

# City of Norman



## Monthly Departmental Report

**APRIL 2013**

## **MONTHLY PROGRESS**

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**CITY CLERK**

**1**

**CITY CLERK  
MONTHLY PROGRESS REPORT  
APRIL, 2013**

**CITY CLERK**

<b>ACTION CENTER</b>					
DEPARTMENT	NUMBER OF CALLS	FYE YTD	DEPARTMENT	NUMBER OF CALLS	FYE YTD
Animal Control	5	59	Line Maintenance	3	63
Building Permits	12	67	Municipal Court	0	12
CDBG	2	15	Noise	1	17
City Clerk	21	*344	Parks and Recreation	7	101
City Manager/Mayor	0	16	Planning	2	26
Code Enforcement	37	347	Police	16	137
Data Processing	3	13	Storm Water	0	18
Engineering/Public Works	14	150	Sanitation	23	283
Finance	7	83	Sidewalks	0	19
Fire/Civil Defense	3	27	Streets	10	125
Human Resources	0	5	Street Lights	9	85
Information (General)	31	349	Traffic	18	101
Legal	0	24	Utilities	2	42
WC Questions	5	98	WC Violations	6	48

Total for April	237	Total FYE YTD	2,674
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WC (Water Conservation)

\* Volume due to Citywide Garage Sale

**LICENSES**

27 New licenses were issued and 243 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	96	500	Bee Keeper	0	2
Class I Beer	27	138	Solicitor/Peddler (30 day)	4	13
Class II Beer	15	145	Solicitor/Peddler (60 day)	1	4
Mixed Beverage	12	61	Solicitor/Peddler (one day)	0	8
Mixed Beverage/Caterer	3	32	Coin-Operated Devices	31	539
Wine & Beer/Winemaker	5	12	Game Machines	23	221
Temporary Food ( 30 day)	0	14	Taxi/Motorbus/Limousine	20	40
Temp Food (180 day)	0	4	Impoundment Yard	1	5
Temp Food (one day)	4	18	Salvage Yard	0	2
Kennel	2	22	Transient Amusement	4	4
Pawnbrokers	2	5	Special Event	6	14
Retail Liquor Store	5	25	Sidewalk Dining	4	10

**Licenses, continued:**

- 1 One Day Temporary Food Permit was issued to Dreamer Concepts Studio for April 26 through April 27, 2013, at 324 East Main during the Norman Music Festival
- 3 One Day Temporary Food Permits were issued to Fabian Seafood Company for May 5, May 29, and June 30, 2013, at 2112 West Main Street
- 1 One Day Temporary Food Permit was issued to Waving Wheat Bakery for April 12, 2013, for the Norman Art Walk
- 1 30 Day Solicitor Peddler License was issued to Edward Jones for April 1 thru April 30, 2013, for door-to-door sales
- 1 30 Day Outdoor Solicitor Peddler License was issued to Robbins Roofing Services, Inc., for April 10 thru May 9, 2013, for door-to-door sales
- 1 30 Day Outdoor Solicitor Peddler License was issued to Scotts Lawn Service for April 9 thru May 8, 2013, for door-to-door sales
- 1 30 Day Outdoor Solicitor Peddler License was issued to Total Roofing Solutions for April 1 thru April 30, 2013, for door-to-door sales
- 1 60 Day Solicitor Peddler License was issued to Monterey Marketing Corporation (AT&T U-Verse) for April 18 thru June 17, 2013, for door-to-door sales
- 1 Special Event Permit was issued to Medieval Fair for April 5 through April 7, 2013, in Reaves Park
- 1 Special Event Permit was issued to Norman Lions Club for April 25 through April 28, 2013, on James Garner Boulevard between Main Street and Eufaula Street during the Norman Music Festival
- 1 Special Event Permit was issued to Norman Music Alliance for April 26 through April 28, 2013, on Gray Street for the Dustbowl Arts during the Norman Music Festival
- 1 Special Event Permit was issued to Norman Music Alliance for April 26 and April 28, 2013, at 198 East Main Street for the Norman Music Festival
- 1 Special Event Mixed Beverage Permit was issued to MDP Vision, Inc., for April 25 through April 27, 2013, at 114 West Main Street during the Norman Music Festival
- 1 Special Event Low-Point Beer License was issued to Norman Music Alliance for April 26 through April 28, 2013, at 198 East Main Street for the Norman Music Festival
- 4 Transient Amusement Permits were issued to Norman Lions Club for April 25 through April 28, 2013, on James Garner Boulevard between Main Street and Eufaula Street for carnival rides during the Norman Music Festival

**New Establishments/New Licenses**

NAME	ADDRESS	LICENSE TYPE(S)
Jiong Jiong Milk Tea	775 Asp Avenue	Food Service
Weight Watchers	1607 24th Avenue N.W.	Food Service
Gold Gun Pawn	3420 North Porter	Pawnbroker

**Existing Establishments/New Owner**

NAME	ADDRESS	LICENSE TYPE(S)
Boomerang Diner (previously J-Pats Flat Top Diner)	517 North Porter	Food Service
Marco's Pizza	1004 24th Avenue N.W.	Food Service
Rockstar Nutrition (previously Sooner Nutrition)	1300 12th Avenue S.E.	Food Service
Switzer Wine & Spirits (previously Campus Liquor)	800 West Lindsey	Retail Liquor

**CLAIMS FILED**

<b>DATE FILED</b>	<b>NAME</b>	<b>JUSTIFICATION</b>	<b>AMOUNT</b>
04-16-13	Arthur King II	Reimbursement of plumbing expenses, replacement of carpet and pad, laminate flooring, tile, and sheet rock including labor – claimant alleges a sewer backup at 1905 Oakcreek Drive on February 26, 2013, was caused by an obstruction in the City's main line ruining the flooring and sheet rock.	\$ 4,500.71
04-19-13	Sean Waugh	Damages to his vehicle – claimant alleges he was northbound on I-35 passing under the Indian Hills Bridge Overpass when several chunks of concrete fell off the bridge base onto his vehicle damaging the windshield, hood, roof, and front bumper.	\$ 1,714.08

**CLAIMS ADMINISTRATIVELY PAID**

<b>NAME</b>	<b>JUSTIFICATION</b>	<b>DATE PAID</b>	<b>AMOUNT PAID</b>
Southwestern Bell Telephone d/b/a AT&T	Damages incurred to a telephone cable in the vicinity of 2620 72nd Avenue S.E. on January 31, 2013, while City crews were installing tin horns.	03-29-13	\$ 607.71 (received in April)
Stacey J. Badayos	Damages to her parked vehicle when it was struck by a fire truck leaving the scene of a call at 200 Vicksburg on or about March 17, 2013.	04-17-13	\$ 1,090.00

**CLAIMS PAID**

<b>NAME</b>	<b>JUSTIFICATION</b>	<b>DATE PAID</b>	<b>AMOUNT PAID</b>
Trenton Wright	Medical expenses incurred when a vehicle he was riding in was struck by a sanitation truck while northbound on 12th Avenue N.E. on August 23, 2012. Mr. Dalton Betz, driver, stopped for a pedestrian in the crosswalk and the sanitation truck had started the forward motion and struck the vehicle from behind.	04-09-13	\$ 16,500 Reduced amount

**LAWSUITES FILED**

<b>DATE FILED</b>	<b>NAME</b>	<b>JUSTIFICATION</b>	<b>AMOUNT</b>
04-16-13	Gary Holloway	Malicious prosecution, unwarranted seizure, and vicarious liability – plaintiff alleges was the result of criminal charges filed against him when he was involved in a dispute with his sister.	In excess of \$10,000.00
4-26-13	Blake and Holly Armstrong	Compensation for repairs and remediation of property; incidental and consequential damaged caused by a City nuisance; unlawful taking of property without just compensation; and attorney and court fees. Plaintiffs allege that from approximately March 29, 2012, through September 22, 2012, the sanitary sewer line owned, operated, and maintained by the City did not drain or otherwise function properly resulting in sewer backups at 3913 Stonewell Court requiring the Plaintiff's to incur expenses for cleanup and repairs.	\$160,000.00 plus attorney and court fees

**BUSINESS AND COMMUNITY AFFAIRS COMMITTEE MEETING**

A Business and Community Affairs Committee meeting was held on April 4, 2013, to continue discussion regarding potential ongoing customer services outreach activities related to the Building and Development Process.

**CITY COUNCIL CONFERENCES**

A City Council Conference was held on April 9, 2013, regarding a quarterly update from Harold Heiple, Chairman of the Charter Review Commission, on activities of the Charter Review Commission.

A City Council Conference was held on April 23, 2013, regarding the FYE 2014 City of Norman Budget – Enterprise Funds.

**EXECUTIVE SESSION**

An Executive Session was held on April 23, 2013, to discuss the settlement of Hodge vs. Keene, Western District of Oklahoma Court Case No. CIV-2010-1383D, and negotiations regarding employees and representatives of employee groups.

**FINANCE COMMITTEE MEETING**

A Finance Committee meeting was held on April 17, 2013, regarding a possible amendment to the contract with HDR. which provides for an engineering report for the North Water Reclamation Facility; placement of parking meters on Campus Corner to be funded with Campus Corner Tax Increment Finance District Funds; Request for Proposals received for external auditing services; Revenue/Expenditure Report as of February 28, 2013; and a report on open positions.



### **OVERSIGHT COMMITTEE MEETING**

A City Council Oversight Committee meeting was held April 10, 2013, regarding irrigation distribution systems in public rights-of-way, possible modifications of the City of Norman Email Policy, and a proposed ordinance establishing an Open Meetings Policy.

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

A Planning Community and Transportation Committee meeting was held on April 22, 2013, regarding CART Ridership Report including Saferide and Extended Service and continued discussion regarding a draft ordinance establishing a High Density Residential Zoning District.

### **PUBLIC HEARING**

A public hearing was held on April 23, 2013, regarding the proposed Thirty-Ninth Year Norman Community Development Block Grant (CDBG) application and the 2013 HOME Program totaling \$1,118,438 to be submitted to the United States Department of Housing and Urban Development.

### **STUDY SESSIONS**

A Study Session was held on April 2, 2013, regarding an update and discussion on the Comprehensive Transportation Plan prepared by Freese and Nichols.

A Study Session was held on April 30, 2013, regarding an ordinance to require permits for domestic and industrial water wells and an ordinance requiring all meetings of Boards, Commissions, Committees, and Sub-Committees comply with the Open Meetings Act when posting meeting notices and agendas and posting said notices and agendas on the City of Norman website.

**FACILITY MAINTENANCE 1A**

# FACILITY MAINTENANCE MONTHLY PROGRESS REPORT

## APRIL 2013

Facility		Minutes	Hours	
LIBRARY				
4/01/2013	ELECTRICAL	Lights repaired and circuit overview	60	1
4/17/2013	ELECTRICAL	Lights repaired	60	1
4/19/2013	ELECTRICAL	Lights repaired	120	2
4/08/2013	PLUMBING	Drinking fountain drain blockage	90	1.5
4/18/2013	MISCELLANEOUS	Roof drain cleaned out	120	2
4/19/2013	MISCELLANEOUS	Roof drain replaced	120	2
4/22/2013	HVAC	Boiler leak repaired	120	2
4/23/2013	PLUMBING	Stool blockage in children's bathroom	60	1
4/26/2013	PLUMBING	Stool blockage in women's bathroom	60	1
4/29/2013	PLUMBING	Boiler leak repaired	360	6
4/01/2013	MISCELLANEOUS	Ceiling leak checked	240	4
4/08/2013	HVAC	Air filters changed	480	8
4/10/2013	HVAC	Air filters changed	480	8
4/29/2013	HVAC	Boiler system drained	240	4
4/01/2013	ELECTRICAL	Outlet repaired	60	1
4/10/2013	MISCELLANEOUS	Outside door and walkway panel repaired	120	2
4/19/2013	ELECTRICAL	Lamp changed	120	2
Facility Subtotal		2910	48.5	
Total		2910	48.5	
MUNICIPAL BUILDING - BUILDING C				
4/03/2013	ELECTRICAL	Lights repaired	60	1
4/10/2013	ELECTRICAL	Lighting project	90	1.5
4/12/2013	ELECTRICAL	Lighting project	60	1
4/26/2013	ELECTRICAL	Lights repaired	60	1
4/05/2013	PLUMBING	Lavatory faucet repaired	60	1
4/09/2013	PLUMBING	Stool blockage in women's bathroom	60	1
4/11/2013	PLUMBING	Sewer blockage	120	2
4/15/2013	PLUMBING	Sink blockage in mechanical room	60	1
4/17/2013	PLUMBING	Drinking fountain repaired	60	1
4/19/2013	PLUMBING	Cleanout installed	120	2
4/05/2013	HVAC	A/C unit repaired	180	3
4/15/2013	HVAC	Belts changed and bearings greased	360	6
4/25/2013	HVAC	Air handlers checked	240	4
4/29/2013	HVAC	A/C units checked	240	4
4/03/2013	ELECTRICAL	Lights repaired	60	1
4/10/2013	ELECTRICAL	Lights repaired	60	1
4/12/2013	ELECTRICAL	Lights repaired	60	1
4/15/2013	HVAC	Belts installed and greased	240	4
4/26/2013	ELECTRICAL	Lights repaired	60	1
Facility Subtotal		2250	37.5	
Total		2250	37.5	
MUNICIPAL BUILDING - BUILDING A				
4/02/2013	ELECTRICAL	Lights repaired	240	4
4/03/2013	ELECTRICAL	Lights repaired	180	3
4/04/2013	ELECTRICAL	Lights repaired	60	1
4/08/2013	ELECTRICAL	Lights repaired	30	0.5
4/26/2013	ELECTRICAL	Lights repaired	90	1.5
4/02/2013	MISCELLANEOUS	Roof leak located	60	1
4/05/2013	MISCELLANEOUS	Water leak located	180	3
4/05/2013	PLUMBING	Drinking fountain blockage	60	1

# FACILITY MAINTENANCE MONTHLY PROGRESS REPORT

## APRIL 2013

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
<b>MUNICIPAL BUILDING - BUILDING A, continued</b>			
4/08/2013 PLUMBING	Sewer blockage	120	2
4/17/2013 MISCELLANEOUS	Paper towel dispenser installed	60	1
4/26/2013 HVAC	Boiler checked	240	4
4/02/2013 ELECTRICAL	Lights repaired	90	1.5
4/03/2013 ELECTRICAL	Lights repaired	120	2
4/04/2013 ELECTRICAL	Lights repaired	90	1.5
4/08/2013 ELECTRICAL	Power on roof repaired	30	0.5
4/26/2013 ELECTRICAL	Lights repaired	90	1.5
Facility Subtotal		1740	29
<b>MUNICIPAL BUILDING - BUILDING B</b>			
4/02/2013 HVAC	A/C repaired	120	2
4/02/2013 PLUMBING	Stool blockage in men's room	60	1
4/03/2013 PLUMBING	Stool blockage and water pump repaired	120	2
4/04/2013 MISCELLANEOUS	Door repaired	60	1
4/08/2013 PLUMBING	Drinking fountain blockage and lavatory blockage in men's room	120	2
4/09/2013 PLUMBING	Lavatory faucet and water supply replaced	180	3
4/09/2013 PLUMBING	Kitchen sink drain repaired	60	1
4/11/2013 PLUMBING	Water leak on drinking fountain	120	2
4/12/2013 PLUMBING	Sewer blockage	120	2
4/18/2013 PLUMBING	Sewer blockage	60	1
4/18/2013 PLUMBING	Flush valve on stool in court rebuilt	60	1
4/18/2013 PLUMBING	Stool blockage	60	1
4/30/2013 PLUMBING	Sump pump in basement repaired	90	1.5
4/02/2013 HVAC	A/C checked	240	4
4/04/2013 HVAC	Unit #6 checked	240	4
4/22/2013 HVAC	Belts checked	240	4
4/30/2013 HVAC	Condensation fan motor on unit #6 replaced	240	4
4/02/2013 ELECTRICAL	A/C unit repaired on roof	120	2
Facility Subtotal		2310	38.5
<b>MUNICIPAL BUILDING - CITY HALL</b>			
4/02/2013 ELECTRICAL	Lights repaired and sound board repair	120	2
4/03/2013 MISCELLANEOUS	Water leak located	60	1
4/05/2013 ELECTRICAL	Lights repaired	60	1
4/08/2013 ELECTRICAL	Clock tower reset and repaired	30	0.5
4/10/2013 ELECTRICAL	Lights repaired	60	1
4/02/2013 MISCELLANEOUS	Panel in Council Chambers replaced	60	1
4/03/2013 PLUMBING	Water leak in floor from waterline	60	1
4/10/2013 MISCELLANEOUS	Roof repaired	240	4
4/17/2013 MISCELLANEOUS	Paper towel dispenser and soap dispenser installed	90	1.5
4/01/2013 HVAC	HVAC system checked	240	4
4/02/2013 MISCELLANEOUS	Roof leak repaired	240	4
4/03/2013 HVAC	HVAC system checked	240	4
4/04/2013 HVAC	HVAC system checked	240	4
4/05/2013 HVAC	HVAC system checked	240	4
4/09/2013 HVAC	Water valve repaired	240	4
4/11/2013 HVAC	HVAC system checked	240	4
4/15/2013 MISCELLANEOUS	Belts purchased	120	2
4/16/2013 HVAC	Belts and bearings replaced	480	8
4/18/2013 HVAC	HVAC system checked	240	4

# FACILITY MAINTENANCE MONTHLY PROGRESS REPORT

## APRIL 2013

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
<b>MUNICIPAL BUILDING - CITY HALL, continued</b>			
4/23/2013 HVAC	HVAC system checked	240	4
4/24/2013 HVAC	Air handler checked	240	4
4/26/2013 HVAC	VAV's checked	240	4
4/02/2013 MISCELLANEOUS	Sound board in chambers rehung	60	1
4/03/2013 MISCELLANEOUS	Water leak in Legal Department	60	1
4/05/2013 ELECTRICAL	Lights repaired	120	2
4/08/2013 ELECTRICAL	Clock reset	30	0.5
4/10/2013 ELECTRICAL	Lights repaired	60	1
4/15/2013 MISCELLANEOUS	Belt sized for AHUs purchased	120	2
	Facility Subtotal	4470	74.5
	<b>Total</b>	<b>8520</b>	<b>142</b>
<b>LINDSEY STREET YARD ADMINISTRATION</b>			
4/11/2013 ELECTRICAL	Lights repaired	90	1.5
4/12/2013 ELECTRICAL	Receptacle installed	240	4
4/12/2013 ELECTRICAL	Outside plugs installed	240	4
	Facility Subtotal	570	9.5
	<b>Total</b>	<b>570</b>	<b>9.5</b>
<b>POLICE RANGE</b>			
4/01/2013 ELECTRICAL	Lights repaired	60	1
4/04/2013 ELECTRICAL	Lights repaired	180	3
4/08/2013 ELECTRICAL	Lights repaired	90	1.5
4/01/2013 ELECTRICAL	Lights and dimmer repaired	60	1
4/04/2013 ELECTRICAL	Lights repaired	180	3
4/08/2013 ELECTRICAL	Lights repaired	90	1.5
	Facility Subtotal	660	11
	<b>Total</b>	<b>660</b>	<b>11</b>
<b>ANIMAL WELFARE</b>			
4/15/2013 MISCELLANEOUS	Door repaired	60	1
4/15/2013 ELECTRICAL	Lights repaired	120	2
	Facility Subtotal	180	3
	<b>Total</b>	<b>180</b>	<b>3</b>
<b>FIRE STATION #1</b>			
4/04/2013 ELECTRICAL	Lights repaired	120	2
4/04/2013 ELECTRICAL	Light repaired	60	1
4/05/2013 ELECTRICAL	Lights repaired	240	4
4/08/2013 ELECTRICAL	Lights repaired	120	2
4/04/2013 PLUMBING	Sink and floor plumbing replaced	300	5
4/09/2013 MISCELLANEOUS	Access panel built	60	1
4/10/2013 MISCELLANEOUS	Access panel installed	60	1
4/04/2013 ELECTRICAL	Conduit in wall checked	60	1
4/04/2013 ELECT/MISC.	Lights checked and lamp purchase	90	1.5
4/05/2013 ELECTRICAL	Lights repaired	240	4
4/08/2013 ELECTRICAL	Lights repaired	120	2
	Facility Subtotal	1470	24.5
	<b>Total</b>	<b>1470</b>	<b>24.5</b>

# FACILITY MAINTENANCE MONTHLY PROGRESS REPORT

## APRIL 2013

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
<b>FIRE STATION #2</b>			
4/02/2013 PLUMBING	Faucet in kitchen repaired	60	1
	Facility Subtotal	60	1
<b>FIRE STATION #3</b>			
4/22/2013 MISCELLANEOUS	Roof leak repaired	60	1
4/23/2013 MISCELLANEOUS	Roof leak repaired	120	2
4/23/2013 HVAC	A/C checked	240	4
4/24/2013 HVAC	A/C checked	240	4
4/25/2013 HVAC	A/C repaired	240	4
	Facility Subtotal	900	15
<b>FIRE STATION #6</b>			
4/01/2013 PLUMBING	Stool blockage	60	1
4/15/2013 PLUMBING	Shower drain blockage	90	1.5
4/22/2013 HVAC	Carbon monoxide checked	240	4
	Facility Subtotal	390	6.5
<b>FIRE STATION #7</b>			
4/10/2013 ELECTRICAL	Lights repaired	90	1.5
4/18/2013 ELECTRICAL	Heater repaired	120	2
4/01/2013 PLUMBING	Ice machine repaired	90	1.5
4/24/2013 MISCELLANEOUS	Door lock repair in women's bathroom	60	1
4/03/2013 HVAC	Heater repaired	240	4
4/18/2013 HVAC	Heater repaired	240	4
4/19/2013 HVAC	A/C unit serviced	240	4
4/02/2013 ELECTRICAL	Outlet installed	150	2.5
4/18/2013 HVAC	Water leak inside A/C unit located	120	2
	Facility Subtotal	1350	22.5
<b>FIRE STATION #8</b>			
4/11/2013 PLUMBING	Sewer blockage	120	2
	Facility Subtotal	120	2
<b>FIRE STATION #9</b>			
4/10/2013 MISCELLANEOUS	Consult with Chief	60	1
	Facility Subtotal	60	1
	<b>Total</b>	<b>2880</b>	<b>48</b>
<b>PARK - ANDREWS PARK</b>			
4/26/2013 ELECTRICAL	Mayfair prep	60	1
4/30/2013 ELECTRICAL	Mayfair prep/repairs	360	6
4/23/2013 PLUMBING	Sewer blockage	120	2
4/29/2013 PLUMBING	Water leak under kitchen sink repair	120	2
4/30/2013 PLUMBING	Sewer blockage	120	2
4/26/2013 ELECTRICAL	Outlet check	60	1
4/29/2013 ELECTRICAL	Locate lines and check power	480	8
4/30/2013 ELECTRICAL	Locate lines and replace outlets	330	5.5
	Facility Subtotal	1650	27.5

# FACILITY MAINTENANCE MONTHLY PROGRESS REPORT

## APRIL 2013

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
<b>PARK - FALLS LAKEVIEW</b>			
4/02/2013 PLUMBING	Flush valve on stool rebuilt	90	1.5
4/19/2013 PLUMBING	Stool blockage	60	1
4/22/2013 PLUMBING	Water leak on well repaired	150	2.5
	Facility Subtotal	300	5
<b>PARK - GRIFFIN PARK</b>			
4/01/2013 ELECTRICAL	Electric locate	90	1.5
4/08/2013 ELECTRICAL	Electric locate	90	1.5
4/09/2013 ELECTRICAL	Electric locate	105	1.75
4/11/2013 ELECTRICAL	Electric locate	90	1.5
4/22/2013 ELECTRICAL	Lights repaired	180	3
4/24/2013 ELECTRICAL	Lighting detector installed	480	8
4/25/2013 ELECTRICAL	Electric repairs	480	8
4/26/2013 ELECTRICAL	Electric repairs	270	4.5
4/29/2013 ELECTRICAL	Lights repaired	480	8
4/30/2013 ELECTRICAL	Electric repairs	60	1
4/10/2013 PLUMBING	Stool blockage in men's bathroom	60	1
4/22/2013 MISCELLANEOUS	Toilet paper dispenser replaced	60	1
4/30/2013 MISCELLANEOUS	Door in bathroom repaired	60	1
4/08/2013 ELECTRICAL	Sprinkler power repaired	90	1.5
4/09/2013 ELECTRICAL	Lightning alarms repaired	120	2
4/10/2013 ELECTRICAL	Power locate for lightning alarms	60	1
4/11/2013 ELECTRICAL	Underground lines marked	240	4
4/22/2013 ELECTRICAL	Lightning horns power connected	180	3
4/24/2013 ELECTRICAL	Tornado horns power connect	480	8
4/25/2013 ELECTRICAL	Tornado horns power connect	480	8
4/26/2013 ELECTRICAL	Lights and outlets repaired	270	4.5
4/30/2013 ELECTRICAL	Connections scotch coated	60	1
	Facility Subtotal	4485	74.75
<b>PARK - LIONS PARK</b>			
4/15/2013 PLUMBING	Flush valve on stool rebuilt	60	1
4/22/2013 PLUMBING	Stool blockage	60	1
	Facility Subtotal	120	2
<b>PARK - NE LIONS PARK</b>			
4/01/2013 PLUMBING	Stool bowl wax replaced	120	2
	Facility Subtotal	120	2
<b>PARK - ROTARY PARK</b>			
4/05/2013 PLUMBING	Stool blockage in men's room	60	1
4/15/2013 PLUMBING	Water leak under sink repaired	60	1
4/17/2013 PLUMBING	Faucet in kitchen sink replaced	120	2
4/26/2013 PLUMBING	Sewer blockage	60	1
	Facility Subtotal	300	5
<b>WESTWOOD TENNIS CENTER</b>			
4/12/2013 ELECTRICAL	Westwood parking lot and tennis lights repaired	60	1
	Facility Subtotal	60	1

# FACILITY MAINTENANCE MONTHLY PROGRESS REPORT

## APRIL 2013

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
<b>WESTWOOD TENNIS COURT</b>			
4/03/2013 MISCELLANEOUS	Roof leak	60	1
4/04/2013 MISCELLANEOUS	Consult on roof	60	1
	Facility Subtotal	120	2
	<b>Total</b>	<b>7155</b>	<b>119.25</b>
<b>FIREHOUSE ART CENTER</b>			
4/23/2013 PLUMBING	Sewer blockage	60	1
4/23/2013 PLUMBING	Grease trap clean out under sink	60	1
4/30/2013 HVAC	A/C units checked	240	4
	Facility Subtotal	360	6
	<b>Total</b>	<b>360</b>	<b>6</b>
<b>HISTORICAL HOUSE</b>			
4/04/2013 ELECTRICAL	Wiring repairs	60	1
4/04/2013 ELECTRICAL	Antique fixture repaired	60	1
	Facility Subtotal	120	2
	<b>Total</b>	<b>120</b>	<b>2</b>
<b>SOONER THEATRE</b>			
4/12/2013 ELECTRICAL	Lights and circuit repaired	60	1
4/04/2013 MISCELLANEOUS	Consult	60	1
4/09/2013 MISCELLANEOUS	Double door repaired	60	1
4/12/2013 HVAC	Air filters changed	60	1
	Facility Subtotal	240	4
	<b>Total</b>	<b>240</b>	<b>4</b>
<b>SANTA FE DEPOT</b>			
4/12/2013 PLUMBING	Drinking fountain repaired	60	1
4/17/2013 PLUMBING	Flush valve on stool replaced	60	1
4/17/2013 ELECTRICAL	Outlet changed	60	1
	Facility Subtotal	180	3
	<b>Total</b>	<b>180</b>	<b>3</b>
<b>PARK - REAVES PARK</b>			
4/01/2013 ELECTRICAL	Electric locate	90	1.5
4/09/2013 ELECTRICAL	Electric locate	105	1.75
4/11/2013 ELECTRICAL	Electric locate	90	1.5
4/16/2013 ELECTRICAL	Lightning detector retrofit/Install and light repair at ballfield	480	8
4/17/2013 ELECTRICAL	Light repaired and retrofits	300	5
4/02/2013 MISCELLANEOUS	Toilet paper dispenser replaced	60	1
4/12/2013 MISCELLANEOUS	Consult re: baseball complex	120	2
4/23/2013 MISCELLANEOUS	Toilet paper dispenser replaced	60	1
4/25/2013 MISCELLANEOUS	Kitchen remodel at complex	300	5
4/26/2013 MISCELLANEOUS	Kitchen remodel at baseball complex completed	90	1.5
4/01/2013 ELECTRICAL	Underground lines remarked	180	3
4/09/2013 ELECTRICAL	Lightning alarms repaired	120	2
4/16/2013 ELECTRICAL	Lightning alarm repaired	480	8
4/17/2013 ELECTRICAL	Lightning horns installed	180	3
4/17/2013 ELECTRICAL	Lightning horns installed	120	2
	Facility Subtotal	2775	46.25



# FACILITY MAINTENANCE MONTHLY PROGRESS REPORT

## APRIL 2013

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>	
<b>RECREATION CENTER - 12TH AVENUE</b>				
4/03/2013	PLUMBING	Floor drain replaced	120	2
4/05/2013	MISCELLANEOUS	Roof leak repaired	60	1
4/18/2013	PLUMBING	Flange on urinal replaced	120	2
4/18/2013	PLUMBING	Tank type flush valve on stool rebuilt	60	1
4/26/2013	PLUMBING	Water heater replaced	150	2.5
4/11/2013	HVAC	Vent fans in gym checked	240	4
		Facility Subtotal	750	12.5
<b>RECREATION CENTER - IRVING</b>				
4/09/2013	PLUMBING	Stool blockage in women's bathroom	60	1
4/15/2013	MISCELLANEOUS	Door repaired	60	1
4/17/2013	PLUMB/MISC.	Garbage disposal repaired and door repaired	90	1.5
4/24/2013	PLUMBING	Kitchen sink blockage	60	1
		Facility Subtotal	270	4.5
<b>RECREATION CENTER - LITTLE AXE</b>				
4/05/2013	ELECTRICAL	Dead circuit tripped	180	3
4/01/2013	PLUMBING	Bury hydrant repaired	120	2
4/03/2013	MISCELLANEOUS	Roof leak located	120	2
4/19/2013	PLUMBING	Water leak on water heater	180	3
4/26/2013	PLUMBING	Urinal leak repaired	120	2
4/05/2013	ELECTRICAL	Power outage repaired	120	2
		Facility Subtotal	840	14
<b>RECREATION CENTER - WHITTIER</b>				
4/01/2013	PLUMBING	Sewer main blockage	90	1.5
		Facility Subtotal	90	1.5
		<b>Total</b>	<b>4725</b>	<b>78.75</b>
<b>SENIOR CITIZENS CENTER</b>				
4/30/2013	ELECTRICAL	Lights repaired	60	1
4/02/2013	PLUMBING	Lavatory blockage	60	1
4/24/2013	PLUMBING	Sewer blockage	120	2
4/30/2013	ELECTRICAL	Lights repaired	90	1.5
		Facility Subtotal	330	5.5
		<b>Total</b>	<b>330</b>	<b>5.5</b>
<b>WESTWOOD CLUB HOUSE</b>				
4/09/2013	ELECTRICAL	Heater/circuits repair/retrofit	240	4
4/18/2013	ELECTRICAL	Lightning detector and siren retrofit repaired	240	4
4/18/2013	ELECTRICAL	Lightning detector and siren retrofit repaired	120	2
4/11/2013	PLUMBING	Kitchen sink drain blockage	60	1
4/09/2013	HVAC	Heater (new) installed	240	4
4/09/2013	HVAC	Heater installed	240	4
		Facility Subtotal	1140	19

# FACILITY MAINTENANCE MONTHLY PROGRESS REPORT

## APRIL 2013

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
<b>WESTWOOD GOLF COURSE</b>			
4/17/2013 ELECTRICAL	Lightning detector retrofit and repairs	120	2
4/19/2013 ELECTRICAL	Lightning detector retrofit and repairs	240	4
4/22/2013 ELECTRICAL	Lightning detector retrofit	180	3
4/12/2013 ELECTRICAL	Lights repaired	60	1
4/17/2013 ELECTRICAL	Old lightning horns removed	120	2
4/18/2013 ELECTRICAL	Old lightning horns removed	120	2
4/19/2013 ELECTRICAL	Lightning horn power connected	240	4
4/22/2013 ELECTRICAL	Lightning horn power connected	180	3
	Facility Subtotal	1260	21
	<b>Total</b>	<b>2400</b>	<b>40</b>
<b>WESTWOOD POOL</b>			
4/11/2013 MISCELLANEOUS	Consult re: pool	60	1
4/24/2013 MISCELLANEOUS	Patch holes in fill tank	240	4
4/25/2013 MISCELLANEOUS	Consult on water line repairs	180	3
	Facility Subtotal	480	8
	<b>Total</b>	<b>480</b>	<b>8</b>
<b>WATER TREATMENT PLANT</b>			
4/10/2013 ELECTRICAL	Light/circuit install/repairs	180	3
4/11/2013 ELECTRICAL	Light, time clock, circuits, A/C repairs	90	1.5
4/22/2013 ELECTRICAL	Service controls repairs at well #5	120	2
4/23/2013 ELECTRICAL	Service and controls repairs - well #5	300	5
4/10/2013 PLUMBING	Kitchen faucet repaired	60	1
4/30/2013 PLUMBING	Stool blockage in men's bathroom	60	1
4/10/2013 ELECTRICAL	Lights and power pole circuit repaired	180	3
4/22/2013 ELECTRICAL	Well#5 starter buzzing and hot neutral	120	2
4/23/2013 ELECTRICAL	Well#5 grounding issue	420	7
	Facility Subtotal	1530	25.5
	<b>Total</b>	<b>1530</b>	<b>25.5</b>
<b>LINE MAINTENANCE FACILITY</b>			
4/19/2013 ELECTRICAL	Hazard vent repaired	120	2
4/19/2013 HVAC	Exhaust fan repaired	240	4
4/19/2013 HVAC	Exhaust fan repaired	120	2
	Facility Subtotal	480	8
	<b>Total</b>	<b>480</b>	<b>8</b>
<b>WASTEWATER MAINTENANCE SHOP</b>			
4/11/2013 ELECTRICAL	Motor started replaced	240	4
4/18/2013 ELECTRICAL	Check screen brush motor and grip pump	240	4
	Facility Subtotal	480	8
<b>WASTEWATER TREATMENT PLANT</b>			
4/08/2013 ELECTRICAL	Sewer treatment lights repaired	60	1
4/12/2013 PLUMBING	Stool blockage	60	1
4/08/2013 ELECTRICAL	Lights repaired	60	1
	Facility Subtotal	180	3
	<b>Total</b>	<b>660</b>	<b>11</b>

# FACILITY MAINTENANCE MONTHLY PROGRESS REPORT

## APRIL 2013

<i>Facility</i>		<i>Minutes</i>	<i>Hours</i>
<b>TRANSFER STATION</b>			
4/03/2013 ELECTRICAL	Lights repaired	60	1
4/08/2013 ELECTRICAL	Lights repaired	60	1
4/05/2013 PLUMBING	Flush valve on stool rebuilt	60	1
4/30/2013 PLUMBING	Broken bury hydrant	150	2.5
4/03/2013 ELECTRICAL	Lights repaired	60	1
4/08/2013 ELECTRICAL	Lights and time clock repaired	60	1
	Facility Subtotal	450	7.5
	<b>Total</b>	<b>450</b>	<b>7.5</b>
<b>FLEET MAINTENANCE</b>			
4/01/2013 ELECTRICAL	Vacuum and controls retrofit	180	3
4/12/2013 MISCELLANEOUS	Door repaired	60	1
4/01/2013 ELECTRICAL	Vacuum switch replaced	180	3
	Facility Subtotal	420	7
	<b>Total</b>	<b>420</b>	<b>7</b>
<b>FACILITY MAINTENANCE</b>			
4/03/2013 MISCELLANEOUS	Truck unloaded and stocked/cleaned shop	120	2
4/09/2013 MISCELLANEOUS	Truck change at fleet	30	0.5
4/12/2013 MISCELLANEOUS	Safety Meeting	60	1
4/23/2013 MISCELLANEOUS	Stocked shop and cleaned truck	60	1
4/02/2013 MISCELLANEOUS	Truck cleaned	30	0.5
4/08/2013 MISCELLANEOUS	Presentation on backflow prevention	150	2.5
4/12/2013 MISCELLANEOUS	Safety Meeting	60	1
4/15/2013 MISCELLANEOUS	Door repaired and dead bolt replaced	60	1
4/15/2013 MISCELLANEOUS	Truck cleaned	30	0.5
4/22/2013 MISCELLANEOUS	Truck cleaned	30	0.5
4/02/2013 PLUMB/MISC.	Toilet unstopped and break room cleaned	60	1
4/03/2013 ELECTRICAL	Lamp purchases for various jobs	60	1
4/03/2013 MISCELLANEOUS	Shop cleaned	120	2
4/12/2013 MISCELLANEOUS	Safety Meeting	60	1
4/23/2013 MISCELLANEOUS	Health Screening	30	0.5
4/23/2013 MISCELLANEOUS	Bay area cleaned	30	0.5
	Facility Subtotal	990	16.5
	<b>Total</b>	<b>990</b>	<b>16.5</b>
	<b>Grand Total</b>		<b>666</b>

**CITY MANAGER 2**

## **CIP FINANCIAL STATUS      2A**

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

4/17/2013

Project No.**	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
<b>UTILITIES</b>				
TR0238	Robinson/NE 12th Intersection Improvements*		\$ 110,000.00	Water Fund 031
WW0055	Sewer Maintenance Plan FYE 10	\$0	\$ 800,000.00	Sewer Maintenance 321
WW0303	Lift Station D Improvements	\$0	\$ 550,000.00	New Development Excise Tax 322
WB0185	FYE2010, Water Well Supply Line: 12-inch	\$0	\$ 164,819.00	Water Bond Fund 031
WB0186	FYE2010, Water Well Supply Line: 16-inch	\$0	\$ 172,972.00	Water Bond Fund 031
WA0188	WTP: SE Oklahoma Preliminary Report		\$ 118,625.00	Water Fund 031
WA0149	Hall Park Waterline Replacements	\$30,000		Water Fund 031
WA0220	Waterline Relocations: East Main		\$ 26,895.00	Water Fund 031
WA0292	Segment F Waterline Improvements		\$ 26,612.00	Water Fund 031
<b>PUBLIC WORKS</b>				
TR0239	Classen/Imhoff Intersection Improvements*	\$ 25,000.00	\$0	Capital 50
TR0238	Robinson/NE 12th Intersection Improvements*	\$ 50,000.00	\$0	Capital 50
UT0007	I-35/Robinson Interchange*	\$ 25,000.00	\$0	UNP 027
TR0054/BP0054	60th NW: Tecumseh - Indian Hills Rd.*	\$0	\$0	Capital 50
TR0203/BP0203	Robinson RR Grade Separation*	\$ 50,000.00	\$0	Capital 50
AR0243/TR0243	Porter Ave Gap Paving: Rock Creek - Tecumseh*	\$0	\$0	Capital 50
UT0006	24th NW/Legacy Park	\$0	\$0	UNP 027
SC0521	Tecumseh: 48 NW - N. Interstate Dr. West***	\$ 75,000.00	\$0	Capital 50
SC0522	Lindsey: Shadowridge Dr. - Ed Noble Parkway***	\$ 35,000.00	\$0	Capital 50
SC0523	24th NW: Boardwalk - Tee Drive***	\$ 40,000.00	\$0	Capital 50
	HWY 9 Signal Improvements	NA	NA	100 % Federal Funding
	Main Street Lighting	NA	NA	100% Federal Funding
<b>PARKS</b>				
PR0444	Legacy Trail South Extension	\$0	\$0	Special Revenue 22 & Capital 50
<b>CITY CLERK</b>				
EF10004	Library Lighting Replacement	\$ 216.00	\$0	Capital 50
<b>FIRE</b>				
FT0003	Fire Station #9 Eastside	\$0	\$0	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.

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

\*\*\*ODOT/City Resurfacing Projects scheduled to be let in February '13 with construction March/April '13

## Other

At the City's urging, ODOT is pursuing an emergency repair project for the I-35/Indian Hills Road Bridge. This project will involve repairs to the bridge substructure and deck. The project will be on the City Council agenda on 2-12-2013. A bid letting is anticipated in February 2013 with construction in March/April 2013. The City is responsible for the deck at an estimated cost of \$211,221.

## **COMMUNITY RELATIONS 2B**

**Community Relation's Office**  
**April 2013**

Number of press releases	9
Contacts with the media	7
<i>Norman News</i> Membership	1083
Web Site Visits	69,584
Facebook Followers	1,284
Twitter City of Norman Followers	559



**DEVELOPMENT COORDINATOR      2C**

**City of Norman  
Development Coordinator  
Monthly Report – April 2013**

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

**General Inquiries, Contacts and Meetings**

- Business and Community Affairs Committee
- Planning Commission
- Development Review Team
- Pre-Development Meetings (with public and applicants)
- City Council
- Council Oversight Committee
- UNP TIF Workshop
- Community Planning and Transportation Committee
- Board of Adjustments

**Building Permit and Plat Application Meetings**

- Met with staff and property owner to discuss zoning option for residential property
- Attended “Brown Bag Lunch” meeting with staff and representatives from the Builders Association of South Central Oklahoma to discuss issues regarding residential mechanical inspections
- Met with staff and property representatives regarding a new prospect for a business in University North Park.
- Met with staff and prospective property owners regarding rezoning and platting requirements for a new business.
- Discussed permitting requirements for fire damage repairs at local car dealership with staff and company design professionals.
- Met with staff and prospective business owner regarding renovations to an existing building for a new restaurant
- Met with staff and contractor regarding renovations for local church.
- Met with staff, property owner and property representatives regarding zoning for a proposed industrial development.
- Discussed options for signage with local car dealership with staff and business representatives.
- Met with staff and design professionals regarding building renovation plans for Downtown building and business.
- Continued working with property owners affected by recent wildfires to discuss building permit options for rebuilding efforts
- Met with staff and design professionals regarding building renovation plans for a school’s recreational facilities

## **Development Process Improvements**

- ***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. Diagrams and language that could be included as part of the clarification item, should assist in making code clarifications and other information provided to contractors and developers more clear. As codes change and additional topics of clarification are identified, this page and subsequent material can be updated. Work continues to research processes and obtain examples from other cities. During this month research continues to look at examples from other communities and determine some common themes of code clarification topics.
- ***Development Handbook*** – work continues to create a handbook outlining the development process in Norman. The handbook would be a resource to assist and provide information to potential development prospects regarding requirements, documents, schedules and committees that are involved in the City of Norman property and Commercial development process. When complete, the handbook could be utilized as a resource for developers, landowners, architects and engineers who may be unfamiliar with the City's development processes. The handbook could also serve as a resource for follow-up reference if individuals have questions following pre-application meetings. This project could be beneficial in providing a resource to allow for more initial information and less problems with development applications. Chapters are in the process of being revised, and work is currently underway on the plan review and permitting chapters, along with development of flow charts.
- ***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)

## **Additional Projects:**

- ***24-Hour Library Service Point*** – Construction of the concrete pad and electricity has been completed. As soon as the machine is delivered (anticipated in May 2013), staff will work with the Pioneer Library System to finalize the set-up of the 24-hour library service point and plan the ribbon-cutting event and delivery options this Spring. The canopy for the machine will now be constructed on site.
- ***High Density Public Discussion Series*** – continued assisting with research for the draft resolution and providing website/email updates to the public.



## CITY OF NORMAN

### Department of Finance Monthly Report – April 2013

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 30,098 total payments. The traffic counter at the Drive-up Facility counted 5,259 customers. The Treasury division processed 1,190 credit card utility payments, an increase of 10.6% from last month, and the IVR (Interactive Voice Response) system processed 1,259 credit card utility payments, an increase of 10.3% from last month. Utility customers also have the option of paying on the City of Norman website. There were 2,576 credit card payments made on the internet in April, an increase of 1.3% from last month. The Municipal Court processed 541 credit card payments for court fines, a decrease of 3% 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 \$14,555 in convenience fees in the month of April with a fiscal year-to-date total of \$138,339.

#### Utility Services Division:

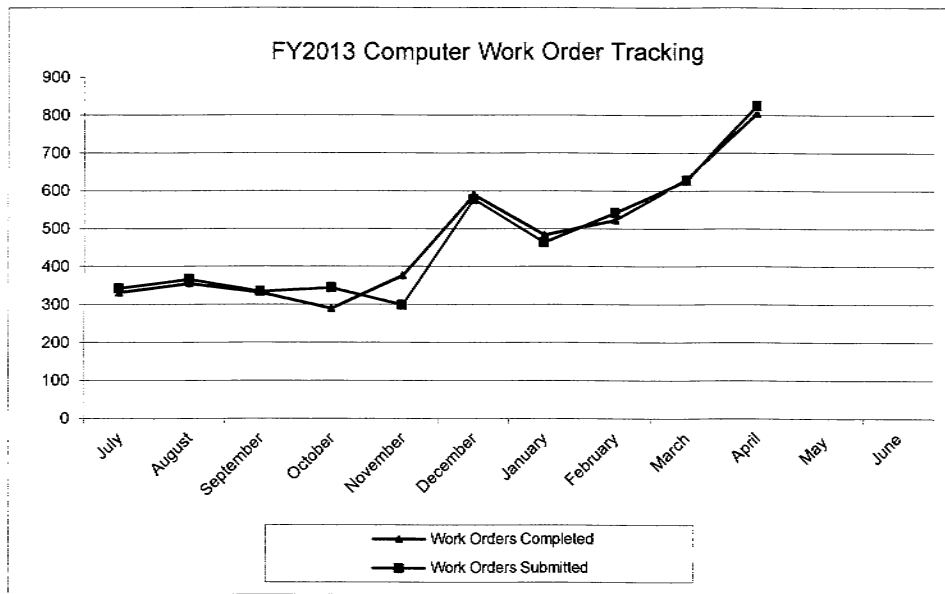
The Meter Reading Division read 39,007 meters. Out of 75 meter reading routes, 21 (28%) were read within the targeted 30-day reading cycle. All routes were read by the 35<sup>th</sup> day.

#### Information Technology Division:

IT had 198,162 e-mails enter and leave the City's network for the month of April. 45,670 were considered Spam or hazardous e-mails and were quarantined. This means 23% of the e-mail was quarantined while 77% were valid e-mails and were delivered without problems.

IT has a network security appliance that blocks and counts "hacker" attempts on the City's firewall. This appliance further enhances our network security and provides more statistical information regarding hacker attempts. During the month of April there were 12,215,014 hacker attempts on the City's main computer system. This comes to an average of 283 attempts per minute on the computer room firewall.

In the month of April, 823 work orders were submitted to the IT division Help Desk for computer related help. Out of the amount submitted, 805 (98%) work orders were completed.



The City of Norman's website had 69,584 visits during the month of April. Staff is currently working on several projects. Updates to each project are presented below and **changes are in bold.**

#### **Public Safety CAD / RMS Software Replacement Project**

- The CAD/RMS committee met with our RCC consultants and representatives from New World on 9/5, 9/6, and 9/7 to discuss contract issues. The CAD/RMS committee has had additional conference calls with our RCC consultants on 9/13, 9/14, 9/17, 9/20, 9/21, and 9/28 to discuss contract and pricing issues.
- On 9/25 Council approved the allocation and expenditure of the funds for additional hardware and software upgrades that were identified as prerequisites to the installation and implementation of the proposed New World CAD/RMS solution.
- The grant funds approved for the additional EMC storage components required for this project were encumbered on 9/24, PO # 222029 to ISG Technology, and the hardware was ordered on 9/26; check # 269909 to ISG Technology dated 9/26 in the amount of \$168,830. This equipment has been received. Installation has not been scheduled. Installation of these additional components is dependent on getting the larger capacity computer room UPS and Building C generator installed.
- The RFP for the UPS and generator were sent to Purchasing on 10/12 to be mailed out the week of 10/15. The RFP will be advertised in the local newspapers on 10/17 and 10/31. We have scheduled a mandatory vendor project overview meeting for 11/7. The RFP proposals are due on 11/15. We are shooting for a install completion date of Jan. 15 at which time we can begin installing the new EMC and Cisco UCS hardware.
- The mandatory pre-bid meeting was held on 11/7 and was attended by representatives from eight companies. We received one complete RFP response and two incomplete responses by the 11/15 deadline. The one complete response was over our budget for the

entire project by \$139,702. I contacted the vendor to give them the opportunity to give us another quote to see if they could get the cost within or close to our budget. Their second quote was \$148,056 over budget with a 60-80KVA UPS proposed and \$182,121 over budget with a 100-120KVA UPS proposed.

- The generator / UPS RFP was re-submitted to all of the vendors who attended the Nov 7 pre-bid meeting with new project timelines and a revised scope of work. Responses for this revised RFP are due on Dec 21. The agenda item for this purchase will be presented to the City Council on Jan 8, 2013 requesting their approval to award this contract to the selected vendor. We anticipate that the delivery and installation of the generator and UPS will not be completed until April 7, 2013 based on several vendors' delivery and installation timeline estimates.
- A vendor was selected for the Building C Generator and Computer Room UPS project. Submittal of the contract with the selected vendor to the City Council has been deferred until the Feb. 12 Council meeting due to delays in getting all of the necessary paperwork in order. This project is expected to be completed by April 22.
- The contract for this project was approved by the City Council on Feb. 12. The PO and signed contract documents were mailed to the vendor on Feb. 13. A copy of the PO and the contract signature pages were emailed to the vendor on Feb. 13 at his request so he could get the equipment ordered. The vendor will provide an update on the status of the equipment order and project scheduling the week of March 11.
- IT staff is evaluating alternatives to address the power and cooling needs for the new equipment that is needed for the CAD/RMS project to mitigate the impact that the delay in the generator and UPS installation may have on the CAD/RMS project.
- IT staff and Facility Maintenance staff have determined that the equipment building provided to us by Verizon Wireless in 2009 will meet our needs as our data replication site for the CAD/RMS project. Fleet Management service and test started the emergency generator at that location on Dec. 20. Facility Maintenance staff assisted with the electrical and mechanical (heat and air, lighting, electric service) evaluation to insure that all is working properly. A representative was scheduled for Jan. 9 to test the generator and electric service transfer switching to insure that the transfer from utility power to generator power was working as required. Everything checked out well so the facility is ready for us to start moving equipment. We are getting quotes for the alarm monitoring for the generator, heat and air, smoke and fire alarms, and security. We have gotten quotes for the fiber optic cable installation needed for this site. Street Maintenance has agreed to assist us by doing the trenching and conduit installation necessary for this fiber optic cable. That trenching work is expected to be completed by mid January with the fiber cable installation to follow shortly after completion of the trenching and conduit installation.
- The final testing of the generator and electrical power transfer switch for the IT/PD Data Replication Site (DRS) was completed in January and the generator is fully operational. Street Maintenance completed the trenching and conduit installation needed in preparation for the fiber optic cable installation. Facility Management electricians completed the electrical cabling work needed in preparation of the UPS equipment installation. The UPS equipment was delivered and was being installed the last week of January and the first week of February. The fiber optic cable was installed and tested the last week of January. Installation of the hardware for the CAD/RMS project data

replication was started the first week of February. The final piece of the installation is expected to be completed by the end of March.

- Kari Madden and Rob Gruver have been working on the equipment installation and the DRS throughout the month of February. We have a technician from EMC scheduled to be on-site the week of March 18 and March 25 to move the EMC equipment for this project from the Building C computer room to the DRS.
- EMC Techs were on-site the weeks of March 18-22 and March 25-29 as scheduled to assist Kari and Rob with moving EMC equipment to the IT/PD DRS at Street Maintenance. This work included data and setting up the software for the data replication. Additional work that is still needed is to be scheduled for a later date.
- The grant funds approved for the additional Cisco UCS hardware were encumbered on 9/24, PO # 222031 to Chickasaw Telecom, and the order for the hardware was placed on 9/26; check # 269908 to Chickasaw Telecom dated 9/26 in the amount of \$200,554.44. Some of this hardware has been delivered. We need to do an inventory of the equipment to determine what is still needed. This hardware cannot be activated until the new UPS and Generator are in place.
- The grant funds approved for the Microsoft Datacenter Server licenses required for the additional hardware were encumbered on 9/24, PO # 222030, and the order was placed on 9/26; check # 269910 to SHI International dated 9/26 in the amount of \$19,200.
- The funds for the Microsoft Office 2010 upgrade were encumbered on 10/3, PO # 222426 to SHI International, and the order was placed on 10/3. The MS Office upgrade was started on 10/24 as planned. A number of software and hardware issues were encountered with the first two groups giving us an indication that this upgrade is going to be more manpower and time consuming than we initially anticipated. The Office 2010 upgrade installs have been completed for the Finance, Parks & Recreation, Human Resources, City Attorney, City Clerk, City Manager, Fire, and Municipal Court departments. The upgrade installs for the Planning Department were started on Dec 12. The Police and Public Works departments will follow the latter part of December or early January followed by the Utilities department in early to mid-January. The Utilities department upgrade is delayed because the current version of the City Works work order system they are using will not work with Office 2010 and we cannot upgrade their City Works software until we can upgrade our ESRI GIS software. We can't upgrade our ESRI GIS software until we can add the new EMC storage and Cisco UCS hardware which can't be done until we can get a solution in place for the power needed for that equipment.
- MS Office upgrades were completed for the PD, and Planning departments in December. The Public works Office upgrades were done the first week of January.
- MS Office upgrades were completed for the Public Works and Utilities Departments with the exception of those divisions using the City Works work order system (Line Maintenance).
- The MS Office upgrades have been completed for all departments with the exception of the PD Patrol laptops and those individuals who are using the City Works work order software due to some compatibility issues. These issues will be resolved when the GIS and City Works software upgrades are completed, probably by the end of April.
- All of the checks for items purchased with grant funds have been mailed to the vendors



- The funds for the CityWorks work order system software upgrade were encumbered on 10/5, PO # 222706 and the PO was emailed to Azteca Systems on 10/5. We are tentatively planning this upgrade for the week of 1/14 – 1/18 or the week of 1/21 – 1/25.
- The installation and implementation timeline will be determined during the contract negotiations with the selected vendor.
- The City Council approved the contract with New World Systems for the purchase and implementation of the new CAD/RMS software on Dec. 18. A project start-up conference call was held with RCC and New World on Jan. 3. We scheduled a meeting for Jan. 30 to work on the project timeline.
- CAD/RMS project committee members, the Finance Director, Police Chief, Deputy Police Chief, and key staff from the PD and FD met with the New World Systems project management team and our RCC consultants on January 30 to discuss the project implementation process and timeline.
- **Weekly meetings are continuing between City staff members, our RCC consultants, and New World staff throughout April and will continue throughout this project to discuss project timelines and data conversion topics.**
- **IT staff and our RCC consultant had meetings with various mobile connectivity users from all City departments on April 8 and April 10 to discuss the Mobile Data Communications project and go over the data collection survey that they need to complete and return. This project is primarily being initiated as part of the new CAD/RMS project but is going to benefit all departments. Our RCC consultant did a presentation on this project to the management team on April 11.**

#### **EMC Storage / Server Virtualization Project**

- Data migration from our old network data storage and additional server virtualization will be an ongoing project for the next several months (12-18 months) with the continued assistance from F5 Networks consultants as needed.
- The EMC and Cisco UCS hardware that was budgeted in the FY2013 budget and the additional hardware that was specified for the CAD/RMS project was ordered and has been delivered. Installation of these additional components is dependent on getting the larger capacity computer room UPS and Building C generator installed. We have the RFP ready to send out for the replacement UPS and generator. We are shooting for a install completion date of Jan. 15 at which time we can begin installing the new EMC and Cisco UCS hardware.
- Installation of the EMC and Cisco UCS hardware at the DRS site has been ongoing throughout February. We have scheduled an EMC technician to be on-site the weeks of March 18 and March 25 to assist with moving the CAD/RMS data replication EMC hardware from it's current location in the Building C computer room to the new DRS.
- EMC Techs were on-site the weeks of March 18-22 and March 25-29 as scheduled to assist Kari and Rob with moving EMC equipment to the IT/PD DRS at Street Maintenance. This work included data and setting up the software for the data replication. Additional work that is still needed is to be scheduled for a later date.
- **Work on the EMC storage and Cisco UCS server virtualization is continuing and will be ongoing for several more months.**

### **PCI Compliance Project**

- Funds were budgeted in the FY 2013 budget for hardware and software solutions to address some of our deficiencies in meeting the PCI compliance requirements. The implementation of this hardware and software has not been scheduled at this time and is not expected to begin until May or June of 2013.

### **Email Archiving and Retrieval / e-discovery Project**

- The Exchange Server 2010 upgrade and migration has been completed. The completion of the EMC SourceOne email archiving and retrieval solution implementation is still pending. No schedule has been set for this project at this time. We had hoped to be able to get this completed in Oct. or Nov. but it has been deferred due to other project demands. This will also have to be deferred until Apr, May, or June.
- **Kari Madden and Rick Knighton did a presentation to the Council Oversight Committee on April 10 pertaining to the City's email retention policy and the legal requirements for email retention.**

### **Building Permits and Inspections Process Enhancements**

- We went live on the BP Click-2-Gov module with a presentation to the building community on 8/29. SPS has made some updates to the software that are only available in their 8.0 software version. The 8.0 version upgrade was completed the weekend of 10/19 and 10/20 to take advantage of the added features.
- Council approved the Mobile Field Inspections software purchase on 8/28. The PO for the software and implementation and training services was sent to SPS on 9/04.
- A project kick-off conference call was held on 9/17 to discuss the server, storage, laptop, and mobile printer requirements as well as the project timeline. The timeline for the software install and training is 11/29 and 11/30 which will be followed by ongoing testing and continued training through Dec. The projected go-live date is Jan. 7, 2013.
- A Council agenda item that had been submitted for the Oct. 9 Council meeting for approval to purchase the 8 laptop computers for this project at a cost of \$29,357.60 was pulled for further consideration. A new Council agenda date for this item has not yet been set to my knowledge. The SPS project manager says this will not delay the software installation and training that is scheduled for 11/27 and 11/28. He said they can install the software on the Building Inspectors' desktop computers and still do the training then we can re-install the software on the laptop computers when we get them.
- An HP convertible touchscreen display laptop model was selected and purchased for testing as a potential alternative to the Panasonic Toughbooks. The software was installed on this laptop during the Selectron rep's site visit on Dec. 19 and 20 and seemed to function satisfactorily. This laptop was sent to Selectron on Jan. 9 for certification testing as requested by Selectron and Sungard. The certification testing is expected to take about two weeks. A council agenda item requesting approval to purchase seven more of these laptops has been submitted for the Jan. 22 Council meeting.
- The City Council approved the purchase of seven additional laptops for the Building Inspectors.

- Certification testing of the laptop that was sent to Selectron has been completed with a couple of issues being identified by Selectron. Further testing by one or more of the Building Inspectors is needed to determine if these issues will be significant enough to them to prevent purchasing more of these laptops. The tested laptop was returned to us on Feb. 5 so the continuing in-house testing using this laptop will resume the week of Feb. 11.
- All of the hardware components (laptops, printers, air cards, power inverters, Bluetooth devices, and in-vehicle printer mounts) for this project have been ordered. Everything has been delivered as of March 7 except for the printer mounts. Those are expected to be delivered toward the end of March. IT staff is working to get the laptops configured and delivered to the Building Inspectors by March 13. On-site follow-up training for the Building Inspectors is scheduled for March 28.
- The laptops were provided to the Building Inspectors and the on-site training session was completed as scheduled.
- The client software installation and initial user training was re-scheduled for Dec 19 and 20 at the request of Selectron.
- The scheduled software installation and training for the selected “test group” inspectors was completed on Dec. 19 and 20. Testing on the software using the test group inspectors’ desktop computer is to continue through January.
- Testing of the Mobile Field Inspections (MFI) software has been proceeding slowly in January. Software problems have been reported to Selectron and Sungard and their respective support personnel have been working through them.
- Testing has continued through February and issues are getting resolved as they are reported.
- Other hardware items to be selected and purchased are the mobile in-vehicle printers and the in-vehicle mounts for the laptops and printers. Once the selection is made on the mobile printers make and model we will be able to coordinate the in-vehicle mount requirements with Fleet Management. Permit Manager Bob Christian has selected the preferred make and model of mobile printer. I will order the selected printers the first week of Nov. so they can be here for the scheduled 11/27 and 11/28 software install and training.
- The in-vehicle printers have been ordered and delivered. Selection and ordering of the in-vehicle mounts has been delayed until the decision is made on the laptops and their purchase has been approved by Council.
- An agenda item requesting Council approval to purchase Dell convertible display laptops for this project instead of the Panasonic Toughbooks is targeted for the Dec 18 Council meeting.
- **Rob Gruver and Gary Lowe met with the Building Inspectors on April 19 to discuss problems they have been having with the mobile connectivity on their laptops. We are continuing to work with them to resolve these issues and have tested a couple of alternatives that appear to be working more reliably than the air cards that were originally provided with the laptops. We need to do a little more testing before we commit to either of these alternatives before we can be sure that we have a reliable solution for them.**

### **FBI Criminal Justice Information System (CJIS) Compliance**

- On 10/24 the FBI conducted a CJIS security audit on the City's network and procedures for accessing the OLETS and NCIC databases. The City was found to be deficient in several areas, some of which can be addressed procedurally and some that will require a great deal of network re-design work. We have until September of 2013 to address all of the issues identified.
- Robert Gruver, Network Administrator, has been evaluating the network component upgrades and/or replacements that will be needed to meet the CJIS compliance requirements. The PD CAD/RMS data replication site at Streets will fall under these compliance requirements. We are getting prices for the equipment that will be needed at this site as well as at the PD Building B, SID building, and PD Range/Training Facility as well as for the upcoming Smalley Center project.

#### General Fund Revenues & Expenditures:

When comparing major General Fund revenue sources versus budgeted levels, revenues are below target for the month of April at -3.3%. Revenues from the City's largest single source of revenue, sales tax, are also below target at -3.8% for the year to date and are above last fiscal year by 2.2%. Below is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 13 Budget To Date	FYE 13 Actual To Date	FYE 12 Actual To Date	FYE 11 Actual To Date
Sales Tax Revenue*	\$31,608,228	\$30,401,907	\$29,748,345	\$28,768,814
General Fund Revenue*	\$57,320,250	\$54,903,460	\$54,150,745	\$54,127,696
General Fund Expenses*	\$63,086,927	\$57,617,710	\$55,083,370	\$55,342,704

\* Excludes Public Safety Sales Tax

## Administration Division

	FYE 13		FYE 12	
	APRIL	YTD	APRIL	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	3,200.00	320.00	3,520.00
Total Comp Time Available	3.50	21.13	0.00	21.13
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 323.50	 3,221.13	 320.00	 3,541.13
Benefit Hours Taken	26.00	475.75	10.00	423.50
 TOTAL ACCOUNTABLE STAFF HOURS	 297.50	 2,745.38	 310.00	 3,117.63
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

**ACCOUNTING 3A**

## Accounting Division

	FYE 13		FYE 12	
	APRIL	YTD	APRIL	YTD
Total Regular Hours Available	1,120.00	12,320.00	1,120.00	12,320.00
Total Comp Time Available	0.00	61.50	9.00	89.00
Total Overtime Hours	0.00	0.50	0.00	7.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,120.00	 12,382.00	 1,129.00	 12,416.50
Benefit Hours Taken	155.50	1,973.50	122.50	2,294.00
 TOTAL ACCOUNTABLE STAFF HOURS	 964.50	 10,408.50	 1,006.50	 10,122.50
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

## **CITY REVENUE REPORTS 3B**



# City Revenue Report

	FYE 13 APRIL	FYE 12 APRIL	
Total Revenue Received (\$)	\$12,956,393	\$10,594,870	\$2,361,523
Utility Payments - Office (#)	3,427	3,245	182
Utility Payments - Office (\$)	\$353,527	\$337,165	\$16,362
Lockbox (#)	21,516	21,090	426
Lockbox (\$)	\$1,577,919	\$1,571,736	\$6,183
IVR Credit Card (#)	1,389	1,210	179
IVR Credit Card (\$)	\$117,191	\$91,003	\$26,188
Click to Gov (#)	2,576	2,219	357
Click to Gov (\$)	\$157,322	\$138,505	\$18,817
UT Credit Card Payments (#)	1,190	1,060	130
UT Credit Card Payments (\$)	\$113,849	\$94,197	\$19,652
Art Donations (#)	79	65	\$14
Art Donations (\$)	\$100	\$90	\$10
Bank Draft Payments (#)	7,028	6,252	776
Bank Draft Payments (\$)	\$464,557	\$421,740	\$42,817
Utility Deposits (#)	40	51	(11)
Utility Deposits (\$)	\$1,200	\$1,530	(\$330)
Fix Payments (#)	0	2	(2)
Fix Payments (\$)	\$0	\$146	(\$146)
Processed Return Checks (#)	47	33	14
Processed Return Checks (\$)	(\$4,347)	(\$4,352)	\$5
Other Revenue Transactions (#)	348	295	53
Other Revenue Received (\$)	\$7,363,382	\$7,319,360	\$44,022
Accounts Receivable Payments (\$)	\$2,195,792	\$162,103	\$2,033,689
Accounts Receivable - Credit Card #	3	0	3
Accounts Receivable - Credit Card \$	\$1,912	\$0	\$1,912
Municipal Court - Fines/Bonds (\$)	\$163,232	\$166,513	(\$3,281)
Municipal Court - Credit Card (#)	541	505	36
Municipal Court - Credit Card (\$)	\$75,258	\$77,836	(\$2,578)
Municipal Court - C2G (#)	106	0	106
Municipal Court - C2G (\$)	\$12,258	\$0	\$12,258
Building Permits Cash Report (\$)	245,339	\$137,888	\$107,451
Building Permits Credit Card (#)	150	114	36
Building Permits Credit Card (\$)	\$56,376	\$27,119	\$29,257
Building Permits C2G (#)	22	0	22
Building Permits C2G (\$)	\$1,151	\$0	\$1,151
Occupational License - Bldg Insp. (\$)	\$10,845	\$11,885	(\$1,040)
Occupational License - Bldg Insp. CC (#)	26	21	5
Occupational License - Bldg Insp. CC (\$)	\$2,280	\$2,445	(\$165)
Business License - City Clerk (\$)	\$32,695	\$25,408	\$7,287
Convenience Fees - All Payments (#)	4,855	4,184	671
Convenience Fees - All Payments (\$)	14,555	12,552	\$2,003
Bank Drafts Billed (#)	6,562	6,291	271
Bank Drafts Billed (\$)	456,201	431,088	\$25,113
Interdepartmental Billing (#)	148	148	0
Interdepartmental Billing (\$)	\$13,013	\$11,630	\$1,383
Accounts Receivable Billed (\$)	80,639	142,407	(\$61,768)

## Budget Services Division

	FYE 13		FYE 12	
	APRIL	YTD	APRIL	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	160.00	1,760.00	160.00	1,760.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>160.00</b>	<b>1,760.00</b>	<b>160.00</b>	<b>1,760.00</b>
Benefit Hours Taken	8.00	264.00	0.00	232.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>152.00</b>	<b>1,496.00</b>	<b>160.00</b>	<b>1,528.00</b>
 <b>PERMANENT PART-TIME</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Treasury Division

	FYE 13		FYE 12	
	APRIL	YTD	APRIL	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	800.00	8,800.00	800.00	8,800.00
Total Comp Time Available	29.50	293.00	33.75	283.00
Total Overtime Hours	2.00	200.75	0.00	180.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>831.50</b>	<b>9,293.75</b>	<b>833.75</b>	<b>9,263.75</b>
Benefit Hours Taken	112.25	1,948.00	117.50	1,986.75
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>719.25</b>	<b>7,345.75</b>	<b>716.25</b>	<b>7,277.00</b>
 <b>PERMANENT PART-TIME</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**DATA PROCESSING    3C**

## Data Processing Division

	FYE 13		FYE 12	
	APRIL	YTD	APRIL	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	1,280.00	14,560.00	1,440.00	15,840.00
Total Comp Time Available	0.00	11.75	0.00	32.00
Total Overtime Hours	6.00	223.00	45.00	240.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>1,286.00</b>	<b>14,794.75</b>	<b>1,485.00</b>	<b>16,112.00</b>
Benefit Hours Taken	195.00	2,298.00	135.00	2,300.50
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>1,091.00</b>	<b>12,496.75</b>	<b>1,350.00</b>	<b>13,811.50</b>
 <b>PERMANENT PART-TIME</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	9.00	9.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**UTILITY**

**3D**

## Utility Division

	FYE 13		FYE 12	
	APRIL	YTD	APRIL	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	1,768.00	20,576.00	1,920.00	21,120.00
Total Comp Time Available	1.50	115.25	7.00	108.00
Total Overtime Hours	36.25	398.50	7.00	186.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>1,805.75</b>	<b>21,089.75</b>	<b>1,934.00</b>	<b>21,414.00</b>
Benefit Hours Taken	243.50	3,838.25	222.75	3,247.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>1,562.25</b>	<b>17,251.50</b>	<b>1,711.25</b>	<b>18,167.00</b>
 <b>PERMANENT PART-TIME</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Office Services

	FYE 13		FYE 12	
	APRIL	YTD	APRIL	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	320.00	2,160.00	320.00	3,520.00
Total Comp Time Available	0.00	0.00	0.00	7.75
Total Overtime Hours	10.75	112.50	17.50	59.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>330.75</b>	<b>2,272.50</b>	<b>337.50</b>	<b>3,587.00</b>
Benefit Hours Taken	7.25	112.75	160.00	750.25
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>323.50</b>	<b>2,159.75</b>	<b>177.50</b>	<b>2,836.75</b>
 <b>PERMANENT PART-TIME</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



### Drive-up Window and Mail Payments

	FYE 13 APRIL	FYE 12 APRIL
Mail Payments - Lockbox	21,516	21,090
Mail Payments - Office	266	300
<b>Mail Payments - Subtotal</b>	<b>21,782</b>	<b>21,390</b>
Night Deposit	508	462
Click-to-Gov Payments	2,576	2,219
IVR Payments	1,389	1,210
<b>Without assistance payments - Subtotal</b>	<b>4,473</b>	<b>3,891</b>
Drive-up window & inside counter	2,653	2,483
Credit Card machine payments (swipe)	658	511
Credit Card machine payments (phone)	532	549
<b>With assistance payments - Subtotal</b>	<b>3,843</b>	<b>3,543</b>
<b>Total Payments Processed - Subtotal</b>	<b>30,098</b>	<b>28,824</b>
Bank Draft (ACH) Payments	7,028	6,252
<b>Total Payments (Utility)</b>	<b>37,126</b>	<b>35,076</b>
Total Convenience Fees - all Payments	4,855	4,184
<b>Grand Total Payments</b>	<b>\$ 41,981</b>	<b>\$ 39,260</b>

### Traffic Counter at Drive-up Facility

Night Drop *	635	658
8-5 Drive-up Window Customers *	4,624	4,218
<b>Total Traffic Counter</b>	<b>5,259</b>	<b>4,876</b>

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

## Meter Reading Division

	FYE 13		FYE 12	
	APRIL	YTD	APRIL	YTD
Number of Meters Read	39,007	360,804	36,539	365,595
New Service	1,100	12,726	1,212	11,842
Request for Termination	1,158	12,027	1,278	11,334
Delinquent On(s)	130	698	130	1,710
Delinquent Offs	284	1,242	246	2,800
Collect Deposit Tags Hung	55	754	53	843
Collect Deposit Cut Offs	51	724	39	660
Blue Tags	8	96	14	126
Number of Meters Re-read	975	10,320	883	11,141
Meters Cleaned	23	710	101	638
Customer Assists	37	614	87	616
Meters Pulled	0	4	0	1
Meters Re-set	0	1	0	2
TOTAL	42,828	400,720	40,582	407,308

## Utility Division Activity Report

	FYE 13		FYE 12	
	APRIL	YTD	APRIL	YTD
STATUS REPORT				
Regular Utility Accounts Billed	39,690	393,589	38,676	386,705
New Ons	764	8,137	506	6,797
Final Accounts Billed	760	7,076	682	6,411
TOTAL METERS READ	41,214	408,802	39,864	399,913

**FIRE 4**

**NORMAN FIRE DEPARTMENT  
MONTHLY PROGRESS REPORT  
April, 2013**

**FIRE PREVENTION DIVISION ACTIVITIES**

Inspections	225/ 207 staff hours
Re-Inspections	136/ 100 staff hours
Residential Inspections	0
Smoke Detector Batteries	26/ 15.75 staff hours
Plan/Platt Review	62/ 44 staff hours
Company Inspections	0
Re-Inspections	0
<b>Total Inspections</b>	<b>461/ 307 staff hours</b>
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)	
Code Violation Complaints	17.25/ 15.5 staff hours
Training (hours)	12/ 45.5 staff hours
Fire Education Classes	10/ 10.5 staff hours
Investigations	3
Investigative Activities	8/ 27.5 staff hours
Miscellaneous/Special	

3 State Fire Marshal Targeted Training  
1 Man OFSA  
4 NMF  
2 Men Bullex Classes  
1 Man State Fire Chiefs Conference

Fire Dept

Copy of Fire Suppression Monthly Activities  
(Summa

Date Between {04/01/2013} And {04/30/2013}

Activity Code	Staff Count	Total Hrs	Pct Hrs
BP Blood Pressure Test (In-Station)	4	2.00	0.04%
CSI Car Seat Installation / Check	5	1.54	0.03%
CX Cancelled Call	508	41.73	0.85%
DE Daily Unit / Equipment Checks	1,131	1,103.25	22.56%
FS Fire on Standby (Committed & Unassigned)	13	26.70	0.55%
FX Fire At Scene	118	60.29	1.23%
HX Haz-Mat At Scene	26	18.20	0.37%
IV Investigate	498	178.73	3.65%
LD / OJI Light Duty - On The Job Injury	1	10.00	0.20%
LM Lawn Maintenance	38	33.50	0.68%
MS Medical On Standby (Committed & Unassigned)	29	36.80	0.75%
MX Medical At Scene	2,912	1,088.23	22.25%
OD Dept. Meeting/Project (Except Officer's Meetings)	17	33.00	0.67%
PE Off Site Public Education / Demonstration	16	97.00	1.98%
PP Preplan Activities	4	2.32	0.05%
PS Public Service	309	104.30	2.13%
RIDE Rideout/Preceptor Program	10	32.50	0.66%
SB Shift Briefing	1,084	735.23	15.03%
SM Station Maintenance	1,220	1,204.14	24.62%
TT Trade Time	5	70.00	1.43%
VM Vehicle Maintenance (i.e. Monthlys)	13	11.50	0.24%
	<u>7,961</u>	<u>4,890.96</u>	

**NORMAN FIRE DEPARTMENT  
MONTHLY PROGRESS REPORT  
APRIL 2013**

**FIRE SUPPRESSION DIVISION ACTIVITIES**

**Incident Response Type Summary**

<b>Type</b>	<b>Count</b>	<b>% of Incidents</b>	
Fire	18	1.89	
Overpressure Rupture, Explosion, Overheat - no fire	1	.10	
Rescue & Emergency Medical Service Incidents	671	70.55	
Hazardous Conditions (No Fire)	24	2.52	
Service Call	73	7.67	
Good Intent Call	97	10.19	
False Alarm & False Call	59	6.20	
Severe Weather & Natural Disaster			
Special Incident Type	1	.10	
Incomplete & Not Yet Entered	8		
<b>Total Incident Count</b>	<b>952</b>		
<b>Total Fire Loss</b>			<b>10.110</b>

**Average Response Times**

	<b>Number of Calls</b>	<b>Average Time</b>
Station #1	197	4.39
Station #2	115	4.06
Station #3	177	5.74
Station #4	109	4.73
Station #5	17	7.29
Station #6	36	8.33
Station #7	73	5.47
Station #8	41	4.66

Number of On-the Job Injuries: 1

## EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: April 2013
<b>Mitigation:</b>	
Siren testing	Unit continue at 100%
Shelter rebate program	Still pending funding
<b>Preparedness:</b>	
Medieval Fair Event	~400 volunteer hours, established cooling station operated by volunteers, provided basic first aid to visitors
Amateur Radio Meeting	April 13
Norman Emergency Response Volunteer	April 20 Quarterly training, Title changing to Norman Emergency Response Team (NERT)
Earth Day Activity	April 21, ~50 volunteer hours
State Exercise for Hospitals	April 24, Norman Volunteers functioned as evaluators and in support roles at various locations
Medical Reserve CORPS Badge Day	April 26, provided credential information and pictures for Medical Reserve CORPS volunteers to State Health Dept
OK Marathon	April 28, various volunteers supported the OK Marathon
<b>Response:</b>	
Severe Weather Response	April 17, sirens activated utilizing the zone approach
<b>Recovery:</b>	
Long Term Recovery Committee	Committee meets each Thursday morning at the Red Cross, has ~20 cases still working from the August 2012 wildfire



## **HUMAN RESOURCES**

**5**

**HUMAN RESOURCES**  
**Monthly Report**  
**April 2013**

**ADMINISTRATION/LABOR RELATIONS**

***A. Administrative***

- Held a return to work hearing – Information Services
- Met with insurance consultants to discuss current TPA
- Attended Retirement Board Meeting
- Attended Finance Committee meeting
- Attended Oklahoma Public Employers Labor Relations Association (OKPELRA) meeting

***B. Grievances (active)***

- AFSCME Grievance FY13 – 17 – Mays (Fleet) – Disputing non-payment of overtime
- AFSCME Grievance FYE13 – 14 – Lowman (Fleet) – Shift assignment/seniority (*Union has requested Arbitration*)
- IAFF Grievance FYE13 – IAFF/Hart – Wellness Program

***C. Collective Bargaining***

- Held one (1) negotiation session with FOP
- Held three (3) negotiation sessions with IAFF
- Held three (3) negotiation sessions with AFSCME

***D. Administrative Support***

- Processed Monthly Department Report
- Compiled and distributed April 2013 City Newsletter
- Reconciled expense accounts and processed invoices
- Attended/Summarized seven (7) negotiation sessions: (3) AFSCME; (1) FOP; (3) IAFF
- Assisted in one (1) Wellness Screening event

**BENEFITS**

- Processed transactions for Life, Health/Dental and Supplemental Insurance Plans
- Weekly conference calls with Gallagher Benefit Services and UMR reps
- Monthly conference call with UMR Care Management
- Conducted orientation for Maintenance Worker I (Streets); Maintenance Worker I (Line Maintenance); Utilities Supervisor (Sanitation)

- Four (4) pre-site visits for Wellness Screening locations
- Nine (9) registration events for Wellness Screenings (4 locations)
- Registered two (2) employees for make-up sessions
- Scheduled make-up sessions for Wellness screenings in May 2013
- Responded to 312 benefit inquiries

## **COMPENSATION**

### **A. Personnel actions processed:**

- Thirty-seven (37) employees hired:
  - 1 – Public Works/Streets – Maintenance Worker I
  - 1 – Utilities/Water Line Maintenance – Maintenance Worker I
  - 1 – Utilities/Sanitation – Utilities Supervisor
  - 34 - Parks and Recreation – (1) Vector Control Officer; (3) Laborers; (30) Umpires
- Seven (7) employees terminated employment:
  - 1 – Finance/Accounting – Municipal Accountant I
  - 1 – Utilities/Sanitation – Sanitation Worker II
  - 2 – Police – (1) Police Officer; (1) Communications Officer
  - 1 – Municipal Court – Juvenile Community Services Supervisor
  - 2 – Parks and Recreation – (1) Maintenance Worker I; (1) Custodian PPT
- Three (3) employees promoted:
  - 2 – Utilities/Sewer Line Maintenance – Maintenance Worker II
  - 1 – Finance/Utilities – Meter Services Supervisor
- Assisted employees/spouses with Wellness Screening appointments for three (3) days

### **B. Compensation/Benefit Surveys:**

- Responded to a compensation/benefit survey request from Little Rock, AR
- 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
- Auto Service Technician, Public Works/Fleet Management Division
- Community Service Project Supervisor, Municipal Court
- Youth Baseball/Softball Umpire, Parks & Recreation/Recreation
- Baseball Supervisor, Parks & Recreation/Recreation
- Deputy Marshal, Municipal Court
- Vector Control Officer, Parks & Recreation/Park Maintenance

- Temporary Laborer, Parks & Recreation/WW Golf Course
- Bus Driver, Parks & Recreation/Recreation
- Sanitation Worker I, Utilities/Sanitation
- Assistant Aquatic Manager AM, Parks & Recreation/WW Pool
- Assistant Aquatic Manager PM, Parks & Recreation/WW Pool
- Office Manager/Cashier, Parks & Recreation/WW Pool
- Cashier, Parks & Recreation/WW Pool
- Instructor/Lifeguard, Parks & Recreation/WW Pool
- Maintenance Worker, Parks & Recreation/WW Pool
- Lifeguard-Water Slide, Parks & Recreation/WW Pool
- Police Officer, Police/Patrol
- Golf Course Attendant, Parks & Recreation/WW Golf Course
- Sanitation Worker II, Utilities/Sanitation
- Recreation Leader I, Parks & Recreation/Recreation
- Maintenance Worker I, Public Works/Traffic
- Special Instructor: Summer Camp, Parks & Recreation/Recreation
- Custodian, Parks & Recreation/Little Axe Center
- Marshal, Municipal Court
- Hearing Officer, Municipal Court
- Communications Officer, Police/Emergency Communications Bureau
- Customer Service Supervisor, Finance

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

<b>Contacts/Inquiries</b>		<b>Selection Process Elements</b>	
In Person	415	Written Exams	0
Phone	495	Practical Testing/Assessment Center	0
Mail	270	Panel Board Interviews	0
Email	200	Promotion Board	3
Total Subscribers on E-mail Vacancy List	1,714	Oral Interviews	16
Total Visits to City of Norman HR website	3,977	Hiring Board	0

<b>Hiring Statistics</b>		<b>Recruitment Statistics</b>	
Pre-Employment Background Investigations	30	Advertisements Placed	12
Pre-Employment Drug Screens	40	Applications Received	126
Pre-Employment Physicals	23	Job Announcements Emailed	69
Pre-Employment OSBI	15	Job Announcements to CON Depts.	637

#### **TRAINING & DEVELOPMENT**

Provided “Give ‘em the Pickle” customer service training for 79 employees in Utilities/Sanitation and Water Reclamation, Public Works/Fleet Management, Planning and Community Development, Police and Municipal Court.

The Computer Training Lab was the site for Mobile Field Inspection Device training for Building Inspectors in Planning and Community Development/Development Services;

Organization and Structure of E Files training for various divisions in the Utilities Department; Little League scheduling for Parks and Recreation; and, IT server maintenance, IT V Center installation, and the public safety project by Finance/Information Technology.

## **SAFETY**

Safety activities during April 2013:

- Held twelve (12) safety meetings

### **Recordable Injuries – 3**

<b>Employee</b>	<b>Nature of the injury</b>	<b>Activity</b>	<b>Prognosis</b>
Police/Patrol	Possible Blood-borne pathogen exposure	Arresting suspect	Medical surveillance, returned to work
Public Works/Fleet	Strain/Sprain to back	Lifting tire	Medical care, returned to work
Utilities/Line Maintenance	Torn ligament to thumb	Steering wheel spun quickly when front tire bumped a solid object; thumb was caught by steering wheel spoke	Ongoing medical care to reattach tendon

### **Vehicle Collisions– 1**

<b>Division</b>	<b>Description of Collision</b>	<b>Discipline Status</b>
Police/Patrol	Veered to the right to avoid collision with a vehicle stopping suddenly; the back passenger bumper hit citizen's car in front	Chargeable

Cumulative number of Vehicle Collisions of the indicated year to date, 2013 is YTD total.					
<b>2013</b>	<b>2012</b>	<b>2011</b>	<b>2010</b>	<b>2009</b>	<b>2008</b>
7	15	42	42	34	18



**MONTHLY REPORT - LEGAL DEPARTMENT**  
**April Report**  
**(Submitted May 10, 2013)**

**LIST OF PENDING CASES:**

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

Hodge v. Keene, et al., No. 13-6047(10<sup>th</sup> Cir. 2013); CIV-2010-1283-D (K, B)

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

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

**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)

Reinhardt v. Hopps, et al., CIV-2011-979-D (K, B)

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

Burton v. City of Norman, WCC 2011-11026 R; Supreme Court Case No. 111127

Chavez v. City of Norman, CJ-2010-2021; No. DF - 111249 R (K)

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

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)

This lawsuit was filed on October 30, 2012 and served on the City on April 26, 2013. This action arises from a denial of a tort claim for continuing sewer problems due to an allegedly improperly installed sewer main at 3913 Stonewell Court. The City's answer is due on May 16, 2013.

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

City v. Shoun, CV-2013-485 (K)

This lawsuit was filed on May 7, 2013. This action arises from the City's inability to return a seized handgun to the Defendant as he is a convicted felon whose term of imprisonment exceeded one year. Pursuant to federal law, the handgun cannot be returned to him. There is an issue as to whether the handgun may be returned to the spouse. The City has requested the Court to determine whether the handgun may be returned to the spouse.

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 (KB)

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 2011-876L

Woods v. City of Norman, CJ 2011-1994 TS

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

***B. Condemnation Proceedings***

Dunn v. City of Norman, CJ 2012-1097 (K)

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

Application to Vacate & Foreclose, CV 2012-1359

Arvest v. Jessica Baker, et al., CJ 2012-696

Bank of Oklahoma v. AGLC, et al., CJ-2011-14 (K)

Everbank v. Derek Anderson, CJ 2012-1465 L

In the Matter of the Application of the Franklin Baptist Church to Vacate the Portion of Liberty v. Botkin, CJ 2012-1322 (M)

Nationstar v. Borrego, CJ 2012-419TS (M)

***D. Municipal Court Appeals***

***E. Small Claims Court***

***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

AFSCME Grievance FYE11-04 – (Woods, J. - Separation) Held in Abeyance

AFSCME Grievance FYE13-14 – (Lowman Seniority) Arbitration has been requested.

AFSCME Grievance FYE13-17 – (Mays Overtime)

AFSCME Grievance FYE13-18 – (Jones Discipline)

FOP Grievance FYE13 – (McKenna - Suspension without pay). This grievance has been moved to arbitration and is scheduled for August, 2013.

FOP Grievance FYE 13 - (Amason – Termination). Arbitration has been requested but a date has not been set.



IAFF Grievance FYE11 – (IAFF - Merit Increases) Held in Abeyance. See also City v. IAFF, CV-2011-48 L; DF - 109447 (P, K)  
IAFF Grievance FYE13 – (IAFF – Wellness Program).

**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)**

**D. Oklahoma Corporation Commission**

**MEDIATION PROGRAM**

For the month of April, 2013, the Early Settlement Norman Mediation Program accepted 76 new cases, closed 54 cases and conducted 6 mediations.

**MUNICIPAL COURT PROSECUTIONS**

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through April 30, 2013. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

	<b><u>ADULT CASES</u></b>			<b><u>JUVENILE CASES</u></b>			<b><u>COURT SESSIONS</u></b>		
<u>Month</u>	FYE 11	FYE 12	FYE 13	FYE 11	FYE 12	FYE 13	FYE 11	FYE 12	FYE 13
JULY	605	371	409	13	48	54	16	14	17
AUG	626	501	907	5	36	83	15	15	19
SEPT	578	548	467	30	97	111	15	15	15
OCT	559	567	614	35	57	75	9	12	13
NOV	433	493	404	6	27	26	10	12	14
DEC	551	495	352	28	83	47	11	9	11
JAN	668	582	555	35	36	77	14	15	14
FEB	509	555	533	20	58	44	11	15	11
MAR	671	585	673	21	85	68	14	12	14
APR	480	627	587	1	62	73	10	16	16
MAY	561	672		23	84		15	17	
JUNE	582	620		32	48		9	10	
TOTALS / YTD	6623	6616	5501	249	721	658	149	162	144

## **WORKERS' COMPENSATION COURT**

The total number of pending cases is 38. There were two new cases filed in April, 2013. There is one case appealed to the Oklahoma Supreme Court. The remaining cases are proceeding in active litigation in the Workers' Compensation Court. 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	FYE13 CASES	FYE12 CASES	FYE11 CASES	FYE10 CASES
City Clerk	Building Maintenance				1	
Fire	Administration				3	
Fire	Suppression	16	10	10	6	10
Parks/Rec.	Recreation					
Parks/Rec.	Park Maintenance			1	2	
Police	Animal Control					1
Police	Patrol	3	2		2	1
Police	Records					
Police	Administration	1		2		5
Public Works	Street Maintenance	4	3		5	1
Public Works	Traffic Control	1		2	1	
Public Works	Vehicle Maintenance					1
Public Works	Stormwater	2	2			
Utilities	Line Maintenance	7		1	6	1
Utilities	Sanitation	1	1	1	4	4
Utilities	Water/WW Treatment	2			3	3
Utilities	HEO	1				
<b>TOTALS</b>		<b>38</b>	<b>18</b>	<b>15</b>	<b>33</b>	<b>27</b>

### ***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)  
Barton, Marvin L., v. City of Norman, WCC 2012-12945 A  
 (Utilities, MWI Sewer Line Main., Cardiovascular)  
Bernhardt, Jeff L. v. City of Norman, WCC 2013-02846K  
 (Fire, Left Knee)  
Blake, Don v. City of Norman, WCC 2010-01945 A  
 (Retired PD, Head)  
Bolenbaugh, Joel v. City of Norman, WCC 2012-13808 Y  
 (Utilities, Sanitation, Right Knee)  
Bradshaw, Matthew v. City of Norman, WCC 2012-07472 J  
 (Firefighter, L/R Hands/Wrists, Head)  
Bridgeford, Earl, v. City of Norman, WCC 2010-14361 A  
 (Utilities Water Treatment, Both Hands)  
Burright, Justin v. City of Norman, WCC 2012-14093 Y  
 (Firefighter, Right shoulder, body)

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)

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

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)

Curtis, John v. City of Norman, WCC 2013-00527 X  
(PW MWI Streets, Right leg/knee)

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

Glover, Harold v. City of Norman, WCC 2010-09518 H  
(Fire Captain, Back, Body, Depression)

Hamman, Kenneth v. City of Norman, WCC 2011-05712 Q  
(Utilities MWI, Water Line Maintenance, Head)

Hamman, Kenneth v. City of Norman, WCC 2011-06613 L  
(Utilities MWI, Water Line Maintenance, R. Shoulder)

Harris, Gregory W. v. City of Norman, WCC 2013-03951 A  
(PW, SW, MWI, Right Knee)

Hartless, Richard v. City of Norman, WCC 2012-12849 A  
(Firefighter, Right shoulder, body)

Hartless, Richard v. City of Norman, WCC 2012-12948 Q  
(Firefighter, Left foot, left big toe, body)

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)

Kent, Scott v. City of Norman, WCC 2007-07275 Y  
(PW Sewer line maintenance, Hand, Depression)

Loveless, Ryan v. City of Norman, WCC 2012-11700 X  
(Firefigther, Spine)

Pack, Robert v. City of Norman, WCC 2013-01562 X  
(HEO/Streets/PW, right Hand)

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

Pelfrey, Leonard Don v. City of Norman, WCC 2012-13572 F  
(Firefighter, Left shoulder rotator)

Raney, Jeremy v. City of Norman, WCC 2013-00356 H  
(PW Streets, HEO, Right Shoulder)

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)

Smith, Joseph B. v. City of Norman, WCC 2010-03196 F  
 (Firefighter, Back)

Starkey, W. Brian v. City of Norman, WCC 2012-09890 L  
 (Firefighter, Left Shoulder)

Stephens, Willard v. City of Norman, WWC 2012-07198 A  
 (Utilities, HEO, Left Shoulder/Arm)

### **SPECIAL CLAIMS**

There were 2 new claims forwarded to the City Attorney's Office in April, 2013. The following is a breakdown of the Special Claims activity through April 30, 2013.

<b><u>DEPARTMENT</u></b>	<b><u>FYE 13 Month</u></b>	<b><u>FYE 13 To Date</u></b>	<b><u>FYE 12</u></b>	<b><u>FYE 11</u></b>	<b><u>FYE10</u></b>
Animal Control			2		
City Clerk					
Code Enforcement					
PW-Engineering		1		1	
Finance (meter covers)				1	
Fire		1	2	2	2
Fleet					
Human Resources					
Legal			1		
Utilities-Sewer & Line Maintenance	1	10	4	21	16
Parks			3	1	2
Planning					
Police		8	7	4	12
Public Works-Traffic	1	3	11		
Road & Channel					
Utilities-Sanitation		4		1	11
Streets		7	4	7	18
Utilities		3	24	3	
Utilities-Waste Water (runoff water)					
Other				7	13
<b>TOTAL CLAIMS</b>	<b>2</b>	<b>37</b>	<b>58</b>	<b>48</b>	<b>74</b>

<b><u>CURRENT CLAIM STATUS</u></b>	<b><u>FYE 13 To Date</u></b>	<b><u>FYE 12</u></b>	<b><u>FYE 11</u></b>	<b><u>FYE 10</u></b>
Claims Filed	37	58	48	74
Claims Open and Under Consideration	7	3	1	0

Claims Not Accepted Under Statute/Other	0	0	8	16
Claims Paid Administratively	9	22	14	13
Claims Paid Through Council Approval	6	11	5	8
Claims Resulting in a Lawsuit for FY13	0	1	1	0
Claims Barred by Statute (No Further Action Allowed)	3	20	18	37
Claims in Denied Status (Still Subject to Lawsuit)	12	1	1	0

### **UNIVERSITY NORTH PARK TIF**

Council approved a contract with CGC for Legacy Park construction in January. Construction on the Park has begun and is anticipated to take 12-14 months to complete. Staff continues to work closely with NEDC to finalize the purchase of an additional 30 acres in University North Park for economic development.

**MUNICIPAL COURT    7**

**MUNICIPAL COURT  
MONTHLY REPORT  
APRIL - FY '13**

**CASES FILED**

	<b><u>APRIL</u></b>	<b><u>FY13</u></b>	<b><u>Y-T-D</u></b>	<b><u>APRIL</u></b>	<b><u>FY12</u></b>	<b><u>Y-T-D</u></b>
Traffic	1,496		14,132	1,446		14,334
Non-Traffic	444		3,736	513		4,170
SUB TOTAL	1,940		17,868	1,959		18,504
Parking	1,093		8,344	161		5,394
<b>GRAND TOTAL</b>	<b>3,033</b>		<b>26,212</b>	<b>2,120</b>		<b>23,898</b>

**CASES DISPOSED**

	<b><u>APRIL</u></b>	<b><u>FY13</u></b>	<b><u>Y-T-D</u></b>	<b><u>APRIL</u></b>	<b><u>FY12</u></b>	<b><u>Y-T-D</u></b>
Traffic	1,291		13,447	1,355		13,833
Non-Traffic	374		3,582	356		3,582
SUB TOTAL	1,665		17,029	1,711		17,415
Parking	852		6,399	216		4,734
<b>GRAND TOTAL</b>	<b>2,517</b>		<b>23,428</b>	<b>1,927</b>		<b>22,149</b>

**REVENUE**

	<b><u>APRIL</u></b>	<b><u>FY13</u></b>	<b><u>Y-T-D</u></b>	<b><u>APRIL</u></b>	<b><u>FY12</u></b>	<b><u>Y-T-D</u></b>
Traffic	136,409		1,327,486	136,553		1,333,466
Non-Traffic	44,386		514,643	50,841		586,828
SUB TOTAL	180,795		1,842,129	187,394		1,920,294
Parking	20,433		171,891	6,715		148,622
<b>GRAND TOTAL</b>	<b>201,228</b>		<b>2,014,020</b>	<b>194,109</b>		<b>2,068,916</b>

## Juvenile Community Service Program

In April, 2013, juveniles provided 142 hours of community service worked through our Juvenile Community Service Program to various local, non-profit agencies. Of these hours, 73 hours valued at \$529.25, if paid at minimum wage, were devoted to City of Norman parks and other projects.



## **PARKS AND RECREATION**

**8**

**APRIL 2013  
PARK PLANNING DIVISION  
MONTHLY REPORT**

Park Planning Activities for the month included:

**Griffin Park:**

- Contractors completed assembly of the new bleachers for the softball and baseball fields at the park before the beginning of Little League season.
- Staff worked with the Junior League to install two benches purchased by their organization in the expanded area of the Dog Park. The benches were donated to the park and dedicated at their Paws for Parks event on the April 13th. The event was a day where people could bring their dogs to get checked out by a vet and receive some pet-friendly giveaways as part of the Junior League's mission to improve the community.

**Reaves Park:**

- Staff has been monitoring the contractor hired to replace the Middle Complex concession and restroom building. Lights for the ball fields were operational for the tournaments in the middle of this month. After the Medieval Fair, the construction of the new building foundation began. The perimeter foundation was poured and the first course of block was placed in preparation for placing the floor slab after the electric and plumbing trades have finished their preliminary sub-floor work. All work is proceeding as scheduled with some weather delays during the month which have been documented.

**Park Planning:**

- Staff continues to move forward with the park improvements at Sunrise and Colonial Commons Parks. At Sunrise Park—the ball field backstop has been painted and new chain link was installed, a new concrete sidewalk and entry ramp was poured across the front of the park to help complete the connectivity of the existing neighborhood sidewalks and new soccer goals were installed. At Colonial Commons Park, staff is working to get final pricing for repairing and re-surfacing the walking/jogging trail to its full 12 foot width and replacing the bridges over the creek along the different trails in that park. At Adkin's Crossing, new soccer goals were installed, new swings were installed and site furniture was replaced. Funding for these improvements was approved as part of the Charter amendment approved last year to allow pre-1994 park land acquisition funds to be spent on park development in areas where land is not available to be purchased.
- Also, picnic tables, trash cans and benches were set in Eastwood Park in and around the new playground equipment that was set in that park recently. Staff is getting quotes to replace the concrete path through that park, as well—in order to upgrade the accessibility and fulfill the remaining goals of the parks masterplan for that site.

**Whittier and Irving Recreation Centers:**

- Staff has advertised an RFP for installation of new rubber flooring in both centers this summer, while school is not in session. A pre-bid meeting was held on the 22<sup>nd</sup> at the Recreation Centers to answer contractor questions about the replacements. Bids are due on Friday, May 3 and work will be scheduled to occur while the Norman Public Schools are on summer break. Proposals will be received until May 3<sup>rd</sup>, so an item can be prepared for the second Council meeting in May and work can proceed as soon as possible, to be completed before school resumes in August.
- The project will be funded using the Room Tax Fund balance for these two centers; while a similar project is being considered for the Capital Fund in next Fiscal Year's budget at 12<sup>th</sup> Avenue Recreation Center. If approved, the 12<sup>th</sup> Ave. project will be bid this summer to be completed as soon as possible around the beginning of next school year.

**Rotary Park Pavilion:**

- Staff has advertised the RFP for the new pavilion in Rotary Park to replace the one destroyed in the tornado last April. The new structure will be a stone and timber pavilion like the one on the lake shore at Griffin Park designed by The McKinney Partnership, Architects. Proposals will be due on May 17<sup>th</sup> and construction will occur over the summer months.

**APRIL 2013  
RECREATION DIVISION  
MONTHLY REPORT**

**Senior Citizens Center:** There were two rentals at the facility this month with 342 people participating. The Tax Aide program completed their program on April 11th. AARP volunteers prepared taxes for over 800 people from February through April. This is an excellent program for the seniors and we are fortunate to be able to provide this service at the center. There were 979 participants this month involved in various activities with bridge and exercise classes having the most participation.

**Little Axe Community Center:** There were 171 transactions at the library kiosk this month and the food donations from Country Boy Markets and the food closet again provided assistance to 394 individuals. There was 1 rental at the facility this month with 30 in attendance. The Head Start program continues weekdays at the center. The center worked in cooperation with the Little Axe Child Food Program and the Oklahoma State Department of Health to provide a Food Handlers certification class to 35 individuals.

**12th Avenue Recreation Center:** There were ten rentals at the center this month with 824 in attendance. The Men's Open and Church basketball leagues finished their tournament season with 20 teams playing on Monday, Tuesday and Thursday evenings. The center hosted the annual Trout Derby clinic. Jazzercise, Aikido, Zumba, Kung Fu and Karate began their spring session this month. The After School program continues with children from Eisenhower Elementary. Registration for summer camp continues with 40 campers registered to date.

**Irving Recreation Center:** There were 9 rentals at the facility this month with 225 in attendance. Tippi Toes and Flamenco dance continue at the center. Junior Jammer Volleyball began this month with 2 teams practicing in the gym. The center hosts the Junior Division games each Tuesday. Summer Camp registration for Planet Reaves is ongoing with the camp currently at 75% capacity. Tippi Toes held their dance recital this month with parents, family and friends watching the girls perform their dance routines. The After School program continues at the center with students from Kennedy and Washington.

**Whittier Recreation Center:** Junior Jammer Volleyball began league play this month with 80 children participating on 10 teams. Games are being played at both Whittier and Irving Recreation Centers. Each team will play a minimum of 8 games followed by a double elimination tournament in May. The After School program continues daily at the center with an average of 28 children participating from Jackson and Truman Elementary Schools. Whittier Middle School uses the gym each school day for gym classes,

**FACILITY ATTENDANCE:**

	MONTH	YEAR TO DATE
Senior Citizens Center (includes congregate meals)	1,980	20,210
Little Axe Community Center	1,038	13,138
12th Avenue Recreation Center	3,909	30,355
Irving Recreation Center	2,063	19,550
Whittier Recreation Center	3,846	35,191
Reaves Center	300	3,000
Tennis Center	2,507	26,825

**APRIL 2013**  
**PARK MAINTENANCE DIVISION**

During the month crews prepared Andrews Park for the annual Mayfair Festival. Crews continued preparation of the ball fields at Griffin Park for the 2013 Youth Baseball and Softball season which began April 29th. Crews prepared N.E. Lions Park for the annual Trout Fishing Derby hosted by the Troy Hatfield Foundation, David Stanley and the Oklahoma Fisheries Lab. Crews also prepared Reaves Park for the annual Earth Day celebration on April 21st. Routine mowing and restroom and trash pickup occurred at all park sites..

<b>SAFETY REPORT</b>	<b>FYE-13MTD</b>	<b>FYE-13YTD</b>		<b>FYE-12MTD</b>	<b>FYE-12YTD</b>
On-The-Job Injuries	2	13		2	9
Vehicle Accidents	0	2		0	3
Employee responsible	0	1		0	1
<b>ROUTINE ACTIVITIES</b>	<b>Total Man Hours MONTH-TO-DATE</b>	<b>YEAR-TO-DATE</b>		<b>Total Man Hours MONTH-TO-DATE</b>	<b>YEAR-TO-DATE</b>
Mowing	139.00	773.75		258.00	1467.00
Trim Mowing	724.00	4433.00		934.00	5251.50
Chemical Spraying	52.00	707.00		56.00	631.00
Fertilization	0.00	8.00		4.00	28.00
Tree Planting	0.00	77.50		0.00	6.00
Tree & Stump Removal	0.00	1343.00		0.00	521.00
Tree Trimming/Limb Pick-Up	28.00	686.25		8.00	738.50
Restroom/Trash Maintenance	559.00	3020.00		350.00	3407.00
Play Equipment Maintenance	48.50	1750.50		60.50	1097.00
Sprinkler Maintenance	97.50	2224.75		68.00	1677.00
Watering	0.00	512.50		0.00	929.25
Grounds/Building Maintenance	34.50	330.50		27.00	233.00
Painting	16.00	25.50		0.00	16.00
Planning Design	0.00	37.00		0.00	8.00
Park Development	4.00	362.50		6.25	188.25
Special Projects	508.00	4174.25		382.25	4313.75
Nursery Maintenance	0.00	2.00		0.00	20.00
Flower/Shrub Bed Maintenance	44.00	652.50		126.00	1025.50
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	0.00	58.00		0.00	226.00
Fence Repairs	0.00	1125.00		8.00	644.00
Equipment Repairs/Maintenance	158.50	1549.75		169.50	1832.25
Material Pick-Up	41.25	171.25		4.75	173.25
Miscellaneous	118.75	2313.25		160.25	1897.00
Shop Time	72.50	431.50		14.00	259.00
Snow/Ice Removal	0.00	106.00		0.00	46.00
Christmas Lights	0.00	1787.00		0.00	731.00
Close to Home Fishing	0.00	0.00		0.00	12.00
Forestry	0.00	6.00		0.00	42.00
Graffiti Clean-Up	0.00	52.00		4.00	83.00

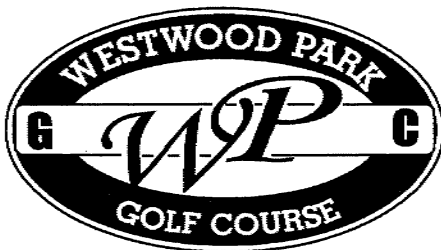
APRIL 2013  
COMMUNITY SERVICE PROGRAM  
MONTHLY REPORT

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	1	13	31.00	473.00	5	40	76.00	1104.75	6	53	107.00	1577.75
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				\$224.75				\$551.00				\$775.75
Value of hours Y-T-D				\$3,429.25				\$8,009.44				\$11,438.69

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

**WESTWOOD/NORMAN MUNICIPAL AUTHORITY 8A**



APRIL 2013

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	APRIL FY'13	APRIL FY'12
Regular Green Fees	614	796
Senior Green Fees	103	211
Junior Fees	96	61
School Fees ( high school golf team players)	8	4
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	248	254
Employee Comp Rounds	180	256
Golf Passport Rounds	1	2
9-Hole Green Fee	177	209
2:00 Fees	77	138
4:00 Fees	231	374
6:00 Fees	24	70
PGA Comp Rounds	1	2
*Rainchecks	12	27
Misc Promo Fees <small>(birthday fees, players cards, OU student fees, Military, player pass)</small>	882	1307
Green Fee Adjustments <small>(fee difference on rainchecks)</small>	6	8
<b>Total Rounds</b> <small>(*not included in total round count)</small>	<b>2648</b>	<b>3692</b>
% change from FY '12	-28.28%	
<b>Range Tokens</b>	<b>3978</b>	<b>5511</b>
% change from FY '12	-27.82%	
18 - Hole Carts	123	188
9 - Hole Carts	55	85
1/2 / 18 - Hole Carts	1029	1407
1/2 / 9 - Hole Carts	359	532
<b>Total Carts</b>	<b>1566</b>	<b>2212</b>
% change from FY '12	-29.20%	
18 - Hole Trail Fees	1	3
9 - Hole Trail Fees	1	7
18 - Hole Senior Trail Fees	1	0
9 - Hole Senior Trail Fees	2	2
<b>Total Trail Fees</b>	<b>5</b>	<b>12</b>
% change from FY '12	-58.33%	
<b>TOTAL REVENUE</b>	<b>\$88,076.85</b>	<b>\$107,725.43</b>
% change from FY '12	-18.24%	

**APRIL 2013**  
**WESTWOOD GOLF DIVISION**  
**MONTHLY PROGRESS REPORT**

<b>SAFETY REPORT</b>	<b>FY 2013</b>	<b>FY 2013</b>	<b>FY 2012</b>	<b>FY 2012</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

**FINANCIAL INFORMATION**

	<b>FY 2013</b>	<b>FY 2013</b>	<b>FY 2012</b>	<b>FY 2012</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Green Fees	\$47,530.69	\$405,610.14	\$62,609.25	\$414,294.47
Driving Range	\$13,129.81	\$82,276.91	\$15,308.00	\$73,082.59
Cart Rental	\$26,855.01	\$218,320.66	\$28,856.44	\$217,321.33
Restaurant	\$535.79	\$6,727.80	\$887.83	\$8,932.24
Insufficient Check Charge	\$0.00	\$100.00		\$100.00
Interest Earnings	\$25.55	\$4,916.32	\$63.91	\$5,900.74
Golf Cart Advertisement	\$0.00	\$0.00	\$0.00	\$400.00
<b>TOTAL INCOME</b>	<b>\$88,076.85</b>	<b>\$717,951.83</b>	<b>\$107,725.43</b>	<b>\$720,031.37</b>
Expenditures	\$73,025.21	\$871,137.36	\$73,840.13	\$912,746.26
Income vs Expenditures	<b>\$15,051.64</b>	<b>(\$153,185.53)</b>	<b>\$33,885.30</b>	<b>(\$192,708.89)</b>
Rounds of Golf	2648	25404	3692	27526

The greens were aerified the first week of April. All newly refurbished Tee markers and Ball washers were installed. We began mowing fairways, tees, collars and aprons on an as needed basis. Greens mowing and cup changing occurs 5 to 6 times a week and traps are raked 5 times a week.

Agronomically, we are fertilizing greens with both liquid and granular forms of nitrogen for grow in. We are continuing our post emergent applications of broad leaf weeds. Soil temperatures have reached desired ranges so that a preventive fungicide program is performed. It has been a cool wet month with some tremendous range in temperatures and an abundance of much needed rain with totals around 9". Cool season grasses were mowed an average of 3 times a week. Cleaning and removal of rain/storm debris has been ongoing.

The berm that was built and sodded in March is now steadfast and a retainer was added to the overflow outlet (RCP) of the pond allowing us to increase the water holding capacity over 2 ponds for irrigation purposes. The cart barn was retrofitted with cart charger receptacle cord storage hooks for more efficient use for evening staff. Training of seasonal staff and framing of the new clock tower has begun.



APRIL 2013  
WESTWOOD POOL  
MONTHLY REPORT

Westwood Pool opens for the season May 25th.

FINANCIAL INFORMATION

	FY2013 MTD	FY2013 YTD	FY2012 MTD	FY2012 YTD
Admission Fees	\$0.00	\$50,562.25	\$0.00	\$50,652.50
Waterslide Fees	\$0.00	\$12,052.00	\$0.00	\$12,568.00
Swim Lesson Fees	\$0.00	\$4,578.00	\$0.00	\$6,562.50
Pool/Slide Rental	\$0.00	\$10,800.00	\$0.00	\$8,575.00
Locker Fees	\$0.00	\$19.50	\$0.00	\$19.50
Concessions	\$0.00	\$2,580.00	\$0.00	\$2,580.00
<b>TOTAL INCOME</b>	<b>\$0.00</b>	<b>\$80,591.75</b>	<b>\$0.00</b>	<b>\$80,957.50</b>
Expenditures	\$2,365.13	\$134,334.76	\$4,305.82	\$120,314.37
<b>Income verses Expenditures</b>	<b>(\$2,365.13)</b>	<b>(\$53,743.01)</b>	<b>(\$4,305.82)</b>	<b>(\$39,356.87)</b>

ATTENDANCE INFORMATION

	FY 2013 Month to Date	FY 2013 Season to Date (May-Aug 12)	FY 2012 Month to Date	FY 2012 Season to Date (May-Aug 11)
a. swim tags	0	5246	0	3571
b. pool admission	0	15749	0	17939
c. slide admission- (not inc. in total)	0	9341	0	11025
d. group admission	0	2764	0	756
e. noon admission	0	89	0	418
f. evening admission	0	2778	0	3644
g. evening tags	0	1732	0	1725
<b>TOTAL ATTENDANCE</b>	<b>0</b>	<b>28358</b>	<b>0</b>	<b>28053</b>

## **PLANNING AND COMMUNITY DEVELOPMENT 9**

**ADMINISTRATION, CURRENT PLANNING, GIS**

**9A**

## **PLANNING DEPARTMENT ACTIVITY**

### **April 2013**

#### **ADMINISTRATIVE DIVISION**

At the April 22, 2013 Community Planning and Transportation (CPTC) Committee meeting, members continued discussion of the draft high density residential (HDR) zoning district that staff is developing at the committee's request.

In response to committee requests from the March 11 meeting, staff presented slides depicting major and minor arterial roads throughout Urbanized Norman. Staff also presented a map showing a smaller area in the Core Area where high density land uses could be feasible. This map also depicted the arterial and collector roads in the area. Lastly, staff presented a map depicting locations within this smaller area where draft ordinance requirements for location could be met. These proposed requirements include:

- Sites located on arterial road
- Sites located on collector road within two blocks of an arterial road as long as all intervening land uses between the proposed site and the arterial road are non-residential

After committee discussion of progress-to-date, Mayor Rosenthal suggested that the ordinance should be divided into three categories of density: low, medium and high. After some discussion nearly everyone supported this idea and agreed on specific definitions of height, density and different ways of providing parking for each of the three categories. Members reaffirmed their agreement that a traffic study should be required for all three categories and that all three categories would be reviewed by the Design Review Committee. They also acknowledged that parking requirements would be different for each of the three categories, with the possibility of developing a fee-in-lieu of parking option for the middle category. Staff was directed to revise the draft ordinance to reflect these expanded categories and bring this back to the committee in three weeks on May 13, 2013.

#### **Greenbelt Commission**

There were five applications submitted for the April 15, 2013 meeting. GBC 13-7, Park 7 Group (Park 7 Development), was sent forward without additional comments. GBC 13-8, Diamond Homes (48<sup>th</sup> Avenue Cottages), was sent forward without additional comments. GBC 13-9, MSDC Properties (Summit Valley Addition) was sent forward with comments. GBC 13-10, MSDC Properties (Bellatona Addition) was sent forward with comments. GBC 13-11, COYSCO, LLC, was sent forward without additional comments. The next meeting is May 20, 2013.

## Miscellaneous

	2012 Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2013 Jan	Feb	Mar	Apr
Walk-Ins	97	60	60	52	41	71	75	72	70	72	97	96	99
Email Contacts	320	302		277	282	307	325	287	260	264	238	291	290
Lot Line Adjustments	1	0	2	2	1	4	2	3	4	4	4	3	0
Landscape Maint. & Replacement Bonds	0	2	2	0	3	1	2	1	4	6	4	3	2
Board of Adjustment Variance Appl.	2	0	1	2	0	1	2	2	0	3	4	1	1
Legal Notices Sent	47	0	47	37	0	11	50	19	0	96	107	13	16
Planning Commission Applications Rec'd	4	6	2	2	7	2	4	5	2	2	2	3	3
Legal Notices Sent	290	327	69	166	212	36	36	36	20	20	45	59	18
Pre-Development Meeting Appl. Rec'd	8	4	3	3	1	1	5	2	2	2	2	2	6
Notices Sent	407	214	135	111	36	86	203	31	281	27	43	44	276

## CURRENT PLANNING DIVISION

### Planning Commission – number of applications received

	2012 Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2013 Jan	Feb	Mar	Apr
Ordinance Amendments				1			1	1		2	3		
NORMAN 2025 Land Use Plan Amendments	2	1	1	2	2		1	1		1		2	
Rezoning Requests	4	6	2	2	4	1	2	2		1	2	3	1
Utility Easement/Road Closures					2		1	2	2	2			2
Preliminary Plats	5	3	1	2	3		4	2		1	1	4	
Final Plats		2	4	2	2	5	6	3	3	1	3	7	4
Rural Certificates of Survey	1					2	1	1	1			1	
Short Form Plats								1					1
Site Plan Amendments													
Certificate of Plat Correction	1												

During April, submittals for the May 9, 2013 Planning Commission meeting included one Short Form Plat; four final plats; one rezoning; one right-of-way closure; and one utility easement closure. Six Pre-Development applications were received for the April 25 meeting. During the month of April, twenty-two commercial building applications were submitted for review. Of those applications submitted, Current Planning Staff reviewed and approved eleven.

The Planning Commission met in Regular Session on April 11 and approved one Norman Rural Certificate of Survey, six final plats, one preliminary plat, one project which included a NORMAN 2025 Plan amendment, rezoning, preliminary plat, and final plat; one project which included rezoning and preliminary plat. The Planning Commission failed to make a recommendation on one project which included a NORMAN 2025 Plan amendment, rezoning, and preliminary plat. One set of minutes was prepared for the Planning Commission Regular Meeting.

**Board of Adjustment**

The Board of Adjustment met April 24, 2013 and considered one application for a Special Exception to permit the extension of the I-1, Light Industrial District, where the boundary line of a district divides a lot in single ownership as shown of record (22:441(7)(a)), which was granted. One set of minutes was prepared for the Board of Adjustment Regular Meeting. The next meeting is scheduled for May 22, 2013.

**Miscellaneous**

Staff issued 41 sign permits, 79 single family permits, 1 food service license, performed 12 inspections, researched and prepared zoning letters, researched and prepared staff reports on 1 variance request, researched and prepared staff reports on 5 greenbelt applications, reviewed commercial plans, provided Capital Improvements Budget staff support and prepared the Preliminary CIP Budget, represented the City at the ITTC committee at ACOG, assisted the public and staff with planning questions (zoning, signs, development, capital improvements, etc), staffed the Greenbelt Commission and Board of Adjustment.

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

GIS Staff attended the New World Executive conference in April. This conference gave staff insight into major changes occurring in the mapping portion of the New World public safety software. As the upgrades are in the early stages of development, we were able to give input into features that would make our business model operate more efficiently. As a college town Norman has special conditions, such as a change in direction of travel on certain streets on football game days that could change what responder is actually closer to a given incident.

Development of internal web services to allow users to access GIS data has continued in April. Special operations have begun to use the interactive radius generator that will allow them to determine the distance a crime occurs from places such as schools. Distance from places defined by statute change the severity of the charges for a crime. A test site for zoning has also been deployed. Work has begun on the external website. The first maps will be deployed in late May or early June.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 79 requests for service that resulted in the production of 101 mapping products. 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.



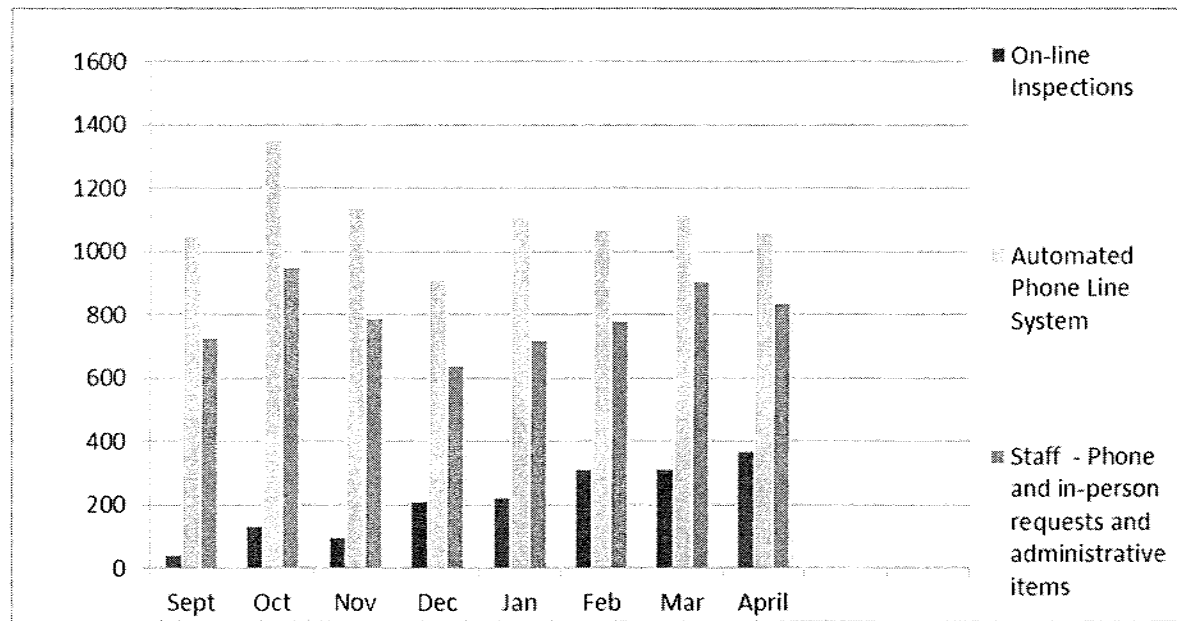


## DEVELOPMENT SERVICES DIVISION

### On-line Inspection Services

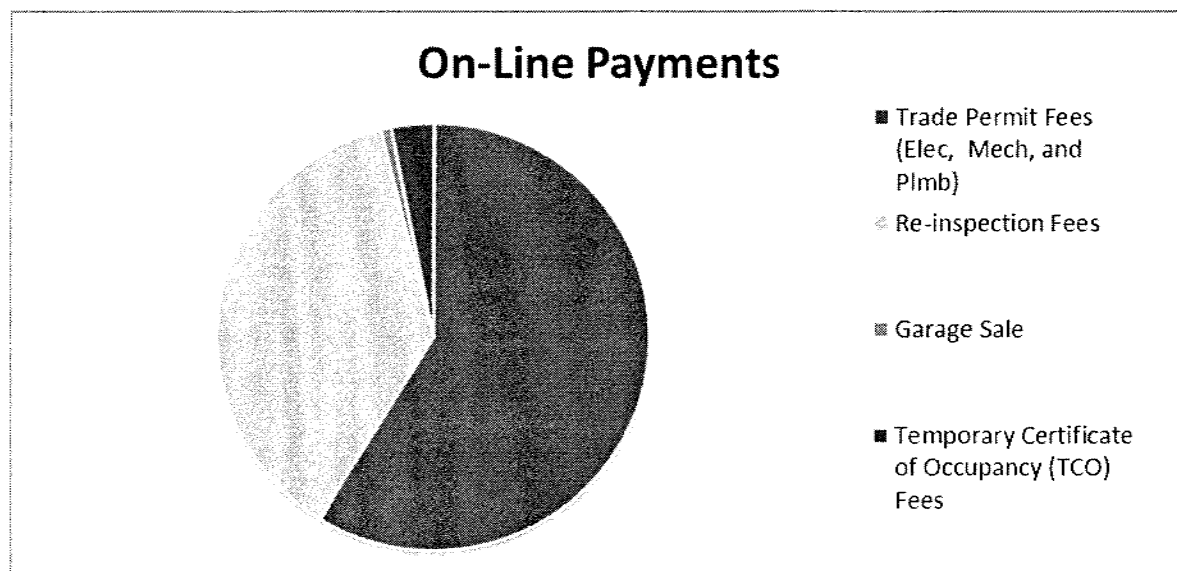
#### Inspection Requests

Since its implementation on September 5, 2012, 1,722 inspection requests have been made on-line; this includes 370 inspection requests in April. The graph below indicates the inspection requests received on-line, through the automated phone line system and the permit staff. The staff also schedules inspections for administrative items that are included in the report.



#### On-line Payments

To date 130 payments have been made on-line totaling \$7,108.50. This includes 22 payments in April totaling \$1,036.00.



### **Mobile Field Inspection**

The Building Inspectors received training on the Mobile Field Inspection (MFI) System from Selectron Technologies Inc. trainer Ryan Reams from Portland Oregon on March 28, 2013. In-house training has been on-going since that time.

The Mobile Field Inspection System works in conjunction with SunGard Public Sector, Building Permits (BP) database allowing near "real time" inspection result entry by the Building Inspectors thus allowing the Building Contractors, Trade Contractors and others with an active permit the opportunity to obtain inspection results almost immediately. Inspection results may be viewed on-line or through the Automated Phone Line System.

The Building Inspectors have been equipped with laptops and printers for use in the field. The printers allow the Inspectors to print the "Inspection Record" on-site upon completion of the inspection. Hands-on training with the "live" inspection data has been on-going with the MFI System and the printers during the month of April.

By the end of April the majority of the inspection requests were resulted in the field using the MFI System. A portion of the inspection results have been printed in the field; we expect printing activity to increase in the field in May.

To date, the most challenging obstacle has been maintaining connectivity on the laptops while they are in the field, although this issue has improved.

### **Construction Activity**

The value of all construction activity permitted in APRIL of 2013 totaled \$28,989,767, up from \$20,094,289 for the same month last year. A total of 194 permits were issued in APRIL of 2013 compared to 172 in APRIL of 2012. The higher number of permits is primarily due to new single family residential units. The higher value is primarily due to new residential and commercial activity.

Total new residential permitting activity in APRIL 2013 was 41 permits valued at \$10,076,265 compared to 30 permits valued at \$4,841,500 in APRIL 2012. New single-family detached residential construction in APRIL 2013 represented 39 new homes with an average value of \$254,993, compared with 29 new homes in APRIL 2012 with an average value of \$161,224. There were no attached single family permits. There were no new mobile homes in APRIL 2013 compared to 1 in APRIL 2012 valued at \$166,000. There were 2 new duplex permits in APRIL 2013 valued at \$131,555 compared to none in APRIL 2012. There were no new multi-family permits in APRIL 2013 or APRIL 2012.

Residential addition/alterations, storm shelters, swimming pools, storage buildings and other miscellaneous residential permits in APRIL 2013 numbered 135 and were valued at \$2,201,814 compared to 119 permits valued at \$2,248,762 for APRIL 2012. The average value in APRIL 2013 was \$16,310 compared to \$18,897 in APRIL 2012. The total number and value of permits was higher in APRIL 2013 primarily because of storage buildings and storm shelters.

New commercial construction permits in APRIL of 2013 totaled 8 with a value of \$12,218,438 compared to 4 permits valued at \$10,504,727 for APRIL 2012. The higher

number and value of permits is due to the new Wal Mart Gas Station, valued at \$2,413,438.

Commercial Addition/Alteration permits in APRIL of 2013 totaled 10 with a value of \$4,493,250 compared to 19 permits valued at \$2,499,300 for APRIL 2012. The number of permits is lower. The higher value is primarily due to a project at Phi Kappa Sigma valued at \$2,500,000.

## Construction Activity Summary for April 2013

Permit Type	No. of Permits	No. of Units	Const. Value	Average Value
New Residential (sing fam, mob homes, dupl)	41	41	\$ 10,076,265	\$ 245,763
New Multi-Family	0	0	\$ -	\$ -
New Non-Residential	8	N/A	\$ 12,218,438	\$ 1,527,305
Add/Alter Residential (All)	135	N/A	\$ 2,201,814	\$ 16,310
Add/Alter Non-Residential	10	N/A	\$ 4,493,250	\$ 449,325
Total Construction Permits/Value	194	41	\$ 28,989,767	

Detailed Permit Activity	Calendar Year 2013		Calendar Year 2012		2012
Residential Activity	April	YTD	April	YTD	Total Year
<b>Single Family Permits</b>	39	155	29	121	414
Total Construction Value	\$ 9,944,710	\$ 31,539,288	\$ 4,675,500	\$ 18,240,766	\$ 74,416,561
Avg Construction Value	\$ 254,993	\$ 203,479	\$ 161,224	\$ 150,750	\$ 179,750
<b>Single Family Attached Permits</b>	0	0	0	0	0
Total Construction Value	\$ -	\$ -	\$ -	\$ -	\$ -
Avg Construction Value	\$ -	\$ -	\$ -	\$ -	\$ -
<b>New Mobile Home Permits</b>	0	1	1	4	10
Total Construction Value	\$ -	\$ 32,900	\$ 166,000	\$ 232,500	\$ 394,639
<b>Duplex Permits</b>	2	6	0	2	10
Number of Units	2	6	0	2	10
Total Construction Value	\$ 131,555	\$ 781,555	\$ -	\$ 220,000	\$ 910,000
Avg Construction Value per Unit	\$ -	\$ 130,259	\$ -	\$ 110,000	\$ 91,000
<b>Multi-Family Permits</b>	0	1	0	0	59
Number of Units	0	4	0	0	930
Total Construction Value	\$ -	\$ 200,000	\$ -	\$ -	\$ 35,469,387
Avg Construction Value per Unit	\$ -	\$ 50,000	\$ -	\$ -	\$ 38,139
<b>New Residential Units</b>	41	166	30	127	1364
<b>New Residential Value</b>	\$ 10,076,265	\$ 32,553,743	\$ 4,841,500	\$ 18,693,266	\$ 111,190,587
Residential Demo Permits	3	17	6	16	36
Residential Demo Units	-3	-15	-4	-9	-25
<b>Net Residential Units</b>	38	151	26	118	1339
<b>Addition/Alteration Permits**</b>	17	67	25	79	214
<b>Other Permits***</b>	118	412	94	94	835
Total Construction Value****	\$ 2,201,814	\$ 6,210,129	\$ 2,248,762	\$ 6,161,437	\$ 16,276,181
Avg Construction Value	\$ 16,310	\$ 12,965	\$ 18,897	\$ 35,615	\$ 15,516
<b>Residential Permits</b>	176	642	149	300	1542
<b>Residential Value</b>	\$ 12,278,079	\$ 38,763,872	\$ 7,090,262	\$ 24,854,703	\$ 127,466,768
<b>Commercial Activity</b>					
<b>Commercial Permits</b>	8	26	4	27	99
Total Construction Value	\$ 12,218,438	\$ 26,266,876	\$ 10,504,727	\$ 26,715,837	\$ 61,707,892
Avg Construction Value	\$ 1,527,304.75	\$ 1,010,264	\$ 2,626,182	\$ 989,475.44	\$ 623,312
<b>Addition/Alteration Permits</b>	10	43	19	45	135
Total Construction Value	\$ 4,493,250	\$ 11,312,057	\$ 2,499,300	\$ 10,901,408	\$ 23,805,491
Avg Construction Value	\$ 449,325	\$ 263,071	\$ 131,542	\$ 242,254	\$ 176,337
<b>Non-Residential Value</b>	16,711,688	37,578,933	13,004,027	37,617,245	85,513,383
<b>Non-Residential Permits</b>	18	69	23	72	234
<b>Total Construction Value</b>	\$ 28,989,767	\$ 76,342,805	\$ 20,094,289	\$ 62,471,948	\$ 212,980,151
<b>Total Construction Permits</b>	194	711	172	372	1776
<b>Other Permits</b>					
Electrical Permits	117	459	128	433	1327
Heat/Air/Refrigeration Permits	138	458	129	475	1587
Plumbing & Gas Permits	154	555	148	525	1658
Foundation Permits	7	28	0	3	11
Temp Tents/Construction Trailers	5	12	4	14	34
Demo Permits (Residential)	3	17	6	16	35
Demo Permits (Commercial)	1	5	4	8	23
House Moving Permits	0	5	3	9	41
Sign Permits	34	131	12	71	254
Water Well Permits	2	17	6	11	33
Garage Sale Permits	273	399	236	454	2136
Swimming Pool Permits	5	27	8	23	60
Storage Building Permits	15	47	7	39	121
Carports	2	3	1	3	12
Storm Shelter Permits	88	310	68	218	532
Residential Paving	8	25	10	33	110
<b>Additional Division Activity</b>					
Miscellaneous/PODS/ROLOFS	13	41	10	51	150
Lot Line Adjustments	3	9	0	3	18
Certificates of Occupancy	91	394	92	379	1221
All Field Inspections	2335	8837	2090	7769	25440

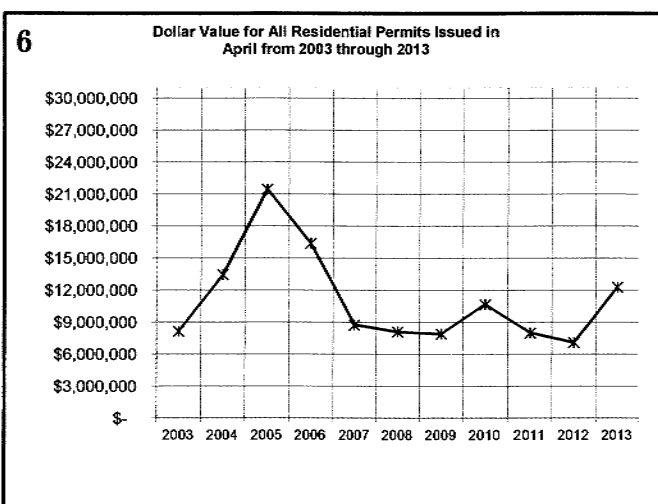
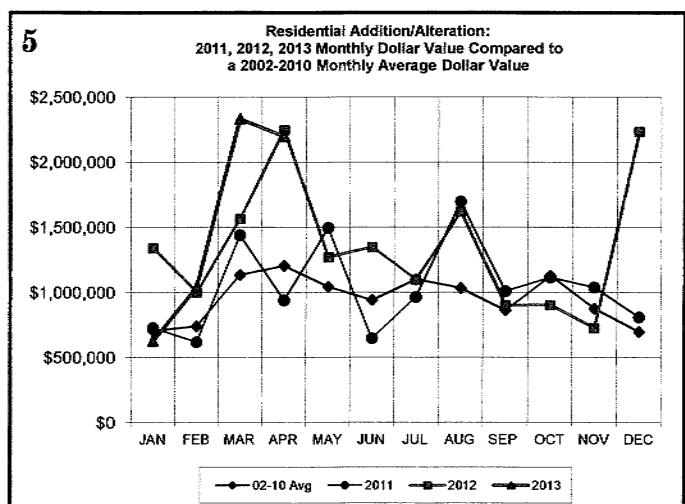
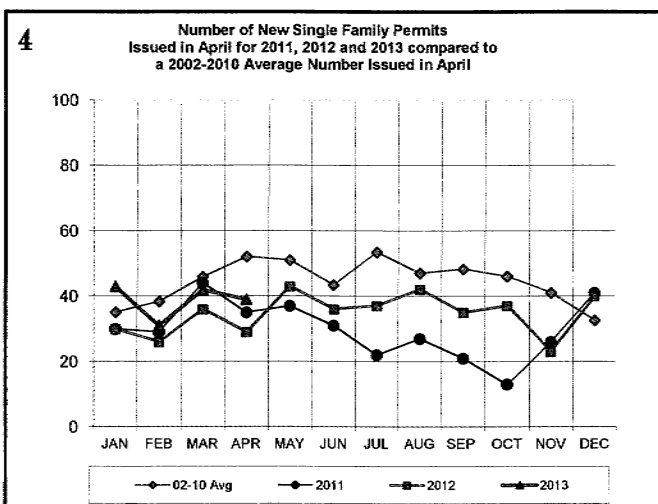
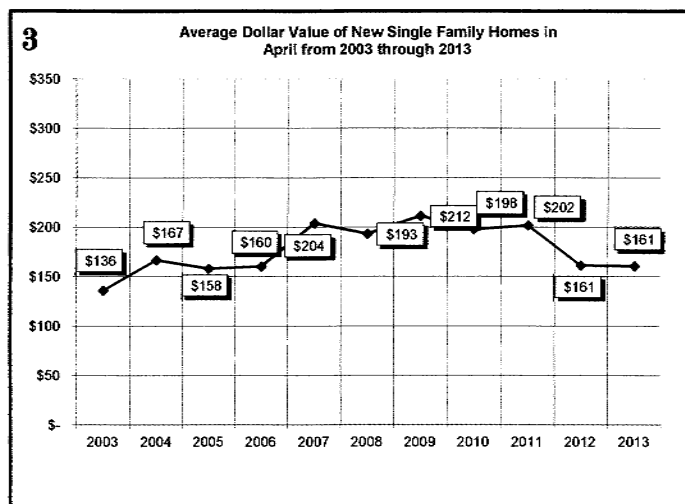
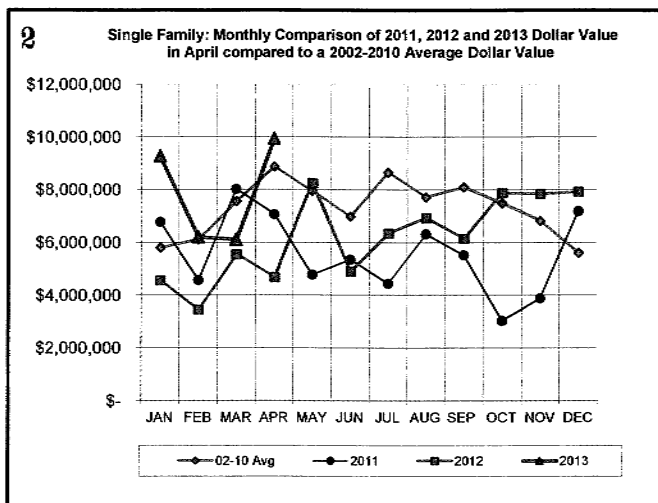
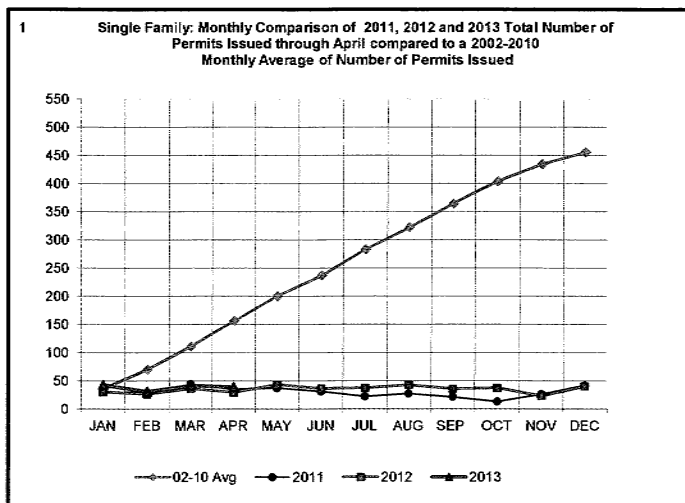
\*\*Count includes: Add/Alt, Fire Rpr, Reprint  
Mobile Homes & Multi-family Add/Alt.

\*\*\*\*Total Construction Value  
includes permit types listed to  
the left.

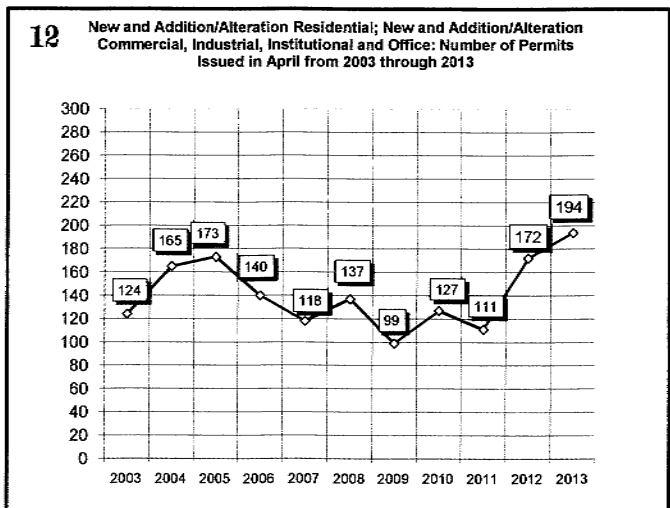
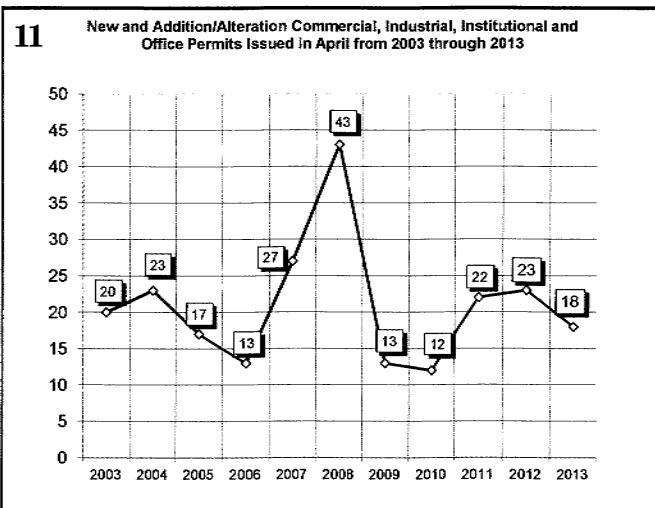
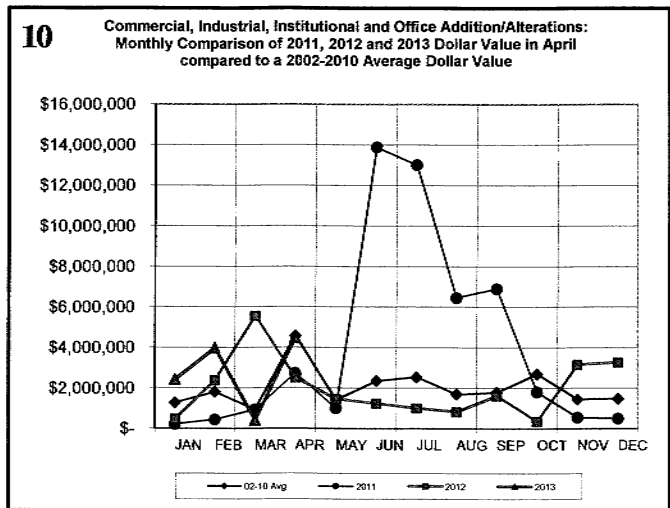
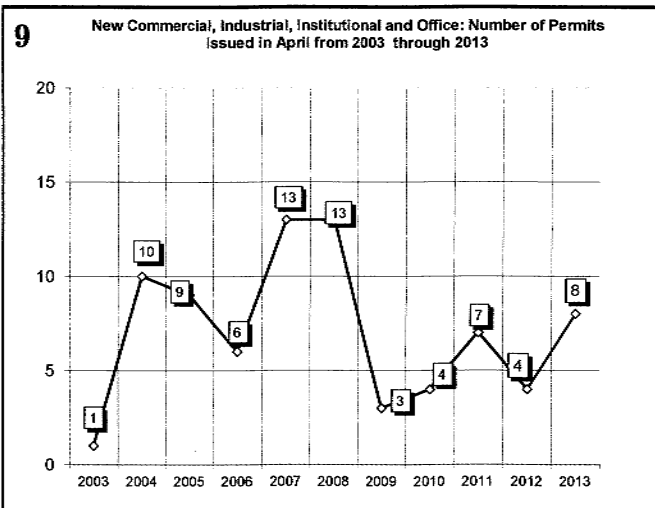
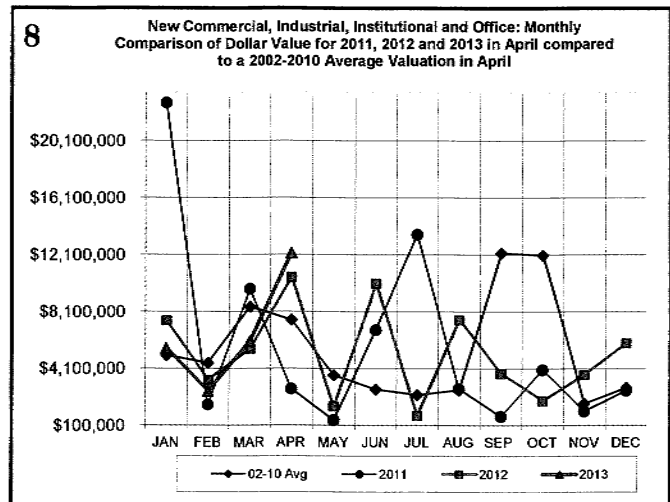
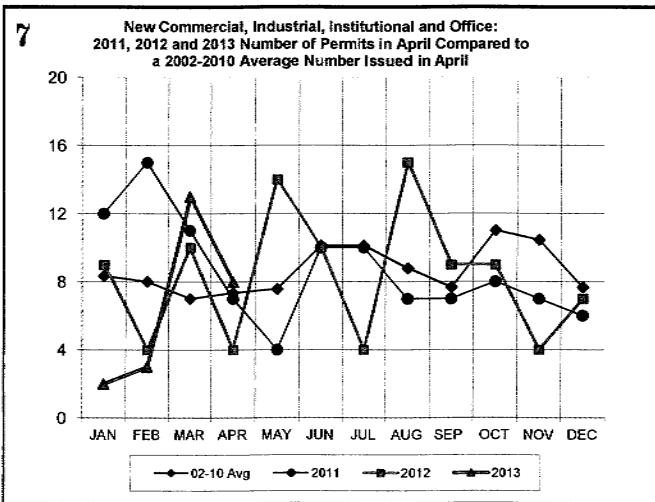
\*\*\*Count includes: Pools, Storage Bldgs,  
Carports, Residential Paving, Storm Shelters.

\*\*\*\*Total Construction Value includes these  
permits listed above.

## APRIL 2013 CONSTRUCTION REPORT



## APRIL 2013 CONSTRUCTION REPORT



**City of Norman**  
**BUILDING PERMITS AND INSPECTIONS**

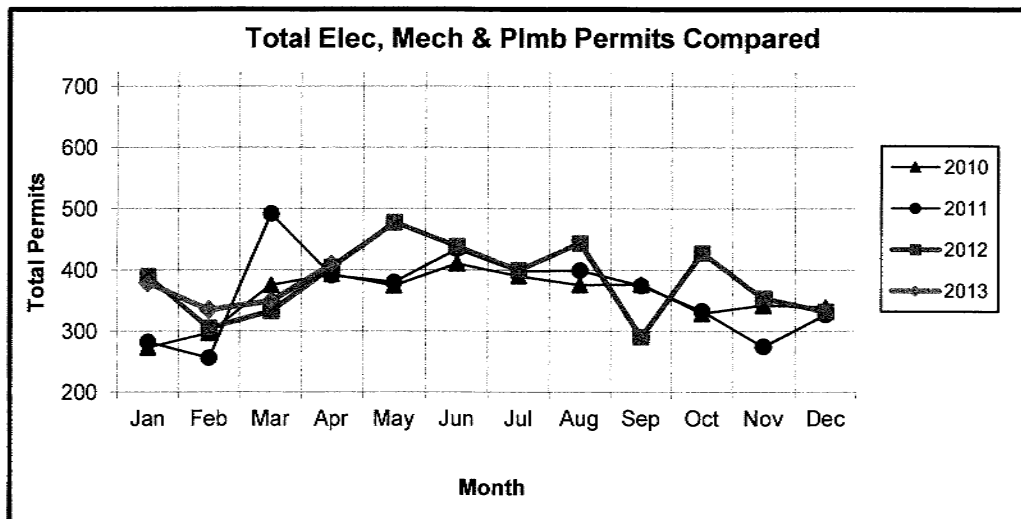
**TRADE PERMITS & GARAGE SALES**  
**Sorted by Permit Type**

2010	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	89	100	127	123	93	131	97	114	124	106	92	102	1298
HVAC (MECH)	83	73	81	146	149	147	156	142	114	102	112	106	1411
PLUMBING (PLBG)	101	124	167	124	132	132	137	119	138	121	138	131	1564
GARAGE SALE (GARA)	10	6	103	404	317	430	306	175	214	335	129	21	2450
HOUSE MOVING (MOVE)	0	0	4	2	5	9	4	5	7	5	3	4	48
DEMOLITION (BDEM)	7	3	6	2	9	6	6	4	2	3	0	8	56
SIGN (SIGN)	13	21	17	13	17	17	20	25	21	32	21	22	239
<b>ELEC + MECH + PLBG</b>	<b>273</b>	<b>297</b>	<b>375</b>	<b>393</b>	<b>374</b>	<b>410</b>	<b>390</b>	<b>375</b>	<b>376</b>	<b>329</b>	<b>342</b>	<b>339</b>	<b>4273</b>
<b>Total</b>	<b>303</b>	<b>327</b>	<b>505</b>	<b>814</b>	<b>722</b>	<b>872</b>	<b>726</b>	<b>584</b>	<b>620</b>	<b>704</b>	<b>495</b>	<b>394</b>	<b>7066</b>

2011	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	90	82	187	124	127	132	96	117	101	94	64	90	1304
HVAC (MECH)	82	60	114	125	122	170	183	156	149	117	99	105	1482
PLUMBING (PLBG)	110	114	191	142	131	132	119	126	124	122	112	132	1555
GARAGE SALE (GARA)	17	27	116	281	306	433	258	135	291	290	131	9	2294
HOUSE MOVING (MOVE)	0	3	3	0	5	6	6	0	9	1	3	5	41
DEMOLITION (BDEM)	4	8	6	4	3	0	1	6	2	3	10	3	50
SIGN (SIGN)	14	20	31	34	20	23	11	24	29	18	11	19	254
<b>ELEC + MECH + PLBG</b>	<b>282</b>	<b>256</b>	<b>492</b>	<b>391</b>	<b>380</b>	<b>434</b>	<b>398</b>	<b>399</b>	<b>374</b>	<b>333</b>	<b>275</b>	<b>327</b>	<b>4341</b>
<b>Total</b>	<b>317</b>	<b>314</b>	<b>648</b>	<b>710</b>	<b>714</b>	<b>896</b>	<b>674</b>	<b>564</b>	<b>705</b>	<b>645</b>	<b>430</b>	<b>363</b>	<b>6980</b>

2012	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	100	92	113	128	133	133	115	142	81	113	81	96	1327
HVAC (MECH)	137	109	100	129	168	175	158	161	95	116	137	122	1607
PLUMBING (PLBG)	153	104	120	148	177	131	127	141	115	199	136	87	1638
GARAGE SALE (GARA)	32	36	25	236	437	356	146	155	203	208	150	27	2011
HOUSE MOVING (MOVE)	3	1	2	3	2	6	6	9	5	3	4	2	46
DEMOLITION (BDEM)	6	5	3	10	4	2	2	5	5	9	1	4	56
SIGN (SIGN)	22	16	25	12	19	19	36	36	15	19	18	21	258
<b>ELEC + MECH + PLBG</b>	<b>390</b>	<b>305</b>	<b>333</b>	<b>405</b>	<b>478</b>	<b>439</b>	<b>400</b>	<b>444</b>	<b>291</b>	<b>428</b>	<b>354</b>	<b>332</b>	<b>4599</b>
<b>Total</b>	<b>453</b>	<b>363</b>	<b>388</b>	<b>666</b>	<b>940</b>	<b>822</b>	<b>590</b>	<b>649</b>	<b>519</b>	<b>667</b>	<b>527</b>	<b>359</b>	<b>6943</b>

2013	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ELECTRICAL (ELEC)	128	100	114	117									459
HVAC (MECH)	102	99	119	138									458
PLUMBING (PLBG)	149	136	116	154									555
GARAGE SALE (GARA)	22	18	86	273									399
HOUSE MOVING (MOVE)	2	0	3	0									5
DEMOLITION (BDEM)	6	2	10	4									22
SIGN (SIGN)	23	26	48	34									131
<b>ELEC + MECH + PLBG</b>	<b>379</b>	<b>335</b>	<b>349</b>	<b>409</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1472</b>
<b>Total</b>	<b>432</b>	<b>381</b>	<b>496</b>	<b>720</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2029</b>



Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT-2	WYNN CONSTRUCTION	810	04/16/13	1000		ALAMEDA	ST	1	1	CINEMA EAST ADD	C2	\$ 300,000	8,500
COMMERCIAL, ADD/ALT-2	SUN CONSTRUCTION SERVICES	1092	04/16/13	400	NW	24TH	AVE	1	2	TWENTY-FOURTH AVE IND PARK	I1	\$ 203,000	1,560
COMMERCIAL, ADD/ALT-2	BARBOUR & SHORT, INC	1136	04/05/13	111	N	PETERS	AVE	10	4	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 100,000	2,895
COMMERCIAL, ADD/ALT-2	COLLINS, REBECCA	1274	04/09/13	125	N	PORTER	AVE	28-32	33	NORMAN, ORIGINAL TOWNSHIP	C2	\$ 10,000	1,400
COMMERCIAL, ADD/ALT-2	RED LEAF CONSTRUCTION, INC.	1484	04/25/13	212	N	CRAWFORD	AVE	17	15	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 20,000	1,500
COMMERCIAL, ADD/ALT-2	KELSO CONSTRUCTION	1560	04/26/13	123	W	MAIN	ST	12	66	NORMAN, ORIGINAL TOWNSHIP	C2	\$ 20,000	3,000
COMMERCIAL, ADD/ALT-2	RUIZ, JAVIER JR.	1584	04/26/13	2130		ALAMEDA	ST	15	1	REDWOOD INN ADD	R2	\$ 3,000	955
COMMERCIAL, ADD/ALT-2	JL WALKER	5609	04/29/13	736		ELM	AVE	2	1	JOHNSON'S ADD		\$ 2,500,000	13,489
COMMERCIAL, FIRE REPAIR	CONSTRUCTION UNLIMITED INC	1607	04/30/13	551		INTERSTATE	DR	2	1	PARK CENTRAL ADD	C2	\$ 750,000	6,684
COMMERCIAL, FOUNDATION PERMIT2	SOONER TRADITIONS, LLC. (BLDG 1)	1751	04/24/13	3180		CLASSEN	BLVD	9	2W	SWITZER'S LOCKER ROOM	I1	\$ 5,000	6,375
COMMERCIAL, FOUNDATION PERMIT2	SOONER TRADITIONS, LLC. (BLDG 2)	1752	04/24/13	3180		CLASSEN	BLVD	9	2W	SWITZER'S LOCKER ROOM	I1	\$ 5,000	6,000
COMMERCIAL, FOUNDATION PERMIT2	SOONER TRADITIONS, LLC. (BLDG 3)	1753	04/24/13	3180		CLASSEN	BLVD	9	2W	SWITZER'S LOCKER ROOM	I1	\$ 5,000	4,200
COMMERCIAL, FOUNDATION PERMIT2	SOONER TRADITIONS, LLC. (BLDG 4)	1754	04/24/13	3180		CLASSEN	BLVD	9	2W	SWITZER'S LOCKER ROOM	I1	\$ 6,000	7,500
COMMERCIAL, FOUNDATION PERMIT2	SOONER TRADITIONS, LLC. (BLDG 5)	1755	04/24/13	3180		CLASSEN	BLVD	9	2W	SWITZER'S LOCKER ROOM	I1	\$ 5,000	5,250
COMMERCIAL, FOUNDATION PERMIT2	SOONER TRADITIONS, LLC. (BLDG 6)	1756	04/24/13	3180		CLASSEN	BLVD	9	2W	SWITZER'S LOCKER ROOM	I1	\$ 5,000	4,000
COMMERCIAL, FOUNDATION PERMIT2	SOONER TRADITIONS, LLC. (BLDG 7)	1757	04/24/13	3180		CLASSEN	BLVD	9	2W	SWITZER'S LOCKER ROOM	I1	\$ 5,000	1,800
COMMERCIAL, INTERIOR FINISH-2	BANNON CONSTRUCTION, LLC.	405	04/10/13	1893	NW	24TH	AVE	2D	2	UNIVERSITY NORTH PARK SEC 5	PUD	\$ 160,000	3,200
COMMERCIAL, NEW CONSTRUCTION-2	CROSSLANDS CONSTRUCTION CO INC	316	04/12/13	3581	W	ROCK CREEK	RD	1	1	S&S FAMILY PROPERTIES SEC. 1	C2	\$ 162,000	3,713
COMMERCIAL, NEW CONSTRUCTION-2	VENTURE CONSTRUCTION CO	707	04/29/13	1651	NW	24TH	AVE	2C	2	UNIVERSITY NORTH PARK SEC 5	PUD	\$ 680,000	3,023
COMMERCIAL, NEW CONSTRUCTION-2	CLARK CONSTRUCTION, INC	4015	04/25/13	2550		MOUNT WILLIAMS	DR	1	1	UNIVERSITY NORTH PARK SEC 8	PUD	\$ 7,453,000	104,311
COMMERCIAL, NEW CONSTRUCTION-2	CROSSLAND CONSTRUCTION	4872	04/12/13	3571	W	ROCK CREEK	RD	1	1	S&S FAMILY PROPERTIES SEC. 1	C2	\$ 2,413,438	42,198
COMMERCIAL, NEW SHELL BLDG-2	NIKKEL, DON	704	04/16/13	1801	NW	38TH	AVE	3	1	GREENWAY PARK ADDITION	PUD	\$ 400,000	10,458
COMMERCIAL, NEW SHELL BLDG-2	CADDELL & CO. L.L.C.	1616	04/24/13	3525		WELLSITE	DR	9A	7	NORTHBRIDGE IND PARK #3	I1	\$ 460,000	11,700
COMMERCIAL, NEW SHELL BLDG-2	CADDELL & CO. L.L.C.	1758	04/24/13	3517		WELLSITE	DR	23	8	NORTHBRIDGE IND PARK #3	I1	\$ 500,000	10,000
COMMERCIAL, PARKING LOT-2	A-TECH PAVING (Repave existing lot)	6488	04/03/13	115	E	SYMMES	ST	1	1	NORMAN, ORIGINAL TOWNSHIP	RM6	\$ 587,250	80,000
TEMPORARY BLDG/CONST TRAILER-2	CROSSLANDS RENTAL SERVICE	1361	04/10/13	3447	W	MAIN	ST	1	1	SOONER FASHION MALL	C2		
TEMPORARY BLDG/CONST TRAILER-2	RENT-A-TENT	1613	04/27/13	500		ALAMEDA	ST	32	2W	NOT SUBDIVIDED	R3		
TEMPORARY BLDG/CONST TRAILER-2	MILLER PRO AUDIO	1675	04/18/13	398	E	MAIN	ST	1	X	NOT SUBDIVIDED	C1		
TEMPORARY BLDG/CONST TRAILER-2	MILLER PRO AUDIO	1676	04/18/13	198	S	JONES	AVE	-	-	NOT SUBDIVIDED	ROW		
TEMPORARY BLDG/CONST TRAILER-2	MILLER PRO AUDIO	1677	04/18/13	121	E	MAIN	ST	11	5	NORMAN, ORIGINAL TOWNSHIP	C3		

Total Permits  
25

Average Valuation \$ 669,908  
Total Valuation \$ 16,747,688

Average Project Area  
Total Project Area

13,745  
343,621

NEW CONSTRUCTION INFORMATION				USE /CLASSIFICATION
CONTRACTOR	BUILDING SIZE (Square Feet)	LOT SIZE (SF)	INCL BELOW	N
CROSSLANDS CONSTRUCTION CO INC	3,713			AUTO SVC
VENTURE CONSTRUCTION CO	3,023	68,722		RETAIL
CLARK CONSTRUCTION, INC	104,311	476,398		RESTAURANT
CROSSLAND CONSTRUCTION	42,198	223,275		RETAIL

ADDITIONS AND ALTERATIONS				TOTAL NEW COMMERCIAL			
COMMERCIAL, ADD/ALT-2	COMMERCIAL, FIRE REPAIR	COMMERCIAL, INTERIOR FINISH-2	COMMERCIAL, NEW SHELL BLDG-2	COMMERCIAL, FINISH-2	COMMERCIAL, NEW CONSTRUCTION-2	COMMERCIAL, CONSTRUCTION-2	NEW CONSTRUCTION-2
\$ 3,156,000	\$ 750,000	\$ 160,000	\$ 1,350,000	\$ 10,708,438	\$ 10,708,438	\$ 10,708,438	\$ 10,708,438
8	1	1	3	4	4	4	4
COMMERCIAL, PARKING LOT-2	COMMERCIAL, SUBTOTAL ADDITIONS	COMMERCIAL, SUBTOTAL ALTERATIONS	COMMERCIAL, SUBTOTAL ADDITIONS AND ALTERATIONS	COMMERCIAL, SUBTOTAL NEW CONSTRUCTION	COMMERCIAL, SUBTOTAL NEW CONSTRUCTION	COMMERCIAL, SUBTOTAL NEW CONSTRUCTION	COMMERCIAL, SUBTOTAL NEW CONSTRUCTION
\$ 587,250	\$ 4,493,250	\$ 4,493,250	\$ 4,493,250	\$ 12,218,438	\$ 12,218,438	\$ 12,218,438	\$ 12,218,438
1	10	10	10	8	8	8	8

TOTAL ADD/ALT AND NEW			
\$ 16,711,688	\$ 16,711,688	\$ 16,711,688	\$ 16,711,688
18	18	18	18

OTHER PERMITS

COMMERCIAL, FOUNDATION PERMIT2

\$ 36,000

7



City of Norman  
BUILDING PERMITS AND INSPECTIONS

NEW SINGLE FAMILY DWELLING PERMITS  
Issued April 2013 - Sorted by Contractor

Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area	Living Area
SKYRIDGE HOMES, INC.	1068	4/3/2013	2817		SUMMIT TERRACE	DR	7	3	SUMMIT LAKES ADD #8	R1	\$ 110,000	2,533	1,798
SKYRIDGE HOMES, INC.	1069	4/3/2013	617		SUMMIT HOLLOW	DR	1	1	SUMMIT LAKES ADD #8	R1	\$ 110,000	2,480	1,630
JOLLEY, MIKE	1191	4/22/2013	4104	W	ROCK CREEK	RD	22	3W	NOT SUBDIVIDED	A2	\$ 1,400,000	12,041	7,339
TURNKEY REMODELING & CONST.	1253	4/17/2013	1714		CLASSEN	BLVD	13	13	SOUTHRIDGE ADD	R1	\$ 96,000	1,525	1,449
IDEAL HOMES OF NORMAN	1261	4/9/2013	2632		LERKIM	LN	9	1	TRAILWOODS SEC 6	PUD	\$ 82,000	1,866	1,225
IDEAL HOMES OF NORMAN	1283	4/9/2013	719		PAINTED FOREST	RD	11	2	RED CANYON RANCH SEC 3	PUD	\$ 135,000	3,022	2,155
IDEAL HOMES OF NORMAN	1301	4/9/2013	2724		LERKIM	LN	14	1	TRAILWOODS SEC 6	PUD	\$ 118,710	1,885	1,319
WESTPOINT DEVELOPERS	1316	4/12/2013	2220		ALAMEDA PARK	DR	6	4	ALAMEDA PARK ADD #3	R1	\$ 136,800	2,086	1,520
WESTPOINT DEVELOPERS	1319	4/12/2013	2201		ALAMEDA PARK	DR	1	5	ALAMEDA PARK ADD #3	R1	\$ 132,750	2,064	1,475
WESTPOINT DEVELOPERS	1320	4/12/2013	2216		ALAMEDA PARK	DR	5	4	ALAMEDA PARK ADD #3	R1	\$ 134,100	2,094	1,490
SOONER TRADITIONS, LLC.	1336	4/15/2013	1411		REID PRYOR	RD	2	4	CEDAR LANE SEC #1	R1	\$ 211,950	3,265	2,355
MUIRFIELD HOMES	1337	4/9/2013	2002		THACA	DR	5	3	HALLBROOKE ADD #4	R1	\$ 285,000	4,190	3,077
WILLIAMS, DAVID CONSTRUCTION	1338	4/29/2013	1251		WANDERING OAKS	LN	23	2	BLUE CREEK ESTATES 2	PUD	\$ 450,000	5,544	4,087
MUIRFIELD HOMES	1349	4/9/2013	3105		LOCHINVER	DR	5	1	HIGHLAND VILLAGE ADD SEC 2	R1	\$ 198,450	3,138	2,205
HOME CREATIONS, INC.	1374	4/4/2013	1409		SPOONWOOD	RD	13	2	PARK PLACE ADD #7	R1	\$ 163,440	2,297	1,816
HOME CREATIONS, INC.	1375	4/4/2013	1428		SPOONWOOD	DR	5	2	PARK PLACE ADD #7	R1	\$ 157,500	2,357	1,750
IDEAL HOMES OF NORMAN	1410	4/10/2013	3422		BERGEN PEAK	DR	5	1	GREENLEAF TRAILS ADD 5	PUD	\$ 130,590	2,020	1,451
IDEAL HOMES OF NORMAN	1411	4/9/2013	4000		SIERRA VISTA	WAY	19	1	RED CANYON RANCH SEC 3	PUD	\$ 148,860	2,269	1,654
NIKKEL DON CONSTRUCTION	1421	4/18/2013	3631		TIMBERIDGE	DR	2	3	GRANDVIEW EST NORTH #1	RE	\$ 480,000	6,938	4,953
IDEAL HOMES OF NORMAN	1480	4/15/2013	720		HAVASU	DR	10	2	RED CANYON RANCH SEC 3	PUD	\$ 242,000	2,840	2,066
IDEAL HOMES OF NORMAN	1549	4/19/2013	908		RINGWOOD	ST	11	3	GREENLEAF TRAILS ADD 4	PUD	\$ 151,560	2,394	1,684
IDEAL HOMES OF NORMAN	1550	4/19/2013	4017		HAVASU	DR	3	1	RED CANYON RANCH SEC 3	PUD	\$ 184,410	2,583	2,049
LEGACY HOMES CONSTRUCTION,LLC.	1563	4/15/2013	2901		SUMMIT TERRACE	DR	6	3	SUMMIT LAKES ADD #8	R1	\$ 182,000	2,627	1,800
IDEAL HOMES OF NORMAN	1565	4/24/2013	2636		LERKIM	LN	10	1	TRAILWOODS SEC 6	PUD	\$ 189,360	2,104	1,488
IDEAL HOMES OF NORMAN	1567	4/24/2013	2749		LERKIM	LN	20	2	TRAILWOODS SEC 6	PUD	\$ 185,670	2,063	1,411
CUSTOM BUILDERS OF OK,LLC.	1661	4/17/2013	4512		FOUNTAIN VIEW	DR	7	2	FOUNTAIN VIEW SEC. #1	R1	\$ 600,000	4,997	3,683
STONEMALL HOMES, LLC.	1661	4/17/2013	3010		TIMBER SHADOWS	DR	6	3	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 322,000	3,600	2,631
LANDMARK FINE HOMES, LP.	1688	4/19/2013	4501		KENSAL RISE	PL	9	4	CARRINGTON PLACE ADD #8	R1	\$ 579,000	5,523	4,384
HOME CREATIONS, INC.	1715	4/19/2013	1414		SPOONWOOD	RD	19	1	PARK PLACE ADD #7	R1	\$ 224,190	2,471	1,823
HOME CREATIONS, INC.	1716	4/19/2013	1406		SPOONWOOD	RD	17	1	PARK PLACE ADD #7	R1	\$ 190,260	2,114	1,619
IDEAL HOMES OF NORMAN	1717	4/25/2013	4219		LORINGS	CIR	8	5	CARRINGTON PLACE ADD #11	R1	\$ 338,040	3,756	2,553
IDEAL HOMES OF NORMAN	1718	4/25/2013	4207		LORINGS	CIR	11	5	CARRINGTON PLACE ADD #11	R1	\$ 370,800	4,120	3,251
IDEAL HOMES OF NORMAN	1719	4/25/2013	4008		SIERRA VISTA	WAY	17	1	RED CANYON RANCH SEC 3	PUD	\$ 242,550	2,695	2,013
BROOKFIELD CUSTOM HOMES LLC.	1808	4/24/2013	2705		FAIRFIELD	DR	2	3B	BROAD ACRES ADD SEC 2-AMENDED	R1	\$ 219,150	2,435	1,760
HOME CREATIONS-DIAMOND HOMES	1809	4/23/2013	2909		SUMMIT TERRACE	DR	4	3	SUMMIT LAKES ADD #8	R1	\$ 165,960	2,826	1,844
MUIRFIELD HOMES	1819	4/24/2013	3005		LOCHINVER	DR	2	1	HIGHLAND VILLAGE ADD SEC 2	R1	\$ 198,090	3,046	2,201
MUIRFIELD HOMES	1820	4/24/2013	3101		LOCHINVER	DR	4	1	HIGHLAND VILLAGE ADD SEC 2	R1	\$ 227,520	3,303	2,528
CEDAR LAND HOMES	1860	4/29/2013	13109		ETOWAH	RD	24	1W	NOT SUBDIVIDED	A2	\$ 235,000	2,566	2,263
MUIRFIELD HOMES	1890	4/26/2013	405		LAKE GROVE	CT	2	5	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 216,000	3,362	2,400
Total Permits											Average Project Area		
											3,198		
											2,318		
											Average Living Area		
											90,419		
											Total Living Area		

City of Norman  
BUILDING PERMITS AND INSPECTIONS

ALL OTHER RESIDENTIAL BUILDING PERMITS  
Issued April 2013- Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC	1303	04/01/13	818		RIVER VIEW	DR	6	1	WILDWOOD HILLS ESTATES	RE	\$ 4,250	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1305	04/01/13	1402		SPOONWOOD	RD	16	1	PARK PLACE ADD #7	R1	\$ 2,600	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1318	04/01/13	1544		WOODS	CIR	4	7	WOODSLAWN ADD #2	R1	\$ 4,295	28
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1333	04/02/13	2825		MISTY RIDGE	DR	6	2	SUMMIT LAKES ADD #2	R1	\$ 5,100	35
1 & 2 FAMILY STORM SHELTER-3	F5 STORM SHELTERS, LLC	1342	04/02/13	208		HIGHLAND	TER	11	4	HIGHLAND VILLAGE ADD SEC 3	R1	\$ 3,800	40
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	1343	04/03/13	705		NIGHT HAWK	DR	14	4	EAGLE CLIFF ADD #9	R1	\$ 3,200	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1345	04/03/13	1601		CENTRAL	PKY	22	7	PARK PLACE ADD #6	R1	\$ 2,695	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1348	04/03/13	2432		OSBORNE	DR	7	7	NORMANDY ACRES FIRST	R1	\$ 3,000	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1373	04/04/13	307		HORIZON VIEW	CT	46	6	SUMMIT LAKES ADD #9	R1	\$ 2,995	21
1 & 2 FAMILY STORM SHELTER-3	OKLAHOMA SHELTERS	1376	04/04/13	1113		LITTLE RIVER	RD	6	4	WILDWOOD HILLS ESTATES	RE	\$ 2,490	48
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1377	04/04/13	3813		WARRINGTON	WAY	2	1	CARRINGTON PLACE ADD #3	R1	\$ 2,600	21
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	1403	04/05/13	3313		NESS	CIR	9	1	HIGHLAND VILLAGE ADD SEC 5	R1	\$ 4,895	40
1 & 2 FAMILY STORM SHELTER-3	F5 STORM SHELTERS, LLC	1404	04/05/13	4920		DEERHURST	DR	16	2	CAMBRIDGE ADD 4	R1	\$ 2,898	21
1 & 2 FAMILY STORM SHELTER-3	OKLAHOMA SHELTERS	1408	04/05/13	3704	NW	DELLA	ST	3	2	MARLATT ADD	R1	\$ 2,490	55
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1414	04/05/13	500		GYRFALCON	DR	9	3	EAGLE CLIFF ADD #6	R1	\$ 3,000	32
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1427	04/08/13	2200		HAVERFORD	CT	5	7	HALL PARK #6	R1	\$ 3,300	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1431	04/09/13	4206		RAVENSCOURT	LN	2	3	CARRINGTON PLACE ADD #10	R1	\$ 2,300	21
1 & 2 FAMILY STORM SHELTER-3	HOME CREATIONS, INC.	1432	04/10/13	1501		CHAMBERS	ST	27	5	PARK PLACE ADD #6	R1	\$ 2,700	24
1 & 2 FAMILY STORM SHELTER-3	OKLAHOMA SHELTERS	1439	04/08/13	3702	NW	STERLING	ST	4	3	MARLATT ADD	R1	\$ 2,490	55
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1440	04/08/13	1407		BARKLEY	ST	32	2W	NOT SUBDIVIDED	R1	\$ 2,995	28
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1441	04/08/13	1512		SOUTHERN HEIGHTS	AVE	10	4	SOUTHERN HILLS ADD	R1	\$ 2,999	21
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS,	1443	04/08/13	3301		CADDO	LN	11	4	SPRING BROOK	R1	\$ 2,850	18
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1446	04/09/13	120		GREAT OAKS	DR	12	3	ROYAL OAKS ADD #6	R1	\$ 3,600	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1447	04/09/13	3608		SILVERWOOD	CT	6	6	BROOKHAVEN #11	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1456	04/10/13	336		BROOKFORD SQ	CT	10	2	BROOKHAVEN SQUARE #2	RW6	\$ 2,600	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1460	04/10/13	1108	N	GLEN EAGLES	CT	13	1	COBBLESTONE WEST	R1	\$ 2,995	21
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1487	04/10/13	11304		TIMBERLINE	DR	48	14	WHISPERING HILLS	R1	\$ 3,400	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1493	04/11/13	404		RHOADES	CT	9	7	CAMBRIDGE ADD	R1	\$ 4,600	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1496	04/11/13	3209		RIVERSIDE	DR	1	3	ROLLING HILLS ESTATES #1	R1	\$ 2,600	25
1 & 2 FAMILY STORM SHELTER-3	F5 STORM SHELTERS, LLC	1497	04/11/13	4009		RIVERWALK	DR	8	1	WILLOWBEND SEC 3	R1	\$ 2,850	24
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1506	04/11/13	408		BANNISTER	CT	33	3	WILLOWBEND ADDITION	PUD	\$ 3,225	21
1 & 2 FAMILY STORM SHELTER-3	STORM SHELTERS PLUS	1515	04/11/13	3020		BRETFOED	WAY	16	3	ST JAMES PARK ADD 4	R1	\$ 2,650	35
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	1519	04/12/13	4409		BRIGHTON	CT	1	6	BROOKHAVEN #05	R1	\$ 2,400	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1531	04/12/13	919		CLINGMANS DOME	RD	4	2	GREENLEAF TRAILS ADD 3	PUD	\$ 3,250	25
1 & 2 FAMILY STORM SHELTER-3	F5 STORM SHELTERS, LLC	1541	04/12/13	2700		DEER CHASE	RD	4	2	DEERFIELD ADD SEC 2	R1	\$ 3,600	35
1 & 2 FAMILY STORM SHELTER-3	CORNERSTONE HOMES BY	1542	04/12/13	1101		ROCKLAND RIDGE	CIR	6	1	VISTA SPRINGS ESTATES ADD 1	RE	\$ 4,145	32
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1546	04/12/13	5112		MONTROSE	CT	3	3	CAMBRIDGE ADD #3	R1	\$ 3,400	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1547	04/12/13	221		HALIFAX	WAY	12	1	HANTHORNE PLACE	R1	\$ 2,600	21
1 & 2 FAMILY STORM SHELTER-3	VORTECH STORM SHELTERS	1552	04/12/13	2319		ROCKWOOD	LN	36	1	HALL PARK	R1	\$ 3,500	22
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1558	04/15/13	5850	NE	156TH	AVE	5	1E	NOT SUBDIVIDED	RE	\$ 2,354	48
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	1568	04/15/13	10401		DARE	LN	10	1W	H & L #1 (SURVEY)	A2	\$ 2,995	21
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1569	04/15/13	4913		DEERHURST	DR	1	1	CAMBRIDGE ADD #5	R1	\$ 4,500	24
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	1572	04/15/13	605		RIVERWALK	DR	6	2	WILLOWBEND SEC 3	R1	\$ 4,500	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1573	04/15/13	621		GREYSTONE	LN	9	3	BROOKHAVEN #37	R1	\$ 3,245	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1576	04/15/13	2912		SLOANE	ST	9	3	BERKELEY ADD #5	R1	\$ 3,600	40
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	1587	04/16/13	1631		CRUCE	ST	23	1	HETHERINGTON HEIGHTS 3RD ADD	R1	\$ 4,045	32
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	1588	04/16/13	4825		BAKER	ST	10	1	CAMBRIDGE ADD #4	R1	\$ 2,695	23
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1605	04/16/13	1129		WHISPERING PINES	DR	10	1	WHISPERING PINES ADD	R1	\$ 3,600	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1657	04/16/13	1159		ROBINHOOD	LN	18	2	SHADOWLAKE ADD #3	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1668	04/17/13	808		SHADOWHILL	ST	0007	003	SHADOWLAKE ADD #4	R1	\$ 3,600	40
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	1670	04/17/13	4008		WORTHINGTON	DR	5	5	CASLEROCK ADD #5	R1	\$ 3,395	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1680	04/17/13	312		SUMMIT	WAY	1	7	SUMMIT LAKES ADD #6	R1	\$ 5,000	40
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1682	04/17/13	2007		MARTINGALE	CT	31	2	ROCK CREEK POLO CLUB	R1	\$ 3,100	18
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1698	04/18/13	416		FLINT RIDGE	CT	1	3	BROOKHAVEN #35	R1	\$ 4,500	33
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1701	04/18/13	1209		TECUMSEH RIDGE	RD	5	4	TECUMSEH MEADOWS ADD #1	R1	\$ 2,600	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1721	04/19/13	1209		BROOKE	DR	10	1	PARK PLACE ADD #3	R1	\$ 2,600	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1742	04/19/13	208		DOLLINA	CT	3	3	TECUMSEH RIDGE SEC 2	R1	\$ 2,900	28
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1745	04/19/13	1000		LAIRDS WOODS	CIR	3	3	HIGHLAND HILLS	RE	\$ 3,925	21
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1762	04/22/13	4712		MANOR HILL	DR	1	4	BROOKHAVEN #33	R1	\$ 4,025	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1763	04/22/13	3401		FIRESIDE	ST	36	6	PRAIRE CREEK ADD #2	R1	\$ 2,800	25
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTERS INC.	1782	04/23/13	3617		GLENBROOK	DR	3	4	BROOKHAVEN #19	R1	\$ 3,245	15
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1800	04/23/13	4700		RANCHWOOD	TER	5	1	ROCK CREEK POLO CLUB #3	R1	\$ 2,600	21

City of Norman  
BUILDING PERMITS AND INSPECTIONS

ALL OTHER RESIDENTIAL BUILDING PERMITS  
Issued April 2013- Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1804	04/23/13	905	SE	108TH	AVE	35	1W	NOT SUBDIVIDED	A2	\$ 2,300	45
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1812	04/23/13	204		OVERTON	DR	2	5	LAKEVIEW TERRACE	R1	\$ 3,600	40
1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC	1817	04/24/13	800		MORNINGSIDE	DR	1	1	LINCOLN TERRACE ADD	R1	\$ 2,600	57
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1827	04/24/13	3002		TIMBER SHADOWS	DR	8	3	HIGHLAND VILLAGE ADD SEC 6	R1	\$ 4,000	21
1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC	1831	04/24/13	4319		WAYSIDE	DR	9	1	INDIAN SPRINGS ESTATES	RE	\$ 3,970	77
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTERS,	1832	04/24/13	3816		COOPERS HAWK	DR	31	7	HERITAGE PLACE II SEC 5	R1	\$ 3,700	21
1 & 2 FAMILY STORM SHELTER-3	TORNADO TOUGH TORNADO SHELTERS	1834	04/24/13	3000		PINECREST	ST	16	4	SHADOWLAKE ADD	R1	\$ 3,095	52
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1837	04/24/13	204		DOLLINA	CT	2	3	TECUMSEH RIDGE SEC 2	R1	\$ 2,600	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1853	04/25/13	4008		NICOLE	PL	3	1	CASTLEROCK ADD #3	R1	\$ 2,600	32
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1859	04/25/13	4512		NEWPORT	DR	2	2	CAMBRIDGE PLACE #3	RM6	\$ 3,550	21
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1872	04/25/13	4545		BELLINGHAM	LN	2A	3	CARRINGTON PLACE ADD #8	R1	\$ 4,000	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1873	04/25/13	1532		CENTRAL	PKY	2	8	PARK PLACE ADD #6	R1	\$ 2,600	21
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1891	04/26/13	5100		MONTROSE	CT	6	3	CAMBRIDGE ADD #3	R1	\$ 3,825	28
1 & 2 FAMILY STORM SHELTER-3	OKLAHOMA SHELTERS	1906	04/29/13	324	W	DAVIS	ST	22	82	NORMAN, ORIGINAL TOWNSHIP	R3	\$ 2,300	55
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1909	04/29/13	3350	SE	48TH	AVE	11	2W	NOT SUBDIVIDED	A2	\$ 2,600	25
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1916	04/29/13	5104		MONTROSE	CT	5	3	CAMBRIDGE ADD #3	R1	\$ 3,400	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1929	04/30/13	200		WATERFRONT	DR	6	1	ROYAL OAKS ADD #2	R1	\$ 2,600	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1930	04/30/13	1316		NEWBURY	DR	5	3	PARK PLACE ADD #2	R1	\$ 2,995	23
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTERS INC.	1931	04/30/13	3304		TECUMSEH MEADOW	WAY	6	3	TECUMSEH MEADOWS ADD #1	R1	\$ 2,945	18
1 & 2 FAMILY STORM SHELTER-3	OKLAHOMA SHELTERS	1938	04/30/13	216		MILLBURY	RD	14	6	THE VINEYARD PHASE II	PUD	\$ 2,490	53
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1940	04/30/13	4508		STEEPLECHASE	DR	14	5	ROCK CREEK POLO CLUB (REPLAT)	R1	\$ 3,600	36
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1943	04/30/13	612		SHADOWVIEW	CT	2	2	SHADOWRIDGE ADD #2	R1	\$ 2,600	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1944	04/30/13	800		PARK HOLLOW	CT	7	6	SUMMIT LAKES ADD #6	R1	\$ 3,695	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1946	04/30/13	1533		DAVINBROOK	DR	24	3	ROCK CREEK POLO CLUB #3	R1	\$ 2,600	25
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	1960	04/30/13	3837		KINGS CANYON	RD	12	5	RED CANYON RANCH SEC 2	PUD	\$ 3,000	18
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	1952	04/30/13	3213		VALLEY BROOK	RD	2	11	SUMMIT VALLEY	R1	\$ 2,600	25
1 & 2 FAMILY, ADD OR ALTER-2	BRYANT FRAMING & CONST.	1358	04/09/13	2200		HAYFORD	CT	7	4	HALL PARK #6	R1	\$ 30,000	420
1 & 2 FAMILY, ADD OR ALTER-2	CADDELL, DAVID CONST.	1433	04/08/13	2417		SMOKING OAK	RD	1	2	SMOKING OAK #1-REPLAT	R1	\$ 100,000	1,000
1 & 2 FAMILY, ADD OR ALTER-2	J. HOWELL CONSTRUCTION	1574	04/15/13	4405		CANNON	DR	15A	1	CARRINGTON PLACE ADD #6	R1	\$ 70,000	1,400
1 & 2 FAMILY, ADD OR ALTER-2	JPL CONSTRUCTION, LLC	1678	04/17/13	2507		LINDEN	AVE	13	7	COLLEGE MANOR	R1	\$ 50,000	140
1 & 2 FAMILY, ADD OR ALTER-2	DRAPER, CONRAD & SUSAN	1764	04/22/13	915	S	PONCA	AVE	32	2W	NOT SUBDIVIDED	R1	\$ 195,000	1,788
1 & 2 FAMILY, ADD OR ALTER-2	CHAMPION WINDOWS & PATIO ROOMS	1883	04/26/13	3704		HIDDEN HILL	RD	25	2	BROOKHAVEN #25	R1	\$ 38,269	250
1 & 2 FAMILY, ADD OR ALTER-2	KATY CONSTRUCTION CO	1887	04/26/13	730		JENKINS	AVE	15	3	LARSH'S UNIVERSITY ADD	R3	\$ 200,000	2,368
1 & 2 FAMILY, ADD OR ALTER-2	METRO CONTRACTORS	1904	04/29/13	424		GARLAND	CT	2	2	WESTERN VIEW #1	R1	\$ 80,000	399
1 & 2 FAMILY, ADD OR ALTER-2	DAVID CADDELL CONSTRUCTION	1921	04/29/13	2612		SMOKING OAK	RD	2	11	FOREST HILLS ADD	R1	\$ 200,000	3,414
1 & 2 FAMILY, CARPORT-2	PAUL WILSON CONSTRUCTION	1513	04/11/13	6002		FLAMING OAKS	CIR	8	2	FLAMING OAKS ESTATES	RE	\$ 20,000	840
1 & 2 FAMILY, CARPORT-2	TITAN BUILDING	1537	04/12/13	1525	W	HAYES	ST	16	3	WOODSLAWN ADD #2	R1	\$ 1,400	288
1 & 2 FAMILY, FIRE REPAIR	GREEN BUILDER, LLC.	1391	04/04/13	1501		PARKVIEW	TER	5	1	SOUTH UNIVERSITY PLACE	R1	\$ 100,000	845
1 & 2 FAMILY, PAVING-2	KEENER, J.W. CONSTRUCTION	1105	04/12/13	515		TULSA	ST	22	3	SOUTHBRIDGE ADD	R1	\$ 3,000	250
1 & 2 FAMILY, PAVING-2	ANYTHING CONCRETE	1321	04/01/13	2338		LINDENWOOD	LN	29	3	HALL PARK #2	R1	\$ 2,900	486
1 & 2 FAMILY, PAVING-2	WOHLMUTH, MATT	1359	04/05/13	1304		BARBOUR	ST	8	6	WESTFIELD MANOR ADDITION	R1	\$ 1,000	376
1 & 2 FAMILY, PAVING-2	CONSTRUCTION UNLIMITED INC	1360	04/08/13	719		HOOVER	ST	12	2	BRADBURY'S ADD #2	R1	\$ 3,500	500
1 & 2 FAMILY, PAVING-2	BILLS CUSTOM CONCRETE, INC.	1490	04/29/13	4601		FOXBOROUGH	CT	4	4	BROOKHAVEN #35	R1	\$ 16,500	704
1 & 2 FAMILY, PAVING-2	DRAINS 4 RAIN	1512	04/11/13	2512		SMOKING OAK	RD	10	3	SMOKING OAK #1-REPLAT	R1	\$ 9,500	1,411
1 & 2 FAMILY, PAVING-2	RILEY CONCRETE LLC.	1750	04/22/13	128		PINE TREE	LN	8	3	CHERRY CREEK SEC 1	R1	\$ 4,960	425
1 & 2 FAMILY, PAVING-2	OWNER	4817	04/29/13	1508		IOWA	ST	5	6	SUNSET ADDITION	R1	\$ 1,200	240
1 & 2 FAMILY, STORAGE BLDG-2	SHOLETTE, TED	4970	04/03/13	527	W	EURFAULA	ST	14	18	WAGONER'S T.R. FIRST ADD	R3	\$ 10,000	144
1 & 2 FAMILY, STORAGE BLDG-2	JOLLEY, MIKE	1192	04/22/13	4104	W	ROCK CREEK	RD	22	3W	NOT SUBDIVIDED	A2	\$ 40,000	900
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	1327	04/23/13	2901	N	PORTER	AVE	17	2W	NOT SUBDIVIDED	A2	\$ 300,000	2,250
1 & 2 FAMILY, STORAGE BLDG-2	OLIPHANT, GREG	1329	04/02/13	3525	SE	132ND	AVE	7	1E	NOT SUBDIVIDED	A2	\$ 15,000	1,440
1 & 2 FAMILY, STORAGE BLDG-2	WILLIAMS, DAVID CONSTRUCTION	1351	04/29/13	4301	NW	48TH	AVE	10	3W	NOT SUBDIVIDED	A2	\$ 50,000	578
1 & 2 FAMILY, STORAGE BLDG-2	INDACO METALS	1352	04/03/13	6109		FLAMING OAKS	CIR	6	2	FLAMING OAKS ESTATES	RE	\$ 22,000	1,500
1 & 2 FAMILY, STORAGE BLDG-2	NIKKEL DON CONSTRUCTION	1423	04/05/13	3831		TIMBERIDGE	DR	2	3	GRANDVIEW EST NORTH #1	RE	\$ 20,000	864
1 & 2 FAMILY, STORAGE BLDG-2	MCCULLAR STORM CELLARS	1429	04/08/13	203		FOREMAN	AVE	3	5	TOWN & COUNTRY ESTATES #2	R1	\$ 6,000	99
1 & 2 FAMILY, STORAGE BLDG-2	GUTHRIE, LLOYD & TANYA	1501	04/11/13	2721		LONG LAKE	PL	8	1	WELLINGTON LAKE SEC 2	PUD	\$ 25,000	900
1 & 2 FAMILY, STORAGE BLDG-2	QUALITY BUILDINGS INC.	1503	04/11/13	1900		BROOKE	DR	9	3	PARK PLACE ADD #4	R1	\$ 3,100	160
1 & 2 FAMILY, STORAGE BLDG-2	TUFF SHED	1564	04/15/13	2320		MEMPHIS	DR	11	7	COLONIAL EST #9	R1	\$ 2,500	120
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	1732	04/25/13	1517		BAYCHARTER	ST	13	5	PARK PLACE ADD #6	R1	\$ 3,000	120
1 & 2 FAMILY, STORAGE BLDG-2	QUALITY BUILDINGS INC.	1765	04/22/13	3020		BRETTFORD	WAY	16	3	ST JAMES PARK ADD 4	R1	\$ 3,000	120
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	1784	04/23/13	4516		SARATOGA	DR	2	2	CAMBRIDGE PLACE #4	RM6	\$ 3,000	144
1 & 2 FAMILY, STORAGE BLDG-2	SHOEMAKE, LYNN	1862	04/25/13	1500		BURLWOOD	RD	24	2W	BURLWOOD COUNTRY ESTATES (COS)	A2	\$ 24,000	1,800

**ALL OTHER RESIDENTIAL BUILDING PERMITS**  
Issued April 2013- Sorted by Permit Type

Total Permits	137			
Average Valuation \$	17,032		Average Project Area	276.88
Total Valuation \$	2,333,369		Total Project Area	37,933

	1 & 2 FAMILY, FIRE REPAIR	1 & 2 FAMILY, PAVING-2	1 & 2 FAMILY, STORAGE BLDG-2	1 & 2 FAMILY, SWIMMING POOL-3	1 & 2 FAMILY, CARPORT-2	3+ FAMILY, ADD OR ALTER	2 FAMILY, NEW CONSTRUCTIO N	TOTAL
1 & 2 FAMILY STORM SHELTER-3								
\$	981,289	\$ 42,160	\$ 526,600	\$ 264,938	\$ 21,400	\$ 3,400	\$ 131,555	\$ 2,333,369
88	9	8	15	5	2	7	2	137
282,047	1							



## **REVITALIZATION DIVISION**

### **Community Development Block Grant (CDBG)**

#### Citizen Participation

Funding for FYE 2013 is **\$738,883 for CDBG and \$368,420 for HOME.**

Funding for FYE 2014 is expected to be **\$768,438 for CDBG and \$350,000 for HOME.**

Citizen participation for FYE 2014 began with neighborhood meetings on August 2, 2012. The meetings were held in the multi-purpose room at 201 West Gray at 7:00 p.m. The Community Dialogue was held on Wednesday, September 5, 2012. At the Dialogue a discussion on the needs of the low-to-moderate income people in Norman was held, and five representatives were elected to the Policy Committee. The meeting on October 3<sup>rd</sup> was an orientation meeting for the Policy Committee, and co-chairs were elected. Presentations by social service providers regarding their requests were held Wednesday, January 23, 2013. The Policy Committee meeting will be March 6, 2013 led to approval of the funding for social services. The committee met on April 3, 2013 to vote on a recommended budget for CDBG and HOME and unanimously recommended approval. The City Council met on April 23, 2013 and unanimously approved the Action Plan.

### **Housing Programs**

July 2012- April 2013:

#### **HOME**

- 8 rehabilitation projects have been qualified with 4 completed, 1 canceled by owner, 1 under contract, bids received on 1, and specifications being prepared on 1.
- Down payment assistance for new Homebuyers – 11. All homebuyer funds have been expended and the program eliminated.

#### **CDBG**

- 8 rehabilitation projects have been qualified with 3 completed, 2 canceled by owner, 2 under contract, and specifications being prepared on 1.
- 11 emergency repairs have been qualified with 8 completed, 1 under contract, and 2 owners have bids.
- 3 accessibility modifications have been qualified with 2 completed, and 1 canceled by owner.

### **Code Compliance**

Code Compliance investigated 769 complaints in April which included weeds, health, inoperative vehicles, off-street parking, kennels, dilapidated structures, right-of-way encroachments, signs, and zoning violations. 789 cases were closed in April with 560 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								

### Work Orders, Owner Abatement after Work Order Issued, and Liens Filed FYE 2013

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Work Orders	51	28	35	34	23	13	16	19	12	19			250
Owner Abated	10	3	5	7	3	0	2	0	3	0			33
Liens Filed	37	21	26	13	12	0	26	10	5	11			161

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. The table below shows signs pulled to date this fiscal year.

### Signs Pulled From Rights-of Ways FYE 2013

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Signs Pulled	21	91	74	146	664	48	36	223	215	467			1,985

### Oil & Gas

Oil & gas inspections continued with 159 operating oil wells. There were no pipeline location issues in April.

### Historic District Commission

The Commission met on April 1st. Staff reported one Administrative Bypass for a backyard privacy fence and a front yard picket fence at 421 S. Lahoma. Staff also reported that preservation and Design Studio OKC began the Porter Corridor Automotive Resources Survey Project on March 27th; and that the Infill Design Workshop has been scheduled for Thursday, September 12, 2013.

The following reports are on the continuation of Certificates of Appropriateness as noted: Legal staff is applying for Motion for Summary Judgment in District Court related to the 549 S. Lahoma pending litigation over the denial of 3 windows, but that case has still not been assigned a hearing date; 639 S. Lahoma interior work is continuing, but nothing has changed on the exterior; 633 Chautauqua garage doors have been installed but replacement concrete work still needs to be completed; 710 Miller has been purchased by a new owner, so Staff sent a letter to the new owner to see if they wish to pursue the fence along the alley; 319 E. Castro returned to the Commission to request a modification to their COA including the omission from the north elevation of a pair of windows (unanimous approval with abstention of Commissioner Russell Kaplan) –

and the second item with this project regarded the garage apartment that has been assigned a separate address of 321 Castro to include a pedestrian door on the west wall (unanimous approval); 620 Miller new owner stated that the garage door would be installed that week; 820 Miller project is nearly complete; 435 Chautauqua interior work continues with no change yet to the exterior; 720 W. Boyd has not begun work, but the National Park Service has granted the project preliminary approval as a Rehabilitation Tax Credit Project; and 410 S. Peters a contractor has been located who is able to do the project without major relocation, and owner hoping work will begin in May.

The request for Certificate of Appropriateness at 231 E. Symmes to build a covered walkway linking the historic house with the building to the north that is not in the historic district was unanimously approved.

### **Homeless Activities**

The **Continuum of Care** Steering Committee on homelessness has changed to quarterly meetings with a smaller group meeting monthly. The steering committee is working on the further implementation of a central intake system that began in July, 2012 at Food and Shelter.

One application for a second round of 2011 Emergency Solutions Grants (formerly Emergency Shelter Grants) funding through the Oklahoma Department of Commerce (ODOC) for Food and Shelter was approved in the amount of \$84,031, an increase over the original allocation of \$5,031. That funding is being used for the implementation of the central intake system. Five applications for 2012 funding were and Central Oklahoma Community Action Agency also submitted an application for \$100,000. Food and Shelter was awarded \$50,000; Women's Resource Center, East Main Place, Thunderbird Clubhouse, and the Salvation Army each were awarded \$100,000. All are under contract.

### **Smalley Army Reserve Center**

The deed was received and filed on September 25, 2012. Keys were transferred on September 27<sup>th</sup>. 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. Final plans and specifications have been prepared for bidding and will be advertised in May for a June bid opening.



**COMMUNITY DEVELOPMENT BLOCK GRANT  
PROGRESS REPORT  
May 1, 2013**

<u>Project Description &amp; Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
<b>YEARS ONE THRU THIRTY-ONE (FY 1975/06)</b>	<b>\$ 32,212,751</b>	<b>100%</b>
<b>YEAR THIRTY-TWO (FY 2006/07)</b>	<b>\$ 1,480,629</b>	<b>97.00%</b>
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects (Original budget \$0 + \$79,969 from Streets)	\$ 79,969	65.75%
<b>YEAR THIRTY-THREE (FY 2007/08)</b>	<b>\$ 1,448,917</b>	<b>96.32%</b>
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	70.01%
<b>YEAR THIRTY-FOUR (FY 2008/09)</b>	<b>\$ 1,396,192</b>	<b>92.85%</b>
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects (Original Budget \$0 + \$89,698 from Street Projects)	\$ 100,092	0.00%
<b>YEAR THIRTY-FIVE (FY 2009/10)</b>	<b>\$ 1,503,773</b>	<b>91.89%</b>
All projects completed prior to 7/2012 except those itemized below:		
1. Park Projects	\$ 124,262	1.41%
2. HOME 09	\$ 632,844	96.25%
<b>YEAR THIRTY-SIX (FY 2010/11)</b>	<b>\$ 1,516,000</b>	<b>96.25%</b>
(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	42.24%
2. Housing Rehabilitation (Original Budget \$418,525 + \$4,813 PI)	\$ 423,338	88.61%
3. HOME 10 (Original Budget \$599,304 + \$15,000 PI)	\$ 614,304	90.21%
<b>YEAR THIRTY-SEVEN (FY 2011/12)</b>	<b>\$ 1,306,077</b>	<b>68.28%</b>
(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	19.67%
2. Housing Rehabilitation (Original Budget \$413,230 +701 PI)	\$ 413,931	66.49%
3. Admin & Planning	\$ 156,256	81.22%
4. HOME 11 (Original Budget \$527,597+\$12,000 PI)	\$ 539,597	56.26%
<b>YEAR THIRTY-EIGHT (FY 2012/13)</b>	<b>\$ 1,107,303</b>	<b>36.13%</b>
(Original Budget \$1,107,303)		
1. Neighborhood Projects	\$ 40,000	0.00%
2. CART	\$ 25,000	67.46%
3. Health for Friends	\$ 14,500	100.00%
4. Bridges	\$ 1,850	87.67%
5. Aging Services of Cleveland County	\$ 4,800	72.96%
6. Meals on Wheels	\$ 12,500	100.00%
7. Bethesda Alternative	\$ 1,900	100.00%
8. Middle Earth Child Development Center	\$ 1,300	100.00%
9. Community After School Program	\$ 8,000	75.09%
10. Community Sevices Building, Inc.	\$ 24,000	100.00%
11. Thunderbird Clubhouse	\$ 1,675	0.00%
12. Progressive Independence	\$ 4,100	64.43%
13. United Way Helpline	\$ 5,000	100.00%
14. Among Friends	\$ 2,600	100.00%
15. Food & Shelter for Friends	\$ 10,000	96.24%
16. Full Circle Adult Day Care	\$ 1,850	80.27%
17. Center for Children and Families	\$ 3,850	100.00%
18. Central Oklahoma Community Action Agency (Transitional Housing)	\$ 20,000	0.00%
19. Central Oklahoma Community Action Agency (Food Pantry)	\$ 10,620	100.00%
20. Central Oklahoma Community Action Agency (RSVP)	\$ 400	97.82%
21. Big Brothers/Big Sisters	\$ 3,375	0.00%

## TARGET AREA PROJECTS NOT COMPLETED

<u>Project Description &amp; Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
<b>YEAR THIRTY-EIGHT (FY 2012/13) cont</b>	<b>\$ 1,107,303</b>	<b>0.00%</b>
22. East Main Place	\$ 12,000	100.00%
23. Housing Rehabilitation	\$ 381,787	47.10%
24. Admin & Planning	\$ 147,776	52.69%
25. HOME 12 (Original Budget \$368,420)	\$ 368,420	2.91%

<b>1. CDBG AND HOME Housing Projects</b>	<b>CDBG \$ 423,338 Year 36</b>	<b>88.61%</b>
	<b>\$ 413,931 Year 37</b>	<b>66.49%</b>
	<b>\$ 381,787 Year 38</b>	<b>47.10%</b>

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

<b>HOME \$ 614,304 2010</b>	<b>90.21%</b>
<b>\$ 527,597 2011</b>	<b>56.26%</b>
<b>\$ 368,420 2012</b>	<b>2.91%</b>

HOME Housing Programs include the administration for the following:  
Reconstruction Program, Deferred Payment loans, Acquisition of Rental Units, Fair Housing, and CHDO Activities

- 0 Rehabilitation Deferred Payment Loans Under Contract
- 4 Rehabilitation Deferred Payment Loans Completed
- 13 Homebuyer Projects Completed

<b>4. Neighborhood Improvements</b>	<b>\$ 79,969 Year 32</b>	<b>65.75%</b>
All funding will be utilized for park improvements in the five	<b>\$ 66,179 Year 33</b>	<b>70.01%</b>
neighborhood parks; McGeorge; Cate; Centennial; Updegraff; and in	<b>\$ 89,698 Year 34</b>	<b>0.00%</b>
two additional locations in the Larsh/Miller neighborhood	<b>\$ 124,262 Year 35</b>	<b>1.41%</b>
Placemaking projects in all five neighborhoods. Street improvements	<b>\$ 131,150 Year 36</b>	<b>42.24%</b>
on Porter: Frank - Hughbert. Solar powered speed indicators for Jones	<b>\$ 25,000 Year 37</b>	<b>19.67%</b>
at Wilson School.	<b>\$ 25,000 Year 38</b>	<b>0.00%</b>
<b>5. Bethesda Alternative</b>	<b>\$ 1,900 Year 38</b>	<b>100.00%</b>

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.

31 Clients have received services since July 2012.

<b>6. CART</b>	<b>\$ 25,000 Year 38</b>	<b>67.46%</b>
Funds are for bus passes and other transportation services for low to moderate income persons.		
4,172 Passes issued since July 2012.		

<b>7. Health for Friends</b>	<b>\$ 14,500 Year 38</b>	<b>100.00%</b>
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.		
2,916 Clients have received medical and dental services since July 2012.		

## TARGET AREA PROJECTS NOT COMPLETED

<u>Project Description &amp; Status</u>	<u>Budget</u>	<u>% Expend- itures</u>
<b>8. Food &amp; Shelter for Friends</b>	\$ 10,000 Year 38	96.24%
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. 61,121 Clients have received free meals since July 2012. 70 Unduplicated Clients have received housing since July 2012.		
<b>9. HELPLINE</b>	\$ 5,000 Year 38	100.00%
School supplies furnished through the ABC 123 Program. 136 Persons Served since July 2012.		
<b>10. Community Services Building</b>	\$ 24,000 Year 38	100.00%
Funds are for partial replacement of the mechanical system at the Community Services Building. 28,621 Clients have received services from agencies located in the CSBI building.		
<b>11. Progressive Independence</b>	\$ 4,100 Year 38	64.43%
Funds are for the purchase of medical equipment and the Open Doors Program. 583 Households Assisted since July 2012.		
<b>12. Full Circle Senior Adult Day Care</b>	\$ 1,850 Year 38	80.27%
Funds are for the purchase of equipment. 312 Clients Served since July 2012.		
<b>13. Central Oklahoma Community Action Agency (TH)</b>	\$ 20,000 Year 38	0.00%
Funds are for the partial rehabilitation costs for the Transitional Housing Units 73 Number of unduplicated clients served since July 2012.		
<b>14. Central Oklahoma Community Action Agency (Food Pantry)</b>	\$ 10,620 Year 38	100.00%
Funds are for the purchase of supplies for the Food Pantry 1,961 Number of clients served since July 2012.		
<b>15. Central Oklahoma Community Action Agency (RSVP)</b>	\$ 400 Year 38	97.82%
Funds are for reimbursement of volunteer mileage expenses. 16 Number of clients served since July 2012.		
<b>16. Meals on Wheels</b>	\$ 12,500 Year 38	100.00%
Funds will provide meals for very low income clients. 1,460 Scholarship meals provided to clients since July 2012.		
<b>17. Middle Earth Child Development Center</b>	\$ 1,300 Year 38	100.00%
Funding will provide for equipment purchase 64 Number of clients served since July 2012.		
<b>18. Community After School Program</b>	\$ 8,000 Year 38	75.00%
Funds are for scholarships for low income participants and purchase of supplies 16 Number of clients served since July, 2012.		
<b>19. Thunderbird Clubhouse</b>	\$ 1,675 Year 38	0.00%
Funds are for the purchase of supplies for a breakfast program. Clientele served by Thunderbird clubhouse are of a presumed benefit according to CDBG regulations. 862 Number of clients served since July, 2012.		

**TARGET AREA PROJECTS NOT COMPLETED**

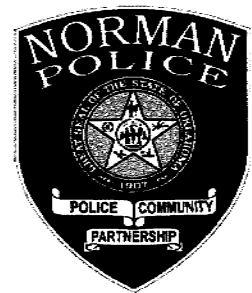
<b><u>Project Description &amp; Status</u></b>	<b><u>Budget</u></b>	<b><u>% Expend- itures</u></b>
<b>20. Bridges</b> Funds are for support of the student computer lab and the Life Skills Program Clientele served by Bridges are of a presumed benefit according to CDBG regulations. 24 Number of clients served since July 2012. Income data not recorded.	\$ 1,850 Year 38	87.87%
<b>21. Center for Children &amp; Families</b> Funds are for the purchase of supplies for the Kennedy Neighborhood Center. 280 Number of clients served since July 2012.	\$ 3,850 Year 38	100.00%
<b>22. Among Friends Activity Center</b> 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. 419 Number of clients served meals since July 2012.	\$ 2,600 Year 38	100.00%
<b>23. East Main Place</b> 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. 98 clients served since July 2012.	\$ 12,000 Year 38	100.00%
<b>24. Aging Services of Cleveland County</b> Funds are to provide monthly scholarships for elderly residents residing at Rose Rock Villa to offset costs for congregate meal program. 510 clients served since July 2012.	\$ 4,800 Year 38	72.96%
<b>25. Big Brothers and Big Sisters</b> Funds are provided to offset the costs of matching Big Brothers and Big Sisters to low income children clients served since July 2012.	\$ 3,375 Year 38	0.00%

**POLICE 10**



# Administrative Summary

## April



### Operations

	<u>Current</u>		<u>Year-To-Date</u>	
	13	12	13	12
<b>Part I Crimes</b>	<b>363</b>	<b>350</b>	<b>1,373</b>	<b>1,416</b>
Murder	1	0	2	0
Rape	7	8	29	26
Robbery	6	4	22	21
Agg. Ass.	13	5	30	16
Burglary	76	60	294	237
Larceny	242	254	918	1,035
Auto Theft	16	18	76	78
Arson	2	1	2	3
<b>Part II Crimes</b>				
DUI/APC	43	66	176	188
Drunkenness	69	98	253	215
Drug Violations	122	148	524	412
Littering	2	4	8	13
Forgery	19	14	79	61
Vandalism	79	90	278	293
Others	892	813	3,083	3,449
<b>Total Crime</b>	<b>1589</b>	<b>1583</b>	<b>5774</b>	<b>6047</b>
<b>Collisions</b>				
Fatality	0	0	1	1
Injury	59	62	230	153
Non-Injury	180	217	768	600
<b>Miscellaneous</b>				
CAD Activity (Total)	9170	9200	35036	36166
Calls for Service (Police)	5604	5498	20655	20489
Citations	1334	1354	5339	5926
Warnings	863	941	3358	4430
Community Activity (Hours)	340	350	1436	1179
Avg Emergency Response Time (Min)	4.50			
Avg Non-Emerg Response Time (Min)	6.34			
Avg Call Time (Hours)	0.76			

## **Crime Free Multi-Housing Program**

### **April 2013**

In April, we completed an initial security inspection for Presidential Gardens Apartments at 1938 Fillmore Ave. This property is the first locally owned apartment community to have a security survey conducted by NPD. It was very close to passing; however, it had some lighting and other issues, of which management is now aware and working to correct.

The program, in general, has been beneficial to officers when needing to find information about certain apartments and individuals residing therein. It has also been beneficial to managers needing information about calls that may have occurred on their property. We are finding that managers are very willing to partner with law enforcement officials when information can be shared about mutual interests. We have also received several calls from other apartment communities wishing to be a part of the program. They understand we are still in a trial phase and are asking to be first on the list for the next training class, assuming the program is opened to the rest of the city.

**ANIMAL CONTROL      10A**



**ANIMAL CENTER DIVISION  
PRELIMINARY REPORT FORM  
April 2013**

	FY2013		FY2012	
<b>OPERATIONAL INFORMATION</b>	<b>This Month</b>	<b>Year to Date</b>	<b>This Month</b>	<b>Year to Date</b>
<b>DOGS:</b>				
Number on hand from last month	85		68	
Number impounded this month	136	1309	138	1381
Owner relinquish	19	178	15	178
In field pickup	0	12	1	12
Adoption returns	8	8	N/A	N/A
Disposal	3	39	0	24
Picked up dead	8	50	6	66
Number redeemed	34	255	30	300
Number adopted to public	64	437	55	443
Number turned to rescues	24	245	25	152
Number euthanized - Adoptable	0	53	17	82
Number euthanized - Non adoptable	23	220	22	277
Number died for unknown reason	0	18	1	6
Number fostered	1	3	3	88
Escaped	1	1		
Total now on hand	63		65	
<b>CATS:</b>				
Number on hand from last month	6		26	
Number impounded this month	112	753	150	855
Owner relinquish	22	92	7	18
In field pickup	0	4	0	1
Adoption returns	0	0	N/A	N/A
Disposal	4	104	18	49
Picked up dead	8	112	12	122
Number redeemed	2	13	2	18
Number adopted to public	11	140	7	136
Number turned to rescues	44	275	48	268
Number euthanized - Adoptable	0	44	6	77
Number euthanized - Non adoptable	24	199	48	265
Number died for unknown reason	0	4	3	11
Number fostered	0	0	0	20
Escaped	0	0		
Total now on hand	25		39	
<b>MISCELLANEOUS:</b>				
Domesticated Animals	0	10	2	11
Wildlife	83	965	128	1186
TOTAL	83	975	130	1197

NOTES:

	FY2013		FY2012	
<b>SAFETY REPORT</b>	This Month	Year to Date	This Month	Year to Date
Injuries on the Job	0	5	0	2
City Vehicle Damaged	0	2	0	0
Vehicle Accidents Reviewed	0	1	0	0
a. Employee Responsible	0	1	0	0
b. Employee Not Responsible	0	0	0	0

<b>PET LICENSES ENFORCEMENT ACTION</b>	This Month	Year to Date	This Month	Year to Date
Total Licenses Sold (Annual)	154	9480	295	5389
Citations Issued (AWO)	17	129	24	163
Citations Issued (Private Citizen)	0	1	0	10
Warnings Issued	4	92	5	94

<b>FINANCIAL INFORMATION</b>	This Month	Year to Date	This Month	Year to Date
10-1531 Amount - dog redemption	\$912.00	\$7,827.00	\$715.00	\$11,090.00
10-1532 Amount-dog adoption	\$3,630.00	\$25,100.00	\$3,210.00	\$25,630.00
10-1531 Amount-cat redemption	\$30.00	\$255.00	\$55.00	\$455.00
10-1532 Amount-cat adoption	\$420.00	\$7,110.00	\$510.00	\$7,860.00
10-1531 Amount-misc. redemption	\$0.00	\$0.00	\$0.00	\$0.00
10-1532 Amount-Misc. adoption	\$0.00	\$160.00	\$0.00	\$195.00
10-1533 Miscellaneous	\$900.00	\$6,540.00	\$598.00	\$7,560.00
<b>TOTAL</b>	<b>\$5,892.00</b>	<b>\$46,992.00</b>	<b>\$5,088.00</b>	<b>\$52,790.00</b>

Donation 010-0000-227.24-31	\$236.00	\$15,878.20		
			\$0.00	\$2,908.28
Donation account balance		\$31,690.50		

<b>2003 Adoption expansion</b>	Month	to Date	Month	to Date
Payback Balance	\$25,546.50		\$46,900.50	
22-L432 Liability - pet licenses		\$17,103.50	\$1,465.50	\$16,909.50
<b>TOTAL (New Balance)</b>	<b>\$25,546.50</b>		<b>\$45,435.00</b>	

**NOTES:**

Replacement CPL \$1.50

	FY2013		FY2012	
<b>SPAY / NEUTER PROCEDURES</b>	This Month	Year to Date	This Month	Year to Date
Dogs	40	386	57	386
Cats	7	152	20	153
<b>TOTAL</b>	<b>47</b>	<b>538</b>	<b>77</b>	<b>539</b>

	FY2013		FY2012	
<b>ANIMAL BITES July to June</b>	This Month	Year to Date	This Month	Year to Date
Dogs	7	56	4	48
Cats	0	5	1	16
Other	0	1	0	2

### **SUMMARY**

Dogs returned to the owner prior to coming to the shelter

2	City pet license
3	Rabies tag
	Microchips
4	Personal ID tag
	Knew animal do to prior contact
2	Neighbor told officer
	Lost & Found slip at shelter
<b>11</b>	<b>Total</b>

Incident No.	Offense	Court
2013-04234	Animal Exposure	
2013-04700	Rabies Vacc/Shots	Municipal court
2013-04849	Animal Exposure	
2013-05012	City pet license	Municipal court
2013-05164	City pet license	Municipal court
2013-05164	Rabies Vacc/Shots	Municipal court
2013-05173	Rabies Vacc/Shots	Municipal court

2013-04289	Animal Exposure	
2013-04575	Animal Exposure	
2013-04692	Cruelty to Animals	Municipal court

2013-04738	Cruelty to Animals	Municipal court
2013-05332	Cruelty to Animals	Municipal court
2013-05332	Cruelty to Animals	Municipal court
2013-05332	Cruelty to Animals	Municipal court
2013-05332	Cruelty to Animals	Municipal court
2013-05332	Cruelty to Animals	Municipal court
2013-05332	Clean enclosures	Municipal court
2013-05332	City Pet license	Municipal court

2013-04237	Animal Exposure	
2013-04249	Rabies Vacc/Shots	Municipal court
2013-04329	Abandonment	Municipal court
2013-05465	City Pet License	Municipal court
2013-05592	Animal Exposure	
2013-05802	Rabies Vacc/Shots	

## **PUBLIC WORKS**

**11**

**ENGINEERING DIVISION 11A**

**CITY OF NORMAN, OKLAHOMA  
DEPARTMENT OF PUBLIC WORKS  
MONTHLY PROGRESS REPORT  
April, 2013**

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**ENGINEERING DIVISION**

**Development:**

The Development Coordinator processed for 2 Preliminary Plats, 1 Short Form Plat, and 4 Final Plats for Planning Commission review and 2 Consent to Encroachments, 1 Preliminary Plat, and 3 Final Plats for City Council review. The Development Engineer reviewed 33 sets of construction plans and 8 punch lists. There were 196 permits reviewed and/or issued. Fees were collected in the amount of \$28,720.77.

**Capital Projects:**

**Classen/Imhoff:**

The Classen Boulevard/Imhoff Road Project between Constitution Street and State Highway 9 is a \$2.3 million street improvement project. The project installed a new traffic signal system at the intersection of Classen Boulevard and Imhoff Road including the addition of a center turn lane on Classen Boulevard.

The contractor completed the widening of Classen Boulevard and is working on completing the 10 foot sidewalk on the east side of the roadway.

**Robinson Street and 12<sup>th</sup> Avenue NE:**

The Robinson Street and 12<sup>th</sup> Avenue Intersection Project is a \$2.2 million street improvement project designed to reduce traffic congestion and improve traffic safety. When this project is complete, the intersection will be widened to provide dual left turn lanes for northbound and southbound traffic, an exclusive right turn lane for eastbound traffic, and a reconstructed east leg of the intersection. A new sidewalk will be constructed along the north side of Robinson Street between 12<sup>th</sup> Avenue NE and Northcliff Avenue.

The contractor is working to complete the east leg of the intersection.

**Porter Avenue Gap Project:**

The Porter Avenue Paving Project from Woodcrest Drive is a \$2 million street improvement project designed to reduce traffic congestion and improve traffic safety. When this project is complete, the roadway will be widened to four lanes from Woodcrest Drive to north of Tecumseh Road with sidewalks on both sides of the street.

The contractor completed the roadway work between Rock Creek Road and Tecumseh Road. The contractor is continuing the earthwork north of Tecumseh Road.

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

The contractor's activities this month are as follows:

- Worked on installing bridge piles on the east and west side of I-35
- Worked on the dirt work for the SPUI ramps on the north and south sides of the bridge

I-35 Bridge over the Canadian River:

Construction on the I-35 Bridge over the Canadian River began on Monday, January 21, 2013. This is a \$16 million construction project awarded to Sherwood Construction of Wichita, Kansas. This project will add one lane in each direction to the bridge, which will ease traffic congestion for people traveling southbound on Interstate 35. This project is expected to be complete by September 2013. The construction contract allows the contractor to earn early completion incentive pay at \$3,000 a day with a maximum of 100 days, for an early completion date in June 2013. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project.

The contractor completed the installation of the bridge pier foundations and began to hang the bridge beams on both sides of the bridge.

CIP Sidewalks:

Construction to fill a 210 foot sidewalk gap adjacent to 535 48<sup>th</sup> Avenue NW was completed April 1<sup>st</sup>, 2013.

Storm Water Management Program - Construction Site Compliance Inspection:

The Storm Water Construction Site Compliance Inspection Overview (attached) shows a summary of the annual activity for calendar years 2011 and 2012, respectively, as well as monthly activity for January, 2013 through April, 2013. The overview report also indicates the number of drainage/storm water-related citizen calls received.



Storm Water Management Program - Construction Site Compliance Inspection:

The Storm Water Construction Site Compliance Inspection Overview (attached) shows a summary of the annual activity for calendar years 2011 and 2012, respectively, as well as monthly activity for the months of January through April, 2013. The overview report also indicates the number of drainage/storm water-related citizen calls received.

Storm Water Management Program - Manufactured Fertilizer Ordinance (Ordinance No. O-1213-34):

The Manufactured Fertilizer Ordinance (Ordinance No. O-1213-34) was adopted by the Norman City Council on February 26, 2013 and became effective on March 26, 2013. Staff of the Public Works Department-Engineering Division-Storm Water Program developed a retail display board with brochure holders, an educational tri-fold brochure for public dissemination including distribution by fertilizer retailers and fertilizer applicators, and a manufactured fertilizer applicator registration form. These materials have been reviewed by the Legal Department and have been approved for use by the City Manager. The retail display board includes both English and Spanish translations of the board's message. Translation of the informational brochure for message dissemination in Spanish is currently underway. A mock-up of the retail point-of-sale display board and the English version of the informational brochure have been distributed through personal contacts with the management of the major fertilizer retailer outlets in Norman for corporate approval for display. Representatives of the Environmental Control Advisory Board have volunteered to provide follow-up assistance once the Public Works Department has established the initial contacts and relationships with the management of local Norman fertilizer retailer outlets.

A news article about the Manufactured Fertilizer Ordinance has been included in the Public Works Department's quarterly electronic storm water newsletter *Runoff Roundup* that was distributed the week ending April 12, 2013. Storm Water Program staff of the Public Works Department presented an update regarding the Manufactured Fertilizer Ordinance to the Environmental Control Advisory Board on April 17, 2013. City Engineer Scott Sturtz has made presentations pertaining to Norman's adopted Manufactured Fertilizer Ordinance at the Oklahoma Floodplain Managers Association's Spring 2013 Conference, the City's recent Water Wise Workshop, and Oklahoma's 2013 Watershed Academy.

Links to the adopted and signed Manufactured Fertilizer Ordinance, Commercial Fertilizer Applicator Registration form, and the English version of the informational brochure have been included on the Public Works-Engineering web page at <http://www.ci.norman.ok.us/city/public-works-engineering>.

Sutton Wilderness Lake Dam & Spillway Repair Project:

In a November 24, 2010 letter, the City of Norman was notified by the Oklahoma Water Resources Board (OWRB) that, based on the findings in OWRB's hazard-potential reclassification report, Sutton Wilderness Lake Dam, located about 1500 feet south of Rock Creek Road and 2200 feet west of 12th Avenue N.E. in the City of Norman's George M. Sutton Urban Wilderness Park, had been reclassified as a high hazard-potential structure, the failure of which will likely cause loss of human life. OWRB pointed out that the dam must meet certain minimum standards appropriate for the dam's classification and size.

Sutton Wilderness Lake Dam is located on property owned by the State of Oklahoma Department of Mental Health. The property has been leased to the Oklahoma Tourism and Recreation Department, and subsequently subleased to the City of Norman, for the establishment and maintenance of the George M. Sutton Urban Wilderness area in accordance with the provisions of House Joint Resolution No. 1008 approved by the Honorable Governor George Nigh on February 8, 1979.

The George M. Sutton Urban Wilderness Park area is part of the City of Norman Parks System, and consists of the 157.7 acres, more or less, under a 99-year sublease between the City and the State of Oklahoma, as well as an additional 53-acre tract immediately adjacent to the west that was purchased by the City of Norman in 2008. Guidance and advice regarding rules, regulations and activities for the park as well as a management plan "*to maintain Sutton Urban Wilderness as a healthy ecosystem, representative of the natural ecology of Oklahoma...*" is provided by the Sutton Urban Wilderness Committee created by the City in 1983 as an ad hoc committee to the Norman Parks and Recreation Department.

The Sutton Wilderness Lake Dam and Spillway 2011 Inspection Report, completed in accordance with requirements set forth in OWRB's letter, characterized the dam and spillway as "in poor condition" and recommended the following actions to address identified deficiencies:

1. removal of all trees from the dam and spillway
2. flattening of the downstream slope to facilitate slope maintenance
3. grading of the area at the downstream toe of slope to prevent standing water
4. restoration of the emergency spillway
5. evaluation of the principal spillway for deterioration
6. installation of an upstream control valve
7. restoration and stabilization of the dam face (upstream slope) including the addition of riprap

A public notice of the City of Norman's Public Works Department's R.F.P. No. 1213-77 *Request for Proposals for Consulting Engineering Services* for the project was published in the *Norman Transcript* on April 23 and April 30, 2013. The Request for Proposals was also emailed to all consulting firms contained on the Public Works Department's consultant list. The project goal is to make structural improvements and to develop operational procedures necessary to appropriately address identified deficiencies and, to the extent practical, bring the Sutton Wilderness Lake Dam into compliance with current design standards. The anticipated basic scope of work of the selected consultant firm will be to provide all engineering services necessary to prepare plans, specifications and bid package, and to provide technical assistance throughout the design and construction of the project.

Proposals are due at the Office of the Public Works Director no later than 4:00 p.m. on May 14, 2013. Proposals will be reviewed, and a consultant selected, by a selection committee comprised of the City Engineer, Storm Water Engineer, Parks & Recreation Supervisor, a representative of the Sutton Urban Wilderness Committee, and a representative of the City's Environmental Control Advisory Board. Consideration and approval of a consultant contract for the project is anticipated for the City Council's June 25, 2013 meeting.

**DEVELOPMENT COORDINATION 11B**

# April 2013

## DEVELOPMENT COORDINATION, ENGINEERING, AND

## PERMIT REVIEW

FY 12-13 Associated Fees

### Subdivision Development:

#### Planning Commission Review:

\*Norman Rural Cert of Survey..0  
 \*Final Plats.....4  
 \*Preliminary Plats.....2  
 \*Short Form Plat.....1

#### City Council Review:

Certificate of Survey.....0  
 Preliminary Plat.....1  
 Final Plats.....3  
 Consent to Encroach.....2  
 Easement.....0  
 Street Name Change.....0  
 Limits of No Access.....0

This Month	Last Month	Total
↓	↓	↓
\$20,450.00	\$20,530.20	\$100,710.20

### Permits Reviewed/Issued:

(includes Offsite Construction fees)

\*\*Single Family.....42  
 \*\*\*Commercial.....24  
 Multi-Family.....0  
 Addition/Alteration.....12  
 House Moving.....1  
 Paving Only.....7  
 Storage Building.....15  
 Swimming Pool.....7  
 Storm Shelters.....78  
 Public Improvements.....6  
 Temporary Encroachments.....2  
 Fire Line Pits/Misc.....1  
 Flood Plain (@\$100.00 each).....1

↓	↓	↓
\$100.00	\$100.00	\$700.00

<b>Total Permits.....</b>	<b>\$8,170.77</b>	<b>\$22,676.53</b>	<b>\$82,844.80</b>
<b>Grand Total.....</b>	<b>\$28,720.77</b>	<b>\$43,306.73</b>	<b>\$184,255.00</b>

<b>****Construction Plan Review occurrences</b>	33	28	298
<b>*****Punch Lists prepared.....</b>	8	5	66

\* 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 2013**

**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	8	100%
PI #10 SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	42	100%
PI #11 COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	24	100%
PI #12 CONSTRUCTION PLAN REVIEW W/I 10 DAYS	33	100%
PI #13 FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	7	100%

**FLEET DIVISION 11C**

## **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 2013

FYE 2013

## FUEL REPORT

IN GALLONS

	UNLEADED PURCHASED	DIESEL PURCHASED	CNG PURCHASED
Internal pumps	19,936.00	25,595.00	12,008.00
Outside - sublet	234.40	489.70	0.00
<b>TOTAL</b>	<b>20,170.40</b>	<b>26,084.70</b>	<b>12,008.00</b>

TOTAL Consumption	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
	20,487.41	26,419.40	4,221.49	7,786.51

## FYE 2013 TO DATE CONSUMPTION

TOTAL Consumption	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
	169,640.64	217,761.11	39,974.48	74,121.15

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$3.01	Low	\$2.74	UNLEADED	High	\$3.25	Low	\$3.13
DIESEL	High	\$3.21	Low	\$2.91	DIESEL	High	\$3.58	Low	\$3.58
CNG	High	n/a	Low	\$0.53	CNG	High	n/a	Low	\$1.03

## MAINTENANCE REPORT

REPAIR PARTS SOLD	\$65,675.96
TIRES SOLD	\$23,702.48
<b>TOTAL PARTS SOLD</b>	<b>\$89,378.44</b>

## PUBLIC CNG SALES

April 2013	\$8,090.05
FYE 2013 TO DATE	\$97,873.74

**SUBLET REPAIRS \$18,046.94**

	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	Fiscal YEAR TO DATE
ROAD CALLS	44	44	33	408
PM SERVICES	136	110	101	1,035
DISASTER REPAIRS	0	0	0	38
WORK ORDERS	549	457	419	4,712



**FLEET MANAGEMENT**  
**PREVENTATIVE MAINTENANCE RESCHEDULES**

**FYE 12 VS FYE 13**  
**AS OF 5/10/2013**

	COMPLETED FYE 12	PENDING FYE 12	TO DATE FYE 13	PENDING FYE 13
CITY COUNCIL	0	0	0	0
FIRE ADMINISTRATION	1	0	2	0
FIRE TRAINING	0	0	0	0
FIRE PREVENTION	2	0	5	0
FIRE SUPPRESSION	4	0	6	0
FIRE DISASTER PREPAREDNESS	0	0	0	0
ENGINEERING	0	0	1	0
UTILITIES (METER READERS)	0	0	0	0
INFORMATION SYSTEMS	0	0	0	0
FLEET MANAGEMENT	0	0	0	0
STREET MAINTENANCE	0	0	12	0
STORM WATER	0	0	0	0
TRAFFIC	1	0	3	0
SANITATION ADMINISTRATION	0	0	0	0
SANITATION RESIDENTIAL	7	0	4	0
SANITATION COMMERCIAL	3	0	12	0
SANITATION TRANSFER	3	0	4	0
SANITATION COMPOST	0	0	2	0
SANITATION RECYCLE	1	0	1	0
SANITATION YARD WASTE	2	0	0	0
LINE MAINTENANCE ADMIN.	0	0	0	0
WATER LINE MAINTENANCE	6	0	7	0
SEWER LINE MAINTENANCE	2	0	0	0
PARK MAINTENANCE	0	0	5	0
PARKS & RECREATION	0	0	0	0
FORESTRY	0	0	0	0
PLANNING	0	0	0	0
PLANNING CDBG	1	0	0	0
WATER PLANT	1	0	0	0
WASTE WATER PLANT	0	0	5	0
UTILITIES - ENVIRONMENTAL	0	0	0	0
BUILDING MAINTENANCE	3	0	1	0
CUSTODIAL	0	0	0	0
DEVELOPMENT SERVICES	3	0	0	0
CODE COMPLIANCE	0	0	0	0
ANIMAL CONTROL	2	0	6	0
POLICE ADMINISTRATION	0	0	0	0
POLICE STAFF SERVICES	1	0	4	0
POLICE CRIMINAL INVESTIGATIONS	2	0	4	0
POLICE PATROL	25	0	23	0
POLICE SPECIAL INVESTIGATIONS	1	0	1	0
POLICE COMMUNICATIONS	0	0	0	0
<b>TOTALS</b>	<b>71</b>	<b>0</b>	<b>108</b>	<b>0</b>

# **FLEET MANAGEMENT**

## **Mechanic Productivity Report**

FYE 2013

April 2013

MECHANIC	DIRECT LABOR HOURS
# 001	140.64
# 002	137.52
# 003	133.25
# 004	142.44
# 005	66.53
#006	7.63
# 007	150.76
# 008	92.66
# 010	120.71
# 011	135.85
# 012	128.21
# 013	0.00
# 015	149.51
# 019	127.45
# 021	142.67

DIRECT LABOR HOURS	1675.83
TOTAL AVAILABLE HOURS	2175.66
PRODUCTIVITY GOAL	70.0%
<b>ACTUAL PRODUCTIVITY</b>	<b>77.0%</b>

**Equipment Late for PM by Equipment Number**

\*292-9708 to make PM Reschedule arrangements

Unit #	Division	Description	Latest Meter	Due at Meter	Meter Past	ORIGINAL DUE DATE	ORIGINAL TIME DUE	Type of SERVICE
1191	Police	Criminal Investigation	2000 Echo Generator	n/a	n/a	29-Mar	8:00	PMC
0020	Fire	Suppression	2003 E-ONE	67,614	65,992	11-Mar	7:00	PMA
0988	Police	Animal Control	1999 Chevy 2500	178,531	178,488	19-Mar	8:00	PMA
0247	Sanitation	Commercial	2006 IHC 4400	66,910	66,101	8-Apr	7:00	PMA
1223	Police	Patrol	2010 Ford Crown Vic	14,016	9,273	8-Apr	8:00	PMA
0067	Finance	I.T.	1999 Dodge Van	56,333	55,495	8-Apr	10:00	PMA
					0			
					0			
					0			
					0			
					0			
<b>rescheduled:</b>								
0008	Fire	Suppression	2006 Suburban	72,078	70,579	27-Mar	8:00	PMA
					0			
					0			
					0			

**STREET DIVISION 11D**

**STREET DIVISION**

**ASPHALT OPERATIONS**

**168<sup>TH</sup> AVE NE B/HWY 9 AND ALAMEDA ST OVERLAY**

550 gallons of tack oil and 1,720.48 tons of asphalt

**96<sup>TH</sup> AVE SE B/ POST OAK RD AND ETOWAH RD PAVER PATCH**

184.39 tons of asphalt

**DEEP PATCH OPERATIONS**

**2200 BLOCK 60<sup>TH</sup> AVE NE**

64.52 tons of asphalt

**CONCRETE OPERATIONS**

**500 BLOCK RAMBLING OAKS DR PANEL REPLACEMENT**

2.5 cubic yards of concrete

**2100 BLOCK CRESTMONT ST PANEL REPLACEMENT**

6.0 cubic yards of concrete

**E.900 BLOCK EAST LINDSEY ST PANEL REPLACEMENT**

3.0 cubic yards of concrete

**1000 BLOCK CARLISLE CIR PANEL REPLACEMENT**

20.0 cubic yards of concrete

**W.1000 BLOCK ALAMEDA SIDEWALK REPAIR**

2.5 cubic yards of concrete

**501 PORTLAND AVE SIDEWALK REPAIR**

1.0 cubic yards of concrete

**DRAINAGE OPERATIONS**

**1613 CREEKSIDE INLET REPAIR**

12.5 cubic yards of concrete and 5.22 tons of asphalt

**4231 MIDDLEFIELD DRAIN PIPE REPAIR**

15.0 cubic yards of concrete

**2804 NORTHERN HILLS LN DRAIN PIPE REPAIR**

1.0 cubic yards of concrete

**1808 BISMARC CT DRAIN PIPE REPAIR**

9.0 cubic yards of concrete

OTHER

INTERLOCAL AGREEMENT CLEVELAND CO. DIST. 2  
JUANITA LN OVERLAY

645.05 tons of asphalt

INTERLOCAL AGREEMENT CLEVELAND CO. DIST. 2  
149<sup>TH</sup> ST B/144<sup>TH</sup> AVE NE AND 156<sup>TH</sup> AVE NE OVERLAY

1,954.19 tons of asphalt

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 13.0 tons of asphalt was utilized in routine pothole patching operations

**SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2013**

<b>STREET DIVISION</b>					
	<b>FYE 2013 April, 2013</b>	<b>FYE 2013 April, 2013</b>	<b>Year to Date</b>	<b>Year to Date</b>	<b>FYE 2013</b>
<b>PERFORMANCE INDICATORS</b>	<b>ACTUAL</b>	<b>PER CENT</b>	<b>ACTUAL</b>	<b>PER CENT</b>	<b>PROJECTED</b>
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)	13.00	100%	70.16	100%	95%
Overlay/pave 10 miles per year.	2.40	24%	15.45	155%	100%
Replace 1,160 square yards of concrete pavement panels	67.00	6%	866.00	75%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	10.00	2%	100.00	24%	50%
Grade all unpaved public roads eight (8) times a year. (approximately 21 miles)	42.00	25%	420.00	250%	70%

<b>STORM WATER DIVISION</b>					
	<b>FYE 2013 April, 2013</b>	<b>FYE 2013 April, 2013</b>	<b>Year to Date</b>	<b>Year to Date</b>	<b>FYE 2013</b>
<b>PERFORMANCE INDICATORS</b>	<b>ACTUAL</b>	<b>PER CENT</b>	<b>ACTUAL</b>	<b>PER CENT</b>	<b>PROJECTED</b>
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	272.00	54%	3,589.00	60%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	1,868.00	12%	2,859.00	19%	70%
Mow 190 ROW-miles of Urban right-of-way, eighteen times per year (miles)	15.75	0%	123.50	4%	85%
Mow 148 miles of Rural Right-of-way twice per year (miles)	24.75	8%	605.75	205%	50%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	-	0%	8,758,199.00	64%	80%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	37.00	12%	65%

## Storm Water Management Program Construction Site Compliance Inspection Overview

Description	2011 Annual Total	2012 Annual Total	January 2013	February 2013	March 2013	April 2013
New sites started during reporting period	19	20	5	6	3	2
Continuing sites during reporting period	33	28	32	33	39	38
Closed sites during reporting period	25	17	4	1	3	1
Total number of open sites during the reporting period	52	30	33	38	39	40
<b>Summary of inspection results during reporting period</b>						
Sites inspected during reporting period	52	48	37	39	42	40
Percentage of sites inspected	100.0 %	100.0 %	100.0 %	100.0 %	100.0 %	100.0 %
Total number of inspections performed	543	758	79	74	74	100
Number of sites with enforcement actions	2	3	0	0	1	1
Total number of enforcement actions	2	5	0	0	1	1
Inspections resulting in a violation	123	41	16	13	9	15
Percentage of inspections with violations	22.7 %	5.4 %	20.3 %	17.6 %	12.2 %	15.0%
<b>Citizen Calls</b>	52	57	4	6	4	14



**TRAFFIC DIVISION 11E**

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

<b>APRIL 2013</b>	<b>PROJECTED GOAL</b>	<b>THIS MONTH</b>			<b>YEAR TO DATE</b>		
		<b>Number of Requests</b>	<b>Goal Met</b>	<b>Percentage Met</b>	<b>Number of Requests</b>	<b>Goal Met</b>	<b>Percentage Met</b>
Provide initial response to citizen inquiries within 2 days	100%	76	76	100%	608	608	100%
Provide information requested by citizens within 7 days	95%	76	76	100%	608	608	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	1	1	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	46	46	100%	433	433	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons 0	Worker Hours 0	Percentage 0.00	Gallons 1197	Worker Hours 622.5	Percentage 0.52
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days 0	Total Installations 0	Average 100%	Crew Work Days 96.72	Total Installations 107.89	Average 100%
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	Number Performed 24	Goal Met 24	Percentage Met 100%	Number Performed 141	Goal Met 141	Percentage Met 100%
Response to reports on traffic signal malfunctions within one hour.	99%	Number of Reports 56	Goal Met 56	Percentage Met 100%	Number of Reports 412	Goal Met 412	Percentage Met 100%
Response to reports of sign damage:	Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour	99%	10	10	100%	82	82	100%
<i>Lower Priority</i> all other signs within one day	90%	65	65	100%	599	599	100%
<i>Street Name Signs</i> within two weeks	90%	18	18	100%	149	149	100%
Percent of work hours lost due to on the job injuries.	<.01%	Total Work Hours 2992	Work Hours Lost 56	Percentage Met 0.02	Total Work Hours 28744	Work Hours Lost 548.75	Percentage Met 0.02



## Monthly Report

April 2013

### Line Maintenance:

#### Division Capital Project FYE 13

- Sandpiper Ln. – WA 0313 – 100% complete
- High Meadows – WA0208 – 50% complete

#### Division Accomplishments

Water Maintenance crews responded to 21 water main emergencies, maintenance on 17 fire hydrants, surveyed 413 fire hydrants for master record, 125 water valves, 320 water main locates, completed 18 yard restoration sites, responded to 10 after hour water service requests, and set 46 new water meter services. Estimated water loss from water main breaks, and system quality assurance for the month of April – 1,193, 000 gallons.

Sewer Maintenance crews hydro-cleaned 192,650 feet of sewer mains, 6,575 feet of root removal, 9,328 feet of CCTV inspection, 7 tap inspections, 3 cap inspections, 7 tap locations by CCTV, 354 sewer main locates and responded to 51 possible sewer obstructions requests, 7 on City side, 44 on private side, (no SSO's). Removed pumps - # 1 and # 2 – East Ridge Lift station, removed pump # 1 – Sutton Park Lift Station, removed pump # 1 – Ashton Grove lift station for annual maintenance cleaning and inspection, and removed pump # 1 from service; installed re-built pump at Royal Oaks lift station due to seal failure.

#### D Lift Station:

Average daily flow: 1.28 MGD.

Average total flow: 28.64 MG.

### Wastewater Projects:

Tecumseh Interceptor (WW0262): Project design by Garver Engineers is approximately 75% complete. Easement acquisition is underway. The easement for the Connally property at the NE corner of 12<sup>th</sup> Avenue NW and Tecumseh Road has been acquired. All easements have been obtained and final design is complete. Plans have been submitted to ODEQ for approval. Bids will opened May 16, 2013.

Canadian River TMDL Study (Project WW0044): NUA partnered through ACOG with other communities which discharge to the Canadian River to study river water quality. We selected a consultant who completed a sampling and testing plan, the Quality Assurance Project Plan (QAPP). QAPP approved by EPA, Region 6 (EPA 6) in Dallas 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 final report received 9/20; ODEQ comments; final report received 2/6/13; consortium meeting scheduled 3/15; payments totaling \$256,818 of \$268,000 or 96% have been approved.

Royal Oaks Force Main Rehab (WW0062): Two 12-inch PVC force mains from Hall Park and Royal Oaks lift stations join into 2,260 linear feet of 16-inch ductile iron force main installed in 1984; force main runs south along 24<sup>th</sup> Avenue N.E., from near Alex Plaza Drive across Alameda to its termination at an existing manhole to be replaced. Design layout nearing completion; Lemke proposal due shortly.

SE Bishop Interceptor, Phase 2B (Project WW0267): Construction of Phase 2B, Section 1 complete March 2007; Section 3: easement drawings in hand; final negotiations in progress; should bid early 2013; Section 2: Received six (6) bids 11/1/12, Krapff-Reynolds Construction Company low: \$1,054,480 with five (5) other bidders. NUA award and contract approved 12/18; pre-work meeting 1/15/13; Notice to Proceed effective 1/28 with six (6) month contract completion time; construction is on schedule and within budget; payments totaling \$310,699 of \$1,054,480 or 29% processed.

Sewer Maintenance Project FYE11 (WW0055): Annual rehabilitative project, 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 will replace almost 35,000 feet of sewer line and over 100 manholes; bids advertised 4/27 & 5/2/13; pre-bid meeting scheduled 5/15 with bids due 5/27.

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; on-call contract with Lemke for surveying and drafting assistance approved by NUA 1/22/13; video inspection complete; preliminary plans due in May.

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; preparing agenda item for approval of Lemke Land Surveying on-call surveying and drafting work order; staff in-house design and City TV surveys are in progress.

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; negotiating closing payments via legal dept.; final inspection and substantial completion effective 4/24; payments totaling \$712,215 of \$949,500 or 75% 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. Substantial completion achieved prior to 8/1/12, in compliance with grant conditions. See WW0052 for activity details and update; payments totaling \$1,007,310 of \$1,060,326 or 95% 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; Substantial completion achieved prior to 8/1/12, in compliance with grant conditions. See WW0052 for activity details and update; payments totaling \$375,415 of \$395,174 or 95% have been approved.

Woodcrest Interceptor (WW0120): Project design by RJN Group complete; permits in hand; final of easement acquisition continues; project should bid soon.

Lift Station D Rehabilitation (WW0303): Design contract with HDR for rehabilitating Lift Station D and expanding the flow equalization basin was approved 02/26/08; amendment for construction services approved 04/28/09. Contract with Walters-Morgan Construction approved 08/25/09 and work was substantially complete 08/24/11. CO#1 increasing contract by \$65,185 approved 02/22/11. Final CO#2 increasing contract by \$22,326 approved by City Manager 05/25/12. Payments totaling \$5,868,236 of \$5,927,511 or 99% processed. OWRB approved request for reimbursement of Lift Station D access road and has made payment. Expect project acceptance and final payment to be considered by NUA 06/12/13.

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; expect collection system improvements report to be received in late May. Payments totaling \$498,092 of \$576,699 processed.

Phase 2 South WRF Improvements: Preliminary design contract with Garver approved 03/08/11. Draft Engineering Report received 08/03/11 with findings presented to Finance Committee 09/21/11 and NUA 11/08/11. Staff directed to proceed with design of \$52 M project expanding average daily design

capacity from 12 to 17 MGD and adding ultra violet disinfection, effluent aeration and odor control technologies. Additional scope includes demolition of the remaining RBC's and biotowers, primary clarification rehab, additional activated sludge and final clarification basins, as well as sludge and miscellaneous improvements. Engineering Report finalized and submitted to DEQ 11/18/11; DEQ comments received 03/26/12. Request for variance submitted to DEQ 05/21/12. Garver Amendment No.1 for final design and bidding was approved 06/12/12 and final design kickoff meeting was held 06/25/12. FYE13 budget increased overall funding and shifted the Sewer Sales Tax (Fund 323) share to the Water Reclamation Fund 032. Sent response to DEQ regarding revised OPDES compliance schedule on 06/19/12; we requested a 20-month extension and have not heard anything. Geotechnical work completed by Terracon on 11/12/12; site clearing south of Bratcher Minor Road completed 10/09/12; draft report received 11/29/12. Submitted population and per capital flow data to DEQ on 10/23/12 requesting design flow of 17 MGD in 208 Plan; DEQ did not approve request. 30% design plans for Phase 2B improvements submitted 11/14/12 and 75% design plans for Phase 2A submitted 01/23/13; staff is reviewing at this time. Design Meeting #8 held 02/20/13 with next meeting scheduled for 04/17/13. Garver and staff met with DEQ on 12/05/12 to discuss variance requests for UV disinfection as well as increased sizing of aeration basins to compensate for not providing additional primary clarifier capacity. DEQ approved 4 variances from ER in their letter of 01/15/13 and requested schedule from NUA. On 02/18/13, NUA forwarded response to DEQ comments and proposed construction schedule assuming one project beginning construction in March 2014. DEQ approved variance request for primary clarifier weir loading rate on 03/20/13. As a result, final version of Engineering Report was submitted to DEQ on March 29, 2013. DEQ forwarded proposed Consent Order (CO) #13-077 to NUA 04/15/13; staff does not recommend approval as submitted and will forward suggested modifications to DEQ by 05/17/13.

North WRF Engineering Report: 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.

Effluent Reuse at Compost Facility: 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 has drafted response and will submit on around 03/12/13.

WWTP Effluent Truck Wash: 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.

## **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.

Apple Creek 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 underway.

Highway 9 Water Line Relocations (WA0191): The waterline located along Highway 9 east of 24<sup>th</sup> Ave SE must be relocated as part of an ODOT widening project. Cardinal Engineers has been selected to develop relocation plans. Cardinal is consulting with ODOT to verify new alignment. Plans have been submitted to ODOT for approval.

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 was 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; NUA requested contractor delay start in favor of Apple Creek; work to start early to mid-June; payments totaling \$0 of \$934,225 or 0% processed.

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. To date, Red Cliff has been paid 81% of the total project cost of \$3.17 million.

Water Treatment Plant Expansion – Phase II is underway. This phase will include the installation of ozone treatment, an upgrade of the old high service pumps that supply pressure to the pressure plane, on-site chlorine generation, new ammonia feed system, new backwash lagoon, additional SCADA improvements, and abandon lateral line sewer and connect to City sewer. Total costs are estimated near \$21,000,000. A design contract was approved by NUA May 22, 2012.

Hall Park Waterline Improvements (WA0149): Project will replace dilapidated or undersized waterlines in Hall Park. Lemke Surveying and Garver Engineering completed design and plans were approved by ODEQ 11/22/10. Project was initially delayed to allow funding of drainage flume in greenbelt. Project advertised 05/04/12 and pre-bid conference held 05/16/12. Bids opened 05/24/12 with Central Contracting Services, Inc. providing low bid of \$524,273 with 3 other bidders. Award and contract approved 06/12/12. Meeting with Hall Park POA held 06/14/12. Contract time began 07/23/12; contractor started work 08/28/12 with delivery of pipe and materials to site. Pipe installation began along 24th Avenue on 09/24/12 and was complete (including ADA sidewalks) 10/31/12. Installation of all waterline is complete and safe bacteriological testing obtained allowing lines to be put into service. Drainage swale complete and some areas sodded in April; need more sod along 24th NW. Expect final change order and project acceptance at 05/28/14 meeting. \$519,398 of \$524,273 or 99% paid to date.

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. Began installing steel casing along Robinson and expect to start laying 16-inch pipe first week of May.

2060 Strategic Water Supply Plan: RFP distributed to consultants 11/21/11 and proposals were received 12/20/11. Review committee selected the team of Carollo/Tetrattech as most qualified and design contract approved 03/13/12. Kick-off meeting was held 04/06/12 with water plan to be finalized by January 2012. Ad hoc committee of 15 citizens appointed 05/08/12 to provide citizen input to staff/consultant during development of the plan. First Ad Hoc meeting held 5/30/12. First Public Meeting held 06/25/12: public meeting minutes issued. Basis of Planning Workshop with Ad-Hoc committee held 08/06/12; committee and council completed alternative comparison weighting matrix in August. Staff met with OKC on 10/04/12 to discuss water rates and potential rate increases in the future as the SE Oklahoma raw water pipeline is constructed. Initial screening of new water supply alternatives presented to Council and Ad-Hoc Committee on 10/09/12 and to public on 10/24/12. Staff working with Carollo on development of costs for upgrading, expanding existing sources (Thunderbird, wells, OKC water and conservation) in the next few weeks. Staff attended a Water Efficiency meeting given by APAI in Edmond on 11/02/12. Staff and Carollo presented potential new water supply sources and existing sources and grouping of viable water supply options to the adhoc committee meeting on 01/10/13. Staff and Carollo evaluated potential new water supply sources and existing sources and grouped viable water supply options in portfolios in preparation for adhoc committee meeting on 01/10/13. Portfolio review meeting with AdHoc committee held 03/04/13; 3rd Public Meeting held 03/13/13.

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. Processed second payment for total of \$99,570 or about 66% of the \$150,000 total contract amount.

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 for Phase 1 is underway.

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.

## **RECOUPMENT PROJECTS:**

WWTP Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 12 commercial entities this month. This resulted in assessments made upon 2 entities whose project did not increase wastewater flows. A total of \$28,145.95 was assessed on the remaining 10 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. 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.

36<sup>th</sup> Avenue NW Waterline Payback: Payback project established 08/24/99 for NUA construction of 24-inch waterline along 36<sup>th</sup> Avenue NW from Tecumseh Road to SE 34<sup>th</sup> in Moore. Payback fee of \$12,925 for Commerce Parkway Section 3 received 12/27/12; total payback to date is \$64,739.

24<sup>th</sup> Avenue NW Waterline Payback: Payback project established 04/22/08 for NUA construction of 24-inch waterline along 24<sup>th</sup> 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.

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.

#### **DEVELOPMENT PLAN REVIEW:**

As shown on the attached spreadsheet, staff reviewed 7 sets of water and sewer development plans this month. During this fiscal year, staff has reviewed a total of 118 sets of plans with an average review time of 9.2 days. Staff's goal is to review 90% of these plans in less than 10 days and, to date, staff has achieved this 81% of the time.

# DEVELOPMENT PLAN REVIEW

April 2013

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Action	Days to Return	Greater than 10 Days?
4/9/2013	Lot 1A, Block 1, The Trails Add Sec 4	Short Form Plat	Crafton Tull	4/15/2013	Returned	6	0
4/9/2013	Brookhaven Place, PUD	Final Plat	Clour	4/15/2013	Returned	6	0
4/9/2013	Summit Valley Addition Section 2	Final Plat	Clour	4/15/2013	Returned	6	0
4/9/2013	Summit Valley Addition	Revised Preliminary Plat	Clour	4/15/2013	Returned	6	0
4/9/2013	Bellatona Addition	Preliminary Plat	Clour	4/15/2013	Returned	6	0
4/9/2013	Little River Trails Addition Section 1 PUD	Final Plat	SMC	4/15/2013	Returned	6	0
4/9/2013	Greenleaf Trails Addition, Section 6 PUD	Final Plat	SMC	4/15/2013	Returned	6	0
4/9/2013	Summit Valley Addition Section 2	Water	Clour				
4/9/2013	Summit Valley Addition Section 2	Sewer	Clour				
4/9/2013	Brookhaven Place, PUD	Water	Clour				
4/9/2013	Brookhaven Place, PUD	Sewer	Clour				
4/9/2013	Little River Trails Addition Section 1 PUD	Water	SMC				
4/9/2013	Little River Trails Addition Section 1 PUD	Sewer	SMC				
4/9/2013	Greenleaf Trails Addition, Section 6 PUD	Water	SMC				
4/9/2013	Greenleaf Trails Addition, Section 6 PUD	Sewer	SMC				
4/11/2013	Kappa Sigma Fraternity House	Water	Triad Design				

## FYE13 Data

Average Days to Return =	9.2
Number of Plans Reviewed	118
Plan Review > 10 days	24
Percentage Reviewed < 10 Days	81%
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	Contract Number	Adjusted Amount	Amount Paid	Percent Change	Scheduled Complete	Actual Complete
WA0039	Boyd Tower Resurfacing	EST, INC.	0910-176	111,800	\$37,000	33%	1112-01	\$437,400	\$447,390	0.00%	6/4/1900	102%
WA0051	Raw Waterline, Phase 1	Garver Engineers	0607-96	309,600	\$309,600	100%	0910-170	\$3,171,711	\$2,315,028	0.00%	6/24/2011	73%
WA0051	Raw Waterline, Phase 1 (Vaults)	Garver Engineers	0607-96	-	\$0		1213-129	\$788,505	\$0	0.00%	NA	0%
WA0175	USGS Trace Metals Aquifer Study	USGS	1112-57	150,000	\$99,570	66%	NA					
WA0187	Pendleton Area Waterline	Cardinal	1112-112	84,550	\$81,225	96%	1213-87	\$934,225	\$0	0.00%	9/29/2013	0%
WW0043	WWTP Aeration Basin Blower VFDs	Garver	0910-53	64,500	\$63,210	98%	1011-42	\$1,060,326	\$1,007,310	0.00%	7/17/2011	95%
WW0044	WWTP Canadian River TMDL	ACOG/Guernsey	0910-185	268,644	\$256,818	96%						
WW0047	WWTP No. Digester Boilers Replacement	Garver	0910-53	43,200	\$42,336	98%	1011-42	\$395,174	\$375,415	0.00%	7/17/2011	95%
WW0052	WWTP SCADA Improvements	Garver	0910-53	306,000	\$299,880	98%	1011-42	\$949,500	\$712,125	0.00%	7/17/2011	75%
WW0062	Royal Oaks Force Main Rehabilitation	Staff / Lemke	Staff / Lemke	-	-							
WW0064	Sewer Maintenance Project FYE 2011	Staff / Lemke	0910-55	89,605	\$76,679	86%						
WW0070	Sewer Maintenance Project FYE 2012	Staff / Lemke	0910-55	73,560	\$12,534	17%						
WW0120	Interceptor Improvements: Woodcrest	RJN Group	0405-159	133,849	\$113,641	85%						
WW0200	Sewer Maintenance Project FYE 2013	Staff / Lemke	TBD	65,580	-	0%						
WW0267	Interceptor Bishop Ph 2B Sect 1 & 3	CP&Y	0304-147	122,701	\$88,142	72%						
WW0267	Interceptor SE Bishop Ph 2B Sect 2A & 2B	CP&Y	0304-147	T.B.D.	-	0%	1213-66	\$1,054,480	\$310,699	0.00%	NA	29%
WW0011	WW Flow Metering Phase 2	NA		-	\$0		0405-116	\$154,244	\$130,982	0.00%	NA	85%
WW0248	SS Emergency Repairs	NA		-	\$0			\$100,000	\$7,288	0.00%	NA	7%
WA0041	Apple Creek Waterline	Staff / Lemke/Cardinal	0910-55	24,850	\$24,839	100%	1213-65	\$373,840	\$0	0.00%	9/5/2013	0%
WA0191	Highway 9 Waterline Relocations	Cardinal	1213-119	61,119	\$45,918	75%		\$0	\$0		NA	
WA0305	Berry Road Waterline Replacement	Poe & Associates	0910-61	172,000	\$122,500	71%		\$0	\$0		NA	
WB0127	Phase 2 Wells	CH2M Hill	0607-109	400,800	\$337,697	84%		\$0	\$0		NA	
WB0140	FYE08 12-inch Waterline	Staff / Lemke	0910-55	-	\$83,709		1011-123	\$1,178,194	\$1,055,036	0.00%	10/27/2011	90%
WB0141	FYE08 16-inch Waterline	Staff / Lemke	0910-55	-	\$11,646		1011-123	\$294,548	\$226,809	0.00%	10/27/2011	77%
WB0184	Waterline Segment D, Phase 2	Crafton Tull	0607-55	95,625	\$81,429	85%		\$0	\$0		NA	
WW0262	Tecumseh Interceptor	Garver Engineers	0506-53	28,178	\$23,971	85%		\$0	\$0		NA	
WA0131	WTP High Pressure Plane Upgrade	PEC	0607-122	-	-		1213-92	\$1,256,225	\$398,607	0.00%	10/21/2013	32%
WA0149	Hall Park Waterline Improvements	Lemke/Garver	0910-53 and 55	61,680	\$53,842	87%	1112-129	\$524,273	\$519,398	0.00%	3/20/2013	99%
WA0173	Master Meter Replacement	Staff	NA	-	-		PO#208124	\$88,145	\$88,145	0.00%	NA	100%
WA0174	Strategic Water Supply Plan	Carolla	1112-114	385,947	\$250,940	68%	NA				NA	
WA0182	Waterline Segment A, Phase 1	PEC	0607-122	175,465	\$159,625	91%		\$0	\$0		NA	
WA0188	SE Oklahoma Raw Water Study	OK Regional Water UT	0708-155	91,375	\$91,375	100%	NA				NA	
WA0293	Water Storage Tower	staff		-	\$0			\$0	\$0		NA	
WW0042	Wastewater Flow Monitoring	(see construction)		-	-			\$576,699	\$498,092	0.00%	1/9/2011	86%
WW0050	WWTP Effluent Truck Wash	Alan Plummer	K-1213-54	18,700	\$8,415	45%	0910-164	\$0	\$0		NA	
WW0058	Effluent Reuse at Composting Facility	Alan Plummer	K-1213-54	8,900	\$4,005	45%		\$0	\$0		NA	
WW0065	WWTP Phase 2 Expansion	Garver	1011-148	4,084,800	\$2,408,238	59%		\$0	\$0		NA	
WW0204	North WRF Engineering Report	HDR/Alan Plummer	K-1213-134	249,935	\$7,395	3%		\$0	\$0		NA	

**ENVIRONMENTAL SERVICES DIVISION 12A**

**APRIL 2013  
ENVIRONMENTAL SERVICES DIVISION  
MONTHLY REPORT**

<b>INSPECTIONS</b>	<b>April</b>	<b>Year to date</b>
Fats, oil and grease (FOG) program	18	192
Food license renewal	2	29
Silver Program	0	2
Significant Industrial Users	0	19
<b>Total inspections</b>	<b>20</b>	<b>242</b>

<b>ROUTINE ACTIVITIES</b>	<b>April</b>	<b>Year to date</b>
Line Maintenance calls	1	6
Significant Industrial User sites sampled	0	20
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 (%)	0%	100%
Household hazardous waste disposal calls	24	177

<b>REVENUE</b>	<b>April</b>	<b>Year to date</b>
FOG Program	\$2,700.00	\$31,550.00
Silver Program	\$0.00	\$2,000.00
Industrial Discharge Permit	\$0.00	\$0.00
Surcharge	\$3,684.05	\$57,255.83
Lab Analysis Recovery	\$3,901.00	\$18,696.50
<b>Total revenue</b>	<b>\$10,285.05</b>	<b>\$109,502.33</b>

**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 Conservance District.
3. Staff is assisting board with a public education campaign regarding fertilizer use and water conservation.
4. ECAB developed a survey to gather information on current fertilizer practices in Norman.
5. Members participated in the Earth day Festival
6. ECAB members developed water conservation tips and practices to be distributed to the media.
7. Members sponsored a water conservation poster contest for elementary students.
8. ECAB co-sponsored a Water Wise Workshop with the Cleveland County Conservation District.

**LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**

1. Provided routine staff support, minutes, attending meetings

**MISCELLANEOUS ACTIVITIES**

1. Working on Region VI Pretreatment Workshop
2. Worked with Public Works Department to develop a phosphate control ordinance.
3. Worked Phase II of Fats, Oils and Grease Program (FOG) - to include University businesses, fraternities, sororities, nursing homes
4. As of April 2013, approx. 129,950 gallons of grease/solids did not enter the sanitary sewer in FYE 13 as a result a result of the FOG program.
5. Staff worked with different departments to increase energy efficiency-i.e turning off computers, duplex printing, anti-idling, methane recovery, replacing pumps with variable speed drives.
6. 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.
7. Assisting the Oklahoma Water Environment Association with annual conference plans
8. Staff is assisting the Water Reclamation Facility with biomonitoring and the Toxicity Identification Evaluation.
9. Assisting the Oklahoma Water Environment Association in developing their Strategic Direction Plan
10. Assisting Water Treatment and the Water Reclamation Facility with Lean and Green initiatives
11. Attended the Chamber of Commerce Greenovation Committee meeting
12. Hosted Resource Management meeting for staff, led by Marc Jensen, OU Lean Institute.
13. Hosted the 2013 Earth Day Festival
14. Worked with FOG and Ag program participants regarding reminder for annual requirements
15. Attended ACOG's Clean Air Task Force Committee meeting
16. Updated greennorman.org website to include additional water conservation information.
17. Held Water Wise workshop with Cleveland County Conservation District
18. Performance Compliance Inspection performed by the Dept. of Env. Quality
19. Working on electronic file management strategies for the Utilities Department
20. Worked with Norman Transcript to begin water conservation tips

**LINE MAINTENANCE DIVISION 12B**

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 13		FYE 12	
April, 2013	MONTH	YTD	MONTH	YTD
Number of Complaints of Sewer Stoppage:				
City Responsibility	7	50	4	57
Property Owner Responsibility	44	308	38	326
TOTAL	51	358	42	383
Number of Feet of Sewer Cleaned:				
Cleaned	192,715	1,603,042	130,590	1,008,640
Rodded	6,575	58,481	13,975	60,860
Foamed	0	105,162	0	112,081
TOTAL	199,290	1,766,685	144,565	1,181,581
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	7	0	11
Obstruction	0	5	0	3
Private	0	4	2	17
Other (Lift Station, Line Break, etc.)	0	0	0	3
Total Overflows	0	16	2	34
Feet of Sewer Lines Televised	25,672	166,466	23,885	274,497
Locates Completed	354	3,630	396	3,844
Manholes:				
Inspected	1,016	7,663	1,069	7,791
New	0	1	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	236	238	0	140
Hours Worked at Lift Station	0	1,646	156	2,213
Hours Worked for Other Departments	150	362	211	555
OJI Percentage	0.00	0.15	0.00	3.50
Square Feet of Concrete	1,728	1,728	0	0
Average Response Time (Hours)	0.29	0.34	0.28	0.35
Claims Paid Per 10,000 People	0	0		0.038

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 13		FYE 12	
April, 2013	MONTH	YTD	MONTH	YTD
New Meter Sets:	46	839	41	302
Number Short Sets	46	829	37	287
Number Long Sets	0	10	4	15
Average Meter Set Time	4.76	4.45	7.31	5.43
Number of Work Orders:				
Service Calls	351	4,506	344	4,006
Meter Resets	0	7	0	0
Meter Removals	6	21	2	10
Meter Changes	16	329	30	336
Locates Completed	320	4,553	517	3,945
Number of Water Main Breaks	22	213	15	270
Average Time Water Off	2.86	2.46	2.00	2.10
Fire Hydrants:				
New	0	2	2	4
Replaced	1	9	2	12
Maintained	17	391	46	902
Number of Valves Exercised	135	1,631	214	1,678
Feet of Main Construction	1,050	6,273	687	6,634
Hours of Main Construction	543	5,246	754	5,418
Meter Changeovers	3	122	57	156
OJI Percentage	10.36	7.09	4.37	8.03
Hours Flushing/Testing New Mains	4	297	89	793
Hours Worked Outside of Division	344	1,706	437	2,283



**SANITATION DIVISION 12C**

# SANITATION DIVISION PROGRESS REPORT

APRIL 2013

	FY 12		FY 13	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	5	23	0	14
<u>On The Job Injuries</u>	2	9	0	3
<u>Bulk Pickups</u>	0	224	0	227
<u>Refuse Complaints</u>	52	602	0	586
<u>New Polycarts Requests</u>	54	541	66	550
<u>Polycarts Exchanges</u>	7	99	12	125
<u>Additional Polycart Requests</u>	49	611	51	668
<u>Replaced Stolen Polycarts</u>	62	386	17	220
<u>Replaced Damaged Polycarts</u>	139	1300	106	1143
<u>Polycarts Repaired</u>	17	122	11	175

## COMPOST MONTHLY REPORT

APRIL 2013

	MONTH	YR-TO-DATE
TONS BROUGHT IN BY COMPOST CREWS:	322.99	2,509.67
LANDFILL TIPPING FEE'S	\$ 18.82	\$ 18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 6,078.67	\$ 47,231.99
TONS BROUGHT IN BY PUBLIC:	146.63	1,288.40
TONS BROUGHT IN BY CONTRACTORS :	235.88	2,164.96
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	10.88	57.27
LANDFILL TIPPING FEE'S	\$ 18.82	\$ 18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 7,403.60	\$ 66,070.06
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 13,482.27	\$ 113,302.05
REVENUE COLLECTED FROM COMPOST SALES:	\$ 5,220.00	\$ 24,010.00

	MULCH CUBIC YDS		COMPOST CUBIC YDS	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
PARKS DEPT.	0	0	0	0
ROAD & CHANNEL	0	0	0	0
LINE MAINTENANCE	0	0	0	0
STREET DEPT.	0	0	0	0
WATER TREATMENT	0	0	0	0
WESTWOOD GOLF COURSE	0	0	0	0
MURPHY PRODUCTS OKC	0	0	0	0
SELF LOADING BIN	0	193	50	3,168
DRYING BEDS	680	3,350	0	1,256
TOTAL:	680	3,543	50	4,424

# MONTHLY TRANSFER STATION REPORT

APRIL 2013

	TONS PER MONTH	TONS PER YEAR	REVENUE PER MONTH	REVENUE PER YEAR
O.U. TONS	380.12	3,428.77	\$ 14,067.93	\$ 127,779.06
CONT. TONS:	138.15	1,457.24	\$ 7,545.76	\$ 70,270.13
CASH TONS:	517.11	7,251.81	\$ 20,493.45	\$ 320,086.67
BRUSH/YDS:	0.00	37.00	\$ -	\$ 370.00
PULL OFFS:	32	248.00	\$ 416.00	\$ 2,892.00
TOTALS:	1,035.38	12,137.82	\$ 42,523.14	\$ 521,397.86

	MONTH	YR-TO-DATE
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	466	3,792
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	8,858.06	68,994.51
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	23	396
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	178.27	2903.72
GRAND TOTAL TONS TO LANDFILLS	9,036.33	71,898.23

DISPOSAL COST PER TON (OKC)	\$ 18.82	\$ 18.82
TIPPING FEE'S FOR DUMPING AT OKC:	\$ 170,063.73	\$ 1,354,003.79
GRAND TOTAL TIPPING FEE'S	\$ 170,063.73	\$ 1,354,003.79

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	540	5,311
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3,078.39	29,601.71
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	380	3,932
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2,387.05	22,972.69

TOTAL LOADS BROUGHT TO TRANSFER STATION:	920	9,243
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TOTAL TONS BROUGHT TO TRANSFER STATION:	5,472.30	56,773.10
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	6.86	172.89
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# MONTHLY RECYCLING REPORT (DROP CENTERS)

APRIL 2013

	TONNAGES					
	HOLLYWOOD		FAIR GROUNDS		HOBBY LOBBY	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	0.53	4.62	0.43	4.81	1.36	7.16
PLASTICS:	3.11	29.25	3.14	30.65	2.84	34.15
STEEL CANS:	1.00	7.72	0.89	7.73	0.62	9.33
CLEAR GLASS:	3.29	21.52	1.72	20.89	1.51	32.75
GREEN GLASS:	2.12	14.37	0.96	12.39	1.07	20.36
BROWN GLASS:	2.37	16.90	1.08	14.56	1.10	23.29
MIXED OFFICE PAPER:	6.30	83.48	5.81	59.84	8.94	82.82
CARDBOARD CENTERS TONS:	11.21	182.74	10.82	169.89	12.52	189.33
NEWSPAPER CENTERS TONS:	5.34	39.55	10.29	46.51	6.86	41.15
TOTAL TONS:	35.27	400.15	35.14	367.27	36.82	440.34

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	50.04	683.12
CARDBOARD COMPACTORS:	40.61	511.98
OTHER NEWSPAPER CONTAINERS:	3.81	6.69
TOTAL TONS:	94.46	1201.79

	REVENUES					
	HOLLYWOOD		FAIR GROUNDS		HOBBY LOBBY	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	\$ 392.20	\$ 3,411.91	\$ 318.20	\$ 3,519.82	\$ 1,006.40	\$ 5,248.03
PLASTICS:	\$ 62.20	\$ 585.00	\$ 62.80	\$ 613.00	\$ 56.80	\$ 683.00
STEEL CANS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CLEAR GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GREEN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BROWN GLASS:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MIXED OFFICE PAPER:	\$ 598.50	\$ 8,227.85	\$ 551.95	\$ 5,975.80	\$ 849.30	\$ 8,028.85
CARDBOARD:	\$ 1,457.30	\$ 22,197.40	\$ 1,406.60	\$ 20,718.75	\$ 1,627.60	\$ 23,099.10
NEWSPAPER:	\$ 720.90	\$ 3,850.05	\$ 1,389.15	\$ 4,751.95	\$ 926.10	\$ 4,110.80
TOTAL REVENUE:	\$ 3,231.10	\$ 38,272.21	\$ 3,728.70	\$ 35,579.32	\$ 4,466.20	\$ 41,169.78

	MONTH	YEAR
OTHER CARDBOARD CONTAINERS:	\$ 6,505.20	\$ 83,757.80
CARDBOARD COMPACTORS:	\$ 5,279.30	\$ 61,188.30
OTHER NEWSPAPER CONTAINERS:	\$ 514.35	\$ 798.45
TOTAL REVENUE:	\$ 12,298.85	\$ 145,744.55

	COLLECTION BY MATERIAL					
	TONS		PRO/FEE		REVENUE	
	MONTH	YEAR	MONTH	YEAR	MONTH	YEAR
ALUMINUM:	2.32	16.59			\$ 1,716.80	\$ 12,179.76
PLASTIC:	9.09	94.05			\$ 181.80	\$ 1,881.00
STEEL:	2.51	24.78			\$ -	\$ -
CLEAR GLASS:	6.52	75.16			\$ -	\$ -
GREEN GLASS:	4.15	47.12			\$ -	\$ -
BROWN GLASS:	4.55	54.75			\$ -	\$ -
MIXED OFFICE PAPER	21.05	226.14	\$ 299.96	\$ 3,334.88	\$ 1,699.79	\$ 19,096.53
CARDBOARD:	125.20	1,737.06	\$ 2,441.40	\$ 31,888.67	\$ 13,834.60	\$ 180,702.44
NEWSPAPER:	26.30	133.90	\$ 355.05	\$ 1,849.16	\$ 2,011.95	\$ 10,478.59
REVENUE FROM OCC CONTAINERS:					\$ 8,966.50	\$ 80,698.50
TOTALS:	201.69	2,409.55	\$ 3,096.41	\$ 37,072.70	\$ 28,411.44	\$ 305,036.81

	COLLECTION COST							
	CAGE ROLL OFFS		GLASS		CARDBOARD		NEWSPAPER	
	MONTH	YTD	MONTH	YTD	MONTH	YTD	MONTH	YTD
MAN HOURS:	52.00	548.00	10.00	80.00	144.00	1,878.30	6.80	78.05
LABOR COST:	\$ 1,392.56	14,675.44	\$ 267.80	2,142.40	\$ 3,856.32	50,300.87	\$ 182.10	2,090.18
VEHICLE COST:	\$ 1,328.86	13,424.09	\$ 255.55	1,912.43	\$ 959.57	20,809.84	\$ 917.43	3,259.48
TOTALS:	\$ 2,721.42	\$ 28,099.53	\$ 523.35	\$ 4,054.83	\$ 4,815.89	\$ 71,110.71	\$ 1,099.53	\$ 5,349.66

	OCC COMPACTORS		MIXED OFFICE PAPER			MONTH	
	MONTH	YTD	MONTH	YTD		MONTH	YTD
	MONTH	YTD	MONTH	YTD		MONTH	YTD
MAN HOURS:	22.00	212.50	12.00	140.50	MAN HOURS:	246.80	2,937.35
LABOR COST:	\$ 589.16	5,690.75	\$ 321.36	3,762.59	LABOR COST:	\$ 6,020.14	73,507.08
VEHICLE COST:	\$ 562.21	5,525.48	\$ 408.88	3,749.54	VEHICLE COST:	\$ 4,432.50	48,680.86
TOTALS:	\$ 1,151.37	\$ 11,216.23	\$ 730.24	\$ 7,512.13	GRAND TOTAL:	\$ 10,452.64	\$ 122,187.94
LABOR COST INCLUDES 30% FOR BENEFITS							

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$ 3,795.81	\$ 45,305.57

# MONTHLY RECYCLING REPORT

## CURBSIDE COLLECTION

MARCH 2013

	CONTAINER STREAM	MIXED PAPER	TOTAL TONS	CONTAINER STREAM	MIXED PAPER	TOTAL TONS
COLLECTION DAYS	MONTH	MONTH	MONTH	YTD	YTD	YTD
MONDAY	22.02	27.74	49.76	194.73	239.79	434.52
TUESDAY	19.11	23.55	42.66	178.86	192.77	371.63
WEDNESDAY	18.24	13.56	31.80	157.20	108.80	266.00
THURSDAY	15.23	10.88	26.11	148.09	110.06	258.15
FRIDAY	18.14	14.24	32.38	162.61	122.07	284.68
<b>TOTAL</b>	<b>92.74</b>	<b>89.97</b>	<b>182.71</b>	<b>841.49</b>	<b>773.49</b>	<b>1,614.98</b>

### PROGRAM STATISTICS

	AVERAGE	
	MONTH	YTD
SET OUT/PARTICIPATION RATE:	34.48%	34.22%
AVERAGE TONS PER DAY :	9.49	9.87
POUNDS PER HOME:	9.2	9.72
RESIDENTIAL MIXED PAPER:	114.45	105.84
RESIDENTIAL LOOSE CONTAINER:	84.76	104.57

### COMMODITY BY TON

	MONTH	YTD
ALUMINUM BEVERAGE CAN	4.2	47
METAL CONTAINERS	12.7	141.2
HDPE (#2) PLASTIC CONTAINERS	18.6	207
PET (#1) PLASTIC CONTAINERS	17	188.2
GLASS CONTAINERS	31.4	348.3
OLD NEWSPAPER PRINT	93.8	781.1
MIXED PAPER	20.6	171.5
<b>TOTAL</b>	<b>198.30</b>	<b>1,884.30</b>

### CUSTOMER COMPLAINTS

	MONTH	YTD
SERVICE CALLS (MISSES)	19	509
REMINDER NOTICES	2	42
MISC. (throwing bins, left in driveway, blowing trash)	2	17
MISSING BINS	68	654
DELIVERY REQUEST	14	184
<b>TOTAL CALLS</b>	<b>105</b>	<b>1406</b>

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$3,438.60	\$30,393.92

**WATER RECLAMATION FACILITY 12D**

City of Norman, Oklahoma  
Department of Utilities

Monthly Progress Report  
Water Reclamation Facility  
April 1-30, 2013

**Flow Statistics**

	<b>FYE 2013</b>		<b>FYE 2012</b>	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	338.7	2688.7	290.7	2709.3
Total Effluent Flow (M.G.)	317.8	2561.6	292.0	2562.8
Influent Peak Flow (MGD)	21.2	21.2	11.4	19.2
Effluent Peak Flow (MGD)	19.5	19.5	12.0	19.7
Daily Avg. Influent Flow (MGD)	11.3	8.9	9.7	10.0
Daily Avg. Effluent Flow (MGD)	10.6	8.2	9.7	8.4
Precipitation (inches)	8.0	23.4	2.6	26.7

**Discharge Monitoring Report Stats**

EPA minimum percentage removal 85%

5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	204	208
Effluent Carbonaceous Total	3.32	5.14
Percent Removal	98.3	97.5
Total Suspended Solids:		
Influent (mg/L)	140	155
Effluent (mg/L)	4.5	38.41
Percent Removal	96.7	75.2
Dissolved Oxygen:		
Influent (min)	1.0	0.7
Effluent (min)	5.6	5.3
pH		
Influent (Low)	7.05	7.07
(High)	7.74	7.82
Effluent (Low)	6.8	7.0
(High)	7.53	7.3
Ammonia Nitrogen		
Influent (mg/L)	25.7	25.7
Effluent (mg/L)	0.654	0.769
Percent Removal	94.7	97.0

**Utilities**

**Electrical**

Total kWh Used (Plant wide)	489,500	3,203,060	511,800	2,255,060
Aeration Blowers, WSL&Headworks	305,120	2,549,240	342,080	1,627,366

**Natural Gas**

Total cubic feet/day (plant wide)	1,266,000	8,915,000	589,000	5,843,000
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Public Education (Tours)	2	16	5	73
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Attendees	Totals	276	358
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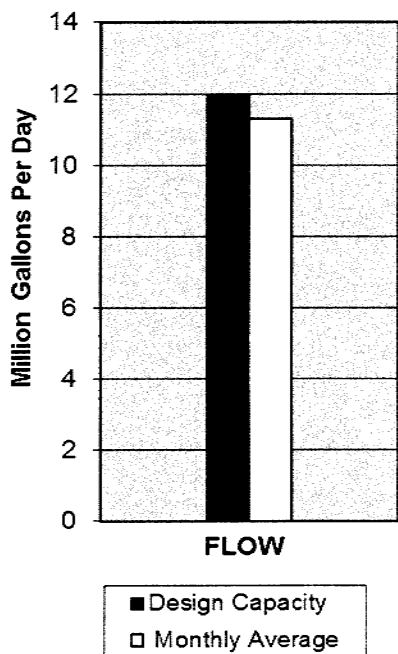
Reclaimed Water System (MG)	13.7	88.7	0*	47.9
OU Golf Course	4.2	38.5	4.1	40.4

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

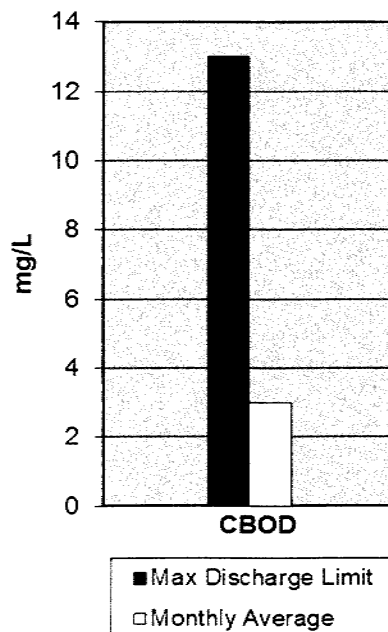
\* Reclaimed system down for repairs. Part took 30 days

**CITY OF NORMAN**  
**WATER RECLAMATION FACILITY**  
 April 2013

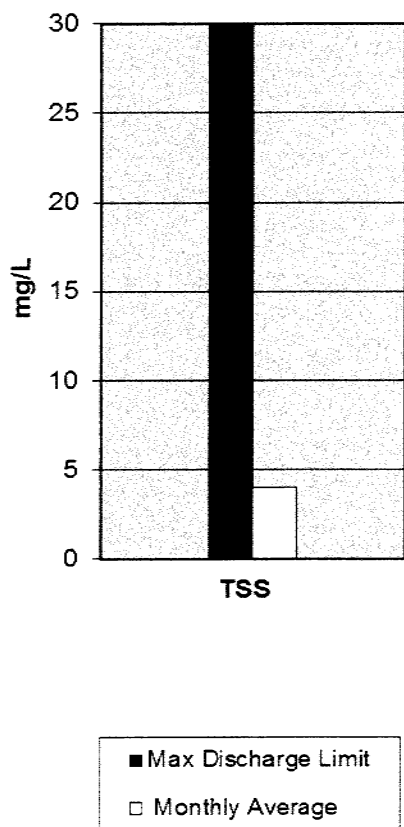
**Influent Flow  
Volume Treated**



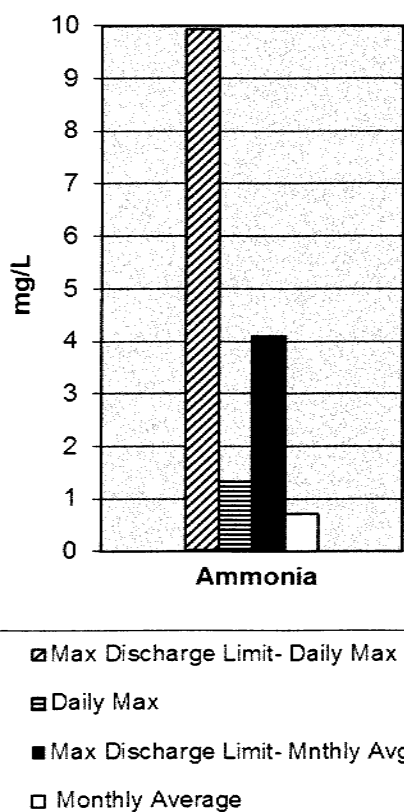
**Effluent CBOD:  
Strength of Wastewater**



**Effluent  
Total Suspended Solids**



**Effluent Ammonia-  
Nitrogen**





## **WATER TREATMENT PLANT 12E**

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

**WATER TREATMENT DIVISION**

**MONTH: April-13**

	<u>FYE 2013</u>		<u>FYE 2012</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
<b>Water Supply</b>				
Plant Production (MG)	158.98	2,418.83	198.8	2350.24
Well Production (MG)	115.20	1321.16	142.98	1427.84
Oklahoma City Water Used (MG)	0.30	69.59	0.21	147.06
Total Water Produced (MG)	274.48	3809.58	341.99	3925.14
Average Daily Production	9.15	12.53	11.40	12.87
<b>Peak Day Demand</b>				
Million Gallons	10.66	24.82	14.15	23.94
Date	4/29/2013	7/23/2012	4/25/2012	8/5/2011
System Capacity (see note)	0.00	0.00	21.74	21.74
Demand Above Capacity (Peak Day)	10.66	24.82	0.00	2.19
Note: System Capacity does not include the Oklahoma City water line.				
<b>Costs</b>				
Plant	\$353,020.37	\$3,689,678.07	\$323,616.06	\$3,441,856.61
Wells	\$76,178.12	\$822,344.79	\$64,028.39	\$740,341.19
OKC (Estimated)	\$1,509.00	\$349,442.40	\$2,321.79	\$696,711.81
Total	\$430,707.49	\$4,861,465.26	\$389,966.24	\$4,878,909.61
<b>Cost per Million Gallons</b>				
Plant	\$2,220.60	\$1,525.40	\$1,627.85	\$1,464.47
Wells	\$661.26	\$622.44	\$447.80	\$518.50
OKC (Estimated)	\$5,030.00	\$5,021.52	\$11,325.80	\$4,737.54
Total	\$1,569.19	\$1,276.12	\$1,140.29	\$1,242.99
<b>Water Quality</b>				
Total Number of Bacterial Samples	89	930	100	1,065
Bacterial Samples out of Compliance	0	5	0	0
Total number of complaints	4	32	0	29
Number of complaints per 1000 service connections	0.11	0.90	0.00	0.89
<b>Safety</b>				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	1,464
Total Hours Lost	0	0	0	1,464
Safety Training Sessions Held	1	11	1	9
<b>Public Education</b>				
Number of tours conducted	1	5	2	10
Number of people on tours	41	88	15	131

**Notes:**

Progress on the new raw water line was slowed due to weather and delays on materials, but continues at a good pace. The tie-ins at the water plant should be completed by mid-May.

The pump in Well #19 failed. This is one of three slow speed pumps in the system, so we are investigating repair instead of replacement. Well #19 has been increasing in arsenic concentration and not responding reduced duty cycle, so we did a video inspection of the well and found significant clogging of the perforations due to chemical scale. We received a quotation for rehabilitation and are considering proceeding with that work.

## Water Production for April, 2013

