

City of Norman



Monthly Departmental Report

April 2014

MONTHLY PROGRESS

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CITY CLERK 1

**CITY CLERK
MONTHLY PROGRESS REPORT
APRIL 2014**

CITY COUNCIL

An election for City Council Wards 2, 4, 6, and 8, and approval of a one-half cent Public Safety Sales Tax (PSST) was held on April 1, 2014, with the following results

	CANDIDATES	VOTES
WARD TWO	MATTHEW LEAL	29
	ALEISHA KARJALA	*433
	GARY CAISSIE	71
	CLINT WILLIAMS	*769
WARD FOUR	GREGORY JUNGMAN	833
	WILLIAM HICKMAN	426
	RHETT MICHAEL JONES	78
WARD SIX	JERRY LANG	566
	JIM GRIFFITH	518
WARD EIGHT	CHAD WILLIAMS	NO OPPONENT

* A run-off for Ward 2 will be held on June 24, 2014.

PUBLIC SAFETY SALES TAX	
YES	NO
3,801	3,662

CITY CLERK

ACTION CENTER					
DEPARTMENT	NUMBER OF CALLS	FYE YTD	DEPARTMENT	NUMBER OF CALLS	FYE YTD
Animal Control	14	59	Municipal Court	5	19
Building Permits	11	81	Noise	2	13
CDBG	3	16	Parks and Recreation	15	91
City Clerk	19	*151	Planning	5	34
City Manager/Mayor	0	6	Police	17	128
Code Enforcement	38	364	Sanitation	31	333
Data Processing	0	3	Sidewalks	1	17
Engineering/Public Works	11	119	Storm Debris	3	465
Finance	12	93	Storm Water	5	55
Fire/Civil Defense	11	41	Streets	12	114
Human Resources	4	11	Street Lights	8	87
Information (General)	44	314	Traffic	17	111
Legal	3	28	Utilities	6	68
Line Maintenance	9	71	WC Questions	18	35
Recycling Questions	8	364	WC Violations	1	3

Total for April	333	Total FYE YTD	3,294
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WC (Water Conservation)

* Volume due to Citywide Garage Sale

Monthly Progress Report

April 2014

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LICENSES

25 New licenses were issued and 172 licenses were renewed during the month of April. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER ISSUED	FYE YTD	LICENSE TYPE	NUMBER ISSUED	FYE YTD
Food	75	496	Bee Keeper	1	4
Class I Beer	17	127	Solicitor/Peddler (30 day)	0	9
Class II Beer	15	143	Solicitor/Peddler (60 day)	2	5
Mixed Beverage	11	63	Solicitor/Peddler (one day)	0	8
Mixed Beverage/Caterer	4	27	Coin-Operated Devices	31	563
Wine & Beer/Winemaker	2	15	Game Machines	9	206
Temporary Food (30 day)	0	9	Taxi/Motorbus/Limousine	10	36
Temp Food (180 day)	2	6	Impoundment Yard	0	5
Temp Food (one day)	0	13	Salvage Yard	0	1
Kennel	2	22	Transient Amusement	4	4
Pawnbrokers	0	6	Special Event	8	16
Retail Liquor Store	2	21	Sidewalk Dining	2	11

- 1 180 Day Temporary Mobile Food License was issued to Epic Pops for April 23 through October 20, 2014
- 2 180 Day Temporary Mobile Food License was issued to The Loaded Bowl for April 10 through October 6, 2014
- 1 60 Day Door-to-Door Solicitor Peddler License was issued to Premier Systems, Inc., for April 15 through June 13, 2014
- 1 60 Day Door-to-Door Solicitor Peddler License was issued to TruGreen for April 9 through June 7, 2014
- 1 Special Event License was issued for Mardi Gras Parade on March 11, 2014, on Main Street/South Jones/South Crawford/Comanche (Not on March monthly report)
- 1 Special Event License was issued for the Medieval Fair on April 4 through April 6, 2014, in Reaves Park
- 1 Special Event License was issued for STArt Norman on April 11 through April 13, 2014, in the 200 Block of Main Street
- 1 Special Event License was issued for the 89'ers Day Parade for March 27, 2014, on Main Street/Crawford and Main/Lahoma
- 1 Special Event License was issued for Earth Day on April 27, 2014, in Reaves Park
- 1 Special Event License was issued for the Norman Music Festival on April 25 through April 27, 2014, on Main Street
- 1 Special Event Beer License was issued for the Norman Music Festival on April 25 through April 27, 2014, on Main Street
- 1 Special Event License was issued for the Norman Lion's Club Carnival on April 24 through April 27, 2014, on James Garner between Main Street/Eufaula Avenue
- 4 1 Day Transient Amusement Licenses were issued for the Norman Lion's Club Carnival on April 24 through April 27, 2014, on James Garner Avenue between Main Street/Eufaula Avenue

New Establishments/New Licenses

NAME	ADDRESS	LICENSE TYPE(S)
Jimmy's Egg	1000 Alameda #106	Food Service

LICENSES, continued:

Existing Establishments/Additional Licenses

NAME	ADDRESS	LICENSE TYPE(S)
Dollar General	2501 North Porter	Class II Beer
Dollar General	7401 Alameda	Class II Beer
The Shack	3025 William Pereira Drive	Mixed Beverage

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
04-17-14	Employers Assurance Company for Pioneer Library System	Reimbursement for injuries sustained at work - Kathleen Williams, Pioneer Library System employee, was bringing in books from the Norman Public Library's outside depository when the book bin wheels caught on a crack or seam in the pavement and she felt a pain in her heel. She went to the doctor the next day and was diagnosed with a pulled Achilles tendon.	Undetermined
04-28-14	Southwestern Bell Telephone Company d/b/a AT&T	Damages to telephone cable – claimant alleges a telephone cable was damaged on March 18, 2014, at 328 West Hayes by City crews installing new storm drains. Claim originally filed March 26, 2014, in an undetermined amount.	\$ 1,448.12
04-30-14	Hobby Lobby Stores, Inc.	Damages to their building – claimant alleges a sanitation employee operating a commercial trash dumpster at 2421 West Main Street on November 21, 2013, damaged the concrete wall of their building.	\$ 620.00

CLAIMS ADMINISTRATIVELY PAID

NAME	JUSTIFICATION	DATE PAID	AMOUNT PAID
Stephen W. Morrow	Damages to his vehicle when struck by a sanitation truck backing up from emptying a dumpster at the Creekside Apartments located at Hal Muldrow and Melrose Lane on December 30, 2013.	04-15-14	\$ 707.68

LAWSUITS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
04-30-14	Justin Morris, Administrator for the Estate of George Morris	Use of excessive force leading to death – Plaintiff alleges a Norman Police Officer used excessive force of a taser to gain control of George Morris who was running naked on I-35 near Robinson Street. Mr. Morris was transported to Norman Regional Hospital where he later passed away. Mr. Justin Morris believes the death was due to excessive force used by Norman Police Department. Mr. Steve Morris filed a tort claim on December 17, 2013, in the amount of \$125,000, but the one year statute of limitations expired on December 16, 2013.	In an amount that exceeds \$75,000.00

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

A City Council Business and Community Affairs Committee meeting was held on April 4, 2014, regarding a presentation from the Public Works Department introducing the topic of low impact development.

CITY COUNCIL CONFERENCE

A City Council Conference was held on April 8, 2014, regarding Change Order No. Three to Contract No. K-1213-88 with Urban Contractors., L.L.C., increasing the contract amount by \$3,274,832 for the FYE 2011 Sewer Maintenance Project, establishing buffer zones for demonstrators near public schools, and implementation of a Municipal court Technology Fee.

A City Council Conference was held on April 22, 2014, regarding Change Order No. One to Contract No. K-1314-89 with Central Contracting Services, Inc., increasing the contract amount by \$37,650 for a revised contract amount of \$363,548 for the Cedar Lane Road Water Line Relocation Project and final acceptance.

COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE

A City Council Community Planning and Transportation Committee meeting was held on April 28, 2014, regarding CART Ridership including Saferide and Extended Service for the month of March, 2014; a grant application to be submitted for the Transportation Alternatives Program; construction in the Center City Visioning Study Area; and carpools in residential zoning districts.

EXECUTIVE SESSION

An Executive Session was held on April 8, 2014, to evaluate the City Manager as required by Section 5(A) of Contract No. K-0708-32, as well as to discuss possible litigation and acquisition of real property in connection with the drainage box associated with the Lindsey Street Widening Project and consideration of a subrogation settlement with Brandon Wansick in connection with Worker's Comp Case No. WCC-2013-11070QA.

FINANCE COMMITTEE

A Finance Committee meeting was held on April 16, 2014, regarding current contracts with the University of Oklahoma for utility services; administrative fees for hotel/motel tax; update on Spay/Neuter Program; Revenue/Expenditure Reports for March 2014; and the report on open positions.

JOINT CITY COUNCIL OVERSIGHT/FINANCE COMMITTEE MEETING

A Joint City Council Oversight/Finance Committee meeting was held on April 30, 2014, regarding bulk water meter sales and other issues associated with oil and gas drilling operations within the City.

PUBLIC HEARING

A Public Hearing was held on April 8, 2014, regarding condemnation of property located at 104 West Symmes Street.

STUDY SESSION

A Study Session was held on April 1, 2014, to discuss establishing a Storm Water Utility Fee.

A Study Session was held on April 15, 2014, regarding the proposed FYE 2015 City of Norman Budget – Overview of the General Fund, Special Revenue Funds and the costing of Collective Bargaining Units' proposals.

A Study Session was held on April 29, 2014, regarding the FYE 2015 City of Norman Budget – Enterprise Funds.

FACILITY MAINTENANCE 1A

Work Order by Facility Serviced

April, 2014

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
010-2080		
2080.1 LIBRARY		
4/1/2014 ELECTRICAL	Repaired lights and circuit	90 1.5
4/28/2014 ELECTRICAL	Worked on doors, time clock, exposed wires, outlets	240 4
	Bill Sandison	330 5.5
4/4/2014 PLUMBING	Blockage in sink in men's bathroom	60 1
4/8/2014 PLUMBING	Blockage in toilet in children's bathroom	60 1
4/15/2014 PLUMBING	Blockage in toilet in men's bathroom	60 1
4/22/2014 PLUMBING	Blockage in toilet in children's bathroom	60 1
4/23/2014 PLUMBING	Blockage in sink	60 1
4/25/2014 PLUMBING	Blockage in toilet in men's bathroom	60 1
4/28/2014 PLUMBING	Checked the sewer line with camera	240 4
4/28/2014 PLUMBING	Disconnected and took out the old ice maker	60 1
4/30/2014 PLUMBING	Met with plumbing contractor	180 3
	Jeff Lewis	840 14
4/1/2014 HVAC	Changed the air filters	240 4
4/2/2014 HVAC	Changed the air filters inside the Library	240 4
4/3/2014 HVAC	Changed the air filters inside the Library	480 8
4/16/2014 HVAC	Checked chillers - out on alarm	240 4
	Jerry Wilson	1200 20
4/1/2014 ELECTRICAL	Worked on the light switches	90 1.5
4/3/2014 ELECTRICAL	Reset time clocks	30 0.5
4/28/2014 ELECTRICAL	Replaced outlets	240 4
4/29/2014 ELECTRICAL	Replaced outlets	210 3.5
	Larry E. Long	570 9.5
	Facility Subtotal	2940 49
AcctCode Total		2940 49

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
010-3001			
3090.3 MUNICIPAL BLDG - BUILDING C			
4/15/2014 ELECTRICAL	Worked on the lights and ballast	120	2
4/16/2014 ELECTRICAL	Worked on the lights	240	4
4/22/2014 ELECTRICAL	Worked on the lights	30	0.5
4/30/2014 ELECTRICAL	Worked on the lights	60	1
	Bill Sandison	450	7.5
4/9/2014 PLUMBING	Adjusted the hot water on sink in women's bathroom	60	1
4/22/2014 PLUMBING	Rebuilt flush valve in men's bathroom	60	1
4/23/2014 PLUMBING	Worked on the door lock on stall in women's bathroom	60	1
4/29/2014 MISCELLANEOUS	Repaired the stall door in women's bathroom	60	1
4/30/2014 MISCELLANEOUS	Worked on door	60	1
	Jeff Lewis	300	5
4/9/2014 HVAC	Checked a/c unit #4	120	2
4/9/2014 MISCELLANEOUS	Attended Safety Meeting	60	1
4/10/2014 HVAC	Checked the HVAC system	120	2
4/11/2014 HVAC	Worked on a/c unit #4	240	4
4/17/2014 HVAC	Checked a/c unit #4	240	4
4/18/2014 HVAC	Checked a/c unit #4	240	4
4/24/2014 HVAC	Checked the HVAC system	240	4
	Jerry Wilson	1260	21
4/3/2014 ELECTRICAL	Reset time clocks	15	0.3
4/22/2014 ELECTRICAL	Worked on lights	30	0.5
	Larry E. Long	45	0.75
	Facility Subtotal	2055	34.25
AcctCode Total		2055	34.25

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
010-3090			
3090.1 MUNICIPAL BLDG - BUILDING A			
4/14/2014 MISCELLANEOUS	Worked on the doors	60	1
4/14/2014 PLUMBING	Repaired water leak on mop sink faucet	60	1
4/30/2014 PLUMBING	Blockage in toilet in men's bathroom	60	1
	Jeff Lewis	180	3
4/10/2014 HVAC	Checked plans for Building A a/c renovation	120	2
4/21/2014 HVAC	Checked the HVAC system	120	2
	Jerry Wilson	240	4
4/3/2014 ELECTRICAL	Reset time clocks	15	0.3
4/30/2014 ELECTRICAL	Fixed lights	60	1
	Larry E. Long	75	1.25
	Facility Subtotal	495	8.25
3090.2 MUNICIPAL BLDG - BUILDING B			
4/14/2014 ELECTRICAL	Worked on the RTV #6 - blows the main in MDP	150	2.5
4/21/2014 ELECTRICAL	Worked with Jerry Wilson on a/c units	30	0.5
	Bill Sandison	180	3
4/2/2014 PLUMBING	Rebuilt flush valve on toilet in Staff bathroom	60	1
4/3/2014 PLUMBING	Blockage in toilet in men's bathroom	60	1
4/4/2014 PLUMBING	Worked on drinking fountain	60	1
4/7/2014 PLUMBING	Blockage in toilet in women's bathroom in basement	60	1
4/15/2014 PLUMBING	Replaced sink faucet in women's bathroom in basement	120	2
4/29/2014 MISCELLANEOUS	Repaired the door closer at main entrance	60	1
4/30/2014 PLUMBING	Attached urinal to wall in men's public bathroom	120	2
	Jeff Lewis	540	9
4/1/2014 HVAC	Washed and changed the air filters	120	2
4/15/2014 HVAC	Checked the drive on unit #6	240	4
4/21/2014 HVAC	Changed air filters	360	6
4/22/2014 HVAC	Replaced the exhaust fan in courtroom	240	4
	Jerry Wilson	960	16
4/14/2014 ELECTRICAL	Traced the RTU-6 controls and found the short	150	2.5
4/21/2014 ELECTRICAL	Placed air filters on roof	30	0.5
	Larry E. Long	180	3
	Facility Subtotal	1860	31
2020.4 MUNICIPAL BLDG - CITY HALL			
4/1/2014 ELECTRICAL	Repaired lights and circuit	150	2.5
4/2/2014 ELECTRICAL	Repaired the lights and circuits	60	1
4/8/2014 ELECTRICAL	Repaired the breakers and circuits	30	0.5
4/9/2014 ELECTRICAL	Repaired and checked the underground line (broken)	150	2.5
4/11/2014 ELECTRICAL	Reset the clock tower	60	1
	Bill Sandison	450	7.5
4/2/2014 PLUMBING	Repaired water line on coffee maker	60	1
4/8/2014 PLUMBING	Blockage in sink in women's bathroom	60	1
4/14/2014 PLUMBING	Blockage in toilet in women's bathroom	60	1
4/24/2014 PLUMBING	Re-lit the water heater and hooked up vent	60	1

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
4/28/2014 PLUMBING	Worked on the water heater	60	1
	Jeff Lewis	300	5
4/1/2014 HVAC	Checked the HVAC system	120	2
4/4/2014 HVAC	Checked the HVAC system	180	3
4/7/2014 HVAC	Reset the air handlers and checked operation	120	2
4/8/2014 HVAC	Checked the HVAC system	240	4
4/18/2014 HVAC	Checked the HVAC system	240	4
4/24/2014 HVAC	Checked the HVAC system	240	4
4/25/2014 HVAC	Checked the HVAC system	240	4
4/30/2014 HVAC	Replaced the air handler belts and greased bearings	360	6
	Jerry Wilson	1740	29
4/1/2014 ELECTRICAL	Worked on the lights	150	2.5
4/2/2014 ELECTRICAL	Installed new cover plate and straightened up plug	60	1
4/8/2014 ELECTRICAL	Reset the breaker (tripping)	30	0.5
4/9/2014 ELECTRICAL	Worked on the underground pipe that broke	90	1.5
4/9/2014 ELECTRICAL	Spliced a new pipe onto the underground pipe	60	1
4/11/2014 ELECTRICAL	Reset time clocks	60	1
	Larry E. Long	450	7.5
	Facility Subtotal	2940	49
2020.5 MUNICIPAL BLDG - COMPLEX			
4/3/2014 ELECTRICAL	Checked and reset the time clocks	60	1
	Bill Sandison	60	1
4/16/2014 HVAC	Checked the air handlers	240	4
	Jerry Wilson	240	4
	Facility Subtotal	300	5
AcctCode Total		5595	93.25
010-5022			
5022.0 Road and Channel			
4/29/2014 PLUMBING	Replaced the bolts on toilet in women's bathroom	60	1
	Jeff Lewis	60	1
4/23/2014 HVAC	Worked on the a/c unit	360	6
	Jerry Wilson	360	6
	Facility Subtotal	420	7
AcctCode Total		420	7

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
010-6010		
6010.0 Police Administration		
4/22/2014 ELECTRICAL	Looked over room at NIC to add outlet - added plug	120 2
4/24/2014 ELECTRICAL	Installed outlets for computer terminals at NIC	240 4
	Bill Sandison	360 6
4/22/2014 ELECTRICAL	Looked over room at NIC to add outlet - picked up materials	120 2
4/24/2014 ELECTRICAL	Installed outlets for computer terminals at NIC	240 4
	Larry E. Long	360 6
	Facility Subtotal	720 12
AcctCode Total		720 12
010-6016		
6016.2 POLICE RANGE		
4/24/2014 ELECTRICAL	Worked on the lights	240 4
	Bill Sandison	240 4
4/24/2014 ELECTRICAL	Worked on the lights	240 4
4/28/2014 ELECTRICAL	Worked on the lights	90 1.5
	Larry E. Long	330 5.5
	Facility Subtotal	570 9.5
AcctCode Total		570 9.5
010-6070		
6070.0 ANIMAL WELFARE		
4/17/2014 ELECTRICAL	Looked over situation - pull power in wall to be moved	60 1
	Bill Sandison	60 1
4/7/2014 PLUMBING	Cleaned out sewer	120 2
4/21/2014 PLUMBING	Blockage in building sewer	120 2
4/22/2014 PLUMBING	Worked on the dishwasher	120 2
4/25/2014 PLUMBING	Blockage in dog trough's	120 2
	Jeff Lewis	480 8
4/22/2014 HVAC	Checked the a/c in the dog room	120 2
	Jerry Wilson	120 2
4/17/2014 ELECTRICAL	Looked over situation - pull power in wall to be moved	60 1
	Larry E. Long	60 1
	Facility Subtotal	720 12
AcctCode Total		720 12
010-6440		
6443.1 FIRE STATION #1		
4/28/2014 PLUMBING	Rebuilt the flush valve on toilet	60 1
	Jeff Lewis	60 1
	Facility Subtotal	60 1
AcctCode Total		60 1

<i>AcctCodes:</i>	<i>Facility</i>	<i>Employee</i>	<i>Hours</i>	
010-6443				
6443.6	FIRE STATION #8			
4/21/2014	PLUMBING	Blockage in floor drains in truck bay	60	1
		Jeff Lewis	60	1
		Facility Subtotal	60	1
6443.8	FIRE STATION #8			
4/7/2014	ELECTRICAL	Repaired audio video screen and power plugs	240	4
		Bill Sandison	240	4
4/1/2014	PLUMBING	Cleaned out hot water line on laundry sink	60	1
4/23/2014	PLUMBING	Replaced faucet on the mop sink	60	1
		Jeff Lewis	120	2
4/7/2014	ELECTRICAL	Fixed A/V screen electrical problem	150	2.5
4/7/2014	ELECTRICAL	Worked on loose wire, cover plate on hole and new GFI	90	1.5
		Larry E. Long	240	4
		Facility Subtotal	600	10
AcctCode Total			660	11

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
010-7010		
7010.1 PARK - ANDREWS PARK		
4/18/2014 ELECTRICAL	Checked and repaired outlets	150 2.5
4/21/2014 ELECTRICAL	Located, checked and repaired outlets for May Fair	240 4
4/25/2014 ELECTRICAL	Preparations for May Fair in Andrews Park	120 2
	Bill Sandison	510 8.5
4/8/2014 PLUMBING	Opened drinking fountains (3)	90 1.5
	Jeff Lewis	90 1.5
4/18/2014 ELECTRICAL	Began checking power in park for May Fair	150 2.5
4/21/2014 ELECTRICAL	Spotted underground power lines	240 4
4/25/2014 ELECTRICAL	Worked on power in panels	120 2
	Larry E. Long	510 8.5
	Facility Subtotal	1110 18.5
7010.2 PARK - GRIFFIN PARK		
4/16/2014 ELECTRICAL	Worked on getting power into ground outlets in ballfields	90 1.5
4/17/2014 ELECTRICAL	Worked on ballfield outlet and lights	360 6
4/18/2014 ELECTRICAL	Worked on ballfield repairs and electrical service	330 5.5
	Bill Sandison	780 13
4/14/2014 PLUMBING	Repaired the sink faucet	60 1
	Jeff Lewis	60 1
4/16/2014 ELECTRICAL	Worked on getting power into ground outlets in ballfields	90 1.5
4/17/2014 ELECTRICAL	Worked on the ballfield lights	270 4.5
4/17/2014 ELECTRICAL	Worked on getting power into ground outlets in ballfields	120 2
4/18/2014 ELECTRICAL	Worked on the ballfield lights	330 5.5
	Larry E. Long	810 13.5
	Facility Subtotal	1650 27.5
7010.6 PARK - LIONS PARK		
4/3/2014 PLUMBING	Opened drinking fountain	60 1
4/24/2014 PLUMBING	Rebuilt the flush valve on toilet in women's bathroom	60 1
4/25/2014 PLUMBING	Replaced the drinking fountain	180 3
	Jeff Lewis	300 5
	Facility Subtotal	300 5
7010.7 PARK - LITTLE AXE PARK		
4/1/2014 PLUMBING	Opened drinking fountain	120 2
	Jeff Lewis	120 2
	Facility Subtotal	120 2
7010.8 PARK - NE LIONS PARK		
4/25/2014 PLUMBING	Blockage in toilet in men's bathroom	60 1
4/29/2014 PLUMBING	Blockage in toilet in men's bathroom	60 1
4/29/2014 PLUMBING	Rebuilt valve on drinking fountain	60 1
	Jeff Lewis	180 3

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
	Facility Subtotal	180	3
7010.10 PARK - ROTARY PARK			
4/1/2014 ELECTRICAL	Repaired and retrofit time clock and repaired control circuit	90	1.5
	Bill Sandison	90	1.5
4/3/2014 PLUMBING	Opened drinking fountain	60	1
4/11/2014 PLUMBING	Repaired water leak on drinking fountain Rotary Park	60	1
	Jeff Lewis	120	2
4/1/2014 ELECTRICAL	Replaced the time clock	90	1.5
	Larry E. Long	90	1.5
	Facility Subtotal	300	5
7033.1 PARK - WESTWOOD PARK			
4/7/2014 PLUMBING	Opened drinking fountain	60	1
	Jeff Lewis	60	1
	Facility Subtotal	60	1
7070.6 WESTWOOD TENNIS CENTER			
4/3/2014 ELECTRICAL	Ordered a platform lift for tennis center lights	60	1
	Larry E. Long	60	1
	Facility Subtotal	60	1
7070.7 WESTWOOD TENNIS COURT			
4/3/2014 ELECTRICAL	Repaired the tennis court lights and lift	60	1
4/3/2014 ELECTRICAL	Met with Mitch regarding Westwood Tennis Court repairs	60	1
4/8/2014 ELECTRICAL	Repaired the lights	150	2.5
4/9/2014 ELECTRICAL	Checked the lift	30	0.5
4/30/2014 ELECTRICAL	Worked on the parking lot lights	140	2.3
	Bill Sandison	440	7.333333
4/3/2014 ELECTRICAL	Met with Mitch Miles to mark broken tennis pole lights	60	1
4/8/2014 ELECTRICAL	Fixed the pole lights on tennis courts	150	2.5
4/9/2014 ELECTRICAL	Checked the lift	30	0.5
	Larry E. Long	240	4
	Facility Subtotal	680	11.333
AcctCode Total		4460	74.33

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
010-7070		
7070.0 PARKS AND REC ADMIN		
4/9/2014 ELECTRICAL	Installed exhaust fans	300 5
4/16/2014 ELECTRICAL	Spotted power lines for roadwork at Lakeview Park	90 1.5
4/23/2014 ELECTRICAL	Installed and retro-fit exhaust fan	150 2.5
	Bill Sandison	540 9
4/1/2014 PLUMBING	Opened drinking fountain	60 1
4/1/2014 PLUMBING	Opened drinking fountain at Colonial Commons Park	60 1
4/1/2014 PLUMBING	Opened drinking fountain at Sunrise Park	60 1
4/1/2014 PLUMBING	Opened drinking fountain at Sutton Park	60 1
4/3/2014 PLUMBING	Opened drinking fountain at Centennial Park	60 1
4/4/2014 PLUMBING	Opened drinking fountain at Eastridge Park	60 1
4/4/2014 PLUMBING	Opened drinking fountain at Canadian Trails Park	60 1
4/4/2014 PLUMBING	Opened drinking fountain at Eagle Cliff Park	60 1
4/7/2014 PLUMBING	Opened drinking fountain at June Benson Park	60 1
4/7/2014 PLUMBING	Opened drinking fountain at Monroe Park	60 1
4/8/2014 PLUMBING	Opened drinking fountain at Brookhaven Park	60 1
4/8/2014 PLUMBING	Opened drinking fountain at William Morgan Park	60 1
4/8/2014 PLUMBING	Opened drinking fountain at Kevin Gottshall Park	60 1
4/9/2014 PLUMBING	Opened drinking fountain at Cascade Park	60 1
4/9/2014 PLUMBING	Opened drinking fountain at Berkley Park	60 1
4/9/2014 PLUMBING	Opened drinking fountain at Prairie Creek Park	60 1
4/11/2014 PLUMBING	Opened drinking fountain in Brookhaven Park	60 1
4/11/2014 PLUMBING	Repaired water leak on drinking fountain Wm. Morgan Park	60 1
4/23/2014 PLUMBING	Replaced the drinking fountain at Kevin Gottshall Park	180 3
	Jeff Lewis	1260 21
4/9/2014 ELECTRICAL	Installed exhaust fans	300 5
4/16/2014 ELECTRICAL	Spotted power lines for roadwork at Lakeview Park	90 1.5
4/23/2014 ELECTRICAL	Installed duct work for vent fans in bathroom	150 2.5
4/28/2014 ELECTRICAL	Worked on the lights	30 0.5
	Larry E. Long	570 9.5
	Facility Subtotal	2370 39.5
AcctCode Total		2370 39.5

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
010-7081			
7081.0 FIREHOUSE ART CENTER			
4/23/2014 ELECTRICAL	Worked on the lights	60	1
4/25/2014 ELECTRICAL	Worked on the lights	60	1
	Bill Sandison	120	2
4/23/2014 HVAC	Checked the thermostat	120	2
4/28/2014 HVAC	Worked on the a/c unit for the gallery	240	4
4/28/2014 HVAC	Worked on the a/c unit for the clay room	240	4
4/29/2014 HVAC	Worked on bids for a/c replacement	240	4
4/30/2014 HVAC	Worked on bids for a/c replacement	120	2
	Jerry Wilson	960	16
4/23/2014 ELECTRICAL	Worked on the lights	60	1
4/25/2014 ELECTRICAL	Fixed the lights	60	1
	Larry E. Long	120	2
	Facility Subtotal	1200	20
AcctCode Total		1200	20
010-7082			
9000.2 HISTORICAL HOUSE			
4/24/2014 PLUMBING	Rebuilt outside faucet	120	2
4/25/2014 PLUMBING	Worked on the flush valve (tank type) on toilet	60	1
	Jeff Lewis	180	3
	Facility Subtotal	180	3
AcctCode Total		180	3
010-7083			
7083.0 SOONER THEATRE			
4/2/2014 ELECTRICAL	Repaired sewer lift	60	1
4/3/2014 ELECTRICAL	Repaired the sump pump and lift station	120	2
4/4/2014 ELECTRICAL	Retrofit the lift station	360	6
4/10/2014 ELECTRICAL	Retrofit the sewer pumps	480	8
4/11/2014 ELECTRICAL	Retrofit the sewer pumps	360	6
	Bill Sandison	1380	23
4/2/2014 PLUMBING	met with Roto Rooter to clean out pit in basement	120	2
4/3/2014 MISCELLANEOUS	Worked on double doors	60	1
4/3/2014 PLUMBING	Met with James Briggs on sump pump in basement	120	2
4/10/2014 PLUMBING	Replaced grinder pump's and plumbing	480	8
	Jeff Lewis	780	13
4/2/2014 ELECTRICAL	Worked with Jeff Lewis and Roto Rooter shut off power	60	1
4/3/2014 ELECTRICAL	Met Jeff Lewis/James Briggs to look at new sewer pit pumps	120	2
4/4/2014 ELECTRICAL	Sewer lift pumps	360	6
4/10/2014 ELECTRICAL	Installed new sewer pumps	480	8
4/11/2014 ELECTRICAL	Worked on the new sewer pumps	360	6
	Larry E. Long	1380	23
	Facility Subtotal	3540	59
AcctCode Total		3540	59

<i>AcctCodes:</i>	<i>Facility</i>	<i>Employee</i>		<i>Hours</i>
020-7010				
7010.12	SANTA FE DEPOT			
4/15/2014	MISCELLANEOUS	Worked on door	60	1
4/22/2014	MISCELLANEOUS	Worked on door	60	1
		Jeff Lewis	120	2
		Facility Subtotal	120	2
AcctCode Total			120	2

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>
020-7021		
7021.2 PARK - REAVES PARK		
4/1/2014 ELECTRICAL	Located and repaired circuits	150 2.5
4/2/2014 ELECTRICAL	Prepared electrical for Mideval Fair	60 1
4/16/2014 ELECTRICAL	Spotted pole light power to move a water line	60 1
4/21/2014 ELECTRICAL	Reaves Park after event closedown	150 2.5
	Bill Sandison	420 7
4/7/2014 PLUMBING	Opened drinking fountain	60 1
4/23/2014 PLUMBING	Repaired the vac breaker on sprinkler system	120 2
4/30/2014 PLUMBING	Blockage in toilet in men's bathroom in West Complex	60 1
	Jeff Lewis	240 4
4/1/2014 ELECTRICAL	Checked power	150 2.5
4/2/2014 ELECTRICAL	Installed new fixtures in big pavillion	60 1
4/16/2014 ELECTRICAL	Spotted pole light power to move a water line	60 1
4/21/2014 ELECTRICAL	Checked and closed panel holes after Medieval Fair	150 2.5
	Larry E. Long	420 7
	Facility Subtotal	1080 18
7021.3 REC CTR - 12TH AVE		
4/15/2014 ELECTRICAL	Worked on the demo for recreation center and info for parks	180 3
4/21/2014 ELECTRICAL	Removed heater	60 1
4/25/2014 ELECTRICAL	Checked the electrical power	60 1
	Bill Sandison	300 5
4/14/2014 PLUMBING	Disconnected kitchen sinks for remodel	120 2
4/21/2014 PLUMBING	Took out radiator heaters	240 4
	Jeff Lewis	360 6
4/9/2014 HVAC	Checked and adjusted the belts	180 3
	Jerry Wilson	180 3
4/15/2014 ELECTRICAL	Unhooked the exhaust fan	90 1.5
4/15/2014 ELECTRICAL	Unhooked the stove, checked panel for spare breakers	90 1.5
4/21/2014 ELECTRICAL	Unhooked power from wall radiator	60 1
4/25/2014 ELECTRICAL	Checked the wires (loose) in wall	60 1
	Larry E. Long	300 5
	Facility Subtotal	1140 19
7021.0 REC CTR - IRVING		
4/9/2014 HVAC	Checked and adjusted the belts	120 2
	Jerry Wilson	120 2
	Facility Subtotal	120 2
7021.1 REC CTR - LITTLE AXE		
4/11/2014 PLUMBING	Began process of locating water service for concession	240 4
4/29/2014 PLUMBING	Met with Mitch Miles regarding water lines	180 3
	Jeff Lewis	420 7
	Facility Subtotal	420 7

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
7021.4 REC CTR - WHITTIER			
4/4/2014 PLUMBING	Blockage in urinal in men's bathroom	60	1
4/7/2014 MISCELLANEOUS	Worked on the doors in gym	60	1
4/22/2014 PLUMBING	Cleaned out the roof drains over the gym	180	3
4/24/2014 PLUMBING	Blockage in toilet in men's bathroom	60	1
	Jeff Lewis	360	6
4/10/2014 HVAC	Checked and adjusted the belts	240	4
	Jerry Wilson	240	4
	Facility Subtotal	600	10
AcctCode Total		3360	56
020-7023			
7023.0 SENIOR CITIZENS CTR			
4/8/2014 PLUMBING	Repaired drain under sink in kitchen area	60	1
4/15/2014 PLUMBING	Blockage in building sewer	120	2
	Jeff Lewis	180	3
4/17/2014 HVAC	Checked the belts	240	4
	Jerry Wilson	240	4
	Facility Subtotal	420	7
AcctCode Total		420	7
030-7032			
7032.0 WESTWOOD GOLF COURSE			
4/8/2014 ELECTRICAL	Worked on the parking lot lights	90	1.5
4/30/2014 ELECTRICAL	Worked on the parking lot lights	140	2.3
	Bill Sandison	230	3.833333
4/1/2014 PLUMBING	Cleaned out cartridge on sink faucet in "kitchen area"	60	1
	Jeff Lewis	60	1
4/8/2014 ELECTRICAL	Worked on the parking lot lights	90	1.5
4/28/2014 ELECTRICAL	Worked with Matt Smith on light fixture layout for project	120	2
4/29/2014 ELECTRICAL	Remarked poles, worked with crew to block off poles	120	2
4/30/2014 ELECTRICAL	Fixed pole lights	420	7
	Larry E. Long	750	12.5
	Facility Subtotal	1040	17.333
AcctCode Total		1040	17.33

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
030-7033			
7033.0 WESTWOOD POOL			
4/2/2014 ELECTRICAL	Met with Jeff Hill for site information only on pool	180	3
4/30/2014 ELECTRICAL	Worked on the parking lot lights	140	2.3
	Bill Sandison	320	5.333333
4/3/2014 PLUMBING	Blockage in floor drain in basement	60	1
4/4/2014 PLUMBING	Blockage in floor drain in basement	120	2
4/24/2014 PLUMBING	Met with Jeff Hill at Westwood Pool	60	1
	Jeff Lewis	240	4
4/2/2014 ELECTRICAL	Met with Jeff Hill to look over Westwood Pool power	180	3
	Larry E. Long	180	3
	Facility Subtotal	740	12.333
AcctCode Total		740	12.33
031-5531			
5531.1 WATER TREATMENT PLANT			
4/3/2014 ELECTRICAL	Traced out the power loss and repaired the issue	120	2
4/3/2014 ELECTRICAL	Worked on the emergency lights in the pump room	60	1
4/4/2014 ELECTRICAL	Repaired the pump room combination lights circuit	120	2
	Bill Sandison	300	5
4/24/2014 PLUMBING	Worked on the ice machine	120	2
	Jeff Lewis	120	2
4/22/2014 HVAC	Worked on a/c unit in chemical building	120	2
	Jerry Wilson	120	2
4/2/2014 ELECTRICAL	Checked bad lights, bought replacements and installed	120	2
4/4/2014 ELECTRICAL	Worked on the emergency combination light	120	2
4/7/2014 ELECTRICAL	Installed new exit lights in main building	150	2.5
	Larry E. Long	390	6.5
	Facility Subtotal	930	15.5
AcctCode Total		930	15.5

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
032-5546			
5546.3 WASTEWATER MAINTENANCE SHOP			
4/7/2014 ELECTRICAL	Worked on the outside lights at the old shop	90	1.5
	Larry E. Long	90	1.5
	Facility Subtotal	90	1.5
5546.0 WASTEWATER TREATMENT PLANT			
4/7/2014 ELECTRICAL	Repaired and retrofit lights and exit lights	240	4
4/8/2014 ELECTRICAL	Repaired and retrofit the lights	210	3.5
4/14/2014 ELECTRICAL	Worked on the exit signs and system	330	5.5
4/17/2014 ELECTRICAL	Picked up tools left for Wastewater Treatment Plant job	60	1
4/23/2014 ELECTRICAL	Worked on the lights	60	1
4/23/2014 ELECTRICAL	Worked on VFD - check additional information pump fail	120	2
4/25/2014 ELECTRICAL	Repaired and tested the sewer pump	120	2
	Bill Sandison	1140	19
4/11/2014 PLUMBING	Blockage in women's shower	60	1
	Jeff Lewis	60	1
4/2/2014 HVAC	Washed the condensor on the blower	240	4
4/7/2014 HVAC	Worked on the a/c for the blower building	360	6
4/8/2014 HVAC	Checked blower operation	240	4
4/15/2014 HVAC	Checked blower on A/C	240	4
4/29/2014 HVAC	Checked the blower building a/c for leaks	240	4
	Jerry Wilson	1320	22
4/3/2014 ELECTRICAL	Worked on restoring power to emergency combination light	120	2
4/3/2014 ELECTRICAL	Replaced the emergency light and box cover	60	1
4/8/2014 ELECTRICAL	Replaced light bulbs, holders and photo eyes	210	3.5
4/14/2014 ELECTRICAL	Replaced exit lights	330	5.5
4/15/2014 ELECTRICAL	Tested the sewer pump motor	60	1
4/16/2014 ELECTRICAL	Changed out the pump in the pit	240	4
4/17/2014 MISCELLANEOUS	Picked up tools left for Wastewater Treatment Plant job	30	0.5
4/22/2014 ELECTRICAL	Looked at lights - bought materials for blower building lights	60	1
4/23/2014 ELECTRICAL	Checked the VFD on pump	120	2
4/23/2014 ELECTRICAL	Worked on the lights	60	1
4/25/2014 ELECTRICAL	Checked the sewer pump	120	2
4/29/2014 ELECTRICAL	Checked flow meter and looked at hook up on new meter	150	2.5
	Larry E. Long	1560	26
	Facility Subtotal	4080	68
AcctCode Total		4170	69.5

<i>AcctCodes: Facility</i>	<i>Employee</i>	<i>Hours</i>	
033-5560			
5560.0 SANITATION DIV BLDG			
4/15/2014 ELECTRICAL	Worked on the compactor	120	2
4/23/2014 ELECTRICAL	Checked and tested the compactor at Norman Regional	30	0.5
	Bill Sandison	150	2.5
4/14/2014 PLUMBING	Rehung the flush valve in toilet	120	2
4/15/2014 PLUMBING	Put support brackets on flush valve	120	2
4/28/2014 MISCELLANEOUS	Replaced the door lock	60	1
	Jeff Lewis	300	5
4/15/2014 ELECTRICAL	Checked controls, safety and operation on compactor	120	2
4/22/2014 ELECTRICAL	Looked at panel to add breakers for overloading issue	30	0.5
4/23/2014 ELECTRICAL	Checked the forward stroke of RAM	30	0.5
	Larry E. Long	180	3
	Facility Subtotal	630	10.5
AcctCode Total		630	10.5
040-5070			
5070.0 FLEET MAINTENANCE			
4/22/2014 ELECTRICAL	Replaced the bathroom exhaust fan on roof	240	4
	Larry E. Long	240	4
	Facility Subtotal	240	4
AcctCode Total		240	4
041-2030			
2020.6 FACILITY MAINTENANCE			
4/2/2014 MISCELLANEOUS	Restocked supplies/truck at shop, employee test	120	2
4/11/2014 MISCELLANEOUS	Cleaned out and refueled the truck, cleaned in maint shop	60	1
4/15/2014 MISCELLANEOUS	Worked at the shop	60	1
4/23/2014 MISCELLANEOUS	Cleaned and stocked truck and worked at shop	60	1
4/25/2014 MISCELLANEOUS	Cleaned and restocked the truck, worked in the shop	120	2
	Bill Sandison	420	7
4/8/2014 MISCELLANEOUS	Cleaned out truck	30	0.5
4/21/2014 MISCELLANEOUS	Cleaned up shop	60	1
	Jeff Lewis	90	1.5
4/11/2014 ELECTRICAL	Cleaned out and refueled the truck	60	1
4/15/2014 MISCELLANEOUS	Organized materials, restocked truck and ordered parts	120	2
4/23/2014 MISCELLANEOUS	Restocked the truck and divided materials	60	1
4/25/2014 MISCELLANEOUS	Swept and cleaned shop and shop bathroom	120	2
	Larry E. Long	360	6
	Facility Subtotal	870	14.5
AcctCode Total		870	14.5
Grand Total			633.5

CITY MANAGER

2

CIP FINANCIAL STATUS 2A

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

4/24/2014

Project No.**	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
UTILITIES				
WW0262	Tecumseh Interceptor	\$0 \$	160,000.00	Sewer Sales Tax 323
		\$0 \$	20,000.00	New Development Excise Tax 322
WW0303	Lift Station D Improvements	\$0 \$	400,000.00	New Development Excise Tax 322
SA0002	Transfer Station	\$0 \$	50,000.00	Sanitation Fund 033
WA0196	I-35 Waterline Relocations (ODOT)***	\$ 400,000.00	-	Water Fund 031
WA0188	SE Oklahoma Preliminary Report	\$0 \$	73,825.00	Water Fund -31
WA0200	Interstate Drive Waterline (TIF) - unbudgeted	\$373,000 \$	-	Water Fund 031
WW0050	WW Effluent Truck Wash Facility	\$0 \$	270,300.00	Water Reclamation Fund 032
WW0064	Sewer Maintenance Project	\$185,000 \$	-	Sewer Maintenance Fund 321
WW0065	WRF Street Lighting (part of Phase 2 improvements)	\$ -	\$160,000	Sewer Sales Tax 323
PUBLIC WORKS				
TR0238	Robinson/NE 12th Intersection Improvements*	\$ 60,000.00	-	Capital 50
TR0203/BP0203	Robinson RR Grade Separation*	\$ 1,100,000.00	-	Capital 50
TR0049	Indian Hills Road Overpass Reconstruction	\$ 100,000.00	-	Capital 50

Notes

* Project at least partially funded through ODOT. Final accounting occurs with ODOT audits that generally take 2-4 years after project completion. New landscaping included.

** Project numbers correspond to the projects identified in the adopted Capital Improvements Plan.

*** ODOT mandate to relocate 3 water lines for I-35 widening [not budgeted] Revised costs. Reported to be 100% reimbursed by ODOT at project /audit completion.

At the City's urging, ODOT pursued an emergency repair project for the I-35/Indian Hills Road Bridge. This project involved repairs to the bridge substructure and deck. The City is responsible for the deck, but ODOT may share in the cost.

COMMUNITY RELATIONS

2B

Community Relation's Office
April 2014

Number of press releases	19
Contacts with the media	12
<i>Norman News</i> membership	962
Website visits	75,143
Facebook followers	2,014
Twitter followers	948

DEVELOPMENT COORDINATOR 2C

City of Norman
Development Coordinator Monthly Report
April 2014

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

General Inquiries, Contacts and Meetings

- Planning Commission
- Development Review Team
- City Council Meeting
- City Council Study Session
- Council Oversight Committee/Finance Committee Meeting
- Plat Review Team
- Pre-Development Meetings
- Economic Development Advisory Board
- Council Business and Community Affairs Committee
- Community Planning and Transportation Committee
- Lindsey St. Public Meeting

Building Permit and Plat Application Meetings

- Discussed requirements for a new retail development with a property owner.
- Assisted homeowners in permit requirements and regulations for a building permit.
- Met with staff and potential restaurant owner regarding permit requirements.
- Met with staff and project representatives to discuss construction process and development plans for new retail development.
- Met with staff and project representatives to discuss permitting requirements for potential relocation of a non-profit organization.
- Met with staff and project representatives to discuss building requirements for renovation of a new Downtown business.
- Met with staff and project representatives to discuss redevelopment plans for a retail business.
- Met with staff and business owners to discuss building requirements for a restaurant renovation.
- Met with staff and project representatives to discuss building plans for a fraternity house expansion.

Development Process Improvements

- ***Retail Market Analysis Request for Proposal*** – During March, two meetings with the consultants were held, one of which was with staff and stakeholders to begin the analysis. The consultant is currently working on the first phase of the analysis and will be submitting bi-weekly reports to the Development Coordinator regarding progress. Completion date of the analysis is projected to be in late June.

- ***Citizen Retail and Restaurant Survey*** – An online citizen retail and restaurant survey began on April 11. To date, nearly 500 responses have been collected. The survey is designed to provide further insight into resident dining and shopping preferences and patterns. The survey also gathers voluntary information on residents' shopping preferences, spending patterns and other basic demographic information. The information collected from the survey will be used in conjunction with the data from the Retail Market Analysis to help develop City retail recruitment strategies.
- ***Customer Service Survey for Development Services Division*** – Staff began distribution of the survey in November. Ninety-Five surveys have been sent, with a continued return rate of about 13%. This return rate is similar for the rate experienced for similar surveys in other cities. Another round of surveys will be sent in early May 2014.
- ***Building Permit Outreach Program*** – work continues on this project, and contacts continue being made with building permit applicants that fall into the criteria outlined in the plan concept. Periodic follow-up checks (generally every two weeks) continue taking place. The reaction to the program continues to be positive.
- ***ICC and NFPA Code Clarification Project*** – continued working with building and fire inspection staff to develop interpretations of building code/fire code compliance items that could be posted online. This project is designed to assist in making code clarifications and other information provided to contractors and developers more clear.. Work continues to research processes and obtain examples from other cities. During this month research continued to look at examples from other communities and determine some common themes of code clarification topics.
- ***Construction Information for Developers and Businesses*** – work continues on outlining process for informing local developers and businesses of potential impacts from public construction projects. This project is designed to continue establishing a good working relationship with the business community and allow identification of potential problems or issues that may arise for businesses/development during the public construction. With early identification and dialogue, perhaps the impact to businesses can be lessened and/or solutions to problems can be implemented early in the construction process. As part of this project, an email list to communicate with businesses impacted by construction will be utilized; information on the Development Coordinator's webpage; phone calls; on-site meetings; and possibly through a specific, individual social media site (i.e. Twitter)

FINANCE 3

CITY OF NORMAN

Department of Finance Monthly Report –April 2014

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

Treasury Division:

In the month of April, the Treasury division processed 31,132 total payments. The traffic counter at the Drive-up Facility counted 4,852 customers. The Treasury division processed 1,197 credit card utility payments, an increase of 9.7% from last month, and the IVR (Interactive Voice Response) system processed 1,525 credit card utility payments, an increase of 1.3% from last month. Utility customers also have the option of paying on the City of Norman website. There were 3,238 credit card payments made on the internet in April, an increase of 5.2% from last month. The Municipal Court processed 791 credit card payments for court fines, an increase of 16.8% from last month.

The City charges a convenience fee of \$3 on credit card payments made online or by phone to help offset the costs of providing credit card service. We collected \$17,978 in convenience fees in the month of April with a fiscal year-to-date total of \$163,062.

Utility Services Division:

The Meter Reading Division read 42,207 meters. Out of 75 meter reading routes, 75 (100%) were read within the targeted 30-day reading cycle. All routes were read by the 30th day. No routes were estimated in April.

Budget Division:

The FYE 2015 Budget process is underway. The Preliminary/City Manager's Budget was printed in April for Council's review. Meetings with Council for the General, Special Revenue and Enterprise Funds were in April as well.

General Fund Revenues & Expenditures:

When comparing major General Fund revenue sources versus budgeted levels, revenues are on target for the month of April at 0.4%. Revenues from the City's largest single source of revenue, sales tax, are at target at 0.4% for the year to date and are above last fiscal year by 3.7%. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 14 Budget To Date	FYE 14 Actual To Date	FYE 13 Actual To Date	FYE 12 Actual To Date
Sales Tax Revenue*	\$31,408,195	\$31,523,914	\$30,401,907	\$29,748,345
General Fund Revenue*	\$57,731,613	\$57,470,097	\$54,903,460	\$54,150,745
General Fund Expenses*	\$62,086,325	\$57,536,795	\$57,617,710	\$55,083,370

* Excludes Public Safety Sales Tax

FIRE DEPARTMENT

4

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

FIRE PREVENTION DIVISION ACTIVITIES

Inspections	152/ 146.5 staff hours
Re-Inspections	46/ 23.75 staff hours
Residential Inspections	0
Smoke Detector Batteries	4.5/ 4.55 staff hours
Plan/Platt Review	69/ 77 staff hours
Company Inspections	0
Re-Inspections	0
Total Inspections	198/ 170.25 staff hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)	
Code Violation Complaints	86/ 57 staff hours
Training (hours)	124/ 46 staff hours
Fire Education Classes	4 / 5 staff hours
Investigations	20/33.5
Investigative Activities	22/43 staff hours
Miscellaneous/Special	Norman Music Festival

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

FIRE SUPPRESSION DIVISION ACTIVITIES

Incident Response Type Summary

Type	Count	% of Incidents	
Fire	43	4.07%	
Overpressure Rupture, Explosion, Overheat - no fire	0	0%	
Rescue & Emergency Medical Service Incidents	703	66.69%	
Hazardous Conditions (No Fire)	31	2.94%	
Service Call	68	6.45%	
Good Intent Call	118	11.19%	
False Alarm & False Call	49	4.64%	
Severe Weather & Natural Disaster	0	0%	
Special Incident Type	1	.09%	
Incomplete Reports & Reports That Have Not Imported	41	3.88%	
Total Incident Count	1054		
Total Fire Loss			\$301,635

Average Response Times

	Number of Calls	Average Time
Station #1	216	5:45
Station #2	149	5:23
Station #3	184	6:23
Station #4	108	5:50
Station #5	51	8:14
Station #6	49	8:57
Station #7	104	6:19
Station #8	79	5:02
Station #9	114	6:33

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: April 2014
Mitigation:	
Siren Operation 100%	
Shelter Rebate Program	Application is under review and being updated to FY 2013 guidance
Red Cross Grant for Shelters	Meeting to discuss the grant April 15
Safe Room Workshop at State Emergency Management	April 21
Preparedness:	
Amateur Radio Testing	April 3
Volunteer Meeting	April 10
Amateur Radio Meeting	April 12
Central Emergency Managers Meeting	April 17
Public Safety Meeting	April 17
Medieval Fair	April 3-7
Where Was God? – Planning Meeting for medical Reserve CORPS support to State Mental Health event	April 24
Response:	
Recovery:	
Long Term Recovery	Meeting each Thursday Morning

HUMAN RESOURCES

5

HUMAN RESOURCES
Monthly Report
April 2014

ADMINISTRATION/LABOR RELATIONS

A. Administrative

- Conducted four (4) pre-disciplinary meetings – Fire (2), IT, Line Maintenance
- Held a meeting regarding the findings of the investigation of a hostile work environment grievance – Fleet
- Met with an employee regarding workplace issues – Police
- Met with Police to discuss applicant testing
- Held a consultation with the IAFF regarding various issues
- Held a consultation with the FOP and AFSCME regarding domestic partnership benefits
- Attended Oklahoma Public Employers Labor Relations Association (OKPELRA) meeting
- Attended City Employee Retirement Board meeting

B. Grievances (active)

- AFSCME Grievance FYE14- 02 – Rollins (Traffic) – demotion
Arbitration has been scheduled
- AFSCME Grievance FYE14- 03 – AFSCME (Fleet) – hostile work environment
- AFSCME Grievance FYE14-04 – Sparlin (Water Line Maint.) – reprimand
Employee dropped grievance
- AFSCME Grievance FYE14-05 - Fox (Sewer Line Maint.) – termination
- AFSCME Grievance FYE14-06 - Green (Sewer Line Maint.) – termination

C. Collective Bargaining

- Held one (1) negotiation session with FOP
- Held two (2) negotiation sessions with AFSCME

D. Administrative Support

- Processed Monthly Department Report
- Conducted one (1) employee spotlight interview for newsletter
- Compiled and distributed April 2014 City Newsletter
- Processed invoices and reconciled expense accounts
- Attended/Summarized three (3) negotiation sessions
 - 1 – FOP
 - 2 – AFSCME
- Coordinated receipt of employee gifts (result of ERC) for pickup

BENEFITS

- Processed transactions for Life, Health/Dental and Supplemental Insurance Plans
- Bi-Weekly conference calls with Gallagher Benefit Services and UMR reps
- New Employee Orientation for: Systems Support Tech (IT); Maintenance Worker I (Streets); and Communications Officer (Police)
- Coordinated and monitored 259 annual Wellness Screenings
- Responded to 93 benefit inquiries

COMPENSATION

The following personnel actions were processed:

Seven (7) employees hired:

- 1 – Police/Emergency Communications – Communications Officer
- 1 – Information Systems – Systems Support Technician
- 1 – Public Works/Streets – Maintenance Worker I
- 4 – Parks and Recreation – (1) Recreation Leader I (PPT), (1) Laborer, (2) Golf Course Attendants

One (1) employee promoted:

- 1 – Finance/Utilities – Meter Services Supervisor

Seven (7) employees separated employment:

- 1 – Public Works/Fleet – Mechanic I
- 2 – Fire/Suppression – (1) Firefighter and (1) Fire Captain
- 1 – Police – Police Sergeant
- 2 – Utilities/Sewer Line Maintenance (1) Maintenance Worker II and (1) Heavy Equipment Operator
- 1 – Utilities/Water Reclamation – Plant Operator “D”

COMPENSATION/BENEFIT SURVEYS

Received compensation survey information from 23 cities for compilation of AFSCME and Non Union surveys.

RECRUITMENT

Accepted applications for the following positions:

- Call Taker (PPT), Police/Emergency Communications Bureau
- Tennis Shop Attendant, Parks & Recreation, Westwood Tennis Center
- Communications Officer, Police/Emergency Communications Bureau
- Police Records Clerk, Police, Support Services
- Retail Marketing Coordinator, City Manager

- Engineering Technician II, Public Works/Engineering
- Recreation Leader, Parks & Recreation/Recreation
- Police Officer/Police Department
- Golf Course Attendant, Parks & Recreation/Recreation
- Construction Inspector, Public Works/Engineering
- Baseball Supervisor, Parks & Recreation/Recreation
- Youth Baseball/Softball Umpires, Parks & Recreation/Recreation
- Temporary Laborer, Parks & Recreation/WW Golf Course
- Temporary Laborer, Utilities/Water Reclamation Facility
- Vector Control, Parks & Recreation/Park Maintenance
- Temporary Laborer, Utilities/Water Treatment Plant
- Special Instructor I: Summer Camp, Parks & Recreation/Recreation
- Administrative Technician IV, Information Technology
- Bus Driver, Parks & Recreation/Recreation
- Maintenance Worker I, Utilities/Water Line Maintenance
- Instructor/Lifeguard, Parks & Recreation/WW Pool
- Cashier, Parks & Recreation/WW Pool
- Lifeguard-Water Slide, Parks & Recreation/WW Pool
- Assistant Aquatic Manager AM, Parks & Recreation/WW Pool
- Assistant Aquatic Manager PM, Parks & Recreation/WW Pool
- Office Manager/Cashier, Parks & Recreation/WW Pool
- Maintenance Worker-Pool, Parks & Recreation/WW Pool
- Safety Manager, Human Resources Department
- Meter Service Representative, Finance Department

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	420	Written Exams	3
Phone	500	Practical Testing/Assessment Center	4
Mail	280	Panel Board Interviews	0
Email	215	Promotions	1
Total Subscribers on E-mail Vacancy List	1889	Oral Interviews	11
Total Visits to City of Norman HR website	N/A	Hiring/Promotion Board	1

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	30	Advertisements Placed	5
Pre-Employment Drug Screens	41	Applications Received	149
Pre-Employment Physicals	26	Job Announcements Emailed	35
Pre-Employment OSBI	15	Job Announcements to CON Depts.	588

TRAINING & DEVELOPMENT

Provided “Leadership Pickles” customer service training for 106 management and supervisory employees.

Conducted training for 3 new employees on the topics of Workplace Harassment, Workplace Violence, and Customer Service.

The Computer Training Lab was the site for New World New World Law Enforcement Records Management System training for the Police and Fire Departments. Training topics included Mobile Law Enforcement Train the Trainer, Mobile Fire Train the Trainer, LERMS Train the Trainer, FRMS Train the Trainer, LERMS additional modules, and Mobile Applications. GIS Web Applications training for various departments; and a Bad Debt Collection Webinar for the Finance Department, Treasury Division.

SAFETY

Safety Activities during April 2014:

6 employees attended OSHA Outreach 10 hour classes this month. 166 of 176 targeted employees are now trained in basic occupational safety skills and concepts.

- Held six (6) Safety meetings by department
- Held four (4) Return-to-Work meetings

Recordable Injuries - 5

Employee	Nature of the injury	Activity	Prognosis
Fire, Suppression	Laceration of thumb	Opening/ using a pocket knife	Minor Medical Care, Returned to Work
Planning, Comm. Development	Contusion shoulder	Tripped over a stake and fell on construction site	Minor Medical Care, Returned to Work
Police, Patrol	Strain/Sprain to knee	Kneeling while firing at Police Pistol Range	Minor Medical Care, Returned to Work
PW, Streets	Thought to be strain/sprain inguinal hernia. Was actually epididymitis.	Lifting concrete while repairing street	Under Medical Care
Utilities, Water Line Maintenance	Laceration to hand Non OJI	Hand slipped and contacted rotating saw blade	Minor Medical Care, Returned to Work

Vehicle Collisions - 0

Division	Description of Collision	Discipline Status
	No our fault vehicle collisions were reported this month	

Cumulative number of Vehicle Collisions of the indicated year, 2014 is total year to date.					
2014	2013	2012	2011	2010	2009
2	23	15	18	34	42

INFORMATION TECHNOLOGY

6

CITY OF NORMAN

Information Technology Department
 Monthly Report –April 2014

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 outside malicious attacks via email. IT had a total of 496,616 attempted incoming and 44,491 outgoing messages for the month of April. 360,515 of the incoming messages were considered Spam or hazardous e-mails and were quarantined or filtered. Without the email filter our email server would have received that much additional mail which increases waste and decreases valuable storage space. Additionally the filter kept city employees from being bombarded with spam and potentially harmful emails.

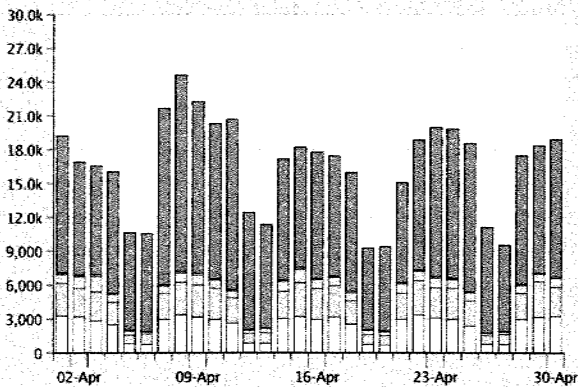
Executive Summary

mail.ci.norman.ok.us

01 Apr 2014 00:00 to 30 Apr 2014 23:59 (GMT -05:00)

Data in time range: 100.0 % complete

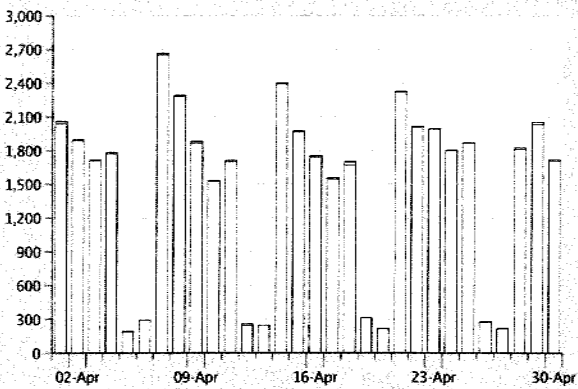
Incoming Mail Graph



Incoming Mail Summary

Message Category	%	Messages
Stopped by Reputation Filtering	67.8%	336,610
Stopped as Invalid Recipients	0.7%	3,260
Spam Detected	4.1%	20,396
Virus Detected	0.0%	47
Stopped by Content Filter	0.0%	202
Total Threat Messages:	72.6%	360,515
Marketing Messages	12.8%	63,653
Clean Messages	14.6%	72,448
Total Attempted Messages:		496,616

Outgoing Mail Graph



Outgoing Mail Summary

Message Processing	%	Messages
Spam Detected	0.0%	0
Virus Detected	0.0%	0
Stopped by Content Filter	0.5%	240
Clean Messages	99.5%	44,251
Total Messages Processed:		44,491

Message Delivery	%	Messages
Hard Bounces	1.2%	547
Delivered	98.8%	43,862
Total Messages Delivered:		44,409

The following statistics represent email space and resource savings. 32 emails from the groups shown in the table below were sent from city servers using city resources – of those 26,181 were delivered to outside mailboxes for the month of April 2014. Basically the city generated 26,181 messages from only 32.

<i>Group</i>	<i>Active Members</i>	<i>Mailings</i>	<i>Total Delivered</i>
Affirmative Action Group	17	2	35
Job Posting	1,889	2	3,753
Norman News	962	22	21,040
Police – Citizens' Academy	83	0	0
Police – Neighborhood Watch	106	0	0
Public Works Consultants	135	0	0
Westwood Golf	586	2	1,141
Westwood Golf Members	9	0	0
Westwood Men's Golf Assoc.	103	2	204
Westwood Women's Golf Assoc.	7	2	8
Totals	3,897	32	26,181

The following statistics represent the number of support tickets closed by the IT Support Staff for the month of April 2014.

IT Support Tickets			
Month	Feb 2014	Mar 2014	April 2014
Total Closed	352	494	341
Public Safety Closed	113	166	74
Open at EOM	33	84	44

Working projects are as follows:

- Voice Over IP roll out in progress
- Norman Investigation Center stand up complete
- New World Software roll out in development, training, and testing phases
- Animal Welfare building stand up scheduled
- Public WiFi access in Council Chambers in progress
- IT Support Center development in progress

LEGAL **7**

MONTHLY REPORT - LEGAL DEPARTMENT

April Report

(Submitted May 9, 2014)

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT

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

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

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

Red Cliff v. City of Norman, CIV 13-01212 (K/M) – this case was remanded back to Cleveland County District Court and will appear in that section in future reports.

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

COURT OF CRIMINAL APPEALS – None pending

OTHER COURTS

MBS Surety Agency v. AT&T, Circuit Court of the City of St. Louis, Case No. 1222-CC09746

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

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

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

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

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

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

City v. Shoun, CV-2013-485 (K) – this case was dismissed and will no longer appear on the monthly report.

Decker Center, LLC v. City of Norman, Case No. No. CJ-2013-424 (K, B)

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

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

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

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

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

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

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

Morris v. Humphrey, et al., CJ 2014-490
This lawsuit was filed alleging negligence.
Perry, Robert R. v. City of Norman, CS 2014-328 (K)
Red Cliff v. Norman Utilities Authority, CJ-2013-1223 (M)
Young v. City of Norman, CJ 2006-819 BH (K)

B. *Condemnation Proceedings*

Dunn v. City of Norman, CJ-2012-1097 (K)
CON v. Christopher Armstong, CJ-2013-777W (W)

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

Arvest v. Jessica Baker, et al., CJ 2012-696
Bank of Oklahoma v. AGLC, et al., CJ-2011-14
Mortgage Clearing Corp. v. Weaver, CJ-2014-325

D. *Municipal Court Appeals*

E. *Small Claims Court*

Hamoush v. City of Norman, SC 2013-3366
Amended/Alias Small Claim

F. *Board of Adjustment Appeals*

LABOR / ADMINISTRATIVE PROCEEDINGS

None.

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

This office has assisted with the following grievances:

AFSCME Grievance FYE10-06 – (AFSCME - Contract Labor) Moved to arbitration, however there has been no initiation of same by the Union.

AFSCME Grievance FYE 14-02 – (Rollins – Discipline/Demotion) Moved to arbitration.

AFSCME Grievance FYE 14-03 – (Hostile Work Environment – Fleet Division).

AFSCME Grievance FYE 14-04 – (Reduce Written Reprimand for Insubordination).

AFSCME Grievance FYE 14-05 – (Fox Termination)

AFSCME Grievance FYE 14-06 – (Green Termination)

FOP Grievance FYE 13 – (Amason – Termination). This grievance was arbitrated on April 29, 2014.

FOP Grievance FYE 14 – (Cotrone – Termination). This grievance is set for arbitration on May 13, 2014.

FOP Grievance FYE 14 – (Lawton – Suspension)

- IAFF Grievance FYE11 – (IAFF - Merit Increases) Arbitration was held in abeyance pending a decision in City v. IAFF, CV-2011-48 L; DF - 109447 (P, K)
- IAFF Grievance FYE14 – (IAFF – Time Exchange)
- IAFF Grievance FYE14 – (IAFF –Bobby Smith Time Exchange)
- IAFF Grievance FYE14 – (IAFF – Relief Captain)
- IAFF Grievance FYE14 – (IAFF – Keith Scott)
- IAFF Grievance FYE14 – (IAFF – Unscheduled Leave)
- IAFF Grievance FYE14 – (IAFF – Cody Goodnight Grievance)
- IAFF Grievance FYE14 – (IAFF – Jason Rogers Grievance)
- IAFF Grievance FYE14 – (IAFF – Joseph Lashbrook Grievance)

B. Public Employees Relations Board (PERB)

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

C. Equal Employment Opportunity Commission (EEOC)

None.

D. Oklahoma Corporation Commission

MEDIATION PROGRAM

For the month of April, 2014, the Early Settlement Norman Mediation Program accepted 41 new cases, closed 52 cases and conducted 7 mediations.

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through April 30, 2014. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

<u>Month</u>	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 12	FYE 13	FYE 14	FYE 12	FYE 13	FYE 14	FYE 12	FYE 13	FYE 14
JULY	371	409	478	48	54	30	14	17	16
AUG	501	907	460	36	83	55	15	19	17
SEPT	5	467	450	97	111	40	15	15	14
OCT	567	614	497	57	75	52	12	13	16
NOV	493	404	456	27	26	58	12	14	12
DEC	495	352	413	83	47	84	9	11	13
JAN	582	555	551	36	77	46	15	14	14
FEB	555	533	632	58	44	49	15	11	12
MAR	585	673	634	85	68	40	12	14	12
APR	627	587	651	62	73	38	16	16	15
MAY	672	561		84	64		17	7	
JUNE	620	477		48	39		10	10	

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
TOTALS / YTD	6616	6539	5222	721	761	492	162	161	141

WORKERS' COMPENSATION COURT

The total number of pending cases is 35. There was one new case filed in April 2014. Two cases have been settled and are scheduled for Council approval on May 13, 2014. The remaining cases are proceeding in active litigation in the Workers' Compensation Court of Existing Claims. The current breakdown of pending Workers' Compensation cases by work area has been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE14 CASES	FYE13 CASES	FYE12 CASES	FYE11 CASES
City Clerk	Building Maintenance					1
Finance	IT	1		1		
Fire	Administration					3
Fire	Suppression	17	9	11	10	6
Parks/Rec.	Recreation					
Parks/Rec.	Park Maintenance	1	1		1	2
Police	Animal Control					
Police	Patrol	6	2	3		2
Police	Records					
Police	Administration				2	
Public Works	Street Maintenance	1	1	3		5
Public Works	Traffic Control	1			2	1
Public Works	Vehicle Maintenance					
Public Works	Stormwater	3		2		
Utilities	Line Maintenance	3	1		1	6
Utilities	Sanitation	1		1	1	4
Utilities	Water/WW Treatment	1				3
Utilities	HCO					
TOTALS		35	14	21	15	33

List of Pending Cases (S)

- Amason, Amber v. City of Norman, WCC 2012-12306 K
(Police Patrol, Intestinal)
- Andrews, Jimmy v. City of Norman, WCC 2012-00538 L
(PW MWI, Stormwater, right foot burn)
- Andrews, Carla v. City of Norman, WCC 2013-03568 X
(Death Claim – Jimmy Andrews)
- Awbrey, David v. City of Norman, WCC 2013-10572 Q
(Fire, Lungs/Pulmonary (Denied))
- Barnes, Darron v. City of Norman, WCC 2014-02140 A
(Firefighter; R. Ankle/Foot)
- Barnes, Darron v. City of Norman, WCC 2014-02142 K
(Firefighter, Bilateral Hearing)
- Blalock, Rick v. City of Norman, WCC 2009-08466 H
(Sanitation, Back, Neck, Depression)

Bridgford, Earl, v. City of Norman, WCC 2010-14361 A
(Utilities Water Treatment, Both Hands)

Burton, Rodney v. City of Norman, WCC 2010-11090 J
(Utilities, Line Maintenance, Back, Body, Depression)

Burton, Rodney v. City of Norman, WCC 2011-06594 Y
(Utilities, Line Maintenance, Head)

Burton, Rodney v. City of Norman, WCC 2011-11026 R
(Utilities, Line Maintenance, Left Shoulder, Body, Depression)

Canary, James M. v. City of Norman, WCC 2011-12030 K
(PW Traffic Control, Left Knee & Ankle)

A settlement in this case is scheduled for Council approval on May 13, 2014. This case will no longer appear on the Monthly Report.

Cecil, Gary v. City of Norman, WCC 2007-04745 A
(Firefighter, Re-injured Right Knee, Depression)

Cochran, Marcus v. City of Norman, WCC 2013-13012 F
(Firefighter, Left shoulder, hip and back)

Crawford, Hugh L. v. City of Norman, WCC 2011-11738 L
(Firefighter, Suppression, Lungs)

Crawford, Hugh L. v. City of Norman, WCC 2011-11741 Q
(Firefighter, Suppression, Spine, Neck, Left Arm)

Crawley, Frank v. City of Norman, WCC 2013-04986 L
(Fire Captain, Left Shoulder)

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

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

Hays, Garrett K. v. City of Norman, WCC 2013-04390 K
(PD, Lumbar Back)

Helm, Mark v. City of Norman, WCC 2007-07137 A
(Firefighter-Suppression, Repetitive Body Trauma, Depression)

Lauderdale, Glenn v. City of Norman, WCC 2013-05128 J
(Finance, Tech Support, Left Shoulder/Arm)

Nation, Tabitha v. City of Norman, WCC 2014-04282 L
(PSO/Police, Left Shoulder)

Pelfrey, Leonard Don v. City of Norman, WCC 2012-13565 J
(Firefighter, Hearing)

Pelfrey, Leonard Don v. City of Norman, WCC 2013-12958 X
(Firefighter, Low Back)

Pelfrey, Leonard Don v. City of Norman, WCC 2013-13409 A
(Firefighter, Right shoulder)

Richmond, Eddie H. v. City of Norman, WCC 2013-08821 L
(Parks Supervisor/Parks, Left Thumb)

Robertson, Kellee v. City of Norman, WCC 2010-13896 F
(Police Patrol, Respiratory/Circulatory)

Shelton, Allen W. v. City of Norman, WCC 2010-09832 A
(PW Street Maintenance, Reinjury of Left Knee)

Simpson, Jason v. City of Norman, WCC 2013-05574 J

(Police, MPO Officer, Back/Neck/Head)

Smith, Joseph B. v. City of Norman, WCC 2010-03196 F

(Firefighter, Back)

Suchy, Tim v. City of Norman, WCC 2013-11624 J

(Fire, Lungs)

Suchy, Tim v. City of Norman, WCC 13117 X

(Fire, Back)

Wansick, Brandon v. City of Norman, WCC 2013-11070 A

(Master Policer Office, Police Department, Back, hips, legs, left knee)

Younts, Jerry v. City of Norman, WCC 2013-07227 X

(PW/SM/HEO, Lumbar Back)

A settlement in this case is scheduled for Council approval on May 13, 2014. This case will no longer appear on the Monthly Report.

SPECIAL CLAIMS

The following is a breakdown of the Special Claims activity through April 30, 2014.

<u>DEPARTMENT</u>	<u>FYE 14 Month</u>	<u>FYE 14 To Date</u>	<u>FYE 13</u>	<u>FYE 12</u>	<u>FYE11</u>
Animal Control				2	
City Clerk					
Code Enforcement					
PW-Engineering		2	2		1
Finance (meter covers)					1
Fire			1	2	2
Fleet					
Human Resources		1			
Legal				1	
Utilities-Sewer & Line Maintenance		6	11	4	21
Parks			2	3	1
Planning					
Police		9	9	7	4
Public Works-Traffic		4	4	11	
Road & Channel		1			
Utilities-Sanitation	1	10	7		1
Streets	1	3	7	4	7
Utilities		11	3	24	3
Utilities-Waste Water (runoff water)					
<u>Other</u>					7
TOTAL CLAIMS	2	47	46	58	48

<u>CURRENT CLAIM STATUS</u>	<u>FYE 14 To Date</u>	<u>FYE 13</u>	<u>FYE 12</u>	<u>FYE 11</u>
Claims Filed	47	46	58	48
Claims Open and Under Consideration	16	7	2	1
Claims Not Accepted Under Statute/Other	2	0	0	8
Claims Paid Administratively	8	12	22	14
Claims Paid Through Council Approval	8	10	12	5
Claims Resulting in a Lawsuit for FY14	0	1	1	0
Claims Barred by Statute (No Further Action Allowed)	3	14	20	18
Claims in Denied Status (Still Subject to Lawsuit)	10	2	1	1

UNIVERSITY NORTH PARK TIF

Staff is working on issues related to the formation of a Business Improvement District to provide for maintenance of Legacy Park as well as other enhancements for the area.

MUNICIPAL COURT

8

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

CASES FILED

	<u>APRIL</u>	<u>FY14</u>	<u>Y-T-D</u>	<u>APRIL</u>	<u>FY13</u>	<u>Y-T-D</u>
Traffic	1,865		13,877	1,496		14,132
Non-Traffic	488		3,831	444		3,736
SUB TOTAL	2,353		17,708	1,940		17,868
Parking	1,526		10,179	1,093		8,344
GRAND TOTAL	3,879		27,887	3,033		26,212

CASES DISPOSED

	<u>APRIL</u>	<u>FY14</u>	<u>Y-T-D</u>	<u>APRIL</u>	<u>FY13</u>	<u>Y-T-D</u>
Traffic	1,527		11,597	1,291		13,447
Non-Traffic	368		3,421	374		3,582
SUB TOTAL	1,895		15,018	1,665		17,029
Parking	1,083		8,131	852		6,399
GRAND TOTAL	2,978		23,149	2,517		23,428

REVENUE

	<u>APRIL</u>	<u>FY14</u>	<u>Y-T-D</u>	<u>APRIL</u>	<u>FY13</u>	<u>Y-T-D</u>
Traffic	182,852		1,269,245	136,409		1,327,486
Non-Traffic	56,252		479,022	44,386		514,643
SUB TOTAL	239,104		1,748,267	180,795		1,842,129
Parking	25,995		205,955	20,433		171,891
GRAND TOTAL	265,099		1,954,222	201,228		2,014,020

Juvenile Community Service Program

In April, 2014, juveniles provided 158 hours of community service worked through our Juvenile Community Service Program to various local, non-profit agencies. Of these hours, 84 hours valued at \$609, if paid at minimum wage, were devoted to City of Norman parks and other projects.

PARKS AND RECREATION

9

**APRIL 2014
PARK PLANNING DIVISION
MONTHLY REPORT**

Tree Planting:

The Little River Tree Co. planted trees in several parks in April, including those in Frances Cate, June Benson, McGeorge and Ruth Updegraff Parks as part of the CDBG funded park improvements. Also, trees were planted in Rotary and Andrews Parks to replace the trees destroyed by the tornado damage in 2012.

Saxon Park:

The parking lot curb and gutter in the park was completed, followed by placement of the asphalt for the parking area. Also, the competition starting lane for the cross country course was sprigged with Bermuda grass. That portion of the course will be a turf grass surface which will transition into the crushed granite surface on the remainder of the trails.

Park Playground Additions:

Staff has performed several park inventories over the winter and we have ordered new furnishings and/or equipment for those parks. A shade structure for the playground at Rotary Park has been ordered, which will be partially funded through donations from the Rotary Club. The Andrews Park tot lot renovation plan is almost complete, and we will prepare a Council Agenda item to appropriate funds for that work. Also, a new slide for Colonial Commons has been ordered, a new tot swing has been ordered for Eagle Cliff Park, and we are putting together a plan for the playground improvements at Kiwanis Park, and for the addition of more play equipment at Frances Cate Park.

Moore-Lindsey House:

Staff has been monitoring the contractor working on the Carriage House remodel. The plumbing, foundation and electrical inspections are complete. New insulation has been installed throughout the building, the walls have been covered with new sheetrock and taped and primed. Work continues on the floors, the ADA restroom construction, the kitchen counter area and the remaining fixtures and finishes throughout the building. Work will be completed by the end of May.

Park Landscaping:

Staff has been compiling a list of projects for landscape contractors to bid on at several parks where trees and landscape material are planned to be installed. Also, staff has prepared a work plan for the Main Street planter beds which are in need of renovation. Some areas have been damaged by vehicle accidents. Some areas received damage during winter weather and some were killed by recent droughts. The new plantings will be installed during May, and all irrigation lines will be checked and repaired if needed during this process.

Griffin Park:

Staff has been working with the contractor hired to install the new parking lot addition at the large lot in the southeast corner of the park (12th and Robinson). Park crews removed the pipe-rail border and a few small trees where the new lot will adjoin the existing lot. The contractor has begun cutting-in and grading the area for the new lot area and has started to install the new curb and gutter. The lot will be completed in May.

Andrews Park Pavilion:

Our contractor worked to complete the construction of the new pavilion at Andrews Park. The Assistance League of Norman contributed \$56,000 toward the project and will hold a dedication of the pavilion on Saturday May 3rd at 6:00 p.m. during the Mayfair event. A bronze plaque was mounted on the wall of the shelter recognizing the Assistance League for their 40 years of service to the Norman Community. Final punch list items will be addressed in May so the project can be closed-out.

Little Axe Concession Building:

The contractor has started construction of the new concession and restroom building at the Little Axe Community Center ball fields. Work on the building is expected to be completed in approximately 90 days. Temporary water service and restrooms are being provided during the construction period so summer baseball and softball league activities can continue at the park.

APRIL 2014
RECREATION DIVISION
MONTHLY REPORT

Senior Citizens Center: The AARP Tax Aide finished on April 10th. These volunteers filed 650 tax returns from February 4th thru April 10th. This was the only AARP site in this area this year so they were kept very busy. They already have dates set for next year and are looking forward to being very busy. There were two rentals at the facility this month with 500 people participating. A group of 10 seniors took a trip to Branson this month with Elite tours. They were gone four days and had a great time.

Little Axe Community Center: The food distribution for the month resulted in 264 adults and 113 children being served. Dance classes continue at the center. The Little Axe Youth Sports League has begun their summer activities at the ball fields. There were five facility rentals with 175 in attendance. The Pioneer Library Service Statistics Report stated there were 322 units of service provided through the Book Place. The Head Start program continues to accept applications and currently has 9 children enrolled.

12th Avenue Recreation Center: There were 216 participants in open gym during the first two weeks of this month. The after school program currently has an average of 27 children participating in the program from Eisenhower Elementary School. There were four rentals at the center this month with 450 in attendance. Installation of the new gym flooring started on April 15th and will be completed in May.

Irving Recreation Center: The Jr. Jammer Volleyball season kicked off this month. We had several practices throughout the month and we hosted 2 weeks of Junior and Senior division games this month as well. Dance classes continued this month at the center. This month's Kids in the Kitchen class had its biggest class with 10 students in attendance. Staff held a Flashlight Easter Egg Hunt at the center with about 90 children in attendance. There were 4 rentals at the facility this month with 125 in attendance.

Whittier Recreation Center: Junior Jammer volleyball started playing games in April and is currently playing games at both Whittier and Irving Recreation Centers. There are 12 teams in the league. There will be a double elimination tournament for the league teams in May. The afterschool program at Whittier averaged 24 kids per day with kids from Jackson, Truman and Truman Primary Elementary. Classes held at Whittier this month were Karate, Sydney's Art in Motion Dance Class and Clogging.

FACILITY ATTENDANCE:	Month	Year to Date
Senior Citizens Center (includes congregate meals)	1,957	18,150
Little Axe Community Center	1,451	12,785
12th Avenue Recreation Center	2,450	31,000
Irving Recreation Center	2,074	15,936
Whittier Recreation Center	1,257	25,434
Reaves Center	300	3,000
Tennis Center	4,250	28,706

**APRIL 2014
PARK MAINTENANCE DIVISION**

Park Maintenance Staff prepared Andrews Park for the annual Mayfair Festival. Crews prepared the ball fields at Griffin Park for the 2014 Youth Baseball and Softball season. Crews prepared Griffin park for the annual Trout Fishing Derby hosted by the Troy Hatfield Foundation. Crews also prepared Reaves Park for the annual Earth Day celebration on April 27th. Routine mowing and restroom and trash pickup occurred at all park sites.

SAFETY REPORT	FYE-14MTD	FYE-14YTD		FYE-13MTD	FYE-13YTD
On-The-Job Injuries	1	6		2	13
Vehicle Accidents	0	6		0	2
Employee responsible	0	5		0	1
ROUTINE ACTIVITIES	Total Man Hours			Total Man Hours	
	MONTH-TO-DATE	YEAR-TO-DATE		MONTH-TO-DATE	YEAR-TO-DATE
Mowing	346.50	1949.25		139.00	773.75
Trim Mowing	1214.50	6722.50		724.00	4433.00
Chemical Spraying	61.00	467.50		52.00	707.00
Fertilization	4.00	4.00		0.00	8.00
Tree Planting	10.00	18.00		0.00	77.50
Tree & Stump Removal	149.00	508.00		0.00	1343.00
Tree Trimming/Limb Pick-Up	140.00	3816.50		28.00	686.25
Restroom/Trash Maintenance	567.00	3169.00		559.00	3020.00
Play Equipment Maintenance	199.00	778.00		48.50	1750.50
Sprinkler Maintenance	121.00	656.00		97.50	2224.75
Watering	0.00	38.00		0.00	512.50
Grounds/Building Maintenance	56.50	470.50		34.50	330.50
Painting	6.00	70.00		16.00	25.50
Planning Design	0.00	0.00		0.00	37.00
Park Development	0.00	401.50		4.00	362.50
Special Projects	275.50	3130.00		508.00	4174.25
Nursery Maintenance	0.00	24.00		0.00	2.00
Flower/Shrub Bed Maintenance	104.00	1037.00		44.00	652.50
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	181.00	401.00		0.00	58.00
Fence Repairs	88.00	130.00		0.00	1125.00
Equipment Repairs/Maintenance	183.50	1769.25		158.50	1549.75
Material Pick-Up	31.25	169.25		41.25	171.25
Miscellaneous	195.75	1945.75		118.75	2313.25
Shop Time	79.00	784.00		72.50	431.50
Snow/Ice Removal	0.00	722.25		0.00	106.00
Christmas Lights	0.00	2541.00		0.00	1787.00
Close to Home Fishing	32.00	32.00		0.00	0.00
Forestry	0.00	0.00		0.00	6.00
Graffiti Clean-Up	0.00	2.00		0.00	52.00

APRIL 2014
COMMUNITY SERVICE PROGRAM
MONTHLY REPORT

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

	Municipal Court				Outside Agency				Total			
	Clients		Hours		Clients		Hours		Clients		Hours	
	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D
Animal Control		14		562.00		20		484.00		34		1046.00
Building Maintenance												
City Clerk												
City Controller												
Compost Facility												
Code Enforcement												
Fleet Management												
Finance												
Firehouse Art Center												
Legal												
Municipal Court												
Park Maintenance												
Personnel												
Police												
Recreation												
Sanitation												
Sewer & Water												
Westwood Golf												
Westwood Pool												
Print Shop												
Public Works												
Payroll												
Engineering												
Hourly Wage Value				\$7.25				\$7.25				\$7.25
Value of hours Month												
Value of hours Y-T-D				\$4,074.50				\$3,509.00				\$7,583.50

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

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A

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

SAFETY REPORT	FY 2014	FY 2014	FY 2013	FY 2013
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

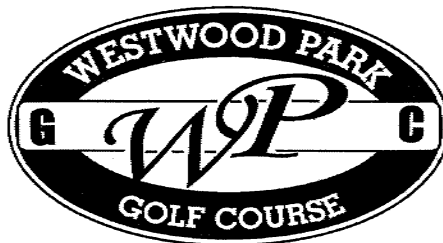
FINANCIAL INFORMATION

	FY 2014	FY 2014	FY 2013	FY 2013
	MTD	YTD	MTD	YTD
Green Fees	\$42,328.29	\$390,250.90	\$47,530.69	\$405,610.14
Driving Range	\$10,355.89	\$79,080.46	\$13,129.81	\$82,276.91
Cart Rental	\$24,442.41	\$221,976.96	\$26,855.01	\$218,320.66
Restaurant	\$451.95	\$7,913.31	\$535.79	\$6,727.80
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$100.00
Interest Earnings	\$31.69	-\$3,933.03	\$25.55	\$4,916.32
Golf Cart Advertisement	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL INCOME	\$77,610.23	\$695,288.60	\$88,076.85	\$717,951.83
Expenditures	\$76,192.07	\$923,230.69	\$73,025.21	\$871,137.36
Income vs Expenditures	\$1,418.16	(\$227,942.09)	\$15,051.64	(\$153,185.53)
Rounds of Golf	2847	24785	2648	25404

A training program for customer service was attended by all staff the first week of the month. Aerification of the greens is done in April. This is a labor intensive practice that sees some 1.2 million holes punched in the three acres of bent grass. 75 tons of golf course sand is then spread over the greens and drug in to fill the holes. This is essential to the health of the turf. Aerification cores are used to fill in low areas, and saved to use for another purpose. Routine mowing schedules were attained by month's end. Greens are mowed daily. Putting green cups are changed daily. Tees, collars and fairways are mowed twice a week. Roughs are mowed as needed. Sand bunkers are raked daily. 8 inch diameter cups were used in a 9-hole tournament by the Thursday night league group. Reviews were excellent.

Agronomically, fertilizer was applied to all cool season turf. Weak bermudagrass was aerified and fertilized. A strategy is being devised to deal with areas of winter kill. It will include some sodding and plugging. 2 applications of fertilizer were applied to the greens in order to accelerate the healing from aerification. At aerification, a product (Eclipse) was applied to areas of greens at risk for an anaerobic condition known as black layer. A wetting agent combined with an acidifier, was applied to all greens. Post emerge herbicides were applied in select areas as needed. A dead tree was removed from the course. Handwatering was required on a few unseasonably warm days. Several tees, (cool season) were aerified. The driving range tee was fertilized and toppedressed with sand.

Spring cleaning continues. We painted all the directional signs on the golf course. We are improving the driving range. Several loads of material have been staged at the back of the range. These include sand, topsoil, and compost. It will be incorporated into the existing soil before being grassed. All of the driving range flags have been replaced. Roof repair was completed on the pump house, but is still pending on the cart barn. The awning at the front door of the clubhouse has been repaired. The drainage improvement project continues. We have installed a new drainage sump in the area immediately southeast of 18 green. Irrigation repair was fairly average this month.



APRIL 2014

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	APRIL FY'14	APRIL FY'13
Regular Green Fees	466	614
Senior Green Fees	194	103
Junior Fees	41	96
School Fees (high school golf team players)	0	8
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	334	248
Employee Comp Rounds	267	180
Golf Passport Rounds		1
9-Hole Green Fee	145	177
2:00 Fees	94	77
4:00 Fees	312	231
6:00 Fees	0	24
PGA Comp Rounds	2	1
*Rainchecks	18	12
Misc Promo Fees <small>(birthday fees, players cards, OU student fees, Military player pass)</small>	976	882
Green Fee Adjustments <small>(fee difference on rainchecks)</small>	16	6
Total Rounds <small>(*not included in total round count)</small>	2847	2648
% change from FY '13	7.52%	
Range Tokens	3104	3978
% change from FY '13	-21.97%	
18 - Hole Carts	124	123
9 - Hole Carts	59	55
1/2 / 18 - Hole Carts	973	1029
1/2 / 9 - Hole Carts	400	359
Total Carts	1556	604
% change from FY '13	157.62%	
18 - Hole Trail Fees	4	1
9 - Hole Trail Fees	0	1
18 - Hole Senior Trail Fees	1	1
9 - Hole Senior Trail Fees	3	2
Total Trail Fees	8	12
% change from FY '13	-33.33%	
TOTAL REVENUE	\$77,610.23	\$88,076.85
% change from FY '13	-11.88%	

APRIL 2014
WESTWOOD POOL
MONTHLY REPORT

Westwood Pool will open for the season May 24th

FINANCIAL INFORMATION

	FY2014 MTD	FY2014 YTD	FY2013 MTD	FY2013 YTD
Admission Fees	\$0.00	\$41,150.90	0.00	\$50,562.25
Waterslide Fees	\$0.00	\$8,568.50	0.00	\$12,052.00
Swim Lesson Fees	\$0.00	\$5,960.50	0.00	\$4,578.00
Pool/Slide Rental	\$0.00	\$6,200.00	0.00	\$10,800.00
Locker Fees	\$0.00	\$41.00	0.00	\$19.50
Concessions	\$0.00	\$2,580.00	0.00	\$2,580.00
TOTAL INCOME	\$0.00	\$64,500.90	0.00	\$80,591.75
Expenditures	\$3,044.93	\$122,066.25	2,365.13	\$134,334.76
Income verses Expenditures	(\$3,044.93)	(\$57,565.35)	(2,365.13)	(\$53,743.01)

ATTENDANCE INFORMATION

	FY 2013 Month to Date	FY 2013 Season to Date (May-Aug 13)	FY 2012 Month to Date	FY 2012 Season to Date (May-Aug 12)
a. swim tags	0	4827	0	5246
b. pool admission	0	13680	0	15749
c. slide admission- (not inc. in total)	0	7589	0	9341
d. group admission	0	3108	0	2764
e. noon admission	0	56	0	89
f. evening admission	0	2118	0	2778
g. evening tags	0	994	0	1732
TOTAL ATTENDANCE	0	24783	0	28358

PLANNING AND COMMUNITY DEVELOPMENT 10

ADMINISTRATION, CURRENT PLANNING, GIS 10A

PLANNING DEPARTMENT ACTIVITY
April 2014

ADMINISTRATIVE DIVISION

Center City Vision Plan (CCV)

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

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

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

The boundaries of the Plan contain an approximately 42-block area generally bounded by Gray Street on the north, the railroad tracks on the east, Boyd Street on the south and Park Avenue and Flood Avenue on the west.

During the month of April, Planning and Revitalization staff members have been preparing for the Center City Vision (CCV) Design Charrette which will be held the week of May 12-16. Throughout the month, staff worked out event logistics for the Charrette site, 127 W Main Street. Staff also gathered, prepared and conveyed background data to consulting team and coordinated with members of the seven-member Charrette team and the CCV Executive Committee by phone, email and in person. Staff also prepared the publicity package for Charrette for print and social media. Staff also secured day sponsors to provide design team meals during the Charrette week.

Greenbelt Commission

There were three Greenbelt Enhancement Statements submitted for the April 21, 2014 meeting. Items GBC 14-06 (St. Thomas More Catholic Church), GBC 14-08 (R. Blaine Nice), and GBC 14-09 (Golden Twins) were forwarded with no additional comments. Item GBC 14-07 (Eagle Cliff Addition Section 15) was forwarded with comments. The next regularly scheduled meeting will be May 19, 2014.

Miscellaneous

	2013 Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2014 Jan	Feb	Mar	April
Walk-Ins	99	63	65	63	47	80	67	72	45	62	58	71	56
Email Contacts	290	324	360	291	297	301	273	212	288	259	274	276	239
Lot Line Adjustments	0	1	2	0	2	4	3	2	2	1	3	1	4
Landscape Maint. & Replacement Bonds	2	1	0	5	7	2	1	2	2	1	2	3	-
Board of Adjustment Variance Appl.	1	0	0	1	5	1	0	3	3	2	2	1	2
Legal Notices Sent	16	0	0	40	115	35	0	129	129	113	63	31	27
Planning Commission Applications Rec'd	3	9	3	1	4	5	4	0	4	3	6	2	2
Legal Notices Sent	18	229	56	34	103	227	43	0	220	188	103	58	43
Pre-Development Meeting Appl. Rec'd	6	2	4	2	4	3	0	1	6	3	3	1	4
Notices Sent	276	142	296	97	191	116	0	18	167	65	66	20	95

CURRENT PLANNING DIVISION

Planning Commission – number of applications received

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

During April, four applications for Pre-Development were received.

During April, submittals for the May 8, 2014 Planning Commission meeting included one project which included a NORMAN 2025 Plan amendment, Special Use and preliminary plat; and one project which included a NORMAN 2025 Plan amendment, rezoning and preliminary plat.

The Planning Commission met in Regular Session on April 10, 2014 and approved one Norman Rural Certificate of Survey, one Short Form Plat, one site plan amendment for a snow cone stand, and one project which included a 2025 Plan amendment and rezoning; a public hear on the Draft Comprehensive Transportation Plan; and presentation of the Annual Report of the NORMAN 2025 Land Use and Transportation Plan. One set of minutes was prepared for the Planning Commission Regular Meeting.

During the month of April, 47 commercial building applications were submitted for review. Of those applications submitted for review, Current Planning staff reviewed and approved 16.

Board of Adjustment

The Board of Adjustment met on April 23, 2014 and considered one variance application, which was approved unanimously, and one special exception to the Sign Code, which was also approved unanimously. The next meeting is scheduled for May 28, 2014.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

GIS closed out the 2013 Aerial Photography project with Kucera International after the final corrections to the planimetric mapping were received. The data has been incorporated into the City's base map. GIS continues improving the mapping website initially deployed in October. Staff is currently working on ward and precinct, flood plain, zoning, and land use web maps. Development of internal web services to allow users to access GIS data continued with a focus on improving web printing options, particularly updates that will allow users to print scaled site plans without having to use Desktop ArcGIS. Staff is assisting internal users to migrate to the web services.

GIS Staff is working with the Clerk's office to complete the upgrade to the A/V system in the council chamber and study session conference room. The New World Systems public safety project software is requiring more staff time as there is now a release available that incorporates GIS. Staff has been working with NPD and Fire to test existing GIS data and acquire any additional data that is needed.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 63 requests for service that resulted in the production of 103 mapping products and reports. The GIS division did work for 8 of the City's Departments during the month of April, as well as providing information for and staffing of City Council and Planning Commission Meetings.

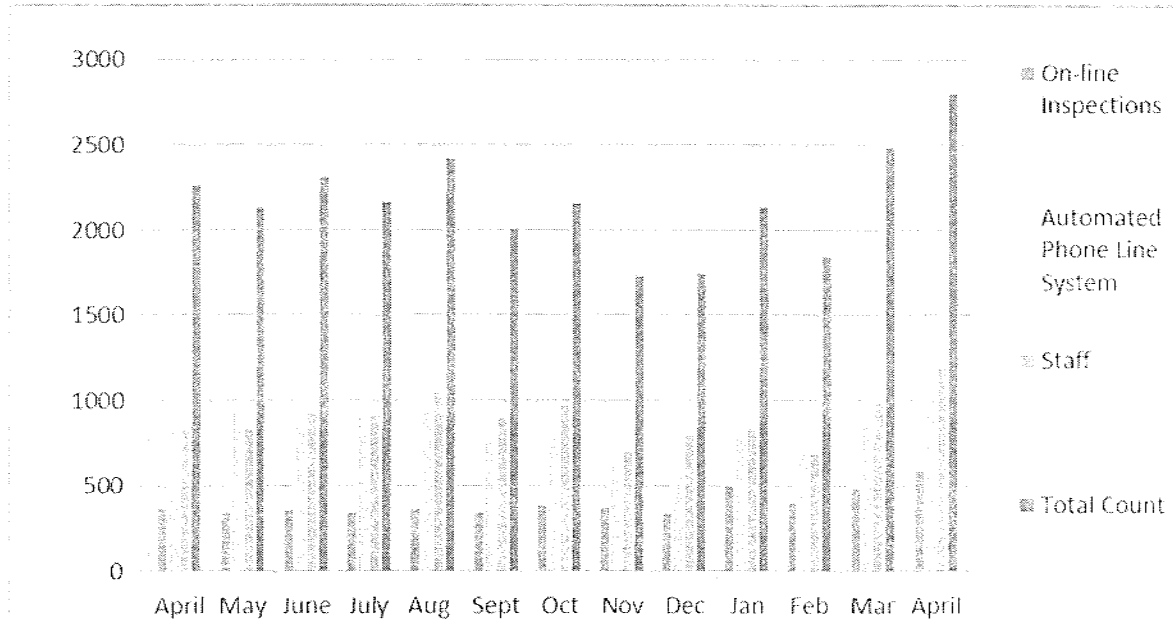
DEVELOPMENT SERVICE

10B

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

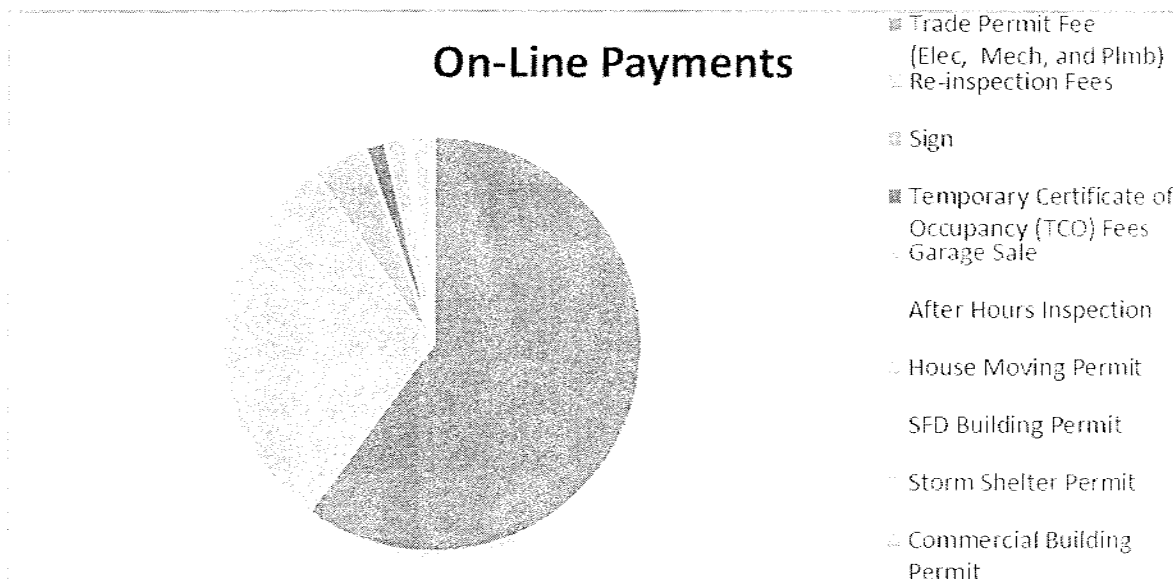
Inspection Requests

During April, 2014, 598 inspection requests were made on-line. The graph below indicates the inspection requests received during the last twelve months on-line, through the automated phone line system and the permit staff. The staff also schedule inspection requests include phone and in-person requests as well as administrative items.



On-line Payments

To date 588 payments have been made on-line totaling \$39,540.54. This includes 30 payments in April totaling \$2,083.00.



Mobile Field Inspection System

During April, 2,131 inspection results were entered using the Mobile Field Inspection (MFI) System. These inspection results were available on-line and through the Automated Phone Line System almost immediately as the inspections were conducted throughout the workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed; 14 photos or document attachments of specific inspection conditions were attached to the permanent inspection record using the MFI technology in the field. The dates below include inspection results conducted and resulted during the weekend. Inspection requests were completed on Saturday's to accommodate citizen's schedules and the heavy workload. The storm shelter inspections significantly contributed to the inspection workload.

	April 1-5	April 6-12	April 13-19	April 20-26	April 27-30
MFI Inspection Results	402	470	514	447	298
Photos or Document Attachments	10	0	1	3	0

Storm Shelter Permits

293 storm shelter permits were issued in April, 88 storm shelter permits were issued in April of 2013. In an effort to provide the best customer service to homeowners, staff is scheduling and coordinating the storm shelter inspections, particularly the storm shelters inside the garage that require the homeowner to be on-site for the inspection.

April 1-5	April 6-12	April 13-19	April 20-26	April 27-30
59	76	65	59	34

Construction Activity

The value of all construction activity permitted in APRIL of 2014 totaled \$28,892,426, up from \$28,989,767 for the same month last year. A total of 422 permits were issued in APRIL of 2014 compared to 194 in APRIL of 2013. The higher number of permits and value is primarily due to storm shelters and multi-family.

Total new residential permitting activity in APRIL 2014 was valued at \$6,199,290 compared to \$9,994,710 in APRIL 2013. New single-family detached residential construction in APRIL 2014 represented 28 new homes with an average value of \$221,403, compared with 39 new homes in APRIL 2013 with an average value of \$254,993. There were no attached single family permits. There was 1 new mobile home valued at \$45,900 in APRIL 2014 compared to none in APRIL 2013. There were no duplex units in APRIL 2014 compared to 2 duplex units in APRIL 2013 valued at \$131,555. There were 6 new multi-family permits (97 units) in APRIL 2014 compared to none in APRIL 2013.

Residential addition/alterations, storm shelters, swimming pools, storage buildings and other miscellaneous residential permits in APRIL 2014 numbered 355 valued at \$2,534,374 compared to 135 permits valued at \$2,201,814 for APRIL 2013. The average value in APRIL 2014 was \$7,139 compared to \$16,310 in APRIL 2013. The number of permits and value was higher in APRIL 2014 primarily due to more storm shelter permits.

New commercial construction permits in APRIL of 2014 totaled 15 with a value of \$7,767,880 compared to 8 permits valued at \$12,218,438 for APRIL 2013. The difference in number of permits is primarily due to greater number of smaller projects in 2013. The higher value and number of permits in APRIL 2013 is primarily due to the Wal Mart Neighborhood Center (\$2,413,438) and Crest Store (\$7,453,000).

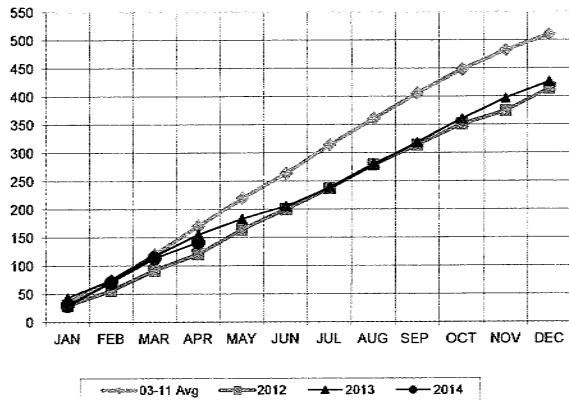
Commercial Addition/Alteration permits in APRIL of 2014 totaled 17 with a value of \$2,365,439 compared to 10 permits valued at \$4,493,250 for APRIL 2013. The lower number of permits in 2014 is primarily due to more small projects. The higher value in 2013 is primarily due to renovation at 736 Elm Avenue (\$2,500,000).

Construction Activity Summary for April 2014

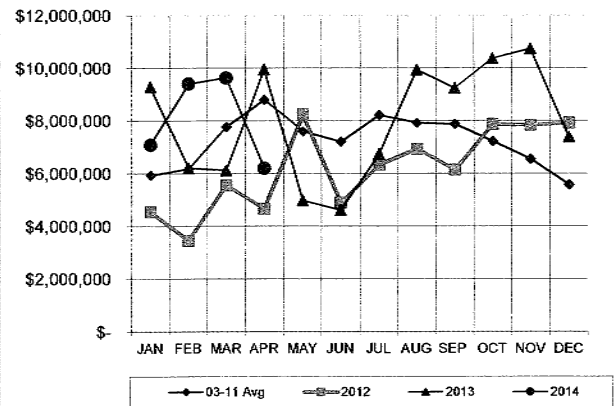
Permit Type	No. of Permits		No. of Units		Const. Value		Average Value	
New Residential (sing fam, mob homes, dupl)		29		29	\$	6,245,190	\$	215,351
New Multi-Family		6		97	\$	9,979,543	\$	1,663,257
New Non-Residential		15		N/A	\$	7,767,880	\$	517,859
Add/Alter Residential (All)		355		N/A	\$	2,534,374	\$	7,139
Add/Alter Non-Residential		17		N/A	\$	2,365,439	\$	139,143
Total Construction Permits/Value		422		126	\$	28,892,426		
Detailed Permit Activity	Calendar Year 2014			Calendar Year 2013			2013	
Residential Activity	April	YTD	April	YTD	Total Year			
Single Family Permits	28	141	39	155	426			
<i>Total Construction Value</i>	\$ 6,199,290	\$ 32,309,594	\$ 9,944,710	\$ 31,539,288	\$ 95,494,259			
<i>Avg Construction Value</i>	\$ 221,403	\$ 229,146	\$ 254,993	\$ 203,479	\$ 224,165			
Single Family Attached Permits	0	0	0	0	0			
<i>Total Construction Value</i>	\$ -	\$ -	\$ -	\$ -	\$ -			
<i>Avg Construction Value</i>	\$ -	\$ -	\$ -	\$ -	\$ -			
New Mobile Home Permits	1	4	0	1	4			
<i>Total Construction Value</i>	\$ 45,900	\$ 114,300	\$ -	\$ 32,900	\$ 215,900			
Duplex Permits	0	5	2	6	20			
<i>Number of Units</i>	0	5	2	6	20			
<i>Total Construction Value</i>	\$ -	\$ 695,000	\$ 131,555	\$ 781,555	\$ 2,726,435			
<i>Avg Construction Value per Unit</i>	\$ -	\$ 139,000	\$ 65,778	\$ 130,259	\$ 136,322			
Multi-Family Permits	6	15	0	1	19			
<i>Number of Units</i>	97	203	0	4	260			
<i>Total Construction Value</i>	\$ 9,979,543	\$ 16,848,642	\$ -	\$ 200,000	\$ 10,647,683			
<i>Avg Construction Value per Unit</i>	\$ 102,882	\$ 82,998	\$ -	\$ 50,000	\$ 40,953			
New Residential Units	126	353	41	166	710			
New Residential Value	\$ 16,224,733	\$ 49,967,536	\$ 10,076,265	\$ 32,553,743	\$ 109,084,277			
<i>Residential Demo Permits</i>	4	12	3	17	44			
<i>Residential Demo Units</i>	-2	-8	-3	-15	-36			
Net Residential Units	124	345	38	151	674			
Addition/Alteration Permits**	18	62	17	67	196			
Other Permits***	337	1061	118	412	1875			
<i>Total Construction Value****</i>	\$ 2,534,374	\$ 7,918,332	\$ 2,201,814	\$ 6,210,129	\$ 23,825,316			
<i>Avg Construction Value</i>	\$ 7,139	\$ 7,051	\$ 16,310	\$ 12,965	\$ 11,504			
Residential Permits	390	1288	176	642	2540			
Residential Value	\$ 18,759,107	\$ 57,885,868	\$ 12,278,079	\$ 38,763,872	\$ 132,909,593			
Commercial Activity								
Commercial Permits	15	37	8	26	84			
<i>Total Construction Value</i>	\$ 7,767,880	\$ 17,754,206	\$ 12,218,438	\$ 26,266,876	\$ 52,234,546			
<i>Avg Construction Value</i>	\$ 517,859	\$ 479,843	\$ 1,527,305	\$ 1,010,264	\$ 621,840			
Addition/Alteration Permits	17	55	10	43	130			
<i>Total Construction Value</i>	\$ 2,365,439	\$ 6,363,439	\$ 4,493,250	\$ 11,312,057	\$ 32,309,310			
<i>Avg Construction Value</i>	\$ 139,143	\$ 115,699	\$ 449,325	\$ 263,071	\$ 248,533			
Non-Residential Value	10,133,319	24,117,645	16,711,688	37,578,933	84,543,856			
Non-Residential Permits	32	92	18	69	214			
Total Construction Value	\$ 28,892,426	\$ 82,003,513	\$ 28,989,767	\$ 76,342,805	\$ 217,453,449			
Total Construction Permits	422	1380	194	711	2754			
Other Permits								
Electrical Permits	152	497	117	459	1321			
Heat/Air/Refrigeration Permits	121	475	138	458	1512			
Plumbing & Gas Permits	197	614	154	555	1537			
Foundation Permits	16	37	7	28	32			
Temp Tents/Construction Trailers	5	9	5	12	32			
Demo Permits (Residential)	4	12	3	17	44			
Demo Permits (Commercial)	4	13	1	5	18			
House Moving Permits	4	11	0	5	44			
Sign Permits	18	96	34	131	300			
Water Well Permits	4	10	2	17	36			
Garage Sale Permits	213	389	273	399	2089			
Swimming Pool Permits	12	32	5	27	72			
Storage Building Permits	14	47	15	47	125			
Carports	4	7	2	3	11			
Storm Shelter Permits	293	946	88	310	1571			
Residential Paving	14	29	8	25	96			
Additional Division Activity								
Miscellaneous/PODS/ROLOFS	13	44	13	41	105			
Lot Line Adjustments	3	8	3	9	21			
Certificates of Occupancy	228	714	91	394	1762			
All Field Inspections	2830	9320	2335	8837	25699			

**Count includes: Add/Alt, Fire Rpr, Reprmt
 Mobile Homes & Multi-family Add/Alt.
 ***Count includes: Pools, Storage Bldgs,
 Carports, Residential Paving, Storm Shelters.
 ****Total Construction Value includes these
 permits listed above.

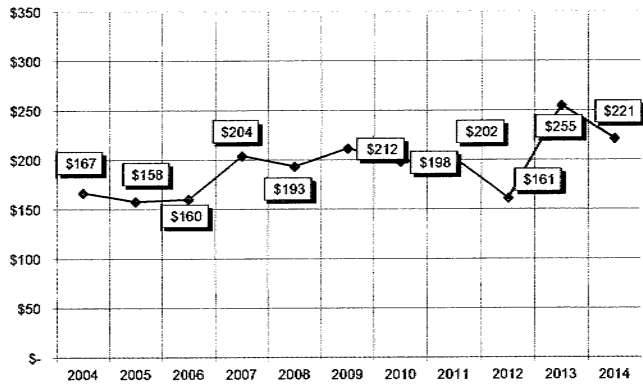
1 Single Family: Monthly Comparison of 2012, 2013 and 2014 Total Number of Permits Issued through April compared to a 2003-2011 Monthly Average of Number of Permits Issued



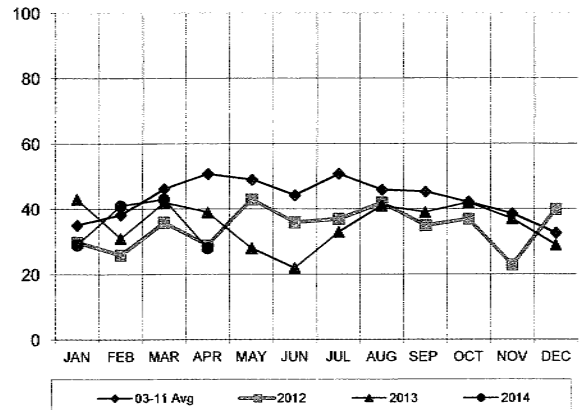
2 Single Family: Monthly Comparison of 2012, 2013 and 2014 Dollar Value in April compared to a 2003-2011 Average Dollar Value



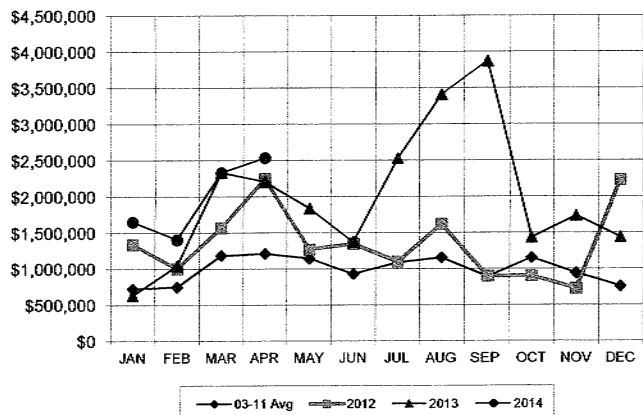
3 Average Dollar Value of New Single Family Homes in April from 2004 through 2014



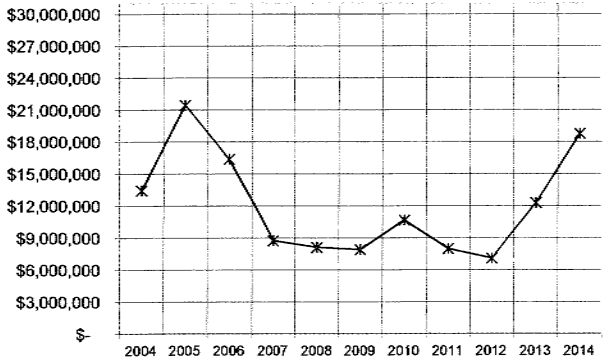
4 Number of New Single Family Permits Issued in April for 2012, 2013 and 2014 compared to a 2003-2011 Average Number Issued in April

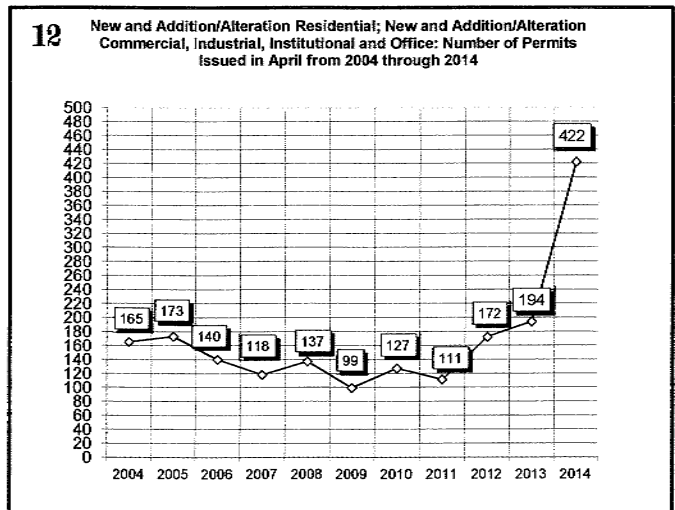
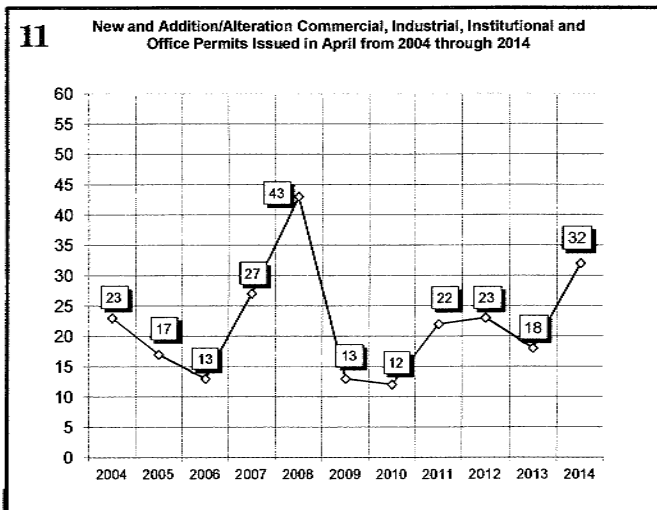
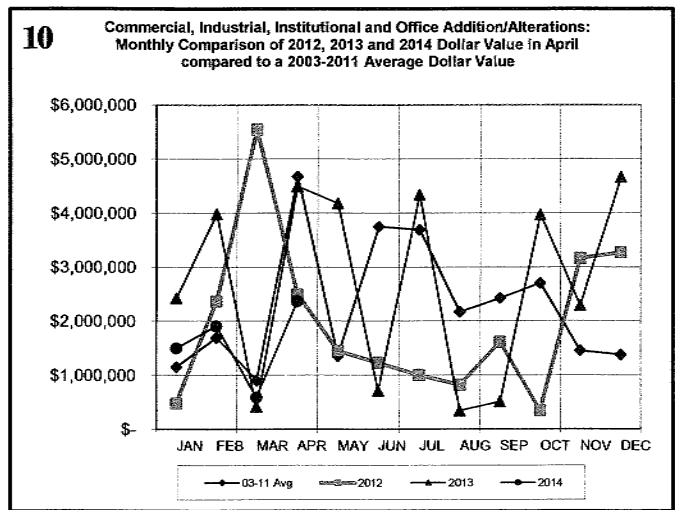
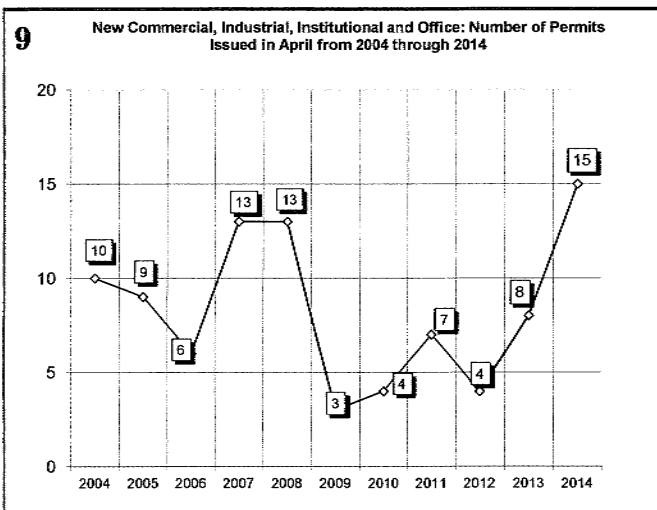
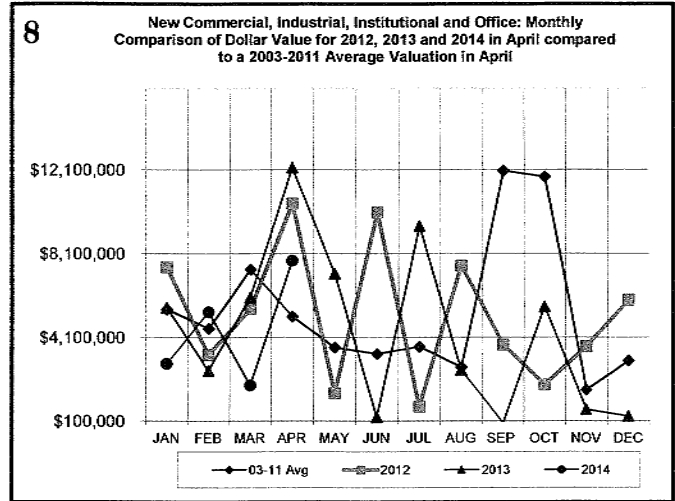
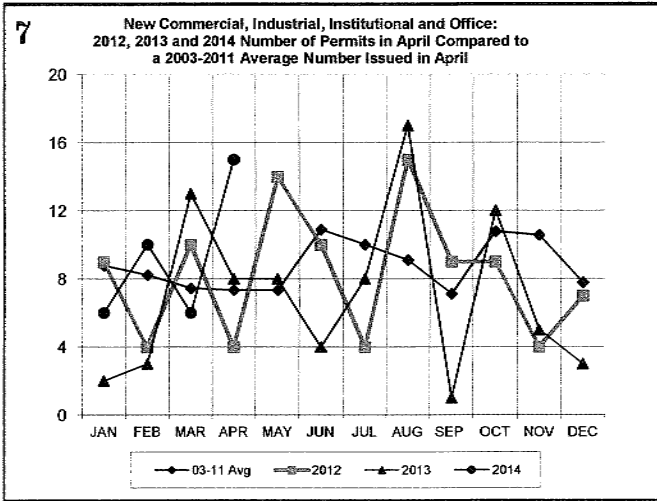


5 Residential Addition/Alteration: 2012, 2013, 2014 Monthly Dollar Value Compared to a 2003-2011 Monthly Average Dollar Value



6 Dollar Value for All Residential Permits Issued in April from 2004 through 2014

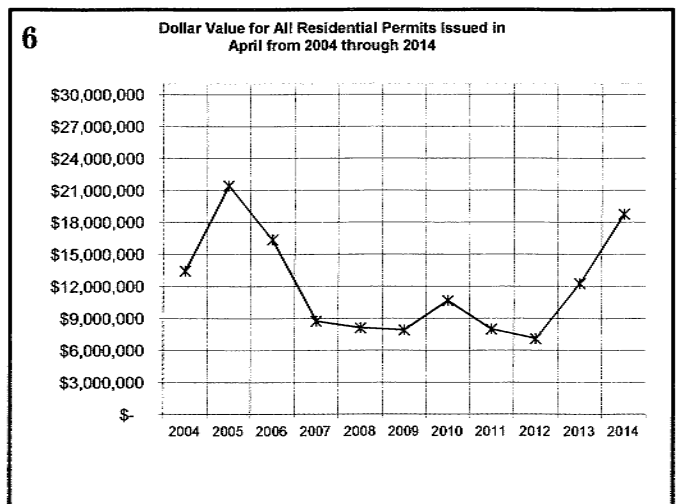
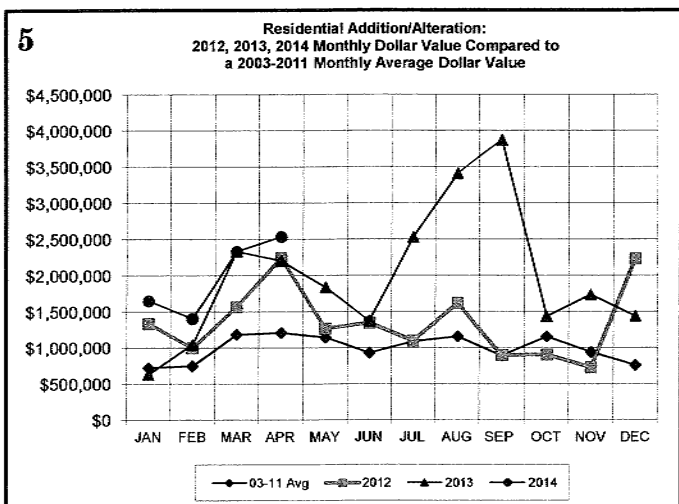
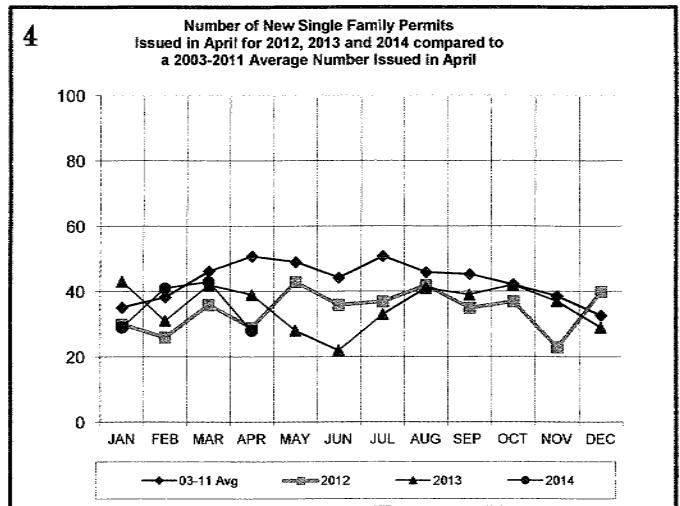
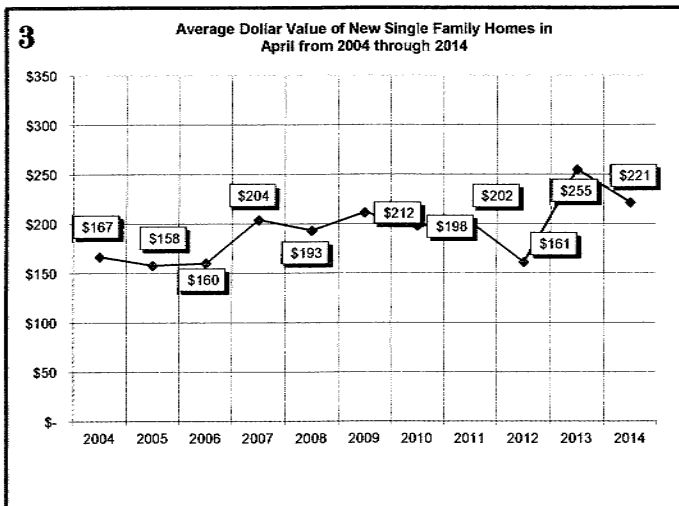
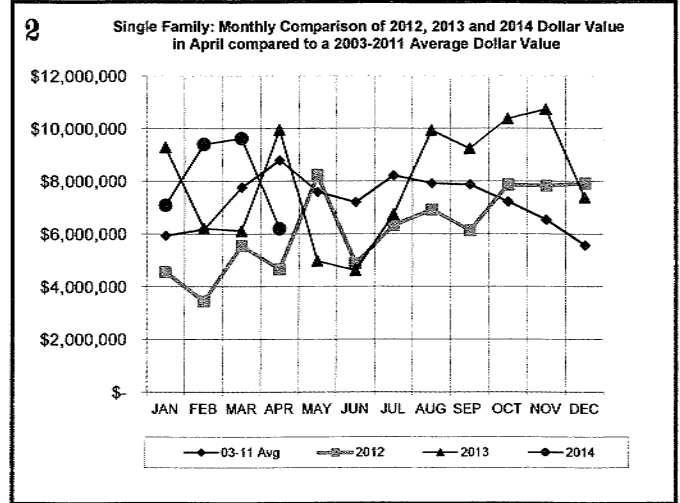
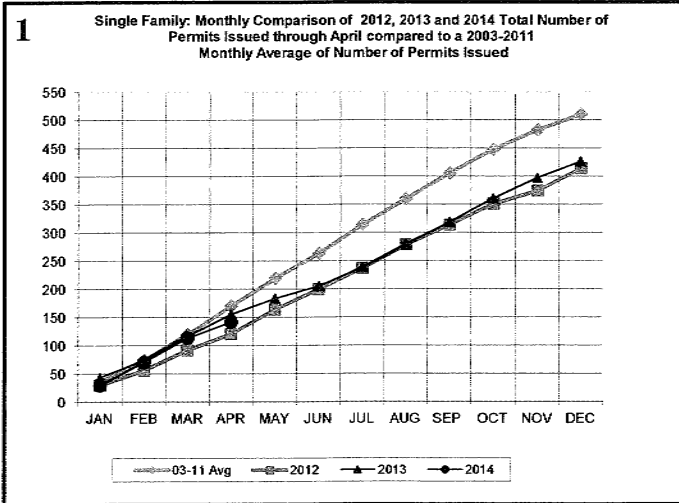


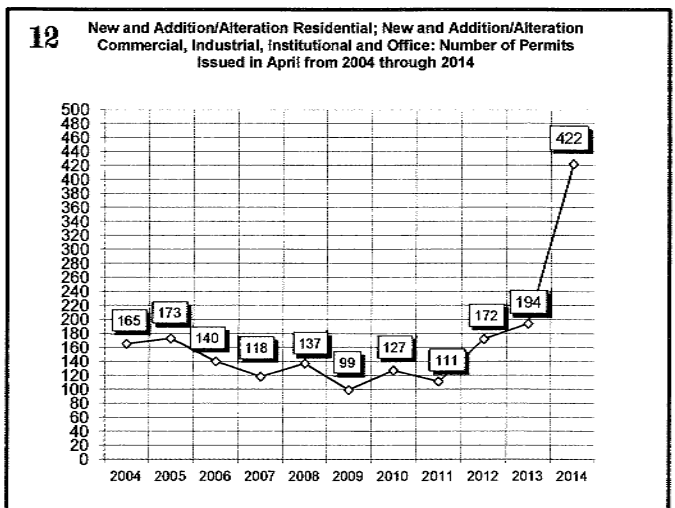
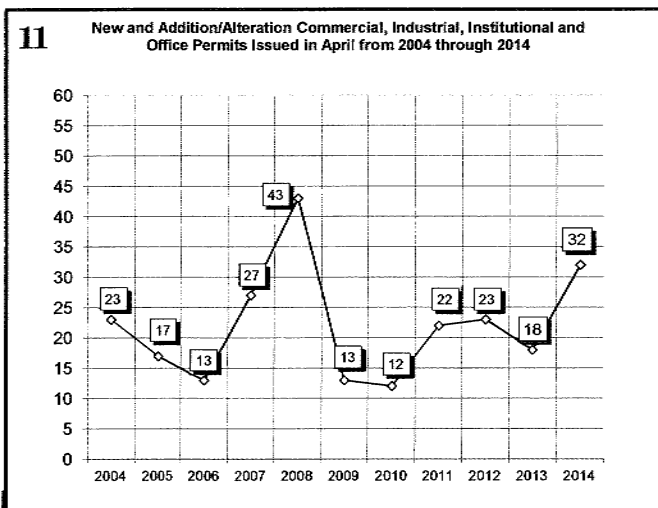
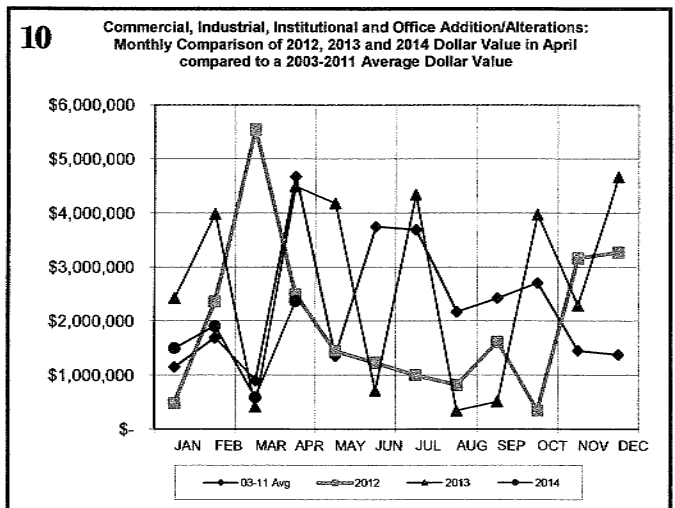
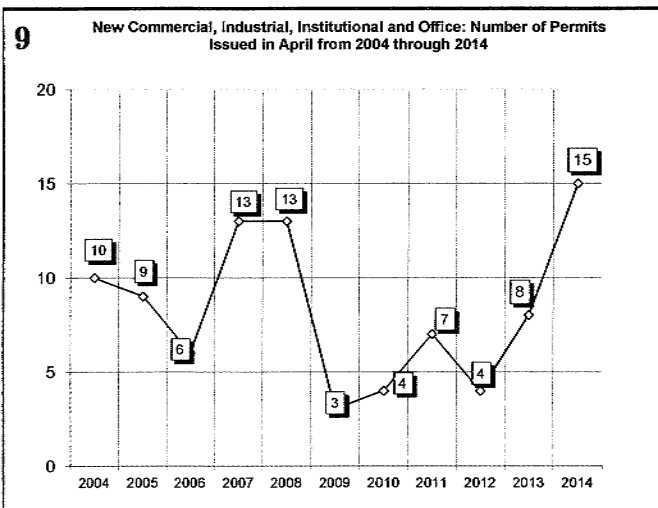
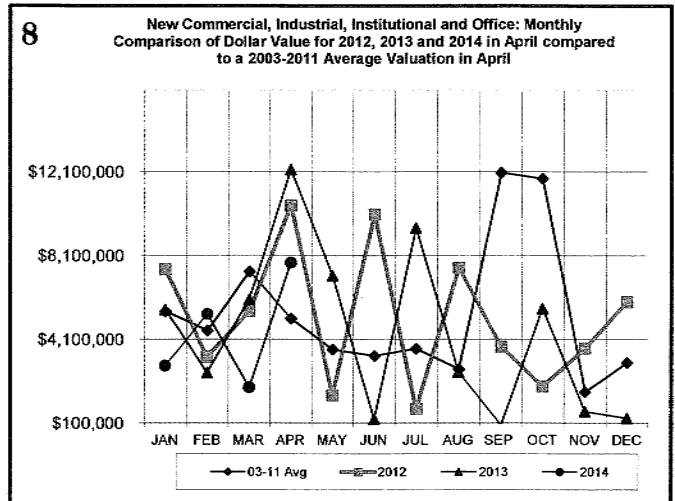
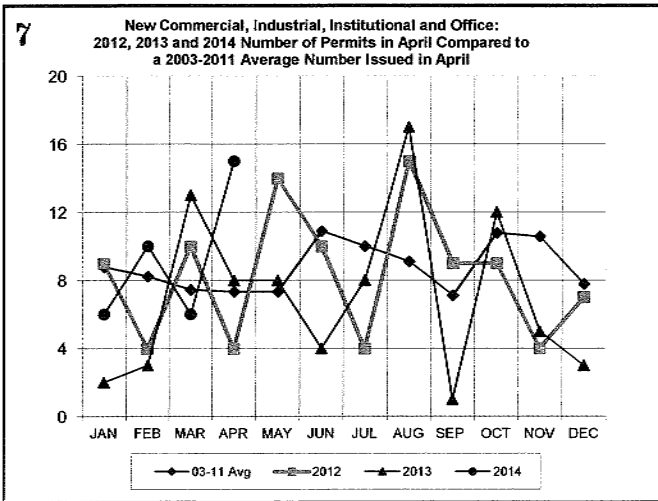


Construction Activity Summary for April 2014

Permit Type	No. of Permits	No. of Units	Const. Value	Average Value
New Residential (sing fam, mob homes, dupl)	29	29	\$ 6,245,190	\$ 215,351
New Multi-Family	6	97	\$ 9,979,543	\$ 1,663,257
New Non-Residential	15	N/A	\$ 7,767,880	\$ 517,859
Add/Alter Residential (All)	355	N/A	\$ 2,534,374	\$ 7,139
Add/Alter Non-Residential	17	N/A	\$ 2,365,439	\$ 139,143
Total Construction Permits/Value	422	126	\$ 28,892,426	
Detailed Permit Activity	Calendar Year 2014		Calendar Year 2013	
Residential Activity	April	YTD	April	YTD
Single Family Permits	28	141	39	155
<i>Total Construction Value</i>	\$ 6,199,290	\$ 32,309,594	\$ 9,944,710	\$ 31,539,288
<i>Avg Construction Value</i>	\$ 221,403	\$ 229,146	\$ 254,993	\$ 203,479
Single Family Attached Permits	0	0	0	0
<i>Total Construction Value</i>	\$ -	\$ -	\$ -	\$ -
<i>Avg Construction Value</i>	\$ -	\$ -	\$ -	\$ -
New Mobile Home Permits	1	4	0	1
<i>Total Construction Value</i>	\$ 45,900	\$ 114,300	\$ -	\$ 32,900
Duplex Permits	0	5	2	6
<i>Number of Units</i>	0	5	2	6
<i>Total Construction Value</i>	\$ -	\$ 695,000	\$ 131,555	\$ 781,555
<i>Avg Construction Value per Unit</i>	\$ -	\$ 139,000	\$ 65,778	\$ 130,259
Multi-Family Permits	6	15	0	1
<i>Number of Units</i>	97	203	0	4
<i>Total Construction Value</i>	\$ 9,979,543	\$ 16,848,642	\$ -	\$ 200,000
<i>Avg Construction Value per Unit</i>	\$ 102,882	\$ 82,998	\$ -	\$ 50,000
New Residential Units	126	353	41	166
New Residential Value	\$ 16,224,733	\$ 49,967,536	\$ 10,076,265	\$ 32,553,743
<i>Residential Demo Permits</i>	4	12	3	17
<i>Residential Demo Units</i>	-2	-8	-3	-15
Net Residential Units	124	345	38	151
Addition/Alteration Permits**	18	62	17	67
Other Permits***	337	1061	118	412
<i>Total Construction Value****</i>	\$ 2,534,374	\$ 7,918,332	\$ 2,201,814	\$ 6,210,129
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Residential Permits	390	1288	176	642
Residential Value	\$ 18,759,107	\$ 57,885,868	\$ 12,278,079	\$ 38,763,872
Commercial Activity				
Commercial Permits	15	37	8	26
<i>Total Construction Value</i>	\$ 7,767,880	\$ 17,754,206	\$ 12,218,438	\$ 26,266,876
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Addition/Alteration Permits	17	55	10	43
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Total Construction Permits	422	1380	194	711
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Electrical Permits	152	497	117	459
Heat/Air/Refrigeration Permits	121	475	138	458
Plumbing & Gas Permits	197	614	154	555
Foundation Permits	16	37	7	28
Temp Tents/Construction Trailers	5	9	5	12
Demo Permits (Residential)	4	12	3	17
Demo Permits (Commercial)	4	13	1	5
House Moving Permits	4	11	0	5
Sign Permits	18	96	34	131
Water Well Permits	4	10	2	17
Garage Sale Permits	213	389	273	399
Swimming Pool Permits	12	32	5	27
Storage Building Permits	14	47	15	47
Carports	4	7	2	3
Storm Shelter Permits	293	946	88	310
Residential Paving	14	29	8	25
Additional Division Activity				
Miscellaneous/PODS/ROLOFS	13	44	13	41
Lot Line Adjustments	3	8	3	9
Certificates of Occupancy	228	714	91	394
All Field Inspections	2830	9320	2335	8837

**Count includes: Add/Alt, Fire Rpr, Reprmt
 Mobile Homes & Multi-family Add/Alt.
 ***Count includes: Pools, Storage Bldgs,
 Carports, Residential Paving, Storm Shelters.
 ****Total Construction Value includes these
 permits listed above.





City of Norman
BUILDING PERMITS AND INSPECTIONS

COMMERCIAL BUILDING PERMITS
Issued April 2014 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL ADD/ALT-2	NEW LIFE BIBLE CHURCH	422	04/18/14	3308		BROCK	CT	7	1	BROCK INDUSTRIAL PARK #1	I1	\$ 175,000	15,842
COMMERCIAL ADD/ALT-2	CLARK CONSTRUCTION, INC	730	04/17/14	1221	SW	ED NOBLE	AVE	004	1	NORMAN AUTOMOTIVE BUSINESS	C2	\$ 1,113,000	19,600
COMMERCIAL ADD/ALT-2	PRECISION BUILDERS, LLC.	815	04/17/14	650		24TH	PKY		001	PEPPER TREE #2	RM6	\$ 145,000	2,903
COMMERCIAL ADD/ALT-2	IMES, JOHN	862	04/07/14	203	W	HAL MULROW	DR	5	5	PEARSON EST #1	RM6	\$ 95,000	4,000
COMMERCIAL ADD/ALT-2	SUN CONSTRUCTION SERVICES	1086	04/02/14	235	W	DUFFY	ST	17	5	LARSHS UNIVERSITY ADD	R3	\$ 50,000	75
COMMERCIAL ADD/ALT-2	WYNN CONSTRUCTION	1181	04/02/14	3700	W	ROBINSON	ST	11	1	BROOKHAVEN VILLAGE AT #3	C1	\$ 80,000	2,743
COMMERCIAL ADD/ALT-2	FREDGREN, TOM	1285	04/10/14	123	W	BEAL	ST	11	1	NORMAN, ORIGINAL TOWNSHIP	R3	\$ 48,000	690
COMMERCIAL ADD/ALT-2	BRADY'S PROPERTIES	1303	04/23/14	1227	NE	INTERSTATE	DR	29	1W	TOWNE WEST VILLAGE	C2	\$ 200,000	500
COMMERCIAL ADD/ALT-2	LEE, JAE W. & SHAWN H.	1547	04/16/14	1096		84TH	AVE	2	1	NOT SUBDIVIDED	A2	\$ 15,000	20
COMMERCIAL ADD/ALT-2	BELLWODE, LLC.	1718	04/21/14	3400		BART CONNER	DR	33	2W	BROCK INDUSTRIAL PARK #4	I1	\$ 5,000	295
COMMERCIAL ADD/ALT-2	ATLAS SAFE ROOMS/CAVINS CONST	1806	04/16/14	2020	N	ALAMEDA	ST	44	1	NOT SUBDIVIDED	A2	\$ 4,485	16
COMMERCIAL ADD/ALT-2	SABRE INDUSTRIES	1806	04/16/14	1017	N	UNIVERSITY	BLVD	30	2W	ADBAR #2	I1	\$ 90,000	480
COMMERCIAL ADD/ALT-2	JAVIER DE LA RIVA CONSTRUCTION	1822	04/23/14	701	E	BERRY	RD	7	4	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 6,000	350
COMMERCIAL ADD/ALT-2	REPAIR GENERAL PLUS	2141	04/24/14	115	W	GRAY	ST	7	4	BROOKHAVEN VILLAGE AT #3	C1	\$ 2,944	246
COMMERCIAL ADD/ALT-2	WYNN CONSTRUCTION	1751	04/02/14	3700	W	ROBINSON	ST	15	3W	CONCURRENT CONSTRUCTION	PUD	\$ 200,000	100
COMMERCIAL FOUNDATION PERMIT2	W.E. CONSTRUCTION, LLP.	1755	04/09/14	3700	W	TECUMSEH	RD	15	3W	CONCURRENT CONSTRUCTION	PUD	\$ 18,414	2,315
COMMERCIAL FOUNDATION PERMIT2	W.E. CONSTRUCTION, LLP.	1756	04/09/14	3700	W	TECUMSEH	RD	15	3W	CONCURRENT CONSTRUCTION	PUD	\$ 18,414	2,315
COMMERCIAL FOUNDATION PERMIT2	W.E. CONSTRUCTION, LLP.	1757	04/09/14	3700	W	TECUMSEH	RD	15	3W	CONCURRENT CONSTRUCTION	PUD	\$ 18,986	3,406
COMMERCIAL FOUNDATION PERMIT2	W.E. CONSTRUCTION, LLP.	1759	04/09/14	3700	W	TECUMSEH	RD	15	3W	CONCURRENT CONSTRUCTION	PUD	\$ 37,523	2,367
COMMERCIAL NEW CONSTRUCTION	OKLAHOMA ELECTRIC SUPPLY CO	444	04/18/14	2217	W	BOYD	ST	38	3W	NOT SUBDIVIDED	R1	\$ 20,000	6
COMMERCIAL NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES LLC.	905	04/08/14	500	NE	MERCHANT	DR	6B	1	RIEGER 2008 ADD	C2	\$ 600,000	2,637
COMMERCIAL NEW CONSTRUCTION	SOUTH-CENTRAL BUILDING SUPPLY	995	04/04/14	1131	N	FLOOD	AVE	2B	2W	SONOMA PARK	C1	\$ 38,400	158
COMMERCIAL NEW CONSTRUCTION	PRECISION BUILDERS, LLC.	1231	04/10/14	1120	W	BROOKS	ST	30	2	PB ADDITION	C2	\$ 750,000	9,426
COMMERCIAL NEW CONSTRUCTION	ADVANCED CUSTOM POOLS&SPAS,LLC	1280	04/10/14	2400	W	ENCLAVE	PL	1	5	LINDSEY PLAZA ADD	RM6	\$ 50,000	839
COMMERCIAL NEW CONSTRUCTION	WINDSTONE CONSTRUCTION	1387	04/10/14	3400		ENCLAVE	PL	1	5	FOUNTAIN VIEW NORTH	PUD	\$ 350,000	3,971
COMMERCIAL NEW CONSTRUCTION	WINDSTONE CONSTRUCTION	1388	04/10/14	3400		ENCLAVE	PL	1	5	FOUNTAIN VIEW NORTH	PUD	\$ 350,000	3,971
COMMERCIAL NEW CONSTRUCTION	STORM SHELTERS PLUS	1843	04/04/14	3505		INTERSTATE	DR	14	3W	THEFORD ADD	I2	\$ 19,755	736
COMMERCIAL NEW CONSTRUCTION	ATLAS SAFE ROOMS/CAVINS CONST	2016	04/11/14	1117	NW	24TH	AVE	2	1	WESTPORT PROFESSIONAL PARK	C1	\$ 4,495	16
COMMERCIAL NEW CONSTRUCTION	ATLAS SAFE ROOMS/CAVINS CONST	2157	04/11/14	1015	NW	24TH	AVE	2	1	WESTPORT PROFESSIONAL PARK	C1	\$ 4,495	16
COMMERCIAL NEW CONSTRUCTION	HART CONSTRUCTION LLC	4880	04/29/14	2490	SE	MAIN	ST	1	1	MURDOCK VILLAGE SEC #2	C2	\$ 400,000	2,812
COMMERCIAL NEW CONSTRUCTION	PT DEVELOPMENT, LLC.	6980	04/25/14	3301	SE	12TH	AVE	9	2W	CONCURRENT CONSTRUCTION	PUD	\$ 12,000	436
COMMERCIAL NEW CONSTRUCTION	CRB COMPANIES, LLC.	7368	04/03/14	3288	W	DOUBLE	DR	5A	3	NORTHRISE IND PARK #5	I1	\$ 100,000	184
COMMERCIAL NEW SHELL BLDG-2	PRECISION BUILDERS, LLC.	786	04/28/14	3920	W	TECUMSEH	RD	4	1	TECUMSEH PROJECT	PUD	\$ 608,730	7,138
COMMERCIAL NEW SHELL BLDG-2	PRECISION BUILDERS, LLC.	7130	04/11/14	480	NW	24TH	AVE	1	1	SKM ADD, REPLAT OF MADISON SC	C2	\$ 4,750,000	77,824
COMMERCIAL PARKING LOT-2	TMC CONSTRUCTION, LLC.	1462	04/30/14	1217	S	BERRY	RD	6	2W	NOT SUBDIVIDED	R1	\$ 40,000	21,394
COMMERCIAL PARKING LOT-2	NASH CONSTRUCTION CO.	1810	04/18/14	1200	SW	24TH	AVE	1	1	DICKERSON #1	C3	\$ 95,000	13,022
TEMPORARY BLDG/CONST TRAILER2	NORMAN MUSIC ALLIANCE, INC.	1697	04/23/14	386	E	MAIN	ST	1	X	NORMAN ORIGINAL TOWNSHIP	ROW		
TEMPORARY BLDG/CONST TRAILER2	NORMAN MUSIC ALLIANCE, INC.	1699	04/23/14	208	E	GRAY	ST	23	14	NORMAN ORIGINAL TOWNSHIP	C3		
TEMPORARY BLDG/CONST TRAILER2	NORMAN MUSIC ALLIANCE, INC.	1960	04/23/14	186	E	JONES	AVE	-	-	NOT SUBDIVIDED	ROW		
TEMPORARY BLDG/CONST TRAILER2	NORMAN MUSIC ALLIANCE, INC.	2229	04/23/14	308	E	GRAY	ST	28	22	NORMAN, ORIGINAL TOWNSHIP	C3		
TEMPORARY BLDG/CONST TRAILER2	TOPTEC, INC.	2411	04/30/14	3742	E	ROBINSON	ST	28	2W	PECAN HEIGHTS (SURVEY)	A2		

Total Permits 36
Average Valuation \$ 284,074
Total Valuation \$ 10,226,656

Average Project Area 5.529
Total Project Area 199,041

NEW CONSTRUCTION INFORMATION		USE (CLASSIFICATION)		BUILDING SIZE (Square Feet)		LOT SIZE (SF)		BUSINESS	
CONTRACTOR	OKLAHOMA ELECTRIC SUPPLY CO	6	Comm Tower	184,643	184,643	OG & E	COMM TOWER		
	BROOKFIELD CUSTOM HOMES LLC.	2,637	OFFICE	15,200	15,200	HOUSES	HOUSES		
	SOUTH-CENTRAL BUILDING SUPPLY	156	SAFE ROOM	20,086	20,086	TECU BUILDERS	TECU BUILDERS		
	PRECISION BUILDERS, LLC.	9,426	OFFICE	90,077	90,077	APARTS	APARTS		
	ADVANCED CUSTOM POOLS&SPAS,LL	839	APT POOL	287,020	287,020	HOUSE	HOUSE		
	WINDSTONE CONSTRUCTION	3,971	APT BATH HSE	unknown	unknown	THE ENCLAVE	THE ENCLAVE		
	STORM SHELTERS PLUS	5 X 70 SF EACH	SW WIRE	773,452	773,452	BANC FIRST	BANC FIRST		
	ATLAS SAFE ROOMS/CAVINS CONST	16	SAFE ROOM	22,078	22,078	FERGUSON	FERGUSON		
	ATLAS SAFE ROOMS/CAVINS CONST	192	SAFE ROOM	216,445	216,445	ARBY'S	ARBY'S		
	HART CONSTRUCTION LLC	2,812	RESTAURANT	37,811	37,811	Development	Development		
	PT DEVELOPMENT, LLC.	436	KIOSK	unknown	unknown	Comm Tower	Comm Tower		
	CRB COMPANIES, LLC.	184	AT&T	unknown	unknown				

ADDITIONS AND ALTERATIONS		TOTAL NEW COMMERCIAL	
COMMERCIAL ADD/ALT-2	COMMERCIAL FIRE REPAIR	COMMERCIAL INTERIOR FINISH-2	COMMERCIAL NEW SHELL BLDG-2
\$ 2,220,439	\$ -	\$ 5,356,730	\$ 2,411,150
COMMERCIAL PARKING LOT-2	SUBTOTAL ADDITIONS AND ALTERATIONS	SUBTOTAL NEW CONSTRUCTION	TOTAL ADD/ALT AND NEW
\$ 135,000	\$ 2,955,439	\$ 7,767,880	\$ 10,133,319
2	17	15	32

OTHER PERMITS	
COMMERCIAL FOUNDATION PERMIT2	\$ 93,337
	4

**City of Norman
BUILDING PERMITS AND INSPECTIONS**

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

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN-SANITATION	2446	04/30/14	102	W	MAIN	ST	31	87		C3		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	1535	04/01/14	209		HAL MULDRUP	CT	13	1	PEARSON EST #1	RM6		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	1727	04/01/14	1320		CLASSEN	BLVD	14	9	SOUTHRIDGE ADD	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	1786	04/02/14	301	S	COOK	AVE	1	2	RUCKER'S FIRST	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	1966	04/11/14	1413		OAKCREST	AVE	4	13	OAKHURST ADD #06	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	2068	04/11/14	1711		SURREY	PL	10	9	SUNRISE HEIGHTS SEC #3	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	2156	04/16/14	4815		CEDAR	LN	12	2W	NOT SUBDIVIDED	A2		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN-SANITATION	2316	04/23/14	1801		NAVAJO	RD	12	2	INDIAN HILLS ESTATES	RE		
TEMPORARY ROLL-OFF, RESIDENTIAL	WASTE MANAGEMENT	2386	04/28/14	112		FOREMAN	AVE	2	4	TOWN & COUNTRY ESTATES #2	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL	CITY OF NORMAN	2388	04/28/14	9110		POST OAK	RD	21	1W	NOT SUBDIVIDED	A2		

Total Permits 374 **Average Valuation** \$ 37,545 **Average Project Area** 870
Total Valuation \$ 14,041,886 **Total Project Area** 325,472

Permit Type	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY, FIRE REPAIR	1 & 2 FAMILY, FIRE REPAIR		1									
1 & 2 FAMILY, ADD OR ALTER-2	1 & 2 FAMILY, ADD OR ALTER-2		16									
1 & 2 FAMILY STORM SHELTER-3	1 & 2 FAMILY STORM SHELTER-3		1									
		999,851										
		293										
		609,778										
		15,000										
		55,230										
		210,200										
		573,520										
		10,795										
		37,545										
		14,041,886										
		9,979,543										
		1,482,069										
		45,900										
		14,041,886										
		374										

REVITALIZATION 10C

REVITALIZATION DIVISION

Community Development Block Grant (CDBG)

Citizen Participation

Funding for FYE 2014 is **\$761,709 for CDBG and \$319,118 for HOME**. Funding for FYE 2015 is **\$721,987 for CDBG and \$318,067 for HOME**. Citizen participation for FYE 2015 began with neighborhood meetings last summer and a Community Dialogue in September. An additional Policy Committee meeting is scheduled for April 2, 2014 before taking the application package to City Council. Citizen participation for FYE 2016 will begin with a Community Dialogue on September 3, 2014. The meeting will be held in the multi-purpose room at 201 West Gray at 7:00 p.m. The Fifth Year Action Plan for CDBG and HOME will be on the City Council agenda for May 13, 2014.

Housing Programs

July 2013 - April 2014:

HOME

10 rehabilitation projects have been qualified with 5 completed, 3 under contract, and specifications being prepared on 2.

CDBG

- 4 rehabilitation projects have been qualified with 3 completed and 1 under contract.
- 8 emergency repairs have been qualified with 8 completed.
- 3 accessibility modifications have been qualified with 2 completed and bids received on 1.

Code Compliance

Code Compliance investigated 441 complaints in April which included weeds, health, inoperative vehicles, off-street parking, kennels, dilapidated structures, right-of-way encroachments, signs, and zoning violations. 537 cases were closed in April with 428 remaining open. City-wide proactive enforcement began on March 15, 2012.

PROACTIVE INFORMATION

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

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
06	72/46	137/84	0/0	39/23	9/7	8/8	4/4	37/35	13/13	5/5	3/3	5/5
07	19/16	3/3	10/9	21/20	4/4	5/5	13/13	20/19	5/5	7/7	147/130	80/68
08	342/290	117/98	112/106	72/64	150/97	193/151	179/160	282/231	245/198	231/171	19/19	87/74
09	126/129	154/141	493/383	272/268	124/109	188/173	177/153	137/130	262/239	299/254	201/175	99/87
10	131/112	157/131	203/196	316/274	189/167	220/185	170/152	141/135	139/121	54/49	93/91	29/27
11	107/99	60/55	109/99	150/131	266/204	99/83	100/8/0	144/123	100/91	54/50	43/37	26/24
12	92/81	93/69	392/327	698/616	579/502	462/417	284/257	350/294	403/340	392/283	293/171	122/111
13	316/281	304/241	441/271	428/373	468/367	307/272	410/369	823/690	215/167	203/165	194/175	132/113
14	204/181	122/101	300/270	148/127								

**Work Orders, Owner Abatement after Work Order Issued, and Liens Filed
FYE 2014**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Work Orders	91	186	63	39	12	5	2	5	9	14			426
Owner Abated	23	72	21	17	2	0	1	5	2	2			145
Liens Filed	27	0	16	3	6	0	24	1	3	4			84

Code compliance inspectors continue enforcement of the sign ordinance. All signs found in the rights-of-way and in sight triangles are being removed. 1,710 signs were pulled in FYE 10; 4,653 were pulled in FYE 11; 681 in FYE 2012; and 2,049 in FYE 2013. The table below shows signs pulled to date this fiscal year.

Signs Pulled From Rights-of Ways FYE 2014

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Signs Pulled	69	16	123	278	96	188	225	58	112	93			1258

Oil & Gas

Oil & gas inspections continued with 164 operating oil wells. One additional well is being completed, and two others are being drilled. There were no pipeline location issues in April.

Historic District Commission

The Commission met on April 7, 2014.

Staff reported on one Administrative Bypass approved at 410 Peters for a front step change. Commission was reminded that the SHPO State Conference will be held June 4-6 in Norman.

Reports on the continuation of Certificates of Appropriateness were as follows: 549 S. Lahoma the Pre-Trial Conference was set for April 23, 2014; 720 W. Boyd project exterior work is almost complete; 410 S. Peters owners have found a contractor and the project should begin by May 15th; 517 S. Lahoma had no report; 322 Alameda has 30 months to complete and owner still plans to proceed; 321 Duffy window installation was started; 640 Chautauqua project going well and should be completed in May; 712 Miller project has not started; 428 Chautauqua is weighing options as to adding on to existing structure or moving it and building a second house as previously discussed; 727 Chautauqua project has not been started; 607-609 S. Lahoma garage has been demolished; 321 Duffy to remove the current front porch steps and replace with steps that do not flare has not begun; 231 E. Symmes (Mary Abbot House) to demolish an existing garage and construct a replacement garage that will include a storm shelter is on hold due to funding issues; 434 Chautauqua to remove non-original rear additions on the first and second floors on the west rear elevation, to construct a 190 sf two-story replacement addition on the west elevation, construct a wood staircase and small deck on the west elevation, and remove two windows on the north elevation and reinstall one of the original windows on the second floor north elevation should begin in April as the owner was in the process of acquiring permits.

In March the request for a COA for 621 Chautauqua to build a 388 square foot addition to the rear of the structure was approved; but the request to expand a single car driveway using pavers with the addition of a sixteen inch setback on the north and south sides where the addition meets the original structure was continued. The Commission asked to be provided more information on the pavers, and approved the request in the April meeting.

Next meeting is scheduled for May 5, 2014.

Homeless Activities

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

One Vision One Voice is continuing with their ten-agency education campaign, and the group is focusing on the "Housing First" model.

There were eight 2013 renewal applications approved through the Continuum of Care for five agencies. East Main Place for \$43,895; COCAA for \$32,769; Progressive Independence for \$41,593; HOPE Community Services for \$90,220; and Food and Shelter for four grants for \$51,337, \$31,680, and two for \$11,892. One new application for Food and Shelter for \$23,313 and a planning grant for \$10,000 were approved.

2014 Applications for the Continuum of Care were due in to HUD on February 4, 2014 with eight renewals submitted.

2013 Emergency Solutions Grants were submitted directly to ODOC by three agencies, but the Salvation Army chose to back out. These applications were coordinated to equal the estimated funding available for Norman of \$179,848. The grant contracts are as follows: Food and Shelter for \$100,000; and Thunderbird Clubhouse for \$79,848. No word has been received on the 2014 grants, but the agencies will again submit directly to ODOC, not through the City.

Norman Investigations (Smalley Army Reserve) Center

The deed was received and filed on September 25, 2012. Keys were transferred on September 27th. A contract for architectural services for plans and specifications for the required rehabilitation was approved with Architects in Partnership by the City Council in August 2010. Construction began July 26, 2013. Work was completed in January 2014 by Downey Contracting, LLC. Some IT work and other contracts through the Police Department will continue. Final acceptance and a small change order were approved by the City Council in February 2014. Staff moved into the building in April 2014.

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

<u>Project Description & Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
YEARS ONE THRU THIRTY-ONE (FY 1975/06)	\$ 32,212,751	100%
YEAR THIRTY-TWO (FY 2006/07)	\$ 1,480,629	98.21%
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects (Original budget \$0 + \$79,969 from Streets)	\$ 79,969	77.48%
YEAR THIRTY-THREE (FY 2007/08)	\$ 1,448,917	97.17%
All projects completed prior to 7/2012 except those itemized below:		
1. Street Improvement	\$ 48,181	0.00%
2. Park Projects (Original budget \$0 + \$17,998 from Streets)	\$ 17,998	100.00%
YEAR THIRTY-FOUR (FY 2008/09)	\$ 1,396,192	95.12%
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects (Original Budget \$0 + \$89,698 from Street Projects)	\$ 100,092	31.77%
YEAR THIRTY-FIVE (FY 2009/10)	\$ 1,503,773	97.79%
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects	\$ 124,262	73.12%
2. HOME 09	\$ 632,844	96.25%
YEAR THIRTY-SIX (FY 2010/11)	\$ 1,516,000	91.68%
(Original Budget \$1,510,773+ \$5,227 Program Income)		
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects	\$ 131,150	52.55%
2. Housing Rehabilitation (Original Budget \$418,525 + \$4,813 PI)	\$ 423,338	100.00%
3. HOME 10 (Original Budget \$599,304 + \$15,000 PI)	\$ 614,304	91.66%
YEAR THIRTY-SEVEN (FY 2011/12)	\$ 1,306,077	86.75%
(Original Budget \$1,305,376 + \$12,701 Program Income)		
All projects completed prior to 7/2012 except those itemized below:		
1. Neighborhood Projects	\$ 25,000	39.67%
2. Housing Rehabilitation (Original Budget \$413,230 +701 PI)	\$ 413,931	92.91%
4. HOME 11 (Original Budget \$527,597+\$12,000 PI)	\$ 539,597	72.92%
YEAR THIRTY-EIGHT (FY 2012/13)	\$ 1,125,147	56.10%
(Original Budget \$1,107,303 + \$17,844 PI)		
1. Neighborhood Projects	\$ 40,000	37.00%
2. Housing Rehabilitation (Original Budget \$381,787 + \$4,844 PI)	\$ 386,631	57.83%
3. Admin & Planning	\$ 147,776	70.51%
4. HOME 12 (Original Budget \$368,420 + \$13,000 PI))	\$ 381,420	33.82%
YEAR THIRTY-NINE (FY 2013/14)	\$ 1,080,827	29.79%
(Original Budget \$1,080,827)		
1. CART	\$ 25,000	100.00%
2. Health for Friends	\$ 16,416	19.20%
3. Bridges	\$ 1,000	100.00%
4. Aging Services of Cleveland County	\$ 2,500	100.00%
5. Meals on Wheels	\$ 7,000	100.00%
6. Bethesda Alternative	\$ 5,000	0.00%
7. Community After School Program	\$ 3,500	0.00%
8. Community Sevices Building, Inc.	\$ 40,000	100.00%
9. Thunderbird Clubhouse	\$ 1,500	0.00%
10. Progressive Independence	\$ 3,000	100.00%
11. United Way Helpline	\$ 2,500	100.00%
12. Among Friends	\$ 1,500	100.00%
13. Food & Shelter for Friends	\$ 10,000	78.96%
14. Center for Children and Families	\$ 2,500	100.00%
15. East Main Place	\$ 10,000	100.00%
16. Housing Rehabilitation (Original Budget \$477,951)	\$ 477,951	25.60%
17. Admin & Planning	\$ 152,342	63.08%
18. HOME 13 (Original Budget \$319,118)	\$ 319,118	0.00%

TARGET AREA PROJECTS NOT COMPLETED

<u>Project Description & Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
1. CDBG AND HOME Housing Projects	CDBG \$ 413,931 Year 37	92.91%
	\$ 386,631 Year 38	57.83%
	\$ 477,951 Year 39	25.60%

CDBG Housing Programs include the administration for the following:
 Deferred Payment Loans, Emergency Repairs, and Accessibility Modifications
 3 Deferred Payment Loans Completed
 1 Rehabilitation Deferred Payment Loans under contract
 8 Emergency Repair Loans Completed
 0 Emergency Repair Loans Under Contract
 2 Accessibility Modifications Completed

HOME \$ 614,304 2010	91.66%
\$ 527,597 2011	72.92%
\$ 381,420 2012	33.82%
\$ 319,118 2013	0.00%

HOME Housing Programs include the administration for the following:
 Reconstruction Program, Deferred Payment loans, Acquisition of Rental Units, Fair Housing, and CHDO Activities
 3 Rehabilitation Deferred Payment Loans Under Contract
 5 Rehabilitation Deferred Payment Loans Completed

2. Neighborhood Improvements	\$ 79,969 Year 32	77.48%
All funding will be utilized for park improvements in the five neighborhood parks; McGeorge; Cate; Centennial; Updegraff; and in two additional locations in the Larsh/Miller neighborhood	\$ 66,179 Year 33	100.00%
Placemaking projects in all five neighborhoods. Street improvements on Porter: Frank - Hughbert. Solar powered speed indicators for Jones at Wilson School.	\$ 89,698 Year 34	31.77%
	\$ 124,262 Year 35	73.12%
	\$ 131,150 Year 36	52.55%
	\$ 25,000 Year 37	39.67%
	\$ 25,000 Year 38	37.00%
3. Bethesda Alternative	\$ 5,000 Year 39	0.00%

Funds are for purchase of equipment.
 Clientele served by Bethesda Alternative are of a presumed benefit according to CDBG regulations.
 Income data is not recorded.
 Clients have received services since July 2013.

4. CART	\$ 25,000 Year 39	100.00%
Funds are for bus passes and other transportation services for low to moderate income persons. 3,483 Passes issued since July 2013.		

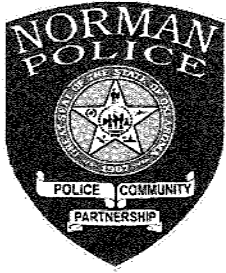
5. Health for Friends	\$ 16,416 Year 39	19.20%
Funds are for the support of the Dental Clinic Clientele served by Health for Friends are of a presumed benefit according to CDBG regulations. Income data is not recorded. 941 Clients have received medical and dental services since July 2013.		

6. Food & Shelter for Friends	\$ 10,000 Year 39	78.96%
Funds are for assistance with utility cost associated with the operation of the facility Clientele served by Food and Shelter for Friends are of a presumed benefit according to CDBG regulations. 26,117 Clients have received free meals since July 2013. 61 Unduplicated Clients have received housing since July 2013.		

TARGET AREA PROJECTS NOT COMPLETED

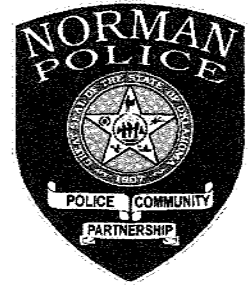
<u>Project Description & Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
7. HELPLINE School supplies furnished through the ABC 123 Program. 86 Persons Served since July 2013.	\$ 2,500 Year 39	100.00%
8. Community Services Building Funds are for partial replacement of the mechanical system at the Community Services Building. 19,414 Clients have received services from agencies located in the CSBI building.	\$ 40,000 Year 39	100.00%
9. Progressive Independence Funds are for the purchase of medical equipment and the Open Doors Program. Households Assisted since July 2013.	\$ 3,000 Year 39	0.00%
10. Meals on Wheels Funds will provide meals for very low income clients. 1,400 Scholarship meals provided to clients since July 2013.	\$ 7,000 Year 39	100.00%
11. Community After School Program Funds are for scholarships for low income participants and purchase of supplies 9 Number of clients served since July, 2013.	\$ 3,500 Year 39	100.00%
12. Thunderbird Clubhouse Funds are for the purchase of supplies for a ready to work program. Clientele served by Thunderbird clubhouse are of a presumed benefit according to CDBG regulations. 704 Number of clients served since July, 2013.	\$ 1,500 Year 39	0.00%
13. Bridges Funds are for support of the student computer lab and the Life Skills Program Clientele served by Bridges are of a presumed benefit according to CDBG regulations. 41 Number of clients served since July 2013. Income data not recorded.	\$ 1,000 Year 39	100.00%
14. Center for Children & Families Funds are for the purchase of supplies for the Kennedy Neighborhood Center. 34 Number of clients served since July 2013.	\$ 2,500 Year 39	100.00%
15. Among Friends Activity Center Funds are for the purchase of meals Clientele served by Among Friends are of a presumed benefit according to CDBG regulations. Income data is not recorded. 375 Number of clients served meals since July 2013.	\$ 1,500 Year 39	100.00%
16. East Main Place Funds are to assist with the utilities and maintenance of facility. Clientele served by East Main Place are of a presumed benefit according to CDBG regulations. Income data is not recorded. 127 clients served since July 2013.	\$ 10,000 Year 39	100.00%
17. Aging Services of Cleveland County Funds are to provide monthly scholarships for elderly residents residing at Rose Rock Villa to offset costs for congregate meal program. 231 clients served since July 2013.	\$ 2,500 Year 39	100.00%

POLICE 11



Administrative Summary

April



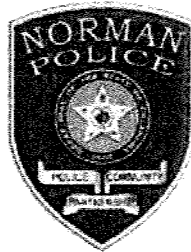
Operations

	<u>Current</u>		<u>Year-To-Date</u>	
	14	13	14	13
Part I Crimes	337	358	1,417	1,363
Murder	1	1	3	2
Rape	3	8	12	30
Robbery	4	6	26	21
Agg. Ass.	10	11	23	27
Burglary	53	72	239	283
Larceny	250	246	1,027	929
Auto Theft	16	12	84	69
Arson	0	2	3	2
Part II Crimes				
DUI/APC	62	43	215	176
Drunkenness	64	69	217	253
Drug Violations	133	120	523	526
Littering	4	2	11	8
Forgery	20	19	105	79
Vandalism	67	80	278	279
Others	798	917	3,190	3,124
Total Crime	1485	1608	5956	5808
Collisions				
Fatality	0	1	2	2
Injury	62	62	224	230
Non-Injury	165	226	563	767
Miscellaneous				
CAD Activity (Total)	9217	9170	37585	35036
Calls for Service (Police)	5243	5604	20178	20655
Citations	1833	1334	7081	5339
Warnings	1196	863	6260	3358
Community Activity (Hours)	377	363	1449	1096
Avg Emergency Reponse Time (Min)	4.39			
Avg Non-Emerg Response Time (Min)	7.04			
Avg Call Time (Hours)	0.83			

Crime Free Multi-Housing Program

April 2014

During April 2014, I have completed 7 surveys for the Crime Free Multi-Housing and have 1 property that has met the minimum requirements. During the month of May 2014 I have one property that has scheduled a safety fair that I will be attending. During May 2014, I will continue to contact properties to generate interest for another phase 1 training course in July. We have a total of 19 properties participating in the program.



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

Norman Police Department
201-B West Gray St.
Norman, OK 73069
(405)366-5438

Integrity * Accountability * Mutual Respect * Service Attitude * Partnerships

ANIMAL CONTROL 11A

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

OPERATIONAL INFORMATION	FY2014		FY2013	
	This Month	Year to Date	This Month	Year to Date
DOGS:				
Number on hand from last month	54		85	
Number impounded this month	128	1242	136	1,309
Owner relinquish	14	81	19	178
In field pickup	0	8	0	12
Adoption returns	3	19	8	8
Disposal	1	31	3	39
Picked up dead	2	40	8	50
Number redeemed	36	281	34	255
Number adopted to public	47	428	64	437
Number turned to rescues	19	172	24	245
Number euthanized - Adoptable	5	34	0	53
Number euthanized - Non adoptable	5	123	23	220
Number died for unknown reason	0	3	0	18
Number fostered	12	125	1	3
Escaped	0	3	1	1
Total now on hand	55		63	
CATS:				
Number on hand from last month	17		6	
Number impounded this month	64	884	112	753
Owner relinquish	6	97	22	92
In field pickup	0	29	0	4
Adoption returns	1	4	0	0
Disposal	0	59	4	104
Picked up dead	18	99	8	112
Number redeemed	3	13	2	13
Number adopted to public	9	198	11	140
Number turned to rescues	19	153	44	275
Number euthanized - Adoptable	20	45	0	44
Number euthanized - Non adoptable	1	266	24	199
Number died for unknown reason	1	10	0	4
Number fostered	3	57	0	0
Escaped	0	4	0	0
Total now on hand	7		25	
MISCELLANEOUS:				
Domesticated Animals	0	8	0	10
Wildlife	72	772	83	965
TOTAL	72	780	83	975

NOTES:

	FY2014		FY2013	
SAFETY REPORT	This Month	Year to Date	This Month	Year to Date
Injuries on the Job	0	8	0	5
City Vehicle Damaged	0	0	0	2
Vehicle Accidents Reviewed	0	1	0	1
a. Employee Responsible	0	0	0	1
b. Employee Not Responsible	0	1	0	0

PET LICENSES ENFORCEMENT ACTION	This Month	Year to Date	This Month	Year to Date
January to December				
Total Licenses Sold (Annual)	604	2422	154	1618
Citations Issued (AWO)	43	273	17	129
Citations Issued (Private Citizen)	1	5	0	1
Warnings Issued	2	29	4	92

FINANCIAL INFORMATION	This Month	Year to Date	This Month	Year to Date
10-1531 Amount - dog redemption	\$1,430.00	\$9,990.00	\$912.00	\$7,827.00
10-1532 Amount-dog adoption	\$2,820.00	\$23,950.00	\$3,630.00	\$25,100.00
10-1531 Amount-cat redemption	\$55.00	\$440.00	\$30.00	\$255.00
10-1532 Amount-cat adoption	\$480.00	\$10,695.00	\$420.00	\$7,110.00
10-1531 Amount-misc. redemption	\$0.00	\$55.00	\$0.00	\$0.00
10-1532 Amount-Misc. adoption	\$0.00	\$35.00	\$0.00	\$160.00
10-1533 Miscellaneous	\$560.00	\$9,894.00	\$900.00	\$6,540.00
TOTAL	\$5,345.00	\$55,059.00	\$5,892.00	\$46,992.00
Donation 010-0000-227.24-31	\$332.00	\$24,560.05	\$236.00	\$15,878.20
Donation account balance		\$56,540.55		\$31,690.50

Liability payback (July to June) 2003 Adoption expansion	This Month	Year to Date	This Month	Year to Date
Payback Balance	\$4,240.00		\$25,546.50	
22-L432 Liability - pet licenses	\$2,468.00	\$20,711.00	\$764.00	\$17,867.50
TOTAL (New Balance)	\$1,772.00		\$24,782.50	

NOTES:

Replacement CPL \$1.50

SPAY / NEUTER PROCEDURES	FY2014		FY2013	
	This Month	Year to Date	This Month	Year to Date
Dogs	38	341	40	386
Cats	9	145	7	152
TOTAL	47	486	47	538

ANIMAL BITES July to June	FY2014		FY2013	
	This Month	Year to Date	This Month	Year to Date
Dogs	5	36	7	56
Cats	1	8	0	5
Other	0	1	0	1

SUMMARY

Dogs returned to the owner prior to coming to the shelter

3	City pet license
	Rabies tag
	Microchips
	Personal ID tag
	Knew animal do to prior contact
1	Neighbor told officer
1	Lost & Found slip at shelter
5	Total

Incident No.	Offense	Court
2014-04321	City Pet license	Municipal court
2014-04422	City Pet license	Municipal court
2014-04422	Rabies Vacc/Shots	Municipal court
2014-04748	City Pet license	Municipal court
2014-04748	Rabies Vacc/Shots	Municipal court
2014-04857	Rabies Vacc/Shots	Municipal court
2014-05020	City Pet license	Municipal court
2014-05020	City Pet license	Municipal court
2014-05115	City Pet license	Municipal court
2014-05115	Rabies Vacc/Shots	Municipal court
2014-05392	City Pet license	Municipal court
2014-05392	Rabies Vacc/Shots	Municipal court
2014-05508	City Pet license	Municipal court
2014-05508	Rabies Vacc/Shots	Municipal court
2014-04329	City Pet license	Municipal court
2014-05409	City Pet license	Municipal court
2014-05409	City Pet license	Municipal court
2014-04335	City Pet license	Municipal court
2014-04341	City Pet license	Municipal court
2014-04615	Rabies Vacc/Shots	Municipal court
2014-04491	City Pet license	Municipal court
2014-04491	Rabies Vacc/Shots	Municipal court
2014-05064	City Pet license	Municipal court
2014-05064	Rabies Vacc/Shots	Municipal court
2014-05077	City Pet license	Municipal court
2014-04347	City Pet License	Municipal court
2014-04347	Rabies Vacc/Shots	Municipal court
2014-04370	City Pet License	Municipal court
2014-04370	City Pet License	Municipal court
2014-04370	Rabies Vacc/Shots	Municipal court
2014-04370	Rabies Vacc/Shots	Municipal court
2014-04722	City Pet License	Municipal court
2014-04722	Rabies Vacc/Shots	Municipal court
2014-04724	City Pet License	Municipal court
2014-04724	Rabies Vacc/Shots	Municipal court
2014-04804	City Pet License	Municipal court
2014-04804	Rabies Vacc/Shots	Municipal court
2014-04806	City Pet License	Municipal court
2014-04806	Rabies Vacc/Shots	Municipal court

2014-05662	City Pet License	Municipal court
2014-05662	Rabies Vacc/Shots	Municipal court
2014-05731	City Pet License	Municipal court
2014-05731	Rabies Vacc/Shots	Municipal court

PUBLIC WORKS

12

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

ENGINEERING DIVISION

DEVELOPMENT

The Development Coordinator processed 2 Preliminary Plats and 1 Final Plat for Planning Commission; No Final Plats were scheduled for Development Committee; and 1 Consent to Encroach, 1 Closure, 1 Certificate of Survey, 2 Preliminary Plats, and 2 Final Plats for City Council review. The Development Engineer reviewed 41 sets of construction plans and 6 punch lists. There were 347 permits reviewed and/or issued. Fees were collected in the amount of \$18,814.32.

CAPITAL PROJECTS

I-35/Main Street Interchange:

Construction on the I-35/Main Street Interchange reconstruction project will begin Monday, January 7, 2013. This is a \$30 million construction project awarded to a joint venture between Allen Contracting and Manhattan Road and Bridge of Oklahoma City. The project has an estimated completion date of March 2014. The construction contract allows the contractor to earn early completion incentive pay at \$15,000 a day with a maximum of 100 days, for an early completion date of December 2013. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project.

The project involves the following items:

- Replace the existing Main Street interchange with a Single Point Urban Interchange (SPUI). The SPUI will include longer on and off ramps at I-35 and a wider Main Street Bridge. The SPUI will allow large volumes of traffic to negotiate the area using a single set of traffic lights mounted at the center of the bridge. This is the second SPUI interchange in the State of Oklahoma; the first SPUI is located at I-40 and Morgan Road.
- Widen I-35, one half mile north and south of Main Street, from four to six lanes
- Widen Main Street over I-35 from four lanes to six lanes

Wednesday night, April 16, 2014, the contractor fully opened the Main Street Interchange to traffic. The I-35 on and off ramps were open as well as all the lanes for Main Street. Work will continue behind the curb as the contractor will continue to paint the bridge, abutment and sound walls, install sod/landscaping and finish installing the sidewalks.

I-35/SH-9 East Interchange

Construction of the first phase of the I-35/SH-9 East Interchange will begin on Sunday, November 17, 2013. This is a \$12 million construction project awarded to Sherwood Construction Company of Wichita, Kansas. The project has an estimated completion date of September 2014. The construction contract allows an early completion incentive pay of \$8,000 a day with a maximum of 90 days. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project.

The project involves the following construction elements:

- Relocate the existing northbound I-35 to SH-9 East ramp. This ramp will temporarily tie in to the existing SH- 9 East roadway
- Build the new southbound I-35 to SH-9 East ramp
- New SH-9 East Bridge over I-35. This bridge will be located on the south side of the existing bridge.
- The first phase of the West Lindsey Street Widening Project storm water box culvert. This section of the box culvert will be constructed from the Canadian River to the north side of the new SH-9 East Bridge over I-35

The contractor's activities this month are as follow:

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

Sidewalk Programs

Construction is complete of sidewalks, relocation of traffic control access box and a new sidewalk ramp at the intersection of 12th Avenue and Lindsey Street to upgrade the ramp and sidewalks to be ADA compliant.

STORMWATER MANAGEMENT PROGRAM:

- 7 citizen calls/complaints
- issued 3 earth change permits
- 13 contacts with lawn crews
- discussed grass clippings problems with 2 owners
- conducted 92 inspections
- volunteered for the Earth Day celebration to provide public education and outreach

APRIL 2014
DEVELOPMENT COORDINATION, ENGINEERING, AND
PERMIT REVIEW

FY 13-14 Associated Fees

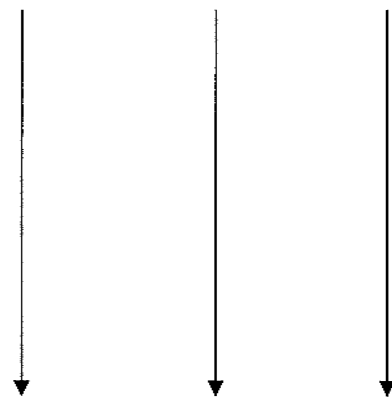
Subdivision Development:

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

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

City Council Review:

- Certificate of Survey.....1
- Preliminary Plat.....2
- Final Plats.....2
- Consent to Encroach.....1
- Easement.....0
- Closure of Easement & ROW..1
- Amendment of Deferred Con...0



Development Committee:

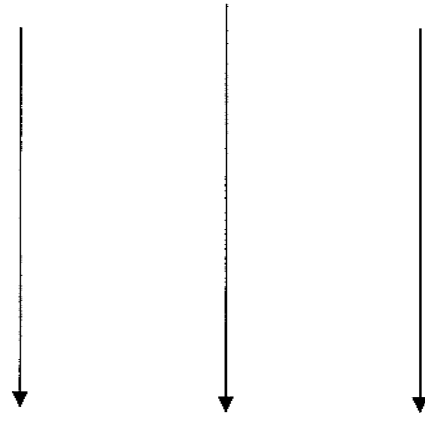
- Final Plats.....0

\$13,385.00 \$7,345.00 \$58,400.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

- **Single Family.....28
- ***Commercial.....21
- Multi-Family.....1
- Addition/Alteration.....14
- House Moving.....4
- Paving Only.....14
- Storage Building.....10
- Swimming Pool.....9
- Storm Shelters.....240
- Public Improvements.....2
- Temporary Encroachments.....2
- Fire Line Pits/Misc.....3
- Flood Plain (@\$100.00 each).....3



\$300.00 \$200.00 \$1,700.00

Total Permits..... \$5,129.32 \$6,317.08 \$126,034.57

Grand Total..... \$18,814.32 \$13,862.08 \$186,134.57

******Construction Plan Review occurrences** 41 18 292

*******Punch Lists prepared.....** 6 8 57

* 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

APRIL 2014

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

**KEN DANNER/TODD McLELLAN/DREW
NORLIN**

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
PI #8 PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	6	100%
PI #10 SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	28	100%
PI #11 COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	21	100%
PI #12 CONSTRUCTION PLAN REVIEW W/I 10 DAYS	41	100%
PI #13 FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	3	100%

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.

**FLEET MANAGEMENT
ACTIVITY REPORT**

April

FYE 2014

FUEL REPORT

IN GALLONS

	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	18,022.00	23,309.00	26,176.00
Outside - sublet	397.76	371.70	
TOTAL	18,419.76	23,680.70	26,176.00

TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	20,655.29	24,650.20	8,134.87	18,041.13

FYE 2014 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	184,690.14	231,589.90	65,952.25	170,172.66

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$3.09	Low	\$2.94	UNLEADED	High	\$3.32	Low	\$3.26
DIESEL	High	\$3.14	Low	\$3.02	DIESEL	High	\$3.43	Low	n/a
CNG	High	\$0.71	Low	\$0.71	CNG	High	n/a	Low	n/a

MAINTENANCE REPORT

REPAIR PARTS SOLD	\$20,927.22
TIRES SOLD	<u>\$12,633.21</u>
TOTAL PARTS SOLD	\$33,560.43

PUBLIC CNG SALES

April	\$28,377.65
FYE 2014 TO DATE	\$200,036.96

SUBLET REPAIRS **\$13,603.53**

Life To Date CNG Sales:

TOTAL SOLD GALLONS TO DATE:	282,633
TOTAL SOLD DOLLARS TO DATE:	\$372,717

	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	Fiscal YEAR TO DATE
ROAD SERVICE	11	47	33	337
EMERGENCY ROAD CALLS	11	8	7	241
PM SERVICES	98	154	130	963
DISASTER REPAIRS	0	8	0	11
WORK ORDERS	422	456	431	3,657
SCHEDULED REPAIRS	116	137	153	1,514
NON SCHEDULED REPAIRS	195	188	191	1,550

FLEET MANAGEMENT
 Mechanic Productivity
 Report

FYE 2014

April

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	ACTUAL	DIFFERENCE
# 001	53.49	72%	79.2%	7.2%	
# 002	139.09	72%	82.4%	10.4%	
# 003	149.29	72%	80.6%	8.6%	
# 004	151.11	72%	83.1%	11.1%	
# 005	114.04	72%	77.8%	5.8%	
# 006	30.69	72%	100.0%	28.0%	
# 007	107.45	72%	78.1%	6.1%	
# 008	54.51	72%	72.4%	0.4%	
# 010	116.28	72%	81.9%	9.9%	
# 011	122.34	72%	79.8%	7.8%	
# 012	128.35	72%	81.7%	9.7%	
# 013	63.01	72%	66.3%	-5.7%	
# 015		72%	#DIV/0!	#DIV/0!	
# 019	39.41	72%	80.1%	8.1%	
# 021	125.39	72%	73.5%	1.5%	

DIRECT LABOR HOURS	1394.45
TOTAL AVAILABLE HOURS	1761.02
PRODUCTIVITY GOAL	72.0%
ACTUAL PRODUCTIVITY	79.2%

Missed Preventive Maintenance

	COMPLETED FYE 13	PENDING FYE 13	TO DATE FYE 14	PENDING FYE 14
CITY COUNCIL	0	0	0	0
FIRE ADMINISTRATION	2	0	2	2
FIRE TRAINING	0	0	0	0
FIRE PREVENTION	5	0	6	1
FIRE SUPPRESSION	6	0	0	1
FIRE DISASTER PREPAREDNESS	0	0	4	0
ENGINEERING	1	0	1	0
UTILITIES (METER READERS)	0	0	0	0
INFORMATION SYSTEMS	0	0	0	0
FLEET MANAGEMENT	0	0	0	0
STREET MAINTENANCE	14	0	8	0
STORM WATER	0	0	6	1
TRAFFIC	3	0	0	0
SANITATION ADMINISTRATION	0	0		
SANITATION RESIDENTIAL	4	0	4	0
SANITATION COMMERCIAL	13	0	9	2
SANITATION TRANSFER	4	0	6	0
SANITATION COMPOST	2	0	2	0
SANITATION RECYCLE	1	0	2	0
SANITATION YARD WASTE	0	0	2	0
LINE MAINTENANCE ADMIN.	0	0	0	0
WATER LINE MAINTENANCE	8	0	8	0
SEWER LINE MAINTENANCE	0	0	5	0
PARK MAINTENANCE	5	0	8	2
PARKS & RECREATION	0	0	1	0
FORESTRY	0	0	0	0
PLANNING	0	0	0	0
PLANNING CDBG	0	0	0	0
WATER PLANT	0	0	1	0
WATER RECLAMATION	5	0	1	0
UTILITIES - ENVIRONMENTAL	0	0		
BUILDING MAINTENANCE	2	0	1	0
CUSTODIAL	0	0	0	0
DEVELOPMENT SERVICES	0	0	0	0
CODE COMPLIANCE	0	0	0	0
ANIMAL CONTROL	7	0	7	1
POLICE ADMINISTRATION	0	0	1	0
POLICE STAFF SERVICES	4	0	5	1
POLICE CRIMINAL INVESTIGATIONS	5	0	9	3
POLICE PATROL	27	0	26	3
POLICE SPECIAL INVESTIGATIONS	1	0	1	0
POLICE COMMUNICATIONS	0	0	0	0
TOTALS	119	0	126	17

Equipment Late for PM by Equipment Number

***292-9708 to make PM Reschedule arrangements**

Unit #	Description	Division	Latest Meter	Due at Meter	Meter Past	DUE DATE	TIME DUE	SERVICE
1191	2000 Echo EG350	Criminal Investigation	1	1	0	26-Feb	1:00	PMA Second Miss 03/04/2014
0001	2001 Chevy Impala	Fire Prevention	148,872	148,777	95	5-May	8:00	PMA
1207	2007 Dodge Charger	Criminal Investigation	44,702	44,342	360	2-Apr	1:00	PMA
0982	2002 Ford F250	Animal Control	134,608	133,892	716	5-May	10:00	PMA
0048	1999 Dodge 3500	Fire Suppression	48,862	48,816	46	12-Mar	8:00	PMA
0427	2005 Toro 580D	Park Maintenance	1	1	0	7-Jan	10:00	PMA
1109	2004 Ford Crown Victoria	POLICE PATROL	119,930	119,270	660	20-Nov	8:00	PMA
0807	2000 Mikasa MVC-90H	Storm Water	1	1	0	4-Apr	10:00	PMA
1187T	2005 Frank's Trailer	Police Staff Services	1	1	0	12-Mar	1:00	PMC
0230	2006 Peterbilt 320 Front Loader	Sanitation Commercial	13,889	13,687	202	3-Apr	7:00	PMA
1017	2004 Chevy Impala	Criminal Investigation	74,072	73,897	175	7-Apr	11:00	PMA Second Miss 05/05/2014
0010	2001 Chevy Blazer	Fire Admin	1	1	0	16-Apr	8:00	PMA
0236	2012 Mack Terrapro	Sanitation Commercial	1	1	0	16-Apr	10:00	PMN
0002	2008 Ford Expedition	Fire Admin	94,769	93,040	1,729	25-Apr	8:00	PMA
0439	1993 Ford F700	Park Maintenance	1	1	0	21-Apr	10:00	PMA Here @ Fleet
1164	2004 Ford Crown Victoria	POLICE PATROL	1	1	0	23-Apr	10:00	PMA
1129	2004 Ford Crown Victoria	POLICE PATROL	1	1	0	22-Apr	11:00	PMA
					0			
					0			
					0			
					0			
rescheduled:					0			Rescheduled for:

Was requested to be put on March

Here @ Fleet

STREETS

ASPHALT OPERATIONS

Hayes St. between Flood Avenue and James Garner Avenue Reconstruct
217.34 tons of asphalt and 14.5 cubic yards of concrete

108th Ave NE between Rock Creek Rd and Franklin Rd Overlay
567.41 tons of asphalt

Bethel Rd between 96th Avenue NE and 108th Avenue NE Overlay
1,016.82 tons of asphalt

Tecumseh Rd between 144th Ave NE and 156th Avenue NE Overlay
2,297.13 tons of asphalt

DEEP PATCH OPERATIONS

Ed Noble Pkwy
18.64 tons of asphalt

CONCRETE OPERATIONS

201 W. Gray Panel Replacement
8.00 cubic yards of concrete

2600 Block Belknap Panel Replacement
24.00 cubic yards of concrete

2800 Block Belknap Panel Replacement
61.50 cubic yards of concrete

700 Block Barbour Panel Replacement
72.5 cubic yards of concrete

2800 Shoreline Panel Replacement
12.00 cubic yards of concrete

Webster and Daws Panel Replacement
26.50 cubic yards of concrete

100 Block Westchester Avenue Panel Replacement
34.00 cubic yards of concrete

DRAINAGE OPERATIONS

Ed Noble Inlet Repair

19.50 cubic yards of concrete

1210 Woodland Pipe Repair

3.00 cubic yards of concrete

OTHER

Routine Pothole Patching Operations

This month approximately 12.09 tons of asphalt was utilized in routine pothole patching operations.

STORM WATER

Ponca Avenue

Extending drainage culvert pipe at Ponca Avenue and Eufaula Street. Placed 12.5 cubic yards of concrete, hauled 9 select materials and hauled 8 tons debris.

2012 Jackson Drive

Performing erosion repair to storm water inlet structure. Placed 2 cubic yards of flowable fill.

Tecumseh Road

Performing erosion repair at various locations to culvert cross drain pipes on Tecumseh Road between 24TH Avenue N.E. and 60TH Avenue N.E. Hauled concrete rubble and hauled 26 tons select material.

North Base Facility

Removed broken concrete sidewalk and leveled area up. Hauled 105 tons select material.

144th Avenue NE

Performing erosion repair to culvert cross drain. Placed 8 cubic yards of flowable fill.

Drainage Maintenance

Removed 39 tons debris/sediment and trimmed trees in drainage right-of-ways in the urban area.

Roadside Maintenance

Trimming trees on roadside right-of-ways in the rural area and hauled 10 tons of debris/wood chips.

North Porter Avenue

Pushing/leveling construction debris at dumpsite.

*Monthly Progress Report
Public Works (April 2014)*

Urban/Rural Litter Program

Removed 2.79 tons of trash/debris from urban/rural right-of-ways.

Urban Street Sweeping Operations

Urban street sweeping operations, a total of 504 miles were swept resulting in the removal of approximately 561 tons of debris from various curblin streets.

Storm Water Management

Cleared 667 inlets of debris from drainage right-of-ways in the urban/rural area.

Mowing Of Drainage/Roadside Right-Of-Ways

Mowed and trim mowed 893,240 feet of drainage right-of-ways in the urban area.
Mowing 20.50 miles of urban roadside right-of-ways (smooth cut).

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2014

STREET DIVISION					
	FYE 2014 April, 2014	FYE 2014 April, 2014	Year to Date	Year to Date	FYE 2014
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Patch 100% of all potholes smaller than one cubic foot within 24 hours (tons of material used)	10.15	100%	332.56	100%	95%
Overlay/pave 10 miles per year.	-	0%	12.58	126%	100%
Replace 1,160 square yards of concrete pavement panels	177.50	15%	778.25	67%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	8.00	2%	80.00	19%	50%
Grade all unpaved public roads eight (8) times a year. (approximately 21 miles)	42.00	25%	420.00	250%	100%

STORM WATER DIVISION					
	FYE 2014 April, 2014	FYE 2014 April, 2014	Year to Date	Year to Date	FYE 2014
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)	304.00	61%	3,658.00	61%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	134.00	1%	4,253.00	28%	70%
Mow 190 ROW-miles of Urban right-of-way, eighteen times per year (miles)	-	0%	146.75	4%	85%
Mow 148 miles of Rural Right-of-way twice per year (miles)	-	0%	569.50	192%	50%
Mow 2,271,548 sq. feet of open drainage ways, six times per year	-	0%	10,000,006.00	73%	80%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	8.00	3%	8.00	3%	65%

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

	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%	57	57	100%	552	552	100%
Provide information requested by citizens within 7 days	95%	57	57	100%	552	552	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	1	1	100%
Review subdivision plans, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	36	36	100%	412	412	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		3	11	3.67	1246.5	514.75	0.41
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
		0	0	0.00	8.65	97	11.21
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%	148	148	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
		66	66	100%	538	538	100%
Response to reports of sign damage:	Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour	99%	26	26	100%	159	159	100%
<i>Lower Priority</i> all other signs within one day	90%	187	187	100%	942	942	100%
<i>Street Name Signs</i> within two weeks	90%	12	12	100%	144	144	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
		3344	0	0.00	63088	8	0.00

UTILITIES

13

Monthly Report

April 2014

Line Maintenance:

Division Fiscal Year 2014 Capital Projects

- Brownwood Lane – WA0321 – complete
- Royal Oaks – WW0201 – To begin in 4th quarter
- Buckingham Ln – WA0320- 10% Complete
- Comanche St. – WA0316 – 65% Complete

Division Accomplishments

Water Maintenance crews responded to 11 water main emergencies, maintenance on 88 fire hydrants, 71 water valves, 517 water main locates, completed 19 yard restoration sites, responded to 11 after hour water service requests, and set 68 new water meter services. Estimated water loss from water main breaks, and system quality assurance for the month of April – 1,070,000 gallons.

Sewer Maintenance crews hydro-cleaned 232,925 feet of sewer mains, 3,150 feet of root removal, 13,779 feet of CCTV inspection, 4 tap inspections, 4 cap inspections, 3 tap locations by CCTV, 446 sewer main locates, 1 sanitary sewer line repairs, and responded to 35 possible sewer obstructions requests, 3 on City side, 32 on private side, and 2 sanitary sewer overflows for the month of April. Removed, cleaned, and replaced pump - # 2 – Sienna Springs lift station, for rags, Eastridge lift station – pump #1 – rags, Eastridge lift station – pump #2 – rags, Sutton Place lift station – pump #1 – rags, Sutton Place lift station – pump #1 – seal failure.

D Lift Station Flows: 30 days
Average daily flow: .87 MGD.
Average total flow: 26.1 MG.

Wastewater Projects:

Canadian River TMDL Study (Project WW0044): Project considers ten (10) wastewater dischargers to the Canadian River from above OKC to below Lexington. Most of the dischargers are considering upgrades or improvements to Wastewater Treatment Plants (Water Reclamation Facilities). All discharging entities are getting stricter permits and the final report will be sent to EPA for acceptance. The project group selected a consultant who completed a sampling and testing plan, the Quality Assurance Project Plan (QAPP); QAPP was approved by EPA, Region 6 (EPA 6) in Dallas on 3/25/10; sampling for testing began 7/1/10 from selected sites along the river; Interim Modeling Report submitted through ODEQ to EPA 6 in December 2011; comments received from EPA 4/11/12; Draft reports and subsequent ODEQ comments received Sep 2012, March 13 and August 13; additional delay due to decision on final discharge location(s) by other project entities. New Final Revised Projection Simulations received on 2/24/14; follow up group meeting on 3/14/14; all parties concur with results. Next steps: forward data and model to EPA6 for technical review, not formal approval; final formal report from consultant due in sixty (60) days, during May. ODEQ will prepare public notice for Water Quality Management Plan revisions, public hearing and 45 day comment period; submit entire package to EPA6 for approval; future new permits must concur with final results; permits are not expected to be re-opened, but ODEQ will wait for permit renewal time frame; payments totaling \$256,818 of \$268,000 or 96% have been approved.

Royal Oaks Force Main Rehab (WW0062): Project will replace 2,260 linear feet of 16-inch ductile iron force main installed in 1984 along 24th Avenue N.E., from near Alex Plaza Drive across Alameda to its termination at an existing manhole to be replaced. Staff in-house preliminary design is in progress; Utility staff is coordinating with Public Works Department on 24th Avenue NE widening bond project; staff will shortly issue purchase order to Lemke for on-call surveying and drafting assistance.

SE Bishop Interceptor, Phase 2B (Project WW0267): Project will increase size of interceptors serving SE Norman, and has been completed in phases. Construction of 2B, Section 1 complete March 2007; Section 2A & 2B complete August 15, 2013; Section 2C consists of approximately 5,500 LF of 24-inch sewer located south of Highway 9 between the former Saxon Publishing facility and Classen Boulevard. Project advertised 1/2/2014; bids opened 1/23/14 with Krapff-Reynolds Construction Company providing low bid of \$1,064,690 with six (6) other bidders; award and contract approved by NUA 2/11/14; pre-work meeting held 2/13; Notice to Proceed effective 2/24; construction is on schedule and within budget; payments totaling \$533,383 of \$1,064,690 or 50% processed.

Sewer Maintenance Project FYE11 (WW0064): Annual project will rehabilitate about 38,000 feet (7 miles) of sewers and 220 manholes in an approved area bounded by Alameda to the north, Bishop Creek to the west, partially Boyd and partially Brooks to the south, and Shiloh to the east. Project advertised 4/27/13; bids opened 5/27/13 with Urban Contractors providing low bid of \$2,774,200 with three (3) other bidders; award and contract approved by NUA 6/11/13; Notice to Proceed effective 7/1/13. Change Order No. 1 increasing contract by \$19,334 approved by City Manager 10/1/13. CO#2 increasing contract amount by \$139,708 approved by NUA on 2/25; CO#3 increasing contract amount by \$341,590 approved by NUA on 4/8/14; construction is on schedule and within budget; payments totaling \$2,852,878 of new contract total \$3,274,832 or 87% processed.

Sewer Maintenance Project FYE12 (WW0070): Annual rehabilitative project, bounded by Boyd to the north, Imhoff Creek to the west, Lakewood to the south and Elm to the east, with one (1) supplementary area south of Boyd, west of BNSF; project will replace almost 33,000 feet of sewer line and over 95 manholes; staff in-house design in progress; NUA approved contract with Lemke 1/22/13; video inspection complete; preliminary plans received 8/1/13; comments to Lemke 8/29/13; revised plans excessively delayed; 90% plans received 11/11/13; plans do not measure up to Lemke's usual high standards; returned with comments 2/4/14; numerous comments prevent final plan submittal; revised 90% plans due in March.

Sewer Maintenance Project FYE13 (WW0200): Annual rehabilitative project, bounded by Lindsey Street to the North, Bishop Creek to the West, Imhoff Road to the South, and 24th Ave SE to the East; NUA approved on-call surveying contract with Lemke 7/23/13; staff in-house design in progress; video inspection nearing completion; bid alternates are under consideration, but are not finalized; preliminary plans due soon.

Sewer Maintenance Project FYE14 (WW0202): Annual project will rehabilitate about 34,600 feet (6½ miles) of sewers and over 110 manholes in an approved area bounded by Robinson to the North, Sherry to the West, Main Street to the South, and Berry to the East, excluding Dakota & Iowa, which were in the 2009 project area; staff in-house preliminary design is in progress; staff will shortly issue purchase order to Lemke for on-call surveying and drafting assistance; City video inspection in progress. Alternates may also be bid, but are not finalized.

Wastewater Supervisory Control and Data Acquisition (SCADA) (WW0052): SCADA electronically reports plant and lift station activity to a central location. Project combined with WW0043 & WW0047 for construction efficiency. Received bids 10/16/10; Oil Capital Electric (OCE) began work 1/18/2011, with 180 days contract completion time; final inspection and substantial completion effective 4/24/13; as-builts and O&M's received 10/8/13; final punch list items received 12/18/13; settlement negotiations complete; final change order and project acceptance in progress; payments totaling \$942,981 of \$949,500 or 99% approved.

WWTP - Aeration Basin Blower VFD (WW0043): Replacement of obsolete motors and controls will enhance efficiency and save energy and money by reducing electrical demand and use. Project partnered with WW0047 for Department of Energy (DOE) stimulus grant, and combined with WW0047 & WW0052 for design and construction efficiency; received bids 10/16/10; Oil Capital Electric (OCE) began work 1/18/2011, with 180 days contract completion time; substantial completion & punch list effective 4/24/13; DOE grant closed 6/26/13; settlement negotiations; Received as-built drawings and O&M manuals 10/8/13; final punch list items received 12/18/13; final change order and project acceptance in progress; payments totaling \$1,044,184 of \$1,060,326 or 98% have been approved.

WWTP - North Digester Boiler(s) (WW0047): Replacement of obsolete sludge heaters (vintage 1960's) will save energy and money. Project partnered with WW0043 for Department of Energy (DOE) stimulus grant and combined with WW0043 & WW0052 for design and construction efficiency; see WW0043 for milestones; final punch list items received 12/18/13; final change order and project acceptance in progress; payments totaling \$379,085 of \$395,174 or 96% have been approved.

Woodcrest Interceptor (WW0120): Project design by RJN Group complete; permits in hand; bid alternates are under consideration, but are not finalized; easement acquisition nearing completion; project should bid soon.

Wastewater Flow Monitoring Project (WW0042): HDR Engineering approved 04/13/10 for completion of city-wide flow monitoring, and calibrating the new Wallingford Infoworks wastewater model to simulate the affect a 5-year design storm. Thirty-two flow meters and ten rain gauges utilized to collect dry and wet weather flow data; Flow Monitoring Report received 12/21/10. Sewer sub-basin maps reviewed to determine proper loading information under 2025 Plan and corresponding population equivalents. Loading data transmitted to HDR in 04/25/12 so modeling can begin. Model development workshop held 03/14/13; capacity analysis report received 05/07/13. Collection system improvements report received 04/28/14 and is under review. Payments totaling \$530,804 of \$576,699 processed.

Phase 2 South WRF Improvements (WW0065): Preliminary design contract with Garver for preparation of Engineering Report (ER) approved 03/08/11. Draft ER received 08/03/11 with findings presented to NUA 11/08/11. ER finalized and submitted to DEQ 11/18/11 with DEQ comments received 03/26/12. Request for variances submitted to DEQ 05/21/12. Garver and staff met with DEQ on 12/05/12 to discuss variance requests and DEQ approved 4 variances 01/15/13. DEQ approved final variance request for primary clarifier weir loading rate on 03/20/13. Final ER was submitted to DEQ on 03/29/13 and was approved 06/27/13.

Garver Amendment No.1 for final design and bidding was approved 06/12/12. Final design kickoff meeting was held 06/25/12 with subsequent monthly design meetings. Geotechnical work completed by Terracon on 11/12/12; draft report received 11/29/12 and final report received 06/24/13. 90% design plans and specifications (P&S) were provided 06/19/13 for NUA review. Final design documents for Phase 2 Improvements were submitted to DEQ 08/01/13. DEQ comments received 08/28/13. Garver and NUA submitted response to DEQ in 11/01/13 and DEQ approved the P&S on 11/26/13. Floodplain permit submitted 10/15/13 and was approved by the City of Norman on 04/05/13. Proposed Amendment No. 2 for construction administration, inspection, and operation and maintenance manuals received; approved by NUA on 4/22/2014.

After presentation of ER findings, staff was directed to proceed with design of \$52 M project expanding design capacity from 12 to 17 MGD, adding ultra violet disinfection, effluent aeration and odor control technologies. Additional scope includes headworks modifications, primary clarification rehab, three activated sludge basins and two final clarifiers, sludge thickening, blending and digestion and other miscellaneous improvements. 90% design estimate of \$63 M presented to NUA 07/10/13 along with several user rate alternatives in support of required \$38M loan. Public Meeting on proposed rate hike held 08/12/13. On 09/10/13, NUA approved ordinance calling for public vote on 11/12/13, and the vote passed by an approximate majority of 76%. NUA approved Resolution 1314-89 authorizing staff to prepare document necessary of loan application submission to OWRB. Loan application submitted to OWRB 02/11/14 ; \$50.3 million loan approved by OWRB on 04/15/14.

Five prime contractors were pre-qualified on 01/28/14; bidding documents made available to contractors 01/31/14; expect to open bids 03/20/14. Public hearing on Environmental Information Document (EID) held 01/21/14 and the NUA adopted EID and public participation documentation on 02/11/14. Final FONSI issued by the by OWRB on 04/28/14; there were no adverse comments.

On March 27, 2014, the NUA opened bids on the Phase 2 WRF Improvements. Bids were received from three contractors with bids ranging between \$48.82M and \$54.46M; the engineers estimate was \$57.41M. The apparent low bidder is Archer Western Construction, LLC with regional offices in Irving, TX. The apparent second low bidder is Garney Companies, Inc. of Kansas City, MO with a bid of \$49.98M or

2.3% higher than the low bid. NUA approved award and authorization to sign contracts and bonds on 04/22/14. Notice of Award forwarded to Archer Western 04/22/14; contract and bonds received 05/01/14; chairman expected to sign in early May with contract start on 06/02/14.

South WRF Consent Order from DEQ: OPDES permit issued in July 2010 included deadline of July 2013 for implementing disinfection at the WRF. Staff advised DEQ this was unreasonable prior to issuance. Staff has been reporting progress as required and DEQ forwarded proposed Consent Order (CO) #13-077 to NUA 04/15/13. Staff forwarded suggested modifications to DEQ on 05/17/13 and DEQ forwarded revised CO to NUA on 09/05/13. NUA submitted revised CO to DEQ 09/05/13 including the following tasks:

- Submit approvable P&S 11/01/13
- Begin construction of Phase 2 Improvements 07/01/14
- Complete disinfection improvements 01/01/16
- Attain compliance with fecal coliform limits 07/01/16
- Complete Phase 2 improvements 01/01/17
- Attain compliance with Ammonia and TSS limits 07/01/17

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

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

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WWTP site is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the new Compost Facility south of the WWTP. Wastewater reuse in this manner can significantly reduce water demand and delay the need for expensive water supply projects. Reuse will also reduce the amount of pollutants discharged to the Canadian River. This project will install piping to the compost facility and examine the need to upsize the non-potable water pumps. Contract K-1213-54 for preparation of Engineering Report with Alan Plummer and Associates (APAI) approved 09/06/12; composting and effluent reuse data submitted to APAI during October. Meeting with DEQ held 12/21/12; APAI and staff presented reasoning for allowing irrigation with treated effluent as Category 3 reuse. DEQ met with APAI and staff at Compost facility on 01/16/13 and DEQ concerns were received 02/08/13. APAI submitted draft Engineering Report for Compost Facility Reuse to staff on 04/23/13; Final ER forwarded to DEQ on 09/04/13. Comments received from DEQ 11/28/13; response to DEQ comments submitted 12/18/13. DEQ provided additional questions 02/10/14; NUA/APAI are preparing response.

WWTP Effluent Truck Wash (WW0050): Construction of a non-potable water system to allow reuse of treated effluent for wash down of equipment is complete at the WWTP site. Under this project, a non-potable water line will be extended to the old composting facility where a truck wash will be constructed. Contract K-1213-54 for preparation of Engineering Report with Alan Plummer and Associates (APAI) approved 09/06/12. Meeting with DEQ held 12/21/12; APAI and staff presented discussed automated truck wash facility utilizing treated effluent; DEQ indicated need to meet as Category 2 reuse.

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

Water Projects:

Segment D Waterline, Phase 2: Crafton, Tull & Associates, Inc. has completed final design for the Phase 2 project and plans to utilize Highway 9 right-of-way has been delayed by ODOT. The permit to construct from ODOT has not been renewed. Alternative routes for the waterline are being investigated.

Applecreek Waterline Replacement: (WA0041): The old ductile iron line is being replaced and relocated to a new position. Easements have been attained. Central Contracting was lowest and best bidder. Construction is complete.

Master Meter Installations: The new meters have been purchased. Locations of the new meters are being finalized with field inspections.

Hot Soils Waterlines - Pendleton Drive Area (WA0187): Project will replace deteriorating ductile iron waterlines in the Prairie Creek Addition subdivision; design contract with Cardinal approved 2/14/12; supplementary services approved 11/2/12; floodplain permit approved 4/16; received six (6) bids 1/31/13, Central Contracting Services low: \$934,225; NUA award and contract approved 2/26; pre-work conference waived; construction delayed in favor of Apple Creek, but began week of 7/29; on schedule and within budget; payments totaling \$606,638 of \$934,225 or 65% processed.

Waterline replacement: Bishop Creek (WA0199): Project will replace a failed 12" Ductile Iron (DI) water main under Bishop Creek near the west terminus of Cedar Lane Road. On 1/28/14 the NUA approved budget transfers from other nearly complete projects to fund urgent waterline replacement. On 1/29/14 staff issued a survey and design work order to Lemke Land Surveying (Lemke) under their On-call Services Contract; survey work complete, design in progress. Concept layout was approved about 3/30. Fifty percent (50%) complete plans received 4/9; comments returned to CP&Y 4/23; Ninety percent (90%) plans due 5/9.

Raw Waterline, Phase I (WA0051) – Design was prepared by Garver Engineers. Red Cliff, Inc. began September 27, 2010 and was scheduled to complete by June 24, 2011. They have installed all pipe and only lack connection vaults at both ends. Staff delayed the project due to high water demand during the summer and Change Order #1 was executed and signed by all parties. After excavating the WTP vault site, it was realized that the existing 1960's concrete pipe was a special fabricated curved pipe which was not anticipated by staff or the consultant in design. Therefore, our consultant has asked the contractor to reconsider utilizing ductile iron fittings as opposed to the original recommendation of fiber glass fittings. Increase pricing received was higher than original by \$86,575. Contractor and staff met and have not been able to resolve a resolution to move the project forward. Staff is consulting with legal department to aid in handling project talks. Staff was unable to get the contractor to complete vaults. NUA legal staff engaged talks with the contractor's attorney and were unsuccessful. Legal prepared a letter ending the contract and sent to contractor as well as bonding company. Staff rebid the project to complete the vaults and bids were opened 1/11/13. BRB was low bidder at \$788,505. Work began 2/27/13 and was substantially complete by July 2013. One major leak found due to a failed pipe was repaired. The line still has a small leak and in an attempt to save money, staff will order a repair once the leak surfaces. Project is complete and final payment has been made to contractor. Staff will closeout project once all accounts are reconciled.

Water Treatment Plant Expansion – Phase II is underway. This phase will include the installation of ozone treatment, UV treatment, an upgrade of the old high service pumps that supply pressure to the pressure plane, on-site chlorine generation, new ammonia feed system, and additional SCADA improvements. An ozone pilot study began October 2012 and was complete March 2013. The study was valuable and will be presented to Council January 2014. Total costs are estimated at \$33,540,000. The design contract is underway and was approved by NUA May 22, 2012.

Segment F Waterline Improvements: This project will complete a loop by installing 12-inch waterline along 36th Avenue NE from Tecumseh Road south to 1,800 feet to existing water well #3. Construction of this line awarded to Central Contracting 05/24/11. Construction began in November and will be completed soon.

Waterline Segment A and Water Modeling (WB0134): Project modified to update the water model to include new wells and waterlines and determine the most suitable location for a new water storage tank under project WA0293. Professional Engineering Consultants (PEC) updated water model and NUA approved PEC design Amendment No. 2. PEC has completed evaluation of Berry Road WL improvements and need for water storage tower in pressure zone. Surveying for new waterlines complete and revised waterline alignment plans received from PEC. Easement along Robinson obtained and we were working to obtain final easement along 36th NE to reduce possibility of relocation at a future date. However, we were unable to negotiate a fair price and will install in existing ROW. Final plans received in mid-January; advertised project 01/31/13 and opened bids 02/21/13. Bid awarded to Matthews Trenching on 03/12/13 in the amount of \$1,256,225 with construction starting 03/25/13. All waterlines as well as tie-in at WTP have been completed. Pressure testing and disinfection has been completed and all waterlines are in operation. Modifications to the WTP interconnections as well as reconciliation change order will soon be forwarded to NUA for consideration. A small leak has developed at WTP tie-in; expect to repair this leak in January and finalize the project. Leak repaired; staff working to close project and process final change order.

2060 Strategic Water Supply Plan (WA0174): RFP distributed and proposals were received 12/20/11. Review committee selected the team of Carollo/Tetrattech as most qualified and contract was approved 03/13/12. Kick-off meeting was held 04/06/12 and Ad-hoc committee of 15 citizens was appointed 05/08/12 to provide citizen input during development of the plan. Seven Ad-Hoc meetings and four public meetings were held between 05/30/12 and 07/16/13. Carollo has developed costs for upgrading and expanding existing sources (Thunderbird, wells, OKC water and conservation) and for potential new water supply sources. Viable existing and future water supply options grouped into portfolios with each portfolio supplying the 2060 average annual water demand of about 29 MGD. Water supply portfolios were evaluated on a monetary basis as well as on non-economic criteria. Received draft version of the 2060 Strategic Water Supply Plan 09/04/13; staff is reviewing in preparation for a future presentation at a Council study session.

Waterline Relocation: I-35 Widening (WA0196): Unbudgeted project necessitated by ongoing widening of I-35. Total budget of about \$500,000 estimated for replacing three waterlines associated with the I-35 project (24-inch at Briggs Street, 12-inch at Brooks Street and 12-inch at 24th Avenue SW and Highway 9). Team of SAIC/Poe and Associates will prepare design plans as an amendment to the Lindsey Street widening project. ODOT expected to reimburse waterline relocation costs at end of project. NUA approved design contract with SAIC and ODOT relocation agreements on 10/22/13. Design is underway. ODOT has required I-35 crossing at Briggs Street to be deepened to 28 feet below grade; construction costs will increase approximately \$450,000. Project advertised 04/29/14 and bids will be opened 05/22/14; pre-bid scheduled for 05/15/14 at 10 am.

Waterline Relocation: Robinson Under I-35 (WA0195): RFP 1314-28 distributed to consultants on 09/06/13; 14 proposals received 10/09/13. APAI was selected as most qualified for the project the NUA approved preliminary design contract on 01/28/14. Kickoff meeting held 02/14/14 with consultant, NUA and Public Works staff. Staff met with representatives of ODOT. Draft report received 04/18/14; meeting held 04/30/14 to discuss alternative ranking matrix.

Water Line Replacement, Flood Avenue (WA0306): This project will install 8,400 feet of 12-inch waterline along Flood between Robinson and Boyd. Project delayed due to lack of funding. Design now expected in FYE16.

USGS Aquifer Study: USGS to complete pilot project to evaluate pumping of non-potable groundwater to the Little River to augment the Lake Thunderbird water supply. Contract K-1112-57 with USGS approved on 09/27/11 with 50/50 cost sharing by NUA and USGS. Pumping from 6 wells began in late April continued into May; pre and post-pumping testing water and soils testing is complete. All of the \$150,000 total contract amount has been paid. The report was published July 17, 2013.

Berry Road Waterline Replacement: Poe and Associates are developing final design plans. The project will be split into two phases with Phase 1 being a half mile along Lindsey. Staff is considering using Fusible PVC pipe for this installation. Final design is complete. Plans have been submitted to ODEQ for approval. However, OU wants to replace their waterline along this route at the same time and possibly consolidate the construction into our project. Details are being discussed.

Water Line Replacement, Berry Road (WA0305): This project will install 13,500 feet of 16-inch waterline along Berry between Robinson and Lindsey then east on Lindsey to Chautauqua. Design contract with Poe & Associates approved 05/14/11. Poe submitted draft design report on 09/23/11 and revised design report received 12/16/11; estimated construction costs are almost double staff estimates. Staff has advised Poe to proceed with final design; \$1,500,000 in additional construction funding approved in FYE13 budget. 50% design plans received 06/05/12 and are under review. The project will be split into two phases which will allow directional drilling for portions of Lindsey Street. Plans are currently being revised.

Water Storage Tank (WA0293): Originally, this project proposed construction of a new 2 MG water storage facility in SE or SW Norman. However, through water modeling completed under project WB0134, the most appropriate location for new storage was found to be in the high-pressure zone in NE Norman. Staff has considered various locations and comparing costs of ground versus elevated storage. Staff submitted a memo to the NUA regarding the siting of the proposed water storage tank on 12/30/13. The NUA approved engineering contract with PEC on 01/14/14 for design of the 1 MG elevated storage tank just northeast of the intersection of Robinson and 24th NE. 80% design drawings received in April and are under review.

RECOUPMENT PROJECTS:

WWTP Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 6 commercial entities this month. This resulted in assessments made upon 1 entity whose project did not increase wastewater flows. A total of \$15,226.85 was assessed on the remaining 5 entities.

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

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

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

North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north 1,530 feet. Total payback to date is \$0.00 of potential \$61,177.

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

24th Avenue NW Waterline Payback: Payback project established 04/22/08 for NUA construction of 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Last payback fee of \$32,286 for UNP Section VI received 11/07/12; total of \$54,513 collected to date. NEDC and the City of Norman have been advised of need to pay for connection of new roadway along 24th Avenue NW.

Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development as well as other properties in SE Norman. Construction is complete and final payback costs approved 01/25/11. Cedar Lane development is considering revision to preliminary plat and purchase of excess sewer capacity from Links.

Interstate Drive Waterline Payback: NUA approved new payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction is to begin in May.

Summit Valley Interceptor Payback: Staff is working with developers to establish new payback project for sewer improvements in Summit Valley Addition. The NUA desires that approximately 2,000 feet of sewer be enlarged to elimination of proposed Stone Lake LS and allow Eastridge and Siena Springs lift stations to be decommissioned in future. NUA expected to consider payback project on 05/27/14.

DEVELOPMENT PLAN REVIEW:

As shown on the attached spreadsheet, staff reviewed 18 sets of water and sewer development plans this month. During this fiscal year, staff has reviewed a total of 91 sets of plans with an average review time of 9.1 days. Staff's goal is to review 90% of these plans in less than 10 days and, to date, staff has achieved this 76% of the time.

DEVELOPMENT PLAN REVIEW

April 2014

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Action	Days to Return	Greater than 10 Days?
4/8/2014	St. Thomas More Addition 2 & 3	Preliminary Plat	SMC	4/14/2014	Returned	6	0
4/8/2014	St. James Centre	Preliminary Plat	SMC	4/14/2014	Returned	6	0
4/8/2014	Main Street Place	Final Plat	SMC	4/14/2014	Returned	6	0
4/8/2014	Greenleaf Trails Section 7	Water	SMC	4/14/2014	Returned	6	0
4/8/2014	Aspen Heights Norman, 1st Addition	Construction	SMC	4/24/2014	Returned	16	1
4/8/2014	Main Street Place	Water	SMC	4/24/2014	Returned	16	1
4/14/2014	Millennium	Grading and Paving	Cardinal	4/24/2014	Returned	10	0
4/14/2014	Millennium	Storm Sewer	Cardinal	4/24/2014	Returned	10	0
4/14/2014	Millennium	Classen Improvements	Cardinal	4/24/2014	Returned	10	0
4/14/2014	Millennium	Water	Cardinal	4/24/2014	Returned	10	0
4/14/2014	Millennium	Sewer	Cardinal	4/24/2014	Returned	10	0
4/15/2014	Bellatona Addition Section 1	Water	SMC	4/30/2014	Returned	15	1
4/15/2014	Bellatona Addition Section 1	Sewer	SMC	4/30/2014	Returned	15	1
4/15/2014	Bellatona Addition Section 1	Final Plat	SMC	4/30/2014	Returned	15	1
4/21/2014	Aspen Heights Norman, 1st Addition	Water	SMC	4/24/2014	Returned	3	0
4/22/2014	Goodwill Store	Fire Line	Momtazadeh	4/22/2014	Returned	0	0
4/22/2014	Fowler Volkswagen	Fire Vault	SMC	4/24/2014	Returned	2	0
4/23/2014	Dr. Derek Mask	Water	Cardinal	4/24/2014	Returned	1	0

FYE14 Data

Average Days to Return = 9.1
 Number of Plans Reviewed 91
 Plan Review > 10 days 22
 Percentage Reviewed < 10 Days 76%
 Goal for Review < 10 Days 90%

Utilities Administration
Monthly Capital Projects Report

Project Information			Design Information				Construction Information								
Project Number	Project Name	Engineer	Contract Number	Design Total	Total to Date	% Comp	Contractor	Contract Number	Contract Amount	Contract End	Adjusted Amount	Amount Paid	Percent Change	Scheduled % Complete	Actual % Complete
WAO039	Boyd Tower Resurfacing	EST, INC.	0910-176	111,800	\$37,000	33%	Classic Protective Coatings	1112-01	\$437,400	6/4/1900	\$437,400	\$447,390	0.00%	100%	102%
WAO051	Raw Waterline, Phase 1	Garver Engineers	0607-96	309,600	\$309,600	100%	Red Cliff, Inc.	0910-170	\$3,171,711	6/24/2011	\$3,171,711	\$2,315,026	0.00%	100%	73%
WAO187	Pendleton Area Waterline	Cardinal	1112-112	84,550	\$81,225	96%	Central Contracting Services, Inc.	1213-87	\$934,225	11/25/2013	\$934,225	\$606,638	0.00%	100%	65%
WAO199	Bishop Creek Waterline Replacement	Lemke/CP&Y	0910-55	21,850	\$3,350	15%	T.B.D.	NA	NA	NA	\$0	\$0			
WAO044	WWTP Canadian River TMDL	ACOG/Guemsey	0910-165	268,644	\$256,818	96%	T.B.D.	NA	NA	NA	\$0	\$0			
WAO062	Royal Oaks Force Main Rehabilitation	Staff / Lemke	Staff / Lemke	-	-	-	T.B.D.	NA	NA	NA	\$0	\$0			
WAO064	Sewer Maintenance Project FYE 2011	Staff / Lemke	0910-55	89,605	\$77,765	87%	Urban Contractors, Inc.	K-1213-88	\$2,774,200	9/14/2014	\$3,274,932	\$2,852,878	18.05%	64%	87%
WAO070	Sewer Maintenance Project FYE 2012	Staff / Lemke	0910-55	73,580	\$71,875	98%	T.B.D.	NA	NA	NA	\$0	\$0			
WAO120	Interceptor Improvements: Woodcrest	R/JN Group	0405-159	133,849	\$113,641	85%	T.B.D.	NA	NA	NA	\$0	\$0			
WAO200	Sewer Maintenance Project FYE 2013	Staff / Lemke	0910-55	69,415	\$37,233	54%	T.B.D.	NA	NA	NA	\$0	\$0			
WAO202	Sewer Maintenance Project FYE 2014	Staff / Lemke	0910-55	-	-	-	T.B.D.	NA	NA	NA	\$0	\$0			
WAO267	Interceptor Bishop Ph 2B Sect 2C	CP&Y	0304-147	147,463	\$120,563	82%	Krapff-Reynolds Construction	K-1314-107	\$1,064,690	8/23/2014	\$1,064,690	\$533,383	0.00%	41%	50%
WAO011	WW Flow Metering Phase 2	NA	NA	NA	\$0	\$0	R/JN Group	0405-116	\$154,244	NA	\$154,244	\$130,982	0.00%		85%
WAO248	SS Emergency Repairs	NA	NA	NA	\$0	\$0	Central Contracting Services, Inc.	NA	\$44,800	NA	\$44,800	\$0	0.00%		0%
WAO198	Franklin Road Waterline Relocation	Through Public Works	0910-61	172,000	\$122,500	71%	Future	NA	NA	NA	\$0	\$0			
WAO305	Berry Road Waterline Replacement	Poe & Associates	0607-109	400,800	\$337,697	84%	Future	NA	NA	NA	\$0	\$0			
WBO127	Phase 2 Wells	CH2M Hill	0910-55	-	\$83,709	-	Red Cliff, Inc.	1011-123	\$1,178,194	10/27/2011	\$1,178,194	\$1,055,036	0.00%	100%	90%
WBO140	FYE08 12-inch Waterline	Staff / Lemke	0910-55	-	\$11,646	-	Red Cliff, Inc.	1011-123	\$294,548	10/27/2011	\$294,548	\$226,809	0.00%	100%	77%
WBO141	FYE08 16-inch Waterline	Staff / Lemke	0607-55	95,625	\$81,429	85%	Future	NA	NA	NA	\$0	\$0			
WBO184	Waterline Segment D, Phase 2	Crafton Tull	0505-53	28,178	\$23,971	85%	Central Contracting Services, Inc.	PO#208124	\$68,145	NA	\$68,145	\$88,145	0.00%		100%
WAO262	Tecumseh Interceptor	Garver Engineers	NA	-	-	-	Badger Meter Inc	NA	NA	NA	\$0	\$0			
WAO173	Master Meter Replacement	Staff	1112-114	385,947	\$379,723	98%	NA	NA	NA	NA	\$0	\$0			
WAO174	Strategic Water Supply Plan	Carollo	0607-122	175,465	\$171,464	98%	Future	NA	NA	NA	\$0	\$0			
WAO182	Waterline Segment A, Phase 1	PEC	01314-110	99,900	\$10,336	10%	Future	NA	NA	NA	\$0	\$0			
WAO195	Robinson/1-35 Waterline Replacement	Alan Plummer	1314-66	62,000	\$0	0%	Future	NA	NA	NA	\$0	\$0			
WAO196	I-35 Waterline Relocations	SAIC	1314-98	218,900	\$32,925	15%	Future	NA	NA	NA	\$0	\$0			
WAO293	HPP Water Storage Tower	PEC	1314-66	81,000	-	-	Future	NA	NA	NA	\$0	\$0			
WBO184	Waterline Segment D, Lindsey	SAIC/Poe & Associates	(see construction)	-	-	-	HDR Engineering/R/JN Group	0910-164	\$576,699	1/9/2011	\$576,699	\$530,804	0.00%	100%	92%
WAO042	Wastewater Flow Monitoring	(see construction)	1213-54	18,700	\$16,630	90%	Future	NA	NA	NA	\$0	\$0			
WAO050	WRF Effluent Truck Wash	Alan Plummer	1213-54	8,900	\$8,010	90%	Future	NA	NA	NA	\$0	\$0			
WAO058	Effluent Reuse at Composting Facility	Alan Plummer	1011-148	4,094,800	\$4,092,970	100%	Archer Western Construction LLC	1314-136	\$48,822,550	11/18/2016	\$48,822,550	\$0	0.00%	-3%	0%
WAO065	WRF Phase 2 Expansion	Garver	1213-134	249,935	\$172,772	69%	NA	NA	NA	NA	\$0	\$0			
WAO204	North WRF Engineering Report	HDR/Alan Plummer													

**APRIL 2014
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS	April	Year to date
Fats, oil and grease (FOG) program	24	214
Food license renewal	3	11
Significant Industrial Users	0	21
Total inspections	27	246

ROUTINE ACTIVITIES	April	Year to date
Line Maintenance calls	2	9
Significant Industrial User sites sampled	0	15
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	100%
Required annual 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	25%	100%
Household hazardous waste disposal calls	31	198

REVENUE	April	Year to date
FOG Program	\$2,200.00	\$32,250.00
Surcharge	\$2,808.51	\$54,871.30
Lab Analysis Recovery	\$334.00	\$11,390.88
Total revenue	\$5,342.51	\$98,512.18

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

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

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

1. Provided routine staff support, minutes, attending meetings

MISCELLANEOUS ACTIVITIES

1. Purchased recycling containers for special events. Containers used by Memorial Marathon, Earth Day and Norman Music Festival
2. Worked Phase II of Fats, Oils and Grease Program (FOG) - to include University businesses, fraternities, sororities, nursing homes
3. As of April 2014, approx. 157,300 gallons of grease/solids did not enter the sanitary sewer in FYE 14 as a result of the FOG program.
4. Staff working with different departments to increase energy efficiency-i.e turning off computers, duplex printing, printing, anti-idling, methane recovery, replacing pumps with variable speed drives.
5. DEQ and staff are working on a statewide effort with the Product Stewardship Institute to initiate paint take-back programs similar to the recent paint take-back program in Oregon.
6. Created flyers for distribution to citizens regarding oil and grease in the sewer.
7. Staff is assisting the Water Reclamation Facility with biomonitoring and the Toxicity Identification Evaluation.
8. Assisting Water Treatment and the Water Reclamation Facility with Lean and Green initiatives
9. Attended the Chamber of Commerce Greenovation Committee meeting
10. Assisting Water Treatment Facility with their Risk Management Plan audit for chlorine.
11. Sponsored Earth Day Festival with Parks Department
12. Started plans for Gray Water Workshop
13. Staff is assisting with the Region VI annual pretreatment workshop
14. Worked with FOG program participants annual compliance

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 14		FYE 13	
April, 2014	MONTH	YTD	MONTH	YTD
Number of Complaints of Sewer Stoppage:				
City Responsibility	3	23	7	50
Property Owner Responsibility	32	257	44	308
TOTAL	35	280	51	358
Number of Feet of Sewer Cleaned:				
Cleaned	232,925	1,373,353	192,715	1,603,042
Rodded	3,150	13,745	6,575	58,481
Foamed	0	96,463	0	105,162
TOTAL	236,075	1,483,561	199,290	1,766,685
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	2	4	0	7
Obstruction	0	3	0	5
Private	0	8	0	4
Other (Lift Station, Line Break, etc.)	0	1	0	0
Total Overflows	2	16	0	16
Feet of Sewer Lines Televised	9,260	110,989	25,672	166,466
Locates Completed	446	3,671	354	3,630
Manholes:				
Inspected	1,108	6,336	1,016	7,663
New	0	0	0	1
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	5	27	0	2
Hours Worked at Lift Station	163	1,482	236	1,882
Hours Worked for Other Departments	224	576	150	362
OJI Percentage	0.00	0.58	0.00	0.15
Square Feet of Concrete	0	0	1,728	1,728
Average Response Time (Hours)	0.42	0.42	0.29	0.34
Claims Paid Per 10,000 People	0	0	0	0

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 14		FYE 13	
April, 2014	MONTH	YTD	MONTH	YTD
New Meter Sets:	67	67	46	839
Number Short Sets	65	65	46	829
Number Long Sets	2	2	0	10
Average Meter Set Time	4.33	4.30	4.76	4.45
Number of Work Orders:				
Service Calls	572	572	351	4,506
Meter Resets	0	0	0	7
Meter Removals	5	5	6	21
Meter Changes	66	66	16	329
Locates Completed	517	517	320	4,553
Number of Water Main Breaks	12	12	22	213
Average Time Water Off	1.66	2.14	2.86	2.46
Fire Hydrants:				
New	0	0	0	2
Replaced	3	3	1	9
Maintained	87	87	17	391
Number of Valves Exercised	92	92	135	1,631
Feet of Main Construction	966	966	1,050	6,273
Hours of Main Construction	602	602	543	5,246
Meter Changeovers	0	0	3	122
OJI Percentage	1.45	2.53	10.36	7.09
Hours Flushing/Testing New Mains	46	46	4	297
Hours Worked Outside of Division	467	467	344	1,706

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

WATER TREATMENT DIVISION

MONTH: April-14

	<u>FYE 2014</u>		<u>FYE 2013</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	188.46	2,397.57	158.975	2418.83
Well Production (MG)	186.68	1212.11	115.20	1321.16
Oklahoma City Water Used (MG)	0.00	2.65	0.30	69.59
Total Water Produced (MG)	375.14	3612.33	274.48	3809.58
Average Daily Production	12.50	11.88	9.15	12.53
Peak Day Demand				
Million Gallons	14.00	20.61	10.66	24.82
Date	4/19/2014	7/11/2013	4/29/2013	7/23/2012
System Capacity (see note)	23.50	23.50	23.50	23.50
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	1.32
Note: System Capacity does not include the Oklahoma City water line.				
Costs				
Plant	\$348,749.38	\$3,695,957.80	\$353,020.37	\$3,689,678.07
Wells	\$90,745.82	\$794,546.91	\$76,178.12	\$822,344.79
OKC (Estimated)	\$1,438.39	\$27,552.08	\$2,891.94	\$350,825.34
Total	\$440,933.59	\$4,518,056.79	\$432,090.43	\$4,862,848.20
Cost per Million Gallons				
Plant	\$1,850.54	\$1,541.55	\$2,220.60	\$1,525.40
Wells	\$486.10	\$655.51	\$661.26	\$622.44
OKC (Estimated)	N/A	\$10,393.09	\$9,639.80	\$5,041.39
Total	\$1,175.38	\$1,250.73	\$1,574.23	\$1,276.48
Water Quality				
Total Number of Bacterial Samples	80	828	89	930
Bacterial Samples out of Compliance	0	0	0	5
Total number of complaints	1	58	4	32
Number of complaints per 1000 service connections	0.03	1.61	0.11	0.90
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	3	12	1	11
Public Education				
Number of tours conducted	5	11	1	5
Number of people on tours	30	148	41	88

Notes:

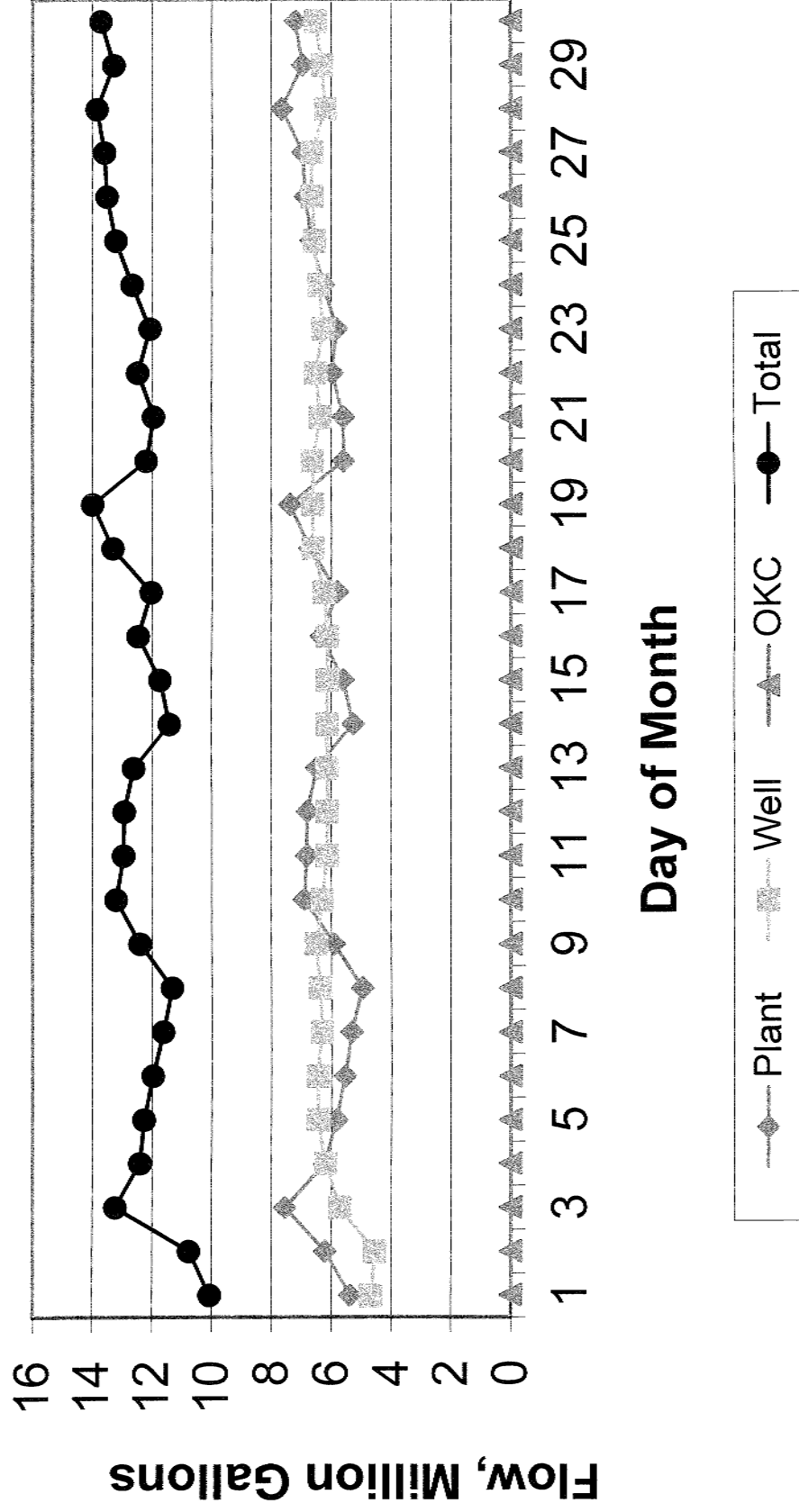
We continue to have performance issues with the new lime slaking system. Even though out of warranty the manufacturer is providing a new mixing impeller at no charge to see if it will solve the issues. The impeller will be installed and tested in May.

We started making significant progress in the project to upgrade the well radio telemetry system. We expect substantial completion by the end of May.

We started an emergency project to replace the underground ammonia storage tank with an above-ground rental tank from our ammonia supplier.

Inlet piping that failed on Clarifier #3 is being repaired by Urban Contractors.

Water Production for April, 2014



City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
April 1-30, 2014
Flow Statistics

	FYE 2014		FYE 2013	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	279.0	2923.1	332.4	2685.4
Total Effluent Flow (M.G.)	262.7	2812.3	317.8	2503.5
Influent Peak Flow (MGD)	10.5	23.8	16.9	16.9
Effluent Peak Flow (MGD)	9.8	20.8	19.5	19.5
Daily Avg. Influent Flow (MGD)	9.3	9.7	11.3	9.1
Daily Avg. Effluent Flow (MGD)	8.8	9.2	10.6	8.0
Precipitation (inches)	1.6	28.0	8.0	23.4

Discharge Monitoring Report Stats

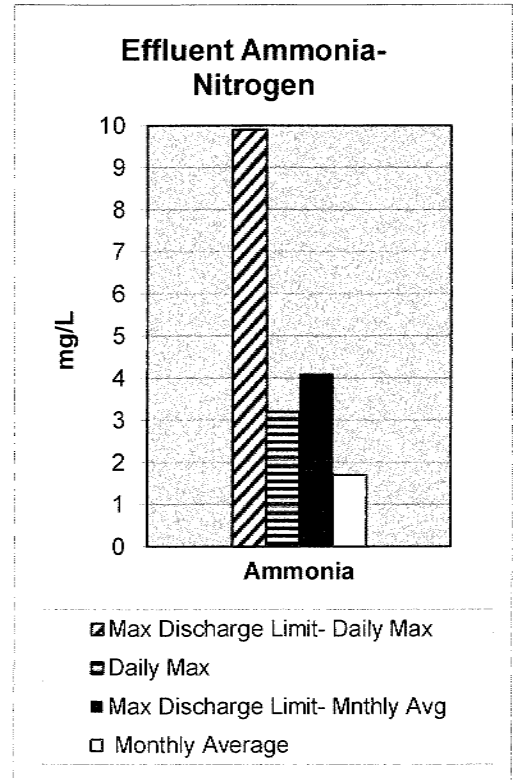
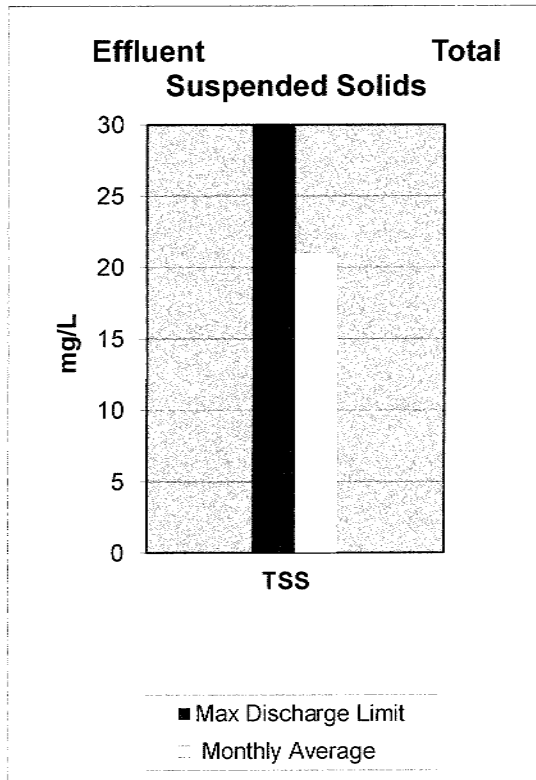
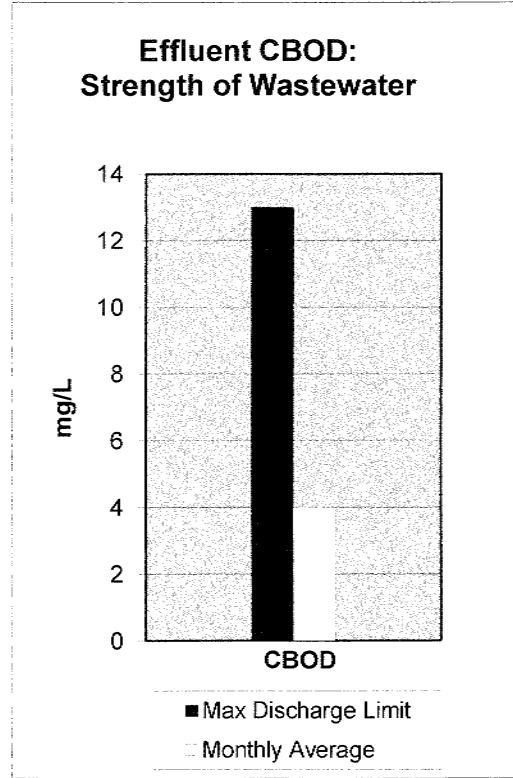
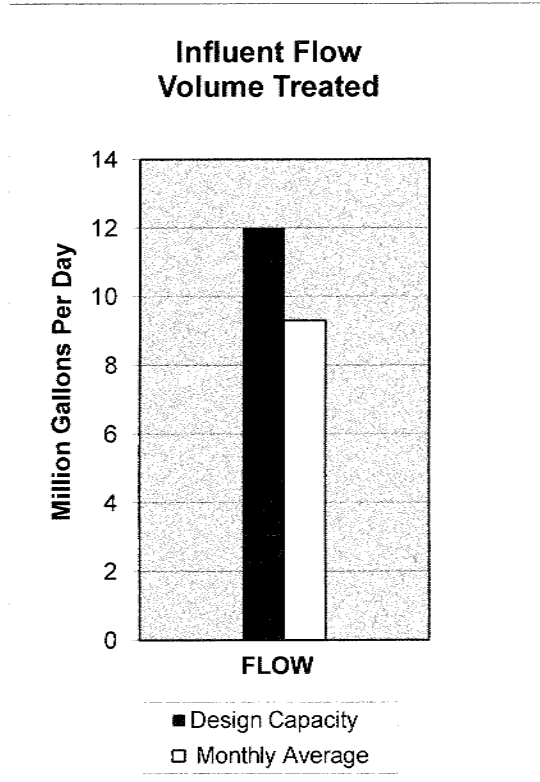
	EPA minimum percentage removal 85%	
5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	268	204
Effluent Carbonaceous Total	4	4
Percent Removal	98.4	98.4
Total Suspended Solids:		
Influent (mg/L)	163	140
Effluent (mg/L)	21	4
Percent Removal	86.9	96.9
Dissolved Oxygen:		
Influent (min)	1.2	1.0
Effluent (min)	6.0	5.6
pH		
Influent (Low)	7.3	7.4
(High)	7.5	7.7
Effluent (Low)	6.9	6.8
(High)	7.1	7.5
Ammonia Nitrogen		
Influent (mg/L)	25.6	25.7
Effluent (mg/L)	1.65	0.7
Percent Removal	93.5	97.5

Utilities

Electrical				
Total kWh Used (Plant wide)	459,780	5,103,040	471,700	5,243,120
Aeration Blowers, WSL&Headworks	316,000	3,210,660	338,240	3,764,640
Natural Gas				
Total cubic feet/day (plant wide)	1,168,000	10,332,000	1,266,000	7,486,000
Public Education (Tours)	4	71	2	16
Attendees		246		276
Reclaimed Water System (MG)	16	132.1	13.7	128.1
OU Golf Course	6.8	40.9	4.2	42.2

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

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



SANITATION DIVISION PROGRESS REPORT

APRIL 2014

	FY 13		FY 14	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	14	2	17
<u>On The Job Injuries</u>	0	3	1	10
<u>Bulk Pickups</u>	0	227	0	220
<u>Refuse Complaints</u>	53	639	54	753
<u>New Polycarts Requests</u>	66	550	56	547
<u>Polycarts Exchanges</u>	12	125	13	163
<u>Additional Polycart Requests</u>	51	668	54	518
<u>Replaced Stolen Polycarts</u>	17	220	23	283
<u>Replaced Damaged Polycarts</u>	106	1143	188	1421
<u>Polycarts Repaired</u>	11	175	23	204

COMPOST MONTHLY REPORT

APRIL 2014

	MONTH	YR-TO-DATE
TONS BROUGHT IN BY COMPOST CREWS:	362.25	3,474.70
LANDFILL TIPPING FEE'S	\$ 18.82	18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 6,817.55	65,393.85
TONS BROUGHT IN BY PUBLIC:	196.00	1,781.65
TONS BROUGHT IN BY CONTRACTORS :	333.00	3,633.12
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	380.00	1,466.48
LANDFILL TIPPING FEE'S	\$ 18.82	18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 17,107.38	129,505.13
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 23,924.93	175,191.62
REVENUE COLLECTED FROM COMPOST SALES:	\$ 4,220.00	16,820.00

	MULCH CUBIC YDS		COMPOST CUBIC YDS	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
PARKS DEPT.	0	0	0	0
ROAD & CHANNEL	0	0	0	0
LINE MAINTENANCE	0	0	0	0
STREET DEPT.	0	0	100	100
WATER TREATMENT	0	0	0	0
MURPHY PRODUCTS OKC	0	0	0	0
SELF LOADING BIN	50	110	0	1,093
DRYING BEDS	880	12,188	0	0
TOTAL:	930	12,298	100	1,193

MONTHLY RECYCLING REPORT
(CURBSIDE)
Apr-14

PROGRAM STATISTICS

	AVERAGE	
	MONTH	YTD
SET OUT/PARTICIPATION RATE:	87%	80%
AVERAGE TONS PER DAY :	20.85	19.28
POUNDS PER HOME:	15.98	16.76

COMMODITY BY TON

	MONTH	TONS	YTD TONS
ALUMINUM BEVERAGE CAN	1.1	5.05	59.04
#1 PET	7	32.12	185.72
NEWS	38	174.4	1286.8
GLASS CONTAINERS	15	68.83	791.08
MIX PAPER	13	59.66	490.66
#2 NATURAL	1.4	6.42	59.72
#2 COLOR	4	18.35	120.35
#3-#7	5	22.94	170.99
TIN-STEEL SCRAP	2	9.18	77.58
TRASH	6	27.53	276.23
OCC	7.5	34.41	353.01
TOTAL	100	458.89	3871.18

	MONTH	YTD
SERVICE CALLS (MISSES)	53	1128
REMINDER NOTICES	16	138
MISC. (throwing bins, left in driveway, blowing trash)	4	14
MISSING BINS	5	41
BROKEN GLASS	0	70
PICK UP CART	7	656
REPAIR	8	89
DELIVERY REQUEST	63	548
TOTAL CALLS	156	2684

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$8,636.31	\$76,141.77

MONTHLY RECYCLING REPORT (DROP CENTERS)

APRIL 2014

	TGNAGES					
	HOLLYWOOD		FAIR GROUNDS		HOBBY LOBBY	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	0.56	4.05	0.54	4.39	0.90	4.82
PLASTICS:	1.94	24.38	2.69	24.41	2.98	29.02
STEEL CANS:	0.57	7.39	0.75	6.43	0.79	7.46
CLEAR GLASS:	3.62	22.15	1.81	16.75	1.55	20.26
GREEN GLASS:	2.08	23.60	1.00	9.78	0.62	11.32
BROWN GLASS:	2.47	14.40	1.11	10.36	1.10	12.66
MIXED OFFICE PAPER:	6.63	67.46	3.51	40.18	6.38	61.10
CARDBOARD CENTERS TONS:	4.99	98.51	5.38	95.33	5.36	95.81
NEWSPAPER CENTERS TONS:	4.24	28.75	5.80	41.56	5.69	39.13
TOTAL TONS:	27.19	290.69	22.59	249.19	25.37	281.58

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	44.3	373.68
CARDBOARD COMPACTORS:	37.46	457.02
OTHER NEWSPAPER CONTAINERS:	0.00	16.00
TOTAL TONS:	81.76	846.70

	REVENUES					
	HOLLYWOOD		FAIR GROUNDS		HOBBY LOBBY	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	\$ 481.60	\$ 3,421.00	\$ -	\$ 2,924.60	\$ -	\$ 3,043.60
PLASTICS:	\$ 38.80	\$ 492.00	\$ 53.80	\$ 488.20	\$ 59.60	\$ 580.40
STEEL CANS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CLEAR GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GREEN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BROWN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MIXED OFFICE PAPER:	\$ 928.20	\$ 9,584.43	\$ 491.40	\$ 5,570.60	\$ 893.20	\$ 8,501.50
CARDBOARD:	\$ 823.35	\$ 15,940.86	\$ 887.70	\$ 15,532.05	\$ 884.40	\$ 15,596.85
NEWSPAPER:	\$ 551.20	\$ 3,879.42	\$ 754.00	\$ 5,419.40	\$ 739.70	\$ 5,105.10
TOTAL REVENUE:	\$ 2,823.15	\$ 33,317.71	\$ 2,186.90	\$ 29,934.85	\$ 2,576.90	\$ 32,827.45

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	\$ 7,309.50	\$ 12,754.60
CARDBOARD COMPACTORS:	\$ 6,180.90	\$ 13,977.35
OTHER NEWSPAPER CONTAINERS:	\$ -	\$ -
TOTAL REVENUE:	\$ 13,490.40	\$ 26,731.95

	COLLECTION BY MATERIAL					
	TONS		PRO/FEE		REVENUE	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	2.00	13.26			\$ 1,720.00	\$ 10,029.75
PLASTIC:	7.61	77.81			\$ 152.20	\$ 1,241.80
STEEL:	2.11	21.28			\$ -	\$ -
CLEAR GLASS:	6.98	59.16			\$ -	\$ -
GREEN GLASS:	3.70	44.70			\$ -	\$ -
BROWN GLASS:	4.68	37.42			\$ -	\$ -
MIXED OFFICE PAPER	16.52	168.74	\$ 346.92	\$ 346.92	\$ 1,965.88	\$ 16,065.49
CARDBOARD:	97.49	1,120.35	\$ 2,412.88	\$ 2,412.88	\$ 13,672.97	\$ 117,939.09
NEWSPAPER:	15.73	125.44	\$ 306.74	\$ 306.74	\$ 1,738.17	\$ 12,033.11
REVENUE FROM OCC CONTAINERS:					\$ 9,648.76	\$ 69,669.09
TOTALS:	156.82	1,668.16	\$ 3,066.53	\$ 3,066.53	\$ 28,897.98	\$ 226,978.33

	COLLECTION COST							
	CAGE ROLL OFFS		GLASS		CARDBOARD		NEWSPAPER	
	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD
MAN HOURS:	44.00	482.00	8.00	66.00	58.00	434.00	6.00	27.00
LABOR COST:	\$ 1,178.32	\$ 5,356.00	\$ 214.24	\$ 964.08	\$ 1,553.24	\$ 6,480.76	\$ 160.68	\$ 428.48
VEHICLE COST:	\$ 986.26	\$ 7,345.12	\$ 179.32	\$ 968.35	\$ 645.78	\$ 7,150.48	\$ 588.20	\$ 1,040.24
TOTALS:	\$ 2,164.88	\$ 12,701.12	\$ 393.56	\$ 1,932.43	\$ 2,199.02	\$ 13,631.24	\$ 748.88	\$ 1,468.72

	OCC COMPACTORS		MIXED OFFICE PAPER		MAN HOURS:	MONTH		YTD	
	MONTH	YTD	MONTH	YTD		MONTH	YTD	MONTH	YTD
	LABOR COST:	\$ 535.60	\$ 1,553.24	\$ 267.80		\$ 1,017.64	\$ 3,374.28	\$ 14,836.12	\$ 3,072.01
VEHICLE COST:	\$ 448.30	\$ 1,212.54	\$ 224.15	\$ 916.58	\$ 6,446.29	\$ 35,621.93			
TOTALS:	\$ 983.90	\$ 2,765.78	\$ 491.95	\$ 1,934.22	\$ 6,446.29	\$ 35,621.93			

LABOR COST INCLUDES 30% FOR BENEFITS

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$ 2,951.38	\$ 31,394.71

MONTHLY TRANSFER STATION REPORT

APRIL 2014

	TONS PER MONTH	TONS PER YEAR	REVENUE PER MONTH	REVENUE PER YEAR
O.U. TONS	349.05	3,391.07	\$13,643.31	\$132,428.11
CONT. TONS:	119.76	1,491.51	\$5,779.16	\$70,142.23
CASH TONS:	962.72	9,887.13	\$42,620.81	\$438,055.75
BRUSH/YDS:	0.00	45.00	\$0.00	\$90.00
PULL OFFS:	45	354.00	\$585.00	\$4,602.00
TOTALS:	1,431.53	14,769.71	\$62,628.28	\$645,318.09

	MONTH	YR-TO-DATE
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	458	4,089
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	7,850.77	73046.48
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	147	439
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	1087.07	3,039
GRAND TOTAL TONS TO LANDFILLS	8,937.84	76,084.99
DISPOSAL COST PER TON (OKC)	\$ 18.82	\$ 18.82
TIPPING FEE'S FOR DUMPING AT OKC:	\$ 168,210.15	\$ 1,431,919.52
GRAND TOTAL TIPPING FEE'S	\$ 168,210.15	\$ 1,431,919.52
# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	386	5,848
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	2,216.42	33,312
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	360	3,273
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2,603.54	22,476
TOTAL LOADS BROUGHT TO TRANSFER STATION:	746	16965.95
TOTAL TONS BROUGHT TO TRANSFER STATION:	4,819.96	61065.54
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	6.52	74.99

