

City of Norman



Monthly Departmental Report **October 2018**

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK
MONTHLY PROGRESS REPORT
 October 2018

ACTION CENTER

DEPARTMENT	NUMBER OF CALLS	FYE YTD	DEPARTMENT	NUMBER OF CALLS	FYE YTD
Animal Control	9	45	Noise	0	1
Building Permits	12	41	Norman Forward Questions	0	0
CDBG	2	9	Parks and Recreation	22	104
City Clerk	13	80	Planning	1	36
City Manager/Mayor	3	18	Police	28	147
Code Enforcement	41	269	Recycling	0	0
Engineering/Public Works	27	94	Sanitation	46	156
Finance	0	19	Sidewalks	0	0
Fire/Civil Defense	3	16	Storm Debris	0	1
Fleet/Public Works	0	3	Storm Water	14	94
Human Resources	1	5	Streets	26	90
Information (General)	55	131	Street Lights	0	1
Information Technology	2	4	Traffic	39	123
Legal	9	28	Utilities	8	51
Line Maintenance	9	47	WC Questions	0	0
Municipal Court	4	11	WC Violations	0	0
Total for October		374	Total FYE YTD		1624

LICENSES

26 New licenses were issued and 0 licenses were renewed during the month of October. 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	2	17	Bee Keeper	0	1
Class I Beer	0	5	Solicitor/Peddler (30 day)	0	2
Class II Beer	0	3	Solicitor/Peddler (60 day)	0	1
Mixed Beverage	0	6	Solicitor/Peddler (one day)	0	0
Mixed Beverage/Caterer	0	4	Coin-Operated Devices	1	1
Brewer	1	1	Game Machines	1	1
Wine & Beer/Winemaker	3	6	Taxi/Motorbus/Limousine	0	0
Temporary Food (30 day)	4	15	Impoundment Yard	0	0
Temp Food (180 day)	1	6	Salvage Yard	0	0
Temp Food (one day)	3	3	Transient Amusement	0	0
Kennel	0	2	Special Event	3	8
Retail Spirits Store	0	3	Special Event Beer	0	0
Retail Beer	4	67	Sidewalk Dining	0	0
Retail Wine	3	44	PediCab	0	7
Distiller	0	0	Pawnbrokers	0	0

New Establishment/Licenses

NAME	ADDRESS	LICENSE TYPE(S)
Black Mesa Brewing Company	3901 N Flood Ave.	Brewer
Dean's Vending, LLC	999 outside of City	Coin Operated Vending Machines
Integris Pharmacy #4172	700 Spklr NW 24 th Ave.	Food Service License
Mr. C's	1920 Atchison Dr.	New Retail Beer

- 1 New 30 Day Temporary Food Service License was issued to Apple Tree Chocolate Mobile for October 26, 2018 – November 24, 2019
- 1 New 30 Day Temporary Food Service License was issued to Café Rica for November 3, 2018 – December 3, 2018
- 1 New 30 Day Temporary Food Service License was issued to Café Rica for October 4, 2018 – November 2, 2018
- 1 New 30 Day Temporary Food Service License was issued to Coit's Food Truck November 11, 2018 – December 9, 2018
- 1 New Special Event License was issued to Downtown Norman Fall Festival for Main Street On October 26th, 2018.
- 1 New 1 Day Temporary Food Permit was issued to El Kiosko Café for October 19, 2018.
- 1 New 1 Day Temporary Food Permit was issued to The Fried Taco for October 5, 2018.
- 1 New 180 Day Temporary Food Service License was issued to Mutt's Amazing Hot Dogs and Burgers for October 13, 2018 – April 9, 2019.
- 1 New 1 day Temporary Food Permit was issued to Nick's Tamales for November 4, 2018.
- 1 New Special Event License was issued to Norman Arts Council for September 14, 2018.
- 1 New Special Event was issued to Stash for October 12, 2018.
- 1 New 180 Day Temporary Food Service License was issued to Super Taco Loco for October 25, 2018 – April 23, 2018.
- 1 New 180 Day Temporary Food Service License was issued to That Pie Place for October 26, 2018 – April 23, 2019.

Existing Establishment/ New Additional Licenses

NAME	ADDRESS	LICENSE TYPE(S)
Andy Alligator's Fun Park	3300 Market Place	New Occupational Tax/Beer and Wine
C-Express	2319 E Lindsey St.	New Retail Beer
C- Express	2319 E. Lindsey St.	New Retail Wine
Capt. Jack's Wine, Rum, Spirits	2400 NE 12 th Ave. 100	New Food Service License
Heyday Entertainment	3201 Market Place	New Game Machines/ Pool tables
Old #9	4331 Alameda St.	New Occupational Tax/Mixed Beverage
On Cue Express #111	3601 N Flood Ave.	New Retail Beer
On Cue Express #111	3601 N Flood Ave.	New Retail Wine
On Cue Express # 99	750 E Lindsey St.	New Retail Beer
On Cue Express # 99	750 E Lindsey St.	New Retail Wine
Qdoba Mexican Grill	1800 NW 24 th Ave.	New Occupational Tax/Beer & Wine
Rib Crib	1131 Rambling Oaks Dr.	New Occupational Tax/ Beer and Wine

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
10/04/18	Johnathan Rezakhani & Nicole Presley	Claim that on Oct. 22, 2017, police were called for a disturbance in the home in the 2300 block of Glenn Oaks Dr. claimant states that their 4 th amendment rights were violated.	\$10,000
10/22/18	Richard Rogers	Claims that a City employee was mowing in the area of 12400 E. Imhoff Rd. and struck the mailbox damaging the corner.	\$150.00
10/31/18	Braum's Inc.	Damage to a canopy at 1002 24 th Ave., SW on June 8, 2018, when struck by a City Sanitation truck transporting a dumpster on the bed of a truck.	\$3,274.35
10/31/18	Cimarron Trails Apartments	Damages to a parking lot at 3100 Rock Creek Trail on September 30, 2018, when a City owned fire line leaked under the parking lot, and were not repaired to previous condition.	\$15,969.00
10/31/18	Vicki Johnson	Damages to a sprinkler system at 4513 Northridge Rd. sometime during the summer of 2018, due to their claim the sprinkler system was damaged when the City repaired the sidewalk and in the process broke one of the sprinkler heads which caused it to leak.	\$124.75

STUDY SESSIONS

A City Council Study Session was held on October 16, 2018, for the review of water and Wastewater Connection Fees.

A City Council Study Session was held on October 30, 2018, for discussions regarding Cleveland Area Rapid Transit (CART) Program funding and possible Charter amendments to have the City Attorney and Internal Auditor positions report directly to City Council.

CONFERENCES

A City Council Conference was held on October 9, 2018, to discuss draft ordinance amendments related to medical marijuana and updates regarding the creation of Regional Transportation Authority.

A City Council Conference was held on October 11, 2018, to discuss updates on the transportation bond program, the City Manager recruitment process; a request from the Department of Tourism to the Bureau of Reclamation to transfer Lake Thunderbird property; and continued discussion regarding Draft ordinance amendments related to Medical Marijuana.

A City Council Conference was held on October 23, 2018, to discuss the Stormwater Citizen Committee Public Input Report and continued discussion regarding possible election dates for the Transportation Bond Program and/or stormwater projects.

A City Council Conference was held on October 25, 2018, to interview potential recruitment firms to assist in the search for a City Manager.

FINANCE COMMITTEE

A City Council Finance Committee meeting was held on October 18, 2018, for the submission or the revenue/expenditure reports submission of the report on open positions.

OVERSIGHT COMMITTEE

A City Council Oversight Committee meeting was held on October 11, 2018, for continued discussions regarding E-scooter licensing and permitting, new cellular technology in the rights-of-way, and initial discussion regarding possible regulations for the use of plastic bags.

COMMUNITY PLANNING AND TRANSPORTATION

A City Council Community Planning and Transportation Committee meeting was held on October 25, 2018, to discuss Cleveland Area Rapid Transit (CART) Ridership Report including Saferide and Extended Service for the month of September 2018, vegetative management in the City rights-of-way, and the possibility of the creation of a tree ordinance. There were also continued discussions regarding low impact development incentive as it relates to water conservation.

FACILITY MAINTENANCE

1A

City of Norman Facility Maintenance
November 2018 Monthly Hourly Materials Cost Report

		Data			
Craft	Location	Labor Hrs.	Labor Cost	Materials Cost	Total
Custodial	Administration Building-201	104.00	\$1,289.79	\$0.00	\$1,289.79
	Building A	63.50	\$824.18	\$0.00	\$824.18
	Building B	138.50	\$1,827.65	\$0.00	\$1,827.65
	Building C	63.50	\$824.18	\$0.00	\$824.18
	Library	219.50	\$2,758.87	\$0.00	\$2,758.87
Custodial Total		589.00	\$7,524.66	\$0.00	\$7,524.66
Doors and Hardware	Animal Welfare	2.00	\$58.12	\$0.00	\$58.12
	Building B	1.00	\$29.06	\$5.00	\$34.06
	Fire Station 5	3.00	\$87.18	\$119.25	\$206.43
	Fleet Maintenance	7.00	\$203.42	\$0.00	\$203.42
	Irving Rec Center	5.00	\$145.30	\$95.00	\$240.30
	Santa Fe Depot	2.00	\$58.12	\$0.00	\$58.12
	Senior Citizens Center	1.00	\$29.06	\$0.00	\$29.06
	Traffic Control	3.00	\$87.18	\$0.00	\$87.18
	Westwood Clubhouse	3.00	\$87.18	\$360.00	\$447.18
	Whittier Recreation Center	2.00	\$49.78	\$0.00	\$49.78
Doors and Hardware Total		29.00	\$834.40	\$579.25	\$1,413.65
Electrical	12th Avenue Rec Center	9.00	\$271.98	\$47.92	\$319.90
	Administration Building-201	7.50	\$226.65	\$55.46	\$282.11
	Animal Welfare	10.00	\$302.20	\$29.84	\$332.04
	Building B	17.00	\$476.43	\$0.00	\$476.43
	Building C	1.00	\$29.06	\$42.20	\$71.26
	Fire Station 2	6.00	\$149.34	\$0.00	\$149.34
	Fire Station 6	8.00	\$199.12	\$0.00	\$199.12
	Fire Station 7	29.00	\$721.82	\$0.00	\$721.82
	Firehouse Art Center	2.50	\$75.55	\$0.00	\$75.55
	Fleet Maintenance	33.00	\$821.38	\$0.00	\$821.38
	Library	12.50	\$351.79	\$80.39	\$432.18
	Norman Investigations Center	12.00	\$298.68	\$0.00	\$298.68

City of Norman Facility Maintenance

November 2018 Monthly Hourly Materials Cost Report

Electrical	Parks-Andrews	3.00	\$74.67	\$0.00	\$74.67
	Parks-Community	23.00	\$657.75	\$41.15	\$698.90
	Parks-Griffin	1.00	\$24.89	\$0.00	\$24.89
	Police Range-Classroom A	13.00	\$385.90	\$144.75	\$530.65
	Sooner Theatre	2.00	\$59.28	\$0.00	\$59.28
	Traffic Control	3.00	\$74.67	\$0.00	\$74.67
	Water Reclamation Facility-Main Con	9.50	\$276.43	\$0.00	\$276.43
	Water Treatment Plant	20.50	\$518.25	\$438.60	\$956.85
	Westwood Tennis Center	2.00	\$49.78	\$0.00	\$49.78
Electrical Total		224.50	\$6,045.64	\$880.31	\$6,925.95
General Maintenance	Administration Building-201	3.00	\$89.50	\$0.25	\$89.75
	Irving Rec Center	2.00	\$58.12	\$0.00	\$58.12
	Little Axe Rec Center	1.00	\$29.06	\$0.00	\$29.06
General Maintenance Total		6.00	\$176.68	\$0.25	\$176.93
Heating/Ventilation	12th Avenue Rec Center	4.00	\$120.88	\$38.16	\$159.04
	Administration Building-201	24.00	\$838.14	\$0.00	\$838.14
	Animal Welfare	14.00	\$423.08	\$0.00	\$423.08
	Building A	8.00	\$241.76	\$3.29	\$245.05
	Building B	8.00	\$241.76	\$177.08	\$418.84
	Building C	6.00	\$181.32	\$0.00	\$181.32
	Fire Administration	2.00	\$60.44	\$20.52	\$80.96
	Fire Station 2	2.00	\$60.44	\$0.00	\$60.44
	Fire Station 4	2.00	\$60.44	\$95.52	\$155.96
	Fire Station 6	6.00	\$218.94	\$26.60	\$245.54
	Fire Station 8	19.00	\$630.61	\$0.00	\$630.61
	Fire Station 9	4.00	\$120.88	\$44.13	\$165.01
	Firehouse Art Center	4.00	\$120.88	\$23.67	\$144.55
	Fleet Maintenance	4.00	\$120.88	\$39.13	\$160.01
	Historic Museum-Carriage House	2.00	\$60.44	\$22.51	\$82.95
	Irving Rec Center	2.00	\$60.44	\$0.00	\$60.44
	Library	4.00	\$196.12	\$0.00	\$196.12
	Lindsey Yard-Administration	10.00	\$358.63	\$248.44	\$607.07
	Norman Investigations Center	4.00	\$120.88	\$71.00	\$191.88

**City of Norman Facility Maintenance
November 2018 Monthly Hourly Materials Cost Report**

Heating/Ventilation	Park Maintenance-Shop	4.00	\$120.88	\$0.00	\$120.88
	Parks-Community	10.00	\$302.20	\$121.51	\$423.71
	Police Range-Classroom A	2.00	\$60.44	\$0.00	\$60.44
	Police Range-Main Bldg	2.00	\$60.44	\$25.44	\$85.88
	Senior Citizens Center	2.00	\$60.44	\$0.00	\$60.44
	Sooner Theatre	6.00	\$181.32	\$32.54	\$213.86
	Transfer Station	4.00	\$120.88	\$0.00	\$120.88
	Water Reclamation Facility-Main Cor	6.00	\$181.32	\$71.48	\$252.80
	Water Reclamation Facility-Other	8.00	\$241.76	\$0.00	\$241.76
	Water Treatment Plant	8.00	\$241.76	\$0.00	\$241.76
Whittier Recreation Center		4.00	\$120.88	\$0.00	\$120.88
Heating/Ventilation /Air Conditioning Total		185.00	\$5,929.28	\$1,061.02	\$6,990.30
Inspections	Library	2.50	\$75.55	\$0.00	\$75.55
Inspections Total		2.50	\$75.55	\$0.00	\$75.55
Lighting	12th Avenue Rec Center	5.00	\$124.45	\$0.00	\$124.45
	Administration Building-201 Building B	2.00	\$49.78	\$5.26	\$55.04
	Firehouse Art Center	6.00	\$149.34	\$0.00	\$149.34
	Fleet Maintenance	1.50	\$45.33	\$5.00	\$50.33
	Irving Rec Center	9.00	\$224.01	\$0.00	\$224.01
	Library	5.50	\$153.23	\$15.99	\$169.22
	Lindsey Yard-Administration	4.75	\$143.55	\$5.00	\$148.55
	Police Range-Classroom A	3.50	\$95.11	\$53.44	\$148.55
	Westwood Clubhouse	3.00	\$90.66	\$5.00	\$95.66
		2.00	\$49.78	\$0.00	\$49.78
Lighting Total		42.25	\$1,125.25	\$89.69	\$1,214.94
Mechanical	12th Avenue Rec Center	1.00	\$29.06	\$0.00	\$29.06
Mechanical Total		1.00	\$29.06	\$0.00	\$29.06
Miscellaneous	Administration Building-201	13.00	\$409.38	\$10.00	\$419.38
	Facility Maintenance	26.50	\$741.04	\$4,023.70	\$4,764.74
	Irving Rec Center	4.00	\$116.24	\$160.15	\$276.39
	Library	3.00	\$87.18	\$0.00	\$87.18
	Norman Investigations Center	2.00	\$58.12	\$0.00	\$58.12
Sooner Theatre		2.00	\$58.12	\$0.00	\$58.12

City of Norman Facility Maintenance
November 2018 Monthly Hourly Materials Cost Report

Miscellaneous	Water Reclamation Facility-Other	1.00	\$29.06	\$0.00	\$29.06
	Water Treatment Plant	2.00	\$98.06	\$12.34	\$110.40
Miscellaneous Total		53.50	\$1,597.21	\$4,206.19	\$5,803.40
Pest Control	Animal Welfare	1.00	\$29.06	\$0.00	\$29.06
	Sooner Theatre	2.00	\$58.12	\$16.92	\$75.04
	Transfer Station	1.00	\$29.06	\$24.25	\$53.31
Pest Control Total		4.00	\$116.24	\$41.17	\$157.41
Plumbing	Administration Building-201	2.00	\$58.12	\$72.75	\$130.87
	Animal Welfare	23.00	\$670.70	\$0.00	\$670.70
	Building A	2.00	\$58.12	\$26.85	\$84.97
	Building B	3.00	\$87.18	\$24.06	\$111.24
	Building C	3.00	\$87.18	\$89.83	\$177.01
	Facility Maintenance	3.00	\$87.18	\$0.00	\$87.18
	Fire Station 1	2.00	\$58.12	\$0.00	\$58.12
	Fire Station 5	5.00	\$145.30	\$155.81	\$301.11
	Fire Station 6	1.00	\$29.06	\$0.00	\$29.06
	Fire Station 7	7.00	\$203.42	\$6.59	\$210.01
	Fire Station 9	2.00	\$58.12	\$0.00	\$58.12
	Firehouse Art Center	5.00	\$147.62	\$0.00	\$147.62
	Library	9.00	\$263.86	\$0.00	\$263.86
	Line Maintenance	1.00	\$29.06	\$8.71	\$37.77
	Parks-Community	3.00	\$87.18	\$16.90	\$104.08
	Parks-Neighborhood	8.00	\$234.80	\$37.40	\$272.20
	Senior Citizens Center	1.00	\$29.06	\$24.25	\$53.31
	Sooner Theatre	6.00	\$174.36	\$0.00	\$174.36
	Transfer Station	6.00	\$161.85	\$21.49	\$183.34
	Water Reclamation Facility-Main Con	1.00	\$29.06	\$0.00	\$29.06
	Water Reclamation Facility-Other	21.00	\$605.40	\$0.00	\$605.40
	Westwood Clubhouse	3.00	\$87.18	\$2.44	\$89.62
	Westwood Tennis Center	1.00	\$29.06	\$0.00	\$29.06
Plumbing Total		118.00	\$3,420.99	\$487.08	\$3,908.07
Grand Total		1254.75	\$26,874.96	\$7,344.96	\$34,219.92

CITY MANAGER 2

CIP FINANCIAL STATUS 2A

CAPITAL PROJECTS > \$250,000 EXPECTED TO BE COMPLETED WITHIN SIX (6) MONTHS				
		10/15/2018		
Project No. **	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
FIRE				
EF0180; BP0356	Fire Admin Remodel	\$0	\$20,000	Capital Fund 50
UTILITIES				
WW0065	WRF Phase 2 Improvements	\$0	\$300,000	Sewer Excise Tax 322
WW0065	WRF Phase 2 Improvements	\$0	\$570,000	Water Reclamation Fund 032
WW0169	WRF Digester Boiler	\$0	\$45,000	Water Reclamation Fund 032
WW0171	WRF Primary Sludge Thickener	\$0	\$30,000	Water Reclamation Fund 032
WW0309	WRF Replace Grit Classifier	\$0	\$15,000	Water Reclamation Fund 032
PARKS AND RECREATION				
NFB018	Westwood Family Aquatics Center	\$0	\$300,000	Norman Forward Fund 051
NFB001	Griffin Park Renovation Phase I Field Grading & Lighting	\$0	\$0	Norman Forward Fund 051
CITY MANAGER				
NFB017	Eastside Library	\$0	\$50,000	Norman Forward Fund 051
PUBLIC WORKS				
NFB008	James Garner and Acres Intersection	\$0	\$8,275.35	Norman Forward Fund 051
POLICE	none			
INFORMATION TECHNOLOGY				
BG0071	City Center Core Replacement	\$0	\$0	Capital Fund 50
PLANNING	none			
CITY CLERK	none			
Notes				
* Source of information Project Managers.				
** Project numbers correspond to the projects identified in the adopted Capital Improvements Plan.				

COMMUNITY RELATIONS

2B

Community Relations Office

[illegible]

DEVELOPMENT COORDINATOR 2C

City of Norman - Development Coordinator Monthly Report October 2018

Below are activities and projects that the Development Coordinator has been involved with during the month of October 2018.

General Inquiries, Contacts and Meetings

- City Council Meeting
- City Council Study Session
- Central Library Construction Meeting
- James Garner Intersection Construction Meeting
- NORMAN FORWARD Westwood Indoor Tennis Facility Groundbreaking
- Council Community Planning and Transportation Committee
- City Council Oversight
- Presentation to Economics Class- University of Oklahoma
- NORMAN FORWARD Presentation – Norman Lions Club
- Leadership Training – Oklahoma City
- Meeting with Building and Development Stakeholders

Building Permit and Plat Application Meetings

- Assisted representatives and staff in discussions regarding inspection issues for industrial prospect with NEDC
- Assisted Norman Public Schools in development project
- Assisted business owners regarding building permit requirements
- Met with staff to discuss development requirements for assisted future commercial businesses.
- Assisted developer with stormwater inspection questions.

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NORMAN FORWARD 2D



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

MONTHLY REPORT – OCTOBER 2018

NORMAN FORWARD

DATE: November 6, 2018

PROJECT: NORMAN FORWARD

PROJECT NO: 16-003

REPORT PERIOD: October 1 through October 31, 2018

WORK THIS MONTH

1. Monday, October 1, 2018 | 10:30 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
2. Tuesday, October 2, 2018 | 8:00 a.m. | East Library Closeout Review
 - a. Site-review with MSR, Globe, TEN x TEN, and City Staff to review open punch list items with special attention to landscaping
3. Tuesday, October 2, 2018 | 11:00 a.m. | Central Library Bi-Weekly Change Order Meeting
 - a. Meeting to review and discuss pending change orders for the Central Library project
4. Tuesday, October 2, 2018 | 3:30 p.m. | Ruby Grant Ad Hoc Meeting
 - a. Ruby Grant Ad Hoc meeting led by Chair James Chappel, presentation by Play 4 All about inclusive playground equipment and fundraising
5. Wednesday, October 3, 2018 | 9:00 a.m. | Westwood Tennis OAC
 - a. Weekly construction meeting led by Flintco with City Staff, TMP, and ADG to discuss project progress, schedule, and critical path issues
6. Thursday, October 4, 2018 | 10:00 a.m. | James Garner Phase I Coordination Meeting
 - a. Meeting with City project managers, James Garner contractors, and Central Library contractors to receive update on James Garner Phase I road and library coordination
7. Monday, October 8, 2018 | 10:30 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
8. Tuesday, October 9, 2018 | 11:00 a.m. | Central Library Construction Meeting
 - a. Weekly construction meeting with City Staff, Flintco Construction Co., MSR, and ADG to discuss critical path issues
9. Monday, October 15, 2018 | 10:30 a.m. | Weekly Coordination Meeting



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- a. Weekly discussion of project schedules, budgets, and critical issues
- 10. Monday, October 15, 2018 | 3:30 p.m. | Citizens Financial Oversight Board Meeting
 - a. Regular meeting of the Citizens Financial Oversight Board
- 11. Tuesday, October 16, 2018 | 11:00 a.m. | Central Library Bi-Weekly Change Order Meeting
 - a. Meeting to review and discuss pending change orders for the Central Library project
- 12. Wednesday, October 17, 2018 | 9:00 a.m. | Westwood Tennis OAC
 - a. Weekly construction meeting led by Flintco with City Staff, TMP, and ADG to discuss project progress, schedule, and critical path issues
- 13. Thursday, October 18, 2018 | 10:00 a.m. | James Garner Phase I Coordination Meeting
 - a. Meeting with City project managers, James Garner contractors, and Central Library contractors to receive update on James Garner Phase I road and library coordination
- 14. Monday, October 22, 2018 | 10:30 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
- 15. Tuesday, October 23, 2018 | 1:00 p.m. | East Library Teleconference
 - a. Teleconference with MSR to discuss LEED points status and checklist for East Library
- 16. Tuesday, October 23, 2018 | 12:30 p.m. | Central Library Furnishings Workshop
 - a. First of two-day workshop led by MSR to determine finishes, finalize locations and coordination, and confirm budget for Central Library furnishings
- 17. Wednesday, October 24, 2018 | 8:30 a.m. | Central Library Furnishings Workshop
 - a. Second of two-day workshop led by MSR to determine finishes, finalize locations and coordination, and confirm budget for Central Library furnishings; potential COs due to electrical changes requested by PLS
- 18. Wednesday, October 24, 2018 | 9:00 a.m. | Maintenance Building Teleconference
 - a. Teleconference to review updated conceptual site plan for maintenance building with parks and recreation staff
- 19. Monday, October 29, 2018 | 10:30 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
- 20. Tuesday, October 30, 2018 | 10:00 a.m. | Ruby Grant Design Meeting
 - a. Meeting led by Howell & Vancuren to review status of park design and any needs from electrical, civil, etc.



ADG. PC
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Oklahoma City. OK 73106
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21. Tuesday, October 30, 2018 | 11:00 a.m. | Central Library Bi-Weekly Change Order Meeting
 - a. Meeting to review and discuss pending change orders for the Central Library project
22. Central Library site visits for observation: 10
23. Griffin Park site visits for observation: 3
24. Westwood Indoor Tennis site visits for observation: 8

WORK ANTICIPATED THE UPCOMING MONTH (NOVEMBER 2018)

- Central Library ongoing construction
- Griffin Park Master Plan Phase I finishing construction
- Westwood Indoor Tennis Facility ongoing construction
- Reaves Park Master Plan construction document drafting
- Ruby Grant Park construction document drafting
- Indoor Aquatic Facility location determination
- Indoor Multi-Sport Facility location determination
- Indoor Aquatic Facility, Multi-Sport Facility, and Senior & Cultural Center Design Services R.F.Q. interviews on hold
- Continued development of standardized contracts for use with architectural, design, and construction consultants
- Continued discussion of project budgets
- Continued discussion of senior center location and funding options

PROJECTS STATUS

- East Library
 - a. Schedule: Opening Celebration on July 20, 2018
 - b. Budget: Within budget
 - c. In operation
- Central Library
 - a. Schedule: Construction contract awarded April 25, 2017
 - b. Budget: Within budget
 - c. Issues: No known issues
- Westwood Family Aquatic Center
 - a. Schedule: Opening Celebration on May 26, 2018
 - b. Budget: Final Pay App approved on July 24, 2018
 - c. In operation
- Griffin Park
 - a. Schedule: Master Plan Design contract awarded March 14, 2017
 - b. Schedule: Phase I construction contract awarded May 22, 2018
 - c. Budget: Phase I within budget



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- d. Issues: No known issues
- Reaves Park
 - a. Schedule: Master Plan Design contract awarded March 28, 2017
 - b. Budget: Phase I within budget
 - c. Issues: No known issues
- Westwood Indoor Tennis Facility
 - a. Schedule: Design contract awarded June 27, 2017
 - b. Schedule: CMaR contract awarded June 13, 2018
 - c. Budget: Amendment No. 1 approved August 14, 2018; within budget
 - d. Issues: No known issues
- Ruby Grant
 - a. Schedule: Design contract awarded June 26, 2018
 - b. Budget: Within budget
 - c. Issues: No known issues
- Indoor Multi-Sport Facility
 - a. Schedule: pending project start
 - b. Budget: pending project start
 - c. Issues: location determination
- Indoor Aquatic Center
 - a. Schedule: pending project start
 - b. Budget: pending project start
 - c. Issues: location determination
- Senior Center
 - a. Schedule: pending project start
 - b. Budget: pending project start
 - c. Issues: location determination, funding source determination
- Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Adopted on June 28, 2016
 - d. Issues: No known issues
 - Indoor Multi-Sport Facility location/lease
 - Indoor Aquatic Facility location/lease
 - Continued discussion regarding operator for indoor multi-sport facility
 - Continued discussion regarding operator for indoor aquatic center
 - Continued discussion regarding indoor aquatic center operating budget



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- Continued discussion regarding indoor aquatic center capital improvements responsibility
 - Continued discussion regarding senior center location and budget/funding source
-

SUBMITTED BY: ADG Team – Leslie Tabor, William Harrell, Jason Cotton, Mike Mize

CITY OF NORMAN

Department of Finance Monthly Report – October 2018

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 October are discussed below:

Treasury Division:

In the month of October, the Treasury division processed 41,585 total payments. The traffic counter at the Drive-up Facility counted 10,650 customers. The Treasury division processed 1,486 credit card utility payments, an increase of 22% from last month, and the Interactive Voice Response (payment by telephone) system processed 1,701 credit card utility payments, an increase of 23% from last month. Utility customers also have the option of paying on the City of Norman website. There were 6,677 credit card payments made on the internet in October, a decrease of 7% from last month. The Municipal Court processed 220 credit card payments for court fines, an increase of 8% from last month.

The City charges a convenience fee of \$3 on credit card payments made online or by phone to help offset the costs of providing credit card service. We collected \$28,956 in convenience fees in the month of October with a fiscal year-to-date total of \$109,821.

Utility Services Division:

The Meter Reading Division read 41,047 meters. Out of 77 meter reading routes, 27 (35%) were read within the targeted 30-day reading cycle. 35 routes (46%) were read by the 32nd day and all routes were read by the 36th day. No routes were estimated in October.

General Fund Revenues & Expenditures:

When comparing major General Fund revenue sources versus budgeted levels, revenues are below target for the month of October by -5.2%. Revenues from the City's largest single source of revenue, sales tax, are above target by 3.5% for the year to date and 4.6% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 19 Budget To Date	FYE 19 Actual To Date	FYE 18 Actual To Date	FYE 17 Actual To Date
Sales Tax Revenue	\$13,104,372	\$13,567,426	\$12,969,676	\$12,897,507
General Fund Revenue	\$25,212,936	\$23,890,503	\$23,512,691	\$23,548,006
General Fund Expenses	\$26,983,325	\$24,771,889	\$24,763,493	\$24,058,399

Administration Division

	FYE 19		FYE 18	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	3,520.00	320.00	3,360.00
Total Comp Time Available	0.00	4.75	0.00	0.00
Total Overtime Hours	0.00	11.00	0.00	10.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	320.00	3,535.75	320.00	3,370.00
Benefit Hours Taken	68.00	527.00	36.00	462.00
TOTAL ACCOUNTABLE STAFF HOURS	252.00	3,008.75	284.00	2,908.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	124.50
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	124.50

ACCOUNTING 3A

Accounting Division

	FYE 19		FYE 18	
	October	YTD	October	YTD
Total Regular Hours Available	960.00	10,408.00	960.00	9,760.00
Total Comp Time Available	2.00	65.75	2.50	21.50
Total Overtime Hours	0.00	57.50	0.00	5.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 962.00	 10,531.25	 962.50	 9,786.75
Benefit Hours Taken	111.00	1,821.50	47.00	1,145.25
 TOTAL ACCOUNTABLE STAFF HOURS	 851.00	 8,709.75	 915.50	 8,641.50
 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	5.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 5.00	 0.00	 0.00	 0.00

CITY REVENUE REPORTS

3B

City Revenue Report

FYE 19
September

FYE 19
October

Total Revenue Received (\$)	\$4,766,210	\$5,295,060	(\$528,850)
Utility Payments - Office (#)	35,507	42,873	(7,366)
Utility Payments - Office (\$)	\$4,326,689	\$4,885,777	(\$559,088)
Lockbox (#)	15,861	19,456	(3,595)
Lockbox (\$)	\$1,848,992	\$2,208,388	(\$359,396)
IVR Credit Card (#)	1,384	1,701	(317)
IVR Credit Card (\$)	\$143,850	\$178,057	(\$34,207)
Click to Gov (#)	5,452	6,677	(1,225)
Click to Gov (\$)	\$697,950	\$724,119	(\$26,169)
UT Credit Card Payments (#)	1,217	1,470	(253)
UT Credit Card Payments (\$)	\$147,811	\$188,076	(\$40,265)
Art Donations (#)	79	104	(25)
Art Donations (\$)	\$298	\$522	(\$224)
Bank Draft Payments (#)	7,675	8,716	(1,041)
Bank Draft Payments (\$)	\$933,377	\$932,137	1,240
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	40	54	(14)
Processed Return Checks (\$)	(\$5,093)	(\$40,047)	\$34,954
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$230,964	\$330,980	(\$100,016)
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$345,392	\$213,339	\$132,053
Municipal Court - Credit Card (#)	203	220	(17)
Municipal Court - Credit Card (\$)	\$88,057	\$82,641	\$5,416
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$189,765	\$144,913	\$44,852
Building Permits Credit Card (#)	102	101	1
Building Permits Credit Card (\$)	\$89,824	\$64,165	\$25,659
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$3,018	\$2,215	\$803
Occupational License - Bldg Insp. CC (#)	11	10	1
Occupational License - Bldg Insp. CC (\$)	\$1,318	\$1,165	\$153
Business License - City Clerk (\$)	\$17,345	\$6,880	\$10,465
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	8,085	9,026	(941)
Convenience Fees - All Payments (\$)	\$24,255	\$27,078	(\$2,823)
Bank Drafts Billed (#)	8,228	8,229	(1)
Bank Drafts Billed (\$)	\$921,354	\$894,582	\$26,772
Interdepartmental Billing (#)	164	167	(3)
Interdepartmental Billing (\$)	\$26,108	\$18,135	\$7,973
Accounts Receivable Billed (\$)	\$261,209	\$296,633	(\$35,424)

Budget Services Division

	FYE 19		FYE 18	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	2,072.00	160.00	1,680.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	160.00	2,072.00	160.00	1,680.00
Benefit Hours Taken	0.00	696.00		208.00
TOTAL ACCOUNTABLE STAFF HOURS	160.00	1,376.00	160.00	1,472.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 19		FYE 18	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	8,080.00	800.00	7,222.00
Total Comp Time Available	35.25	237.50	19.25	192.25
Total Overtime Hours	14.50	335.50	12.25	385.50
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	 849.75	 8,653.00	 831.50	 7,799.75
Benefit Hours Taken	106.00	1,469.25	50.00	1,189.75
 TOTAL ACCOUNTABLE STAFF HOURS	 743.75	 7,183.75	 781.50	 6,610.00
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	133.75	0.00	133.75
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 133.75	 0.00	 133.75

UTILITY 3C

Utility Division

	FYE 19		FYE 18	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,424.00	27,575.00	2,341.00	24,213.00
Total Comp Time Available	2.50	160.25	1.50	13.00
Total Overtime Hours	50.50	381.50	84.50	297.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	2,477.00	28,116.75	2,427.00	24,523.25
Benefit Hours Taken	301.50	4,321.25	95.00	2,484.25
TOTAL ACCOUNTABLE STAFF HOURS	2,175.50	23,795.50	2,332.00	22,039.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Office Services

	FYE 19		FYE 18	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	1,675.00	160.00	1,960.00
Total Comp Time Available	0.00	32.00	0.00	24.25
Total Overtime Hours	6.50	58.50	6.00	50.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	166.50	1,765.50	166.00	2,034.50
Benefit Hours Taken	0.00	180.50	14.50	134.50
TOTAL ACCOUNTABLE STAFF HOURS	166.50	1,585.00	151.50	1,900.00
PERMANENT PART-TIME				
Total Regular Hours Available	112.00	1,209.50	112.00	721.25
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	112.00	1,209.50	112.00	721.25
Benefit Hours Taken	0.00	153.00	4.00	16.00
TOTAL ACCOUNTABLE STAFF HOURS	112.00	1,056.50	108.00	737.25
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Drive-up Window and Mail Payments

	FYE 19 September	FYE 19 October
Mail Payments - Lockbox	15,861	20,451
Mail Payments - Office	180	250
Mail Payments - Subtotal	16,041	20,701
Night Deposit	336	370
Click-to-Gov Payments	5,852	6,677
IVR Payments	1,384	1,701
Without assistance payments - Subtotal	7,572	8,748
Drive-up window & inside counter	9,316	10,650
Credit Card machine payments (swipe)	763	968
Credit Card machine payments (phone)	454	518
With assistance payments - Subtotal	10,533	12,136
Total Payments Processed - Subtotal	34,146	41,585
Bank Draft (ACH) Payments	7,675	8,716
Total Payments (Utility)	41,821	50,301
Total Convenience Fees - all Payments	8,085	8,907
Grand Total Payments	49,906	59,208

Traffic Counter at Drive-up Facility

Night Drop *	2,369	2,459
8-5 Drive-up Window Customers *	6,947	8,191
Total Traffic Counter	9,316	10,650

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

Meter Reading Division

	FYE 19		FYE 18	
	October	YTD	October	YTD
Number of Meters Read	41,047	390,530	37,433	388,485
New Service	648	8,303	628	8,981
Request for Termination	602	8,331	609	8,835
Delinquent On(s)	272	2,408	168	2,261
Delinquent Offs	399	3,398	223	3,046
Collect Deposit Tags Hung	78	213	44	345
Collect Deposit Cut Offs	31	66	24	2,830
Blue Tags	6	203	26	276
Number of Meters Re-read	1,105	12,177	2,139	15,856
Meters Cleaned	83	1,117	7	530
Customer Assists	110	873	3	347
Meters Pulled	0	11	1	6
Meters Re-set	0	9	0	3
Meter Exchanges	27	502	79	521
TOTAL	44,408	428,141	41,384	432,322

Utility Division Activity Report

	FYE 19		FYE 18	
	October	YTD	October	YTD
STATUS REPORT				
Regular Utility Accounts Billed	42,269	418,791	41,674	378,165
New Ons	794	7,869	959	7,204
Final Accounts Billed	661	7,888	664	7,154
TOTAL ACCOUNTS BILLED	43,724	434,548	43,297	392,523

FIRE DEPARTMENT

4



NFD Monthly Progress Report

October 2018

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	13	0.96%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	911	67.08%
4 - Hazardous Conditions (No Fire)	30	2.21%
5 - Service Call	107	7.88%
6 - Good Intent Call	215	15.83%
7 - False Alarm & False Call	72	5.30%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	0	0.00%
Incomplete Reports	10	0.74%
Total Incident Count (Unique Calls)	1358	100.00%
Number of Total Unit Responses	1727	

Total Fire Loss \$8,350.00

Average Response Times

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	233	282	0:04:42
Station #2	213	317	0:05:17
Station #3	219	327	0:05:27
Station #4	167	296	0:04:56
Station #5	43	742	0:12:22
Station #6	55	538	0:08:58
Station #7	137	342	0:05:42
Station #8	96	304	0:05:04
Station #9	195	339	0:05:39

Community Outreach

Tours	41	Around 2000 kids at schools and daycares in Norman
Neighborhood Night Out		Did our best to visit 43 communities in Norman
Community/Special Events	14	Homecoming Parades, Touch-A-Trucks, Fall Festivals
Ride Along	1	Dekevis Jordan

Burn Permits

Burn Permits Issued	151	Total of 17 burn days
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Training

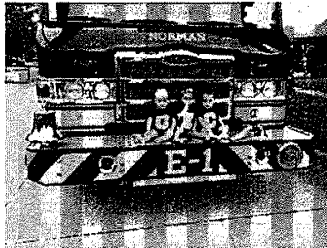
Total Personnel Training Hours	2677	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

October 2018

Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Chief 301	16	1	1	2	1		2	4	3	2
Chief 302	24	4		3	1			11	3	2
Chief 303	18	1	1	5	2	1	1	4	2	1
Chief 304	11	2		1	1		1	4	2	
Engine 1	253	227	1	10				10	2	3
Engine 2	224	2	212	1	3			5	1	
Brush 2	2							1	1	
Engine 3	227	3	2	214	1			2		5
Brush 3	3			3						
Engine 4	179		2	1	167			7	2	
Brush 4	1							1		
Engine 5	43					43				
Brush 5	43					35				
Tanker 5	1					1				
Engine 6	63					2	56	2		3
Brush 6	63					1	2			1
Rescue 7	4							3	1	
Squad 7	175	10	4	8	5		1	132	11	4
Engine 8	114		3		3			13	95	
Brush 8	3								3	
Tanker 8	2						1		1	
Engine 9	199	3		5	1		5	4	1	180
Brush 9	1									1
Tanker 9	6					1	2	1		2
Ladder 9	36	3		5	2			5	2	19
Fire Marshal 2	3					1			1	1
Fire Marshal 3	3			2		1				
Fire Marshal 4	5	1		1				1	1	1
Fire Marshal 5	4	1		1		1		1		
	1727	258	226	262	187	87	71	211	133	225



**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
October 2018**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections/Plan Review			
Activites	Notes	Number	Staff Hours
Inspections		115	130
Re-Inspections		39	30
Residential Inspections			
Plan/Platt Review		48	63
Company Inspections			
Re-Inspections			
Total Inspections		154	160

Smoke Detector Program			
Activites	Notes	Units	Staff Hours
Smoke Detector Batteries			
Smoke Detectors Installed		28	20

Training/Public Education Education			
Activites	Notes	Events	Staff Hours
Training (hours)		22	118
Fire Education Classes		13	106

Code Issues/Investigation			
Activites	Notes	Number	Staff Hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)		15	22.5
Code Violation Complaints		80	220
Investigations		10	23
Investigative Activities		26	63
Miscellaneous/Special	Fire Prevention Week at the Sooner Fashion Mall, IAAI Conference and various safety talks		

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline

Comments: October 2018

Mitigation:	
Safe Room Program	Completed awaiting close out
Siren Status	Routine Maintenance on going
Preparedness:	
Amateur license testing	4 October
NWC walk through for long term care workshop	8 September
Long Term Care Facility Workshop - Norman	9 October
Norman Response Volunteer Meeting	11 October
Amateur Radio Club Meeting	13 October
Hotzone Conference Houston Tx	17-21 October
National Weather Festival	20 October
Long Term Care Facility Workshop - Tulsa	24 October
OK Medical Reserve Conference Call	25 October
OK Homeland Security Youth Council Planning Meeting	29 October
Meeting with new CIO	30October
Response:	
N/A	
Recovery:	
N/A	

HUMAN RESOURCES 5

HUMAN RESOURCES
Monthly Report
October, 2018

ADMINISTRATION/LABOR RELATIONS

A. Grievances (active AFSCME and Non-Union)

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

B. Collective Bargaining

- Held one (1) negotiation session with AFSCME

C. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed October 2018 Employee Newsletter
- Processed invoices and reconciled expense accounts
- Assisted with three (3) United Way fundraisers
- Prepared Labor Relations Update PPT for Executive session
- Attended/Summarized one (1) negotiation sessions
 - 1 – AFSCME

BENEFITS

- Conducted nineteen (19) new hire orientations
- Processed enrollment forms, terminations, and changes to health, life, and supplemental products for general health/dental changes
- Reconciled health, dental, and supplemental products
- Continued education of plan documents
- Held three (3) one-on-one meetings with employees to review Explanation of Benefits to ensure correct benefit was applied
- Fielded approximately 328 phone calls and one-on-one meetings to discuss benefits and claims
- Continued conversations with Washington National to discuss November's Open Enrollment schedule
- Prepared for Open Enrollment of health/dental benefits
- Provided benefit information to Training and Development Manager for APWA requirements
- Worked with Meritain to correct COBRA/Retiree rates and to obtain Retiree packet for former City Manager
- Worked with Meritain to ensure annual Medicare notices were mailed to employees by required deadline
- Obtained Score Card from Interactive Health to use for employee education on biometric screenings
- Provided additional information for OPEB valuation in regard to retiree claims data
- Worked with Finance and HR Director to update Insurance Committee reports that better reflect health insurance data
- Entered ACA data for year-end reporting

- Organized City of Norman's Annual Flu Shot Clinics
- Organized City of Norman's Annual Blood Drive

PERSONNEL ACTIONS

New Hires - 22

Dept./Div.	Position	Number of Employees
City Manager	Chief Communications Officer	1
Finance/Utilities	Meter Service Rep.	1
Utilities/Sewer Line Maint.	Utilities Collection Worker I	1
Utilities/Sanitation	Transfer Station Attendant	1
Utilities/Water Line Maint.	Utilities Distribution Worker I	1
Utilities/Sanitation	Sanitation Worker I	2
Police/Patrol	Police Officer	11
Parks/Recreation	Photography Intern (PT)	1
Parks/Westwood	Food and Bev. Tech I (PT)	1
Legal	Legal Intern (PT)	2

Separations - 5

Dept./Div.	Position	Number of Employees
Public Works/Streets	Heavy Equipment Operator	1
Fire	Firefighter	2
Parks/Recreation	Rec Center Specialist (PT)	1
Parks/Westwood	Laborer (PT)	1

Promotions - 1

Dept./Div.	Position	Number of Employees
Parks/Westwood	Recreation Food & Bev. Mgr.	1

SURVEYS

Responded to annual OML Compensation Survey.

RECRUITMENT

Accepted applications for the following positions:

- Parks & Recreation Photographer (PT), Parks & Recreation/Recreation
- Deputy Marshal (PT), Municipal Court
- Hearing Officer (PT), Municipal Court
- Sports Supervisor (PT), Parks & Recreation/Recreation
- Golf Course Attendant (PT), Parks & Recreation/Westwood Golf Course
- Golf Shop Attendant (PT), Parks & Recreation/Westwood Golf Course
- Digital Redaction Clerk (PT), Police/Police Records
- Food & Beverage Tech I (PT), Parks & Recreation/Recreation
- Food & Beverage Tech II (PT), Parks & Recreation/Recreation
- Recreation Center Specialist (PT), Parks & Recreation/Recreation
- Recreation Leader I (PPT), Parks & Recreation/Recreation

- Laboratory Intern (PPT), Utilities/Water Treatment Plant
- Recreation Food & Beverage Manager, Parks & Recreation/Recreation
- Communications Officer I, Police/Emergency Comm. Bureau
- Utility Distribution Worker I, Utilities/Water Line Maintenance
- Shelter Veterinarian, Police/Animal Welfare
- Capital Projects Engineer, Public Works/Engineering
- Animal Welfare Technician, Police/Animal Welfare
- Victim Advocate, Police/Criminal Investigations
- Sanitation Worker I, Utilities/Sanitation
- Maintenance Worker I, Parks & Recreation/Park Maintenance
- Animal Welfare Officer, Police/Animal Welfare
- Maintenance Worker II, Public Works/Streets
- Heavy Equipment Operator, Public Works/Streets
- Crew Chief, Public Works/Streets
- Maintenance Worker I, Public Works/Streets
- Maintenance Worker I, Public Works/Stormwater
- Administrative Technician III, Planning/CDBG
- Mechanic I, Public Works/Fleet
- Maintenance Worker II, Public Works/Stormwater
- Subdivision Development Coordinator, Public Works/Engineering
- Communications Officer III, Police/Emergency Communications Bureau

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	395	Written Exams	0
Phone	475	Practical Testing/Assessment Center	1
Mail	250	Panel Board Interviews	12
Email	195	Promotions	2
Total Subscribers on E-mail Vacancy List	4128	Oral Interviews	4
Total Visits to City of Norman HR website	2128	Hiring/Promotion Board	1

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	22	Advertisements Placed	14
Pre-Employment Drug Screens	9	Applications Received	236
Pre-Employment Physicals	8	Job Announcements Emailed	116
Pre-Employment OSBI	11	Job Announcements to CON Depts.	765

TRAINING AND DEVELOPMENT

Conducted training for nineteen (19) new employees on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Ethics and Conduct, Computer Networks and Communications, IT Acceptable Use and Social media policies.

The Computer Training Lab was the site for Enterprise Resource Project planning and software training for the Municipal Court and Finance Departments.

SAFETY

- Safety material documents were sent to divisions each week
- Safety meetings were held for all departments covering Foul Weather Driving
- Conducted nineteen (19) new employee orientations
- Conducted four (4) Fitness for Duty Meetings (Fire)

Recordable Injuries – 2

Dept./Division	Nature of the injury	Activity	Prognosis
Fire/ Suppression	Lower back strain	Injured lower back assisting patient	Work restrictions
Fire/ Suppression	Lower back strain	Injured lower back assisting patient	Work restrictions

Recordable Injuries per calendar year. CY2018 is current year to date:

2018	2017	2016
54	59	69

Vehicle Collisions - 3

Division	Description of Collision	Status
Police/ Patrol	Citizen backed into patrol unit	"No fault"
Police/ Patrol	Tactical maneuver made during traffic stop	"No fault"
Utilities/ Sanitation	City vehicle backed into parked vehicle causing minor damage to parked vehicle	"At fault"

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

2019	2018	2017	2016	2015	2014
3	5	17	13	10	23

CITY OF NORMAN

Information Technology Department
Monthly Report –October 2018.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Vermont Systems for Parks and Rec. Currently implementing Incode for Municipal Court, and Munis for Finance.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization.	In Planning: FYE18 funding of new core switching has been approved. IT Network staff finalizing purchases and implementation plan for FYE19.
Website Rebuild/Redesign	Our current design is 7 years old. A new design will help boost our image, traffic, rankings, and leads. We also need a friendlier mobile device design and look to accomplish this with HTML5.	In Planning: RFPs in final selection phase. Contract to City Council Nov/Dec 2018. Project team will focus on the ERP software and content management to find areas to enhance the Website.
Fiber Optic Installation for redundant loop	Remove fiber from the path of central library and James Garner projects while creating two points of entry and a loop for business continuity during a break or disaster scenario.	In Construction: Phase I complete. Phase II will be requested in Nov/Dec City Council Meeting.

Active Directory/Domain Controller Upgrade	Current Operating system is MS 2003 and needs to be upgraded to MS 2008	2008 R2 installed prepping for Domain Controller Upgrades on 2 DC Servers
TAMS/FASTER Integration for City's NAPA Parts Room.	City of Norman and NAPA will integrate a program that will download data nightly from NAPA'S TAMS into the City's FASTER Fleet management Software, eliminating the need for NAPA to manually enter the data into FASTER	On Hold
Installation of fiber optic cable along Main Street from 24th Avenue West to 36th Avenue West with switches at 26th Street/Interstate Drive, I-35 Interchange, Ed Noble Parkway, and 36th Avenue West.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction complete. Near full completion of fiber installation.
Installation of fiber optic cable along Robinson Street from Peters Avenue to 12th Avenue NE with switches at Porter Avenue, Findlay Avenue, and 12th Avenue NE.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction began around June 1 2017.
Install fiber optic cable on Rock Creek Road from Porter Avenue to 12th Avenue NE with switch at a new signal at Sequoyah Trail.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction began around June 1 2017.
Wireless phone bills audit for cost savings.	Cost savings for telecommunications, waste elimination.	Ongoing

Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing
IT main computer room return air system improvements.	This will eliminate a "hot row" of air that currently taxes our main data center servers. If not addressed this "hot row" could cause server degradation and/or failure.	In Planning FYE19
License Plate Reader System	Improves the ability to identify stolen vehicles and vehicles with outstanding citations.	System is installed and in use - data connection with LERMS being evaluated
Westwood Fuelmaster Merger	Merge Westwood Golf from Phoenix SQL to the Fuelmaster Fuel System, making all city fuel keys congr	
Video Detection Upgrade (Phase 2)	Will add cameras to a number of existing intersections some of which will require IP addresses for viewing in Centrac	In Progress
Main Street Roadway Lighting and Signal Interconnect (Main at Santa Fe, Peters, Crawford, and Porter)	Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP addresses for viewing in Centrac	In Progress
Installation of fiber optic cable along Main Street to Fire Admin picking up signals at Main/Hal Muldrow, Main/Mercedes, Flood/Gray, Flood/University, Flood/Santa Fe, Flood/Peters, and Flood/Porter.	Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP address for viewing in Centrac	In Progress

Installation of fiber optic cable along 36th Avenue NW from Robinson Street to Main Street with switches at Brookhollow Road, Quail Drive, River Oaks Drive, and a new signal at Havenbrook Street.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	In Progress
Installation of fiber optic cable along 12th Avenue SE from Highway 9 to Cedar Lane Road with a switch at a new signal at Campus Crest Drive.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	Expected completion in Q3 or Q4 2018
City Works Upgrade	Upgrade City Works software to new version. This software tracks public works projects in a ticket format.	In Progress
North Base Gate Security Access		
Installation of fiber optic cable along 12th Avenue NE from Robinson Street to Alameda Street with switches at Main Street, Norman Public Schools Bus Barn, and Morren Drive.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	Bid in Oct 2017
Installation of fiber optic cable along Rock Creek Road from Flood Avenue to Porter Avenue with switches Stubbeman Avenue, Porter Avenue, and at new signals at 12th Avenue NW and Trailwoods Drive.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	Bids in Oct 2018
New traffic signal on Alameda Street at Summit Lakes Boulevard/Lochwood Drive with a switch to connect to existing fiber.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	

Installation of fiber optic cable along 12th Avenue NE from Rock Creek Road to Robinson Street with switches at Rock Creek Road and a modified traffic signal at High Meadows Drive	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	
Installation of fiber optic cable along Classen Boulevard from Highway 9 to Cedar Lane Road with switches at new signals at Ann Branden Boulevard, Renaissance Drive, and Southlake Boulevard.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	

Support Tickets:

The IT department tracks work requests with a software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of September 2018.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 32 emails from the groups shown were sent from city servers using city resources – of those 25,503 were delivered to outside mailboxes for the month of October 2018. The city servers generated mass communications to Norman citizens of 25,503 messages from only 32 sent (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 1,577,414 attempted incoming and 68,346 outgoing messages for the month of October 2018. Incoming messages totaling 1,363,929 were considered Spam or hazardous e-mails and were quarantined or filtered (see **IT Table 3**). This is a significant increase in the amount of malicious email from previous months/years. We have blocked traffic from known malicious countries and will continue to monitor the situation. Additional email of this nature means increased vulnerabilities and attack vectors into the city via email. Without the email filter, our email server would have received more mail, which increases waste and decreases valuable storage space. Additionally, the filter kept city employees from bombardment of spam, phishing, and other types of potentially harmful emails.

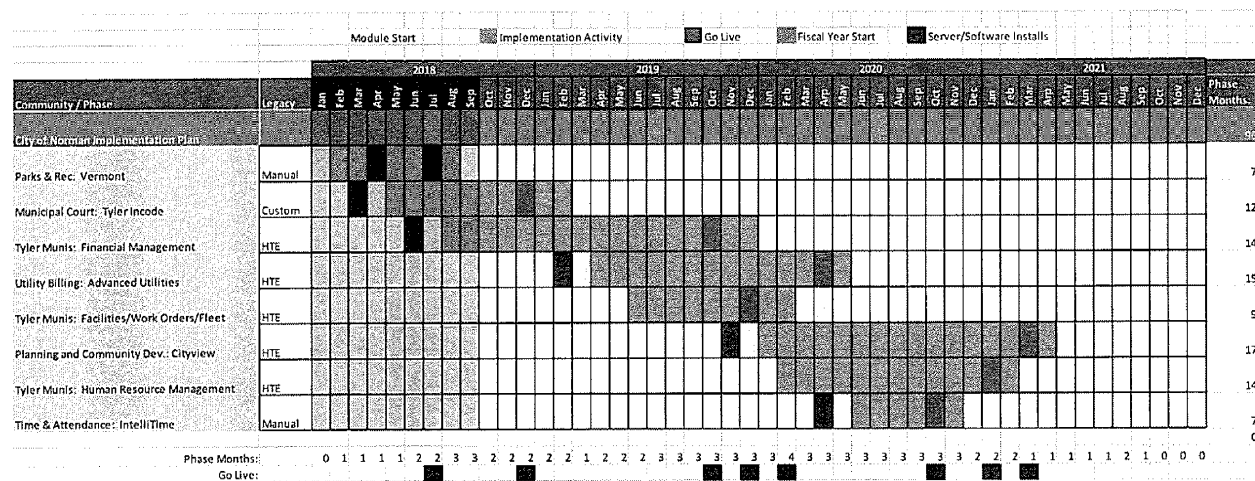
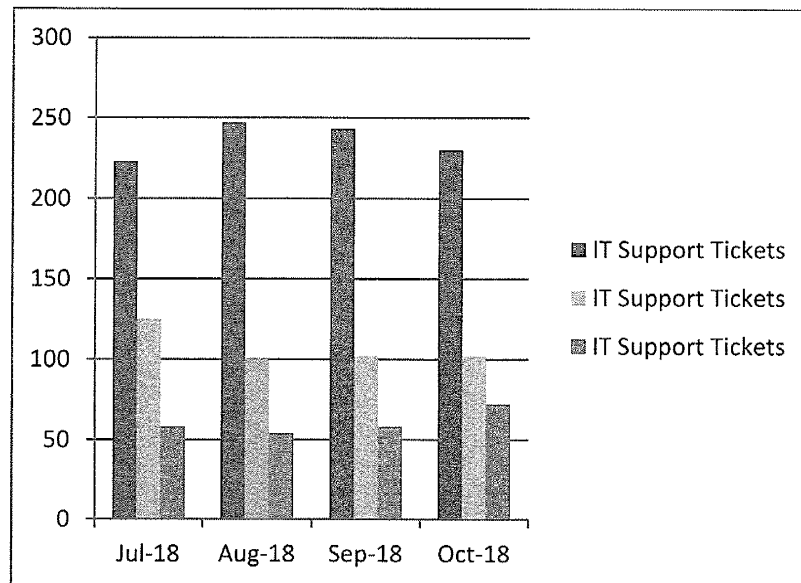


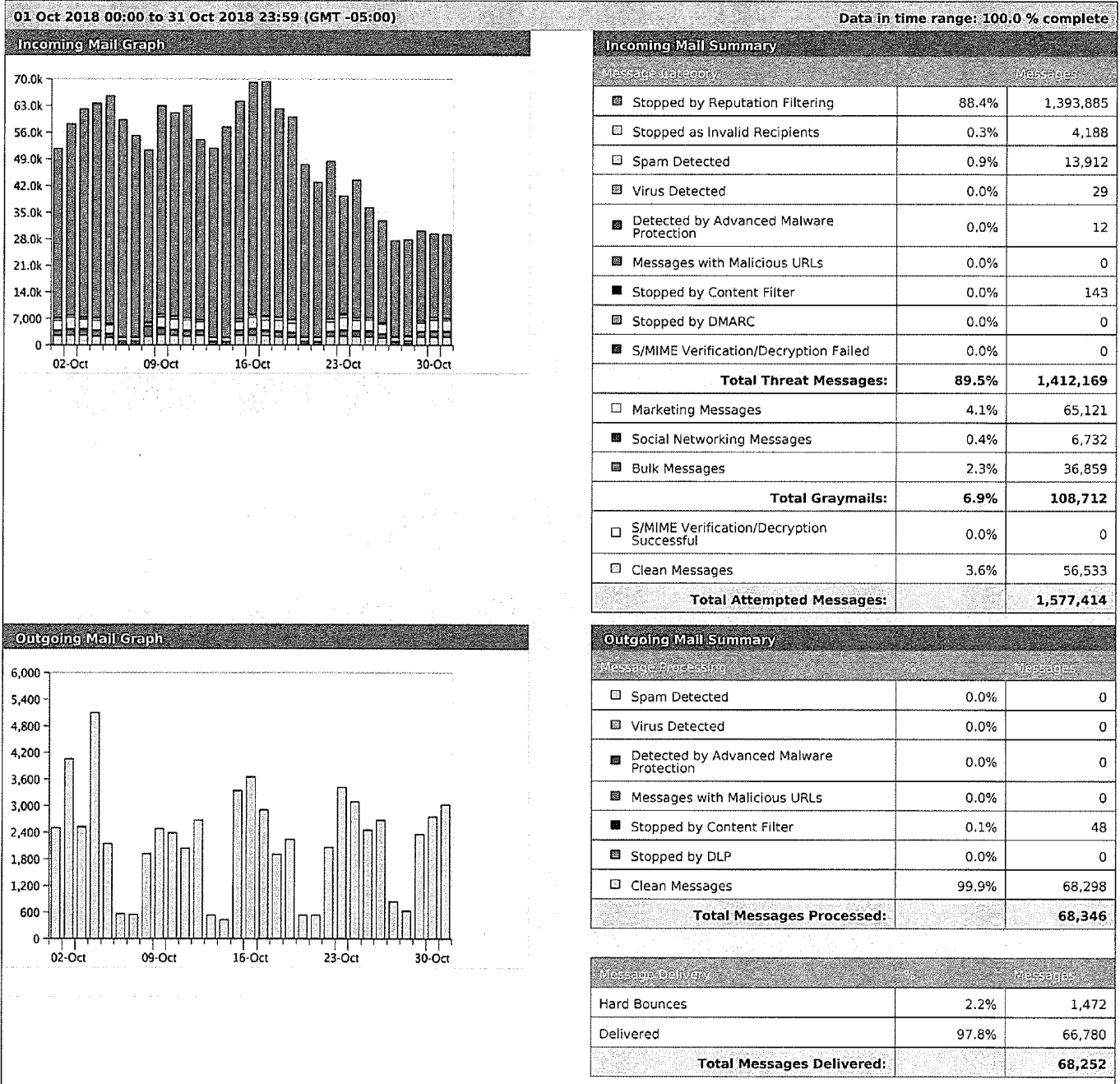
Table 1**Table 2**

October 2018 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	29	4	116
Job Posting	2123	4	8492
Norman News	892	18	16056
Police - Animal Welfare Volunteers	42	0	0
Police – Citizens' Academy	82	0	0
Police – Neighborhood Watch	105	0	0
Public Works Consultants	104	0	0
Westwood Golf	708	1	708
Westwood Golf Members	31	1	31
Westwood Men's Clinic	17	1	17
Westwood Men's Golf Assoc.	58	1	58
Westwood Women's Clinic	23	1	23
Westwood Women's Golf Assoc.	2	1	2
Totals	4216	32	25503



Executive Summary

mail.ci.norman.ok.us



mail.ci.norman.ok.us - 01 Nov 2018 01:00 (GMT -05:00)



Site Traffic

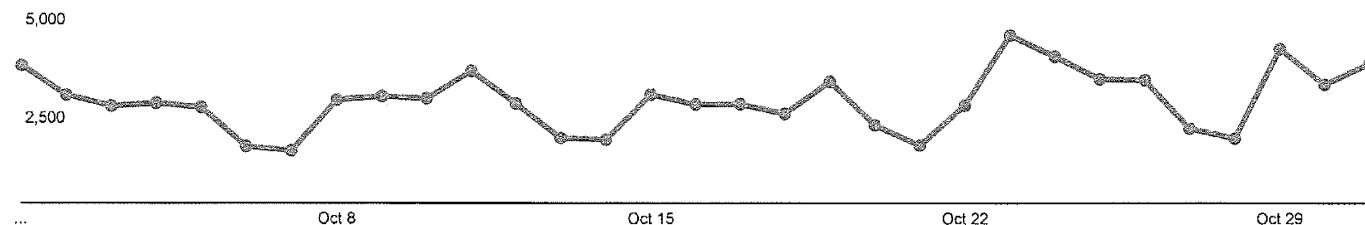
All Users
100.00% Sessions

Oct 1, 2018 - Oct 31, 2018

Report Tab

I.T. Table 4

● Sessions



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	81,420 % of Total: 100.00% (81,420)	2.24 Avg for View: 2.24 (0.00%)	181,992 % of Total: 100.00% (181,992)	54,426 % of Total: 100.00% (54,426)	41,255 % of Total: 100.07% (41,228)	48.44% Avg for View: 48.44% (0.00%)	00:01:36 Avg for View: 00:01:36 (0.00%)
1. 23	4,288 (5.27%)	1.96	8,387 (4.61%)	3,910 (5.46%)	2,706 (6.56%)	64.93%	00:01:32
2. 29	3,935 (4.83%)	2.07	8,136 (4.47%)	3,510 (4.90%)	1,998 (4.84%)	57.15%	00:01:33
3. 24	3,739 (4.59%)	1.87	6,994 (3.84%)	3,387 (4.73%)	2,357 (5.71%)	58.95%	00:01:28
4. 31	3,550 (4.36%)	2.16	7,675 (4.22%)	3,196 (4.46%)	1,786 (4.33%)	55.66%	00:01:30
5. 01	3,512 (4.31%)	2.28	8,014 (4.40%)	3,159 (4.41%)	1,837 (4.45%)	51.00%	00:01:25
6. 11	3,371 (4.14%)	2.68	9,045 (4.97%)	2,833 (3.95%)	1,539 (3.73%)	38.18%	00:01:52
7. 25	3,162 (3.88%)	2.19	6,936 (3.81%)	2,796 (3.90%)	1,780 (4.31%)	51.33%	00:01:39
8. 26	3,138 (3.85%)	2.15	6,756 (3.71%)	2,784 (3.89%)	1,603 (3.89%)	53.79%	00:01:30
9. 19	3,099 (3.81%)	1.88	5,836 (3.21%)	2,783 (3.88%)	1,678 (4.07%)	57.37%	00:01:38
10. 30	3,021 (3.71%)	2.39	7,229 (3.97%)	2,671 (3.73%)	1,537 (3.73%)	50.98%	00:01:31

Rows 1 - 10 of 31

MONTHLY REPORT - LEGAL DEPARTMENT
October 2018 Report
(Submitted November 9, 2018)

MONTHLY HIGHLIGHTS:

None

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

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

Green v. City of Norman, CIV-17-510 (K, B)

Harmon, Toby, Shane Dodson, Tammi Dodson v. City of Norman, Jeff Robertson, CIV-18-688-HE (K, B)

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

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

Kevin Easley v. City of Norman, CV-2012-346 L; Case No. 115811 (HDC Appeal) (K, B)

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

Rogers v. City of Norman v. Michael Hamoush and Mary K. O'Brien-Hamoush v. Richard Harding, et al., CJ-2014-1116; Case No. DF-116655 (K)

Dustin B. and Courtney J. Graham v. Carrington Place Property Owners Association, Inc. and City of Norman, CJ-2016-705 LW; Case No. 116968 (K)

COURT OF CRIMINAL APPEALS

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

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

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. Hollywood Corners Station, LLC, CV-2018-960 (K, S)

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

City v. Komiske, Cobblestone Creek Management Company, et al, CV-2012-748 (K, W)
Fleske Holding Company LLC v. City of Norman, CV-2018-956
FOP/IAFF/AFSCME v. Okla. Dept. of Labor and City of Norman, CJ-2005-1170 L (K)
FOP v. City of Norman, CV-2011-876 L (K)
Golden Tribe, LLC v. City of Norman, CV-2018-1141 (K)
Gulledge, Tyler v. City of Norman, CJ-2017-411 (K)
Henderson, Randolph, Wilk, Green v. City of Norman, IAFF, Travis King, Case No. CJ-2016-610 LW
Hinckley v. City of Norman, Case No. CM-2016-1048 SS (K)
Casey Holcomb and Darcie Woodson v. Brenda Hall, in her official capacity as Clerk of the City of Norman, City of Norman, ex rel. Office of the City Clerk, and City of Norman, Case No. CV-2015-2343 (K)
Holloway v. Harris et al, Case No. CJ-2013-566 (K, B)
Kirk v. City of Norman, Case No. CJ-2016-1238 TS (K)
McCarver v. City of Norman, Case No. CJ-2013-128 TS (K)
Remy v. Brenda Hall, et al., Case No. CIV-2017-1853 (K, B, S)
Rodgers v. City of Norman, Case No. CJ-2016-1185 (K, B)
Walling v. Norman Regional Health System, et al, Case No. CJ-2014-874 (K)
Webb, et al. v. City of Norman, et al., Case No. CJ-2018-4756 (K)
Windrock Apartments v. City of Norman, CJ-2018-1030 (K, B)
Young v. City of Norman, CJ-2006-819 BH (K)

B. Condemnation Proceedings

City of Norman v Chastain Oil Company, a Corporation, et al., CV-2015-677
City of Norman v Historic Berry Farms, LLC, et al., CV-2015-674 TS
City of Norman v. West Lindsey Center Investors, LLC, et al., CV-2015-671
City of Norman v. Tietsort Revocable Trust, et al., CJ-2013-775
City of Norman v. Karla L. Knoepfli, et al; CJ-2018-1263
City of Norman v. Bread of Life, Inc., et al; CJ-2018-1264

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

DRE Norman II LLC v. City of Norman, CV-2018-2173

This is an action to vacate a public utility easement that was filed October 12, 2018. Upon evaluating the property implicated by the suit, City Staff confirmed that the City no longer recognized the easement due to a final replat, and further that the easement had never been used. An Answer and Disclaimer was filed by the City on November 1, 2018.

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

This case seeks to foreclose the purchase-money mortgage on 1613 Briar Meadow Road. The City had disclaimed any interest in this property and an order confirming sheriff's sale was entered on September 27, 2018. This case will no longer appear on the monthly report.

City of Norman v. Legacy Property Partners, LLC, CV-2018-249 (K, S)

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

Norman Properties v. City of Norman, CV-2018-2048

Veritas Norman, ALDI v. City of Norman, CV-2018-1561

This action was filed on July 31, 2018. It seeks to vacate a utility easement. The City disclaimed an interest and judgment vacating the easement was entered on September 26, 2018. This case will no longer appear on the monthly report.

D. Municipal Court Appeals

E. Small Claims Court

Hamoush v. City of Norman, SC 2013-3366 (K)

This case has been consolidated with Rogers v. City of Norman, Case No. CJ-2014-1116 TS and transferred to the Cleveland County District Court's CJ docket.

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

F. Board of Adjustment Appeals

Magnum Energy, Inc. v. Board of Adjustment of the City of Norman, Oklahoma, Case No. CV-2018-166 (M)

LABOR / ADMINISTRATIVE PROCEEDINGS

A. Grievance & Arbitration Proceedings (B, K)

This office has assisted with the following grievances:

AFSCME Grievance FYE 14-06 – (Green - Termination)

AFSCME Grievance FYE 19-03 – (Wray - Merit)

IAFF Grievance FYE 17 – (Koscinski – Functional Capacity Exam)

IAFF Grievance FYE 17 – (Water Testing at Station 5)

IAFF Grievance FYE 18 – (Baldwin Training)

IAFF Grievance FYE 18 – (Wilk Training)

IAFF Grievance FYE 19 – (McGrane – Light Duty)

IAFF Grievance FYE 19 – (Honeycutt – Light Duty)

IAFF Grievance FYE 19 – (Palmer – Light Duty)

FOP Grievance FYE 17 – (Holiday Pay – President's Day 2017)

FOP Grievance FYE 18 – (Holiday Pay – Labor Day 2017)

FOP Grievance FYE 18 – (Holiday Pay – Christmas 2017)

FOP Grievance FYE 19 – (Holiday Pay – Memorial Day 2018)

FOP Grievance FYE 18 – (National Police Shooting Championship)

FOP Grievance FYE 18 – (Burris and Hackbarth)

FOP Grievance FYE 19 – (McKenna – Discipline)

B. Equal Employment Opportunity Commission (EEOC)

None

D. Contested Unemployment Claims (OESC)

None

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through October 2018. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 17	FYE 18	FYE 19	FYE 17	FYE 18	FYE 19	FYE 17	FYE 18	FYE 19
JULY	516	543	421	19	50	21	15	13	12
AUG	588	629	1,130	29	48	24	14	17	15
SEPT	467	552	412	32	49	28	11	12	13
OCT	466	436	445	32	26	45	14	10	14
NOV	468	439		23	26		10	12	
DEC	414	428		25	250		12	9	
JAN	432	1,371		46	31		15	14	
FEB	381	421		37	24		16	14	
MAR	593	508		58	30		10	9	
APR	406	521		49	38		14	16	
MAY	543	503		38	20		11	16	
JUNE	544	544		43	46		15	15	
TOTALS / YTD	5,818	6,893	2,408	431	638	118	157	157	54

WORKERS' COMPENSATION COURT

The total number cases pending as of October 31, 2018 are 31. Two new workers compensation cases were filed and one court order approved by the City Council in October 2018. A settlement in one case is to be considered by City Council November 27, 2018. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Court of Existing Claims & Oklahoma Workers' Compensation Commission. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE19 CASES	FYE18 CASES	FYE17 CASES	FYE16 CASES
Fire	Suppression	12	1	3	4	4
Parks/Rec.	Park Maintenance	4	1	1	3	2
Planning	Development Services	1				
Police	Animal Welfare	1		1		
Police	Patrol	6	1	1	3	1
Police	Administration					
Public Works	Street Maintenance	2		1	1	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	3		2		1
Utilities	Sanitation	2			1	1
TOTALS		31	3	9	12	10

List of Pending Cases

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

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

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

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

Ashley, Grant v. City of Norman, CM 2016-07496 A

(Parks & Rec, Recreation, Custodian, Neck, Upper Back, & Both Hands)

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

(Fire, Suppression, Fire Captain, Neck)

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

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

Bernhardt, Kyle v. City of Norman, CM-2018-00235 R

(Fire, Suppression, Firefighter, Low Back)

Bozeman, Christopher v. City of Norman, CM-2018-02917 J

(Utilities, Sewer Line Maintenance, MWII, R. Arm/R. Shoulder)

Bozeman, Chris v. City of Norman, CM 2015-08111 R

(Utilities, Sewer Line Maintenance, MWII, Back)

Burright, Justin v. City of Norman, CM-2017-00238 K

(Fire, Suppression, Firefighter, Left Shoulder)

Garrett, Curtis v. City of Norman, CM-2018-04775 Q

(Police, Patrol, MPO Sergeant, L. Knee)

Grippen, Barry v. City of Norman, CM 2016-07136 R

(Police, Patrol, Police Sergeant, R. Knee)

A Court Order filed September 19, 2018 in the above Grippen case was approved by the City Council on October 9, 2018 and will no longer appear on the monthly report.

Hale, Michael G. v City of Norman, CM 2015-00702 H

(Planning, Dev. Svcs., Bldg. Insp., L. Shoulder)

A settlement in the above case is scheduled to be considered by Council in November 2018.

Hartless, Richard v. City of Norman, CM-2018-01111 A

(Fire, Suppression, Firefighter, Back)

Hiatt, Darin L. v. City of Norman, CM-2017-00909 Q

(Public Works, Streets, HEO, L. Shoulder, Spine/Neck, L. Arm, L. Wrist)

Honeycutt, Kyle v. City of Norman, CM-2018-06808 H

(Fire, Suppression, Firefighter, R. Thumb)

Houser, Jason v. City of Norman, CM 2015-02888 Y

(Police, Patrol, MPO, R. Wrist)

Johnson III, Tommie v. City of Norman, CM 2016-06766 R

(Police, Patrol, Police Officer, L. Shoulder)

Joy, Cynthia S. v. City of Norman, CM 2018-00679 X

(Police, Animal Welfare, Animal Welfare Officer, Low Back

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

(Parks & Rec, Park Maintenance, HEO, R. Knee (Reopen–Change of Condition)

Koscinski, Chris v. City of Norman, CM 2015-06363 K

(Fire, Suppression, Firefighter, Heart/Cardiovascular)

Koscinski, Chris v. City of Norman, CM 2015-06809 A

(Fire, Suppression, Firefighter, Back)

Koscinski, Chris v. City of Norman, CM 2016-00738 H

(Fire, Suppression, Firefighter, Left Shoulder)

Koscinski, Chris v. City of Norman, CM-2017-00239 Q

(Fire, Suppression, Firefighter, Back)

Loveless, Ryan L. v. City of Norman, CM 2017-05504 A

(Utilities, Water Line Maintenance, HEO, Spine)

McGrane, Edward v. City of Norman, CM-2018-02917 J

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

Mulder, Lenny Brian v. City of Norman, WCC 2016-04403 Y

(Fire, Suppression, Fire Captain, Ears)

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

(Public Works, Streets, HEO, Low Back)

Paczosa, Donald v. City of Norman, CM 2016-08419 F

(Parks & Rec, Park Maintenance, MWII, R. Shoulder, R. Arm)

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

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

Rohr, Robert “Shane” v. City of Norman, CM 2017-01333 R

(Utilities, Sanitation, SWII, Neck)

Tillman, Daniel A. v. City of Norman, CM 2015-01499 A

(Utilities, Sanitation, SWI, Back)

SPECIAL CLAIMS

The following is a breakdown of the Special Claims activity through October 2018.

DEPARTMENT	FYE 19 Month	FYE 19 YTD	FYE 18	FYE 17	FYE 16
Animal Control			1	1	
Code Enforcement					
Finance - IT				1	
Fire			3	1	2
Fleet					1
Human Resources					
Other	1	1	11	5	6
Legal			1		
Parks	1	1	5	3	2
Planning			1	1	
Police	1	3	6	12	13
Public Works – Stormwater			6	2	
Public Works – Traffic				4	
Public Works – Engineering			1	1	5
Public Works – Road & Channel			1		2
Public Works – Streets	1	1	10	5	6
Utilities – Water	1	6	12	13	6
Utilities – Sanitation	1	4	11	12	14
Utilities – Sewer & Line Maintenance		2	5	4	9
TOTAL CLAIMS	6	18	74	65	66

CURRENT CLAIM STATUS	FYE 19 TO DATE	FYE 18	FYE 17	FYE 16
Claims Filed	18	74	72	66
Claims Open and Under Consideration	10	0	0	0
Claims Not Accepted Under Statute/Other	1	11	8	7
Claims Paid Administratively	2	17	19	23
Claims Paid Through Council Approval	0	15	12	13
Claims Resulting in a Lawsuit for FY	0	3	2	2
Claims Barred by Statute (No Further Action Allowed)	0	15	31	21
Claims in Denied Status (Still Subject to Lawsuit)	5	13	0	0

EXPUNGEMENTS

The following represents a breakdown of the Expungement Requests considered by the City Attorney's Office through October 2018.

MONTH	REQUESTS			COMPLETED		
	FYE19	FYE18	FYE17	FYE19	FYE18	FYE17
JULY	18	26	10	20	14	12
AUG	27	20	7	6	10	11
SEPT	21	15	16	11	5	5
OCT	8	24	19	22	11	12
NOV		13	22		26	18
DEC		12	21		14	20
JAN		21	21		10	11
FEB		19	27		10	14
MAR		20	16		31	27
APR		14	19		15	15
MAY		27	25		19	12
JUNE		16	14		11	15
TOTALS/YTD	74	207	217	59	145	172

MUNICIPAL COURT

8

**MUNICIPAL COURT
MONTHLY REPORT
OCTOBER - FY '19**

CASES FILED

	<u>OCTOBER</u>	<u>FY19</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY18</u>	<u>Y-T-D</u>
Traffic	853		4,610	1,020		4,903
Non-Traffic	325		1,281	339		1,219
SUB TOTAL	1,178		5,891	1,359		6,122
Parking	1,232		4,581	1,668		5,509
GRAND TOTAL	2,410		10,472	3,027		11,631

CASES DISPOSED

	<u>OCTOBER</u>	<u>FY19</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY18</u>	<u>Y-T-D</u>
Traffic	789		3,912	1,037		4,457
Non-Traffic	285		1,108	274		1,181
SUB TOTAL	1,074		5,020	1,311		5,638
Parking	852		3,164	1,254		3,945
GRAND TOTAL	1,926		8,184	2,565		9,583

REVENUE

	<u>OCTOBER</u>	<u>FY19</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY18</u>	<u>Y-T-D</u>
Traffic	\$ 90,077.80		\$ 446,121.00	\$ 115,894.00		\$ 515,955.60
Non-Traffic	\$ 38,854.72		\$ 162,726.82	\$ 31,745.00		\$ 157,883.54
SUB TOTAL	\$ 128,932.52		\$ 608,847.82	\$ 147,639.00		\$ 673,839.14
Parking	\$ 19,811.00		\$ 74,210.00	\$ 30,392.00		\$ 91,871.40
GRAND TOTAL	\$ 148,743.52		\$ 683,057.82	\$ 178,031.00		\$ 765,710.54

MUNICIPAL COURT - MONTHLY REPORT

October 2018

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

For the month of October, 2018, the Early Settlement-Norman Mediation Program accepted 32 new cases and closed 16 cases. There were two mediations conducted in September.

PARKS AND RECREATION

9

Park Planning Activities October 2018

Sooner Theater Interior:

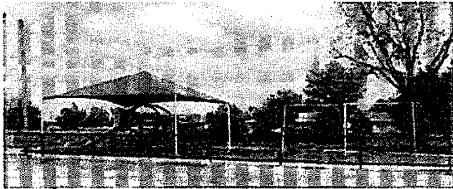
Sun Construction Services worked through the final punch list for the renovation of the dressing room area below the stage; which has included replacement of the old tile floor with a new stained acrylic finish, total tear out and remodel of the kitchenette area, installation of additional costume storage, prop tables and microphone/tech prep area, stage-level utility sink, new dressing table counter tops in all dressing room areas, and new rubber stair treads with built-in luminescent tread markers on the steps leading down to the space. Work was completed prior to the first show of the Sooner production season on October 19, 2018.



Norman Tree Board:

The Board met early in the month and reviewed final edits for a proposed tree preservation, protection and re-planting ordinance prior to forwarding that information on to the Community Planning and Transportation Committee (CPTC) for their October meeting. The work was done at the request of the CPTC, so they can review the proposed ordinance and then forward their recommendation on to the full council for review and possible adoption. The ordinance addresses issues with pruning, removal, preservation and re-planting of trees in the public right-of-ways and also offering a way to have trees designated and protected as historically or culturally significant if they are not located in a public ROW.

Park Playgrounds:



The turf contractor who installed the Lions Park Tot Lot safety surfacing finished repairs to that surface that was damaged during the flooding rains in the summer. They next moved over to the new playground at 12th Avenue Recreation Center, and completed the installation of that safety turf system to complete that project, as well.

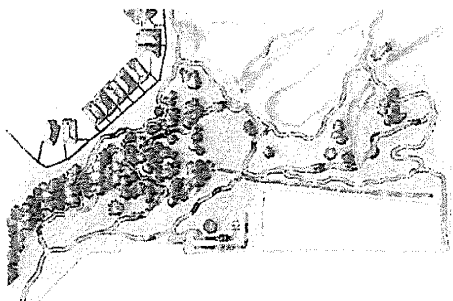
A separate contractor completed the fence and dirt work around the new playground at 12th Avenue Recreation Center. The project was funded from the Room Tax account and will provide an on-site outdoor play facility for our after school and summer programs.

NORMAN FORWARD Westwood Tennis Indoor Facility:

Flintco has been working as weather permits to finish the underground utility work at the site. Primarily, they worked to install the storm drains, pro shop sewer line, gas supply plumbing line, water supply, fire suppression vault and building drain lines, as well as the remaining dirt work. All of this work is being done in preparation for the concrete contractor to arrive next month to begin the footing and slab construction for the new facility, which is scheduled for completion in March of next year.



Bicycle Park:



On Monday, October 29, 2018, Representatives from Progressive Bike Ramps presented the design for the new Bicycle Skills Park to be constructed this winter at the park site at Lindsey Street/24th Avenue S.E. The concept has been supported along the way by the Bicycle Advisory Committee and will include different skill levels of features from a beginners bike playground up through a skills course through the trees and separate jump lines, drop zones and dirt trails. The project is primarily funded through Room Tax collections.

OCTOBER 2018
PARK MAINTENANCE DIVISION

Parks maintenance crews performed routine trash removal, restroom and shelter cleaning, landscape bed maintenance , and mowing in city parks.

SAFETY REPORT	FYE-19MTD	FYE-19YTD		FYE-18MTD	FYE-18YTD
On-The-Job Injuries	1	5		0	3
Vehicle Accidents	0	0		0	2
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man	Hours			
		YEAR-TO-DATE			YEAR-TO-DATE
Mowing	40.00	493.50		259.00	1579.25
Trim Mowing	304.50	3959.75		1020.50	4791.50
Chemical Spraying	20.00	97.00		26.00	3797.00
Fertilization	0.00	0.00		0.00	0.00
Tree Planting	0.00	0.00		0.00	0.00
Tree & Stump Removal	0.00	16.00		26.00	32.00
Tree Trimming/Limb Pick-Up	0.00	167.50		100.00	373.15
Restroom/Trash Maintenance	138.00	758.00		480.25	2129.00
Play Equipment Maintenance	6.00	121.50		235.00	465.75
Sprinkler Maintenance	4.00	139.00		162.25	415.25
Watering	0.00	0.00		0.00	43.00
Grounds/Building Maintenance	18.00	95.50		10.50	245.25
Painting	0.00	0.00		0.00	0.00
Planning Design	0.00	0.00		0.00	0.00
Park Development	0.00	0.00		0.00	0.00
Special Projects	178.00	510.50		163.50	642.75
Nursery Maintenance	0.00	8.00		0.00	0.00
Flower/Shrub Bed Maintenance	42.00	154.00		145.50	625.50
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	181.00	619.00		27.00	385.50
Fence Repairs	0.00	0.00		64.00	64.00
Equipment Repairs/Maintenance	78.75	594.25		154.00	747.00
Material Pick-Up	7.50	63.00		16.00	68.25
Miscellaneous	135.50	419.25		102.50	873.50
Shop Time	30.00	71.00		61.00	330.00
Snow/Ice Removal	0.00	0.00		0.00	0.00
Christmas Lights	0.00	20.00		53.00	53.00
Close to Home Fishing	0.00	0.00		0.00	3.00
Forestry	0.00	31.00		0.00	9.00
Graffiti Clean-Up	0.00	0.00		0.00	4.00
Water Fountains	0.00	44.00		0.00	0.00
Inground Trash	0.00	0.00		0.00	14.00
Vector Control	16.00	435.00		0.00	300.00

OCTOBER 2018
RECREATION DIVISION
MONTHLY REPORT

Senior Center: The Senior Center hosted its first craft show on Saturday October 13th, and had 18 vendors attend. The Senior Citizens Center also had beans and cornbread that could be purchased. The Ceramic class had their mystery luncheon on Wednesday October 17th and their destination was Gaberino's. There were 18 that went including Harold Lee, Irving Recreation Center Supervisor. Carlsbad Management has been sponsoring the bingo games which continue to grow. The seniors really enjoy this afternoon activity, especially the prizes, and usually 15-20 seniors participate.

Little Axe Community Center: The outreach food distribution for the month of September was 141 adults and 23 children for a total of 164. There were four rentals in October. The Head Start program currently has 17 children enrolled and attendance for the classroom for October was 82%. The Little Axe Community Center in cooperation with Community Action, and Dental Smiles and a grant through OEC Round Up foundation hosted a free dental clinic October 16th and 19th and serviced 20 individuals in two days with free dental care including extractions and fillings. The center in cooperation with Classen Urgent Care hosted a Flu Shot clinic October 18th. There were 20 participants.

12th Avenue Recreation Center: All instructional programming at the 12th Avenue Recreation Center continued their fall season this month with no problems to report and classes are having a good participation level. Open gym to the public continued this month; the open gym hours are 12:00-2:30 p.m., Monday thru Friday afternoons and 6:00-8:00 p.m. on Mondays. The 12th Avenue Recreation Center After School Program currently has an average of 32 children participating in the program. Pickle Ball continued their league play this month. Dog Obedience training continued their program this month. The "Moonlight Masquerade Family Dance" was held this month with 225 tickets sold from the 12th Avenue Recreation Center. The dance consisted of a DJ, refreshments, Haunted House, Pumpkin Patch and finished with a Halloween Candy scramble on the dance floor. Everyone attending appeared to have a good time. The fall season of the Adult Basketball League began league play this month with 5 teams participating consisting of 53 participants.

Irving Recreation Center: The Irving Recreation Center hosted its annual Fall Break Camp this month on October 4th and 5th. Children that participated enjoyed indoor/outdoor games, arts/crafts, sports/recreational activities and other fun things throughout the day. Irving Recreation Center finished up the first 6 weeks Bricks 4 Kidz "Lego Robotics" class this month which focused on STEM (Science, Technology, Engineering and Mathematics) through the use of Legos. The Junior Jammer Basketball season continued this month and Irving Recreation Center hosted several nights of games. This month Irving Recreation Center partnered with the JD McCarty Center to host a Trunk-or-Treat event on Monday, October 29th. The event was a huge success with over 500 kids in attendance and roughly 1,000 people in attendance all together.

Whittier Recreation Center: The Okie Stompers clogging class continues to meet twice a week on Tuesday and Thursday evenings from 6:00-8:00 p.m. The men's volleyball group rents the facility for 2 hours on Wednesday evenings from 7:00-9:00 p.m. Tippi Toes offers a ballet/tap/jazz class for 3-6 year olds from 5:00-5:45 p.m., and a hip-hop/jazz class for 5-10 year olds from 5:45-6:30 p.m. Both classes meet on Wednesday nights and meet year round at the Center. The afterschool program continues to meet from 3:00-6:00 p.m. on days when school is in session. The 2018 Fall Junior Jammer season kicked off this month. There are 317 participants (40 teams) this season. The Junior Jammer program absorbed three teams from the Optimist League, a Norman youth basketball organization. The Optimist League did not have enough participants signed up to form teams so they reached out to us and we extended the deadline for those players who wished to join the Junior Jammer program. Each team will play 6 regular season games. The post-season tournament will kick off at the beginning of November when each team will enter into a single elimination tournament. There will be two evenings of Championship games at the Irving and Whittier Recreation Centers where Nexus Productions will come out and DJ the event(s). Enrollment for the 2019 winter league will open in November and will end on December 16th.

FACILITY ATTENDANCE:	Month	Year to Date
Senior Center (includes congregate meals)	2,129	5,881
Little Axe Community Center	1,475	6,603
12th Avenue Recreation Center	2,729	9,724
Irving Recreation Center	1,348	3,642
Whittier Recreation Center	741	2,289
Reaves Center	300	1,200
Tennis Center	2,892	14,131

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A

**OCTOBER 2018
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2019 MTD	FY 2019 YTD	FY 2018 MTD	FY 2018 YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FY 2019	FY 2019	FY 2018	FY 2018
	MTD	YTD	MTD	YTD
Green Fees	\$29,170.78	\$173,335.66	37,411.10	\$188,854.54
Driving Range	\$5,776.01	\$42,398.28	8,037.56	\$39,936.54
Cart Rental	\$17,331.10	\$101,015.25	21,552.35	\$111,738.55
Restaurant	\$3,502.03	\$7,709.53	\$902.50	\$5,211.86
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$518.21	\$2,879.72	217.49	\$699.29
TOTAL INCOME	\$56,298.13	\$327,338.44	68,121.00	\$346,163.02
Expenditures	\$88,448.60	\$371,618.42	100,499.31	\$333,048.73
Income vs Expenditures	(\$32,150.47)	(\$44,279.98)	(\$32,378.31)	\$13,114.30
Rounds of Golf	2125	13024	2563	13001

October 2018 Maintenance Summary

11 days of rain made October a challenging month. A total of 5.2 inches has fallen. Cart maintenance, tire pressure and battery terminals were performed and repeated pumping of sand traps were required.

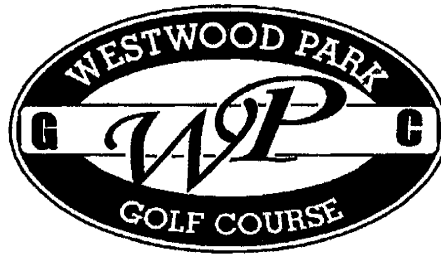
Routine October maintenance practices include:

Daily greens mowing, cup changing (putting green hole relocation), and sand trap raking. Weekly we mow tees, fairways and aprons. Roughs and buffer zones around water features as well as peripheral areas are mowed as needed. Part circle sprinkler heads at greens are turned to water greens. Horse apple harvest and leaf management were active this month.

October is an active month for agronomic practices. Greens were fertilized twice and an application of fungicide and insecticide was applied to the greens. An application of wetting agent was applied to all greens and an application of gypsum was added to the greens. Other cool season grasses were fertilized once and many fescue plots were reseeded. Fertilization of the greens will continue into November. Post emergent herbicide was applied where needed. Weed pressure is very strong this year and treatments will be more numerous than "normal". A tree salvaged from the tennis court expansion project was planted by a contractor into the rough on 12 fairway.

Irrigation repair was above average this month, including a power outage at the pump station. Numerous minor repairs by staff and a line break repair by OG&E were needed. Two small trees lining #18 fairway pond were taken out by a beaver. All at risk trees have been protected with machine wire mesh. It appears the beaver has moved on. A sizable drainage project, clearing a clog in the drainage line for 18 fairway was initiated. Two clogs were removed and the drainage is working. The drainage ditch which runs behind #12 tee box was dug out. Repairs to the line and burial will be next month.

Two nuisance incidents of vandalism were dealt with. On both occasions some of our plastic chain cart directing fences were destroyed. Although not expensive, it does take man hours to rebuild. A C.E.U. meeting was attended by our five certified pesticide applicators.



OCTOBER 2018

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	OCTOBER FY'19	OCTOBER FY'18
Regular Green Fees	443	551
Senior Green Fees	262	261
Junior Fees	103	148
School Fees (high school golf team players)	11	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	355	449
Employee Comp Rounds	243	251
Golf Passport Rounds	0	0
9-Hole Green Fee	96	85
2:00 Fees	54	61
4:00 Fees	93	96
Dusk Fees or 6:00 Fees	18	34
PGA Comp Rounds	3	3
*Rainchecks (not counted in total round count)	11	12
Misc Promo Fees (birthday fees, players cards, OU student fees, (Military, player pass)	441	614
Green Fee Adjustments (fee difference on rainchecks)	3	10
Total Rounds (*not included in total round count)	2125	2563
% change from FY '18	-17.09%	-6.80%
Range Tokens	1655	2364
% change from FY '18	-29.99%	-1.29%
18 - Hole Carts	88	89
9 - Hole Carts	55	47
1/2 / 18 - Hole Carts	799	965
1/2 / 9 - Hole Carts	155	193
Total Carts	1097	1294
% change from FY '18	-15.22%	-13.10%
18 - Hole Trail Fees	0	2
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	1	3
9 - Hole Senior Trail Fees	2	4
Total Trail Fees	3	9
% change from FY '18	-66.67%	50.00%
TOTAL REVENUE	\$56,298.13	\$68,121.00
% change from FY '18	-17.36%	-8.10%

OCTOBER 2018
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FY2019 MTD	FY2019 YTD	FY2018 MTD	FY2018 YTD
Swim Pool Passes	\$3,293.20	\$40,203.20	0.00	\$0.00
Swim Pool Gate Admission	\$0.00	\$158,181.00	0.00	\$0.00
Swim Lesson Fees	\$0.00	\$4,585.00	0.00	\$0.00
Pool Rental	\$0.00	\$22,529.00	0.00	\$0.00
Locker Fees	\$0.00	\$888.00	0.00	\$0.00
Pool Merchandise Sales	\$0.00	\$27.60	0.00	\$0.00
Concessions	\$0.00	\$76,897.16	0.00	\$0.00
TOTAL INCOME	\$3,293.20	\$303,310.96	0.00	\$0.00
Expenditures	\$6,386.72	\$407,057.07	558.55	\$5,074.04
Income verses Expenditures	(\$3,093.52)	(\$103,746.11)	(\$558.55)	(\$5,074.04)

ATTENDANCE INFORMATION

	Season to Date (October 2018)	Season to Date (May-Oct 2018)	Season to Date (October 2017)	Season to Date (May-Oct 2017)
a. Pool Attendance	0	82,540	0	0
b. Adult Lap Swim Morning/Night	0	250	0	0
c. Water Walkers	0	1,654	0	0
d. Toddler Time	0	2,205	0	0
e. Swim Team	0	3,542	0	0
f. Swim Lessons	0	13,952	0	0
g. Movie Night/Special Events	0	2025	0	0
h. Party / Rentals	0	8489	0	0
TOTAL ATTENDANCE	0	114,657	0	0

PLANNING AND COMMUNITY DEVELOPMENT 10

ADMINISTRATION, CURRENT PLANNING, GIS 10A

**PLANNING DEPARTMENT ACTIVITY
October 2018**

ADMINISTRATIVE DIVISION

PlanNorman

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

GREENBELT COMMISSION

The Greenbelt Commission met on October 15, 2018 and discussed the Rural Certificate of Survey for Barefoot Meadows, located on East Robinson Street, approximately ½ mile west of 84th Avenue N.E. Comments were made to forward with the proposal.

The Commission also discussed implementation of the Greenways Master Plan and Priority Trail Systems and planned continuation of the discussion at the next meeting.

The next meeting is scheduled for November 19, 2018.

HISTORIC DISTRICT COMMISSION

The Historic District Commission regular meeting was held on Monday, October 1, 2018.

Certificates of Appropriateness Requests:

COA Request:

717 W. Boyd Street - An amended COA to modify the carport access panel material and design was approved.

COA Six-Month Extensions Request:

There were no COA extension requests to be considered.

COA Administrative Bypass granted by staff:

515 Shawnee - Staff approved the widening of the driveway in October.

Historic District Guideline Update Subcommittee

The Historic District Guideline Update Subcommittee did not meet in October since the second RFP for consultants to update the Historic District Guidelines did not warrant any viable proposals. The Historic District Commission will discuss the next steps for the update of the Historic District Guidelines at the November 5, 2018 regular meeting.

Certified Local Government (CLG) Grant Program Report (FY 2018-2019):

As noted above, there were no viable proposals to update the Historic District Guidelines submitted by the October 18, 2018 deadline. Since July, staff has remained in contact with SHPO to ensure that the city is meeting the federal requirements for the CLG grant program. SHPO has suggested, since the City is unable to obtain a consultant to update the Historic District Guidelines the City should consider utilizing a majority of the CLG funds for a one-day training program called Commission Assistance Mentoring Program (C.A.M.P.).

Staff will present this request to the Commission for consideration at the November 5, 2018 Historic District Commission meeting. If the suggestion to expend funds on C.A.M.P

is approved by the Historic District Commission, a revised SHPO contract will be placed on the November 13, 2018 City Council meeting consent docket. Once the revised contract is approved, staff will move forward with this new project.

MISCELLANEOUS

	2017 Oct	Nov	Dec	2018 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
Walk-Ins	26	46	29	34	31	36	39	43	36	38	21	21	27
Email Contacts	341	315	288	292	369	325	344	382	324	354	305	340	396
Lot Line Adjustments	-	3	2	-	1	-	2	1	2	5	2	-	-
Landscape Maint. & Replacement Bonds	-	-	1	1	-	4	2	2	1	1	1	3	4
Board of Adjustment Variance Appl. <i>Legal Notices Sent</i>	1 38	1 14	- -	3 71	1 25	1 3	2 22	2 40	2 65	4 82	2 47	1 9	- -
Planning Commission Applications Rec'd <i>Legal Notices Sent</i>	2 50	5 99	3 112	5 132	3 58	2 27	4 134	3 115	3 215	3 99	- -	5 137	3 14
Pre-Development Meeting Appl. Rec'd <i>Notices Sent</i>	5 183	4 103	5 166	1 60	3 77	- -	3 80	3 91	- -	2 71	- -	3 97	2 18

CURRENT PLANNING DIVISION**Planning Commission – number of applications received**

	2017 Oct	Nov	Dec	2018 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
Ordinance Amendments				2			2						2
NORMAN 2025 Land Use Plan Amendments			2	1	1	1	2			1		1	
Rezoning Requests	1	5	3	5	2	1	3	1	2	2		5	
Utility Easement/Road Closures		1			1	1		1	1	1			1
Preliminary Plats		2	1	1	3								
Rural Certificates of Survey					2		1						
Short Form Plats	1			1	1								
Site Plan Amendments							1						
Certificate of Plat Correction													

During October, one application for Pre-Development was received for the meeting scheduled for October 25, 2018. One other application was submitted but was placed on hold for additional work.

During October, submittals for the November 8, 2018 Planning Commission included: one utility easement closure, and two Chapter 22 code amendments. In addition, the following items originally scheduled for the October 11 meeting were carried over because there was not a quorum present at that meeting: a PUD amendment at University North Park; Special Use for a Mixed Building on Main Street; rezoning and Special Use for a Fraternity or Sorority House on College Avenue; 2025 amendment and rezoning from R-1 to R-2 on George Avenue; and a Center City PUD.

The Planning Commission did not have a quorum present on October 11, 2018.

During the month of October, 32 commercial building applications were submitted for review. Of those applications submitted, Current Planning staff reviewed and approved 19.

BOARD OF ADJUSTMENT

The Board of Adjustment met on October 24, 2018 and postponed one application to the December 5 meeting at the request of the applicant. Minutes were prepared for the Board of Adjustment meeting. The next regular meeting is scheduled for December 5, 2018.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

Staff attended the initial meeting at ACOG to discuss the Request for Proposal to update the regional base map. For Norman, this project will update the City's base map to reflect new construction and any other changes on the ground, which have occurred since the last base map update was completed in winter of 2017. The deliverable products will be color aerial photography, an update of the planimetric (structures, paving, etc.) base map, and optionally updated contours of entire city. This is standard maintenance of the GIS database. This information is used for many purposes throughout the city including: permitting, storm water planning, utility management, and public safety. Almost every development project, both public and private, starts with a map. The availability of recent, accurate, and complete mapping facilitates the effective management of the City's resources.

Staff completed the initial pass on updating the land use that will be used to support the potential stormwater utility. Staff attended training on the Munis software for project and grant accounting. GIS continued rolling out updated ArcGIS projects to users and provided support for both Cityworks and New World. Staff also continued to add layers to the Open Data Site.

Staff completed 2 new web applications during the month. The first provides stormwater infrastructure information to city staff; it joins applications previously completed for Water Line Maintenance and Sewer Line Maintenance staff in providing improved access to information in the field. The second application is on the division's Open Data and Mapping site. It provides a current statistical snapshot of City maintained infrastructure, such as the miles of streets or sewer pipes. It pulls the summary directly from the current GIS Database. It can be accessed by both staff and the public.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 58 requests for service that resulted in the production of 55 mapping products and reports. The GIS division provided services for 9 of the City's Departments during the month.

DEVELOPMENT SERVICE

10B

DEVELOPMENT SERVICES DIVISION

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

CERTIFICATE OF COMPLETION OR OCCUPANCY ISSUED:

New Construction:

ADDRESS	DESCRIPTION	VALUATION	WARD
3522 24 th Ave. NW	Shops at Tecumseh Crossing	\$1,279,500	8
2776 Washington Dr.	Landmark Office Building #7	\$675,000	8
2900 Washington Dr.	Landmark Office Building#8	\$1,550,000	8
1820 Legacy Park	Red Rock Canyon Grill Stage/Platform	\$10,000	8

Shops at Tecumseh Crossing - 3522 24th Ave. N.W.



Shops at Tecumseh Crossing located at 3522 24th Ave. N.W. advanced to permanent Certificate of Occupancy (CO). The reported dollar value of the 12,795 square foot building was \$1,279,500. Farmers Insurance - space #116 also received Certificate of Occupancy during October.

Landmark Office Building #7 – 2776 Washington Dr.



Landmark Office Building #7 located at 2776 Washington Dr. received Certificate of Occupancy in October. The reported dollar value of the 3,450 square foot building was \$675,000.

Landmark Office Building#8 - 2900 Washington Dr.



Landmark Office Building#8 located at 2900 Washington Dr. received Certificate of Occupancy (CO) in October. The reported dollar value of the 9,367 square foot building was \$1,550,000.

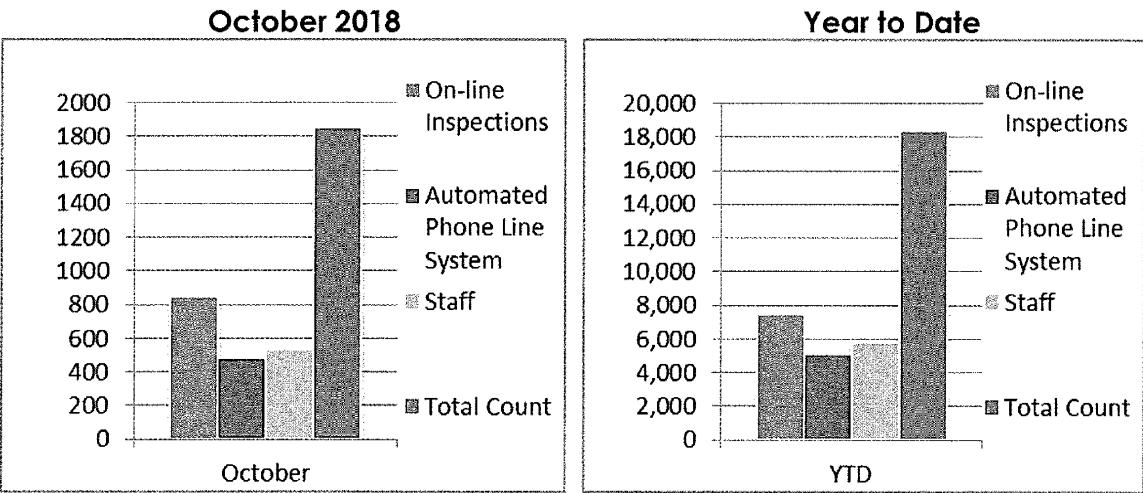
Addition/Alteration and Interior Finish:

ADDRESS	DESCRIPTION	VALUATION	WARD
520 Wylie Rd.	NPS-Jackson Elementary	\$6,000,000	2
3720 W. Robinson St. Suite# 130	Lion Salon	\$32,000	3
911 W. Main St.	NPS-Norman High School Addition and Renovation	\$15,310,604	4
434 Buchanan Ave.	Othello's Restaurant Rebuild	\$900,000	4
3571 W. Rock Creek Rd.	Wal-Mart Neighborhood Market-Remodel	\$900,000	4
1124 N. Porter Ave.	Salvation Army	\$150,000	4
428 W. Lindsey St.	Wesley Foundation Office Phase 3	\$100,000	7
2400 36 th Ave. N.W.	Cooler and Restroom Remodel	\$25,000	8
3522 24 th Ave. N.W. Suite# 116	Farmers Insurance	\$60,000	8
3522 24 th Ave. N.W. Suite# 112	Edith and Branch Salon	\$100,000	8
1930 24 th Ave. N.W.	Essie Nail and Spa	\$200,000	8
2701 Venture Dr.	Vault Ice Freezer	\$18,000	8

ON-LINE INSPECTION SERVICES

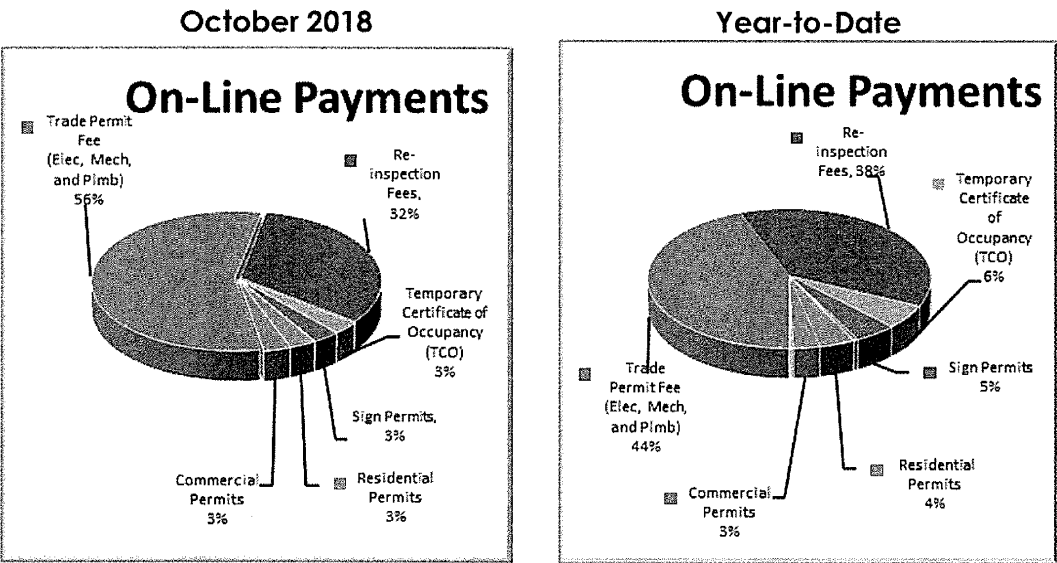
Inspection Requests

During October a total of 1,848 inspections were requested. Of those inspection requests 840 were made on-line, 477 were made using the Automated Phone Line System, and 531 were made by the staff. Inspection requests made by the staff include phone and in-person requests, as well as administrative items.



On-line Payments

During October 34 payments were made on-line totaling \$1,911.50. Year-to-date 412 payments have been made on-line totaling \$42,013.56.



MOBILE FIELD INSPECTION SYSTEM

During October 1,423 inspection results were entered using the Mobile Field Inspection (MFI) System. Inspection results were available on-line and through the Automated Phone Line System almost immediately as the inspections were conducted throughout the workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed.

October 1-5	October 8-12	October 15-19	October 22-26	October 29-31
328	265	333	292	205

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

During October, four (4) applications for new single family permits were applied to the 2018 Home Energy Rating System (HERS/Energy Rating Index (ERI) Fee Adjustment Incentive Program. To-date, seventeen (17) applications have been applied to the program.

October 1-5	October 8-12	October 15-19	October 22-26	October 29-31
	3	1		

Resolution R-1718-117 regarding the HERS/ERI program allows building permit fees charged pursuant to Section 5-104 of the City of Norman Code to be adjusted and satisfied as an incentive for residential homes achieving certain energy rating system HERS/Energy Rating Index (ERI) scores.

CONSTRUCTION ACTIVITY

Total value of all construction activity permitted in OCTOBER of 2018 totaled \$9,697,784, lower than the \$12,534,360 for the same month last year. The total number of permits issued in OCTOBER of 2018 was 107, up from 103 in OCTOBER of 2017. The higher number of permits in OCTOBER 2018 is insignificant. The higher dollar value in OCTOBER of 2017 is due to higher values of residential additions/alteration and new single family construction projects.

Total new residential permitting activity in OCTOBER 2018 was valued at \$5,105,945 compared to \$8,863,628 in OCTOBER 2017. New single-family detached residential construction in OCTOBER 2018 represented 20 new homes valued at \$4,840,025 compared with 27 new homes valued at \$7,895,828 in OCTOBER 2017. There were no attached single family permits either year. There were 4 new mobile home permits valued at \$265,920 in OCTOBER 2018 compared to none in OCTOBER 2017. There were no single family non-dwelling unit permits in either year. There were no new duplex units in OCTOBER 2018 compared to 4 permits valued at \$922,800 in OCTOBER 2017. There were no garage apartments permitted in either year. There were no 3+ family permits in OCTOBER 2018 compared to 1 permit for a non-dwelling valued at \$45,000 in OCTOBER 2017.

Residential addition/alteration permits in OCTOBER 2018 numbered 60 valued at \$1,127,456 compared to 52 permits valued at \$995,632 for OCTOBER 2017. The higher number of permits in OCTOBER 2018 is primarily due to additions/alterations and paving/pools. The higher dollar value in OCTOBER 2018 is primarily due to additions/alterations and accessory buildings.

Non-residential new construction permits in OCTOBER of 2018 totaled 13 with a value of \$2,425,883 compared to 7 permits valued at \$1,897,500 for OCTOBER 2017. The higher number of permits in OCTOBER 2018 are interior finish and full permits. The higher value in OCTOBER 2018 is primarily due to the Starbucks Coffee new building valued at \$804,183 located at 3251 Classen Blvd., and the El Huevo Mexi-Diner valued at \$525,000 located at 3522 24th Ave NW.

Non-residential Addition/Alteration permits in OCTOBER of 2018 totaled 10 with a value of \$1,038,500 compared to 12 permits valued at \$777,600 for OCTOBER 2017. The difference in the number of permits issued is insignificant. The most significant project in OCTOBER 2018 was Outback Steakhouse remodel valued at \$450,000 located at 860 Interstate Drive.

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT-2	JERRY KACHEL BUILDERS, INC.	2984	10/01/18	860		INTERSTATE	DR	6	1	SPRING BROOK # 9	C2	\$ 450,000	3,770
COMMERCIAL, ADD/ALT-2	MORRISON CONSTRUCTION CO	3318	10/16/18	101		ED NOBLE	PKY	1	1	MXD ADD #1	C2	\$ 305,000	3,162
COMMERCIAL, ADD/ALT-2	MING, ZHANG	4378	10/08/18	2317	E	LINDSEY	ST	3	1	SOUTHLAND PLAZA ADD	C1	\$ 6,000	374
COMMERCIAL, ADD/ALT-2	KIRSCHNER-FAM-TRT	4570	10/02/18	1298	NE	120TH	AVE	1	1		A2	\$ 7,500	5
COMMERCIAL, ADD/ALT-2	VISION CONSTRUCTION SERVICES	4653	10/26/18	194	SE	12TH	AVE	1	1		C2	\$ 2,500	5
COMMERCIAL, ADD/ALT-2	PRECISION BUILDERS, LLC.	4654	10/12/18	1915	NW	36TH	BLVD	32	2W	NOT SUBDIVIDED	C2	\$ 25,000	1,361
COMMERCIAL, ADD/ALT-2	PRECISION BUILDERS, LLC.	4768	10/11/18	2801	S	UNIVERSITY	AVE	1	11	SMC ADD	PUD	\$ 25,000	1,285
COMMERCIAL, ADD/ALT-2	REDLAND ROOFING	4798	10/05/18	419	S	UNIVERSITY	BLVD	9	11	WAGGONER'S T.R. FIRST ADD	R3	\$ 200,000	31,000
COMMERCIAL, ADD/ALT-2	KIRSCHNER-FAM-TRT	5017	10/02/18	1298	NE	120TH	AVE	1	11	WAGGONER'S T.R. FIRST ADD	A2	\$ 7,500	5
COMMERCIAL, ADD/ALT-2	SOONER TRADITIONS, LLC.	5043	10/16/18	303	S	PETERS	AVE	1	11	NORMAN, ORIGINAL TOWNSHIP	C2	\$ 10,000	25
COMMERCIAL, INTERIOR FINISH-2	IDEAL AMBIENT	3006	10/17/18	3251		CLASSEN	BLVD	1	1	SHOPS AT TECUMSEH CROSSING #	C2	\$ 804,183	2,057
COMMERCIAL, INTERIOR FINISH-2	SAS CONSTRUCTION LLC	3920	10/04/18	3522	NW	24TH	AVE	1	1	SHOPS AT TECUMSEH CROSSING #	C2	\$ 525,000	4,580
COMMERCIAL, INTERIOR FINISH-2	TC GRISSOM BUILDING CO.	4532	10/24/18	5740		HUETTNER	CT	6	1	HUETTNER ADDITION SEC 3	I1	\$ 90,000	6,003
COMMERCIAL, INTERIOR FINISH-2	MOSCO CONSTRUCTION	4789	10/25/18	3054		CLASSEN	BLVD	1	1	MALONE ADD	C2	\$ 30,000	1,500
COMMERCIAL, INTERIOR FINISH-2	WINDSTONE CONSTRUCTION	4913	10/25/18	2240	NW	36TH	AVE	1	1	BROOKHAVEN OFFICE PARK SEC.#	C1	\$ 150,000	2,135
COMMERCIAL, INTERIOR FINISH-2	PRECISION BUILDERS, LLC.	5112	10/22/18	2244	NW	36TH	AVE	1	1	BROOKHAVEN OFFICE PARK SEC.#	C1	\$ 150,000	2,135
COMMERCIAL, INTERIOR FINISH-2	WINDSTONE CONSTRUCTION	5127	10/25/18	2240	NW	36TH	AVE	1	1	BROOKHAVEN OFFICE PARK SEC.#	C1	\$ 150,000	2,410
COMMERCIAL, NEW CONSTRUCTION-2	SANDERS, NOAH	3343	10/29/18	105	W	COMANCHE	ST	2	67	NORMAN, ORIGINAL TOWNSHIP	CCFB	\$ 30,000	352
COMMERCIAL, NEW CONSTRUCTION-2	SANDERS, NOAH	3344	10/29/18	105	W	COMANCHE	ST	2	67	NORMAN, ORIGINAL TOWNSHIP	CCFB	\$ 8,000	800
COMMERCIAL, NEW CONSTRUCTION-2	SANDERS, NOAH	3345	10/29/18	105	W	COMANCHE	ST	2	67	NORMAN, ORIGINAL TOWNSHIP	CCFB	\$ 25,000	480
COMMERCIAL, NEW CONSTRUCTION-2	APOLLO BUILDING SYSTEMS INC	3346	10/12/18	1224		LINDSEY PLAZA	DR	38	2	EAST LINDSEY PLAZA #2	C2	\$ 450,000	4,708
COMMERCIAL, NEW CONSTRUCTION-2	LUXILON	4310	10/02/18	917	SW	24TH	AVE	36	3W	NOT SUBDIVIDED	RM6	\$ 3,700	240
COMMERCIAL, NEW CONSTRUCTION-2	HAL SMITH RESTAURANT GROUP	4929	10/16/18	1820		LEGACY PARK	DR	3	1	UNIVERSITY NORTH PARK SEC 9	PUD	\$ 10,000	219
TEMPORARY BLDG/CONST TRAILER-2	OKC TENTS AND MOORE	4925	10/10/18	1724	W	LINDSEY	ST		A	HOLLYWOOD ADD	C2		
Total Permits 23												Average Project Area 2,983	
Total Valuation \$ 150,625												Total Project Area 68,611	
Average Valuation \$ 150,625												Average Project Area 2,983	
Total Valuation \$ 3,464,383												Total Project Area 68,611	
NEW CONSTRUCTION INFORMATION (New Const & New Shell Bldg)													
CONTRACTOR		BUILDING SIZE (Square Feet)		CLASSIFICATION		BUSINESS							
SANDERS, NOAH	352	RETAIL	TRAILER GARDEN BAR										
SANDERS, NOAH	800	RETAIL	TRAILER GARDEN SEATING										
SANDERS, NOAH	480	RETAIL	TRAILER GARDEN RESTROOM BUILDING										
APOLLO BUILDING SYSTEMS INC	4,708	RETAIL	CANINE CORRAL DOG KENNEL BUILDING										
ADD/ALTS				NEW CONSTRUCTION									
COMMERCIAL, ADD/ALT-2				COMMERCIAL, INTERIOR FINISH-2									
\$ 1,038,500				\$ 1,899,183									
10				7									
COMMERCIAL, SUBTOTAL ADDITIONS PARKING LOT-2 AND ALTERATIONS				COMMERCIAL, FOUNDATION PERMIT2									
\$ -				\$ 1,038,500									

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	TORNADO SAFE SHELTERS	4097	10/02/18	4110	N	FLOYD COX	DR	8	1	PRIDE #130	RE	\$ 2,299	55
1 & 2 FAMILY STORM SHELTER-3	PREFERRED SHELTERS	4615	10/02/18	828		CARRIAGE	LN	3	3	VICTORIAN PLACE	R1	\$ 3,700	37
1 & 2 FAMILY STORM SHELTER-3	TORNADO SAFE SHELTERS	4671	10/02/18	606		TIMBER	TR	5	7	VINTAGE CREEK ADDITION	PUD	\$ 3,800	40
1 & 2 FAMILY STORM SHELTER-3	OKLAHOMA SHELTERS	4760	10/01/18	4918		WILLOWOOD	WAY	22	7	WHISPERING HILLS	R1	\$ 2,000	55
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4770	10/01/18	3437		CRAMPTON GAP	WAY	9	1	SPRINGS AT GREENLEAF TRAIL	PUD	\$ 2,500	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4790	10/02/18	5617		FRONTIER	TR	8	1	GLENRIDGE SEC. #2	PUD	\$ 2,500	22
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4793	10/02/18	1100		DEERFIELD	DR	34	1W	LAKEWOOD ACRES (SURVEY)	A2	\$ 2,500	22
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	4804	10/03/18	2211		WHEATON	DR	5	1	HALL PARK #7	R1	\$ 3,400	35
1 & 2 FAMILY STORM SHELTER-3	ATLAS SAFE ROOMS	4895	10/10/18	1719		JENNIFER	CIR	4	1	SHILOH HEIGHTS #2 - REPLAT	RM6	\$ 7,000	80
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	4942	10/08/18	308		SUMMIT	WAY	2	7	SUMMIT LAKES ADD #6	R1	\$ 3,250	35
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	4948	10/09/18	3418		BERGEN PEAK	DR	6	1	GREENLEAF TRAILS ADD 5	PUD	\$ 2,495	18
1 & 2 FAMILY STORM SHELTER-3	PREFERRED SHELTERS	4977	10/12/18	2313		KIMBALL	DR	5	1	ST JAMES PARK ADD 4	R1	\$ 3,700	37
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4984	10/11/18	3371	NE	108TH	AVE	14	1W	NOT SUBDIVIDED	A2	\$ 2,700	55
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	5003	10/12/18	1520		BAYCHARTER	ST	6	6	PARK PLACE ADD #6	R1	\$ 2,250	23
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	5011	10/18/18	805		MIDLAND VALLEY	ST	2	1	GREENLEAF TRAILS ADD 8	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	5027	10/24/18	3422		CRAMPTON GAP	WAY	3	3	SPRINGS AT GREENLEAF TRAIL	PUD	\$ 3,895	24
1 & 2 FAMILY STORM SHELTER-3	TABER BUILT HOMES, LLC.	5063	10/24/18	318		SHADY RIDGE	CT	15	1	HIGHLAND VILLAGE ADD SEC 9	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	PREMIER CUSTOM HOMES, LLC.	5188	10/26/18	4500	E	ROBINSON	ST	26	2W	PECAN HEIGHTS (SURVEY)	A2	\$ 2,400	23
1 & 2 FAMILY, ADD OR ALTER-2	PEITUS, CAROLYN & BILL	1384	10/12/18	6500	E	TECUMSEH	RD			NOT SUBDIVIDED	A2	\$ 4,000	124
1 & 2 FAMILY, ADD OR ALTER-2	UNITED CONSTRUCTION	4623	10/04/18	1626	W	BOYD	ST	11	1	HETHERINGTON HEIGHTS 3RD /	R1	\$ 1,500	178
1 & 2 FAMILY, ADD OR ALTER-2	HARTSOCK, JAKE & KOURTNEY	4764	10/01/18	3005		TRAILRIDGE	DR	2	1	TRAILS ADD #2	R1	\$ 50,000	680
1 & 2 FAMILY, ADD OR ALTER-2	WATTS, LAURA	4788	10/02/18	707		TIFFIN	AVE	4	4	TIFFIN ADD	R1	\$ 70,000	1,246
1 & 2 FAMILY, ADD OR ALTER-2	JNL CONSTRUCTION, LLC.	4871	10/04/18	4901		WATERWOOD	DR	30	1	ARBOR LAKE ADD #4	R1	\$ 86,367	250
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	4881	10/04/18	2709		CHEYENNE	WAY	25	10	WILDWOOD GREEN #2	R1	\$ 1,500	288
1 & 2 FAMILY, ADD OR ALTER-2	KEB CRAFTED HOMES, LLC.	4914	10/30/18	815	W	LINDSEY	ST	20	9	PARSONS ADDITION	R1	\$ 63,700	1,425
1 & 2 FAMILY, ADD OR ALTER-2	KEB CRAFTED HOMES, LLC.	4915	10/30/18	817	W	LINDSEY	ST	20	9	PARSONS ADDITION	R1	\$ 63,700	906
1 & 2 FAMILY, ADD OR ALTER-2	KEB CRAFTED HOMES, LLC.	4937	10/10/18	1328		KANSAS	ST	12	3	WESTFIELD MANOR ADDITION	R1	\$ 5,000	224
1 & 2 FAMILY, ADD OR ALTER-2	WONDRASEK, TYLER R & KALA R	4944	10/09/18	4709		TANGLEWOOD	CT	38	2	ROCK CREEK POLO CLUB #3	R1	\$ 20,000	942
1 & 2 FAMILY, ADD OR ALTER-2	MERRICK HOMES CONST., LLC	4976	10/18/18	400	E	CEDAR LANE	RD	17	2W	NOT SUBDIVIDED	A2	\$ 86,000	560
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	5001	10/25/18	428		CHAUTAUQUA	AVE	7	1	ROSS ADDITION	R1	\$ 75,000	1,800
1 & 2 FAMILY, ADD OR ALTER-2	FOUR SEASONS SUNROOMS	5077	10/22/18	1803		BARRINGTON	DR	9	3	HALL PARK #7	R1	\$ 23,600	344
1 & 2 FAMILY, ADD OR ALTER-2	J. HOWELL CONSTRUCTION, INC.	5121	10/23/18	600		TRISHA	LN	18	2	ARBOR LAKE ADD #9	R1	\$ 50,000	450
1 & 2 FAMILY, ADD OR ALTER-2	GOMARTELL, MAMUKA	5177	10/25/18	4317		BLUE SAGE	CT	6	1	BROOKHAVEN #29	R1	\$ 1,500	60
1 & 2 FAMILY, FIRE REPAIR	JONES, MATTHEW	5076	10/18/18	1412		OAKCREST	AVE	8	12	OAKHURST ADD SEC 04	R1	\$ 50,000	1,631
1 & 2 FAMILY, PAVING-2	DEAN, CARL R.	4602	10/18/18	820	S	PICKARD	AVE	10	7	PICKARD ACRES	R1	\$ 4,500	460
1 & 2 FAMILY, PAVING-2	MONTERROSO, WERNER	4762	10/01/18	2606		ATWOOD	DR	5	4	NORMANDY MANOR	R1	\$ 5,000	550
1 & 2 FAMILY, PAVING-2	WINKLER, DAVID E.	4765	10/01/18	2031		ALLENHURST	ST	5	10	OAKHURST ADD SEC 04	R1	\$ 3,000	275
1 & 2 FAMILY, PAVING-2	DOURADO, MAURO	4792	10/02/18	830	W	COMANCHE	ST	11	2	MCMAMEE ADD	R1	\$ 1,200	160
1 & 2 FAMILY, PAVING-2	OUTDOOR ESCAPES, LLC.	4797	10/11/18	800		HOOVER	ST	6	2W	NOT SUBDIVIDED	R1	\$ 15,000	1,400
1 & 2 FAMILY, PAVING-2	KIMCO	4952	10/09/18	5100	N	BROADWAY	ST	6	2W	NOT SUBDIVIDED	A2	\$ 3,800	405
1 & 2 FAMILY, PAVING-2	MCKINNEY HOLDINGS, LLC.	4974	10/10/18	1926		CHEROKEE	LN	1	4	INDIAN HEIGHTS	R2	\$ 2,000	540
1 & 2 FAMILY, PAVING-2	MCKINNEY HOLDINGS, LLC.	4975	10/10/18	1928		CHEROKEE	LN	1	4	INDIAN HEIGHTS	R2	\$ 2,000	540
1 & 2 FAMILY, PAVING-2	TODD'S CONCRETE	5246	10/31/18	407	N	SHERRY	AVE	38	1	TOWN & COUNTRY ESTATES #2	R1	\$ 7,600	690
1 & 2 FAMILY, PAVING-2	BAIN, RONALD	5255	10/31/18	1317		AMHURST	AVE	22	10	OAKHURST ADD SEC 04	R1	\$ 4,000	919
1 & 2 FAMILY, STORAGE BLDG-2	OMNI CONSTRUCTION	4872	10/04/18	3604	NW	STERLING	ST	1	3	MARLATT ADD	R1	\$ 15,000	880
1 & 2 FAMILY, STORAGE BLDG-2	TUFF SHED	4949	10/09/18	1237		BARKLEY	AVE	23	5	BEL-AIRE ADD SEC 1	R1	\$ 5,400	240
1 & 2 FAMILY, STORAGE BLDG-2	PROBOX PORTABLE STORAGE	4955	10/09/18	6868	E	INDIAN HILLS	RD	6	1W	NOT SUBDIVIDED	A2	\$ 3,000	320
1 & 2 FAMILY, STORAGE BLDG-2	HODGSON, SUZANNE	4956	10/19/18	6868	E	INDIAN HILLS	RD	6	1W	NOT SUBDIVIDED	A2	\$ 800	1,250
1 & 2 FAMILY, STORAGE BLDG-2	DOWNNEY, CHRISTOPHER & TAYLE	4957	10/09/18	14640	E	INDIAN HILLS	RD	5	1E	NOT SUBDIVIDED	RE	\$ 7,500	1,500
1 & 2 FAMILY, STORAGE BLDG-2	GENESIS FINE HOMES, LLC.	4958	10/09/18	1712		NAVAJO	RD	1	1E	INDIAN HILLS ESTATES #2	A2	\$ 28,800	576
1 & 2 FAMILY, STORAGE BLDG-2	SEW N SEW DANG, LLC.	5015	10/15/18	14500	E	FRANKLIN	RD	8	1E	NOT SUBDIVIDED	A2	\$ 14,000	1,200
1 & 2 FAMILY, STORAGE BLDG-2	PREMIER CUSTOM HOMES, LLC.	5051	10/23/18	5200	NE	108TH	AVE	3	1W	NOT SUBDIVIDED	A2	\$ 27,000	1,500
1 & 2 FAMILY, STORAGE BLDG-2	MORTON BUILDINGS	5060	10/17/18	6900	E	LINDSEY	ST	6	1W	NOT SUBDIVIDED	A2	\$ 80,000	2,592
1 & 2 FAMILY, STORAGE BLDG-2	MORREN HOME IMPROVEMENT	5159	10/24/18	348		GARRISON	DR	11	2	PLUMWOOD HEIGHTS	R1	\$ 10,000	300
1 & 2 FAMILY, STORAGE BLDG-2	NAZARI, BEHAM	5170	10/25/18	3305	E	LINDSEY	ST	34	2W	NOT SUBDIVIDED	A2	\$ 20,000	1,800
1 & 2 FAMILY, STORAGE BLDG-2	CURRY, GARY G.	5238	10/30/18	1321		AMHURST	AVE	23	10	OAKHURST ADD SEC 04	R1	\$ 8,000	400
1 & 2 FAMILY, SWIMMING POOL-3	DENALI HOMES, LLC.	5120	10/23/18	4312		FARM HILL	RD	9	3	FOUNTAIN VIEW SEC. #1	R1	\$ 58,000	576

BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL PERMITS
Issued OCTOBER 2018 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 FAMILY, MANUFACTURED HOME-2	STUCK, CATHY D.	4757	10/01/18	14500	E	FRANKLIN	RD	8	1E	NOT SUBDIVIDED	A2	\$ 55,000	1,904
1 FAMILY, MANUFACTURED HOME-2	DOWNNEY, CHRISTOPHER & TAYLE	4947	10/25/18	14640	E	INDIAN HILLS	RD	5	1E	NOT SUBDIVIDED	A2	\$ 25,000	1,292
1 FAMILY, MANUFACTURED HOME-2	DEAN, MEGAN	5038	10/16/18	13427		NORRIS	CIR	13	1	PRIDE #005	A2	\$ 62,000	1,440
1 FAMILY, MANUFACTURED HOME-2	PALM HARBOR MOBILE HOMES	5196	10/26/18	8200	NE	108TH	AVE	27	1W	NOT SUBDIVIDED	A2	\$ 123,920	1,800
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	4752	10/04/18	3104		OLD FRISCO	RD	16	3	GREENLEAF TRAILS ADD 8	PUD	\$ 181,980	2,071
1 FAMILY, NEW CONSTRUCTION-2	FLORIDA CONSTRUCTION	4794	10/03/18	4001		SAM GORDON	DR	4	1	BROOKHAVEN #42	R1	\$ 287,100	4,185
1 FAMILY, NEW CONSTRUCTION-2	FLORIDA CONSTRUCTION	4795	10/03/18	1919		INGLENOK	DR	2	4	SUMMIT VALLEY SEC. #2	R1	\$ 168,930	2,806
1 FAMILY, NEW CONSTRUCTION-2	FLORIDA CONSTRUCTION	4796	10/03/18	2006		ALLORA	CT	6	6	SUMMIT VALLEY SEC. #2	R1	\$ 172,890	2,775
1 FAMILY, NEW CONSTRUCTION-2	VAN GORP, ROBERT & LINDA	4918	10/05/18	3631	NW	DELLA	ST	22	1	MARLATT ADD	R1	\$ 250,000	3,838
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	4980	10/15/18	3624		CAROLYN RIDGE	RD	19	1	RED CANYON RANCH SEC 5	PUD	\$ 320,400	3,560
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	5008	10/18/18	3921		BANDERA	TR	4	1	LITTLE RIVER TRAILS SEC #1	PUD	\$ 302,310	3,359
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	5010	10/18/18	805		MIDLAND VALLEY	ST	2	1	GREENLEAF TRAILS ADD 8	PUD	\$ 219,960	2,475
1 FAMILY, NEW CONSTRUCTION-2	BROOKFIELD CUSTOM HOMES, LLC	5016	10/19/18	306		GLADE	CT	28	1	HIGHLAND VILLAGE ADD SEC 9	R1	\$ 300,000	3,198
1 FAMILY, NEW CONSTRUCTION-2	MURFIELD HOMES	5018	10/29/18	8300		INDIAN HILLS	RD	5	1W	NOT SUBDIVIDED	A2	\$ 182,000	2,793
1 FAMILY, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	5025	10/24/18	3509	E	CRAMPTON GAP	WAY	5	1	SPRINGS AT GREENLEAF TRAIL	PUD	\$ 293,740	2,768
1 FAMILY, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	5026	10/24/18	3422		CRAMPTON GAP	WAY	3	3	SPRINGS AT GREENLEAF TRAIL	PUD	\$ 339,355	3,259
1 FAMILY, NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	5061	10/24/18	318		SHADY RIDGE	CT	15	1	HIGHLAND VILLAGE ADD SEC 9	R1	\$ 357,840	4,315
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	5067	10/25/18	3100		OLD FRISCO	RD	17	3	GREENLEAF TRAILS ADD 8	PUD	\$ 222,750	2,475
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	5103	10/29/18	311		ALAMOSA	RD	13	5	LITTLE RIVER TRAILS SEC #2	PUD	\$ 367,470	4,083
1 FAMILY, NEW CONSTRUCTION-2	OWNER	5199	10/26/18	4901	E	TECUMSEH	RD	12	2W	NOT SUBDIVIDED	A2	\$ 70,000	4,200
1 FAMILY, NEW CONSTRUCTION-2	DENALI HOMES, LLC.	4934	10/11/18	4400		FARM HILL	RD	7	3	FOUNTAIN VIEW SEC. #1	R1	\$ 395,000	5,907
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	4981	10/11/18	600		APLOWADO	ST	20	2	EAGLE CLIFF SOUTH ADD #5	R1	\$ 138,870	2,238
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	4982	10/11/18	4201		CARACARA	CT	16	1	EAGLE CLIFF SOUTH ADD #6	R1	\$ 155,430	2,292
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	5070	10/18/18	3807		MISTWOOD	PL	4	7	BELLATONA SEC. #1	R1	\$ 114,000	2,109
3+ FAMILY, ADD OR ALTER	UHRHAN, TOBY	4892	10/17/18	414		FERRILL	ST	11	16	CLASSEN-MILLER ADDITION	R1	\$ 35,000	750
3+ FAMILY, ADD OR ALTER	UHRHAN, TOBY	4893	10/17/18	414		FERRILL	ST	11	16	CLASSEN-MILLER ADDITION	R1	\$ 25,000	480
3+ FAMILY, ADD OR ALTER	UHRHAN, TOBY	4894	10/17/18	416		FERRILL	ST	11	16	CLASSEN-MILLER ADDITION	R1	\$ 35,000	750

RESIDENTIAL PERMITS
Issued OCTOBER 2018 - Sorted by Permit TypePage 3 of 3

MONTHLY BUILDING REPORT SUMMARY - NORMAN, OK

11/1/2018

	OCTOBER 2018			OCTOBER 2017		
<u>RESIDENTIAL PERMITS</u>	<u>Number of Permits</u>	<u>Dwelling Units</u>	<u>Valuation</u>	<u>Number of Permits</u>	<u>Dwelling Units</u>	<u>Valuation</u>
New Construction						
1 Family						
Detached Dwellings	20	20	\$4,840,025	27	27	\$7,895,828
Attached Dwellings	0	0	\$0	0	0	\$0
Manufactured Home (New)	4	4	\$265,920	0	0	\$0
Other (Non-dwelling)	0	na	\$0	0	na	\$0
2 Family						
Duplexes (2 DU per bldg)	0	0	\$0	4	4	\$922,800
Garage Apartments	0	0	\$0	0	0	\$0
3+ Family						
Foundation	0	na	\$0	0	na	\$0
Shell	0	na	\$0	0	na	\$0
Interior Finish	0	0	\$0	0	0	\$0
Full Permit (3-4 DU per bldg)	0	0	\$0	0	0	\$0
Ful Permit (5+ DU per bldg)	0	0	\$0	0	0	\$0
Other (Non-dwelling)	0	na	\$0	1	na	\$45,000
Total Residential New	24	24	\$5,105,945	32	31	\$8,863,628
Net Residential Demos & Removals		-9			-3	
Net Residential Units		15			28	
Additions & Alterations						
1 & 2 Family						
Additions & Alterations	16		\$651,867	12		\$543,409
Manufactured Home (Replace)	0		\$0	1		\$50,000
Paving & Pools	11		\$106,100	7		\$148,250
Accessory Buildings	12		\$219,300	11		\$178,283
Storm Shelters	18		\$55,189	20		\$73,190
3+ Family						
Addition & Alteration (All Types)	3		\$95,000	1		\$2,500
Total Residential Additions & Alterations	60		\$1,127,456	52		\$995,632
TOTAL RESIDENTIAL	84		\$6,233,401	84		\$9,859,260

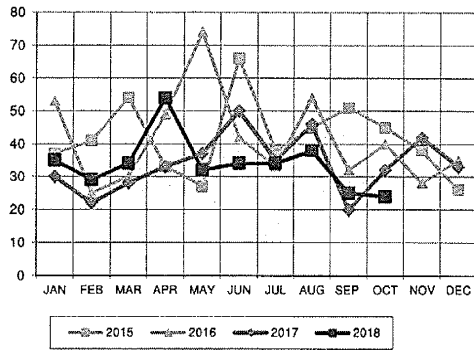
<u>NON-RESIDENTIAL PERMITS</u>	<u>Number of Permits</u>	<u>Valuation</u>	<u>Number of Permits</u>	<u>Valuation</u>
New Construction				
Foundation	0	\$0	0	\$0
Shell	0	\$0	0	\$0
Interior Finish	7	\$1,899,183	4	\$347,000
Full Permit	6	\$526,700	3	\$1,550,500
Total Non-Residential New	13	\$2,425,883	7	\$1,897,500
Additions & Alterations				
Additions & Alterations (All Types)	10	\$1,038,500	12	\$777,600
Total Non-Residential Additions & Alterations	10	\$1,038,500	12	\$777,600
TOTAL NON-RESIDENTIAL	23	\$3,464,383	19	\$2,675,100

TOTAL ALL PERMITS	107	\$9,697,784	103	\$12,534,360
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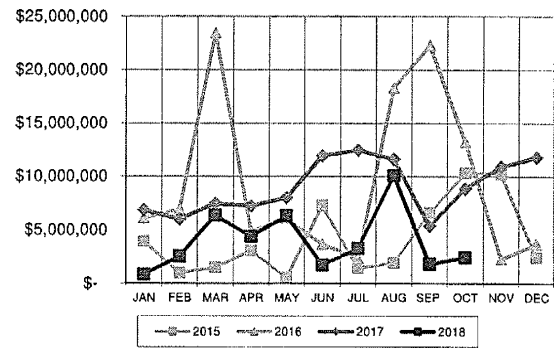
<u>OTHER ACTIVITY</u>	<u>Number</u>	<u>Number</u>
Electrical Permits	88	106
Heat/Air/Refrigeration Permits	99	93
Plumbing & Gas Permits	185	118
Sign Permits	54	27
Water Well Permits	2	2
Garage Sale Permits	168	165
Structure Moving Permits	4	3
Demo - Residential Permits	8	5
Demo - Non-residential Permits	1	2
Temporary Const Bldgs & Roll-off Permits	13	13
Lot Line Adjustments Filed	1	0
Certificate of Occupancy (CO) Permits	92	96
All Field Inspections	1,846	1,848

<u>YEAR TO DATE</u>	JANUARY-OCTOBER 2018			JANUARY-OCTOBER 2017		
	<u>Number of Permits</u>	<u>Dwelling Units</u>	<u>Valuation</u>	<u>Number of Permits</u>	<u>Dwelling Units</u>	<u>Valuation</u>
Residential New Construction	339	338	\$94,512,551	333	328	\$85,884,140
Residential Demos/Removals	na	-39	na	na	-18	na
Residential Additions/Alterations	767	na	\$16,984,652	740	na	\$17,011,030
Non-residential New Construction	100	na	\$39,739,929	61	na	\$70,635,529
Non-residential Additions/Alterations	123	na	\$30,053,176	108	na	\$34,571,803
TOTAL YEAR TO DATE	1329	299	\$181,290,308	1242	310	\$208,102,502

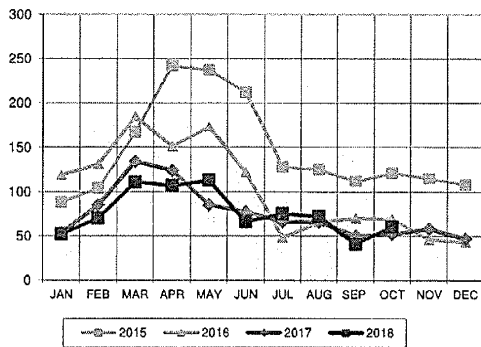
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New Residential: Number of Permits
Monthly Comparison

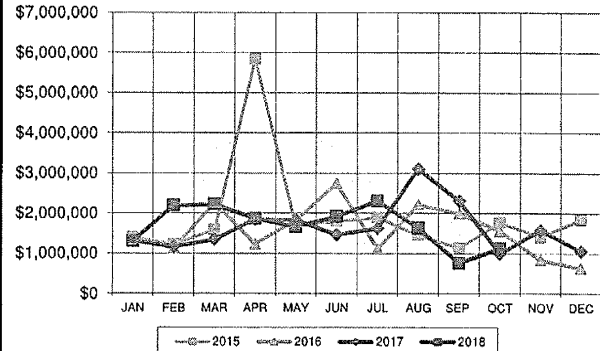
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New Residential: Dollar Value of Permits
Monthly Comparison

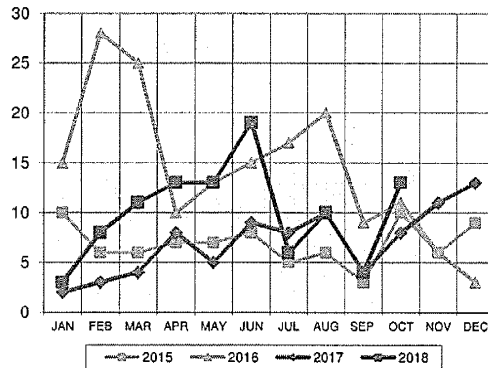
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Residential Additions and Alterations: Number of Permits
Monthly Comparison

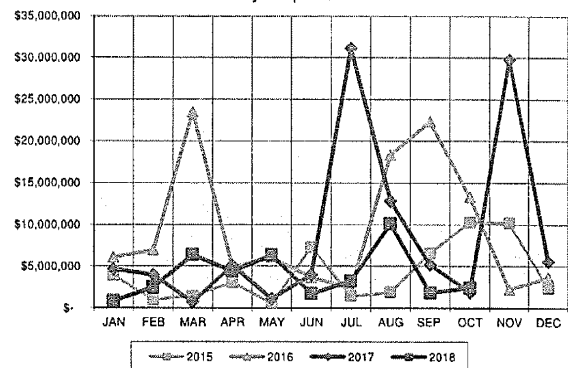
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Residential Addition and Alterations: Value of Permits
Monthly Comparison

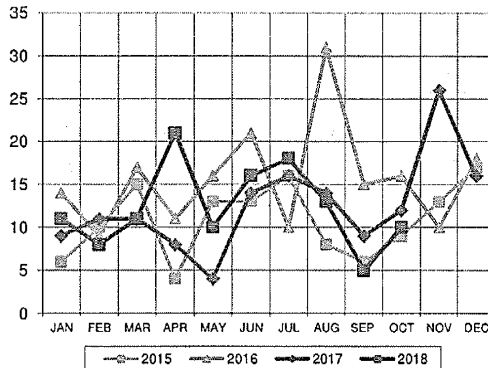
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New Non-Residential: Number of Permits
Monthly Comparison

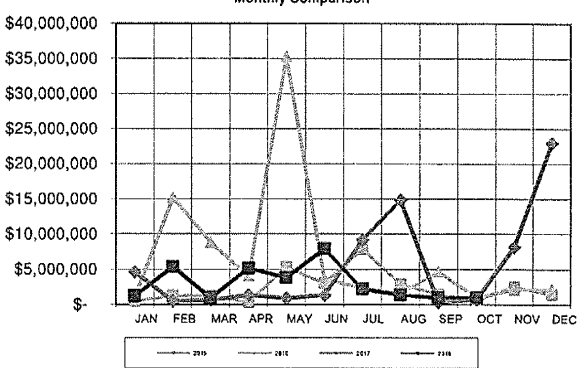
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New Non-Residential: Value of Permits
Monthly Comparison

7

Non-Residential Add/Alts: Number of Permits
Monthly Comparison

8

Non-Residential Addition/Alterations: Value of Permits
Monthly Comparison

REVITILIZATION 10C

CDBG and HOME Investment Partnerships Programs

Preliminary work has begun on the CDBG Target Area Tree Planting Project. Residents within the Target Area will be allowed to select tree species to be planted in the front yard. Anticipate selection of Landscape Contractor in early fall with planting to occur over the winter months.

CDBG Disaster Relief Grant

The status of the CDBG DR project locations is as follows:

- Project #1 (108th Ave SE from SH9 to Etowah Road) 100% complete.
- Project #2 (120th Ave SE from SH9 to Etowah Road) 90% complete with one drainage structure remaining to be installed after AT&T relocation in complete. Change Order approved at the March 13, 2018 City Council meeting for additional drainage structure.
- Projects #3, #5, and #6 generally located at 120th Ave NE and Tecumseh NE are completing punch list items and anticipate final acceptance in October 2018.
- Projects #8 (120th Ave NE from Tecumseh to Stella Rd) and #9 (Stella Rd from 132 Ave NE to 144th Ave NE) are under construction with punch list being completed on Project #8 and Project #9. Anticipate Final Acceptance in October 2018.

Homeless Activities

On October 20, the housing placement report for the Ready for Zero initiative was made to Community Solutions for the month of September. There were three housing placements made (1 Veteran; 2 Chronic). Planning for the 2019 Point in Time Count has begun. The Count is scheduled for overnight January 24-25, 2019.

Housing Programs

October 2018

CDBG – The summary below includes the status of each of the rehabilitation programs that are offered.

- One rehabilitation project is currently under contract and two projects in development stage, with no rehabilitation projects being completed since July 1, 2018.
- One emergency repair project is currently under contract; four emergency repair projects were completed since July 1, 2018.
- Seven accessibility modification projects are currently under contract; with ten projects being assessed, no accessibility modification projects have been completed since July 1, 2018.

Social and Voluntary Services Commission

Twenty-two non-profit agencies submitted applications totaling almost \$290,000 for the \$175,000 allocated in the FYE19 City of Norman budget. On June 18, 2018 applicants made presentations to the Social and Voluntary Services Commission. On June 25, 2018, the Social and Voluntary Services Commission met and recommended funding to all twenty-two of the applicants. Contracts for these awards are currently being prepared with consideration by City Council tentatively scheduled for November 27, 2018.

[illegible]



Administrative Summary

October 2018 Summary

Operations



Part I Crimes	Current			Year-To-Date		
	2018	MONTH 5YR AVG	2017	2018	YTD 5YR AVG	2017
Murder	0	0	0	3	4	8
Rape	9	6	9	68	49	53
Robbery	8	3	4	48	48	42
Agg. Assault	17	17	11	161	150	139
Burglary	43	67	43	495	628	493
Larceny	260	302	221	2,293	2,804	2,221
Motor Vehicle Theft	36	26	27	307	260	251
Arson	0	1	0	4	4	1
Part I Totals:	373		315	3,379		3,208

Part II Crimes						
DUI/APC	43	34	29	411	393	333
Drunkenness	62	59	48	523	597	574
Drug Violations	129	76	80	1,098	901	878
Forgery	7	23	19	131	242	202
Vandalism	73	74	82	762	761	817
Others	383	NA	323	3,621	NA	3,612
Part II Totals:	697		581	6,546		6,416

Total Reported Crime: 1,070 896 9,925 9,624

Other Reported Activity

Public Peace Reports	204	174	207	2,053	1,635	2,006
Warrants Served	165	115	136	1,440	1,270	1,134
Other Reports Totals:	369		343	3,493		3,140

Total Case Reports: 1,439 1,239 13,418 12,764

Collisions						
Fatality	4	2	0	9	5	4
Injury	65	64	65	565	572	541
Non-Injury	131	174	140	1,115	1,607	1,362
Total Collisions:	200		205	1,689		1,907

Call for Service

CAD Activity (Total)	3,094	NA	2,786	30,197	NA	27,162
Calls for Service (Police)	8,192	NA	8,948	82,398	NA	81,180
Total CFS:	11,286		11,734	112,595		108,342

Citations & Warnings:

Citations	737	NA	1,344	11,337	NA	14,144
Warnings	1,940	NA	2,250	21,307	NA	21,338
Total Citations & Warnings:	2,677		3,594	32,644		35,482

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

** Five Year Average based on 2012 to 2016

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report

October 2018



IN SHELTER ANIMAL COUNTS

	2017			2018			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	42	94	136	80	118	198	62	46%
Ending	52	76	128	119	158	277	149	116%

ANIMAL INTAKES

	2017			2018			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	107	85	192	176	116	292	100	52%
Owner Relinquish	33	23	56	8	16	24	(32)	-57%
Owner Intended Euth	1	0	1	1	1	2	1	100%
Transfer In	0	0	0	0	7	7	7	
Other Intakes*	0	0	0	3	3	6	6	
Returned Animal	10	11	21	19	9	28	7	33%
TOTAL LIVE INTAKES	151	119	270	207	152	359	89	33%

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

OTHER STATISTICS

	2017		2018		Comparisons	
		Total		Total	Difference	Percent
Wildlife Collected (DOA)	N/A	0	0	0	0	
Dog Collected (DOA)	N/A	0	2	2	2	
Cat Collected (DOA)	N/A	0	1	1	1	
Wildlife Transferred	N/A	0	3	3	3	
Intake Horses	N/A	0	0	0	0	
Intake Cows	N/A	0	0	0	0	
Intake Goats	N/A	0	0	0	0	
Intake Sheep	N/A	0	0	0	0	
Intake Rabbits	N/A	0	0	0	0	
Intake Pigs	N/A	0	0	0	0	
Intake Other	N/A	0	5	5	5	
TOTAL OTHER ITEMS	0	0	11	11	11	

LENGTH OF STAY (DAYS)

	2017	2018
Dog	N/A	8.7
Puppy	N/A	6.9
Cat	N/A	16.4
Kitten	N/A	15.7

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	81	64	0	145

Norman Animal Welfare Monthly Statistical Report October 2018



LIVE ANIMAL OUTCOMES

	2017			2018			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	58	83	141	92	81	173	32	23%
Return To Owner	36	2	38	60	5	65	27	71%
Transferred Out	28	43	71	8	13	21	(50)	-70%
Returned in Field	0	0	0	0	0	0	0	
Other Outcome	0	0	0	0	0	0	0	
TOTAL LIVE OUTCOMES	122	128	250	160	99	259	9	4%

OTHER ANIMAL OUTCOMES

	2017			2018			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	3	3	0	6	6	3	100%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	18	6	24	8	7	15	(9)	-38%
Owner Intended Euth	1	0	1	0	0	0	(1)	-100%
TOTAL OTHER OUTCOMES	19	9	28	8	13	21	(7)	-25%

TOTAL OUTCOMES

	2017			2018			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	122	128	250	160	99	259	9	4%
Total Other Outcomes	19	9	28	8	13	21	(7)	-25%
TOTAL OUTCOMES	141	137	278	168	112	280	2	1%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	5	7	0	12	80%
Medical - Injured	1	0	0	1	7%
Behavior - Aggressive	2	0	0	2	13%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	8	7	0	15	

MONTHLY LIVE RELEASE RATE

2017	2018
90.3%	92.5%

Live Outcomes / (Total Outcomes - Owner Int Euth)



Monthly Service By Assignment

February 2018 to October 2018
Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Feb 2018 Hours	Mar 2018 Hours	Apr 2018 Hours	May 2018 Hours	Jun 2018 Hours	Jul 2018 Hours	Aug 2018 Hours	Sep 2018 Hours	Oct 2018 Hours	Total Hours
Norman Animal Welfare Center	Groomer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Bather / Groomer	1:45	0:00	4:38	0:00	0:00	0:00	0:00	0:00	0:00	6:23
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	115:22	106:15	112:13	28:09	72:27	59:42	54:06	36:49	69:23	654:26
	NAWC-Community Outreach Volunteer	0:00	0:00	0:00	4:30	0:00	0:00	6:00	0:00	0:00	10:30
	NAWC-Dog Handler	133:24	236:47	221:32	119:40	96:54	76:35	122:01	77:54	111:15	1,196:02
	NAWC-Foster Program	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Laundry	0:00	0:00	1:17	7:12	0:00	0:00	2:50	14:00	4:14	29:33
	NAWC-Lobby Greeter	62:23	30:29	51:00	47:12	57:45	50:30	75:45	45:06	48:20	468:30
	NAWC-Orientation	20:00	17:00	16:00	7:00	7:00	20:00	15:00	10:00	28:00	140:00
	NAWC-Photographer	0:00	2:38	0:00	0:00	0:00	0:55	0:00	0:00	0:00	3:33
	Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	Veterinarian Assistant Tech	18:39	23:40	50:56	63:19	65:25	81:00	3:00	12:05	19:10	337:14
Grand total	Total	351:33	416:49	457:36	277:02	299:31	288:42	278:42	195:54	280:22	2,846:11
		351:33	416:49	457:36	277:02	299:31	288:42	278:42	195:54	280:22	2,846:11

**DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
October, 2018**

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed 3 Final Plats, 1 Consent to Encroach and 0 Certificate of Plat Corrections for City Council review. The Development Engineer reviewed 18 sets of construction plans and 4 punch lists. There were 128 permits reviewed and/or issued. Fees were collected in the amount of \$3,773.55.

CAPITAL PROJECTS:

Main Street Bridge over Brookhaven Creek

The project was awarded on June 4, 2018 by ODOT. The successful bidder was Silver Star Construction. The cost of the project is \$4,905,000. The project includes replacing a Structurally Deficient (SD) bridge structure with a triple cell 16' x 8' Reinforced Concrete Box (RCB) and 2100' of channel improvements downstream of the bridge. Work should begin on the project August 13, 2018. Construction is expected to take 340 days.

The contractor's activities this month were as follows:

- Completed the installation of the reinforced concrete aprons upstream and downstream of the reinforced concrete box culvert
- Completed subgrade soil stabilization on Main Street
- Paved fifty-percent of the eastbound lanes on Main Street west of Brookhaven Bridge

**James Garner Avenue – Phase I
Norman Forward Bond Project**

The project was awarded on March 13, 2018 to Silver Star Construction. The cost of the project is \$1,867,880. It includes reconstruction of the Acres Street intersection to improve safety and to meet Railroad Quiet Zone requirements. The project will create the extension of James Garner Avenue between the railroad and the new Central Library. A pre-construction conference was held on March 22, 2018 to ensure coordination between Flintco (Library Contractor) and Silver Star Construction is established. The project involves the following items:

- Constructing a new roadway and Intersection on James Garner Avenue and Acres Street along with a new Legacy Trail
- Installing a new improved drainage system

The contractor's activities this month were as follows:

- Completed the asphalt base course on James Garner Avenue and on Acres Street west of the railroad tracks
- Began installing sidewalk along James Garner Avenue south of Acres Street

Lahoma Avenue from Gray Street to Hughbert

The 2016 Norman Street Maintenance Bond Program includes Urban Roads Reconstruction Projects. The next two street projects are the FYE 2017 Lahoma Street from Gray Street to Nebraska Street and FYE 2018 Lahoma Street from Nebraska Street to Hughbert Street. These projects were awarded on March 13, 2018. The projects were let together to allow continuity of construction and better unit costs for construction items. The projects were awarded to A-Tech Paving in the amount of \$561,799.25 and \$376,872.00, respectively. This work consists of reconstruction to widen the road to 26 feet and install curb

and gutter to improve drainage. Existing sidewalks and ramps will be replaced to provide ADA accessibility. Driveways will be replaced within the right-of-way, and are designed to accommodate future sidewalks meeting ADA requirements.

On March 19, 2018 the contractor began mobilization and installation of traffic control for Phase I, from Gray Street to Nebraska Street. Phase I has been substantially completed. Construction of Phase II is anticipated to be completed by the end of February, 2019.

The Contractor's Activities this month include:

- Installation of drainage structures for Phase II.
- Clean up and completion of punch list items on Phase I.
- Mobilizing and preparing for demolition of existing roadway from Nebraska Street to Hughbert Street.

Sidewalk Program:

FYE 2019 Sidewalk Program bid was awarded on July 24th, 2018 by City Council Central Contracting Services in the amount of \$441,750.00, for five projects to be completed throughout the fiscal year 2019.

- **Citywide Sidewalk Reconstruction Program** which is intended to assist property owners in repairing existing sidewalks and constructing new sidewalks along an entire city block. Property owners who wish to participate in the Citywide Sidewalk Reconstruction Project will pay fifty percent (50%) of the estimated cost, with the City paying the remaining fifty-percent (50%) from funds allocated to this project. *One location has been completed this month for sidewalk repair.*

- **Sidewalk Accessibility Program** which provides sidewalk ramps where none exist and rebuilds existing ramps that do not comply with the current Americans with Disabilities Act (ADA) standards. This project will construct approximately sixteen (16) curb ramps. Locations are determined at the request of citizens and along arterial and collector streets that do not currently have ramps at street-sidewalk intersections. The location in this year's program will include intersections along Cherry Creek Drive from Main Street to Knob Hill Court. Construction of ADA compliant ramps begins in mid-November.

- The **Downtown Area Sidewalks and Curbs Program** will repair hazardous or deteriorated sidewalks, ramps and curbs in the downtown area. The location will be concentrated along the east side of Porter Avenue and areas south of Main Street. *Construction is complete on sidewalk, ramps and curb bump-out at Peters and Eufaula. Guardrail is not required; it will be installed once delivered in mid-November. Work is 95% complete.*

- The **Sidewalk Program for Schools and Arterials** is used to construct new sidewalks adjacent to elementary schools that have no sidewalks and along walking routes to the schools. This year's project has three (3) locations. First, the east side of North Berry Road from Iowa Street to Denison Drive in the Cleveland Elementary School District; second, the south side of West Boyd Street from 650 feet east of 24th Ave. S.W. to Nancy Lynn Terrace in the Alcott Middle School district; and third, the south side of West Imhoff Road from Walnut Road to Castlewood Drive serving the McKinley Elementary school and the University of Oklahoma. Construction will be in December of 2018 and June of 2019. *No school projects were completed in October 2018.*

- The **Sidewalk and Trails Project** constructs new sidewalk and trails throughout the city, in conformance with adopted plans; including the Greenbelt Master Plan, Bikeway & Transportation Master Plan and Parks Master Plan. The location this fiscal year is concentrated along the north side of Main Street from 700 feet west of 24th Avenue West to Berry Road to close sidewalk gaps and provide sidewalk and ramp improvements at intersections.

- **Sidewalk Horizontal Saw Cutting Project** bid was awarded on September 25, 2018 by City Council to Precision Concrete Cutting of Oklahoma, LLC in the amount of \$38,850.00 to repair tripping hazards up to 2 inches high without removing and replacing the existing sidewalk. *The project this year is along the arterial roads West Main Street from Park Drive to West 24th Ave. and on 24th Ave. N.W. from Lindsey Street to West Robinson Street. Work began October 1, 2018 and was completed October 15, 2018.*

STREETS DIVISION

CAPITAL PROJECTS:

48TH AVENUE NW – INDIAN HILLS ROAD TO FRANKLING ROAD

Streets crews began an overlay project on 48th Avenue NW – Indian Hills Road to Franklin Road in September, 2018. The project included 90.85 tons of asphalt and drive approach paving.

96TH AVENUE SE – POST OAK ROAD TO ETOWAH ROAD

Streets crews began an overlay project on 48th Avenue NW – Indian Hills Road to Franklin Road in September, 2018. The project included 2,399.13 tons of asphalt and drive approach paving.

ASPHALT OPERATIONS:

BLACK HAWK DRIVE - DEEP PATCHING

Streets crews worked in multiple areas deep patch on Oak Forest Drive and required 105.85 tons of asphalt for the repair.

1720 CLIFFSIDE DRIVE - DEEP PATCHING

Streets crews worked in multiple areas deep patch at 1720 Cliffside Drive and required 29.88 tons of asphalt for the repair.

ROADSIDE OPERATIONS:

MOWING OF ROADSIDE RIGHTS-OF-WAY

Streets Roadside Mowing crew continued their summer mowing schedule. During October, 2018 160.00 miles of rural rights-of way and 17.00 miles of urban rights-of-way were mowed.

STORMWATER

WORK ORDER RESPONSE

Stormwater Division received 30 work order requests and closed 28.

Crews for the Streets and Stormwater Divisions checked and cleaned inlet boxes throughout the City during multiple rain events in October. 2,963 inlets were checked and of those were 781 cleaned, resulting in 3 tons of drainage debris removed from the stormwater system.

The Infrastructure crew worked very hard during the month of October to complete the numerous work order requests that the Stormwater Division received. The City of Norman has experienced an unusual amount of rain, which has contributed to many calls regarding pipe leaks and the discovery of sink holes. The Infrastructure crew responded to numerous requests to investigate these sinkholes and other infrastructure issues related to these rain events.

DRAINAGE MAINTENANCE

The Channel Maintenance crew trimmed trees and cleared debris in drainage rights-of-way in the urban area and removed 88 tons of debris from channels.

The Channel Maintenance crew also continued their mowing schedule in October and mowed 497,961 ft² of urban drainage way.

URBAN STREET SWEEPING OPERATIONS

A total of 473 lane miles were swept resulting in the removal of approximately 431 tons of debris from various curb lined streets.

STORMWATER OKIE LOCATES

Monthly Progress Report
Public Works (October 2018)

During the month of October, 2,196 Call 811 Okie Spots were received. Of those requests, 79 were stormwater pipe locates, 140 were physically checked, and 1,031 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 179 inspections of 93 active sites
Issued 0 citation and 0 NOVs to active sites
Issued 2 Earth Change Permit to new projects.

MS4 OPERATIONS

Received and responded to 28 citizen calls/ YTD Total is 141.

On October 2nd, the Stormwater Division began discussions with the Norman Arts Council on establishing a Storm Inlet Art program to educate the general public on the importance of protecting our water resources by reducing the amount of pollution that is carried by stormwater runoff to our creeks and streams through art.

On October 3rd, Michele Loudonback used the Enviroscope model to teach 25 students and 2 teachers at Terra Verde School about watersheds and stormwater quality.

On October 10th, the Stormwater Compliance Inspectors attended the City of Oklahoma City's Construction Stormwater Workshop to learn more about Oklahoma City's program.

On October 20th, the Stormwater Division participated in the Pioneer Library System's annual Touch-a-Truck event. Participants had the chance to see a street sweeper and learn about watersheds through the Division's Enviroscope model.

On October 24th through the 26th, Carrie Evenson attended the Oklahoma Floodplain Managers Association Retreat in Catoosa, OK.

On October 26th, the Stormwater Division participated in the Downtown Fall Festival where participants received stormwater information in a magical, color-changing cup or a Stormy the Raindrop Coloring Book. Approximately 1,200 received stormwater quality-related information during the event.

On Sunday, October 28th, the Stormwater Division hosted a park clean-up at the Little Axe Community Center Disc Golf and Park from 3 pm to 5 pm. Participants collected approximately 12 pounds of trash on a beautiful fall afternoon.

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.

Monthly Progress Report
Public Works (October 2018)

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.

OCTOBER 2018
DEVELOPMENT COORDINATION, ENGINEERING,
AND PERMIT REVIEW

Subdivision Development:

FY 18-19 Associated Fees

Planning Commission/Dev Comm Review:	This Month	Last Month	Total
*Norman Rural Cert of Survey...0			
*Final Plats.....1			
*Preliminary Plats.....0			
*Short Form Plat.....0			
*Center City Form Based Code..3			
City Council Review:			
Certificate of Survey.....0			
Preliminary Plat.....0			
Final Plats3			
Certificate of Plat Correction...0			
Encroachment.....1			
Easements.....0			
Closure.....0			
Development Committee:	\$1,270.00		
Final Plats.....3			
Fee-In-Lieu of Detention.....0	\$0.00		
Subtotal:	\$1,270.00	\$1,040.00	\$41,020.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family.....41			
***Commercial.....12			
Multi-Family.....0			
Addition/Alteration.....33			
House Moving.....4			
Paving Only.....7			
Storage Building.....12			
Swimming Pool.....1			
Storm Shelters.....14			
Public Improvements.....0			
Temporary Encroachments.....1			
Fire Line Pits/Misc.....0			
Flood Plain (@\$100.00 each).....1			
Total Permits.....	\$100.00	\$100.00	\$1,100.00
	\$2,403.55	\$3,558.83	\$97,710.68
Grand Total.....	\$3,773.55	\$4,698.83	\$132,850.68
****Construction Plan Review occurrences	18	18	305
*****Punch Lists prepared.....	4	5	82

* 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

OCTOBER

DEVELOPMENT COORDINATION, ENGINEERING, AND PERMIT REVIEW

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	4	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	41	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	12	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	18	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	1	100%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2019

STREET DIVISION					
	FYE 2019 September 2018	FYE 2019 September 2018	Year to Date	Year to Date	FYE 2019
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	263.43		920.43		
Overlay/pave 10 miles per year.	3.00	30%	9.25	308%	100%
Replace 1,160 square yards of concrete pavement panels	40.00	3%	379.50	33%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	-	0%	-	0%	0%
Mow 15 ROW-miles of Urban right-of-way, eight times per year	21.00	1%	96.50	80%	100%
Mow 148 miles of Rural Right-of-way twice per year	112.00	38%	443.00	150%	100%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2019

STORMWATER DIVISION					
	FYE 2019 SEPTEMBER, 2018	FYE 2019 SEPTEMBER, 2018	Year to Date	Year to Date	FYE 2019
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	425.00	85%	1,160.50	19%	50%
Collect litter from rights of way in the Urban area (Tons)	-	0%	6.36	0%	70%
Collect litter from rights of way in the rural area (Tons)	-	0%	-	0%	70%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	1,724.00	17%	2,787.00	28%	70%
Mow 2,271,548 sq. feet of open drainage ways, six times per year	346,775.00	3%	3,647,467.00	27%	90%
Perform erosion control inspections of permitted sites within 30 days.	163.00	179%	542.00		100%
Permit all earth disturbing operations over 1 acre in size.	1.00	95%	4.00		95%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	-		50%
Inspect stormwater outfalls.	-	0%	-		20%
Respond to stormwater complaints within 24 hours of the time reported	51.00	100%	113.00		100%
Enforcement actions (NOV's and citations)	-	N/A	-		N/A

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT
September 2018**

**FYE 2019
FUEL REPORT
IN GALLONS**

IN GALLONS

	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>	
Internal pumps	19,566.00	19,670.00	24,728.00	
Outside - sublet	752.89	335.20	0.00	
TOTAL	20,318.89	20,005.20	24,728.00	

TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	19,622.07	18,479.64	17,651.10	7,076.90

FYE 2018 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	61,555.33	59,103.05	59,053.07	14,301.40

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$2.31	Low	\$2.22	UNLEADED	High	\$2.74	Low	\$2.38
DIESEL	High	\$2.42	Low	\$2.30	DIESEL	High	\$3.00	Low	\$3.00
CNG	High	n/a	Low	\$1.02	CNG	High	n/a	Low	n/a

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$45,747.40	Month Total Public CNG Sales	\$10,570
BATTERIES	\$1,812.20	FYE 2019 To Date Public Sales	\$21,370
OILS/FLUIDS	\$1,887.24	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$22,385.53	Total Sold Gallons Life To Date	792,386
SUBLET REPAIRS	\$4,398.91	Total Gross Sales Life To Date	\$1,138,966
TOTAL SPENT parts/sublet		Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Station: 1,661,453	

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	26	20	29	75
EMERGENCY ROAD CALLS	3	3	3	9
PM SERVICES	113	85	163	361
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	422	441	464	1327
SCHEDULED REPAIRS	167	154	242	563
NON SCHEDULED REPAIRS	255	287	222	764

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	6	2	8	14
EMERGENCY ROAD CALLS	2	2	2	4
PM SERVICES	79	54	96	175
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	215	219	220	435
SCHEDULED REPAIRS	103	82	128	231
NON SCHEDULED REPAIRS	112	137	92	204

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	20	18	21	21
EMERGENCY ROAD CALLS	1	1	1	1
PM SERVICES	34	31	67	67
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	207	222	244	244
SCHEDULED REPAIRS	64	72	114	114
NON SCHEDULED REPAIRS	143	150	130	130

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2018

September 2018

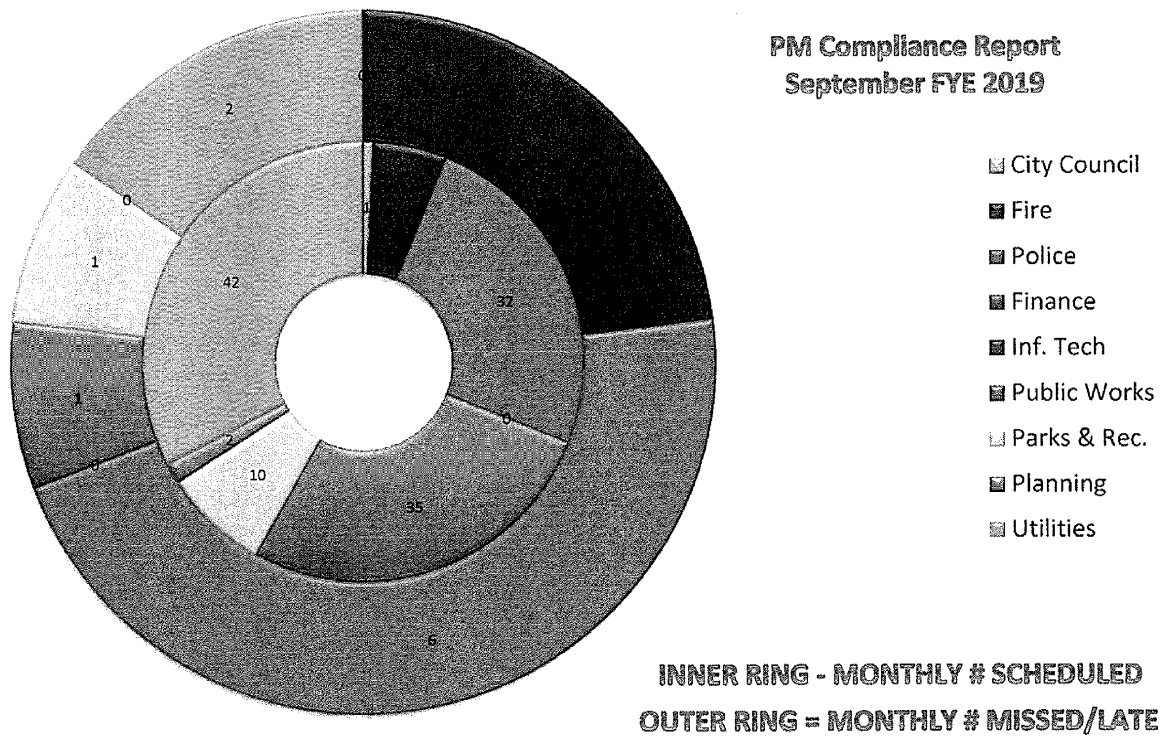
MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 001	115.96	72%	87.6%	15.6%	
# 002	85.44	72%	94.1%	22.1%	
# 004	121.64	72%	88.4%	16.4%	
# 007	124.93	72%	85.7%	13.7%	
# 008	153.88	72%	92.0%	20.0%	
# 009	99.28	72%	88.3%	16.3%	
# 011	132.49	72%	79.6%	7.6%	
# 012	111.89	72%	88.6%	16.6%	
# 013	128.72	72%	88.6%	16.6%	
# 014	94.28	72%	85.6%	13.6%	
# 015	116.38	72%	86.2%	14.2%	
# 016	112.24	72%	83.3%	11.3%	
# 021	124.96	72%	87.9%	15.9%	

DIRECT LABOR HOURS	1522.09
TOTAL AVAILABLE HOURS	1746.50
PRODUCTIVITY GOAL	72.0%
ACTUAL PRODUCTIVITY	87.2%

September FYE 2019

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
POLICE										
1115	2009 Ford Crown Victoria	Police Patrol	96354	95289	1,065	miles	9/24/2018	Light Repair	PM-D	4/20/2018
1128	2014 Ford Interceptor	Police Patrol	87,445	84,394	3,051	days	9/27/2018	Light Repair	PM-C	5/7/2018
UTILITIES										
331T	DJ Trailer 12' Car Hauler	Waterline Maintenance	10/3/2018	9/23/2018	10	days	9/24/2018	Light Repair	PM-A	3/23/2018



Department	Scheduled	Missed/Late	% Late
City Council	1	0	0.0%
Fire	7	3	42.9%
Police	32	6	18.8%
Finance	0	0	0.0%
Inf. Tech	0	0	0.0%
Public Works	35	1	2.9%
Parks & Rec.	10	1	10.0%
Planning	2	0	0.0%
Utilities	42	2	4.8%
Citywide Total	129	13	10.1%

**FLEET DIVISION
PM COMPLIANCE REPORT
September FYE 2019**

Industry Standard Compliance: Not To Exceed 5%

Department/Division	Number of PMs				Current % PENDING	Year To Date Non-Compliance Trend
	Number of PMs Scheduled	Completed On-Time	Number of PMs Completed LATE	Number of PMs Still Past Due		
CITY CLERK						
CITY COUNCIL					0%	50%
BUILDING ADMINISTRATION	1	1			0%	0%
CUSTODIAL					0%	0%
BUILDING MAINTENANCE					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	50%
FINANCE						
METER SERVICES					0%	0%
PLANNING						
PLANNING					0%	0%
BUILDING INSPECTIONS	2	2			0%	0%
CODE COMPLIANCE					0%	0%
PUBLIC WORKS						
ENGINEERING					0%	0%
STREETS	14	13	1		0%	8%
STORMWATER	5	5			0%	10%
TRAFFIC	8	8			0%	15%
STORMWATER QUALITY					0%	0%
FLEET	8	8			0%	0%
POLICE						
ANIMAL CONTROL					0%	25%
POLICE ADMINISTRATION	1	1			0%	0%
POLICE STAFF SERVICES	2	2			0%	0%
POLICE CRIMINAL INVESTIGATIONS	3	2	1		0%	18%
POLICE PATROL	24	19	3	2	8%	14%
POLICE SPECIAL INVESTIGATIONS	1	1			0%	0%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION					0%	0%
FIRE SUPPRESSION	4	3	1		0%	6%
FIRE DISASTER PREPAREDNESS	1	1			0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	10	9	1		0%	4%
PARKS & RECREATION					0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	1	1			0%	23%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	100%
PSST FIRE SUPPRESSION	2		2		0%	43%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT	1	1			0%	0%
WATER PLANT	1	1			0%	0%
WATER PLANT WELLS	1	1			0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	10	8	1	1	10%	13%
UTILITIES INSPECTOR	2	2			0%	0%
UTILITIES WRF						
WRF ADMIN					0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS	2	2			0%	0%
WRF OPERATIONS					0%	0%
SEWER LINE MAINTENANCE	6	6			0%	0%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	3	3			0%	0%
SANITATION COMMERCIAL	6	6			0%	0%
SANITATION TRANSFER	2	2			0%	0%
SANITATION COMPOST	2	2			0%	0%
SANITATION RECYCLE	3	3			0%	0%
SANITATION YARD WASTE	3	3			0%	0%
CITYWIDE TOTAL	129	116	10	3	2%	9%

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

SEPTEMBER 2018		PROJECTED GOAL			THIS MONTH			YEAR TO DATE		
		Percentage	Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met	Goal Met	Percentage Met
Provide initial response to citizen inquiries within 2 days		100%	95	95	100%	276	276	100%	276	100%
Provide information requested by citizens within 7 days		95%	95	95	100%	276	276	100%	276	100%
Complete traffic engineering studies within 45 days.		99%	0	0	100%	1	1	100%	1	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.		95%	37	37	100%	111	111	100%	111	100%
Worker Hours Per Gallon of Paint Installed.		0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage	Worker Hours	Percentage
			777	186.75	0.24	2161	497.5	0.23		
Thermoplastic legend, arrows, stop bars & crosswalks installed.		4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average		
			0	0	#DIV/0!	2	6	3.00		
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.		100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met		
			18	18	100%	56	56	100%		
Response to reports on traffic signal malfunctions within one hour.		99%	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met		
			15	15	100%	103	103	100%		
Response to reports of sign damage:		Percentage								
<i>High Priority</i> Stop or Yield Signs within one hour		99%	3	3	100%	13	13	100%		
<i>Lower Priority</i> all other signs within one day		90%	67	67	100%	230	230	100%		
<i>Street Name Signs</i> within two weeks		90%	20	20	100%	54	54	100%		
Percent of work hours lost due to on the job injuries.		<.01%	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met		
			2888	0	0.00	9576	0	0.00	0	0.00

Monthly Report

October 2018

LINE MAINTENANCE:

Waterline Capital Projects

- Timberdell Road – 100% Complete
- Timberdell Road Cul-de-Sac 100% Complete
- Wheaton Drive – 100% Complete
- Columbia Circle – 40% Complete

Wheaton Drive - WA0327: Staff will replace 850 feet of 6" Cast Iron with 6" PVC on Wheaton Drive from N.E. 24th Avenue to a point where the new water main can be tied-in to existing 6" PVC. Staff laid 20 feet of 6" to tie-in Barrington Drive, poured 1 yard of concrete and 20 tons of asphalt, spread 14 yards of topsoil and laid 700 feet of sod project 100% complete.

Columbia Circle – WA0323: Staff will replace 1,300 feet of 4" Cast Iron with 6" PVC on Columbia Circle from Biloxi Drive to end of cul-de-sac. Staff bored 4 drive approaches, set 1 new fire hydrant and laid 317 feet of 6" PVC, project 40% complete

Water Line Breaks - 7

Sewer Line Capital Projects:

- Alameda Lift Station – New pumps installed
- Buchanan Street - Emergency repairs

Sewer Line Data

- Total obstruction service requests - 23
- Private Plumbing: 23
- City Infrastructure: 0
- Sanitary Sewer Overflows: None

Lift Station D Flows:

- Days - 31
- Average daily flow: 1.8 MGD
- Total flow: 55.8 MG

UTILITIES ENGINEERING:

Request For Proposal (RFP) 1819-05: the RFP was issued for eleven (11) water and wastewater projects on 06/12/18 and 26 proposals were received 07/10/18. NUA staff met 08/07/18 to compare and review our individual consultant rankings, discuss consultant qualifications further and ultimately select preferred consultants for the 11 projects. 10 consultants were selected and were so notified on 08/19/18. The consultants selected and the project for which they were selected are listed below.

No.	Project	Selected Consultant	Scheduled Agenda Date
1	Interstate Drive WL Replacements	Cardinal	To Be Determined (TBD)
2	West of Campus WL Replacements	Cabbiness	11/27/18
3	Robinson WL: WTP to 24 th Avenue NE	Freese and Nichols	K-1819-xx approved 09/11/18
4	Robinson WL: 12 th Avenue NE to 24 th Avenue NE	Jacobs/CH2M	TBD
5	Flood WL: Rock Creek to Venture	CP&Y	December 2018
6	SE Lift Station Payback Study	Search	December 2018
7	WRF Septage Receiving Station	Olsson	December 2018

8	WRF Storage Building	Barrett Williamson	December 2018
9	Sanitation Truck Wash/Paint Shop Facility	Studio	TBD
10	Line Maintenance Office/Maintenance Building	Barrett Williamson	TBD
11	Water Meter GPS	Lemke	TBD

NUA staff and the selected consultants will be meeting in the next few weeks to define the further project scope, schedule and fee. Each contract will then be forwarded separately to the NUA for their consideration.

WASTEWATER PROJECTS:

WRF Effluent Truck Wash (WW0050): Original project scope was to provide non-potable reuse water from the Water Reclamation Facility (WRF) to the Sanitation storage yard north of the WRF. An automated truck wash facility would be constructed to allow reuse of treated effluent. However, DEQ standards impose extreme restrictions on human contact with reuse water, likely yielding untenable costs for the truck wash. Modified plan is a drive through wash with potable water on the same site. Project merged with SA0009, funded by the Sanitation Division, for maintenance, welding and painting facility for solid waste collection containers. Proposals for design of the project were received July 10, 2018. Staff selected Studio Architecture of OKC, and met with the design team on September 4, 2018. Contract and fee negotiations are in progress.

Lift Station Modifications FY17 (WW0305): Three (3) existing lift stations (LS), Ashton Grove, Franklin Road, and Royal Oaks, needed modifications more extensive than our annual rehabilitation. The work consists of pumps, pump guide rails and brackets, and discharge fittings and piping. Royal Oaks LS also requires replacement of its 8-foot wet well with a 10-foot wet well. Project was designed by Lemke through CP&Y. On 2/1/18, we received five (5) bids, with Crossland Heavy Contractors of Columbus, KS low at \$639,553. On 2/27/18, the NUA approved bid award and contract execution. A Notice to Proceed was issued effective 3/19/18. All mechanical work is complete. Site restoration is in progress. Extensive rains have delayed final completion. Payment for \$600,830 of contract total of \$639,553, or 94% approved to date.

Sewer Maintenance Project FYE14 (WW0202): Annual project may rehabilitate about 43,000 feet (over 8 miles) of sewers and about 230 manholes in phases. Phase 1 was completed 1/19/17, replacing 25,100 feet of old sewer lines with High Density Polyethylene (HDPE) pipe, and rehabilitating or replacing 148 manholes; project design by NUA staff with Lemke assistance. Phase 2 advertised for bids on 7/19/18, and is bounded by Iowa Street to the north, Sherry Avenue to the west, Main Street to the south, and Berry Road to the east. Five (5) bids were opened 8/9/18. PM Construction and Rehab, LLC, of Pasadena, TX was the low bidder at \$1,348,501. On 8/28/18, the NUA approved bid award and contract execution. Notice to Proceed was issued effective 9/17/18, with a contract completion time of 270 calendar days. Pre-work meeting held 10/2/18; crews mobilized on 11/4/18, and work is in progress. Payment for \$0 of contract total of \$1,348,501, or 0% approved to date.

Sewer Maintenance Project FYE17 (WW0307): Annual project may rehabilitate about 23,800 feet (4½ miles) of sewers and almost 105 manholes, possibly in two (2) phases, in the area bounded by Cave Creek Street and Pinecrest Street to the north, partially Sequoyah Trail and partially Woodcrest Creek Drive to the west, Rock Creek Road to the south, and 12th Avenue NE to the east. On 7/26/16, the NUA approved an On-call Professional Services expenditure with Lemke for surveying and drafting assistance. Project should bid soon.

Sewer Maintenance Project FYE18 (WW0316): Annual project will replace about 27,800 feet (5 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Westbrook Terrace to the North, Highway 9 to the Southwest and Berry Road to the East. Preliminary project layout and scope definition are nearing completion. Line Maintenance is also nearing completion of video survey of the entire project area. No survey or design work to date, awaiting new on-call RFP approval, to award contract to Lemke for surveying and drafting assistance.

Sewer Maintenance Project FYE19 (WW0316): Annual project may replace about 22,000 feet (over 4 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Peter Pan St. to the North, 24th Ave SW to the west, Westbrook Terrace to the south, and Berry Road to the East. Preliminary project layout and scope definition are in progress. Line Maintenance will soon begin video survey of project area.

No design work to date, awaiting new on-call RFP approval, to award contract to Lemke for surveying and drafting assistance.

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

WRF Phase 2 Improvements expand the design capacity from 12 to 17 MGD, rehabilitates older equipment and adds ultra violet disinfection, effluent aeration and odor control technologies. Bids were received in March 2014 and the NUA approved award to Archer Western Construction, LLC (AW) on 04/22/14 and the contract and bonds were approved 05/13/14. Construction of the \$48.82 million (M) project began 06/02/14 and is scheduled to be complete 11/18/17.

Five change orders have been approved to date increasing the contract amount by \$3.40 M to \$52.23 M and extending the contract time through 08/01/17. CO#4 incorporated the Phase 2 Maintenance Improvements into the project, increasing the contract by \$2.83 M and requiring completion of this new work by 11/14/17. The original work scope of the WRF Phase 2 Improvements was complete on 08/01/17. Payments of \$51.75 M or 99% of the contract amount have been paid through 12/31/17; OWRB reimbursement requests total \$42.12 M. Final CO#6 approved 09/11/18 reduced the final contract amount by \$72,545.83 to \$52,154,160.17 and provided a 61 day time extension through January 12, 2018. Staff is working on final closeout documents for OWRB to allow final reimbursement of project costs.

The following briefly summarizes the work completed:

- Rehab two perforated screens, install two new screening conveyers, replace the existing and add a new grit washer/classifier at the Headworks.
- Replace Influent Flow Measurement Structure.
- Rehab Primary Clarifiers 1, 2, 3 and 4 and add odor control covers.
- Construct new Aerations Basins 4, 5 and 6.
- Replace diffusers and rehab existing Aeration Basins 1, 2 and 3 and deepen basins by about 1.5 feet.
- Install two new turbo blowers in Blower Building.
- Construct new splitter box and new Final Clarifiers 5 and 6.
- Construct new RAS/WAS Pump Station including 3 RAS pumps and 2 WAS pumps.
- Construct new Ultraviolet Disinfection/Post Aeration Facility.
- Construct new 66-inch outfall piping and new Outfall Structure for new and existing 54-inch outfall piping.
- Install four new Primary Sludge Thickener mechanisms with odor control.
- Construct new Sludge Blending Tank and Pump Station.
- Construct two new Sludge Thickening Centrifuges in Main Control Building.
- Clean Secondary Digesters 2 and 4.
- Convert Digester 4 to primary digester with fixed cover, gas collection and mixing pumps.
- Replace South Digester Boilers.
- Install odor control at Headworks, Westside Lift Station, Primary Clarifiers, Sludge Thickeners, and Centrifuge Room.
- Construct Standby Generators at Environmental Services Building, UV Facility, RAS/WAS Pump Station, Westside Lift Station and Blower Building.
- Install new asphalt paving to new treatment units, mill and overlay existing roadways.

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

- Submit SEP project schedule 11/30/14 (complete)

- Complete disinfection improvements 01/01/16 (complete)
- Attain compliance with fecal coliform limits 07/01/16 (complete)
- Complete Phase 2 improvements 01/01/17 (Operational February 2017)
- Attain compliance with Ammonia and TSS limits 07/01/17 (in compliance as required)

DEQ submitted Addendum A for CO#13-077 to NUA on 01/16/18 regarding revised schedule of completion for SEP to utilize treated effluent at the Compost Facility. NUA submitted proposed schedule to DEQ 09/08/17 but that schedule is no longer possible since DEQ failed to respond until January. Staff submitted letter on 02/15/18 requesting change to DEQ schedule in Addendum A and met with DEQ in March 2018 to discuss variance to allow UV disinfected wastewater effluent for irrigation at the Compost Facility as our revised SEP project (see report below).

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WRF is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the Compost Facility south of the WWTP. Wastewater reuse can reduce water demand and delay the need for expensive water supply projects. This project will install piping to the compost facility and examine the need to upsize the non-potable water pumps. Contract K-1213-54 for preparation of Engineering Report (ER) with Alan Plummer and Associates (APAI) approved 09/06/12. After numerous meetings with DEQ; ER for Compost Facility Reuse submitted to DEQ 09/04/13; ER approved on 09/23/14. APAI contract amendment for final design and construction administration approved by NUA 01/27/15; design work proceeding with 90% plans received 02/16/16. Since completion of WRF Phase 2, staff is considering using UV disinfected effluent in lieu of chlorinated effluent for compost irrigation. Staff and APAI requested variance from DEQ reuse rules to accomplish this change on 02/15/18. Staff and APAI met with DEQ 03/29/18 to discuss the proposed variance; DEQ advised NUA on 07/18/18 that the variance was conditionally approved. We have discussed the proposed variance with APAI and will bring forward a contract amendment to the NUA in December 2018 to design the project using UV reuse water at the compost facility.

SE Norman Lift Station Payback (WW0306): Staff has recently updated the wastewater model to project flows generated from full build-out of the Destin Landing Development in SE Norman. A series of interceptors as well as one large lift station with flow equalization can eliminate one existing and three proposed lift stations in southeast Norman. This project will estimate project costs, assign wastewater generation estimates to undeveloped properties to be serviced, and prorate payback costs per parcel based on wastewater generation projections. The lift station might initially be funded by developers and/or the NUA with a portion of the funding paid back as additional areas develop. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, staff selected Search, Inc. to prepare the sewer service area study and evaluate its potential as a payback project. Staff will bring a contract forward to NUA in October 2018.

Lift Station D Force Main Phase 2 (WW02306): NUA approved contract with PEC on 10/11/16 to design about 2,400 feet of 20-inch force main from Lift Station D between Rock Creek Road and gravity sewer north of Robinson. 50% plans received but project is on hold in hopes of acquiring Sutton Wilderness property from State of Oklahoma to allow force main installation west of existing ROW.

Summit Valley Interceptor (WW0278): Project will install about 3,000 feet 12-inch and 15-inch sewer interceptor and allow the East Ridge LS to be taken out of service. NUA approved design contract with SMC on 06/26/18 with design due to be complete in December 2018. The Easement Availability Report for interceptor project was received 07/30/18 from SMC; report appears to indicate two affected developers will donate easements for the project. Initial surveying of proposed interceptor route completed in August 2018 and first payment to SMC has been processed. 60% plans were returned to SMC 10/31/18 and are being modified in preparation for submission to DEQ.

WRF Class A Sludge Co-Composting (WW0312/SA0017): Project will be funded equally by Sanitation and Water Reclamation funds and will consider alternatives to producing Class A sludge (bio-solids) for unrestricted use of co-composted Class B sludge and yard waste. Product can be used in parks, medians, and by homeowners and businesses without restriction; product can also be bagged and sold through retail establishments. Staff will forward design contract with Garver LLC for preliminary design to NUA on 11/13/18.

WRF Reuse Pilot Study (WW0317): Project will consider treatment alternatives to produce highly treated effluent at the WRF suitable for discharge into Lake Thunderbird. Pilot project may be co-funded through a Bureau of Reclamation grant. FYE19 funding is for preliminary engineering with pilot phase to be funded in future years.

WATER PROJECTS:

Waterline Relocation: Robinson Under I-35 (WA0195): RFP 1314-28 distributed to consultants on 09/06/13; 14 proposals received 10/09/13; Alan Plummer and Associates (APAI) selected and NUA approved preliminary design contract on 01/28/14. Draft Engineering Report (ER) received 04/18/14 and Final ER received 09/25/14. NUA approved APAI Amendment 1 for final design 10/14/14; plans received 06/05/15 were submitted to ODOT 06/12/15; ODOT approved permit for proposed I-35 crossings. Final plans submitted to DEQ 01/12/16 and were approved 01/29/16. APAI submitted easement acquisition documents and all easements/ROW were executed and filed. Project advertised 04/21/16 and pre-bid conference held 05/15/16; 3 bids were received 05/19/16 with McKee Utility Contractors submitting low bid. Award, contract and bonds were approved by NUA 06/14/16 and work began 06/15/16.

Phase I project under I-35 included 3,440 linear feet (LF) of 30-inch water line (with 1,030 LF installed in 48-inch steel casing) and 3,400 LF 12-inch waterlines. McKee completed 30-inch waterline on 12/22/16 to qualify for early completion incentive. All work was completed ahead of schedule on 03/23/17. Final change order #1 reconciled as-bid to as-built quantities and incorporated early completion bonus for net increase of \$26,371.86 (or 0.79%) for a final contract amount of \$3,364,057. CO#6 and acceptance of the Phase I Robinson Waterline project was approved by NUA 06/27/17.

NUA approved Amendment No. 2 to APAI contract on 11/10/15 authorizing design of Phase II waterline between Crossroads Blvd. and the Brookhaven Water Tower. 80% plans received and are being reviewed by NUA staff as well as the Street and Traffic divisions of the Public Works (PW) Department. Staff is working with the PW Department to obtain conceptual approval of the proposed traffic control plan to be made a part of the construction documents. Flood Plain permit #598 approved 04/02/18 for open trench construction of Brookhaven Creek. 80% Plans returned to APAI 05/08/18; working toward advertisement in September 2018 with construction beginning in January 2019. Revised plans received 10/26/18 and were returned to APAI on 11/8/18 for revision and submission to ODEQ.

Waterline Relocation: Robinson 24th NW to WTP (WA0195): As a continuing effort from the WA0195 project above, staff has requested that APAI prepare a new contract for design of Phase III waterline between 24th NW (extended) and Flood Avenue. Contract K-1819-06 received from APAI on 08/08/18 and was approved NUA 08/28/18. Kickoff meeting to be held in September 2018 with design completion expected in March 2019. Construction of Phase III project is included in FYE19 budget.

Main Library Waterline Relocation (WA0233): 16-inch waterline from south of Acres to just north of Library property will be relocated placed in conjunction with the Acres/James Garner Intersection Improvements. Design plans through Public Works are nearing approval; expect to bid in January 2017. Modeling has indicated the 16" WL sizing is adequate; this will save NUA \$. NUA has agreed to contribute \$43,000 toward the James Garner project to pay for waterlines along Acres. Waterline relocation is nearing completion at this time.

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

Gray Street Waterline Replacement (WA0202/WA0224): C. H. Guernsey and Company was selected for the design of the Gray Street Waterline Replacement. Plans are under review. CO#2 to Berry WL project will be considered on 10/25/16 adding 1,200 feet of 16-inch waterline along Main Street between Flood and Acres to the project; this was originally part of the Gray Street project. NUA approved Amendment #1 to Guernsey contract adding additional waterline replacements along Gray and Tonhawa under project WA0224. Work is being delayed due to desire to not

have Gray Street under construction at same time as Main Street Enhancement by PW. Kickoff meeting held; Lemke Surveying completed survey work for project in late October; design process is underway. Supplemental survey data collected by drone flying over project area; accuracy and detail received is outstanding. Staff is working with the Street Department to install new waterline under 3 intersections associated with the Lahoma Street reconstruction project which crosses the Gray/Tonhawa WL Replacement project. NUA and Guernsey staffs walked majority of project 05/02/18 to finalize proposed location and construction methodology. Open trench construction with pavement repairs was generally chosen in lieu of directional drilling at increased depth with pavement repairs at entry points and service line locations. Awaiting 75% plans from Guernsey.

Segment D Waterline, Phase 2 (WA0239): Final design for the Phase 2 project utilizing Highway 9 right-of-way was completed but the permit to construct from ODOT was not renewed. ODOT established this section of Highway 9 from I-35 to Highway 77 as "no access" for allowing utilities within their ROW. Staff searched alternative routing and determined path along Lindsey Street from 24th Avenue SW to Chautauqua to convey water to the west side of town. The last phase connecting the 24-inch on Lindsey to the 24-inch along Highway 9 at Jenkins is underway and will be performed in two phases. Staff met with OU staff the week of 10/31/16 to walk out proposed alignments that will cross OU property. All available alignments will require OU to donate easement of some sort. POE prepared the two alignments on a map for OU representatives review. NUA approved full contract for surveying, design, construction administration, and easement acquisition in the amount of \$194,000 1/24/17. Design kickoff meeting was held 2/14/17. OU's Tony Gardner was in attendance and will be our point of contact throughout the project. OU representatives, Poe & Associates, and staff walked the alignments 2/16/17 and determined a favored path along Chautauqua from Lindsey to Timberdell, east along Timberdell to Jenkins, and then south to Highway 9. Public Works, NUA, and OU agreed to share costs for half of Chautauqua to be replaced with new concrete since the water line was installed under the southbound lane. NUA approved contract 5/23/17 as part of the Berry Road CO#5 item. This change order allowed Central Contracting to begin project immediately after they finished Main Street project. Unfortunately, they were not able to begin until June 19, 2017 and expedited the project to see substantial completion by 10/4/17. Staff met with OU officials 11/8/17 and again 1/30/18. First meeting was positive and staff thought the project was moving forward with easements being prepared for taking to Board of Regents for final signature. At the 1/30/18 meeting, OU's A&E services had some reservations due to their upcoming development near Imhoff and Jenkins. OU asked us to consider other pathways. Staff contacted ODOT and they again confirmed no use of ROW from Chautauqua to Jenkins. Poe re-drafted scenarios with one mentioned from OU to tie-in at Constitution and Monitor. Staff utilized the water model and determined that the length of line can be reduced and the tie-in can occur at Jenkins and Constitution. Therefore, staff will proceed with an alignment which has been approved by OU staff to install 24-inch water line east along Timberdell and south along Jenkins to the corner of Constitution. OU emailed approval April 11, 2018 to proceed with survey. Survey is complete, Poe has drawn up alignment and is working with OU to prepare easement for Board of Regents approval in August or September 2018. August 1, 2018 OU staff requested a slight shift of easement to north and we agreed and Poe sent back revised drawing August 8, 18. OU staff again exchanged correspondence on October 5, 2018 and is preparing to take easements to Board of Regents for approval. Poe is meeting with OU officials November 8, 2018 to check current status of easements.

Water Treatment Plant Expansion (WA0291/WB0292): Phase II design will include the installation of ozone treatment, UV treatment, an upgrade of the high service pumps serving the pressure plane, on-site chlorine generation, new ammonia feed system, and additional SCADA improvements. Design contract with Carollo approved by NUA 05/22/12. Ozone pilot study began in October 2012 and was complete March 2013. Pilot plant results and preliminary engineering plans presented to NUA 07/08//14 with total project costs estimated at \$33,540,000. NUA approved final engineering contract on 02/10/15. Design plans completed and DEQ approved all variances associated with the project. The NUA loan in the amount of \$31 million was approved by OWRB January 17, 2017. NUA approved acceptance of loan January 24, 2017 and loan closing was January 31st with a rate of 2.81% locked in for 15 years. Bids were opened 3/23/17. Low bidder was Foley Company of Kansas City, Missouri followed by Archer Western and Garney. NUA approved Foley Company's contract and bonds in the amount of \$29,990,165 5/9/17. Staff held the pre-construction meeting 5/31/17 and construction is underway. Contractor began by relocating lines that interfered with new chemical building. Contractor has completed 104 required piers for chemical building, installed all ductwork, and now pouring slab. Contractor has excavated ozone contact basin, installed piping, and preparing to pour slab. Contractor has excavated UV building and poured bottom slab and sump of building. Large piping that will pass through the UV building is installed. First partial plant shutdown was held

11/13/17 and was without issue. Second plant shutdown was week of 12/4/17 and also without issue. Partial shutdown scheduled for August 2018 was without issue. Maintenance building shell is complete and interior finish is underway. Other buildings are having slabs completed and are beginning to install upright walls and work had begun on the roof of the new chemical building. NUA approved Change Order #1 July 10th in the amount of \$207,727.96. Contractor has completed \$15,472,000 of the \$30,197,892 total contract. Project completion date is August 2019.

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

Water Rights Permitting Cowan (WA0212): Cowan submitted a technical memorandum 7/1/16 for staff's review and edits. Staff met with Cowan Group December 7, 2016 and decided to pursue Option #3 of the technical memorandum which states to obtain additional water rights for the upcoming 10-12 wells. Cowan was in a holding pattern until Carollo finalized well sites. Cowan received well locations from Carollo March 12, 2018 and have been revising approach for seeking water rights to fully utilize former prior water rights. Cowan has also been asked to plan a water right coverage to fully supply the horizontal well.

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

Blending - This project considers a portion of our well field as non-potable and assumes non-potable waterlines from about 7 southern wells can be blended with treated water at our WTP to meet a new Chromium MCL (and/or other metals of concern) by constructing about 5 miles of waterline. Projects will be constructed in phases to continue utilization of our existing well field as much as practical. Carollo reviewed a blending scheme and directed staff to gather additional information related to past gross alpha results. The first batch of samples suggested merit to the idea that Uranium data might contribute more to the readings and thus inflate our past reported values. Additional samples were taken May 2017 and results again confirmed Uranium data was incorrect and inflating the reported values. Staff and Carollo met with DEQ to share new compliance data findings on April 6, 2017 and again on July 6, 2017 to request permission to reactivate wells. DEQ agreed but directed Norman to use an Oklahoma DEQ certified lab to perform first quarter compliance sampling beginning September 2017. Samples were collected in September by staff and the results came back once again that the water met all rules regarding gross alpha. DEQ agreed the samples were safe regarding Adjusted Gross Alpha and DEQ inspected and gave permission for the wells to be returned to service in January 2018. The well field count is now up to 34 active wells from being at 31 previously. The design for a blending scheme will be delayed until deemed necessary.

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

Horizontal Well Feasibility Study – Garver met with staff and proposed an option that could be advantageous for future Norman wells. Normal wells are drilled vertically down through various sand layers. Screens are placed at each sand layer to allow the water in the sand layer to enter the well and be removed by pumping. Horizontal wells are directed down to the sand layer and then steered horizontally within the sand layer. This will significantly increase the ability for water to enter the well since it is dependent on the amount of screen surface area against the

sand layer. A few consultants have approached staff to further investigate this concept that is unproven in this aquifer but has a potential to yield much more water per well. Staff finalized a contract with Garver and NUA approved it February 14, 2017. Staff supplied past well data to Garver and a draft technical memorandum was submitted to staff for review. Garver partnered with Pumps of Oklahoma and researched how much more water can be expected utilizing horizontal water wells. They also reviewed the operation and maintenance that the City can expect with a completed horizontal well. The oil and gas industry has utilized these types of wells and have found great success in increased yields. The water industry has only applied this concept for river (alluvial) wells but not for sand layers deeper into aquifer formations such as the Garber-Wellington. Staff coordinated a meeting between Garver and selected peer review team interested in vetting the concept of deep horizontal wells for domestic water. The group met Friday 12/1/17 and had no major concerns with the concept. Staff and Garver presented findings to NUA 12/5/17 and again there was support for the concept to date. Staff and Garver met again with 2 hydrogeologists on 1/12/18 to finalize comments received to date. Staff prepared an amendment to Garver's contract to begin Phase II of the Design which will include test wells as part of the investigation. The NUA approved amendment 2/13/18 which allows Garver to proceed with Technical Memorandum (TM) #2. The findings from this TM will determine if the NUA will move forward with drilling the wells or not. The next step to drill a test well awaits permission granted by a potential landowner. Staff is working with Carollo and their sub-consultant to obtain necessary access agreements. Two of these landowners are not interested and one has not responded to mailed letters and/or been contacted. Staff proposed a site near one of the chosen sites and the landowner accepted offer. The horizontal test well began drilling in September and staff awaits results of water quality from the various sand zones. Another test well will be drilled in October that is located on a different land site to further evaluate. This well site showed very favorable results in both sand thickness and water quality. Staff and consultant will hold a meeting Friday November 9, 2018.

Ion Exchange and Stannous Chloride Reduction Removal of Chromium Pilot Project – March 2016 the Bureau of Reclamation's Science & Technology Program approached the NUA and asked to trial two other types of known treatment for Chromium VI removal. The first lead lag unit was installed into Well #48 10/28/16. NUA staff assisted in the installation and type of treatment piloted was ion exchange using a resin that is specific for adsorbing Chromium from the water. The lead lag system at Well #48 worked well and did finally exhaust the media. Once the chromium adsorbs to the resin media, the columns can be sent back to a lab for regeneration and the resin media can be re-used. The next trial was scheduled for ion exchange to run the columns in parallel as shown below. Unfortunately, FEDEX shipment damaged a few of the tubes and this unit awaits the replacement tubes. The resin media from the lead lag was shipped to U.C. Davis for regeneration. They investigated cost effective ways of regenerating media using brine.

RCF - The second type of treatment at Well #44 was Reduction Coagulation Filtration utilizing Stannous Chloride. The pilot unit was commissioned November 30, 2016. There is much known literature utilizing Ferrous Sulfate and or Ferrous Chloride but stannous chloride is a newly discovered less expensive form of treatment that has the water treatment industry excited.

BOR and WTP crews installed the RCF system at Well #44 and the system works by reducing the Cr VI (dissolved form) into Cr III (solid form particulate). Once it forms the particulates, they are filtered and removed from the water. The stannous chloride is a liquid which is pumped into the well stream which goes through a reaction column. After the reaction column, cartridge filters are utilized to remove the chromium particulates. Sample ports are utilized throughout the sequence to analyze the amount of chromium in the water and the goal is to reduce the chromium to levels below 10 ppb. As shown from a snap shot of Cr VI data on 12/15/16,

SP1=94 ppb, SP2=7 ppb, SP3=1 ppb, SP4=6 ppb, SP5=1 ppb. The project has experienced some difficulties with the cartridge filters allowing small amounts to pass through. BOR thinks Norman could pursue larger mixed media filters similar to what is used at the WTP. They applied and were approved to extend their study of the filters in particular. BOR staff returned October 12, 2017 and constructed a pilot to perform additional testing on our well water and set up a deeper bed media filter system. In addition, they set up 3 pipe materials to test for any possible precipitation to pipe walls. BOR has extended the project and now expect results by late Spring of next year.

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

State of Oklahoma to obtain similar letter for JD McCarty and Veterans Center which have 2 new meter vaults each to be installed. Staff met with State of Oklahoma Real Estate officials and they requested additional information but seem amenable to our project. Additional documents were sent for their review. They emailed they are currently reviewing documents as of 6/6/18.

WTP Backwash Tower Resurfacing Project – This project has been delayed as to not interfere with the current ongoing WTP Phase II project. Staff met with a consultant that will be preparing the specifications for recoating. NUA approved design contract with Dunham Engineering on September 25, 2018. Design will be complete by Spring 2019 and construction will not be scheduled until October 2019 after the work of WTP Phase II is complete.

Water Metering / Billing Audit Project – This project began in March 2018. Staff is working along with a meter consultant to randomly check approximately 130 domestic meters for accuracy. Meters were sent April 10, 2018 to a third party testing facility that will be used to verify accuracy of measurements. The consultant will compile findings within a report for staff review. Report was received October 2018 and is under review by staff..

Robinson Water Line: WTP to 24th Ave NE – Freese and Nichols, Inc. was selected as the consultant for the 42-inch water line project from the water treatment plant to 24th Avenue NE. This project was identified by the water model and is also being expedited to dovetail into the Public Works 24th Street road widening project. NUA approved the contract for Freese and Nichols, Inc. at their September 11, 2018 meeting to begin design of this 42-inch water line project.

Robinson Water Line: 24th Ave NE to 12th Ave NE – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24th Ave NE to 12th Ave NE. The consultant's contract is planned to be considered by NUA at the November meeting.

Waterline Replacement: Crossroads Blvd Area (WA0213): Project replaced almost 15,000 feet of ductile iron (DI) water lines with C900 PVC in the Crossroads Blvd area, north of Robinson between 36th Ave NW and I-35; Design by Cardinal Engineering; five (5) bids received 8/10/17, with McKee Utility Contractors of Prague low at \$1,184,999; NUA award and contract approved 9/12/17; Notice to Proceed issued effective 9/25/17; all work complete 7/13/18; Final Change Order No. 1, NUA acceptance and final payment is scheduled for approval on 11/27/18. Payment for \$1,057,723 of contract total of \$1,184,999, or 88% approved to date.

Waterline Replacement: Interstate Drive (WA0245): Project will provide C900 PVC pipe replacement of failing ductile iron (DI) water line The DI pipe is not compatible with the corrosive clay soils, and its failure is causing service disruptions to customers and damage to driveways, streets, and yards. Project extends along N Interstate Drive from near Northwest Blvd. south to near River Oaks Drive, along Copperfield Drive from Northwest Blvd. south to Interstate Drive, and an extension west into Springbrook Addition. Approximately 3,600 feet of 6-inch and 8-inch DI will be upgraded to 12-inch diameter PVC while another 2,700 feet will be replaced with 8-inch PVC pipe. Proposals for engineering design of the project were received July 10, 2018. Staff selected Cardinal Engineering for project design. Contract and fee negotiations are in progress.

Waterline Replacement: Parsons Addition (WA0246): Project has been renamed “,” and will be referenced as such in the future. Project will replace about 9,700 feet of 6" and 8" ductile iron (DI) water lines with C900 PVC in the project area, west of OU, bounded by Brooks to the north, Flood to the west, Lindsey to the south, and Elm to the east. The DI pipe is not compatible with the corrosive clay soils and is rupturing, causing damage to driveways, streets, and yards. Proposals for engineering design of the project were received on 7/10/18. Staff selected Cabbiness Engineering and met with the design team on 8/21/18. NUA approval of design contract is scheduled for 11/27/18.

Waterline Replacement: Flood Avenue - Rock Creek to Venture (WA0328): Project will provide C900 PVC pipe replacement of 6,800 feet of 16-inch ductile iron (DI) water line along North Flood Avenue, from Rock Creek to Tecumseh and 3,700 feet of 12-inch DI from Tecumseh to Venture Drive. The DI pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. On 06/24/18, the NUA approved Change Order No. 1 to the Rock Creek Road WL Relocations project, in the amount of \$119,870, to install approximately 800 feet of 12-inch waterline just north of 24th Avenue NW in advance of the development at that location. Work on that portion was completed on 07/27/18. Proposals for engineering design of the remainder of the project were received July 10, 2018. Staff selected CP&Y for project design. Design is funded in FYE19, but construction is not funded until FYE20. NUA approval of design contract is scheduled for 11/27/18.

Replacement: Interstate Drive (WA0245): Project will replace ductile iron pipe (DIP) water lines along North Flood Avenue from Rock Creek Road across Tecumseh to Venture Drive. DIP is rupturing causing extensive damage to driveways, streets, and yards. The DIP is not compatible with the corrosive clay soils. Project will replace approximately 6,800 feet of 16-inch and 4,400 feet of 12-inch DIP with 6,800 feet of 24-inch and 4,400 feet of 16-inch C900 PVC pipe. Increasing pipe diameter will create additional capacity of about 31% which could be funded by future development.

RECOUPMENT/PAYBACK PROJECTS:

WWTP Investment Fee/Wastewater Excise Tax: Increased activity from September failed to continue during October. Staff calculated the Wastewater Excise Tax on 2 commercial entities last month. Assessments of \$3,125 were made on those 2 entities whose projects will increase wastewater flows.

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

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 lift station to be decommissioned in future.

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

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

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

Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of \$15,717.09 paid 12/15/15; total of \$15,717.09 paid to date and will be returned to Links at end of fiscal year. Payback funds returned to Links in January 2018.

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

PRIVATE WATER WELL PERMITS ISSUED

3 Water Well Permits #18-3822, 3974, 4288 issued for Month of August.

PLAN REVIEW

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Days to Return	Greater than 10 Days?
10/23/2018	The Ranch Restaurant	Water & Sewer	SMC	10/23/2018		0

Private Water Well Permits Issued

3 Water Well Permits #18-4759, 4883, 5039 issued for Month of October.

**OCTOBER 2018
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS

	October	Year to date
Fats, oil and grease (FOG) program	31	126
Food license approval	0	8
Significant Industrial Users	8	11
Total inspections	39	145

ROUTINE ACTIVITIES

	October	Year to date
Significant Industrial User sites sampled	0	16
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	0%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	25%	50%
Household hazardous waste disposal calls	47	122
Immediate assistance requested	2	9

REVENUE

	October	Year to date
FOG Program	\$500.00	\$900.00
Surcharge	\$0.00	\$0.00
Lab Analysis Recovery	\$0.00	\$0.00
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$500.00	\$900.00

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

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

CLEVELAND COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

1. Provided routine staff support including attending meetings and preparation of minutes.

MISCELLANEOUS ACTIVITIES

1. Staff maintain and loan out recycling containers for special events. Containers are routinely used at the OKC Memorial Marathon, Earth Day, May Fair, Summer Breeze concerts, Midsummer Nights Fair, Groovefest, and 2nd Friday Art Walks.
2. Working on Phase II of the Fats, Oils and Grease Program (FOG) - to include OU businesses, fraternities, sororities, and long-term care facilities.
3. As of October 31st, approximately 85,200 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 19 as a result of the FOG program.
4. Staff are working with other departments to increase energy efficiency - i.e. turning off computers, duplex printing, anti-idling, methane recovery, and retrofitting pumps with variable speed drives.
5. DEQ and staff are working with the Product Stewardship Institute on a statewide effort to initiate take-back programs similar to Oregon's take-back program for paint.
6. Implementing a Dental Amalgam Program to comply with new federal regulations.
7. Working on annual renewals for participants in the FOG Program.
8. Conducted the annual Household Hazardous Waste Collection Event.
9. Continued annual inspections of Significant Industrial Users.

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 19		FYE 18	
October, 2018	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	0	1	2	9
Property Owner Responsibility	23	73	26	103
TOTAL	23	74	28	112
Number of Feet of Sewer Cleaned:				
Cleaned	98,977	462,476	101,996	443,810
Rodded	5,775	14,725	7,685	16,280
Foamed	83,224	83,224	0	84,301
TOTAL	187,976	560,425	109,681	544,391
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	1	0	3
Private	0	1	0	2
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	0	2	0	5
Feet of Sewer Lines Televised	32,621	84,759	23,100	97,396
Locates Completed	286	1,111	339	1,067
Manholes:				
Inspected	1,467	3,919	651	3,332
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	0	0	0	30
Hours Worked at Lift Station	222	798	211	814
Hours Worked for Other Departments	168	168	125	160
OJI Percentage	0.00	0.00	0.00	0.03
Square Feet of Concrete	0	0	1,242	1,242
Average Response Time (Hours)	0.490	0.45	0.490	0.460
Claims Paid Per 10,000 People	0	0	0	0

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 19		FYE 18	
October, 2018	MONTH	YTD	MONTH	YTD
New Meter Sets:	34	163	47	148
Number Short Sets	34	22	46	143
Number Long Sets	0	41	1	5
Average Meter Set Time	10.10	6.95	5.90	5.27
Number of Work Orders:				
Service Calls	412	1,476	455	1,726
Meter Resets	1	8	3	3
Meter Removals	1	12	0	4
Meter Changes	39	116	52	178
Locates Completed	474	1,743	386	1,581
Number of Water Main Breaks	8	46	9	62
Average Time Water Off	1.23	3.70	2.58	3.15
Fire Hydrants:				
New	1	3	1	4
Replaced	0	1	2	4
Maintained	44	314	70	421
Number of Valves Exercised	133	415	113	421
Feet of Main Construction	470	2,097	908	3,903
Hours of Main Construction	461	2,207	664	3,588
Meter Changeovers	0	16	16	92
OJI Percentage	0.00	0.00	0.00	0.60
Hours Flushing/Testing New Mains	32	141	158	255
Hours Worked Outside of Division	136	173	178	357

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
October 1-31 2019

Flow Statistics

	FYE 2019		FYE 2018	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	397.5	1405.0	338.6	1300.8
Total Effluent Flow (M.G.)	387.2	1349.0	336.8	1265.6
Influent Peak Flow (MGD)	20.1	20.2	16.8	18.3
Effluent Peak Flow (MGD)	20.1	20.2	16.8	17.8
Daily Avg. Influent Flow (MGD)	13.3	11.5	10.9	10.5
Daily Avg. Effluent Flow (MGD)	12.5	11.0	10.9	10.3
Precipitation (inches)	6.4	20.9	4.5	17.7

Discharge Monitoring Report Stats

5 day BOD:

EPA minimum percentage removal 85%

	<u>Avg.</u>	<u>Avg.</u>
Influent Total (mg/l)	154	251
Effluent Carbonaceous Total	2	2
Percent Removal	98.7	99.2
Total Suspended Solids:		
Influent (mg/L)	171	275
Effluent (mg/L)	3	4
Percent Removal	98.2	98.5
Dissolved Oxygen:		
Influent (min)	0.8	0.4
Effluent (min)	6.1	6.4
pH		
Influent (Low)	7.6	7.0
(High)	7.8	7.2
Effluent (Low)	7.3	6.9
(High)	7.7	7.2
Ammonia Nitrogen		
Influent (mg/L)	22.9	25.1
Effluent (mg/L)	0.3	0.2
Percent Removal	98.5	99.4

Utilities

Electrical

Total kWh Used (Plant wide)	424,020	1,681,260	394,580	1,613,140
Aeration Blowers, WSL&Headworks	125,800	591,400	144,000	655,300
UV Facility	48,800	197,000	36,400	149,800

Natural Gas

Total cubic feet/day (plant wide)	622,000	1,654,000	652,000	2,056,000
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Public Education (Tours)	3	18	2	47
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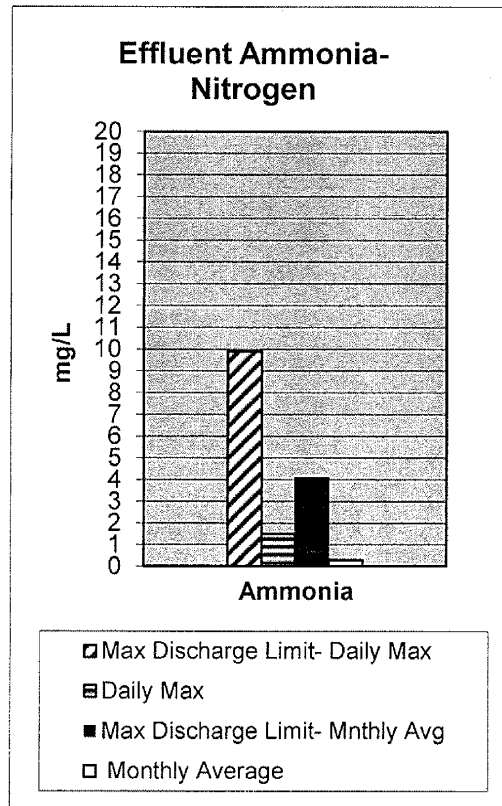
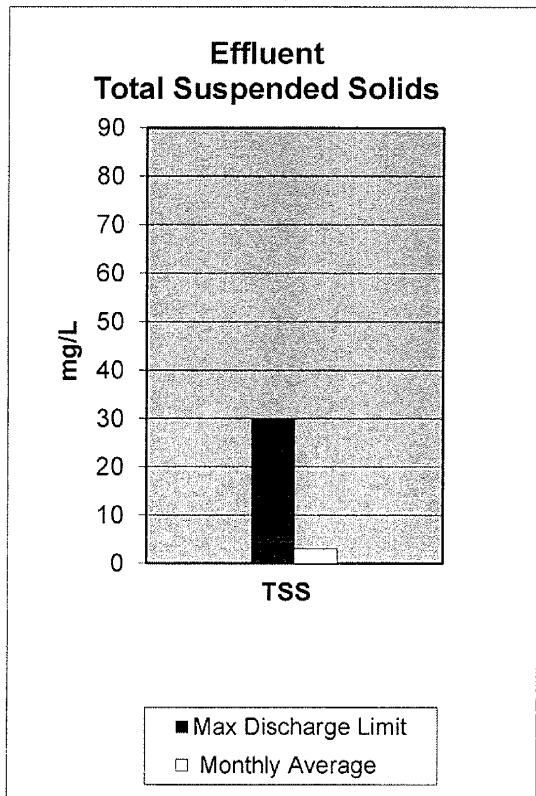
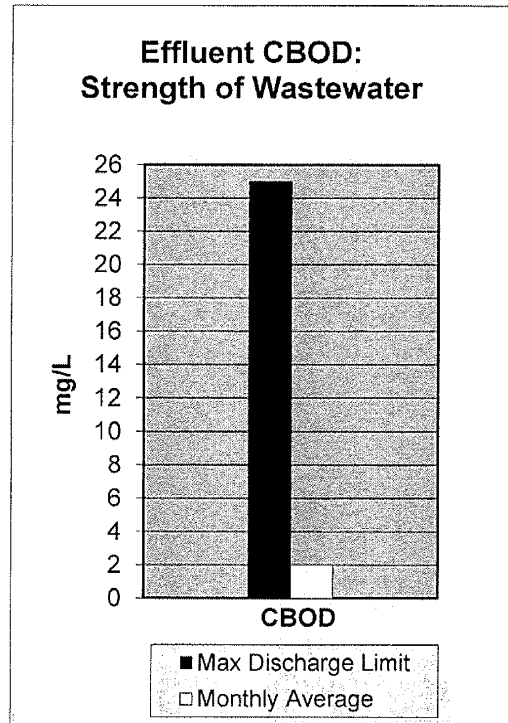
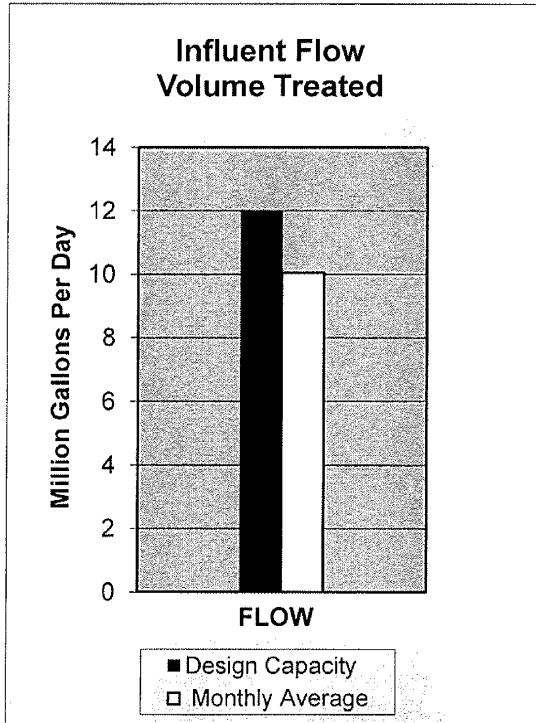
Total Attendees for FYE 19		41		49
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Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
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OU Golf Course	7.1	42.9	4.2	38.7
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Fecal Coliform Geometric Mean for October 2018 (Limit is 1000)

CITY OF NORMAN
WATER RECLAMATION FACILITY
October 2018



Comments here

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

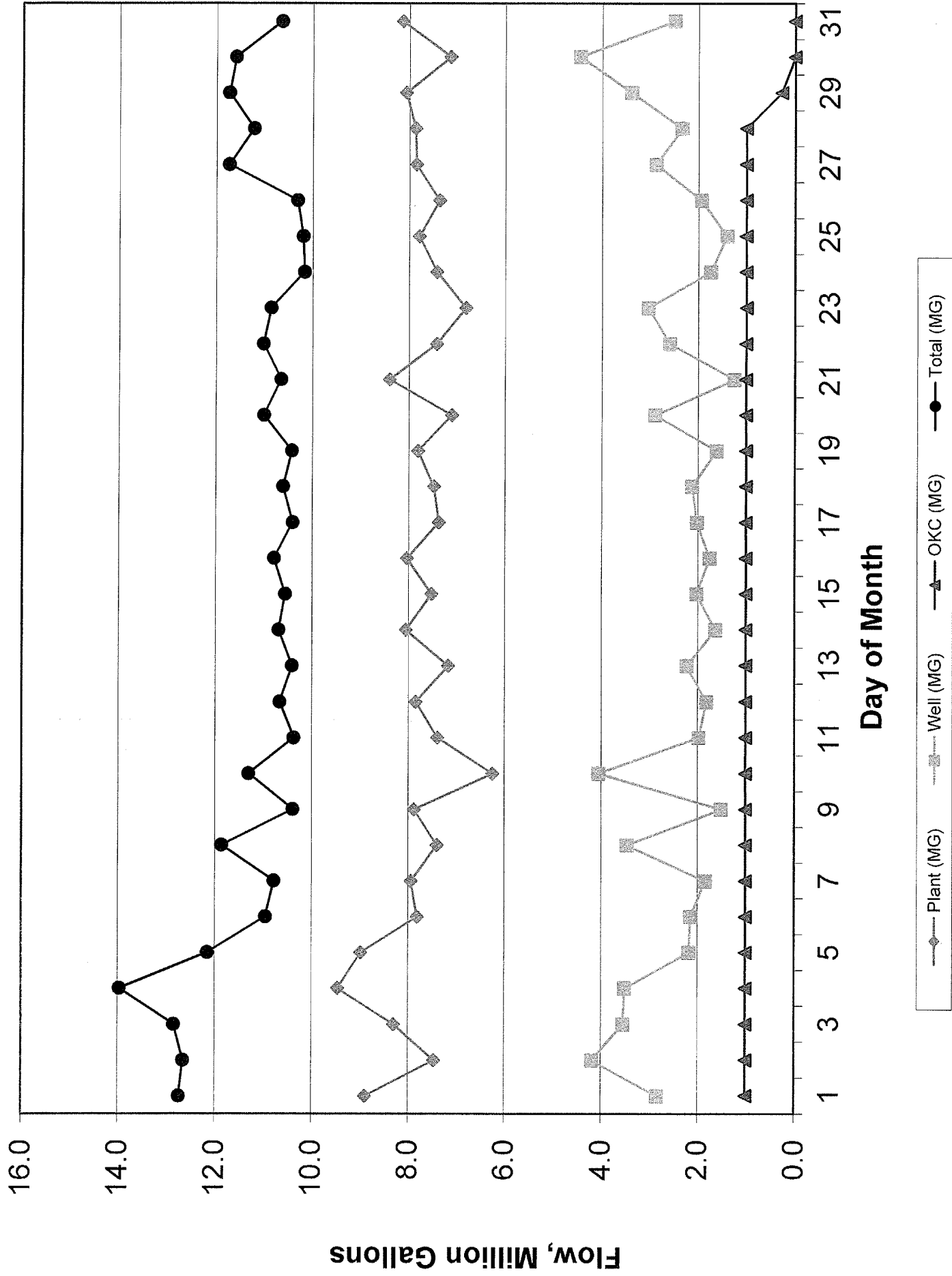
WATER TREATMENT DIVISION

MONTH: October-2018

	FYE 2019		FYE 2018	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	240.37	1399.07	274.32	1360.66
Well Production (MG)	76.90	247.50	81.08	382.75
Oklahoma City Water Used (MG)	28.43	127.71	30.99	121.98
Total Water Produced (MG)	345.69	1774.28	386.39	1865.39
Average Daily Production	11.15	14.43	12.46	15.17
Peak Day Demand				
Million Gallons	13.97	21.29	14.02	20.56
Date	10/4/2018	7/16/2018	10/2/2017	7/21/2017
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
Costs				
Plant	\$508,813.65	\$2,115,608.41	\$338,404.16	\$1,430,660.45
Wells	\$200,995.03	\$800,399.79	\$171,847.89	\$710,738.79
OKC	\$81,925.19	\$337,842.56	\$78,295.64	\$281,761.46
Total	\$791,733.87	\$3,253,850.76	\$588,547.69	\$2,423,160.70
Cost per Million Gallons				
Plant	\$2,116.82	\$1,512.15	\$1,233.63	\$1,051.45
Wells	\$2,613.75	\$3,234.00	\$2,119.43	\$1,856.91
OKC	\$2,882.15	\$2,645.35	\$2,526.64	\$2,309.94
Total	\$2,290.29	\$1,833.90	\$1,523.21	\$1,299.01
Water Quality				
Total Number of Bacterial Samples	80	364	80	321
Bacterial Samples out of Compliance	0	2	0	1
Total number of inquiries (Note 2)	0	16	3	43
Total number of complaints (Note 2)	2	23	1	70
Number of complaints per 1000 service connections	0.05	0.57	0.02	1.37
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	1	4	5	18
Public Education				
Number of tours conducted	1	6	2	9
Number of people on tours	2	110	20	107

Notes:

Water Production for October 2018



SANITATION DIVISION PROGRESS REPORT

OCTOBER 2018

	FY 18			FY 19	
	MONTH	YR-TO-DATE		MONTH	YR-TO-DATE
Vehicle Accidents	5	11		3	10
On The Job Injuries	0	2		0	1
Bulk Pickups	0	61		0	89
Refuse Complaints	79	262		70	226
New Polycarts Requests	46	163		61	175
Polycarts Exchanges	14	49		15	51
Additional Polycart Requests	44	156		59	206
Replaced Stolen Polycarts	16	59		19	85
Replaced Damaged Polycarts	75	386		103	425
Polycarts Repaired	41	153		48	177

COMPOST MONTHLY REPORT

OCTOBER 2018

	MONTH	YR-TO-DATE
TONS BROUGHT IN BY COMPOST CREWS:	360.38	2,009.87
LANDFILL TIPPING FEE'S	\$ 19.75	\$ 20.66
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 7,117.51	\$ 41,523.91

TONS BROUGHT IN BY PUBLIC:	864.00
TONS BROUGHT IN BY CONTRACTORS :	1,310.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	45.00
LANDFILL TIPPING FEE'S	\$ 19.75
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 43,825.25

3,254.00
4,657.00
222.00
19.75
160,626.75

Ttl Tons	Ttl Savings
10,142.87	203,871.69

TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 50,942.76
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200,321.68

REVENUE COLLECTED FROM COMPOST SALES:	\$ 1,110.00
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2,580.00

	MULCH CUBIC YDS	
	MONTH	YR-TO-DATE
PARKS DEPT.	0	-
ROAD & CHANNEL	0	-
LINE MAINTENANCE	0	-
STREET DEPT.	0	-
WATER TREATMENT	0	-
MURPHY PRODUCTS OKC	0	-
SELF LOADING BIN	0	-
DRYING BEDS	0	230.00
COMPOST SOLD BY CUBIC YARDS	0	-
TOTAL:	0	230

	COMPOST CUBIC YDS	
	MONTH	YR-TO-DATE
	0	-
	0	-
	0	-
	0	-
	0	-
	0	-
	0	-
	0	-
	333	774.00
	333	774

MONTHLY TRANSFER STATION REPORT

Oct 2018

	TONS PER MONTH	TONS PER YEAR	REVENUE PER MONTH	REVENUE PER YEAR
O.U. TONS	434.26	1,600.69	19,455.45	71,617.71
CONT. TONS:	959.53	1,953.19	\$ 49,241.00	88,823.28
CASH TONS:	411.11	3,659.53	\$ 18,520.86	150,620.88
BRUSH/YDS:	0	0.00	\$ -	0.00
PULL OFFS:	13	16.00	\$ 195.00	240.00
TOTALS:	1,804.90	7,213.41	\$ 87,412.31	\$ 311,301.87

	MONTH	YR-TO-DATE
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	1,553	2,327
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	24,415.99	39,962
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	6	61
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	54.44	535
GRAND TOTAL TONS TO LANDFILLS	24,470.43	40,497

DISPOSAL COST PER TON (OKC)	\$ 19.75	\$ 19.75
TIPPING FEE'S FOR DUMPING AT OKC:	\$ 483,290.99	\$ 799,813.78
GRAND TOTAL TIPPING FEE'S	\$ 483,290.99	\$ 819,110.32

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	594	1895
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	4,094.90	14731.38
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	382	1514
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2,512.74	10124.82
TOTAL LOADS BROUGHT TO TRANSFER STATION:	976	3,409
TOTAL TONS BROUGHT TO TRANSFER STATION:	6,607.64	24,856
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	0.08	10

MONTHLY RECYCLING REPORT
(CURBSIDE)
Oct-18

PROGRAM STATISTICS

	AVERAGE	
	MONTH	YTD
SET OUT/PARTICIPATION RATE:	93%	93%
AVERAGE TONS PER DAY :	16.29	33.59
POUNDS PER HOME:	32.26	63.475

COMMODITY BY TON

	MONTH %	TONS	YTD TONS
ALUMINUM BEVERAGE CAN	1.24%	6.26	23.85
#1 PET	4.00%	20.19	76.94
NEWS	0.00%	0	0
GLASS CONTAINERS	14.55%	73.45	279.87
MIX PAPER	38.26%	193.14	735.94
PLASTIC FILM	2.66%	13.43	51.17
#2 NATURAL	1.19%	6.01	22.89
#2 COLOR	1.09%	5.5	20.97
#3-#7	0.00%	0	0
METAL	59.00%	2.98	11.35
RIGIDS	1.41%	7.12	27.12
TIN-STEEL SCRAP	1.62%	8.18	31.17
TRASH	22.24%	112.27	427.79
OCC	11.15%	56.29	214.47
TOTAL	158.41%	504.82	1923.53

	MONTH	YTD
SERVICE CALLS (MISSES)	44	219
HOUSESIDE	6	43
REMINDER	2	12
SCATTERED	0	0
MISC.	0	1
REPAIR	6	53
NEW	27	170
ADD	3	46
MISSING	3	31
EXCHANGE	0	4
REPLACE	4	28
PICK UP	14	55
		0
		0
		0
TOTAL CALLS	109	662

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$10,429.58	\$39,740.13

Drop Center Report

Oct-18

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
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ALUMINUM:	\$750.00	\$0.00		0	0	\$19.75	194.49	\$3,841.18
PLASTICS:	\$50.00	\$0.00						
STEEL CANS:	\$25.00	\$0.00						
CLEAR GLASS:	\$0.00	\$20.00						
GREEN GLASS:	\$0.00	\$20.00						
BROWN GLASS:	\$0.00	\$20.00						
MIXED OFFICE PAPER:	\$5.00	\$0.00						
CARDBOARD:	\$125.00	\$0.00						
NEWSPAPER:	\$40.00	\$0.00						

RECYCLING CENTER DATA: #9

	TONS	HollyWood TONS	Fairgrounds TONS	Hobby Lobby Tons	Total Tons	PRO/FEE	REVENUES	Net
ALUMINUM:	0	0.18	0.36	0.26	0.8	\$0.00	\$600.00	\$600.00
PLASTICS:	0	2.6	3.09	3.56	9.25	\$0.00	\$462.50	\$462.50
STEEL CANS:	0	0.64	0.78	0.76	2.18	\$0.00	\$54.50	\$54.50
MIXED GLASS	0	0	4.24	4	8.24	\$164.80	\$0.00	(\$164.80)
MIXED OFFICE PAPER:	0	4.17	4.21	26.53	34.91	\$0.00	\$174.55	\$174.55
CARDBOARD:	0	27.98	33.15	31.69	92.82	\$0.00	\$11,602.50	\$11,602.50
NEWSPAPER:	0	2.15	2.14	2.14	6.43	\$0.00	\$257.20	\$257.20
RECYCLING CENTER TOTALS:	0	37.72	47.97	68.94	154.63	\$164.80	\$13,151.25	\$12,986.45

Cardboard

Other Cardboard Containers	Compactors	Totals
TONS	TONS	Tons
\$	\$	\$
14.22	\$1,777.50	25.64
		\$3,205.00
		39.86
		\$4,982.50

Newspaper

Other News Containers	Totals
Tons	Tons
\$	\$
0	\$0.00
	Total CB
	132.68
	\$16,585.00
	Total Recy
	194.49
	\$17,968.95

Rental

Average hrly+ benefits	\$26.78
Cage Rolloff	
Glass	231.5
Cardboard	2.75
	8.75
	17.5
	316.56
Labor \$	\$6,199.57
	\$73.65
	\$234.33
Vehicle cost	\$3,274.48
	\$2,059.27
	\$402.24
	\$402.24
	\$6,942.71

Revenue

Expense	Net
\$	\$
\$18,133.75	\$15,420.19
	\$2,713.56

