

CITY COUNCIL SPECIAL SESSION MINUTES

November 13, 2012

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Special Session at 5:00 p.m. in the Municipal Building Conference Room on the 13th day of November, 2012, and notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray and the Norman Public Library at 225 North Webster 48 hours prior to the beginning of the meeting.

PRESENT: Councilmembers Castleberry, Gallagher,  
Jungman, Kovach, Lockett, Spaulding,  
Williams, Mayor Rosenthal

ABSENT: None

TARDY: Councilmember Griffith

Item 2, being:

CONSIDERATION OF ADJOURNING INTO AN EXECUTIVE SESSION AS AUTHORIZED BY OKLAHOMA STATUTES TITLE 25 §307(B)(2) TO DISCUSS NEGOTIATIONS REGARDING EMPLOYEES AND REPRESENTATIVES OF EMPLOYEE GROUPS.

Councilmember Kovach moved that the Special Session be adjourned out of and an Executive Session be convened into in order to discuss negotiations regarding employees and representatives of employee groups, which motion was duly seconded by Councilmember Castleberry; and the question being upon adjourning out of the Special Session and the subsequent convening, the vote was taken with the following result:

PRESENT: Councilmembers Castleberry, Gallagher,  
Jungman, Kovach, Lockett, Spaulding,  
Williams, Mayor Rosenthal

ABSENT: None

The Mayor declared the motion carried and the Special Session adjourned out of; and an Executive Session was convened into to discuss negotiations regarding employees and representatives of employee groups.

The City Council adjourned into Executive Session at 5:03 p.m. Mr. Steve Lewis, City Manager, Ms. Gala Hicks, Director of Human Resources, and Mr. Jeff Bryant, City Attorney, were in attendance at the Executive Session.

Councilmember Griffith arrived at 5:15 p.m.

Mayor Rosenthal acknowledged return to Open Session.

Thereupon, Councilmember Kovach moved that Executive Session be adjourned out of and the Special Session be reconvened, which motion was duly seconded by Councilmember Griffith; and the question being upon adjourning out of Executive Session and upon the subsequent reconvening, a vote was taken with the following result:

PRESENT: Councilmembers Castleberry, Gallagher,  
Griffith, Jungman, Kovach, Lockett, Spaulding,  
Williams, Mayor Rosenthal

ABSENT: None

The Mayor declared the motion carried and Executive Session adjourned out of; and the Special Session was reconvened at 5:47 p.m.

The Mayor said negotiations regarding employees and representatives of employee groups was discussed in Executive Session. No action was taken and no votes were cast.

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Item 3, being:

DISCUSSION REGARDING CHANGE ORDER NO. ONE TO CONTRACT NO. K-1213-68 WITH CENTRAL CONTRACTING SERVICES, INC., INCREASING THE CONTRACT AMOUNT BY \$156,860 TO UTILIZE FULL BUDGET AMOUNT FOR THE FYE 2013 CONCRETE PAVEMENT MAINTENANCE PROJECTS AND FYE 2013 CONCRETE VALLEY GUTTERS PROJECT.

Mr. Shawn O'Leary, Director of Public Works, said locations for pavement maintenance and valley gutters are selected through the Pavement Management System. He said concrete streets are repaired by removing and replacing panels of concrete, which add 30 to 50 years to the life of the street. He said valley gutters are concrete sections placed at intersections for drainage purposes. He said asphalt and water do not mix well and in areas where asphalt was used it deteriorated so asphalt gutters are being replaced with concrete valley gutters. He said new street design standards require concrete valley gutters.

Mr. O'Leary said the City received six bids with Central Contracting services, Inc., being the lowest bidder in the amount of \$183,501.95 falling below the engineer's estimate of \$340,500. Change Order No. One in the amount of \$156,860 will allow Staff to add more streets and valley gutters to the FYE 2013 project lists.

Councilmember Gallagher asked how old the streets are that need the work and Mr. Greg Hall, Street Superintendent, said factors taken into consideration are the age of the street, surface conditions, sub-grade conditions, and traffic volume and these vary by street and amount of traffic. Councilmember Gallagher asked how much traffic influences Staff's decision as many residential streets seemed to be ignored while arterial streets get all the maintenance and Mr. Hall said that is not the case. He said Staff looks at all factors as well and visually and manually inspecting every location and Staff is identifying more neighborhood streets. Mr. O'Leary said there are more miles of local streets than arterials and due to the General Obligation (G.O.) Bond election passing in 2005 and being extended in 2010, Staff has been focusing more on local streets than arterials.

Items submitted for the record

1. Text File No. K-1213-68 dated November 13, 2012, from Greg Hall, Street Maintenance Superintendent
2. PowerPoint slides for Change Order No. One to Contract No. K-1213-68
3. Change Order No. One to Contract No. K-1213-68

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Item 4, being:

DISCUSSION REGARDING CONTRACT NO. K-1213-86 WITH FREESE AND NICHOLS FOR THE DEVELOPMENT OF A COMPREHENSIVE TRANSPORTATION PLAN.

Mr. O'Leary said for future transportation needs, the City of Norman needed a Comprehensive Transportation Plan (CTP). Two years of discussion regarding the plan included workshops for the general public where participants provided comments on CTP goals and specific transportation issues of concern. Outreach was provided through a variety of social media and the City of Norman website. A community survey was administered to provide validation on transportation issues identified through the public participation. The compilation of public input was incorporated into a draft scope of services that reflects the values and priorities of the community.

Mr. O'Leary said a selection committee was formed consisting of himself; Ms. Susan Connors, Director of Planning and Community Development; Mr. Angelo Lombardo, Traffic Engineer; Mr. David Riesland, Traffic Engineer; Mr. Doug Myers, Director of Cleveland Area Rapid Transit (CART); and Mr. Tom Sherman, Chair of the Norman Chamber of Commerce Transportation Committee. The selection committee reviewed four CTP Consulting services proposals and at the end of the process the committee selected Freese and Nichols.

Mr. O'Leary said there are several reasons to prepare a CTP.

- City's long-range plan for transportation system
- Tool to evaluate and improve Norman's transportation system
- Multi-modal plan to address the street system: the non-motorized system, and the transit system
- Transportation system that is appropriate to the land uses it serves
- Needs assessment and future recommendations for all modes
- Policies and funding strategies to guide plan's implementation

Mr. O'Leary highlighted other entities that have CTP' processes that include the Association of Central Oklahoma Governments (ACOG), Oklahoma Department of Transportation (ODOT), Oklahoma City, Edmond, Lawton, Tulsa, Broken Arrow as well as university cities such as Lawrence, Kansas; Columbia, Missouri; Manhattan, Kansas; and Austin, Texas. He said many construction projects performed by ODOT could have had added transportation benefits if there had been a CTP.

Mr. O'Leary said the City has been discussing high density development which includes transportation needs, but without a CTP Staff cannot determine where high density development will work best in Norman. He said high density development is one of the land use issues that would merge nicely into a CTP.

Mr. O'Leary said a Scoping Study done by H.W. Lochner included public outreach consisting of 38 total meetings including seven Council Study Sessions; ten Steering Committee meetings; ten Community Advisory Committee meetings; eight meetings each for five subcommittees; and three Open House public meetings. The modified agreement with Freese and Nichols consists of ten total meetings that include five Steering Committee meetings, four Community Visioning Committee meetings, and one Open House public meeting. He said City Staff can do some elements of work in the original contract that were removed for cost savings.

Mr. O'Leary said in February 2012, Council endorsed the scope of services for a CTP process and adopted the budget in June 2012 that included \$300,000 for a CTP. He said Staff negotiated a \$278,539 contract with Freese and Nichols to provide a framework for the development and implementation of an efficient and comprehensive transportation system within Norman and its extraterritorial jurisdictions. He said the process will take twelve months with an additional three months for review by Council and the public.

Councilmember Spaulding asked how the City plans for unforeseen circumstances and Mr. O'Leary said it is impossible to project all future occurrences and plans can be amended. Councilmember Spaulding asked the expected life of the plan and Mr. O'Leary said it is a twenty year plan.

Councilmember Kovach said he appreciates Staff's efforts to cut costs, but did not think cutting out public meetings or certain portions of the original contract was the best way to go. He said he also felt Staff had enough work to do and asked Mr. O'Leary if Staff had time to do the extra work. Mr. O'Leary felt Staff has the knowledge and ability to do the work. He said feedback from Council and citizens indicated there was concern over the value of the original contract as well as certain elements of the contract and that is why adjustments were made to the contract. He said if Council chooses to add anything back to the contract, it can be done through an amendment. Councilmember Castleberry was concerned that any amendments could end up costing more than the savings. Councilmember Gallagher said he has reservations about the contract so he would like to postpone the contract for two weeks and discuss it in more detail at a Study Session.

Items submitted for the record

1. Text File No. K-1213-68 dated November 13, 2012
2. Change Order No. One to Contract No. K-1213-68
3. PowerPoint presentation entitled, "City of Norman Comprehensive Transportation Plan," in partnership with Freese and Nichols, Council Conference, Tuesday, November 13, 2012

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Item 5 being:

ADJOURNMENT

The Mayor declared the meeting adjourned at 6:23 p.m.

ATTEST:

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City Clerk

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Mayor