

City of Norman



Monthly Departmental Report

F gego dgt 2020

MONTHLY PROGRESS

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CITY CLERK 1

**CITY CLERK
MONTHLY PROGRESS REPORT
December 2020**

CITY CLERK

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	3	27	2	40
Bus Service	0	8	0	0
CDBG	5	79	0	10
City Clerk	304	2392	0	12
City Manager/Mayor	5	68	2	63
City Wide Garage Sale	0	160	0	0
Code Enforcement	41	505	3	16
Finance	2	20	0	1
Fire/Civil Defense	13	30	6	9
Human Resources	8	38	0	1
I.T.	2	26	1	1
Legal	7	39	0	17
Line Maintenance	8	129	1	5
Municipal Court	1	16	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	13	199	3	58
Permits/Inspections	29	216	0	3
Planning	1	27	1	1
Police/Parking	17	204	14	72
Public Works	6	42	0	4
Recycling	0	0	0	0
Sanitation	37	367	3	21
Sidewalks	2	23	0	3
Storm Debris	320	1286	0	0
Storm Water	6	75	3	42
Streets	70	240	8	91
Street Lights	14	81	0	57
Traffic	10	63	2	5
Utilities	62	630		6
WC Questions	0	0	0	0
WC Violations	0	0	0	0
December Total: 1,035	986	6,741	49	513

LICENSES

41 New licenses were issued and 3 renewals during the month of December. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	0	Retail Beer	11	13
Brewer	0	0	Retail Spirits Store	0	1
Coin-Operated Devices	0	1	Retail Wine	11	13
Distiller	0	0	Salvage Yard	0	0
Food	15	41	Sidewalk Dining	0	1
Game Machines	0	1	Solicitor/Peddler (30 day)	0	3
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	0	1
Kennel	0	1	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	1	10	Special Event	0	2
Medical Marijuana Grower	1	14	Strong Beer & Wine/Winemaker	1	5
Medical Marijuana Processor	0	1	Taxi/Motorbus/Limousine	1	5
Mixed Beverage	0	6	Temp Food (one day)	0	3
Mixed Beverage/Caterer	1	6	Temp Food (30 day)	1	6
Pawnbroker	0	0	Temp Food (180 day)	1	11
Pedicab	0	0	Transient Amusement	0	2
YTD License Total: 149					

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Aldi Store #83	3101 Classen Blvd.	Food/Retail Beer/Retail Wine
Bazaar Emily	127 24 th Avenue N.W.	Food
Foshee Pharmaceuticals	2720 24 th Avenue N.E.	Medical Marijuana Grower
Oncue Express #139	2960 Classen Blvd.	Food/Retail Beer/Retail Wine
Tavola Pizzeria	3408 36 th Avenue N.W. 118	Food/Strong Beer & Wine
TLC Cannabis	2627 Classen Blvd. 120	

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Super Taco Loco	Riko's Tacos	

EXISTING ESTABLISHMENT/NEW OWNERS		
NAME	ADDRESS	LICENSE TYPE(S)
7-Eleven Store #41418H	2800 Chautauqua Avenue	Food/Retail Beer/Retail Wine
7-Eleven Store #41419H	1333 E. Lindsey Street	Food/Retail Beer/Retail Wine
7-Eleven Store #41426H	2361 E. Alameda Street 1	Food/Retail Beer/Retail Wine
7-Eleven Store #41429H	2400 36 th Avenue N.W.	Food/Retail Beer/Retail Wine
7-Eleven Store #41438H	1201 12 th Avenue N.E.	Food/Retail Beer/Retail Wine
7-Eleven Store #41458H	3205 W. Robinson Street A	Food/Retail Beer/Retail Wine
7-Eleven Store #41459H	2556 Classen Blvd.	Food/Retail Beer/Retail Wine
7-Eleven Store #41474H	2401 N. Porter Avenue	Food/Retail Beer/Retail Wine
7-Eleven Store #41483H	800 W. Robinson Street	Food/Retail Beer/Retail Wine
Chick-Fil-A at Sooner Mall	3351 W. Main Street B	Food

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
12-18-20	Michael Givel	Claim for damages and replacement cost of a redbud tree allegedly cut in half on November 21, 2020 by a company contracted with the City to remove storm debris	\$649.20
12-18-20	Lisa Linman	Claim for damages to her vehicle allegedly caused by a City employee on December 3, 2020 at the intersection of Lahoma and Symms Street.	\$4,724.56
12-28-20	Brenda F. Etter	Claim for injuries that allegedly were caused by a City employee on November 5, 2020 while in the crosswalk at the intersection of 24 th Ave. S.W. and Main Street.	\$100,000

FACILITY MAINTENANCE

1A

**City of Norman Facility Maintenance
December 2020 Monthly Hourly Materials Cost Report**

	Location	Labor Hrs	Labor Cost	Materials Cost	Total
Misc	Facility Maint	0.00	\$0.00	\$113.99	\$113.99
	Library	0.00	\$0.00	\$17,690.60	\$17,690.60
Total		0.00	\$0.00	\$17,804.59	\$17,804.59
Electrical	Facility Maint	10.00	\$301.83	\$126.60	\$428.43
	City Hall	7.50	\$237.89	\$0.00	\$237.89
	Bldg A	6.00	\$187.06	\$0.00	\$187.06
	Bldg B	9.00	\$288.72	\$8.70	\$297.42
	Bldg C	7.00	\$221.85	\$0.00	\$221.85
	Bldg D	3.00	\$96.24	\$0.00	\$96.24
	Library	36.00	\$1,135.91	\$189.30	\$1,325.21
	Pistol Range	36.00	\$1,060.03	\$49.56	\$1,109.59
	Fire Stations	16.50	\$484.61	\$0.00	\$484.61
	Parks	27.00	\$849.90	\$148.52	\$998.42
	Rec Centers	3.00	\$88.11	\$0.00	\$88.11
	Senior Center	21.00	\$670.97	\$37.74	\$708.71
	WW Pool	41.00	\$1,205.05	\$562.05	\$1,767.10
	WRF	47.50	\$1,430.31	\$25.20	\$1,455.51
	WTP	3.00	\$88.11	\$0.00	\$88.11
	Traffic	12.50	\$367.13	\$0.00	\$367.13
	Sanitation	4.00	\$117.48	\$0.00	\$117.48
	Fleet	14.50	\$425.87	\$0.00	\$425.87
Total		304.50	\$9,257.00	\$1,147.67	\$10,404.67

**City of Norman Facility Maintenance
December 2020 Monthly Hourly Materials Cost Report**

HVAC

Facility Maint	4.00	\$128.32	\$87.77	\$216.09
City Hall	36.00	\$131.96	\$0.00	\$1,131.96
Bldg A	20.00	\$618.68	\$0.00	\$618.68
Bldg B	33.50	\$1,046.03	\$0.00	\$1,046.03
Bldg C	20.00	\$618.68	\$187.83	\$806.51
Bldg D	4.00	\$113.04	\$2,239.98	\$2,353.02
Library	8.00	\$226.08	\$0.00	\$226.08
NIC	19.50	\$612.19	\$0.00	\$612.19
Pistol Range	4.00	\$128.32	\$0.00	\$128.32
Fire Stations	21.00	\$624.02	\$0.00	\$624.02
Rec Centers	17.00	\$480.42	\$419.82	\$900.24
Sr Center	6.00	\$169.56	\$0.00	\$169.56
Firehouse Art	10.00	\$313.16	\$0.00	\$313.16
Sooner Theater	16.00	\$467.44	\$170.00	\$637.44
Historical House	2.00	\$56.52	\$0.00	\$56.52
WW Golf	19.50	\$612.19	\$0.00	\$612.19
WW Tennis	7.00	\$197.82	\$0.00	\$197.82
WRF	11.00	\$326.14	\$13.04	\$339.18
WTP	21.50	\$607.59	\$0.00	\$607.59
Stormwater	5.00	\$141.30	\$64.41	\$205.71
Streets	7.00	\$197.82	\$0.00	\$197.82
Traffic	3.50	\$98.91	\$0.00	\$98.91
Sanitation	5.50	\$155.43	\$0.00	\$155.43
Fleet	4.00	\$113.04	\$0.00	\$113.04
Line Maint	11.00	\$310.86	\$117.20	\$428.06
Total	316.00	\$9,623.84	\$3,300.05	\$12,923.89

**City of Norman Facility Maintenance
December 2020 Monthly Hourly Materials Cost Report**

Plumbing							
Facility Maint	4.00	\$128.32	\$1,281.89	\$1,410.21			
City Hall	3.00	\$96.24	\$0.00	\$96.24			
Bldg A	2.00	\$64.16	\$0.00	\$64.16			
Bldg B	16.00	\$513.28	\$29.78	\$543.06			
Bldg C	3.00	\$96.24	\$0.00	\$96.24			
Library	18.00	\$577.44	\$0.00	\$577.44			
Animal Control	9.00	\$288.72	\$16.58	\$305.30			
Fire Stations	9.00	\$288.72	\$58.45	\$347.17			
Parks	25.00	\$802.00	\$199.96	\$1,001.96			
Rec Centers	4.00	\$128.32	\$0.00	\$128.32			
Senior Center	14.00	\$449.12	\$0.00	\$449.12			
Sooner Theater	3.00	\$96.24	\$0.00	\$96.24			
WW Golf	4.00	\$128.32	\$0.00	\$128.32			
WTP	2.00	\$64.16	\$0.00	\$64.16			
Sanitation	4.00	\$128.32	\$0.00	\$128.32			
Fleet	3.00	\$96.24	\$0.00	\$96.24			
Total	123.00	\$3,945.84	\$1,586.66	\$5,532.50			
Custodial							
City Hall	128.00	\$2,073.80	\$430.46	\$2,504.26			
Bldg A	128.00	\$2,073.80	\$430.46	\$2,504.26			
Bldg B	172.00	\$2,635.24	\$430.46	\$3,065.70			
Bldg C	125.00	\$2,073.80	\$430.46	\$2,504.26			
Library	8.00	\$194.40	\$0.00	\$194.40			
Fire Stations	8.00	\$194.40	\$402.30	\$596.70			
Total	563.00	\$9,245.44	\$2,124.14	\$11,369.58			
Total	1306.50	\$32,072.12	\$25,963.11	\$58,035.23			

CITY MANAGER 2

COMMUNITY RELATIONS

2A

Community Relations Office December 2020

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Number of Press Releases	15	6	11	8	12	14	15	13	8	22	21	20
Media Contacts	20	15	30	35	35	30	35	30	35	40	40	30
Nonman News Members	1,005	927	1,075	1,156	1,204	1,241	1,356	1,396	1,427	1,522	1,615	1,627
Website Visits	203,045	178,823	254,258	222,667	231,210	178,609	287,947	266,337	234,450	262,015	110,674	212,581
Facebook Followers	11,749	11,856	13,812	14,894	15,190	15,495	16,009	16,119	16,278	16,492	16,612	16,740
Twitter Followers	5,371	5,495	5,871	6,101	6,189	6,338	6,510	6,550	6,576	6,633	6,638	6,551
Weekly Manager's E-Report	5	4	2	0	3	4	3	4	4	4	3	4

NORMAN FORWARD 2B



Memorandum

To: Jud Foster, The City of Norman Parks and Recreation

From: Randy Hill, ADG

ADG Project Number: 16-003

ADG Project Name: Norman FORWARD

Date: 01.11.2021

Re: December 2020 Monthly Report

REPORT PERIOD: December 1 through December 31, 2020

WORK THIS MONTH

1. Tuesday, December 1, 2020 | 10:00 a.m. | Griffin Park Phase IV OAC Mtg.
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
2. Tuesday, December 1, 2020 | 1:30 p.m. | North Base Complex Transition
 - a. Met with Jason Spencer and Paul D'Andrea to go over project transition and answer questions
3. Tuesday, December 1, 2020 | 2:00 p.m. | North Base On-site Interviews
 - a. On-site subcontractor interviews for Davis Bacon compliance
4. Wednesday, December 2, 2020 | 10:00 a.m. | Indoor Aquatic and Multi-Sport RFQ Mtg
 - a. Drafted and reviewed CMAR RFQ
5. Wednesday, December 2, 2020 | 2:00 p.m. | Municipal Complex FF&E Mtg
 - a. Met with Office Interiors and reviewed selections and quantities
6. Thursday, December 3, 2020 | 10:00 a.m. | Ruby Grant Plan Review
 - a. Plan review with Howell VanCuren for Amendment 1
7. Friday, December 4, 2020 | 9:00 a.m. | Municipal Complex Update Mtg
 - a. Project update and status review
8. Friday, December 4, 2020 | 2:00 p.m. | Ruby Grant Grand Opening
 - a. Grand opening and art dedication
9. Monday, December 7, 2020 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
10. Monday, December 7, 2020 | 11:00 a.m. | Monthly Multi-Sport/Aquatics Update
 - a. Update of project status with Ray Young, City staff, and NRHS
11. Monday, December 7, 2020 | 1:30 p.m. | CFOB Meeting
 - a. Presented ADG Graphic Report and listened to discussion
12. Tuesday, December 8, 2020 | 10:00 a.m. | Ruby Grant OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
13. Friday, December 11, 2020 | 2:00 p.m. | Santa Fe Family Life Center Introduction
 - a. Meeting with SFFLC, CON, NRHS, and FSB to make introductions
14. Monday, December 14, 2020 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
15. Monday, December 14, 2020 | 11:00 a.m. | Multi-Sport/Aquatics JHBR Mtg
 - a. Update the status of design development in NRHS clinic space with JHBR

16. Monday, December 14, 2020 | 1:30 p.m. | Indoor Aquatic and Multi-Sport Ad Hoc Sub-Committee Mtg
 - a. Multi-Sport sub-committee review of design progress
17. Monday, December 14, 2020 | 2:30 p.m. | Indoor Aquatic and Multi-Sport Ad Hoc Sub-Committee Mtg
 - a. Aquatics sub-committee review of design progress
18. Tuesday, December 15, 2020 | 10:00 a.m. | Griffin Park OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
19. Wednesday, December 16, 2020 | 11:00 a.m. | North Base Complex OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
20. Wednesday, December 16, 2020 | 2:00 p.m. | Municipal Courts Peer Design Comment Review
 - a. Review peer design comments on design development drawings
21. Friday, December 18, 2020 | 1:00 p.m. | Reaves Park Amendment Proposal Review
 - a. Reviewed additional scope and fees from Half
22. Tuesday, December 22, 2020 | 10:00 a.m. | Ruby Grant OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues

Construction Observation Site Visits:

- a. North Base: 4
- b. Ruby Grant: 8
- c. Griffin, Phase 4: 4

WORK ANTICIPATED THE UPCOMING MONTH (January 2021)

- Griffin Park Ph. 4
 - Vegetation stripping and sidewalk construction
- Central Library
 - Contractor working on ADA violations and open warranty items.
- Reaves Park
 - Revised delivery of proposal.
 - Updated plans and design.
- Ruby Grant Park
 - OAC Meetings 1.12.2021, 1.26.2021 at 10:00 a.m.
 - Bid opening for Amendment 1/ Bid Package 3: 1.12.2021.
 - Punch List completion. Punch list walk 1.12.2021.
- North Base Complex
 - Contractor to continue construction.
 - Stormwater and building pad construction in progress.
 - On-site interviews.
- Indoor Aquatic and Multi-Sport Facility
 - SDs in progress.
 - Operator MOU in progress, goal to be presented to City Council on 1.26.2021.
 - NRHS MOU in progress, goal to be presented to City Council on 1.26.2021.
 - CMAR selection and interviews.
- Senior Wellness Center
 - Site selection to be verified with NRHS.
 - Operator selection and interviews.
- Municipal Complex
 - Development Center: CDs to be completed by the end of the month.
 - Municipal Courts: DDs at 100%
 - Building 201: DDs underway
- 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: Warranty and ADA work in progress
 - b. Budget: Within budget
 - c. In operation
- Westwood Family Aquatic Center
 - d. Schedule: Opening Celebration on May 26, 2018
 - e. Budget: Final Pay App approved on July 24, 2018
 - f. In operation
- Griffin Park
 - a. Schedule: Phase IV in progress
 - b. Budget: Within budget
 - a. Issues: No known issues
- Reaves Park Phase I
 - a. Schedule: Revised delivery of proposal, updated plans, and design in progress
 - 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: Court paint warranty extended another 12 months from 9.22.2020
- Ruby Grant
 - a. Schedule: Grand Opening on December 4, 2020; Amendment 1/Bid Package 3 in progress
 - b. Budget: In budget
 - c. Issues: No known issues
- Indoor Aquatic and Multi-Sport Facility
 - a. Schedule: Operator selected, CMAR selection progress, Schematic Design in progress
 - b. Budget: Budget alignment in progress
 - c. Issues: MOU with operator, MOU with NRHS
- Senior Wellness Center
 - a. Schedule: Operator selection in progress, Site selection in progress
 - b. Budget: Budget alignment in progress
 - c. Issues: MOU determination, Site location
- 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: None

SUBMITTED BY: ADG – Randy W. Hill

FINANCE 3

CITY OF NORMAN

Department of Finance
Monthly Report – December 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 December are discussed below:

Treasury Division:

In the month of December, the Treasury division processed 39,289 payments in person and over the phone, an increase of 1% from last month. Paymentus (the city's 3rd party processor of online and automated telephone payments) processed 11,167 payments in December, a decrease of -1.3% from last month. The Municipal Court processed 323 credit card payments for court fines, a decrease of -18.4% from last month.

The City charges a convenience fee of \$3 on credit card payments to help offset the costs of providing credit card service. We collected \$1,728 in convenience fees in the month of December with a fiscal year-to-date total of \$39,366.

Utility Services Division:

The Meter Reading Division read 41,140 meters. Out of 77 meter reading routes, 35 (46%) were read within the targeted 30-day reading cycle. 62 routes (81%) were read by the 32nd day, and all routes were read by the 35th day. Fourteen routes were estimated in December.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are above target for the month of December by 17.6%. Revenues from the City's largest single source of revenue, sales tax, are below target by -.5% for the year to date and 7.3% 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	\$22,331,408	\$22,226,197	\$20,706,007	\$20,167,872
General Fund Revenue	\$42,517,565	\$49,983,497	\$38,919,504	\$36,576,050
General Fund Expenses	\$48,170,799	\$46,149,066	\$45,258,811	\$37,165,039

Administration Division

	FYE 21		FYE 20	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,080.00	320.00	2,080.00
Total Comp Time Available	0.50	14.75	0.00	4.00
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	320.50	2,094.75	320.00	2,084.00
Benefit Hours Taken	129.00	450.00	32.00	280.00
TOTAL ACCOUNTABLE STAFF HOURS	191.50	1,644.75	288.00	1,804.00
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	
	December	YTD	December	YTD
Total Regular Hours Available	960.00	6,240.00	960.00	6,240.00
Total Comp Time Available	0.50	18.25	5.75	71.00
Total Overtime Hours	21.75	87.00	7.00	23.25
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	982.25	6,345.25	972.75	6,334.25
Benefit Hours Taken	169.25	795.75	164.00	659.00
TOTAL ACCOUNTABLE STAFF HOURS	813.00	5,549.50	808.75	5,675.25
 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		25.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	25.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 21 November	FYE 21 December	
Total Revenue Received (\$)	\$4,828,911	\$5,091,003	(\$262,092)
Utility Payments - Office (#)	38,959	39,289	(330)
Utility Payments - Office (\$)	\$4,263,852	\$4,178,239	\$85,613
Lockbox (#)	16,207	16,001	206
Lockbox (\$)	\$1,754,900	\$1,663,271	\$91,629
IVR Credit Card (#)	0	0	0
IVR Credit Card (\$)	\$0	\$0	\$0
Click to Gov (#)	0	0	0
Click to Gov (\$)	\$0	\$0	\$0
Paymentus (#)	\$11,315	\$11,167	\$148
Paymentus (\$)	\$1,099,251	\$1,111,816	(\$12,565)
UT Credit Card Payments (#)	0	0	0
UT Credit Card Payments (\$)	\$0	\$0	\$0
Art Donations (#)	0	0	0
Art Donations (\$)	\$0	\$0	\$0
Bank Draft Payments (#)	8,528	9,608	(1,080)
Bank Draft Payments (\$)	\$902,851	\$952,735	(49,884)
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	67	149	(82)
Processed Return Checks (\$)	(\$11,308)	(\$14,815)	\$3,507
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$371,442	\$260,949	\$110,493
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$159,723	\$129,823	\$29,900
Municipal Court - Credit Card (#)	396	323	73
Municipal Court - Credit Card (\$)	\$80,855	\$70,160	\$10,695
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$397,147	\$765,164	(\$368,017)
Building Permits Credit Card (#)	266	269	(3)
Building Permits Credit Card (\$)	\$300,358	\$189,177	\$111,181
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$1,848	\$1,580	\$268
Occupational License - Bldg Insp. CC (#)	22	14	8
Occupational License - Bldg Insp. CC (\$)	\$1,648	\$1,030	\$618
Business License - City Clerk (\$)	\$4,340	\$10,930	(\$6,590)
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	0	0	0
Convenience Fees - All Payments (\$)	\$0	\$0	\$0
Bank Drafts Billed (#)	0	0	0
Bank Drafts Billed (\$)	\$0	\$0	\$0
Interdepartmental Billing (#)	0	0	0
Interdepartmental Billing (\$)	\$0	\$0	\$0
Accounts Receivable Billed (\$)	\$229,134	\$191,907	\$37,227

Budget Services Division

	FYE 21		FYE 20	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,080.00	160.00	1,040.00
Total Comp Time Available	0.00	4.00	0.00	0.00
Total Overtime Hours	0.00	1.00	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	2,085.00	160.00	1,040.00
Benefit Hours Taken	84.00	279.50	16.00	72.00
TOTAL ACCOUNTABLE STAFF HOURS	236.00	1,805.50	144.00	968.00
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	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	5,200.00	800.00	5,200.00
Total Comp Time Available	19.50	134.25	22.75	113.25
Total Overtime Hours	30.50	122.50	18.00	114.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	850.00	5,456.75	840.75	5,428.00
Benefit Hours Taken	169.50	823.25	192.00	898.50
TOTAL ACCOUNTABLE STAFF HOURS	680.50	4,633.50	648.75	4,529.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

UTILITY 3C

Utility Division

	FYE 21		FYE 20	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,560.00	17,317.00	2,560.00	16,640.00
Total Comp Time Available	3.25	148.25	0.00	61.75
Total Overtime Hours	213.75	1,461.50	87.50	304.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	2,777.00	18,926.75	2,647.50	17,006.50
Benefit Hours Taken	630.75	3,180.25	519.00	2,417.75
TOTAL ACCOUNTABLE STAFF HOURS	2,146.25	15,746.50	2,128.50	14,588.75
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Office Services

	FYE 21		FYE 20	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,080.00	160.00	1,038.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	30.00	199.00	40.25	147.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	350.00	2,279.00	200.25	1,185.75
Benefit Hours Taken	83.00	214.25	16.00	123.50
TOTAL ACCOUNTABLE STAFF HOURS	267.00	2,064.75	184.25	1,062.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00		459.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	5.50
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	464.50
Benefit Hours Taken	0.00	0.00		71.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	393.50
 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 December	FYE 21 November
Mail Payments - Lockbox	16,001	16,207
Mail Payments - Office	295	237
Mail Payments - Subtotal	16,296	16,444
Night Deposit	408	102
Click-to-Gov Payments	0	0
Paymentus Payments	11,167	11,315
IVR Payments	0	0
Without assistance payments - Subtotal	11,575	11,417
Drive-up window & inside counter	3,126	2,684
Credit Card machine payments (swipe)	0	0
Credit Card machine payments (phone)	0	0
With assistance payments - Subtotal	3,126	2,684
Total Payments Processed - Subtotal	30,997	30,545
Bank Draft (ACH) Payments	9,608	8,528
Total Payments (Utility)	40,605	39,073
Total Convenience Fees - all Payments	0	0
Grand Total Payments	40,605	39,073

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	
	December	YTD	December	YTD
Number of Meters Read	41,140	184,653	37,005	231,869
New Service	666	4,562	540	4,545
Request for Termination	686	4,466	587	4,447
Delinquent On(s)	242	1,278	362	1,773
Delinquent Offs	257	1,490	518	2,660
Collect Deposit Tags Hung	0	60	15	133
Collect Deposit Cut Offs	0	12	3	34
Blue Tags	0	77	18	121
Number of Meters Re-read	479	3,773	1,037	8,398
Meters Cleaned	0	291	77	566
Customer Assists	0	277	89	576
Meters Pulled	0	0	0	0
Meters Re-set	0	0	0	0
Meter Exchanges	53	342	37	478
TOTAL	43,523	201,281	40,288	255,600

Utility Division Activity Report

	FYE 21		FYE 20	
	December	YTD	December	YTD
STATUS REPORT				
Regular Utility Accounts Billed	44,140	262,454	43,021	256,882
New Ons	699	5,959	732	6,220
Final Accounts Billed	737	4,251	564	4,462
TOTAL ACCOUNTS BILLED	45,576	272,664	44,317	267,564

FIRE DEPARTMENT

4



NFD Monthly Progress Report December 2020

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	33	2.25%
2 - Overpressure Rupture, explosion, Overheat - No Fire	2	0.14%
3 - Rescue & emergency	894	60.86%
4 - Hazardous Conditions (No Fire)	26	1.77%
5 - Service Call	174	11.84%
6 - Good Intent Call	280	19.06%
7 - False Alarm & False Call	59	4.02%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	0	0.00%
Incomplete Reports	1	0.07%
Total Incident Count (Unique Calls)	1469	100.00%
Number of Total Unit Responses	1942	

Total Fire Loss \$496,300.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	247	312	0:05:12
Station #2	208	338	0:05:38
Station #3	257	382	0:06:22
Station #4	210	304	0:05:04
Station #5	64	630	0:10:30
Station #6	51	532	0:08:52
Station #7	130	375	0:06:15
Station #8	83	292	0:04:52
Station #9	219	370	0:06:10

Community Outreach

Tours & Drive-By Appearances	2	Christmas Fireworks Support & Christmas Eve Santa Sightings
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Burn Permits

Burn Permits Issued	246	Total of 14 burn days
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Training

Total Personnel Training Hours	2275	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

December 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	19	7	4	3			2	2		1
Chief 302	25		3	3	3	2	2	5	3	4
Chief 303	21	5	5	2	2	1	1	2	2	1
Chief 304	24	3	2	5	2	2	1	5	1	3
Engine 1	276	245	4	7		1		10		9
Brush 1	7	6		1						
Ladder 1	29	5	6	3	2			6	2	5
Engine 2	228	3	208	3	9			3	2	
Brush 2	11		8	1	1				1	
Ladder 2	28	5	6	3	2			6	2	4
Engine 3	274	5	4	256	1		1	2		5
Brush 3	6	1		3			1			1
Engine 4	227	1	8	1	211			3	3	
Brush 4	2				1				1	
Engine 5	28			1		25	1			1
Brush 5	62			1		59	1			1
Engine 6	37		1			5	21	1		9
Brush 6	67		1	1		5	51			9
Squad 7	191	15	15	14	6			129	7	5
Brush 7	2								1	1
Engine 8	92	2			1			6	82	1
Brush 8	4	2							1	1
Tanker 8	3	1							1	1
Engine 9	245	9	1	7		2	7	3		216
Brush 9	13	2				2	4			5
Tanker 9	6					2	2			2
Fire Marshal 2	5	1			1			1		2
Fire Marshal 4	4	1		1			1			1
Fire Marshal 5	6			1	1		1	1		2
	1942	319	276	317	243	106	97	185	109	290

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: December 2020
Mitigation:	
Preparedness:	
NWS Virtual Weather Workshop	12-01
Community Partners EOC Meeting	12-03
Medical Reserve CORPS Zoom	12-04
Completed Grant for Medical Reserve CORPS program	12-04
ELMER Night for Amateur Radio	Every first Tuesday of each month
Amateur Radio Testing	Every first Thursday of each month
Response Volunteer Meeting	Every second Thursday of each month
NWS Weather Briefing	Each Monday Morning
Coordination with OU School of Social Work on intern	12-22
Debris Zoom Meeting	12-23
Applicant Briefing for DR-4575	12-30
Response: N/A	
Recovery:	
Debris pick up began	Public Works is lead and will complete all recovery requirements

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

Fire Review Coordinator Activities

Activites	Notes	Number	Staff Hours
Building Permits/Development Review Team		35	52
Inspections	4 re-inspections	32	36
Citizen Calls for Information		4	2
Training	Medical Training, CFI-Fire Investigation	4	18
Meetings		5	7
Totals		80	115

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

FIRE PREVENTION DIVISION ACTIVITIES

Inspections/Plan Review			
Activites	Notes	Number	Staff Hours
Inspections		91	52
Re-Inspections		16	11.5
Total Inspections		107	63.5

Smoke Detector Program			
Activites	Notes	Units	Staff Hours
Smoke Detector Batteries			
Smoke Detectors Installed		7	5

Training/Public Education Education			
Activites	Notes	Events	Staff Hours
Training (hours)		22	62
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)		31	29
Code Violation Complaints		46	62
Investigations		27	73
Investigative Activities		21	11
Miscellaneous/Special	2 personnel out for sick leave related issues		

HUMAN RESOURCES

5

HUMAN RESOURCES

Monthly Report

December, 2020

ADMINISTRATION

A. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed December 2020 Employee Newsletter
- Began budget preparations for FYE 2022
- Processed invoices and reconciled expense accounts
- Coordinated United Way T-Shirt Campaign
- Reconciled and closed out 2020 United Way Campaign

BENEFITS

- Conducted three (3) new employee, 1 rehire, and 1 PPT orientations
- Processed enrollment forms, terminations, and changes to health, life, and supplemental products for general health/dental changes
- Reconciled health, dental, and supplemental products
- Fielded over 150 phone calls to discuss benefits, claims, FSA
- Processed open enrollment changes for health, dental, and supplemental products
- Held two (2) conference calls regarding Healthy Merits and Quest Screenings (Wellness Program)
- Held one (1) conference call with Gallagher representatives regarding Meritain Renewal
- Held one (1) conference call regarding Final Go/No Go Live for Munis HCM
- Assisted employees with Billing/EOB concerns
- ACA partial review of data for year-end reporting – included in HCM Training
 - Reviewed 800+ records for accuracy of initial updated data and made changes as needed
- Munis Training for new HCM System (payroll system) – 12 days

PERSONNEL ACTIONS

New Hires – 22

Dept./Div.	Position	Number of Employees
Public Works/Stormwater	Maintenance Worker I	1
IT	Systems Administrator	1
City Clerk/Custodial Svs.	Custodian (PPT)	1
Planning/CDBG	Emergency Shelter Case Mgr (PT)	19

Separations – 13

Dept./Div.	Position	Number of Employees
Police/Patrol	Master Police Officer	1
Police/Emergency Comm.	Communications Officer II	1
Parks/Recreation	Recreation Leader I (PPT)	1
Parks/Golf	PT Golf Personnel	7
Parks/Recreation	PT Recreation Personnel	3

Promotions – 4

Dept./Div.	Position	Number of Employees
Parks/Park Maint.	Maintenance Worker II	1
Parks/Recreation	Recreation Supervisor	1
Police/Admin.	Administrative Technician IV	1
Public Works/Traffic	Transportation Engineer	1

SURVEYS

No surveys conducted this month.

RECRUITMENT

Accepted applications for the following positions:

Department/Division	Position
City Clerk's Office	Administrative Technician III
City Clerk's Office/Facility Maintenance	Custodian (PPT)
Legal	Assistant City Attorney III
Parks & Recreation/Recreation	Food & Beverage Tech I (PT)
Parks & Recreation/Recreation	Food & Beverage Tech II (PT)
Parks & Recreation/Recreation	Recreation Center Specialist (PT)
Parks & Recreation/Recreation	Recreation Supervisor
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Planning & Community Development	Development Services Manager
Planning & Community Development	Planner I
Planning & Community Development	Plans Examiner
Planning & Community Development/CDBG	Emergency Shelter Case Manager (PT)
Police/Administration	Administrative Technician IV
Police/Animal Welfare	Animal Welfare Officer
Police/Emergency Communications Bureau	Communications Officer I
Police/Emergency Communications Bureau	Communications Officer II
Police/Investigations	Administrative Technician III
Police/Investigations	Forensic Technician
Police/Investigations	Property Custody Technician
Public Works/Engineering	Capital Projects Engineer
Public Works/Engineering	Engineering Assistant
Public Works/Fleet	Administrative Technician III
Public Works/Stormwater	Maintenance Worker I
Public Works/Traffic	Transportation Engineer
Utilities/Sanitation	Sanitation Worker II

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	300	Written Exams	1
Phone	390	Practical Testing/Assessment Center	1
Mail	190	Panel Board Interviews	10
Email	150	Promotions	5
Total Subscribers on E-mail Vacancy List	1077	Oral Interviews	23
Total Page Views for HR website	7703	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	74	Advertisements Placed	12
Pre-Employment Drug Screens	26	Applications Received	230
Pre-Employment Physicals	3	Job Announcements Emailed	36
Pre-Employment OSBI	37	Job Announcements to CON Depts.	396

TRAINING AND DEVELOPMENT

Conducted training for three (3) 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.

Resumed CON 2020 Supervisory Academy session on Unified Teams for 30 employees in management, supervisory, lead and crew chief roles from various departments.

SAFETY

- Safety material documents were sent to divisions each week
- Conducted three (3) new employee orientations
- Conducted two (2) Fitness for Duty Meeting (Fire)
- Conducted one (1) Return to Work Meetings for Line Maintenance

Recordable Injuries – 2

Dept./Division	Nature of the Injury	Activity	Prognosis
Police/ Patrol	Laceration to left elbow & mouth, & strained back area	Injuries were sustained during fight with suspect	Work restrictions
Utilities/ Water Line Maintenance	Umbilical Hernia	While pulling on 18” wrench, felt a pop in stomach area	Off work

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

2020	2019	2018	2017	2016	2015
57	65	71	59	69	70

Vehicle Collisions:

Division	Description of Collision	Status
Park Maintenance	City driver did not stop at intersection & struck another vehicle	“At Fault”

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

2021	2020	2019	2018	2017	2016
6	3	8	5	17	13

CITY OF NORMAN

Information Technology Department
Monthly Report – December 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 Centrac	In Progress
Main Street Roadway Lighting and Signal Interconnect (Main at Santa Fe, Peters, Crawford, and Porter)	Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP addresses for viewing in Centrac	In Progress

<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 December 2020.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 30 emails from the groups shown were sent from city servers using city resources – of those 35,422 were delivered to outside mailboxes for the month of December 2020. The city servers generated mass communications to Norman citizens of 34,422 messages from only 30 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 368,585 attempted incoming and 81,371 outgoing messages for the month of December 2020. Incoming messages totaling 188,900 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 December 2020, the City of Norman's web site had 94,071 individual web sessions access the web site for 212,581 total page views. Of those sessions, 45,298 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

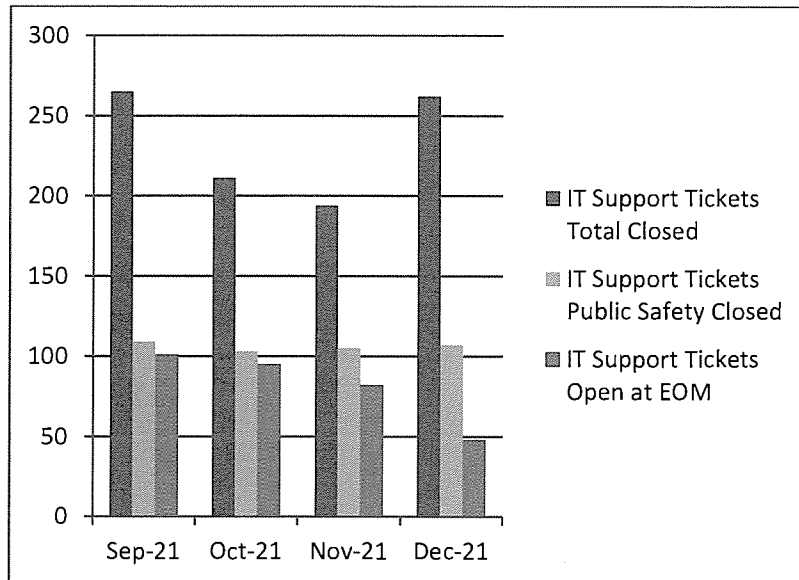


Table 2

December 2020 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	18	2	36
Job Posting	1067	2	2134
Norman News	1627	20	32480
Westwood Golf	645	1	645
Westwood Golf Members	24	1	24
Westwood Men's Clinic	14	1	14
Westwood Men's Golf Assoc.	54	1	54
Westwood Women's Clinic	34	1	34
Westwood Women's Golf Assoc.	2	1	1
Totals	3485	30	35422



Executive Summary

mail.ci.norman.ok.us

01 Dec 2020 00:00 to 31 Dec 2020 23:59 (GMT -06:00) Data in time range: 100.0 % complete

Incoming Mail Graph

Incoming Mail Summary

Message Category	%	Messages
Stopped by Reputation Filtering	46.5%	171,511
Stopped as Invalid Recipients	1.2%	4,517
Spam Detected	3.3%	12,124
Virus Detected	0.0%	102
Detected by Advanced Malware Protection	0.0%	77
Messages with Malicious URLs	0.1%	197
Stopped by Content Filter	0.2%	569
Stopped by DMARC	0.0%	0
S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:	51.3%	188,900
Marketing Messages	18.7%	69,018
Social Networking Messages	1.3%	4,772
Bulk Messages	11.8%	43,648
Total Graymails:	31.9%	117,438
S/MIME Verification/Decryption Successful	0.0%	0
Clean Messages	16.9%	62,247
Total Attempted Messages:		368,585

Outgoing Mail Graph

Outgoing Mail Summary

Message Processing	%	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	0.2%	136
Stopped by DLP	0.0%	0
Clean Messages	99.8%	81,298
Total Messages Processed:		81,434

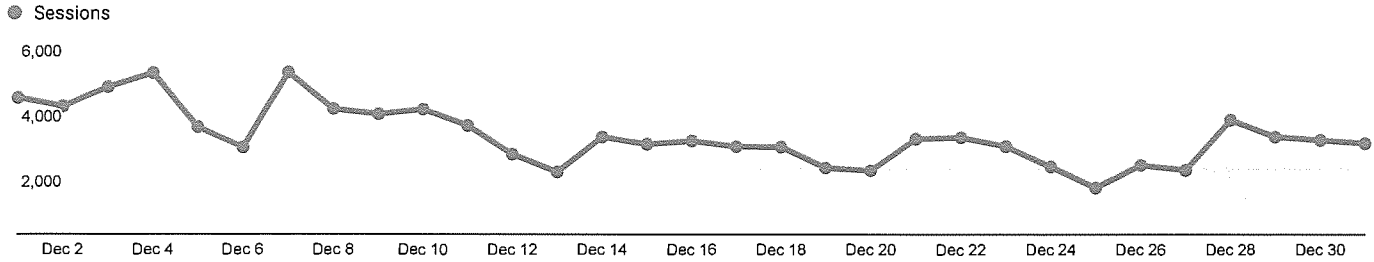
Message Delivery	%	Messages
Hard Bounces	4.0%	3,274
Delivered	96.0%	78,097
Total Messages Delivered:		81,371

Site Traffic

All Users
100.00% Sessions

Dec 1, 2020 - Dec 31, 2020

Report Tab



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	94,071 % of Total: 100.00% (94,071)	2.26 Avg for View: 2.26 (0.00%)	212,581 % of Total: 100.00% (212,581)	57,856 % of Total: 100.00% (57,856)	45,298 % of Total: 100.05% (45,274)	42.29% Avg for View: 42.29% (0.00%)	00:01:38 Avg for View: 00:01:38 (0.00%)
1. 07	4,982 (5.30%)	2.12	10,559 (4.97%)	4,333 (5.35%)	2,539 (5.61%)	46.99%	00:01:48
2. 04	4,964 (5.28%)	2.22	11,043 (5.19%)	4,282 (5.29%)	2,414 (5.33%)	42.51%	00:01:53
3. 03	4,532 (4.82%)	2.31	10,485 (4.93%)	3,844 (4.75%)	2,125 (4.69%)	41.28%	00:01:46
4. 01	4,198 (4.46%)	2.46	10,309 (4.85%)	3,572 (4.41%)	1,971 (4.35%)	40.11%	00:01:30
5. 02	3,938 (4.19%)	2.36	9,300 (4.37%)	3,404 (4.20%)	1,936 (4.27%)	44.26%	00:01:45
6. 08	3,858 (4.10%)	2.32	8,939 (4.20%)	3,265 (4.03%)	1,753 (3.87%)	43.42%	00:01:44
7. 10	3,838 (4.08%)	2.28	8,749 (4.12%)	3,341 (4.12%)	1,851 (4.09%)	42.29%	00:01:32
8. 09	3,690 (3.92%)	2.27	8,381 (3.94%)	3,146 (3.88%)	1,718 (3.79%)	41.17%	00:01:41
9. 28	3,508 (3.73%)	2.25	7,881 (3.71%)	2,992 (3.69%)	1,729 (3.82%)	38.83%	00:01:36
10. 11	3,341 (3.55%)	2.33	7,776 (3.66%)	2,888 (3.57%)	1,550 (3.42%)	41.33%	00:01:42

Rows 1 - 10 of 31

MONTHLY REPORT - LEGAL DEPARTMENT
December 2020 Report
(Submitted January 8, 2021)

MONTHLY HIGHLIGHTS:

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

This case challenges the City's disturbing the peace ordinance facially and as applied to abortion protestors. The district court denied the Plaintiffs' request for a temporary injunction and the Plaintiffs' appealed. On December 7, 2020, the Tenth Circuit Court of Appeals affirmed the district court's decision. The case has been remanded to the district court for further proceedings.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

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

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

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

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

FOP v. City of Norman, CJ-2020-661; 119296 (K)

This case alleges a violation of the Oklahoma Open Meetings Act, 25 O.S. §§ 301 to 301 (OMA), that arises out of amendments made to the City Manger's proposed budget on June 16, 2020. The district court ruled in favor of the Plaintiff. On January 4, 2021, the City appealed the district court's ruling to the Oklahoma Supreme Court.

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

The district court granted summary judgment to Magnum, finding a conflict between state and local law. The Court of Civil Appeals reversed, upholding the BOA denial of Magnum's requested variance. On December 14, 2020, the Supreme Court of the State of Oklahoma granted Certiorari review of the Court of Civil Appeals' decision. The Supreme Court has not ordered briefing and a decision on Certiorari is expected anytime in the year following the grant of Certiorari review.

Rodgers v. City of Norman, Case No. DF-118,420 (K)

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 (K)

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)

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)

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

Henderson, et al. v. City of Norman, Case No. CV-2020-1912 (K)

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

City v. Lonnie Hodges, CV-2020-2922

This case was filed on December 2, 2020. It arise out of alleged violations of the City's Floodplain Ordinance. The Plaintiff filed an entry of appearance on January 4, 2021, and has requested a meeting to resolve the issue.

The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)

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

Moghadam v. City of Norman, CV-2020-2441 (K)

Moghadam and Russell Smith v. Brenda Hall, CV-2020-2451 (K)

Petrone v. Brenda Hall, CV-2020-2381 (K)

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

City v. Jeremy & Jamie Steele, CV-2020-2921

This case was filed on December 2, 2020. It arise out of alleged violations of the City's Floodplain Ordinance. In particular, the Plaintiffs constructed a garage in the floodway on their property. City staff has met with the Plaintiffs' attorney and has been advised that the Plaintiffs have decided to demolish their garage. Once the City inspects the demolition, it is anticipated that this case will be dismissed.

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, S)

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. Tietzort Revocable Trust, et al., CJ-2013-775 (M)

City of Norman v. Chris Walker and Catherine Madera, CJ-2020-564 (M): Commissioners have entered an award of \$6,400.00, and the owners may file an appeal by November 16, 2020.

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)

Mortgage Clearing Corporation v. Doiron, et al., CJ-2014-1459 (M)

D. *Municipal Court Appeals*

Rebecca Graves v. City of Norman, Case No. CM-2020-1287 (S, P)

This is an appeal filed August 28, 2020 is involving an improper lane use/meeting.

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:

AFSCME Grievance FYE 21-02 - (COVID-19 Leave)

IAFF Grievance FYE 20 – (NREMT Recertification Policy)

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 – (Smith – Improper Compensation)

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 December 2020 the City Attorney and the Court. Court sessions were changed to two dockets per week, eliminating Wednesday dockets. However, due to COVID, all court sessions have now been pushed to February, except for the December 16th juvenile docket.

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	520	28	17	10	13	14	13
OCT	445	581	325	45	23	4	14	18	7
NOV	300	390	259	14	9	0	5	11	6
DEC	279	444	279	2	25	6	3	12	7
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	2,372	294	222	54	141	129	63

WORKERS' COMPENSATION COURT

The total number cases pending as of December 2020 are 15. There were no new Orders/Settlements sent to City Council for consideration. A total of three new workers compensation case were filed during the month of December. 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	2	4	3
Parks/Rec.	Park Maintenance	2			1	1
Planning	Development Services					

Police	Animal Welfare	2	1	1		1
Police	Patrol	4	1	2	1	1
Police	Administration					
Public Works	Street Maintenance	2	1	1	3	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	1		1		2
Utilities	Sanitation					
TOTALS		15	2	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, 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)

Koscinski, Christopher v. City of Norman, CM-2020-06955 J

(Fire, Suppression, Firefighter, R. Shoulder, R. Arm)

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)

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)

Ragland, Leon v. City of Norman, CM-2020-07082 X

(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)

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

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

Younts, Jerry Wayne v. City of Norman, CM-2020-06911 F

(Public Works/Street Maintenance/HEO, L Shoulder, Neck)

TORT CLAIMS

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

DEPARTMENT	FYE 21 Month	FYE 21 YTD	FYE 20	FYE 19	FYE 18
Animal Control					1
Fire			4		3
Legal		2			
Other	2	7	10	9	11
Parks	1	3	6	6	5
Planning					1
Police		3	5	10	6
Public Works – other	1	1	3		
Public Works – Stormwater			2		6
Public Works – Engineering		1	2		2
Public Works – Streets		5	11	6	11
Utilities – Water	1	9	11	12	12
Utilities – Sanitation		4	12	10	11
Utilities – Sewer		3	5	3	5
TOTAL CLAIMS	5	38	71	56	74

CURRENT CLAIM STATUS	FYE 21 TO DATE	FYE 20	FYE 19	FYE 18
Claims Filed	38	71	56	74
Claims Open and Under Consideration	13	0	0	0
Claims Not Accepted Under Statute/Other	7	11	8	11
Claims Paid Administratively	4	13	10	18
Claims Paid Through Council Approval	3	14	12	12
Claims Resulting in a Lawsuit for FY	0	0	4	4
Claims Barred by Statute (No Further Action Allowed)	0	30	22	30
Claims in Denied Status (Still Subject to Lawsuit)	11	3	0	0

MUNICIPAL COURT

8

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

CASES FILED

	<u>FY21</u>		<u>FY20</u>	
	<u>DECEMBER</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>Y-T-D</u>
Traffic	445	4411	1,010	7,737
Non-Traffic	148	1437	273	1,374
SUB TOTAL	593	5,848	1,283	9,111
Parking	315	2872	470	4,661
GRAND TOTAL	908	8,720	1,753	13,772

CASES DISPOSED

	<u>FY21</u>		<u>FY20</u>	
	<u>DECEMBER</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>Y-T-D</u>
Traffic	610	5167	1,195	7,669
Non-Traffic	175	1299	264	1,525
SUB TOTAL	785	6,466	1,459	9,194
Parking	255	1915	460	3,920
GRAND TOTAL	1,040	8,381	1,919	13,114

REVENUE

	<u>FY21</u>		<u>FY20</u>	
	<u>DECEMBER</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>Y-T-D</u>
Traffic	\$ 64,155.85	\$ 525,660.59	\$ 120,693.45	\$ 766,325.92
Non-Traffic	\$ 19,315.28	\$ 143,033.27	\$ 29,106.69	\$ 186,624.48
SUB TOTAL	\$ 83,471.13	\$ 668,693.86	\$ 149,800.14	\$ 952,950.40
Parking	\$ 7,526.00	\$ 46,889.00	\$ 13,660.00	\$ 98,657.75
GRAND TOTAL	\$ 90,997.13	\$ 715,582.86	\$ 163,460.14	\$1,051,608.15

MUNICIPAL COURT - MONTHLY REPORT
December 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 42 new cases and closed 54 cases during the month of December 2020. 2 Mediations were held.

PARKS AND RECREATION

9

Park Planning Activities December 2020

NORMAN FORWARD Ruby Grant Park:

We held a ribbon cutting at noon on Friday, December 4, for a soft opening of the entire park. Citizens are now able to use the walking and running trails, dog park, disc golf course, restrooms, pavilions, and inclusive playground at the site. Work will continue in the northwest corner of the park to provide a youth football practice facility, as was proposed in the NORMAN FORWARD program in 2015. The result of this work will be four full-size youth football practice fields, additional paved parking, walking trail paving improvements to serve that area, and a third restroom building at Ruby Grant Park. Also, at 1:00 on the 4th, the public art piece for this park was dedicated, after it was set in place earlier that week with the assistance of the artist and our construction managers, Crossland Construction.

NORMAN FORWARD Nieghborhood Parks:



Cavins Construction has continued work to make improvements to Rotary Park as weather permitted. The roof on the Rotary House was replaced, including removal of the old dormer on the back side of the house. That was done at the same time as the roof was finished on the new restroom building. The restroom masonry work also started in December.

Interior fixtures will also begin to be installed as final surface finish submittals are being reviewed over the winter. We are also working to replace park furnishings as needed and make some improvements to the ballfield dugouts and bleachers and the landscape at the southeast corner of the park this winter.

NORMAN FORWARD Reaves Park:

We are working with our program coordinator, ADG, to review the proposal to complete the design drawings and specifications from Halff Associates to improve this park. Besides the already-planned development of the new youth baseball and softball facilities at Reaves, we will also now include modifications to the six softball fields on the north end of the park to act as shared fields between the youth and adult softball programs in Norman. Once the design package is complete, we will bid the work out and start construction as soon as we can vacate the Park Maintenance Facility at Reaves Park and relocate that operation to the new north-base site currently under construction. The project has also been designed to leave room for the Medieval Fair to continue to be hosted in the park after the improvements are completed.

Park Planning:

We are getting quotes to make improvements to the stormwater routing through Eastwood Park this winter. A design was developed with Cardinal Engineering that will help direct water around and past the playground in the park, which has repeatedly flooded and lost surfacing each year during heavy rains.

We have signed a design contract with The McKinney Partnership, Architects, which utilizes their on-call contract with the City of Norman to begin a process of making ADA improvements to Lions Park. They will be following the recommendations from the Accessology consultant evaluation of the park done in 2018, and in conjunction with the city's ADA Coordinator.

Also, crews are working to construct a new dumpster pad and enclosure on the west end of the parking lot at Westwood Park, to serve the swim complex better each summer. The old dumpsters on Fairway Drive were moved earlier this year when the City built the new recycling location in their place. This new location will be more convenient for the high-volume of waste generated in the summer months when the park is operating at high daily use.

DECEMBER 2020
RECREATION DIVISION
MONTHLY REPORT

Senior Center: The Senior Center had 287 seniors attend activities during the month of December. The Senior Center hosted one special event which was the Christmas luncheon catered by Cracker Barrel. Twenty seniors attended and enjoyed the Christmas luncheon.

Little Axe Community Center: The Center started off the week with Monday food pantry distribution that is open to anyone in the Community. All food donations are from Harps and have increased to help approximately 20 to 25 people per week. The Head start is still meeting and doing in person learning with 6 kids enrolled. The Center completed the free kids Tai Chi class for the month of December and also held a free salt dough ornaments class for kids. The Center had a successful senior citizen beginner basic computer class and the domino club continues to meet on Thursdays. Cigna sponsored senior citizen bingo and an Ice Cream Social and OHCE meetings continue at the Center.

12th Avenue Recreation Center: The 12th Avenue Recreation Center continued as a Center of Hope in December. This grant provided funding through the Cares Act to support children and families in our community to combat these unprecedented times. The 12th Avenue Recreation Center provided a mental and emotional health professional from the Norman Regional Health System to meet with our afterschool program students bi-weekly and give the parents an option to schedule a family meeting time. We also partnered with the Norman Public Schools and the Oklahoma Regional Food Bank to hand out daily snacks, meals, and a weekend backpack of food for students to take home. The afterschool program was also offered free to all students and was at maximum capacity of 20 children. The 12th Avenue Recreation Center also held a virtual program, Zoom with Santa, from December 7th through December 23rd, which gave over 500 kids the opportunity to have a one on one visit with Santa. Staff also provided assistance to the Whittier Recreation Center's Winter Break Camp due to a Whittier staff member testing positive for COVID-19. The instructional classes all continued with their regular scheduled times to include Aikido, American Karate, Body Sculpting, Kung Fu, Square Dancing, Tae Kwon Do, and Zumba as well as Pickleball twice a week in the evenings.

Irving Recreation Center: Irving Recreation Center had 4 facility rentals this month. Irving Recreation conducted the Letters to Santa activity from December 1st-18th, along with Whittier Recreation, 12th Avenue Recreation and Little Axe Community Center. This program was open to youth in grades 4th and younger. Irving Recreation is working on partnering with an art organization called Captivating my Creative Culture or CCC, in order to offer up free art classes to high school students. Irving will continue to partner with the Athletes Global organization to offer up some new contract classes for the Winter/Spring season. Two new tween/teen classes that will be offered are Inner Beauty & Self Esteem class for girls ages 10 & up and also a Fashion & Photography co-ed class for ages 10 & up.

Whittier Recreation Center: The Whittier Recreation Center continued on as a Center of Hope. This state funded grant provides the Center with financial incentives, access to virtual learning, mental health services as well as access to daily snacks/meals. There were 16 students, 11 families, served by this Center of Hope this month. The program handed out 116 snacks and meals including meals/snacks that are handed out each weekend to ensure no child has a food insecurity. The children have met with a mental health provider twice this month. The after school program continued this month for the first two weeks prior to Christmas Break. The Whittier after school program is offered to students who attend the following schools: Jackson Elementary, Cleveland Elementary, Monroe Elementary, Truman Primary and Truman Elementary. The program offers homework time, gym games, bimonthly visits from Bricks4Kidz, board games, arts & crafts, movies, healthy snacks and so much more!

FACILITY ATTENDANCE:	Month	Year to Date
Senior Center (includes congregate meals)	287	1,833
Little Axe Community Center	38	230
12th Avenue Recreation Center	716	3,685
Irving Recreation Center	355	2,390
Whittier Recreation Center	526	2,577
Reaves Center	300	1,800
Tennis Center	1,434	17,135

**DECEMBER 2020
PARK MAINTENANCE DIVISION**

Parks Maintenance Crews performed routine trash removal and leaf clean-up in City Parks as well as continued to clear vegetative debris from City Parks and Public ROWs from the October 26th Ice Storm Event. Crews also finished with the installation of the holiday decorations along Main Street and Cleveland County Historical House.

SAFETY REPORT	FYE-21MTD	FYE-21YTD		FYE-20MTD	FYE-20YTD
On-The-Job Injuries	1	4		0	3
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	0.00	358.00		0.00	542.00
Trim Mowing	59.00	2891.50		0.00	4130.50
Chemical Spraying	30.00	223.00		0.00	212.50
Fertilization	0.00	12.00		0.00	0.00
Tree Planting	0.00	1.00		0.00	0.00
Tree & Stump Removal	0.00	36.00		36.00	36.00
Tree Trimming/Limb Pick-Up	847.00	2408.00		0.00	20.00
Restroom/Trash Maintenance	16.00	779.50		296.00	2105.00
Play Equipment Maintenance	0.00	114.00		0.00	212.50
Sprinkler Maintenance	0.00	129.00		254.00	392.00
Watering	0.00	0.00		0.00	8.00
Grounds/Building Maintenance	0.00	189.00		92.00	168.50
Painting	0.00	0.00		0.00	0.00
Planning Design	41.50	77.50		0.00	0.00
Park Development	0.00	0.00		0.00	12.00
Special Projects	0.00	268.50		0.00	266.00
Nursery Maintenance	0.00	0.00		0.00	0.00
Flower/Shrub Bed Maintenance	94.25	587.25		96.00	443.00
Seeding/Sodding	5.25	35.25		0.00	0.00
Ballfield Maintenance/Marking	50.00	50.00		0.00	0.00
Fence Repairs	80.00	358.00		4.00	4.00
Equipment Repairs/Maintenance	56.00	832.75		96.00	699.00
Material Pick-Up	0.00	42.50		6.00	41.50
Miscellaneous	0.00	461.00		254.00	668.00
Shop Time	0.00	111.00		0.00	60.50
Snow/Ice Removal	42.50	165.50		0.00	0.00
Christmas Lights	0.00	0.00		320.00	701.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	16.00	70.00		0.00	97.00
Graffiti Clean-Up	72.50	147.50		0.00	0.00
Water Fountains	32.25	42.25		0.00	0.00
Inground Trash	0.00	0.00		16.00	32.00
Vector Control	0.00	144.00		0.00	478.00

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A

**DECEMBER 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	2	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	\$28,846.88	\$320,278.75	\$25,456.78	\$239,782.73
Driving Range	\$5,311.57	\$84,404.54	\$3,064.89	\$47,396.08
Cart Rental	\$14,667.71	\$184,860.07	\$11,645.87	\$135,209.29
Restaurant	\$11,025.82	\$84,332.73	\$12,096.34	\$86,735.77
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$153.68	\$931.52	\$524.34	\$3,955.43
TOTAL INCOME	\$60,005.66	\$674,807.61	\$52,788.22	\$513,079.30
Expenditures	\$76,271.42	\$520,690.11	\$84,408.86	\$531,036.45
Income vs Expenditures	(\$16,265.76)	\$154,117.50	(\$31,620.64)	(\$17,957.15)
Rounds of Golf	1573	21520	1396	16400

Routine maintenance practices include: Greensmowing, cup changing and sand trap raking one to two times per week, depending on weather conditions. Collars, an area immediately around the greens, are mowed as needed. No mowing is done when ground is frozen. Heaters and out buildings are checked daily. There was minimal need for irrigation this month.

In December, all weatherizing practices are monitored to protect against freezing. This month we continue the process of retooling for next season. All valve boxes are located edged and repainted as required. Cups are stripped and repainted. Metal cups are replaced with plastic cups on the greens to minimize freezing that can interfere with cup changing during winter months. Metal tee markers are being brought in for repair, repainting and/or refurbished. In addition, over the next months every piece of equipment will be examined and serviced as needed.

Post emergent herbicide applications continue where needed. Pre-emerge herbicides have been sprayed on tees. Irrigation repairs have been made on several areas of the course. Ice storm debris from October has been, and will continue to be our primary focus as weather allows.

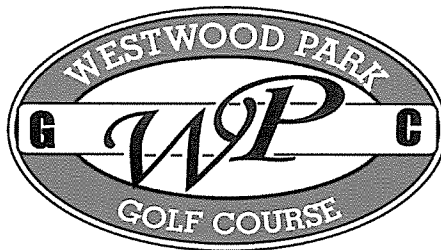
DECEMBER 2020
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FY2021 MTD	FY2021 YTD	FY2020 TOTAL
Swim Pool Passes	\$1,595.00	\$4,030.00	\$191,747.00
Swim Pool Gate Admission	\$0.00	\$101,738.00	\$284,993.00
Swim Lesson Fees	\$0.00	\$697.00	\$33,547.50
Pool Rental	\$0.00	\$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	\$0.00	\$47,087.80	\$127,066.89
TOTAL INCOME	\$1,595.00	\$161,139.80	\$671,977.61
Expenditures	\$14,952.86	\$359,848.78	\$624,044.12
Income verses Expenditures	(\$13,357.86)	(\$198,708.98)	\$84,856.65

ATTENDANCE INFORMATION

	Season to Date Dec-20	Season to Date May 20-Dec 20	2020 YTD May 19-Oct 19
a. Pool Attendance	0	43,187	68,202
b. Adult Lap Swim Morning/Night	0	534	282
c. Water Walkers	0	2,990	1,607
d. Toddler Time	0	2,723	2,314
e. Swim Team	0	1,221	3,167
f. Swim Lessons	0	579	1,214
g. Movie Night/Special Events	0	0	3,391
h. Party / Rentals	0	91	323
TOTAL ATTENDANCE	0	51,325	80,500



DECEMBER 2020

Westwood Golf Course Division Monthly Progress Report

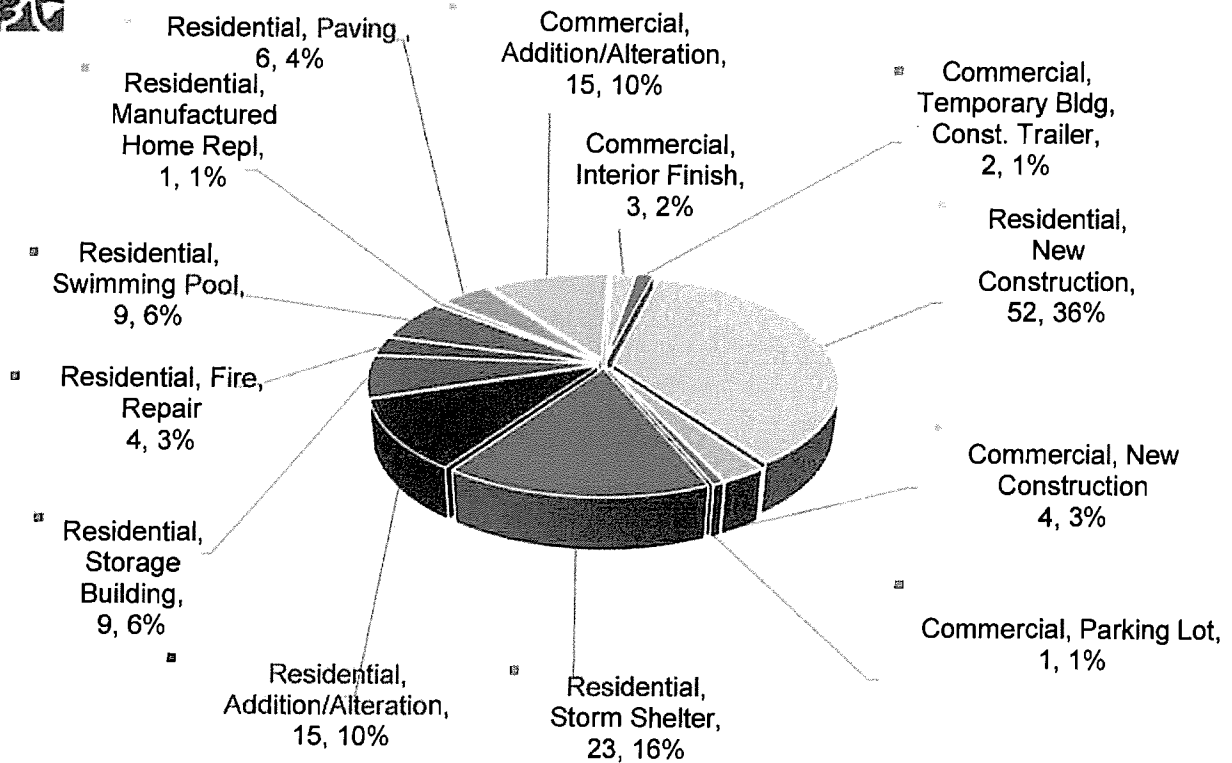
ACTIVITY	DECEMBER FY'21	DECEMBER FY'20
Regular Green Fees	363	185
Senior Green Fees	215	230
Junior Fees	37	33
School Fees (high school golf team players)	0	2
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	285	217
Employee Comp Rounds	128	169
Golf Passport Rounds	0	0
9-Hole Green Fee	52	24
2:00 Fees	1	27
4:00 Fees	141	139
Dusk Fees or 6:00 Fees	54	50
PGA Comp Rounds	1	1
*Rainchecks (not counted in total round count)	3	6
Misc Promo Fees (birthday, players cards, OU student)	291	306
Green Fee Adjustments (fee difference on rainchecks)	5	13
Total Rounds (*not included in total round count)	1573	1396
% change from FY '20	12.68%	
Range Tokens	1298	801
% change from FY '20	62.05%	
18 - Hole Carts	87	55
9 - Hole Carts	17	10
½ / 18 - Hole Carts	559	513
½ / 9 - Hole Carts	109	77
Total Carts	772	655
% change from FY '20	17.86%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	2	0
9-Hole Senior Trail Fees	0	0
Total Trail Fees	2	0
% change from FY '20	200.00%	
TOTAL REVENUE	\$ 60,005.66	\$52,788.22
% change from FY '20	13.67%	

PLANNING AND COMMUNITY DEVELOPMENT 10



CITY OF NORMAN Building Permit Activity- DECEMBER 2020

1/5/2021



Permit Type			Valuation
Residential, New Construction	52		\$ 17,581,928
Residential Duplex, New Construction	0		\$ -
Residential, New Manufactured Home	0		\$ -
Commercial, New Construction	4		\$ 10,338,539
Commercial, Parking Lot	1		\$ 15,000
Commercial, Shell Building	0		\$ -
Residential, Storm Shelter	23		\$ 72,996
Residential, Addition/Alteration	15		\$ 426,017
Residential, Carport	0		\$ -
Residential, Storage Building	9		\$ 241,230
Residential, Fire Repair	4		\$ 394,782
Residential, Swimming Pool	9		\$ 531,696
Residential, Manufactured Home Repl	1		\$ 69,400
Residential, Paving	6		\$ 152,053
Commercial, Addition/Alteration	15		\$ 1,093,143
Commercial, Interior Finish	3		\$ 90,000
Commercial, Fire Repair	0		\$ -
Commercial, Foundation	0		\$ -
Temporary Bldg./Construction Trailer	2		\$ 402,500
Multi-Family, New	0		\$ -
Multi-Family, Foundation	0		\$ -
Multi-Family, Fire Repair	0		\$ -
Group Quarters	0		\$ -
	144		\$ 31,409,284



CITY OF NORMAN
Building Permit Activity-DECEMBER 2020

	2020 YEAR TO-DATE	VALUATION	2019 TOTALS	2019 TOTAL VALUATION	
RESIDENTIAL	Residential, New Construction.....	537	\$ 155,417,525	434	\$ 119,350,883
	Residential, New Dwelling Unit Attached.....	-	\$ -	-	\$ -
	Residential, New Manufactured Home.....	1	\$ 97,500	11	\$ 719,240
	Residential, New Non Dwelling Unit.....	-	\$ -	1	\$ 68,700
	Residential Duplex, New Construction.....	8	\$ 1,880,000	21	\$ 4,945,000
	Residential, Garage Apartment.....	-	\$ -	-	\$ -
	Multi-Family, New Construction 3-4 DU.....	-	\$ -	-	\$ -
	Multi-Family, New Construction 5+ DU.....	25	\$ 17,432,000	2	\$ 1,500,000
	Multi-Family, Fire Repair.....	3	\$ 63,128	8	\$ 1,168,000
	Multi-Family, Foundation.....	27	\$ 924,930	-	\$ -
	Multi-Family, Addition/Alteration.....	-	\$ -	33	\$ 331,497
	Residential, Addition/Alteration.....	159	\$ 6,979,022	144	\$ 7,654,298
	Residential, Carport.....	10	\$ 37,344	5	\$ 12,700
	Residential, Storm Shelter.....	364	\$ 1,155,682	304	\$ 1,034,701
	Residential, Storage Building.....	156	\$ 4,819,011	107	\$ 3,130,414
	Residential, Fire Repair.....	23	\$ 1,241,786	22	\$ 1,146,968
	Residential, Swimming Pool.....	118	\$ 6,436,083	92	\$ 5,118,469
Residential, Manufactured Home Replacement...	7	\$ 493,288	1	\$ 67,924	
Residential, Paving.....	110	\$ 1,026,455	71	\$ 497,459	
Group Quarters.....	3	\$ 27,809,773	-	\$ -	
TOTAL	1551	\$ 225,813,527	1256	\$ 146,746,253	
NON-RESIDENTIAL	Commercial, New Construction.....	62	\$ 59,513,823	44	\$ 29,484,352
	Commercial, New Shell Building.....	11	\$ 5,141,000	15	\$ 10,675,000
	Commercial, Addition/Alteration.....	150	\$ 50,146,843	156	\$ 56,552,749
	Commercial, Interior Finish.....	41	\$ 4,025,413	47	\$ 5,406,721
	Commercial, New Foundation.....	11	\$ 2,246,353	5	\$ 177,000
	Commercial, Fire Repair.....	4	\$ 1,050,000	2	\$ 150,000
	Commercial, Parking Lot.....	8	\$ 495,452	12	\$ 1,788,520
	Commercial, Temporary Bldg./Const Trailer	24	\$ 690,229	-	\$ -
TOTAL	311	\$ 123,309,113	281	\$ 104,234,342	
OTHER ACTIVITY	Electrical Permits.....	1489		1347	
	Heat/Air/Refrigeration Permits.....	1381		1425	
	Plumbing and Gas Permits.....	1775		1600	
	Sign Permits.....	357		315	
	Water Well Permits.....	31		31	
	Garage Sale Permits.....	631		1227	
	Structure Moving Permits.....	15		35	
	Demo-Residential Permits.....	49		32	
	Demo-Non-Residential Permits.....	2		13	
	Temp. Const. Bldgs. & Roll-off Permits.....	148		191	
	Lot Line Adjustments Filed.....	12		23	
	Certificate of Occupancy (CO).....	1102		1118	
	All Field Inspections.....	25135		24061	
Net Residential Demos & Removals.....	-47				
TOTAL VALUATION		\$ 349,122,640		\$ 250,980,595	

City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS
Issued DECEMBER 2020 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued	Address	City	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE CERTIFIED SHELTER	4850	12/01/20	813	ST	17	3	CARPENTER ADD	R1	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE CERTIFIED SHELTER	4851	12/01/20	811	ST	16	3	CARPENTER ADD	R1	\$ 3,000	24
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	4986	12/03/20	3755	RD	3	5	RED CANYON RANCH SEC 6	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	4987	12/03/20	128	RD	7	1	LITTLE RIVER TRAILS SEC #2	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE CERTIFIED SHELTER	5012	12/01/20	3816	RD	1	4	CARRINGTON PLACE ADD #2	R1	\$ 4,100	32
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE CERTIFIED SHELTER	5014	12/01/20	801	RD	3	1	COLONIAL EST #1	R1	\$ 3,750	39
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	5042	12/03/20	4322	CT	7	2	CARRINGTON PLACE ADD #10	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE CERTIFIED SHELTER	5076	12/10/20	3121	CT	3	4	GREENLEAF TRAILS ADD #3	PUD	\$ 10,000	102
1 & 2 FAMILY STORM SHELTER	RICKS SAFE ROOMS	5083	12/17/20	2717	DR	5	1	ASHTON GROVE ADD SEC 3	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	TABER BUILT HOMES, LLC.	5111	12/09/20	1601	DR	6	5	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	5139	12/17/20	416	PKY	8	1	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	5141	12/17/20	420	PKY	7	1	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	5143	12/17/20	500	PKY	8	1	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	5146	12/17/20	408	DR	15	13	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	5148	12/17/20	1701	CT	15	9	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE SHELTERS	5150	12/17/20	1708	DR	8	3	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE SHELTERS	5238	12/28/20	315	DR	8	3	RED CANYON RANCH SEC #3	PUD	\$ 2,895	24
1 & 2 FAMILY STORM SHELTER	STORM SAFE	5244	12/21/20	3744	DR	12	2	RED CANYON RANCH SEC 6	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	5253	12/29/20	1709	CT	11	9	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	5255	12/29/20	3613	AVE	41	9	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE SHELTERS	5257	12/28/20	4317	LN	5	1	CARRINGTON PLACE ADD #14	PUD	\$ 3,695	35
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE OF SOUTHERN OK	5413	12/31/20	3508	WAY	5	2	SPRING AT GREENLEAF TRAILS #2	PUD	\$ 3,000	35
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	5566	12/28/20	808	CT	3	1	GREENLEAF TRAILS ADD #9	PUD	\$ 3,506	23
1 & 2 FAMILY, ADD OR ALTER	LEVEL 5 ELECTRIC	4387	12/11/20	3812	DR	30	7	EAGLE CLIFF ADD #3	R1	\$ 10,500	150
1 & 2 FAMILY, ADD OR ALTER	SWIFT, BRENT	4628	12/14/20	4107	DR	2	2	BROOKHAVEN #09	R1	\$ 40,000	128
1 & 2 FAMILY, ADD OR ALTER	SHINE SOLAR DBA SHINE AIR	4911	12/09/20	1300	ST	1	2	MURPHY'S ADD	R1	\$ 45,194	258
1 & 2 FAMILY, ADD OR ALTER	MIMBELA ELECTRIC, LLC.	4912	12/01/20	515	CIR	4	2	HIGHLAND HILLS #4	RE	\$ 47,120	894
1 & 2 FAMILY, ADD OR ALTER	OWNER	4935	12/04/20	134	ST	1	13	HIGHLAND ADDITION	R2	\$ 15,000	607
1 & 2 FAMILY, ADD OR ALTER	CORNICE UNLIMITED	4879	12/03/20	3091	AVE	12	2W	NOT SUBDIVIDED	A2	\$ 75,000	1103
1 & 2 FAMILY, ADD OR ALTER	THE SOLAR INSTALLERS FORMERLY	4888	12/08/20	11602	RD	12	2	LAGO VISTA	A2	\$ 9,750	181
1 & 2 FAMILY, ADD OR ALTER	MARC JONES CONSTRUCTION, LLC	4989	12/09/20	402	CT	2	2	SHADOWRIDGE ADD #4	R1	\$ 51,153	948
1 & 2 FAMILY, ADD OR ALTER	OWNER	5009	12/01/20	404	CT	12	6	SUNRISE HEIGHTS SEC #3	R1	\$ 5,000	488
1 & 2 FAMILY, ADD OR ALTER	MARC JONES CONSTRUCTION, LLC	5104	12/09/20	4701	DR	12	6	WOODSLAWN ADD #3	R1	\$ 37,789	81
1 & 2 FAMILY, ADD OR ALTER	MARC JONES CONSTRUCTION, LLC	5183	12/15/20	2128	DR	16	6	COLONIAL EST #9	R1	\$ 31,121	368
1 & 2 FAMILY, ADD OR ALTER	ONE SOLAR	5199	12/15/20	5100	AVE	18	1W	CEDAR WOODS #1 (SURVEY)	A2	\$ 41,280	552
1 & 2 FAMILY, ADD OR ALTER	OWNER	5285	12/18/20	4002	DR	18	15	BROOKHAVEN #02	R1	\$ 5,000	169
1 & 2 FAMILY, ADD OR ALTER	OWNER	5286	12/18/20	1408	DR	13	9	COLLEGE MANOR	R1	\$ 100	12
1 & 2 FAMILY, ADD OR ALTER	BRYANT FRAMING & CONST.	5388	12/23/20	15701	RD	16	1E	NOT SUBDIVIDED	A2	\$ 12,000	35
1 & 2 FAMILY, FIRE REPAIR	OWNER	5195	12/11/20	300	DR	7	2	HAWTHORNE PLACE #3	R1	\$ 4,760	16
1 & 2 FAMILY, FIRE REPAIR	CAVINS CONSTRUCTION, LLC	5404	12/09/20	514	ST	25	19	WAGGONER'S T. R. FIRST ADD	R1	\$ 82,782	1,872
1 & 2 FAMILY, FIRE REPAIR	BLACKMON MOORING	5417	12/01/20	2900	CIR	8	6	ROLLING HILLS ESTATES #2	R1	\$ 300,000	4,600
1 & 2 FAMILY, FIRE REPAIR	OWNER	5259	12/22/20	1515	WAY	1	2	MEADOW PARK ADD	R1	\$ 7,350	170
1 & 2 FAMILY, PAVING	A. J. CONCRETE	5037	12/09/20	2823	TER	48	1	EAST RIDGE ADD #03	PUD	\$ 4,355	374
1 & 2 FAMILY, PAVING	SUPERIOR CONCRETE FENCE	5072	12/17/20	4201	DR	9	1	ASHTON GROVE ADD SEC 3	R1	\$ 120,000	1,593
1 & 2 FAMILY, PAVING	A & M CONSTRUCTION	5107	12/17/20	3617	DR	2	2	CEDAR LAKE PARK EST	RE	\$ 17,800	4,000
1 & 2 FAMILY, PAVING	OWNER	5189	12/15/20	1402	AVE	38	10	OAKHURST ADD SEC 04	R1	\$ 1,900	623
1 & 2 FAMILY, PAVING	SELLERS, BILLY	5283	12/23/20	1593	DR	29	5	EDGEWATER 4TH ADD	R1	\$ 4,000	1,290
1 & 2 FAMILY, PAVING	BETTER BARNS	4442	12/28/20	5104	DR	9	2	CAMBRIDGE ADD #5	R1	\$ 4,000	408
1 & 2 FAMILY, STORAGE BLDG	NORTHUP, NATHAN	4955	12/10/20	2700	DR	9	1	WELLINGTON LAKE ADD #A PUD	PUD	\$ 37,730	768
1 & 2 FAMILY, STORAGE BLDG	OWNER	4971	12/03/20	8600	AVE	34	1W	LAKEMOOD PARK	A2	\$ 22,000	1,440
1 & 2 FAMILY, STORAGE BLDG	BETTER BARNS	5069	12/08/20	3501	DR	14	2W	NOT SUBDIVIDED	RE	\$ 7,000	1,113
1 & 2 FAMILY, STORAGE BLDG	AFFINITY CORPORATION	5157	12/14/20	1400	CIR	2	1	HILLVIEW ESTATES	RE	\$ 37,000	1,800
1 & 2 FAMILY, STORAGE BLDG	QUALITY TOWING SERVICE	5229	12/21/20	521	ST	29	1E	NOT SUBDIVIDED	A2	\$ 85,000	1,200
1 & 2 FAMILY, STORAGE BLDG	OWNER	5248	12/23/20	6750	DR	19	2W	NOT SUBDIVIDED	R1	\$ 500	200
1 & 2 FAMILY, STORAGE BLDG	OWNER	5287	12/22/20	527	DR	29	2W	SMITH RANCH	A2	\$ 55,000	4,000
1 & 2 FAMILY, STORAGE BLDG	OWNER	5314	12/22/20	3780	ST	29	1W	NOT SUBDIVIDED	R1	\$ 10,000	540
1 & 2 FAMILY, SWIMMING POOL	BLUE HAVEN POOLS OF OK	4931	12/04/20	313	DR	15	1W	NOT SUBDIVIDED	A2	\$ 37,000	2,400
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	4942	12/11/20	5923	DR	5	4	HIGHLAND VILLAGE ADD SEC #3	R1	\$ 85,000	650
1 & 2 FAMILY, SWIMMING POOL	ARTISTIC POOLS	4943	12/11/20	321	DR	7	2	GLENRIDGE SEC #1	PUD	\$ 48,000	544
1 & 2 FAMILY, SWIMMING POOL	SPARTAN POOLS & PONDS	5033	12/08/20	4510	DR	5	4	LITTLE RIVER TRAILS SEC #3	PUD	\$ 65,000	544
1 & 2 FAMILY, SWIMMING POOL	PREMIER POOLS AND SPAS	5071	12/09/20	3812	CIR	2	4	LAS COLINAS SEC #1	R1	\$ 49,000	384
1 & 2 FAMILY, SWIMMING POOL	BLUE HAVEN POOLS OF OK	5119	12/10/20	3012	DR	24	1	CARRINGTON PLACE ADD #5	R1	\$ 105,000	848
1 & 2 FAMILY, SWIMMING POOL	BLUE HAVEN POOLS OF OK	5186	12/17/20	4203	CT	7	1	HIGHLAND VILLAGE ADD SEC 1	R1	\$ 40,000	400
1 & 2 FAMILY, SWIMMING POOL	LOCHNESS POOLS	5367	12/29/20	620	AVE	1	5	LAS COLINAS SEC #2	R1	\$ 54,686	613
1 & 2 FAMILY, SWIMMING POOL	TROPHY POOLS	5369	12/29/20	5512	AVE	7	2	MORNINGSIDE	R1	\$ 38,000	292
1 FAMILY, MANUF HOME REPLACEMENT	OWNER	3112	12/08/20	15819	RD	10	3	MARLATT ADD	RE	\$ 85,000	640

Permit Type	Permit Count	Unit Count	Valuation	Permit Type	Permit Count	Unit Count	Valuation	Permit Type	Permit Count	Unit Count	Valuation			
1 FAMILY, NEW CONSTRUCTION	2817	12,152/20	15351	E	FRANKLIN	RD	5	1E	NOT SUBDIVIDED	AZ	5	54,008		
1 FAMILY, NEW CONSTRUCTION	4827	12,029/20	4800		24TH	AVE	9	2W	NOT SUBDIVIDED	A2	9	395,000		
1 FAMILY, NEW CONSTRUCTION	4702	12,013/20	2798		CRITTENDEN	DR	2	2	ASHTON GROVE ADD SEC 3	PUD	2	700,000		
1 FAMILY, NEW CONSTRUCTION	4836	12,013/20	1918		BURNING TREE	DR	6	3	HALL BROOKE ADD #6	R1	6	9,759		
1 FAMILY, NEW CONSTRUCTION	4855	12,032/20	1230		CEDAR LANE	RD	13	1W	NOT SUBDIVIDED	A2	13	3,000,000		
1 FAMILY, NEW CONSTRUCTION	4821	12,032/20	5470		ROCK CREEK	RD	24	2W	NOT SUBDIVIDED	A2	24	125,000		
1 FAMILY, NEW CONSTRUCTION	4859	12,032/20	3410		CRAMPTON GAP	WAY	6	3	SPRINGS AT GREENLEAF TRAILS #2	PUD	6	225,000		
1 FAMILY, NEW CONSTRUCTION	5032	12,032/20	4416		FERR PYLOR	ST	10	16	CLASSEN-MILLER ADDITION	R1	10	250,000		
1 FAMILY, NEW CONSTRUCTION	5070	12,029/20	1501		SUMMIT CROSSING	RD	6	5	CEDAR LANE SEC #2	R1	6	260,000		
1 FAMILY, NEW CONSTRUCTION	5070	12,029/20	2306		CRITTENDEN	PKY	3	6	ASHTON GROVE ADD #11	R1	3	300,000		
1 FAMILY, NEW CONSTRUCTION	5090	12,172/20	2717		INGELS	DR	3	1	HALL BROOKE ADD #6	PUD	3	700,000		
1 FAMILY, NEW CONSTRUCTION	5100	12,102/20	2329		TIMBERBROOK	PL	4	12	VINTAGE CREEK ADDITION	R1	4	350,000		
1 FAMILY, NEW CONSTRUCTION	5138	12,172/20	416		GREENS	DR	6	1	HIGHLAND VILLAGE ADD SEC 10	PUD	6	305,000		
1 FAMILY, NEW CONSTRUCTION	5140	12,172/20	420		GREENS	PKY	5	1	HIGHLAND VILLAGE ADD SEC 10	R1	5	360,000		
1 FAMILY, NEW CONSTRUCTION	5142	12,172/20	500		GREENS	PKY	7	1	HIGHLAND VILLAGE ADD SEC 10	R1	7	350,000		
1 FAMILY, NEW CONSTRUCTION	5144	12,172/20	409		VILLAGE LAKE	DR	18	1	HIGHLAND VILLAGE ADD SEC 10	R1	18	410,000		
1 FAMILY, NEW CONSTRUCTION	5147	12,172/20	1701		KALEB'S	CT	13	9	CEDAR LANE SEC #2	R1	13	480,000		
1 FAMILY, NEW CONSTRUCTION	5149	12,172/20	1708		KALEB'S	CT	15	9	CEDAR LANE SEC #2	R1	15	265,000		
1 FAMILY, NEW CONSTRUCTION	5151	12,152/20	5600		FRONTIER	TR	2	4	GLENRIDGE SEC #2	R1	2	341,000		
1 FAMILY, NEW CONSTRUCTION	5168	12,292/20	12700		POST OAK	DR	24	1W	NOT SUBDIVIDED	PUD	24	294,626		
1 FAMILY, NEW CONSTRUCTION	5191	12,217/20	600		TIMBERBROOK	DR	6	12	VINTAGE CREEK ADDITION	A2	6	170,000		
1 FAMILY, NEW CONSTRUCTION	5201	12,217/20	4598		NORTHFIELDS	DR	1	4	CARRINGTON PLACE ADD #14	PUD	1	320,000		
1 FAMILY, NEW CONSTRUCTION	5236	12,222/20	4899		NORTHFIELDS	LN	8	5	CARRINGTON PLACE ADD #14	R1	8	1,596,803		
1 FAMILY, NEW CONSTRUCTION	5237	12,222/20	4813		NORTHFIELDS	LN	7	5	CARRINGTON PLACE ADD #14	R1	7	350,000		
1 FAMILY, NEW CONSTRUCTION	5238	12,222/20	315		BULVERDE	DR	8	2	LITTLE RIVER TRAILS SEC #3	R1	8	500,000		
1 FAMILY, NEW CONSTRUCTION	5240	12,292/20	1915		PEBBLE POND	DR	7	2	STONE LAKE	PUD	7	375,000		
1 FAMILY, NEW CONSTRUCTION	5241	12,292/20	3100		PEBBLE POND	DR	11	1	STONE LAKE	R1	11	275,000		
1 FAMILY, NEW CONSTRUCTION	5252	12,292/20	1709		KALEB'S	CT	9	9	CEDAR LANE SEC #2	R1	9	275,000		
1 FAMILY, NEW CONSTRUCTION	5254	12,292/20	3613		ADISON	AVE	41	6	CEDAR LANE SEC #2	R1	41	340,000		
1 FAMILY, NEW CONSTRUCTION	5256	12,292/20	4517		BELLINGHAM	LN	5	1	CARRINGTON PLACE ADD #14	R1	5	320,000		
1 FAMILY, NEW CONSTRUCTION	5258	12,292/20	3112		PEBBLE POND	DR	14	1	STONE LAKE	R1	14	700,000		
1 FAMILY, NEW CONSTRUCTION	5370	12,292/20	617		TIMBERBROOK	DR	1	13	VINTAGE CREEK ADDITION	R1	1	287,500		
1 FAMILY, NEW CONSTRUCTION	2478	12,068/20	3004		MONTANA	DR	2	2	GREENLEAF TRAILS ADD 9	PUD	2	355,000		
1 FAMILY, NEW CONSTRUCTION	4805	12,032/20	3021		KETTLE	RD	3	5	GREENLEAF TRAILS ADD 10	PUD	3	243,810		
1 FAMILY, NEW CONSTRUCTION	4924	12,032/20	1105		SAWILL	RD	1	3	RED CANYON RANCH SEC 6	PUD	1	225,360		
1 FAMILY, NEW CONSTRUCTION	4825	12,032/20	3740		SAWILL	RD	1	2	RED CANYON RANCH SEC 8	PUD	1	250,470		
1 FAMILY, NEW CONSTRUCTION	4883	12,032/20	3736		SAWILL	RD	11	2	RED CANYON RANCH SEC 8	PUD	11	263,770		
1 FAMILY, NEW CONSTRUCTION	4884	12,032/20	805		KETTLE	RD	3	5	GREENLEAF TRAILS ADD 10	PUD	3	286,620		
1 FAMILY, NEW CONSTRUCTION	4885	12,032/20	3755		BLACK MESA	RD	5	3	RED CANYON RANCH SEC 6	PUD	5	250,740		
1 FAMILY, NEW CONSTRUCTION	5034	12,092/20	2212		NORWOOD	DR	13	6	BELLATONA SEC #2	PUD	13	272,160		
1 FAMILY, NEW CONSTRUCTION	5036	12,092/20	2217		NORWOOD	DR	3	2	BELLATONA SEC #2	R1	3	162,540		
1 FAMILY, NEW CONSTRUCTION	5061	12,102/20	3752		BLACK MESA	DR	14	2	RED CANYON RANCH SEC 6	PUD	14	292,320		
1 FAMILY, NEW CONSTRUCTION	5062	12,102/20	800		ST	ST	3	3	GREENLEAF TRAILS ADD 10	PUD	3	215,820		
1 FAMILY, NEW CONSTRUCTION	5075	12,142/20	3017		MIDLAND VALLEY	DR	6	5	GREENLEAF TRAILS ADD 10	PUD	6	205,920		
1 FAMILY, NEW CONSTRUCTION	5109	12,172/20	317		KETTLE	DR	4	3	LITTLE RIVER TRAILS SEC #3	PUD	4	351,180		
1 FAMILY, NEW CONSTRUCTION	5170	12,172/20	3013		MAYBURY	DR	6	5	GREENLEAF TRAILS ADD 10	PUD	6	351,180		
1 FAMILY, NEW CONSTRUCTION	5171	12,172/20	2216		NORWOOD	DR	12	8	GREENLEAF TRAILS ADD 10	PUD	12	215,640		
1 FAMILY, NEW CONSTRUCTION	5172	12,172/20	2220		NORWOOD	DR	15	6	BELLATONA SEC #2	R1	15	164,070		
1 FAMILY, NEW CONSTRUCTION	5173	12,212/20	2660		CARBON	CT	15	6	DEERFIELD ADD SEC 8	RE	15	145,710		
1 FAMILY, NEW CONSTRUCTION	5058	12,282/20	533	NE	23RD	AVE	15	5	ALAMEDA PARK ADD #3	RE	15	1,003,161		
1 FAMILY, NEW CONSTRUCTION	5243	12,282/20	804		MIDLAND VALLEY	ST	2	3	GREENLEAF TRAILS ADD 10	R1	2	143,000		
TEMPORARY ROLL-OFF, OTHER	5013	12,022/20	5001		36TH	AVE	1	1	MASTERCRAFT PROPERTIES	PUD	1	215,950		
TEMPORARY ROLL-OFF, RESIDENTIAL	5245	12,172/20	593	E	LINDSEY	ST	2	2	BOYD VIEW #2	PUD	2	40		
TEMPORARY ROLL-OFF, RESIDENTIAL	5018	12,012/20	724		PEREGRINE	DR	7	3	EAGLE CLIFF ADD #1	R1	7	40		
TEMPORARY ROLL-OFF, RESIDENTIAL	5300	12,222/20	1974	E	TECUMSEH	RD	15	1E	INDIAN LAND	A2	15	0		
TEMPORARY ROLL-OFF, RESIDENTIAL	5300	12,222/20	805	E	MAIN	ST	2	51	NORMAN, ORIGINAL TOWNSHIP	R1	2	0		
TOTAL PERMITS (EXCLUDING TEMP ROLL-OFF)												163,614	1,885	224,359
TOTAL VALUATION												\$ 19,470,102		
TOTAL DEMO-NET DWELLING UNITS												19		

Permit Type	Permit Count	Unit Count	Valuation	Permit Type	Permit Count	Unit Count	Valuation	Permit Type	Permit Count	Unit Count	Valuation
1 & 2 FAMILY, STORM SHELTER	23		72,596					RESIDENTIAL STORAGE CONTAINER			
1 & 2 FAMILY, ADD OR ALT	15		428,017					TEMPORARY ROLL-OFF, RESIDENTIAL			
1 & 2 FAMILY, CARPORT	0		\$					TEMPORARY ROLL-OFF, OTHER			
1 & 2 FAMILY, FIRE REPAIR	4		394,782					SEASONAL STORAGE CONTAINER			
1 & 2 FAMILY, PAVING	8		152,053								
1 & 2 FAMILY, STORAGE BLDG	9		241,230								
1 & 2 FAMILY, SWIMMING POOL	9		531,696								
1 FAMILY, MANUFACTURED HOME REPLACEMENT	1		69,400								
2 FAMILY, NEW CONSTRUCTION	0		17,561,928								
2 FAMILY, NEW CONSTRUCTION	0										
2 FAMILY, NEW CONSTRUCTION	0										
2 FAMILY, FIRE REPAIR	0										
2 FAMILY, FOUNDATION	0										
GROUP QUARTERS	0										
GROUP QUARTERS	0										
GROUP QUARTERS	0										
TOTAL	119		\$ 19,470,102								

NET # DU

DEMO-RESIDENTIAL

TOTAL DEMO-NET DWELLING UNITS

City of Norman
BUILDING PERMITS AND INSPECTIONS

NON-RESIDENTIAL BUILDING PERMITS
Issued DECEMBER 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	THIBERLAVE CONSTRUCTION	JOHNSON CONTROLS PHASE 2	3391	12/15/2020	5005		YORK	DR	2	2	WESTINGHOUSE ELECTRIC	I1	\$ 325,000	4500
COMMERCIAL, ADD/ALT	PRECISION CONST. GROUP, LLC	UNIVERSITY ANIMAL HOSPITAL ADDITION	4152	12/22/2020	1218		LINDSEY PLAZA	DR	2	2	EAST LINDSEY PLAZA #2	C2	\$ 220,000	935
COMMERCIAL, ADD/ALT	ALTBERRAN ELECTRIC, LLC	T MOBILE GENERATOR	4428	12/31/2020	1017	N	UNIVERSITY	BLVD	1	33	NOT SUBDIVIDED	C3	\$ 10,000	40
COMMERCIAL, ADD/ALT	CSO DEVELOPMENT	O-YOU STOP DRIVE THRU	4846	12/16/2020	101	N	PORTER	AVE	2	1	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 20,000	60
COMMERCIAL, ADD/ALT	OWNER	DELISH NUTRISH & BEEHIGH	4860	12/21/2020	2205	W	MAIN	ST	2	1	WESTWOOD PLAZA - REPLAT BLK B	C2	\$ 1,500	2200
COMMERCIAL, ADD/ALT	OWNER	NORTH PORTER CENTER-LANDLORD	4870	12/1/2020	129	N	PORTER	AVE	27	33	NORMAN, ORIGINAL TOWNSHIP	A2	\$ 2,750	1820
COMMERCIAL, ADD/ALT	SUN CONSTRUCTION SERVICES	ROCK CREEK CULTIVATION MM GROW	4909	12/1/2020	2805		72ND	AVE	17	1W	OAK LAWN ACRES	A2	\$ 20,000	600
COMMERCIAL, ADD/ALT	P & P HOMES & REMODELS, INC.	RESTORE	4915	12/16/2020	1008		24TH	AVE	7	68	CLORUM OFFICE PARK	C1	\$ 280,000	9550
COMMERCIAL, ADD/ALT	BONEDRY WATERPROOFING, LLC	MANGO CANNABIS	4922	12/15/2020	11700	E	POST OAK	ST	13	68	NORMAN, ORIGINAL TOWNSHIP	A2	\$ 50,000	5815
COMMERCIAL, ADD/ALT	SUN CONSTRUCTION SERVICES	CLEARCREEK CROPS MM GROW	4988	12/15/2020	11700	E	POST OAK	RD	23	1W	NOT SUBDIVIDED	C3	\$ 38,000	5815
COMMERCIAL, ADD/ALT	FEDERAL PROTECTION, INC.	RACE PLACE RC CARS	5040	12/16/2020	500	W	MAIN	ST	22	17	WAGONER'S TR. FIRST ADD	C2	\$ 50,000	1500
COMMERCIAL, ADD/ALT	FEDERAL PROTECTION, INC.	NORMAN HOUSING OFFICE	5081	12/10/2020	700	N	BERRY	RD	1	1	ROSE ROCK VILLA	RM6	\$ 50,000	5900
COMMERCIAL, ADD/ALT	FEDERAL PROTECTION, INC.	NORMAN HOUSING OFFICE	5083	12/10/2020	700	N	BERRY	RD	1	1	ROSE ROCK VILLA	RM6	\$ 29,589	12
COMMERCIAL, ADD/ALT	AZTEC BUILDING SYSTEMS, INC.	VERIZON WIRELESS HALL	5084	12/10/2020	1820	W	TEJUNSEH	RD	11	7	NORTHBRIDGE IND PARK #3	I1	\$ 2,000	59
COMMERCIAL, ADD/ALT	MUTISABRE	VERIZON WIRELESS ANTENNAS	5246	12/17/2020	2497		8TH	AVE	17	2W	NOT SUBDIVIDED	A2	\$ 11,000	5
COMMERCIAL, INTERIOR FINISH	AZTEC BUILDING SYSTEMS, INC.	RIEGER, LLC	4976	12/10/2020	1820	W	TEJUNSEH	RD	11	7	NORTHBRIDGE IND PARK #3	I1	\$ 35,000	1445
COMMERCIAL, INTERIOR FINISH	POP MODERN	EQUITY BREWING	4977	12/10/2020	1820	W	TEJUNSEH	RD	11	7	NORTHBRIDGE IND PARK #3	I1	\$ 35,000	1445
COMMERCIAL, NEW CONSTRUCTION	FLINTCO, INC	CITY OF NORMAN FLEET MAINTENANCE BUILDING	5024	12/15/2020	109	E	TOWNSHIP	ST	1	3	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 20,000	1250
COMMERCIAL, NEW CONSTRUCTION	FLINTCO, INC	CITY OF NORMAN FLEET MAINTENANCE BUILDING	3168	12/14/2020	4310		DA VINCI	ST	24	3W	CITY PROPERTY	I1	\$ 7,377,575	18634
COMMERCIAL, NEW CONSTRUCTION	FLINTCO, INC	CITY OF NORMAN FLEET MAINTENANCE BUILDING	3171	12/14/2020	1320		DA VINCI	ST	24	3W	CITY PROPERTY	I1	\$ 3,014,464	15815
COMMERCIAL, NEW CONSTRUCTION	JP'S WELDING	CITY OF NORMAN FLEET MAINTENANCE SHED	4968	12/11/2020	1550		DOUBLE	DR	1	2	NORTHBRIDGE IND PARK #5	I1	\$ 15,400	4560
COMMERCIAL, PARKING LOT	OWNER	430 S. LLC, PARKING LOT	4048	12/22/2020	122	W	EUFRAULA	ST	22	69	LARSH ADD #1	CCFB	\$ 13,000	7000
TEMPORARY BLDG/CONST TRAILER	MILLER-TIPPENS CONSTRUCTION	MILLER-TIPPENS TRAILER	4815	12/12/2020	3920		R.C. LUTTRELL	DR	14	4	MEDICAL PARK WEST SEC 4	PUD	\$ 2,500	320
TEMPORARY BLDG/CONST TRAILER	JE DUNN CONSTRUCTION CO	JE DUNN CONST. TEMP. OFFICE	4087	12/11/2020	3361		HEALTHPLEX	PKY	27	2	NORMAN PARKWAY 2	PUD	\$ 400,000	12000

Total Permits	25	Average Valuation	\$ 477,567	Total Project Area	3,867
			\$ 11,939,182		98,577

Permit Type	Permit Counts	Valuation
COMMERCIAL, ADD/ALT	15	\$ 1,093,143
COMMERCIAL, FOUNDATION PERMIT	0	\$ -
COMMERCIAL, FIRE REPAIR	0	\$ -
COMMERCIAL, INTERIOR FINISH	3	\$ 90,000
COMMERCIAL, NEW CONSTRUCTION	4	\$ 10,338,539
COMMERCIAL, NEW SHELL BLDG	0	\$ -
COMMERCIAL, PARKING LOT	1	\$ 15,000
TEMPORARY BLDG/CONST TRAILER	2	\$ 402,500
TOTAL	25	\$ 11,939,182

Use Classification	Business
INDUSTRIAL	CITY OF NORMAN FLEET MAINTENANCE BUILDING
INDUSTRIAL	CITY OF NORMAN FLEET MAINTENANCE BUILDING
INDUSTRIAL	CITY OF NORMAN FLEET MAINTENANCE SHED

POLICE

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Administrative Summary

December 2020 Summary

Operations



Part I Crimes	2020	Current		2020	Year-To-Date	
		MONTH 5YR AVG	2019		YTD 5YR AVG	2019
Murder	0	1	1	5	4	3
Rape	5	4	3	39	59	62
Robbery	5	6	3	52	56	46
Agg. Assault	21	15	13	250	184	183
Burglary	41	53	44	527	655	536
Larceny	239	229	219	2,648	2,890	2,615
Motor Vehicle Theft	44	31	23	456	356	364
Arson	0	1	0	7	6	11
Part I Totals:	355		306	3,984		3,820

Part II Crimes						
DUI/APC	20	35	47	358	433	534
Drunkenness	23	44	35	412	632	581
Drug Violations	32	64	67	505	1,006	991
Forgery	18	11	10	133	213	175
Vandalism	63	81	90	891	945	962
Others	342	NA	423	4,850	NA	4,672
Part II Totals:	498		672	7,149		7,915

Total Reported Crime: 853 978 11,133 11,735

Other Reported Activity

Public Peace Reports	159	189	221	2,294	2,288	2,384
Warrants Served	97	105	109	1,126	0	1,711
Other Reports Totals:	256		330	3,420		4,095

Total Case Reports: 1,109 1,308 14,553 15,830

Collisions	2020	MONTH 5YR AVG	2019	2020	YTD 5YR AVG	2019
Fatality	1	0	0	10	7	4
Injury	32	63	50	553	703	667
Non-Injury	57	134	134	1,187	1,653	1,539
Total Collisions:	90		184	1,750		2,210

Call for Service

CAD Activity (All Other CFS)	3,439	NA	3,327	36,892	NA	38,541
Calls for Service (Only Police)	5,639	NA	7,440	82,161	NA	101,297
Total CFS:	9,078		10,767	119,053		139,838

Citations & Warnings:

Citations	243	NA	967	9,770	NA	15,869
Warnings	389	NA	1,695	14,935	NA	24,467
Total Citations & Warnings:	632		2,662	24,705		40,336

** 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 December 2020



IN SHELTER ANIMAL COUNTS

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	46	50	96	31	23	54	(42)	-44%
Ending	51	51	102	46	20	66	(36)	-35%

ANIMAL INTAKES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	121	59	180	64	25	89	(91)	-51%
Owner Relinquish	39	34	73	11	11	22	(51)	-70%
Owner Intended Euth	0	0	0	2	0	2	2	
Transfer In	0	0	0	0	13	13	13	
Other Intakes*	4	0	4	18	3	21	17	425%
Returned Animal	7	11	18	12	3	15	(3)	-17%
TOTAL LIVE INTAKES	171	104	275	107	55	162	(113)	-41%

*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)	5	5	5	5	0	0%
Dog Collected (DOA)	1	1	1	1	0	0%
Cat Collected (DOA)	4	4	0	0	(4)	-100%
Wildlife Transferred	0	0	0	0	0	
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	5	5	18	18	13	260%
Intake Sheep	0	0	0	0	0	
Intake Rabbits	0	0	0	0	0	
Intake Pigs	0	0	0	0	0	
Intake Other	3	3	0	0	(3)	-100%
TOTAL OTHER ITEMS	18	18	24	24	6	33%

LENGTH OF STAY (DAYS)

	2019	2020
Dog	8	12.4
Puppy	6.8	3.8
Cat	10.6	13.4
Kitten	7.4	3.5

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	39	26	0	65

Norman Animal Welfare Monthly Statistical Report December 2020



LIVE ANIMAL OUTCOMES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	75	81	156	39	39	78	(78)	-50%
Return To Owner	65	5	70	35	2	37	(33)	-47%
Transferred Out	17	4	21	14	11	25	4	19%
Returned in Field	0	0	0	0	3	3	3	
Other Outcome	0	0	0	0	0	0	0	
TOTAL LIVE OUTCOMES	157	90	247	88	55	143	(104)	-42%

OTHER ANIMAL OUTCOMES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	0	0	1	0	1	1	
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	2	2	4	3	3	6	2	50%
Owner Intended Euth	0	0	0	2	0	2	2	
TOTAL OTHER OUTCOMES	2	2	4	6	3	9	5	125%

TOTAL OUTCOMES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	157	90	247	88	55	143	(104)	-42%
Total Other Outcomes	2	2	4	6	3	9	5	125%
TOTAL OUTCOMES	159	92	251	94	58	152	(99)	-39%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	2	3	0	5	63%
Medical - Injured	0	0	0	0	0%
Behavior - Aggressive	3	0	0	3	38%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	5	3	0	8	

MONTHLY LIVE RELEASE RATE

2019	2020
98.4%	95.3%

Live Outcomes / (Total Outcomes - Owner Int Euth)



Monthly Service By Assignment

July 2020 to December 2020
Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Jul 2020 Hours	Aug 2020 Hours	Sep 2020 Hours	Oct 2020 Hours	Nov 2020 Hours	Dec 2020 Hours	Total Hours
Norman Animal Welfare Center	Community Services-NAWC	180:00	330:00	193:30	227:00	123:00	0:00	1,053:30
	Groomer	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Bather / Groomer	0:00	0:00	0:00	2:40	0:00	0:00	2:40
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	12:49	32:46	44:24	37:29	19:02	13:21	159:51
	NAWC-Community Outreach Volunteer	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Dog Handler	34:06	52:19	52:31	52:10	19:55	4:55	215:56
	NAWC-Foster Program	4:00	3:00	1:00	12:00	6:00	3:00	29:00
	NAWC-Kennel Assistant	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Laundry	0:00	0:00	5:32	3:53	2:37	0:00	12:02
	NAWC-Lobby Greeter	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Orientation	4:00	6:00	7:00	13:00	3:00	0:00	33:00
	NAWC-Photographer	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00	0:00
Veterinarian Assistant Tech	0:00	0:00	0:00	0:00	0:00	0:00	0:00	
Total		234:55	424:05	303:57	348:12	173:34	21:16	1,505:59
Grand total		234:55	424:05	303:57	348:12	173:34	21:16	1,505:59

PUBLIC WORKS

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

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed four (4) final plats and one (1) plat for concurrent construction for the development Committee; one (1) Rural Certificate of Survey, and one (1) preliminary plat request for the Planning Commission; two (2) Rural Certificate of Survey, and one (1) preliminary plat to City Council. The Development Engineer reviewed 28 sets of construction plans and 7 punch lists. There were 109 permits reviewed and/or issued. Fees were collected in the amount of \$8,494.93.

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 January 2021 substantial 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 new sidewalk installations between Lindsey Street and Alameda Street on the west side of 24th Avenue East*
- *Finished the top layer of asphalt surfacing between Lindsey Street and Robinson Street*
- *Finished reconstruction of the SW quadrant of the Robinson Street/24th Avenue East intersection*
- *Continued backfilling with soil behind the curb and gutter while grading for the new sidewalk between Alameda Street and Robinson Street on the west side of 24th Avenue East*
- *Finished installing conduit for the traffic signal interconnect between Alameda Street and Robinson Street on the east side of 24th Avenue East*
- *Finished the concrete median curb and concrete turn lane on 24th Avenue East north of Robinson Street*

36th Avenue Northwest Phase 1 Waterline Relocations Project- Tecumseh Road to Franklin Road:

The City of Norman conducted a bid opening on September 24, 2020, for the 36th Avenue Northwest Phase 1 Waterline Relocations Project. The low bidder was W.E.B. Construction, Inc. of Moore, Oklahoma in the amount of \$184,684.00. The Norman City Council awarded the project at the October 13, 2020 City Council Meeting. A pre-construction meeting occurred October 23, 2020 and construction will begin on November 16, 2020. This project has a 120-calendar day construction schedule. Taking into account weather days, staff estimates a March 2021 completion. The City of Norman Public Works Department is administering the construction of this project with the aid of inspectors from the Norman Utilities Authority.

The project involves the following items:

- Lowering of existing water line crossings to accommodate future roadway widening

*Monthly Progress Report
Public Works (December 2020)*

The contractor's activities this month were as follows:

- *Mobilization*
- *Delivery of Pipe*
- *Relocation of Cox utilities in project area*

Porter Avenue and Acres Street Intersection 2019 Bond Project:

The City of Norman conducted a bid opening on October 1, 2020, for the Porter Avenue and Acres Street Intersection 2019 Bond Project. The low bidder was Rudy Construction Co. of Oklahoma City, Oklahoma in the amount of \$2,600,996.65. The Norman City Council awarded the project at the October 27, 2020 City Council Meeting. A pre-construction meeting occurred November 12, 2020 and construction began on November 17, 2020. This project has a 270-calendar day construction schedule. Taking into account weather days, staff estimates an August 2021 completion. The City of Norman Public Works Department is administering the construction of this project with the aid of inspectors from the Norman Utilities Authority.

The project involves the following items:

- Revised geometry of the intersection to enhance traffic operations and pedestrian safety
- New traffic signals with ADA compliant ramps and crossings.
- New storm water structures meeting current City of Norman codes and ordinances
- Dedicated left turn lanes to enhance traffic operations
- Reconfigured Daws Street to accommodate intersection improvements at Porter and Acres
- Waterline utility relocations as needed to accommodate intersection improvements
- New ADA compliant pedestrian sidewalks adjacent to the roadway
- Streetscape elements including decorative sidewalks, lighting, and landscaping

The contractor's activities this month were as follows:

- *Installation of Waterlines from Gray to Porter and crossings at Gray*
- *Demolition of Posh Pets Building*
- *Removal of light poles and curbs in preparation for moving traffic to outside lanes of Porter.*

Transit Division

Construction of the Transit Operations and Maintenance Facility

The North Base Complex, Phase 1 project was awarded to Flintco, LLC in the amount of \$8,648,000 on October 13, 2020. This project includes construction of the Transit/Fire Maintenance Facility and Parks Maintenance Facility at the North Base Complex. The Notice to Proceed was issued on November 2, 2020, and a groundbreaking ceremony was held on the same day. It is estimated that the project will be completed in July 2021.

The project involves the following items:

- *Construction of New Transit/Fire Maintenance Building and Parks Maintenance Building*
- *Utility Extension to serve the new complex*
- *New storm water structures meeting current City of Norman codes and ordinances*
- *Construction of paved parking and storage areas to serve the Operations and Maintenance Facilities*
- *Revisions to secured access to the North Base Facility.*

The contractor's activities this month were as follows:

- *Mobilization and Groundbreaking*
- *Materials Submittals*
- *Demolition of existing pavement*
- *Construction of new sanitary sewer lines and abandonment of existing line.*
- *Rough grading of site and building pads.*

Roadway Bond Projects:

During the month of December, concrete paving maintenance continued in the Colonial Estates addition on Vicksburg Avenue as part of the Street Maintenance Bond 2020 Urban Concrete Project. Concrete paving maintenance continued in the Woodcrest and High meadow Additions as part of the Street Maintenance Bond 2021 Urban Concrete Project. Asphalt paving maintenance was completed at Ann

Monthly Progress Report

Public Works (December 2020)

Branden Boulevard between State Highway 77 and 24th Avenue SE as part of the Street Maintenance Bond 2021 Urban Asphalt Project.

PUBLIC TRANSIT

Public Transit Response to COVID-19 (coronavirus)

Below are actions that have continued to be 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.

- 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.

City of Norman Transit Long Range Plan Update

City staff continued working with the consultant, Nelson\Nygaard, as they finalized the existing conditions report and began analyzing the public input from the first round of public outreach that occurred on November 18 and 19, and via an online survey. Around February 2021, staff anticipates a second round of public outreach will occur where comments can be made on draft recommendations for the plan.

Transit Monthly Ridership Report

Attached is the transit performance report for *November 2020*

STREETS DIVISION

CAPITAL PROJECTS:

60TH AVENUE SE: CEDAR LANE ROAD TO POST OAK ROAD

Streets crews worked an overlay at 60th Avenue SE: Cedar Lane and Post Oak Road and required 2161.54 tons of asphalt for the repair.

156TH HIGHWAY 9 TO IMHOFF ROAD

Streets crews worked an overlay at 156th Highway 9 to Imhoff Road and required 79.42 tons of asphalt for the repair.

SUMMIT BEND: SUMMIT CROSSING PARKWAY-NORTHVIEW

Streets crews worked panel replacement repair at Summit Bend: Summit Crossing Parkway-Northview. This repair required 120 cubic yards of concrete and resulted in over 389 square yards repaired.

CONCRETE OPERATIONS:

4913 WELLMAN DRIVE

Streets crews replaced damaged concrete panels on 4913 Wellman Drive. This repair required 4 cubic yards of concrete and resulted in over 12 square yards repaired.

ROADSIDE OPERATIONS:

MOWING OF ROADSIDE RIGHTS-OF-WAY

Streets Roadside Mowing crew continued their summer mowing schedule. During November, 2020, 51 miles of rural rights-of way and 235,932 sq. ft. of urban rights-of-way were mowed.

STORMWATER

WORK ORDER RESPONSE

Stormwater Division received 21 work order requests and closed 21 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance crew completed work to replace a leaking stormwater box and pipe at 1816 Winding Ridge Road. This stage of the project required 19.5 yards of concrete to be placed for sidewalks and aprons. The crew also permanently fixed a manhole lid that had been damaged at Gray Street and Webster Avenue. They used one yard of concrete to repair the apron. The crew performed an emergency repair to a failed jerry grate on Brownwood Lane. The Infrastructure Maintenance crew also checked 76 inlets and cleared 55 inlets, totaling one ton of debris removed.

DRAINAGE MAINTENANCE

The Channel Maintenance crew removed and disposed of over 50 tons of debris in the form of drifts from Merkle Creek and the Normandy and Meadow Avenue channels. The Channel Maintenance crew also removed 5 tons of debris from an aquatic rodent dam at the Wildwood Community Church in Hall Park and continued to remove debris from creeks and channels across the city from the recent ice storm. The Channel Maintenance crew removed 205 tons of drainage debris from Merkle Creek, Bishop Creek, and a drainage channel in Eagle Cliff and placed it in the right-of-way for disposal by the contract debris haulers. The Channel Maintenance crew checked 100 inlets and cleared 30 inlets, totaling 1.5 tons of debris removed.

URBAN STREET SWEEPING/CAMERA TRUCK OPERATIONS

A total of 474 lane miles were swept in November resulting in the removal of approximately 106 tons of debris from various curb lined streets throughout the city. The Camera crew went to West Ridge Terrace and McCall Drive to camera the stormwater lines for possible leaks causing sinkholes.

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

STORMWATER OKIE LOCATES

During the month of November, 2515 Call 811 Okie Spots were received. Of those requests, 45 were stormwater pipe locates, 26 were marked, and 560 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 83 inspections of 62 active sites

Issued 0 citation and 0 NOVs to active sites

Issued 0 Earth Change Permits to new projects.

MS4 OPERATIONS

Received and responded to 25 citizen calls/ YTD Total is 95.

Conducted 8 outfall inspections.

Conducted 2 detention/retention pond inspections.

On December 4, Carrie Evenson and Michele Loudenback attendee the kickoff meeting for the Lake Thunderbird Watershed TMDL Data Analysis and Plan Update via Zoom with Freese and Nichols, Inc. Pertinent OWRB staff with knowledge of the TMDL monitoring were in attendance as well. The purpose of this project is to review TMDL monitoring data collected over the last 5 years, determine level of compliance with the pollution reduction requirements, recommend structural controls as necessary, and update the TMDL Compliance and Monitoring Plans in preparation for the next 5-year compliance period.

On December 5, Dr. Evenson and Ms. Loudenback attended a Zoom meeting regarding the Phase II Municipal Separate Storm Sewer (MS4) General Permit, OKR04, Reauthorization Meeting with DEQ and other stormwater managers from across the state.

On December 9, Dr. Evenson and Ms. Loudenback attended a Zoom meeting to discuss the formation of the Lake Thunderbird Watershed Alliance's Board of Directors.

On December 10, Dr. Evenson and Ms. Loudenback attended a Zoom meeting to kick off the 2021 Artful Inlets program.

On December 15, 2020, the Lake Thunderbird Watershed Blitz culminated in the 5th Annual Lake Thunderbird Workshop and Clean-up Event. With a beautiful setting and wonderful weather, forty-seven (47) volunteers discussed the lake and ways to help its water quality, enjoyed a rainfall simulator demonstration by the Assistant Director of the Soil Health Program at Oklahoma Conservation Commission, and then helped remove over 640 pounds of material from the Lake Thunderbird State Park.

*Monthly Progress Report
Public Works (December 2020)*

In its entirety, the Blitz saw almost 100 volunteers remove over 1,150 pounds of material that could have otherwise been washed into our precious water resources—a fact that easily declares the 2020 Lake Thunderbird Watershed Blitz a huge success! Special thanks goes out to our All Stars who attended every clean-up during the Blitz: John Houghton and Mary Hogan (pictured below). They and all of the other volunteers are key to the success of these events. On November 16, Dr. Evenson and Ms. Loudenback attended a Zoom meeting for the Lake Thunderbird Watershed Alliance's Technical Advisory Group. This group will bring together a diverse group of entities who have conducted or plan to conduct research in the Lake Thunderbird watershed to help guide the Lake Thunderbird Watershed Alliance's future work to improve water quality in the watershed.

On December 18, Dr. Evenson and Ms. Loudenback surveyed areas around downtown Norman to determine the locations for the 2021 Artful Inlets installation.

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.

December 2020
DEVELOPMENT COORDINATION, ENGINEERING,
AND PERMIT REVIEW

Subdivision Development:

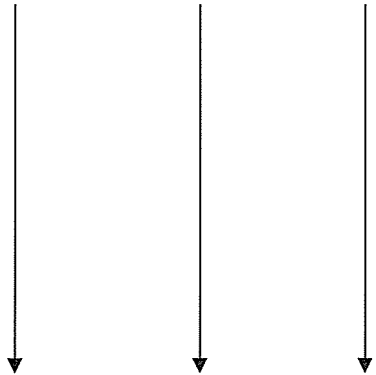
FY 2021 Associated Fees

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

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

City Council Review:

- Certificate of Survey.....0
- Preliminary Plat.....0
- Final Plats4
- Certificate of Plat Correction...0
- Encroachment.....0
- Easements.....0
- Closure.....0
- Release of Deferral.....0



Development Committee:

- Final Plats.....0

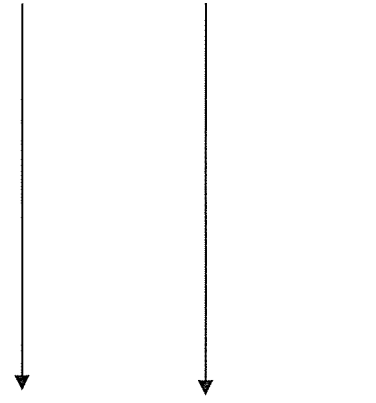
Fee-In-Lieu of Detention..... 0

Subtotal:	\$16,970.00	\$850.00	\$54,420.00
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Permits Reviewed/Issued:

(includes Offsite Construction fees)

- **Single Family..... 55
- ***Commercial..... 6
- Multi-Family..... 1
- Addition/Alteration..... 30
- House Moving..... 1
- Paving Only..... 7
- Storage Building..... 7
- Swimming Pool..... 7
- Storm Shelters.....24
- Public Improvements.....4
- Temporary Encroachments.....0
- Fire Line Pits/Misc..... 1
- Flood Plain (@\$100.00 each)..... 3



Total Permits.....

Grand Total.....

	\$300.00	\$100.00	\$700.00
Total Permits.....	\$11,422.84	\$7,644.93	\$43,958.21
Grand Total.....	\$28,712.84	\$8,594.93	\$99,098.21
****Construction Plan Review occurrences	17	28	128
*****Punch Lists prepared.....	6	7	35

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

December 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	6	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	55	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	6	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	5	100%



PERFORMANCE REPORT

Summary of Services Table: November 2020

The table below provides daily averages for the number of passengers carried by many of the services offered by EMBARK Norman. The year-to-date (YTD) figures are cumulative totals. Although the Fiscal Year for 2020 began on July 1, 2019, EMBARK did not start providing service in Norman until August 5, 2019, and ridership numbers are counted from that date forward. EMBARK PLUS operations and ridership began October 2019.

EMBARC Norman Service Summary	ADP Nov FY21	FY21 YTD	FY20 YTD	Service Profile	Nov FY21	Nov FY20	Oct FY21
Fixed Routes (M-F)	751	77,150	108,840*	Weekdays	20	20	22
Fixed Routes (Sat)	290	4,847	N/A*	Saturdays	4	0	5
PLUS (M-F)	63	6,560	3,531**	Gamedays	2	0	0
-Zone 1***	50	5,228	2,941**	Holidays	1	1	0
-Zone 2****	13	1,332	590**	Weather	0	0	3
PLUS (Sat)*****	10	208	N/A**	Fiscal YTD Days	123	83*	99
				2020 YTD Days	251	83*	227

*From 8/5/2019

**From 10/1/2019

*** Requires ¾ mile

****Operates only on Weekdays until 7:00 pm

*****Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 21 YTD	FY 21 Targets	
# of Norman fixed-route passenger trips provided	81,878	326,858	◆
# of Norman paratransit trips provided	6,768	16,421	▲
% of on-time Norman paratransit pick-ups	99.31%	95.00%	■
# of Norman bus passengers per service hour, cumulative	10.84	12.70	▲

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STREET DIVISION					
	FYE 2021 December 2020	FYE 2021 December 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	100%	100%	100%	100%	95%
(tons of material used)	2.14		73.48		
Overlay/pave 10 miles per year.	5.00	50%	12.65	127%	100%
Replace 1,160 square yards of concrete pavement panels	41.50	4%	1,653.50	143%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	47.00	11%	107.00	25%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	-	0%	14,175,438.00	112%	100%
Mow 148 miles of Rural Right-of-way twice per year	-	0%	411.50	139%	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 DECEMBER, 2020	FYE 2021 DECEMBER, 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)	370.00	74%	2,935.00	49%	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)	658.00	0.49%	3,552.00	24%	70%
Mow 2,271,548 sq. feet of open drainage ways, six times per year	-	0%	5,892,284.00	43%	90%
Perform erosion control inspections of permitted sites within 30 days.	119.00	127%	679.00		100%
Permit all earth disturbing operations over 1 acre in size.	3.00	100%	14.00		95%
Inspect City facilities identified as potential stormwater pollution sources.	-	200%	2.00		50%
Inspect stormwater outfalls.	9.00	0%	25.00		20%
Respond to stormwater complaints within 24 hours of the time reported	25.00	100%	147.00		100%
Enforcement actions (NOV's and citations)	-	N/A	-		N/A

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

Industry Standard Compliance: Not To Exceed 5%

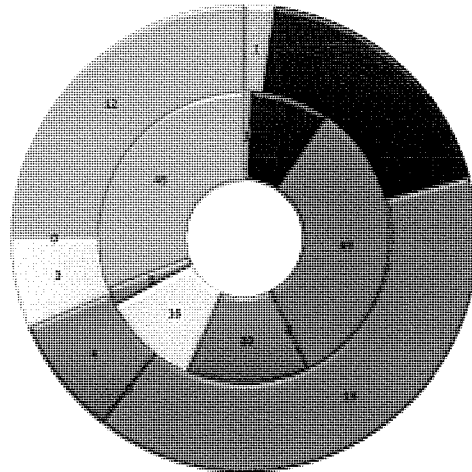
Department/Division	Number of PMs		Number of PMs Completed LATE	Number of PMs Still Past Due	Current % PENDING	Year To Date Non-Compliance Trend
	Scheduled	Completed On Time				
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
CUSTODIAL					0%	0%
BUILDING MAINTENANCE	2	1	1		0%	40%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	0%
FINANCE						
METER SERVICES	5	4		1	20%	54%
PLANNING						
PLANNING	4	2	2		0%	22%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE	1	1			0%	0%
PUBLIC WORKS						
ENGINEERING					0%	0%
STREETS	21	20		1	5%	10%
STORMWATER	4	2		2	50%	17%
TRAFFIC	9	9			0%	9%
STORMWATER QUALITY					0%	0%
FLEET					0%	0%
TRANSIT					0%	0%
POLICE						
ANIMAL CONTROL	3	2		1	33%	50%
POLICE ADMINISTRATION	3	2		1	33%	20%
POLICE STAFF SERVICES	2		1	1	50%	50%
POLICE CRIMINAL INVESTIGATIONS	2	2			0%	1%
POLICE PATROL	16	10	2	4	25%	89%
POLICE SPECIAL INVESTIGATIONS	4	3		1	25%	86%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION	1			1	100%	14%
FIRE SUPPRESSION	3	3			0%	53%
FIRE DISASTER PREPAREDNESS	1	1			0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	8	4	2	2	25%	54%
PARKS & RECREATION	1	1			0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	9	4	3	2	22%	72%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION	6	6			0%	17%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT	1	1			0%	200%
WATER PLANT	1	1			0%	0%
WATER PLANT WELLS					0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	10	8	1	1	10%	67%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	50%
WRF INDUSTRIAL					0%	25%
WRF BIOSOLIDS					0%	83%
WRF OPERATIONS	1	1			0%	0%
SEWER LINE MAINTENANCE	7	7			0%	20%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	10	3	4	3	30%	35%
SANITATION COMMERCIAL	2	1		1	50%	41%
SANITATION TRANSFER	2	1		1	50%	40%
SANITATION COMPOST	1	1			0%	45%
SANITATION RECYCLE	4	4			0%	33%
SANITATION YARD WASTE	1			1	100%	1%
CITYWIDE TOTAL	145	105	16	24	17%	33%

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT**

December FYE 2021

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
PSST										
1209	2015 Ford Interceptor	PSST Patrol	105111	104093	-1018	miles	12/30/2020	Light Repair	PM-C	9/17/2020
POLICE										
0986	2012 Ford F250	Police Animal Control	153401	147165	-6236	miles	12/3/2020	Light Repair	PM-D	3/14/2019
1061T	2002 Continental CC6105A	Police Special Investigations	1/4/2021	12/3/2020	-32	days	12/23/2020	Light Repair	PM-A	12/3/2019
1198	2002 Chevy C6500	Police Patrol	14476	5000	-9476	miles	11/2/2020	Heavy Repair	PM-D	1st Service
1040T	2001 TM WFCH Trailer	Police Staff Services	1/4/2021	5/8/2020	-241	days	4/5/2019	Light Repair	PM-A	5/8/2019
1192	2007 Polaris Ranger	Police Patrol	1/4/2021	10/9/2020	-87	days	11/25/2020	Light Repair	PM-C	10/9/2019
1177	2016 Ford Interceptor	Police Patrol	45703	45035	-668	miles	12/22/2020	Light Repair	PM-C	6/30/2020
1192T	2008 Nicoma 12x6 Utility	Police Patrol	1/4/2021	10/10/2020	-86	days	10/20/2020	Light Repair	PM-A	10/10/2019
1061	2008 Ford F250	Police Patrol	81506	81012	-494	miles	12/7/2020	Light Repair	PM-C	6/19/2019
1029	2016 Ford Explorer	Police Administration	34642	31704	-2938	miles	9/24/2020	Light Repair	PM-C	3/2/2020
1152T	2007 Jackson Mfg. Trailer	Police Staff Services	1/4/2021	11/12/2020	-53	days	12/9/2020	Light Repair	PM-A	11/12/2019
1163	2008 Ford Crown Vic	Police Patrol	136072	135279	-793	miles	12/9/2020	Light Repair	PM-C	6/15/2020
UTILITIES										
0										
0335	2015 Honda Trash Pump	Waterline Maintenance	1/4/2021	12/14/2020	-21	days	12/16/2020	Light Repair	PM-C	8/14/2020
307T	2016 Belshe Trailer	Water Line Maintenance	1/4/2021	10/28/2020	-68	days	10/28/2020	Heavy Repair	PM-A	10/28/2019
0337	2012 International Dump Truck	Water Line Maintenance	5710	5666	-44	hours	10/20/2020	Heavy Repair	PM-C	5/14/2020
SANITATION										
0251	2015 Peterbilt 348 Rearloader	Sanitation Yard Waste	9101	8653	-448	hours	12/2/2020	Heavy Repair	PM-D	12/13/2019
0269	2018 Peterbilt 320 Sideloader	Sanitation Residential	7431	7144	-287	hours	12/8/2020	Heavy Repair	PM-D	2/11/2020
0269	2018 Peterbilt 320 Sideloader	Sanitation Residential	7431	7144	-287	hours	12/8/2020	Heavy Repair	PM-T	2/11/2020
0240	2015 Peterbilt 320 Frontloader	Sanitation Commercial	9445	9280	-165	hours	12/10/2020	Heavy Repair	PM-C	8/6/2020
0282	2014 Ford F350	Sanitation Residential	109623	106376	-3247	hours	11/16/2020	Light Repair	PM-C	5/25/2020
0268	2018 Peterbilt 520 Sideloader	Sanitation Residential	5377	5030	-347	hours	11/4/2020	Heavy Repair	PM-C	7/17/2020
0260	2019 Peterbilt 348 Rearloader	Sanitation Yard Waste	3981	3545	-436	hours	11/18/2020	Heavy Repair	PM-C	9/12/2019
0260	2019 Peterbilt 348 Rearloader	Sanitation Yard Waste	3981	3176	-805	hours	11/18/2020	Heavy Repair	PM-T	10/23/2019
294T	2019 Titan Trailer	Sanitation Waste Disposal	1/4/2021	12/17/2020	-18	days	12/16/2020	Heavy Repair	PM-A	6/17/2020
PARK MAINTENANCE										
0416	2018 John Deere Z960M Ztrack	Park Maintenance	377	340	-37	hours	10/6/2020	Light Repair	PM-C	11/11/2019
422M	2014 Bradco SS	Park Maintenance	1/4/2021	7/21/20	-167	days	10/9/2020	Heavy Repair	PM-C	1/21/2020
406B	2011 John Deere Rotary Cutter	Park Maintenance	1/4/2021	11/8/20	-57	days	12/28/2020	Heavy Repair	PM-A	11/8/2019
PUBLIC WORKS										
0812	2018 Peterbilt 220 Sweeper	Stormwater	13676	13288	-388	miles	12/23/2020	Heavy Repair	PM-C	1/16/2020
812AX	2018 John Deere D365B Rear Eng	Stormwater	1/4/2021	7/17/2020	-171	days	12/23/2020	Heavy Repair	PM-C	1/17/2020
0135	2006 Broce RJ 350	Streets	1/4/2021	12/28/2020	-7	days	12/15/2020	Heavy Repair	PM-A	12/28/2019



**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

December 2020

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	ACTUAL	DIFFERENCE
# 001	101.51	72%	82.0%	10.0%	
# 002	130.50	72%	78.6%	6.6%	
# 003	99.32	72%	67.3%	-4.7%	
# 004	62.54	72%	100.0%	28.0%	
# 006	125.31	72%	84.9%	12.9%	
# 007	122.96	72%	81.9%	9.9%	
# 008	69.46	72%	78.7%	6.7%	
# 009	121.16	72%	74.4%	2.4%	
# 010	112.53	72%	81.1%	9.1%	
# 011	114.16	72%	77.5%	5.5%	
# 012	94.71	72%	92.8%	20.8%	
# 013	116.51	72%	85.1%	13.1%	
# 014	87.73	72%	54.2%	-17.8%	
# 016	85.75	72%	75.1%	3.1%	
# 018	98.16	72%	70.6%	-1.4%	
# 021	103.57	72%	79.0%	7.0%	
# 028	129.88	72%	83.3%	11.3%	

DIRECT LABOR HOURS _____ 1775.76

TOTAL AVAILABLE HOURS _____ 2276.10

PRODUCTIVITY GOAL _____ 72.0%

ACTUAL PRODUCTIVITY _____ **78.0%**

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

December 2020

IN GALLONS	FYE 2021	FUEL REPORT	
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	15,654.00	14,133.00	21,132.45
Outside - sublet	1,155.00	627.00	3,443.30
TOTAL	16,809.00	14,760.00	24,575.75

TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	17,977.98	15,456.94	17,689.15	3,443.30

FYE 2021 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	108,173.99	106,135.36	95,118.15	24,358.74

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$1.52	Low	\$1.28	UNLEADED	High	\$1.52	Low	\$1.28
DIESEL	High	\$1.65	Low	\$1.43	DIESEL	High	\$1.65	Low	\$1.43
CNG	High	\$0.84	Low	\$0.84	CNG	High	\$1.37	Low	\$1.37

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$85,527.44	Month Total Public CNG Sales	\$4,748
BATTERIES	\$853.31	FYE 2021 To Date Public Sales	\$32,566
OILS/FLUIDS	\$323.02	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$15,236.83	Total Sold Gallons Life To Date	940,674
SUBLET REPAIRS	\$8,538.81	Total Gross Sales Life To Date	\$1,347,762
TOTAL SPENT ALL parts/sublet	\$110,479.41	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Statio	2,432,371

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWOMONTHS AGO	YEAR TO DATE
ROAD SERVICE	10	6	8	173
EMERGENCY ROAD CALLS	17	36	21	271
PM SERVICES	140	144	126	1670
INCLEMENT WEATHER	0	0	1	2
WORK ORDERS	500	507	541	6047
SCHEDULED REPAIRS	193	194	186	2307
NON SCHEDULED REPAIRS	307	313	273	3217

Light Shop	CURRENT MONTH	LAST MONTH	TWOMONTHS AGO	YEAR TO DATE
ROAD SERVICE	1	1	1	45
EMERGENCY ROAD CALLS	2	8	4	53
PM SERVICES	86	91	83	1054
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	227	235	216	2749
SCHEDULED REPAIRS	117	122	107	1426
NON SCHEDULED REPAIRS	110	113	72	1133

Heavy Shop	CURRENT MONTH	LAST MONTH	TWOMONTHS AGO	YEAR TO DATE
ROAD SERVICE	4	5	5	112
EMERGENCY ROAD CALLS	15	28	17	196
PM SERVICES	39	38	32	428
INCLEMENT WEATHER	0	0	1	1
WORK ORDERS	193	216	255	2,394
SCHEDULED REPAIRS	61	56	54	695
NON SCHEDULED REPAIRS	132	160	152	1,634

Transit Shop	CURRENT MONTH	LAST MONTH	TWOMONTHS AGO	YEAR TO DATE
ROAD SERVICE	5	0	2	7
EMERGENCY ROAD CALLS	0	0	0	6
PM SERVICES	14	12	9	123
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	72	47	64	514
SCHEDULED REPAIRS	14	13	22	189
NON SCHEDULED REPAIRS	58	34	44	307

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

DECEMBER 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%	64	64	100%	452	452	100%
Provide information requested by citizens within 7 days	95%	64	64	100%	452	452	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	4	4	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	48	48	100%	200	200	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		0	0	100%	2765	730	0.26
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
		1.53	8	5.23	17.17	195	11.36
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
		12	12	100%	75	75	100%
Response to reports on traffic signal malfunctions within one hour.	99%	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
		15	15	100%	162	162	100%
Response to reports of sign damage:	Percentage						
High Priority Stop or Yield Signs	99%	15	15	100%	46	46	100%
Lower Priority all other signs	90%	33	33	100%	543	543	100%
Street Name Signs	90%	16	16	100%	164	164	100%
Percent of work hours lost due to on the job injuries.	<.01%	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
		2856	0	0.00	16912	0	0.00

Monthly Report

December 2020

LINE MAINTENANCE:

Waterline Capital Projects

- Bergundy Court – 100%
- Drawbridge Lane – 100%
- Morren Drive – 100%
- Rhoades Drive – 100%
- Stinson Street – Deferred
- Wellsite Drive – 100%

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 replaced 2-meter service connections, poured 8 yards of concrete, spread 8 yards of topsoil and laid 3,500 feet of sod, project 100% complete.

Water Line Breaks – 11 in December

Sewer Line Data

- Total obstruction service requests - 20
 - Private Plumbing: 19
 - City Infrastructure: 1
 - Sanitary Sewer Overflows: (2) – One on the City's side and one on private plumbing.

Lift Station D Flows:

- Days - 31
- Average daily flow: 1.26 MGD
- Total flow: 39.06 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. A preliminary meeting was held with City staff to discuss the project and what variances may be required. Additional funding will also be necessary due to the increased cost for the project to meet actual division needs now and into the future.

WASTEWATER PROJECTS:

Sewer Maintenance Project FYE17 (WW0307): Annual project will replace 28,500 feet of deteriorated sewer lines with high density polyethylene (HDPE) pipe and rehabilitate or replace 161 manholes. Area is bounded by Cavecreek Street and Pinecrest Street to the north, Sequoyah Trail and Woodcrest Creek Drive to the west, Rock Creek Road to the south and 12th Avenue NE to the east. Change Order No. 1 was a no-cost change order approved with the contract award. Change Order No. 2 was approved and added approximately 1,000 feet of 12-inch pipe replacement along Chautauqua Avenue from Symmes Street north to just south of Main Street. Change Order No. 3 was added to the project to address unforeseen storm sewer conflicts along Chautauqua and to also eliminate cleanouts for sewer service lines. The contractor has replaced approximately 15,500 feet of line. The replacement within Chautauqua has been completed and work is ongoing within the Woodcrest Addition.

Engineer: Staff with assistance from Lemke Surveying

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 reviewed plans in October 2020 and final plans are complete.

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 March 2021. Award contract to Lemke for surveying and drafting assistance should be in March 2021.

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 for solar project. Construction began in October 2020 and was complete final week of October 2020. DEQ performed final inspection Friday December 11, 2020 and were satisfied with project. They will send us a final letter closing out consent order.

WRF Reuse Pilot Study (WW0317): Project will consider treatment alternatives to produce highly treated effluent at the WRF suitable for discharge into Lake Thunderbird. In December 2019, we learned that we will be receiving a grant of up to \$700,000 from Bureau of Reclamation (BOR) to assist in funding project. On November 30, 2020, staff had virtual meeting with BOR who confirmed that Contract was being prepared and should be complete and submitted for NUA approval no later than early in 2021. Upon execution of contract, funding should be immediately available. NUA approved a contract with Garver on February 11, 2020 to design the pilot project and prepare a report with conclusions based on the results. On June 23, 2020, NUA approved Amendment No. 1 to Garver's contract to allow them to administer the pilot project including all of the rental equipment and sampling/analyses on

behalf of WRF. The sampling protocol for the study has been largely finalized, and Garver's subcontractor is continuing to receive delivery of and install equipment for the pilot testing. Work is on schedule to commence testing in the Spring of 2021.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF Dewatering Centrifuge Replacement (WW0326) – Project will replace centrifuges at WRF. Current centrifuges have reached the end of their useful life, and thus have excessive maintenance needs and require regular repairs to keep them operational. NUA approved an Engineering Contract with Garver, LLC December 8, 2020, and design has commenced. Design should be completed by July 2021 and construction project bid during August 2021. Contracts should be awarded and construction should commence in September 2021. Construction should then be completed by February 2022.

Engineer: Garver LLC (Michael "Cole" Niblett)

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. Design is progressing based on field investigations and 90% plans were submitted in November. Staff has reviewed the plans and there are constructability concerns regarding the proposed alignment. Alternative alignments are being evaluated.

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 project was put on hold pending further discussions with landowners for land application of biosolids that is a lower cost option than co-composting.

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 and received in December 2020. This project is not a high priority for service reliability but staff will complete this work in early 2021.

Engineer: Olsson, Inc. (Kevin Rood)

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 requested ODOT reimbursement on August 7, 2020 in the amount of \$260,320. ODOT requested additional copies of paid invoices and staff is working with Purchasing to provide copies. Reimbursement is expected in January 2021.

Waterline Replacement: Interstate Drive (WA0245): Project will replace approximately 8,600 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 8,600 feet of 6, 8, and 12-inch PVC pipe. Easements are still being acquired for the project with five of the six parcels received. The last easement is in final negotiations so the project was advertised and bids were opened on December 3, 2020. Cimarron Construction Co. was the lowest, responsible bidder and the contract will be awarded on January 12, 2021.

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 on the south side of Robinson. 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. (Garney) in the amount of \$1,978,875.00 on July 14, 2020. Garney's subcontractor for small diameter piping, Cimarron Construction (Cimarron), mobilized in early November, and, through the end of December 2020, they have installed approximately 2,500 LF of 12" diameter distribution main, mostly by directional bore, along with services and hydrants mostly on the south side of Robinson between Flood and Berry. Garney mobilized to the project during the first week of December 2020 and, through the end of December 2020, they have installed 1,500 LF of 30" transmission main. Garney expects to complete all project work by the Contract Completion Date in March 2021.

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 level were received and reviewed and comments were returned back to the consultant. Utility verification and potholing were completed to allow for the design to be finalized.

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. Project has been bid and awarded construction began in March 2020. Approximately 350 feet of additional 8-inch water line was added to the project to replace water line along University from Tonhawa to Daws that was found to be in poor condition. To-date, approximately 10,850 feet of pipe has been installed of the 11,850 linear feet in the project. The completion date for the project will need to be extended due to the time required for the railroad permit revision.

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. Contractor and staff completed final items in December. A final change order will be brought forth January 26, 2021.
.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 was sent out simultaneously to landowners located within 1,320 feet of the new wells. Staff attended a Ward 5 meeting where 10 attendees were worried we are going to drain the aquifer. Staff explained that we closely monitor the water levels in the aquifer and this has not been a problem and it is not expected to be a problem. The OWRB will approve at an upcoming 2021 meeting depending on what objections, if any, they receive.
Engineer: Cowan Group (Jeff Cowan)

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 Christiansen 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. Crews have completed all wells and are now complete with all 6 monitoring wells. 1 deep monitor well failed and was re-drilled in September. Well house construction is underway and the first slab was poured June 11, 2020 at Simpson. All well pads are complete, walls installed, and 7 are roofed and dried in. Five of the wells have pump and motors installed. Electrician is completing work on various wells. Project is expected to be complete by March 2021.

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

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 and submission of same for review is anticipated during the first quarter of 2021. It is anticipated that project may be ready for bidding in the Spring of 2021.
Engineer: Jacobs Engineering (Lars Ostervold).

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabiness Engineering, LLC was approved by NUA 12/11/18. Survey has been completed and a technical design memo was completed and reviewed by staff. With the existence of several large trees that will be impacted, staff held a neighborhood meeting 4/10/19. Approximately 21 people attended representing OU, sororities and fraternities, homeowners and landlords. The direction taken from the meeting was to start this summer and work through fall until completion. Staff offered summer work only and perform over two summers but it was unanimous 21 votes to start and continue until finished. It was also decided to install water line in the street and not under sidewalks. Staff followed up with meetings between consultant and potential contractors and it was decided that the project must be split into 2 summer phases to be successful. Phase I will begin July 1, 2019 and complete December 2019. Phase II is scheduled to begin May 15, 2020 and complete August 15, 2020. Bids were opened June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. 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. In case the semester ends early, current schedule calls for advertising Phase II in January 2021 and opening bids and awarding project in February 2021. Notice to Proceed could then be issued as early as March 2021 if the spring semester were to end early or on May 17, 2021 if semester remains on current schedule. In either case, Construction is anticipated to be complete before the start of the fall semester in August 2021.

Engineer: Cabiness 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. Notice to Proceed with construction was issued in early October 2020. Hammer mobilized around November 1, 2020, and, through the end of December 2020, has installed more than 6,500 LF (more than 50% of contract total) of 12-inch PVC transmission mains including all mains on 108th Ave N.E. and on E. Tecumseh Road. Work is on schedule to be complete before the

contract completion date in March 2021.

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. Notice to Proceed with construction was issued on September 10, 2020. SMC mobilized on or about October 1, 2020 and, through the end of December 2020, they have installed approximately 3,300 LF (approximately 20% of contract total) of 12-inch water line along Franklin from their Contract Limit on south of 36th Ave N.E. to approximately midway between 36th Ave N.E. and a point north of 36th Ave N.E. Work should be complete in March 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. Bids were opened on September 24, 2020. Bids were competitive with a total of eleven (11) bids received. G & L Tank Sandblasting and Coatings, LLC was the low bidder with a bid in the amount of \$79,400. Contract is anticipated to be awarded on January 26, 2021 with Construction to commence immediately thereafter and continue through the remainder of the winter season with Final Completion anticipated in April 2021.

Engineer: Dunham Engineering (Joe Seiter)

Water Treatment Plant Filter Effluent Pipe Improvements – During construction of the Phase II improvements at the Water Treatment Plant, staff discovered that the existing filter effluent line at the plant did not include an isolation valve, and, as a result, any future inspections or repair work on the 60+ year old line would require shutting down the entire treatment plant. To address this, a valve and inspection port will be cut into the existing filter effluent line that would allow portions of the plant to remain in service even if filter effluent line must be inspected and/or repaired in the future. NUA approved a Contract with Carollo Engineers on November 24, 2020. Bids were opened on December 18, 2020, and W.E.B. Construction was determined to be the lowest and best bidder. Contract is expected to be awarded on January 12, 2021 with Notice to Proceed to be issued immediately thereafter. Estimated completion date is July 2021, but the plant shutdown that is part of the project should be completed in March 2021, well before demand increases in spring.

Engineer: Carollo Engineers (Tom Crowley)

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. The property has been rezoned to add Municipal Use for the property to

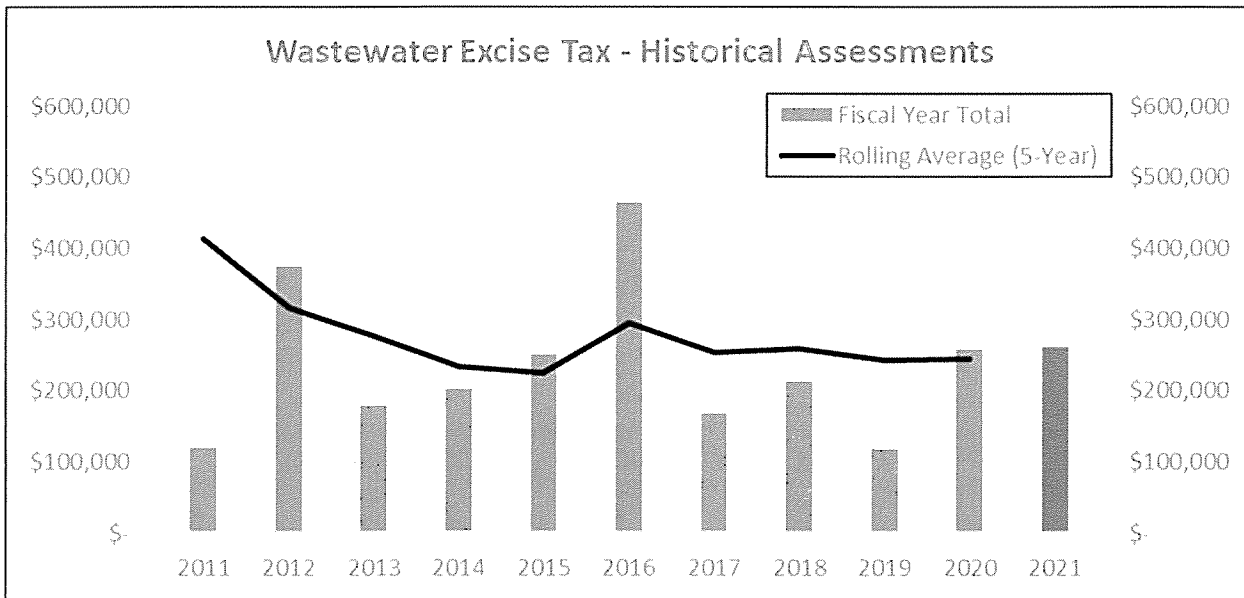
meet current code requirements. The final plans were completed and advertised. Bids were opened and contract award is pending.

Architect: Studio Architects, LLC (George Winters)

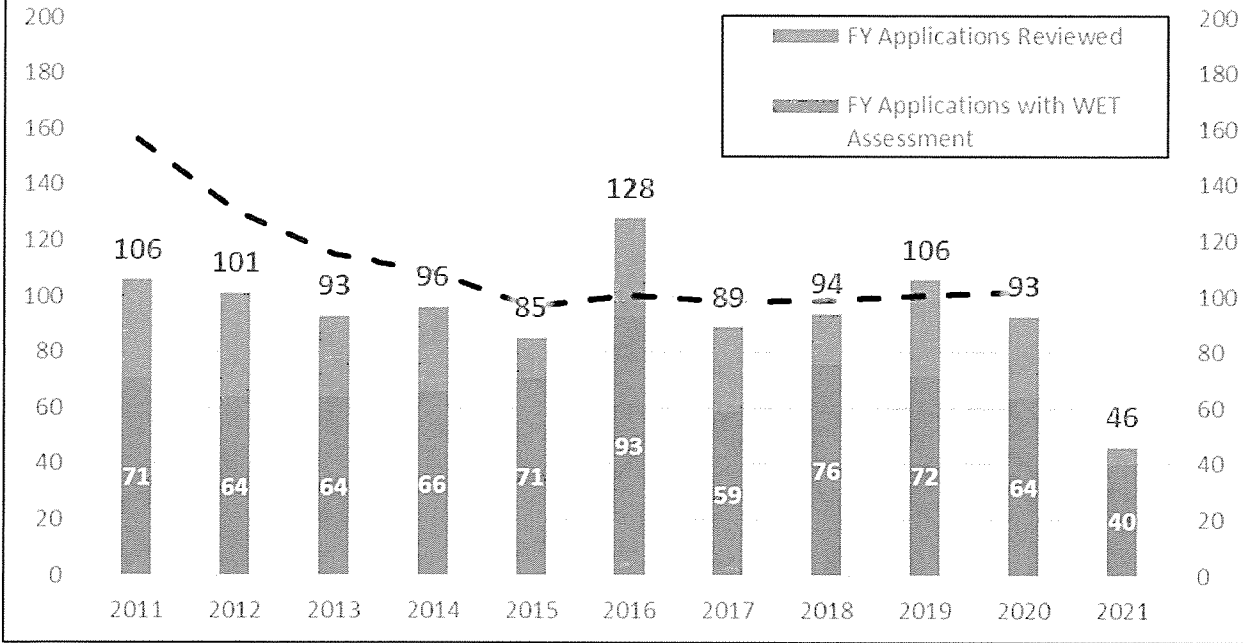
New Sanitation Office Building: The Sanitation Department has outgrown their current office space. Because their existing facility cannot be readily expanded and because does not have a layout that would allow for best efficiency, a new facility will be constructed. On January 12, 2021, Norman Municipal Authority is expected to approve a design contract with The McKinney Partnership Architects PC to design this new facility. Design would then be completed during the first half of 2021 with Bidding and then Construction anticipated to commence in Summer 2021. Completion of Construction is anticipated to be the Fall of 2022.

Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 11 commercial entities last month. Ten (10) of the applications were assessed since these were determined to increase wastewater flows over the previous use of the site. Through December, 46 commercial properties were reviewed and a total of \$260,601.18 was assessed to the 40 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.

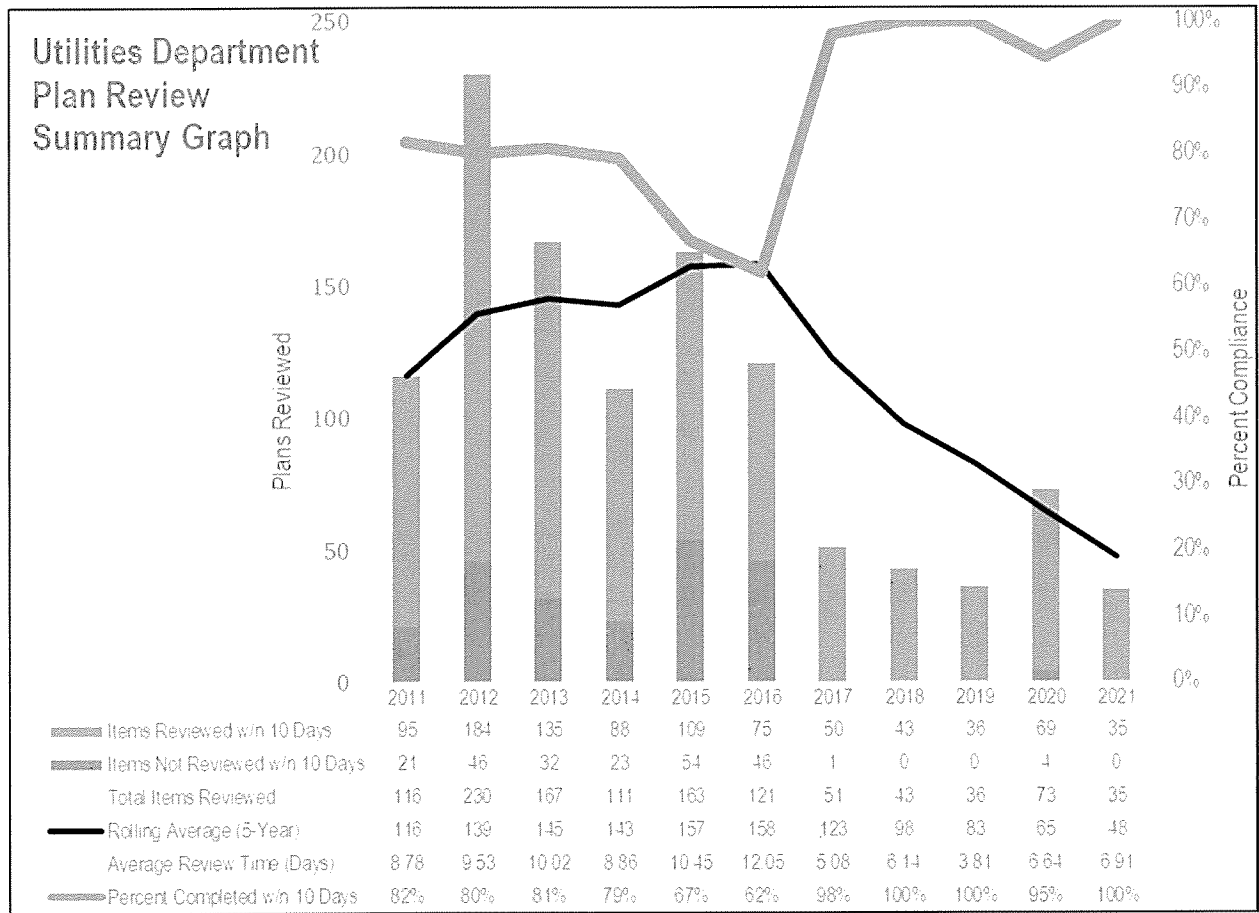


Wastewater Excise Tax - Historical Assessments



PLAN REVIEW:

Seven (7) plan sets were reviewed during December 2020. Staff have reviewed 35 plans to-date for FY2021 with an average review time of 6.91 days and with all plans reviewed within 10 days.



RECOUPMENT PROJECTS:

1. **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.
2. **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.
3. **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.
4. **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.
5. **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. Medcore billed \$27,212 on 04/15/20; total payback to date is \$87,074 of original project cost of \$346,134.
6. **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.
7. **Interstate Drive Waterline Payback:** NUA approved 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 Final Payback resolution approved 12/10/19. Hudiburg Subaru billed \$28,540 on 04/24/20 and UNP was billed \$32,963 for detention pond on 04/24/20.
8. **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.

Private Water Well Permits Issued

1 Water Well Permit 20-5227 was issued for month of December.

**DECEMBER 2020
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS	December	Year to date
Fats, oil and grease (FOG) program	27	158
Food license approval	1	3
Significant Industrial Users	0	17
Total inspections	28	178

ROUTINE ACTIVITIES	December	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%	50%
Household hazardous waste disposal calls	15	158
Immediate assistance requested	0	3

REVENUE	December	Year to date
FOG Program	\$15,350.00	\$15,850.00
Surcharge	*	\$43,467.24
Lab Analysis Recovery	*	\$9,100.32
Industrial Discharge Permit	\$1,500.00	\$2,500.00
Total revenue	\$16,850.00	\$70,917.56

* information is not available at this time

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

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

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 December 31, 2020, approximately 116,800 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				
December, 2020	FYE 21		FYE 20	
	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	1	4	0	1
Property Owner Responsibility	19	140	25	123
TOTAL	20	144	25	124
Number of Feet of Sewer Cleaned:				
Cleaned	69,895	491,959	85,955	517,772
Rodded	3,868	25,693	5,130	25,212
Foamed	0	81,695		81,183
SL-RAT	14,028	110,509	10,561	75,468
TOTAL	87,791	709,856	101,646	699,635
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	1	2	0	0
Private	1	5	1	4
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	2	7	1	4
Feet of Sewer Lines Televised	17,441	116,023	6,633	103,408
Locates Completed	274	1,592	193	1,439
Manholes:				
Inspected	1,096	6,568	505	4,508
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	8	17	0	0
Hours Worked at Lift Station	105	977	188	955
Hours Worked for Other Departments	3.25	434.91	0	281
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	0	324	0	0
Average Response Time (Hours)	0.53	0.33	0.30	0.42
Claims Paid Per 10,000 People	0	0.0000	0	0.02

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 21		FYE 20	
December, 2020	MONTH	YTD	MONTH	YTD
New Meter Sets:	75	330	33	228
Number Short Sets	75	328	33	226
Number Long Sets	0	2	0	2
Average Meter Set Time	3.77	4.75	5.82	5.34
Number of Work Orders:				
Service Calls	345	2,366	382	2,419
Meter Resets	1	5	2	5
Meter Removals	1	12	3	6
Meter Changes	52	319	57	410
Locates Completed	866	3,115	485	2,974
Number of Water Main Breaks	11	91	9	88
Average Time Water Off	1.65	2.06	3.01	2.23
Fire Hydrants:				
New	0	2	0	0
Replaced	2	5	1	5
Maintained	124	570	57	540
Number of Valves Exercised	162	1,122	144	788
Feet of Main Construction	0	1,795	470	1,553
Hours of Main Construction	157	1,929	217	1,828
Meter Changeovers	0	32	0	15
OJI Percentage	3.17	0.53	0.00	0.36
Hours Flushing/Testing New Mains	45	377	27	267
Hours Worked Outside of Division	15	564	17	295

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
December 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.)	325.5	1982.0	300.5	1940.3
Total Effluent Flow (M.G.)	313.0	1945.1	298.9	1905.0
Influent Peak Flow (MGD)	17.1	20.1	11.3	18.7
Effluent Peak Flow (MGD)	16.9	20.1	11.0	18.4
Daily Avg. Influent Flow (MGD)	10.5	10.8	9.7	10.8
Daily Avg. Effluent Flow (MGD)	10.1	10.6	9.6	10.3
Precipitation (inches)	3.2	13.5	1.6	7.7

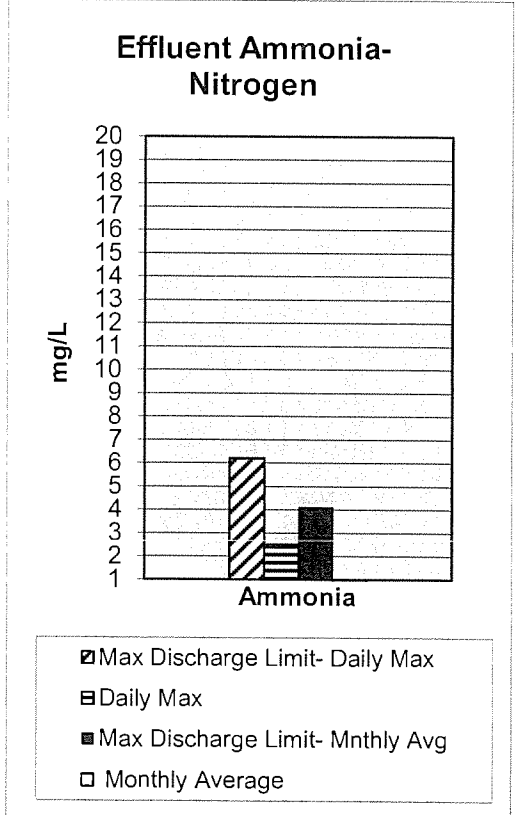
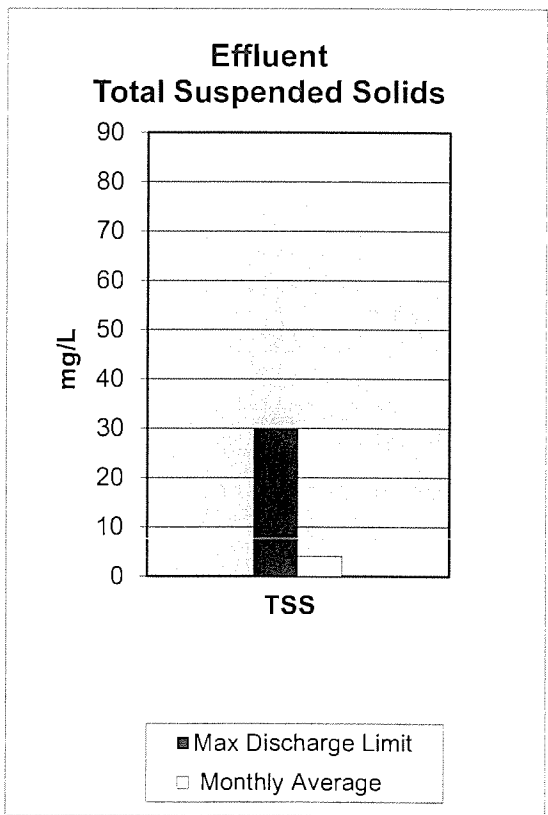
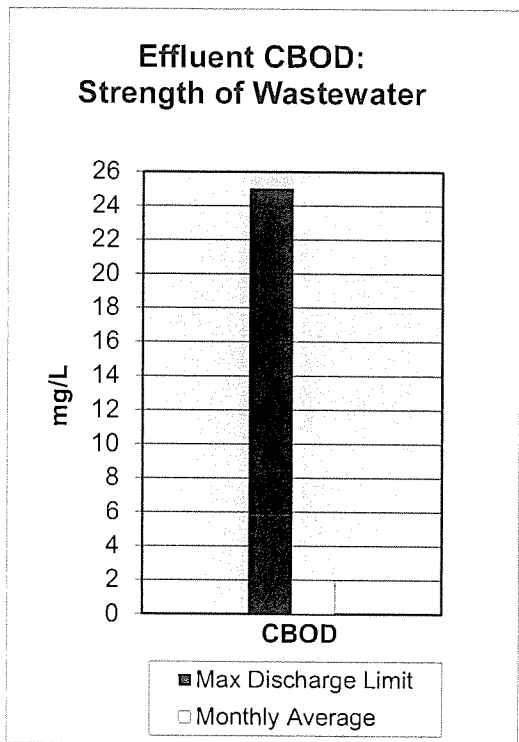
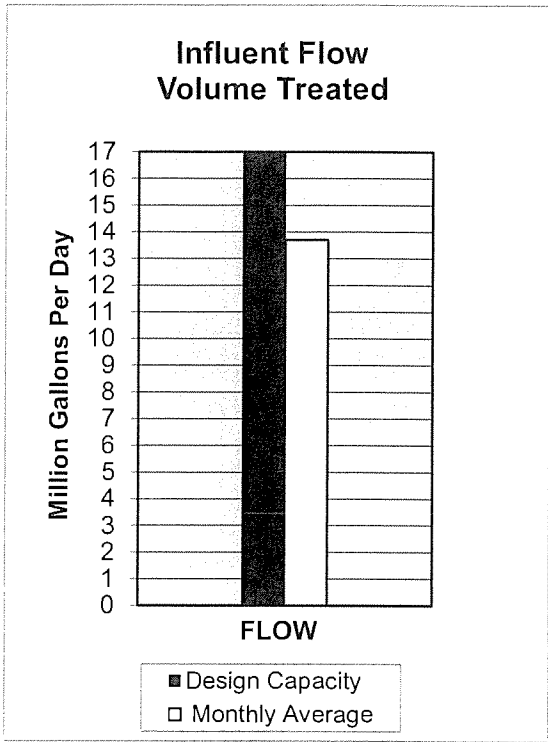
Discharge Monitoring Report Stats

	EPA minimum percentage removal 85%	
	Avg.	Avg.
5 day BOD:		
Influent Total (mg/l)	134	193
Effluent Carbonaceous Total	2	2
Percent Removal	98.5	99.0
Total Suspended Solids:		
Influent (mg/L)	282	291
Effluent (mg/L)	4	5
Percent Removal	98.6	98.3
Dissolved Oxygen:		
Influent (min)	1.1	0.1
Effluent (min)	6.7	6.1
pH		
Influent (Low)	6.8	7.3
(High)	7.2	7.6
Effluent (Low)	6.9	7.4
(High)	7.1	7.7
Ammonia Nitrogen		
Influent (mg/L)	26.3	31.0
Effluent (mg/L)	0.3	0.6
Percent Removal	98.9	98.1

Utilities

Electrical				
Total kWh Used (Plant wide)	574,840	2,965,020	527,840	2,803,120
Aeration Blowers	161,400	1,074,500	142,000	860,500
UV Facility	60,000	941,600	25,800	358,200
Natural Gas				
Total cubic feet/day (plant wide)	749,000	2,669,000	878,000	3,661,000
Public Education (Tours)	0	0	1	24
Total Attendees for FYE 21	32		48	
Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
OU Golf Course	0.9	25.3	1.4	55.6
E.coli geometric mean average for December 2020 MPN 58 (Limit is 630)				

CITY OF NORMAN
WATER RECLAMATION FACILITY
 December 2020



Comments here

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

WATER TREATMENT DIVISION

MONTH: December-2020

	FYE 2021		FYE 2020	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	197.01	2101.02	72.11	1791.09
Well Production (MG)	97.84	474.98	168.11	694.62
Oklahoma City Water Used (MG)	30.80	185.93	62.84	214.37
Total Water Produced (MG)	325.66	2761.92	303.05	2700.08
Average Daily Production	10.51	15.01	9.78	14.67

Peak Day Demand

Million Gallons	12.61	26.00	12.27	22.20
Date	12/7/2020	8/23/2020	12/13/2019	8/20/2019
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	2.65	0.00	0.00

Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)

Costs

Plant	\$759,408.26	\$4,417,913.38	\$642,212.21	\$4,001,090.53
Wells	\$213,136.82	\$1,290,436.30	\$212,702.86	\$1,289,918.74
OKC	\$76,562.83	\$498,007.78	\$270,079.15	\$653,383.56
Total	\$1,049,107.91	\$6,206,357.46	\$1,124,994.22	\$5,944,392.83

*Okc water bill was estimated - actual bill not available at time of report

Cost per Million Gallons

Plant	\$3,854.59	\$2,102.75	\$8,906.63	\$2,233.89
Wells	\$2,178.36	\$2,716.85	\$1,265.28	\$1,857.01
OKC	\$2,485.81	\$2,678.48	\$4,297.89	\$3,047.88
Total	\$3,221.51	\$2,247.12	\$3,712.20	\$2,201.56

Water Quality

Total Number of Bacterial Samples	90	533	81	481
Bacterial Samples out of Compliance	0	1	0	0
Total number of inquirers (Note 2)	0	13	3	24
Total number of complaints (Note 2)	1	26	1	19
Number of complaints per 1000 service connections	0.02	0.64	0.02	0.47

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	0	0	5

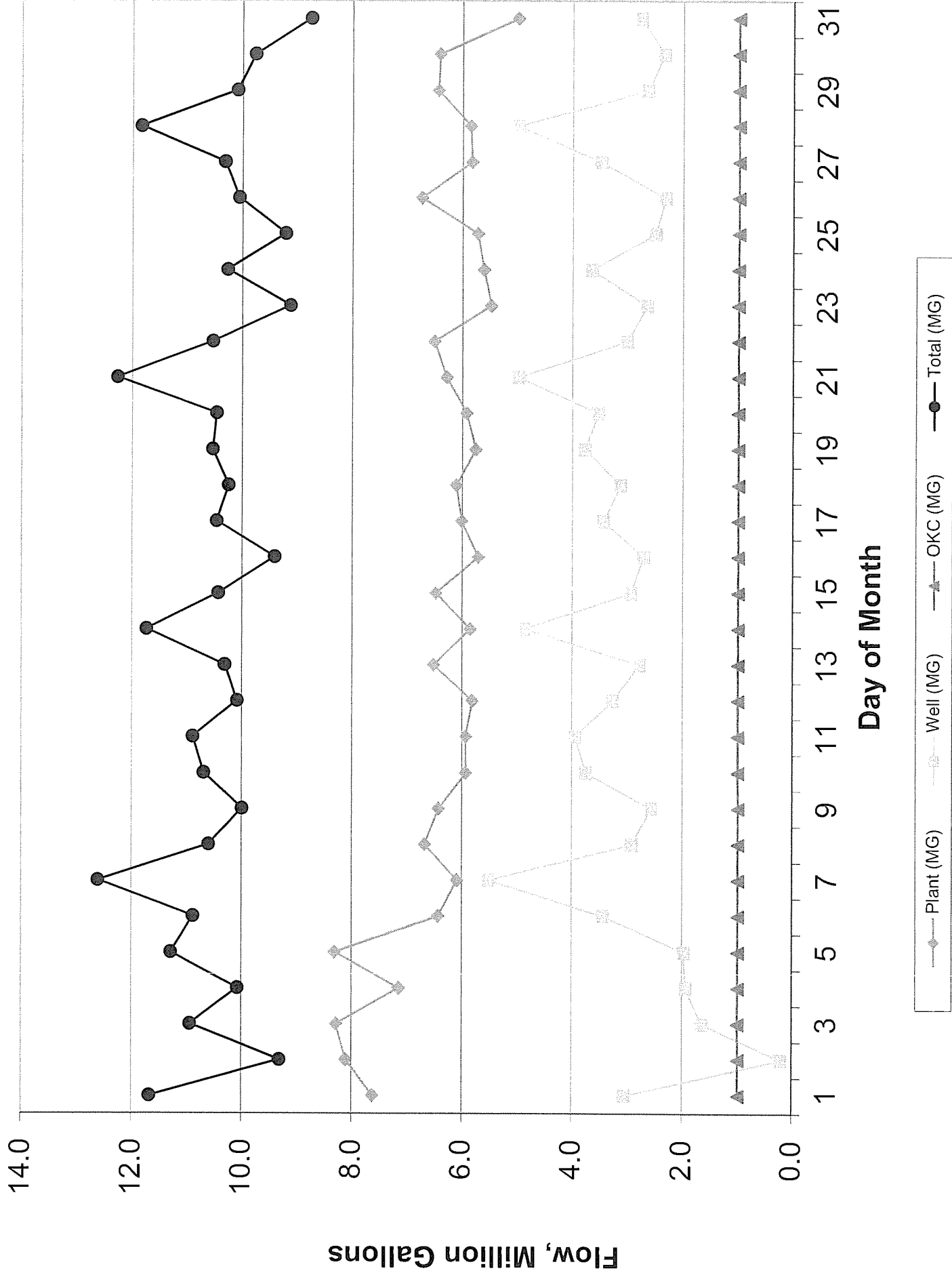
Public Education

Number of tours conducted	0	0	1	5
Number of people on tours	0	0	18	109

Notes:

Phase II construction - Contractor in process of completing the hydrogen peroxide feed system. Administration Building pending final punch list. Well 59 pump/motor has been installed and placed back in service. Well 42 pending new pump/motor.

Water Production for December 2020



MONTHLY TRANSFER STATION REPORT

December 2020

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	172.65	\$8,341.22
STANDARD TONS	1,300.07	\$78,590.44
RESIDENTIAL TONS:	252.41	\$11,277.80
PULL OFFS:	11.00	\$135.00
TOTALS:	1,736.13	\$98,344.46

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	414.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	8276.45
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
TOTAL LOADS BROUGHT TO LANDFILLS:	414.00
GRAND TOTAL TONS TO LANDFILLS	8,276.45
DISPOSAL COST PER TON (OKC)	\$20.88
TIPPING FEE'S FOR DUMPING AT OKC:	\$172,812.28
GRAND TOTAL TIPPING FEE'S	\$172,812.28
# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	622.00
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3383.74
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	518.00
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	3098.73
TOTAL LOADS BROUGHT TO TRANSFER STATION: BY SANITATION TRUCKS:	1140.00
TOTAL TONS BROUGHT TO TRANSFER STATION BY SANITATION TRUCKS:	6482.47
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	96.40
TOTAL TONS RECEIVED AT TRANSFER STATION	8304.00

Drop Center Report DECEMBER 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%	\$20.88	\$605.89	\$12,650.98
PLASTICS:	\$20.00	\$0.00						
STEEL CANS:	\$15.00	\$0.00						
MIXED OFFICE PAPER:	\$20.00	\$0.00						
CARDBOARD:	\$60.00	\$0.00						
COMMERCIAL CARDBOARD	\$45.00	\$0.00						

	#9		Westwood		Hollywood		Transfer		Total Tons	PRO/FEE	Revenues	Net
	TONS	TONS	TONS	TONS	TONS	TONS	TONS	TONS				
ALUMINUM:		0.25	0.13	0.36	0	0.74			\$370.00	\$370.00	\$370.00	
PLASTICS:		2.59	1.32	3.52	0	7.43			\$0.00	\$148.60	\$148.60	
STEEL CANS:		0.71	0.37	0.75	0	1.83			\$0.00	\$27.45	\$27.45	
MIXED OFFICE PAPER:		1.03	4.52	24.51	0	30.06			\$0.00	\$601.20	\$601.20	
CARDBOARD:		9.83	17.78	20.07	0	47.68			\$0.00	\$2,860.80	\$2,860.80	
RECYCLING CENTER TOTALS:		14.41	24.12	49.21	0	87.74			\$0.00	\$4,008.05	\$4,008.05	

Other Cardboard Containers	COMMERCIAL CARDBOARD		Compactors		Wood		Glass		Metal				
	Revenues	TONS	Revenues	TONS	Revenues	TONS	Revenues	TONS	Revenues	TONS			
59.33	\$3,559.80	11.91	\$535.95	8.96	\$537.60	8.96	\$0.00	24.99	\$0.00	6.03	\$775.80		
											Cost	\$150.00	
												Profit	\$625.80

Expenses	Average hriy+ benefits	\$26.78
Hours	Cage Rolloff	42
Labor \$	Cardboard	588.7
Vehicle cost	Occ Compact	6
	MXD Office	16
	Total	652.7
		\$160.68
		\$428.48
		\$17,479.31
		\$92.30
		\$2,146.29
		\$3,562.04

Revenue	Income	Expense	Net	Customer Revenue
	\$20,215.96	\$21,041.35	\$(825.39)	\$11,484.71

Total All Recycle and Cardboard	Total Recycle Only	Total Cardboard
Tons	Tons	Tons
207.92	80.04	127.88
Revenues	Revenues	Revenues
\$9,267.20	\$1,773.05	\$7,494.15

SANITATION DIVISION PROGRESS REPORT

SUMMARY 2020

	FYE 20		FYE 21	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	3	7	0	4
<u>On The Job Injuries</u>	0	4	0	8
<u>Bulk Pickups</u>	36	166	28	144
<u>Refuse Complaints</u>	60	508	120	598
<u>New Polycarts Requests</u>	60	345	70	409
<u>Polycarts Exchanges</u>	8	56	5	51
<u>Additional Polycart Requests</u>	55	367	59	387
<u>Replaced Stolen Polycarts</u>	13	122	21	142
<u>Replaced Damaged Polycarts</u>	56	479	79	558
<u>Polycarts Repaired</u>	44	291	29	228

COMPOST MONTHLY REPORT

DECEMBER 2020

MONTH

TONS BROUGHT IN BY COMPOST CREWS:	252.60
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 5,274.29

TONS BROUGHT IN BY PUBLIC:	5,420.00
TONS BROUGHT IN BY CONTRACTORS :	15,320.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	40.00
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 433,886.40

TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 439,160.69
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REVENUE COLLECTED FROM COMPOST SALES:	\$280.00
REVENUE COLLECTED FROM MULCH SALES:	\$0.00
REVENUE COLLECTED FROM DUMP SALES:	\$0.00

TOTAL TONS COLLECTED	21,032.60
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MULCH CUBIC YDS

COMPOST CUBIC YDS

MONTH

MONTH

PARKS DEPT.	
ROAD & CHANNEL	
LINE MAINTENANCE	
STREET DEPT.	
WATER TREATMENT	
MURPHY PRODUCTS OKC	
SELF LOADING BIN	
DRYING BEDS	2,800
COMPOST SOLD BY CUBIC YARDS	
MULCH SOLD BY CUBIC YARDS	
TOTAL:	2,800

	0