

City of Norman



Monthly Departmental Report **February 2021**

MONTHLY PROGRESS

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CITY CLERK 1

**CITY CLERK
MONTHLY PROGRESS REPORT
February 2021**

CITY CLERK

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	2	33	1	49
Bus Service	2	10	0	0
CDBG	7	104	1	12
City Clerk	133	2719	0	12
City Manager/Mayor	0	75	7	70
City Wide Garage Sale	0	160	0	0
Code Enforcement	46	623	5	31
Finance	2	25	0	1
Fire/Civil Defense	3	45	0	12
Human Resources	5	50	1	2
I.T.	1	28	0	1
Legal	4	45	0	17
Line Maintenance	36	177	1	6
Municipal Court	3	21	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	7	228	2	60
Permits/Inspections	30	296	0	4
Planning	6	39	0	1
Police/Parking	13	246	0	80
Public Works	4	59	2	7
Recycling	0	0	0	0
Sanitation	83	501	1	24
Sidewalks	1	24	0	4
Storm Debris	0	1418	0	0
Storm Water	5	88	1	47
Streets	37	324	2	93
Street Lights	14	112	0	57
Traffic	3	71	0	5
Utilities	38	700	0	6
WC Questions	0	0	0	0
WC Violations	0	0	0	0
January Total: 512	488	7843	24	576

LICENSES

3 New licenses were issued and 14 renewals during the month of February. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	0	Retail Beer	0	13
Brewer	0	0	Retail Spirits Store	0	2
Coin-Operated Devices	12	14	Retail Wine	0	13
Distiller	0	0	Salvage Yard	0	0
Food	2	54	Sidewalk Dining	0	1
Game Machines	0	1	Solicitor/Peddler (30 day)	0	3
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	0	1
Kennel	0	1	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	0	12	Special Event	0	2
Medical Marijuana Grower	2	18	Strong Beer & Wine/Winemaker	0	5
Medical Marijuana Processor	0	2	Taxi/Motorbus/Limousine	0	5
Mixed Beverage	0	8	Temp Food (one day)	0	3
Mixed Beverage/Caterer	0	6	Temp Food (30 day)	1	7
Pawnbroker	0	0	Temp Food (180 day)	0	12
Pedicab	0	0	Transient Amusement	0	2
YTD License Total: 188					

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Capital Dank	2279 Industrial Blvd, Ste 107	Medical Marijuana Grower
Scooter's Coffee	2223 W Main Street	Food Service

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
	Riko's Tacos	

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
02/08/2021	Rentals Unlimited John Keele	Damage to the fascia of their building located at 1919 Cherry Stone Ave. allegedly caused by a sanitation vehicle on January 12, 2021.	\$225.83
02/25/2021	Darin & Tamra Hiett	Claim for Damages allegedly caused to their vehicle on Robinson Street when a passing vehicle ran over a loose road reflector that flipped into his vehicle on February 23, 2021.	\$2,129.91

SPECIAL SESSION

A City Council Special Session was held on February 9, 2021, to discuss the Insurance Services Office Rating for Norman. Then it was proposed to adjourn out of Special Session and go into Executive Session to discuss the acquisition of real property for a future bus transfer located at 320 East Comanche Street.

FACILITY MAINTENANCE

1A

**City of Norman Facility Maintenance
February 2021 Monthly Hourly Materials Cost Report**

Location		Labor Hrs	Labor Cost	Materials Cost	Total
Misc	Facility Maint	0.00	\$0.00	\$362.50	\$362.50
	Bldg A	0.00	\$0.00	\$733.49	\$733.49
	WTP	0.00	\$0.00	\$550.00	\$550.00
Total		0.00	\$0.00	\$1,645.99	\$1,645.99
Electrical	Facility Maint	41.00	\$1,204.17	\$552.78	\$1,756.95
	Bldg A	4.00	\$117.48	\$0.00	\$117.48
	Bldg B	2.00	\$58.74	\$0.00	\$58.74
	Bldg C	1.00	\$29.37	\$0.00	\$29.37
	Library	2.00	\$734.25	\$0.00	\$734.25
	Fire Stations	6.00	\$176.22	\$20.58	\$196.80
	Parks	8.00	\$234.96	\$19.07	\$254.03
	Rec Centers	4.00	\$117.48	\$0.00	\$117.48
	Senior Center	3.00	\$88.11	\$0.00	\$88.11
	Santa Fe Depot	2.00	\$58.74	\$0.00	\$58.74
	WW Golf	4.00	\$117.48	\$0.00	\$117.48
	WW Pool	2.00	\$58.74	\$29.72	\$88.46
	Sanitation	20.00	\$587.40	\$0.00	\$587.40
	Fleet	12.00	\$352.44	\$0.00	\$352.44
	Line Maintenance	1.50	\$44.05	\$0.00	\$44.05
	Traffic	2.00	\$58.74	\$0.00	\$58.74
	Streets	8.50	\$249.65	\$0.00	\$249.65
	WRF	14.00	\$411.88	\$0.00	\$411.88
Total		160.00	\$4,699.90	\$622.15	\$5,322.05

**City of Norman Facility Maintenance
February 2021 Monthly Hourly Materials Cost Report**

HVAC

Facility Maint	2.00	\$65.52	\$1,926.93	\$1,983.45
City Hall	28.00	\$875.32	\$134.08	\$1,009.40
Bldg A	12.00	\$369.68	\$0.00	\$369.68
Bldg B	16.00	\$505.64	\$0.00	\$505.64
Bldg C	24.00	\$739.36	\$373.63	\$1,112.99
Bldg D	2.00	\$56.52	\$0.00	\$56.52
Library	21.00	\$624.02	\$558.32	\$1,182.34
Animal Welfare	16.00	\$452.16	\$0.00	\$452.16
NIC	10.00	\$313.16	\$105.84	\$419.00
Fire Admin	2.00	\$56.52	\$0.00	\$56.52
Fire Stations	54.50	\$1,723.53	\$0.00	\$1,723.53
Parks	8.00	\$256.64	\$344.27	\$600.91
Rec Centers	6.00	\$169.56	\$0.00	\$169.56
Sr Center	10.00	\$282.60	\$0.00	\$282.60
Sooner Theater	11.00	\$113.04	\$0.00	\$113.04
Santa Fe Depot	6.00	\$169.56	\$1,592.00	\$1,761.56
FHA	6.00	\$184.84	\$0.00	\$184.84
Historical House	2.00	\$56.52	\$0.00	\$56.52
WW Tennis	2.00	\$56.52	\$0.00	\$56.52
WW Golf	3.00	\$84.78	\$0.00	\$84.78
Sanitation	4.00	\$113.04	\$0.00	\$113.04
Traffic	2.00	\$56.52	\$0.00	\$56.52
Fleet	7.00	\$213.10	\$0.00	\$213.10
Streets	6.00	\$169.56	\$0.00	\$169.56
Stormwater	6.00	\$169.56	\$0.00	\$169.56
Line Maint	6.00	\$169.56	\$0.00	\$169.56
WRF	11.00	\$326.14	\$0.00	\$326.14
WTP	11.50	\$324.99	\$0.00	\$324.99
Total	288.00	\$8,688.96	\$5,035.07	\$13,724.03

**City of Norman Facility Maintenance
February 2021 Monthly Hourly Materials Cost Report**

Plumbing	Facility Maint	10.00	\$320.80	\$208.40	\$529.20
	City Hall	2.00	\$64.16	\$0.00	\$64.16
	Bldg A	4.00	\$128.32	\$0.00	\$128.32
	Bldg B	9.00	\$288.72	\$0.96	\$29.68
	Bldg C	3.00	\$96.24	\$0.00	\$96.24
	Bldg D	7.00	\$224.56	\$0.00	\$224.56
	Library	4.00	\$128.32	\$0.00	\$128.32
	Animal Control	1.00	\$32.08	\$0.00	\$32.08
	Pistol Range	3.00	\$96.24	\$0.00	\$96.24
	NIC	8.00	\$256.64	\$9,713.18	\$9,969.82
	Fire Admin	1.00	\$32.08	\$0.00	\$32.08
	Fire Stations	17.00	\$545.36	\$4.08	\$549.44
	Park Maintenance	1.00	\$32.08	\$0.00	\$32.08
	Parks	27.00	\$866.16	\$15.44	\$881.60
	Rec Centers	27.00	\$866.16	\$62.51	\$928.67
	Santa Fe Depot	1.00	\$32.08	\$0.00	\$32.08
	Historical House	4.00	\$128.32	\$3.14	\$131.46
	FHA	1.00	\$32.08	\$0.00	\$32.08
	WW Pool	7.00	\$224.56	\$39.58	\$624.08
	WW Golf	3.00	\$96.24	\$0.00	\$96.24
	Sanitation	2.00	\$64.16	\$0.00	\$64.16
	Streets	3.00	\$96.24	\$0.00	\$96.24
	Fleet	2.00	\$64.16	\$0.00	\$64.16
	Line Maintenance	4.00	\$128.32	\$0.00	\$128.32
	WTP	3.00	\$96.24	\$41.00	\$137.24
	WRF	5.00	\$160.40	\$0.00	\$160.40
	Total	159.00	\$5,100.72	\$10,088.29	\$15,189.01

**City of Norman Facility Maintenance
February 2021 Monthly Hourly Materials Cost Report**

Custodial	City Hall	122.00	\$1,750.74	\$529.11	\$2,279.85
	Bldg A	122.00	\$1,750.74	\$529.11	\$2,279.85
	Bldg B	174.00	\$2,585.19	\$529.11	\$3,114.30
	Bldg C	122.00	\$1,750.74	\$529.11	\$2,279.85
	Library	8.00	\$194.40	\$75.00	\$269.40
	Fire Stations	16.00	\$388.80	\$0.00	\$388.80
Total		564.00	\$8,420.61	\$2,191.44	\$10,612.05
Total		1171.00	\$26,910.19	\$19,582.94	\$46,493.13

CITY MANAGER 2

COMMUNITY RELATIONS

2A

Community Relations Office

February 2021

	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Number of Press Releases	11	8	12	14	15	13	8	22	21	20	13	22
Media Contacts	30	35	35	30	35	30	35	40	40	30	25	30
Nonprofit News Members	1,075	1,156	1,204	1,241	1,356	1,396	1,427	1,522	1,615	1,627	1,699	1,750
Website Visits	254,258	222,667	231,210	178,609	287,947	266,337	234,450	262,015	110,674	212,581	208,892	233,896
Facebook Followers	13,812	14,894	15,190	15,495	16,009	16,119	16,278	16,492	16,612	16,740	16,930	17,450
Twitter Followers	5,871	6,101	6,189	6,338	6,510	6,550	6,576	6,633	6,638	6,551	6,637	6,861
Weekly Managers E-Report	2	0	3	4	3	4	4	4	3	4	5	5

NORMAN FORWARD 2B



Re: February 2021 Monthly Report

16. Wednesday, February 17, 2021 | 10:00 a.m. | Indoor Aquatics and Multi-Sport Follow Up Mtg
 - a. Discussed kick off meeting and action items
17. Wednesday, February 17, 2021 | 11:00 a.m. | Reaves Park Kick Off Mtg
 - a. Meeting with design team and CON to discuss project status
18. Thursday, February 18, 2021 | 10:00 a.m. | Municipal Courts Interior Finishes Mtg
 - a. Reviewed design and finishes of Municipal Courts
19. Friday, February 19, 2021 | 1:00 p.m. | Senior Center Kick Off Mtg Agenda Prep
 - a. Internal meeting developing agenda for kick off meeting
20. Monday, February 22, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
21. Monday, February 22, 2021 | 2:30 p.m. | Senior Center Kick Off Mtg
 - a. Kick off meeting with project team
22. Tuesday, February 23, 2021 | 3:00 p.m. | Griffin Park OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
23. Wednesday, February 24, 2021 | 9:00 a.m. | Central Library Bi-Weekly ADA Update Mtg
 - a. Discussion and verification of ADA / punch list items
24. Wednesday, February 24, 2021 | 10:00 a.m. | Indoor Aquatics and Multi-Sport Agenda Prep Mtg
 - a. Developed and prepared agenda for Re-kick off meeting
25. Wednesday, February 24, 2021 | 11:00 a.m. | North Base Complex OAC Meeting
 - a. Monthly discussion of project schedules, budgets, and critical issues
26. Thursday, February 25, 2021 | 1:30 p.m. | Indoor Aquatics and Multi-Sport Kick Off Mtg 2
 - a. Kick off meeting with project team and NRHS and JHBR
27. Friday, February 26, 2021 | 9:00 a.m. | Senior Wellness Center CMAR Pre-Proposal Mtg
 - a. Reviewed and discussed project and answered any questions

Construction Observation Site Visits:

- a. North Base: 4
- b. Ruby Grant: 2
- c. Griffin, Phase 4: 4

WORK ANTICIPATED THE UPCOMING MONTH (March 2021)

- Griffin Park Ph. 4
 - OAC Meetings on 3.9.2021, 3.23.2021 at 10:00 a.m.
 - Earthwork on fields, continue pouring concrete walls
- East Library
 - Landscaping sign in production
- Central Library
 - Contractor working on ADA violations and open warranty items and leaks.
- Reaves Park
 - Updated plans and design for contract amendment
- Ruby Grant Park
 - OAC Meetings 3.2.2021, 3.16.2021 at 10:00 a.m.
 - Punch List completion in progress. Phase II work underway.
 - Final completion on City Council agenda for 3.23.2021.
- North Base Complex
 - Building pad construction in progress, slabs to be placed mid-March.
 - On-site interviews for Davis Bacon compliance

- Indoor Aquatic and Multi-Sport Facility
 - SDs to be issued 3.28.2021
 - Recurring bi-weekly programming meetings underway
- Senior Wellness Center
 - Operator MOU in progress, will present to Council April 2021
 - CMAR interviews and selection recommendation
 - Recurring bi-weekly programming meetings underway
- Municipal Complex
 - Development Center: Bid opening 3.9.2021
 - Municipal Courts: 100% DDs to be completed 3.18.2021, will proceed to CDs
 - Building 201: DDs underway, lighting plan in development
 - FF&E selection and layout underway
- Continued Development of Standardized Contracts for Use with Architectural, Design, and Construction Consultants

PROJECT STATUS

- East Library
 - a. Schedule: Opening Celebration on July 20, 2018
 - b. Budget: Within budget
 - c. In operation
- Central Library
 - a. Schedule: Warranty and ADA work in progress
 - b. Budget: Within budget
 - c. In operation
- Westwood Family Aquatic Center
 - 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: Phase IV in progress
 - b. Budget: Within budget
 - a. Issues: No known issues
- Reaves Park Phase I
 - a. Schedule: Revised design in progress
 - b. Budget: Budget alignment in progress
 - c. Issues: No known issues
- Westwood Indoor Tennis Facility
 - a. Schedule: Opening Celebration on May 24, 2019
 - b. Budget: Within budget
 - c. In operation: Court paint warranty extended another 12 months from 9.22.2021
- Ruby Grant
 - a. Schedule: Phase I Grand Opening on December 4, 2021; Bid Package 3 in construction
 - b. Budget: In budget
 - c. Issues: No known issues
- Indoor Aquatic and Multi-Sport Facility
 - a. Schedule: Operator and CMAR selected, Schematic Design in progress, Schedule Development in progress
 - b. Budget: Preliminary estimate in progress
 - c. Issues: No known issues

Memorandum

To: Jud Foster, The City of Norman Parks and Recreation
Re: February 2021 Monthly Report

03.03.2021

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ADG Project No. 16-003

- Senior Wellness Center
 - a. Schedule: Operator selected, Site selection completed, CMAR selection in progress
 - b. Budget: Budget alignment in progress
 - c. Issues: MOU determination, Operator MOU, NRHS Porter Campus Master Plan
- Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Revised/Updated September 30, 2019
 - d. Issues: None

SUBMITTED BY: ADG – Randy W. Hill

FINANCE 3

CITY OF NORMAN

Department of Finance Monthly Report – February 2021

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 February are discussed below:

Treasury Division:

In the month of February, the Treasury division processed 34,330 payments in person and over the phone, an increase of .18% from last month. Paymentus (the city's 3rd party processor of online and automated telephone payments) processed 14,218 payments in February, a decrease of -5.2% from last month. The Municipal Court processed 234 credit card payments for court fines, a decrease of -18.47% from last month.

The City charges a convenience fee of \$3 on credit card payments to help offset the costs of providing credit card service. We collected \$1,494 in convenience fees in the month of February with a fiscal year-to-date total of \$42,612.

Utility Services Division:

The Meter Reading Division read 41,297 meters. Out of 77 meter reading routes, 50 (65%) were read within the targeted 30-day reading cycle. 64 routes (83%) were read by the 33rd day, and all routes were read by the 39th day. Nineteen routes were estimated in February.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are above target for the month of February by 16%. Revenues from the City's largest single source of revenue, sales tax, are above target by 1% for the year to date and 8% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 21 Budget To Date	FYE 21 Actual To Date	FYE 20 Actual To Date	FYE 19 Actual To Date
Sales Tax Revenue	\$29,775,211	\$30,084,360	\$27,847,410	\$27,288,626
General Fund Revenue	\$55,540,296	\$64,482,231	\$52,334,945	\$49,995,847
General Fund Expenses	\$65,624,608	\$62,295,037	\$57,250,339	\$49,003,822

Administration Division

	FYE 21		FYE 20	
	February	YTD	February	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,720.00	320.00	2,720.00
Total Comp Time Available	0.75	17.50	2.50	6.50
Total Overtime Hours	2.00	2.00	0.00	4.50
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	322.75	2,739.50	322.50	2,731.00
Benefit Hours Taken	48.75	601.00	24.00	422.00
TOTAL ACCOUNTABLE STAFF HOURS	274.00	2,138.50	298.50	2,309.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 21		FYE 20	
	February	YTD	February	YTD
Total Regular Hours Available	960.00	8,160.00	960.00	8,102.00
Total Comp Time Available	7.75	26.50	0.00	77.75
Total Overtime Hours	53.00	184.50	3.00	84.25
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	 1,020.75	 8,371.00	 963.00	 8,264.00
Benefit Hours Taken	121.25	1,223.50	108.75	1,011.75
 TOTAL ACCOUNTABLE STAFF HOURS	 899.50	 7,147.50	 854.25	 7,252.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00		25.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 25.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 21 January	FYE 21 February	
Total Revenue Received (\$)	\$4,034,417	\$3,736,836	\$297,581
Utility Payments - Office (#)	34,270	34,330	(60)
Utility Payments - Office (\$)	\$3,695,252	\$3,451,256	\$243,996
Lockbox (#)	11,175	10,921	254
Lockbox (\$)	\$1,088,923	\$1,025,299	\$63,624
IVR Credit Card (#)	0	0	0
IVR Credit Card (\$)	\$0	\$0	\$0
Click to Gov (#)	0	0	0
Click to Gov (\$)	\$0	\$0	\$0
Paymentus (#)	\$15,000	\$14,218	\$782
Paymentus (\$)	\$1,442,102	\$1,421,155	\$20,947
UT Credit Card Payments (#)	0	0	0
UT Credit Card Payments (\$)	\$0	\$0	\$0
Art Donations (#)	0	0	0
Art Donations (\$)	\$0	\$0	\$0
Bank Draft Payments (#)	8,131	8,009	122
Bank Draft Payments (\$)	\$719,355	\$677,047	42,308
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	119	142	(23)
Processed Return Checks (\$)	(\$13,276)	(\$11,762)	(\$1,514)
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$219,297	\$118,557	\$100,740
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$136,380	\$97,162	\$39,218
Municipal Court - Credit Card (#)	287	234	53
Municipal Court - Credit Card (\$)	\$69,886	\$49,378	\$20,508
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$225,357	\$153,881	\$71,476
Building Permits Credit Card (#)	259	207	52
Building Permits Credit Card (\$)	\$147,405	\$103,624	\$43,781
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$1,580	\$918	\$662
Occupational License - Bldg Insp. CC (#)	13	9	4
Occupational License - Bldg Insp. CC (\$)	\$1,330	\$593	\$737
Business License - City Clerk (\$)	\$3,228	\$2,400	\$828
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	0	0	0
Convenience Fees - All Payments (\$)	\$0	\$0	\$0
Bank Drafts Billed (#)	0	0	0
Bank Drafts Billed (\$)	\$0	\$0	\$0
Interdepartmental Billing (#)	0	0	0
Interdepartmental Billing (\$)	\$0	\$0	\$0
Accounts Receivable Billed (\$)	\$52,097	\$147,172	(\$95,075)

Budget Services Division

	FYE 21		FYE 20	
	February	YTD	February	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,720.00	320.00	1,616.00
Total Comp Time Available	0.00	4.00	0.00	0.00
Total Overtime Hours	0.00	1.00	1.50	2.25
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	320.00	2,725.00	321.50	1,618.25
Benefit Hours Taken	17.00	363.25	52.00	164.00
TOTAL ACCOUNTABLE STAFF HOURS	303.00	2,361.75	269.50	1,454.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 21		FYE 20	
	February	YTD	February	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	6,800.00	800.00	6,800.00
Total Comp Time Available	7.25	147.50	21.50	150.25
Total Overtime Hours	51.00	209.75	12.00	148.25
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	858.25	7,157.25	833.50	7,098.50
Benefit Hours Taken	142.50	1,210.00	96.00	1,263.00
TOTAL ACCOUNTABLE STAFF HOURS	715.75	5,947.25	737.50	5,835.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

UTILITY 3C

Utility Division

	FYE 21		FYE 20	
	February	YTD	February	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,400.00	22,277.00	2,720.00	22,039.50
Total Comp Time Available	19.75	184.25	7.75	73.00
Total Overtime Hours	123.75	1,797.25	86.00	478.25
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	2,543.50	24,258.50	2,813.75	22,590.75
Benefit Hours Taken	247.50	4,242.00	384.25	3,476.25
TOTAL ACCOUNTABLE STAFF HOURS	2,296.00	20,016.50	2,429.50	19,114.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Office Services

	FYE 21		FYE 20	
	February	YTD	February	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	2,400.00	320.00	1,582.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	26.25	243.25	4.00	168.25
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	186.25	2,643.25	324.00	1,750.25
Benefit Hours Taken	29.25	315.50	25.50	173.00
TOTAL ACCOUNTABLE STAFF HOURS	157.00	2,327.75	298.50	1,577.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00		459.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	5.50
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	464.50
Benefit Hours Taken	0.00	0.00		71.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	393.50
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Drive-up Window and Mail Payments

	FYE 21 February	FYE 21 January
Mail Payments - Lockbox	16,001	15,000
Mail Payments - Office	295	91
Mail Payments - Subtotal	16,296	15,091
Night Deposit	408	137
Click-to-Gov Payments	0	0
Paymentus Payments	11,167	11,175
IVR Payments	0	0
Without assistance payments - Subtotal	11,575	11,312
Drive-up window & inside counter	3,126	2,592
Credit Card machine payments (swipe)	0	0
Credit Card machine payments (phone)	0	0
With assistance payments - Subtotal	3,126	2,592
Total Payments Processed - Subtotal	30,997	28,995
Bank Draft (ACH) Payments	9,608	8,131
Total Payments (Utility)	40,605	37,126
Total Convenience Fees - all Payments	0	0
Grand Total Payments	40,605	37,126

Traffic Counter at Drive-up Facility

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

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

Meter Reading Division

	FYE 21		FYE 20	
	February	YTD	February	YTD
Number of Meters Read	39,352	263,487	37,098	308,742
New Service	428	5,487	479	5,547
Request for Termination	435	5,382	480	5,458
Delinquent On(s)	149	1,669	328	2,500
Delinquent Offs	187	1,934	453	3,711
Collect Deposit Tags Hung	0	60	2	170
Collect Deposit Cut Offs	0	12	1	52
Blue Tags	10	87	20	162
Number of Meters Re-read	669	4,691	653	9,855
Meters Cleaned	8	299	123	778
Customer Assists	0	277	98	779
Meters Pulled	0	0	0	1
Meters Re-set	0	0	0	0
Meter Exchanges	59	480	116	659
TOTAL	41,297	283,865	39,851	338,414

Utility Division Activity Report

	FYE 21		FYE 20	
	February	YTD	February	YTD
STATUS REPORT				
Regular Utility Accounts Billed	43,736	350,030	43,067	343,031
New Ons	431	6,977	660	7,569
Final Accounts Billed	450	5,240	539	5,546
TOTAL ACCOUNTS BILLED	44,617	362,247	44,266	356,146

FIRE DEPARTMENT

4

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
Februaury 2021**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections/Plan Review			
Activites	Notes	Number	Staff Hours
Inspections		121	102
Re-Inspections		32	27
Total Inspections		153	129

Smoke Detector Program			
Activites	Notes	Units	Staff Hours
Smoke Detector Batteries			
Smoke Detectors Installed		16	14

Training/Public Education Education			
Activites	Notes	Events	Staff Hours
Training (hours)		16	32
Fire Education Classes		1	2

Code Issues/Investigation			
Activites	Notes	Number	Staff Hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)			
Code Violation Complaints		80	99.5
Investigations		28	45
Investigative Activities		26	62
Miscellaneous/Special			



NFD Monthly Progress Report February 2021

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	26	1.53%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	771	45.38%
4 - Hazardous Conditions (No Fire)	28	1.65%
5 - Service Call	402	23.66%
6 - Good Intent Call	366	21.54%
7 - False Alarm & False Call	102	6.00%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	1	0.06%
Incomplete Reports	3	0.18%
Total Incident Count (Unique Calls)	1699	100.00%
Number of Total Unit Responses	2218	

Total Fire Loss \$329,980.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	298	352	0:05:52
Station #2	222	340	0:05:40
Station #3	319	386	0:06:26
Station #4	233	336	0:05:36
Station #5	63	588	0:09:48
Station #6	60	627	0:10:27
Station #7	137	399	0:06:39
Station #8	121	352	0:05:52
Station #9	246	384	0:06:24

Community Outreach

Tours & Drive-By Appearances	1	Councilmember Hall Ride Along
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Burn Permits

Burn Permits Issued	82	Total of 11 burn days
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Training

Total Personnel Training Hours	2086	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

February 2021

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	21	4		8	2	2		2	1	2
Chief 302	25	2	5	2			1	10	3	2
Chief 303	15	2	4	1		1	1	6		
Chief 304	11	1	1	2	1		1	4		1
Engine 1	297	261	2	19				9		6
Brush 1	47	40	1	2				1		3
Ladder 1	31	5	5	7	2	1		9	1	1
Engine 2	217		200	6	3			4	2	2
Brush 2	29		27		2					
Ladder 2	31	4	6	7	2			10	1	1
Engine 3	300	8	5	277			1	5		4
Brush 3	56		2	51			2			1
Engine 4	239	4	5	1	221			5	2	1
Brush 4	39		4		33	1			1	
Engine 5	27			1		24	2			
Brush 5	63			1		60	2			
Engine 6	28			2		3	19	1		3
Brush 6	65					3	57	1	1	3
Squad 7	164	16	10	12	4		1	112	5	4
Brush 7	24							22	1	1
Engine 8	122	1	2	1	3	1		11	103	
Brush 8	24	1	1					1	21	
Tanker 8	4		1			1		2		
Engine 9	244	10		16	1	1	3	8	1	204
Brush 9	56	2		3		1	1		1	48
Brush 92	2									2
Tanker 9	7			1		1	2	1		2
Fire Marshal 2	6				1	2		1		2
Fire Marshal 3	7		1	3	2			1		
Fire Marshal 4	7			2	1			2		2
Fire Marshal 5	10		1	4	2	2		1		
	2218	361	283	429	280	104	93	229	144	295

HUMAN RESOURCES 5

HUMAN RESOURCES

Monthly Report

February, 2021

ADMINISTRATION

A. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed February 2021 Employee Newsletter
- Finalized Performance Measures for FYE 2022
- Processed invoices and reconciled expense accounts
- Attended/Summarized two (2) negotiation sessions
 - 1 – FOP
 - 1 – AFSCME

BENEFITS

- Conducted twenty (20) 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 approximately three (3) one-on-one meetings with employees to review Explanation of Benefits to ensure correct benefit was applied
- Fielded approximately 140 phone calls to discuss benefits, claims, FSA, and wellness screenings
- Wellness Program
 - Multiple communications to employees regarding registration information
 - Multiple calls and email correspondence to discuss logistics of sharing lab results with provider
- Worked with Healthy Merits and Quest Diagnostics to audit fax completion and failures for City's Wellness Screenings
- Completed information for performance measures
- Participated in Gallagher webcast – COVID-19: Looking Back and Looking Ahead
- Participated in Munis Training for new HCM System (payroll system) – 7 days
- Participated in Munis Overview Meeting with IT, Finance and HR
- City of Norman & Elixir Account Executive Introductions and touch base on renewal and plan performance discussion day/time options
- ACA reporting
 - Finalized Form 1095 for all full-time active employees, inactive employees and retirees

PERSONNEL ACTIONS

New Hires – 21

Dept./Div.	Position	Number of Employees
City Clerk	Administrative Technician III	1
Finance/Utilities	Utility Billing Service Rep	1
Public Works/Stormwater	Maintenance Worker I	1
Police/Patrol	Police Officer	1
Public Works/Stormwater	Maintenance Worker I	1
Fire/Suppression	Firefighter Recruit	15
Parks/Recreation	Golf Course Attendant (PT)	1

Separations – 6

Dept./Div.	Position	Number of Employees
Planning/Current Planning	Planner II	1
Public Works/Stormwater	Maintenance Worker I	1
Utilities/Water Treatment	Laboratory Technician	1
Utilities/Water Line Maint.	Utility Distribution Worker I	1
Utilities/Sanitation	Heavy Equipment Operator	1
Police/Patrol	Police Sergeant	1

Promotions – 8

Dept./Div.	Position	Number of Employees
Planning/CDBG	Homeless Services Tech	1
Planning/Dev Services	Development Services Manager	1
Utilities/Sanitation	Heavy Equipment Operator	3
Police/Investigations	Forensic Technician	2
Police/Investigations	Property Custody Tech	1

SURVEYS

No surveys conducted this month.

RECRUITMENT

Accepted applications for the following positions:

Department/Division	Position
Legal	Assistant City Attorney II
Parks & Recreation/Park Maintenance	Maintenance Worker I
Parks & Recreation/Recreation	Recreation Center Specialist (PT)
Parks & Recreation/Recreation	Recreation Leader (PPT)
Parks & Recreation/Westwood Family Aquatic Center	Admissions Clerk I (PT)
Parks & Recreation/Westwood Family Aquatic Center	Admissions Clerk II (PT)
Parks & Recreation/Westwood Family Aquatic Center	Assistant Aquatic Manager (PT)
Parks & Recreation/Westwood Family Aquatic Center	Aquatics Facility Maintenance (PT)
Parks & Recreation/Westwood Family Aquatic Center	Concessions Cashier I (PT)
Parks & Recreation/Westwood Family Aquatic Center	Concessions Cashier II (PT)
Parks & Recreation/Westwood Family Aquatic Center	Head Lifeguard (PT)

Parks & Recreation/Westwood Family Aquatic Center	Lifeguard (PT)
Parks & Recreation/Westwood Family Aquatic Center	Slide & Gate Attendant (PT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Planning & Community Development	Planner I
Planning & Community Development	Plans Examiner I
Planning & Community Development/CDBG	Homeless Services Technician
Police	Parking Service Officer
Police/Animal Welfare	Animal Welfare Officer
Police/Emergency Communications Bureau	Communications Officer I
Police/Emergency Communications Bureau	Communications Officer II
Police/Staff Services	Police Records Clerk
Public Works/Engineering	Construction Inspector
Public Works/Engineering	Staff Engineer
Public Works/Stormwater	Maintenance Worker I
Public Works/Streets	Maintenance Worker I
Public Works/Traffic	Maintenance Worker I
Public Works/Traffic	Traffic Engineer
Utilities/Sanitation	Sanitation Worker I
Utilities/Sewer Line Maintenance	Utility Collection Worker I
Utilities/Water Line Maintenance	Utility Distribution Worker I

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	320	Written Exams	2
Phone	415	Practical Testing/Assessment Ctr	2
Mail	240	Panel Board Interviews	11
Email	195	Promotions	7
Total Subscribers on E-mail Vacancy List	1,117	Oral Interviews	2
Total Page Views for HR website	7,820	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	28	Advertisements Placed	23
Pre-Employment Drug Screens	21	Applications Received	177
Pre-Employment Physicals	17	Job Announcements Emailed	18
Pre-Employment OSBI	14	Job Announcements to CON Depts.	315

TRAINING AND DEVELOPMENT

Conducted training for twenty (20) new employees on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Ethics and Conduct, Computer Networks and Communications, IT Acceptable Use and Social Media policies.

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

SAFETY

- Safety material documents were sent to divisions each week
- Conducted Forklift Certification Training for two (2) employees at Animal Welfare
- Conducted one (1) Return to Work Meeting (NWRP)
- Conducted two (2) Fitness for Duty Meetings (Line Maintenance & Police)
- Conducted twenty (20) new employee orientations

Recordable Injuries – 5

Dept./Division	Nature of the Injury	Activity	Prognosis
HR/ Training & Development	Debris in left eye	Debris flew into eye during testing of HEO promotions at Sanitation	Released to work
Public Works/ Streets	Left shoulder strain	Felt shoulder pop using sledge hammer to break-up curb	Work restrictions
Police/ Patrol	Arm/shoulder/neck/back	Slipped on ice while responding to a call	Released to work
Police/ Patrol	Left shoulder strain	Strained shoulder while reaching to close patrol car door	Work restrictions
Utilities/ WLM	Strained left wrist	Slipped on ice and strained left wrist landing on ground	Work restrictions

Recordable Injuries per calendar year. CY 2021 is current year to date:

2021	2020	2019	2018	2017	2016
10	57	65	71	59	69

Vehicle Collisions: 2

Division	Description of Collision	Status
Fire/ Suppression	Brush Unit # 48 backed into a car	“At Fault”
Utilities/ Sanitation	While backing from dumpster area, a car was hit that was not parked in a designated parking spot	“At Fault”

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

2021	2020	2019	2018	2017	2016
7	3	8	5	17	13

INFORMATION TECHNOLOGY

6

CITY OF NORMAN

Information Technology Department
Monthly Report – February 2021.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Incode for Municipal Court, Munis for Financials, Advanced Utilities for utility billing, Munis for Payroll, and is currently in the implementation phase of Tyler EAM for Work Orders, as well as Intellitime for Time and Attendance and completing Munis for HR Module. CityView for Planning and Permits will begin Q1 of 2021.
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 are in implementation and testing Q1 of 2021.
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing

Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilities Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a redundant loop for the WTP and EOC incase of lost service from the main connection.	Awaiting Approval possible launch in FYE21
Install fiber optic cable on Rock Creek Road from Porter Avenue to 12th Avenue NE with switch at a new signal at Sequoyah Trail.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Complete.
Wireless phone bills audit for cost savings.	Cost savings for telecommunications, waste elimination.	Ongoing
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	Complete
Installation of fiber optic cable along 36th Avenue NW from Robinson Street to Main	Increase the coverage of traffic signals and the IT Fiber	In Progress

Street with switches at Brookhollow Road, Quail Drive, River Oaks Drive, and a new signal at Havenbrook Street.	infrastructure--will require IP addresses	
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 Q1 or Q2 2019
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	In Progress
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 February 2021.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 24 emails from the groups shown were sent from city servers using city resources – of those 39,609 were delivered to outside mailboxes for the month of February 2021. The city servers generated mass communications to Norman citizens of 39,609 messages from only 24 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 328,729 attempted incoming and 85,622 outgoing messages for the month of February 2021. Incoming messages totaling 159,143 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 48% of our inbound mail. This percentage continues to be the norm for malicious email/spam. The IT Department has made the decision to block inbound traffic from known malicious countries and we continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases waste and decreases valuable storage space. Additionally, the email filter appliance kept city employees from bombardment of spam, phishing, and other types of potentially harmful emails.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of February 2021, the City of Norman's web site had 102,510 individual web sessions access the web site for 233,8869 total page views. Of those sessions, 52,957 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has reduced and more relevant information as well as the ability to function seamlessly from mobile devices and tablets.

ERP Project Implementation Progress:

The chart below shows the current progress of the ERP Implementation Project. The project began in January of 2018 and is expected to run through the second quarter of 2022. The City Council has approved approximately \$6 Million to replace the outdated software systems that run our daily business operations. Once complete the city will have enhanced automated services and web services for our citizen base as well as the employees who use and track their daily work with these business systems. The IT Department has completed implementation of Parks and Rec software (Vermont Systems), Municipal Court software (Incode), Finance software (Munis), Utility Billing software (CIS Infinity), and Payroll (Munis). Human Resource Management (HRM), and EAM for Work Orders is our focus for the Months of Feb through May 2021. Daily work continues on these systems as well as additional training and configuration on the Utility Billing software. Server installation and configuration for Planning and Community Services (CityView) application is set to start in April of 2021. The COVID-19 pandemic had an adverse effect on the completion of CIS Infinity and the starting of CityView because of vendor resource availability and travel restrictions in Canada (both companies are Harris owned and based in Canada).

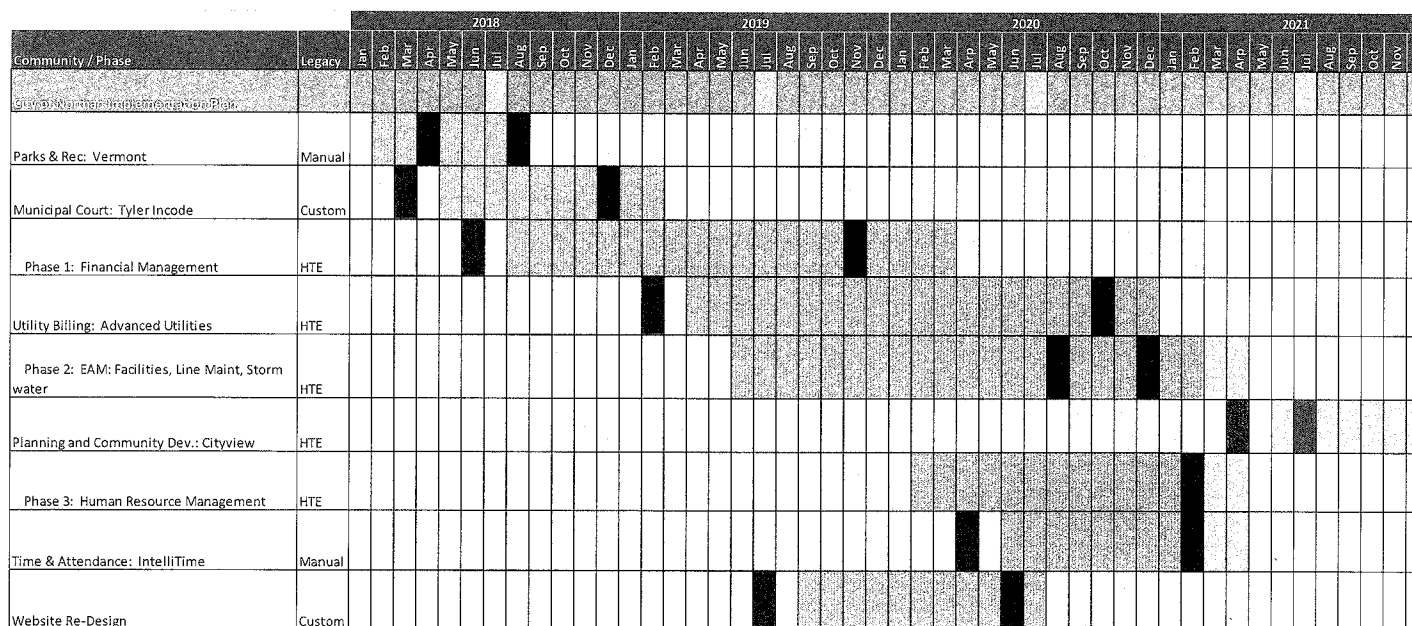
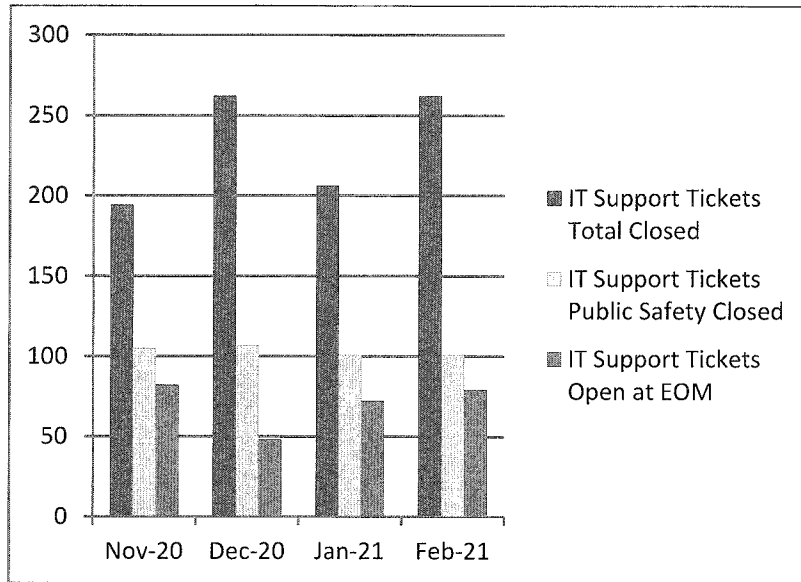


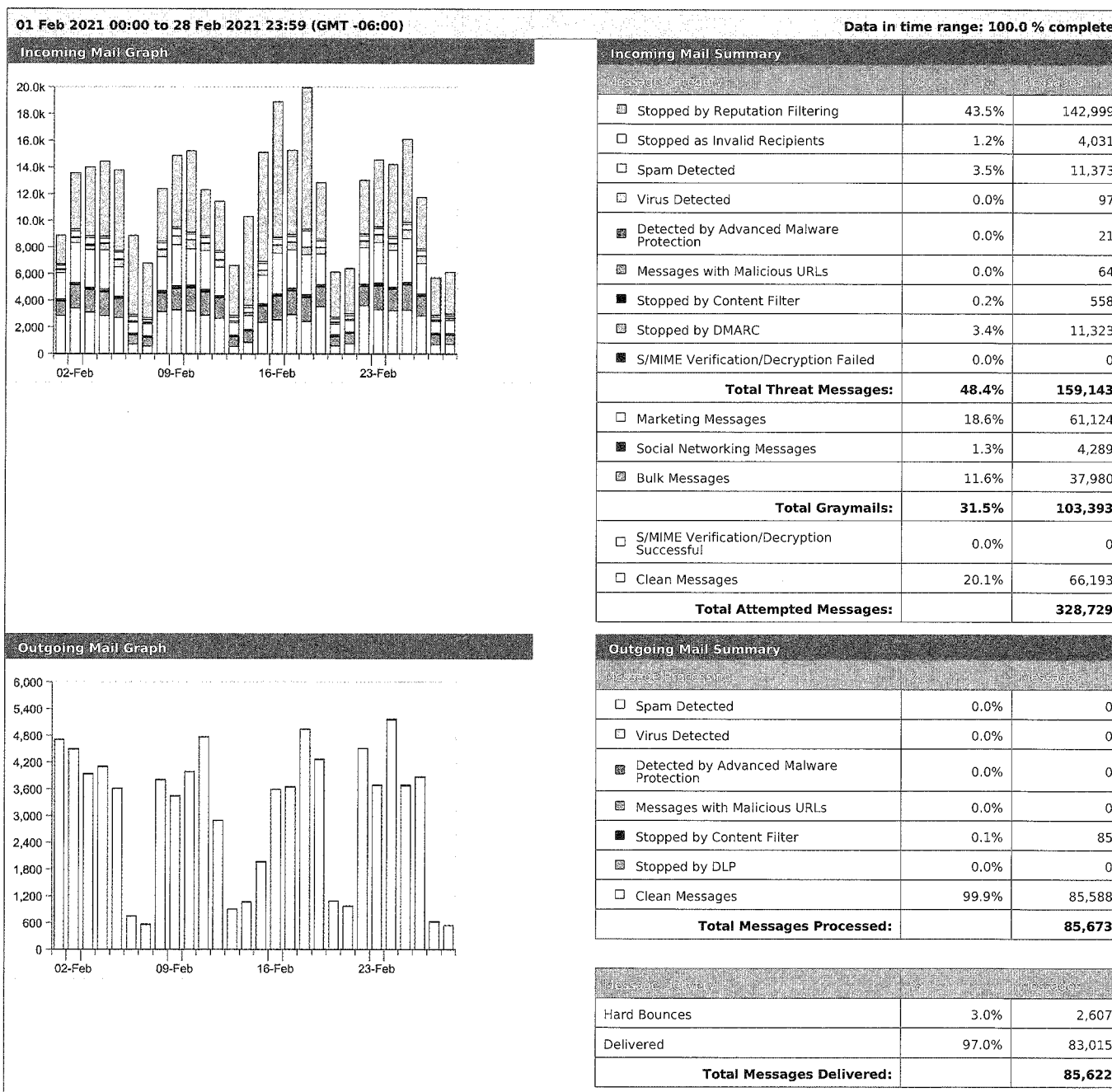
Table 1**Table 2**

Feb 2021 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	18	1	18
Job Posting	1091	1	1091
Norman News	1750	22	38500
Westwood Golf	645		
Westwood Golf Members	24		
Westwood Men's Clinic	14		
Westwood Men's Golf Assoc.	54		
Westwood Women's Clinic	34		
Westwood Women's Golf Assoc.	2		
Totals	3632	24	39609



Executive Summary

ironport.example.com



Site Traffic

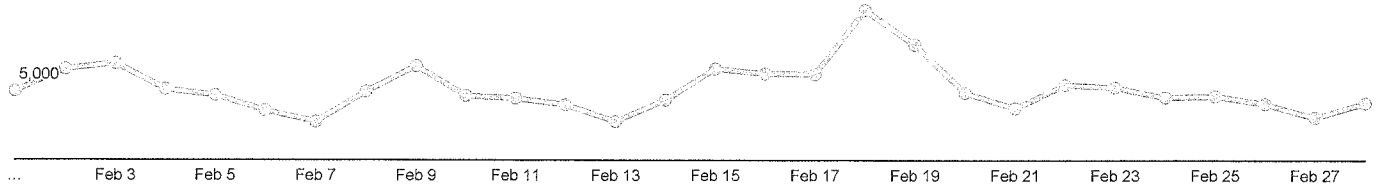
All Users
100.00% Sessions

Feb 1, 2021 - Feb 28, 2021

Report Tab

Sessions

10,000



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	102,510 % of Total: 100.00% (102,510)	2.28 Avg for View: 2.28 (0.00%)	233,869 % of Total: 100.00% (233,869)	64,220 % of Total: 100.00% (64,220)	52,957 % of Total: 100.05% (52,931)	39.41% Avg for View: 39.41% (0.00%)	00:01:32 Avg for View: 00:01:32 (0.00%)
1. 18	7,679 (7.49%)	2.50	19,223 (8.22%)	6,413 (7.22%)	4,098 (7.74%)	36.87%	00:01:14
2. 19	5,910 (5.77%)	2.28	13,470 (5.76%)	5,024 (5.66%)	2,841 (5.36%)	41.37%	00:01:23
3. 03	4,941 (4.82%)	2.01	9,918 (4.24%)	4,284 (4.83%)	2,689 (5.08%)	43.35%	00:02:23
4. 09	4,820 (4.70%)	2.14	10,316 (4.41%)	4,203 (4.73%)	2,670 (5.04%)	36.78%	00:01:41
5. 15	4,674 (4.56%)	2.42	11,325 (4.84%)	3,948 (4.45%)	2,478 (4.68%)	34.60%	00:01:18
6. 02	4,647 (4.53%)	2.08	9,658 (4.13%)	4,082 (4.60%)	2,676 (5.05%)	52.83%	00:01:43
7. 16	4,426 (4.32%)	2.17	9,603 (4.11%)	3,845 (4.33%)	2,276 (4.30%)	37.14%	00:01:22
8. 17	4,391 (4.28%)	2.23	9,785 (4.18%)	3,761 (4.24%)	2,205 (4.16%)	35.09%	00:01:24
9. 22	3,852 (3.76%)	2.33	8,984 (3.84%)	3,350 (3.77%)	1,916 (3.62%)	38.37%	00:01:29
10. 23	3,726 (3.63%)	2.33	8,695 (3.72%)	3,211 (3.62%)	1,800 (3.40%)	40.55%	00:01:37

Rows 1 - 10 of 28

MONTHLY REPORT - LEGAL DEPARTMENT
February 2021 Report
(Submitted March 12, 2021)

MONTHLY HIGHLIGHTS:

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

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

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

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

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

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

Golden Tribe LLC v. City of Norman, CV-2018-1142, DF-119107

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

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

COURT OF CRIMINAL APPEALS

None

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)

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

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

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

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

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

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

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

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

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

Caleb Fulton v. Loyal Reich, Reich Dozer Services, LLC, City of Norman, Board of County Commissioners of Cleveland County, State of Oklahoma, CJ-2020-797 (K)

This cases arises out of a motorcycle accident that occurred in northeast Norman. Plaintiff's petition named the other driver and his employer as defendants. On December 15, 2020, the plaintiff filed an amended petition naming the City and the Cleveland County Commissioners as defendants. A motion to dismiss has been filed on behalf of the City.

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

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

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

City v. Lonnie Hodges, CV-2020-2922

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

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

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

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

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

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

B. Condemnation Proceedings

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

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

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

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

City of Norman v. Chris Walker and Catherine Madera, CJ-2020-564 (M):

City of Norman v Apex Properties, LLC, et al., CJ-2021-221 (M): Eminent domain action was filed on March and a hearing to appoint Commissioners has been set for April 29, 2021 at 2:00 p.m.

City of Norman v Ramchender Pulijala, et al., CJ-2021-222 (M): Eminent domain action was filed on March and a hearing to appoint Commissioners has been set for April 26, 2021 at 1:30 p.m.

City of Norman v. David W. Little, et al., CJ-2021-223 (M): Eminent domain action was filed on March and a hearing to appoint Commissioners has been set for April 26, 2021 at 1:30 p.m.

City of Norman v. Michael W. Griffith, et al., CJ-2021-224 (M): Eminent domain action was filed on March and a hearing to appoint Commissioners has been set for April 26, 2021 at 1:30 p.m.

City of Norman v. Bradley C. Conley, et al. CJ-2021-225 (M): Eminent domain action was filed on March and a hearing to appoint Commissioners has been set for April 29, 2021 at 2:00 p.m.

City of Norman v. CHC Land, LLC et al., CJ-2021-226 (M): Eminent domain action was filed on March and a hearing to appoint Commissioners has been set for April 27, 2021 at 2:00 p.m.

City of Norman v. The Uplands Development Co., LLC, et al., CJ-2021-227 (M): Eminent domain action was filed on March and a hearing to appoint Commissioners has been set for April 26, 2021 at 1:30 p.m.

City of Norman v. Hallbrooke Development Group One, LLC, et al., CJ-2021-228 (M): Eminent domain action was filed on March and a hearing to appoint Commissioners has been set for April 26, 2021 at 1:30 p.m.

City of Norman v. Gregory Rushing, et al., CJ-2021-229 (M): Eminent domain action was filed on March and a hearing to appoint Commissioners has been set for April 29, 2021 at 2:00 p.m.

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

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

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

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

D. Municipal Court Appeals

E. Small Claims Court

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

F. Board of Adjustment Appeals

LABOR / ADMINISTRATIVE PROCEEDINGS

A. Grievance & Arbitration Proceedings (K, B)

This office has assisted with the following grievances:

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

IAFF Grievance FYE 21 – (Smith – Improper Compensation)

B. Equal Employment Opportunity Commission (EEOC)

None

C. Contested Unemployment Claims (OESC)

None

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through February 2021. The chart does not represent those cases disposed of prior to Court

through actions of the City Attorney and the Court. Due to increased COVID numbers, all court sessions are being pushed back and will be re-evaluated the end of February.

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
Month	FYE 19	FYE 20	FYE 21	FYE 19	FYE 20	FYE 21	FYE 19	FYE 20	FYE 21
JULY	421	640	545	21	35	23	12	15	16
AUG	1,130	683	444	24	10	11	15	15	14
SEPT	412	497	520	28	17	10	13	14	13
OCT	445	581	325	45	23	4	14	18	7
NOV	300	390	259	14	9	0	5	11	6
DEC	279	444	279	2	25	6	3	12	7
JAN	561	522	134	43	32	3	15	15	0
FEB	540	597	178	16	22	1	14	13	0
MAR	1139	420		13	22		10	7	
APR	491	104		23	0		12	0	
MAY	626	137		34	2		14	0	
JUNE	542	528		31	25		14	9	
TOTALS / YTD	6,886	5,543	2,684	294	222	58	141	129	63

WORKERS' COMPENSATION COURT

The total number cases pending as of February 2021 are 15. One settlement was approved by the City Council for consideration. No new workers compensation cases were filed during the month of February 2021. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Court of Existing Claims & Oklahoma Workers' Compensation Commission. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE21 CASES	FYE20 CASES	FYE19 CASES	FYE18 CASES
Fire	Suppression	4	2	2	4	3
Parks/Rec.	Park Maintenance	2			1	1
Planning	Development Services					
Police	Animal Welfare	2	1	1		1
Police	Patrol	4	1	2	1	1
Police	Administration					
Public Works	Street Maintenance	2	1	1	3	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	1		1		2
Utilities	Sanitation					
TOTALS		15	2	7	9	9

List of Pending Cases

Adams, Malia Jessie v. City of Norman, CM-2020-01069 Q

(Police, Animal Welfare, Animal Welfare Officer, R. Hip, Low Back with Radicular Symptoms, Mid-Back Consequential)

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

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

A settlement in the above case was considered by Council on February 23, 2021 and will no longer appear on the monthly report.

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

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

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

(Police/Animal Control/AWO, Low Back)

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

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

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

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

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

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

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

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

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

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

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

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

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

(Fire, Suppression, Firefighter, R. Knee)

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

(Fire, Suppression, Firefighter, R. Knee)

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

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

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

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

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

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

TORT CLAIMS

The following is a breakdown of the Tort Claims activity through February 2021.

DEPARTMENT	FYE 21 Month	FYE 21 YTD	FYE 20	FYE 19	FYE 18
Animal Control					1
Fire			4		3
Legal		2			
Other		8	10	9	11
Parks		3	6	6	5
Planning					1
Police		3	5	10	6
Public Works – other		1	3		
Public Works – Stormwater			2		6
Public Works – Engineering		1	2		2
Public Works – Streets	1	6	11	6	11
Utilities – Water		9	11	12	12
Utilities – Sanitation	1	5	12	10	11
Utilities – Sewer		3	5	3	5
TOTAL CLAIMS	2	41	71	56	74

CURRENT CLAIM STATUS	FYE 21 TO DATE	FYE 20	FYE 19	FYE 18
Claims Filed	43	71	56	74
Claims Open and Under Consideration	11	0	0	0
Claims Not Accepted Under Statute/Other	7	11	8	11
Claims Paid Administratively	5	13	10	18
Claims Paid Through Council Approval	4	14	12	12
Claims Resulting in a Lawsuit for FY	0	1	4	4
Claims Barred by Statute (No Further Action Allowed)	0	32	22	30
Claims in Denied Status (Still Subject to Lawsuit)	16	1	0	0

MUNICIPAL COURT

8

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

CASES FILED

	<u>FEBRUARY</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>FEBRUARY</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	445		5483	1,226		10,205
Non-Traffic	111		1712	253		1,847
SUB TOTAL	556		7,195	1,479		12,052
Parking	285		3401	563		5,966
GRAND TOTAL	841		10,596	2,042		18,018

CASES DISPOSED

	<u>FEBRUARY</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>FEBRUARY</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	481		6180	1,314		10,129
Non-Traffic	148		1606	270		2,126
SUB TOTAL	629		7,786	1,584		12,255
Parking	177		2287	437		4,888
GRAND TOTAL	806		10,073	2,021		17,143

REVENUE

	<u>FEBRUARY</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>FEBRUARY</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	\$ 40,241.75		\$ 624,457.38	\$ 143,818.69		\$1,038,845.12
Non-Traffic	\$ 11,548.17		\$ 174,283.59	\$ 31,310.33		\$ 246,967.84
SUB TOTAL	\$ 51,789.92		\$ 798,740.97	\$ 175,129.02		\$1,285,812.96
Parking	\$ 4,830.00		\$ 58,299.00	\$ 14,664.00		\$ 128,957.75
GRAND TOTAL	\$ 56,619.92		\$ 857,039.97	\$ 189,793.02		\$1,414,770.71

MUNICIPAL COURT - MONTHLY REPORT
February 2021

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 28 new cases and closed 19 cases during the month of February 2021. One Mediation was held.

PARKS AND RECREATION 9

Park Planning Activities February 2021

Neighborhood Park Projects:

Staff met with vendors to get price quotes for fitness equipment to be placed in two parks. We are working with the CDBG Division to select equipment for Frances Cate Park, in fulfillment of the requests of residents in that area, to help enhance their neighborhood via their block grant. We also will be placing equipment at Songbird Park, as shown in the Park Master Plan. That equipment will be purchased using Fee-In-Lieu of Land and building permit fee collections made from the developments around that new neighborhood park in recent years. We are also anticipating a deed for the remainder of the park land at Songbird Park from the Monterey Addition adjacent to the park, which will add a large strip of land along the western boundary of the current park border that will back-up to the housing they will be building in that area. Finally, we are expecting quotes for the new dugout covers for Rotary Park, which will be paid for from donations made to the Norman Park Foundation over the past few years from the local Rotary Clubs.

Sooner Theatre:

We are working with the staff at The Sooner Theatre to block-out a two-week window in their upcoming production schedule to have crews from Wenger/Clancy Rigging on-site to make upgrades to the counterweight line sets above the stage. There are 17 separate rope & pulley sets that allow scenery, lighting instruments, curtains and screens to be “flown” into and out of the stage area during productions or when showing movies. A certified inspection of the space was done in 2020, which recommended several items to address which will bring the space into current compliance for operation and hardware specs. Work will occur in either May or August; however, the inspection showed that there are no items of work on the list that make the space un-safe until they are addressed. The theatre staff inspects the lines before and after each use and are trained to identify immediate concerns and make minor repairs, as needed.

Neighborhood Park Projects:



We have been working with the contractor hired to build the new picnic shelter in Sequoyah Trails Park. Once they are done, we will finish the concrete work in the park to connect the new shelter, new basketball court and park seating along a new walking path that leads into the park from the sidewalk along the street; as well as installation of a new park sign. Other park sign frames are also being installed at Vineyard, Kiwanis, Russel Bates, Canadian Trails, Lions and Chisholm's Cattle Trail Parks, which will be followed by installation of the actual signs by the crew from Norman Sign Company.

NORMAN FORWARD Neighborhood Parks:

We are working with the developer at Summit Valley to finalize deed work for the new park we will develop in that area. We will distribute a survey to residents in Summit Valley and Bellatona Additions next month, and use the feedback from those to help guide the development of a 7.2-acre tract of land that has been reserved for the new park. This was one of the 5 areas designated in the NORMAN FORWARD initiative as needing funds to develop their park to the same standards as we have used recently to build Highland Village and Songbird Parks. The work will be done during 2021 to build this park, along with the new park planned for the Southlake/St. James neighborhoods, once the deed work is completed and surveys done in that area, as well.

NORMAN FORWARD Saxon Park:

We have met with the design team for Saxon Park to finalize the project scope to produce the design drawings for the further development of this popular southeast Norman community park. We will be using the plan developed years ago by Howell & VanCuren, Landscape Architects (now joined with Wallace Engineering) to get drawings for the additional parking, restroom, road extension across the property, picnic/event shelter, additional trail work, perimeter fencing improvements and park signage. We are also looking into working with local Native American groups to create space for powwows at the park. The park development will be done over the next 12-18 months, as proposed in the NORMAN FORWARD program.

**FEBRUARY 2021
PARK MAINTENANCE DIVISION**

Park Maintenance crews performed routine trash, leaf and landscape bed clean-up. Crews performed ice/snow removal, tree maintenance, irrigation repair, and pre-emergent applications.

SAFETY REPORT	FYE-21MTD	FYE-21YTD		FYE-20MTD	FYE-20YTD
On-The-Job Injuries	1	6		0	3
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man	Hours YEAR-TO-DATE		Total Man	Hours YEAR-TO-DATE
Mowing	0.00	358.00		16.00	558.00
Trim Mowing	12.00	2923.50		32.00	4162.50
Chemical Spraying	0.00	261.00		83.00	393.50
Fertilization	0.00	12.00		0.00	0.00
Tree Planting	0.00	1.00		0.00	0.00
Tree & Stump Removal	9.00	45.00		40.00	76.00
Tree Trimming/Limb Pick-Up	248.00	3207.00		151.00	195.00
Restroom/Trash Maintenance	112.00	1075.50		112.00	2377.00
Play Equipment Maintenance	41.00	183.50		0.00	212.50
Sprinkler Maintenance	48.00	177.00		0.00	448.00
Watering	0.00	0.00		0.00	8.00
Grounds/Building Maintenance	0.00	191.00		6.75	175.25
Painting	0.00	0.00		0.00	0.00
Planning Design	102.00	260.50		33.00	33.00
Park Development	0.00	0.00		0.00	12.00
Special Projects	24.00	292.50		80.00	378.00
Nursery Maintenance	0.00	0.00		52.00	52.00
Flower/Shrub Bed Maintenance	151.00	893.75		125.00	657.00
Seeding/Sodding	16.00	52.25		0.00	0.00
Ballfield Maintenance/Marking	354.00	404.00		12.00	12.00
Fence Repairs	0.00	454.50		0.00	4.00
Equipment Repairs/Maintenance	0.00	834.75		24.00	845.00
Material Pick-Up	16.00	62.50		0.00	78.00
Miscellaneous	0.00	461.00		3.00	891.00
Shop Time	0.00	111.00		26.00	117.50
Snow/Ice Removal	268.00	470.50		184.50	212.50
Christmas Lights	0.00	0.00		16.00	794.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	197.00	500.00		48.00	145.00
Graffiti Clean-Up	81.00	444.00		24.00	24.00
Water Fountains	24.00	86.25		0.00	0.00
Inground Trash	0.00	0.00		0.00	32.00
Vector Control	0.00	144.00		0.00	478.00

FEBRUARY 2021
RECREATION DIVISION
MONTHLY REPORT

Senior Center: The Norman Senior Center had 218 patrons who attended and participated in our weekly programming. The center was closed the week of February 15th due to inclement weather and the heater not working properly. Seven seniors participated in Bingo on February 24th.

Little Axe Community Center: The Little Axe Community Center pantry continued the month of February and serves families and members of the Little Axe Community. The Head Start program met in person with eight children attending. The Little Axe Community Center is still offering library services with an increase in usage during February. The Pioneer Library System offered a free virtual laser engraving and a 3D key chain printing class via Zoom and the Pioneer Library supplied laptops to the children. The Domino Club meets every Thursday at the Center.

12th Avenue Recreation Center: The 12th Avenue Recreation Center held a Virtual Learning Camp to help local parents with childcare and ensure their kids completed their school work while the Norman Public Schools moved to remote learning due to inclement weather. The afterschool program continued and averaged 16 students per day. The Recreation Center was closed February 15th through the 19th due to inclement weather; however, the Le Monde International Charter School used the recreation facility for their PE classes, which had approximately 60 kids rotating in two groups inside and outside the building. On February 27th, the recreation center held an inaugural event "Move with the Mayor" series featuring pickleball. Approximately 25 residents joined Mayor Clark in a round of pickleball on Saturday morning. Every fourth Saturday, Mayor Clark will invite residents to participate in a physical activity in different parks and/or facilities across Norman.

Irving Recreation Center: Irving had three facility rentals this month. Fashion & Photography class for ages 10 & up continued this month which is hosted by Athletes Global. Junior Jammer basketball season started and Irving hosted several evening games throughout the month. In partnership with the organization "Create & Learn", two youth computer coding classes began this month: Minecraft Modding for grades 3rd-5th and Scratch Ninja for grades 2nd-5th. Both classes are 12 week sessions and meet virtually via Zoom. Registration started for Spring Break Camp, which will be held at Irving on March 12th and March 15th-19th.

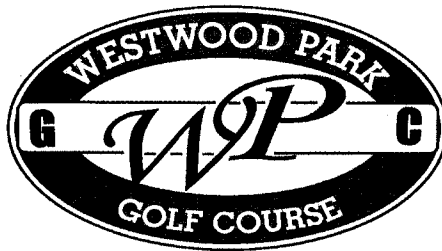
Whittier Recreation Center:

Junior Jammer Basketball kicked off this month and 69 games were scheduled at the Whittier and Irving Recreational Centers throughout the month. The Okie Stompers clogging group met this month, meeting twice a week on their regularly scheduled evenings. Junior Jammer Volleyball online registration opened this month and the deadline was February 14th. This coed league is for players in the 2nd-8th grades. Games will start in April and will play through May. The Whittier Recreation Center continued on as a Center of Hope. This state funded grant provides the Center with financial incentives, access to virtual learning, mental health services as well as access to daily snacks/meals. There were 11 students, 9 families, served by this Center of Hope. The program handed out snacks and meals daily including weekends to ensure no child has a food insecurity and the children have met with a mental health provider twice this month. The Whittier after school program is offered to students who attend the following schools: Jackson Elementary, Cleveland Elementary, Monroe Elementary, Truman Primary and Truman Elementary. The program offers homework time, gym games, bimonthly visits from Bricks4Kidz, board games, arts & crafts, movies, healthy snacks and so much more!

FACILITY ATTENDANCE:

	Month	Year to Date
Senior Center (includes congregate meals)	218	2,306
Little Axe Community Center	24	305
12th Avenue Recreation Center	523	5,049
Irving Recreation Center	1,843	4,711
Whittier Recreation Center	923	3,859
Reaves Center	300	2,400
Tennis Center	1,376	20,168

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



FEBRUARY 2021

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	FEBRUARY FY'21	FEBRUARY FY'20
Regular Green Fees	169	317
Senior Green Fees	98	62
Junior Fees	15	89
School Fees (high school golf team players)	0	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	200	273
Employee Comp Rounds	111	155
Golf Passport Rounds	0	0
9-Hole Green Fee	19	27
2:00 Fees	1	6
4:00 Fees	82	214
Dusk Fees or 6:00 Fees	61	104
PGA Comp Rounds	0	3
*Rainchecks (not counted in total round count)	2	6
Misc Promo Fees (birthday, players cards, OU student)	155	399
Green Fee Adjustments (fee difference on rainchecks)	2	4
Total Rounds (*not included in total round count)	913	1653
% change from FY '20	-44.77%	
Range Tokens	775	1604
% change from FY '20	-51.68%	
18 - Hole Carts	30	47
9 - Hole Carts	12	30
½ / 18 - Hole Carts	246	589
½ / 9 - Hole Carts	66	94
Total Carts	354	760
% change from FY '20	-53.42%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	1
18 - Hole Senior Trail Fees	1	0
9-Hole Senior Trail Fees	0	0
Total Trail Fees	1	1
% change from FY '20	0.00%	
TOTAL REVENUE	\$ 32,475.08	\$64,431.60
% change from FY '20	-49.60%	

**FEBRUARY 2021
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2021 MTD	FY 2021 YTD	FY 2020 MTD	FY 2020 YTD
Injuries On The Job	0	2	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FYE 2021	FYE 2021	FY 2020	FYE 2020
	MTD	YTD	MTD	YTD
Green Fees	\$17,809.91	\$357,794.27	\$37,233.23	\$298,912.92
Driving Range	\$3,362.57	\$91,539.01	\$8,998.89	\$60,383.11
Cart Rental	\$9,215.22	\$203,822.51	\$13,627.98	\$159,544.75
Restaurant	\$1,940.20	\$93,061.37	\$4,067.74	\$94,549.48
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$147.18	\$1,235.18	\$503.76	\$4,946.13
TOTAL INCOME	\$32,475.08	\$747,452.34	\$64,431.60	\$618,336.39
Expenditures	\$48,541.46	\$622,187.19	\$23,699.72	\$620,621.70
Income vs Expenditures	(\$16,066.38)	\$125,265.15	\$40,731.88	(\$2,285.31)
Rounds of Golf	913	23598	1653	19500

In February, Staff finished re-tooling for the winter. Refurbished ball washers are ready to be returned to the tee boxes when temperatures allow and metal cups were sanded and painted. Staff started checking moisture levels very closely on all areas of turf in anticipation of colder than normal temperatures and irrigation was added where needed. An additional heating source was added to the irrigation pump house to insure that it would not freeze.

Agronomically, we are completing applications of pre-emergent herbicide, combined with glyphosate over the entire golf course. Post emergent herbicide is being applied as necessary. Limb clean up and cutting of hangers and leaners from the October Ice Event are almost completed.

Routine maintenance includes greens mowing, cup changing and sand trap raking one to two times a week, while leaf management has slowed.

Irrigation leaks are now being addressed and we have started assessing damage of irrigation heads that were frozen to an approximate depth of 2' during the February snow blizzard.

FEBRUARY 2021
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FY2021 MTD	FY2021 YTD	FY2020 TOTAL
Swim Pool Passes	\$3,490.00	\$9,835.00	\$191,747.00
Swim Pool Gate Admission	\$0.00	\$101,738.00	\$284,993.00
Swim Lesson Fees	\$635.00	\$1,632.00	\$33,547.50
Pool Rental	\$0.00	\$4,647.00	\$28,128.00
Locker Fees	\$0.00	\$0.00	\$0.00
Pool Classes	\$0.00	\$2,940.00	\$6,495.22
Pool Merchandise Sales	\$0.00	\$0.00	\$0.00
Concessions	\$0.00	\$47,087.80	\$127,066.89
TOTAL INCOME	\$4,125.00	\$167,879.80	\$671,977.61
Expenditures	\$10,361.58	\$375,948.98	\$624,044.12
Income verses Expenditures	(\$6,236.58)	(\$208,069.18)	\$84,856.65

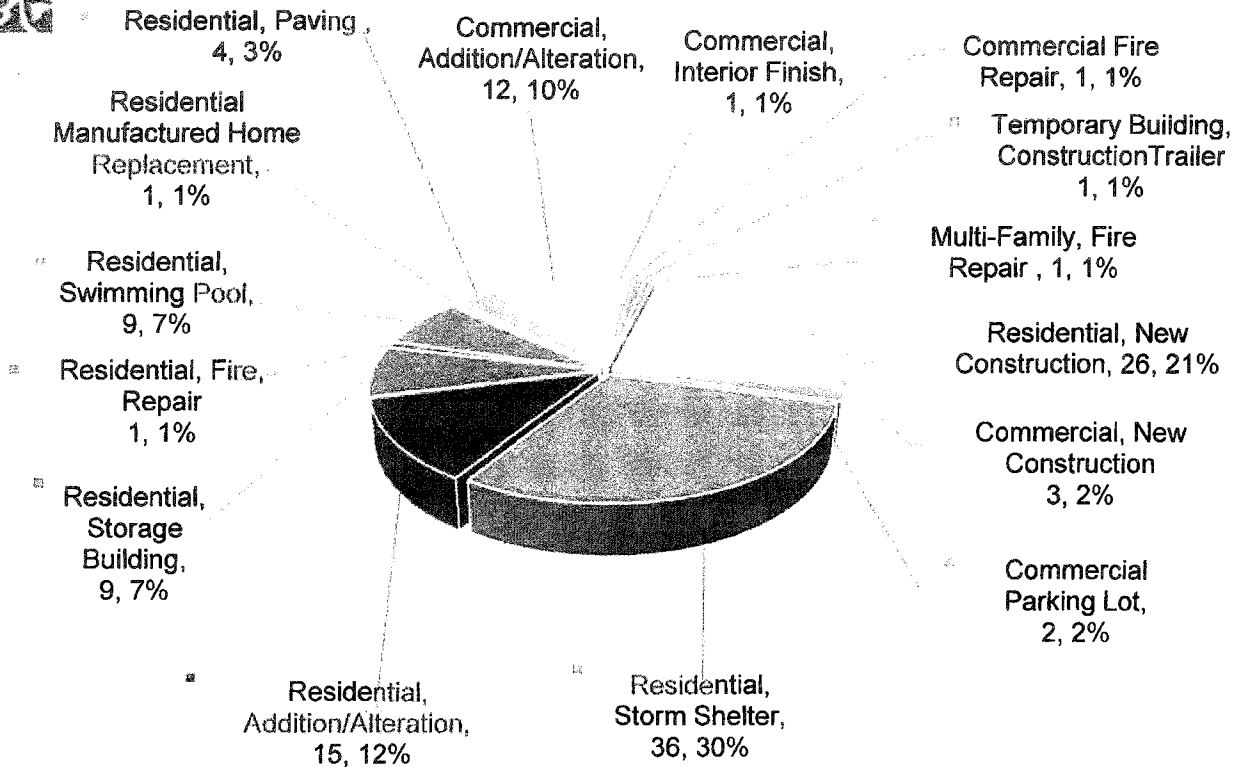
ATTENDANCE INFORMATION

	Season to Date Feb-21	Season to Date May 20- Feb 21	2020 YTD May 19-Oct 19
a. Pool Attendance	0	43,187	68,202
b. Adult Lap Swim Morning/Night	0	534	282
c. Water Walkers	0	2,990	1,607
d. Toddler Time	0	2,723	2,314
e. Swim Team	0	1,221	3,167
f. Swim Lessons	0	579	1,214
g. Movie Night/Special Events	0	0	3,391
h. Party / Rentals		91	323
TOTAL ATTENDANCE	0	51,325	80,500

PLANNING AND COMMUNITY DEVELOPMENT 10



**CITY OF NORMAN
DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY
FEBRUARY 2021 REPORT**



Permit Type			Valuation
Residential, New Construction	26		\$ 8,318,480
Residential Duplex, New Construction	0		\$ -
Residential, New Manufactured Home	0		\$ -
Commercial, New Construction	3		\$ 1,837,700
Commercial, Parking Lot	2		\$ 148,000
Commercial, Shell Building	0		\$ -
Residential, Storm Shelter	36		\$ 115,426
Residential, Addition/Alteration	15		\$ 791,308
Residential, Carport	0		\$ -
Residential, Storage Building	9		\$ 311,300
Residential, Fire Repair	1		\$ 1,250
Residential, Swimming Pool	9		\$ 512,500
Residential, Manufactured Home Repl	1		\$ 71,000
Residential, Paving	4		\$ 14,624
Commercial, Addition/Alteration	12		\$ 2,399,000
Commercial, Interior Finish	1		\$ 50,000
Commercial, Fire Repair	1		\$ 250,000
Commercial, Foundation	0		\$ -
Temporary Bldg./Construction Trailer	1		\$ 2,500
Multi-Family, New	0		\$ -
Multi-Family, Foundation	0		\$ -
Multi-Family, Fire Repair	1		\$ 6,500
Group Quarters	0		\$ -
	122		\$ 14,829,588



CITY OF NORMAN
Building Permit Activity-FEBRUARY 2021

	DESCRIPTION	2021 YEAR TO-DATE	VALUATION	2020 TOTALS	2020 TOTAL VALUATION	
RESIDENTIAL	Residential, New Construction.....	70	\$ 20,344,685	537	\$ 155,417,525	RESIDENTIAL
	Residential, New Dwelling Unit Attached.....	0	\$ -	-	\$ -	
	Residential, New Manufactured Home.....	0	\$ -	1	\$ 97,500	
	Residential, New Non Dwelling Unit.....	0	\$ -	0	\$ -	
	Residential Duplex, New Construction.....	0	\$ -	8	\$ 1,880,000	
	Residential, Garage Apartment.....	0	\$ -	0	\$ -	
	Multi-Family, New Construction 3-4 DU.....	0	\$ -	0	\$ -	
	Multi-Family, New Construction 5+ DU.....	5	\$ 16,730,000	25	\$ 17,432,000	
	Multi-Family, Fire Repair.....	1	\$ 6,500	3	\$ 63,128	
	Multi-Family, Foundation.....	0	\$ -	27	\$ 924,930	
	Multi-Family, Addition/Alteration.....	0	\$ -	0	\$ -	
	Residential, Addition/Alteration.....	23	\$ 1,271,361	159	\$ 6,979,022	
	Residential, Carport.....	1	\$ 4,800	10	\$ 37,344	
	Residential, Storm Shelter.....	65	\$ 216,887	364	\$ 1,155,682	
	Residential, Storage Building.....	12	\$ 936,300	156	\$ 4,819,011	
	Residential, Fire Repair.....	3	\$ 85,250	23	\$ 1,241,786	
	Residential, Swimming Pool.....	22	\$ 1,277,050	118	\$ 6,436,083	
	Residential, Manufactured Home Replacement	1	\$ 71,000	7	\$ 493,288	
	Residential, Paving.....	10	\$ 35,686	110	\$ 1,026,455	
	Group Quarters.....			3	\$ 27,809,773	
	TOTAL	213	\$ 40,979,519	1551	\$ 225,813,527	
NON-RESIDENTIAL	Commercial, New Construction.....	8	\$ 4,197,700	62	\$ 59,513,823	NON-RESIDENTIAL
	Commercial, New Shell Building.....	0	\$ -	11	\$ 5,141,000	
	Commercial, Addition/Alteration.....	27	\$ 6,524,000	150	\$ 50,146,843	
	Commercial, Interior Finish.....	2	\$ 150,000	41	\$ 4,025,413	
	Commercial, New Foundation.....	0	\$ -	11	\$ 2,246,353	
	Commercial, Fire Repair.....	1	\$ 250,000	4	\$ 1,050,000	
	Commercial, Parking Lot.....	2	\$ 148,000	8	\$ 495,452	
	Commercial, Temporary Bldg./Const Trailer....	1	\$ 2,500	24	\$ 690,229	
	TOTAL	41	\$ 11,272,200	311	\$ 123,309,113	
OTHER ACTIVITY	Electrical Permits.....	241		1489		OTHER ACTIVITY
	Heat/Air/Refrigeration Permits.....	181		1381		
	Plumbing and Gas Permits.....	245		1775		
	Sign Permits.....	118		357		
	Water Well Permits.....	9		31		
	Garage Sale Permits.....	23		631		
	Structure Moving Permits.....	6		15		
	Demo-Residential Permits.....	2		49		
	Demo-Non-Residential Permits.....	2		2		
	Temp. Const. Bldgs. & Roll-off Permits.....	23		148		
	Lot Line Adjustments Filed.....	4		12		
	Certificate of Occupancy (CO).....	145		1102		
	All Field Inspections.....	3519		25135		
	Net Residential Demos & Removals.....	-1		-47		
	TOTAL VALUATION		\$ 52,251,719		\$ 349,122,640	

City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS
Issued February 2021 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued	Address	Lot	Block	Subdivision	Zoning	Valuation	Project
1.8.2 FAMILY STORM SHELTER	TABER BUILT HOMES, LLC.	229	02/01/21	1717 KALEBS	9	9	CEDAR LANE SEC #2	R1	\$ 2,500	23
1.8.2 FAMILY STORM SHELTER	TABER BUILT HOMES, LLC.	267	02/08/21	3609 ADDISON	42	9	CEDAR LANE SEC #2	R1	\$ 2,500	23
1.8.2 FAMILY STORM SHELTER	TABER BUILT HOMES, LLC.	269	02/01/21	3722 ADDISON	21	7	CEDAR LANE SEC #2	R1	\$ 2,500	23
1.8.2 FAMILY STORM SHELTER	STORM SAFE	305	02/03/21	1301 BROOKHAVEN	1	4	BROOKHAVEN #01	R1	\$ 2,395	23
1.8.2 FAMILY STORM SHELTER	STORM SAFE	343	02/04/21	3764 BLACK MESA	17	2	RED CANYON RANCH SEC 6	PUD	\$ 2,500	23
1.8.2 FAMILY STORM SHELTER	TORNADO SAFE OF SOUTHERN OK	344	02/01/21	2817 SANDSTONE	10	2	ROYAL OAKS ADD #5	R1	\$ 4,050	24
1.8.2 FAMILY STORM SHELTER	STORM SAFE	358	02/08/21	3801 ADDISON	44	9	CEDAR LANE SEC #2	R1	\$ 2,500	23
1.8.2 FAMILY STORM SHELTER	STORM SAFE	360	02/08/21	3605 ADDISON	43	9	CEDAR LANE SEC #2	R1	\$ 2,500	23
1.8.2 FAMILY STORM SHELTER	STORM SAFE	362	02/08/21	1713 KALEBS	10	9	CEDAR LANE SEC #2	R1	\$ 2,500	23
1.8.2 FAMILY STORM SHELTER	TORNADO SAFE OF SOUTHERN OK	368	02/02/21	3219 WILLOW ROCK	2	2	CROSSROADS WEST #1	R1	\$ 3,800	35
1.8.2 FAMILY STORM SHELTER	STORM SAFE	373	02/02/21	1505 SANDPIPER	7	1	SUTTON PLACE ADD #7	R1	\$ 2,395	23
1.8.2 FAMILY STORM SHELTER	STORM SAFE	376	02/02/21	1304 STONE CREEK	10	9	STONE LAKE	R1	\$ 4,700	27
1.8.2 FAMILY STORM SHELTER	ROUND ZERO STORM SHELTERS	388	02/02/21	3525 GLISTEN	15	2	CASCADE ESTATES #2	R1	\$ 3,800	24
1.8.2 FAMILY STORM SHELTER	F3 STORM SHELTERS, LLC	388	02/02/21	3108 NORWOOD	8	2	MONTORO RIDGE SEC. #2	PUD	\$ 2,850	21
1.8.2 FAMILY STORM SHELTER	TORNADO SAFE CERTIFIED SHELTER	389	02/03/21	2104 EPORA	8	3	BELLATONA SEC. #2	R1	\$ 3,800	35
1.8.2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	392	02/03/21	4209 LAS COLINAS	8	3	LAS COLINAS SEC. #2	R1	\$ 2,500	22
1.8.2 FAMILY STORM SHELTER	TORNADO SAFE OF SOUTHERN OK	410	02/08/21	102 ALAMOSA	1	1	LITTLE RIVER TRAILS SEC #2	PUD	\$ 2,545	21
1.8.2 FAMILY STORM SHELTER	STORM SAFE	422	02/04/21	3013 MONTANE	5	3	GREENLEAF TRAILS ADD 9	PUD	\$ 3,000	21
1.8.2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	503	02/12/21	122 ALAMOSA	6	2	LITTLE RIVER TRAILS SEC #2	PUD	\$ 2,300	23
1.8.2 FAMILY STORM SHELTER	STORM SAFE	520	02/18/21	3794 APEX	2	4	SUMMIT ADD	RM6	\$ 3,500	24
1.8.2 FAMILY STORM SHELTER	TORNADO SAFE OF SOUTHERN OK	528	02/18/21	805 BASS	1	1	SPRING BROOK #2	PUD	\$ 3,695	35
1.8.2 FAMILY STORM SHELTER	TORNADO SAFE SHELTERS	542	02/26/21	1004 VILLAVARDE	17	1	MONTORO RIDGE SEC. #2	PUD	\$ 5,850	49
1.8.2 FAMILY STORM SHELTER	TORNADO SAFE SHELTERS	548	02/26/21	1000 VILLAVARDE	18	1	LAKEVIEW TERRACE	R1	\$ 2,695	23
1.8.2 FAMILY STORM SHELTER	STORM SAFE	553	02/19/21	302 CROOKED OAK	5	3	LITTLE RIVER TRAILS SEC #2	PUD	\$ 2,695	23
1.8.2 FAMILY STORM SHELTER	STORM SAFE	578	02/23/21	305 BEACON	8	1	LAS COLINAS SEC. #1	R1	\$ 3,000	35
1.8.2 FAMILY STORM SHELTER	ROUND ZERO STORM SHELTERS	589	02/23/21	4804 LAS COLINAS	22	7	CEDAR LANE SEC #2	R1	\$ 2,195	23
1.8.2 FAMILY STORM SHELTER	STONEWALL HOMES, LLC.	600	02/23/21	3726 PURCHASE	10	1	HIGHLAND VILLAGE ADD SEC 9	R1	\$ 3,800	35
1.8.2 FAMILY STORM SHELTER	PROPOSED SHELTERS	601	02/24/21	2805 BARRY SWITZER	2	5	FLAMING OAKS ESTATES #2	RE	\$ 3,911	35
1.8.2 FAMILY STORM SHELTER	TORNADO SAFE SHELTERS	606	02/24/21	6519 CROOKED OAK	16	1	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 3,800	24
1.8.2 FAMILY STORM SHELTER	STONEWALL HOMES, LLC.	641	02/25/21	2816 VILLAGE LAKE	16	1	BROOKHAVEN #02	R1	\$ 3,600	15
1.8.2 FAMILY STORM SHELTER	TORNADO SAFE OF SOUTHERN OK	650	02/25/21	4215 BRIARCREST	2	5	OAKHURST ADD SEC 12	R1	\$ 3,800	32
1.8.2 FAMILY STORM SHELTER	ROUND ZERO STORM SHELTERS	663	02/25/21	1821 OAKCREST	26	34	SEQUOYAH TRAILS ADD	R1	\$ 2,500	48
1.8.2 FAMILY STORM SHELTER	EFFS TORNADO SHELTERS	664	02/25/21	809 TURBIDGE	6	3	WARWICK ADD #7	R1	\$ 3,150	24
1.8.2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	672	02/26/21	2621 SPRINTVIEW	17	4	ST. JAMES PARK ADD 6	R1	\$ 3,300	35
1.8.2 FAMILY STORM SHELTER	STORM SAFE	673	02/26/21	2337 SPRINTVIEW	4	2	VISTA SPRINGS ESTATES ADD 2	RE	\$ 130,000	1,364
1.8.2 FAMILY ADD OR ALTER	AS CONSTRUCTION	78	02/03/21	7437 COMANCHE	8	1	NORMAN, ORIGINAL TOWNSHIP	R3	\$ 150,000	2,168
1.8.2 FAMILY ADD OR ALTER	MCCABE, KEITH M	305	02/03/21	430 BROAD	13	3	PICKARD ACRES	R1	\$ 150,000	500
1.8.2 FAMILY ADD OR ALTER	SWIFT, BRENT	307	02/01/21	808 EAST LAKE	5	3	EAST RIDGE ADD #05	R1	\$ 4,500	224
1.8.2 FAMILY ADD OR ALTER	OWNER	333	02/03/21	2937 16TH	20	1	NOT SUBDIVIDED	A2	\$ 62,480	600
1.8.2 FAMILY ADD OR ALTER	OKIE SOLAR	335	02/08/21	2700 16TH	18	1E	NOT SUBDIVIDED	A2	\$ 62,480	600
1.8.2 FAMILY ADD OR ALTER	OKIE SOLAR	336	02/08/21	2750 16TH	18	1E	NOT SUBDIVIDED	A2	\$ 33,054	432
1.8.2 FAMILY ADD OR ALTER	OKIE SOLAR	457	02/10/21	3914 BRIARCREST	21	2	BROOKHAVEN #18	R1	\$ 30,500	432
1.8.2 FAMILY ADD OR ALTER	OKIE SOLAR	458	02/10/21	1216 BROAD ACRES	5	2	CRESTLAND ESTATES #1	R1	\$ 36,300	486
1.8.2 FAMILY ADD OR ALTER	MORREN HOME IMPROVEMENT	459	02/10/21	213 CHESTNUT	23	3	FOREST HILLS ADD	R1	\$ 20,000	200
1.8.2 FAMILY ADD OR ALTER	ARMSTRONG HOMES	464	02/11/21	1614 RICH	13	11	J.A. JONES ADDITION	R2	\$ 40,000	1,176
1.8.2 FAMILY ADD OR ALTER	OWNER	502	02/12/21	105 OAKCREST	9	12	OAKHURST ADD SEC 04	R1	\$ 1,200	17
1.8.2 FAMILY ADD OR ALTER	MARC JONES CONSTRUCTION, LLC	504	02/22/21	1415 KIMBALL	5	4	ST. JAMES PARK ADD 6	R1	\$ 28,094	295
1.8.2 FAMILY ADD OR ALTER	CHAMPION WINDOWS & PATIO ROOMS	605	02/25/21	2226 BUD WILKINSON	5	3	PEARSON EST #1	R1	\$ 37,720	273
1.8.2 FAMILY ADD OR ALTER	OWNER	642	02/26/21	2201 CLASSEN	24	3	SOUTHRIDGE ADD	R1	\$ 5,000	2,100
1.8.2 FAMILY FIRE REPAIR	OWNER	5158	02/03/21	1320 RAMBLING OAKS	14	9	SPRING BROOK #6	RM6	\$ 1,250	40
1.8.2 FAMILY PAVING	A.L.L. CONCRETE	454	02/09/21	801 SHADOWLAKE	20A	1	SHADOWLAKE ADD #5	R1	\$ 3,234	362
1.8.2 FAMILY PAVING	SHEPPARD CONCRETE	295	02/02/21	1183 ROBINHOOD	1	9	SHERWOOD FOREST #3	R1	\$ 6,000	890
1.8.2 FAMILY PAVING	D7 ENTERPRISES, INC	328	02/02/21	1000 SHERRY	6	4	WOODSLAWN ADD #2	R1	\$ 1,440	95
1.8.2 FAMILY PAVING	OLIVAS CONSTRUCTION CO.	440	02/11/21	1716 SUNRISE	5	5	SUNRISE HEIGHTS SEC #3	R1	\$ 3,950	380
1.8.2 FAMILY STORAGE BLDG	BETTER BARNS	205	02/01/21	4300 HUNTERS GLEN	2	2W	HUNTERS GLEN ESTATE (SURVEY)	A2	\$ 38,000	1,500
1.8.2 FAMILY STORAGE BLDG	GOBER POST FRAME CONSTRUCTION	274	02/03/21	4011 8TH AVE	11	1	WILDWOOD HILLS ESTATES	RE	\$ 30,000	2,625
1.8.2 FAMILY STORAGE BLDG	HOME DEPOT USA, INC	303	02/01/21	506 KENSINGTON	4	2	QUAILBROOK ADD #1	R1	\$ 5,000	120
1.8.2 FAMILY STORAGE BLDG	MORTON BUILDINGS, INC.	324	02/23/21	6100 MATTHEW FOX	35	3W	NOT SUBDIVIDED	A2	\$ 100,000	2,888
1.8.2 FAMILY STORAGE BLDG	OWNER	326	02/03/21	1525 NIGHTINGALE	1	2W	NOT SUBDIVIDED	A2	\$ 24,500	3,040
1.8.2 FAMILY STORAGE BLDG	KAISER, DARREN HOMES INC.	407	02/25/21	1301 BURLWOOD	24	2W	BURLWOOD COUNTRY ESTATES (COS)	A2	\$ 50,000	1,600
1.8.2 FAMILY STORAGE BLDG	OWNER	419	02/24/21	1001 ROCKLAND RIDGE	8	1	WESTLAND ADD	RE	\$ 60,000	1,598
1.8.2 FAMILY STORAGE BLDG	OWNER	478	02/11/21	1410 VINE	4	6	WESTLAND ADD	R1	\$ 2,000	150
1.8.2 FAMILY STORAGE BLDG	OWNER	509	02/24/21	81ST	1	2	OAKCREST ADD	RE	\$ 1,800	384

1 & 2 FAMILY, SWIMMING POOL	304	02/01/21	3750	STELLA	RD	27	1W	NOT SUBDIVIDED	A2	\$	55,500	500
1 & 2 FAMILY, SWIMMING POOL	465	02/23/21	307	ALABAMA	RD	12	5	LITTLE RIVER TRAILS SEC #2	PUD	\$	70,000	463
1 & 2 FAMILY, SWIMMING POOL	474	02/12/21	3021	CORONA	CT	8	2	LAS COLINAS SEC #2	R1	\$	99,000	640
1 & 2 FAMILY, SWIMMING POOL	531	02/26/21	821	PARKSIDE	RD	1	5	BROOKHAVEN #21B	R1	\$	57,000	446
1 & 2 FAMILY, SWIMMING POOL	551	02/26/21	2801	WEYMOUTH	WAY	23	1	WOODLAKE ESTATES	R1	\$	25,000	576
1 & 2 FAMILY, SWIMMING POOL	576	02/24/21	3705	GUIDNET	CT	32	8	CEDAR LAKE SEC #2	R1	\$	38,000	1,175
1 & 2 FAMILY, SWIMMING POOL	580	02/26/21	519	QUINNET	RD	8	12	VINEYARD PHASE III	R1	\$	45,000	288
1 & 2 FAMILY, SWIMMING POOL	584	02/26/21	5422	FRONTIER	TR	7	4	GLENDON SEC #2	PUD	\$	60,000	576
1 & 2 FAMILY, SWIMMING POOL	5259	02/23/21	811	SEDONA	DR	25	1	RED CANYON RANCH SEC 5	PUD	\$	50,000	470
OWNER	277	02/01/21	4455	120TH	AVE	13	1W	DEER EST	A2	\$	71,000	1,280
1 FAMILY, NEW CONSTRUCTION	91	02/23/21	3915	130TH	AVE	18	1E	NOT SUBDIVIDED	A2	\$	265,250	2,553
1 FAMILY, NEW CONSTRUCTION	146	02/05/21	1520	OKRIDGE	CT	1	1	GENTRY ESTATES COS	A2	\$	100,000	5,000
1 FAMILY, NEW CONSTRUCTION	214	02/09/21	3750	KALEBS	AVE	18	1W	NOT SUBDIVIDED	A2	\$	300,000	4,000
1 FAMILY, NEW CONSTRUCTION	227	02/01/21	1717	70TH	CT	9	9	CEDAR LAKE SEC #2	R1	\$	292,000	2,810
1 FAMILY, NEW CONSTRUCTION	231	02/23/21	4201	36TH	AVE	11	2W	NOT SUBDIVIDED	A2	\$	450,000	5,084
1 FAMILY, NEW CONSTRUCTION	266	02/08/21	3609	ADDITION	AVE	42	9	CEDAR LAKE SEC #2	R1	\$	274,000	2,596
1 FAMILY, NEW CONSTRUCTION	268	02/01/21	3722	ADDITION	AVE	37	21	CEDAR LAKE SEC #2	R1	\$	336,000	3,180
1 FAMILY, NEW CONSTRUCTION	317	02/03/21	620	48TH	AVE	35	2W	NOT SUBDIVIDED	A2	\$	250,000	3,055
1 FAMILY, NEW CONSTRUCTION	321	02/02/21	505	MOSSWOOD	RD	4	15	VINTAGE CREEK-ADDITION	PUD	\$	327,200	3,695
1 FAMILY, NEW CONSTRUCTION	355	02/04/21	3320	CHARDONNAY	LN	6	4	CHARDONNAY AT THE VINEYARD 1	PUD	\$	280,000	2,552
1 FAMILY, NEW CONSTRUCTION	358	02/04/21	3324	CHARDONNAY	LN	5	4	CHARDONNAY AT THE VINEYARD 1	PUD	\$	280,000	2,821
1 FAMILY, NEW CONSTRUCTION	357	02/08/21	3601	ADDITION	AVE	44	9	CEDAR LAKE SEC #2	R1	\$	286,000	2,845
1 FAMILY, NEW CONSTRUCTION	359	02/06/21	3605	ADDITION	AVE	43	9	CEDAR LAKE SEC #2	R1	\$	290,000	2,755
1 FAMILY, NEW CONSTRUCTION	361	02/08/21	1713	KALEBS	CT	10	9	CEDAR LAKE SEC #2	R1	\$	280,000	2,695
1 FAMILY, NEW CONSTRUCTION	399	02/22/21	3914	CATALINA	CT	12	1	MONTEREY ADD #2	R1	\$	220,000	2,850
1 FAMILY, NEW CONSTRUCTION	408	02/09/21	741	SIENA SPRINGS	DR	6	3	SIENA SPRINGS ADD #1	R1	\$	236,430	3,540
1 FAMILY, NEW CONSTRUCTION	541	02/26/21	1004	VILLASPERDE	CIR	17	1	MONTERO RIDGE SEC #2	PUD	\$	450,000	3,669
1 FAMILY, NEW CONSTRUCTION	543	02/26/21	3402	MONTILLA RIDGE	DR	10	2	MONTERO RIDGE SEC #1	PUD	\$	450,000	4,060
1 FAMILY, NEW CONSTRUCTION	547	02/26/21	1000	VILLASPERDE	CIR	18	1	MONTERO RIDGE SEC #2	PUD	\$	600,000	5,515
1 FAMILY, NEW CONSTRUCTION	217	02/01/21	3022	KETHLE	RD	10	3	GREENLEAF TRAILS ADD 10	PUD	\$	181,890	2,021
1 FAMILY, NEW CONSTRUCTION	309	02/24/21	4220	RUTHERFORD	WAY	35	1	FOUNTAIN VIEW SEC #1	R1	\$	423,795	6,420
1 FAMILY, NEW CONSTRUCTION	316	02/04/21	3759	BLACK MESA	RD	4	5	RED CANYON RANCH SEC 6	PUD	\$	288,560	2,984
1 FAMILY, NEW CONSTRUCTION	342	02/04/21	3764	BLACK MESA	RD	17	2	RED CANYON RANCH SEC 6	PUD	\$	320,400	3,560
1 FAMILY, NEW CONSTRUCTION	447	02/22/21	309	MAYBURY	DR	2	3	LITTLE RIVER TRAILS SEC #3	PUD	\$	302,580	3,363
1 FAMILY, NEW CONSTRUCTION	479	02/25/21	4506	ESCALON	DR	3	4	LAS COLINAS SEC #1	R1	\$	374,250	4,388
1 FAMILY, FIRE REPAIR	234	02/24/21	4514	ESCALON	DR	1	4	LAS COLINAS SEC #1	R1	\$	453,125	5,403
3+ FAMILY, NEW CONSTRUCTION	548	02/03/21	4114	8TH	AVE	14	1	BLUE RIDGE VILLAGE	RMS	\$	5,500	1,215
RESIDENTIAL STORAGE CONTAINER	548	02/03/21	4114	8TH	AVE	14	1	BLUE RIDGE VILLAGE	RE	\$	5,500	1,215
TEMPORARY ROLL-OFF, OTHER	426	02/23/21	1644	24TH	AVE	1	2	UNIVERSITY NORTH PARK SEC 1	PUD	\$	-	40
TEMPORARY ROLL-OFF, OTHER	590	02/23/21	2501	CONFERENCE	DR	1	1	UNIVERSITY NORTH PARK SEC 2	PUD	\$	-	40
TEMPORARY ROLL-OFF RESIDENTIAL	350	02/01/21	4805	125TH	AVE	12	7	WHISPERING HILLS	R1	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	377	02/02/21	3820	CARRINGTON	LN	5	5	CARRINGTON PLACE ADD #3	R1	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	391	02/03/21	1716	SUNRISE	ST	5	8	SUNRISE HEIGHTS SEC #3	R1	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	506	02/12/21	430	COMANCHE	ST	13	31	NORMAN, ORIGINAL TOWNSHIP	R3	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	582	02/23/21	13400	CHAPARRAL	RD	2	12	THUNDERBIRD HILLS	RE	\$	-	40
TEMPORARY ROLL-OFF RESIDENTIAL	603	02/24/21	4300	FOX CROFT	RD	2	2W	NOT SUBDIVIDED	A2	\$	-	40
TEMPORARY ROLL-OFF RESIDENTIAL	604	02/23/21	817	MOCKINGBIRD	LN	2	2	LINCOLN TERRACE ADD	R1	\$	-	40
TEMPORARY ROLL-OFF RESIDENTIAL	674	02/26/21	2405	WOODSBORO	DR	11	3	CROSSROADS WEST #3	R1	\$	-	0
TOTAL PERMITS (EXCLUDING TEMP ROLL-OFF)											AVERAGE PROJECT AREA	
TOTAL VALUATION											TOTAL PROJECT AREA	
AVERAGE VALUATION											1,283	
TOTAL VALUATION											128,619	
Permit Type	Permit Counts	Unit Count	Valuation	Permit Type								Permit Counts
1 & 2 FAMILY, STORM SHELTER	36		115,426	RESIDENTIAL STORAGE CONTAINER								1
1 & 2 FAMILY, ADD OR ALT	15		791,308	TEMPORARY ROLL-OFF, RESIDENTIAL								6
1 & 2 FAMILY, CARPORT	0		-	TEMPORARY ROLL-OFF, OTHER								2
1 & 2 FAMILY, FIRE REPAIR	1		1,250	SEASONAL STORAGE CONTAINER								
1 & 2 FAMILY, PAVING	4		14,624									
1 & 2 FAMILY, STORAGE BLDG	9		311,300									
1 & 2 FAMILY, SWIMMING POOL	9		512,300									
1 FAMILY, MANUFACTURED HOME REPLACEMENT	1		71,000									
1 FAMILY, NEW CONSTRUCTION	26		8,319,480									
2+ FAMILY, NEW CONSTRUCTION	0		-									
3+ FAMILY, NEW CONSTRUCTION	0		-									
3+ FAMILY, FIRE REPAIR	1		6,500									
3+ FAMILY, FOUNDATION	0		-									
GROUP QUARTERS	0		-									
GROUP QUARTERS	0		-									
TOTAL											TOTAL DEMO-NET DWELLING UNITS	
											-3	

NET # DU
1

DEMOS-RESIDENTIAL
405 IOWA ST.

City of Norman

BUILDING PERMITS AND INSPECTIONS

NON-RESIDENTIAL BUILDING PERMITS

Permit Type	Contractor	Tenant Name	Permit #	Issued	Street #	Dir	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL ADD/ALT	SUN CONSTRUCTION SERVICES	APPLE TREE CANDY STORE	45	2/22/2021	205 E	W	MAIN	ST	4A	14	NORMAN, ORIGINAL TOWNSHIP	C3	76,000	1594
COMMERCIAL ADD/ALT	LAGERE, DAVID	BENVENUT'S RESTROOM REMODEL	282	2/17/2021	105 W	MAIN	CLASSEN	BLVD	1	66	NORMAN, ORIGINAL TOWNSHIP	C3	10,000	800
COMMERCIAL ADD/ALT	CDBL INC.	CITY NATIONAL BANK INTERIOR REMODEL	292	2/4/2021	3651	CLASSEN	ALAMEDA	ST	1	1	ST JAMES CENTRE SEC #1	C2	40,000	702
COMMERCIAL ADD/ALT	SAGEMILL CONSTRUCTION, LLC.	HOMELAND FUEL CENTER KIOSK	313	2/25/2021	1205	ALAMEDA	TECUMSEH	RD	15	1W	FAOZ #2 (SURVEY)	A2	75,000	233
COMMERCIAL ADD/ALT	F N B TEEL CO.	PEOPLES PLANTS MM GROW	488	2/25/2021	9970 E	ROBINSON	ROBINSON	ST	1	1	BROOKHAVEN, VILLAGE AT #6	C1	10,000	400
COMMERCIAL ADD/ALT	GLR, INC	CVS PHARMACY REMODEL	4008	2/22/2021	1050	RAMBLING OAKS	DR	2	1	1	SPRING BROOK #14	RM6	252,000	13216
COMMERCIAL ADD/ALT	HOLLAND CONSTRUCTION	IGNITE MEDICAL RESORTS	4907	2/22/2021	2224 W	MAIN	ST	2	1	1	JENNINGS ESTATES #1	C2	412,000	34568
COMMERCIAL ADD/ALT	SUN CONSTRUCTION SERVICES	NORMANDY CREEK FACADE	5026	2/10/2021	2280 W	MAIN	ST	2	1	1	JENNINGS ESTATES #1	C2	208,000	390
COMMERCIAL ADD/ALT	SUN CONSTRUCTION SERVICES	NORMANDY CREEK FACADE	5027	2/10/2021	1644	24TH	AVE	1	2	1	UNIVERSITY NORTH PARK SEC 1	C2	50,000	124
COMMERCIAL ADD/ALT	SINGLETON CONSTRUCTION, LLC.	CHARLES SCHWAB INTERIOR REMODEL	5277	2/10/2021	3201	DESKIN	DR	9	2	1	NORTHBRIDGE IND PARK #7	PIUD	250,000	1986
COMMERCIAL ADD/ALT	MOSCO CONSTRUCTION	DURAN VENTURES MM REMODEL	5282	2/22/2021	601	12TH	AVE	1	1	1	1STE ADD #1	C2	30,000	2275
COMMERCIAL ADD/ALT	WALKCON LTD.	WALMART INTERIOR REMODEL	5377	2/22/2021	1030	INTERSTATE	DR	1	1	1	SPRING BROOK #8	C2	1,000,000	2740
COMMERCIAL FIRE REPAIR	POWER LIFT FOUNDATION REPAIR	NORMAN HOTEL REPAIR	5380	2/22/2021	4215	CLASSEN	DR	3	1	1	SOUTH CLASSEN INDUSTRIAL PARK	C2	250,000	3530
COMMERCIAL INTERIOR FINISH	OWNER	SEVEN POINT FARMS, LLC MM GROW	5394	2/10/2021	3903 S	CHALTAQUA	AVE	7	2W	2W	CITY PROPERTY	A2	1,000,000	2551
COMMERCIAL NEW CONSTRUCTION	LANDMARK CONST. GROUP	CITY OF NORMAN HAZARDOUS WASTE BUILDING	4725	2/22/2021	3440 S	JENKINS	AVE	7	2W	2W	CITY PROPERTY	A2	700,000	3098
COMMERCIAL NEW CONSTRUCTION	LANDMARK CONST. GROUP	CITY OF NORMAN CONTAINER MAINTENANCE BUILDING	4726	2/22/2021	1303 W	TECUMSEH	RD	13	3W	3W	ART-SAN CROSSING ADJUT	PIUD	132,102	1583
COMMERCIAL NEW CONSTRUCTION	J.P. CONSTRUCTION	ARTISAN CROSSING POOL	4744	2/24/2021	2437 W	MAIN	ST	1	1	1	NORMAN CENTER NORTH	C2	110,000	2243
COMMERCIAL PARKING LOT	EMJAX CONSTRUCTION, INC.	CHICK-FILA DRIVE-THRU	139	2/24/2021	506	ELMWOOD	DR	5	2W	2W	ARTISAN CROSSING ADJUT	P3	40,000	4501
COMMERCIAL PARKING LOT	FRONTIER BUILDS LLC	PLACER ALPHEA B9 COURT	238	2/1/2021	3355 W	MAIN	ST	1	1	1	SCORNER FASHION SPALL	C2	2,500	1530
TEMPORARY BLDG/CONST TRAILER	LOWE, TM	SCORNER BLDG/CONST TRAILER	581	2/22/2021	3355 W	MAIN	ST	1	1	1	SCORNER FASHION SPALL	C2	2,500	1530

Total Permits 20
 Average Valuation \$ 234,360
 Total Valuation \$ 4,687,200
 Average Project Area 2,766
 Total Project Area 55,689

Permit Type	Permit Count	Valuation
COMMERCIAL ADD/ALT	12	2,399,303
COMMERCIAL FOUNDATION PERMIT	0	0
COMMERCIAL FIRE REPAIR	1	250,000
COMMERCIAL INTERIOR FINISH	3	60,000
COMMERCIAL NEW CONSTRUCTION	3	1,837,700
COMMERCIAL NEW SHELL BLDG	0	0
COMMERCIAL PARKING LOT	2	148,000
TEMPORARY BLDG/CONST TRAILER	1	2,500
TOTAL	20	4,687,200

New Construction Business Information (New Construction and New Shell Building)
 Building Size (SF)
 2,561
 3,805

Use Classification
 INDUSTRIAL
 CITY OF NORMAN HAZARDOUS WASTE BUILDING
 CITY OF NORMAN CONTAINER MAINTENANCE BUILDING

POLICE 11



Administrative Summary

3/2/2021

February 2021 Summary

Operations



Part I Crimes	2021	Current MONTH 5YR AVG	2020	2021	Year-To-Date YTD 5YR AVG	2020
Murder	0	3	0	0	3	1
Rape	8	6	4	11	11	9
Robbery	2	3	4	4	9	14
Agg. Assault	19	15	20	37	28	43
Burglary	24	42	34	61	98	85
Larceny	182	230	164	446	468	372
Motor Vehicle Theft	34	28	32	77	58	59
Arson	0	1	0	0	1	3
Part I Totals:	269		258	636		586

Part II Crimes						
DUI/APC	17	36	41	36	73	74
Drunkenness	21	46	41	49	97	78
Drug Violations	29	86	54	61	173	118
Forgery	13	18	10	18	37	26
Vandalism	59	70	48	143	141	121
Others	302	NA	363	668	NA	749
Part II Totals:	441		557	975		1,166

Total Reported Crime: **710** **815** **1,611** **1,752**

Other Reported Activity

Public Peace Reports	159	174	216	352	354	437
Warrants Served	55	99	135	139	223	299
Other Reports Totals:	214		351	491		736

Total Case Reports: **924** **1,166** **2,102** **2,488**

Collisions	2021	MONTH 5YR AVG	2020	2021	YTD 5YR AVG	2020
Fatality	0	1	1	0	1	0
Injury	25	50	49	64	98	92
Non-Injury	55	133	113	122	257	263
Total Collisions:	80		163	186		355

Call for Service

CAD Activity (All Other CFS)	3,397	NA	2,884	6,597	NA	5,944
Calls for Service (Only Police)	5,859	NA	7,549	11,927	NA	15,766
Total CFS:	9,256		10,433	18,524		21,710

Citations & Warnings:

Citations	401	NA	1,201	1,007	NA	2,428
Warnings	748	NA	2,047	1,737	NA	4,290
Total Citations & Warnings:	1,149		3,248	2,744		6,718

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

** Five Year Average based on 2015 to 2019

** 2020 Data not used in 5YR Average due to Covid influences

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report February 2021



IN SHELTER ANIMAL COUNTS

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	46	52	98	38	7	45	(53)	-54%
Ending	46	27	73	36	21	57	(16)	-22%

ANIMAL INTAKES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	80	29	109	51	34	85	(24)	-22%
Owner Relinquish	18	16	34	9	24	33	(1)	-3%
Owner Intended Euth	2	0	2	3	0	3	1	50%
Transfer In	0	0	0	0	0	0	0	
Other Intakes*	4	0	4	1	6	7	3	75%
Returned Animal	9	4	13	3	1	4	(9)	-69%
TOTAL LIVE INTAKES	113	49	162	67	65	132	(30)	-19%

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

OTHER STATISTICS

	2020		2021		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	9	9	2	2	(7)	-78%
Dog Collected (DOA)	4	4	0	0	(4)	-100%
Cat Collected (DOA)	3	3	1	1	(2)	-67%
Wildlife Transferred	0	0	0	0	0	
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	0	0	0	0	0	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	0	0	0	0	0	
Intake Pigs	0	0	0	0	0	
Intake Other	0	0	0	0	0	
TOTAL OTHER ITEMS	16	16	3	3	(13)	-81%

LENGTH OF STAY (DAYS)

	2020	2021
Dog	12.7	13.3
Puppy	10.5	4.5
Cat	11.1	7
Kitten	6.7	2

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	28	9	0	37

Norman Animal Welfare Monthly Statistical Report

February 2021



LIVE ANIMAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	51	42	93	35	28	63	(30)	-32%
Return To Owner	41	0	41	24	7	31	(10)	-24%
Transferred Out	13	28	41	4	10	14	(27)	-66%
Returned in Field	0	0	0	0	4	4	4	
Other Outcome	0	0	0	0	0	0	0	
TOTAL LIVE OUTCOMES	105	70	175	63	49	112	(63)	-36%

OTHER ANIMAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	1	1	0	0	0	(1)	-100%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	4	3	7	2	2	4	(3)	-43%
Owner Intended Euth	3	0	3	3	0	3	0	0%
TOTAL OTHER OUTCOMES	7	4	11	5	2	7	(4)	-36%

TOTAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	105	70	175	63	49	112	(63)	-36%
Total Other Outcomes	7	4	11	5	2	7	(4)	-36%
TOTAL OUTCOMES	112	74	186	68	51	119	(67)	-36%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	3	1	0	4	57%
Medical - Injured	1	1	0	2	29%
Behavior - Aggressive	1	0	0	1	14%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	5	2	0	7	

MONTHLY LIVE RELEASE RATE

2020	2021
95.6%	96.6%

Live Outcomes / (Total Outcomes - Owner Int Euth)



Monthly Service By Assignment

January 2021 to February 2021
Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Jan 2021 Hours	Feb 2021 Hours	Total Hours
Norman Animal Welfare Center	Community Services-NAWC	264:00	0:00	264:00
	NAWC-Bather / Groomer	0:00	0:00	0:00
	NAWC-Beautification Volunteer	0:00	0:00	0:00
	NAWC-Cat Socializer	27:30	23:57	51:27
	NAWC-Community Outreach Volunteer	0:00	0:00	0:00
	NAWC-Dog Handler	18:54	29:49	48:43
	NAWC-Foster Program	0:00	1:00	1:00
	NAWC-Kennel Assistant	0:00	0:00	0:00
	NAWC-Laundry	2:11	3:30	5:41
	NAWC-Lobby Greeter	0:00	0:00	0:00
	NAWC-Orientation	0:00	14:00	14:00
	NAWC-Photographer	0:00	0:00	0:00
	Other Volunteer Services	0:00	0:00	0:00
	Veterinarian Assistant Tech	0:00	0:00	0:00
Total		312:35	72:16	384:51
Grand total		312:35	72:16	384:51

PUBLIC WORKS

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DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
February 2021

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed one (1) Rural Certificate of Survey, two (2) preliminary plat requests for the Planning Commission; and one (1) Rural Certificate of Survey, and two (2) Preliminary Plats to City Council. The Development Engineer reviewed 31 sets of construction plans and 5 punch lists. There were 127 permits reviewed and/or issued. Fees were collected in the amount of \$5,677.61.

CAPITAL PROJECTS:

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

The Oklahoma Department of Transportation (ODOT) conducted a bid opening on June 20, 2019, for both phases of the 24th Avenue East Project, located from Lindsey Street to Robinson Street. The low bidder was Silver Star Construction Company of Moore, Oklahoma in the amount of \$9,437,000 for the combined projects. ODOT awarded these projects at the July 1, 2019, Transportation Commission Meeting. Silver Star started construction on Monday, September 23, 2019. This project has a 270-calendar day construction schedule. The contractor should be substantially complete near the end of March 2021. ODOT is administering the construction of this project because federal transportation funds are being used.

The project involves the following items:

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

Weather delays result in working days not being charged for approximately half of the month.

The contractor's activities this month were as follows:

- *Continued sidewalk construction on the west side of 24th Avenue NE between Alameda Street and Robinson Street*
- *Continued manhole and water valve adjustments in the driving lanes of 24th Avenue East between Lindsey Street and Robinson Street*

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

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- *Installation of all pipe in casings under roadway*
- *Long delay to construction due to weather but construction resuming and should be complete by end of March.*

Porter Avenue and Acres Street Intersection 2019 Bond Project:

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- Waterline installations complete through Acres Street
- Removal of underground storage tank at old Posh Pets site
- Demolition of east side of Porter from Gray to Acres Continued
- Preparation of subgrade for stabilization.
- Installation of storm sewer on east side of Porter.
- *Lengthy project delay due to weather. Project is back underway.*

Sidewalk Programs:

FYE 2021 Annual Sidewalk Program went to bid on July 23, 2020 with EMC Services, LLC submitting the winning bid of \$345,018.00 for five projects to be completed throughout the fiscal year 2021. The contract was approved by City Council on August 25, 2020. Construction began in early November repairing Citywide Sidewalks. The Downtown Area Sidewalks and Curb Program began November 16, 2020 improving ramps and sidewalk along Comanche Street from Jones Avenue to Porter Avenue and has been completed. The Sidewalk Accessibility Project along Cherry Creek Drive from Pine Tree Lane to Silverton Circle adding 10 accessibility ramps has also been completed. The Sidewalks and Trails Project on sidewalk on the east side of North Berry Road from Denison Drive to Regent Street to complete a sidewalk gap on the east side of Berry Road for continuous walk from Main Street to Robinson Avenue began on March 1st and is 15% complete. The Sidewalk Program for Schools and Arterials Project along Iowa Street from Sundown Drive to Sherry Avenue will follow the North Berry Project.

FYE 2021 Special Capital Improvement Project went to bid on September 17, 2020 with Nash Construction Company submitting the winning bid of \$258,122.50 for four projects to be completed throughout the fiscal year. The contract was approved by City Council on November 10, 2020. Sidewalks on Brooks Street from Monnett Avenue to Classen Avenue, as well as Cruce Street from Pickard Avenue to Flood Avenue are complete. Sidewalks on the South Berry Road from Brooks Street to Boyd Street were completed in mid-February. The West Main Street north-side sidewalks from Park Dr to Berry Rd began February 22 and is 40% complete.

Roadway Bond Projects:

During the month of February, concrete paving maintenance was completed in the Colonial Estates addition, and work began on project 3 in the Westfield Manor Addition as part of the Street Maintenance Bond 2020 Urban Concrete Project. Concrete paving maintenance continued in the Queenston Heights and High meadow Additions as part of the Street Maintenance Bond 2021 Urban Concrete Project. Asphalt paving maintenance was completed and has been scheduled for March 9, 2021 acceptance as part of the Street Maintenance Bond 2021 Urban Asphalt Project.

PUBLIC TRANSIT

Construction of the Transit Operations and Maintenance Facility

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- Site Grading for parking and detention pond areas
- Storm Sewer Construction
- Waterline and other Utility Relocations
- Began building foundations and structural footings.
- Began under slab piping and plumbing.
- Removed unforeseen abandoned utility lines discovered under parking lot.
- Lengthy delay due to weather. Projects has started back up and is progressing.

Public Transit Response to COVID-19 (coronavirus)

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

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

City of Norman Transit Long Range Plan Update

Virtual public meetings were held Tuesday, February 23rd from 12:30-2pm and Wednesday, February 24th from 5:30-7pm. Discussions focused on draft service concepts for the transit system. In addition to the public meetings, stakeholder meetings were held on February 25, notices were sent out using water bill inserts, and meetings were held with City and EMBARK staff. A survey requesting feedback on the draft service concepts is also available at the following link: <https://www.surveymonkey.com/r/GoNorman>. This survey will be open until March 10.

Using the feedback received, a preferred service concept will be created. Additional tasks remaining include a Fare Analysis, Transit Development Guide, and the Final Draft of the overall plan. Staff anticipates at least one additional public meeting to discuss the final draft of the plan.

Transit Monthly Ridership Report

Attached is the transit performance report for January 2021.

STREETS DIVISION

CAPITAL & BOND PROJECTS:

156TH AVENUE SE: SH NO. 9/CITY LIMITS

Streets crews worked an overlay at 156th Avenue SE: SH No. 9/City Limits and required 1114.67 tons of asphalt for the repair.

SUMMIT BEND: RIDGE LAKE BOULEVARD

Streets crews worked panel replacement repair at Summit Bend: Ridge Lake Boulevard. This repair required 26.50 cubic yards of concrete and resulted in over 153 square yards repaired.

4500 – 4700 HIGHLAND HILLS DRIVE – CRACK SEAL PROGRAM

Streets crews worked an overlay at 4500 – 4700 Highland Hills Drive and required 7.25 tons of asphalt for the repair.

ASPHALT OPERATIONS:

Streets crews worked an overlay at 4508 Canonbury Circle and required 4.16 tons of asphalt for the repair.

2508 BURNING TREE (DEEP PATCH)

Streets crews worked an overlay at 2508 Burning Tree and required 58.71 tons of asphalt for the repair.

OTHER:

SNOW AND ICE OPERATIONS

Spread 1,410 tons of sand, 40,500 gallons of brine mixture during snow and ice operations.

STORMWATER

The Infrastructure Maintenance crew finished pouring 3 yards of concrete on the final abutment for the Vicksburg Pedestrian Bridge. The Vicksburg Pedestrian Bridge was also delivered and set in place on February 3rd. The Infrastructure Maintenance crew also checked 2,011 inlets and cleared 501 inlets, totaling three tons of debris removed. They helped the Channel Maintenance crew with panel replacement on Triad Village Drive and assisted the Street Division with winter storm operations from February 14th to February 19th, working 12-hour night shifts. The Infrastructure Maintenance crew also replaced broken curb hoods on Radius Way and repaired a damaged pipe on 48th Ave NW that was caused by a car accident.

DRAINAGE MAINTENANCE

The Channel Maintenance crew poured 28 yards of concrete on an inlet box and panel repair project on Triad Village Drive to fix a sinkhole that had formed in the street. The Channel Maintenance crew also checked 1,661 inlets and cleared 208 inlets, totaling three tons of debris removed. The crew assisted the Street Division with winter storm operations from February 14th to February 19th, working 12-hour day shifts. The crew also removed 65 tons of debris from Mockingbird and Denison channels.

URBAN STREET SWEEPING/CAMERA VAN OPERATIONS

A total of 134 lane miles were swept in February resulting in the removal of approximately 79.18 tons of debris from various curb lined streets throughout the city. The Street Sweeping crew checked 132 inlets and cleared 46 inlets, totaling 0.50 tons of debris removed. The crew also assisted the Street Division with winter storm operations from February 14th to February 19th, working 12-hour night shifts.

STORMWATER OKIE LOCATES

During the month of February, 2376 Call 811 Okie Spots were received. Of those requests, 121 were stormwater pipe locates, 43 were marked, and 275 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 65 inspections of 57 active sites

Issued 0 citation and 0 NOV's to active sites

Issued 4 Earth Change Permits to new projects

MS4 OPERATIONS

Received and responded to 15 citizen calls/ YTD Total is 164.

Conducted 0 outfall inspections.

Conducted 0 detention/retention pond inspections.

On February 5th, Michele Loudenback hosted an onsite training for Denali Homes to review erosion and sediment control and construction stormwater requirements.

On February 8th, Ms. Loudenback and Carrie Evenson participated in the monthly Technical Advisory Group meeting for the Lake Thunderbird Watershed Alliance.

On February 11th, Ms. Loudenback and Dr. Evenson participated in the quarterly Lake Thunderbird Watershed Partnership meeting with the Cities of Oklahoma City and Moore.

On February 11th, Ms. Loudenback and Dr. Evenson met with representatives of the Norman Arts Council to discuss the 2021 Artful Inlets program.

On February 19th, Ms. Loudenback and Dr. Evenson participated in the Lake Thunderbird Watershed Alliance Education Subcommittee meeting.

On February 22nd, Ms. Loudenback and Dr. Evenson participated in the monthly the Lake Thunderbird Watershed Alliance Board meeting.

On February 25th, Dr. Evenson participated in the Oklahoma Floodplain Managers Association and Oklahoma Water Environment Association Board meetings.

On February 25th, the Stormwater Division in conjunction with Norman Arts Council and Public Arts Board hosted an Artist Information Session for the 2021 Artful Inlets Program.

FLEET DIVISION

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

FUEL REPORT

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

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

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

MAINTENANCE REPORT

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

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

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

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

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

Monthly Progress Report
Public Works (February 2021)

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.

February 2021
DEVELOPMENT COORDINATION, ENGINEERING
AND PERMIT REVIEW

Subdiv January 2021

FY 2021 Associated Fees

Planning Commission/Dev Comm Review:	This Month	Last Month	FY Total
*Norman Rural Cert of Survey...	4		
*Final Plats.....	0		
*Preliminary Plats.....	4		
*Short Form Plat.....	0		
*Center City Form Based Code..	0		
*Concurrent Constr. Request.....	0		
City Council Review:			
Certificate of Survey.....	1		
Preliminary Plat.....	2		
Final Plats	0		
Certificate of Plat Correction.....	0		
Encroachment.....	0		
Easements.....	0		
Closure.....	0		
Release of Deferral.....	0		
	\$ 5,203.08		
Development Committee:			
Final Plats.....	0		
Fee-In-Lieu of Detention.....	0	\$0.00	
Subtotal:	\$5,203.08	\$2,895.00	\$45,548.08

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family.....	47			
***Commercial.....	50			
Multi-Family.....	0			
Addition/Alteration.....	24			
House Moving.....	2			
Paving Only.....	4			
Storage Building.....	7			
Swimming Pool.....	8			
Storm Shelters.....	29			
Public Improvements.....	1			
Temporary Encroachments.....	0			
Fire Line Pits/Misc.....	0			
Flood Plain (@\$100.00 each).....	0			
Total Permits.....				
Grand Total.....				
****Construction Plan Review Occurrences	31	24	190	
*****Punch Lists Prepared.....	5	7	45	

* 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

February 2021

**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	5	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	47	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	50	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	31	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	2	100%



PERFORMANCE REPORT

Summary of Services Table: January 2021

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

EMBARC Norman Service Summary	ADP Jan FY21	FY21 YTD	FY20 YTD	Service Profile	Jan FY21	Jan FY20	Dec FY21
Fixed Routes (M-F)	706	105,601	162,383*	Weekdays	20	21	22
Fixed Routes (Sat)	373	7,917	N/A*	Saturdays	5	0	4
PLUS (M-F)	62	8,965	7,659**	Gamedays	0	0	1
-Zone 1***	47	7,092	6,539**	Holidays	1	1	1
-Zone 2****	15	1,873	1,120**	Weather	0	0	3
PLUS (Sat)*****	10	293	N/A**	Fiscal YTD Days	174	126*	149
				20/21 YTD Days	25	22	277

*From 8/5/2019

**From 10/1/2019

*** Requires ¾ mile

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

*****Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 21 YTD	FY 21 Targets	
# of Norman fixed-route passenger trips provided	113,399	326,858	◆
# of Norman paratransit trips provided	9,258	16,421	
% of on-time Norman paratransit pick-ups	99.16%	95.00%	●
# of Norman bus passengers per service hour, cumulative	11.48	12.70	
# of Norman bus passengers per day, average	652	N/A*	N/A*
% of Norman required paratransit pickups denied due to capacity	0.11%	N/A*	N/A*

*LFR targets to be added in FY22

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STREET DIVISION					
	FYE 2021 February 2020	FYE 2021 February 2020	Year to Date	Year to Date	FYE 2021
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	4.12		83.60		
Overlay/pave 10 miles per year.	-	0%	12.65	127%	100%
Replace 1,160 square yards of concrete pavement panels	26.50	2%	1,792.50	155%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	43.00	10%	154.00	37%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	-	0%	14,175,438.00	112%	100%
Mow 148 miles of Rural Right-of-way twice per year	-	0%	411.50	139%	100%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STORMWATER DIVISION					
	FYE 2021 FEBRUARY 21	FYE 2021 FEBRUARY 21	Year to Date	Year to Date	FYE 2021
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)	129.00	26%	3,395.00	57%	50%
Collect litter from rights of way in the Urban area (Tons)	-	0%	-	0%	70%
Collect litter from rights of way in the rural area (Tons)	-	0%	-	0%	70%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	755.00	0.49%	4,789.00	32%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	-	0%	5,892,284.00	43%	90%
Perform erosion control inspections of permitted sites within 30 days.	65.00	114%	813.00		100%
Permit all earth disturbing operations over 1 acre in size.	4.00	100%	19.00		95%
Inspect City facilities identified as potential stormwater pollution sources.	-	200%	2.00		50%
Inspect stormwater outfalls.	-	0%	25.00		20%
Respond to stormwater complaints within 24 hours of the time reported	15.00	100%	176.00		100%
Enforcement actions (NOV's and citations)	-	N/A	1.00		N/A

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

February 2021

IN GALLONS	FYE 2021	FUEL REPORT	
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	13,875.00	15,726.00	13,762.02
Outside - sublet	1,228.00	357.00	3,282.67
TOTAL	15,103.00	16,083.00	17,044.69
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	17,304.53	18,282.01	17,968.53
			<u>PUBLIC CNG CONSUMED</u>
			3,282.67

FYE 2021 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	143,995.08	138,362.77	128,123.53	31,020.52

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$1.93	Low	\$1.74	UNLEADED	High	\$2.04	Low	\$1.81
DIESEL	High	\$2.00	Low	\$1.80	DIESEL	High	\$1.88	Low	\$1.88
CNG	High	\$0.84	Low	\$0.84	CNG	High	\$1.49	Low	\$1.37

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$75,787.65	Month Total Public CNG Sales	\$4,818
BATTERIES	\$1,961.22	FYE 2021 To Date Public Sales	\$42,290
OILS/FLUIDS	\$3,397.13	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$12,805.40	Total Sold Gallons Life To Date	947,336
SUBLET REPAIRS	\$11,730.37	Total Gross Sales Life To Date	\$1,357,486
		Life To Date CNG Gas Gallon Equivalent	
TOTAL SPENT ALL parts/sublet	\$105,681.77	Total Public/City Through-Put CNG Gallons @ Statio	2,471,211

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	15	7	10	195
EMERGENCY ROAD CALLS	49	28	17	348
PM SERVICES	104	114	140	1888
INCLEMENT WEATHER	36	6	0	44
WORK ORDERS	497	478	500	7022
SCHEDULED REPAIRS	139	182	193	2628
NON SCHEDULED REPAIRS	248	296	307	3761

Light Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	6	1	1	52
EMERGENCY ROAD CALLS	6	3	2	62
PM SERVICES	62	77	86	1193
INCLEMENT WEATHER	7	1	0	8
WORK ORDERS	195	222	227	3166
SCHEDULED REPAIRS	81	106	117	1613
NON SCHEDULED REPAIRS	75	116	110	1324

Heavy Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	6	3	4	124
EMERGENCY ROAD CALLS	43	25	15	289
PM SERVICES	36	25	39	489
INCLEMENT WEATHER	27	5	0	33
WORK ORDERS	226	189	193	2,809
SCHEDULED REPAIRS	52	45	61	792
NON SCHEDULED REPAIRS	114	144	132	1,892

Transit Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	3	3	5	13
EMERGENCY ROAD CALLS	0	0	0	6
PM SERVICES	5	11	14	139
INCLEMENT WEATHER	1	0	0	1
WORK ORDERS	69	61	72	644
SCHEDULED REPAIRS	5	30	14	224
NON SCHEDULED REPAIRS	53	31	58	391

PUBLIC WORKS FLEET DIVISION PM COMPLIANCE REPORT

February FYE 2021

Industry Standard Compliance: Not To Exceed 5%

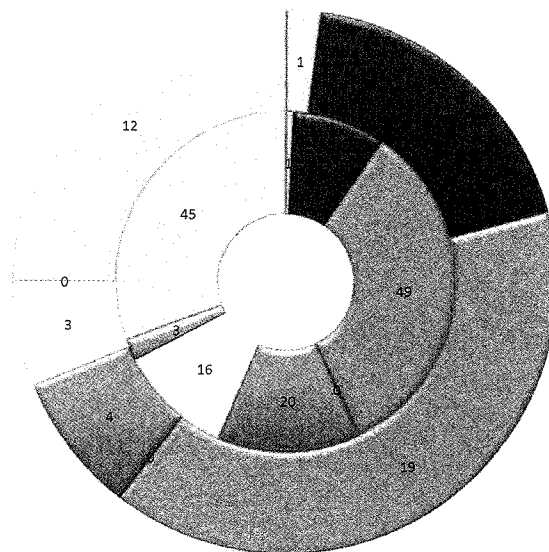
Department	Current	Compliance	Compliance	Compliance	Current %	Year 2020 %
Department	Current	Compliance	Compliance	Compliance	PENDING	Year 2020 %
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
CUSTODIAL					0%	0%
BUILDING MAINTENANCE					0%	33%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	0%
FINANCE						
METER SERVICES	1	1			0%	67%
PLANNING						
PLANNING	2	2			0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE	1	1			0%	0%
PUBLIC WORKS						
ENGINEERING					0%	0%
STREETS	11	10		1	9%	12%
STORMWATER	7	4	3		0%	19%
TRAFFIC					0%	15%
STORMWATER QUALITY					0%	0%
FLEET	4	4			0%	0%
TRANSIT					0%	0%
POLICE						
ANIMAL CONTROL	1			1	100%	67%
POLICE ADMINISTRATION		2			0%	14%
POLICE STAFF SERVICES	1	2			0%	41%
POLICE CRIMINAL INVESTIGATIONS	2	3			0%	1%
POLICE PATROL	20	15	4	3	15%	84%
POLICE SPECIAL INVESTIGATIONS					0%	167%
POLICE EMERGENCY COMMUNICATION	1		1		0%	100%
FIRE						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION	3	3		1	33%	13%
FIRE SUPPRESSION	4	3		1	25%	58%
FIRE DISASTER PREPAREDNESS	1			1	100%	100%
PARKS & RECREATION						
PARK MAINTENANCE	5	4		1	20%	48%
PARKS & RECREATION					0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	4	2		2	50%	77%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION	5	4	1		0%	40%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT	1			1	100%	300%
WATER PLANT					0%	0%
WATER PLANT WELLS					0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	6	2		4	67%	94%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	50%
WRF INDUSTRIAL					0%	25%
WRF BIOSOLIDS	1			1	100%	86%
WRF OPERATIONS	1	1			0%	0%
SEWER LINE MAINTENANCE	2	2			0%	40%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	4	2		2	50%	25%
SANITATION COMMERCIAL	8	5		3	38%	39%
SANITATION TRANSFER	3	3		1	33%	38%
SANITATION COMPOST					0%	50%
SANITATION RECYCLE	1	2			0%	44%
SANITATION YARD WASTE	3	3			0%	1%
CITYWIDE TOTAL	103	80	9	23	22%	34%

PUBLIC WORKS FLEET DIVISION PM COMPLIANCE REPORT

February FYE 2021

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
FIRE										
DP39T	2016 Wells Trailer	Fire Disaster Preparedness	3/1/2021	2/19/2021	-10	days	2/19/2021	Light Repair	PM-A	2/19/2020
POLICE										
0990	2014 Ford F250	Police Animal Control	3/1/2021	10/16/2020	-136	days	2/1/2021	Light Repair	PM-N	5/6/2020
1061T	2002 Continental CC6105A	Police Special Investigations	3/1/2021	12/3/2020	-88	days	12/23/2020	Light Repair	PM-A	12/3/2019
1146	2010 Ford Crown Vic	Police Patrol	126730	125002	-1728	miles	2/4/2021	Light Repair	PM-C	10/19/2020
1024	2018 Chevy Tahoe	Police Staff Services	20023	19322	-701	miles	1/29/2021	Light Repair	PM-C	5/11/2020
1100T	2008 12x6 Utility Trailer	Police Patrol	3/1/2021	2/11/2021	-18	days	2/11/2021	Light Repair	PM-A	2/11/2020
UTILITIES										
					0					
0335	2015 Honda Trash Pump	Waterline Maintenance	3/1/2021	12/14/2020	-77	days	12/16/2020	Light Repair	PM-C	8/14/2020
328A	2015 Vanair Pro 35 Air Comp	Waterline Maintenance	3/1/2021	2/4/2021	-25	days	2/4/2021	Light Repair	PM-D	2/4/2020
590T	1990 Harmon Trailer	WRF Sludge	3/1/2021	1/3/2021	-57	days	2/12/2021	Heavy Repair	PM-A	1/3/2020
590B	2018 John Deere Rotary Cutter	Water Treatment	3/1/2021	12/8/2020	-83	days	2/18/2021	Heavy Repair	PM-D	12/10/2019
326T	2016 Belshe Trailer	Waterline Maintenance	3/1/2021	1/14/2021	-46	days	2/19/2021	Heavy Repair	PM-A	1/10/2020
SANITATION										
0251	2015 Peterbilt 348 Rearloader	Sanitation Yard Waste	10000	9601	-399	hours	12/2/2020	Heavy Repair	PM-C	1/21/2021
0200	2009 Chevy Colorado	Sanitation Residential	79000	78318	-682	miles	2/9/2021	Light Repair	PM-C	7/29/2020
0257	2015 Peterbilt 320 Sideload	Sanitation Residential	11168	11030	-138	hours	2/24/2021	Heavy Repair	PM-C	8/11/2020
0268	2018 Peterbilt 520 Sideload	Sanitation Residential	5898	5030	-868	hours	11/4/2020	Heavy Repair	PM-C	7/17/2020
0294	2020 Peterbilt 389	Sanitation Waste Disposal	84668	77449	-7219	miles	1/14/2021	Heavy Repair	PM-C	11/4/2020
0233	2013 Caterpillar CT660 Rolloff	Sanitation Commercial	10726	10453	-273	hours	1/15/2021	Heavy Repair	PM-C	8/19/2020
281T	2019 Holt Trailer	Sanitation Commercial	3/1/2021	1/28/2021	-32	days	1/28/2021	Light Repair	PM-A	1/27/2020
PARK MAINTENANCE										
422M	2014 Bradco SS	Park Maintenance	3/1/2021	7/21/20	-223	days	10/9/2020	Heavy Repair	PM-C	1/21/2020
406B	2011 John Deere Rotary Cutter	Park Maintenance	3/1/2021	11/8/20	-113	days	12/28/2020	Heavy Repair	PM-A	11/8/2019
PUBLIC WORKS										
0131	2009 Ingersoll SX-170H	Streets	3/1/2021	2/13/2021	-16	days	2/12/2021	Light Repair	PM-C	2/13/2020



PM Compliance Report
May FYE 2020

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

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

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

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2021

February 2021

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	ACTUAL	DIFFERENCE
# 001	145.59	72%	87.6%		15.6%
# 002	138.15	72%	81.5%		9.5%
# 003	113.84	72%	81.3%		9.3%
# 004	79.10	72%	100.0%		28.0%
# 006	126.63	72%	72.5%		0.5%
# 007	85.57	72%	79.3%		7.3%
# 008	101.83	72%	71.0%		-1.0%
# 009	92.92	72%	56.0%		-16.0%
# 010	108.94	72%	64.0%		-8.0%
# 011	142.79	72%	85.8%		13.8%
# 012	125.09	72%	90.5%		18.5%
# 013	87.52	72%	89.3%		17.3%
# 014	78.06	72%	55.8%		-16.2%
# 016	0.00	72%	#DIV/0!	#DIV/0!	
# 018	89.17	72%	86.1%		14.1%
# 021	104.49	72%	71.8%		-0.2%
# 028	141.08	72%	81.3%		9.3%

DIRECT LABOR HOURS

1760.77

TOTAL AVAILABLE HOURS

2282.37

PRODUCTIVITY GOAL

72.0%

ACTUAL PRODUCTIVITY

77.1%

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

FEBRUARY 2021		PROJECTED GOAL		THIS MONTH				YEAR TO DATE			
		Percentage	Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met			Percentage Met
Provide initial response to citizen inquiries within 2 days		100%	43	0	0%	547	504	92%			
Provide information requested by citizens within 7 days		95%	43	0	100%	547	504	100%			
Complete traffic engineering studies within 45 days.		99%	1	0	100%	5	4	100%			
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.		95%	37	0	0%	286	249	87%			
Worker Hours Per Gallon of Paint Installed.		0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage			
			0	0	0.00	2768	733	0.26			
Thermoplastic legend, arrows, stop bars & crosswalks installed.		4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average			
			0	0	0.00	17.17	195	11.36			
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.		100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met			
			12	0	100%	101	89	88%			
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			
			24	0	0%	206	182	88%			
Response to reports of sign damage:		Percentage									
High Priority Stop or Yield Signs within one hour		99%	11	0	0%	66	55	83%			
Lower Priority all other signs within one day		90%	62	0	0%	740	678	92%			
Street Name Signs within two weeks		90%	15	0	0%	180	165	92%			
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			
			2720	0	0.00	22216	0	0.00			

Monthly Report

February 2021

LINE MAINTENANCE:

Waterline Capital Projects

- Crail Drive – 0%
- Buckingham Drive – 0%
- Hunting Horse – 100%
- Kiowa Way – 0%
- W. Brooks Street – 0%
- E. Eufaula St. – 100%
- E. Comanche St – 5%
- E. Robinson St – 100%

East Comanche Street: WA0344: - Staff replaced 500 feet of 6" Cast Iron with 6" C-900 PVC from Porter Ave to Ponca Avenue. Materials ordered and waiting on delivery, project 5% complete.

Water Line Breaks – 17 in February

Sewer Line Data

- Total obstruction service requests - 24
 - Private Plumbing: 20
 - City Infrastructure: 4
 - Sanitary Sewer Overflows: (2) – One on the customer's plumbing and one on the City's collection main.

Lift Station D Flows:

- Days - 28
- Average daily flow: 1.90 MGD
- Total flow: 53.20 MG

UTILITIES ENGINEERING:

Line Maintenance Building (WA/WW0329)/WRF Storage Building (WW0318): Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. A preliminary meeting was held with City staff to discuss the project and what variances may be required. Additional funding will also be necessary due to the increased cost for the project to meet actual division needs now and into the future. This funding will have to occur after the new budget cycle.

WASTEWATER PROJECTS:

Sewer Maintenance Project FYE17 (WW0307): Annual project will replace 28,500 feet of deteriorated sewer lines with high density polyethylene (HDPE) pipe and rehabilitate or replace 161 manholes. Area is bounded by Cavecreek Street and Pinecrest Street to the north, Sequoyah Trail and Woodcrest Creek Drive to the west, Rock Creek Road to the south and 12th Avenue NE to the east. Change Order No. 1 was a no-cost change order approved with the contract award. Change Order No. 2 was approved and added approximately 1,000 feet of 12-inch pipe replacement along Chautauqua Avenue from Symmes Street north to just south of Main Street. Change Order No. 3 was added to the project to address unforeseen storm sewer conflicts along Chautauqua and to also eliminate cleanouts for sewer service lines. The contractor has replaced approximately 23,000 feet of line. The replacement within Chautauqua has been completed and work is ongoing within the Woodcrest Addition.

Engineer: Staff with assistance from Lemke Surveying

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

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

Sewer Maintenance Project FYE19 (WW0321): Annual project may replace about 22,000 feet (over 4 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Peter Pan St. to the North, 24th Ave SW to the west, Westbrook Terrace to the south, and Berry Road to the East. Preliminary project layout and scope definition are in progress. Line Maintenance has begun internal video survey of project area which should be complete by March 2021. Award contract to Lemke for surveying and drafting assistance should be in March 2021.

Engineer: Staff with assistance from local surveyor

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WRF is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the Compost Facility south of the WWTP. Wastewater reuse can reduce water demand and delay the need for expensive water supply projects. This project will install piping to the compost facility and examine the need to upsize the non-potable water pumps. Contract K-1213-54 for preparation of Engineering Report (ER) with Alan Plummer and Associates (APAI) approved 09/06/12. After numerous meetings with DEQ; ER for Compost Facility Reuse submitted to DEQ 09/04/13; ER approved on 09/23/14. APAI contract amendment for final design and construction administration approved by NUA 01/27/15; design work proceeding with 90% plans received 02/16/16. Since completion of WRF Phase 2, staff is considering using UV disinfected effluent in lieu of chlorinated effluent for compost irrigation. Staff and APAI requested variance from DEQ reuse rules to accomplish this change on 02/15/18. Staff and APAI met with DEQ 03/29/18 to discuss the proposed variance; DEQ advised NUA on 07/18/18 that the variance was conditionally approved. APAI and staff negotiated scope and price of Compost Reuse Pump Station project; the NUA approved Contract 1819-82 with APAI 12/11/18 to design the project using UV reuse water at the compost facility. Staff met with APAI on 02/08/19 to discuss project with Compost Facility staff and discuss potential project solutions. 100% plans submitted to DEQ 06/19/19 and the DEQ approved the plans 07/15/19. Pre-Bid Conference held 09/12/19 with five contractors attending; bids will be opened 09/19/19. Four bids were received 09/19/19 ranging between \$438,670 and \$635,892 and were much higher than estimated; staff has met with low bidder in attempt to reduce costs and is awaiting additional information. APAI and staff have worked to reduce project scope and cost and we met with the low bidder, Mathews Trenching, in an attempt to reduce the price. Negotiations were only able to reduce the price to about \$350,000 that is still too much to justify contract award. Bids were rejected and the project will not proceed. Staff will work with DEQ to select and bid another SEP project. DEQ agreed but demanded a quick turnaround time so staff selected a solar installation project on top of the UV building at the WRF. NUA approved design contract July 14, 2020 for solar project. Construction began in October 2020 and was complete final week of October 2020. DEQ performed final inspection Friday December 11, 2020 and were satisfied with project. They will send us a final letter closing out consent order.

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

behalf of WRF. The sampling protocol for the study has been largely finalized, and Garver's subcontractor is continuing to receive delivery of and install equipment for the pilot testing. During February 2021, installation of the Aqua Nereda equipment being piloted was completed. Operator training and startup of equipment should be completed during March 2021. Installation of remaining equipment to be piloted should also be completed during March 2021 and operator training and startup for all piloted equipment should be completed no later than April 2021. Phase I of Pilot Testing will then continue for one year followed by Phase II testing that will continue for an additional year until the Spring of 2023.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF Dewatering Centrifuge Replacement (WW0326) – Project will replace centrifuges at WRF. Current centrifuges have reached the end of their useful life, and thus have excessive maintenance needs and require regular repairs to keep them operational. NUA approved an Engineering Contract with Garver, LLC December 8, 2020, and design has commenced. During the month of January 2021, a demonstration test using PW Tech's "Volute Dewatering Press" was completed and equipment operation observed by Garver and Norman WRF and Engineering staff. NUA staff are scheduled to visit an existing installation of this equipment in Bentonville, Arkansas in March 2021. During the month of February 2021, a demonstration test using equipment manufactured by Huber was completed at the WRF and its operation was observed by Garver and Norman WRF staff. In March 2021, WaterTech will complete a demonstration test of their equipment at the WRF. Also in March 2021, Garver is scheduled to submit a draft engineering report that will make a recommendation on the equipment to be used for this project. Upon acceptance of this report by NUA, final design will commence and should be completed by July 2021. Bidding, Contract Award and Notice to Proceed would follow in August 2021 and September 2021 respectively. Construction should then be completed by February 2022.

Engineer: Garver LLC (Michael "Cole" Niblett)

SE Norman Lift Station Payback (WW0306): Staff has recently updated the wastewater model to project flows generated from full build-out of the Destin Landing Development in SE Norman. A series of interceptors as well as one large lift station with flow equalization can eliminate one existing and three proposed lift stations in southeast Norman. This project will estimate project costs, assign wastewater generation estimates to undeveloped properties to be serviced, and prorate payback costs per parcel based on wastewater generation projections. Developers might initially fund the lift station and/or the NUA with a portion of the funding paid back as additional areas develop. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, staff selected Search, Inc. to prepare the sewer service area study and evaluate its potential as a payback project. Staff expects to bring a contract forward to NUA in May, 2021.

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

Lift Station D Force Main Replacement (WW0091): Another portion of the Lift Station D 16" ductile iron force main along 12th Ave N.E. is severely deteriorated and in need of replacement. Approximately 3,500 feet of this force main to just south of Rock Creek Road was replaced with 20-inch PVC in 2009. The area needing replacement because of continued breaks is on the west side of 12th from the end of the previous project to the point where it begins to gravity flow near the 12th Avenue Recreation Center. The project is expected to require 2,300 feet of new 20-inch piping, three air release vaults, and a new receiving manhole. After discussions with the Parks Department, the City of Norman will continue to lease the property needed for this project and will not purchase the property outright. Therefore, the project was kicked back off to identify the best alignment and then move forward to final design, easement acquisition (as necessary), bidding and construction. Geotechnical work has been completed and potholing will be completed in September 2020 allowing the design to be finalized. Downstream manhole rehabilitations were also added to the project due to severe corrosion that has deteriorated the manholes impacting their structural integrity. Design is progressing based on field investigations and 90% plans were submitted in November. Staff has reviewed the plans and there are constructability concerns regarding the proposed alignment. Alternative alignments are being evaluated.

Class A Sludge / Co-Composting (WW0312): This Project includes evaluation of biosolids co-composting via the windrow method to achieve Class A Biosolids for the Norman Utilities Authority (Owner) in Norman, Oklahoma. An

evaluation of sites near the Water Reclamation Facility (WRF) will be evaluated as well. This scope of services also includes modification and update to Norman Water Reclamation Facility's existing Sludge Management Plan. Technologies were screened and Windrow Composting was determined by the Engineer to be the best alternative due to capital cost and operational familiarity considerations. The project was put on hold pending further discussions with landowners for land application of biosolids that is a lower cost option than co-composting.

Engineer: Garver, Inc. (Steve Rice)

Septage Receiving Facility (WW0319): The Water Reclamation Facility (WRF) is often contacted regarding the possibility of taking trucked wastewater from hauling companies. Delivery of trucked wastes is not typically approved due to the undocumented quality of the trucked waste. Oklahoma City is currently the only municipal location in the metropolitan area for haulers to dispose of septage. The WRF could potentially generate revenue from companies hauling septage (septic tank clean-outs) and other acceptable wastes. Additionally, City of Norman residents utilizing a private sewage system could benefit through their private haulers having a closer disposal solution. To allow for the new facility, the current WRF treatment processes must be protected which may require temporary storage of the trucked wastes delivered to the WRF while water quality testing is performed to verify its acceptability. Preparation of an engineering study and design is budgeted for FYE19 while construction is budgeted for FYE20. The draft report was received in May 2020 and significant revisions were requested and a revised report was received late June 2020. Additional revisions were scheduled to be received in December 2020. This project is not a high priority for service reliability but staff will complete this work in early 2021.

Engineer: Olsson, Inc. (Kevin Rood)

WATER PROJECTS:

Waterline Relocation: I-35 Widening (WA0196): Unbudgeted project necessitated by ongoing widening of I-35. Total budget of about \$500,000 estimated for replacing three waterlines associated with the I-35 project (24-inch at Briggs Street, 12-inch at Brooks Street and 12-inch at 24th Avenue SW and Highway 9). Team of SAIC/Poe and Associates will prepare design plans as an amendment to the Lindsey Street widening project. ODOT expected to reimburse waterline relocation costs at end of project. NUA approved design contract with SAIC and ODOT relocation agreements on 10/22/13. Design is underway. ODOT has required I-35 crossing at Briggs Street to be deepened to 28 feet below grade; construction costs will increase approximately \$450,000. Project advertised 04/29/14 and three bids were opened 05/22/14; Matthews Trenching was the low bidder at \$997,875. NUA approved contract on 06/10/14; work began 06/11/14 and must be complete by 09/01/14. Bore and encasement and waterline installation complete at 24th SW and at Brooks Street and at Briggs Street. NUA approved Final change order #1 and project acceptance on 12/23/14. NUA submitted 1st reimbursement request to ODOT and \$840,780 has been reimbursed by ODOT;. Final engineering invoice from Benham received and final payment has been made; staff requested ODOT reimbursement on August 7, 2020 in the amount of \$260,320. ODOT requested additional copies of paid invoices and staff is working with Purchasing to provide copies. Reimbursement is expected in March 2021.

Waterline Replacement: Interstate Drive (WA0245): Project will replace approximately 8,600 feet of failing ductile iron water lines with PVC pipe to reduce service disruptions to customers and damage to driveways and streets. The project is located along North Interstate Drive from Sooner Fashion Mall north to Northwest Boulevard and along Copperfield Drive from Northwest Blvd. to Interstate Drive with an extension west into Springbrook Addition. New piping will include about 8,600 feet of 6, 8, and 12-inch PVC pipe. Easements are still being acquired for the project with five of the six parcels received. The last easement is in final negotiations so the project was advertised and bids were opened on December 3, 2020. Cimarron Construction Co. was the lowest, responsible bidder and the contract was awarded on January 12, 2021. Public Notice letters were sent to home and business owners on February 24, 2021 and the contract started on March 3, 2021. Contractors started mobilization on March 10, 2021.

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

Waterline Transmission: Robinson Avenue Water Line Replacement (Phase III) – 24th Avenue NW to Flood Ave (WA0242): Project will reinstall approximately 6,800 feet of 30-inch PVC C900 along Robinson Avenue from just east of the 24th Avenue NW to Flood Avenue. The new 30-inch line will replace the existing 16-inch line. This project will also replace approximately 2,100 feet of 12-inch water line from Canterbury Street to Flood Avenue on the south side of Robinson. After initial field investigation and discussions with potential contractors, an alternative alignment further away from utility conflicts was evaluated and approved by the OU Board of Regents and accepted by Council. The project was bid and the contract was awarded to Garney Companies, Inc. (Garney) in the amount of \$1,978,875.00 on July 14, 2020. Garney's subcontractor for small diameter piping, Cimarron Construction (Cimarron), mobilized in early November, and, through the end of February 2021, they have installed approximately 2,800 LF of 12" diameter distribution main, mostly by directional bore, along with services, meters, and hydrants on the south side of Robinson Avenue. They also completed jack bore across Robinson west of Woods. Garney mobilized to the project during the first week of December 2020 and, as of the end of February 2021, they have completed installation of all 30" transmission main on the project, and they have commenced testing and disinfection of line. Garney expects to complete all project work by the Contract Completion Date in March 2021.

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

Waterline Replacement: Flood Avenue - Robinson to Venture (WA0328): Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Design is funded in FYE19, with construction funded in FYE20. Based on detailed field survey, the alignment appears to require the removal of the existing 16-inch line and installation of the new line in the same corridor. Water model simulations have indicated that this will not impact service levels but this work is going to be scheduled during the non-demand seasons to reduce the impacts of this outage. Comments on preliminary plans were provided to Engineer on April 3, 2020. Plans at 65 percent level were received and reviewed and comments were returned back to the consultant. Utility verification and potholing were completed to allow for the design to be finalized. Plans were reviewed on February 23, 2021 and a permit was sent to BNSF Railroad for the Lexington Street crossing on March 1, 2021.

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

Gray Street Waterline Replacement (WA0202/WA0224): C. H. Guernsey and Company was selected for the design of the Gray Street Waterline Replacement. Plans are under review. CO#2 to Berry WL project will be considered on 10/25/16 adding 1,200 feet of 16-inch waterline along Main Street between Flood and Acres to the project; this was originally part of the Gray Street project. NUA approved Amendment #1 to Guernsey contract adding additional waterline replacements along Gray and Tonhawa under project WA0224. Work is being delayed due to desire to not have Gray Street under construction at same time as Main Street Enhancement by PW. Kickoff meeting held; Lemke Surveying completed survey work for project in late October; design process is underway. Supplemental survey data collected by drone flying over project area; accuracy and detail received is outstanding. Project has been bid and awarded construction began in March 2020. Approximately 350 feet of additional 8-inch water line was added to the project to replace water line along University from Tonhawa to Daws that was found to be in poor condition. To-date, approximately all of the 11,850 feet of pipe has been installed. All work has been completed on the job and the contractor is working on punchlist items.

Engineer: Guernsey (Larry Roach)

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

Water Rights Permitting Cowan (WA0212): Cowan submitted a technical memorandum 7/1/16 for staff's review and edits. Staff met with Cowan Group December 7, 2016 and decided to pursue Option #3 of the technical memorandum which states to obtain additional water rights for the upcoming 10-12 wells. Cowan was in a holding pattern until Carollo finalized well sites. Cowan received well locations from Carollo March 12, 2018 and have been revising approach for seeking water rights to fully utilize former prior water rights. Cowan has also been asked to plan a water right coverage to fully supply the horizontal well. Cowan discussed at the well kick-off meeting January 23, 2019 that prior water rights would be transferred for all new wells drilled and they will provide sufficient water rights so that additional rights are not needed at this time. Cowan has begun the water rights process and submitted an application to OWRB on behalf of NUA. Due to COVID 19, OWRB are all working from home and seem to be behind on processing our request. Application was reviewed by OWRB and they asked to advertise in local paper September 24, 2020 and October 1, 2020. Certified mail was sent out simultaneously to landowners located within 1,320 feet of the new wells. Staff attended a Ward 5 meeting where 10 attendees were worried we are going to drain the aquifer. Staff explained that we closely monitor the water levels in the aquifer and this has not been a problem and it is not expected to be a problem. The OWRB approved Norman's water rights at the February 16, 2021 meeting and there were no objections. Staff will close out this project and this will be last report.
Engineer: Cowan Group (Jeff Cowan)

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

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

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

Layne has drilled all test holes and plan to begin final well drilling January 2020. All 11 well site easements and deeds were approved by NUA on October 22, 2019. The NUA also approved CO#1 December 10, 2019 for Layne's

contract to add 3 additional wells to the original 6 as shown in the contract. This change order also added days to contract and completion date is now December 2020. Held kick off meeting January 23, 2019 and since Layne had drilled all test holes, the plan was to begin final well drilling January 2020. Layne's rig was under repair so final well drilling didn't begin until February 18, 2020. Crews have completed all wells and are now complete with all 6 monitoring wells. 1 deep monitor well failed and was re-drilled in September. Well house construction is underway and the first slab was poured June 11, 2020 at Simpson. All well pads are complete, walls installed, and roofs dried in. All wells have pump and motors installed. Electrician is completing work on various wells. Project is expected to be complete by April 2021.

Engineer: Carollo Engineers (Rebecca Poole)

Master Meter Project – Bids to install 10 master meters were opened 7/24/14. An agenda item was taken to Council but suspended until written documentation was obtained from USPS, MNTC, JD McCarty, and Veterans Center. On 6/19/17, staff received approval from USPS to install one meter and vault to accommodate a water line project they had underway. This project was completed 7/27/17. The permission letter they provided allows staff to complete the two other sites for USPS. Staff has made contact with MNTC and is scheduling a meeting in April 2018 to obtain similar written documentation to allow for the 3 new meter vaults to be installed on their property. Staff contacted the State of Oklahoma to obtain similar letter for JD McCarty and Veterans Center which have 2 new meter vaults each to be installed. Staff met with State of Oklahoma Real Estate officials and they requested additional information but seem amenable to our project. Additional documents were sent for their review. They emailed they are currently reviewing documents as of 6/6/18. Staff is designing a project along Robinson that will front the J.D. McCarty Center and the Veteran's Center. Staff is planning to meet with State officials as part of that effort. Staff has been unable to establish a meeting with MNTC. Though MNTC, JD McCarty, and Veterans Center are not onboard with installing master meters at this time, staff will work with USPS to install 2 additional meters at their facility. Our consultants for the Robinson water line project 24th NE to 12th NE have begun discussion with OMES and Department of Mental health regarding easements for both water line and meter vaults. Staff anticipates having an agreement established by June 2021.

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

Robinson Water Line: 24th Ave NE to 12th Ave NE – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24th Ave NE to 12th Ave NE. The consultant prepared scope and fee in January for staff to consider and contract negotiations are underway. A scope and fee have been agreed to and a contract was considered by NUA November 26, 2019. Project kickoff meeting is scheduled for week January 14th. Consultant met with staff 5/6/20 and reviewed 35% plans and specs. Soil borings were taken along Robinson on May 27, 2020. Received updated 35% plans 7/6/20 and staff held a plan review on Zoom with Jacobs August 4, 2020. In February 2021, 65% plans and specifications were submitted for NUA review, and a Zoom call is scheduled for March 10, 2021 to review them. Once 65% design is approved, easement acquisition and preparation of final plans will commence. Easement acquisition is expected to take several months, and it is anticipated that project will advertise as soon as all easements have been acquired, likely during the summer of 2021.

Engineer: Jacobs Engineering (Lars Ostervold).

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabiness Engineering, LLC was approved by NUA 12/11/18 to design the replacement of approximately 4,500 lineal feet of water line in the Parsons addition. The design process included public input from OU, OU's sororities and fraternities, homeowners and landlords, and, based on that input and discussions with consultant and potential contractors, it was determined that the best of course of action would be to divide the project into two phases that would proceed generally during summer months when OU is not in regular session. As part of this process, it was also decided to install replacement mains in the streets rather than sidewalks wherever possible. Phase I was scheduled to begin July 1, 2019 and complete December 2019, and Phase II was scheduled to begin May 15,

2020 and complete August 15, 2020. Bids were opened for Phase I on June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019. A final walk through by staff was performed on November 8, 2019, and NUA approved final as-bid to as-built quantities change order on January 28, 2020. Phase II was delayed until Spring of 2021 with construction scheduled to commence immediately upon the end of the Spring semester at the OU, which is currently scheduled for May 17, 2021. In case the semester ends early, current schedule calls for advertising Phase II in early March 2021 and opening bids and awarding project by early April. Notice to Proceed could then be issued as early as April 2021 if the spring semester were to end early at OU or on May 17, 2021. At this time, intent is to advertise this project in early April 2021; award on May 11, 2021; and issue Notice to Proceed on or about May 17, 2021. Construction is anticipated to continue through summer and be completed before the start of the fall semester in August 2021.
Engineer: Cabiness Engineering, LLC (Sean Price)

Water Wells Water Line: 108th & Tecumseh – Cardinal Engineering was selected as the consultant for one of the well water line projects. The consultant prepared scope and fee for staff to consider and NUA approved contract November 12, 2019. Project design is underway and project will bid June 2020. Staff finalized review of plans and advertising ran July 23 and July 30, 2020. Bids were opened August 13, 2020 and Hammer Construction was low bidder. NUA approved Contract K-2021-11 with Hammer on September 8, 2020. Notice to Proceed with construction was issued on October 12, 2020. Hammer mobilized around November 1, 2020, and, through the end of February 2021, has installed almost 9,000 LF (85% of contract total) of 12-inch PVC transmission mains including all new mains on 84th Ave N.E., 108th Ave N.E., and on E. Tecumseh Road. Only 2,700 LF of pipe on 48th Ave N.E. remains to be installed. Restoration work as well as flushing and testing of piping installed on 84th Ave N.E., 108th Ave N.E. and E. Tecumseh Road has also commenced. Work is on schedule to be complete before the contract completion date in April 2021.

Engineer: Cardinal Engineering (Josh Risely)

Water Wells Water Line: 60th and Franklin – Garver Engineers were selected as the consultant for one of the well water line projects. The consultant prepared scope and fee for staff to consider and NUA approved contract November 26, 2019. Project kickoff meeting was held December 19, 2019 and design is complete. Staff will advertise July 16 and July 23, 2020 and bids were opened August 6, 2020. SMC Utility Construction was low bidder at \$1,082,550. NUA approved Contract K-2021-12 with SMC on August 25, 2020. Notice to Proceed with construction was issued on September 10, 2020. SMC mobilized on October 1, 2020 and, through the end of February 2021, they have installed approximately 8,000 LF (50% of contract total) of 12-inch water line along Franklin from their Contract Limit south of 36th Ave N.E. to the approximately the midpoint between 48th Ave N.E. and 60th Ave. N.E. SMC has experienced delays and is requesting a time extension until May 15, 2021. Work should be complete on or about May 15, 2021.

Garver Engineers (Daniel Ethington)

Cascade Water Tower & Lindsey Water Tower – Dunham Engineering is performing detailed inspections on these two towers May 11th and will prepare engineered cost estimates to use for budgeting and planning purposes. Staff is reviewing the costs of Lindsey tower. NUA approved design contract with Dunham Engineering July 14, 2020 for the Cascade Tower Resurfacing Project. Design is underway. Project was advertised September 3rd and 10th. Bids were opened on September 24, 2020. Bids were competitive with a total of eleven (11) bids received. G & L Tank Sandblasting and Coatings, LLC was the low bidder with a bid in the amount of \$79,400. Contract was awarded on January 26, 2021 and G&L mobilized and a kick-off meeting convened on February 25, 2021, and by the end of the month, the majority of the exterior work on the tank was complete. Contractor anticipates completing the work in March 2021.

Engineer: Dunham Engineering (Joe Seiter)

Water Treatment Plant Filter Effluent Pipe Improvements – During construction of the Phase II improvements at the Water Treatment Plant, staff discovered that the existing filter effluent line at the plant did not include an isolation valve, and, as a result, any future inspections or repair work on the 60+ year old line would require shutting down the entire treatment plant. To address this, a valve and inspection port will be cut into the existing filter effluent line that would allow portions of the plant to remain in service even if filter effluent line must be inspected and/or repaired in the future. NUA approved a Contract with Carollo Engineers on November 24, 2020. Bids were opened on

December 18, 2020, and Contract was awarded to W.E.B. Construction (W.E.B.) on January 12, 2021. Notice to Proceed was issued on January 25, 2021, and, as of the end of February 2021, W.E.B. has received approval for, and ordered, their 36" steel pipe and fittings and their precast concrete vault (both of which are long lead items). In addition, excavation and shoring at location of new valve, inspection port and vault was completed. Material deliveries are anticipated during the first half of March 2021. Plant Shutdown to install valve and vault will therefore likely occur during the second half of March 2021. Contractor anticipates final completion in April 2021 well before the Contractual Completion Date of July 24, 2021.

Engineer: Carollo Engineers (Tom Crowley)

Water Distribution System Sampling Stations (WA0350): Project will install 43 sampling stations throughout the water distribution system in order to meet federal and state requirements of the Revised Total Coliform Rule. The number of sites and location of each site is approved by the Oklahoma Department of Environmental Quality (ODEQ). These stations will allow staff to collect samples representing the entire distribution system at all times, rather than staff collecting samples from homes and businesses which may not be accessible at certain times of the year. In addition, each station will be tapped directly into a main water line, which will give us a better representation of the water supplied by the City. Each station will be constructed of stainless steel, surrounded by a cover with Norman logo and cyber lock, with a concrete pad. NUA will purchase stations directly from vendor, who will send the stations directly to the approved contractor for storage and installation. Staff obtained 4 quotes for stations and Ferguson Waterworks was the low bidder. Invitation to bid was published on March 4 and March 11, 2021.

SANITATION CAPITAL PROJECTS:

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

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

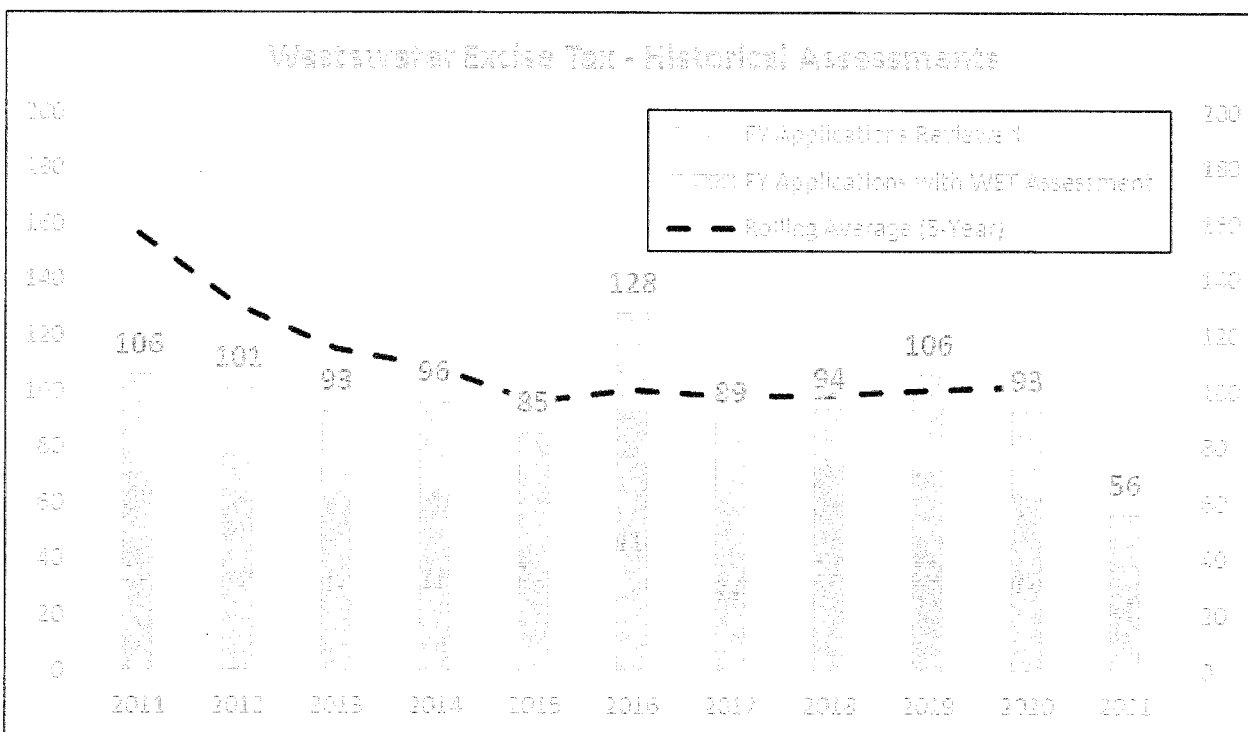
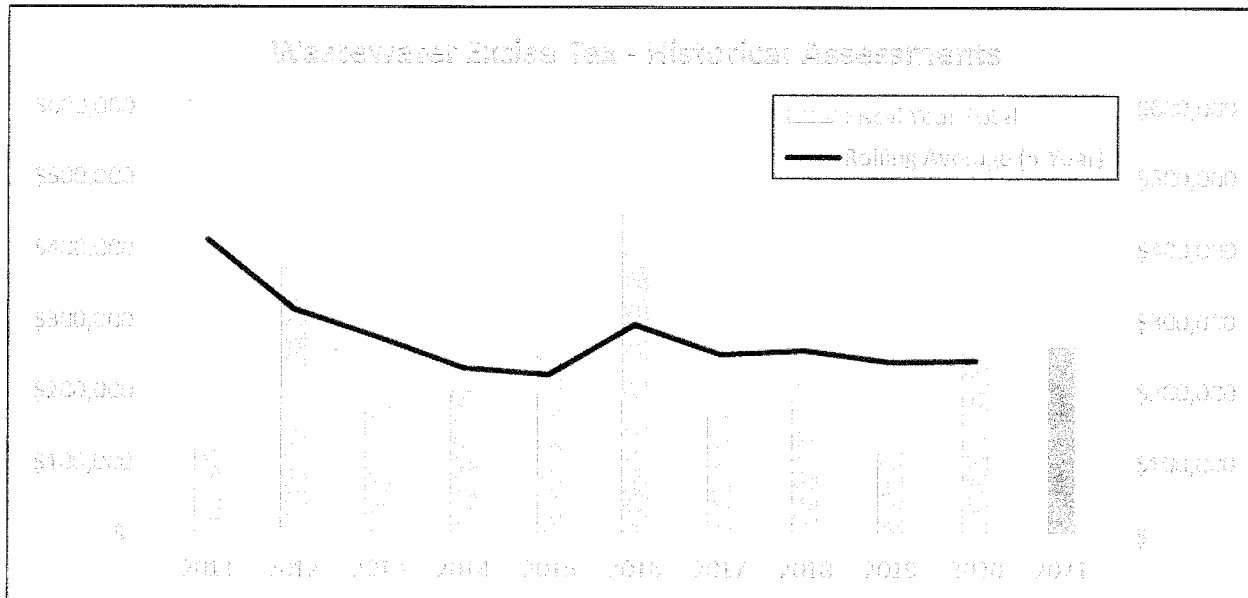
Preliminary design efforts have identified potential improvements to the final product that warrant modifications to the project scope that required a contract amendment with the Architect. Amendment No. 1 was approved by City Council in February 2020 and included changes to the site for the Household Hazardous Waste and Container Maintenance facilities and entry drive modifications to the Transfer Station facility to improve accessibility and safety for vehicles entering and leaving the facility. The property has been rezoned to add Municipal Use for the property to meet current code requirements. The final plans were completed and advertised. Bids were opened and contract K-2021-10 was awarded to the Landmark Construction Group on January 12, 2021. Work is ongoing at the site including site work and utilities.

Architect: Studio Architects, LLC (George Winters)

New Sanitation Office Building: The Sanitation Department has outgrown their current office space. Because their existing facility cannot be readily expanded and because it is not laid out in a way that would allow for renovations to create a more efficient workspace, a new facility will be constructed. On January 12, 2021, Norman Municipal Authority approved a design contract with The McKinney Partnership Architects PC (TMP) to design this new facility, and design commenced immediately thereafter. During February 2021, design continued with a focus on Furniture, Fixtures & Equipment and architectural finishes. Soil borings were also completed in February 2021. Design will continue through first half of 2021 with Bidding and then Construction to follow during the Summer of 2021. Completion of Construction is anticipated to be the Fall of 2022.

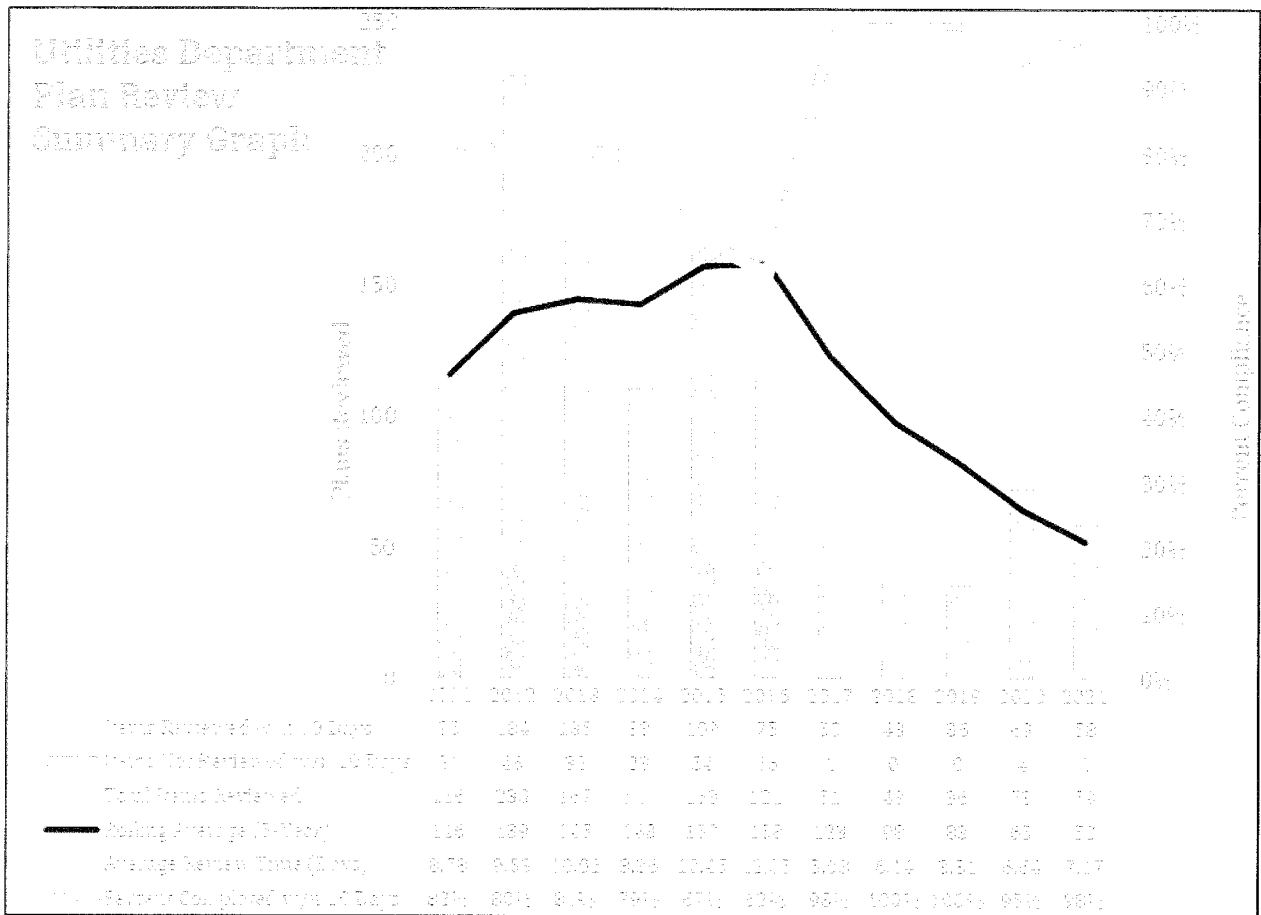
Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 4 commercial entities last month. All applications were assessed since the applications were determined to increase wastewater flows over the previous use of the site. Through February, 52 commercial properties were reviewed and a total of \$261,061.18 was assessed to the 45 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.



PLAN REVIEW:

Ten (10) plan sets were reviewed during February 2021. Staff have reviewed 59 plans to-date for FY2021 with an average review time of 7.17 days and with 98 percent of plans reviewed within 10 days.



RECOUPMENT PROJECTS:

1. **NW Sewer Study:** 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of \$697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.
2. **Sewer Service Area 5 Payback:** Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.
3. **North Porter Waterline Payback:** Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is \$0.00 of potential \$61,177.
4. **36th Avenue NW Waterline Payback:** Payback project established 08/24/99 for 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Total payback to date is \$65,123.
5. **24th Avenue NW Waterline Payback:** Payback project established 04/22/08 for 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Medcore billed \$27,212 on 04/15/20; total payback to date is \$87,074 of original project cost of \$346,134.
6. **Post Oak Lift Station Payback:** Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of \$15,717.09 paid 12/15/15; total of \$15,717.09 paid to date and will be returned to Links at end of fiscal year. Payback funds returned to Links in January 2018. Links check reissued in July 2019 as previous check was never cashed.
7. **Interstate Drive Waterline Payback:** NUA approved payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the Final Payback resolution approved 12/10/19. Hudiburg Subaru billed \$28,540 on 04/24/20 and UNP was billed \$32,963 for detention pond on 04/24/20.
8. **Ruby Grant Waterline Payback:** NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Ruby Grant Waterline Payback project approved by Council 12/10/19; construction of 12-inch waterline is nearing completion. Battison Honda is considering new development along Interstate Drive north of Franklin Road that will connect to the Ruby Grant Waterline.

Private Water Well Permits Issued

3 Water Well Permits 21-439, 446, 468 were issued for month of February.

**FEBRUARY 2021
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS

	February	Year to date
Fats, oil and grease (FOG) program	30	212
Food license approval	0	4
Significant Industrial Users	0	17
Total inspections	30	233

ROUTINE ACTIVITIES

	February	Year to date
Significant Industrial User sites sampled	1	1
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	100%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	0%	75%
Household hazardous waste disposal calls	18	207
Immediate assistance requested	0	5

REVENUE

	February	Year to date
FOG Program	\$2,750.00	\$28,650.00
Surcharge	\$4,558.35	\$59,372.54
Lab Analysis Recovery	\$83.50	\$1,183.18
Industrial Discharge Permit	\$0.00	\$2,500.00
Total revenue	\$7,391.85	\$91,705.72

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

1. Provided staff liaison support including attending meetings, preparation of minutes, and issue research.
2. ECAB members developed environmental tips and practices to be distributed to the media.
3. Members are working on public education material and projects for water issues and recycling.
4. Subcommittee is researching implementation of the US Mayors' Climate Protection Agreement.
5. No meeting in February.

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 February 28, 2021 approximately 163,870 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 21 as a result of the FOG program.
4. Staff is working with other departments to increase energy efficiency - i.e. turning off computers, duplex printing, anti-idling, methane recovery, and retrofitting pumps with variable speed drives.
5. DEQ and staff are working with the Product Stewardship Institute on a statewide effort to initiate take-back programs similar to Oregon's take-back program for paint.
6. Implementing a Dental Amalgam Program to comply with new federal regulations.
7. Working on annual renewals for participants in the FOG Program.
8. Staff is assisting with plans for a permanent HHW facility.
9. Staff is developing new technically based local limits.

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 21		FYE 20	
February, 2021	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	4	14	2	4
Property Owner Responsibility	20	190	13	160
TOTAL	24	204	15	164
Number of Feet of Sewer Cleaned:				
Cleaned	47,835	606,231	71,020	710,560
Rodded	1,620	31,123	3,745	34,102
Foamed	0	81,695	0	81,183
SL-RAT	0	112,739	26,052	111,880
TOTAL	49,455	831,788	100,817	937,725
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	4	1	1
Private	0	5	1	6
Other (Lift Station, Line Break, etc.)	1	1	0	0
Total Overflows	1	10	2	7
Feet of Sewer Lines Televised	14,078	147,615	30,566	162,740
Locates Completed	161	2,017	170	1,867
Manholes:				
Inspected	566	8,051	876	6,254
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	17.10	41.30	0	9
Hours Worked at Lift Station	132.30	1,235.72	162	1,311
Hours Worked for Other Departments	1.80	445.94	0	281
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	0	324	0	0
Average Response Time (Hours)	0.59	0.42	0.47	0.43
Claims Paid Per 10,000 People	0	0.0000	0	0.0240

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 21		FYE 20	
February, 2021	MONTH	YTD	MONTH	YTD
New Meter Sets:	11	383	32	293
Number Short Sets	11	381	31	290
Number Long Sets	0	2	1	3
Average Meter Set Time	5.45	4.90	5.81	5.34
Number of Work Orders:				
Service Calls	710	3,576	427	3,271
Meter Resets	0	5	0	5
Meter Removals	1	17	4	13
Meter Changes	51	450	110	586
Locates Completed	0	3,783	435	3,980
Number of Water Main Breaks	17	131	9	113
Average Time Water Off	1.98	2.03	2.00	2.12
Fire Hydrants:				
New	0	2	0	0
Replaced	0	7	0	5
Maintained	65	703	96	679
Number of Valves Exercised	150	1,448	54	972
Feet of Main Construction	20	1,839	0	1,759
Hours of Main Construction	24	1,989	160	2,317
Meter Changeovers	0	32	0	16
OJI Percentage	7.17	1.81	0.00	0.27
Hours Flushing/Testing New Mains	27	435	19	304
Hours Worked Outside of Division	8	587	30	360

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
February 1-29, 2021

Flow Statistics

	FYE 2021		FYE 2020	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	359.0	2718.4	358.6	2663.8
Total Effluent Flow (M.G.)	357.1	3024.4	358.6	2621.1
Influent Peak Flow (MGD)	16.2	20.1	13.7	22.7
Effluent Peak Flow (MGD)	16.0	20.1	13.7	21.7
Daily Avg. Influent Flow (MGD)	12.8	11.0	12.4	10.6
Daily Avg. Effluent Flow (MGD)	12.8	10.7	12.4	10.4
Precipitation (inches)	0.3	15.6	0.9	11.8

Discharge Monitoring Report Stats

5 day BOD:

EPA minimum percentage removal 85%

Avg.

Avg.

Influent Total (mg/l)	130	183
Effluent Carbonaceous Total	3	2
Percent Removal	97.7	98.9
Total Suspended Solids:		
Influent (mg/L)	222	220
Effluent (mg/L)	7	3
Percent Removal	96.8	98.9
Dissolved Oxygen:		
Influent (min)	0.8	0.7
Effluent (min)	6.4	6.4
pH		
Influent (Low)	6.9	7.1
(High)	7.4	7.7
Effluent (Low)	6.8	7.1
(High)	7.3	7.5
Ammonia Nitrogen		
Influent (mg/L)		21.6
Effluent (mg/L)		0.6
Percent Removal		97.2

Utilities

Electrical

Total kWh Used (Plant wide)	498,280	4,027,580	535,440	3,905,840
Aeration Blowers, WSL&Headworks	147,700	1,405,500	162,700	1,195,400
UV Facility	34,000	452,200	19,000	401,400

Natural Gas

Total cubic feet/day (plant wide)	589,000	3,994,000	726,000	5,366,000
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Public Education (Tours)

1	2	2	78
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Total Attendees for FYE 21

34	126
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Reclaimed Water System (MG)

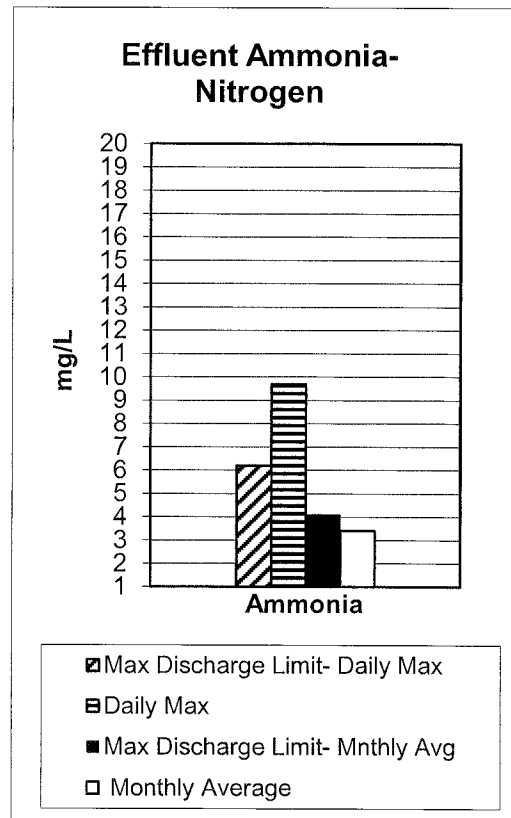
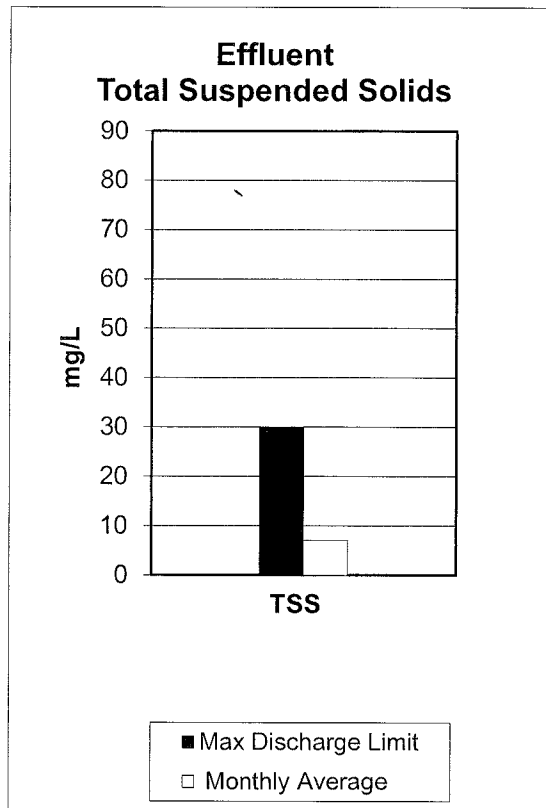
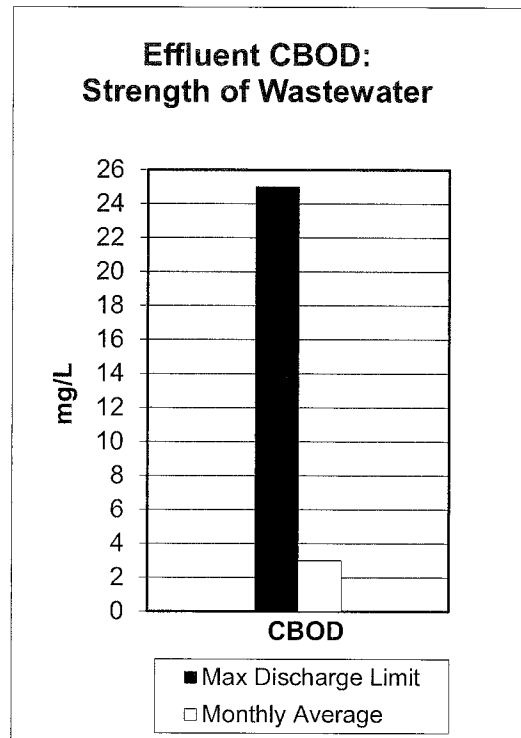
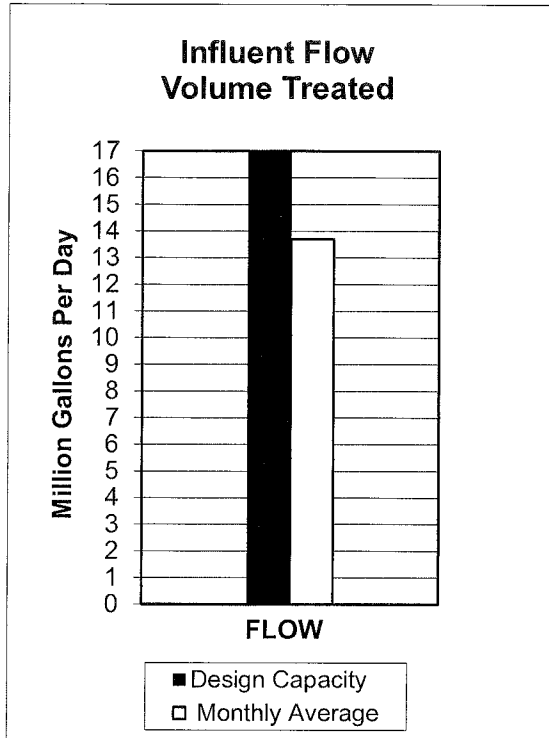
0.0	0.0	0.0	0.0
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OU Golf Course

1.0	26.9	0.8	56.8
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E.coli geometric mean average for February 2021 120 MPN (Limit is 630)

CITY OF NORMAN
WATER RECLAMATION FACILITY
February 2021



Comments here

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

WATER TREATMENT DIVISION

MONTH: February-2021

	FYE 2021		FYE 2020	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	247.42	2565.15	194.24	2105.27
Well Production (MG)	97.07	655.47	83.59	931.57
Oklahoma City Water Used (MG)	27.37	244.04	28.81	284.69
Total Water Produced (MG)	371.86	3464.66	306.64	3321.52
Average Daily Production	13.28	14.26	10.57	13.61

Peak Day Demand

Million Gallons	18.16	26.00	11.57	22.20
Date	2/19/2021	8/23/2020	2/17/2020	8/20/2019
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	2.65	0.00	0.00

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

Costs

Plant	\$725,993.80	\$5,860,486.65	\$622,002.47	\$5,309,680.48
Wells	\$209,754.65	\$1,711,819.78	\$211,097.15	\$1,734,255.88
OKC	\$79,267.00	\$655,200.38	\$59,929.31	\$871,924.16
Total	\$1,015,015.45	\$8,227,506.81	\$893,028.93	\$7,915,860.52

Cost per Million Gallons

Plant	\$2,934.32	\$2,284.65	\$3,202.25	\$2,522.09
Wells	\$2,160.77	\$2,611.61	\$2,525.48	\$1,861.65
OKC	\$2,896.13	\$2,684.76	\$2,080.01	\$3,062.73
Total	\$2,729.57	\$2,374.69	\$2,912.32	\$2,383.20

Water Quality

Total Number of Bacterial Samples	89	712	80	641
Bacterial Samples out of Compliance	1	2	0	0
Total number of inquiries (Note 2)	6	24	4	31
Total number of complaints (Note 2)	5	33	8	29
Number of complaints per 1000 service connections	0.12	0.82	0.20	0.72

Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.

Safety

Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	0	1	1	7

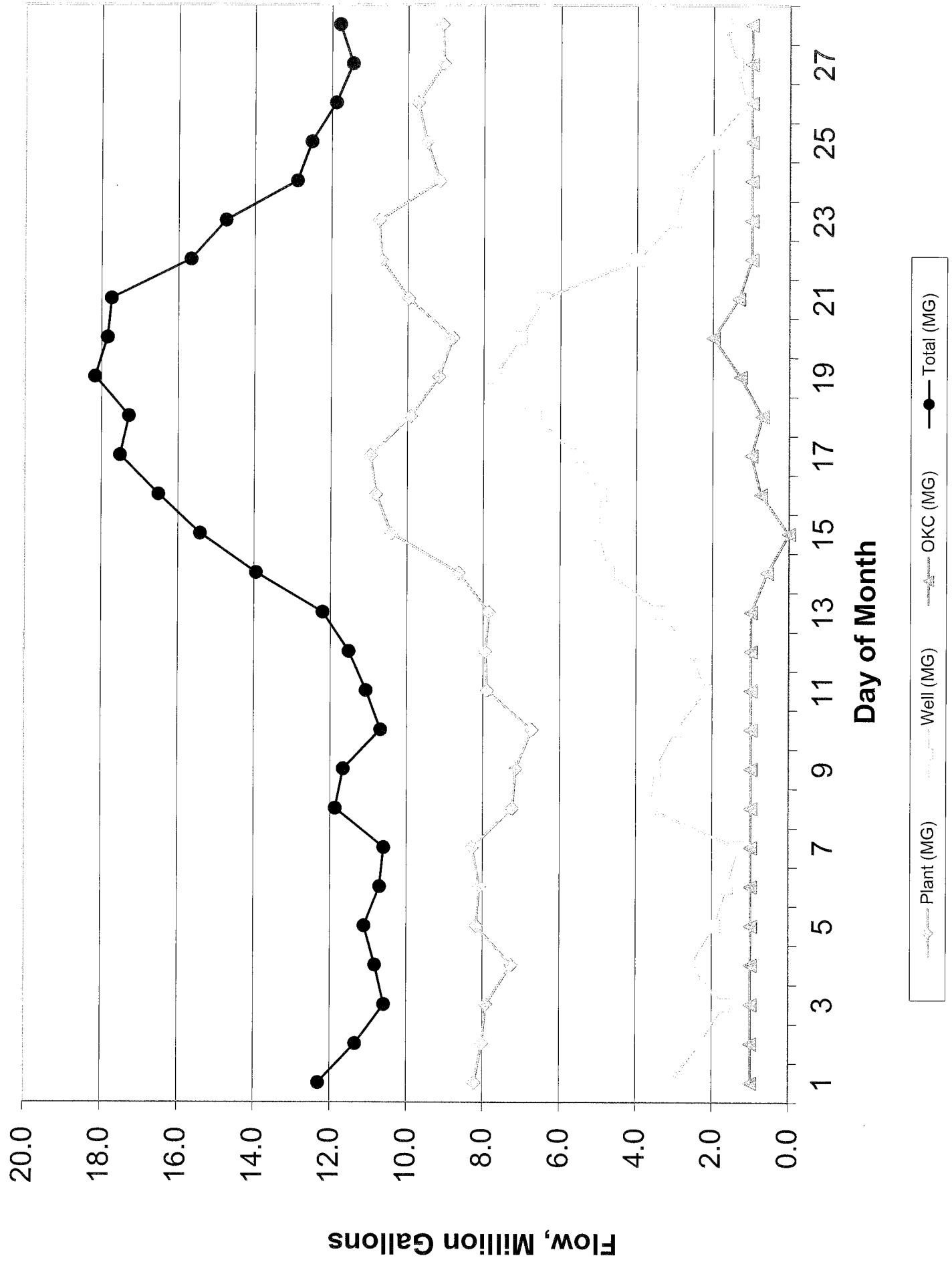
Public Education

Number of tours conducted	0	0	2	8
Number of people on tours	0	0	64	177

Notes:

Phase II construction - Contractor in process of completing the hydrogen peroxide feed system.
Well 42 pump/motor has been installed and disinfection in progress. Wells 57 is in progress of well rehabilitation.
Well 54 pending new pump/motor.

Water Production for February 2021



MONTHLY TRANSFER STATION REPORT

February 2021

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	199.74	\$9,639.95
STANDARD TONS	997.32	\$59,103.93
RESIDENTIAL TONS:	223.61	\$9,550.40
PULL OFFS:	10.00	\$150.00
TOTALS:	1,430.67	\$78,444.28

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	320.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	6299.15
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# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
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# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
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TOTAL LOADS BROUGHT TO LANDFILLS:	320.00
GRAND TOTAL TONS TO LANDFILLS	6,299.15

DISPOSAL COST PER TON (OKC)	\$20.88
TIPPING FEE'S FOR DUMPING AT OKC:	\$131,526.25
GRAND TOTAL TIPPING FEE'S	\$131,526.25

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	533.00
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# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	2783.79
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# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	430.00
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# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2233.63
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TOTAL LOADS BROUGHT TO TRANSFER STATION: BY SANITATION TRUCKS:	963.00
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TOTAL TONS BROUGHT TO TRANSFER STATION BY SANITATION TRUCKS:	5017.42
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	93.00
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TOTAL TONS RECEIVED AT TRANSFER STATION	6531.09
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Drop Center Report

FEBRUARY 2021

MONTHLY UNIT PRICES		Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:		\$500.00	\$0.00						
PLASTICS:		\$20.00	\$0.00						
STEEL CANS:		\$15.00	\$0.00						
MIXED OFFICE PAPER:		\$20.00	\$0.00						
CARDBOARD:		\$65.00	\$0.00						
COMMERCIAL CARDBOARD		\$50.00	\$0.00						
							0%	\$20.88	\$318.57
									\$6,651.74

RECYCLING CENTER DATA:	#9	Westwood		Hollywood		Transfer
	TONS	TONS		Tons		
ALUMINUM:	0.12	0.07	0.5			
PLASTICS:	1.08	0.98	4.01			
STEEL CANS:	0.29	0.21	1.19			
MIXED OFFICE PAPER:	1.57	1.6	6.89			
CARDBOARD:	2.43	1.93	4.64			
RECYCLING CENTER TOTALS:	5.49	4.79	17.23	0		
				Total Tons	PRO/FEE	
					Revenues	
					Net	
					\$345.00	
					\$121.40	
					\$25.35	
					\$201.20	
					\$585.00	
					\$1,277.95	

[illegible]

Expenses	Average hr/ly+ benefits			MXD Office	Total
	Cage Rolloff	Cardboard	Occ Compact		
Hours	34	63.83	4	8	109.83
Labor \$	\$910.52	\$1,709.37	\$107.12	\$214.24	\$2,941.25
Vehicle cost	\$2,029.16	\$1,096.97	\$238.76	\$477.47	\$3,842.36

Revenue	Income	Expense	Net
	\$14,252.62	\$6,783.61	\$ 7,469.01
Customer Revenue			\$11,712.12

Total All Recycle and Cardboard		
Tons	75.09	
		Revenues
		\$2,540.50

Total Recycle Only	
Tons	50.42
	Revenues
	\$936.95

Total Cardboard	
Tons	Revenues
24.67	\$1,603.55

Total Recycle Only	
Tons	Revenues
50.42	\$936.95

CURBSIDE MONTHLY RECYCLING REPORT**Feb-21****PROGRAM STATISTICS**

	AVERAGE
	MONTH
SET OUT/PARTICIPATION RATE:	56%
AVERAGE TONS PER DAY :	8.75
POUNDS PER HOME:	18.91

COMMODITY BY TON

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.24%	3.04
#1 PET	4.00%	9.79
NEWS	0.00%	0
GLASS CONTAINERS	14.55%	35.63
MIX PAPER	38.26%	93.68
PLASTIC FILM	2.66%	6.51
#2 NATURAL	1.19%	2.91
#2 COLOR	1.09%	2.67
#3-#7	0.00%	0
METAL	0.59%	1.44
RIGIDS	1.41%	3.45
TIN-STEEL SCRAP	1.62%	3.97
TRASH	22.24%	54.46
OCC	11.15%	27.3
TOTAL	100.00%	244.85

	MONTH
SERVICE CALLS (MISSES)	25
HOUSESIDE	2
REMINDER	1
SCATTERED	0
MISC.	0
REPAIR	8
NEW	37
ADD	4
MISSING	8
EXCHANGE	0
REPLACE	4
PICK UP	8
TOTAL CALLS	97.00

	MONTH
LANDFILL COST AVOIDANCE	\$5,112.47

SANITATION DIVISION PROGRESS REPORT

SUMMARY 2021

	FYE 20		FYE 21	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	2	9	0	4
<u>On The Job Injuries</u>	1	5	0	8
<u>Bulk Pickups</u>	36	202	41	185
<u>Refuse Complaints</u>	60	568	76	674
<u>New Polycarts Requests</u>	36	381	79	488
<u>Polycarts Exchanges</u>	5	61	7	58
<u>Additional Polycart Requests</u>	64	431	71	458
<u>Replaced Stolen Polycarts</u>	14	136	15	157
<u>Replaced Damaged Polycarts</u>	81	560	69	627
<u>Polycarts Repaired</u>	51	342	38	266

COMPOST MONTHLY REPORT

JANUARY 2021

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	128.88
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 2,691.01
TONS BROUGHT IN BY PUBLIC:	3,240.00
TONS BROUGHT IN BY CONTRACTORS :	12,660.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	52.00
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 333,077.76
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 335,768.77
REVENUE COLLECTED FROM COMPOST SALES:	\$1,390.00
REVENUE COLLECTED FROM MULCH SALES:	\$0.00
REVENUE COLLECTED FROM DUMP SALES:	\$0.00
TOTAL TONS COLLECTED	16,080.88

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN		
DRYING BEDS	880	
COMPOST SOLD BY CUBIC YARDS		415
MULCH SOLD BY CUBIC YARDS		
TOTAL:	880	415

