2.00	\$0.00	\$53.14
	Senior Citizens Center	79.71	\$3.00	\$0.00	\$79.71
	Transfer Station	53.14	\$2.00	\$0.00	\$53.14
	Water Treatment Plant	53.14	\$2.00	\$0.00	\$53.14
	Westwood Clubhouse	79.71	\$3.00	\$0.00	\$79.71
	Westwood Pool	79.71	\$3.00	\$0.00	\$79.71
	Whittier Recreation Center	26.57	\$1.00	\$0.00	\$26.57
Plumbing Total		3772.04	\$140.00	\$341.49	\$4,113.53
Grand Total		23689.89	\$1,135.25	\$1,203.01	\$24,892.90

CITY MANAGER

2

CIP FINANCIAL STATUS 2A

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

1/6/2017

Project No.**	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
FIRE				
EF0180; BP0356	Fire Admin Remodel	\$0	\$40,000	Capital Fund 50
UTILITIES				
WA0051	Raw Water Line Phase 1	\$0	\$240,000	Water Fund 031
WA0140	FYE08 12" Waterline	\$0	\$50,000	Water Fund 031
WA0141	FYE08 16" Waterline	\$0	\$50,000	Water Fund 031
WA0293	HPP Water Tower	\$0	\$75,000	Water Fund 031
WA0305	Berry Road Phase 3/Main Street WL	\$0	\$75,000	Water Fund 031
WW0120	Woodcrest Interceptor	\$0	\$145,000	Sewer Excise Tax 322
WW0209	Bishop Creek Emergency Sewer Crossing	\$0	\$490,000	Sewer Maintenance Fund 321
PUBLIC WORKS				
DR0059	Sutton Wilderness Lake Dam & Spillway Repair Project	\$0	\$14,164	Capital Fund 50
DR0012	West Main Street Drainage Project	\$0	\$0	Capital Fund 50
TR0105	CNG Storage Upgrade Project	\$0	\$0	Capital Fund 50
POLICE				
BP0188	Animal Welfare Expansion and Renovation	\$22,000	\$0	Capital Fund 50
PLANNING				
	none			
PARKS AND RECREATION				
	none			
CITY CLERK				
	none			
INFORMATION TECHNOLOGY				
	none			
Notes				
* Source of information Quarterly CIP Reports and Project Managers.				
** Project numbers correspond to the projects identified in the adopted Capital Improvements Plan.				

COMMUNITY RELATIONS

2B

Community Relation's Office January 2017

	7/16	8/16	9/16	10/16	11/16	12/16
Number of Press Releases	9	10	13	15	16	7
Media Contacts	15	14	11	7	6	4
Normans News Members	860	877	874	856	848	850
Website Visits	199,777	202,937	183,829	179,034	152,968	142,979
Facebook Likes	4,440	4,604	4,705	4,889	5008	5,147
Twitter Followers	2,199	2,338	2,393	2,467	2,543	2,655
NORMAN FORWARD Qtrly Report	1			1		
NORMAN FORWARD Communication Plan	1					
Annual Media Training for City Staff						

	1/17	2/17	3/17	4/17	5/17	6/17
Number of Press Releases	19					
Media Contacts	5					
Normans News Members	851					
Website Visits	170,563					
Facebook Likes	5,355					
Twitter Followers	2,738					
NORMAN FORWARD Qtrly Report	1					
NORMAN FORWARD Communication Plan						
Annual Media Training for City Staff						

DEVELOPMENT COORDINATOR 2C

City of Norman - Development Coordinator Monthly Report January 2017

Below are activities and projects that the Development Coordinator has been involved with during the month of January 2017.

General Inquiries, Contacts and Meetings

- Development Review Team
- City Council Meeting
- City Council Study Session
- Planning Commission
- Presentation to Norman Youth Council
- NEDC Retention and Expansion Council
- NORMAN FORWARD Citizens Financial Oversight Board (CFOB)
- NORMAN FORWARD Library Ad Hoc Group meeting

Building Permit and Plat Application Meetings

- Discussed development requirements for new entertainment development Downtown
- Assisted homeowners in permit requirements and regulations for Board of Adjustment Application.
- Met with project representatives to discuss development requirements for a commercial project.
- Discussed requirements with staff and project representative for a commercial business renovation.
- Met with staff and project representatives to discuss requirements for non-profit organization project.

Development Process Improvements

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

###

NORMAN FORWARD 2D



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

MONTHLY REPORT – JANUARY 2017

NORMAN FORWARD

DATE: February 6, 2017

PROJECT: NORMAN FORWARD
PROJECT NO: 16-003

REPORT PERIOD: January 1 through January 31, 2017

WORK THIS MONTH

1. Tuesday, January 3, 2017 | 2:00 p.m. | Teleconference East Library
 - a. Discussion between City Staff and Program Manager regarding East Library budget and bid process
2. Wednesday, January 4, 2017 | 2:30 p.m. | Teleconference East Library
 - a. Teleconference with City Staff, Program Manager and MSR to discuss East Library budget, schedule and owner review comments
3. Monday, January 9, 2017 | 11:00 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
4. Tuesday, January 17, 2017 | 10:00 a.m. | Teleconference East Library
 - a. Discussion between City Staff and Program Manager regarding East Library budget
5. Tuesday, January 17, 2017 | 11:30 a.m. | Teleconference Indoor Aquatic Center
 - a. Discussion between City Staff and Program Manager regarding Indoor Aquatic Center stakeholder needs
6. Tuesday, January 17, 2017 | 4:00 p.m. | Teleconference East Library Front End Specifications
 - a. Discussion between City Staff and Program Manager regarding contract document front end specifications and liquidated damages
7. Wednesday, January 18, 2017 | 8:30 a.m. | Libraries Update
 - a. Meeting with Pioneer Library System to provide updates on project timelines and budgets
8. Thursday, January 19, 2017 | 10:00 a.m. | Teleconference Westwood Family Aquatic Center



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

- a. Discussion between City Staff, Program Manager and Designer of Record regarding delay claims from McNatt
9. Thursday, January 19, 2017 | 2:45 p.m. | Teleconference East Library
 - a. Teleconference between City Staff, Program Manager and MSR regarding presentation of Construction Documents for Libraries Ad Hoc Committee
10. Monday, January 23, 2017 | 11:00 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
11. Monday, January 23, 2017 | 3:30 p.m. | Citizens Financial Oversight Board Meeting
 - a. Regular meeting of the Citizens Financial Oversight Board
12. Monday, January 23, 2017 | 4:30 p.m. | Libraries Ad Hoc Meeting
 - a. Meeting of Libraries Ad Hoc Committee to review and approve 95% Construction Documents for Central Library
13. Tuesday, January 24, 2017 | 10:00 a.m. | Front End Specification Meeting
 - a. Meeting of City Staff, Program Manager and MSR to finalize front end specifications for East Library contract
14. Friday, January 27, 2017 | 12:00 p.m. | Griffin and Reaves RFP Review
 - a. City Staff and Program Manager review of RFP responses for Griffin and Reaves Parks Master Plans
15. Monday, January 30, 2017 | 11:00 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
16. Tuesday, January 31, 2017 | 9:30 a.m. | Griffin and Reaves RFP Selection Committee
 - a. Meeting of the Griffin and Reaves Master Plan Selection Committee to review and select short list of firms for interviews
17. Westwood site visits for observation: 35

WORK ANTICIPATED THE UPCOMING MONTH

- Westwood Family Aquatic Center ongoing construction
- Solicitation for East Branch Library Construction Bids
- Continued review of Central Library Construction Documents
- Continued review of Central Library Cost Estimate
- Continued development of standardized contracts for use with architectural, design, and construction consultants
- Interview teams for Griffin and Reaves Parks Master Plans
- Continued discussion of project budgets
- Continued discussion of indoor multi-sport facility project development
- Continued discussion of indoor aquatic center project development
- Continued discussion of senior center location and funding options



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

PROJECTS STATUS

1. East Library
 - a. Schedule: Project out for bid
 - b. Budget: Project out for bid
 - c. Issues: No known issues
 2. Central Library
 - a. Schedule: Construction Documents under review
 - b. Budget: Cost Estimate under review
 - c. Issues: No known issues
 3. Westwood Family Aquatic Center
 - a. Schedule: Delay days submitted by McNatt; under review
 - b. Budget: Within budget
 - c. Issues: Delay days submitted by McNatt; under review
 4. Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: No changes since adoption on June 28, 2016
 - d. Issues:
 - Continued discussion regarding lease for indoor multi-sport facility
 - Continued discussion regarding operator for indoor multi-sport facility;
 - Continued discussion regarding operator for indoor aquatic center;
 - Continued discussion regarding senior center location, commercial kitchen inclusion, and potential budget impact
-

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

FINANCE 3

CITY OF NORMAN

Department of Finance
Monthly Report –January 2017

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

Treasury Division:

In the month of January, the Treasury division processed 27,829 total payments. The Treasury division processed 1,187 credit card utility payments, a decrease of -7.3% from last month, and the IVR (Interactive Voice Response) system processed 1,593 credit card utility payments, a decrease of -1.2% from last month. Utility customers also have the option of paying on the City of Norman website. There were 4,858 credit card payments made on the internet in January, an increase of 2.7% from last month. The Municipal Court processed 540 credit card payments for court fines, an increase of -12.9% 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 \$26,117 in convenience fees in the month of January with a fiscal year-to-date total of \$165,218.

Utility Services Division:

The Meter Reading Division read 46,421 meters. Out of 77 meter reading routes, 23 (29.8%) were read within the targeted 30-day reading cycle. All routes were read by the 36th day. No routes were estimated in January.

General Fund Revenues & Expenditures:

When comparing major General Fund revenue sources versus budgeted levels, revenues are below target for the month of January at -4.0%. Revenues from the City's largest single source of revenue, sales tax, are below target at -4.2% for the year to date and -5.9% below last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 17 Budget To Date	FYE 17 Actual To Date	FYE 16 Actual To Date	FYE 15 Actual To Date
Sales Tax Revenue	\$23,467,265	\$22,491,053	\$23,908,376	\$22,465,804
General Fund Revenue	\$45,493,463	\$41,256,373	\$42,362,677	\$42,380,699
General Fund Expenses	\$47,291,280	\$43,565,553	\$45,123,677	\$41,694,533

Administration Division

	FYE 17		FYE 16	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	320.00	320.00	2,560.00
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	320.00	320.00	320.00	2,560.00
Benefit Hours Taken	108.00	108.00	69.00	350.25
TOTAL ACCOUNTABLE STAFF HOURS	212.00	212.00	251.00	2,209.75
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	41.50	41.50	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	41.50	41.50	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 17		FYE 16	
	January	YTD	January	YTD
Total Regular Hours Available	800.00	800.00	960.00	7,680.00
Total Comp Time Available	0.00	0.00	0.00	16.25
Total Overtime Hours	2.75	2.75	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	802.75	802.75	960.00	7,696.25
Benefit Hours Taken	211.75	211.75	247.75	1,244.25
TOTAL ACCOUNTABLE STAFF HOURS	591.00	591.00	712.25	6,452.00
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

CITY REVENUE REPORTS

City Revenue Report

	FYE 17	FYE 16	
	January	January	
Total Revenue Received (\$)	\$24,075,857	\$19,562,464	\$4,513,393
Utility Payments - Office (#)	2,364	2,349	15
Utility Payments - Office (\$)	\$469,775	\$488,377	(\$18,602)
Lockbox (#)	16,954	17,988	(1,034)
Lockbox (\$)	\$1,670,210	\$1,705,161	(\$34,951)
IVR Credit Card (#)	1,593	1,582	11
IVR Credit Card (\$)	\$175,515	\$163,161	\$12,354
Click to Gov (#)	4,858	4,229	629
Click to Gov (\$)	\$428,588	\$392,890	\$35,698
UT Credit Card Payments (#)	1,187	1,182	5
UT Credit Card Payments (\$)	\$121,115	\$132,568	(\$11,453)
Art Donations (#)	97	161	(64)
Art Donations (\$)	\$192	\$169	\$23
Bank Draft Payments (#)	7,183	6,791	392
Bank Draft Payments (\$)	\$684,865	\$626,035	58,830
Utility Deposits (#)	26	36	(10)
Utility Deposits (\$)	\$780	\$1,080	(\$300)
Fix Payments (#)	3	0	3
Fix Payments (\$)	\$559	\$0	\$559
Processed Return Checks (#)	17	34	(17)
Processed Return Checks (\$)	(\$2,206)	(\$3,465)	\$1,259
Other Revenue Transactions (#)	337	300	37
Other Revenue Received (\$)	\$19,824,728	\$14,415,147	\$5,409,581
Accounts Receivable Payments (\$)	\$263,111	\$520,388	(\$257,277)
Accounts Receivable - Credit Card #	3	5	(2)
Accounts Receivable - Credit Card \$	\$836	\$1,916	(\$1,080)
Municipal Court - Fines/Bonds (\$)	\$97,313	\$232,201	(\$134,888)
Municipal Court - Credit Card (#)	540	655	(115)
Municipal Court - Credit Card (\$)	\$91,293	\$117,594	(\$26,301)
Municipal Court - C2G (#)	464	418	46
Municipal Court - C2G (\$)	\$35,298	\$38,000	(\$2,702)
Building Permits Cash Report (\$)	\$121,070	\$652,635	(\$531,565)
Building Permits Credit Card (#)	83	119	(36)
Building Permits Credit Card (\$)	\$41,689	\$48,185	(\$6,496)
Building Permits C2G (#)	86	57	29
Building Permits C2G (\$)	\$22,428	\$3,643	\$18,785
Occupational License - Bldg Insp. (\$)	\$1,050	\$850	\$200
Occupational License - Bldg Insp. CC (#)	7	8	(1)
Occupational License - Bldg Insp. CC (\$)	\$450	\$550	(\$100)
Business License - City Clerk (\$)	\$1,080	\$300	\$780
Business License - City Clerk CR CD (#)	0	3	(3)
Business License - City Clerk CR CD (\$)	\$0	\$440	(\$440)
Convenience Fees - All Payments (#)	8,704	8,216	488
Convenience Fees - All Payments (\$)	\$26,117	\$24,640	\$1,477
Bank Drafts Billed (#)	7,724	7,331	393
Bank Drafts Billed (\$)	\$674,344	\$644,618	\$29,726
Interdepartmental Billing (#)	143	157	(14)
Interdepartmental Billing (\$)	\$14,553	\$12,844	\$1,709
Accounts Receivable Billed (\$)	\$406,576	\$289,390	\$117,186

Budget Services Division

	FYE 17		FYE 16	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	160.00	160.00	1,280.00
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	160.00	160.00	1,280.00
Benefit Hours Taken	40.00	40.00	48.00	232.00
TOTAL ACCOUNTABLE STAFF HOURS	120.00	120.00	112.00	1,048.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 17		FYE 16	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	800.00	800.00	6,400.00
Total Comp Time Available	14.75	14.75	14.75	175.25
Total Overtime Hours	26.25	26.25	11.00	83.50
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	841.00	841.00	825.75	6,658.75
Benefit Hours Taken	385.00	385.00	623.50	1,773.00
TOTAL ACCOUNTABLE STAFF HOURS	456.00	456.00	202.25	4,885.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

UTILITY 3C

Utility Division

	FYE 17		FYE 16	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,400.00	2,400.00	2,221.00	17,153.00
Total Comp Time Available	0.00	0.00	1.50	39.25
Total Overtime Hours	3.00	3.00	20.25	357.50
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	2,403.00	2,403.00	2,242.75	17,549.75
Benefit Hours Taken	616.00	616.00	474.25	2,463.00
TOTAL ACCOUNTABLE STAFF HOURS	1,787.00	1,787.00	1,768.50	15,086.75
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Office Services

	FYE 17		FYE 16	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	232.00	232.00	320.00	2,560.00
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	232.00	232.00	320.00	2,560.00
Benefit Hours Taken	40.00	40.00	79.00	404.50
TOTAL ACCOUNTABLE STAFF HOURS	192.00	192.00	241.00	2,155.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Drive-up Window and Mail Payments

	FYE 17 January	FYE 16 January
Mail Payments - Lockbox	16,954	17,988
Mail Payments - Office	450	254
Mail Payments - Subtotal	17,404	18,242
Night Deposit	423	471
Click-to-Gov Payments	4,858	4,229
IVR Payments	1,593	1,582
Without assistance payments - Subtotal	6,874	6,282
Drive-up window & inside counter	2,364	2,349
Credit Card machine payments (swipe)	786	790
Credit Card machine payments (phone)	401	392
With assistance payments - Subtotal	3,551	3,531
Total Payments Processed - Subtotal	27,829	28,055
Bank Draft (ACH) Payments	7,183	6,791
Total Payments (Utility)	35,012	34,846
Total Convenience Fees - all Payments	20,469	8,216
Grand Total Payments	55,481	43,062

Traffic Counter at Drive-up Facility

Night Drop *		722
8-5 Drive-up Window Customers *		5,009
Total Traffic Counter	0	5,731

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

Meter Reading Division

	FYE 17		FYE 16	
	January	YTD	January	YTD
Number of Meters Read	46,421	46,421	38,734	277,367
New Service	470	470	499	4,965
Request for Termination	525	525	466	4,916
Delinquent On(s)	164	164	135	799
Delinquent Offs	286	286	272	1,568
Collect Deposit Tags Hung	34	34	55	654
Collect Deposit Cut Offs	29	29	52	422
Blue Tags	16	16	22	95
Number of Meters Re-read	1,752	1,752	1,676	12,077
Meters Cleaned	37	37	34	253
Customer Assists	42	42	42	266
Meters Pulled	0	0	1	3
Meters Re-set	0	0	1	1
Meter Exchanges	28	28	0	0
TOTAL	49,804	49,804	41,989	303,386

Utility Division Activity Report

	FYE 17		FYE 16	
	January	YTD	January	YTD
STATUS REPORT				
Regular Utility Accounts Billed	41,677	41,677	41,247	286,723
New Ons	622	622	508	6,011
Final Accounts Billed	552	552	533	5,074
TOTAL ACCOUNTS BILLED	42,851	42,851	42,288	297,808

FIRE DEPARTMENT

4

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
Jan, 2017**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections	249/198 staff hours
Re-Inspections	60/38.5 staff hours
Residential Inspections	0
Smoke Detector Batteries	22/13.5 staff hours
Plan/Platt Review	30/50 staff hours
Company Inspections	0
Re-Inspections	0
Total Inspections	309/236.5 staff hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)	
Code Violation Complaints	136/92 staff hours
Training (hours)	/ staff hours
Fire Education Classes	5/4 staff hours
Investigations	17/42 staff hour
Investigative Activities	17/ 3 staff hours
Miscellaneous/Special	

NFD Monthly Progress Report

January 2017

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	42	3.64%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	773	66.98%
4 - Hazardous Conditions (No Fire)	29	2.51%
5 - Service Call	92	7.97%
6 - Good Intent Call	154	13.34%
7 - False Alarm & False Call	62	5.37%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	0	0.00%
Incomplete Reports	2	0.17%
Total Incident Count (Unique Calls)	1154	100.00%
Number of Total Unit Responses	1460	

Total Fire Loss \$ 135,110.00

Average Response Times

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	194	279	0:04:39
Station #2	173	314	0:05:14
Station #3	198	330	0:05:30
Station #4	162	286	0:04:46
Station #5	51	467	0:07:47
Station #6	40	541	0:09:01
Station #7	103	310	0:05:10
Station #8	63	290	0:04:50
Station #9	167	357	0:05:57

Community Outreach

Tours	3	39 3 - 7 year olds plus teachers/families
Ride-Alongs	1	

Burn Permits

Burn Permits Issued	64	Total of 7 Burn Days
---------------------	----	----------------------

Training

Personnel Training Hours	2286	Total number of training credit hours taken by NFD Personnel
--------------------------	------	--

Other Notable Events

Public Safety Awards Banquet	Assistant Chief Castell, Captain Rogers, Driver McCawley, Firefighter Blair, Firefighter Forcum and Firefighter Brady honored as Firefighters of the year. Assistant Chief Nelson recognized for his role in the NFD's efforts to provide higher of medical care to the residents of Norman.
------------------------------	--

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: January 2017
Mitigation:	
Safe room Program	378 of 406 Installed
Sirens	99%, Replacement siren installed
Preparedness:	
Workshop on Unmanned Technologies	Jan 5
Amateur Radio Testing	Jan 5
Amateur Radio Meeting	Jan 14
Medical Reserve CORPS call in	Jan 26
Aircraft Owners and Operator Fly In	Jan 31, Planning meeting
Response:	
Recovery:	
OK-DR-4222	Open and in progress

HUMAN RESOURCES

5

HUMAN RESOURCES
Monthly Report
January, 2017

ADMINISTRATION/LABOR RELATIONS

A. Administrative

- Held nine (9) meetings with various management staff to discuss employee issues
- Held one (1) pre-disciplinary meeting - Engineering
- Attended the Finance Committee meeting
- Attended Executive Session
- Attended an EEOC conciliation meeting

B. Grievances (active AFSCME and Non-Union)

- AFSCME Grievance FYE14-06 - Green (Sewer Line Maint.) – termination
District Court Judge vacated the arbitrator's decision. Pending action- settle Green's employment issues with the City or schedule another arbitration.

C. Collective Bargaining

- Provided the updated FYE17 collective bargaining agreement to the City Manager and the AFSCME President for signatures
- Held one (1) negotiation session with FOP
- Held one (1) negotiation session with IAFF

D. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed January 2017 Employee Newsletter
- Set up and coordinated the Employee Recognition Ceremony event
- Prepared PPT for Labor Relations update (Executive Session)
- Processed invoices and reconciled expense accounts
- Finalized the FYE17 AFSCME Contract
- Attended/Summarized two (2) negotiation sessions
 - 1 – FOP
 - 1 – IAFF

BENEFITS

- Processed transactions for Life, Health/Dental and Supplemental Insurance Plans
- Payroll adjustments with January 1 effective dates for Washington National Supplemental Plan
- Conducted one (1) employee orientation
- Opened registration for the 2017 Wellness Program
- Held 44 Teladoc meetings for employees
- Responded to 342 benefit/wellness inquiries

COMPENSATION

New Hires - 4

Dept./Div.	Position	Number of Employees
Finance/Printing Services	Printing Services Operator I	1
Municipal Court	Marshal (PT)	1
Municipal Court	Deputy Marshal (PT)	1
Parks/Recreation	Recreation Leader I (PPT)	1

Separations - 6

Dept./Div.	Position	Number of Employees
Municipal Court	Marshal (PT)	1
Fire	Firefighter	1
Police/Patrol	Police Officer	2
Parks/Recreation	Recreation Leader I (PPT)	1
Parks/Maintenance	Maintenance Worker II	1

Promotions - 2

Dept./Div.	Position	Number of Employees
Public Works/Streets	Maintenance Worker II	1
Police/Animal Welfare	Animal Welfare Officer	1

SURVEYS

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

RECRUITMENT

Accepted applications for the following positions:

- Cold Case Investigator (PT), Police/Investigations
- Field Supervisor, Parks & Recreation/Recreation
- Deputy Marshal (PT), Municipal Court
- Tennis Shop Attendant (PT), Parks & Recreation/Recreation
- Golf Course Attendant (PT), Parks & Recreation/Recreation
- Custodian (PPT), Parks & Recreation/Recreation
- Recreation Leader I (PPT), Parks & Recreation/Recreation
- Stormwater Compliance Inspector, Public Works/Engineering
- Stormwater Program Specialist, Public Works/Engineering
- Kennel Attendant, Police/Animal Welfare
- Maintenance Worker I, Utilities/Sewer Line Maintenance
- Communications Officer I, Police/Emergency Communications Bureau
- Animal Welfare Officer, Police/Animal Welfare

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	395	Written Exams	0
Phone	485	Practical Testing/Assessment Center	1
Mail	260	Panel Board Interviews	5
Email	170	Promotions	2
Total Subscribers on E-mail Vacancy List	4025	Oral Interviews	6
Total Visits to City of Norman HR website	2211	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	10	Advertisements Placed	4
Pre-Employment Drug Screens	5	Applications Received	51
Pre-Employment Physicals	3	Job Announcements Emailed	12
Pre-Employment OSBI	5	Job Announcements to CON Depts.	225

TRAINING AND DEVELOPMENT

Conducted training for one (1) new employee on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Conduct and IT Acceptable Use policies.

The Computer Training Lab was the site for Electronic Records Processing (ERP) System assessment sessions for the Information Technology Department.

SAFETY

- Safety meetings were held for all departments covering “Seat Belt Safety” and “Confined Space Training”
- Provided First Aid/CPR/AED training to three (3) employees
- Walkthrough inspections were conducted at ten (10) facilities
- Sent safety material documents to facilities each week
- Conducted one (1) new employee orientation
- Held three (3) Return to Work Meetings (Sanitation)

Recordable Injuries – 8

Dept./Division	Nature of the injury	Activity	Prognosis
Finance/ Meter Services	Neck, left & right shoulder and back area	Employee was rear-ended in a vehicle collision	Work restrictions
Fire/ Suppression	Groin strain	Injured groin lifting eight (8) patients after a vehicle accident	Work restrictions
Fire/ Suppression	Sprained right ankle	Landed on someone else’s foot while playing basketball & rolled ankle	Not released to work
Police/ Patrol	Heat exhaustion	Cadet overheated during strenuous physical warmup	Work restrictions

Police/ Patrol	Sore left hand & right foot	Officer collided with a car stopped in front of her	Work restrictions
Utilities/ Line Maintenance	Lacerated left hand	Lacerated left hand when glove came off while tightening straps on trailer	Work restrictions
Utilities/ Sanitation	Pulled groin	Employee injured groin while driving vehicle	Work restrictions
Utilities/ Sanitation	Pulled groin	Employee pulled groin lifting bags	Work restrictions

Recordable Injuries per calendar year. CY2017 is current year to date:

2017	2016	2015
8	69	70

Vehicle Collisions - 4

Division	Description of Collision	Status
Finance/ Meter Services	Employee was stopped in traffic at signal light and was struck from behind.	"No Fault"
Police/ Patrol	Officer collided with a vehicle stopped in front of her cruiser at an intersection.	"No Fault"
Police/ Animal Welfare	Officer pulled into a parking space at facility and struck another vehicle.	"At Fault"
Utilities/ Sanitation	Employee was stopped at an intersection when another vehicle struck the City vehicle from behind.	"No Fault"

Cumulative number of at fault Vehicle Collisions per fiscal year:

2017	2016	2015	2014	2013	2012
5	13	10	23	15	18

INFORMATION TECHNOLOGY

6

CITY OF NORMANInformation Technology Department
Monthly Report –January 2017.**Working projects for the IT Department are as follows:**

+

Project	Description/improvement anticipated	Status
ERP Study and RFP Development	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology and business review process.	In Progress - consultant working through RFP Requirements with city staff, project team meets weekly to discuss milestones
Genetec replacement for current access control system	Full replacement of old technology that increases security by providing centralized management of building access on a building by building basis.	In progress: Building C complete Working on plans for Building A Doors and cameras.
PD body camera and patrol car dash camera infrastructure build.	Introduces technology to help police officers and citizens with increased security by providing video and audio evidence on a case by case basis.	PD has selected a vendor IT Storage project will assist in storing data. Tech Support staff to train on camera maintenance.
Website Rebuild/Redesign	Our current design is 5 years old. A new design will help boost our image, traffic, rankings, and leads. We also need a friendlier mobile device design.	In Planning: Meeting with PIO's, CCO, and Marketing - Planning for RFP
Datacenter Storage Upgrade	\$1.4M project to add storage and improved technology to expand the amount of storage available for daily data storage, backups, and disaster recover.	In Progress: hardware delivery and installation in progress. Design and rebuilding of old datacenter structure. Project 70% complete

Water Reclaim Facility network closet construction and redundant cooling for equipment	Enhance our existing network infrastructure which is currently in a very high temperature environment which degrades the equipment life.	In Planning. Building Maintenance has assisted with AC. Server equipment delivered and upgrade to proceed once AC complete.
Fire suppression System for Main IT Datacenter in 201 Building C	Increases the safety and protection of city staff and the citizen's investments by providing fire suppression in the city's main data center.	In Progress, working with Safety Manager - fully funded electrical quotes in process. Electrical fixes and HVAC dampers 80% complete.
Document Image Scanning and Consolidated Printer/fax/copiers evaluation.	Cost savings for printer usage, reduced service calls for PC Techs, consolidated application use for various departments document image scanning.	Laserfiche Implementation Phase I complete - requesting additional funds for future phases to aid other departments.
Water Treatment Facility Fiber connectivity	This will replace the existing network connections with fiber connectivity which will greatly enhance speed and help to complete our connectivity to remote sites. There is a cost savings initiative and partnership with Cleveland County.	In Planning: Right of Way search has resumed. Exploring a path for Fiber Optics from Fire 9 north to water treatment to finish the connection.
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
Active Directory/Domain Controller Upgrade	Current Operating system is MS 2003 and needs to be upgraded to MS 2008	2008 R2 installed prepping for Domain Controller Upgrades on 2 DC Servers
TAMS/FASTER Integration for City's NAPA Parts Room.	City of Norman and NAPA will integrate a program that will download data nightly from NAPA'S TAMS into the City's FASTER Fleet management Software, eliminating the need for NAPA to manually enter the data into FASTER	

Installation of fiber optic cable along Main Street from 24th Avenue West to 36th Avenue West with switches at 26th Street/Interstate Drive, I-35 Interchange, Ed Noble Parkway, and 36th Avenue West.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction to begin around June 1.
Installation of fiber optic cable along Robinson Street from Peters Avenue to 12th Avenue NE with switches at Porter Avenue, Findlay Avenue, and 12th Avenue NE.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction to begin around June 1.
Install fiber optic cable on Rock Creek Road from Porter Avenue to 12th Avenue NE with switch at a new signal at Sequoyah Trail.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction to begin around June 1.
Wireless phone bills audit for cost savings.	Cost savings for telecommunications, waste elimination.	In Progress
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing
IT main computer room return air system improvements.	This will eliminate a "hot row" of air that currently taxes our main data center servers. If not addressed this "hot row" could cause server degradation and/or failure.	In Planning
License Plate Reader System	Improves the ability to identify stolen vehicles and vehicles with outstanding citations.	System is installed and in use - data connection with LERMS being evaluated
Credit Card installs at Rec Centers	Allow citizens to pay class fees, after school fees, etc. at the rec centers	In Discussion
Replacement of fiber optic cable along Lindsey Street from 24th Avenue SW to Berry Road includes a new traffic signal with fiber optic switch on Lindsey Street at Wylie Road.	New fiber with connections to three signals including new signal at Wylie--will require IP addresses	Bids in April 2016
Westwood Fuelmaster Merger	Merge Westwood Golf from Phoenix SQL to the Fuelmaster	

	Fuel System, making all city fuel keys congr	
Installation of fiber optic cable along Boyd Street from Berry Road to Classen Boulevard with switches at Berry Road, Flood Avenue, Chautauqua Avenue, Elm Avenue, University Boulevard, Asp Avenue, and Classen Boulevard.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	Bids in July 2016.
Installation of a new traffic signal on Robinson Street at 48th Avenue NW with a fiber switch and extension of fiber optic cable east toward Brookhaven Boulevard intersection.	Increase the coverage of traffic signals and the IT Fiber infrastructure will require IP addresses	Bids in Oct 2016
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	Bids in Oct 2016

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 January 2017.

Mass Communications:

The following statistics represent email space and resource savings. 38 emails from the groups shown in the table below were sent from city servers using city resources – of those 24,344 were delivered to outside mailboxes for the month of January 2017. The city servers generated mass communications to Norman citizens of 24,344 messages from only 38 sent (see **IT Table 2**).

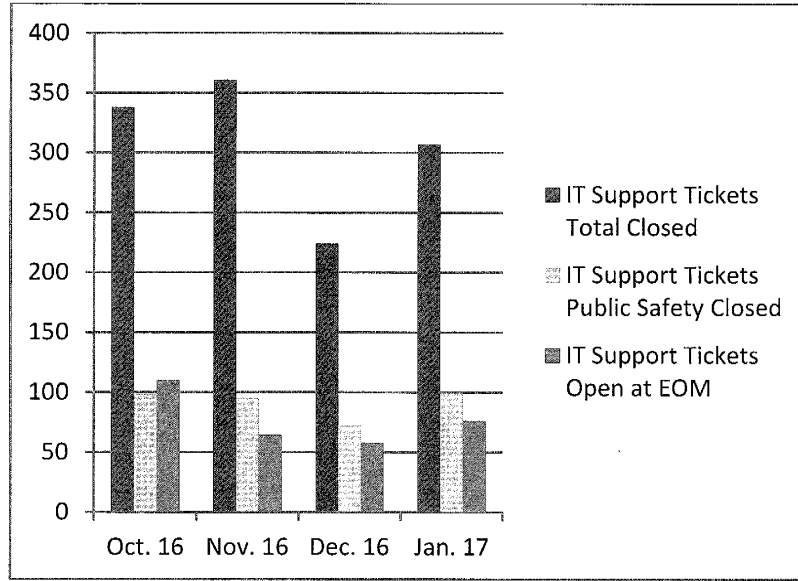
Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. IT had a total of 565,615 attempted incoming and 39,751 outgoing messages for the month of January. 460,022 of the incoming messages were considered Spam or hazardous e-mails and were quarantined or filtered (see **IT Table 3**). Without the email filter our email server would have received that much additional mail which increases waste and decreases valuable storage space. Additionally, the filter kept city employees from being bombarded with spam, phishing, and other types of potentially harmful emails. We continue to see a very concerning increase in malicious email traffic inbound to our email servers on a monthly basis. Even though the email security appliance has successfully blocked this traffic, the IT Department has deployed various counter measures to combat the potential of malicious software attacking our network - newer sophisticated attacks have been able to penetrate the system periodically.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of January 2017 the City of Norman's web site had 74,852 individual web sessions access the web site for a total of 170,563 total page views. Of those sessions 38,526 were identified as New Users to view content on the City web site (see **IT Table 4**).

I.T. Table 1



I.T. Table 2

January 2017 LIST SERVER REPORT

Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	12	1	12
Job Posting	2202	1	2199
Norman News	851	24	20423
Police - Animal Welfare Volunteers	42	0	0
Police – Citizens' Academy	82	0	0
Police – Neighborhood Watch	105	0	0
Public Works Consultants	123	0	0
Westwood Golf	718	2	1402
Westwood Golf Members	24	2	47
Westwood Men's Clinic	17	2	34
Westwood Men's Golf Assoc.	75	2	147
Westwood Women's Clinic	36	2	72
Westwood Women's Golf Assoc.	4	2	8
Totals	4291	38	24344



I.T. Table 3

EMAIL SECURITY APPLIANCE

Executive Summary

mail.ci.norman.ok.us

01 Jan 2017 00:00 to 31 Jan 2017 23:59 (GMT -06:00)

Incoming Mail Graph

Outgoing Mail Graph

Data in time range: 99.97 % complete

Incoming Mail Summary

Message Category	Percentage	Count
Stopped by Reputation Filtering	75.6%	427,778
Stopped as Invalid Recipients	0.8%	4,635
Spam Detected	4.9%	27,482
Virus Detected	0.0%	24
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	0
Stopped by Content Filter	0.0%	103
Stopped by DMARC	0.0%	0
S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:	81.3%	460,022
Marketing Messages	9.2%	52,266
Social Networking Messages	0.9%	5,055
Bulk Messages	1.9%	10,634
Total Graymails:	12.0%	67,955
S/MIME Verification/Decryption Successful	0.0%	0
Clean Messages	6.7%	37,638
Total Attempted Messages:		565,615

Outgoing Mail Summary

Spam Detected	0.0%	0
Virus Detected	0.0%	0
Messages with Malicious URLs	0.0%	0
Stopped by Content Filter	0.1%	53
Clean Messages	99.9%	39,698
Total Messages Processed:		39,751

Hard Bounces	3.1%	1,249
Delivered	96.9%	38,416
Total Messages Delivered:		39,665

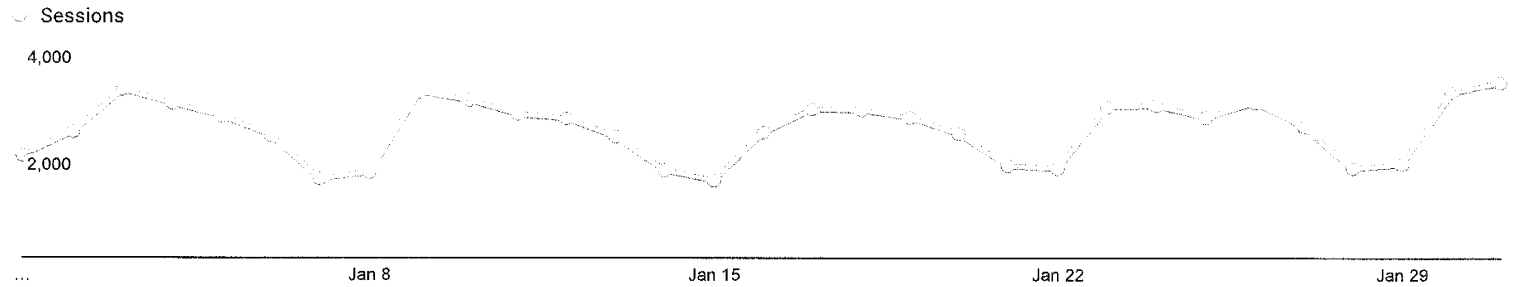
mail.ci.norman.ok.us - 01 Feb 2017 01:01 (GMT -06:00)

I.T. Table 4 Monthly Web Site Statistics

Jan 1, 2017 - Jan 31, 2017

All Users
100.00% Sessions

Explorer



ate	Sessions	Pages / Session	Pageviews	Users (Deprecated)	Users	New Users	Bounce Rate	Avg. Time on Page
	74,852 % of Total: 100.00% (74,852)	2.28 Avg for View: 2.28 (0.00%)	170,563 % of Total: 100.00% (170,563)	66,316 % of Total: 131.68% (50,362)	50,362 % of Total: 100.00% (50,362)	38,526 % of Total: 100.05% (38,506)	47.52% Avg for View: 47.52% (0.00%)	00:01:31 Avg for View: 00:01:31 (0.00%)
1. 20170131	3,282 (4.38%)	2.39	7,857 (4.61%)	2,893 (4.36%)	2,893 (4.36%)	1,665 (4.32%)	47.56%	00:01:28
2. 20170103	3,147 (4.20%)	2.35	7,392 (4.33%)	2,813 (4.24%)	2,813 (4.24%)	1,565 (4.06%)	49.83%	00:01:25
3. 20170109	3,102 (4.14%)	2.24	6,934 (4.07%)	2,701 (4.07%)	2,701 (4.07%)	1,593 (4.13%)	48.29%	00:01:38
4. 20170130	3,099 (4.14%)	2.29	7,089 (4.16%)	2,713 (4.09%)	2,713 (4.09%)	1,595 (4.14%)	44.85%	00:01:30
5. 20170110	2,955 (3.95%)	2.10	6,194 (3.63%)	2,586 (3.90%)	2,586 (3.90%)	1,473 (3.82%)	46.09%	00:01:37
6. 20170126	2,910 (3.89%)	2.37	6,896 (4.04%)	2,558 (3.86%)	2,558 (3.86%)	1,482 (3.85%)	47.29%	00:01:35
7. 20170104	2,893 (3.86%)	2.33	6,742 (3.95%)	2,529 (3.81%)	2,529 (3.81%)	1,468 (3.81%)	46.42%	00:01:35
8. 20170124	2,855 (3.81%)	2.24	6,383 (3.74%)	2,489 (3.75%)	2,489 (3.75%)	1,441 (3.74%)	47.71%	00:01:36
9. 20170123	2,825 (3.77%)	2.65	7,480 (4.39%)	2,484 (3.75%)	2,484 (3.75%)	1,446 (3.75%)	42.73%	00:01:28
0. 20170117	2,793 (3.73%)	2.37	6,629 (3.89%)	2,474 (3.73%)	2,474 (3.73%)	1,405 (3.65%)	45.04%	00:01:34

Rows 1 - 10 of 31

LEGAL 7

MONTHLY REPORT - LEGAL DEPARTMENT
January 2017 Report
(Submitted February 10, 2017)

MONTHLY HIGHLIGHTS:

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

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

Williams v. City of Norman, CIV-16-1008 C (K, B)

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

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

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

COURT OF CRIMINAL APPEALS – None pending

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

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

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

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

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

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

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

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

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

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

FOP/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)

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

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

Holloway v. Harris et al, CJ-2013-566

A second amended petition was filed in this case on August 15, 2016, and served on the defendants on January 18, 2017. It arises out of criminal charges that were filed against the plaintiff for perjury. The federal claims alleged in the plaintiff's first amended petition were removed to federal court. Judgment on the plaintiff's federal claims was granted in favor of the defendants and the plaintiff's state law claims were dismissed without prejudice.

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

McDonald v. City of Norman, CJ-2016-1084

This case was filed on September 21, 2016, and served on the defendants on January 13, 2017. It arises out of an automobile accident between former City employee Ellen Fletcher and the plaintiff.

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

Rodgers v. City of Norman, CJ-2016-1185 JV (K, B)

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

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

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

B. *Condemnation Proceedings*

City of Norman v. Big Dog Properties, LLC, et al; CV-2015-666 (M)

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

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

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

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

City of Norman v. TABU Property IV, LLC, et al; CV-2015-670 (M)

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

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

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

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

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

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

Lakeview Loan Servicing LLC v. Jason Suter, et al., CJ-2016-930

D. *Municipal Court Appeals*

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
JULY	548	550	516	40	48	19	16	15	13
AUG	795	501	588	32	46	29	15	14	16
SEPT	684	467	467	25	30	32	8	11	12
OCT	711	431	466	46	45	32	17	14	10
NOV	437	459	468	21	29	23	10	10	12
DEC	491	437	414	46	39	25	12	12	9
JAN	668	436	432	39	31	46	16	15	13
FEB	507	528		33	37		12	16	
MAR	493	600		42	30		10	10	
APR	669	512		76	31		19	14	
MAY	436	521		20	32		9	11	
JUNE	515	572		54	47		11	15	
TOTALS / YTD	6,954	6,014	3,351	474	445	206	155	157	85

WORKERS' COMPENSATION COURT

The total number cases pending are 26. During the month of January 2017, there were two new workers compensation cases filed. There were no Court Awards or Settlements that went to Council for consideration. 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	FYE17 CASES	FYE16 CASES	FYE15 CASES
Fire	Suppression	9	4	4	
Parks/Rec.	Park Maintenance	3	2	2	1
Planning	Development Services	1			1
Police	Patrol	6	2	1	3
Police	Administration	1			2
Public Works	Street Maintenance	1		1	
Public Works	Vehicle Maintenance				1
Public Works	Storm Water				2
Utilities	Line Maintenance	1		1	1
Utilities	Sanitation	4		1	4
TOTALS		26	8	10	15

List of Pending Cases (S)

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, Custodian, Neck, Upper Back, & Both Hands)

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

(Fire, Suppression, Fire Captain, Neck)

Atteberry, William v. City of Norman, CM 2016-05332 L

(Fire, Suppression, Fire Captain, L. Shoulder)

- Blalock, Rick v. City of Norman, WCC 2009-08466 H
(Utilities, Sanitation, SWI, Back, Neck, Depression, Hips)
- Bolenbaugh, v. City of Norman, WCC 2012-13808 Y
(Utilities, Sanitation, SWII, R. Knee)
- Bozeman, Chris v. City of Norman, CM 2015-08111 R
(Utilities, Sewer Line Maintenance, MWII, Back)
- Burright, Justin v. City of Norman, CM-2017-00238 K**
(Fire, Suppression, Firefighter, Left Shoulder)
- Grady, Thomas J. v. City of Norman, WCC 2014-05405 A
(Utilities, Sanitation, SWII, R. Foot)
- Grippen, Barry v. City of Norman, CM 2016-07136 R
(Police, Patrol, Police Sergeant, R. Knee)
- Hale, Michael G. v City of Norman, CM 2015-00702 H
(Planning, Dev. Svcs., Bldg. Insp., L. Shoulder, Arm)
- Helm, Mark v. City of Norman, WCC 2007-07137 A
(Fire, Suppression, Firefighter, Multiple)
- Houser, Jason v. City of Norman, CM 2015-02888 Y
(Police, Patrol, MPO, R. Wrist)
- Ingraham, Brandon Chad v. City of Norman, CM 2016-02864 H
(Parks/Rec., Park Maint., MWI, L. Shoulder, Arm)
- Johnson III, Tommie v. City of Norman, CM 2016-06766 R
(Police, Patrol, Police Officer, L. Shoulder)
- Koscinski, Chris v. City of Norman, CM 2015-06363 K
(Fire, Suppression, Firefighter, Heart/Cardiovascular)
- Koscinski, Chris v. City of Norman, CM 2015-06809 A
(Fire, Suppression, Firefighter, Back)
- Koscinski, Chris v. City of Norman, CM 2016-00738 H
(Fire, Suppression, Firefighter, Left Shoulder)
- Koscinski, Chris v. City of Norman, CM-2017-00239 Q**
(Fire, Suppression, Firefighter, Back)
- Lake, Stephanie M. v. City of Norman, WCC 2014-11262 J
(Police, Emerg. Commun., Commun. Officer, Hands, Arms, Shoulders, Neck, Low Back)
- Mulder, Lenny Brian v. City of Norman, WCC 2016-04403 Y
(Fire, Suppression, Fire Captain, Ears)
- Nation, Tabitha v. City of Norman, WCC 2014-04282 L
(Police, Patrol, PSO, L. Shoulder)
- Paczosa, Donald v. City of Norman, CM 2016-08419 F
(Parks/Rec, Park Maint., MWII, R. Shoulder, R. Arm)
- Raney, Jeremy v. City of Norman, WCC 2015-05518 L
(PW, St. Maintenance, HEO, Lumbar Spine)
- Robertson, Kellee v. City of Norman, WCC 2010-13896 F
(Police, Narcotics, MPO, Respiratory System/Lungs, Circulatory System Organs of the Body and Whole Person)
- Tillman, Daniel A. v. City of Norman, CM 2015-01499 A
(Utilities, Sanitation, SWI, Back)

SPECIAL CLAIMS

The following is a breakdown of the Special Claims activity through January, 2017.

<u>DEPARTMENT</u>	<u>FYE 17 Month</u>	<u>FYE 17 YTD</u>	<u>FYE 16</u>	<u>FYE 15</u>	<u>FYE 14</u>
Animal Control	1	1			
City Clerk					
Code Enforcement				1	
PW-Engineering			5	1	2
Finance (meter covers)		1			
Fire			2	1	
Fleet			1	1	
Human Resources					1
Legal					
Utilities-Sewer & Line Maintenance		3	9	9	6
Parks		1	2	5	
Planning		1			
Police		8	13	10	11
Public Works-Traffic		2		5	4
Road & Channel		1	2		2
Utilities-Sanitation		4	14	15	19
Streets	1	2	6	4	5
Utilities		9	6	2	13
Utilities-Waste Water (runoff water)					
Other		3	6	6	6
TOTAL CLAIMS	2	36	66	60	63

<u>CURRENT CLAIM STATUS</u>	<u>FYE 17 TO DATE</u>	<u>FYE 16</u>	<u>FYE 15</u>	<u>FYE 14</u>
Claims Filed	36	66	60	63
Claims Open and Under Consideration	7	6	1	5
Claims Not Accepted Under Statute/Other	3	7	7	2
Claims Paid Administratively	4	22	18	16
Claims Paid Through Council Approval	3	12	9	15
Claims Resulting in a Lawsuit for FY17	4 ¹	0	0	2
Claims Barred by Statute (No Further Action Allowed)	0	16	25	23
Claims in Denied Status (Still Subject to Lawsuit)	19	3	0	0

¹ Lawsuits are from FY 2016 torts.

EXPUNGEMENTS

The following represents a breakdown of the Expungement Requests considered by the City Attorney's Office through January 2017.

MONTH	REQUESTS			COMPLETED		
	FYE17	FYE16	FYE15	FYE17	FYE16	FYE15
JULY	10	9	5	12	9	5
AUG	7	12	2	11	6	1
SEPT	16	7	10	5	6	2
OCT	19	10	8	12	4	5
NOV	22	11	6	18	4	5
DEC	21	13	9	20	10	3
JAN	21	15	12	11	3	9
FEB		13	8		6	7
MAR		12	13		11	8
APR		15	4		5	7
MAY		22	13		9	3
JUNE		12	11		16	5
TOTALS/YTD	116	151	101	89	89	60

MONTHLY REPORT - LEGAL DEPARTMENT
January 2017 Report
(Submitted February 10, 2017)

MONTHLY HIGHLIGHTS:

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

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

Williams v. City of Norman, CIV-16-1008 C (K, B)

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

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

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

COURT OF CRIMINAL APPEALS – None pending

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

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

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

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

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

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

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

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

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

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

FOP/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)

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

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

Holloway v. Harris et al, CJ-2013-566

A second amended petition was filed in this case on August 15, 2016, and served on the defendants on January 18, 2017. It arises out of criminal charges that were filed against the plaintiff for perjury. The federal claims alleged in the plaintiff's first amended petition were removed to federal court. Judgment on the plaintiff's federal claims was granted in favor of the defendants and the plaintiff's state law claims were dismissed without prejudice.

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

McDonald v. City of Norman, CJ-2016-1084

This case was filed on September 21, 2016, and served on the defendants on January 13, 2017. It arises out of an automobile accident between former City employee Ellen Fletcher and the plaintiff.

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

Rodgers v. City of Norman, CJ-2016-1185 JV (K, B)

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

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

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

B. *Condemnation Proceedings*

City of Norman v. Big Dog Properties, LLC, et al; CV-2015-666 (M)

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

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

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

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

City of Norman v. TABU Property IV, LLC, et al; CV-2015-670 (M)

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

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

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

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

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

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

Lakeview Loan Servicing LLC v. Jason Suter, et al., CJ-2016-930

D. *Municipal Court Appeals*

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
JULY	548	550	516	40	48	19	16	15	13
AUG	795	501	588	32	46	29	15	14	16
SEPT	684	467	467	25	30	32	8	11	12
OCT	711	431	466	46	45	32	17	14	10
NOV	437	459	468	21	29	23	10	10	12
DEC	491	437	414	46	39	25	12	12	9
JAN	668	436	432	39	31	46	16	15	13
FEB	507	528		33	37		12	16	
MAR	493	600		42	30		10	10	
APR	669	512		76	31		19	14	
MAY	436	521		20	32		9	11	
JUNE	515	572		54	47		11	15	
TOTALS / YTD	6,954	6,014	3,351	474	445	206	155	157	85

WORKERS' COMPENSATION COURT

The total number cases pending are 26. During the month of January 2017, there were two new workers compensation cases filed. There were no Court Awards or Settlements that went to Council for consideration. 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	FYE17 CASES	FYE16 CASES	FYE15 CASES
Fire	Suppression	9	4	4	
Parks/Rec.	Park Maintenance	3	2	2	1
Planning	Development Services	1			1
Police	Patrol	6	2	1	3
Police	Administration	1			2
Public Works	Street Maintenance	1		1	
Public Works	Vehicle Maintenance				1
Public Works	Storm Water				2
Utilities	Line Maintenance	1		1	1
Utilities	Sanitation	4		1	4
TOTALS		26	8	10	15

List of Pending Cases (S)

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, Custodian, Neck, Upper Back, & Both Hands)

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

(Fire, Suppression, Fire Captain, Neck)

Atteberry, William v. City of Norman, CM 2016-05332 L

(Fire, Suppression, Fire Captain, L. Shoulder)

- Blalock, Rick v. City of Norman, WCC 2009-08466 H
(Utilities, Sanitation, SWI, Back, Neck, Depression, Hips)
- Bolenbaugh, v. City of Norman, WCC 2012-13808 Y
(Utilities, Sanitation, SWII, R. Knee)
- Bozeman, Chris v. City of Norman, CM 2015-08111 R
(Utilities, Sewer Line Maintenance, MWII, Back)
- Burright, Justin v. City of Norman, CM-2017-00238 K**
(Fire, Suppression, Firefighter, Left Shoulder)
- Grady, Thomas J. v. City of Norman, WCC 2014-05405 A
(Utilities, Sanitation, SWII, R. Foot)
- Grippen, Barry v. City of Norman, CM 2016-07136 R
(Police, Patrol, Police Sergeant, R. Knee)
- Hale, Michael G. v City of Norman, CM 2015-00702 H
(Planning, Dev. Svcs., Bldg. Insp., L. Shoulder, Arm)
- Helm, Mark v. City of Norman, WCC 2007-07137 A
(Fire, Suppression, Firefighter, Multiple)
- Houser, Jason v. City of Norman, CM 2015-02888 Y
(Police, Patrol, MPO, R. Wrist)
- Ingraham, Brandon Chad v. City of Norman, CM 2016-02864 H
(Parks/Rec., Park Maint., MWI, L. Shoulder, Arm)
- Johnson III, Tommie v. City of Norman, CM 2016-06766 R
(Police, Patrol, Police Officer, L. Shoulder)
- Koscinski, Chris v. City of Norman, CM 2015-06363 K
(Fire, Suppression, Firefighter, Heart/Cardiovascular)
- Koscinski, Chris v. City of Norman, CM 2015-06809 A
(Fire, Suppression, Firefighter, Back)
- Koscinski, Chris v. City of Norman, CM 2016-00738 H
(Fire, Suppression, Firefighter, Left Shoulder)
- Koscinski, Chris v. City of Norman, CM-2017-00239 Q**
(Fire, Suppression, Firefighter, Back)
- Lake, Stephanie M. v. City of Norman, WCC 2014-11262 J
(Police, Emerg. Commun., Commun. Officer, Hands, Arms, Shoulders, Neck, Low Back)
- Mulder, Lenny Brian v. City of Norman, WCC 2016-04403 Y
(Fire, Suppression, Fire Captain, Ears)
- Nation, Tabitha v. City of Norman, WCC 2014-04282 L
(Police, Patrol, PSO, L. Shoulder)
- Paczosa, Donald v. City of Norman, CM 2016-08419 F
(Parks/Rec, Park Maint., MWII, R. Shoulder, R. Arm)
- Raney, Jeremy v. City of Norman, WCC 2015-05518 L
(PW, St. Maintenance, HEO, Lumbar Spine)
- Robertson, Kellee v. City of Norman, WCC 2010-13896 F
(Police, Narcotics, MPO, Respiratory System/Lungs, Circulatory System Organs of the Body and Whole Person)
- Tillman, Daniel A. v. City of Norman, CM 2015-01499 A
(Utilities, Sanitation, SWI, Back)

SPECIAL CLAIMS

The following is a breakdown of the Special Claims activity through January, 2017.

<u>DEPARTMENT</u>	<u>FYE 17 Month</u>	<u>FYE 17 YTD</u>	<u>FYE 16</u>	<u>FYE 15</u>	<u>FYE 14</u>
Animal Control	1	1			
City Clerk					
Code Enforcement				1	
PW-Engineering			5	1	2
Finance (meter covers)		1			
Fire			2	1	
Fleet			1	1	
Human Resources					1
Legal					
Utilities-Sewer & Line Maintenance		3	9	9	6
Parks		1	2	5	
Planning		1			
Police		8	13	10	11
Public Works-Traffic		2		5	4
Road & Channel		1	2		2
Utilities-Sanitation		4	14	15	19
Streets	1	2	6	4	5
Utilities		9	6	2	13
Utilities-Waste Water (runoff water)					
Other		3	6	6	6
TOTAL CLAIMS	2	36	66	60	63

<u>CURRENT CLAIM STATUS</u>	<u>FYE 17 TO DATE</u>	<u>FYE 16</u>	<u>FYE 15</u>	<u>FYE 14</u>
Claims Filed	36	66	60	63
Claims Open and Under Consideration	7	6	1	5
Claims Not Accepted Under Statute/Other	3	7	7	2
Claims Paid Administratively	4	22	18	16
Claims Paid Through Council Approval	3	12	9	15
Claims Resulting in a Lawsuit for FY17	4 ¹	0	0	2
Claims Barred by Statute (No Further Action Allowed)	0	16	25	23
Claims in Denied Status (Still Subject to Lawsuit)	19	3	0	0

¹ Lawsuits are from FY 2016 torts.

EXPUNGEMENTS

The following represents a breakdown of the Expungement Requests considered by the City Attorney’s Office through January 2017.

MONTH	REQUESTS			COMPLETED		
	FYE17	FYE16	FYE15	FYE17	FYE16	FYE15
JULY	10	9	5	12	9	5
AUG	7	12	2	11	6	1
SEPT	16	7	10	5	6	2
OCT	19	10	8	12	4	5
NOV	22	11	6	18	4	5
DEC	21	13	9	20	10	3
JAN	21	15	12	11	3	9
FEB		13	8		6	7
MAR		12	13		11	8
APR		15	4		5	7
MAY		22	13		9	3
JUNE		12	11		16	5
TOTALS/YTD	116	151	101	89	89	60

MUNICIPAL COURT

8

**MUNICIPAL COURT
MONTHLY REPORT
JANUARY - FY '17**

CASES FILED

	<u>JANUARY</u>	<u>FY17</u>	<u>Y-T-D</u>	<u>JANUARY</u>	<u>FY16</u>	<u>Y-T-D</u>
Traffic	1,339		9,095	1,507		8,390
Non-Traffic	302		3,023	278		2,247
SUB TOTAL	1,641		12,118	1,785		10,637
Parking	1,352		9,476	1,235		7,868
GRAND TOTAL	2,993		21,594	3,020		18,505

CASES DISPOSED

	<u>JANUARY</u>	<u>FY17</u>	<u>Y-T-D</u>	<u>JANUARY</u>	<u>FY16</u>	<u>Y-T-D</u>
Traffic	894		7,188	1,015		6,776
Non-Traffic	279		2,066	326		1,975
SUB TOTAL	1,173		9,254	1,341		8,751
Parking	990		6,961	552		5,573
GRAND TOTAL	2,163		16,215	1,893		14,324

REVENUE

	<u>JANUARY</u>	<u>FY17</u>	<u>Y-T-D</u>	<u>JANUARY</u>	<u>FY16</u>	<u>Y-T-D</u>
Traffic	\$ 114,727.00		\$ 833,236.25	\$ 140,045.00		\$ 904,359.10
Non-Traffic	\$ 32,542.70		\$ 264,885.07	\$ 43,704.00		\$ 316,847.60
SUB TOTAL	\$ 147,269.70		\$1,098,121.32	\$ 183,749.00		\$1,221,206.70
Parking	\$ 21,152.00		\$ 161,349.65	\$ 25,192.57		\$ 145,907.57
GRAND TOTAL	\$ 168,421.70		\$1,259,470.97	\$ 208,941.57		\$1,367,114.27

MUNICIPAL COURT - MONTHLY REPORT
January 2017

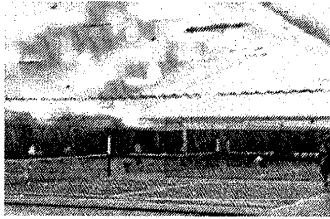
JUVENILE COMMUNITY SERVICE PROGRAM

In January, 2017, juveniles provided 75.50 hours of community service, worked through our Juvenile Community Service Program, to various local non-profit agencies. Of these hours, 16 hours valued at \$116.00 if paid at minimum wage were devoted to City of Norman projects.

PARKS AND RECREATION

Park Planning Activities January, 2017

NORMAN FORWARD - WESTWOOD TENNIS

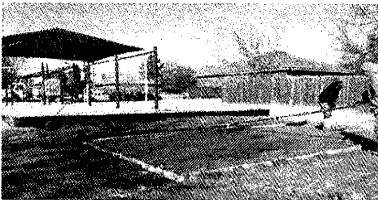


City staff toured the indoor tennis facility at Will Rogers Park in Oklahoma City in January. We are working to finalize our priority list for an indoor facility Request for Proposals while waiting for final approval from the FAA for our proposed building location. Work on the outdoor courts continued as weather permitted. The perimeter fence, court lights and between-court shade structures were delivered and

installed. Final surfacing will be done last. Also, Lane's tree service worked last month to clean up the cedar tree windbreak along the north side of the existing courts. Several limbs were cut during construction of the new water line along Robinson Street in December. The new courts will have similar evergreen plantings installed along their north side as we complete the project, which will help block the strong winds from that direction.



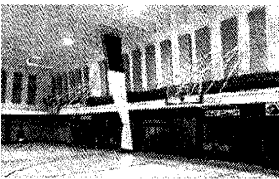
WOODCREEK PARK IMPROVEMENTS



Contractors worked this month to install the new shade structure and swing set in the playground area of the park along Concord Drive. They also installed the new picnic table area and replaced the sidewalk that was moved to make way for the playground improvements. We worked earlier this year to add a basketball court and new baseball backstop in this large park in the southern area along Creekside Drive. All improvements

were paid for utilizing Neighborhood Park Development Funds.

RECREATION CENTER IMPROVEMENTS



Million Painting worked during the holiday break to paint the upper portion of the 12th Avenue Recreation Center. The work included making repairs to any damaged wood trim and drywall panels in the gym. Also, the floors at Whittier and Irving gyms were cleaned and sealed over the holidays.

HIGHLAND VILLAGE PARK

Proposals were received on the 20th for the playground equipment for this new park development. Staff evaluated the proposals and selected a design which will be submitted for City Council consideration on February 28. We anticipate the installation to be completed later this spring. Final bids for a perimeter walking trail and basketball court will be received next month. Construction of the trail will be coordinated as soon as weather permits. Park furniture and other amenities will be ordered and placed following the completion of the trail.

BICYCLE PLANNING

The City received notification that we have been re-designated as a Bronze Level Bicycle Friendly Community by the League of American Bicyclists. The designation comes in response to the application filled out last fall by the combined efforts of the Bicycle Advisory Committee and city staff.



**January 2017
PARK MAINTENANCE DIVISION**

Parks maintenance crews performed routine trash, leaf and landscape bed clean-up. Crews performed tree maintenance, pre-emergent applications, and routine non-selective herbicide applications.

SAFETY REPORT	FYE-17MTD	FYE-17YTD		FYE-16MTD	FYE-16YTD
On-The-Job Injuries	0	4		0	4
Vehicle Accidents	1	5		0	3
Employee responsible	0	0		0	3
ROUTINE ACTIVITIES	Total Man MONTH- TO-DATE	Hours YEAR-TO- DATE		Total Man MONTH- TO-DATE	Hours YEAR-TO- DATE
Mowing	0.00	1664.25		0.00	1573.50
Trim Mowing	0.00	5075.50		16.00	3335.50
Chemical Spraying	116.00	239.50		106.00	3425.50
Fertilization	0.00	0.00		0.00	0.00
Tree Planting	0.00	0.00		0.00	9.00
Tree & Stump Removal	207.00	407.00		206.00	755.00
Tree Trimming/Limb Pick-Up	198.00	810.15		135.00	924.00
Restroom/Trash Maintenance	270.00	3239.00		361.00	2311.00
Play Equipment Maintenance	24.50	671.75		19.00	310.00
Sprinkler Maintenance	81.50	633.75		75.75	816.25
Watering	0.00	43.00		2.00	121.00
Grounds/Building Maintenance	20.00	370.75		36.00	433.00
Painting	0.00	0.00		16.00	28.00
Planning Design	0.00	0.00		0.00	0.00
Park Development	0.00	0.00		30.00	36.00
Special Projects	238.50	1336.75		490.00	2241.50
Nursery Maintenance	24.00	27.00		0.00	0.00
Flower/Shrub Bed Maintenance	460.00	1380.00		200.00	683.00
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	0.00	385.50		159.00	843.00
Fence Repairs	6.00	70.00		182.00	188.00
Equipment Repairs/Maintenance	109.00	1080.50		164.25	951.25
Material Pick-Up	20.75	120.75		42.00	120.75
Miscellaneous	243.75	1621.75		308.50	1624.25
Shop Time	154.00	722.50		78.00	291.25
Snow/Ice Removal	148.00	152.00		0.00	107.00
Christmas Lights	263.00	1775.00		292.50	1380.00
Close to Home Fishing	0.00	3.00		34.00	34.00
Forestry	6.50	15.50		0.00	22.00
Graffiti Clean-Up	47.00	51.00		12.00	24.00
Water Fountains	0.00	0.00		0.00	0.00
Inground Trash	0.00	38.00		0.00	54.00
Vector Control	0.00	300.00		0.00	65.50

JANUARY 2017
RECREATION DIVISION
MONTHLY REPORT

Senior Citizens Center: We are beginning a new program at the center. It is called Mystery Dinner night. Staff will pick a place for dinner at a local restaurant and whoever wants to go, will meet at the center and we will go from there. Participants won't know where they are going until we get there. We have planned our first Mystery Dinner night on February 17th. The AARP Tax Aide program begins February 1st.

Little Axe Community Center: The outreach food distribution for the month of January was 291 adults and 91 children for a total of 382. This program assists many members of the Little Axe community and serves more senior citizens than any other age group. There were three facility rentals for the month with 90 in attendance. The Pioneer Library Service Statistics Report indicated 432 units of service. The Head Start program currently has 17 children enrolled.

12th Avenue Recreation Center: The 2017 winter Open Adult Basketball league started league play in January and will finish in a single elimination tournament that will start at the end of February. The winter league consists of 13 teams and approximately 91 players participating. After the winter league has finished we will offer a spring league that will begin the week of March 28th. The center had 1 rental this month with 165 in attendance.

Irving Recreation Center: There were 6 rentals at the center this month with 175 in attendance. The youth classes this month included painting wooden picture frames, decorating sugar cookies and constructing and painting Valentine's Day crafts. Zumba continues to meet on Monday nights from 6:30 – 7:30 pm. Tippi Toes Dance classes meet on Thursday evenings. The after school program has 30 students enrolled.

Whittier Recreation Center: Junior Jammer Basketball league tipped off in January with games at Whittier and Irving Recreation Centers along with Alcott and Longfellow Middle Schools. There are approx. 600 young athletes in this year's league. The main programs this month at Whittier are the Afterschool Program, Tippi Toes dance classes and the body sculpting exercise class. We also hosted 8 school basketball games this month for Whittier Middle School

FACILITY ATTENDANCE:	Month	Year to Date
Senior Citizens Center (includes congregate meals)	1,667	12,833
Little Axe Community Center	1,844	15,064
12th Avenue Recreation Center	2,927	16,831
Irving Recreation Center	2,390	14,798
Whittier Recreation Center	1,647	14,256
Reaves Center	300	2,100
Tennis Center	565	15,662

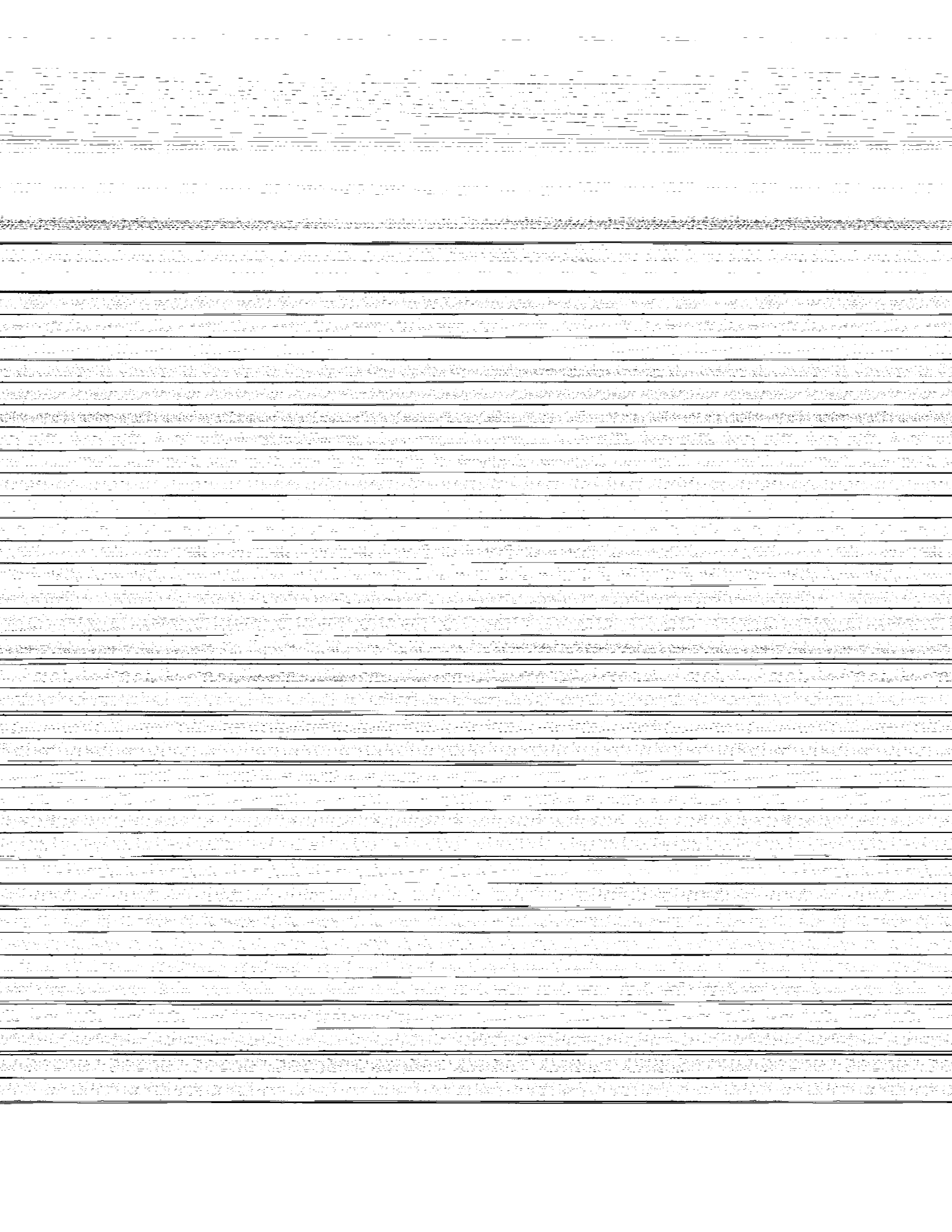
JANUARY 2017
COMMUNITY SERVICE PROGRAM
MONTHLY REPORT

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

	Municipal Court				Outside Agency				Total			
	Clients		Hours		Clients		Hours		Clients		Hours	
	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D
Animal Control		2		35.00		5		115.00		7		150.00
Building Maintenance												
City Clerk												
City Controller												
Compost Facility												
Code Enforcement												
Fleet Management												
Finance												
Firehouse Art Center												
Legal												
Municipal Court												
Park Maintenance												
Personnel												
Police												
Recreation												
Sanitation												
Sewer & Water												
Westwood Golf												
Westwood Pool												
Print Shop												
Public Works												
Payroll												
Engineering												
Hourly Wage Value				\$7.25				\$7.25				\$7.25
Value of hours Month												
Value of hours Y-T-D				\$253.75				\$833.75				\$1,087.50

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

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



**JANUARY 2017
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

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

FINANCIAL INFORMATION

	FY 2017	FY 2017	FY 2016	FY 2016
	MTD	YTD	MTD	YTD
Green Fees	\$17,529.41	\$263,114.12	\$15,690.41	\$284,624.14
Driving Range	\$3,846.05	\$50,607.43	\$2,684.29	\$54,392.65
Cart Rental	\$10,510.84	\$156,581.40	\$8,156.81	\$160,377.25
Restaurant	\$402.50	\$6,868.59	\$402.50	\$6,987.18
Insufficient Check Charge	\$0.00	\$75.00	\$0.00	\$75.00
Interest Earnings	\$21.67	\$244.42	\$6.63	\$134.51
TOTAL INCOME	\$32,310.47	\$477,490.96	\$26,940.64	\$506,590.73
Expenditures	\$69,387.73	\$592,509.53	\$127,559.15	\$631,380.47
Income vs Expenditures	(\$37,077.26)	(\$115,018.57)	(\$100,618.51)	(\$124,789.74)
Rounds of Golf	1292	17934	1112	18400

Routine maintenance practices include: Greensmowing, cup changing and sand trap raking one to two times a week, depending on weather conditions. No mowing is done when ground is frozen. Leaf and goose dropping management is a daily occurrence. Irrigation is added as required by the weather conditions. Unusually dry weather has necessitated increased irrigation and irrigation repairs. The process of weed control is under way. Pre and post emerge herbicide is being applied to all turf.

In January, all weatherizing practices are monitored daily to protect against freezing. This month we continue the process of retooling for next season. Valve lids, putting green cups and ball washers are being refurbished. Work continues on tee markers. Service and repairs continue on equipment being readied for the season. We are in the process of installing an air circulation fan on the south side of #8 green. Additionally we are adding manually activated irrigation to the three small grass islands on the west side of the clubhouse.

JANUARY 2017
WESTWOOD POOL
MONTHLY REPORT

Westwood Pool closed July 31st.

FINANCIAL INFORMATION

	FY2016 MTD	FY2016 YTD	FY2015 MTD	FY2015 YTD
Admission Fees	\$0.00	\$27,519.50	0.00	\$55,577.15
Waterslide Fees	\$0.00	\$5,430.00	0.00	\$11,166.00
Swim Lesson Fees	\$0.00	\$3,105.00	0.00	\$9,742.50
Pool/Slide Rental	\$0.00	\$4,925.00	0.00	\$9,940.00
Locker Fees	\$0.00	\$11.50	0.00	\$19.00
Concessions	\$0.00	\$1,550.00	0.00	\$1,975.00
TOTAL INCOME	\$0.00	\$42,541.00	0.00	\$88,419.65
Expenditures	\$491.47	\$82,239.81	345.41	\$112,327.14
Income verses Expenditures	(\$491.47)	(\$39,698.81)	(\$345.41)	(\$23,907.49)

ATTENDANCE INFORMATION

	FY 2016 Month to Date	FY 2016 Season to Date (May-Sept 16)	FY 2015 Month to Date	FY 2015 Season to Date (May-Sept 15)
a. swim tags	0	4369	0	4168
b. pool admission	0	7751	0	12628
c. slide admission- (not inc. in total)	0	5761	341	8680
d. group admission	0	1211	1176	3545
e. noon admission	0	59	0	73
f. evening admission	0	1199	0	2676
g. evening tags	0	1417	0	1104
TOTAL ATTENDANCE	0	16006	1176	24194

PLANNING AND COMMUNITY DEVELOPMENT 10

ADMINISTRATION, CURRENT PLANNING, GIS 10A

PLANNING DEPARTMENT ACTIVITY
January 2017

ADMINISTRATIVE DIVISION

PlanNorman (Comprehensive Plan)

The consultant team updated the Council on January 31st regarding the progress on PlanNorman. Staff also continued to provide information to the consultants for their preparation of the planning scenario options which were presented to the Steering Committee on February 1st.

Center City Form Based Code

The City Council held a Council conference on December 13th to discuss the next steps in the Center City Form Based Code process. Staff prepared a short PowerPoint presentation on the Form Based Code, with the intent to focus the discussion on the public realm (streets, alleys and streetscapes), and the possibilities for financial incentives within the boundary of the Form Based Code. During the month of January staff continued to work on gathering information for financial incentives that could be used in the Center City area.

GREENBELT COMMISSION

1. Election of Officers for 2017:

Chair - Mark Nanny

Vice-Chair - Karl Rambo

2. Review of the Greenbelt Enhancement Statements:

a. **CONSENT DOCKET**

i. **GBC 17-1**

Applicant: Chad Bias

Project: Kimber Acres COS

Location: On the north side of Indian Hills Road ½ mile east of
72nd Ave. NE

Request: Rural Certificate of Survey

Land Use: Residential Estates

Forwarded with no comments.

ii. **GBC 17-2**

Applicant: Mathew & Laura Flies

Project: School House Shopping

Location: 4751 24th Ave. NW

Request: Land Use Plan Amendment

Land Use: Commercial

Forwarded with no comments.

iii. GBC 17-3

Applicant: Living Hope E.D.I.C., PLLC
 Project: Scears Facility
 Location: 3900 E. Robinson St.
 Request: Land Use Plan Amendment
 Land Use: Commercial
 Forwarded with no comments

3. Approved the revised Greenbelt Priority Trails System for presentation to City Council.
4. Next Meeting February 20, 2017.

HISTORIC DISTRICT COMMISSION

The Historic District Commission regular meeting for January 9, 2017 was cancelled due to a lack of agenda items.

Since there was not a meeting in January there were not any Certificates of Appropriateness Requests reviewed by the Historic District Commission.

COA Administrative Bypass granted by staff:

There were no COA's granted by Administrative Bypass in January.

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

Cindy Savage with ARCH consulting continued work on the Hetherington Heights Historic Survey. In addition to continuing research on the neighborhood's development history, mapping and the development of a database, the consultant has begun taking photos of the structures in the neighborhood.

MISCELLANEOUS

	2016 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2017 Jan
Walk-Ins	80	65	73	47	46	61	66	66	62	103	77	40	32
Email Contacts	294	249	227	256	295	276	299	320	263	301	319	285	318
Lot Line Adjustments	2	1	2	1	2	-	-	4	2	4	1	-	2
Landscape Maint. & Replacement Bonds	5	1	4	3	3	4	5	2	2	1	3	1	4
Board of Adjustment Variance Appl.	4	3	3	2	1	1	7	3	5	1	5	-	-
Legal Notices Sent	118	101	85	60	33	31	119	33	174	5	89	-	-
Planning Commission Applications Rec'd	1	-	3	2	4	2	1	4	3	6	3	2	6
Legal Notices Sent	16	-	46	201	116	88	39	322	499	168	58	35	53
Pre-Development Meeting Appl. Rec'd	2	-	2	3	2	1	1	2	2	6	1	1	4
Notices Sent	29	-	46	290	71	17	39	89	499	146	29	23	53

CURRENT PLANNING DIVISION

Planning Commission – number of applications received

	2016 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2017 Jan
Ordinance Amendments										1			1
NORMAN 2025 Land Use Plan Amendments	1		1		1	1		1			2	1	1
Rezoning Requests			2	2	2	2	1	3	2	5	1	2	4
Utility Easement/Road Closures			1		2			1		1		1	1
Preliminary Plats	2		1								1	2	1
Rural Certificates of Survey		1		1				1				1	1
Short Form Plats			1		1					1	1		
Site Plan Amendments													
Certificate of Plat Correction													

During January, four applications for Pre-Development were received for the meeting held on January 26, 2017.

During January, submittals for the February 9, 2017 Planning Commission meeting included one Norman rural certificate of survey, one rezoning with special use for a church, one PUD amendment, one project which includes a NORMAN 2025 amendment, rezoning and preliminary plat, one project which includes a NORMAN 2025 amendment and rezoning, and one code amendment.

The Planning Commission met in Regular Session on January 12, 2017. One Norman rural certificate of survey; one project which includes a NORMAN 2025 land use plan amendment, rezoning and preliminary plat, and one utility easement closure were recommended for approval to City Council. One application for rezoning and preliminary plat received a recommendation to City Council for denial. One set of minutes was prepared for the Planning Commission Regular Meeting.

During the month of January, 15 commercial building applications were submitted for review. Of those applications submitted, Current Planning staff reviewed and approved 10.

BOARD OF ADJUSTMENT

The Board of Adjustment met on January 25, 2017 and approved one variance request for oil & gas facility fencing for three tank batteries to expire December 31, 2019 and denied the request for a variance to the fencing requirements for one well. The next regular meeting is scheduled for February 22, 2017.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

Contract K-1617-90 with Fugro Geospatial, Inc. for aerial imagery and planimetric mapping was approved by City Council on January 24, 2017. Five companies responded with proposals by the due date of December 6, 2014: Fugro Geospatial Inc. of Frederick, Maryland; The Sanborn Map Company, Inc. (Sanborn) of Colorado Springs, Colorado; Kucera International Inc. of Willoughby, Ohio; Surdex Corporation of St. Louis, Missouri; and Quantum Spatial of Tulsa, Oklahoma. 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 and updated planimetric mapping. Planimetric mapping layers to be collected include the following: streets, pavement, unpaved parking, paved driveways, unpaved driveways, hydrology, building footprints and height, fences, sidewalks, and vegetation.

Staff provided mapping support related to issues in core Norman. Staff also continued to support the New World public safety software. Staff updated the construction map for Public Works.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 63 requests for service that resulted in the production of 100 mapping products and reports. The GIS division did work for 9 of the City's Departments during the month of January, as well as providing information for and staffing of City Council and Planning Commission meetings.

DEVELOPMENT SERVICE

10B

DEVELOPMENT SERVICES DIVISION

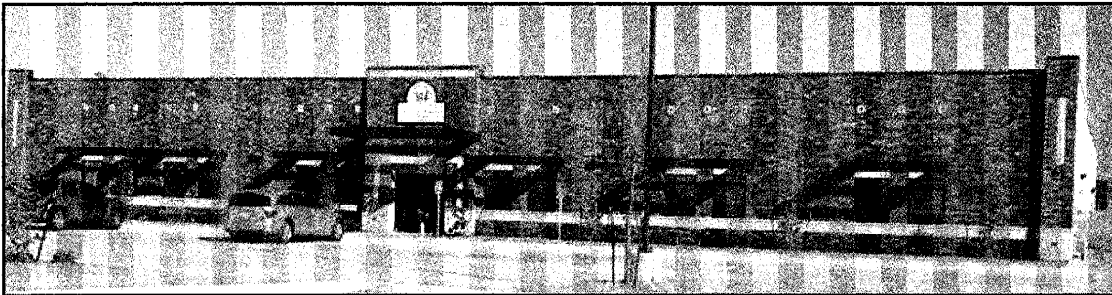
Commercial New Construction and Addition/Alteration projects received Certificate of Occupancies (CO's) and Certificate of Completions (CC's) during January:

CERTIFICATE OF COMPLETION OR OCCUPANCY ISSUED:

New Construction:

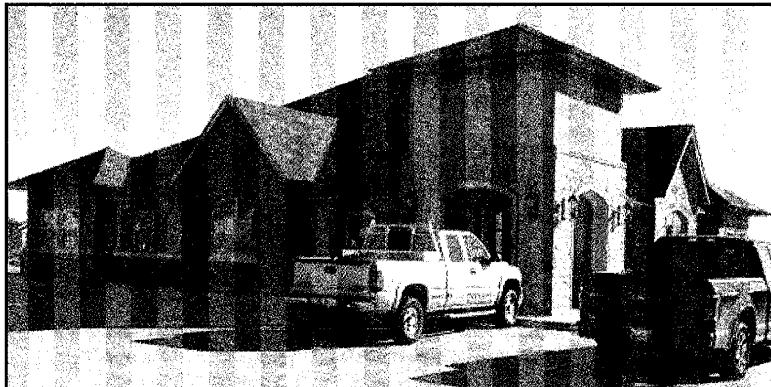
ADDRESS	DESCRIPTION	VALUATION	WARD
201 Triad Village Dr.	Middle Earth Day Care	\$1,300,000	1
3301 W. Rock Creek Rd.	Dr. Sherrie Williamson	\$282,910	6
3580 R. C. Luttrell Dr.	OK Allergy & Asthma Clinic	\$1,128,500	8
2501 Pendleton Dr.	New Masonry/Concrete Fence	\$71,000	8
3219 W. Rock Creek Rd.	New South Concrete Fence	\$52,000	8
2701 Corporate Centre Dr.	IMMY Office Factory/Warehouse	\$8,000,000	8

Middle Earth Day Care



Middle Earth Day Care at 201 Triad Village Dr. received Certificate of Occupancy (CO) on January 20th, 2017. The reported valuation of the 16,200 Square foot building totaled \$1,300,000.

Dr. Sherrie Williamson



Dr. Sherrie Williamson's office building at 3301 W. Rock Creek Rd. received Certificate of Occupancy (CO) on January 20th, 2017. The reported valuation of the 2,978 Square foot building totaled \$282,910.

Oklahoma Allergy & Asthma Clinic



Oklahoma Allergy and Asthma Clinic at 3580 R. C. Luttrell Dr. received Certificate of Occupancy (CO) on January 5th, 2017. The reported valuation of the 6,348 Square foot building totaled \$1,128,500.

IMMY

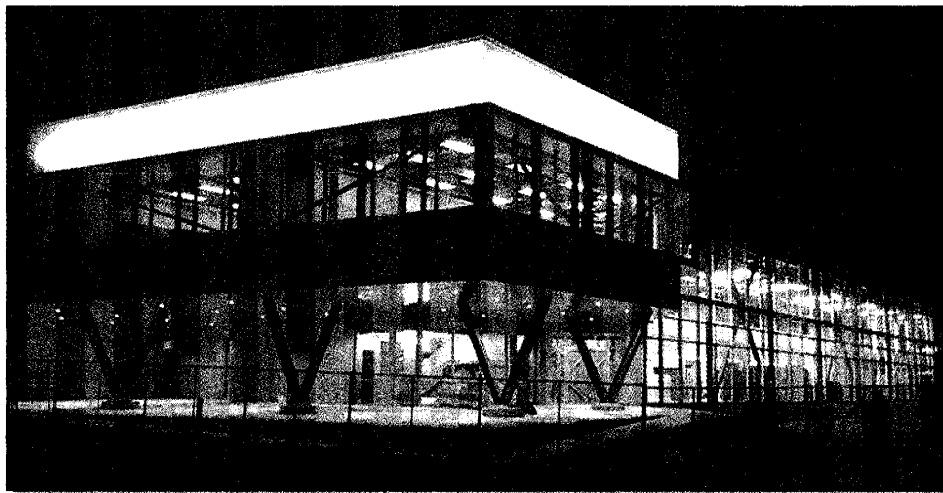


IMMY headquarters located at 2701 Corporate Centre Dr. advanced to permanent Certificate of Occupancy (CO) on January 27th, 2017. The reported valuation of the 39,932 square foot building totaled \$8,000,000. The facility includes offices, a factory and warehouse. According to the IMMY website, their mission is to save lives one diagnostic at a time, and their vision is to drastically reduce mortality caused by infectious disease through increased use of affordable diagnostics. Founded in 1979, IMMY has evolved to an organization with global focus on saving lives through affordable diagnostics.

Addition/Alteration:

ADDRESS	DESCRIPTION	VALUATION	WARD
2627 Classen Blvd.	Billy Sims BBQ Interior Remodel	\$60,000	1
2001 W. Main St. Suite 105	Landlord Improvement	\$30,000	2
2510 W. Brooks St.	NV Brooks Apts. Roof Repair	\$95,400	2
1205 W. Boyd St.	Kinder Care Replace Rear Exit Ramps	\$7,000	2
301 Norman Center Ct.	Fairfield Inn & Suites Restroom Remodel	\$40,000	3
815 N. Peter Ave.	Wilson Elementary Interior Renovation	\$85,050	4
121 E. Main St.	McNellies Pub Façade Repair	\$10,000	4
250 N. Cockrel Ave.	Jefferson Elementary Interior Renovation	\$5,000,000	4
1515 N. Porter Ave.	Norman Gastro Pathology Room remodel	\$13,821	8
1561 N. Porter Ave.	Davita, Inc.	\$9,800	5
2601 24 th Ave. SE	Interior Fridge & Doorway	\$850	5
1809 Stubbeman Ave.	Norman North North Side Classroom Addition	\$10,073,000	8
3400 W. Tecumseh Rd. Suite 300	West Norman Professional Building Renovation	\$100,000	8

Norman North High School Addition



Norman North High Schools north classroom expansion at 1809 Stubbeman Ave. advanced to permanent Certificate of Occupancy (CO) on January 23rd, 2017. The reported valuation of the 41,115 square foot expansion totaled \$10,073,000.

MOBILE FIELD INSPECTION SYSTEM

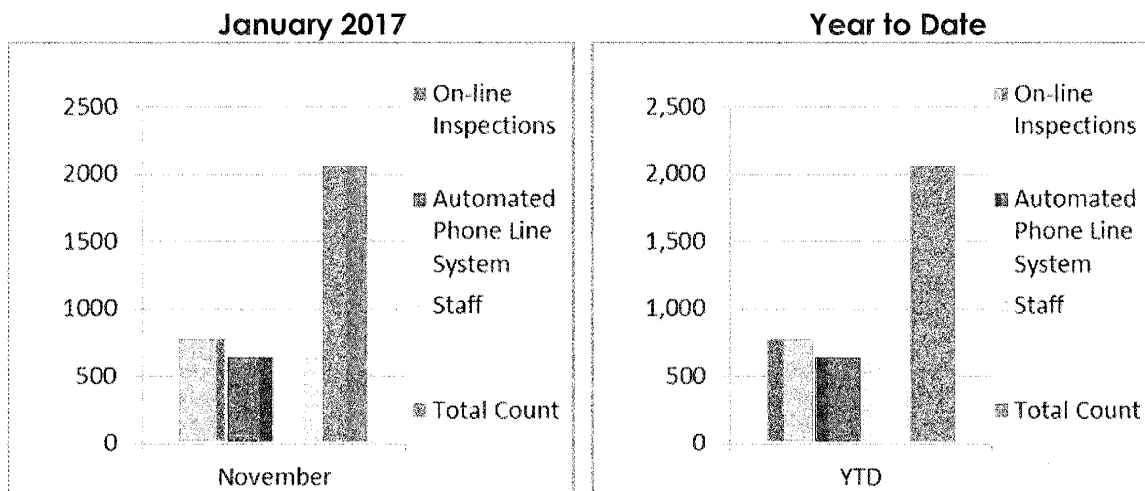
During January 1,585 inspection results were entered using the Mobile Field Inspection (MFI) System. Inspection results were available on-line and through the Automated Phone Line System almost immediately as the inspections were conducted throughout the workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed.

January 2-6	January 9-13	January 17-20	January 23-27	January 30-31
290	405	338	401	151

ON-LINE INSPECTION SERVICES

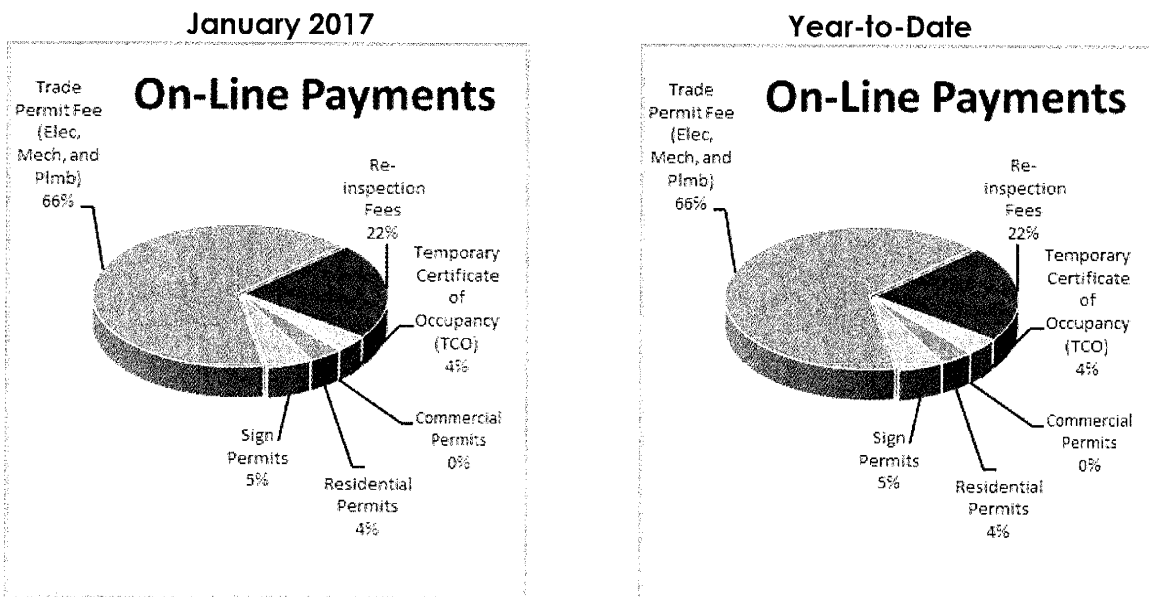
Inspection Requests

During January a total of 2,059 inspections were requested. 779 inspection requests were made on-line, 641 inspection requests were made using the Automated Phone Line System, and 639 inspections were made by the staff. Inspection requests made by the staff include phone and in-person requests, as well as administrative items.



On-line Payments

During January, 82 payments were made on-line totaling \$4,782.00.



Construction Activity

Reporting of data changed with the JULY 2016 report to more thoroughly delineate residential construction for reporting to the Reapportionment Commission and Census Bureau. Data previously reported was grouped differently and individual permit types may or may not correspond to data after this date.

Total value of all construction activity permitted in JANUARY of 2017 totaled \$17,469,894, lower than the \$27,965,106 for the same month last year. A total of 94 permits were issued in JANUARY of 2017, down from 201 in JANUARY of 2016. The higher dollar value in JANUARY of 2016 is due to all categories of construction. The higher number of permits in JANUARY of 2016 is due to all permit types, but especially 3+ Family new construction permits.

Total new residential permitting activity in JANUARY 2017 was valued at \$6,884,350 compared to \$19,352,194 in JANUARY 2016. New single-family detached residential construction in JANUARY 2017 represented 25 new homes compared with 22 new homes in JANUARY 2016. There were no attached single family permits in JANUARY 2017 compared with 3 in JANUARY 2016. There was 1 no new mobile home in JANUARY 2017 compared to 1 in JANUARY 2016. There were 4 new duplex units permitted in JANUARY 2017 compared to 2 in JANUARY 2016. There were no garage apartments in either year. There were no multi-family permits in JANUARY 2017 compared to 24 multi-family permits valued at \$10,562,352 (3 foundations, 20 permits with 222 dwellings, 2 non-dwellings) in JANUARY 2016.

Residential addition/alteration permits in JANUARY 2017 numbered 53 valued at \$1,314,370 compared to 119 permits valued at \$1,391,149 for JANUARY 2016. There are fewer permits in JANUARY 2017 primarily due to additions/alterations, paving & pools, accessory buildings and storm shelters. However, there was little difference in value.

New non-residential construction permits in JANUARY of 2017 totaled 2 with a value of \$4,657,174 compared to 15 permits valued at \$6,106,400 for JANUARY 2016. The higher number and value of permits in JANUARY 2016 is primarily due to foundations, shells and interior finish permits.

Non-residential Addition/Alteration permits in JANUARY of 2017 totaled 9 with a value of \$4,614,000 compared to 14 permits valued at \$1,115,363 for JANUARY 2016. There are more permits in JANUARY 2016. The primary difference in value is due to a project in JANUARY 2017, located at 4701 12th Avenue NW, valued at \$3,850,000.

RESIDENTIAL PERMITS
Issued JANUARY 2017 - Sorted by Permit Type

City of Norman
BUILDING PERMITS AND INSPECTIONS

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO SHELTERS	24	01/04/17	606		SEDONA	DR	16	2	RED CANYON RANCH SEC 5	PUD	\$ 2,606	48
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTERS INC.	30	01/04/17	4201		FRONTIER	TR	7	1	GLENRIDGE SEC. #2	PUD	\$ 2,745	43
1 & 2 FAMILY STORM SHELTER-3	GROUND SAFE SHELTER, LLC	37	01/05/17	4605		HAWKGRASS	DR	8	3	BROOKHAVEN #30	R1	\$ 2,550	0
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	61	01/09/17	1200		SAWGRASS	DR	1	5	COBBLESTONE CREEK III	R1	\$ 3,000	32
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	66	01/09/17	3308		EAGLEROCK	LN	3	5	GREENLEAF TRAILS ADD 6	PUD	\$ 2,500	63
1 & 2 FAMILY STORM SHELTER-3	STORM SHELTER, INC	68	01/09/17	3103		TIMBER SHADOWS	DR	4	2	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 2,150	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	78	01/10/17	6324	NE	81ST AVE	AVE	1	3	OAKCREST ADD	RE	\$ 2,607	56
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE	80	01/10/17	2111		TURTLE CREEK	WAY	1	1	HALLBROOKE ADD #3	PUD	\$ 2,600	18
1 & 2 FAMILY STORM SHELTER-3	EF3 TORNADO SHELTERS	107	01/11/17	1017		MIDLAND VALLEY	CT	5	1	GREENLEAF TRAILS ADD 1	PUD	\$ 2,995	21
1 & 2 FAMILY STORM SHELTER-3	G&M TANKS	115	01/12/17	1905	N	TIMBERCREST	ST	7	6	DOUBLE TREE AT HALL PARK	R1	\$ 2,500	55
1 & 2 FAMILY STORM SHELTER-3	SHELTER FROM THE STORM	132	01/27/17	2908		SOUTHAMPTON	DR	26	2	ST JAMES PARK ADD 6	R1	\$ 3,000	20
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	142	01/17/17	2508		CARIBOU	CT	9	7	DEERFIELD ADD SEC 6	R1	\$ 2,200	23
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	150	01/18/17	4513		NEWPORT	DR	2	3	CAMBRIDGE PLACE #3	RM6	\$ 2,600	26
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	158	01/18/17	2607		WOOD HOLLOW	DR	8	3	DOUBLE TREE AT HALL PARK	R1	\$ 2,300	24
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	183	01/20/17	908		MERLIN	CIR	5	1	EAGLE CLIFF ADD #4	R1	\$ 3,850	24
1 & 2 FAMILY STORM SHELTER-3	RN CONCRETE PRODUCTS	186	01/23/17	304		STEWART	AVE	9	4	COLLEYS #2	R1	\$ 2,500	56
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	194	01/23/17	6201		BLUE HILLS	CT	1	9	BLUE CREEK ADD	PUD	\$ 2,350	63
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	198	01/23/17	4022		RIDGELINE	DR	3	2	GRANDVIEW EST NORTH #4	RE	\$ 3,250	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO SHELTERS	200	01/23/17	708		HAVASU	DR	7	2	RED CANYON RANCH SEC 3	PUD	\$ 3,200	28
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	216	01/24/17	1409		SKYLER	WAY	61	3	CEDAR LANE SEC #1	R1	\$ 1,995	22
1 & 2 FAMILY STORM SHELTER-3	TORNADO SAFE	217	01/24/17	2709		SLOANE	ST	13	4	BERKELEY ADD #3	R1	\$ 3,450	35
1 & 2 FAMILY STORM SHELTER-3	NEW DAY TORNADO SHELTERS	218	01/24/17	1917		BARB	DR	15	6	CRESTLAND ESTATES #1	R1	\$ 3,600	10
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	221	01/24/17	1235		DAKOTA	ST	19	1	SUNSET ADDITION	R1	\$ 4,050	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	222	01/24/17	3113		TRAILS	CT	18	1	TRAILS COURT ADD	PUD	\$ 2,800	18
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	249	01/26/17	2802		DEVONSHIRE	DR	5	2	ROYAL OAKS ADD #5	R1	\$ 2,800	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	266	01/27/17	4541		STEPPLECHASE	DR	7	2	ROCK CREEK POLO CLUB (REPL	RM6	\$ 3,200	35
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE	282	01/30/17	2108		MANDERLY	CT	2	6	BELLATONA SEC. #1	R1	\$ 2,600	18
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	284	01/30/17	1408		DEER CHASE	DR	8	2	DEERFIELD ADD SEC 5	R1	\$ 3,800	35
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	296	01/31/17	4105		QUEENSBURY	CT	7	1	CARRINGTON PLACE ADD #4	R1	\$ 2,600	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	297	01/31/17	1405		BAYCHARTER	ST	12	1	PARK PLACE ADD #5	R1	\$ 3,000	32
1 & 2 FAMILY STORM SHELTER-3	OZ SAFEROOMS	299	01/31/17	321		THORNBROOK	DR	21	2	HAWTHORNE PLACE #3	R1	\$ 11,500	40
1 & 2 FAMILY, ADD OR ALTER-2	THORNHILL, TYLER & CANDAGE	148	01/18/17	1513		FAWN RUN CROSSIN	RD	1	6	SPRING BROOK	R1	\$ 112,286	800
1 & 2 FAMILY, ADD OR ALTER-2	WAGNER, ROBIN	60	01/13/17	716	E	BROOKS	ST	9	1	UNIVERSITY VIEW ADD	R1	\$ 38,000	228
1 & 2 FAMILY, ADD OR ALTER-2	YARBRO, DINNIS	63	01/17/17	803	S	BERRY	RD	4	3	LEE CREST ADD	R1	\$ 80,000	594
1 & 2 FAMILY, ADD OR ALTER-2	YARBRO, DINNIS	64	01/17/17	803	S	BERRY	RD	4	3	LEE CREST ADD	R1	\$ 60,000	287
1 & 2 FAMILY, ADD OR ALTER-2	POTTER, GERALD J.	116	01/13/17	1808		BISMARC	CT	18	5	PRAIRIE CREEK #3	R1	\$ 4,500	64
1 & 2 FAMILY, ADD OR ALTER-2	RICHARD'S HOME IMPROVEMENTS	159	01/18/17	2626		MCCOMB	RD	8	1W	NOT SUBDIVIDED	A2	\$ 31,800	700
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	6421	01/13/17	629	S	FLOOD	AVE	19	2	LANDT'S SECOND ADD	R1	\$ 175,000	3,006
1 & 2 FAMILY, PAVING-2	K & B PROPERTIES LLC.	51	01/09/17	800		RYE	RD	1	6	SPRING BROOK	R1	\$ 4,100	450
1 & 2 FAMILY, PAVING-2	THORNHILL, TYLER & CANDAGE	189	01/23/17	2105		OAK FOREST	DR	3	1	DEERFIELD ADD SEC 6	R1	\$ 3,700	475
1 & 2 FAMILY, STORAGE BLDG-2	TUFF SHED	27	01/04/17	1008		LITTLE RIVER	RD	4	1	WILDWOOD HILLS ESTATES	RE	\$ 3,748	120
1 & 2 FAMILY, STORAGE BLDG-2	COLWELL, JEREMY D & KATE A	57	01/09/17	2702		MORNING GLORY	DR	6	2	HANSMEYER HEIGHTS #1	RE	\$ 1,500	160
1 & 2 FAMILY, STORAGE BLDG-2	STORM, GREG	67	01/10/17	1116		ARKANSAS	ST	12	4	FACULTY HEIGHTS ADD	R1	\$ 1,000	200
1 & 2 FAMILY, STORAGE BLDG-2	GOBER POST FRAME CONSTRUCT	125	01/13/17	8203		BLUE JAY	RD	11	1	THUNDERBIRD EST ADD	RE	\$ 15,180	1,500
1 & 2 FAMILY, STORAGE BLDG-2	TESSNER, MICKY C.	197	01/25/17	4110	N	FLOYD COX	DR	8	1	PRIDE #130	RE	\$ 150,000	8,000
1 & 2 FAMILY, STORAGE BLDG-2	INSIDE OUT RENOVATIONS, LLC.	6317	01/26/17	3115	E	STATE HWY 9	CIR	36	2W	MONTECITO RANCH	PUD	\$ 2,710	160
1 & 2 FAMILY, SWIMMING POOL-3	BACKYARD SOLUTIONS, INC.	28	01/05/17	1901		BROONE	DR	1	3	PARK PLACE ADD #4	R1	\$ 56,000	1,037
1 & 2 FAMILY, SWIMMING POOL-3	OUTDOOR ESCAPES, LLC.	106	01/17/17	800		HOOVER	ST	6	2W	NOT SUBDIVIDED	R1	\$ 90,000	1,134
1 & 2 FAMILY, SWIMMING POOL-3	THUNDER POOLS & SPAS, LLC	251	01/26/17	4500		HIGHLAND LAKE	DR	10	2	HIGHLAND HILLS #3	RE	\$ 65,950	920
1 FAMILY, MANUF HOME REPLACE-2	STANFORD, CHARLES & SHELLEY	118	01/29/17	7801	NE	120TH AVE	AVE	25	1W	BELT VILLAGE	A2	\$ 104,000	1,984
1 FAMILY, MANUFACTURED HOME-2	HARRISON, EDDIE & CAROL	208	01/25/17	13003		ETOWAH	DR	24	1W	NOT SUBDIVIDED	A2	\$ 12,700	800
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	5	01/09/17	524		TALON	DR	4	4	EAGLE CLIFF SOUTH ADD #5	R1	\$ 137,700	2,075
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	6	01/09/17	525		TALON	DR	7	5	EAGLE CLIFF SOUTH ADD #5	R1	\$ 145,710	2,114
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	7	01/09/17	600		TALON	DR	5	4	EAGLE CLIFF SOUTH ADD #5	R1	\$ 131,400	1,992
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	8	01/09/17	601		TALON	DR	6	5	EAGLE CLIFF SOUTH ADD #5	R1	\$ 150,030	2,231
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	9	01/09/17	2209		WATERBROOK	CT	5	3	BELLATONA SEC. #1	R1	\$ 152,270	2,632
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	10	01/06/17	3909		COLEFAX	LN	3	10	BELLATONA SEC. #1	R1	\$ 145,710	2,114
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	11	01/06/17	3917		COLEFAX	LN	5	10	BELLATONA SEC. #1	R1	\$ 218,160	2,988
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	21	01/06/17	710		BARBAROOT	DR	3	2	TRAILWOODS SEC 9	PUD	\$ 179,010	1,989

RESIDENTIAL PERMITS
Issued JANUARY 2017 - Sorted by Permit Type

City of Norman
BUILDING PERMITS AND INSPECTIONS

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 FAMILY, NEW CONSTRUCTION-2	WINDSTONE CONSTRUCTION	45	01/13/17	660		TURKEY RUN	CT	7	2	VISTA SPRINGS ESTATES ADD 2	RE	\$ 400,000	5,303
1 FAMILY, NEW CONSTRUCTION-2	WINDSTONE CONSTRUCTION	54	01/13/17	4210		FRONTIER	TR	2	3	GLENRIDGE SEC. #2	PUD	\$ 325,000	4,492
1 FAMILY, NEW CONSTRUCTION-2	WINDSTONE CONSTRUCTION	55	01/13/17	4212		RUTHERFORD	WAY	33	1	FOUNTAIN VIEW SEC. #1	R1	\$ 400,000	4,273
1 FAMILY, NEW CONSTRUCTION-2	WINDSTONE CONSTRUCTION	75	01/13/17	3108		ROLLING WOODS	DR	15A	3	FOUNTAIN VIEW SEC. #1	R1	\$ 535,000	5,622
1 FAMILY, NEW CONSTRUCTION-2	WINDSTONE CONSTRUCTION	76	01/13/17	5921		WINDSTONE	DR	1	2	GLENRIDGE SEC. #1	PUD	\$ 325,000	3,900
1 FAMILY, NEW CONSTRUCTION-2	EDDINS, BRIAN & MEREDITH	110	01/18/17	3813		MONTELENA	CIR	1	2	BROOKHAVEN #41	R1	\$ 550,000	4,454
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	162	01/19/17	520		TALON	DR	3	4	EAGLE CLIFF SOUTH ADD #5	R1	\$ 150,030	2,231
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	163	01/20/17	521		TALON	DR	8	5	EAGLE CLIFF SOUTH ADD #5	R1	\$ 162,000	2,358
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	238	01/27/17	505		APLOMADO	ST	19	4	EAGLE CLIFF SOUTH ADD #5	R1	\$ 153,270	2,215
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	259	01/27/17	3808		WILTSHIRE	DR	8	7	BELLATONA SEC. #1	R1	\$ 147,780	2,243
1 FAMILY, NEW CONSTRUCTION-2	SHERIDAN HOMES, LLC.	298	01/31/17	1912		TYLER	DR	13	1	ALAMEDA PARK ADD #3	R1	\$ 144,000	2,284
1 FAMILY, NEW CONSTRUCTION-2	OWNER	6446	01/06/17	6000		POST OAK	RD	19	1W	THOUSAND OAKS COS	A2	\$ 185,000	4,109
1 FAMILY, NEW CONSTRUCTION-2	CASE, DEBORAH	6453	01/12/17	2200		QUAIL CREEK	DR	4	1	QUAIL CREEK ACRES #1	RE	\$ 330,480	5,634
1 FAMILY, NEW CONSTRUCTION-2	SOONER TRADITIONS, LLC.	6475	01/05/17	3708		PRESIDIO	CIR	1	8	CEDAR LANE SEC #1	R1	\$ 140,000	2,366
1 FAMILY, NEW CONSTRUCTION-2	BULL, KENNETH	6483	01/13/17	17700	E	INDIAN HILLS	RD	3	1E	NOT SUBDIVIDED	A2	\$ 15,000	982
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	6494	01/06/17	711		MOSSY	RD	19	2	TRAILWOODS SEC 9	PUD	\$ 171,840	1,976
1 FAMILY, NEW CONSTRUCTION-2	MCCOWN, TAMMY	6499	01/11/17	807		MONNETT	AVE	8	2	STATE UNIVERSITY ADD	R3	\$ 271,260	3,378
3+ FAMILY, FIRE REPAIR	WEBB ROOFING	4307	01/10/17	920	E	LINDSEY	ST	2	2	NOT SUBDIVIDED	RM6	\$ 160,988	3,200
2 FAMILY, NEW CONSTRUCTION	WOODS, WILLIAM D.	6166	01/03/17	126	W	SYMMES	ST	19	2	LARSH ADD #1	R3	\$ 250,000	2,602
2 FAMILY, NEW CONSTRUCTION	WOODS, WILLIAM D.	6167	01/03/17	126	W	SYMMES	ST	19	2	LARSH ADD #1	R3	\$ 250,000	2,602
2 FAMILY, NEW CONSTRUCTION	MIKE PIERCE ENTERPRISES	6376	01/17/17	109	E	DUFFY	ST	11	5	STATE UNIVERSITY ADD	R3	\$ 350,000	2,918
2 FAMILY, NEW CONSTRUCTION	MIKE PIERCE ENTERPRISES	6377	01/17/17	109	E	DUFFY	ST	11	5	STATE UNIVERSITY ADD	R3	\$ 350,000	2,918
RESIDENTIAL STORAGE CONTAINERS ENT. INC	RESIDENTIAL STORAGE CONTAINERS ENT. INC	95	01/16/17	1008		GOLDEN EAGLE	DR	10	2	EAGLE CLIFF ADD #5	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN	WASTE CONNECTIONS, INC.	105	01/12/17	1521		OAKHURST	AVE	8	5	OAKHURST ADD SEC 02	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN	WASTE CONNECTIONS, INC.	71	01/11/17	650		ALAMEDA	ST	1	1	MILLER'S ADDITION	C2		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN	WASTE CONNECTIONS, INC.	73	01/10/17	1200		NORTHERN HILLS	RD	1	3	NORTHERN HILLS ADD	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN	WASTE CONNECTIONS, INC.	117	01/13/17	203		MONTECELLO	RD	11	3	HERITAGE PLACE II SEC 2	RM2		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN	WASTE CONNECTIONS, INC.	232	01/25/17	3600		BURLINGTON	DR	11	3	BROOKHAVEN #19	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN	WASTE CONNECTIONS, INC.	241	01/30/17	2200	NE	108TH	AVE	22	1W	NOT SUBDIVIDED	A2		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN	WASTE CONNECTIONS, INC.	247	01/26/17	735		JENKINS	AVE	67	4	STATE UNIVERSITY ADD	R3		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN	WASTE CONNECTIONS, INC.	255	01/27/17	223		STANTON	DR	6	1	LAKEVIEW TERRACE	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN	WASTE CONNECTIONS, INC.	277	01/30/17	1616		HAWTHORNE	CT	14	3	COLLEGE MANOR	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN	WASTE CONNECTIONS, INC.	6504	01/03/17	9711		MORNING GLORY	DR	21	2	HANSMeyer HEIGHTS #1	RE		

Total Permits (excluding temp roll-off)	Average Valuation	\$ 98,780
83	Total Valuation	\$ 8,198,720
	Average Project Area	1,382 sq ft
	Total Project Area	114,674 sq ft

City of Norman
BUILDING PERMITS AND INSPECTIONS
RESIDENTIAL PERMITS
Issued JANUARY 2017 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 FAMILY, NEW CONSTRUCTION-2 25 \$5,671,650	Average Project Area Sq Ft 2,951 Average Living Area 2,143	1 FAMILY ATTACHED HOME-2 0 \$0	1 FAMILY, MANUFACTURED HOME-2 1 \$12,700	1 FAMILY, OTHER NON DWELLINGS 0 \$0				1 & 2 FAMILY, STORAGE BLDG-2 7 \$214,138	1 & 2 FAMILY, CARPORT-2 0 \$0	Total Accessory Buildings 7 \$214,138	1 & 2 FAMILY, PAVING-2 POOL-3 2 \$7,800	1 & 2 FAMILY, SWIMMING 3 \$211,950	Total Paving & Pools 5 \$219,750
2 FAMILY, NEW CONSTRUCTION 4 \$1,200,000 11,040 SF	Total Living Area 56,722 GARAGE APT, NEW CONST 0 \$0 0 SF	1 FAMILY 0 \$0	0 SF					1 & 2 FAMILY, MANUF HOME REPLACE-2 1 \$104,000	1 & 2 FAMILY, ADD OR ALTER-2 3 \$406,300	1 & 2 FAMILY, STORM SHELTER-3 31 \$96,898	1 & 2 FAMILY, FIRE REPAIR 7 \$112,286	Total Add/Ait 8 \$518,586	
3+ FAMILY, FOUNDATION PERMIT-2 0 \$0	3+ FAMILY, SHELL 0 \$0	3+ FAMILY INTERIOR FINISH 0 \$0	3+ FAMILY, NEW FULL PERMIT (3-4 (5+ DU/ DU/Bldg) 0 \$0	3+ FAMILY, STORAGE BLDG-2 0 \$0	3+ FAMILY, CARPORT-2 0 \$0	3+ FAMILY, POOL 0 \$0	3+ FAMILY, NON-DU 0 \$0						Total 3+ Family Add/Ait 1 \$160,998
TOTAL PERMITS 83 \$8,198,720 TOTAL VALUE													
RESIDENTIAL STORAGE CONTAINER	2												
TEMPORARY ROLL-OFF, RESIDENTIAL	8												
TEMPORARY ROLL-OFF, OTHER	1												
SEASONAL STORAGE CONTAINER	0												
DEMOS-RESIDENTIAL ADDRESS 710 Monnett Ave House NET # DU 109 E Duffy House -2 House & Apt in rear 807 Monnett Ave House -1 House													
HOUSE MOVING FROM ADDRESS TO ADDRESS NET UNITS													

City of Norman
BUILDING PERMITS AND INSPECTIONS

NON-RESIDENTIAL BUILDING PERMITS
Issued JANUARY 2017 - Sorted by Permit Type

Permit Type	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT-2	15	01/27/17	123	W	INTERSTATE	DR	1	A	WALDROP ADD	C2	\$ 15,000	98
COMMERCIAL, ADD/ALT-2	31	01/12/17	1205	S	BOYD AVE	ST	29	32	NORMAN ORIGINAL TOWNSHIP	C3	\$ 7,000	300
COMMERCIAL, ADD/ALT-2	89	01/17/17	115	W	PORTER MAIN	AVE	1	1	SOONER FASHION MALL	C2	\$ 15,000	5
COMMERCIAL, ADD/ALT-2	5986	01/31/17	3501	NW	12TH ALAMEDA	ST	7	2W	NOT SUBDIVIDED	A2	\$ 200,000	2,300
COMMERCIAL, ADD/ALT-2	6897	01/31/17	4701	W	WHITE	ST	1	1	TRIAD #1	C3	\$ 3,850,000	37,880
COMMERCIAL, ADD/ALT-2	6350	01/17/17	404	W	HEALTHPLEX	PKY	12	1	NRH MEDICAL PARK WEST #4	C2	\$ 12,000	1,716
COMMERCIAL, ADD/ALT-2	6481	01/17/17	1330	E	IMHOFF	RD	9	2W	NOT SUBDIVIDED	A2	\$ 10,000	1,600
COMMERCIAL, ADD/ALT-2	5503	01/17/17	315	DR	YORK	DR			WESTINGHOUSE ELECTRIC	I1	\$ 5,000	477
COMMERCIAL, INTERIOR FINISH-2	6383	01/04/17	3500					5		PUD	\$ 157,174	1,766
COMMERCIAL, NEW CONSTRUCTION	681	01/03/17	1500	E	IMHOFF	RD	9	2W	NOT SUBDIVIDED	A2	\$ 4,500,000	36,690
COMMERCIAL, PARKING LOT-2	6192	01/03/17	5005								\$ 500,000	86,000
Total Permits 11											Average Valuation	\$ 842,634
											Total Valuation	\$ 9,271,174
											Average Project Area	15,320
											Total Project Area	168,632

CONTRACTOR	BUILDING SIZE (Square Feet)	CLASSIFICATION	NEW CONSTRUCTION INFORMATION (New Const & New Shell Bldg)	USE																																																			
CBCI CONSTRUCTION	36,690	ION	<table border="1"> <tr> <th>ADD/ALTS</th> <th>NEW CONSTRUCTION</th> </tr> <tr> <td> <table border="1"> <tr> <td>COMMERCIAL, ADD/ALT-2</td> <td>REPAIR</td> <td>COMMERCIAL, INTERIOR FINISH-2</td> <td>SHELL BLDG- CONSTRUCTION</td> </tr> <tr> <td>\$ 4,114,000</td> <td>\$ -</td> <td>\$ 157,174</td> <td>\$ -</td> </tr> <tr> <td>8</td> <td>1</td> <td>1</td> <td>1</td> </tr> </table> </td> <td> <table border="1"> <tr> <td>NEW CONSTRUCTION</td> <td>COMMERCIAL, INTERIOR FINISH-2</td> <td>COMMERCIAL, NEW CONSTRUCTION</td> <td>NEW CONSTRUCTION</td> </tr> <tr> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 4,500,000</td> </tr> <tr> <td>0</td> <td>0</td> <td>0</td> <td>2</td> </tr> </table> </td> </tr> <tr> <td colspan="4"> <table border="1"> <tr> <td>COMMERCIAL, SUBTOTAL ADDITIONS AND ALTERATIONS</td> <td>4,614,000</td> <td>COMMERCIAL, SUBTOTAL NEW CONSTRUCTION</td> <td>4,657,174</td> </tr> <tr> <td>\$ 500,000</td> <td>\$ 4,614,000</td> <td>\$ -</td> <td>\$ 4,657,174</td> </tr> <tr> <td>1</td> <td>9</td> <td>0</td> <td>2</td> </tr> </table> </td> <td> <table border="1"> <tr> <td>TOTAL ADD/ALT AND NEW COMMERCIAL</td> <td>9,271,174</td> </tr> <tr> <td>\$ -</td> <td>\$ 9,271,174</td> </tr> <tr> <td></td> <td>11</td> </tr> </table> </td> </tr> </table>	ADD/ALTS	NEW CONSTRUCTION	<table border="1"> <tr> <td>COMMERCIAL, ADD/ALT-2</td> <td>REPAIR</td> <td>COMMERCIAL, INTERIOR FINISH-2</td> <td>SHELL BLDG- CONSTRUCTION</td> </tr> <tr> <td>\$ 4,114,000</td> <td>\$ -</td> <td>\$ 157,174</td> <td>\$ -</td> </tr> <tr> <td>8</td> <td>1</td> <td>1</td> <td>1</td> </tr> </table>	COMMERCIAL, ADD/ALT-2	REPAIR	COMMERCIAL, INTERIOR FINISH-2	SHELL BLDG- CONSTRUCTION	\$ 4,114,000	\$ -	\$ 157,174	\$ -	8	1	1	1	<table border="1"> <tr> <td>NEW CONSTRUCTION</td> <td>COMMERCIAL, INTERIOR FINISH-2</td> <td>COMMERCIAL, NEW CONSTRUCTION</td> <td>NEW CONSTRUCTION</td> </tr> <tr> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 4,500,000</td> </tr> <tr> <td>0</td> <td>0</td> <td>0</td> <td>2</td> </tr> </table>	NEW CONSTRUCTION	COMMERCIAL, INTERIOR FINISH-2	COMMERCIAL, NEW CONSTRUCTION	NEW CONSTRUCTION	\$ -	\$ -	\$ -	\$ 4,500,000	0	0	0	2	<table border="1"> <tr> <td>COMMERCIAL, SUBTOTAL ADDITIONS AND ALTERATIONS</td> <td>4,614,000</td> <td>COMMERCIAL, SUBTOTAL NEW CONSTRUCTION</td> <td>4,657,174</td> </tr> <tr> <td>\$ 500,000</td> <td>\$ 4,614,000</td> <td>\$ -</td> <td>\$ 4,657,174</td> </tr> <tr> <td>1</td> <td>9</td> <td>0</td> <td>2</td> </tr> </table>				COMMERCIAL, SUBTOTAL ADDITIONS AND ALTERATIONS	4,614,000	COMMERCIAL, SUBTOTAL NEW CONSTRUCTION	4,657,174	\$ 500,000	\$ 4,614,000	\$ -	\$ 4,657,174	1	9	0	2	<table border="1"> <tr> <td>TOTAL ADD/ALT AND NEW COMMERCIAL</td> <td>9,271,174</td> </tr> <tr> <td>\$ -</td> <td>\$ 9,271,174</td> </tr> <tr> <td></td> <td>11</td> </tr> </table>	TOTAL ADD/ALT AND NEW COMMERCIAL	9,271,174	\$ -	\$ 9,271,174		11	INSTITUTIONAL LIFE COVENANT CHURCH BUSINESS
ADD/ALTS	NEW CONSTRUCTION																																																						
<table border="1"> <tr> <td>COMMERCIAL, ADD/ALT-2</td> <td>REPAIR</td> <td>COMMERCIAL, INTERIOR FINISH-2</td> <td>SHELL BLDG- CONSTRUCTION</td> </tr> <tr> <td>\$ 4,114,000</td> <td>\$ -</td> <td>\$ 157,174</td> <td>\$ -</td> </tr> <tr> <td>8</td> <td>1</td> <td>1</td> <td>1</td> </tr> </table>	COMMERCIAL, ADD/ALT-2	REPAIR	COMMERCIAL, INTERIOR FINISH-2	SHELL BLDG- CONSTRUCTION	\$ 4,114,000	\$ -	\$ 157,174	\$ -	8	1	1	1	<table border="1"> <tr> <td>NEW CONSTRUCTION</td> <td>COMMERCIAL, INTERIOR FINISH-2</td> <td>COMMERCIAL, NEW CONSTRUCTION</td> <td>NEW CONSTRUCTION</td> </tr> <tr> <td>\$ -</td> <td>\$ -</td> <td>\$ -</td> <td>\$ 4,500,000</td> </tr> <tr> <td>0</td> <td>0</td> <td>0</td> <td>2</td> </tr> </table>	NEW CONSTRUCTION	COMMERCIAL, INTERIOR FINISH-2	COMMERCIAL, NEW CONSTRUCTION	NEW CONSTRUCTION	\$ -	\$ -	\$ -	\$ 4,500,000	0	0	0	2																														
COMMERCIAL, ADD/ALT-2	REPAIR	COMMERCIAL, INTERIOR FINISH-2	SHELL BLDG- CONSTRUCTION																																																				
\$ 4,114,000	\$ -	\$ 157,174	\$ -																																																				
8	1	1	1																																																				
NEW CONSTRUCTION	COMMERCIAL, INTERIOR FINISH-2	COMMERCIAL, NEW CONSTRUCTION	NEW CONSTRUCTION																																																				
\$ -	\$ -	\$ -	\$ 4,500,000																																																				
0	0	0	2																																																				
<table border="1"> <tr> <td>COMMERCIAL, SUBTOTAL ADDITIONS AND ALTERATIONS</td> <td>4,614,000</td> <td>COMMERCIAL, SUBTOTAL NEW CONSTRUCTION</td> <td>4,657,174</td> </tr> <tr> <td>\$ 500,000</td> <td>\$ 4,614,000</td> <td>\$ -</td> <td>\$ 4,657,174</td> </tr> <tr> <td>1</td> <td>9</td> <td>0</td> <td>2</td> </tr> </table>				COMMERCIAL, SUBTOTAL ADDITIONS AND ALTERATIONS	4,614,000	COMMERCIAL, SUBTOTAL NEW CONSTRUCTION	4,657,174	\$ 500,000	\$ 4,614,000	\$ -	\$ 4,657,174	1	9	0	2	<table border="1"> <tr> <td>TOTAL ADD/ALT AND NEW COMMERCIAL</td> <td>9,271,174</td> </tr> <tr> <td>\$ -</td> <td>\$ 9,271,174</td> </tr> <tr> <td></td> <td>11</td> </tr> </table>	TOTAL ADD/ALT AND NEW COMMERCIAL	9,271,174	\$ -	\$ 9,271,174		11																																	
COMMERCIAL, SUBTOTAL ADDITIONS AND ALTERATIONS	4,614,000	COMMERCIAL, SUBTOTAL NEW CONSTRUCTION	4,657,174																																																				
\$ 500,000	\$ 4,614,000	\$ -	\$ 4,657,174																																																				
1	9	0	2																																																				
TOTAL ADD/ALT AND NEW COMMERCIAL	9,271,174																																																						
\$ -	\$ 9,271,174																																																						
	11																																																						

Address: _____
Purpose: DEMOLITIONS
Use: NONE

Address: _____
Purpose: STRUCTURE MOVING
Use: NONE

TEMPORARY BLDG/CONST TRAILER-2

MONTHLY BUILDING REPORT SUMMARY - NORMAN, OK

2/3/2017

	JANUARY 2017			JANUARY 2016		
	Number of Permits	Dwelling Units	Valuation	Number of Permits	Dwelling Units	Valuation
RESIDENTIAL PERMITS						
New Construction						
1 Family						
Detached Dwellings	25	25	\$5,671,650	22	22	\$7,753,839
Attached Dwellings	0	0	\$0	3	3	\$561,780
Manufactured Home (New)	1	1	\$12,700	1	1	\$34,000
Other (Non-dwelling)	0	na	\$0	1	na	\$200,000
2 Family						
Duplexes (2 DU per bldg)	4	4	\$1,200,000	2	2	\$240,223
Garage Apartments	0	0	\$0	0	0	\$0
3+ Family						
Foundation	0	na	\$0	2	na	\$705,000
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
Full Permit (5+ DU per bldg)	0	0	\$0	20	222	\$9,731,352
Other (Non-dwelling)	0	na	\$0	2	na	\$126,000
Total Residential New	30	30	\$6,884,350	53	250	\$19,352,194
Net Residential Demos & Removals		-4			-2	
Net Residential Units		26			248	
Additions & Alterations						
1 & 2 Family						
Additions & Alterations	8		\$518,586	7		\$552,765
Manufactured Home (Replace)	1		\$104,000	0		\$0
Paving & Pools	5		\$219,750	12		\$327,930
Accessory Buildings	7		\$214,138	13		\$237,544
Storm Shelters	31		\$96,898	87		\$272,910
3+ Family						
Addition & Alteration (All Types)	1		\$160,998	0		\$0
Total Residential Additions & Alterations	53		\$1,314,370	119		\$1,391,149
TOTAL RESIDENTIAL	83		\$8,198,720	172		\$20,743,343

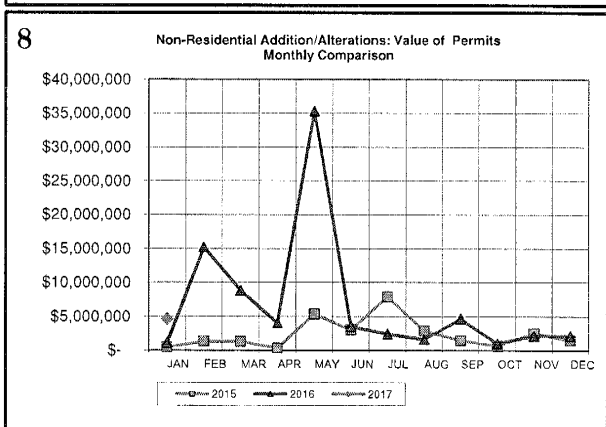
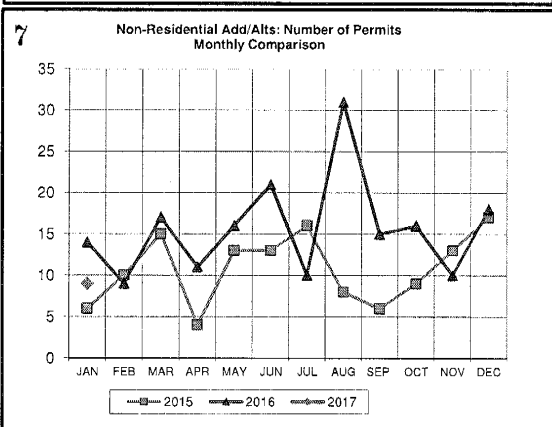
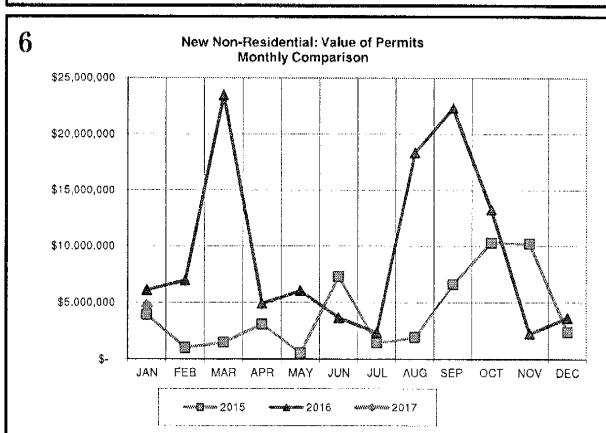
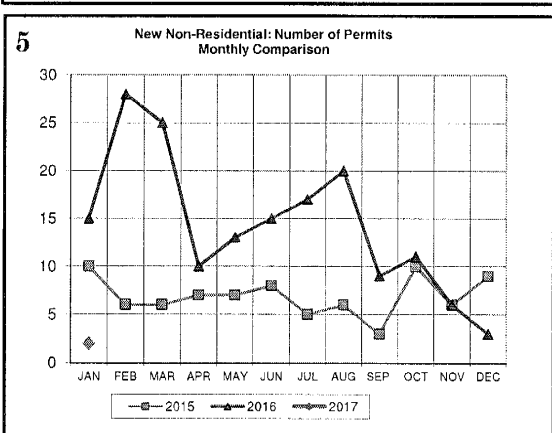
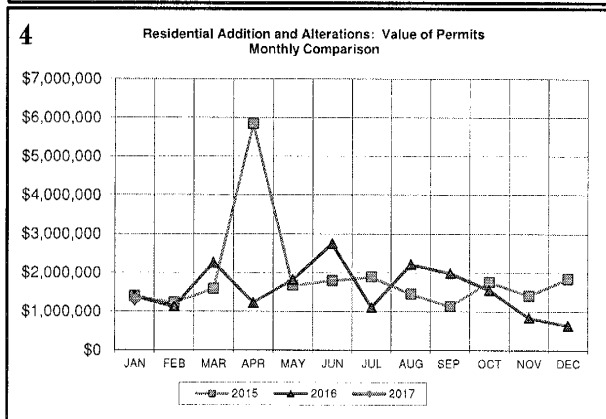
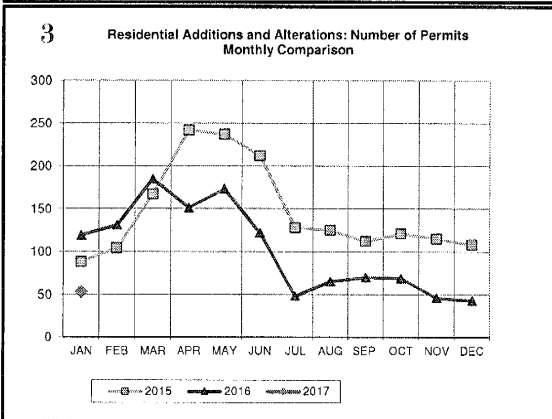
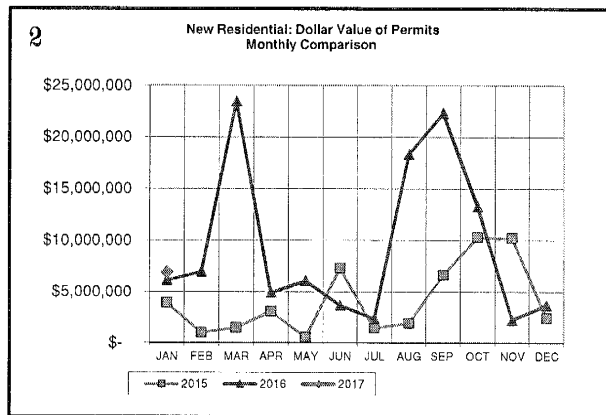
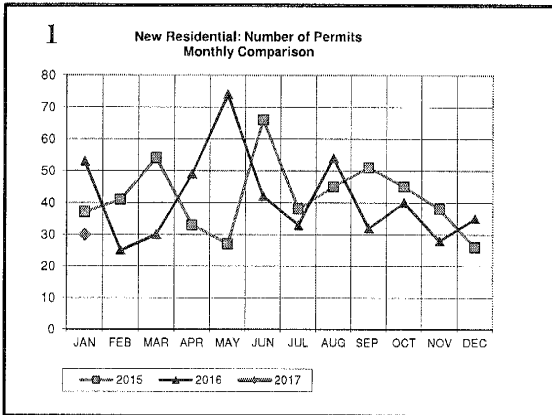
	Number of Permits	Valuation	Number of Permits	Valuation
NON-RESIDENTIAL PERMITS				
New Construction				
Foundation	0	\$0	1	\$48,900
Shell	0	\$0	2	\$550,000
Interior Finish	1	\$157,174	5	\$578,000
Full Permit	1	\$4,500,000	7	\$4,929,500
Total Non-Residential New	2	\$4,657,174	15	\$6,106,400
Additions & Alterations				
Additions & Alterations (All Types)	9	\$4,614,000	14	\$1,115,363
Total Non-Residential Additions & Alterations	9	\$4,614,000	14	\$1,115,363
TOTAL NON-RESIDENTIAL	11	\$9,271,174	29	\$7,221,763

TOTAL ALL PERMITS	94		\$17,469,894	201		\$27,965,106
--------------------------	-----------	--	---------------------	------------	--	---------------------

	Number	Number
OTHER ACTIVITY		
Electrical Permits	101	92
Heat/Air/Refrigeration Permits	121	94
Plumbing & Gas Permits	130	137
Sign Permits	23	18
Water Well Permits	2	2
Garage Sale Permits	17	21
Structure Moving Permits	3	0
Demo - Residential Permits	4	3
Demo - Non-residential Permits	0	0
Temporary Const Bldgs & Roll-off Permits	11	12
Lot Line Adjustments Filled	0	8
Certificate of Occupancy (CO) Permits	83	125
All Field Inspections	2,060	1,908

	JANUARY 2017			JANUARY 2016		
	Number of Permits	Dwelling Units	Valuation	Number of Permits	Dwelling Units	Valuation
Residential New Construction	30	30	\$4,657,174	53	250	\$6,106,400
Residential Demos/Removals	na	-4	na	na	-2	na
Residential Additions/Alterations	53	na	\$4,614,000	119	na	\$1,115,363
Non-residential New Construction	2	na	\$4,657,174	15	na	\$6,106,400
Non-residential Additions/Alterations	9	na	\$4,614,000	14	na	\$1,115,363
TOTAL YEAR TO DATE	94	26	\$18,542,348	201	248	\$14,443,526

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



REVITALIZATION 10C

CDBG and HOME Investment Partnerships Programs

The Vicksburg six-unit development being undertaken by the Norman 2015 CHDO has broken ground and is under construction. This project is partially funded by the City of Norman HOME Program. LG Construction, Inc. is the construction contractor.

CDBG Disaster Relief Grant

Redesign of drainage structure on 120th continues. Construction is underway on Project #1 (90% complete) located on 108th Ave SE and Project #2 (50% complete) located on 120th Ave SE. Project #'s 3, 5, and 6 generally located at 120th AVE NE and Tecumseh NE are currently being delayed due to utility relocation (AT&T).

Engineering and design for the remaining two projects (#8 and #9) is substantially complete. Estimated bid date of February 2017 for these projects.

Formal request made to the Oklahoma Department of Commerce to request the remaining \$719,970 of the award to proceed on projects 4 and 7 which are as follows:

Project 4: 84th Ave NE from Rock Creek Road to north end (.3 miles)

Project 7: Rock Creek Road from 108th Ave NE to 120th Ave NE (1 mile)

These two projects were previously determined to be ineligible based upon Census data but were approved after completion of an income survey.

Homeless Activities

On January 20, the housing placement report for the Zero:2016 initiative was made to Community Solutions for the month of December. There was one housing placement made (1 chronic).

Housing Programs

January 2016

CDBG

- One rehabilitation project is under contract, three rehabilitation projects completed since July 1, 2016.
- Two emergency repairs are awaiting contracts; nine emergency repair projects have been completed since July 1, 2016.
- Three accessibility modifications are under contract; four accessibility modification projects have been completed since July 1, 2016.

Social and Voluntary Services Commission

The award of nineteen contracts totaling \$175,000 was executed at the August 9, 2016 City Council Meeting, and expenditures are occurring. Commission Members have completed site visits. At the January 30th meeting the Commission discussed the results of ten of the nineteen funded agencies. The remaining agencies will be discussed at an additional meeting that has been scheduled in February.

Code Compliance

Code Compliance investigated 656 new code violation cases and 487 of those were proactive. 585 code cases were closed with 510 cases remaining open. 2,209 Tasks were completed, such as initial inspections, re-inspections, additional site visits, charges, postings, inspector abated, etc. City-wide proactive enforcement began on March 15, 2012.

		Total New Cases and Number of Proactive Cases for FYE 2017												
		July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Total	Cases	1045	1381	821	810	662	565	656						5940
Proactive	Only	402	772	409	513	484	397	487						3464

		Work Orders, Owner Abatement after Work Order Issued, and Liens Filed FYE 2017												
		July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Work	Orders	71	67	31	18	0	6	12						205
Owner	Abated	12	16	2	2	0	0	0						32
Liens	Filed	7	18	30	20	8	0	0						83

		Signs Removed from Rights-of-Way FYE 2017												
		July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Signs	Removed	122	85	94	77	456	176	129						1139

Oil & Gas

1. 157 wells inspected.
2. 157 total wells.
3. 86 active producing wells.
4. 53 inactive wells.
5. 6 active injection wells.
6. 12 inactive wells.
7. 1 Board of Adjustment Item. Hughes Gas Systems, Fencing variance granted for 3 batteries, Valouch battery, Valouch #3 battery and Norman#1 battery. Norman #1 well was required to be fenced.

POLICE

11



Administrative Summary

January 2017 Summary



Operations

Part I Crimes	Current		Year-To-Date	
	2017	2016	2017	2016
Murder	0	0	0	0
Rape	4	6	4	6
Robbery	2	8	2	8
Agg. Assault	9	17	9	17
Burglary	69	61	69	61
Larceny	229	250	229	250
Motor Vehicle Theft	34	36	34	36
Arson	0	0	0	0
Part I Totals:	347	378	347	378
Part II Crimes				
DUI/APC	30	30	37	37
Drunkenness	43	43	53	53
Drug Violations	80	80	72	72
Forgery	20	20	16	16
Vandalism	90	90	82	82
Others	616	630	619	633
Part II Totals:	879	893	879	893
Total Reported Crime:	950	1,007	950	1,007
Other Reported Activity				
Public Peace Reports	164	154	164	154
Warrants Served	112	110	112	110
Other Reports Totals:	276	264	276	264
Total Case Reports:	1,226	1,271	1,226	1,271
Collisions				
Fatality	0	0	0	0
Injury	46	53	46	53
Non-Injury	127	125	127	125
Total Collisions:	173	178	173	178
Call for Service				
CAD Activity (Total)	9,869	9,311	9,869	9,311
Calls for Service (Police)	7,242	6,823	7,242	6,823
Total CFS:	17,111	16,134	17,111	16,134
Citations & Warnings:				
Citations	1,295	1,539	1,295	1,539
Warnings	1,690	996	1,690	996
Total Citations & Warnings:	2,985	2,535	2,985	2,535

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

ANIMAL CONTROL 11A



Norman Animal Welfare Shelter Animal Count

01/01/2017 to 01/31/2017



Beginning Animal Counts

CANINE		
Adult	Up to 5 Months	Age Unknown
52	10	6

FELINE		
Adult	Up to 5 Months	Age Unknown
19	39	9

Animal Intake

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

CANINE		
Adult	Up to 5 Months	Age Unknown
52	23	21
27	1	4
0	0	0
0	0	0
2	0	0
81	24	25

FELINE		
Adult	Up to 5 Months	Age Unknown
18	1	7
4	1	1
0	0	0
0	0	0
0	0	0
22	2	8

Animal Outcomes

Live Outcomes

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

CANINE		
Adult	Up to 5 Months	Age Unknown
33	10	9
25	1	12
23	11	2
0	0	0
0	0	0
81	22	23

FELINE		
Adult	Up to 5 Months	Age Unknown
20	12	9
2	0	1
14	1	3
0	0	0
0	0	0
36	13	13



Norman Animal Welfare Shelter Animal Count

01/01/2017 to 01/31/2017



Animal Outcomes

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

Other Outcomes

CANINE		
Adult	Up to 5 Months	Age Unknown
0	0	0
0	0	0
8	0	4
0	0	0
8	0	4
90	22	27

FELINE		
Adult	Up to 5 Months	Age Unknown
0	0	0
1	0	0
0	0	1
0	0	0
1	0	1
38	13	14

Ending Animal Counts

CANINE		
Adult	Up to 5 Months	Age Unknown
47	8	4

FELINE		
Adult	Up to 5 Months	Age Unknown
21	10	3



Norman Animal Welfare Kennel Comparisons Statistics



"Intake Comparisons"

1/1/16 to 1/31/16

1/1/17 to 1/31/17

Dogs				
Strays	62	96	↑	54.8 %
Owner Surrenders	12	32	↑	166.7 %
Others	17	2	↓	88.2 %
Total Dogs Received:	91	130	↑	42.9 %
Cats				
Strays	29	26	↓	10.3 %
Owner Surrenders	19	6	↓	68.4 %
Total Cats Received:	48	32	↓	33.3 %
Total Intakes:	139	162	↑	16.5 %

"Outcome Comparisons"

1/1/16 to 1/31/16

1/1/17 to 1/31/17

Dogs				
Adoption	91	88	↓	3.3 %
Euthanasia	4	12	↑	200.0 %
Return to Owner	23	38	↑	65.2 %
Others	8	1	↓	87.5 %
Total Dogs Dispositioned:	126	139	↑	10.3 %
Cats				
Adoption	61	59	↓	3.3 %
Euthanasia	0	1	↑	100.0 %
Return to Owner	2	3	↑	50.0 %
Others	9	2	↓	77.8 %
Total Cats Dispositioned:	72	65	↓	9.7 %
Total Outcomes:	198	204	↑	3.0 %



Norman Animal Welfare Average Days In Kennel

1/1/2017 - 1/31/2017



Type	Total Animals	Average Days
Dogs	122	15
Strays	88	16
Owner Surrenders	25	15
Others	9	12
Cats	57	20
Strays	40	19
Owner Surrenders	15	23
Others	2	10
Others	11	3
Strays	3	8
Owner Surrenders	2	2
Others	6	1

Kennel Statistics Report
Intakes from 01/01/17 to 01/31/17

	DOG	PUPPY	CAT	KITTEN	OTHER	TOTAL
TOTAL	122	34	47	5	42	250
CONFISCATI	2	0	0	0	0	2
POLICE	2	0	0	0	0	2
DISPO REQ	8	0	10	0	32	50
FIELD	6	0	10	0	31	47
OTC	2	0	0	0	1	3
FOSTER	8	10	7	3	0	28
FIELD	1	0	0	0	0	1
OTC	7	10	7	3	0	27
OWNER SUF	26	0	4	1	2	33
OTC	26	0	4	1	2	33
RETURN	5	1	1	0	0	7
OTC	5	1	1	0	0	7
STRAY	73	23	25	1	2	124
FIELD	38	9	5	0	1	53
OTC	35	14	20	1	1	71
WILDLIFE	0	0	0	0	6	6
FIELD	0	0	0	0	5	5
OTC	0	0	0	0	1	1

Kennel Statistics Report
Outcomes from 01/01/17 to 01/31/17

	DOG	PUPPY	CAT	KITTEN	OTHER	TOTAL
TOTAL	128	31	62	15	43	279
ADOPTION	67	21	46	13	5	152
	2	1	0	0	0	3
IN FOSTER	1	0	2	1	0	4
REFERRAL	0	0	0	0	1	1
RESCUE GRP	25	11	17	1	4	58
WALKIN	39	9	27	11	0	86
DISPOSAL	8	0	11	0	34	53
CREM-PRIV	4	0	0	0	1	5
CREM-SHELT	4	0	11	0	33	48
EUTH	12	0	1	0	0	13
AGED	1	0	0	0	0	1
AGGRESSIVE	4	0	0	0	0	4
BEH MANAGE	1	0	0	0	0	1
BEH SEVERE	4	0	0	0	0	4
COND SEVER	1	0	0	0	0	1
FELV/FIV	0	0	1	0	0	1
INJ SEVERE	1	0	0	0	0	1
FOSTER	3	9	0	2	0	14
HW MINOR	2	0	0	0	0	2
ILL MINOR	0	1	0	0	0	1
INJ MINOR	0	1	0	0	0	1
SPACE	1	7	0	0	0	8
TIME	0	0	0	1	0	1
UNDRAGE/WT	0	0	0	1	0	1
RTO	37	1	3	0	0	41
	1	0	0	0	0	1
MICROCHIP	0	0	1	0	0	1
PHONE	1	0	0	0	0	1
WALKIN	35	1	2	0	0	38

	DOG	PUPPY	CAT	KITTEN	OTHER	TOTAL
STOLEN	1	0	1	0	0	2
	1	0	1	0	0	2
TRANSFER	0	0	0	0	4	4
	0	0	0	0	1	1
WILDCARE	0	0	0	0	3	3

Kennel Statistics Report
Animals On Hand on 01/31/17

	DOG	PUPPY	CAT	Total
Total	46	7	11	64
MCCLAIN CNTY	0	1	0	1
NORMAN	46	6	11	63



Monthly Service By Assignment

January 2017
Animal Welfare Volunteers

Place	Assignment	Jan 2017 Hours	Total Hours
Norman Animal Welfare Center	Groomer	0:00	0:00
	NAWC-Bather / Groomer	2:26	2:26
	NAWC-Beautification Volunteer	0:00	0:00
	NAWC-Cat Socializer	47:06	47:06
	NAWC-Community Outreach Volunteer	0:00	0:00
	NAWC-Dog Handler	89:59	89:59
	NAWC-Foster Program	0:00	0:00
	NAWC-Laundry	1:00	1:00
	NAWC-Lobby Greeter	24:13	24:13
	NAWC-Orientation	18:00	18:00
	NAWC-Photographer	2:15	2:15
	Other Volunteer Services	0:00	0:00
	Total		184:59
Grand total		184:59	184:59

PUBLIC WORKS

12

**DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
January, 2017**

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed 1 Certificate of Survey, 2 Final Plats, and 2 Preliminary Plats for Planning Commission review; 3 Easements, and 2 Final Plats for City Council review; and 6 Final Plats for Development Committee review. The Development Engineer reviewed 21 sets of construction plans and 5 punch lists. There were 79 permits reviewed and/or issued. Fees were collected in the amount of \$6,983.77.

CAPITAL PROJECTS

SH-9E and Lindsey Street Interchanges

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- Completed the retaining walls on the east and west sides of I-35
- Completed the bridge located on the east side of I-35, north of SH-9E
- Continue to reconstruct the Lindsey Street Bridge over I-35 center pier located in the middle of I-35
- Continue to place concrete pavement on Lindsey Street between I-35 and Ed Noble Parkway
- Continue to place pavement on the Lindsey Street to southbound I-35 on ramp
- Continue to place pavement on the I-35 northbound to Lindsey Street off ramp
- Continue to place sod on the completed portions of I-35 northbound

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

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

The project involves the following items:

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

*Monthly Progress Report
Public Works (January 2017)*

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

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

The contractor's activities this month were as follows:

- Completed the installation of the drainage box on Lindsey Drive near Del Rancho
- Completed the sewer line relocation on Wylie Road
- Continue to install the temporary widening on the north and south sides of Lindsey Street
- Continue to install the drainage box on Lindsey Street between Berry Road and Wylie Road
- Continue to construct the southeast corner of the 24th Avenue SW and Lindsey Street intersection
- Continue to install the Imhoff Creek channel liner
- Began to install the concrete pavement for the inside lanes of the new roadway west of Berry Road

Franklin Road Bridge over the Little River:

Construction on the Franklin Road Bridge Project began on Monday, January 16, 2017. This is a \$3.7 million project under construction by Frontier Bridge of Okarche, Oklahoma. This project is a part of the 2012 Bond Program. Contract time is set at 180 days with an estimated completion date of July 15, 2017. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project. The contractor closed Franklin Road between 24th Avenue NW and 12th Avenue NW to through traffic on January 16 for the duration of the project, in order to remove and reconstruct the bridge over the Little River. The detour during the construction of the project is Tecumseh Road. City staff met with officials from Moore-Norman Technology Center in November 2016 to inform them of the upcoming construction project.

The project involved the following items:

- Replaces existing 2-lane bridge over Little River
- Replaces 2,000 feet of pavement on Franklin Road
- Adds 10-foot shoulders to roadway
- Reduces roadway flooding
- Improves public safety and accessibility

The contractor's activities this month were as follows:

- Continue to remove the existing bridge over the Little River
- Continue earthwork activities for the roadway and overflow channel

2013 CDBG-DR Project Groups 1 and 2:

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

The project involves the following items:

- Subgrade Stabilization
- New 6" asphalt pavement

*Monthly Progress Report
Public Works (January 2017)*

- Some roadway widening
- Culvert replacement at most locations
- Ditch grading

The major focus of work now is reconstruction of 108th Avenue SE and 120th Avenue SE, both between Etowah Road and SH-9.

The contractor's activities this month were as follows:

- Continue AT&T utility relocations at various locations
- Driveway construction, final ditch grading, and erosion control installation on 108th Ave. SE between Post Oak Rd. and SH-9
- Finished the pavement milling and grading on 120th Ave. SE between Etowah Rd. and Post Oak Rd.

Main Street Bridge over Brookhaven Creek

The Main Street Bridge over Brookhaven Creek Project is a part of the 2012 Bond Program. This project addresses the most significant problem along the main stem of Brookhaven Creek that includes stream flooding and erosion in the 100-year flood plain. This project will prevent flows from overtopping the Main Street Bridge and spreading out over a large area of the west side of the creek by increasing capacity of the bridge and downstream creek channel. This project also stabilizes the stream banks reducing the erosion that has been occurring below Main Street by utilizing environmental mitigation techniques such as tree and shrub plantings, diversion logs and reinforced vegetation systems.

The City of Norman applied for an Oklahoma Water Resources Board (OWRB) loan through the Clean Water State Revolving Fund (CWSRF) for the installation of green infrastructure on the project. The City has been notified that the OWRB has awarded the City a loan in the amount of \$304,625. The CWSRF program has a provision for debt forgiveness of approximately \$400,000. The City has been granted this loan forgiveness and the loan will be at no cost to the City. The green infrastructure portion of the project includes stream stabilization and low impact development (LID) techniques such as porous pavement for the maintenance access road located on the west side of the creek.

Right of way acquisitions have been completed and utility relocation is complete. The plans for the work are being completed by the consultant to be ready for bidding by the Oklahoma Department of Transportation (ODOT). The environmental clearance that is required for all projects receiving federal funding is nearing completion. Once this is received, all final plans will be completed and the project will be put out to bid. It is expected that the bid opening will occur in April 2017 and the project will begin in July 2017.

Sidewalk Program:

FYE 2017 Concrete Projects bid was awarded on August 9, 2016 by City Council to Central Contracting services in the amount of \$246,025.00 for the four following projects to be completed throughout the fiscal year 2017:

- **Citywide Sidewalk Reconstruction Program** which is intended to assist property owners in repairing existing sidewalks and constructing new sidewalks along an entire city block. Property owners who wish to participate in the Citywide Sidewalk Reconstruction Project will pay fifty percent (50%) of the estimated cost, with the City paying the remaining fifty- percent (50%) from funds allocated to this project. Citywide sidewalk reconstruction completed in January 2017 at 513 S. University.
- **Sidewalk Accessibility Program** which provides sidewalk ramps where none exist and rebuilds existing ramps that do not comply with the current Americans with Disabilities Act (ADA) standards. This project will construct approximately fourteen (50) curb ramps. Locations are determined at the request of citizens and along arterial and collector streets that do not currently have ramps at street-sidewalk intersections. Project sites in this year's program will include the intersections along Wylie Road, Biloxi Drive, Boyd Street and Chautauqua Avenue.

- **Sidewalk Program for Schools and Arterials Program** is used to construct new sidewalks adjacent to elementary schools that have no sidewalks and along walking routes to the schools. The location in this year's program is the south side of Westlawn Drive from Berry Road to Wylie Road, with new ramps crossing Wylie at the east entrance of Jackson School. Construction is scheduled to begin in June, 2017.
- **Downtown Area Sidewalks and Curbs Program** will repair hazardous or deteriorated sidewalks, ramps and curbs in the downtown area. The location will be concentrated on the north/south corridors on the east side of downtown, along Crawford Avenue and Peters Ave. north and south of Main Street. Construction to upgrade ramps and repair sidewalk on Crawford Avenue from Main Street to Eufaula Street are scheduled to begin March 2017.
- The **Sidewalk and Trails Project** designed to construct 850 feet of new sidewalk in areas recommended by Greenbelt Commission along 24th Ave. N.E. adjacent to Hall Park began November 7th. Work included 6 ramps and extension of a bridge structure that crosses 24th Ave. N.E at the park. Sidewalk is 6 feet wide on the west side of 24th Ave. N.E. from Ashwood Lane to Ravenwood Lane and updates the 24th Ave. pedestrian crossing for the park trail to the east and create a connection to the trails from the existing local sidewalks. Sidewalk will tie to Robinson Street to the south in future construction of the 24th Ave. Widening Project currently in design. Project completed November 23th, 2016 at a cost of \$84,770.00.
- The **Robinson Sidewalk Project** provided for sidewalk repair along a three mile long section of Robinson Street from 24th Ave. NW to 12th Ave. NE. The project repaired raised, cracked, sunken and sloped walks currently out of ADA compliance in this area, which abut city property, businesses, apartments, and residential properties. Project repaired approximately 5000 feet of sidewalk by standard replacement methods or horizontal saw cutting to remove trip hazards and added ADA compliant ramps at driveways and major intersection. This project was also coordinated with other projects in the area including waterline replacements and traffic signal interconnect and gas line relocation. Final work was completed December 2016 at a cost of \$198,950.

STREETS DIVISION

DEEP PATCH OPERATIONS

2501 BURNING TREE

290.87 tons of asphalt

CONCRETE OPERATIONS

NICOLE CIR. PANEL REPLACEMENT

30.0 cubic yards of concrete

200 BLK CRESTMONT PANEL REPLACEMENT

28.5 cubic yards of concrete

OTHER

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 1.05 tons of asphalt was utilized in routine pothole patching operations.

NORTH PORTER AVENUE

Pushing/leveling construction debris at dumpsite.

ROADSIDE/DRAINAGE MAINTENANCE

Removed 86.36 tons debris/sediment and trimmed trees in drainage right-of-ways in the urban area.

STORMWATER DIVISION

Stormwater Maintenance

HAVENBROOK STREET

Excavated nine (9) deteriorated culvert pipes. Installed new 9'diameter culvert pipes. Placed 126.00 cubic yards of concrete and flowable fill. Trucked in and placed 45 tons of rock and removed 457.00 tons debris.

SHELBY CT DRAINAGE REPAIR

Performed replacement of failed storm sewer system in the back yard of 1806 Shelby Ct. Removed 15 tons of debris and placed 80 feet of 24" new storm sewer pipe.

WORK ORDER RESPONSE

Stormwater Division received 20 work order requests and closed 18.

DRAINAGE MAINTENANCE

Removed 2 tons of debris/sediment and trimmed trees in drainage right-of-ways in the urban area.

Cleared 114 inlets of debris from drainage right-of-ways in the urban/rural area.

URBAN STREET SWEEPING OPERATIONS

Total of 381 miles were swept resulting in the removal of approximately 466 tons of debris from various curblin streets.

STORMWATER QUALITY

Received and responded to 2 citizen calls. YTD Total is 2.

Rain barrel advertisement in Norman Transcript on January 15th and 18th.

Rain barrel article in January 2017 Employee Newsletter.

Public meeting on Stormwater Infrastructure held January 23rd with 73 in attendance.

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.

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2017

STORMWATER DIVISION					
	FYE 2017 January, 2017	FYE 2017 January, 2017	Year to Date	Year to Date	FYE 2017
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	-	0%	2,303.40	38%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	36.00	0%	735.00	5%	70%
Mow 2,271,548 sq. feet of open drainage ways, six times per year	-	0%	4,069,970.00	30%	90%
Perform erosion control inspections of permitted sites within 30 days.	166.00	187%	1,212.00		100%
Permit all earth disturbing operations over 1 acre in size.	1.00	95%	14.00		95%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	1.00		50%
Inspect stormwater outfalls.	-	0%	13.00		20%
Respond to stormwater complaints within 24 hours of the time reported					

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2017

STREET DIVISION					
	FYE 2017 January, 2017	FYE 2017 January, 2017	Year to Date	Year to Date	FYE 2017
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Patch 100% of all potholes smaller than one cubic foot within 24 hours (tons of material used)	1.05	100%	991.21	100%	95%
Overlay/pave 10 miles per year.	-	0%	4.15	42%	100%
Replace 1,160 square yards of concrete pavement panels	162.60	14%	2,034.60	175%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	18.00	4%	132.00	31%	50%
Grade all unpaved public roads eight (8) times a year. (approximately 12 miles)	1.00	6%	7.00	44%	100%
Mow 190 ROW-miles of Urban right-of-way, eighteen times per year (miles)	-	0%	178.25	5%	85%
Mow 148 miles of Rural Right-of-way twice per year (miles)	-	0%	786.25	266%	50%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	20.25	6%	65%

JANUARY 2017
DEVELOPMENT COORDINATION, ENGINEERING,
AND PERMIT REVIEW

Subdivision Development:

FY 16-17 Associated Fees

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

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

City Council Review:

- Certificate of Survey.....0
- Preliminary Plat.....0
- Final Plats.....2
- Plat Correction.....0
- Encroachment.....0
- Easement.....3
- Closure.....0

↓	↓	↓
\$2,725.00		

Development Committee:

- Final Plats.....6

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

\$0.00

Subtotal:

\$2,725.00 \$385.00 \$17,270.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

- **Single Family.....29
- ***Commercial.....8
- Multi-Family.....0
- Addition/Alteration.....6
- House Moving.....3
- Paving Only.....2
- Storage Building.....3
- Swimming Pool.....3
- Storm Shelters.....23
- Public Improvements.....3
- Temporary Encroachments.....1
- Fire Line Pits/Misc.....3
- Flood Plain (@\$100.00 each).....0

↓	↓	↓
\$0.00	\$0.00	\$400.00

Total Permits..... \$6,443.87 \$1,387.88 \$89,018.86

Grand Total..... \$6,983.77 \$1,772.88 \$104,503.76

******Construction Plan Review occurrences 21 23 158**

*******Punch Lists prepared..... 5 4 35**

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

JANUARY 2017

DEVELOPMENT COORDINATION, ENGINEERING, AND PERMIT REVIEW

KEN DANNER/TODD McLELLAN/DREW
NORLIN

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
PI #8 PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	5	100%
PI #10 SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	29	100%
PI #11 COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	8	100%
PI #12 CONSTRUCTION PLAN REVIEW W/I 10 DAYS	21	100%
PI #13 FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	5	100%

**FLEET MANAGEMENT
ACTIVITY REPORT
January 2017**

**FYE 2017
FUEL REPORT
IN GALLONS**

	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	17,379.00	20,468.00	21,456.00
Outside - sublet	611.11	429.20	0.00
TOTAL	17,990.11	20,897.20	21,456.00

TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	18,150.59	21,137.00	14,118.44	7,337.56

FYE 2017 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	112,814.27	131,443.50	79,611.28	84,122.92

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$1.73	Low	\$1.67	UNLEADED	High	\$1.95	Low	\$1.65
DIESEL	High	\$1.76	Low	\$1.68	DIESEL	High	\$2.16	Low	n/a
CNG	High	n/a	Low	\$1.08	CNG	High	n/a	Low	n/a

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$55,803.03	Month Total Public CNG Sales	\$10,073
BATTERIES	\$1,402.96	FYE 2017 To Date Public Sales	\$51,963
OILS/FLUIDS	\$3,635.01	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$16,170.20	Total Sold Gallons Life To Date	670,944
SUBLET REPAIRS	\$8,770.19	Total Gross Sales Life To Date	\$953,190
TOTAL SPENT	\$85,781.39	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Station:	1,222,844

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	27	34	24	48
EMERGENCY ROAD CALLS	2	1	4	23
PM SERVICES	112	131	131	315
INCLEMENT WEATHER	5	2	0	5
WORK ORDERS	440	404	382	1,211
SCHEDULED REPAIRS	154	172	173	434
NON SCHEDULED REPAIRS	244	232	209	777

Light Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	1	7	1	7
EMERGENCY ROAD CALLS	1	0	0	2
PM SERVICES	84	103	90	115
INCLEMENT WEATHER	1	1	0	2
WORK ORDERS	229	217	208	337
SCHEDULED REPAIRS	111	126	115	157
NON SCHEDULED REPAIRS	118	91	93	180

Heavy Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	26	27	23	27
EMERGENCY ROAD CALLS	1	1	4	11
PM SERVICES	28	28	41	84
INCLEMENT WEATHER	4	1	0	0
WORK ORDERS	211	186	174	407
SCHEDULED REPAIRS	43	46	58	116
NON SCHEDULED REPAIRS	158	140	116	291

FLEET MANAGEMENT
Technician Productivity
Report

FYE 2017

January 2017

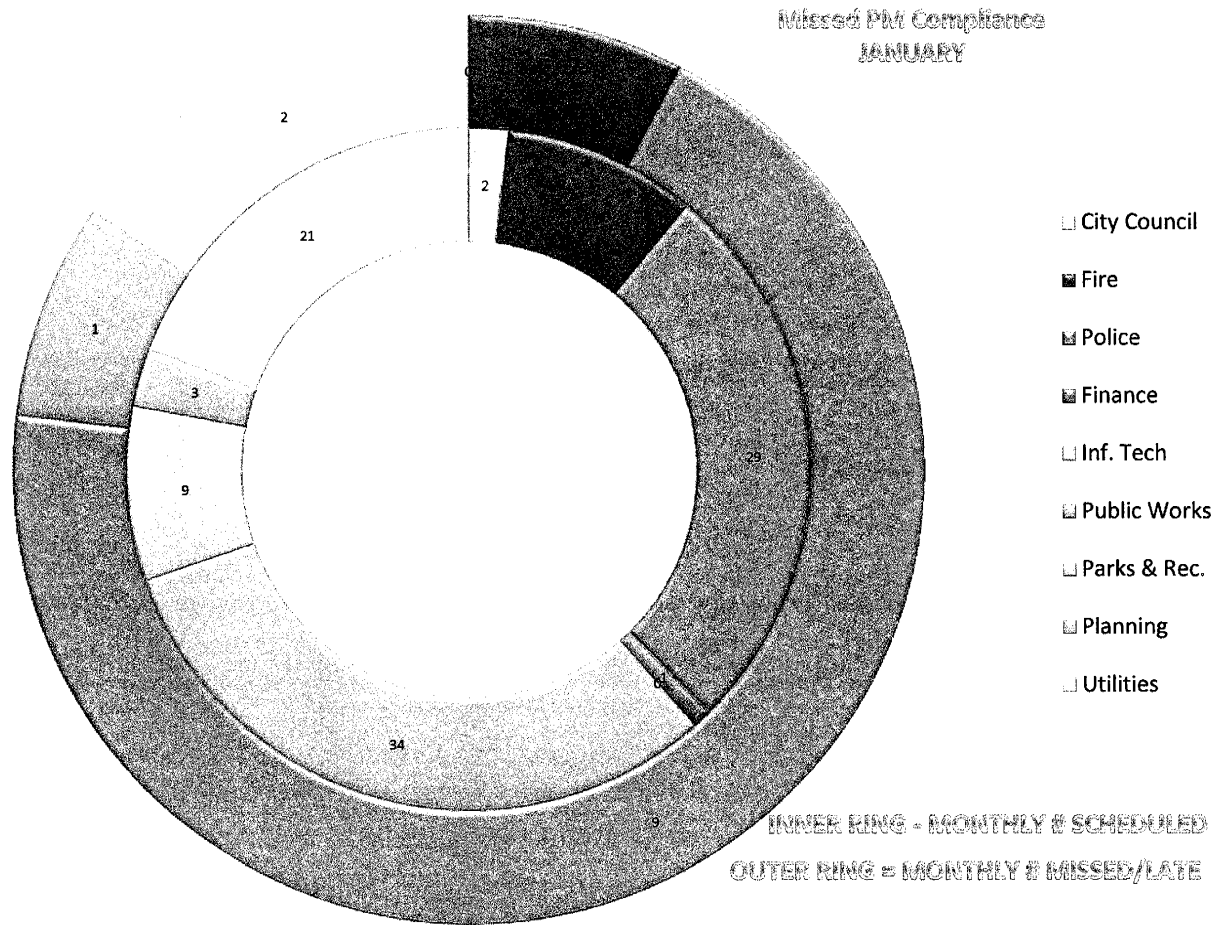
MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	ACTUAL	DIFFERENCE
# 001	134.72	72%	86.5%	14.5%	
# 002	128.68	72%	87.9%	15.9%	
# 003	159.25	72%	86.3%	14.3%	
# 004	109.76	72%	418.3%	346.3%	
# 005	0.00	72%	100.0%	0.0%	
# 006	0.00	72%	100.0%	0.0%	
# 007	91.68	72%	81.9%	9.9%	
# 008	104.54	72%	85.1%	13.1%	
# 009	111.49	72%	82.2%	10.2%	
# 010	101.52	72%	83.2%	11.2%	
# 011	136.04	72%	84.6%	12.6%	
# 012	0.00	72%	100.0%	0.0%	
# 013	112.14	72%	85.0%	13.0%	
# 014	96.25	72%	82.1%	10.1%	
# 015	117.32	72%	85.9%	13.9%	
# 016	117.60	72%	81.9%	0.0%	
# 019	6.38	72%	100.0%	0.0%	
# 021	173.08	72%	86.2%	14.2%	

DIRECT LABOR HOURS	1700.45
TOTAL AVAILABLE HOURS	1902.55
PRODUCTIVITY GOAL	72.0%
ACTUAL PRODUCTIVITY	89.4%

January FYE 2017

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Due at Meter or scheduled	Meter Past	ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
Police									
1122	2014 Ford Interceptor	Police Patrol	13409	12900	509	miles 12/7/2016	Light Shop	PM-C	3/11/2016
0985	2016 Ford F-250	Police Animal Control	10726	7000	3,726	miles 1/6/2017	Light Shop	PM-C	-
1106	2000 Ford Cargo Van	Police Patrol	71305	71000	305	miles 1/20/2017	Light Shop	PM-C	3/21/2016
1063	2006 Cadillac	Police Special Investigations	4/8/2176	3/12/2176	27	miles 1/27/2017	Light Shop	PM-C	10/30/2015
Fire									
2009	2001 Kohler Generator on unit 43	Fire Suppression	2/6/2017	11/16/2016	82	Days 9/1/2016	Light Shop	PM-C	2/9/2005
0032	2014 Pierce Velocity	PSST Fire Suppression	1980	1651	329	hours 9/5/2016	Light Shop	PMC/PMI	4/8/2016
Utilities									
0296	2005 Golf Cart	Sanitation Transfer Station	2/6/2017	10/28/2016	101	Days 10/28/2016	Light Shop	PM-C	5/16/2016
0289	2009 John Deere Z510A	Sanitation Compost	2/6/2017	12/21/2016	47	Days 12/8/2016	Light Shop	PM-D	6/21/2016
0237	2010 Peterbilt 320 Front Loader	Sanitation Commercial	737	620	117	hours 1/10/2017	Heavy Shop	PM-C	9/7/2016
0269	2007 Peterbilt 320 Side Loader	Sanitation Residential	13554	13299	255	hours 1/11/2017	Heavy Shop	PM-C	8/4/2016
0292	213 Caterpillar CT660L Day Cab	Sanitation Transfer Station	149049	146150	2,899	miles 1/12/2017	Heavy Shop	PM-C	9/9/2016
0288	2004 E-Z Go Golf Cart	Sanitation Compost	2/6/2017	1/12/2017	25	Days 1/12/2017	Light Shop	PM-C	8/12/2016



Department	Scheduled	Missed/Late	% Late
City Council	2	0	0.0%
Fire	10	1	10.0%
Police	29	9	31.0%
Finance	1	0	0.0%
Inf. Tech	0	0	0.0%
Public Works	34	1	2.9%
Parks & Rec.	9	0	0.0%
Planning	3	0	0.0%
Utilities	21	2	9.5%
Citywide Total	109	13	11.9%

**FLEET MANAGEMENT DIVISION
PM COMPLIANCE REPORT
JANUARY FYE 2017**

Industry Standard Compliance: Not To Exceed 5%

					Current %	PENDING
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
CUSTODIAL					0%	0%
BUILDING MAINTENANCE	2	2			0%	17%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	50%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	100%
FINANCE						
METER SERVICES	1	1			0%	15%
PLANNING						
PLANNING					0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE	3	3			0%	0%
PUBLIC WORKS						
ENGINEERING	1		1		0%	20%
STREET MAINTENANCE	18	18			0%	8%
STORMWATER MAINTENANCE	4	4			0%	4%
TRAFFIC	10	10			0%	0%
STORMWATER QUALITY					0%	0%
FLEET MANAGEMENT	1	1			0%	0%
POLICE						
ANIMAL CONTROL	2	2			0%	0%
POLICE ADMINISTRATION	1	1			0%	0%
POLICE STAFF SERVICES	2	2			0%	27%
POLICE CRIMINAL INVESTIGATIONS	2			2	100%	24%
POLICE PATROL	17	12	1	4	24%	17%
POLICE SPECIAL INVESTIGATIONS	2	1		1	50%	21%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION					0%	60%
FIRE SUPPRESSION	8	7		1	13%	12%
FIRE DISASTER PREPAREDNESS	2	2			0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	9	9			0%	2%
PARKS & RECREATION					0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	3	2	1		0%	19%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION					0%	27%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT					0%	0%
WATER PLANT	1	1			0%	0%
WATER PLANT WELLS					0%	0%
WATER PLANT LAB	1	1			0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	5	5			0%	10%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS					0%	13%
WRF OPERATIONS					0%	67%
SEWER LINE MAINTENANCE	2	2			0%	4%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	3	2		1	33%	4%
SANITATION COMMERCIAL	3	3			0%	7%
SANITATION TRANSFER	2	2			0%	12%
SANITATION COMPOST	3	2		1	33%	13%
SANITATION RECYCLE	1	1			0%	25%
SANITATION YARD WASTE					0%	10%
CITYWIDE TOTAL	109	96	3	10	9%	11%

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

JANUARY 2017	PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
		Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
Provide initial response to citizen inquiries within 2 days	100%	91	91	100%	717	717	100%
Provide information requested by citizens within 7 days	95%	91	91	100%	717	717	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%	49	49	100%	338	338	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		4	10	2.50	2618	942.5	0.36
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
		0	0	100%	7.28	36	4.95
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
		19	19	100%	104	104	100%
Response to reports on traffic signal malfunctions within one hour.	99%	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
		23	23	100%	189	189	100%
Response to reports of sign damage:	Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour	99%	4	4	100%	49	49	100%
<i>Lower Priority</i> all other signs within one day	90%	29	29	100%	361	361	100%
<i>Street Name Signs</i> within two weeks	90%	25	25	100%	159	159	100%
Percent of work hours lost due to on the job injuries.	<.01%	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
		3192	0	0.00	21888	0	0.00

UTILITIES

13

Monthly Report

January 2017

LINE MAINTENANCE:

Capital Projects

- Windwood Court - 100% Complete
- Creekwood Court - 100% Complete
- Cove Hollow Court – 50% Complete

Water Line Breaks - 7

Sewer Line Data

- Total obstruction service requests - 37
- Private Plumbing: 33
- City Infrastructure: 4
- Sanitary Sewer Overflows: 3

Lift Station D Flows:

- Days - 31
- Average daily flow: .97 MGD
- Total flow: 30.07 MG

WASTEWATER PROJECTS:

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

Woodcrest Interceptor (WW0120): Project is a \$1.7 million dollar sewer improvement project funded by the Sewer Excise Tax (SET). It will replace and upsize the existing Woodcrest interceptor from north of Tecumseh Road running SW to near Porter Avenue and Rock Creek Road; design by RJN Group; three (3) bids received 2/11/16 with Jordan Contractors of Tecumseh low at \$1,725,750; NUA award and contract approved 3/8/16; Notice to Proceed issued effective 4/4/16. On 11/8/16, NUA approved Change Order No. 1 (CO1) increasing contract amount by \$92,290, and the contract time by twenty (20) calendar days; all work complete 2/3/17; NUA approval of final change order and project acceptance scheduled 2/28/17; payment for \$1,634,943 of revised contract total \$1,818,048, or 90% approved to date.

Sewer Maintenance Project FYE14 (WW0202): Annual project may rehabilitate over 47,000 feet (9 miles) of sewers and over 230 manholes in two (2) or more phases, in the area bounded by Robinson Street to the north, Sherry Avenue to the west, Main Street to the south, and Berry Road to the east, excluding Dakota & Iowa, which were in the 2009 project area. On 10/28/14, the NUA approved an expenditure with Lemke for surveying and drafting assistance; five (5) bids received 3/17/16 with Urban Contractors of OKC low at \$1,784,680; NUA award and contract approved 4/12/16. Notice to Proceed issued effective 4/25/16; Change Order No. 1 (CO1) increasing contract amount by \$128,190, and the contract time by thirty (30) calendar days approved by NUA on 7/12/16; construction is on schedule and within budget; SMP14 is on hold by mutual agreement; Urban will return in April; payment for \$1,577,684 of revised contract total of \$1,912,870, or 82% approved to date.

Lift Station Modification FY17 (WW0305): Three (3) existing lift stations, Ashton Grove, Vo-Tech and Royal Oaks need modifications more extensive than our annual rehabilitation. The work consists of pumps, pump guide rails and brackets, and discharge fittings and piping. Royal Oaks also requires replacement of its 8-foot wet well with a 10-foot wet well. Bypass pumping will be required while stations are off line to prevent back-ups or overflows. NUA and Line Maintenance staff met with CP&Y 11/30, to review project scope and visit each lift station. On 2/28/17, the NUA will consider an On-call Professional Services expenditure with Lemke for project design.

Sewer Maintenance Project FYE17 (WW0307): Annual project to rehabilitate about 26,000 feet (5 miles) of sewers and over 110 manholes in the area bounded by Cave Creek Street and Pinecrest Street to the north, partially Sequoyah Trail and partially Woodcrest Creek Drive to the west, Rock Creek Road to the south, and 12th Avenue NE to the east. On 7/26/16, the NUA approved an On-call Professional Services expenditure with Lemke for surveying and drafting assistance; survey by Lemke is complete; TV inspection 95% complete; draft plans are due mid-March.

Wastewater Flow Monitoring Project (WW0042): HDR Engineering approved 04/13/10 for completion of city-wide flow monitoring, and calibrating our wastewater model to simulate the affect a 5-year design storm. Thirty-two flow meters and ten rain gauges utilized to collect dry and wet weather flow data and sewer sub-basin maps reviewed to determine population equivalents for proper loading information under 2025 Plan. Loading data transmitted to HDR 04/25/12 and model development workshop was held 03/14/13. Capacity analysis report received 05/07/13 and collection system improvements report received 04/28/14. Report returned with comments 11/20/15. Staff met with HDR on 05/24/16 to review Final Report and is sending additional loading data to allow report completion. Payments totaling \$570,922 of \$576,699 processed.

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

Phase 2 WRF Improvements project expands design capacity from 12 to 17 MGD, rehabilitates older equipment and adds ultra violet disinfection, effluent aeration and odor control technologies. Bids received 03/27/14 and the NUA approved award to Archer Western Construction, LLC (AW) of Irving, TX on 04/22/14. NUA approved AW contract and bonds 05/13/14 and construction began 06/02/14. Change Order No. 1 (CO#1) extending contract time by 47 days approved by NUA on 09/09/15. CO#2 increasing cost by \$98,546.78 and extending time by 32 days was approved by NUA on 05/10/16. Staff is preparing CO#3 increasing cost by \$179,308.92 and extending time by 53 days for NUA consideration in December 2016. With the change order, all work is scheduled to be complete by 03/30/17. The following briefly summarizes the work completed this period:

- Headworks/Screening: electrical control panels installed on concrete slab with metal cover over equipment to NW of structure. Existing concrete wall to south removed with new slab and walls poured for new conveying system. Odor control system vessels installed to west of structure with piping system nearing completion. Grit chambers and concrete channels upstream and downstream of screens have been coated for protection from gases; modifications to screens and conveying systems are complete.
- Influent Flow Measurement Structure: new structure, 36-inch piping to aeration basins, slide gates, aluminum covers and handrail is complete. Need to complete electrical and SCADA work.
- Primary Clarifiers 1, 2, 3 and 4: PC#1 and PC#2 placed in service 10/28/15; PC#3 placed in service in June 2016; PC#4 placed in service in November 2016.
- RBC and Bio-Tower structures: removal is complete.
- Aeration Basins: New basins 4, 5 and 6 placed in operation 10/11/16; rehab of existing aeration basins 1, 2 and 3 continues; sludge removed and most diffusers are in place. Height of effluent weir wall increased and new weir installed on basins 1, 2 and 3. Aeration Basins 1, 2, and 3 returned to service 01/24/17.
- Final Clarifiers 5 and 6: Concrete, mechanisms, handrail, baffles and weirs in both clarifiers complete and were placed in service in December 2016; need to complete grading and sidewalks.
- RAS/WAS Pump station including 3 RAS pumps, 2 WAS pumps, electrical room, pump removal room with hoist, and electrical generator is essentially complete. Pump station was placed in service in December 2016.
- UV/Post Aeration Facility: Connection to existing outfall is complete. Blower control building, blowers, electrical controls and backup generator placed into operation in September 2015. UV influent box, UV disinfection and post aeration structures, UV equipment and superstructure complete and placed into operation on 10/29/15. Punch list prepared November 2015; repairs are required for building roof and asphalt drive. Performance testing completed 03/02/16.

- Outfall Structure and 66-inch Outfall Piping: New structure complete with 66-inch and 54-inch outfall piping installed and tested. Trash excavated from construction disposed and covered on top of landfill per DEQ requirements; additional cover materials stockpiled on landfill; need to complete erosion control on landfill areas. Asphalt access road installed.
- Sludge Blending Tank and Pump Station Building: New sludge blending tank with mixing system and pump station building complete and began operations in December 2016.
- Sludge Thickening Centrifuges: two new centrifuges, monorail crane and access platform installed in Main Control Building; became operational in late January; performance testing to begin 02/02/17.
- Digester Modifications: sludge removal from Digester 2 and 4 complete. Replacement of cover with exterior insulation complete; installing new doors and windows.
- Standby Generators: Generators at Transformer 5 (Environmental Services Building) and UV Blower Building installed; generator startup and testing completed in September 2015. Generator for RAS/WAS Pump Station and Westside Lift Station and Blower Building installed and waiting for testing.
- Odor Control filter vessels and media installed at Westside LS, Sludge Holding area and Headworks, air piping installation ongoing.
- Pay Estimate No. 32 for period ending 01/31/17 received for total of \$45,176,799 or 92% of the contract amount. OWRB reimbursement requests total \$27.4M.
- 974 calendar days or 94% of the 1032 calendar day contract time has been consumed.
- Monthly Progress Meeting No. 32 was held 02/01/17.

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

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

WRF Phase 2 Maintenance Improvements: On 02/14/17, the NUA will consider incorporating the Phase 2 Maintenance Improvements into the WRF Phase 2 Improvements via CO#4 increasing the Archer Western contract amount by \$2,828,517 and requiring completion by 11/14/17. The Maintenance Improvements will include the following projects:

- WRF South Digester Boiler Replacement (WW0169) will remove and replace two sludge boilers in the South Digester complex that were installed in 1988 and have out-lived their useful life. The two new boilers will match the boilers installed in the North Digester Complex in 2013 at an estimated cost of \$1,044,392.
- WRF Primary Sludge Thickener Replacement (WW0171) will install four new sludge thickener mechanisms in the refurbished concrete basins at an estimated cost of \$706,903.
- WRF Grit Classifier Replacement (WW0309) will remove and replace the existing grit washer/classifier unit at the Headworks at an estimated cost of \$333,216.
- WRF New Grit Classifier (WW0310) will provide and install a new grit washer/classifier unit at the Headworks at an estimated cost of \$433,180.
- WRF Generator Access Platforms (WW0311) will provide and install access platforms to perform maintenance at four (4) new emergency generators installed at under the ongoing WRF Phase 2 Improvements at an estimated cost of 310,826.

North WRF Engineering Report (WW0204): This new project will investigate the cost of new facilities for wastewater treatment, disposal, and solids management at a new North Water Reclamation Facility (WRF). Differing treatment alternatives will be evaluated for discharge to either the Little River or the Canadian River. Request for Proposal RFP 1213-12 was issued 07/24/12 and consultant proposals are due 08/27/12. The proposed WRF site is located NW of the intersection of 12th Ave. NE and Franklin Road Request for Proposal RFP 1213-12 was issued 07/24/12 and proposals were received from 4 consultants on 08/27/12. The review committee of 5 staff members selected the team of HDR and Alan Plummer and Associates to prepare the engineering report. NUA approved contract and work

scope 01/08/13 but work delayed for 45 days; kickoff meeting held 02/26/13. Amendment No. 1 to HDR contract was considered by Finance Committee in April and will not be forwarded to the NUA for consideration. NUA and HDR staff conducted North WRF alternative treatment technology screening workshop on 05/29/13; alternative technologies were developed for three potential discharge locations. Technical Memorandum No. 1 received 08/01/13 and documents the reasoning for potential discharge limits and treatment technologies proposed prior to more detailed alternative development. Staff provided comments on TM-1 to HDR 08/29/13. Received draft version of TM-2 including cost estimates for 4 treatment and discharge alternatives from the future North Water Reclamation Facility. Staff met with HDR Engineering on 12/17/13 to discuss draft version of TM-2 and provide input regarding non-economic ranking of alternatives. Staff provided comments on TM-2 06/10/14; draft ER received 2/27/15 and is under review.

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

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

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

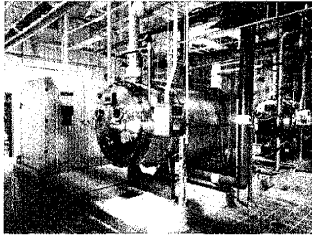
WATER PROJECTS:

Segment D Waterline, Phase 2: Final design for the Phase 2 project utilizing Highway 9 right-of-way was completed but the permit to construct from ODOT was not renewed. Alternative routing determined with first portion along Lindsey Street from 24th Avenue SW to Chautauqua. The last phase connecting the 24 inch on Lindsey to the 24 inch along Highway 9 at Jenkins is under consideration. Staff met with OU staff the week of October 31st to walk out proposed alignments that will cross OU property. All available alignments will require OU to donate easement of some sort. POE prepared the two alignments on a map so OU representatives can review the alignments. OU is still reviewing alignments. Staff negotiated a full contract for surveying, design, construction administration, and easement acquisition in the amount of \$194,000. Contract was approved by NUA January 24th, 2017. Design kickoff meeting is scheduled February 14th.

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

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

Water Treatment Plant Expansion (WA0291): Phase II design will include the installation of ozone treatment, UV



treatment, an upgrade of the high service pumps serving the pressure plane, on-site chlorine generation, new ammonia feed system, and additional SCADA improvements. Design contract with Carollo approved by NUA 05/22/12. Ozone pilot study began in October 2012 and was complete March 2013. Pilot plant results and preliminary engineering plans presented to NUA 07/08//14 with total project costs estimated at \$33,540,000. NUA approved final engineering contract on 02/10/15. Design plans are complete and DEQ has approved all variances and proposed plans and specifications. 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.

Waterline Relocation: I-35 Widening (WA0196): RFP 1314-28 distributed to consultants on 09/06/13; 14 proposals received 10/09/13; Alan Plummer and Associates (APAI) selected and NUA approved preliminary design contract on 01/28/14. Meetings held consultant, ODOT, NUA and Public Works staff. Draft Engineering Report (ER) received 04/18/14 and Final ER received 09/25/14. NUA approved APAI Amendment 1 for final design 10/14/14; 80% plans received 06/05/15 and were submitted to ODOT 06/12/15; ODOT has approved permit for proposed I-35 crossings. NUA approved Amendment No. 2 to APAI contract on 11/10/15 authorizing design of Phase 2 waterline between Crossroads Blvd. and Brookhaven Blvd. Final design plans and specifications submitted to DEQ 01/12/16 and were approved 01/29/16. APAI submitted draft easement acquisition documents and staff has all easements/ROW except for final documentation from OU for 1 donated easement near airport. Project advertised 04/21/16 and pre-bid conference held 05/15/16; 3 bids opened 05/19/16 with McKee Utility Contractors submitting low bid. Award, contract and bonds were approved by NUA 06/14/16 and began 06/15/16. Crews have completed all 3,440 linear feet of 30-inch water line installation. They are now installing 3,400 linear feet of 12-inch along the south side of Robinson near the tennis courts. Crews will replace the 12-inch west to the Mile of Cars and have until March 2017 to complete.

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



04/21/16 and pre-bid conference held 05/15/16; 3 bids opened 05/19/16 with McKee Utility Contractors submitting low bid. Award, contract and bonds were approved by NUA 06/14/16 and began 06/15/16.

Crews have completed all 3,440 linear feet (LF) of 30-inch water line installation. Crews are now making connections to new line and will complete sidewalk replacement and sodding over the next three weeks. Final completion is expected in March.

Berry Road Waterline Replacement: Poe and Associates are developing final design plans. The project will be split into two phases with Phase 1 being a half mile along Lindsey. Bids were opened January 22 for Phase 1 which runs along Lindsey from Chautauqua to Berry and then north approximately 400 feet. The bid was awarded to Central Contracting and construction is complete. Phase 2 has been bid with McKee Utility Contractors, Inc. being the low bidder. Construction was complete April 2016 and NUA approved final reconciliation change order 09/27/16. Phase 3 awarded to Central Contracting Services, Inc.; construction began 05/02/16; with completion expected by 01/29/17. NUA approved CO#1 on 05/10/16 adding 1,800 feet of 16-inch waterline along Main Street to the project. NUA approved CO#2 on 10/25/16 adding 1,200 feet of 16-inch waterline along Main Street between Flood and Park to the project. Work on Berry from Main to Acres and work along Main between Berry and Flood is complete. Work on Berry Road north of Acres resumed 01/03/17 and waterline installation was completed 02/07/17 and pressure tested 02/08/17. Disinfection of waterline is ongoing and concrete paving work is to begin 02/13/17. Work on Main Street beginning at Flood expected to begin 03/10/17 With Flood intersection work completed during Spring Break.

Gray Street Waterline Replacement: 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.

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

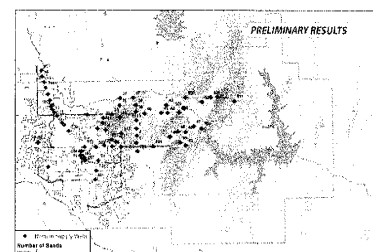
FYE15 Water Wells and Supply Lines: Staff issued RFP 08/18/15 for water rights permitting, well field design, test and production well design, well house design and distribution system improvements. 14 proposals were received 09/14/15; staff has tentatively selected several consultants and has begun contract negotiations. On 02/09/16 the NUA approved 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. APAI received corrected billing data from NUA metering department and are finalizing the model calibrations. NUA expects calibrated model in February.

Cowan submitted a technical memorandum 7/1/16 and staff reviewed and made suggested edits. Cowan is now awaiting well locations from Carollo before they can proceed with their applications for water rights. 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.

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

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

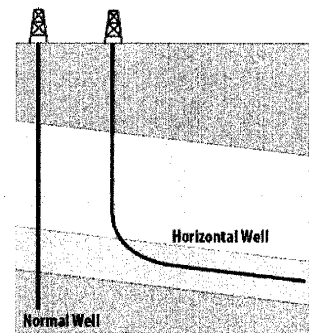


with treated water at our WTP to meet a new Chromium MCL (and/or other metals of concern) by constructing about 5 miles of waterline. Projects will be constructed in phases to continue utilization of our existing well field as much as practical. Carollo has reviewed a blending scheme and directed staff 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 inflating our past reported values. Staff has taken another round of samples and if confirmed in February, will meet with DEQ to discuss adjusting testing protocol and the wells could be considered compliant moving forward without additional blending required.

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 better define future well locations to seek. Additionally, it was decided to stay with ½ mile spacing so that maximum yields can be achieved. Carollo awaits modeling information from APAI before they can proceed with optimizing the best well sites and groundwater treatment plant site. Carollo prepared a Gantt chart for all well related projects. Carollo prepared a Draft Technical Memorandum (TM) and staff provided comments and 45 potential well sites were selected. Carollo completed a draft TM and met again with staff February 3, 2017. Edits were discussed and next meeting is scheduled for February 17, 2017.

Horizontal Well Feasibility Study – Garver met with staff and proposed an option that could be advantageous for future Norman wells. If the study is approved by NUA, Garver will analyze the feasibility for installing horizontal wells in the Garber-Wellington (Central Oklahoma) aquifer for the purposes of public water supply. Results of the desktop feasibility analysis, field assessment, and recommendations will be summarized in technical memoranda.

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. Garver is partnering with Pumps of Oklahoma and their hydrogeology team and will research how much more water can be expected versus this more expensive style of drilling. They will also review the operation and maintenance that the City can expect with a completed horizontal well. Oil and gas has utilized these types of wells and have found great success in increased yields. The water industry has only applied this concept for river alluvium wells but not for sand layers deeper into aquifer formations such as the Garber-Wellington.

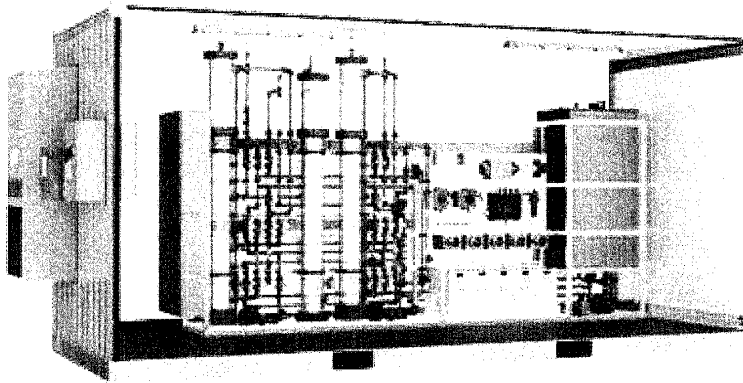


Staff is finalizing contract negotiations and plans to bring a contract for NUA approval February 14, 2017. Staff currently estimates the completion of Garver Phase 1 study will be complete June 2017.

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

Biological Removal of Chromium from Water Pilot Project – NUA staff participated with Carollo Engineers in proposing to perform a pilot study to assess the removal of hexavalent chromium (Cr(VI)) from groundwater using a new biological treatment processes. The Bureau of Reclamation (BOR) selected Norman's project for Desalination and Water Purification Research Program funding through a highly competitive national process in December 2015. Project is underway and water is being treated from Well #5. The unit was installed and operational by 9/17/16. Since then, the project has awaited the microbial growth necessary to begin removal. Today, we still await the full population microbial growth necessary to achieve treatment status. Carollo ordered Nitrogen gas and will begin feeding a small amount to stimulate growth. If successful, the pilot study will assess the feasibility, scale-up, and sizing of biotita TM for use in removing Cr(VI) to anticipated regulatory thresholds more economically than with currently-available technologies. There may also be potential for arsenic removal. Research results will be applicable to both Norman's wells and countless other utilities as new lower federal regulations on Cr(VI) are expected in the next few years.

Figure 1 Biotta™ Pilot Testing Skid



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.

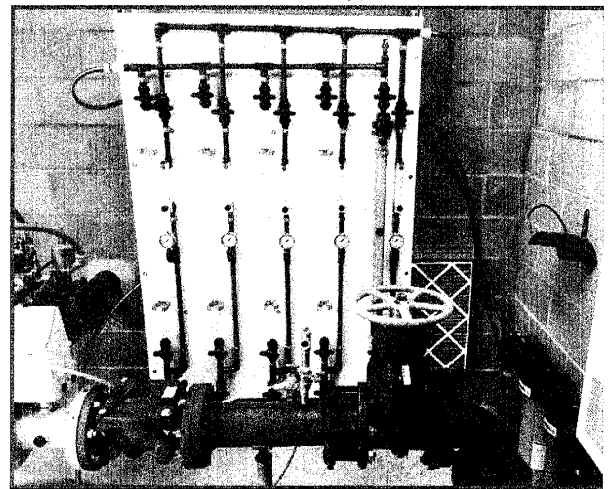
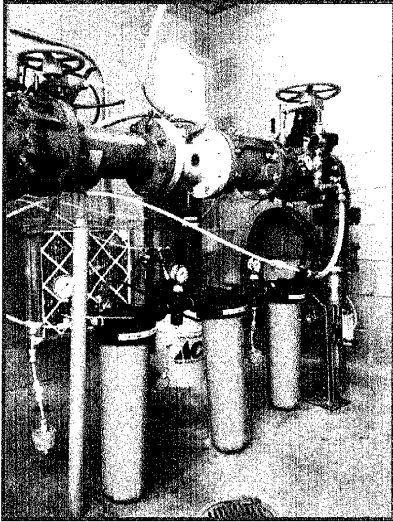


Figure 1 Five ion exchange columns about to be piloted in parallel configuration.

RCF - The second type of treatment now underway in Well #44 and is 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 as shown below. 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. So as shown in the picture, liquid stannous chloride is pumped into the well stream which goes through a gray reaction column in the back corner. After the reaction column, three blue cartridge filters are utilized to remove the chromium particulates. Five 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.

RECOUPMENT PROJECTS:

WWTP Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 5 commercial entities last month. This resulted in assessments made upon 4 entities whose projects will increase wastewater flows. A total of \$9,236.19 was assessed on the 4 entities, which included \$933.36 and \$6,331.77 for the East and Central Libraries, respectively.

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

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

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

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

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

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

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

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

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

Utilities Administration
Monthly Capital Projects Report

Project Information			Design Information				Construction Information							
Project Number	Project Name	Engineer	Contract Number	Design Total	Total to Date	% Comp	Contract Number	Contractor	Adjusted Amount	Amount Paid	Percent Change	Scheduled %	Actual %	Completion Date
WA0195	Robinson/I-35 WL Replacement Phase 1	Alan Plummer	01314-110	\$432,000	\$402,836	93%	1516-33	McKee Utility Contractors	3,337,685	2,749,046	0.00%	85%	82%	
WA0195	Robinson/I-35 WL Replacement Phase 2	Alan Plummer	01314-110	\$153,000	\$86,533	57%		Future	-	-				
WA0212	Water Wells Water Rights Permitting	Cowan	1516-114	\$79,284	\$32,762	41%								
WA0225/236	Biological C/(V) Removal Pilot	Carollo	1617-43	\$334,254	\$62,535	19%								
WA0235	Water Wells and Supply Lines	Carollo	1516-139	\$228,384	\$55,220	24%								
WB0184	Waterline Segment D, Phase 2	Crafton Tull	0607-55	\$95,625	\$87,188	91%								
WA0199	Bishop Creek Waterline Replacement	Lemke/CP&Y	0910-55	21,850	\$21,480	98%	K-1516-53	McKee Utility Contractors	209,337	209,337	0.89%	100%	100%	05/06/16
WA0213	Crossroads Blvd Water Line	Cardinal	0910-62	\$126,500	\$82,099	65%		T.B.D.	-	-				
WA0224	Gray St. & Tonhawa Water Line	Cardinal	TBA					T.B.D.	-	-				
WW0062	Royal Oaks Force Main Rehabilitation	Cardinal	0910-62	\$66,740	\$58,573	88%		T.B.D.	-	-				
WW0120	Interceptor Improvements: Woodcrest	R/JN Group	0405-159	\$189,749	\$149,704	79%	1516-86	Jordan Contractors, Inc.	1,818,040	1,634,943	5.35%	82%	90%	
WW0202	Sewer Maintenance Project FYE 2014	Staff / Lemke	0910-55	\$69,520	49,421	71%	1516-122	Urban Contractors, LLC	1,912,870	1,577,684	7.18%	88%	82%	
WW0305	Lift Station Upgrades, FYE17	Cardinal	TBA					T.B.D.	-	-				
WW0307	Sewer Maintenance Project FYE 2017	Staff / Lemke	0910-55	\$78,400				T.B.D.	-	-				
WW0011	WW Flow Metering Phase 2	NA		\$0	\$0		0405-116	R/JN Group	154,244	130,982	0.00%	-	85%	
WA/WB0140	FYE08 12-inch Waterline	Staff / Lemke	0910-55	\$0	\$83,709		1011-123	Red Cliff, Inc.	1,178,194	1,055,036	0.00%	100%	90%	
WA/WB0141	FYE08 16-inch Waterline	Staff / Lemke	0910-55	\$0	\$11,944		1011-123	Red Cliff, Inc.	294,548	226,809	0.00%	100%	77%	
WA0173	Master Meter Replacement	Staff	NA	\$62,000		0%		Future	249,050		0.00%	-	0%	
WA0196	I-35 Waterline Relocations	SAIC	1314-66	\$62,000	\$45,000	73%	1314-119	Matthews Trenching Co., Inc.	1,056,100	1,056,100	5.83%	100%	100%	8/28/2014
WA0293	HPP Water Storage Tower	PEC (design)	1314-98	\$218,900	\$218,900	100%	1415-14	Landmark Structures, L.P	2,636,000	2,598,360	0.00%	100%	99%	6/17/2016
WA0293	HPP Water Storage Tower	Garver (inspection)	1516-35	\$152,700	\$94,008	62%		NA	-	-				
WA0305	Berry Road WL Replacement Phase 2	Poe & Associates	0910-61	(above)			1516-43	McKee Utility Contractors	1,616,229	1,600,400	34.01%	100%	99%	04/01/16
WA0305	Berry Road WL Replacement Phase 3	Poe & Associates	0910-61	(above)			1516-80	Central Contracting Services, Inc.	1,767,030	835,007	20.15%	100%	47%	
WW0042	Wastewater Flow Monitoring	(see construction)	0910-61	\$0			0910-164	HDR Engineering/R/JN Group	576,699	570,922	0.00%	100%	99%	
WW0050	WRF Effluent Truck Wash	APAI	1213-54	\$18,700	\$18,700	100%		Cannot be Permitted by DEQ	-	-				
WW0058	Effluent Reuse at Composting Facility	APAI	1213-54	\$45,800	\$41,867	91%		Future	-	-				
WW0065	WRF Phase 2 Expansion	Garver	1011-148	\$9,432,700	\$9,084,489	96%	1314-136	Archer Western Construction LLC	49,073,906	45,176,799	0.51%	95%	92%	
WW0204	North WRF Engineering Report	HDR/APAI	1213-134	\$249,935	\$224,095	90%		NA	-	-				
WA0212	Update Distribution System Modeling	APAI	1516-85	\$222,000	\$104,246	47%								

**JANUARY 2017
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS	January	Year to date
Fats, oil and grease (FOG) program	36	216
Food license approval	2	10
Significant Industrial Users	0	18
Total inspections	38	244

ROUTINE ACTIVITIES	January	Year to date
Significant Industrial User sites sampled	0	11
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 (%)	25%	75%
Household hazardous waste disposal calls	6	122

REVENUE	January	Year to date
FOG Program	\$21,950.00	\$22,500.00
Surcharge	\$0.00	\$24,458.12
Lab Analysis Recovery	\$0.00	\$2,055.32
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$21,950.00	\$49,013.44

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

1. Provided routine staff support including minutes, attending meetings, and researching information.
2. ECAB members developed environmental tips and practices to be distributed to the media.
3. Members are working on public education for water issues and recycling.
4. ECAB is planning a Water's Worth It Poster contest for elementary-aged students.
5. Staff is helping plan door hanger and recycling sticker distribution for the Big Event.

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

1. Provided routine staff support, minutes, attending meetings

MISCELLANEOUS ACTIVITIES

1. Purchased recycling containers for special events. Containers used by Memorial Marathon, Earth Day, Norman Music Festival, Summer Breeze, MidSummer Night Fair, Groovefest and 2nd Friday Artwalk
2. Worked Phase II of Fats, Oils and Grease Program (FOG) - to include University businesses, fraternities, sororities, nursing homes
3. As of January, approx. 142,200 gallons of grease/solids did not enter the sanitary sewer in FYE 17 as a result of the FOG program.
4. Staff working with different departments to increase energy efficiency-i.e turning off computers, duplex printing, printing, anti-idling, methane recovery, replacing pumps with variable speed drives.
5. DEQ and staff are working on a statewide effort with the Product Stewardship Institute to initiate take-back programs similar to the recent paint take-back program in Oregon.
6. Created flyers for distribution to citizens regarding oil and grease in the sewer
7. Staff assisting the Water Reclamation Facility and the Water Treatment Facility with their Tier 2 reports
8. Represented the City of Norman at the Chamber of Commerce Greenovation Committee meeting
9. Staff began planning for the annual Earth Day Festival to be held April 23rd.
10. Sent reminder to food establishments to submit Letter of Participation in Fats, Oils, and Grease Program

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 17		FYE 16	
January, 2017	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	5	15	1	9
Property Owner Responsibility	32	176	36	210
TOTAL	37	191	37	219
Number of Feet of Sewer Cleaned:				
Cleaned	54,565	777,467	102,115	966,203
Rodded	5,600	21,220	2,105	23,535
Foamed	0	90,135	0	109,109
TOTAL	60,165	888,822	104,220	1,098,847
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	1	1	0	1
Obstruction	2	4	0	1
Private	0	1	2	7
Other (Lift Station, Line Break, etc.)	0	1	0	1
Total Overflows	3	7	2	10
Feet of Sewer Lines Televised	19,976	126,866	13,182	122,294
Locates Completed	305	2,303	278	2,392
Manholes:				
Inspected	440	4,898	716	5,976
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	1	2
Feet of Sewer Lines Replaced/Repaired	0	0	0	0
Hours Worked at Lift Station	179	1,268	179	1,319
Hours Worked for Other Departments	0	225	10	142
OJI Percentage	0.00	0.00	5.00	3.21
Square Feet of Concrete	0	0	0	0
Average Response Time (Hours)	0.47	0.45	0.36	0.41
Claims Paid Per 10,000 People	0	0	0	0

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 17		FYE 16	
January, 2017	MONTH	YTD	MONTH	YTD
New Meter Sets:	37	262	32	283
Number Short Sets	37	259	32	272
Number Long Sets	0	3	0	11
Average Meter Set Time	4.72	5.88	5.35	2.84
Number of Work Orders:				
Service Calls	488	3,470	392	3,612
Meter Resets	0	2	1	3
Meter Removals	1	17	1	22
Meter Changes	49	301	43	303
Locates Completed	399	2,873	538	3,740
Number of Water Main Breaks	87	185	18	96
Average Time Water Off	3.30	2.36	2.54	2.69
Fire Hydrants:				
New	0	7	0	2
Replaced	1	10	1	10
Maintained	47	626	100	773
Number of Valves Exercised	146	1,571	199	1,648
Feet of Main Construction	550	4,530	415	4,847
Hours of Main Construction	510	4,025	297	3,266
Meter Changeovers	13	103	6	84
OJI Percentage	4.00	2.88	0.00	0.06
Hours Flushing/Testing New Mains	178	716	119	698
Hours Worked Outside of Division	98	720	40	809

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
January 1-31, 2017
Flow Statistics

	FYE 2017		FYE 2016	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	290.7	2011.1	309.2	2243.6
Total Effluent Flow (M.G.)	290.5	1975.5	308.3	2219.3
Influent Peak Flow (MGD)	12.2	14.8	11.0	26.7
Effluent Peak Flow (MGD)	12.0	14.5	10.9	23.1
Daily Avg. Influent Flow (MGD)	9.4	9.6	10.0	10.4
Daily Avg. Effluent Flow (MGD)	9.3	9.4	9.9	10.3
Precipitation (inches)	2.0	12.7	0.3	23.2

Discharge Monitoring Report Stats

EPA minimum percentage removal 85%

	Avg.	Avg.
5 day BOD:		
Influent Total (mg/l)	274	270
Effluent Carbonaceous Total	2.8	7
Percent Removal	99	97.4
Total Suspended Solids:		
Influent (mg/L)	199	161
Effluent (mg/L)	10	14
Percent Removal	95	91.3
Dissolved Oxygen:		
Influent (min)	0.3	0.06
Effluent (min)	5.8	5.4
pH		
Influent (Low)	7.13	7.17
(High)	7.58	7.61
Effluent (Low)	6.73	7.09
(High)	7.16	7.25
Ammonia Nitrogen		
Influent (mg/L)	28.8	20.7
Effluent (mg/L)	0.3	6.3
Percent Removal	99	69.5

Utilities

Electrical

Total kWh (Plant wide w/ UV)	512,820	3,010,252	681,180	3,069,480
Aeration Blowers	175,200	1,240,300	360,800	2,015,520

Natural Gas

Total cubic feet/day (plant wide)	1,039,000	4,602,000	1,563,000	8,304,000
-----------------------------------	-----------	-----------	-----------	-----------

UV Facility/ OEC	39,400	142,000	36,200	135,400
------------------	--------	---------	--------	---------

Public Education (Tours)	0	0	0	0
--------------------------	---	---	---	---

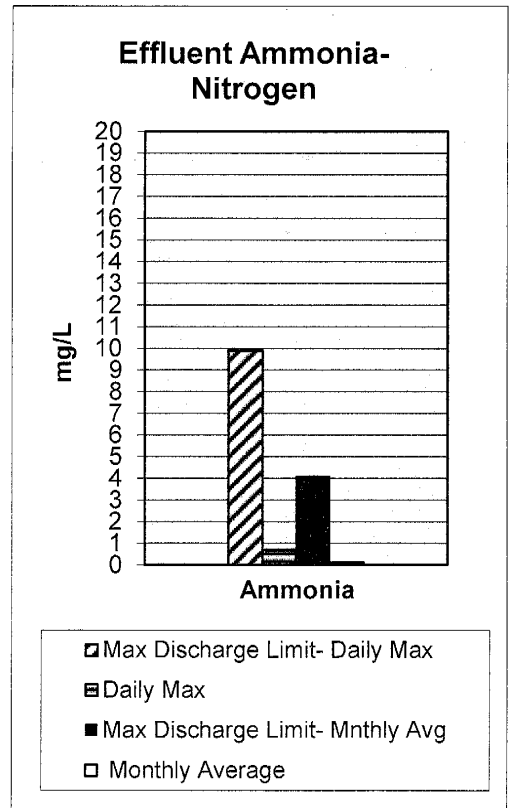
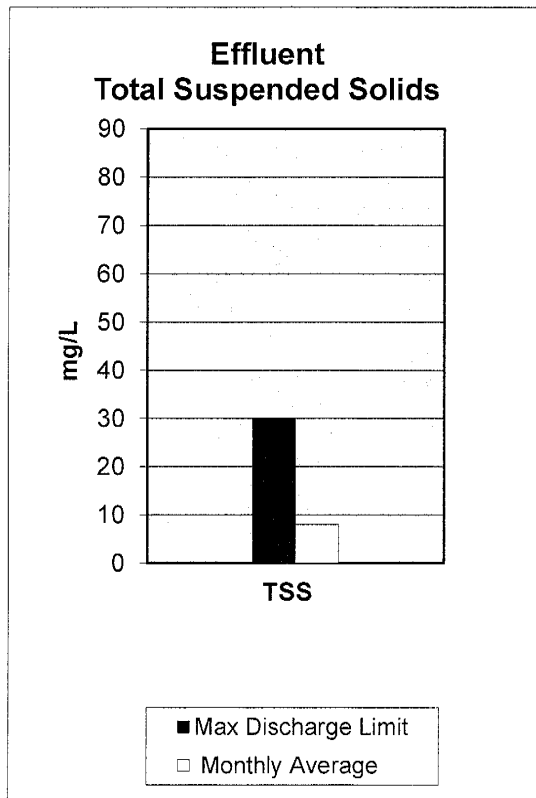
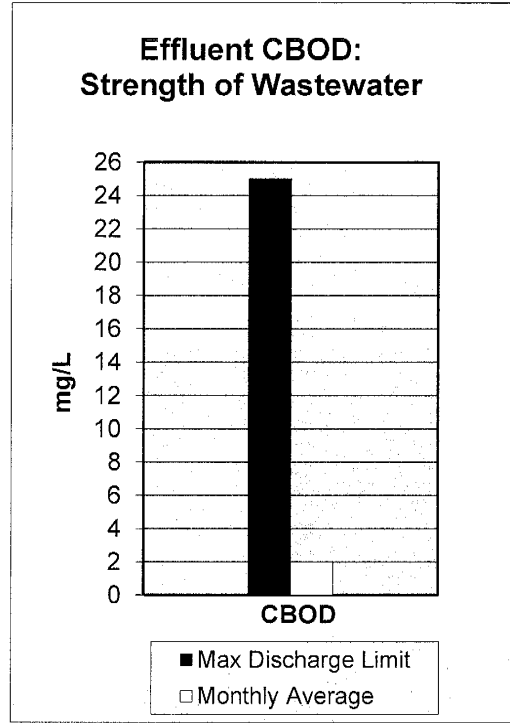
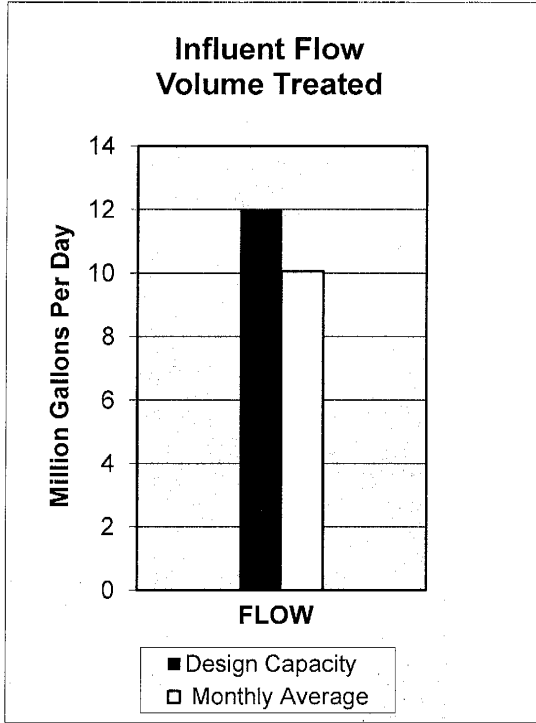
Total Attendees for FYE 16	64		79	
----------------------------	----	--	----	--

Reclaimed Water System (MG)	0.0	0.0	0.0	46.8
-----------------------------	-----	-----	-----	------

OU Golf Course	0.5	80.9	0.1	42.5
----------------	-----	------	-----	------

Fecal Coliform average for January 2017 16.2 (Limit is 1000)

CITY OF NORMAN
WATER RECLAMATION FACILITY
 January 2017



Comments here

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

WATER TREATMENT DIVISION

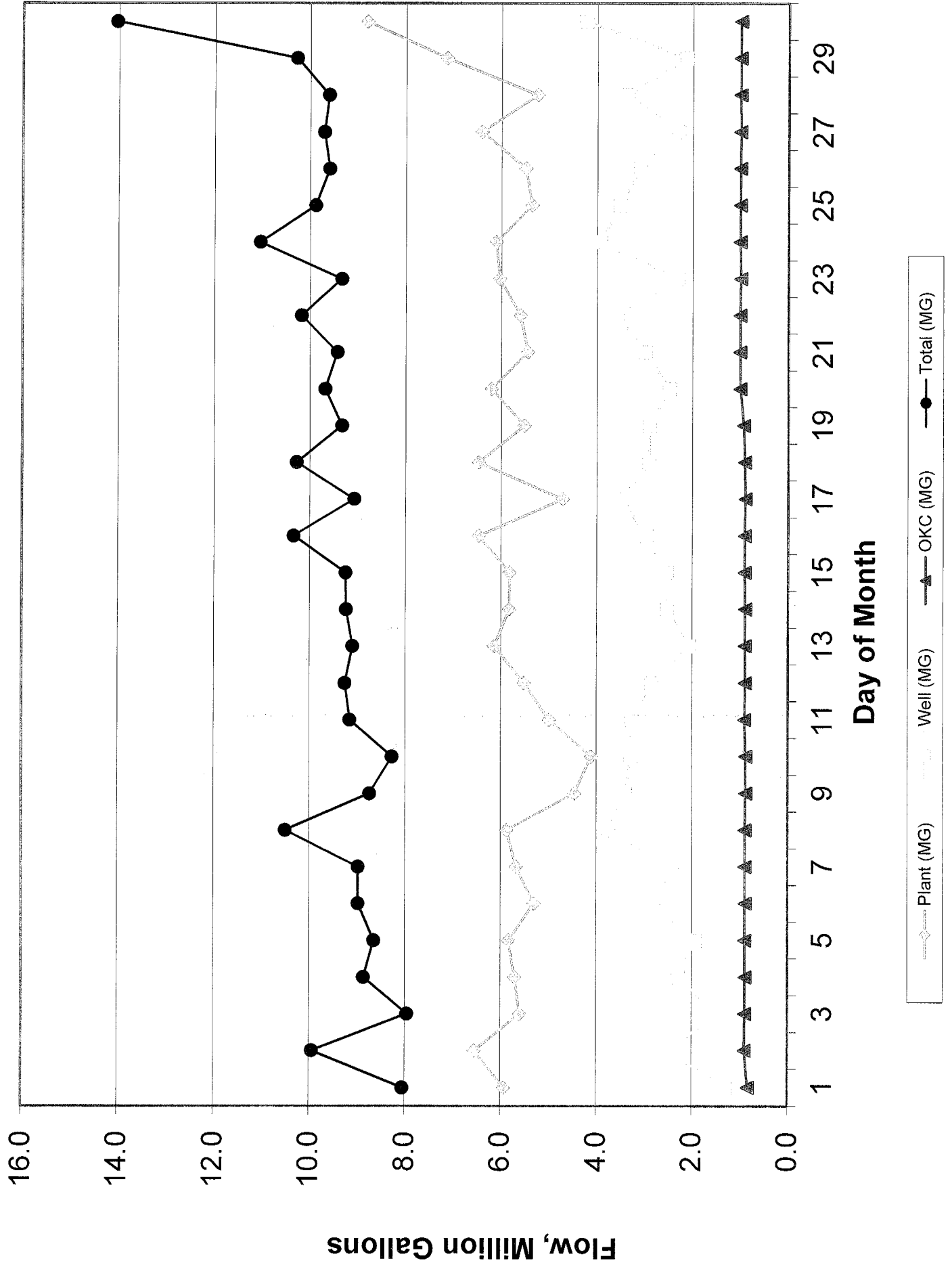
MONTH: January-2017

	<u>FYE 2017</u>		<u>FYE 2016</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	179.84	1789.04	128.84	1866.68
Well Production (MG)	88.52	705.61	123.30	873.21
Oklahoma City Water Used (MG)	28.98	213.64	31.17	49.28
Total Water Produced (MG)	297.34	2708.29	283.31	2789.18
Average Daily Production	9.59	12.60	9.14	12.97
Peak Day Demand				
Million Gallons	14.04	18.25	10.64	19.87
Date	1/30/2017	8/15/2016	1/29/2016	9/7/2015
System Capacity (see note 1)	23.35	23.35	23.70	23.70
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
Costs				
Plant	\$373,339.30	\$2,727,001.89	\$320,011.42	\$2,543,258.27
Wells	\$160,922.80	\$1,238,408.97	\$184,953.72	\$1,356,862.83
OKC (Estimated)	\$73,971.24	\$457,642.12	\$28,734.72	\$113,653.04
Total	\$608,233.34	\$4,423,052.98	\$533,699.86	\$4,013,774.14
Cost per Million Gallons				
Plant	\$2,075.96	\$1,524.28	\$2,483.71	\$1,362.45
Wells	\$1,818.01	\$1,755.09	\$1,500.09	\$1,553.88
OKC (Estimated)	\$2,552.23	\$2,142.10	\$921.90	\$2,306.13
Total	\$2,045.60	\$1,633.15	\$1,883.82	\$1,439.05
Water Quality				
Total Number of Bacterial Samples	80	561	90	634
Bacterial Samples out of Compliance	0	2	0	4
Total number of inquirers (Note 2)	2	41	N/A	N/A
Total number of complaints (Note 2)	4	41	6	24
Number of complaints per 1000 service connections	0.11	1.14	0.17	0.67
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	5	33	4	31
Public Education				
Number of tours conducted	2	13	2	11
Number of people on tours	59	223	58	176

Notes:

Well 60 failed - in process of getting well pump/motor replaced. Replaced liner in SCC 3 lime pinch valve.
Replaced liner in lime slurry loop pump #2.

Water Production for January 2017



SANITATION DIVISION PROGRESS REPORT

JANUARY 2017

	FY 16		FY17	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	3	10	1	9
<u>On The Job Injuries</u>	1	4	2	7
<u>Bulk Pickups</u>	40	202	33	190
<u>Refuse Complaints</u>	55	520	70	519
<u>New Polycarts Requests</u>	47	447	39	366
<u>Polycarts Exchanges</u>	10	116	6	68
<u>Additional Polycart Requests</u>	47	336	34	324
<u>Replaced Stolen Polycarts</u>	19	170	18	154
<u>Replaced Damaged Polycarts</u>	113	1145	78	738
<u>Polycarts Repaired</u>	21	201	22	184

COMPOST MONTHLY REPORT

JAN 2017

	MONTH	YR-TO-DATE
TONS BROUGHT IN BY COMPOST CREWS:	157.25	2,310.63
LANDFILL TIPPING FEE'S	\$ 20.10	\$ 20.10
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 3,160.73	\$ 46,443.66
TONS BROUGHT IN BY PUBLIC:	296.00	2,023.00
TONS BROUGHT IN BY CONTRACTORS :	306.00	3,054.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	85.00	232.00
LANDFILL TIPPING FEE'S	\$ 20.10	20.10
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 2,310.50	35,396.80
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 5,471.23	81,840.46
REVENUE COLLECTED FROM COMPOST SALES:	\$ 1,330.00	9,800.00

	MULCH CUBIC YDS		COMPOST CUBIC YDS	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
PARKS DEPT.	0	0	0	0
ROAD & CHANNEL	0	0	0	0
LINE MAINTENANCE	0	0	0	0
STREET DEPT.	0	0	0	0
WATER TREATMENT	0	0	0	0
MURPHY PRODUCTS OKC	0	0	0	0
SELF LOADING BIN	10	120	0	0
DRYING BEDS	420	2,820	0	0
COMPOST SOLD BY CUBIC YARDS	0	0	399	2,943
TOTAL:	430	2,940	399	2,943

MONTHLY RECYCLING REPORT
(CURBSIDE)

Jan-17

PROGRAM STATISTICS

	AVERAGE	
	MONTH	YTD
SET OUT/PARTICIPATION RATE:	92%	92%
AVERAGE TONS PER DAY :	20.68	18.47
POUNDS PER HOME:	31.64	26.63

COMMODITY BY TON

	MONTH	TONS	YTD TONS
ALUMINUM BEVERAGE CAN	1.25	6.21	39.19
#1 PET	3.13	15.61	98.52
NEWS	0	0	0
GLASS CONTAINERS	14.09	70.21	443.01
MIX PAPER	46.36	230.96	1457.35
PLASTIC FILM	1.08	5.37	33.9
#2 NATURAL	1.17	5.81	36.67
#2 COLOR	0.86	4.26	26.9
#3-#7	0	0	0
METAL	1	4.97	31.37
RIGIDS	0.97	4.81	30.33
TIN-STEEL SCRAP	2.57	12.79	80.73
TRASH	19.06	94.99	599.38
OCC	8.46	42.18	266.13
TOTALS	100	498.17	3143.48

	MONTH	YTD
SERVICE CALLS (MISSES)	48	373
REMINDER NOTICES	12	84
MISC. (throwing bins, left in driveway, blowing trash)	3	13
MISSING BINS	4	40
BROKEN GLASS		0
PICK UP CART	2	54
REPAIR	14	71
DELIVERY REQUEST		0
SCATTERED	0	1
NEW	29	320
EXCHANGE	1	5
ADD	4	28
HOUSESIDE	12	53
REPLACE	3	31
TOTAL CALLS	132	1073

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$10,068.02	\$63,529.73

MONTHLY TRANSFER STATION REPORT

JAN 2017

	TONS PER MONTH	TONS PER YEAR	REVENUE PER MONTH	REVENUE PER YEAR
O.U. TONS	288.28	2,402.70	12,215.39	101,828.51
CONT. TONS:	85.98	661.24	\$ 4,313.50	32,755.26
CASH TONS:	835.83	7,111.45	\$ 38,961.82	334,941.72
BRUSH/YDS:		0.00		0.00
PULL OFFS:	11	85.00	\$ 165.00	1,275.00
TOTALS:	1,210.09	10,175.39	\$ 55,655.71	\$ 470,800.49

	MONTH	YR-TO-DATE
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	342	2,660
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	6,478.75	53,026
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	45	45
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	279.93	279.93
GRAND TOTAL TONS TO LANDFILLS	6,758.68	53,306

DISPOSAL COST PER TON (OKC)	\$ 20.10	\$ 20.10
TIPPING FEE'S FOR DUMPING AT OKC:	\$ 135,849.47	\$ 1,071,455.42
GRAND TOTAL TIPPING FEE'S	\$ 135,849.47	\$ 1,071,455.42

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	437	3646
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	2,828.49	24,100.90
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	358	2467
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2,328.28	16,534.15
TOTAL LOADS BROUGHT TO TRANSFER STATION:	795	6,464
TOTAL TONS BROUGHT TO TRANSFER STATION:	5,156.77	48494.90
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	3.62	411.55

Drop Center

MONTHLY UNIT PRICES Revenue per ton Proc. Fee LBS Rejected Tons Rejected % LNDFL Fee Tons Diverted \$ Diverted

ALUMINIUM:	\$850.00	\$0.00	10900	5.45	3.34%	\$20.10	\$163.25	\$3,281.33
PLASTICS:	\$50.00	\$0.00						
STEEL CANS:	\$40.00	\$0.00						
CLEAR GLASS:	\$0.00	\$20.00						
GREEN GLASS:	\$0.00	\$20.00						
BROWN GLASS:	\$0.00	\$11.28						
MIXED OFFICE PAPER:	\$60.00	\$0.00						
CARDBOARD:	\$100.00	\$0.00						
NEWSPAPER:	\$75.00	\$0.00						

RECYCLING CENTER DATA: #9

	HollyWood TONS	Fairgrounds TONS	Hobby Lobby TONS	Total Tons	PRO/FEE	REVENUES	Net
ALUMINIUM:	0.02	0.14	0.22	0.37	0.75	\$0.00	\$637.50
PLASTICS:	1	2.3	2.4	2.31	8.01	\$0.00	\$400.50
STEEL CANS:	0.02	0.5	0.81	1.1	2.43	\$0.00	\$97.20
CLEAR GLASS:	1.1	2.5	4.2	5.27	13.07	\$261.40	\$0.00 (\$261.40)
GREEN GLASS:	0	0	0	0	0	\$0.00	\$0.00
BROWN GLASS:	0	0	0	0	0	\$0.00	\$0.00
MIXED OFFICE PAPER:	1.6	4.2	7.4	9.46	22.66	\$0.00	\$1,359.60
CARDBOARD:	2.1	16.98	19.3	20.3	58.68	\$0.00	\$5,868.00
NEWSPAPER:	0.5	1.5	2.55	4.13	8.68	\$0.00	\$651.00
RECYCLING CENTER TOTALS:	6.34	28.12	36.88	42.94	114.28	\$261.40	\$9,013.80 \$8,752.40

Cardboard

Other Cardboard Containers	Compactors	Totals
TONS	TONS	Tons
24.48	19.04	43.52
\$2,448.00	\$1,904.00	\$4,352.00

Newsprint

Other News Containers	total cb	total recy
Tons		
0	102.2	163.25
\$0.00	\$10,220.00	\$13,104.40

Rental

\$10,575.03

Expenses

Average hrly+ benefits	Cage Rolloff	Glass	Cardboard	Newsprint	Occ Compact	MXD Office	Total
	48	6	37	4	8	20	123
\$1,285.44	\$160.68	\$990.86	\$26.78	\$107.12	\$214.24	\$535.60	\$3,293.94
\$783.36	\$97.92	\$15,690.22	\$60.02	\$130.56	\$326.40	\$17,088.48	

Revenue

\$23,940.83	\$20,382.42	\$3,558.41
Expense	Net	

