

CITY COUNCIL CONFERENCE MINUTES

May 26, 2009

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in conference at 5:30 p.m. in the Municipal Building Conference Room on the 26th day of May, 2009, and notice and agenda of the meeting were posted at 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 Butler, Cubberley,
Dillingham, Griffith, Kovach, Quinn, Mayor
Rosenthal

ABSENT: Councilmember Ezzell and Thompson

DISCUSSION REGARDING CHANGE ORDER NO. ONE TO CONTRACT NO. K-0809-131 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND CENTRAL CONTRACTING SERVICES, INC., INCREASING THE CONTRACT AMOUNT BY \$58,906.25 TO ALLOW FOR ADDITIONAL WORK TO UTILIZE BUDGETED AMOUNT FOR THE FYE 2009 CONCRETE VALLEY GUTTER AND ALLEY REPAIR PROJECTS.

Mr. Bob Hanger, City Engineer, provided an overview of Change Order No. One to Contract No. K-0809-131 with Central Contracting Services, Inc. He said bids were received on April 16, 2009, for the FYE 2009 Concrete Valley Gutter and Alley Repair Projects and the unit bid prices were very good. He said the lowest bid received was in the amount of \$141,093.75 and the FYE 2009 Budget includes a total of \$200,000 for this project. He said it is usually Council's intent that the total budgeted amount be utilized; therefore, Change Order No. One increasing the contract amount by \$50,906.25 will provide for full utilization of the budgeted amount and allow for additional pending projects for valley gutters and alley rehabilitation to be completed this fiscal year.

Change Order No. One is scheduled on Council's regular meeting agenda later this evening.

Items submitted for the record

1. Memorandum dated April 21, 2009, from Bob Hanger, City Engineer, to Honorable Mayor and Councilmembers
2. Change Order No. One to Contract No. K-0809-131

DISCUSSION REGARDING CHANGE ORDER NO. ONE TO CONTRACT NO. K-0809-118 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND TRANS-TEL CENTRAL, INC., INCREASING THE CONTRACT AMOUNT BY \$60,491 TO PROVIDE MODIFICATIONS AT THE INTERSECTIONS OF ROBINSON STREET AND FLOOD AVENUE, LINDSEY STREET AND JENKINS AVENUE, AND CHAUTAUQUA AVENUE AND HIGHWAY 9 AS PART OF THE INSTALLATION OF A FIBER OPTIC NETWORK TO CITY OF NORMAN FACILITIES AND BUDGET APPROPRIATION.

City Council, in its meeting of February 24, 2009, approved Contract No. K-0809-118 with Trans-Tel Central, Inc., in the amount of \$619,425 for the Fiber Optic Network Project. Ms. Kari Madden, Network Administrator, highlighted Change Order No. One to Contract No. K-0809-118 increasing the contract amount by \$60,491 to provide the above-described modifications. She said the initial cost projections for this project were based on the assumption that some or all of the City's existing conduit already in place for traffic control devices could be utilized for this project. Utilizing the conduit resources significantly reduced the overall cost of the project.

Ms. Madden said the Robinson Street Grade Separation Project and the Lindsey Street Widening Project required minute detailing on the fiber placement, depths of boxes and pull box locations. Additionally, one location has been identified for total replacement as the existing conduit was damaged. In order for fiber to be placed in these areas, the additional work must be completed.

Change Order No. One is scheduled on Council's regular meeting agenda later this evening.

Items submitted for the record

1. Memorandum dated May 11, 2009, from Jennifer Gray, Telecommunications Administrator, through Anthony Francisco, Finance Director, to the Honorable Mayor and City Councilmembers
2. Change Order No. One to Contract No. K-0809-118

DISCUSSION REGARDING THE PROJECT TO BE SUBMITTED UNDER THE AMERICAN RECOVERY AND REINVESTMENT ACT – ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT TO THE DEPARTMENT OF ENERGY.

Mr. Steve Lewis, City Manager, said Staff received notice from the State Energy Office of Oklahoma located in the Oklahoma Department of Commerce (ODOC) that the City of Norman will receive a direct formula allocation under the Energy Efficiency and Conservation Block Grants (EECBG) of \$1,001,400 through the American Recovery and Reinvestment Act (AARA) of 2009. The funding is to be used for creating and implementing strategies to reduce fossil fuel emissions in a manner that is environmentally sustainable, reduce the total energy use of the eligible entities, and improve energy efficiency in the building sector, the transportation sector, and other sectors deemed appropriate. The deadline to submit applications for the allocation is June 25, 2009. He said Ms. Linda Price, Revitalization Manager, has been leading the charge for the City of Norman on energy grant applications to ODOC and said she will be providing an overview of previous applications submitted to ODOC, none of which received funding, to obtain direction from Council on which of those projects Council would like to submit to the U.S. Department of Energy for the \$1,001,400 allotment.

Ms. Price highlighted the energy grant applications previously submitted as follows:

She said while all of the projects submitted by the City of Norman met the qualifications for the grant, none received funding. She said there was a total of 211 applications submitted to ODOC and 24 applications received funding.

She said the CNG Facility and Wastewater Treatment Plant Digester Boilers and Basin Blowers Project provide a higher annual energy savings to the City than the remaining projects. She said after talking with Staff, she learned there were other opportunities to apply for funding on the CNG Facility and the Public Works Department is in the process of submitting an application to the U.S. Department of Energy. Mr. Shawn O'Leary, Director of Public Works, said the State of Oklahoma Department of Central Services issued a Request for Proposal to gather a consortium effort in Oklahoma to submit a grant application for this program, which was due May 9th. The City of Norman was accepted and approved to be included as part of the consortium for \$23.5 million with the local match being approximately \$13 million to be split among the eight members of the consortium. The program includes the conversion of 454 vehicles and six CNG infrastructures constructed or upgraded.

She said of all the projects, the Wastewater Treatment Plant (WWTP) Digester Boilers and Basin Blowers Project provides the City of Norman a higher savings with the annual savings being \$165,104. Councilmember agreed and directed Staff to proceed with an application for the WWTP improvements.

Items submitted for the record

1. Chart of stimulus project applications submitted to the Oklahoma Department of Commerce
2. Letter dated April 3, 2009, from Vaughn Clark, Director, Community Development, Oklahoma Department of Commerce, to City Manager Steve Lewis

DISCUSSION REGARDING PROPOSED AMENDMENTS TO THE FYE 2010 BUDGET.

Mr. Anthony Francisco, Director of Finance, said Council received the City Manager's proposed budget on April 17, 2009, and since that time, several changes have been suggested for the FYE 2010 Budget. He said as a result, Staff proposes the amendments proposed in the memorandum dated May 19, 2009, be made to address those requests during Council's meeting on June 9, 2009. Many of the amendments are associated with stimulus funding to be received or matching funds budgeted for stimulus projects that were not approved. Other amendments include deletion of the Container Maintenance Facility Project in the amount of \$400,000 as previously discussed in Council's Capital Budget Study Session to address the funding shortfall in the Sanitation Fund, an increase of \$90,000 for an additional Campus Area Rapid Transit (CART) route, and inclusion of the Norman Convention and Visitors Bureau (NCVB) Budget that was not received prior to the City Manager's Budget being released.

Copies of the Norman Convention and Visitor's Bureau (NCVB) FYE 2010 Budget and Detailed Annual Plan of Work were distributed to Council. Mr. Stephen Koranda, Executive Director of the NCVB, said the Annual Plan of Work attempted to increase revenue so that NCVB is not solely dependant on Room Tax. He said the budget includes an increase in advertising and research. He said research conducted at the state level suggests for every dollar invested in advertising and marketing, \$34 is returned to the state.

Mayor Rosenthal asked whether Councilmembers had questions regarding the proposed budget and work plan and said Mr. Koranda will be out of town the week of June 9th and would not be available to address questions at that time. Councilmember Kovach asked Mr. Koranda whether the NCVB was considering sharing office space with the Norman Arts Council (NAC). Mr. Koranda said he and Rick Fry, Executive Director of NAC, have had preliminary discussions regarding sharing resources, but that information has yet to be submitted to their Boards. Mayor Rosenthal asked Mr. Koranda to discuss the software the NCVB is considering purchasing to target prospective conventions. Mr. Koranda said the software links with hotels and gathers information on groups seeking information for conventions. A question was raised asked why the expenditures for special events were \$34,000 less in FYE 2010 than FYE 2009 and Mr. Koranda responded that expenses were higher in FYE 2009 due to the AAU tournament, which is not scheduled for Norman in 2010.

Items submitted for the record

1. Memorandum dated May 19, 2009, from Suzanne Krohmer, Budget Manager, through Anthony Francisco, Director of Finance, to Steve Lewis, City Manager
2. Diagram of funding sources for the Lift Station D Construction Project
3. Norman Convention and Visitors Bureau Destination Management Plan, Fiscal Year 2010, dated July 2009-June 2010

The meeting adjourned at 6:45 p.m.

ATTEST:

City Clerk

Mayor