



# Quarterly Update

**Q2 - 2023**



## TABLE OF CONTENTS

<b>Human Resources</b> .....	2
<b>Engineering</b> (Storm water, construction, Capital Projects/Planning) .....	2
<b>Expo Center and Tourism</b> .....	7
<b>Parks and Recreation</b> .....	10
<b>Finance</b> .....	14
<b>Planning and Development</b> .....	16
<b>Clerk's Office</b> .....	20
<b>Public Works</b> .....	21
<b>Fire Department</b> .....	22
<b>Police Department</b> .....	23
<b>Electric</b> .....	24
<b>CIEDA</b> .....	25
<b>Appendix (Photo's)</b> .....	27



## Human Resources

- *Number of applications per month for the 3-month period: 192*
- *Number of new hires: 10*
- *Current number of vacancies: 8 FT, 8 PT, 1 Seasonal*
- *Workers comp numbers (# of claims and cost of claims) per month:*
  - April WC Total \$9,116.53 (0 new claims)
  - May WC Total \$25,677.03 (0 new claims)
  - June WC Total \$13,567.22 (3 new claims)
  - **\*\*Monthly totals include claims that originated in previous months but are still being paid out – The claims process can be long and tedious. Also, there are situations that call for claims to be paid out over a period of time - For example, physical therapy, litigation costs, etc.**

## Engineering (Storm water, construction, Capital Projects/Planning)

### **Storm Water**

- 30 sediment and erosion control permits
- 104 construction inspections
- 8 citizen complaints investigated
- 7 Notice of Violations issued
- Completed and installed 3rd Annual 5<sup>th</sup> Grade Art Contest winner on City of Claremore Trash Truck
- Multi-media promoting both the art contest and pollutant event
- Submitted updated SWMP to ODEQ
- Household Pollutant Collection Event Completed ~400 cars. Turnout was almost double from the previous year.

### **Construction**

- Sequoyah Complex (Public Safety Training Facility Etc.)
  - Continued cleanup and brush disposal
  - Finished grading entry road and ditches
  - Finished all drainage culvert crossings on entry road



- Started placing gravel surface on entry road

### ***Engineering***

- Issued 27 driveway/street cut permits
- Issued 4 Right-of-Way Permits
- Continued inspection of between 19 & 24 public and private infrastructure projects
- Reviewed construction plans for 3 new private developments
- Continued surveying and design on 6 public infrastructure projects
- Continued review and coordination of design on 18 projects by outside consultants
- Continued construction and contract administration on 14 public infrastructure projects
- Helped the Electric Department with Tree Trimming bid again and with electric layout on new developments

### ***Completed Projects (Pictures in Appendix)***

- Lowry Bridge/Road Improvements
- Sioux Water Tower Fence Replacement
- Talbert Tower #1 Overflow Modifications
- Claremore Fire Department Administration Building Generator Replacement
- Oologah Raw Waterline Discharge Fence Replacement
- Water Treatment Plant Sludge Valve Replacements

### ***In Progress Projects 4/3/2023:***

1. **Lowry Bridge** – \$3,124,000 project. This project is complete.
2. **Oakwood Lift Station Upgrades** – \$266,000 project. This project will upgrade a sanitary sewer lift station that serves the Oakwood Addition. New fencing, electrical work, concrete work and addition of a standby power generator are included in the scope of work. Construction is underway and should be completed by September 1st.
3. **Frederick Road Improvements** – \$7,000,000+ project. This project will improve Frederick Road from where New Highway 20 will intersect Frederick north to the east side of Lowe's. Once the New Highway 20 project is opened, this street will see significant traffic increases. The current 2-



lane road with open ditches will be improved to a 3-lane section with curb and gutter and sidewalk on one side. Roadway design plans are 100% complete. We are currently working on acquisition of Right-of-Way and utility relocation coordination. We anticipate utility relocation work to begin in Summer/Fall of 2023. Road work will likely start in Summer of 2024 and be finished by Spring of 2025.

4. **Heritage Hills Utilities** – \$2,500,000+ project. This project will replace underground electric for the entire Heritage Hills Subdivision. Repairs to the water and sanitary sewer utilities will be made also. This project should bid in August of 2023 and should be complete by April of 2024.
5. **FY 22-23 Pavement Maintenance Project** – \$2,800,000 project. This project will improve several segments of streets citywide. The base bid and several of the alternates include:
  - a. Base Bid: Clubhouse Rd – From Holly (Hwy 20) to Blue Starr – It will be an asphalt resurface. CURRENTLY UNDER CONSTRUCTION
  - b. Base Bid: Blue Starr Drive from Clubhouse Drive west to the City Limits – It will be an asphalt resurface. CURRENTLY UNDER CONSTRUCTION
  - c. Base Bid: Spring Lane, Summer Lane and Part of Autumn Lane in Holiday Hills – It will be an asphalt resurface with some side drain improvements. THIS AREA IS COMPLETE EXCEPT FOR SODDING AND SHOULDER TREATMENTS.
  - d. Base Bid: S. Moore Ave from Strain to Dupont, Quarles, Haskell and Brooks Streets from Moore to Davis, all in the Bayless Addition. It will be an asphalt resurface with some drainage improvements.
  - e. Base Bid: Jay Street from Blue Starr to Walnut Park. It will be an asphalt resurface with a concrete rehab of the Jay/Blue Starr Intersection.
  - f. Base Bid: N. Muskogee Place from Blue Starr north to the hospital parking lot. It will be an asphalt resurface with some concrete intersection repairs.
  - g. Add Alternate #1: W. 5th Street, Pine Street and W Oak Streets in the Westside Addition. It will be an asphalt resurface with some drainage improvements. THIS AREA IS COMPLETE.
  - h. Add Alternate #2: Dave Wilbur Drive from Blue Starr to Heritage Hills Subdivision. It will be an asphalt overlay.
  - i. Add Alternate #3: W. Lowry Road from Hwy 66 to S Hisaw Drive. It will be an asphalt overlay with some drainage improvements.
  - j. Add Alternate #4: N. Sioux from Lowry south to the Community Center. It will be an asphalt overlay with drainage improvements.

This contract was awarded to A&A Asphalt, Inc. on February 7th. We anticipate construction to be complete by November 1st on this project.

6. **Sequoyah Complex** – Includes the Police Department Firing Range (\$6,600,000 estimated cost), Police & Fire Department Training Facility (\$15,000,000 estimated cost) and the Solid Waste Transfer Station (\$3,000,000 estimated cost). This will be a phased project over the next 5-10 years. Earthwork and drainage crossings for the entry road are complete. The Construction crew



is currently placing base rock on the entry road. Construction of the entry fence and gate is also currently under construction.

7. **Lake Dam Spillway Resurface** – \$892,000 project. This is the final phase in a roughly \$3,000,000 rehab project at the Lake Dam. This phase will include resurfacing/re-coating of the concrete spillway. Repair work is complete and coating work should begin in the middle of July.
8. **Electric Substation Upgrades** – \$1,250,000 project. This project will rehab and update four of the city's substation transformers and will improve system reliability. This project was bid on April 5th and has been awarded. Work is scheduled to begin in January of 2023 if weather permits and be completed by April 2024.
9. **Lowry Detention Pond** – \$2,000,000 project. This project will construct a 10+ acre detention pond north of Greenbrier Subdivision. This detention pond will help alleviate some downstream flooding of areas along Cat Creek during large rain events. Work on this project is planned to start in September 2023 and be completed by June 2024.
10. **Sanitary Sewer Master Plan** – \$244,000 project. A consultant is preparing a master plan for the Sanitary Sewer system in the city to address current and future needs. This planning document will be used for many years to come.

#### Upcoming/Future Projects:

1. **Citywide Water System Improvements** – This will be a \$6,000,000+ project. This project will focus on replacing cast iron waterlines, completing dead-end loops and repairing/replacing fire hydrants. We have been working on a detailed field analysis of the water distribution system for 2+ years. That study is nearly complete. After the study is complete, we will start design of large improvement project. This project is planned to start in Summer of 2024 and will last for approximately 18-24 months.
2. **Citywide Sewer System Improvements** – \$2,000,000+ project. Upcoming funding through the Community Development Block Grant program will be utilized for this project. This project is currently in the design phase. This project will replace around 2 miles of deteriorated sanitary sewer main in several different areas. We plan to have design of this project complete in Summer of 2023. Construction should start in Winter of 2023 or Spring of 2024. This project will have a 9-12 month construction time.
3. **Reavis Road Drainage Improvements** – \$1,600,000 project. This project will replace an undersized drainage culvert north of Country Club Road on Reavis that causes the street to overtop during moderate rain events. This project has been designed and is currently in the right-of-way acquisition/utility relocation phase. Construction on utility relocations could start as early as August of 2023. This project will have a 6-month construction time.
4. **Archer Drive Drainage** – \$2,200,000 project. This project will replace an undersized drainage culvert at Archer Court on Archer Drive that causes the street to overtop during moderate rain



events. This project is currently in design. We anticipate construction of this project to begin in late Spring of 2024.

5. **Water Treatment Plant Upgrades Phase II** – \$28,000,000+ project. This project will address treatment issues with Manganese and disinfection by-products that the current treatment process will not accomplish. This project is currently awaiting OWRB funding. We anticipate the project will be ready to start construction in Fall/Winter of 2023.
6. **Industrial Drainage** – \$700,000+ project. This project will address areas between Industrial and Jay Street that cause flooding of the streets during heavier rain events. This project is currently in design.
7. **Parkland Estates Drainage** – \$1,500,000+ project. This project will address areas along Blue Starr at the Parkland Addition that cause flooding of residential properties during heavier rain events. A study was received for this project and the cost for the work is not feasible. We will look at potential buy-out for one or two residential properties in FY 24-25 in lieu of a construction project to mitigate the flooding.
8. **Sunset Drive Drainage** – \$700,000+ project. This project will address erosion and flow capacity issues with an open drainage channel near the intersection of Dupont and Holly Road. This project is currently in the design phase.
9. **Southaven Road** - \$3,000,000+ project. This project will complete the 3-lane improvement of Southaven from Country Club Road to King Road. This project is currently in design and right-of-way acquisition phase.
10. **Muskogee Ave Street Improvements** - \$4,000,000+ project (Phase I). This will be a phased project that will eventually improve Muskogee Ave from 1<sup>st</sup> Street to the Turnpike overpass. Phase 1 will be from Ramm Road to Country Club Road. 50% construction plans have been received. We will continue in-house pre-planning work over the 23-24 FY.
11. **Blue Starr Drive Improvements** – \$20,000,000+ project. This is the preliminary study phase of a project that will look at improvements from Lake Road to Clubhouse Drive. This study phase will provide cost estimates and a phasing plan for future improvement projects to address traffic safety and volume improvements.
12. **Will Rogers/JM Davis** – \$1,500,000 project. This is a preliminary study for improvements at that intersection that will address replacement of traffic signals and geometric roadway improvements.
13. **Wewoka/Oklahoma Street Drainage Improvements** – \$2,000,000+ project. Planning on this project will begin in 2023. This project will address local flooding in several areas south of 1<sup>st</sup> Street to the UP railroad.
14. **College Park Drainage** - \$1,500,000 project. Planning on this project will begin in 2023. This project will address replacement of some undersized culverts crossing College Park Road.



15. **Springbrook Drainage** - \$2,000,000 project. Planning on this project will begin in 2023. This project will include property acquisition and drainage improvements needed to alleviate residential flooding of the Springbrook neighborhood.
16. **Archer-Brady-Holiday Lane Intersection** - \$2,000,000 project. Planning has begun on this project and surveying will begin soon. This will rework and potentially signalize the curve/tee intersection and improve safety. This project may occur in conjunction with the Archer Drive Drainage project in the future.
17. **Claremore Expo New Site** – Preliminary design and feasibility analysis is currently in progress for a new site for the Expo Center.
18. **Claremore Expo Generator Replacement** – Design is underway for a replacement generator for the Expo Center. This project is estimated to cost around \$400,000.
19. **Industrial Park Detention Pond Improvements** – Design will begin on this project in July of 2023. This will look at the effectiveness of the existing outlet structure for the existing pond. If possible, the outlet will be improved to make the pond function better and store more runoff and alleviate downstream flooding.
20. **Electric Substation #2** – Sub #2 is currently nearing capacity. In order to reallocate loads and free up capacity on that Substation, we have a consultant looking into moving circuit loads onto other substations. This design will take several months to complete. Once complete, most of the work is planned to be completed in-house. The design fee for this project is \$171,000.
21. **Baker Hughes Substation Feeders** – Baker Hughes is planning an expansion of their facility west of Hwy 66. In order to accommodate that expansion, we will have to take power from their substation across Hwy 66. Design for this project has begun and will cost approximately \$125,000. Construction costs will be around \$500,000.

## Expo Center and Tourism

### ***Expo Center:***

This quarter the Expo Center Indoor Arena hosted 6 horse shows, 1 livestock and 1 cattle show all in the Indoor Arena. In the Hall we had HamFest Radio, the Claremore Kennel Dog Show, Rogers County Senior Day, 2 graduations, Claremore FFA Banquet, 4-Indoor Flea Markets, and several EMS trainings in the parking lot.

As travel season picks up we are seeing more transient guests at the RV Park; many are on their way home from south Texas, and a few are traveling Route 66. With the June storms we had a slight increase in the park, mainly due to power outages.

Not announced yet, but ***we will host the 50<sup>th</sup> Anniversary of the Mid-America Ford & Shelby Nationals June 18-23,2024.*** They expect between 500-600 cars, around 350 hotel rooms and 1500+ attendees. Additionally,





they draw a lot of spectators from the region. This last show, cars came from a 5-hour radius, and 12 countries. Plans are in the works but the bigger discussion is Claremore will be there home every June.

### ***Visit Claremore:***

Marketing/advertising/promotions: April-June promotions focused on outdoor activities, encouraging folks to visit the bike trails, Claremore Lake, Heritage Hills, drive Route 66, eat/shop/play in Claremore. Promotions include the digital billboard south of town, radio, commercials on Discover Oklahoma, social media and a digital marketing campaign targeting families looking for things to do specifically over summer break. I was invited to set down with Sam Jones, RSU Perspectives, and give a little history about the Expo Center.

We currently have 2 digital marketing campaigns running, both are Route 66 focused. The AAA Route 66 Road Fest was back in Tulsa where we showcased Claremore. One of our campaigns was geo-fencing the Tulsa Expo area; we will share the results once the campaign ends.

I joined the Oklahoma Travel Industry Association and the US Travel Association in Washington DC for Destination Capitol Hill. There were 12 of us in the group, from all different parts of the state. We met with our legislators and discussed issues that face our industry, including aviation and work force.

We were honored at the RedBud Awards in June, hosted by the Oklahoma Travel Industry Association. ***Visit Claremore was awarded Best Marketing Campaign for 2022, and the Merit Award for the Will Rogers Stampede PRCA Rodeo, 2022.***

The new sign at Pizza Hut is up and running. Per our agreement with Byers Outdoor Advertising, Visit Claremore/City of Claremore will have a permanent spot in the ad rotation.

### **2nd Quarter Hotel Summary:**

	<b>2023</b>	<b>2022</b>	<b>Difference</b>
Occupancy	53%	51%	2%
Average Daily Rate (ADR)	\$ 80.83	\$ 83.75	\$ <b>-2.92</b>
Lodging taxes (excl. Holiday Inn)	\$ 86,008.36	\$ 68,198.72	\$ <b>17,809.64</b>
Holiday Inn taxes/Promise TIF		\$ 19,770.25	\$ <b>N/A</b>
Exemptions	\$ 28,503.58	\$ 61,033.79	\$ <b>(32,530.21)</b>
Net Taxable Receipts	\$ 1,660,639.69	\$ 1,726,530.62	\$ <b>(65,890.93)</b>



***Rogers County Tourism Cooperative:***

The Coop and VC have been working on the branding, logo and creative for the website, [www.discoverrogerscounty.com](http://www.discoverrogerscounty.com). We hope to launch both the website and social media campaigns in late summer.

***Rogers County Fair Board:***

The Fair Board has been preparing for the upcoming Fall Fair, September 14-17 here at the Expo Center. The Fair will kick off with the Fireworks Show on the 14<sup>th</sup>, and have live entertainment nightly. The Fair Board will also be hosting VIP/Media Day on August 10; please look for your invitation.

***Rodeo Arena Cooperative:***

This year's rodeo was a huge success! We sold more than 5,000 tickets to folks from 22 states and 6 countries; a 16% increase in sales! Since the Arena Coop took on the rodeo as the governing body, we have seen a 23% increase in ticket sales from 2021.

We had 730+ contestants coming from 36 states and 3 countries; 4 contestants were from Australia. \

The new women's restroom and concession stand are simply amazing! The project completed just in time for the rodeo.



## Parks and Recreation

### ***Community Center***

The Community Center offers many amenities for special interest groups to hold meetings and events for a reasonable fee. Events in the Center occur during the day, evenings, and on weekends. The Center is popular with the citizens, county residents, and businesses alike. Those groups that have taken advantage of our Center this quarter include:

- 5 Business Meetings
- 44 Showers/Parties
- 8 Bridge Play Days
- 11 Yoga Classes
- 25 Team Practices
- 3 Claremore Police Dept. Training
- 5 Insurance Meetings
- 9 Girls Scout Meetings
- 2 HOA Meeting
- 20 Church Group Meetings
- 3 Hospital Auxiliary Meeting
- 1 Human Resources Training
- 6 Farmer Markets
- 1 Home School Meetings
- 12 Diabetic Support Group Meetings
- 10 City Training
- 4 Heather's Dance Practice
- 1 Special Olympics
- 2 CHS Dance
- 2 Hospice Meetings
- 7 Claremore Community Band Practice
- 1 Cherokee 6th Grade Cultural Day
- Roosa Elementary Field Day

### ***Park Department***

The Park Department accomplished the following from April – June:

- 5 Business Meetings
- 44 Showers/Parties
- 8 Bridge Play Days
- 11 Yoga Classes
- 25 Team Practices
- 3 Claremore Police Dept. Training
- 5 Insurance Meetings
- 9 Girls Scout Meetings
- 2 HOA Meeting
- 20 Church Group Meetings
- 3 Hospital Auxiliary Meeting
- 1 Human Resources Training
- 6 Farmer Markets
- 1 Home School Meetings
- 12 Diabetic Support Group Meetings
- 10 City Training
- 4 Heather's Dance Practice
- 1 Special Olympics
- 2 CHS Dance
- 2 Hospice Meetings
- 7 Claremore Community Band Practice
- 1 Cherokee 6<sup>th</sup> Grade Cultural Day
- Roosa Elementary Field Day



### ***Recreation Center***

For the second quarter of 2023 (April-June), 86,479 paid customers utilized the Recreation Center. Fiscal revenue for the facility (July 2022- June 2023) was \$565,106.01, which is a \$66,456.88 increase over the previous fiscal year. Currently, the facility has 3,437 active members.

The Recreation Center offers land and water aerobics classes that are well attended. During the second quarter, land aerobic classes totaled 2,787 attendees, with water aerobics classes totaling 2,459 attendees.

Current Capital Projects:

- All capital projects are completed, with the exception of the parking lot reseal and restripe which was rolled over into the 2023-24 budget year for completion.

### ***Senior Center***

Numbers for Lunches include:

- Lunches served: 13,490
- Carry-out lunches: 6,623
- Delivered lunches: 2,024
- Daily average: 214

*Other Updates Include:*

- Line Dancing: 129 - Twice Weekly
- Bingo & Donuts: 167 - Once a month
- Bunco: 76 - Once a month
- Tia-Chi: 28 - Once a week
- Afternoon Movie: 38 - Once a month
- Friday Night Dance: 86 attended (held once in April)
- April 10th recognized 42 of our senior citizens with a volunteer appreciation banquet for volunteer hours of 1,872 in 2022.

### ***Will Rogers Library***

*System Statistics:*

- 392 library cards were issued to new patrons (12 were eCards)
- 41,244 checkouts (28,465 physical materials; 12,779 E-materials)
- 42,594 registered patrons in the system



- 49,561 physical circulation transactions (items checked in, checked out, renewed, etc.)
- 23,639 individuals visited the library
- 660 in one day, highest number of patrons this quarter (June 1st)
- 1834 attended Library programming this quarter: 1200 kids attended children's programs, 634 participated in Adult programs.
- 12 Senior Outreach Visits
- 80 uses of the Study Room
- 1,501 Individual computer uses
- 90.75 Volunteer Hours
- 5772 individual uses of the library catalog page

#### *New Materials:*

- \$9826.65 in new print, audio-visual, and electronic materials were purchased:
  - \$5703.38 in Adult & YA Print Materials
  - \$1688.31 in Children's Materials
  - \$456.10 in Audio/Visual
  - \$1978.86 in Electronics (Hotspot usage)

#### *Collection Agency:*

- As of May 31, 2023: 4029 accounts have been submitted to Unique Management Services, representing \$340,204.49 in lost/damaged materials and fines. To date \$157,375.07 has been recovered, and we currently are seeing a 4:1 return on investment for the collection agency process..

#### *Recap items of note:*

- Summer Reading is off to a fantastic start! As of June 30<sup>th</sup>, 1,148 have signed up. This year's theme was "The Library is the Place to 'Bee' for Summer Reading 2023", and it looks like Claremore agrees as we're on track to have one of our highest participation rates ever for our Summer Reading Program! The program runs through the end of July.
- We kicked off the new Seed Library! Libraries across the country have been offering seed libraries for several years in an attempt to address food insecurity, to build a culture of self-reliance and sharing, and to encourage an interest in - and education about - sustainability. We contacted seed companies for free donations, and 334 seed packets were checked out this quarter.
- Children's Librarian Nikki Lunk and Outreach Librarian Leslie Rogers were the featured speakers at May's Friends of the Library annual meeting. They presented information on the new children's programs, the Summer Reading Program, and the Senior Outreach services we provide to Nursing Homes, demonstrating just a few of the ways the Library serves every facet of Claremore's population.



- In addition to Summer Reading, 682 attended library programs this quarter. 304 adults attended Cookbook Club, Gardening, Crafts and Book Clubs; 378 kids and teens attended Storytimes, Crafts, Recharge, YA Book Club, Game Café and Books & Bricks.
- Nikki Lunk did Summer Reading promotional presentations at each of the Claremore Public Elementary Schools, where the Library's Summer Reading Program was featured during their 'Rise and Shine' morning programs. Library staff also worked a booth at the Rogers County Senior Expo.
- The roof leaks and broken glass found in March were repaired in April, as was the wrought iron fencing around the A/C unit blown down in March storms.

<b>Circulations of Physical Materials (Does not include E-books)</b>	
Western	<b>89</b>
Adult Fiction	<b>3492</b>
Adult Nonfiction	<b>2464</b>
Audio Books	<b>383</b>
Biography	<b>118</b>
Easy Books	<b>5904</b>
Mystery	<b>1036</b>
Juvenile DVD	<b>945</b>
Juvenile Audio	<b>133</b>
Juvenile Biography	<b>222</b>
Juvenile Fiction	<b>4739</b>
Juvenile Nonfiction	<b>2837</b>
Science Fiction	<b>174</b>
Large Print	<b>424</b>
Young Adult Fiction	<b>1742</b>
Periodicals	<b>63</b>
<b>Digital Materials Circulation</b>	<b>12,690 e-books</b> <b>89 Streaming Video</b>



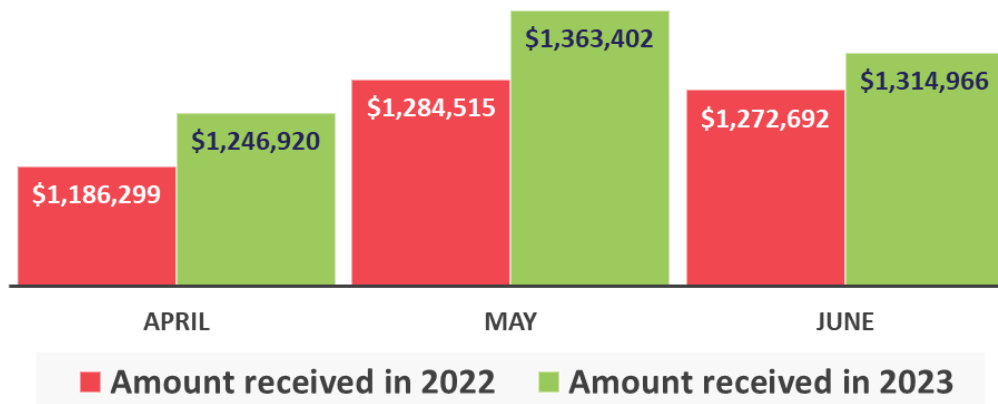
### **Woodlawn Cemetery**

The Cemetery is staffed by 2 full time employees and 1 year round part time employee and 4 seasonal employees during the mowing season. Cemetery looked good for Memorial Day. The staff is currently mowing, and trimming, filling low graves, conducting funerals, dealing with patron's issues and concerns and selling plots:

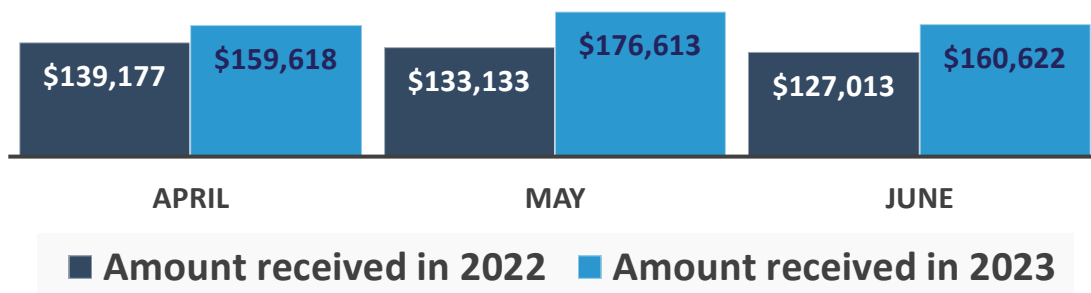
- Conducted 14 full burials, 11 cremations
- Performed 16 locations, and 2 military pad location settings
- Sold 36 plots.

## **Finance**

### **Sales Tax Collected Q2 - 2023**



### **Use Tax Collected Q2 -2023**





### Quarterly Summary Over Prior Year

	Quarter	Year to Date
Net Sales Tax Collected	4.6%	5.3%
Net Use Tax Collected	19.6%	8.4%

### General Fund Revenue/Expense (April-June)

	2022	2023	Difference
General Fund Revenue*	\$ 15,645,761	\$ 15,389,749	-2%
General Fund Expense	\$ 16,954,873	\$ 17,112,836	1%

\*biggest reason revenue was higher FY 22 is because of grant revenue we budgeted for but didn't actually receive in FY23.

### Enterprise Fund (CPWA) Revenue/Expense (April-June)

	2022	2023	Difference
Enterprise Fund Revenue	\$ 49,491,950	\$ 52,905,444	6.5%
Enterprise Fund Expense	\$ 46,248,514	\$ 52,798,043	12%





## Planning and Development

The following represents a list of the activities that have taken place in the Department of Community Development Services for the Quarter ending 06/30/2023.

### *Code Enforcement*

The table below is the breakdown of the department's cases.

	NEW INCIDENTS	CLOSED	VOIDED	ACTIVE
<b>Tall Grass</b>	<b>342</b>	<b>301</b>	<b>0</b>	<b>41</b>
<b>TRASH/JUNK/DEBR</b>	<b>111</b>	<b>97</b>	<b>0</b>	<b>14</b>
<b>INOP VEHICLE</b>	<b>42</b>	<b>33</b>	<b>0</b>	<b>9</b>
<b>BRUSH/LIMBS</b>	<b>18</b>	<b>16</b>	<b>0</b>	<b>2</b>
<b>SIGN ORDINANCE</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>0</b>
<b>EASE/ALLEY/ROW</b>	<b>14</b>	<b>9</b>	<b>0</b>	<b>5</b>
<b>ACCUM RUBBISH</b>	<b>12</b>	<b>8</b>	<b>0</b>	<b>4</b>
<b>PARKING ON GRASS</b>	<b>16</b>	<b>14</b>	<b>0</b>	<b>2</b>
<b>LIVING IN RV</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>MISC CITY ORD.</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>0</b>
<b>POLYCART RESPON.</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>VACANT STRUCTURES</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>1</b>
<b>EXTERIOR STRUCTURE</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>MISC. ZONING</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>
<b>WATER SERVICE</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>3</b>
<b>TOTALS</b>	<b>581</b>	<b>498</b>	<b>0</b>	<b>83</b>

### *Building Inspections*

Jason Crandall has been able to focus primarily on building inspection duties as the Fire Department officially hired, Johnathan Cates as the new Fire Marshal.

James Chester currently conducts inspections when Mr. Crandall is otherwise detained. He has continued to study for his permanent license so that he can assist Mr. Crandall into the future.

Along with the efforts of Mr. Crandall, Mrs. Chanda Hornaday has been a vital member of the building inspections team and continues to coordinate multiple inspection schedules, as well as handling a multitude of administrative duties for Community Development,



Planning, and the Engineering Departments. Her routine duties include the coordination of the inspection schedule for Mr. Crandall and Mr. Chester, as well as developing the building permits, issuing the certificates of occupancies and ensuring the contractors are licensed to do the work in the City.

#### *Building Reports*

Building Permits	
RESIDENTIAL	COMMERCIAL
April	April
<b>10</b>	<b>0</b>
May	May
<b>10</b>	<b>0</b>
June	June
<b>5</b>	<b>0</b>

#### *Planning and Development*

The Planning Team continues with its established track record of development process excellence. After 15 months of service to our great city, our Assistant Planner, Alex, moved to Denver, Colorado to accept a position with the City and County of Denver. She was an instrumental component in the daily operations of the Planning Department and will be sorely missed. We currently have her position open and we are actively recruiting quality candidates to fill that vacancy. Ryan, our GIS Analyst, continues to shine in his daily duties and is currently working through ESRI online training to broaden his professional expertise.

City Staff finalized the Parks & Trails Master Plan contract with Norris Design in December. Norris Design will be leading this effort and they have assembled a rather diverse team that includes: Native Strategies, Ballard King, Corona Insights, and Progressive Trail Design. A statistically valid survey was prepared by our subconsultant, Corona Insights, and it was rolled out in June. As of July 5, we have received 348 responses to the Parks-specific survey and 280 responses to the Trails-specific survey. Norris Design has already started analyzing the data and will have reports generated for the Parks survey and Trails survey on July 19th and July 24th respectively. After the analysis is complete, our steering committee will reconvene to discuss the results in August. In addition to this survey, we plan to target public events that are already scheduled, as well as sending out interactive digital surveys and holding a series of public engagement and town hall events in strategically selected locations in order to broaden the breadth of the responses.



As of the end of June, two new development proposals have been received using the Pattern Zone concept. From the five total development proposals that utilize this tool, twenty-seven residential units will be constructed using four of the five Pattern Zone typologies. Because multiple Pattern Zones are being used, the developers are able to provide architectural variety, as well as mix of typologies that address several needs in the current market. We now have a total of five pattern zone units complete and another three that are currently under construction. Due to the high number of inquiries from local, as well as regional development companies, the Planning staff is working through the rollout of a Pattern Zone 2.0 program that will provide an additional 24 pre-approved pattern zone typologies that developers will be able to use to broaden the options we have within our current housing stock. The hope is to have the new patterns vetted and available for use by the end of Q4 of 2023.

Currently, we have 11 large residential developments in various stages of the development cycle. These developments are the Blue Starr Apartments, the Claremore Flats Apartments, Woodland Commons, Muskogee Commons, Red Plains Phase I&II, Estates at Forest Park Phases IV & V, Keystone Crossing, Highfill Estates, Pasona Village, the Estates at Stone Creek development, the Legacy Homes development near Highway 88 & Cornerstone Ave., Lowry Crossing, and the Rolling Grove PUD. In all, these developments will provide approximately 884 single-family residential lots, 388 apartments (294 market-rate apartments and 84 senior citizen apartments), 134 duplexes, and 21 townhomes.

Within the last 90 days, the City of Claremore Planning staff has received two new proposals for new commercial development and staff is currently working those projects through the development process. The addition of these two brings our total to five commercial projects. Out of the three that were previously reported, two have formally started horizontal construction. The remaining project of the original three is currently selecting their general contractor. Once the contractor is selected, we expect the project to start horizontal construction activities within 60 days.

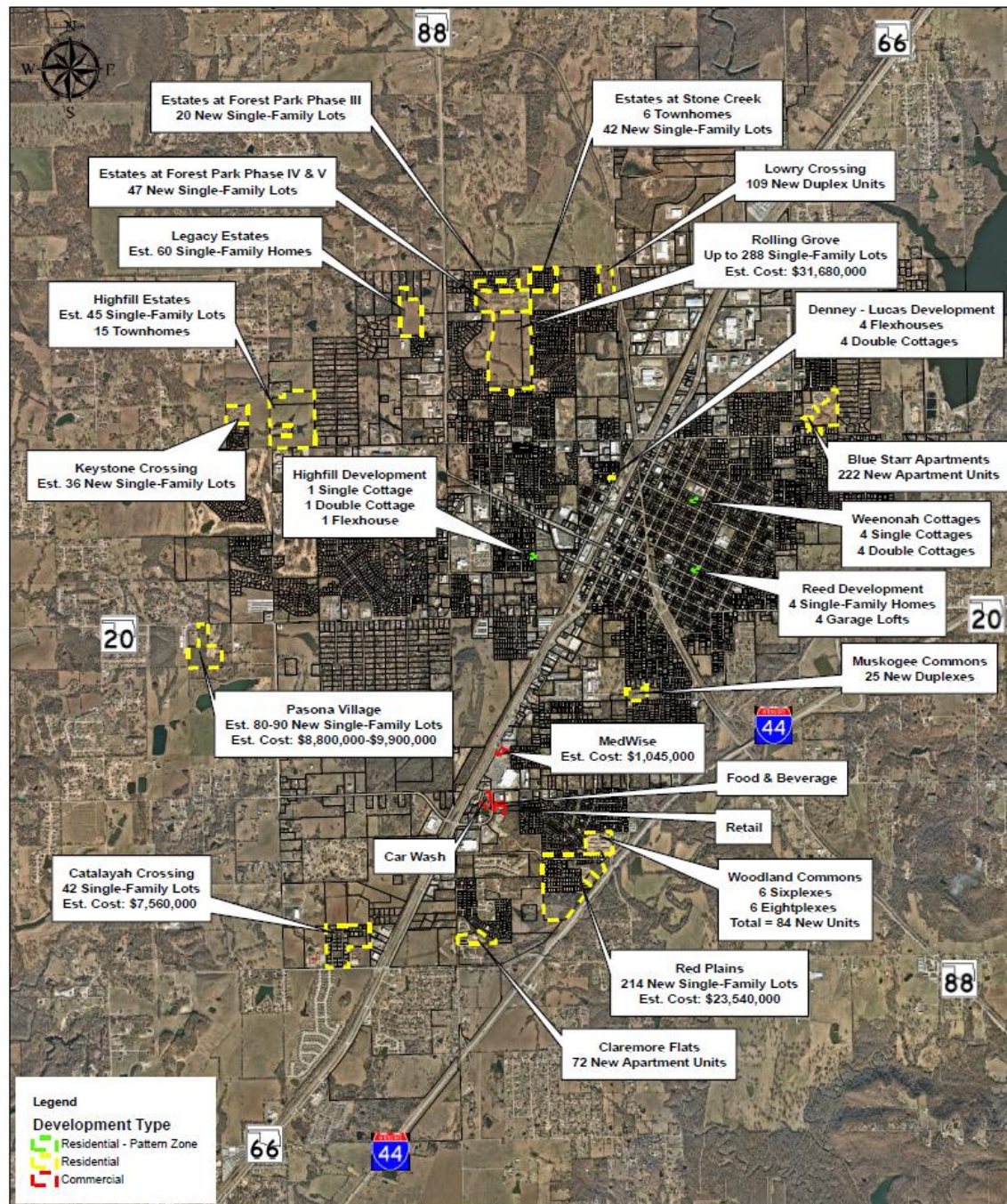
### ***Grants***

TAP Grant – The Planning Department submitted three TAP (Transportation Alternatives Program) grant applications in November of 2022. As of May 2023, the City of Claremore was awarded funding for two of the three project applications. The Planning Department is currently working with the Oklahoma Department of Transportation to finalize the agreements and to start the solicitation for the design work.

The following page contains a map of the current development projects underway.



# WE CLAREMORE



Current Development Projects





## Clerk's Office

### City Clerk

- Processed 13 Assessment Letters
- Filed 4 Lien Releases on abated properties
- Filed 1 Liens on abated properties
- Responded to 32 Open Records Requests
- Issued 42 Beverage Licenses
- Issued 23 Mobile Vendor Permits
- Issued 6 Peddler Permits
- Issued 8 Sanitation Hauler Permits
- Issued 2 Septic Disposal Permits
- Issued 3 Wrecker and Towing Permits
- Issued 3 Commercial Animal Establishment Permits
- Issued 195 Residential Fireworks Permits
- Issued permits for 5 Fireworks Stands
- Processed 8 insurance claims on City Vehicles
- Processed 6 Tort Claims filed against the City
- Issued 1 Proclamations

### Court

- Processed 401 new citations.
- 11 Court dates with 1,347 cases/574 defendants and 37 juvenile cases/27 defendants on the dockets.
- Conducted 3 trials.
- Issued 268 Bench Warrants.
- Collected \$65,803.19 in fines/fees, including \$10,165.20 in overdue fines through Collection Agency.



## Public Works

### Sanitation

Tons of Trash Dumped	Bulk Orders Completed	
3568	82	
Trash Can Numbers		
Repaired	Additional Delivered	New Delivered
118	33	31

### Streets

Potholes	Asphalt (Tons Used)	Sidewalks (ft repaired/Replaced)	Road Painted (ft painted)	Concrete (Yards used)
351	27	643	10,541	138

### Water and Sewer

Water Line Breaks	Water Line Taps	Sewer Backups
30+	25+	25+
Meters Installed	Sewer Line Inspected	Sewer Line Cleaned
25	2,995 ft.	19,760ft.
Sewer Manholes		
Inspected	Rehabbed	
148	1	



## Fire Department

Major Incident Type	# of Incidents	% of Total
Fires	17	4.31%
Rescue & Emergency Medical Service	146	37.06%
Hazardous Condition (Not Fire)	75	19.04%
Service Call	59	14.97%
Good Intent Call	48	12.18%
False Alarm & False Call	47	11.93%
Severe Weather & Natural Disaster	1	0.25%
Special Incident Type	1	0.25%
<b>Total</b>	<b>394</b>	

### ***Department Highlights:***

- Our response time for the quarter was 4:06 minutes
- Fire Marshal Johnathan Cates graduated from his CLEET training on May 18, 2023.
- FF Steve Cox was promoted to Lieutenant effective April 16, 2023.
- Lt. Seth Wages was promoted to Captain effective April 30, 2023.
- FF Evan Spradley was promoted to Lieutenant effective April 30, 2023.
- Cole Osborne started work as a firefighter June 12, 2023. He began his initial orientation with training officer.



## Police Department

Major Incident Type	# of Incidents
Accidents	126
Total Citations	223
Total Warnings	396
Crimes Against Persons	90
Crimes Against Property	207
Crimes Against Society	93
Total Traffic Stops	1,237
Total Calls for Service	5,358
School Related Calls	65
Animal Control Calls	745

### ***Department Highlights:***

- We hired two new officers during the quarter.
- We hired our new business manager during the 2<sup>nd</sup> quarter.
- Former Chief of Police Stan Brown retired.
- Steve Cox became the new Police Chief.





## Electric

April, May, and June			
Quarterly Report			
<u>Over Head</u>		<u>Underground</u>	
capacitors	0	Secondary wire	3180
meter loops	5	Primary wire	4270
Poles Replaced/new	66	New Transformer	15
Primary Wire Footage	3557	Replace Transformer	12
Secondary Wire	617		
New Transformer	6		
Replace Transformer	4		
<u>Service Crew</u>		<u>Line Clearance</u>	
Lights Replaced/Repaired	25	Miles of Line Cleared	4.2
Temp poles	12	Work for other depts	
Meter Loops	2		
Outages	140		
Read Demands	48		
Raise Service Line	2		
Demo	6		
new meters	59		
ditch inspect	0		



## CIEDA

- **Business Attraction Update**

- During the second quarter, the Claremore Economic Development Team submitted 11 RFP requests through the Oklahoma Department of Commerce and Tulsa Regional Chamber for companies potentially interested in locating to Northeast Oklahoma.
- Claremore celebrated the announcement or opening of six new retail locations, including Tropical Smoothie Café and Gibby C's South in Your Mouth Kitchen and Catering.
- Two Claremore companies were selected as 2023 Oklahoma Innovation Expansion Program (OIEP) grant recipients. Congratulations to Pelco Structural and Tri-States Sales Inc.
- CIEDA Office Manager, Bailey Thompson, completed the Heartland Basic Economic Development Course. The program allows participants to better understand the full range of economic development strategies and ways to maximize the use of local and external resources.
- Executed the closure of the Baker Hughes TIF District.
- Team completed a business retention visit to Hadco Metal Trading.

- **Small Business**

- Celebrated the opening of four new small businesses
  - Los Tres Hermanos
  - Mother Road Coffee
  - Ice Cream Shop La Michoacana
  - Ralph's Mini Golf
- Assisted in showcasing \$1.5 million in available retail property across downtown Claremore.
- Heightened focus on the manufacturing sector showcasing available properties and helping local business expansion
- \$8 million over four properties
- Backfilled three restaurant locations providing a retention of at least \$200,000 in sales tax collections per 2022 Calendar Year
- We are witnessing continued growth in the 1 Million Cups Claremore program, hosting more than 70 people during the second quarter.



- **Workforce Update**

- We continued seeing high interest for the Rogers County Workforce Technical Training Scholarship Program. To date the program has celebrated the graduation of 10 students and has 26 students enrolled in courses. We are in the process of registering 48 participants in Fall 2023 courses.
- Hosted a very successful Rogers County Career Fair with more than 30 employers showcasing over 300 local job opportunities.
- Connected with more than 10,000 students at the Oklahoma FFA State Convention in Tulsa Oklahoma to share career pathway and training opportunities in Rogers County.
- Hosted the Oklahoma Academy to share the results from the 2022 statewide Town Hall session, focusing on enhancing our workforce for an increasingly innovative economy.
- Kicked-off the 2023 Summer Pre-Engineering Internship Program in partnership with Northeast Tech. Ten students will participate in a four-week program.

**Claremore Regional Airport**

- Claremore Regional Airport Manager celebrated 15 years with the airport in May! Thank you for your service, Eric!
- The new fuel pump and point of sale system were installed at the beginning of June. This new self-service station provides customers 24-hour access to Jet A and 100LL fuel. The system remembers customer tail number information and offers a much more user-friendly interface.
- We are through phase one and two of the apron rehabilitation project. The underground drainage and majority of the milling and overlay are complete. Phase three will consist of a crack fill and reseal on the south end of the ramp to the south connector Taxiway B.
- As the airport grows and new tenants join our community, there is a need to establish a hangar taxi flow to help minimize disruptions and create a safer environment. The airport committee has created a suggested taxi flow for the north hangar access area and is sharing with tenants for feedback



## Appendix (Photo's)

Water Tower Fence Replacement (Before)







**Water Tower Fence Replacement (After)**



**Lowry Bridge Before**





Lowry Bridge After





# WE CLAREMORE





**Oologah Discharge Fence Replacement (Before)**



**After**





## WTP Sludge Valve Replacement





**Talbert Water Tower Overflow**





## Rodeo Grounds Improvements



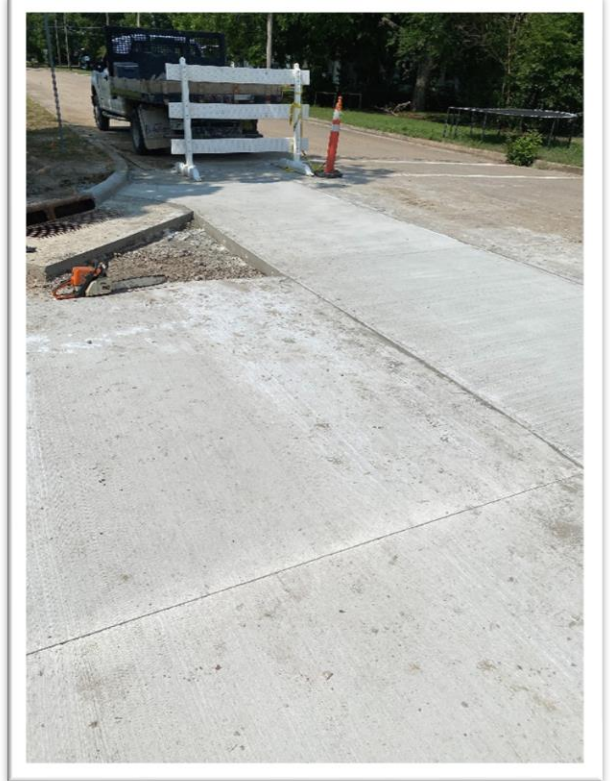
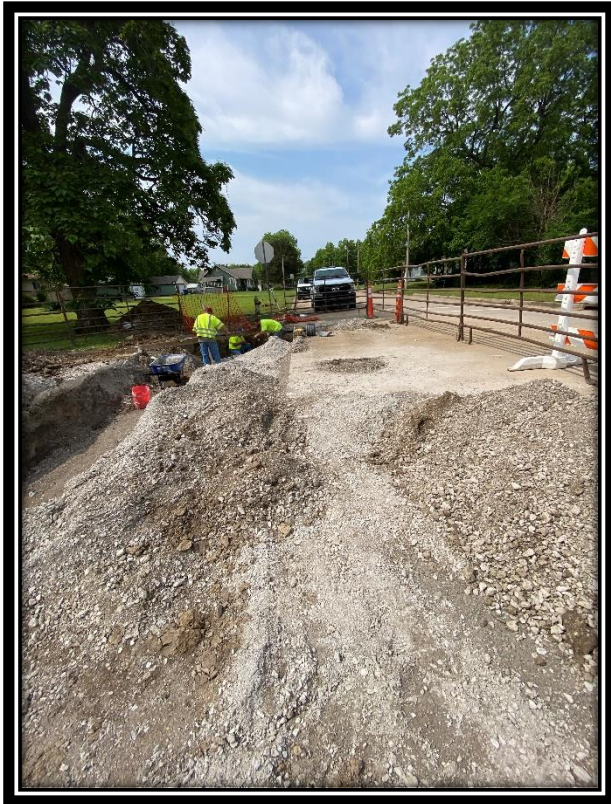




## Market Street Repairs before and after



## 10<sup>th</sup> and N Chickasaw road and storm drainage repair







**Trash Truck Artist Winner:**

