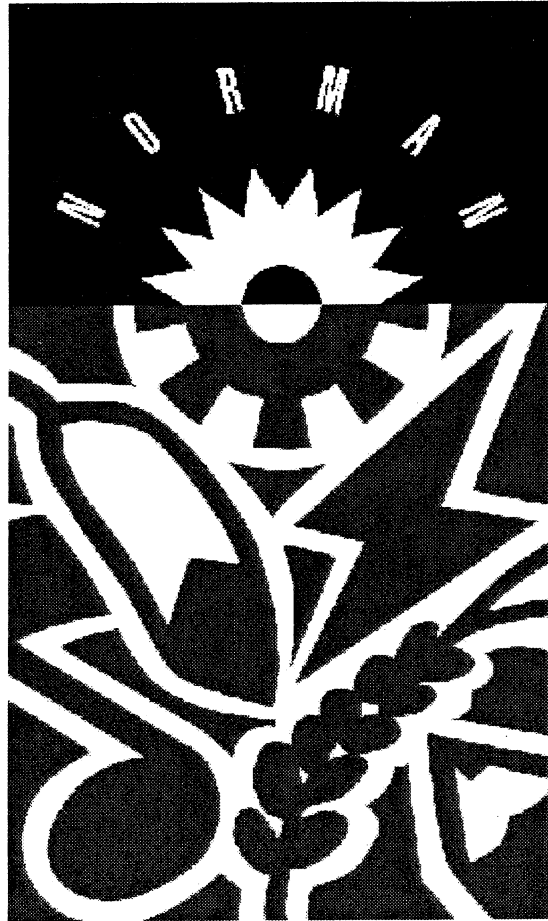


City of Norman



Monthly Departmental Report

AUGUST 2020

MONTHLY PROGRESS

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CITY CLERK 1

No submission for August 2020

FACILITY MAINTENANCE **1A**

No submission for August 2020

CITY MANAGER

2

COMMUNITY RELATIONS

2A

NORMAN FORWARD 2B



Memorandum

To: The City of Norman

From: ADG - Jason Cotton, Randy Hill, Bill Harrell, Sarah Margaret Hendrickson, AJ Kirkpatrick

ADG Project Number: 16-003

ADG Project Name: Norman FORWARD

Date: 09.01.2020

Re: August 2020 Monthly Report

REPORT PERIOD: August 1 through August 31, 2020

WORK THIS MONTH

1. Monday, August 3, 2020 | 10:30 a.m. | Weekly N.F. Program Manager Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
2. Tuesday, August 4, 2020 | 10:00 a.m. | Ruby Grant Park OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
3. Wednesday, August 5, 2020 | 9:00 a.m. | August Election Educational Committee
 - a. Weekly meeting to discuss August G.O. Bond issues
4. Wednesday, August 5, 2020 | 10:30 a.m. | Norman Forward Marketing
 - a. Weekly discussion of project schedules, budgets, and critical issues
5. Wednesday, August 12, 2020 | 9:00 a.m. | August Election Educational Committee
 - a. Weekly meeting to discuss August G.O. Bond issues
6. Wednesday, August 12, 2020 | 10:00 a.m. | Development Center Finishes
 - a. Meeting with Owner to discuss finishes for Development Center
7. Wednesday, August 12, 2020 | 10:30 a.m. | Norman Forward Marketing
 - a. Weekly discussion of project schedules, budgets, and critical issues
8. Thursday, August 13, 2020 | 1:00 p.m. | NF Optimist Board
 - a. Discussion about N.F. Projects Issues and Progress
9. Monday, August 17, 2020 | 10:30 a.m. | Weekly N.F. Program Manager Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
10. Tuesday, August 18, 2020 | 10:00 a.m. | Ruby Grant Park OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
11. Wednesday, August 19, 2020 | 9:00 a.m. | August Election Educational Committee
 - a. Weekly meeting to discuss August G.O. Bond issues
12. Thursday, August 20, 2020 | 10:30 a.m. | Norman Forward Marketing
 - a. Weekly discussion of project schedules, budgets, and critical issues
13. Monday, August 24, 2020 | 8:00 a.m. | NCL - Onsite Landscape Meeting
 - a. Meeting at Central Library with Owner/Contractor to discuss Landscaping
14. Tuesday, August 25, 2020 | 5:30 p.m. | City Council Regular Meeting
 - a. Issues on Agenda related to N.F. Projects
15. Thursday, August 27, 2020 | 9:00 a.m. | Municipal Complex-Budget
 - a. Consultant/Owner/CMaR meeting to discuss Municipal Complex Budget

16. Thursday, August 27, 2020 | 1:00 p.m. | Central Library ADA
 - a. Meeting with Owner to review research on ADA Barrier Report
17. Monday, August 31, 2020 | 10:30 a.m. | Norman Forward Next Steps
 - a. Meeting with Owner/Program Manager to discuss next steps for Norman Forward

18. July 2020 Construction Observation Site Visits
 - a. Central Library: 10
 - b. Ruby Grant: 10
 - c. Griffin Phase III-B: 4

WORK ANTICIPATED THE UPCOMING MONTH (August 2020)

- Griffin Park Master Plan Phase III-B-Grow-In Period from 2020-6-6 to 2020-8-6
- Final closeout of Phase III-B in progress. Final pay app in review.
- Griffin N.W. Fields, 100% C.D.'s in progress by PDG, L.L.C. Bidding preparation in progress.
- Central Library-Final Completion-Landscaping and Completion of ADA Review, Release of Retainage Plan received from MSR
- Reaves Park- SDs for enhanced design completed
- Ruby Grant - CDs for enhanced design completed
- Ruby Grant Park OAC Meetings 2020-9-1, 2020-9-15, and 2020-9-29 at 10:00 a.m.
- North Base Complex- CDs complete
- Indoor Aquatic Facility- SDs for enhanced design completed, programing meetings and Ad-Hoc meetings
- Indoor Multi-Sport-SDs for enhanced design completed, programing meetings and Ad-Hoc meetings
- Senior Wellness Center – SDs for enhanced design, site selection, programing meetings
- Softball and Football- Adult Football Ad-Hoc meetings
- SDs for enhanced design completed
- Continued Development of Standardized Contracts for Use with Architectural, Design, and Construction Consultants

PROJECT STATUS

- East Library
 - a. Schedule: Opening Celebration on July 20, 2018
 - b. Budget: Within budget
 - c. In operation
- Central Library
 - a. Schedule: Construction contract awarded April 25, 2017
 - b. Budget: Within budget
 - c. In operation
- Westwood Family Aquatic Center
 - a. Schedule: Opening Celebration on May 26, 2018
 - b. Budget: Final Pay App approved on July 24, 2018
 - c. In operation
- Griffin Park
 - a. Griffin Park Master Plan-Amendment #4 approved by Council for PDG, L.L.C., to provide additional professional Schematic Design Services for the Griffin Park Sports Complex Budget:
- Griffin Park Phase III-A
 - a. Schedule: Final Pay App Released
 - b. Budget: Within budget

- c. Issues: No known issues
- Griffin Park Phase III-B
 - a. Schedule: Notice to Proceed: 2/10/20
 - b. Substantial Completion issued on 6/15/20
 - c. Budget: Within budget
 - d. Final completion in progress
 - e. Issues: No known issues
- Reaves Park Phase I
 - a. Schedule: Amendment #1 approved by Council for Half Associates, Inc. to provide additional professional Schematic Design Services for the Reaves Park Sports Complex Project
 - b. Budget: Budget alignment in progress
 - c. Issues: No known issues
- Westwood Indoor Tennis Facility
 - a. Schedule: Opening Celebration on May 24, 2019
 - b. Budget: Within budget
 - c. In operation-Contractor agreed to re-paint courts at no cost to City
 - d. Re-paint scheduled to start 2020-9-14.
- Ruby Grant
 - a. Schedule: Construction in progress
 - b. Budget: In budget
 - c. Issues: No known issues
- Indoor Multi-Sport Facility
 - a. Schedule: Amendment #1 approved by Council to FSB, P.C. to provide additional professional Schematic Design Services
 - b. Budget: Budget alignment in progress
 - c. Issues: site/operator/MOU determination
- Indoor Aquatic Center
 - a. Schedule: Amendment #1 approved by Council to FSB, P.C. to provide additional professional Schematic Design Services
 - b. Budget: Budget alignment in progress
 - c. Issues: site/operator/MOU determination
- Senior Wellness Center
 - a. Schedule: Amendment #1 approved by Council to FSB, P.C. to provide additional professional Schematic Design Services
 - b. Budget: Budget alignment in progress
 - c. Issues: operator/MOU determination, waiting on confirmation on site location
- Softball and Football
 - a. Amendment #1 approved by Council to Howell and VanCuren, Inc., to provide Conceptual Design Phase
 - b. Budget: Budget alignment in progress
 - c. Issues: Extents of design
- Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Revised/Updated September 30, 2019
 - d. Issues: Realignment of design expectations after failed Bond Election
 - Continued discussion regarding Indoor Aquatic Center operating budget
 - Continued discussion regarding Senior Wellness Center budget/funding source
 - Continued discussion regarding Senior Wellness Center operator/fees

Memorandum

09.01.2020

To: The City of Norman

Page 4 of 4

Re: August 2020 Monthly Report

ADG Project No. 16-003

-
- Continued discussion regarding budget deficit for all Norman Forward projects

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

FINANCE 3

CITY OF NORMAN

Department of Finance
Monthly Report – August 2020

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

Treasury Division:

In the month of August, the Treasury division processed 28,666 total payments. The Treasury division processed 1,410 credit card utility payments, an increase of 1% from last month, and the Interactive Voice Response (payment by telephone) system processed 1,862 credit card utility payments, an increase of 9.7% from last month. Utility customers also have the option of paying on the City of Norman website. There were 8,357 credit card payments made on the internet in August, an increase of 4.5% from last month. The Municipal Court processed 535 credit card payments for court fines, an increase of .6% from last month.

The City charges a convenience fee of \$3 on credit card payments made online or by phone to help offset the costs of providing credit card service. We collected \$9,891 in convenience fees in the month of August with a fiscal year-to-date total of \$18,813.

Utility Services Division:

The Meter Reading Division read 33,789 meters. Out of 77 meter reading routes, 24 (31%) were read within the targeted 30-day reading cycle. 38 routes (49%) were read by the 31st day, and all routes were read by the 36th day. Eight routes were estimated in August.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of August by -1%. Revenues from the City's largest single source of revenue, sales tax, are above target by 2.5% for the year to date and 15.4% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 21 Budget To Date	FYE 21 Actual To Date	FYE 20 Actual To Date	FYE 19 Actual To Date
Sales Tax Revenue	\$7,443,803	\$7,630,043	\$6,609,245	\$6,768,502
General Fund Revenue	\$14,169,134	\$14,030,802	\$11,832,537	\$11,339,057
General Fund Expenses	\$14,216,335	\$12,662,978	\$19,578,560	\$13,813,911

Administration Division

	FYE 21		FYE 20	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	640.00	320.00	640.00
Total Comp Time Available	0.00	3.75	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	643.75	320.00	640.00
Benefit Hours Taken	76.00	152.00	93.00	131.00
TOTAL ACCOUNTABLE STAFF HOURS	244.00	491.75	227.00	509.00
 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

ACCOUNTING 3A

Accounting Division

	FYE 21		FYE 20	
	August	YTD	August	YTD
Total Regular Hours Available	960.00	1,920.00	960.00	1,920.00
Total Comp Time Available	9.50	12.50	21.50	41.25
Total Overtime Hours	3.00	9.00	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	972.50	1,941.50	981.50	1,961.25
Benefit Hours Taken	89.25	200.00	93.25	236.75
TOTAL ACCOUNTABLE STAFF HOURS	883.25	1,741.50	888.25	1,724.50
 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	5.00	10.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	5.00	10.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 21 July	FYE 21 August	
Total Revenue Received (\$)	\$4,671,456	\$5,470,547	(\$799,091)
Utility Payments - Office (#)	40,012	40,556	(544)
Utility Payments - Office (\$)	\$4,150,443	\$4,912,285	(\$761,842)
Lockbox (#)	16,113	16,294	(181)
Lockbox (\$)	\$1,740,191	\$1,926,723	(\$186,532)
IVR Credit Card (#)	1,698	1,862	(164)
IVR Credit Card (\$)	\$161,883	\$215,107	(\$53,224)
Click to Gov (#)	0	0	0
Click to Gov (\$)	\$0	\$0	\$0
Paymentus (#)	\$8,000	\$8,357	(\$357)
Paymentus (\$)	\$717,886	\$834,054	(\$116,168)
UT Credit Card Payments (#)	1,376	1,410	(34)
UT Credit Card Payments (\$)	\$170,838	\$223,122	(\$52,284)
Art Donations (#)	0	0	0
Art Donations (\$)	\$0	\$0	\$0
Bank Draft Payments (#)	8,586	9,091	(505)
Bank Draft Payments (\$)	\$842,400	\$1,076,762	(234,362)
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	430	78	352
Processed Return Checks (\$)	(\$35,265)	(\$31,469)	(\$3,796)
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$120,505	\$35,818	\$84,687
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$969,632	\$208,714	\$760,918
Municipal Court - Credit Card (#)	532	535	(3)
Municipal Court - Credit Card (\$)	\$113,956	\$107,639	\$6,317
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$305,184	\$337,369	(\$32,185)
Building Permits Credit Card (#)	274	297	(23)
Building Permits Credit Card (\$)	\$188,868	\$153,993	\$34,875
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$5,163	\$4,409	\$754
Occupational License - Bldg Insp. CC (#)	26	14	12
Occupational License - Bldg Insp. CC (\$)	\$4,663	\$2,209	\$2,454
Business License - City Clerk (\$)	\$10,685	\$7,770	\$2,915
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	2,268	2,543	(275)
Convenience Fees - All Payments (\$)	\$6,804	\$7,629	(\$825)
Bank Drafts Billed (#)	8,586	7,751	835
Bank Drafts Billed (\$)	\$1,015,892	\$1,027,245	(\$11,353)
Interdepartmental Billing (#)	181	171	10

Interdepartmental Billing (\$)	\$41,499	\$68,205	(\$26,706)
Accounts Receivable Billed (\$)	\$142,574	\$339,831	(\$197,257)

Budget Services Division

	FYE 21		FYE 20	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	640.00	160.00	320.00
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	640.00	160.00	320.00
Benefit Hours Taken	11.00	27.00	8.00	24.00
TOTAL ACCOUNTABLE STAFF HOURS	309.00	613.00	152.00	296.00
 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 21		FYE 20	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	1,600.00	800.00	1,600.00
Total Comp Time Available	16.50	30.50	21.50	42.75
Total Overtime Hours	15.50	31.25	18.00	33.50
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	832.00	1,661.75	839.50	1,676.25
Benefit Hours Taken	133.00	312.50	123.75	315.50
TOTAL ACCOUNTABLE STAFF HOURS	699.00	1,349.25	715.75	1,360.75
 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 21		FYE 20	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,720.00	5,440.00	2,560.00	5,120.00
Total Comp Time Available	66.50	89.75	11.50	11.50
Total Overtime Hours	123.50	154.25	49.25	94.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	2,910.00	5,684.00	2,620.75	5,225.75
Benefit Hours Taken	493.75	1,104.00	252.00	582.50
TOTAL ACCOUNTABLE STAFF HOURS	2,416.25	4,580.00	2,368.75	4,643.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Office Services

	FYE 21		FYE 20	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	640.00	158.00	318.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	123.25	123.25	11.50	21.00
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	443.25	763.25	169.50	339.00
Benefit Hours Taken	0.00	16.00	28.75	57.50
TOTAL ACCOUNTABLE STAFF HOURS	443.25	747.25	140.75	281.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	112.50	227.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	1.50	3.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	114.00	230.00
Benefit Hours Taken	0.00	0.00	0.00	7.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	114.00	223.00
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 21 August	FYE 21 July
Mail Payments - Lockbox	16,294	16,113
Mail Payments - Office	499	475
Mail Payments - Subtotal	16,793	16,588
Night Deposit	244	279
Click-to-Gov Payments	0	0
Paymentus Payments	8,357	8,000
IVR Payments	1,862	1,698
Without assistance payments - Subtotal	10,463	9,977
Drive-up window & inside counter	0	0
Credit Card machine payments (swipe)	710	818
Credit Card machine payments (phone)	700	577
With assistance payments - Subtotal	1,410	1,395
Total Payments Processed - Subtotal	28,666	27,960
Bank Draft (ACH) Payments	9,091	8,586
Total Payments (Utility)	37,757	36,546
Total Convenience Fees - all Payments	2,543	2,268
Grand Total Payments	40,300	38,814

Traffic Counter at Drive-up Facility

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

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

Meter Reading Division

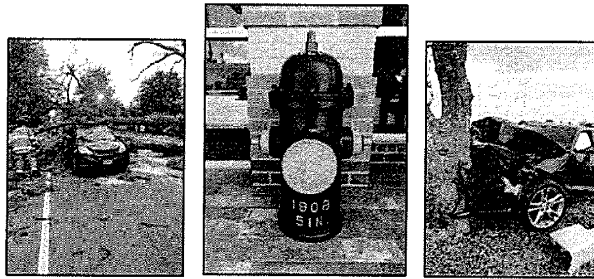
	FYE 21		FYE 20	
	August	YTD	August	YTD
Number of Meters Read	33,789	67,632	36,796	81,524
New Service	973	2,125	1,068	2,213
Request for Termination	898	1,988	988	2,123
Delinquent On(s)	274	275	278	551
Delinquent Offs	385	385	427	845
Collect Deposit Tags Hung	17	34	12	30
Collect Deposit Cut Offs	0	12	6	8
Blue Tags	13	33	16	51
Number of Meters Re-read	555	1,189	2,159	3,298
Meters Cleaned	101	214	101	216
Customer Assists	77	214	93	182
Meters Pulled	0	0	0	0
Meters Re-set	0	0	0	0
Meter Exchanges	44	121	89	173
TOTAL	37,126	74,222	42,033	91,214

Utility Division Activity Report

	FYE 21		FYE 20	
	August	YTD	August	YTD
STATUS REPORT				
Regular Utility Accounts Billed	43,240	86,418	42,597	85,135
New Ons	1,280	2,739	1,246	2,554
Final Accounts Billed	1,019	2,016	979	2,034
TOTAL ACCOUNTS BILLED	45,539	91,173	44,822	89,723

FIRE DEPARTMENT

4



NFD Monthly Progress Report August 2020

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	24	1.64%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	885	60.53%
4 - Hazardous Conditions (No Fire)	20	1.37%
5 - Service Call	118	8.07%
6 - Good Intent Call	314	21.48%
7 - False Alarm & False Call	87	5.95%
8 - Severe Weather & Natural Disaster	1	0.07%
9 - Special Incident Type	0	0.00%
Incomplete Reports	13	0.89%
Total Incident Count (Unique Calls)	1462	100.00%
Number of Total Unit Responses	1895	

Total Fire Loss \$189,200.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	261	291	0:04:51
Station #2	196	338	0:05:38
Station #3	231	333	0:05:33
Station #4	195	321	0:05:21
Station #5	64	570	0:09:30
Station #6	64	490	0:08:10
Station #7	154	370	0:06:10
Station #8	89	322	0:05:22
Station #9	206	336	0:05:36

Community Outreach

Tours & Drive-By Appearances		2 event drive-by Requests
------------------------------	--	---------------------------

Burn Permits

Burn Permits Issued	157	Total of 21 burn days
---------------------	-----	-----------------------

Training

Total Personnel Training Hours	1981	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
--------------------------------	------	---

NFD Monthly Progress Report

August 2020

Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Chief 301	33	4	7	4	3		4	6	2	3
Chief 302	35	4	4	5	5	2		5	5	5
Chief 303	20		3	4	4		3	1	3	2
Chief 304	1				1					
Engine 1	283	260	2	5	4			6	1	5
Brush 1	2			1	1					
Ladder 1	21	2		5	5			1	3	5
Engine 2	213		195	5	7			3	2	1
Brush 2	4		3	1						
Ladder 2	25	1	3	5	6			2	3	5
Engine 3	247	2	4	229	1		1	1	1	8
Brush 3	6			4						2
Engine 4	207	1	5	1	195			2	3	
Brush 4	4				1				3	
Engine 5	63					60	2			1
Brush 5	61					58	2			1
Engine 6	28	1		2		3	16			6
Brush 6	76	1		1		5	63			6
Rescue Boat 6	1					1				
Squad 7	211	14	12	8	10			152	8	7
Brush 7	1							1		
Engine 8	97				3			6	88	
Brush 8	3								3	
Tanker 8	6		2				1		2	1
Engine 9	225	6		7	1		3		1	207
Brush 9	5						2			3
Brush 92	1			1						
Tanker 9	5			1			3			1
Gator 1	1			1						
Fire Marshal 2	3			1			2			
Fire Marshal 3	3			1					1	1
Fire Marshal 4	2						1			1
Fire Marshal 5	2						1		1	
	1895	296	240	292	247	129	104	186	130	271

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: August 2020
Mitigation:	
Sirens at 98%	
Closing Shelter Rebate Program contacting residents that are eligible for additional payments	On going - \$3033.36 will be distributed to 55 residents. Lowest payment is \$0.45 and the highest is \$475
Preparedness:	
Recertification of OK-First	08-03
EOC Meeting	Virtual 08-03
Medical Reserve CORPS Wellness Check	Virtual 08-04
EOC Meeting	Virtual 08-07
Amateur Radio Meeting	Virtual 08-08
Gameday Planning	Virtual 08-10
OK EM Association Meeting	Virtual 08-12
Gameday Planning	Virtual 08-10
EOC Meeting	Virtual 08-19
OU Game Day Meeting	Virtual 08-21
Medical Reserve CORPS Summit	Virtual 08-24
Gameday Planning	Virtual 08-24
Medical Reserve CORPS Annual Meeting	Virtual 08-25 / 08-27
EOC Meeting	Virtual 08-26
Medical Reserve CORPS Coordinator Meeting	Virtual 08-27
Gameday Planning	Virtual 08-31
Response:	
Recovery:	
CARES Submissions to Date	\$1,130,831.87, have received \$756,832.97
Submitting the remaining allocated amount in September	\$8,494,946.27

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

Fire Review Coordinator Activities

Activites	Notes	Number	Staff Hours
Building Permits/Development Review Team		20	31
Inspections		12	12
Citizen Calls for Information		8	4
Training		1	10
Meetings		8	10
	Totals	49	67

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

FIRE PREVENTION DIVISION ACTIVITIES

Inspections/Plan Review			
Activites	Notes	Number	Staff Hours
Inspections		114	118
Re-Inspections		17	12
Total Inspections		131	130

Smoke Detector Program			
Activites	Notes	Units	Staff Hours
Smoke Detector Batteries			
Smoke Detectors Installed		23	18

Training/Public Education Education			
Activites	Notes	Events	Staff Hours
Training (hours)		51	28
Fire Education Classes			

Code Issues/Investigation			
Activites	Notes	Number	Staff Hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)		36	34.5
Code Violation Complaints		48	86.5
Investigations		19	31
Investigative Activities		31	58.5
Miscellaneous/Special			

HUMAN RESOURCES

5

HUMAN RESOURCES
Monthly Report
August, 2020

ADMINISTRATION

A. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed August 2020 Employee Newsletter
- Processed invoices and reconciled expense accounts

BENEFITS

- Conducted six (6) FT new hire orientations and three (3) permanent PT orientations
- Processed enrollment forms, terminations, and changes to health, life, and supplemental products for general health/dental changes
- Reconciliation of health, dental, and supplemental products
- Continued education of plan documents
- Held 4 one-on-one meetings with employees to review Explanation of Benefits to ensure correct benefit was applied
- Fielded approximately 205 phone calls and one-on-one meetings to discuss benefits and claims
- Go-To-Meeting with American Fidelity regarding long-term disability and open enrollment
- Completed GASB OPEB valuation for finance
- Confirmed scheduled upcoming Flu Shot Clinics
- Conference call with Norman Regional Hospital regarding health insurance
- Conference call with Gallagher to discuss 2021 Wellness Program Proposals and NRH health insurance
- Participated in 3 Go-To-Meeting demos for 2021 Wellness Program Proposals
- Munis Training for new payroll system – 6 days

PERSONNEL ACTIONS

New Hires – 11

Dept./Div.	Position	Number of Employees
City Clerk	Custodian (PPT)	1
Legal	Legal Intern (PT)	1
Public Works/Engineering	Administrative Technician III	1
Public Works/Transit	Transit Support Tech (PPT)	1
Utilities/Sewer Line Maintenance	Utility Collection Worker I	2
Police/Emergency Comm.	Communications Officer I	1
Police/Emergency Comm.	Communications Officer II	1
Parks/Westwood Golf	Golf Course Attendant (PT)	3

Separations – 8

Dept./Div.	Position	Number of Employees
Public Works/Fleet	Mechanic Apprentice (PT)	1
Police/Patrol	Police Officer	1

Utilities/Admin	Director of Utilities	1
Utilities/Water Line Maintenance	Utility Distribution Worker I	1
Parks/Recreation	Rec Center Specialist (PT)	1
Parks/Westwood Pool	PT Pool personnel	2
Parks/Westwood Golf	Food and Beverage Tech I (PT)	1

Promotions – 17

Dept./Div.	Position	Number of Employees
Public Works/Fleet	Field Services Mechanic II	1
Utilities/Admin	Director of Utilities	1
Utilities/Water Reclamation	Maintenance Worker I	1
Utilities/Sewer Line Maintenance	Utilities Collection Worker II	4
Police/Admin	Deputy Police Chief	1
Police/Patrol	Police Lieutenant	3
Police/Patrol	Police Captain	1
Fire/Admin	Planning Officer	1
Fire/Admin	EMS Director	1
Fire/Suppression	Fire Captain	2
Parks/Recreation	Recreation Leader I (PPT)	1

SURVEYS

No surveys conducted this month.

RECRUITMENT

Accepted applications for the following positions:

Department/Division	Position
City Clerk's Office/Facility Maintenance	Custodian (PPT)
City Manager's Office	Diversity and Equity Officer
Information Technology	System Administrator/Security Analyst
Legal	Assistant City Attorney I
Parks & Recreation/Recreation	Food & Beverage Tech I (PT)
Parks & Recreation/Recreation	Food & Beverage Tech II (PT)
Parks & Recreation/Recreation	Lifeguard (PT)
Parks & Recreation/Recreation	Recreation Center Specialist (PT)
Parks & Recreation/Recreation	Recreation Leader I (PPT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Police	Police Officer (59 th Academy)
Police/Emergency Communications Bureau	Communications Officer I
Police/Emergency Communications Bureau	Communications Officer II
Public Works/Fleet	Field Service Mechanic II
Public Works/Fleet	Transit Support Technician (PPT)
Public Works/Stormwater	Crew Chief
Public Works/Traffic	Administrative Technician III
Public Works/Traffic	Traffic Signal Technician
Public Works/Traffic	Transportation Engineer
Utilities/Administration	Capital Projects Engineer
Utilities/Administration	Utilities Engineer

Utilities/Sewer Line Maintenance	Utility Collection Worker I
Utilities/Water Line Maintenance	Utility Distribution Worker I
Utilities/ Water Reclamation Facility	Custodian (PPT)

Recruitment & Hiring Statistics:

Contacts/Inquiries	
In Person	390
Phone	450
Mail	260
Email	200
Total Subscribers on E-mail Vacancy List	1006
Total Visits to HR website	1

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	14	Advertisements Placed	24
Pre-Employment Drug Screens	13	Applications Received	119
Pre-Employment Physicals	10	Job Announcements Emailed	57
Pre-Employment OSBI	7	Job Announcements to Depts.	430

TRAINING AND DEVELOPMENT

Conducted training for six (6) new employees on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Ethics and Conduct, Computer Networks and Communications, IT Acceptable Use and Social Media policies.

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

Commenced the ADA Training Plan with sessions for 32 employees from various departments and Norman engineering firms on Pedestrian Access in Public Right of Ways guidelines (PROWAG) and ADA accessibility standards. The workshop included a second day of practical field exercises at active City project sites.

Resumed CON 2020 Supervisory Academy program with three topics for 30 employees in management, supervisory, lead and crew chief roles from various departments. Topics included Emotional Intelligence and Coaching for Performance Part 1 and Part 2.

SAFETY

- Safety material documents were sent to divisions each week
- Conducted Safety Training for Fleet employees
- Conducted three (3) Fitness for Duty Meetings (Streets, Fire (2))
- Conducted three (3) Return to Work Meetings for Sanitation
- Conducted six (6) new employee orientations

Recordable Injuries – 6

Dept./Division	Nature of the Injury	Activity	Prognosis
Parks & Rec./ Westwood Pool	Heat exhaustion	Suffered heat exhaustion (Lifeguard)	Work restrictions

Police/ Staff Services	Strained left ankle	Strained ankle while walking at the firing range	Work restrictions
Police/ Emergency Communications	Injured right side of body	Tripped in parking lot injuring right knee, elbow, hip, shoulder & back	Work restrictions
Public Works/ Streets	Strained back	Strained back after stepping down from mower decking	Work restrictions
Utilities/ Sanitation	Strained right shoulder	Strained right shoulder after moving mattress	Work restrictions
Utilities/ Sanitation	Fractured right toe	Slid from top of dumpster trying to dislodge chair caught on top	Work restrictions

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

2020	2019	2018
30	65	71

Vehicle Collisions - 1

Division	Description of Collision	Status
Utilities/ Waterline Maintenance	Citizen backed from driveway hitting rear end of Unit #330	"No Fault"

Current number of "at fault" Vehicle Collisions per fiscal year:

2021	2020	2019	2018	2017	2016
2	3	8	5	17	13

INFORMATION TECHNOLOGY

6

CITY OF NORMAN

Information Technology Department
 Monthly Report – August 2020.

Working projects for the IT Department are as follows:

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

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

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

Support Tickets:

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

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 21 emails from the groups shown were sent from city servers using city resources – of those 23,382 were delivered to outside mailboxes for the month of August 2020. The city servers generated mass communications to Norman citizens of 23,382 messages from only 21 sent (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 471,690 attempted incoming and 89,042 outgoing messages for the month of August 2020. Incoming messages totaling 289,827 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 61% of our inbound mail. This high percentage continues to be the norm for malicious email/spam. The IT Department has made the decision to block inbound traffic from known malicious countries and we continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases waste and decreases valuable storage space. Additionally, the email filter appliance kept city employees from bombardment of spam, phishing, and other types of potentially harmful emails.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of August 2020, the City of Norman's web site had 130,123 individual web sessions access the web site for 287,947 total page views. Of those sessions, 69,356 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. When complete (set for June 2020), the site will have reduced and more relevant information as well as the ability to function from mobile devices and tablets.

Table 1

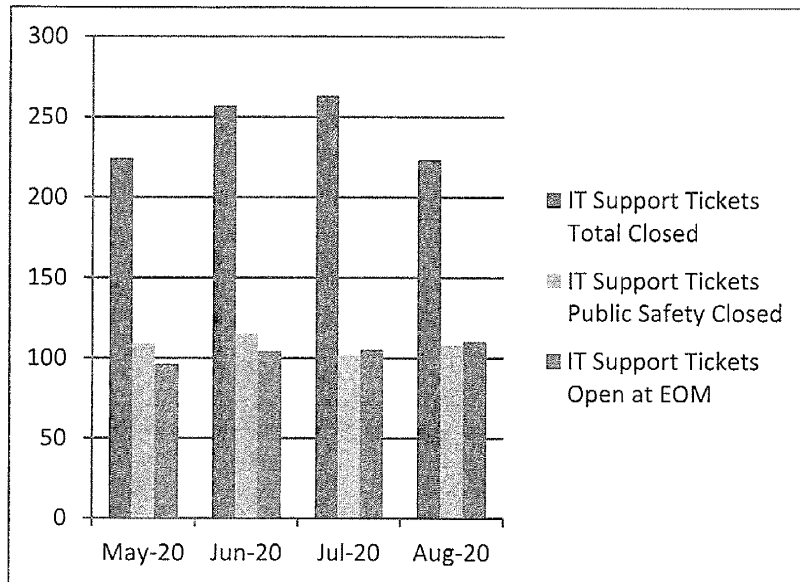


Table 2

August 2020 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	19	3	57
Job Posting	1006	3	3018
Norman News	1396	13	18148
Westwood Golf	627	0	0
Westwood Golf Members	41	0	0
Westwood Men's Clinic	14	0	0
Westwood Men's Golf Assoc.	52	0	0
Westwood Women's Clinic	34	0	0
Westwood Women's Golf Assoc.	2	0	0
Totals	3191	19	21223



Executive Summary

mail.ci.norman.ok.us

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

Incoming Mail Graph

Incoming Mail Summary

Message Category	%	Messages
Stopped by Reputation Filtering	55.7%	262,630
Stopped as Invalid Recipients	1.0%	4,549
Spam Detected	4.6%	21,913
Virus Detected	0.0%	65
Detected by Advanced Malware Protection	0.0%	2
Messages with Malicious URLs	0.1%	703
Stopped by Content Filter	0.1%	668
Stopped by DMARC	0.0%	0
S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:	61.4%	289,827
Marketing Messages	14.2%	67,140
Social Networking Messages	1.0%	4,764
Bulk Messages	8.2%	38,726
Total Graymails:	23.5%	110,630
S/MIME Verification/Decryption Successful	0.0%	0
Clean Messages	15.1%	71,233
Total Attempted Messages:		471,690

Outgoing Mail Graph

Outgoing Mail Summary

Message Protection	%	Messages
Spam Detected	0.0%	0
Virus Detected	0.0%	0
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	0
Stopped by Content Filter	0.1%	53
Stopped by DLP	0.0%	0
Clean Messages	99.9%	88,998
Total Messages Processed:		89,051

Message Delivery

Message Delivery	%	Messages
Hard Bounces	3.5%	3,140
Delivered	96.5%	85,902
Total Messages Delivered:		89,042

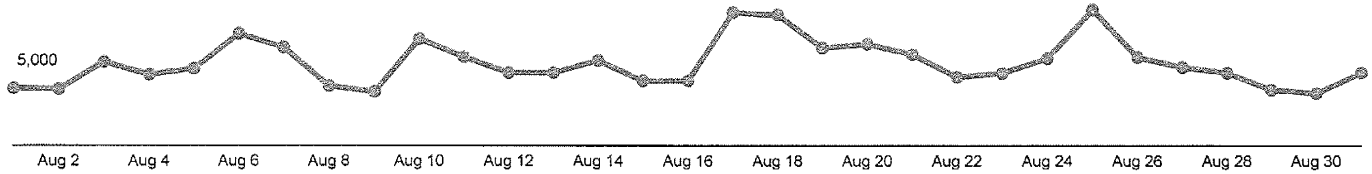
Site Traffic

All Users
100.00% Sessions

Aug 1, 2020 - Aug 31, 2020

Report Tab

Sessions
10,000
5,000



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	131,007 % of Total: 100.00% (131,007)	2.03 Avg for View: 2.03 (0.00%)	266,337 % of Total: 100.00% (266,337)	81,963 % of Total: 100.00% (81,963)	66,894 % of Total: 100.08% (66,843)	45.98% Avg for View: 45.98% (0.00%)	00:01:49 Avg for View: 00:01:49 (0.00%)
1. 25	6,924 (5.29%)	1.87	12,960 (4.87%)	5,916 (5.23%)	3,645 (5.45%)	54.52%	00:02:12
2. 17	6,791 (5.18%)	1.94	13,178 (4.95%)	6,071 (5.37%)	4,264 (6.37%)	32.01%	00:01:59
3. 18	6,660 (5.08%)	2.05	13,620 (5.11%)	5,909 (5.23%)	4,088 (6.11%)	32.48%	00:01:44
4. 06	5,710 (4.36%)	1.82	10,375 (3.90%)	5,002 (4.43%)	2,894 (4.33%)	56.01%	00:01:57
5. 10	5,446 (4.16%)	2.01	10,932 (4.10%)	4,788 (4.24%)	2,582 (3.86%)	38.76%	00:01:47
6. 20	5,183 (3.96%)	2.01	10,416 (3.91%)	4,438 (3.93%)	2,595 (3.88%)	47.56%	00:01:53
7. 07	5,024 (3.83%)	1.99	10,013 (3.76%)	4,313 (3.82%)	2,545 (3.80%)	51.13%	00:01:49
8. 19	4,993 (3.81%)	1.94	9,711 (3.65%)	4,336 (3.84%)	2,668 (3.99%)	46.22%	00:01:58
9. 21	4,644 (3.54%)	1.96	9,112 (3.42%)	3,937 (3.48%)	2,151 (3.22%)	51.03%	00:01:51
10. 11	4,530 (3.46%)	2.15	9,729 (3.65%)	3,825 (3.38%)	2,172 (3.25%)	42.05%	00:01:43

Rows 1 - 10 of 31

MONTHLY REPORT - LEGAL DEPARTMENT
August 2020 Report
(Submitted September 11, 2020)

MONTHLY HIGHLIGHTS:

Henderson, et al. v. City of Norman, Case No. CV-2020-1912 LW

This action was filed on August 7, 2020. It alleges claims based on an MOU entered into by the City and IAFF regarding the creation of two new positions and establishing eligibility criteria for these positions and three existing positions. It also alleges a claim for an alleged failure to allow the Fire Prevention Division to change labor unions. The City's motion to dismiss is set for hearing on November 2, 2020.

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

The settlement approved by Council on August 11, 2020, was finalized on August 20, 2020. This case will no longer appear on the Monthly Report.

Riden v. City of Norman, et al., SC-2020-1995 (K)

The City's motion to dismiss was granted on August 14, 2020. This case will no longer appear on the Monthly Report.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

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

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

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

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

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

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

Magnum Energy, Inc. v. Board of Adjustment for the City of Norman, Case No. SD-117912 (M): On Rodgers v. City of Norman, Case No. DF-118,420 (K)

Paul Arcaroli, Aleisha Karjala and Marcell Fleming v. Norman City Clerk, 119,000 (K)

This case was filed on August 18, 2020. It challenges and initiative petition submitted to the City by Stephen Teel. The initiative petition seeks an election on a Charter change that would require candidates to include political party designation on campaign signs with a font that is at least 50%

larger than the candidate's name. A hearing before a Supreme Court referee is scheduled for August 24, 2020.

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. General Lawsuits

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

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

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

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

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

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

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

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

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

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

FOP v. City of Norman, CJ-2020-661 (K)

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

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

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

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

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

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

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

B. Condemnation Proceedings

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

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

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

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

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

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

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

City of Norman v. Chris Walker and Catherine Madera, CJ-2020-564 (M): Commissioners have been appointed and the parties await their findings.

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

City of Norman v. Legacy Property Partners, LLC, CV-2018-249 (K, S)
Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219 (M):

D. *Municipal Court Appeals*

Rebecca Graves v. City of Norman, Case No. CM-2020-1287.
This is an appeal filed August 28, 2020 is involving an improper lane use/meeting. Hearing is set before Judge Brockman September 25, 2020.

E. *Small Claims Court*

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

F. *Board of Adjustment Appeals*

LABOR / ADMINISTRATIVE PROCEEDINGS

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

This office has assisted with the following grievances:

AFSMCE Grievance FYE 20-4 (Wray – Security Concerns)
AFSCME Grievance FYE 20-5 – (Baze – Discipline)
AFSCME Grievance FYE 20-9 – (Barksdale – Discipline)

IAFF Grievance FYE 18 – (Baldwin Training)

IAFF appears to have abandoned this grievance, and thus it will no longer appear on the Monthly Report.

IAFF Grievance FYE 18 – (Wilk Training)

IAFF appears to have abandoned this grievance, and thus it will no longer appear on the Monthly Report.

IAFF Grievance FYE 19 – (Palmer – Light Duty)

IAFF appears to have abandoned this grievance, and thus it will no longer appear on the Monthly Report.

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

IAFF appears to have abandoned this grievance, and thus it will no longer appear on the Monthly Report.

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

IAFF appears to have abandoned this grievance, and thus it will no longer appear on the Monthly Report.

IAFF Grievance FYE 20 – (NREMT Recertification Policy)

IAFF Grievance FYE 20 – (Probationary Firefighter Evaluation)

IAFF appears to have abandoned this grievance, and thus it will no longer appear on the Monthly Report.

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

IAFF appears to have abandoned this grievance, and thus it will no longer appear on the Monthly Report.

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

IAFF appears to have abandoned this grievance, and thus it will no longer appear on the Monthly Report.

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

IAFF appears to have abandoned this grievance, and thus it will no longer appear on the Monthly Report.

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

IAFF Grievance FYE 20 – (New Firefighter Reassignment)

IAFF Grievance FYE 20 – (Smith Disability Retirement)

IAFF Grievance FYE 20 – (Wilkins – Leave)

IAFF Grievance FYE 20 – (Covid-19 Policy)

IAFF Grievance FYE 21 – (Abdication of Enforcement Responsibilities)

This grievance was withdrawn and will no longer appear on the Monthly Report.

IAFF Grievance FYE 21 – (Failure to Property Promote)

This grievance was withdrawn and will no longer appear on the Monthly Report.

IAFF Grievance FYE 21 – (Insurance Premium Rate Increase)

This grievance was withdrawn and will no longer appear on the Monthly Report.

IAFF Grievance FYE 21 – (Mask Distribution)

IAFF Grievance FYE 21 – (Smith – Improper Compensation)

IAFF Grievance FYE 21 – (New Position Agreement Violation)

This grievance was withdrawn and will no longer appear on the Monthly Report.

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

FOP Grievance FYE 19 – (Deese – Discipline)

FOP Grievance FYE 20 – (Maldonado - Termination)

B. *Equal Employment Opportunity Commission (EEOC)*

None

C. *Contested Unemployment Claims (OESC)*

None

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through August 2020 the City Attorney and the Court.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 19	FYE 20	FYE 21	FYE 19	FYE 20	FYE 21	FYE 19	FYE 20	FYE 21
JULY	421	640	545	21	35	23	12	15	16
AUG	1,130	683	444	24	10	11	15	15	14
SEPT	412	497		28	17		13	14	
OCT	445	581		45	23		14	18	
NOV	300	390		14	9		5	11	
DEC	279	444		2	25		3	12	
JAN	561	522		43	32		15	15	
FEB	540	597		16	22		14	13	
MAR	1139	420		13	22		10	7	
APR	491	104		23	0		12	0	
MAY	626	137		34	2		14	0	
JUNE	542	528		31	25		14	9	
TOTALS / YTD	6,886	5,543	989	294	222	34	141	129	30

WORKERS' COMPENSATION COURT

The total number cases pending as of August 2020 are 15. During the Month of August there was one new workers compensation case filed and one court order approved. A settlement is set to be considered by Council September 22, 2020. 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	FYE21 CASES	FYE20 CASES	FYE19 CASES	FYE18 CASES
Fire	Suppression	4		2	4	3
Parks/Rec.	Park Maintenance	2			1	1
Planning	Development Services					
Police	Animal Welfare	2	1	1		1
Police	Patrol	5		2	1	1
Police	Administration					
Public Works	Street Maintenance	1		1	3	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	1		1		2
Utilities	Sanitation					
TOTALS		15	1	7	9	9

List of Pending Cases

Adams, Malia Jessie v. City of Norman, CM-2020-01069 Q
 (Police, Animal Welfare, Animal Welfare Officer, R. Hip, Low Back with Radicular Symptoms,
 Mid-Back Consequential)

Adams, Travis S. v. City of Norman, CM-2018-06545 A

(Parks & Rec, Park Maintenance, Irrigation Tech, L. Shoulder, Back, Neck)

Amason, Amber v. City of Norman, WCC 2012-12306 K

(Police, Patrol, MPO, Intestinal/Parasite/Infection)

Baskeyfield, Henry L v. City of Norman, CM-2020-03971 A

(Police/Animal Control/AWO, Low Back)

Clement, Stacey v. City of Norman, CM-2020-04580 R

(Police Department, Investigations/Captain, Head, Face, Neck, Back, Both Shoulders, Arms, Hands, Legs)

Kizzia, Derrald v. City of Norman, WCC 2014-06995 K

(Parks & Rec, Park Maintenance, HEO, R. Knee/Reopen Request)

Landrum, Sean v. City of Norman, CM-2019-05618 L

(Utilities, Water Maintenance, Utility Distribution Worker II, Head, Headaches, Face, Jaw, Teeth, Tongue, Neck, and R. Shoulder)

McGrane, Edward v. City of Norman, CM-2018-03311 J

(Fire, Suppression, Firefighter, L. Shoulder/Arm+Cervical, Neck)

A settlement in the above case is scheduled to be considered by Council on September 22, 2020.

Morgan, James Darin v. City of Norman, CM-2019-07496 L

(Police, Narcotics, MPO, Bilateral Ears)

A court order filed July 27, 2020 in the above case was approved by Council on August 11, 2020 and will no longer appear on the monthly report.

Mosley, Kent v. City of Norman, CM-2020-00585 X

(Police, Patrol, Sergeant (Mid & Low Back, Radicular Pain Down L. & R. Leg, R. Big Toe, R. & L. Buttocks)

Pack, Robert v. City of Norman, CM 2017-06285 K

(PW, Street Maintenance, HEO; Low Back/Reopen Request)

Palmer, Andrew David v. City of Norman, CM-2018-07531 J

(Fire, Suppression, Firefighter, R. Knee)

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

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

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

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

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

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

TORT CLAIMS

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

DEPARTMENT	FYE 21 Month	FYE 21 YTD	FYE 20	FYE 19	FYE 18
Animal Control					1
Fire			4		3
Other	3	4	10	9	11
Parks	1	1	6	6	5
Planning					1
Police	2	2	5	10	6
Public Works – other			3		
Public Works – Stormwater			2		6
Public Works – Engineering			2		2
Public Works – Streets		1	11	6	11
Utilities – Water	1	4	11	12	12
Utilities – Sanitation	1	2	12	10	11
Utilities – Sewer			5	3	5
TOTAL CLAIMS	8	14	71	56	74

CURRENT CLAIM STATUS	FYE 21 TO DATE	FYE 20	FYE 19	FYE 18
Claims Filed	14	71	56	74
Claims Open and Under Consideration	10	7	0	0
Claims Not Accepted Under Statute/Other	4	10	8	11
Claims Paid Administratively	0	12	10	18
Claims Paid Through Council Approval	0	12	12	12
Claims Resulting in a Lawsuit for FY	0	0	4	4
Claims Barred by Statute (No Further Action Allowed)	0	15	22	30
Claims in Denied Status (Still Subject to Lawsuit)	0	15	0	0

MUNICIPAL COURT

8

**MUNICIPAL COURT
MONTHLY REPORT
AUGUST - FY '21**

CASES FILED

	<u>AUGUST</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>AUGUST</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	904		1599	1,388		3,096
Non-Traffic	294		715	183		410
SUB TOTAL	1,198		2,314	1,571		3,506
Parking	579		761	805		1,957
GRAND TOTAL	1,777		3,075	2,376		5,463

CASES DISPOSED

	<u>AUGUST</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>AUGUST</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	1080		2139	1,575		2,881
Non-Traffic	267		573	295		552
SUB TOTAL	1,347		2,712	1,870		3,433
Parking	339		459	640		1,458
GRAND TOTAL	1,686		3,171	2,510		4,891

REVENUE

	<u>AUGUST</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>AUGUST</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	\$ 102,814.64		\$ 199,828.18	\$135,411.32		\$279,530.29
Non-Traffic	\$ 23,963.00		\$ 50,840.23	\$31,398.37		\$64,939.91
SUB TOTAL	\$126,777.64		\$250,668.41	\$166,809.69		\$344,470.20
Parking	\$ 7,200.00		\$ 9,815.00	\$16,542.75		\$34,654.75
GRAND TOTAL	\$133,977.64		\$260,483.41	\$183,352.44		\$379,124.95

MUNICIPAL COURT - MONTHLY REPORT
August 2020

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 29 new cases and closed 40 cases during the month of August 2020. 2 Mediations were held.

PARKS AND RECREATION

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Park Planning Activities August 2020

NORMAN FORWARD Ruby Grant Park:

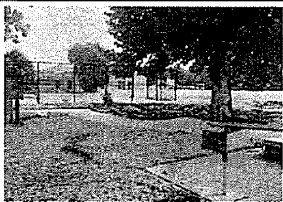
A meeting was held on-site to decide on a location for the artwork that will be placed at the site as the project works towards completion later this year. The playground equipment is being installed, as well as the disc golf course features. Tree clearing has begun in the dog park area to remove the cedars and other undesirable species, while leaving many specimen trees for the park users to enjoy shady spots in what is sure to be a very popular part of the park. Work continues on the exterior finish on the restroom buildings, the construction of the walking and running trails, and the parking lot construction, among other things at the site.

NORMAN FORWARD Andrews Park:



American Ramp Company (ARC) is making good progress on the park construction. The triple-bowl feature is complete; and work has been done on the specialty sloped surfaces in the lower street course plaza area south of the bowls. We have been working to finish the landscape plan and plan for a separate contractor to install LED lighting at the park as the concrete crew finishes their work next month. We will also be coordinating purchase and installation of site furnishings and shade structures in areas throughout Andrews Park and repairing sidewalk damage that has occurred over the years. We are also waiting to hear if we will get disaster relief funds to help replace the shade structure over the amphitheater stage that was destroyed by a storm in July.

NORMAN FORWARD Neighborhood Parks:



The old restroom building at Rotary Park was demolished to make way for the new facility, designed by The McKinney Partnership, Architects and awarded for construction to Cavins Construction of Norman. We expect to complete the project in 120 days, as weather permits. We also have crews working to install the safety pad and synthetic turf surfacing under the new playground in that park.

Sooner Theatre:

We have hired Clancy Rigging to come to the building and do a certified rigging inspection above the stage ahead of scheduling the final repairs and renovations to the rope and counterweight pulley system used to move the various electrics, scenes, drapes and screens during productions. We intend to complete this work to bring everything up to industry standards during this time while there are no live audience productions due to the COVID-19 restrictions. The project was funded in 2019 through Room Tax.

Park Planning:

We began working on making improvements to Sequoyah Trails Park in August. A new picnic shelter will be installed to replace the one damaged and removed last year. The basketball court is being enlarged and the entry walk and park sign are getting replaced, and the playground area will receive new safety surfacing as part of the general improvement plan for this park. Additional work will be done later in the NORMAN FORWARD program to add shade and/or replace the mulch playground surface with synthetic turf. Other work will be done this summer to make accessibility improvements to the restroom, parking and walkways in Lions Park according to the recommendations from that park's evaluation last year by a group from Accessology, working with the City's ADA Coordinator.

Landscape Projects:

A contractor worked to make improvements to the landscape bed in front of the "Welcome to Norman" sign on Main Street. All of the welcome signs were cleaned earlier this summer and we will be monitoring the condition of the landscape at them and all the other beautification islands around town as students return to campus and football season approaches. Also, the Park Planning Division is working with The McKinney Partnership, Architects to plan the renovation of the landscape around the old central library building as part of the project to convert that building to municipal offices for the various City Departments that will move in there from buildings A and C.

AUGUST 2020
RECREATION DIVISION
MONTHLY REPORT

Senior Center: The Senior Center continues to have classes that are being well attended and enjoyed. The cardio class averaged 10-13 participants every Monday, Wednesday, and Friday. The line dance class averaged 8-10 ladies every Tuesday and the ceramics class averaged 8-10 every Monday and Thursday. The bridge and Tai Chi groups have chosen not to start for an indefinite time. Staff continues to help with home deliveries, and/or handing out the meals whenever needed.

Little Axe Community Center: Staff has been working on an Open House at the Little Axe Community Center scheduled for September 11th, and flyers have been posted on social media and various locations within the community. Little Axe Community Center will begin Tai Chi classes soon and are hoping to get a lot of participation. The Food Pantry started back up August 17th, and is going well.

12th Avenue Recreation Center: The 12th Avenue Recreation Center had three different child care programs throughout the month of August. The Summer Camp Program continued through August 21st and campers enjoyed fun interactive activities as well as visited the Westwood Family Aquatic Center. On August 24th, the 12th Avenue Recreation Center began our Virtual Learning Day Camp to provide child care and assistance for Norman Public Schools students. The Virtual Learning Day Camp operated from 7:30am to 6:00pm. The After School Program started back on August 31st with the Norman Public Schools opening back up to traditional in school learning. The 12th Avenue Recreation Center held multiple martial art instructional classes to include Tae Kwon Do, American Karate, Kung Fu, Aikido, and tai Chi. Also, Body Sculpting classes were held for small groups on Monday, Wednesday, and Friday mornings. Pickleball met on Wednesdays and Fridays in the evening with three courts set up in the gymnasium.

Irving Recreation Center: During the month of August the Irving Explorer Camp completed activities for the 2020 summer season. While this summer presented many challenges with the COVID-19 pandemic, overall camp ran smoothly and the campers that participated had a great summer camp experience. Irving also hosted a few weeks of Virtual School Daycamp for kids in grades K-5th which operated while students were doing virtual learning until traditional in-person learning took place at their schools. Irving hosted 20 students throughout the week from 7:30am-6pm daily. Students got assistance with their virtual learning schedules and they also had opportunities for games, crafts, and other fun activities throughout the camp day.

Whittier Recreation Center: Discovery Camp ended in August at the Whittier Recreation Center and campers participated in scavenger hunts, group games, spirit week activities, and gym games. Every week, the campers received visitors from Bricks 4 Kidz, a guest reader, Eskimo Sno, Athletes Global and visited the Westwood Aquatic Center. Whittier Recreation Center has 20 students enrolled in the Virtual Day camp this week which is offered to students from any Norman Public School who are currently enrolled in K-5th grade. Once school was released the students participated in afterschool activities such as gym time, group games, video games, crafts and much more! The Okie Stompers clogging class met on Tuesday and Thursday evenings at the Center from 6:00-8:00 p.m. Junior Jammer basketball registration closed this month; however, due to low enrollment numbers as well as the inability to use the Norman Public School gym spaces, all leagues except for the 11U and 13U boy's leagues were cancelled for the fall. Players have the option of transferring their enrollment until the winter season or they may receive a full refund. Games for the 11U and 13U boy's league will begin in October. The after school program kicked off this month at the Whittier Recreation Center. The program offers a safe, constructive and fun time for students to relax after school and is offered to students who attend Jackson, Cleveland & Monroe Elementary, as well as Truman Primary and Truman Elementary. The program runs daily when school is in session from 3:00-6:00 p.m. Another perk to joining an after school program at one of Norman's Recreation Centers is each student will receive reduced rates for schools out camps! Schools out camps will be offered throughout the school and the monthly tuition is \$195.00. The front door is remaining locked to minimize traffic in the facility. When parents arrive to pick up their student they may call the phone number posted on the front door (door labeled #7) and a Recreation staff member will walk their student to the front door. Parents should have their ID ready for the staff to check upon pickup. Masks will be mandatory for all students and staff in the after school program.

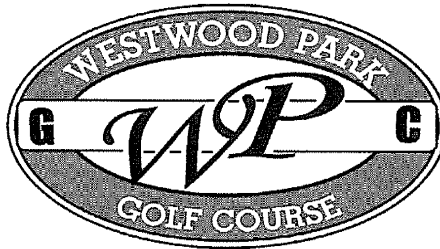
FACILITY ATTENDANCE:	Month	Year to Date
Senior Center (includes congregate meals)	293	305
Little Axe Community Center	0	0
12th Avenue Recreation Center	262	601
Irving Recreation Center	453	788
Whittier Recreation Center	419	793
Reaves Center	300	300
Tennis Center	2712	6,004

**AUGUST 2020
PARK MAINTENANCE DIVISION**

Parks Maintenance Crews performed routine trash removal, restroom and shelter cleaning, landscape bed maintenance and mowing in City Parks.

SAFETY REPORT	FYE-21MTD	FYE-21YTD		FYE-20MTD	FYE-20YTD
On-The-Job Injuries	1	1		0	0
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man	Hours		Total Man	Hours
		YEAR-TO-DATE			YEAR-TO-DATE
Mowing	105.00	186.00		84.00	275.00
Trim Mowing	801.00	1805.50		493.00	1805.00
Chemical Spraying	40.00	89.00		55.50	123.00
Fertilization	0.00	0.00		0.00	0.00
Tree Planting	0.00	1.00		0.00	0.00
Tree & Stump Removal	2.00	2.00		0.00	0.00
Tree Trimming/Limb Pick-Up	150.00	315.00		8.00	14.00
Restroom/Trash Maintenance	327.00	552.00		310.00	750.00
Play Equipment Maintenance	107.00	107.00		77.00	135.00
Sprinkler Maintenance	4.00	58.00		64.00	95.00
Watering	0.00	0.00		0.00	0.00
Grounds/Building Maintenance	5.00	71.00		11.00	15.50
Painting	0.00	0.00		0.00	0.00
Planning Design	0.00	0.00		0.00	0.00
Park Development	0.00	0.00		12.00	12.00
Special Projects	56.00	56.00		101.00	149.50
Nursery Maintenance	0.00	0.00		0.00	0.00
Flower/Shrub Bed Maintenance	4.00	158.00		88.00	97.00
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	0.00	0.00		0.00	0.00
Fence Repairs	7.00	7.00		0.00	0.00
Equipment Repairs/Maintenance	180.50	370.00		109.00	270.25
Material Pick-Up	16.75	27.00		5.00	13.75
Miscellaneous	83.00	150.00		120.00	186.50
Shop Time	7.00	43.00		44.00	44.00
Snow/Ice Removal	0.00	0.00		0.00	0.00
Christmas Lights	0.00	0.00		0.00	0.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	24.00	24.00		0.00	38.00
Graffiti Clean-Up	0.00	0.00		0.00	0.00
Water Fountains	0.00	0.00		0.00	0.00
Inground Trash	0.00	0.00		0.00	8.00
Vector Control	128.00	128.00		123.00	249.50

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



AUGUST 2020

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	AUGUST FY'21	AUGUST FY'20
Regular Green Fees	834	743
Senior Green Fees	441	412
Junior Fees	176	314
School Fees (high school golf team players)	0	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	836	608
Employee Comp Rounds	455	426
Golf Passport Rounds	0	0
9-Hole Green Fee	337	165
2:00 Fees	172	100
4:00 Fees	216	393
Dusk Fees or 6:00 Fees	116	66
PGA Comp Rounds	5	14
*Rainchecks (not counted in total round count)	20	8
Misc Promo Fees (birthday, players cards, OU student, n	1388	621
Green Fee Adjustments (fee difference on rainchecks)	7	10
Total Rounds (*not included in total round count)	4983	3872
% change from FY '20	28.69%	
Range Tokens	5931	2992
% change from FY '20	98.23%	
18 - Hole Carts	205	167
9 - Hole Carts	80	102
½ / 18 - Hole Carts	1952	1351
½ / 9 - Hole Carts	507	479
Total Carts	2744	2099
% change from FY '20	30.73%	
18 - Hole Trail Fees	0	1
9 - Hole Trail Fees	1	0
18 - Hole Senior Trail Fees	3	2
9-Hole Senior Trail Fees	6	6
Total Trail Fees	10	9
% change from FY '20	11.11%	
TOTAL REVENUE	\$ 160,680.04	\$119,068.58
% change from FY '20	34.95%	

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

SAFETY REPORT	FY 2021 MTD	FY 2021 YTD	FY 2020 MTD	FY 2020 YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FYE 2021 MTD	FYE 2021 YTD	FY 2020 MTD	FYE 2020 YTD
Green Fees	\$73,469.53	\$140,279.19	\$54,507.52	\$114,708.92
Driving Range	\$22,631.41	\$39,448.98	\$10,714.16	\$24,695.07
Cart Rental	\$44,216.39	\$81,690.39	\$32,409.36	\$65,839.22
Restaurant	\$20,043.91	\$42,126.01	\$20,507.34	\$45,146.21
Insufficient Check Charge	\$158.91	\$0.00	\$0.00	\$0.00
Interest Earnings	\$159.89	\$319.78	\$930.20	\$1,677.11
TOTAL INCOME	\$160,680.04	\$303,864.35	\$119,068.58	\$252,066.53
Expenditures	\$75,269.27	\$192,209.42	\$79,134.30	\$158,268.60
Income vs Expenditures	\$85,410.77	\$111,654.93	\$39,934.28	\$93,797.93
Rounds of Golf	4983	9606	3872	8196

Routine August maintenance practices include: Daily greens mowing, rolling greens, cup changing (putting green hole relocation), handwatering of putting green dry spots, trash pickup, restroom maintenance and sanitization, irrigation monitoring, testing, and repair as required, and manual valve irrigation of 10 acres. Additionally we rake sand bunkers several times a week. Weekly we mow tees twice. Fairways and aprons are mowed twice. Roughs, buffer zones, and peripheral areas are mowed once a week.

August requires extra effort to keep plants hydrated; handwatering of greens, supplemental water to trees and fescue areas is required. In addition, we have made several post emerge herbicide applications. An application of fungicide and insecticide was made to all greens as well as an application of wetting agent and acid product.

Low hanging limbs are trimmed as time allows. We are still continuing to remove storm damaged hanging limbs. The course bathroom water line was severed where it crosses the creek, it was located and a temporary fix was put in place. This will need to be revisited when time allows in the winter for a more permanent solution. We are in the process of tooling up for aerification of the greens.

AUGUST 2020
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FY2021 MTD	FY2021 YTD	FY2020 TOTAL
Swim Pool Passes	\$687.50	\$2,265.00	\$191,747.00
Swim Pool Gate Admission	\$45,703.00	\$93,610.00	\$284,993.00
Swim Lesson Fees	\$520.00	\$797.00	\$33,547.50
Pool Rental	\$2,000.00	\$4,647.00	\$28,128.00
Locker Fees	\$0.00	\$0.00	\$0.00
Pool Classes	\$0.00	\$2,940.00	\$6,495.22
Pool Merchandise Sales	\$0.00	\$0.00	\$0.00
Concessions	\$19,453.45	\$43,362.74	\$127,066.89
TOTAL INCOME	\$68,363.95	\$147,621.74	\$671,977.61
Expenditures	\$121,839.08	\$239,539.59	\$624,044.12
Income verses Expenditures	(\$53,475.13)	(\$91,917.85)	\$84,856.65

ATTENDANCE INFORMATION

	Season to Date Aug-20	Season to Date May 20-Aug 20	2020 YTD May 19-Sept 19
a. Pool Attendance	11,915	42,298	68,202
b. Adult Lap Swim Morning/Night	94	489	282
c. Water Walkers	712	2,936	1,607
d. Toddler Time	658	2,655	2,314
e. Swim Team	175	921	3,167
f. Swim Lessons	12	579	1,214
g. Movie Night/Special Events	0	0	3,391
h. Party / Rentals	20	83	323
TOTAL ATTENDANCE	13,586	49,961	80,500

PLANNING AND COMMUNITY DEVELOPMENT 10

ADMINISTRATION, CURRENT PLANNING, GIS

10A

PLANNING DEPARTMENT ACTIVITY
August 2020

ADMINISTRATIVE DIVISION

PlanNorman

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

GREENBELT COMMISSION

The Greenbelt Commission met on August 17, 2020 via ZOOM video conference. There were two items on the consent docket: Harry and Beverly Fritzler, 14915 E. Imhoff Rd., COS, Rural Certificate of Survey. This item was forwarded with no further comments.

The second item, Landmark Land Company and Kent Connally, located at the NW corner W. Tecumseh Rd. and 12th Ave. NW intersection, Preliminary Plat. This item was forwarded with the following comment.

The Greenbelt Commission stated the applicant's development is mindful of the importance of the trail connections through the open space and throughout the development. The Commission stated, according to the Greenbelt Priority Trails Map the North Norman Tecumseh Trail on Tecumseh Road also goes north through the development connecting to the open space shown on the applicant's site development plan. The Commission emphasized the importance that this trail connection be developed according to the Greenbelt Priority Trails Map.

HISTORIC DISTRICT COMMISSION

Historic District Commission

The regular Historic District Commission Meeting was held August 3, 2020 via ZOOM Video Conferencing to meet social distancing precautions during the Coronavirus Pandemic.

COA requests approved by Historic District Commission:

620 Tulsa Street – Installation of National Register plaque on the front of the house.

713 Cruce Street – Installation of a front door, French Doors on rear of the house, and a 6' fence in side yard, and replacement of windows on the side and rear of the house.

536 Chautauqua Avenue – Installation of new garage off the alleyway, removal of part of the existing driveway, and installation of fencing in the side yards.

619 W Boyd Avenue – Installation of three parking spaces in rear yard.

626 S Lahoma Avenue – Installation of new garage off alleyway and the installation of stained glass into an existing backdoor.

COA Administrative Bypass granted by staff:

619 Chautauqua Avenue – Installation of an overhead garage door (in-kind).

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

Mainstreet Architects continued working on the development of the Historic District Guidelines to meet the anticipated September deadline. A second draft of the Guidelines was provided which staff marked up and returned to the consultant.

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

Additional CLG funds have been made available for the FY 2020-2021 and staff has worked with the State Historic Preservation Office to determine new projects eligible for this funding.

MISCELLANEOUS

	2019 Aug	Sept	Oct	Nov	Dec	2020 Jan	Feb	Mar	Apr	May	June	July	Aug
Walk-Ins	75	68	58	52	45	59	36	32	-	37	58	34	38
Email Contacts	395	377	515	464	302	406	292	321	477	617	372	396	433
Lot Line Adjustments	1	2	2	-	-	-	-	2	2	-	4	2	2
Landscape Maint. & Replacement Bonds	2	-	1	4	2	1	4	3	4	3	-	5	1
Board of Adjustment Variance Appl.	-	2	4	6	-	1	-	4	1	1	1	1	2
Legal Notices Sent	-	54	84	149	-	7	-	136	172	12	26	9	47
Planning Commission Applications Rec'd	6	8	1	5	3	5	5	3	2	5	2	-	2
Legal Notices Sent	154	272	26	201	101	152	68	31	128	134	37	-	17
Pre-Development Meeting Appl. Rec'd	7	7	1	4	4	2	3	7	2	1	1	1	2
Notices Sent	169	270	14	193	200	51	54	309	386	15	13	25	34

CURRENT PLANNING DIVISION

Planning Commission – number of applications received

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

During August, two applications for Pre-Development were received for the meeting scheduled for August 27, 2020.

During August, submittals for the September 10, 2020 Planning Commission included: one Norman Rural Certificate of Survey and one project which included a NORMAN 2025 Plan amendment, rezoning and preliminary plat.

The Planning Commission met on August 13 via ZOOM video conference with eight members present. They unanimously recommended approval of a Norman Rural Certificate of Survey for Rudd Farms. The next regular Planning Commission meeting is scheduled for September 10, 2020.

PLANNING REVIEW

During the month of August, Current Planning received 22 commercial building permit applications for review. Of those applications submitted, Current Planning staff reviewed and approved 17 and 5 have been reviewed and placed on Hold.

BOARD OF ADJUSTMENT

The Board of Adjustment met on August 26, 2020 via ZOOM video conference with five members present. The Board unanimously approved one application for an increased sign height, and one application for a rear yard setback variance. The next regular meeting is scheduled for September 23, 2020.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

Staff worked on updating the Apartment Atlas. GIS Staff also worked with Stormwater on the set-up of the camera truck. Staff also worked with Information Technology staff on data conversion for the ERP related to the Munis EAM work order software. Staff created an interactive map for the Citywide Garage Sale. Staff mapped the outcome of the Bond elections.

Staff worked on updating data on Portal and ArcGIS online. Staff continued the general update and maintenance of GIS databases and completed 70 service requests that resulted in 68 maps, reports or data files being produced.

DEVELOPMENT SERVICES

10B

DEVELOPMENT SERVICES DIVISION

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

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

ADDRESS	DESCRIPTION	VALUATION	WARD
621 Sunrise St.	Kennedy Elementary Portable Classroom	\$35,000	1
2437 W. Main St.	Chick-Fil-A New Drive-Thru Canopy	\$100,000	2
728 S. Flood Ave.	McKinley Elementary Six Portable Classrooms	\$70,000 (Combined)	4
250 N. Cockrel Ave.	Jefferson Elementary Two Portable Classrooms	\$70,000 (Combined)	4
1820 W. Tecumseh Rd.	Tecumseh Junction Warehouse Building Two	\$1,088,000	8
1800 W. Tecumseh Rd.	Tecumseh Junction Warehouse Building One	\$612,000	8
3505 Medical Park Dr.	Oklahoma Family Dentistry	\$600,000	8

Addition/Alteration and Interior Finish:

ADDRESS	DESCRIPTION	VALUATION	WARD
2520 W. Main St.	AAA Car Care Center Remodel & Addition	\$1,400,000	2
2000 W. Brooks St.	Whittier Middle School Remodel	\$630,145	2
800 24 th Ave. NW	Immediate Care Medical Office Remodel	\$50,000	2
820 Chautauqua Ave.	Chi Omega Sorority Kitchen Remodel	\$80,000	4
10790 E. Lindsey St.	T-Mobile Replace Three Antennas on Tower	\$15,000	5
4701 12 th Ave. NW	MNTC Administration Interior Remodel	\$1,500,000	6
1501 24 th Ave. NE	Wildwood Church Classroom Remodel	\$45,000	6
1701 Elm Ave.	Pi Beta Phi Interior Accessibility Upgrades	\$65,000	7
3508 Wellsite Dr.	C & O 168, LLC Medical Marijuana Remodel	\$100,000	8

1831 Industrial Blvd.	Superb Herb Medical Marijuana Remodel	\$15,000	8
2795 Broce Dr.	Kinderberry Academy Change of Use Remodel	\$500	8

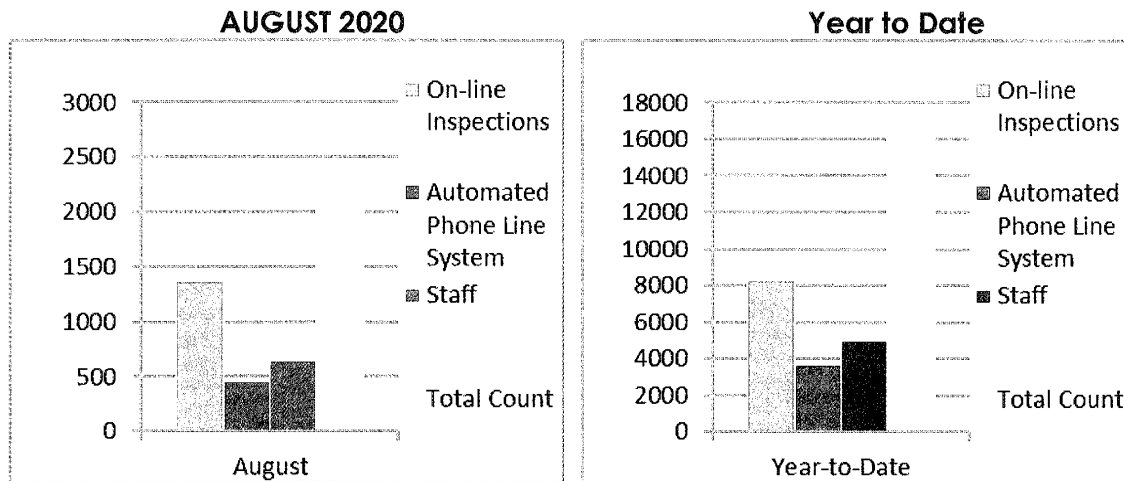
REMOTE VIDEO INSPECTIONS

During the COVID-19 pandemic, Remote Video Inspections (RVI) have been completed on some inspections/re-inspection requests frequently occupied by homeowners, workers, or contractors, to promote the health and safety of the inspection staff, and citizens, and to maximize social distancing. The (RVI) inspection process requires communication between the individual requesting the inspection, and the Building Inspector conducting the inspection which is conducted via FaceTime or Google Duo. Multiple RVI inspections were conducted during AUGUST.

ON-LINE INSPECTION SERVICES

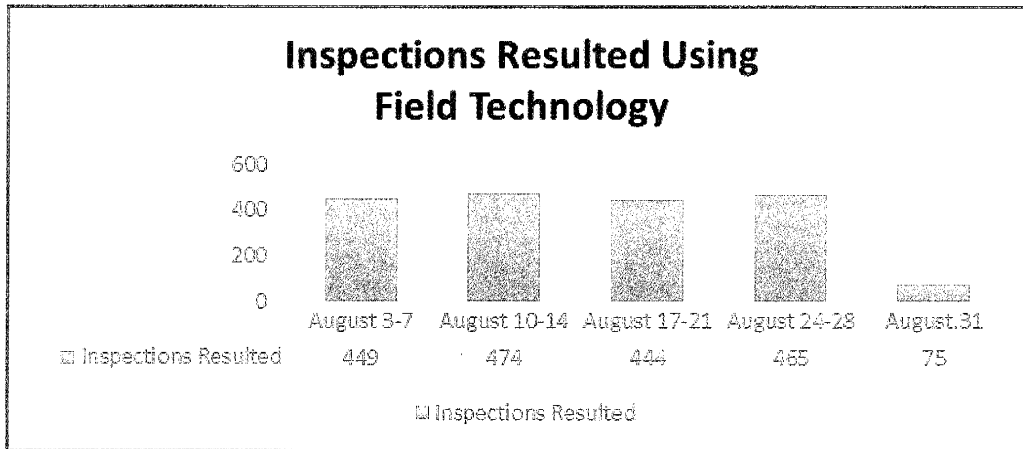
Inspection Requests

During August 2,466 inspections were requested. 1,370 requests were made using the On-Line Inspection System. 453 inspection requests were made using the Automated Phone Line System. Staff made 643 inspection requests, which include phone and in-person requests, as well as administrative items.



MOBILE FIELD INSPECTION SYSTEM

During August 1,907 inspection results were entered using the Mobile Field Inspection (MFI) System (Field Technology). 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.



COMMERCIAL PLAN REVIEW

During the month of August, Development Services received 22 commercial building permit applications for review. Of those applications submitted, Development Services staff reviewed and approved 13, 2 were reviewed and placed on Hold and 7 have not yet been reviewed.

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

During August twenty-two (22) applications for new single-family permits were applied to the 2018 Home Energy Rating System (HERS/Energy Rating Index (ERI) Fee Adjustment Incentive Program. To-date, three hundred seventy-three (373) applications have been applied to the program.

HERS/ERI reports were received for 15 homes that received CO during August with scores averaging 57.94. HERS scores of 55 or less, allowed full adjustment of permit fees pursuant to Section 5-104 of the City of Norman Code. Scores of 56 and higher required a percentage of the original permit fees to be paid in advance of the issuance of Certificate of Occupancy (CO), per Resolution R-1718-117.

The HERS/ERI Pilot Program initially began on August 1, 2018, with the adoption of Resolution R-1718-117 in May of 2018. Council approved three additional 6-month extensions of the HERS/ERI Program. Recently, Resolution R-1920-125 extended the program an additional twelve (12) months to August 30, 2021.



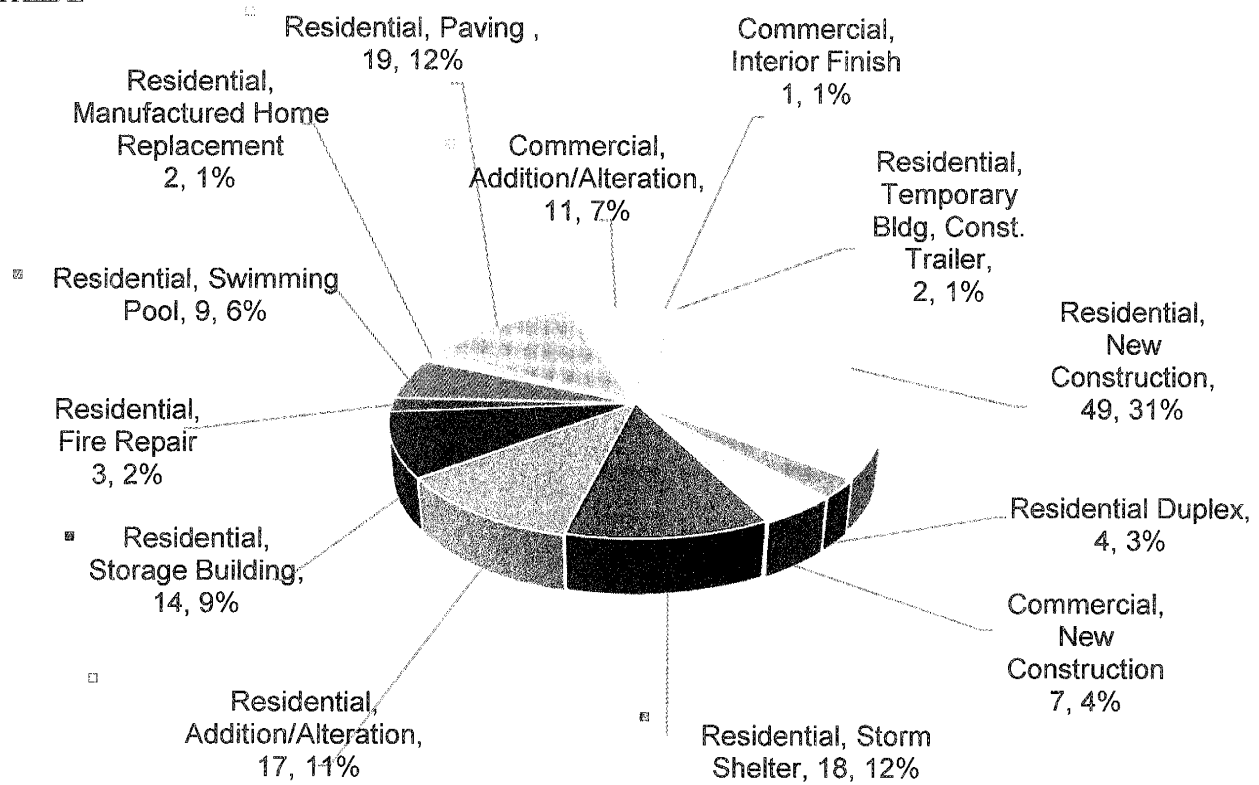
CITY OF NORMAN
Building Permit Activity-AUGUST 2020

	DESCRIPTION	2020 YEAR TO-DATE	VALUATION	2019 TOTALS	2019 TOTAL VALUATION
RESIDENTIAL	Residential, New Construction.....	340	\$ 91,130,024	434	\$ 119,350,883
	Residential, New Dwelling Unit Attached.....	0	\$ -	-	\$ -
	Residential, New Manufactured Home.....	1	\$ 97,500	11	\$ 719,240
	Residential, New Non Dwelling Unit.....	0	\$ -	1	\$ 68,700
	Residential Duplex, New Construction.....	6	\$ 1,480,000	21	\$ 4,945,000
	Residential, Garage Apartment.....	0	\$ -	-	\$ -
	Multi-Family, New Construction 3-4 DU.....	0	\$ -	-	\$ -
	Multi-Family, New Construction 5+ DU.....	1	\$ 650,000	2	\$ 1,500,000
	Multi-Family, Fire Repair.....	2	\$ 52,228	8	\$ 1,168,000
	Multi-Family, Foundation.....	26	\$ 894,930	-	\$ -
	Multi-Family, Addition/Alteration.....	0	\$ -	33	\$ 331,497
	Residential, Addition/Alteration.....	108	\$ 4,744,688	144	\$ 7,654,298
	Residential, Carport.....	8	\$ 32,644	5	\$ 12,700
	Residential, Storm Shelter.....	276	\$ 887,881	304	\$ 1,034,701
	Residential, Storage Building.....	99	\$ 2,954,242	107	\$ 3,130,414
	Residential, Fire Repair.....	15	\$ 746,045	22	\$ 1,146,968
	Residential, Swimming Pool.....	88	\$ 4,579,617	92	\$ 5,118,469
Residential, Manufactured Home Replacement...	3	\$ 175,000	1	\$ 67,924	
Residential, Paving.....	71	\$ 661,078	71	\$ 497,459	
TOTAL	1044	\$ 109,085,877	1256	\$ 146,746,253	
NON-RESIDENTIAL	Commercial, New Construction.....	42	\$ 25,042,487	44	\$ 29,484,352
	Commercial, New Shell Building.....	7	\$ 3,241,000	15	\$ 10,675,000
	Commercial, Addition/Alteration.....	105	\$ 45,485,725	56	\$ 56,552,749
	Commercial, Interior Finish.....	26	\$ 2,967,413	47	\$ 5,406,721
	Commercial, New Foundation.....	11	\$ 2,246,353	5	\$ 177,000
	Commercial, Fire Repair.....	0	\$ -	2	\$ 150,000
	Commercial, Parking Lot.....	7	\$ 480,452	12	\$ 1,788,520
	Commercial, Temporary Bldg./Const Trailer	13	\$ 141,000	-	\$ -
TOTAL	211	\$ 79,604,430	181	\$ 104,234,342	
OTHER ACTIVITY	Electrical Permits.....	962		1347	
	Heat/Air/Refrigeration Permits.....	970		1425	
	Plumbing and Gas Permits.....	1163		1600	
	Sign Permits.....	238		315	
	Water Well Permits.....	19		31	
	Garage Sale Permits.....	265		1227	
	Structure Moving Permits.....	10		35	
	Demo-Residential Permits.....	35		32	
	Demo-Non-Residential Permits.....	0		13	
	Temp. Const. Bldgs. & Roll-off Permits.....	105		191	
	Lot Line Adjustments Filed.....	11		23	
	Certificate of Occupancy (CO).....	732		1118	
	All Field Inspections.....	16797		24061	
Net Residentail Demos & Removals.....	-35				
TOTAL VALUATION		\$ 188,690,307		\$ 250,980,595	



CITY OF NORMAN Building Permit Activity- AUGUST 2020

9/4/2020



Permit Type	Permits Issued		Valuation
Residential, New Construction	49		\$ 12,667,445
Residential Duplex, New Construction	4		\$ 1,200,000
Residential, New Manufactured Home	0		\$ -
Commercial, New Construction	7		\$ 3,637,413
Commercial, Parking Lot	0		\$ -
Commercial, Shell Building	0		\$ -
Residential, Storm Shelter	18		\$ 48,850
Residential, Addition/Alteration	17		\$ 1,124,804
Residential, Carport	0		\$ -
Residential, Storage Building	14		\$ 486,721
Residential, Fire Repair	3		\$ 173,388
Residential, Swimming Pool	9		\$ 622,798
Residential, Manufactured Home Repl	2		\$ 107,000
Residential, Paving	19		\$ 122,199
Commercial, Addition/Alteration	11		\$ 4,554,000
Commercial, Interior Finish	1		\$ 42,000
Commercial, Foundation	0		\$ -
Temporary Bldg./Construction Trailer	2		\$ 2,500
Multi-Family, New	0		\$ -
Multi-Family, Foundation	0		\$ -
Multi-Family, Fire Repair	0		\$ -
	156		\$ 24,789,118

City of Norman
BUILDING PERMITS AND INSPECTIONS

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

Permit Type	Contractor	Tenant Name	Permit #	Issued	Street #	Dir	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL ADD/ALT	BOLDT	NPS WASHINGTON ELEMENTARY SHELTER ADDITION	768	8/28/2020	600		48TH AVE	AVE	35	2W	NOT SUBDIVIDED/SCHOOL LAND	A2	\$ 2,300,000	9627
COMMERCIAL ADD/ALT	BOLDT	LAKEVIEW SHELTER ADDITION	800	8/28/2020	3310		108TH AVE	AVE	15	1W	NOT SUBDIVIDED	A2	\$ 2,000,000	4157
COMMERCIAL ADD/ALT	OWNER	THE GYM COLLECTIVE-INTERIOR REMODEL	2914	8/11/2020	222	S	PORTER AVE	AVE	17	24	NORMAN, ORIGINAL TOWNSHIP	PUD	\$ 25,000	4500
COMMERCIAL ADD/ALT	OWNER	POSHEE PHARMACEUTICALS MM/GROW SHOP REMODEL	2984	8/13/2020	3089		24TH AVE	AVE	16	2W	NOT SUBDIVIDED	A2	\$ 20,000	1600
COMMERCIAL ADD/ALT	CROWN CASTLE USA	T-MOBILE ANTENNA REPLACEMENT	2982	8/6/2020	2720		36TH AVE	AVE	1	1	MASTERCRAFT PROPERTIES	I1	\$ 55,000	5
COMMERCIAL ADD/ALT	CROWN CASTLE USA	T-MOBILE ANTENNA REPLACEMENT	3020	8/6/2020	194		36TH AVE	AVE	1	1	RIVER OAKS #5	C2	\$ 55,000	5
COMMERCIAL ADD/ALT	SBA COMMUNICATIONS CORPORATION	TRIAD FITNESS SUPPLEMENTS AND ANTENNA ADDITION	3087	8/25/2020	1498	E	MAIN ST	ST	28	2W	NOT SUBDIVIDED	A2	\$ 30,000	5
COMMERCIAL ADD/ALT	OWNER	T-MOBILE REPLACEMENT AND ANTENNA ADDITION	3176	8/27/2020	2230		24TH AVE	AVE	2	2	UNIVERSITY NORTH PARK SEC 6	PUD	\$ 1,000	1074
COMMERCIAL ADD/ALT	OWNER	CV STYLE COMPANY HAIR SALON INTERIOR REMODEL	3207	8/19/2020	404	W	MAIN ST	ST	1	86	NORMAN, ORIGINAL TOWNSHIP	CCFS	\$ 18,000	1670
COMMERCIAL ADD/ALT	SBA COMMUNICATIONS CORPORATION	T-MOBILE 3-ANTENNA REPLACEMENT	3237	8/25/2020	1388	W	LINDSEY BLVD	BLVD	1	0	BERRY EST #4	C2	\$ 30,000	5
COMMERCIAL ADD/ALT	OWNER	MC-FARLIN FOOD PANTRY BLDG ADDITION/RENOVATION	3274	8/21/2020	419	S	UNIVERSITY BLVD	BLVD	9	11	WAGGONERS T.R. FIRST ADD	R3	\$ 20,000	238
COMMERCIAL INTERIOR FINISH	RENAISSANCE CUSTOM HOMES, LLC.	RENAISSANCE CUSTOM HOMES OFFICE/WAREHOUSE	3083	8/25/2020	2855	W	INDIAN HILLS RD	RD	1	1	INDIAN HILLS INDUSTRIAL	I1	\$ 42,000	1133
COMMERCIAL NEW CONSTRUCTION	BURMAN COMPANIES	SONIC DRIVE-IN REBUILD	2374	8/4/2020	705	N	PORTER AVE	AVE	14	3	HIGHSCHOOL ADD	C2	\$ 700,000	1227
COMMERCIAL NEW CONSTRUCTION	OWNER	VERDANT ALTERNATIVE MM GROW	2717	8/7/2020	4700	E	INDIAN HILLS RD	RD	2	2W	NOT SUBDIVIDED	A2	\$ 25,000	160
COMMERCIAL NEW CONSTRUCTION	MILLER-TIPPENS CONSTRUCTION	MAIN STREET VET HOSPITAL	2774	8/31/2020	3520		R C LUTTRELL DR	DR	14	4	MEDICAL PARK WEST SEC 4	PUD	\$ 1,568,548	4950
COMMERCIAL NEW CONSTRUCTION	SCHAFFNER-VALOUCH(A/R)	TERRA VERDE SCHOOL NEW SOLAR ARRAYS	2605	8/13/2020	1000		36TH AVE	AVE	34	2W	NOT SUBDIVIDED	A2	\$ 208,665	7038
COMMERCIAL NEW CONSTRUCTION	WADE ELECTRIC(A/R)(ACTIVE)	WADE ELECTRIC NEW OFFICE BUILDING	2813	8/25/2020	1821		ATCHISON DR	DR	6	1	NORTHEDGE IND PARK	I1	\$ 325,000	6000
COMMERCIAL NEW CONSTRUCTION	TERRY BUILDING CO.	DARWIN'S PHARMS MM GROW	3056	8/27/2020	1400		60TH AVE	AVE	24	2W		A2	\$ 800,000	3120
COMMERCIAL NEW CONSTRUCTION	KAP-HAR ROOFING & CONSTRUCTION	CCS SCHOOL NEW PATIO COVER	3270	8/20/2020	3002		BROGUE DR	DR	3	2	BROCE INDUSTRIAL PARK #1	I1	\$ 15,000	639
TEMPORARY BLDG/CONST TRAILER	GREAT BENAMINS TEMPORARY CIRCUS TENT	GREAT BENAMINS TEMPORARY CIRCUS TENT	2425	8/17/2020	3301	W	MAIN ST	ST	1	1	SOONER FASHION MALL	C2	\$ -	5800
TEMPORARY BLDG/CONST TRAILER	LOWE, TIM	SOONER BLOOMERS TEMPORARY PLANT SALES TENT	3288	8/20/2020	3299	W	MAIN ST	ST	1	1	SOONER FASHION MALL	C2	\$ -	1500
<p>Total Permits 21</p> <p>Average Valuation \$ 392,186</p> <p>Total Valuation \$ 8,235,913</p> <p>Average Project Area 2,584</p> <p>Total Project Area 54,256</p>														

Permit Type	Permit Counts	Valuation	Building Size (SF)	Use/Classification
COMMERCIAL ADD/ALT	11	\$ 4,554,000	1,227	Business
COMMERCIAL FOUNDATION PERMIT	0	\$ -	4,950	RETAIL
COMMERCIAL INTERIOR FINISH	1	\$ 42,000	6,000	RETAIL
COMMERCIAL NEW CONSTRUCTION	7	\$ 3,637,413		INDUSTRIAL
COMMERCIAL NEW SHELL BLDG	0	\$ -		
COMMERCIAL PARKING LOT	0	\$ -		
TEMPORARY BLDG/CONST TRAILER	2	\$ 2,500		
TOTAL	21	\$ 8,235,913		

Permit Type	Permit Counts	Valuation
COMMERCIAL ADD/ALT	11	\$ 4,554,000
COMMERCIAL FOUNDATION PERMIT	0	\$ -
COMMERCIAL INTERIOR FINISH	1	\$ 42,000
COMMERCIAL NEW CONSTRUCTION	7	\$ 3,637,413
COMMERCIAL NEW SHELL BLDG	0	\$ -
COMMERCIAL PARKING LOT	0	\$ -
TEMPORARY BLDG/CONST TRAILER	2	\$ 2,500
TOTAL	21	\$ 8,235,913



City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS
Issued AUGUST 2020 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued	Address	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3058	08/06/20	401 VILLAGE LAKE DR	21	1	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3060	08/09/20	3756 BLACK MESA DR	15	2	RED CANYON RANCH SEC 6	PUD	\$ 2,250	21
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	3094	08/05/20	4217 EAGLE CLIFF DR	2	1	EAGLE CLIFF SOUTH ADD #5	R1	\$ 3,000	21
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	3111	08/12/20	4308 RAVENSCOURT LN	2A	3	CARRINGTON PLACE ADD #13	R1	\$ 2,900	32
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3131	08/17/20	801 BLUE FISH CT	10	4	TRAILWOODS SEC 11	PUD	\$ 2,900	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3133	08/17/20	3751 BLACK MESA RD	2	5	RED CANYON RANCH SEC 6	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3136	08/14/20	1728 LOGAN'S WAY	23	8	CEDAR LAINE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3138	08/14/20	413 GREENS PKY	6	2	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3157	08/10/20	512 CALLA LILY LN	2	3	POPPY GROVE SEC 2	R1	\$ 2,400	23
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	3197	08/12/20	221 MILLBURY RD	7	5	THE VINEYARD PHASE II	PUD	\$ 3,000	29
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3270	08/25/20	405 VILLAGE LAKE DR	20	1	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3255	08/25/20	3720 ELLIE'S PL	31	9	CEDAR LAINE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3292	08/19/20	2215 KIMBALL DR	21	3	ST JAMES PARK ADD 6	R1	\$ 2,400	23
1 & 2 FAMILY STORM SHELTER	SMART SHELTERS, INC	3295	08/19/20	701 HUMMINGBIRD DR	14	1	TRAILWOODS SEC 1	PUD	\$ 2,350	23
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE OF SOUTHERN OK	3297	08/29/20	4013 BANDERA TR	8	1	LITTLE RIVER TRAILS 1	PUD	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3310	08/29/20	1705 KALEB'S CT	12	9	CEDAR LAINE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	3320	08/31/20	501 TALON DR	13	5	EAGLE CLIFF SOUTH ADD #5	R1	\$ 4,050	23
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	3529	08/31/20	4005 120TH AVE	11	1W	NOT SUBDIVIDED	A2	\$ 23,300	24
1 & 2 FAMILY, ADD OR ALTER	SH RENOVATIONS	3070	08/03/20	533 YARMOUTH RD	12	12	VINEYARD PHASE III	R1	\$ 24,000	572
1 & 2 FAMILY, ADD OR ALTER	PMH CONSTRUCTION	3118	08/12/20	3704 BARWICK CT	6	1	BROOKHAVEN #20	R1	\$ 24,000	336
1 & 2 FAMILY, ADD OR ALTER	MOATES RENOVATIONS, LLC	3148	08/14/20	1271 E HAYES ST	5	16	HIGHLAND ADDITION	R2	\$ 60,000	1057
1 & 2 FAMILY, ADD OR ALTER	MARC JONES CONSTRUCTION, LLC	3174	08/12/20	3012 STEPHAN RD	6	5	LITTLE AXE ACRES	RE	\$ 81,604	1126
1 & 2 FAMILY, ADD OR ALTER	OWNER	3189	08/24/20	518 CHAUTAQUA AVE	6	2	ROSS ADDITION	R1	\$ 150,000	725
1 & 2 FAMILY, ADD OR ALTER	OWNER	3206	08/13/20	6313 E ROCK CREEK RD	18	1W	NOT SUBDIVIDED	A2	\$ 30,000	1400
1 & 2 FAMILY, ADD OR ALTER	OWNER	3212	08/13/20	713 CRUCE ST	25	1	LANDT ADD	R1	\$ 1,400	40
1 & 2 FAMILY, ADD OR ALTER	BYRD BUILDING	3307	08/25/20	3912 TIMBERIDGE DR	5	2	GRANDVIEW EST NORTH #2	RE	\$ 7,500	367
1 & 2 FAMILY, ADD OR ALTER	CARLSBAD BUILDERS, LLC	3342	08/29/20	4315 OXFORD WAY	5	1	BROOKHAVEN #15	R1	\$ 60,000	264
1 & 2 FAMILY, ADD OR ALTER	COLE CONSTRUCTION, LLC	3343	08/21/20	1514 VINE ST	5	9	WESTLAND ADD	R1	\$ 20,000	1200
1 & 2 FAMILY, ADD OR ALTER	COLE CONSTRUCTION, LLC	3349	08/29/20	1406 PICKARDE DR	4	1	BROOKSIDE ADD	R1	\$ 100,000	2256
1 & 2 FAMILY, ADD OR ALTER	LAW CONSTRUCTION	3369	08/24/20	702 S PICKARDE AVE	13	6	PICKARD ACRES	R1	\$ 350,000	4477
1 & 2 FAMILY, ADD OR ALTER	L.G CONSTRUCTION	3372	08/29/20	107 E HADDOCK ST	28	2	TULL'S ADD #1	R1	\$ 15,000	100
1 & 2 FAMILY, ADD OR ALTER	OWNER	3392	08/29/20	9600 N BROADWAY DR	6	2W	NOT SUBDIVIDED	A2	\$ 50,000	900
1 & 2 FAMILY, ADD OR ALTER	OWNER	3393	08/29/20	113 S CREEKDALE DR	6	2	NOT SUBDIVIDED	R6W	\$ 18,000	144
1 & 2 FAMILY, ADD OR ALTER	OWNER	3486	08/31/20	2612 LAURISTON DR	2	1	WARWICK ADD #7	R1	\$ 110,000	564
1 & 2 FAMILY, ADD OR ALTER	OWNER	3512	08/29/20	3725 ANDREW CT	25	1	CEDAR LAINE SEC #2	R1	\$ 4,000	90
1 & 2 FAMILY, FIRE REPAIR	TRILINK RESTORATION SERVICES	3103	08/09/20	113 KEITH ST	29	5	CLAESSEN-MILLER ADDITION	R1	\$ 20,000	804
1 & 2 FAMILY, FIRE REPAIR	SHEPPARD CONCRETE	3244	08/14/20	1025 HEARTHSTONE RD	3	7	BROOKHAVEN #36	R1	\$ 3,800	224
1 & 2 FAMILY, FIRE REPAIR	SERVICEMASTER RESTORE BY RSI	3273	08/18/20	5201 E TECUMSEH RD	12	2W	NOT SUBDIVIDED	A2	\$ 149,588	3024
1 & 2 FAMILY, PAVING	SHEPPARD CONCRETE	2289	08/19/20	4409 HIDDEN HILL CT	6	2	BROOKHAVEN #7	R1	\$ 4,500	472
1 & 2 FAMILY, PAVING	OLIVAS CONSTRUCTION CO.	2521	08/14/20	3408 PENDELTON RD	1	3	PRAIRIE CREEK	R1	\$ 950	180
1 & 2 FAMILY, PAVING	A & L CONCRETE	2855	08/04/20	1100 S LAHOMA AVE	1	4	OAK RIDGE ADD - AMENDED	R1	\$ 11,025	1330
1 & 2 FAMILY, PAVING	A & L CONCRETE	2857	08/09/20	1805 VANESSA DR	33	3	CRESTLAND ESTATES #1	R1	\$ 7,792	732
1 & 2 FAMILY, PAVING	A & L CONCRETE	2858	08/06/20	2625 BRENTWOOD DR	8	7	NORMANDY PARK	R1	\$ 7,482	886
1 & 2 FAMILY, PAVING	A & L CONCRETE	3099	08/08/20	740 DEANS ROW AVE	19	2	LARSH'S UNIVERSITY ADD	CCFB	\$ 18,738	1200
1 & 2 FAMILY, PAVING	A & L CONCRETE	3104	08/11/20	700 TERRY DR	12	1	WOMACK ADD	R1	\$ 1,500	143
1 & 2 FAMILY, PAVING	A & L CONCRETE	3105	08/11/20	2614 BOXWOOD AVE	3	4	FOREST HILLS ADD	R1	\$ 4,390	588
1 & 2 FAMILY, PAVING	H & H CONSTRUCTION	3107	08/12/20	4820 RIDGELINE AVE	1	1	GRANDVIEW EST NORTH #2 REPLAT	R1	\$ 22,781	4796
1 & 2 FAMILY, PAVING	H & H CONSTRUCTION	3108	08/12/20	204 MILLBURY CT	9	5	THE VINEYARD PHASE II	RE	\$ 5,910	700
1 & 2 FAMILY, PAVING	TORO CONCRETE, LLC	3119	08/09/20	2351 ALAMEDA PLAZA	3	2	ALAMEDA PLAZA SUITE ADD	R1A	\$ 1,400	175
1 & 2 FAMILY, PAVING	HAWKINS CONCRETE	3126	08/14/20	619 W BOYD ST	31	1	NOT SUBDIVIDED	R1	\$ 8,000	1269
1 & 2 FAMILY, PAVING	MEDINA CONSTRUCTION	3222	08/19/20	2641 OSBORNE DR	11	4	NORMANDY ACRES FIRST	R1	\$ 5,500	828
1 & 2 FAMILY, PAVING	OWNER	3229	08/14/20	3908 PRESIDIO DR	2	1	WENTLEY ADD #1	R1	\$ 300	81
1 & 2 FAMILY, PAVING	KINSEY, CARL	3247	08/19/20	624 W COMANCHE ST	2	3	WENTLEY ADD	R3	\$ 4,500	672
1 & 2 FAMILY, PAVING	A & L CONCRETE	3259	08/19/20	3925 48TH AVE	13	2W	NOT SUBDIVIDED	A2	\$ 5,790	780
1 & 2 FAMILY, PAVING	GENESIS FINE HOMES, LLC	3314	08/20/20	2112 HENDERSON CT	12	3	PEARSON EST #1	R1	\$ 2,000	220
1 & 2 FAMILY, PAVING	A & L CONCRETE	3390	08/31/20	411 KENSINGTON RD	2	5	QUAILBROOK ADD #1	R1	\$ 3,640	446
1 & 2 FAMILY, PAVING	HOME CREATIONS, INC.	4538	08/20/20	3789 WOOD VALLEY RD	1	1	BELLATONA SEC. #2	R1	\$ 6,000	298
1 & 2 FAMILY, STORAGE BLDG	KEB CRAFTED HOMES, LLC	2198	08/25/20	417 THORNTON DR	11	20	WESTWOOD ESTATES	R1	\$ 30,000	1020
1 & 2 FAMILY, STORAGE BLDG	MEEK CONSTRUCTION	2851	08/04/20	810 72ND AVE	30	1W	NOT SUBDIVIDED	A2	\$ 15,000	300
1 & 2 FAMILY, STORAGE BLDG	BRAD PERRY CONTRACTING, LLC	3009	08/13/20	5411 156TH AVE	4	1E	NOT SUBDIVIDED	A2	\$ 40,000	3200
1 & 2 FAMILY, STORAGE BLDG	WILSON, JEFF	3037	08/11/20	5608 132ND AVE	19	1E	NOT SUBDIVIDED	A2	\$ 60,000	3600
1 & 2 FAMILY, STORAGE BLDG	OWNER	3179	08/17/20	4005 120TH AVE	12	1W	NOT SUBDIVIDED	A2	\$ 22,000	1500
1 & 2 FAMILY, STORAGE BLDG	CALLAHAN STEEL BUILDINGS	3215	08/14/20	10010 STELLA ACRES LN	27	1W	NOT SUBDIVIDED	A2	\$ 130,000	5000
1 & 2 FAMILY, STORAGE BLDG	STEELE, JERRY	3214	08/14/20	626 S LAHOMA AVE	13	2	LANDT ADD	R1	\$ 60,000	624
1 & 2 FAMILY, STORAGE BLDG	PMH CONSTRUCTION, LLC.	3322	08/26/20	3012 TRAILS CT	7	1	TRAILS COURT ADD	PUD	\$ 12,840	324
1 & 2 FAMILY, STORAGE BLDG	PMH CONSTRUCTION, LLC.	3323	08/26/20	3012 TRAILS CT	7	1	TRAILS COURT ADD	PUD	\$ 6,000	204
1 & 2 FAMILY, STORAGE BLDG	PMH CONSTRUCTION, LLC.	3324	08/26/20	14915 E IMHOFF RD	5	1E	NOT SUBDIVIDED	A2	\$ 60,000	720
1 & 2 FAMILY, STORAGE BLDG	HUDSON POST FRAME, LLC	3337	08/25/20	1500 COUNTRYWOOD E	8	3	CLEAR BAY ESTATES (SURVEY)	A2	\$ 17,000	900
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	3373	08/24/20	449 WATERFRONT DR	5	6	ROYAL OAKS ADD #2	R1	\$ 4,400	192
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	3377	08/26/20	3421 FRESIDE ST	31	1	NOT SUBDIVIDED	R1	\$ 5,181	200
1 & 2 FAMILY, STORAGE BLDG	BETTER BARNS	3384	08/29/20	608 46TH AVE	28	2W	NOT SUBDIVIDED	A2	\$ 4,300	160

1 & 2 FAMILY, SWIMMING POOL	2884	08/16/20	2009	CRESTMONT	ST	23	19	WESTWOOD ESTATES	R1	\$	60,000	483
1 & 2 FAMILY, SWIMMING POOL	3079	08/06/20	1903	ROSEBROOK	CT	3	3	BROOKHAVEN #43	R1	\$	65,000	510
1 & 2 FAMILY, SWIMMING POOL	3106	08/25/20	3009	TURNBERRY	CT	8	3	HIGHLAND VILLAGE ADD SEC 7	R1	\$	40,000	480
1 & 2 FAMILY, SWIMMING POOL	3190	08/13/20	707	GREEN FISH	CIR	5	3	TRAILWOODS SEC 11	PUD	\$	67,398	536
1 & 2 FAMILY, SWIMMING POOL	3191	08/20/20	4300	SHORELINE	DR	15	1	WELLINGTON LAKE ADD A PUD	PUD	\$	50,000	512
1 & 2 FAMILY, SWIMMING POOL	3248	08/19/20	3703	PAINTED BIRD	LN	1	2	RED CANYON RANCH SEC 2	PUD	\$	69,900	540
1 & 2 FAMILY, SWIMMING POOL	3321	08/26/20	3012	TRAILS	CT	7	1	TRAILS COURT ADD	PUD	\$	35,000	392
1 & 2 FAMILY, SWIMMING POOL	3376	08/21/20	2820	MISTY RIDGE	DR	3	3	SUMMIT LAKES ADD #2	R1	\$	65,500	504
1 & 2 FAMILY, SWIMMING POOL	3463	08/27/20	2018	MORNING DEW	TRL	9	1	TRAILS ADD #3	R1	\$	170,000	1082
1 FAMILY, MANUF HOME REPLACE	2823	08/07/20	4401	PUDNER	DR	17	1W	NOT SUBDIVIDED	A2	\$	56,000	1740
1 FAMILY, MANUF HOME REPLACE	3202	08/20/20	14310	STELLA	RD	30	30	NOT SUBDIVIDED	A2	\$	51,000	1280
1 FAMILY, NEW CONSTRUCTION	1470	08/11/20	3337	ENCLAVE	PL	9	3	FOUNTAIN VIEW NORTH	PUD	\$	190,000	2346
1 FAMILY, NEW CONSTRUCTION	1471	08/11/20	3341	ENCLAVE	PL	8	3	FOUNTAIN VIEW NORTH	PUD	\$	169,000	2124
1 FAMILY, NEW CONSTRUCTION	1472	08/11/20	3411	ENCLAVE	PL	5	3	FOUNTAIN VIEW NORTH	PUD	\$	169,000	2124
1 FAMILY, NEW CONSTRUCTION	2411	08/17/20	3045	MAYBURY	DR	28	12	FOUNTAIN VIEW NORTH	PUD	\$	192,000	2346
1 FAMILY, NEW CONSTRUCTION	2893	08/03/20	2713	132ND	DR	15	15	VINTAGE CREEK ADDITION	PUD	\$	228,950	3596
1 FAMILY, NEW CONSTRUCTION	2903	08/03/20	4212	MOORGATE	DR	8	2	PRIDE #005	A2	\$	60,000	3677
1 FAMILY, NEW CONSTRUCTION	3016	08/05/20	4005	120TH	DR	12	1W	CARRINGTON PLACE ADD #13	R1	\$	233,100	3677
1 FAMILY, NEW CONSTRUCTION	3029	08/04/20	3726	ADDISON	AVE	22	7	NOT SUBDIVIDED	A2	\$	230,850	3779
1 FAMILY, NEW CONSTRUCTION	3067	08/06/20	401	VILLAGE LAKE	DR	21	7	CEDAR LAKE SEC #2	R1	\$	270,000	3056
1 FAMILY, NEW CONSTRUCTION	3087	08/25/20	5504	FRONTIER	LN	5	4	HIGHLAND VILLAGE ADD SEC 10	R1	\$	385,000	3355
1 FAMILY, NEW CONSTRUCTION	3110	08/12/20	4308	RAVENSCOURT	TR	2A	4	GLENRIDGE SEC #2	PUD	\$	329,791	3433
1 FAMILY, NEW CONSTRUCTION	3117	08/13/20	11800	LINSEY	ST	2	1W	CARRINGTON PLACE ADD #13	R1	\$	400,000	4396
1 FAMILY, NEW CONSTRUCTION	3135	08/14/20	1726	LOGAN'S	WAY	23	8	NOT SUBDIVIDED	A2	\$	287,714	2951
1 FAMILY, NEW CONSTRUCTION	3137	08/14/20	413	GREENS	PXY	6	2	CEDAR LAKE SEC #2	R1	\$	240,000	2105
1 FAMILY, NEW CONSTRUCTION	3139	08/19/20	311	BULVERDE	DR	7	2	HIGHLAND VILLAGE ADD SEC 10	R1	\$	369,000	3415
1 FAMILY, NEW CONSTRUCTION	3140	08/19/20	298	BULVERDE	DR	4	2	LITTLE RIVER TRAILS SEC #3	PUD	\$	340,000	3548
1 FAMILY, NEW CONSTRUCTION	3141	08/23/20	5413	FRONTIER	TR	19	4	LITTLE RIVER TRAILS SEC #3	PUD	\$	330,000	3548
1 FAMILY, NEW CONSTRUCTION	3168	08/17/20	1999	BURNING TREE	DR	4	2	GLENRIDGE SEC #2	PUD	\$	386,310	3521
1 FAMILY, NEW CONSTRUCTION	3209	08/25/20	405	VILLAGE LAKE	DR	20	5	HALLBROOK ADD #6	R1	\$	562,000	4497
1 FAMILY, NEW CONSTRUCTION	3254	08/25/20	3720	ELLIE'S	PL	31	9	HIGHLAND VILLAGE ADD SEC 10	R1	\$	357,000	3205
1 FAMILY, NEW CONSTRUCTION	3272	08/20/20	4013	EPOKA	CT	4	1	CEDAR LAKE SEC #2	R1	\$	332,000	3415
1 FAMILY, NEW CONSTRUCTION	3308	08/26/20	4013	BANDERA	TR	8	1	MONTORO RIDGE SEC. #2	PUD	\$	560,000	4211
1 FAMILY, NEW CONSTRUCTION	3309	08/25/20	1705	KALERS	CT	12	9	TRAILS SEC. #3	PUD	\$	360,000	4039
1 FAMILY, NEW CONSTRUCTION	3387	08/26/20	504	TIMBERBROOK	DR	5	12	CEDAR LAKE SEC #2	R1	\$	324,000	3105
1 FAMILY, NEW CONSTRUCTION	2819	08/08/20	3019	MONTANE	DR	3	3	VINTAGE CREEK ADDITION	PUD	\$	290,000	2640
1 FAMILY, NEW CONSTRUCTION	2920	08/03/20	3744	SAWMILL	DR	12	2	GREENLEAF TRAILS ADD 9	PUD	\$	2475	2475
1 FAMILY, NEW CONSTRUCTION	2949	08/03/20	4510	ESCALON	DR	2	4	RED CANYON RANCH SEC 6	PUD	\$	268,560	2984
1 FAMILY, NEW CONSTRUCTION	2950	08/26/20	4209	EAGLE CLIFF	DR	4	2	LAS COLINAS SEC. #1	R1	\$	308,750	4561
1 FAMILY, NEW CONSTRUCTION	2961	08/03/20	3733	MESA	RD	4	2	EAGLE CLIFF SOUTH ADD #6	R1	\$	154,980	2352
1 FAMILY, NEW CONSTRUCTION	2962	08/03/20	1030	SAWMILL	RD	3	4	RED CANYON RANCH SEC 6	PUD	\$	232,650	2585
1 FAMILY, NEW CONSTRUCTION	3042	08/06/20	613	BLUE FISH	CT	6	4	RED CANYON RANCH SEC 6	PUD	\$	271,880	3022
1 FAMILY, NEW CONSTRUCTION	3065	08/06/20	623	GREEN FISH	DR	2	3	TRAILWOODS SEC 11	PUD	\$	159,480	1772
1 FAMILY, NEW CONSTRUCTION	3128	08/17/20	2905	BLUE FISH	RD	6	2	TRAILWOODS SEC 11	PUD	\$	199,880	2212
1 FAMILY, NEW CONSTRUCTION	3129	08/17/20	713	BLUE FISH	CT	8	4	TRAILWOODS SEC 11	PUD	\$	221,310	2459
1 FAMILY, NEW CONSTRUCTION	3130	08/17/20	801	BLUE FISH	CT	10	4	TRAILWOODS SEC 11	PUD	\$	186,300	2070
1 FAMILY, NEW CONSTRUCTION	3132	08/17/20	3751	BLACK MESA	RD	2	5	TRAILWOODS SEC 11	PUD	\$	217,800	2420
1 FAMILY, NEW CONSTRUCTION	3134	08/17/20	909	MONTANE	CT	3	3	RED CANYON RANCH SEC 6	PUD	\$	283,860	3154
1 FAMILY, NEW CONSTRUCTION	3155	08/14/20	2321	EAGLE CLIFF	DR	2	3	GREENLEAF TRAILS ADD 9	PUD	\$	215,820	2398
1 FAMILY, NEW CONSTRUCTION	3208	08/20/20	4203	EAGLE CLIFF	DR	2	3	BELLATONA SEC. #2	R1	\$	168,840	2501
1 FAMILY, NEW CONSTRUCTION	3221	08/20/20	4237	EAGLE CLIFF	DR	2	6	EAGLE CLIFF SOUTH ADD #6	R1	\$	152,010	2204
1 FAMILY, NEW CONSTRUCTION	3233	08/21/20	2301	NORWOOD	DR	8	2	EAGLE CLIFF SOUTH ADD #6	R1	\$	148,140	2186
1 FAMILY, NEW CONSTRUCTION	3232	08/27/20	106	ALAMOSA	RD	2	2	BELLATONA SEC. #2	R1	\$	146,000	2128
1 FAMILY, NEW CONSTRUCTION	3253	08/24/20	908	KINGS CANYON	RD	2	1	LITTLE RIVER TRAILS SEC #2	PUD	\$	319,320	3558
1 FAMILY, NEW CONSTRUCTION	3280	08/24/20	2109	NORWOOD	DR	2	2	RED CANYON RANCH SEC 6	PUD	\$	301,050	3345
1 FAMILY, NEW CONSTRUCTION	3281	08/24/20	2112	NORWOOD	DR	6	5	BELLATONA SEC. #2	R1	\$	138,870	2086
1 FAMILY, NEW CONSTRUCTION	3338	08/27/20	3015	MONTANE	DR	4	3	BELLATONA SEC. #2	R1	\$	154,710	2238
1 FAMILY, NEW CONSTRUCTION	3374	08/27/20	615	GREEN FISH	CIR	4	3	GREENLEAF TRAILS ADD 9	PUD	\$	220,680	2452
1 FAMILY, NEW CONSTRUCTION	3375	08/31/20	622	GREEN FISH	CIR	6	1	TRAILWOODS SEC 11	PUD	\$	190,530	2117
2 FAMILY, NEW CONSTRUCTION	3161	08/28/20	730	MONNETT	AVE	15	4	TRAILWOODS SEC 11	PUD	\$	208,350	2315
2 FAMILY, NEW CONSTRUCTION	3162	08/28/20	734	MONNETT	AVE	15	4	STATE UNIVERSITY ADD	CCFB	\$	300,000	2007
2 FAMILY, NEW CONSTRUCTION	3285	08/28/20	1111	TROUT, LLC.	AVE	7	2	STATE UNIVERSITY ADD	CCFB	\$	300,000	2022
2 FAMILY, NEW CONSTRUCTION	3286	08/28/20	1113	TROUT	AVE	7	2	MILLER ADDITION	R3	\$	300,000	2593
RESIDENTIAL STORAGE CONTAINER	3334	08/27/20	2006	MORNING DEW	TRL	12	1	NOT SUBDIVIDED	R1	\$	300,000	2593
TEMPORARY ROLL-OFF, OTHER	3120	08/13/20	429	ROBINSON	ST	1	0	RONIN #1 ADD	C2	\$	0	0
TEMPORARY ROLL-OFF, OTHER	3125	08/06/20	558	MAIN	ST	30	2W	NOT SUBDIVIDED	C2	\$	0	0
TEMPORARY ROLL-OFF, OTHER	3166	08/10/20	3201	DESKIN	DR	9	2	NORTHBRIDGE IND #7	I1	\$	0	0
TEMPORARY ROLL-OFF, OTHER	3241	08/18/20	2400	CLASSEN	BLVD	1	1	NOT SUBDIVIDED	C1	\$	0	0
TEMPORARY ROLL-OFF, OTHER	3284	08/18/20	2901	PENDELTON	DR	1	1	LEGACY TRAILS APARTMENTS	PUD	\$	0	0
TEMPORARY ROLL-OFF, OTHER	3286	08/19/20	3508	WELLISLE	DR	6A	7	NORTHBRIDGE IND PARK #3	I1	\$	0	0
TEMPORARY ROLL-OFF, OTHER	3490	08/26/20	450	INDIAN HILLS	RD	6	2W	NOT SUBDIVIDED	A2	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3100	08/03/20	2911	WILLOW CREEK	DR	34	1W	WOODCREST EST #3	R1	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3323	08/14/20	318	ROYAL OAK	LN	3	1W	BOONE'S RIDGEWOOD EST	A2	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3306	08/19/20	1515	ROCK HOLLOW	DR	4	8	WESTWOOD ESTATES	R1	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3330	08/21/20	3100	COVE HOLLOW	DR	4	1	QUEENSTON HEIGHTS	R1	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3333	08/21/20	1614	CHESTNUT	LN	13	1	CROSSROADS WEST #5	R1	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3414	08/28/20	3618	QUAIL SPRINGS	DR	5	2	FOREST HILLS ADD	R1	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3414	08/28/20	3618	QUAIL SPRINGS	DR	5	2	QUAIL SPRINGS ADD	R1	\$	0	0

TOTAL PERMITS (EXCLUDING TEMP ROLL-OFF)		AVERAGE VALUATION		AVERAGE PROJECT AREA	
135		\$		1,586	
		\$		214,118	
		122,516		TOTAL PROJECT AREA	
		16,553,205			
Permit Type	Permit Counts	Valuation	Permit Type	Permit Counts	Valuation
1 & 2 FAMILY, STORM SHELTER	18	\$ 48,850	RESIDENTIAL STORAGE CONTAINER	1	N/A
1 & 2 FAMILY, ADD OR ALT	17	\$ 1,124,804	TEMPORARY ROLL-OFF, RESIDENTIAL	7	N/A
1 & 2 FAMILY, CARPORT	0	\$ -	TEMPORARY ROLL-OFF, OTHER	7	N/A
1 & 2 FAMILY, FIRE REPAIR	3	\$ 173,388	SEASONAL STORAGE CONTAINER		N/A
1 & 2 FAMILY, PAVING	19	\$ 122,199			
1 & 2 FAMILY, STORAGE BLDG	14	\$ 486,721	DEMOS-RESIDENTIAL	NET # DU	
1 & 2 FAMILY, SWIMMING POOL	9	\$ 622,798	207 W. APACHE ST.	-1	
1 FAMILY, MANUFACTURED HOME REPLACEMENT	2	\$ 107,000	730 MCKNETT AVE	-1	
1 FAMILY, NEW CONSTRUCTION	49	\$ 12,667,445	2929 132ND AVE. SE	-1	
2-FAMILY, NEW CONSTRUCTION	4	\$ 1,200,000	1111 TROUT AVE.	-1	
3-FAMILY, FIRE REPAIR	0	\$ -	4800 INTERSTATE DR.	-1	
3-FAMILY, FOUNDATION	0	\$ -			
TOTAL	135	\$ 16,553,205	TOTAL DEMO-NET DWELLING UNITS	(-5)	

CDGB, CODE COMPLIANCE, OIL & GAS

10C

CDBG and HOME Investment Partnerships Programs

The CDBG Consolidated Plan and Substantial Amendment Two for the FYE20 CDBG Funds (Fifth Year Action Plan) was submitted for HUD review which includes the additional CDBG funding that is being appropriated by the CARES Act (\$535,688). This funding was included within the Public Hearing on May 12, 2020.

Availability of funding for a Rent and Utility Program is now available. Thru August 31st, a total of \$99,564 of assistance has been provided to 50 households.

Site preparation is underway for the for the construction of three single family homes in conjunction with the CHDO and the Norman Affordable Housing Corporation. Projects are currently out to bid with construction to begin early fall.

The Tree Planting Project for Original Townsite Neighborhood is completed. The scope was expanded to include removal of diseased trees identified by City of Norman Forester, Tim Vermillion, and approved by owners. All removal work was coordinated by the Parks and Recreation Department. Tree planting coordination was overseen by the Grants Manager during the COVID-19 staff reduction timeframe. Several additional diseased trees have recently been identified and the project expanded to utilize remaining budget. The 2020 Tree Planting Project is being discussed with the Parks and Recreation Department as to the targeted location and focus.

Homeless Activities

On August 20, the housing placement report for the Ready for Zero initiative was made to Community Solutions for the month of July. There were a total of 14 placements made; eight chronic, five veterans, and one family received housing placements in the month of July.

Due to the increased visibility of persons who are experiencing homelessness by the establishment of multiple campsites on city property, the Continuum of Care, the Norman Police Department, and the Homeless Services Coordinator are developing guidelines and strategies to address this increasing problem. Norman City Council appointed a three-member Council Committee on October 22, 2019 to work with the Continuum of Care to develop strategies in addressing this increasing issue. Staff is in constant contact with the service providers and national officials pertaining to developing and implementing protocols for addressing the unique issues of the unsheltered population during the COVID-19 crisis. The Committee is meeting to plan for the Winter Warming shelter for the 2020-2021 winter.

Housing Programs

August 2020

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

- Three emergency repair projects are currently under contract; one emergency repair has been completed.

- One accessibility modification project is under contract; one accessibility modification project is completed.

Social and Voluntary Services Commission

The FYE20 Requests for Application was released July 15, 2020 with a return date on August 5, 2020. Twenty-four applications were received totaling \$196,341. The total funding available was \$175,000, all twenty-four applications were funded as follows:

Agency	Purpose	Award Amount
CCFI	Bringing up babies	\$ 10,000.00
Thunderbird Clubhouse	Exterior security	\$ 8,624.00
Transition House	Purchase of tablets and projector	\$ 1,600.00
NAIC dba Virtue Center	Alternative to Suspension Program	\$ 10,000.00
Heartline-211	211 Call Center	\$ 4,000.00
Infant Crisis	Baby mobile	\$ 2,500.00
Mary Abbott Children's House	Kids Court Program	\$ 10,000.00
Meals on Wheels	Free Meal Program	\$ 10,000.00
Project Outreach	Respite Program	\$ 5,000.00
Salvation Army	Emergency Shelter Program	\$ 10,000.00
CASP	COVID Cleaning Costs	\$ 10,000.00
Catholic Charities	Housing Rent/Utility Deposits	\$ 10,000.00
CSBI	Roof repair	\$ 10,000.00
Envision Success	Kitchen equipment	\$ 1,500.00
Food and Shelter	HVAC replacement equipment	\$ 4,609.00
Full Circle Adult Day Center	Scholarships	\$ 7,500.00
Aging Services	Kitchen utility bill	\$ 1,875.00
Aging Services	Special Assistance Fund	\$ 4,000.00
Among Friends	Scholarships	\$ 10,000.00

Assistance League	Operation School Bell - Shoes	\$	5,000.00
Bethesda	Outreach Therapist	\$	10,000.00
Big Brothers Big Sisters	Match Costs	\$	9,792.00
Bridges	Utilities	\$	9,000.00
Citizens Advisory Board	Beds for Foster Kids	\$	10,000.00

POLICE

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Administrative Summary

August 2020 Summary

Operations



Part I Crimes	2020	Current		2020	Year-To-Date	
		MONTH 5YR AVG	2019		YTD 5YR AVG	2019
Murder	0	1	0	3	4	2
Rape	3	5	5	25	40	50
Robbery	2	3	1	34	36	33
Agg. Assault	13	16	15	160	122	125
Burglary	37	58	43	361	428	344
Larceny	218	228	196	1,675	1,919	1,704
Motor Vehicle Theft	43	32	33	268	230	239
Arson	1	2	1	5	4	7
Part I Totals:	317		294	2,531		2,504

Part II Crimes						
DUI/APC	28	38	44	252	300	373
Drunkenness	29	61	46	287	422	402
Drug Violations	32	86	82	370	709	735
Forgery	13	19	10	92	153	122
Vandalism	76	80	79	575	632	620
Others	348	NA	384	3,363	NA	3,082
Part II Totals:	526		645	4,939		5,334

Total Reported Crime: 843 939 7,470 7,838

Other Reported Activity

Public Peace Reports	167	200	194	1,532	1,516	1,569
Warrants Served	110	115	118	767	0	1,253
Other Reports Totals:	277		312	2,299		2,822

Total Case Reports: 1,120 1,251 9,769 10,660

Collisions	2020	MONTH 5YR AVG	2019	2020	YTD 5YR AVG	2019
Fatality	0	1	0	1	4	4
Injury	47	66	60	334	443	395
Non-Injury	116	156	152	800	1,061	946
Total Collisions:	163		212	1,135		1,345

Call for Service

CAD Activity (All Other CFS)	3,314	NA	3,361	23,550	NA	25,254
Calls for Service (Only Police)	7,210	NA	8,830	56,477	NA	70,310
Total CFS:	10,524		12,191	80,027		95,564

Citations & Warnings:

Citations	886	NA	1,316	7,185	NA	11,411
Warnings	1,337	NA	2,140	11,052	NA	18,044
Total Citations & Warnings:	2,223		3,456	18,237		29,455

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

** Five Year Average based on 2016 to 2019

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report August 2020



IN SHELTER ANIMAL COUNTS

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	83	136	219	42	55	97	(122)	-56%
Ending	108	129	237	28	47	75	(162)	-68%

ANIMAL INTAKES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	175	110	285	80	51	131	(154)	-54%
Owner Relinquish	15	2	17	13	35	48	31	182%
Owner Intended Euth	5	3	8	0	1	1	(7)	-88%
Transfer In	1	0	1	0	30	30	29	2900%
Other Intakes*	12	5	17	6	0	6	(11)	-65%
Returned Animal	16	8	24	9	5	14	(10)	-42%
TOTAL LIVE INTAKES	224	128	352	108	122	230	(122)	-35%

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

OTHER STATISTICS

	2019		2020		Comparisons	
	Total	Total	Total	Total	Difference	Percent
Wildlife Collected (DOA)	4	4	3	3	(1)	-25%
Dog Collected (DOA)	6	6	2	2	(4)	-67%
Cat Collected (DOA)	2	2	0	0	(2)	-100%
Wildlife Transferred	5	5	8	8	3	60%
Intake Horses	1	1	0	0	(1)	-100%
Intake Cows	0	0	0	0	0	
Intake Goats	0	0	0	0	0	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	2	2	1	1	(1)	-50%
Intake Pigs	0	0	1	1	1	
Intake Other	5	5	0	0	(5)	-100%
TOTAL OTHER ITEMS	25	25	15	15	(10)	-40%

LENGTH OF STAY (DAYS)

	2019	2020
Dog	11.3	9.7
Puppy	11.4	5.9
Cat	20.8	16.2
Kitten	11.5	5.6

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	12	2	0	14

Norman Animal Welfare Monthly Statistical Report August 2020



LIVE ANIMAL OUTCOMES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	82	88	170	65	104	169	(1)	-1%
Return To Owner	67	4	71	41	1	42	(29)	-41%
Transferred Out	37	27	64	14	21	35	(29)	-45%
Returned in Field	0	0	0	0	0	0	0	
Other Outcome	0	0	0	1	0	1	1	
TOTAL LIVE OUTCOMES	186	119	305	121	126	247	(58)	-19%

OTHER ANIMAL OUTCOMES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	4	4	0	1	1	(3)	-75%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	9	10	19	1	2	3	(16)	-84%
Owner Intended Euth	5	2	7	0	1	1	(6)	-86%
TOTAL OTHER OUTCOMES	14	16	30	1	4	5	(25)	-83%

TOTAL OUTCOMES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	186	119	305	121	126	247	(58)	-19%
Total Other Outcomes	14	16	30	1	4	5	(25)	-83%
TOTAL OUTCOMES	200	135	335	122	130	252	(83)	-25%

SHELTER EUTHANASIA DATA

				Total	
	Canine	Feline	Other	Total	Percentage
Medical - Sick	0	1	0	1	25%
Medical - Injured	0	2	0	2	50%
Behavior - Aggressive	1	0	0	1	25%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	1	3	0	4	

MONTHLY LIVE RELEASE RATE

2019	2020
93.0%	98.4%

Live Outcomes / (Total Outcomes - Owner Int Euth)



Monthly Service By Assignment

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

Place	Assignment	Jan 2020 Hours	Feb 2020 Hours	Mar 2020 Hours	Apr 2020 Hours	May 2020 Hours	Jun 2020 Hours	Jul 2020 Hours	Aug 2020 Hours	Total Hours
Norman Animal Welfare Center	Community Services-NAWC	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	Groomer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Bather / Groomer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	57:45	116:57	56:19	0:00	0:00	0:00	12:49	31:46	278:21
	NAWC-Community Outreach Volunteer	1:41	7:28	0:00	0:00	0:00	0:00	0:00	0:00	9:09
	NAWC-Dog Handler	101:33	113:33	72:39	2:19	0:00	0:00	34:06	51:19	397:14
	NAWC-Foster Program	0:00	0:00	0:00	1:00	6:00	0:00	4:00	3:00	14:00
	NAWC-Kennel Assistant	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Laundry	7:09	2:05	3:54	0:00	0:00	0:00	0:00	0:00	13:08
	NAWC-Lobby Greeter	9:38	0:00	0:00	0:00	0:00	0:00	0:00	0:00	9:38
	NAWC-Orientation	8:00	10:00	1:00	0:00	0:00	0:00	4:00	5:00	28:00
	NAWC-Photographer	0:00	0:00	2:00	0:00	0:00	0:00	0:00	0:00	2:00
	Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	Veterinarian Assistant Tech	0:00	2:17	0:00	0:00	0:00	0:00	0:00	0:00	2:17
Total		185:46	252:20	135:52	3:19	6:00	24:30	54:55	91:05	753:47
Grand total		185:46	252:20	135:52	3:19	6:00	24:30	54:55	91:05	753:47

PUBLIC WORKS

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

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed one (1) Rural Certificate of Survey, three (3) final plats, two (2) preliminary plats and two (2) concurrent construction requests for the Planning Commission; one (1) Rural Certificate of Survey, one (1) final plat; one (1) closure and one (1) release of deferral to City Council. The Development Engineer reviewed 17 sets of construction plans and 4 punch lists. There were 151 permits reviewed and/or issued. Fees were collected in the amount of \$9,803.85.

CAPITAL PROJECTS:

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

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- *Finished grading of the new southbound lanes between Lindsey Street and Alameda Street*
- *Finished storm pipeline and inlet installations between Lindsey Street and Alameda Street on the west side of 24th Avenue East*
- *Finished the cement stabilized base for the new southbound lanes between Lindsey Street and Alameda Street*
- *Milled the existing pavement and removed concrete curb between Alameda Street and Robinson Street*
- *Started grading of the new southbound lanes between Alameda Street and Robinson Street*
- *Started reconstruction of the NW quadrant of the Robinson Street/24th Avenue East intersection*

Roadway Bond Projects:

During the month of August, concrete paving maintenance continued in Westerfield Manor Addition as part of the Street Maintenance Bond 2019 Urban Concrete Project. Concrete paving maintenance began in Shiloh Heights Addition as part of the Street Maintenance Bond 2021 Urban Concrete Project. Asphalt paving maintenance began in Willoway Estates Addition as part of the Street Maintenance Bond 2021 Urban Asphalt Project. Alley reconstruction was completed on the alley located one block east of Classen Blvd between Macy St and Emelyn St.

Public Transit

Public Transit Response to COVID-19 (coronavirus)

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

*Monthly Progress Report
Public Works (August 2020)*

- Enhanced cleaning of vehicles.
- Suspended operations of route 144-Social Security.
- Limited capacity on fixed route and paratransit busses to comply with social distancing guidelines.
- Mandatory face coverings while using transit services.
- Requiring passengers to use the rear door for entry and exit off of fixed route vehicles, unless passengers need to use the front door for the ramp or kneeling feature.

Grant Activity

Staff were able to finalize programming the CARES Act funding, \$5.05 million dollars, that was allocated to the Norman urbanized area for public transit expenses. These funds were programmed to assist with the construction of the transit operations/maintenance facility.

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

Service Changes in August 2020

Operation of Saturday service began August 15, 2020, and is operated from 10am-7pm. This includes University football game days, with operations out of a temporary hub due to street closures and traffic conditions around the current transfer station on Brooks Street.

Combination of Norman Route 124 and EMBARK OKC Route 024 occurred on August 10, 2020. Service frequency will be increased from 6 to 9 total round trips per day.

Transit Long Range Plan Update

City staff continued working with the consultant, Nelson\Nygaard, to create a public outreach plan and will inform the public of opportunities for input when they become available.

Transit Monthly Ridership Report

Due to timing with data collection and processing, the transit monthly ridership will begin to be reported on a monthly delay. For example, August's ridership numbers will be reported in the September monthly report.

STREETS DIVISION

CAPITAL PROJECTS:

FRANKLIN ROAD: 24TH AVENUE N.E. TO 36TH AVENUE N.E.

Streets crews worked a deep patch at Franklin Road: 24th Avenue N.E. to 36th Avenue N.E. and required 213.44 tons of asphalt for the repair.

ROCK CREEK ROAD: BRUCKNER DRIVE TO 24TH AVENUE N.E.

Streets crews worked a deep patch at Rock Creek Road: Bruckner Drive to 24th Avenue N.E. and required 61.20 tons of asphalt for the repair.

SHIPLEY DRIVE AND SLOANE STREET (VALLEY GUTTER PROGRAM)

Streets crews worked valley gutter repair at Shipley Drive and Sloane Street. This repair required 18 cubic yards of concrete and resulted in over 58 square yards repaired.

ASPHALT OPERATIONS:

INDIAN HILLS BETWEEN BROADWAY AND PORTER AVENUE

Streets crews worked a deep patch at Indian Hills between Broadway and Porter Avenue and required 2,579.49 tons of asphalt for the repair.

BRUCKNER DRIVE (CRACK REPAIR)

Streets crews worked crack repair at Bruckner Drive and required 48.95 tons of asphalt for the repair.

CENTRAL PARKWAY (CRACK REPAIR)

Streets crews worked crack repair at Central Parkway and required 52.88 tons of asphalt for the repair.

524 LALEH COURT (DEEP PATCH)

Streets crews worked deep patch repair at 524 Laleh Court and required 36.47 tons of asphalt for the repair.

TIMBERCREST PLACE (DEEP PATCH)

Streets crews worked deep patch repair at 524 Laleh Court and required 66.44 tons of asphalt for the repair.

CONCRETE OPERATIONS:

PAGE STREET

Streets crews replaced damaged concrete panels on Page Street. This repair required 150 cubic yards of concrete and resulted in over 709 square yards repaired.

ROADSIDE OPERATIONS:

MOWING OF ROADSIDE RIGHTS-OF-WAY

Streets Roadside Mowing crew continued their summer mowing schedule. During August, 2020, 89.50 miles of rural rights-of-way and 3,897,120 sq. ft. of urban rights-of-way were mowed.

STORMWATER

WORK ORDER RESPONSE

Stormwater Division received 31 work order requests and closed 28 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance crew worked to replace a leaking stormwater box at 1816 Winding Ridge Road. This project required 33 yards of concrete to be placed for the inlet box floor and walls and the installation of two grates and 17 curb hoods. The crew dye tested leaking stormwater pipes on Rolling Meadows and finished grading and installing two pallets of sod on East Hughbert Street.

DRAINAGE MAINTENANCE

The Channel Maintenance crew continued their mowing schedule and mowed 2,454,075 ft² of urban drainage ways to ensure clear channels and proper flow for recent rains. The crew also removed over 75 tons of debris from a drainage channel at Ridgeline Circle, green space at Eagle Cliff, a flume at Saddleback Blvd, Woodcrest Creek at Sequoyah Park, Merkle Creek at various locations, Bishop Creek at Boyd St, and Imhoff Creek at various locations.

URBAN STREET SWEEPING OPERATIONS

A total of 569 lane miles were swept in July resulting in the removal of approximately 367 tons of debris from various curb lined streets throughout the city.

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

STORMWATER OKIE LOCATES

During the month of August, 2978 Call 811 Okie Spots were received. Of those requests, 113 were stormwater pipe locates, 62 were marked, and 725 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 97 inspections of 75 active sites
Issued 0 citation and 0 NOV's to active sites
Issued 1 Earth Change Permits to new projects

MS4 OPERATIONS

Received and responded to 23 citizen calls/ YTD Total is 51.

Conducted 0 outfall inspections.

Conducted 0 detention/retention pond inspections.

*Monthly Progress Report
Public Works (August 2020)*

On August 6, 2020, Michele Loudenback met with Brandon McLendon to plan and coordinate the four 1-hour trainings for City employees to be able to obtain their four hours of operator certification renewal training.

On August 12, 2020, Carrie Evenson, Ms. Loudenback, Scott Sturtz, Courtney DeKalb-Myers, and Amanda Nairn, Lake Thunderbird TMDL projects RFP Selection Committee, held interviews with competing firms for RFP 2021-6, the Thunderbird TMDL Data Review and Plan Update.

On August 13, 2020, Dr. Evenson, Ms. Loudenback, Dennis Davis, CJ Whitaker, and Wade Thompson met to discuss the new concept, "Keep Norman Neat" which is envisioned as a way to coordinate and track the various "Adopt-a-_" programs implemented by Parks and Recreation Department, Traffic Control Division and Stormwater Division.

On August 17, 2020, Dr. Evenson and Ms. Loudenback participated in the ODEQ Phase II MS4 Screening Evaluation Follow-up inspection with Jordan Hultgren, Stormwater Inspector for ODEQ.

On August 18, 2020, Ms. Loudenback held a Builders Workshop for Building and Development stakeholders, including City staff. This training event was also the first of the four 1-hour trainings for certified operator renewal training.

On August 19, 2020, Dr. Evenson and Ms. Loudeback attended the first virtual ECAB meeting of 2020.

On August 26, Dr. Evenson and Ms. Loudenback met with Dane Heins of CompaCreative to discuss the Keep Norman Neat initiative.

On August 31, 2020, Dr. Evenson and Ms. Loudenback met, via Zoom, with Debby Williams, Erinn Gavaghan, and Cheryl Lockstone to discuss implementation of the 2020 Artful Inlets program.

FLEET DIVISION

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

Fuel Report

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

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

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

Maintenance Report

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

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

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

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

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

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

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

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

Productivity Report

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

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

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

August 2020
DEVELOPMENT COORDINATION, ENGINEERING,
AND PERMIT REVIEW

Subdivision Development:

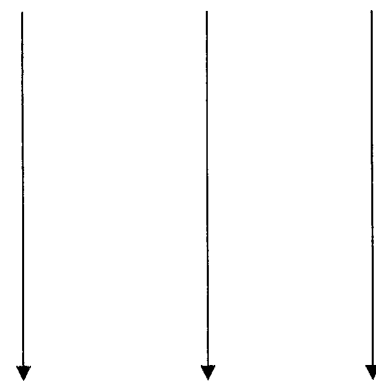
FY 2021 Associated Fees

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

- *Norman Rural Cert of Survey...1
- *Final Plats.....3
- *Preliminary Plats.....2
- *Short Form Plat.....0
- *Center City Form Based Code..0
- *Concurrent Constr. Request....2

City Council Review:

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



Development Committee:

- Final Plats.....3

\$5,210.00

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

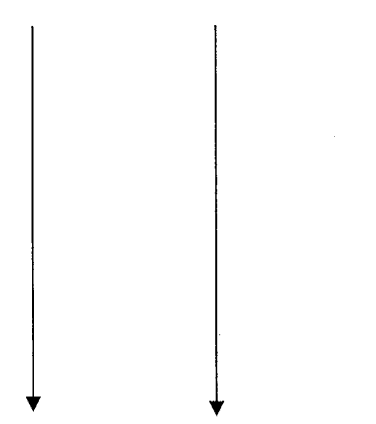
\$0.00

Subtotal: \$5,210.00 \$6,430.00 \$11,640.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

- **Single Family..... 51
- ***Commercial..... 9
- Multi-Family.....0
- Addition/Alteration..... 32
- House Moving..... 2
- Paving Only.....13
- Storage Building.....14
- Swimming Pool.....11
- Storm Shelters.....17
- Public Improvements.....3
- Temporary Encroachments.....1
- Fire Line Pits/Misc..... 1
- Flood Plain (@\$100.00 each).....2



\$200.00 \$0.00 \$200.00

Total Permits..... \$4,393.85 \$3,477.89 \$7,871.74

Grand Total..... \$9,803.85 \$9,907.89 \$19,711.74

*****Construction Plan Review occurrences 17 27 44**

*******Punch Lists prepared..... 4 6 10**

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

August 2020

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

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	4	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	51	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	9	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	17	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	3	100%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STREET DIVISION					
	FYE 2021 August 2020	FYE 2021 August 2020	Year to Date	Year to Date	FYE 2021
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours (tons of material used)	100%	100%	100%	100%	95%
	37.51		45.86		
Overlay/pave 10 miles per year.	1.65	17%	1.65	17%	100%
Replace 1,160 square yards of concrete pavement panels	178.00	15%	1,167.00	101%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	-	0%	5.00	1%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	3,897,120.00	31%	6,309,049.00	50%	100%
Mow 148 miles of Rural Right-of-way twice per year	89.50	30%	148.50	50%	100%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STORMWATER DIVISION					
	FYE 2021 AUGUST, 2020	FYE 2021 AUGUST, 2020	Year to Date	Year to Date	FYE 2020
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	569.00	114%	1,085.00	18%	50%
Collect litter from rights of way in the Urban area (Tons)	-	0%	-	0%	70%
Collect litter from rights of way in the rural area (Tons)	-	0%	-	0%	70%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	74.00	0.49%	839.00	6%	70%
Mow 2,271,548 sq. feet of open drainage ways, six times per year	2,454,075.00	18%	3,762,279.00	28%	90%
Perform erosion control inspections of permitted sites within 30 days.	97.00	129%	239.00		100%
Permit all earth disturbing operations over 1 acre in size.	1.00	100%	4.00		95%
Inspect City facilities identified as potential stormwater pollution sources.	-	200%	2.00		50%
Inspect stormwater outfalls.	-	0%	5.00		20%
Respond to stormwater complaints within 24 hours of the time reported	23.00	100%	51.00		100%
Enforcement actions (NOV's and citations)	-	N/A	-		N/A

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT**

August FYE 2021

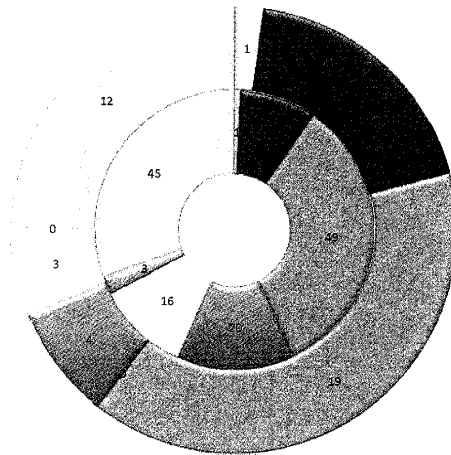
Industry Standard Compliance: Not To Exceed 5%

					Current %	
					PENDING	
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
CUSTODIAL	2	2			0%	0%
BUILDING MAINTENANCE					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY	2	2			0%	0%
FINANCE						
METER SERVICES	2	1		1	50%	50%
PLANNING						
PLANNING	2	2			0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE					0%	0%
PUBLIC WORKS						
ENGINEERING					0%	0%
STREETS	16	13		3	19%	19%
STORMWATER	4	4			0%	0%
TRAFFIC	4	4			0%	0%
STORMWATER QUALITY					0%	0%
FLEET	3	3			0%	0%
POLICE						
ANIMAL CONTROL	4	2		2	0%	50%
POLICE ADMINISTRATION					0%	0%
POLICE STAFF SERVICES	1			1	100%	100%
POLICE CRIMINAL INVESTIGATIONS	2	2			0%	0%
POLICE PATROL	22	18		4	18%	18%
POLICE SPECIAL INVESTIGATIONS	3	1		2	67%	67%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION	1	1			0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION					0%	0%
FIRE SUPPRESSION	13	11		2	15%	15%
FIRE DISASTER PREPAREDNESS					0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	5	3		1	20%	40%
PARKS & RECREATION					0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	8	6		1	13%	25%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION	3	3			0%	0%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT	5	3		2	40%	40%
WATER PLANT					0%	0%
WATER PLANT WELLS					0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	7	5		1	14%	29%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS	1			1	100%	100%
WRF OPERATIONS	1	1			0%	0%
SEWER LINE MAINTENANCE	2	2			0%	0%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	4	3		1	0%	25%
SANITATION COMMERCIAL	6	3		3	50%	50%
SANITATION TRANSFER	9	5		1	33%	44%
SANITATION COMPOST	6	2		4	67%	67%
SANITATION RECYCLE	2			2	100%	100%
SANITATION YARD WASTE					0%	0%
CITYWIDE TOTAL	140	102	7	31	22%	27%

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
August FYE 2021**

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past	L Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
FIRE SUPPRESSION									
033T	2002 10x6 Utility Trailer	Fire Suppression	9/8/2020	5/13/2020	118	days 8/13/2020	Light Repair	PM-A	5/13/2019
2003	2020 John Deere Z915E	Fire Suppression	9/8/2020	8/28/2020	11	days 8/23/2020	Light Repair	PM-C	
PSST PATROL									
1227	2014 Ford Interceptor	PSST Patrol	59360	59190	170	miles 8/21/2020	Light Repair	PM-D	4/12/2018
POLICE									
1067	2014 Chevy Tahoe	Police Special Investigations	91099	90445	654	miles 8/25/2020	Light Repair	PM-C	3/10/2020
1171	2017 Ford Interceptor	Police Patrol	25880	25648	232	miles 8/24/2020	Light Repair	PM-C	9/23/2019
1146	2010 Ford Crown Vic	Police Patrol	121002	121121	-119	miles 8/11/2020	Light Repair	PM-C	3/23/2020
1170	2008 Ford Crown Vic	Police Patrol	236842	237029	-187	miles 8/11/2020	Light Repair	PM-C	5/22/2020
1040T	2001 TM WFCH Trailer	Police Staff Services	9/8/2020	5/8/2020	123	days 4/5/2019	Light Repair	PM-A	5/8/2019
1069T	2010 Pacer 6x10	Police Special Investigations	9/8/2020	2/13/2020	208	days 5/6/2020	Light Repair	PM-A	2/13/2019
1155	2016 Ford Interceptor	Police Patrol	64945	62464	2481	miles 6/12/2020	Light Repair	PM-C	2/6/2020
1198	2002 Chevy C6500	Police Patrol	14331	5000	9331	miles 7/21/2020	Light Repair	PM-D	3/11/2019
1118	2008 Ford Crown Vic	Police Patrol	174199	172957	1242	miles 7/27/2020	Light Repair	PM-D	5/4/2020
1162	2009 Ford Crown Vic	Police Patrol	125301	123667	1634	miles 7/29/2020	Light Repair	PM-D	4/6/2020
FIRE									
033T	2002 Trailer 10/6 Utility	Fire Suppression	9/8/2020	5/13/2020	118	days 5/29/2020	Light Repair	PM-A	5/10/2019
SANITATION									
297T	2017 Tital Trailer	Sanitation Waste Disposal	9/8/2020	8/21/2020	18	days 8/3/2020	Heavy Repair	PM-A	2/21/2020
0295	2016 Peterbilt 365 Semi	Sanitation Waste Disposal	199025	197088	1,937	miles 8/13/2020	Heavy Repair	PM-D	10/30/2019
0224	2019 Peterbilt Front Loader	Sanitation Recycle	2416	1500	916	hours 7/9/2020	Heavy Repair	PM-C & PM-T	
5201	2018 Chevy 2500	Sanitation Compost	118021	117847	174	miles 7/30/2020	Heavy Repair	PM-D & PM-G	3/15/2016
201F	2020 Bulk Tank	Sanitation Compost	9/8/2020	6/15/2020	85	days 8/14/2020	Light Repair	PM-C & PM-M	5/15/2019
0239	2016 Peterbilt 320 Frontloader	Sanitation Commercial	6452	6348	104	hours 8/20/2020	Heavy Repair	PM-D,PM-N,PM-T	5/3/2019
PARK MAINTENANCE									
0465	2002 Toro 3300 Truckster	Park Maintenance	1824	1864	-40	hours 8/13/2020	Light Repair	PM-C	10/24/2019
FINANCE									
0066	2014 Ford F150	Finance Water Meter Services	9/8/2020	3/15/2020	177	days 6/5/2020	Light Repair	PM-N	3/15/2018
PUBLIC WORKS									
0173	2016 Ford F450	Streets	15890	15812	78	miles 8/6/2020	Light Repair	PM-C	4/25/2019
173F	2015 Bulk Tank	Streets	9/8/2020	10/31/2019	313	days 8/6/2020	Light Repair	PM-C & PM-M	10/31/2018
123G	2005 Briggs Generator	Streets	9/8/2020	2/22/2020	199	days 7/23/2020	Light Repair	PM-C	2/22/2019
UTILITIES									
578T	2018 Lamar 14x77 Utility Trailer	WRF Water Reclamation	9/8/2020	8/24/2020	15	days 8/27/2020	Light Repair	PM-A	8/24/2019



PM Compliance Report
May FYE 2020

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

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

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

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2021

August 2020

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	ACTUAL	DIFFERENCE
# 001	112.62	72%	82.6%	10.6%	
# 002	153.83	72%	86.8%	14.8%	
# 003	97.17	72%	74.9%	2.9%	
# 004	100.96	72%	100.0%	28.0%	
# 006	0.00	72%	#DIV/0!	#DIV/0!	
# 007	113.96	72%	80.3%	8.3%	
# 008	115.13	72%	74.6%	2.6%	
# 009	109.74	72%	66.1%	-5.9%	
# 010	107.85	72%	71.5%	-0.5%	
# 011	116.67	72%	79.6%	7.6%	
# 012	147.42	72%	91.5%	19.5%	
# 013	105.14	72%	84.7%	12.7%	
# 014	82.65	72%	60.1%	-11.9%	
# 016	78.01	72%	77.1%	5.1%	
# 018	125.27	72%	90.9%	18.9%	
# 021	141.20	72%	84.7%	12.7%	

DIRECT LABOR HOURS	1707.62
TOTAL AVAILABLE HOURS	2132.06
PRODUCTIVITY GOAL	72.0%
ACTUAL PRODUCTIVITY	80.1%

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

August 2020

IN GALLONS	FYE 2021	FUEL REPORT	
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	19,523.00	18,212.00	19,834.44
Outside - sublet	1,238.00	432.00	3,815.14
TOTAL	20,761.00	18,644.00	23,649.58
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	20,761.00	18,644.00	16,019.30
			3,815.14

FYE 2021 TO DATE CONSUMPTION			
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	40,247.00	39,407.00	36,166.19
			9,330.74

INTERNAL PRICE PER GALLON:				EXTERNAL PRICE PER GALLON:			
UNLEADED	High	\$1.43	Low	\$1.23	UNLEADED	High	\$1.43
					Low	\$1.23	
DIESEL	High	\$1.31	Low	\$1.25	DIESEL	High	\$1.31
					Low	\$1.25	
CNG	High	\$1.02	Low	\$1.02	CNG	High	\$1.37
					Low	\$1.07	

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$80,887.53	Month Total Public CNG Sales	\$3,815
BATTERIES	\$1,986.73	FYE 2021 To Date Public Sales	\$9,331
OILS/FLUIDS	\$2,804.26	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$30,762.71	Total Sold Gallons Life To Date	925,499
SUBLET REPAIRS	\$18,355.04	Total Gross Sales Life To Date	\$1,327,007
TOTAL SPENT ALL parts/sublet	\$134,796.27	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Statio	2,335,467

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	18	14	15	159
EMERGENCY ROAD CALLS	30	32	28	214
PM SERVICES	130	131	158	1400
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	542	524	561	4999
SCHEDULED REPAIRS	186	192	218	1867
NON SCHEDULED REPAIRS	356	283	272	2631

	6	3	7	43
	5	6	6	41
	73	80	96	880
	0	0	0	0
	208	209	254	2298
	103	114	129	1173
	105	71	87	948

Heavy Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	11	9	7	107
EMERGENCY ROAD CALLS	25	24	22	168
PM SERVICES	43	41	53	390
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	245	232	243	2,178
SCHEDULED REPAIRS	67	63	77	585
NON SCHEDULED REPAIRS	178	147	139	1,474

Transit Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	1	2	1	7
EMERGENCY ROAD CALLS	0	2	0	6
PM SERVICES	11	9	7	111
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	82	73	51	467
SCHEDULED REPAIRS	13	14	10	154
NON SCHEDULED REPAIRS	69	56	40	273

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

AUGUST 2020

	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%	82	82	100%	197	197	100%
Provide information requested by citizens within 7 days	95%	82	82	100%	197	197	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	0	0	100%
Review subdivision plats, construction traffic control plans.							
Worker Hours Per Gallon of Paint Installed.	95%	14	14	100%	34	34	100%
	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
Thermoplastic legend, arrows, stop bars & crosswalks		811	233.25	0.29	1,999	390.25	0.26
	4-6 installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
Preventative Maintenance on each traffic signal once a	100%	0.5	6	12.00	5.19	51	9.83
		Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
Response to reports on traffic signal malfunctions	99%	12	12	100%	25	25	100%
			Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
Response to reports of sign damage:		30	30	100%	58	58	100%
High Priority Stop or Yield Signs within one hour	Percentage						
Lower Priority all other signs within one day	99%	4	4	100%	13	13	100%
Street Name Signs within two weeks	90%	156	156	100%	264	264	100%
Percent of work hours lost due to on the job injuries.	90%	12	12	%	52	52	100%
	<.01%	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
		2520	0	0.00	5361	0	0.00

UTILITIES

13

Monthly Report

August 2020

LINE MAINTENANCE:

Waterline Capital Projects

- Hunting Horse Tr. – 100%
- Eufaula St.- 100%
- East Robinson – Griffin Park 100%
- Drawbridge Lane – 10%

East Eufaula Street – WA0343: Staff will replace 455 feet of deteriorated 6" Ductile iron pipe with 6" C-900 PVC from Porter Avenue to Ponca Avenue. Staff spread 12 yards of topsoil, and laid 2,000 feet of sod and poured a concrete approach, project 100% complete.

Hunting Horse Trail – WA0340: Staff will replace 500 feet of 6" Ductile Iron pipe with 6" C-900 PVC from 1006 Hunting Horse Trail to Wyandotte Way. Staff spread topsoil and laid sod, project 100% complete.

Drawbridge Lane: WA0334: - Staff will replace 1,200 feet of 6" Ductile Iron with 6" C-900 PVC from Castlerock Road road to Stonehurts Street and back to Castlerock Road. Staff made a 8"x6" tap and laid 40 feet of 6" PVC, project 10% complete.

Water Line Breaks – 17 in August

Sewer Line Data

- Total obstruction service requests - 19
 - Private Plumbing: 19
 - City Infrastructure: 0
 - Sanitary Sewer Overflows: (0)

Lift Station D Flows:

- Days - 31
- Average daily flow: 1.28 MGD
- Total flow: 39.68 MG

UTILITIES ENGINEERING:

Line Maintenance Building (WA/WW0329)/WRF Storage Building (WW0318): Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, Barrett L. Williamson Architects selected to provide design and construction services for the projects. approved preliminary design contract K-1920-109 with Barrett L. Williamson Architects on 01/28/20 for \$124,550. Preliminary design expected to be completed in August 2020.

WASTEWATER PROJECTS:

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

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering. Line Maintenance staff completed television work in March 2017. NUA approved professional services expenditure with Lemke for surveying and drafting assistance on 7/26/16; Line Maintenance completed additional survey of existing manholes along 12th Avenue NE/Main to determine need for repair/replacement in FYE17 project; The bidding documents were finalized on February 3, 2020 and the project advertised February 13;. Six bidders attended the pre-bid conference on March 3, 2020. Addendum No. 1 issued 03/09/20. Staff construction estimate is \$3.3M for the Base and Alternate Bids; \$2.28 M is available. bids opened on March 12, 2020 with the low bid of \$2.8M submitted by Horseshoe Construction of La Porte, TX. NUA approved Award of Bid 1920-49 (Phase 1) and Contract K-1920-73 with Horseshoe for \$2,796,161.25 on 4/14/20. Phase 2 16-inch Alternate Bid advertised separately was opened 04/09/20 with low bid of \$370,105 from Jordan Contractors of Tecumseh, OK. NUA approved Award of Bid 1920-57 and Contract K-1920-123 with Jordan for \$370,105 approved by NUA on 4/28/20. Television inspection for Phase 1 work began 05/04/20. The contractor has replaced approximately 8,000 feet of sewer line. The replacement within Chautauqua has been completed except restoration and work is ongoing within the Woodcrest Addition.

Sewer Maintenance Project FYE18 (WW0316): Annual project will replace about 27,800 feet (5 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Westbrook Terrace to the North, Highway 9 to the Southwest and Berry Road to the East. Preliminary project layout and scope definition are complete. Line Maintenance staff completed television work 10/19/18 and forwarded to NUA engineering staff; NUA approved professional services expenditure with Lemke for surveying and drafting assistance on 02/12/19; Lemke completed initial survey work and delivered draft plans to NUA 07/03/19. Plans are being reviewed by Line Maintenance and NUA staff. Additional funding of \$1.96M is proposed in the FYE21 CIP budget. Staff will review plans in October 2020 and have final plans in December 2020.

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

Sewer Maintenance Project FYE19 (WW0321): Annual project may replace about 22,000 feet (over 4 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Peter Pan St. to the North, 24th Ave SW to the west, Westbrook Terrace to the south, and Berry Road to the East. Preliminary project layout and scope definition are in progress. Line Maintenance has begun internal video survey of project area which should be complete by December 2020. Award contract to Lemke for surveying and drafting assistance should be in December 2020.

Engineer: Staff with assistance from local surveyor

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

UV building at the WRF. NUA approved design contract July 14, 2020 and solar project design is underway. Construction is expected to begin in late September and be complete by November 2020.

WRF Land Purchase (WW0170): 20-acre parcel to west and south of WRF is being considered for purchase with portion of land for potential WRF expansion and area south of Bratcher Minor Road for potential Compost Facility expansion. Appraisal of property obtained March 6, 2020. Phase I Environmental Site Assessment completed in June 17, Council approval received July 14th. Property closed September 2, 2020. This will be last report for this item.

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

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

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

Lift Station D Force Main Replacement (WW0091): Another portion of the Lift Station D 16" ductile iron force main along 12th Ave N.E. is severely deteriorated and in need of replacement. Approximately 3,500 feet of this force main to just south of Rock Creek Road was replaced with 20-inch PVC in 2009. The area needing replacement because of continued breaks is on the west side of 12th from the end of the previous project to the point where it begins to gravity flow near the 12th Avenue Recreation Center. The project is expected to require 2,300 feet of new 20-inch piping, three air release vaults, and a new receiving manhole. After discussions with the Parks Department, the City of Norman will continue to lease the property needed for this project and will not purchase the property outright. Therefore, the project was kicked back off to identify the best alignment and then move forward to final design, easement acquisition (as necessary), bidding and construction. Geotechnical work has been completed and potholing will be completed in September 2020 allowing the design to be finalized. Downstream manhole rehabilitations were also added to the project due to severe corrosion that has deteriorated the manholes impacting their structural integrity.

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

Engineer: Garver, Inc. (Steve Rice)

Septage Receiving Facility (WW0319): The Water Reclamation Facility (WRF) is often contacted regarding the possibility of taking trucked wastewater from hauling companies. Delivery of trucked wastes is not typically approved due to the undocumented quality of the trucked waste. Oklahoma City is currently the only municipal location in the metropolitan area for haulers to dispose of septage. The WRF could potentially generate revenue from companies hauling septage (septic tank clean-outs) and other acceptable wastes. Additionally, City of Norman residents utilizing a private sewage system could benefit through their private haulers having a closer disposal solution. To allow for the new facility, the current WRF treatment processes must be protected which may require temporary storage of the trucked wastes delivered to the WRF while water quality testing is performed to verify its acceptability. Preparation of an engineering study and design is budgeted for FYE19 while construction is budgeted for FYE20. The draft report was received in May 2020 and significant revisions were requested and a revised report was received late June 2020. Additional revisions will be required but will be done in August 2020 and received in September 2020.

WRF Waste Sludge Blower Replacement Project: The Water Reclamation Facility (WRF) currently utilizes blowers to mixed waste activated sludge to agitate the sludge to allow for proper thickening prior to feeding the anaerobic digesters. The existing blowers have reached the end of their useful life and their replacement is warranted in order to maintain reliable operations. Project is complete and will be accepted on September 22, 2020. This will be the last report for this item.

WATER PROJECTS:

Waterline Relocation: I-35 Widening (WA0196): Unbudgeted project necessitated by ongoing widening of I-35. Total budget of about \$500,000 estimated for replacing three waterlines associated with the I-35 project (24-inch at Briggs Street, 12-inch at Brooks Street and 12-inch at 24th Avenue SW and Highway 9). Team of SAIC/Poe and Associates will prepare design plans as an amendment to the Lindsey Street widening project. ODOT expected to reimburse waterline relocation costs at end of project. NUA approved design contract with SAIC and ODOT relocation agreements on 10/22/13. Design is underway. ODOT has required I-35 crossing at Briggs Street to be deepened to 28 feet below grade; construction costs will increase approximately \$450,000. Project advertised 04/29/14 and three bids were opened 05/22/14; Matthews Trenching was the low bidder at \$997,875. NUA approved contract on 06/10/14; work began 06/11/14 and must be complete by 09/01/14. Bore and encasement and waterline installation complete at 24th SW and at Brooks Street and at Briggs Street. NUA approved Final change order #1 and project acceptance on 12/23/14. NUA submitted 1st reimbursement request to ODOT and \$840,780 has been reimbursed by ODOT; Final engineering invoice from Benham received and final payment has been made; staff made formal request for ODOT reimbursement in August 2020.

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

Engineer: Cardinal Engineering. Staff is coordinating this work with ongoing WL construction by Sooner Fashion Mall. Final plans submitted to DEQ 05/08/20. Easement acquisition in August 2020, Bid project in September 2020.

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

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

Additionally, the recommended portfolio for the 2060 Strategic Water Supply Plan recommended a future non-potable irrigation system from the Water Reclamation Facility to irrigate Reaves Park to reduce the demand on the water system. This project will now be designed and bid with an alternate to install the recommended 16-inch non-potable water line parallel to the proposed 24-inch potable water line. The easement was acquired from OU in March; the engineering design was completed in June and submitted to DEQ. The DEQ permit was received in August and an invitation to bid was issued September 19, 2019, Bid opening was October 10, 2019. Due to the low bid prices for the reuse line, the contract award included the 16-inch reuse line. The project is complete and final acceptance will be on September 22, 2020 docket. This will be the final report on this project.

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

Waterline Transmission: Robinson Avenue Water Line Replacement (Phase III) – 24th Avenue NW to Flood Ave (WA0242): Project will reinstall approximately 6,800 feet of 30-inch PVC C900 along Robinson Avenue from just east of the 24th Avenue NW to Flood Avenue. The new 30-inch line will replace the existing 16-inch line. This project will also replace approximately 2,100 feet of 12-inch water line from Canterbury Street to Flood Avenue. After initial field investigation and discussions with potential contractors, an alternative alignment further away from utility conflicts was evaluated and approved by the OU Board of Regents and accepted by Council. The project was bid and the contract was awarded to Garney Companies, Inc. in the amount of \$1,978,875.00. The contractor is working through submittals and material procurement and is also obtaining the FAA permit.

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

Waterline Replacement: Flood Avenue - Robinson to Venture (WA0328): Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Design is funded in FYE19, with construction funded in FYE20. Based on detailed field survey, the alignment appears to require the removal of the existing 16-inch line and installation of the new line in the same corridor. Water model simulations have indicated that this will not impact service levels but this work is going to be scheduled during the non-demand seasons to reduce the impacts of this outage. Comments on preliminary plans were provided to Engineer on April 3, 2020. Plans at 65 percent were received in June and are being reviewed by staff.

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

Gray Street Waterline Replacement (WA0202/WA0224): C. H. Guernsey and Company was selected for the design of the Gray Street Waterline Replacement. Plans are under review. CO#2 to Berry WL project will be considered on 10/25/16 adding 1,200 feet of 16-inch waterline along Main Street between Flood and Acres to the project; this was originally part of the Gray Street project. NUA approved Amendment #1 to Guernsey contract adding additional waterline replacements along Gray and Tonhawa under project WA0224. Work is being delayed due to desire to not have Gray Street under construction at same time as Main Street Enhancement by PW. Kickoff meeting held; Lemke Surveying completed survey work for project in late October; design process is underway. Supplemental survey data collected by drone flying over project area; accuracy and detail received is outstanding. Staff is working with the Street Department to install new waterline under 3 intersections associated with the Lahoma Street reconstruction project which crosses the Gray/Tonhawa WL Replacement project. NUA and Guernsey staffs walked majority of project 05/02/18 to finalize proposed location and construction methodology. Open trench construction with pavement repairs was generally chosen in lieu of directional drilling at increased depth with pavement repairs at entry points and service line locations. 50% plan review completed in May 2019; submittal of Railroad permit application in June; Floodplain permit submittal and hearing July/August. Completion of design in September, submittal to DEQ for permit in September, completion of railroad permit in September and invitation to bid October 24, 2019. Bid opening November 21, 2019. Project has been bid and awarded with construction began in March 2020. To-date, approximately 2,500 feet of pipe has been installed of the 11,850 linear feet in the project.

Engineer: Guernsey (Larry Roach)

Water Treatment Plant Expansion (WA0291/WB0292): Phase II design will include the installation of ozone treatment, UV treatment, an upgrade of the high service pumps serving the pressure plane, on-site chlorine generation, new ammonia feed system, and additional SCADA improvements. Design contract with Carollo approved by NUA 05/22/12. Ozone pilot study began in October 2012 and was complete March 2013. Pilot plant results and preliminary engineering plans presented to NUA 07/08//14 with total project costs estimated at \$33,540,000. NUA approved final engineering contract on 02/10/15. Design plans completed and DEQ approved all variances associated with the project. The NUA loan in the amount of \$31 million was approved by OWRB January 17, 2017. NUA approved acceptance of loan January 24, 2017 and loan closing was January 31st with a rate of 2.81% locked in for 15 years. Bids were opened 3/23/17. Low bidder was Foley Company of Kansas City, Missouri followed by Archer Western and Garney. NUA approved Foley Company's contract and bonds in the amount of \$29,990,165 5/9/17. Staff held the pre-construction meeting 5/31/17 and construction is underway. Contractor began by relocating lines that interfered with new chemical building. Contractor completed 104 required piers for chemical building, installed all ductwork, poured slab and building is roofed and equipment being installed. Contractor excavated ozone contact basin, installed piping, poured slab and completed roof. Contractor excavated UV building, poured slab and inside is nearing completion. Large piping was completed that passed through UV building. First partial plant shutdown was held 11/13/17 and the project has required 5 others to date. All shutdowns have been without issue. The high pressure plane pumps have been installed and were placed back in operation 4/23/19. Maintenance building is 99% complete and is being used to store equipment. Administration building is 90% complete. Contractor has completed \$29,189,188 of the \$30,515,462 total contract. Staff is running new Sodium Hypochlorite (chlorine) system for two weeks and if successful with no disruptions, gas chlorine cylinders will be shipped back to manufacturer. The new Liquid Ammonium Sulfate (LAS) is currently be fed as well as Fluorosilicic acid (fluoride). Once the old chlorine units are removed. The water treatment had two unexpected pipe failures December 13 & 14 and caused a shut down over the holidays. Repair was made and plant restart January 13, 2020. Buildings are near completion and Contractor is requesting final inspections for Certificates of Occupancy. Project completion date is now anticipated to be end of June 2020. City Manager approved CO#3 in the amount of \$37,487.96 for NUA approval since under \$40K on April 3, 2020 and approved CO#4 in the amount of \$37,614.13 May 18, 2020 and CO#5 in the amount of \$20,398.71. Contractor, consultant, and staff met August 7, 2020 and discussed final punch list completion progress. There were 1474 punch list items identified, 202 were deleted, 287 closed, 548 are pending review, and 437 still open and being worked on. A final change order is expected upon completion of the project.

.Engineer: Carollo Engineers (Amber Wooten)

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

Water Rights Permitting Cowan (WA0212): Cowan submitted a technical memorandum 7/1/16 for staff's review and edits. Staff met with Cowan Group December 7, 2016 and decided to pursue Option #3 of the technical memorandum which states to obtain additional water rights for the upcoming 10-12 wells. Cowan was in a holding pattern until Carollo finalized well sites. Cowan received well locations from Carollo March 12, 2018 and have been revising approach for seeking water rights to fully utilize former prior water rights. Cowan has also been asked to plan a water right coverage to fully supply the horizontal well. Cowan discussed at the well kick-off meeting January 23, 2019 that prior water rights would be transferred for all new wells drilled and they will provide sufficient water rights so that additional rights are not needed at this time. Cowan has begun the water rights process and submitted an application to OWRB on behalf of NUA. Due to COVID 19, OWRB are all working from home and seem to be behind on processing our request. Application was reviewed by OWRB and they asked to advertise in local paper September 24, 2020 and October 1, 2020. Certified mail will be sent out simultaneously to landowners located within 1,320 feet of the new wells. The OWRB will approve at their October or November 2020 meeting depending on what objections, if any, they receive.

Engineer: Cowan Group (Tim Ward)

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

Blending - This project considers a portion of our well field as non-potable and assumes non-potable waterlines from about 7 southern wells can be blended with treated water at our WTP to meet a new Chromium MCL (and/or other metals of concern) by constructing about 5 miles of waterline. Projects will be constructed in phases to continue utilization of our existing well field as much as practical. Carollo reviewed a blending scheme and directed staff to gather additional information related to past gross alpha results. The first batch of samples suggested merit to the idea that Uranium data might contribute more to the readings and thus inflate our past reported values. Additional samples were taken May 2017 and results again confirmed Uranium data was incorrect and inflating the reported values. Staff and Carollo met with DEQ to share new compliance data findings on April 6, 2017 and again on July 6, 2017 to request permission to reactivate wells. DEQ agreed but directed Norman to use an Oklahoma DEQ certified lab to perform first quarter compliance sampling beginning September 2017. Samples were collected in September by staff and the results came back once again that the water met all rules regarding gross alpha. DEQ agreed the samples were safe regarding Adjusted Gross Alpha and DEQ inspected and gave permission for the wells to be returned to service in January 2018. The well field count is now up to 32 active wells from being at 31 previously. APAI is performing a model scenario for the well field and defining potential blending/treatment sites for the wellfield as a whole. APAI presented their draft findings in a webcast Monday May 11th and submitted a draft technical memorandum May 29, 2020. Staff reviewed tech memo and made edits. APAI made corrections and submitted final report 7/1/20. Staff will determine next step for this project.

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

Layne has drilled all test holes and plan to begin final well drilling January 2020. All 11 well site easements and deeds were approved by NUA on October 22, 2019. The NUA also approved CO#1 December 10, 2019 for Layne's contract to add 3 additional wells to the original 6 as shown in the contract. This change order also added days to contract and completion date is now December 2020. Held kick off meeting January 23, 2019 and since Layne had drilled all test holes, the plan was to begin final well drilling January 2020. Layne's rig was under repair so final well drilling didn't begin until February 18, 2020. The first screened well (Park) is complete and awaits pump testing. Crews have completed all wells and are now complete with all 6 monitoring wells. 1 deep monitor well failed and will be re-drilled in September. Well house construction is underway and the first slab was poured June 11, 2020 at Simpson and crews have poured pads for Shaver, Hays, Meyer, Downey and Park 1. Block walls are to begin September 16, 2020.

Engineer: Carollo Engineers (Rebecca Poole)

Master Meter Project – Bids to install 10 master meters were opened 7/24/14. An agenda item was taken to Council but suspended until written documentation was obtained from USPS, MNTC, JD McCarty, and Veterans Center. On 6/19/17, staff received approval from USPS to install one meter and vault to accommodate a water line project they had underway. This project was completed 7/27/17. The permission letter they provided allows staff to complete the two other sites for USPS. Staff has made contact with MNTC and is scheduling a meeting in April 2018 to obtain similar written documentation to allow for the 3 new meter vaults to be installed on their property. Staff contacted the

State of Oklahoma to obtain similar letter for JD McCarty and Veterans Center which have 2 new meter vaults each to be installed. Staff met with State of Oklahoma Real Estate officials and they requested additional information but seem amenable to our project. Additional documents were sent for their review. They emailed they are currently reviewing documents as of 6/6/18. Staff is designing a project along Robinson that will front the J.D. McCarty Center and the Veteran's Center. Staff is planning to meet with State officials as part of that effort. Staff has been unable to establish a meeting with MNTC. Though MNTC, JD McCarty, and Veterans Center are not onboard with installing master meters at this time, staff will work with USPS to install 2 additional meters at their facility. Our consultants for the Robinson water line project 24th NE to 12th NE have begun discussion with OMES and Department of Mental health regarding easements for both water line and meter vaults. Staff anticipates having an agreement established by December 2020

WTP Backwash Tower Resurfacing Project – This project has been delayed as to not interfere with the current ongoing WTP Phase II project. Staff met with a consultant that will be preparing the specifications for recoating. NUA approved design contract with Dunham Engineering on September 25, 2018. Preliminary design was complete by June 2019 and construction will not be scheduled until October 2019 after the work of WTP Phase II is complete. Project opened bids September 12, 2019. CTEX from Texas was apparent low bidder at \$220,000. NUA approved the contract October 22, 2019. CTEX met with staff March 9, 2020 at the WTP and held a pre-construction meeting. After looking at site, CTEX and WTP staff agreed that April 1, 2020 is a good start date for the project. Crews were delayed and mobilized to site April 13th. The contractor for this project began in April and completed the project June 10, 2020. NUA approved the final payment and project acceptance July 14, 2020. Staff will close project out in September.

Engineer: Dunham Engineering (Joe Seiter)

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

Robinson Water Line: 24th Ave NE to 12th Ave NE – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24th Ave NE to 12th Ave NE. The consultant prepared scope and fee in January for staff to consider and contract negotiations are underway. A scope and fee have been agreed to and a contract was considered by NUA November 26, 2019. Project kickoff meeting is scheduled for week January 14th. Consultant met with staff 5/6/20 and reviewed 35% plans and specs. Soil borings were taken along Robinson on May 27, 2020. Received updated 35% plans 7/6/20 and staff held a plan review on Zoom with Consultant August 4, 2020. Jacobs is continuing with 65% design.

Engineer: Jacobs Engineering (Lars Ostervold).

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabbiness Engineering, LLC was approved by NUA 12/11/18. Survey has been completed and a technical design memo was completed and reviewed by staff. With the existence of several large trees that will be impacted, staff held a neighborhood meeting 4/10/19. Approximately 21 people attended representing OU, sororities and fraternities, homeowners and landlords. The direction taken from the meeting was to start this summer and work through fall until completion. Staff offered summer work only and perform over two summers but it was unanimous 21 votes to start and continue until finished. It was also decided to install water line in the street and not under sidewalks. Staff followed up with meetings between consultant and potential contractors and it was decided that the project must be split into 2 summer phases to be successful. Phase I will begin July 1, 2019 and complete December 2019. Phase II is scheduled to begin May 15, 2020 and complete August 15, 2020. Bids were opened June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019. A final walk through was performed Friday November 8, 2019 and project had minor punch list items to complete. NUA approved final as-bid to as-built quantities change order January 28th. Phase II will be delayed until March 2021 and construction will begin May 17, 2021.

Engineer: Cabbiness Engineering, LLC (Sean Price)

Water Wells Water Line: 108th & Tecumseh – Cardinal Engineering was selected as the consultant for one of the well water line projects. The consultant prepared scope and fee for staff to consider and NUA approved contract November 12, 2019. Project design is underway and project will bid June 2020. Staff finalized review of plans and advertising ran July 23 and July 30, 2020. Bids were opened August 13, 2020 and Hammer Construction was low bidder. NUA approved Contract K-2021-11 with Hammer on September 8, 2020.

Engineer: Cardinal Engineering (Josh Risely)

Water Wells Water Line: 60th and Franklin – Garver Engineers were selected as the consultant for one of the well water line projects. The consultant prepared scope and fee for staff to consider and NUA approved contract November 26, 2019. Project kickoff meeting was held December 19, 2019 and design is complete. Staff will advertised July 16 and July 23, 2020 and bids were opened August 6, 2020. SMC Utility Construction was low bidder at \$1,082,550. NUA approved Contract K-2021-12 with SMC on August 25, 2020.

Garver Engineers (Daniel Ethington)

Cascade Water Tower & Lindsey Water Tower – Dunham Engineering is performing detailed inspections on these two towers May 11th and will prepare engineered cost estimates to use for budgeting and planning purposes. Staff is reviewing the costs of Lindsey tower. NUA approved design contract with Dunham Engineering July 14, 2020 for the Cascade Tower Resurfacing Project. Design is underway. Project was advertised September 3rd and 10th Project. Engineer: Dunham Engineering (Joe Seiter)

SANITATION CAPITAL PROJECTS:

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

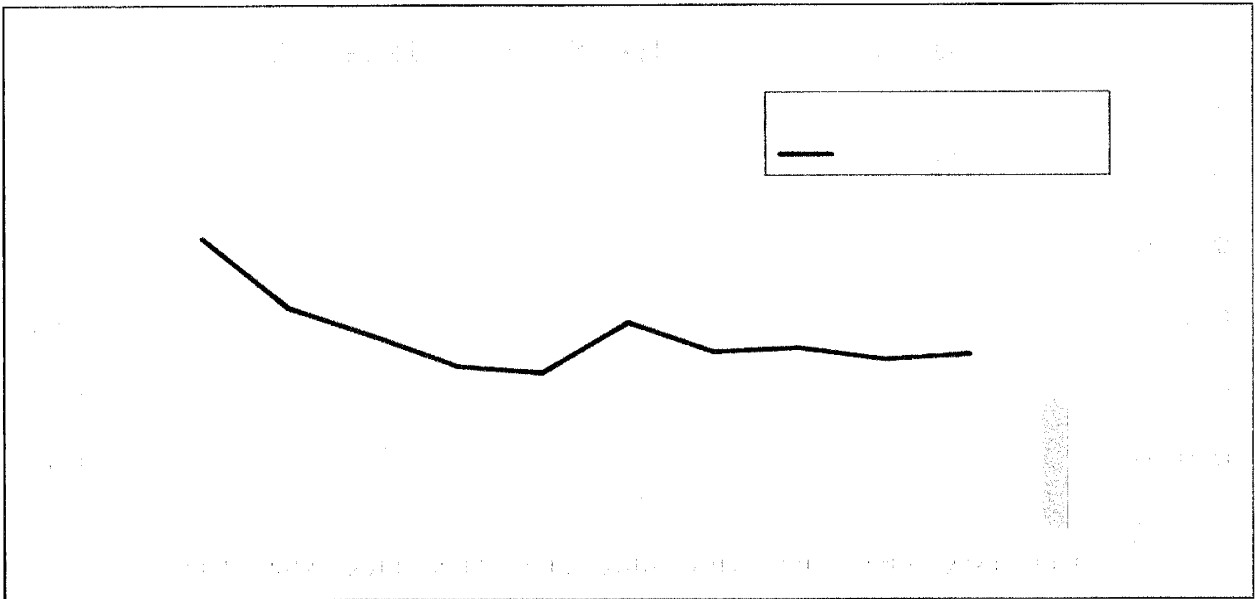
A Household Hazardous Waste Facility will also be included within this project. This Facility is necessary to allow for City residents a timely disposal option for household wastes that cannot be disposed using their normal polycart service. Currently, an annual collection day is held for City residents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

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

Architect: Studio Architects, LLC (George Winters)

RECOUPMENT/PAYBACK PROJECTS:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 14 commercial entities last month. Assessments of \$185,699.15 were made on the 14 entities whose projects will increase wastewater flows. Through the current FY2021, 19 commercial properties were reviewed and a total of \$193,519.15 has been assessed to the 17 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.



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

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

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

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

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

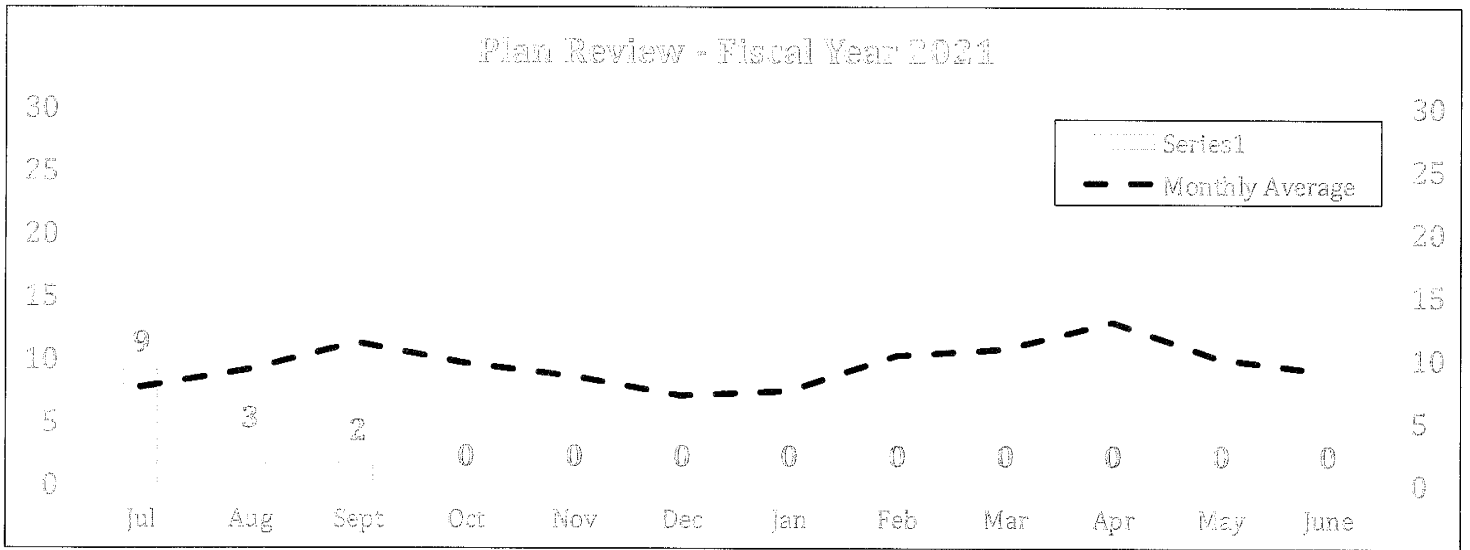
Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of \$15,717.09 paid 12/15/15; total of \$15,717.09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

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

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

Plan Review

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Days to Return
8/12/2020	Southwest Wire	Sanitary Sewer	SMC	8/18/2020	6
8/24/2020	The Curve at UNP	Water and Sidewalk	SMC	8/31/2020	7
8/24/2020	The Curve at UNP	Sanitary Sewer	SMC	8/31/2020	7



Private Water Well Permits Issued

4 Water Well Permits 20-3177, 3184, 3185, 3528 were issued for month of August.

Utilities Administration
Monthly Capital Projects Report

Project Information				Design Information				Construction Information									
Project Number	Project Name	Ward	Engineer	Contract Number	Design Total	Total to Date	% Comp	Contractor	Contract End	Adjusted Amount	Amount Paid	Percent Change	Sched. Complete	Sched. %	Actual %	Complete Date	
WA0212	WTP Phase II Improvements	6	Carollo	1617-94	5,392,737	5,388,906	100%	Foley/Enerfab Company	5/15/2019	30,610,963	29,189,188	2.07%	1/14/2020	100%	95%		
WA0173	Master Meter Replacement	5,6	Staff	NA	-	-	-	Mathews	7/31/2017	24,060	24,060	0.00%	NA	-	100%		
WA0212	Water Wells Water Rights Permitting	5,6	Cowan	1516-114	79,284	67,993	86%	NA	NA	-	-	-	NA	-	-		
WA0214	Water-Well Blending	5,6	Carollo						NA				NA				
WA0235	Test Wells and Water Wells	5,6	Carollo	1516-139	758,254	1,048,000	138%	Layne	7/24/2020	6,322,392	815,329	34.11%	12/31/2020	84%	13%		
WA0235	Water Wells (Horizontal Well Study)	5,6	Garver	1617-94	306,790	258,339	84%		NA				NA				
WA0235	Ground Water Supply Lines	5	Garver	1920-95	142,555	106,818	75%	TBD									
WA0235	Ground Water Supply Lines	5	Cardinal	1920-87	81,500	68,005	83%	TBD									
WA0239	Waterline Segment D, Phases 3, 4 & 5	4	Poe & Associates	1617-93	194,000	178,564	92%		NA				NA				
WA0242	Robinson WL: WTP to 24th Ave NE	6	Freese and Nichols	1819-59	168,400	167,792	100%	McKee Utility Contractors	12/24/2019	1,458,063	1,458,063	0.00%	12/24/2019	100%	100%	3/16/2020	
WA0242	Robinson WL: 24th Ave NE to 12th Ave NE	6	Jacobs	1920-96	280,247	114,267	41%	TBD	NA				NA				
WA0246	WL Replacement: Parsons Addition	2,4	Cabiness	1819-87	125,900	116,000	92%	SW Waterworks	12/28/2019	844,146	844,146	1.94%	12/28/2019	100%	100%	11/29/2019	
WA0274	WTP Backwash Tower Rehab	6	Dunham Engineering	1819-56	30,000	30,000	100%	CTEX	7/8/2020	220,000	220,000	0.00%	7/8/2020	100%	100%	6/9/2020	
WA0189	Cascade Tower Rehab	8	Dunham Engineering	2021-22	30,000	-	0%										
WW0011	WW Flow Metering Phase 2	all	RJN					RJN Group	NA	154,244	130,982	0.00%	NA	-	85%		
WA0195	Robinson/A-35 WL Replacement Phase II	3	Plummer	1314-110	628,060	615,550	98%	Central Contracting Services	1/10/2020	3,119,646	3,043,625	9.63%	6/26/2020	100%	98%	5/27/2020	
WA0246	Interstate Drive Waterline Replacement	8	Cardinal	1819-72	108,400	83,034	77%	TBD	NA				NA				
WA0329	Line Maintenance Building	6	Barrett L. Williamson	1920-109	124,550	\$9,950	8%		NA				NA				
WW0318	WRF Maintenance Building	7	Barrett L. Williamson						NA				NA				
WW0058	Effluent Reuse at Composting Facility	7	Plummer	1213-54	45,800	41,867	91%		NA				NA				
SA0016	Composting Reuse Pump Station	7	Plummer	1819-82	67,000	57,600	86%		NA				NA				
WW0058	WRF Solar PV Project	7	Connor Energy	2021-23	30,000	5,000	17%		NA				NA				
WW0202	SMP FYE 2014 Phase 2	2,8	Staff / Lemke	0910-55	50,010	65,083	0%	PM Construction & Rehab	6/14/2019	1,211,907	1,211,907	-10.13%	7/14/2019	100%	100%	7/12/2019	
WW0305	Lift Station Upgrades: FYE17	6,8	Lemke/CP&Y	0910-55	69,800	65,083	93%	Crossland	7/17/2018	652,834	652,834	2.08%	12/10/2018	100%	100%	12/10/2018	
WW0307	Sewer Maintenance Project FYE 2017	6	Staff / Lemke	0910-55	78,400	-	0%	Horseshoe Construction	4/22/2021	2,796,161	-	0.00%	4/22/2021	38%	0%		
WW0308	SE Lift Station Payback	5	Search, Inc.	TBA	-	-	0%		NA				NA				
WW0316	Sewer Maintenance Project FYE 2018	2	Staff / Lemke	TBA	53,000	-	0%		NA				NA				
WW0321	Sewer Maintenance Project FYE 2019	2	Staff / Lemke	TBA	-	-	0%		NA				NA				
WA0212	Water Distribution System Modeling	all	APAI	1516-85	305,000	286,983	94%		NA				NA				
WA0195	Robinson WL Replacement Phase III	3	Plummer	1819-06	280,000	193,955	69%	TBD	NA				NA				
WA0202	Gray/Main WL	4	Guernsey	1415-120	39,400	39,400	100%	Cimarron	11/29/2020	550,000	49,818	0.00%	11/29/2020	71%	9%		
WA0224	Gray/Tonhawa Water Line	4	Guernsey	1415-120	113,700	100,600	88%	Cimarron	11/29/2020	1,586,965	31,275	0.00%	11/29/2020	71%	2%		
WA0239	Waterline Segment D, Phase 5	7	Poe & Associates	1617-93	-	(see above)		H&H Plumbing & Utilities	8/18/2020	1,444,764	848,181	1.78%	9/17/2020	98%	59%		
WA0328	WL Replacement: Flood-Robinson to Venture	8	CP&Y	1819-73	311,000	74,474	24%	TBD	NA				NA				
WW0050	Truck Wash/Container Rehab (SA0009)	7	Studio Architecture	1920-15	221,700	31,684	14%	TBD	NA				NA				
WW0091	Lift Station D Force Main Phase 2	6	PEC	1617-66	55,800	20,932	38%		NA				NA				
WW00278	Summit Valley Interceptor	5	SMC Consultants	1718-130	54,000	51,000	94%	Mathews Trenching	1/7/2020	579,975	485,508	0.00%	1/7/2020	100%	100%		
WW0312	WRF Class A Sludge Co-Composting	7	Garver	1819-75	106,900	41,790	39%		NA				NA				
WA0240	24th NE WL: Robinson to Alameda	6	Cardinal/Atkins	1920-115	533,250	\$206,619	39%		NA				NA				
WW0317	WRF Reuse Pilot Study	all	Garver	1920-115	10,332,187	9,470,205	91.66%		NA	51,576,120	39,004,916	75.63%	NA				
	Totals																

**AUGUST 2020
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS	August	Year to date
Fats, oil and grease (FOG) program	23	49
Food license approval	0	0
Significant Industrial Users	0	0
Total inspections	23	49

ROUTINE ACTIVITIES	August	Year to date
Significant Industrial User sites sampled	0	0
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	0%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	0%	25%
Household hazardous waste disposal calls	21	54
Immediate assistance requested	0	2

REVENUE	August	Year to date
FOG Program	*	\$200.00
Surcharge	*	\$9,813.49
Lab Analysis Recovery	*	\$244.48
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$0.00	\$10,257.97

* revenue report not available

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

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

MISCELLANEOUS ACTIVITIES

1. Staff maintain and loan out recycling containers for special events. Containers are routinely used at the OKC Memorial Marathon, Earth Day, May Fair, Summer Breeze concerts, Midsummer Nights Fair, Groovefest, and 2nd Friday Art Walks.
2. Working on Phase II of the Fats, Oils and Grease Program (FOG) - to include OU businesses, fraternities, sororities, and long-term care facilities.
3. As of August 31, 2020, approximately 24,000 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 21 as a result of the FOG program.
4. Staff is working with other departments to increase energy efficiency - i.e. turning off computers, duplex printing, anti-idling, methane recovery, and retrofitting pumps with variable speed drives.
5. DEQ and staff are working with the Product Stewardship Institute on a statewide effort to initiate take-back programs similar to Oregon's take-back program for paint.
6. Implementing a Dental Amalgam Program to comply with new federal regulations.
7. Working on annual renewals for participants in the FOG Program.
8. Staff is assisting with plans for a permanent HHW facility.
9. Staff is developing new technically based local limits.

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 21		FYE 20	
August, 2020	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	0	1	1	1
Property Owner Responsibility	19	49	19	32
TOTAL	19	50	20	33
Number of Feet of Sewer Cleaned:				
Cleaned	72,691	145,134	85,462	156,480
Rodded	6,780	9,675	3,079	4,814
Foamed	8,578	81,695	2,885	81,183
SL-RAT (New Program)	24,001	24,001	3,130	3,130
TOTAL	112,050	260,505	94,556	245,607
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	1	0	0
Private	0	2	0	1
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	0	3	0	1
Feet of Sewer Lines Televised	29,068	50,328	23,205	51,288
Locates Completed	298	589	271	522
Manholes:				
Inspected	1,182	2,269	710	1,723
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	0	0	0	0
Hours Worked at Lift Station	112	216	143	289
Hours Worked for Other Departments	3.40	3.40	0	0
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	0	0	0	0
Average Response Time (Hours)	0.38	0.31	0.40	0.45
Claims Paid Per 10,000 People	0	0.0000	0	0.00

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 21		FYE 20	
August, 2020	MONTH	YTD	MONTH	YTD
New Meter Sets:	63	105	52	91
Number Short Sets	63	105	52	91
Number Long Sets	0	0	0	0
Average Meter Set Time	4.60	4.98	5.06	4.94
Number of Work Orders:				
Service Calls	426	784	506	875
Meter Resets	1	2	0	1
Meter Removals	1	3	0	0
Meter Changes	68	126	87	157
Locates Completed	428	920	486	1,022
Number of Water Main Breaks	17	34	21	35
Average Time Water Off	1.50	2.00	3.36	2.89
Fire Hydrants:				
New	0	2	0	0
Replaced	0	0	0	1
Maintained	85	194	170	250
Number of Valves Exercised	274	506	199	373
Feet of Main Construction	90	562	130	250
Hours of Main Construction	184	791	425	873
Meter Changeovers	1	4	0	11
OJI Percentage	0.00	0.00	1.65	1.07
Hours Flushing/Testing New Mains	153	223	41	113
Hours Worked Outside of Division	8	14	50	83

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

WATER TREATMENT DIVISION

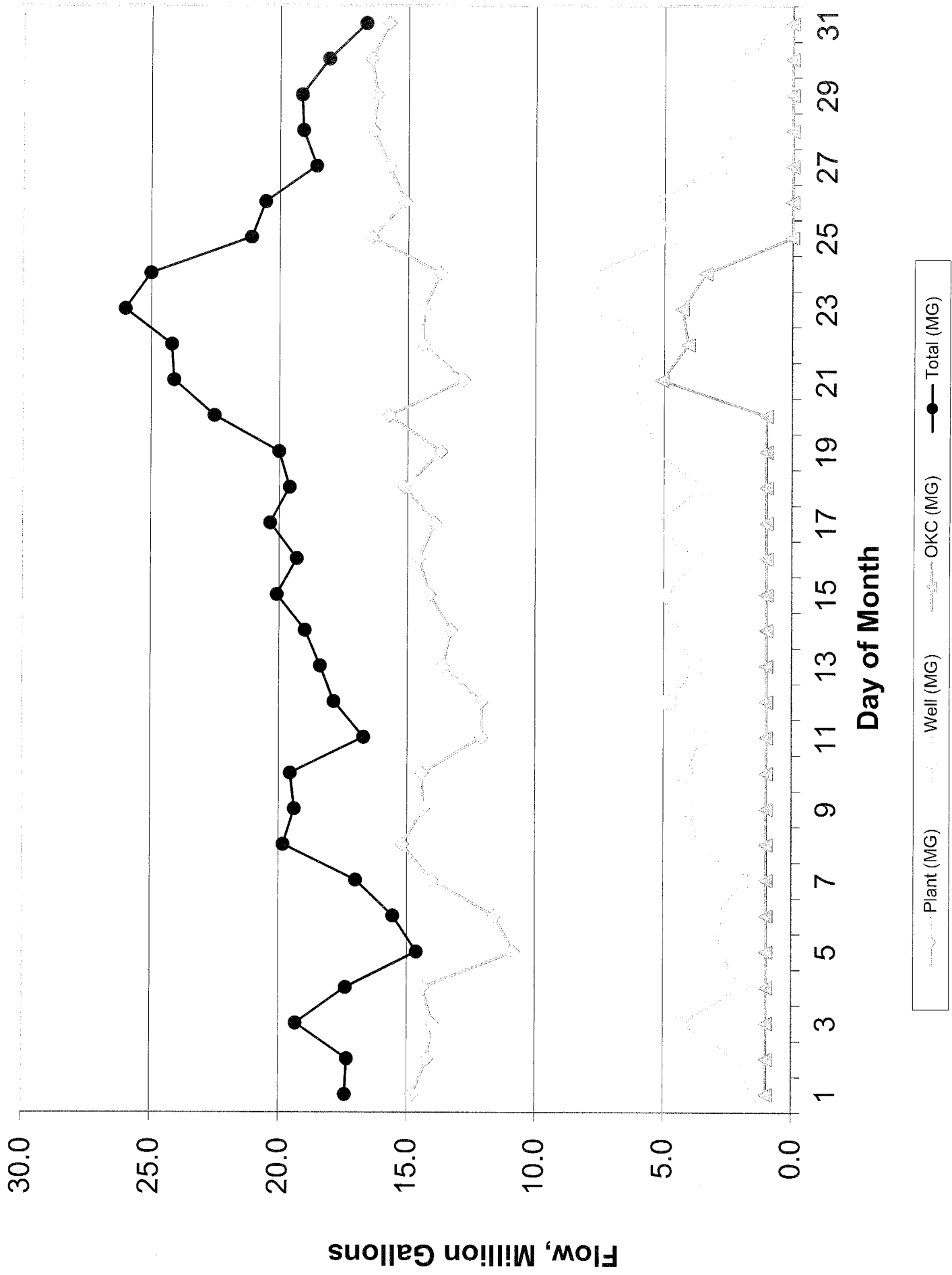
MONTH: August-2020

	<u>FYE 2021</u>		<u>FYE 2020</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	220.49	2325.75	240.61	2506.95
Well Production (MG)	73.18	1004.75	55.78	563.24
Oklahoma City Water Used (MG)	30.98	315.66	31.17	281.66
Total Water Produced (MG)	324.64	3646.16	327.56	3351.86
Average Daily Production	10.47	13.26	10.57	12.23
Peak Day Demand				
Million Gallons	11.62	22.20	11.69	21.29
Date	3/1/2020	8/20/2019	3/6/2019	7/16/2018
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
Costs				
Plant	\$641,126.45	\$5,950,806.93	\$508,026.48	\$4,604,524.61
Wells	\$213,369.49	\$1,947,625.37	\$192,107.05	\$1,779,721.73
OKC	\$89,056.67	\$960,980.83	\$70,409.48	\$702,447.23
Total	\$943,552.61	\$8,859,413.13	\$770,543.01	\$7,086,693.57
Cost per Million Gallons				
Plant	\$2,907.80	\$2,558.66	\$2,111.39	\$1,836.70
Wells	\$2,915.64	\$1,938.42	\$3,444.26	\$3,159.77
OKC	\$2,875.11	\$3,044.32	\$2,258.60	\$2,493.93
Total	\$2,906.45	\$2,429.79	\$2,352.36	\$2,114.26
Water Quality				
Total Number of Bacterial Samples	80	721	80	789
Bacterial Samples out of Compliance	0	0	0	4
Total number of inquiriers (Note 2)	1	32	6	28
Total number of complaints (Note 2)	2	31	6	47
Number of complaints per 1000 service connections	0.05	0.77	0.15	1.17
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	0	7	1	8
Public Education				
Number of tours conducted	0	8	3	8
Number of people on tours	0	177	12	105

Notes:

Phase II construction - UV system has been completed, chemical building - feed lines are being repaired. Administration building - final punchlist items are being corrected. Lime system vendor will return in May for commissioning new system. Ozone vendor will be back next month for final commissioning of system.

Water Production for August 2020



City of Norman, Oklahoma
Department of Utilities

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

Flow Statistics

	FYE 2021		FYE 2020	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	332.4	665.4	334.3	658.7
Total Effluent Flow (M.G.)	323.6	650.2	324.4	631.1
Influent Peak Flow (MGD)	14.8	14.8	16.0	16.0
Effluent Peak Flow (MGD)	14.8	14.8	16.0	16.0
Daily Avg. Influent Flow (MGD)	10.7	10.7	10.8	10.6
Daily Avg. Effluent Flow (MGD)	10.4	10.5	10.5	9.9
Precipitation (inches)	3.7	5.9	3.2	3.6

Discharge Monitoring Report Stats

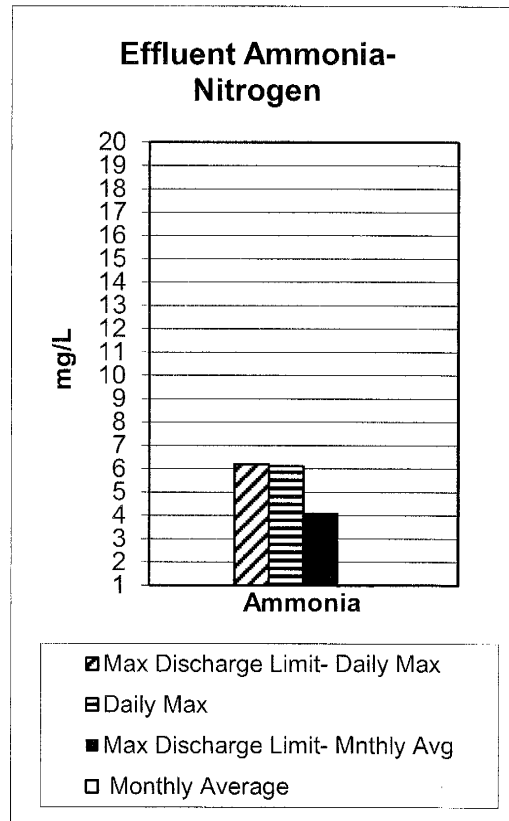
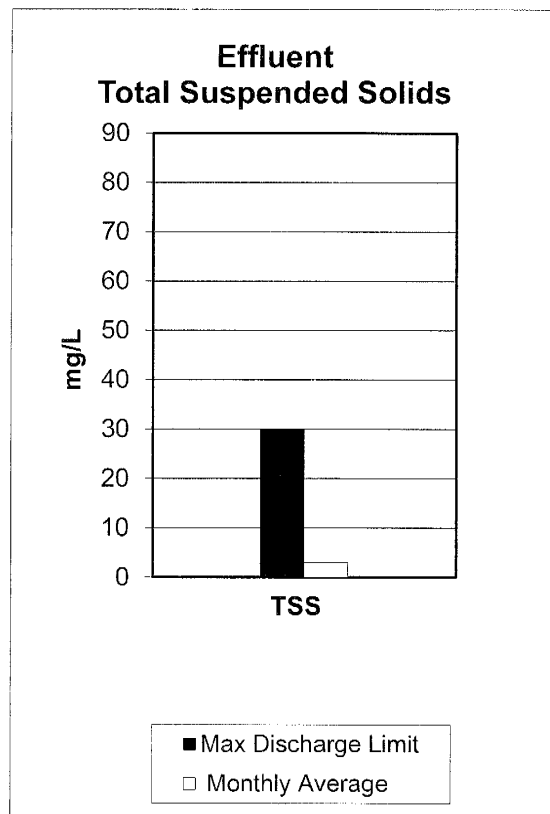
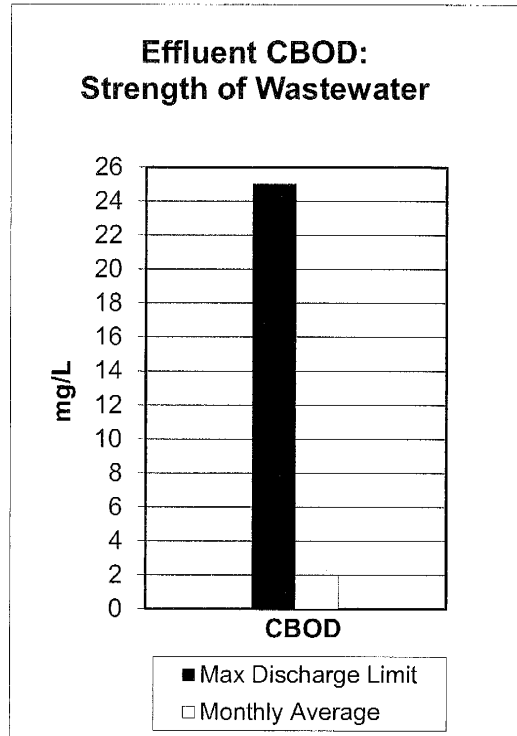
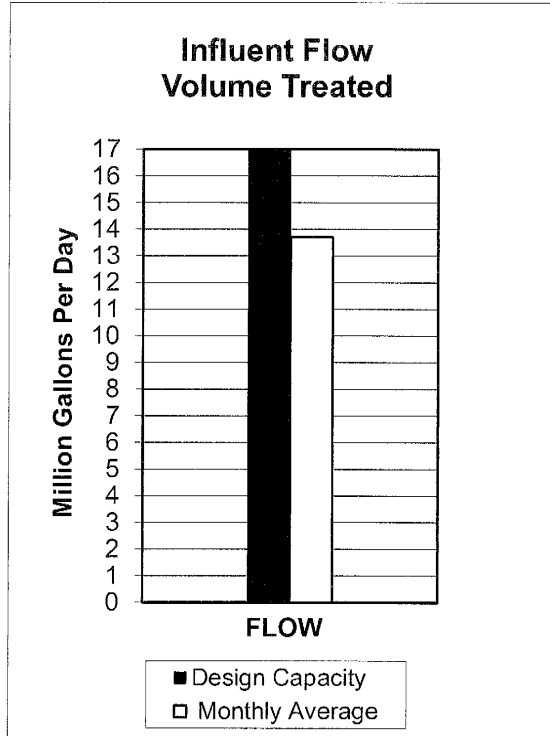
EPA minimum percentage removal 85%

5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	113	214
Effluent Carbonaceous Total	3	2
Percent Removal	97.3	99.1
Total Suspended Solids:		
Influent (mg/L)	287	290
Effluent (mg/L)	3	3
Percent Removal	99	99
Dissolved Oxygen:		
Influent (min)	0.2	0.2
Effluent (min)	6.8	6.7
pH		
Influent (Low)	6.9	7.2
(High)	7.4	7.5
Effluent (Low)	6.9	7.0
(High)	7.5	7.6
Ammonia Nitrogen		
Influent (mg/L)	28.7	28.2
Effluent (mg/L)	0.9	0.9
Percent Removal	26.7	96.8

Utilities

Electrical				
Total kWh Used (Plant wide)	484,000	975,000	421,480	854,060
Aeration Blowers	186,600	377,600	137,100	250,900
UV Facility	77,200	141,800	66,600	163,600
Natural Gas				
Total cubic feet/day (plant wide)	390,000	484,000	452,000	886,000
Public Education (Tours)	0	0	0	0
Total Attendees FYE 21	0		9	
Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
OU Golf Course		11.3	12.0	29.4
E.coli geometric mean for August	166 MPN (Limit 126 MPN) Overlimit			

**CITY OF NORMAN
WATER RECLAMATION FACILITY
August 2020**



Comments here

MONTHLY TRANSFER STATION REPORT

August 2020

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	275.61	\$12,730.38
STANDARD TONS	1,582.14	\$94,438.62
RESIDENTIAL TONS:	537.57	\$24,280.20
PULL OFFS:	21.00	\$315.00
TOTALS:	2,416.32	\$131,764.20

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

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	8387.82
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# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
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# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
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TOTAL LOADS BROUGHT TO LANDFILLS:	431.00
GRAND TOTAL TONS TO LANDFILLS	8,387.82

DISPOSAL COST PER TON (OKC)	\$20.88
TIPPING FEE'S FOR DUMPING AT OKC:	\$175,137.68
GRAND TOTAL TIPPING FEE'S	\$175,137.68

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	671.00
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# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3734.32
---	---------

# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	449.00
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# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2860.55
--	---------

TOTAL LOADS BROUGHT TO TRANSFER STATION: BY SANITATION TRUCKS:	1120.00
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TOTAL TONS BROUGHT TO TRANSFER STATION BY SANITATION TRUCKS:	6594.87
---	---------

MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	2.43
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TOTAL TONS RECEIVED AT TRANSFER STATION	8992.62
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Drop Center Report

AUGUST 2020

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$500.00	\$0.00	0	0	0%	\$20.88	\$810.52	\$16,923.66
PLASTICS:	\$20.00	\$0.00						
STEEL CANS:	\$15.00	\$0.00						
MIXED OFFICE PAPER:	\$0.00	\$0.00						
CARDBOARD:	\$45.00	\$0.00						

RECYCLING CENTER DATA:

	TONS	Fairgrounds	Hollywood	Total Tons	PRO/FEE	Revenues	Net
ALUMINUM:	0.14	0.21	0.37	0.72	\$0.00	\$360.00	\$360.00
PLASTICS:	1.56	2.7	4.37	8.63	\$0.00	\$172.60	\$172.60
STEEL CANS:	0.26	0.61	0.92	1.79	\$0.00	\$26.85	\$26.85
MIXED OFFICE PAPER:	3.21	8.54	18.8	30.55	\$0.00	\$0.00	\$0.00
CARDBOARD:	6.16	22.33	25.3	53.79	\$0.00	\$2,420.55	\$2,420.55
RECYCLING CENTER TOTALS:	11.33	34.39	49.76	95.48	\$0.00	\$2,980.00	\$2,980.00

Other Cardboard Containers	Compactors	Wood	Glass	Metal
TONS	TONS	TONS	TONS	TONS
56.58	16.39	\$737.55	2.24	3.62
Revenues	Revenues	Revenues	Revenues	Revenues
\$2,546.10		\$0.00	\$0.00	\$0.00
				Cost
				Profit
				\$253.40
				\$150.00
				\$103.40

Expenses

Average hrly+ benefits	Cardboard	Occ Compact	MXD Office	Total
Cage Rolloff	50	577.22	6	22
Hours	\$1,339.00	\$15,457.95	\$160.68	\$589.16
Labor \$	\$918.00	\$0.00	\$110.16	\$403.69
Vehicle cost				\$1,431.85

Revenue	Income	Expense	Net	Customer Revenue
	\$17,965.47	\$18,978.64	\$ (1,013.17)	\$11,598.42

Total All Recycle and Cardboard	Revenues
200.43	\$6,367.05

Total Recycle Only	Revenues
73.67	\$662.85

Total Cardboard	Revenues
126.76	\$5,704.20

CURBSIDE MONTHLY RECYCLING REPORT

Aug-20

PROGRAM STATISTICS

	AVERAGE
	MONTH
SET OUT/PARTICIPATION RATE:	92%
AVERAGE TONS PER DAY :	12.55
POUNDS PER HOME:	28.14

COMMODITY BY TON

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.24%	4.83
#1 PET	4.00%	15.57
NEWS	0.00%	0
GLASS CONTAINERS	14.55%	56.63
MIX PAPER	38.26%	148.9
PLASTIC FILM	2.66%	10.35
#2 NATURAL	1.19%	4.63
#2 COLOR	1.09%	4.24
#3-#7	0.00%	0
METAL	0.59%	2.3
RIGIDS	1.41%	5.49
TIN-STEEL SCRAP	1.62%	6.3
TRASH	22.24%	86.56
OCC	11.15%	43.39
TOTAL	100.00%	389.19

MONTH

	MONTH
SERVICE CALLS (MISSES)	37
HOUSESIDE	4
REMINDER	3
SCATTERED	0
MISC.	0
REPAIR	20
NEW	43
ADD	5
MISSING	8
EXCHANGE	0
REPLACE	16
PICK UP	7
TOTAL CALLS	143.00

MONTH

LANDFILL COST AVOIDANCE	\$8,126.29
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SANITATION DIVISION PROGRESS REPORT

SUMMARY 2020

	FYE 20		FYE 21	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	1	0	0
<u>On The Job Injuries</u>	0	0	1	1
<u>Bulk Pickups</u>	36	78	30	64
<u>Refuse Complaints</u>	88	178	100	190
<u>New Polycarts Requests</u>	58	132	59	133
<u>Polycarts Exchanges</u>	6	21	11	19
<u>Additional Polycart Requests</u>	63	137	75	150
<u>Replaced Stolen Polycarts</u>	26	51	18	56
<u>Replaced Damaged Polycarts</u>	107	205	132	253
<u>Polycarts Repaired</u>	42	101	33	82

COMPOST MONTHLY REPORT

AUGUST 2020

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	452.96
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 9,457.80
TONS BROUGHT IN BY PUBLIC:	580.00
TONS BROUGHT IN BY CONTRACTORS :	840.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	40.00
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 30,484.80
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 39,942.60
REVENUE COLLECTED FROM COMPOST SALES:	\$380.00
REVENUE COLLECTED FROM MULCH SALES:	\$0.00
REVENUE COLLECTED FROM DUMP SALES:	\$0.00
TOTAL TONS COLLECTED	1,912.96

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN		
DRYING BEDS		580
COMPOST SOLD BY CUBIC YARDS		
MULCH SOLD BY CUBIC YARDS		
TOTAL:	0	580

