

**NORMAN FORWARD EAST AND CENTRAL LIBRARIES  
AD HOC ADVISORY GROUP**

**MUNICIPAL BUILDING CONFERENCE ROOM  
201 WEST GRAY, NORMAN, OK**

**TUESDAY, JANUARY 5, 2016**

**3:00 P.M.**

- 1. WELCOME AND INTRODUCTIONS**
- 2. OVERVIEW OF COMMITTEE CHARGE**
- 3. ORGANIZATIONAL AND GOVERNANCE ITEMS**
- 4. PRESENTATION BY MSR DESIGN REGARDING THE NEW  
CENTRAL AND EAST LIBRARY PROJECTS AND TIMELINES.**

**East and Central Libraries** (to be formed Jan 2016)

*Input desired*

- Meet with Project Consultants regarding timeline of projects
- Review and make recommendations regarding elements for concept design
- Review and make recommend actions regarding elements of final design
- Assist in public meetings to be held during phases of conceptual and final designs
- Report on progress of construction at ground breaking; 50% completion; & 100% completion
- Assist and make recommendations regarding grand opening of projects
- Report to the Council regarding progress of assignments

*Membership*

- 5 member Core Advisory Committee - \* suggested chair – three members of the current Library Board complimented with the additional expertise of Mr. Kloesel and Mr. Seamans
  1. Tim Mauldin \* (also Chair of Library Bd)
  2. Kevin Kloesel
  3. Andrew Seamans
  4. Carla Kimberling
  5. Aleisha Karjala
- Ex officio –
  1. PLS representative
  2. City Manager
  3. One member of Financial Oversight Committee
- Committee may be expanded for each Branch Project
- Committee meetings will be open to the public

*Committee duration – three years*

- East Branch - Conceptual design phase
- East Branch – Final design phase
- East Branch – Construction
- East Branch – Grand Opening
  
- Central Branch - Conceptual design phase
- Central Branch – Final design phase
- Central Branch – Construction
- Central Branch – Grand Opening

*City Staff Support*

- City Clerk
- Capital Projects
- Public Works
- Legal
- Public Works



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: AP-1516-17**

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<b>File ID:</b> AP-1516-17	<b>Type:</b> Appointment	<b>Status:</b> Consent Item
<b>Version:</b> 1	<b>Reference:</b> Item 7	<b>In Control:</b> City Council
<b>Department:</b> City Clerk Department	<b>Cost:</b>	<b>File Created:</b> 12/17/2015
<b>File Name:</b> NFST Advisory Groups	<b>Final Action:</b>	

**Title:** CONSIDERATION OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

**EAST AND CENTRAL LIBRARIES AD HOC ADVISORY GROUP**

TIM MAULDIN, CHAIR  
CARLA KIMBERLING  
ALEISHA KARJALA  
ANDREW SEAMANS  
KEVIN KLOSEL

**SENIOR CENTER AD HOC ADVISORY GROUP**

DAVID HOPPER, CHAIR  
MARY BONNER  
ART BREIPOHL  
NADINE JEWELL  
MARVIN TERRY

**WESTWOOD AD HOC ADVISORY GROUP**

JIM GRIFFITH, CHAIR  
ANN GALLAGHER  
RENEE GOBEILLE  
NANCY YOCH  
KENT NICHOLSON

**Notes:** ACTION NEEDED: Motion to confirm or reject the appointments.

ACTION TAKEN: \_\_\_\_\_

**Agenda Date:** 12/22/2015

**Agenda Number:** 7

**Attachments:** Text File Appointments, Libraries Advisory Group,  
Senior Ctr Advisory Group, Westwood Advisory  
Group

**Project Manager:** Brenda Hall, City Clerk

**Entered by:** brenda.hall@normanok.gov

**Effective Date:**

### History of Legislative File

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Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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**Text of Legislative File AP-1516-17**

Body  
TO: City Council

FROM: Mayor Cindy Rosenthal

SUBJECT: Nominations for the Norman Forward Ad Hoc Advisory Groups for the Aquatics, Library and Senior Center Projects

We had 53 applicants for the various advisory committees and the Norman Forward Citizen Financial Oversight Board (CFOB). Obviously, there is a lot of enthusiasm and interest in the community. I have had a number of conversations with many of the applicants in order to clarify the role and responsibilities of each of the committees. The staff has also provided a template for the CFOB and each of the advisory groups to include a statement of tasks and input desired as well as project duration and other issues. A separate item recommends appointment of the CFOB through Resolution R-1516-75, as required by the Norman Forward Ordinance.

In this item I am attaching recommended names for three of the advisory groups. It does not make sense to appoint all of the advisory groups at this time, but these three groups - Libraries, Senior Citizen Center, and Westwood Pool -- need to get off the ground for 2016. We have other applicants who will obviously be great participants when we get ready to appoint other advisory groups. I am also suggesting that the Council designate a chair/liaison for each advisory group to work as a point person with City staff.

The citizen response here has been very positive. Appointment of the Libraries, Senior Center, and Westwood Pool Advisory Groups this month will allow us to timely take the next steps toward completing the initial projects that are ready to move forward.

## Exhibit G B103-2007 East Library Project Schedule

East Branch		
Task	Start	Stop
Pre-Contract	10/22/2015	
City Council Contract Approval	11/10/2015	
<b>Kick-off Meetings</b>	<b>Week of December 7, 2105</b>	
Site Analysis	11/14/2015	12/15/2015
Project Start-up	11/11/15	12/15/2015
Building Program	11/11/2015	12/15/2015
Senior Center Study		
<b>Concept Design</b>	<b>01/04/2016</b>	<b>03/11/2016</b>
Public Presentation	03/03/2016	03/04/2016
<b>Design Development</b>	<b>03/14/2016</b>	<b>04/29/2016</b>
Client Review	05/02/2016	05/06/2016
<b>Contract Documents</b>	<b>05/09/2016</b>	<b>07/29/2016</b>
Client Review	08/01/2016	08/05/2016
Bid Period	08/08/2016	08/26/2016
Bid Opening	08/30/2016	08/30/2016
Contract Award	08/31/2016	09/16/2016
<b>Construction</b>	<b>09/19/2016</b>	<b>08/31/2017</b>
FF&E Procurement	06/01/2017	08/01/2017
Substantial Completion	09/01/2017	09/15/2017
Move-in	09/15/2017	10/01/2017
<b>Soft Opening</b>	<b>12/05/2017</b>	<b>12/16/2017</b>
Grand Opening Date	To be determined	

## Exhibit G B103-2007 Central Library Project Schedule

Central Branch		
Task	Start	Stop
Pre-Contract		11/10/2015
City Council Contract Approval	11/10/2015	
<b>Kick-off Meetings</b>	<b>Week of December 7, 2105</b>	
Site Analysis	11/14/2015	12/15/2015
Project Start-up	11/11/15	12/31/2015
Building Program	11/11/2015	01/15/2015
Senior Center Study	11/14/2015	12/15/2015
<b>Concept Design</b>	<b>01/02/2016</b>	<b>03/11/2016</b>
Public Presentation	03/03/2016	03/04/2016
<b>Design Development</b>	<b>03/14/2016</b>	<b>05/20/2016</b>
Client Review	05/23/2016	05/27/2016
<b>Contract Documents</b>	<b>06/01/2016</b>	<b>09/30/2016</b>
Client Review	10/03/2016	10/07/2016
Bid Period	10/10/2016	11/07/2016
Bid Opening	11/08/2016	11/08/2016
Contract Award	11/09/2016	12/02/2016
<b>Construction</b>	<b>12/05/2016</b>	<b>11/30/2018</b>
FF&E Procurement	08/27/2018	11/15/2018
Substantial Completion	12/03/2018	12/21/2018
Move-in	01/02/2019	02/08/2019
<b>Soft Opening</b>	<b>02/11/2019</b>	<b>02/15/2019</b>
Grand Opening Date	To be determined	