

COUNCIL CONFERENCE MINUTES

January 11, 2011

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a conference at 5:30 p.m. in the Municipal Building Conference Room on the 11th day of January, 2011, 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 Atkins, Butler, Cubberley, Dillingham, Ezzell, Griffith, Kovach, Quinn, Mayor Rosenthal

ABSENT: None

DISCUSSION REGARDING CHANGE ORDER NO. TWO TO CONTRACT NO. K-0910-104 WITH SUN CONSTRUCTION SERVICES, INC., DECREASING THE CONTRACT AMOUNT BY \$712.41 FOR THE MUNICIPAL BUILDING C RENOVATION PROJECT AND FINAL ACCEPTANCE OF THE PROJECT.

Mr. Patrick Copeland, Development Services Manager, said in its meeting of October 27, 2009, City Council approved Contract No. K-0910-104 with Sun Construction Services, Inc., for the Municipal Building C Renovation Project. Prior to the bid opening, five areas in the building were identified where proposed floor materials needed to be changed and were addressed with Change Order No. One. Change Order No. Two will allow changes to wall heights in several places due to existing structural elements and add insulation; delete sheetrock above the ceiling and extend walls to roof deck; delete carpeting and add tile and add electrical and phone/data outlets; adjust height of wing wall and observation window in Human Resources Department; remove existing wall carpet, float and repair walls and add additional painting; modify approved control system for HVAC system and include Building A and Administration Building; add floor prep, five electrical disconnects, extra labor for boiler, swap carpet for tile, relocation of conduit, reframe mechanical screen to allow door to remain and clean stained carpet; and remove Halon fire alarm connection. Change Order No. Two will decrease the contract amount by \$712.41 and allow final acceptance of the project.

Items submitted for the record

1. Text File No. K-0910-104 CHG #2, dated December 30, 2010, from Pat Copeland, Development Services Manager
2. Change Order No. Two to Contract No. K-0910-104

DISCUSSION REGARDING CRITERIA FOR PRIORITIZATION OF EXPENDITURES FROM THE CITY OF NORMAN GREENBELT ACQUISITION FUND.

Ms. Susan Connors, Director of Planning and Community Development, said the Greenbelt Acquisition Fund was founded to preserve and protect environmentally sensitive lands, open space, and natural areas, while leaving as much land as possible in private ownership. She said this can be accomplished by using conservation easements; transfer of development rights; utilization of other property rights interest; and, in some cases, acquisition through fee simple title.

Ms. Connors said the majority of land acquired with the fund has been through conservation easements and described conservation easements as being a legally binding agreement not to develop part of a property, but to leave it permanently natural. She said the property still belongs to the property owner, but restrictions are placed on the property owner as well as subsequent property owners. She said the land remains undeveloped to help preserve a natural resource and can be used for agricultural production and to carry on normal farming practices, but is not open to the public.

Ms. Connors said the Planning and Community Development Committee (PCDC) reviewed priorities of proposed criteria and made recommendations to Staff, which have been incorporated into tonight's presentation. She highlighted the general criteria as follows:

- Connectivity to existing greenbelt land, parks, and trails
- Multiple use opportunities
- Limitations on the minimum size of parcels
40 acres for agricultural preservation and other targeted land in urban situations might vary in size

Ms. Connors identified the five priorities/criteria for conservation easements as follows:

1. Protect the quality of surface water run-off in the Lake Thunderbird watershed and over the recharge areas of the Garber-Wellington aquifer, presently the two sources of Norman's water supply.
2. Protection, preservation, and restoration of natural floodplains throughout Norman, which serve to protect life and property from damage and preservation and/or restoration of the Ten Mile Flats Floodplain area as well as along the urban creek systems.
3. Preservation of prime, locally significant agricultural lands as identified in the Norman 2025 Plan.
4. Preservation of open space buffers as identified in the Greenway Master Plan and Stormwater Master Plan and any future Greenbelt Master Plan.
5. Preservation of open space to facilitate additional community parks, recreation areas, wildlife habitats, and protect unique landscape features including lakes, woodlands, trails and scenic views as well as land adjacent to other open space or park land.

Mr. Copeland said the Norman Area Land Conservancy (NALC) recently notified the City that the Hoover and Ward properties have been approved for conservation easements by the Natural Resources Conservation Service (NRCS) of the United States Department of Agriculture (USDA).

Councilmember Kovach suggested the Parks Master Plan be included in the criteria for number three because of its inclusion of greenbelts and open spaces and Ms. Connors said Staff would definitely add that to the criteria.

Councilmember Butler said the PCDC discussed using criteria instead of priorities for conservation easements to avoid the impression that priority No. One is the most important decision maker. Councilmember Kovach asked if any criteria such as preservation of the water shed had more weight than other criteria and Councilmember Cubberley felt that the availability of a parcel would help determine what criteria would apply so the Committee's reasoning was to form criteria and allow Staff and the NALC to decide if that parcel fits any of the criteria. Councilmember Dillingham felt that using criteria gives more flexibility when deciding on the purchase of parcels for conservation easements. Councilmember Butler said the criteria that suggests the acquisition of property should consider connectivity to existing greenbelt land, parks and trails, multiple use opportunities and limitation on the minimum size of parcels would be an important component when reviewing a piece of property for purchase.

Councilmember Butler was also excited about the fact that the projects with the NALC have involved obtaining matching federal funds to maximize resources.

Councilmember Butler said the PCDC had also talked about holding an annual meeting with the Norman Area Land Conservancy to keep abreast of possible projects and funding availabilities.

City Council Conference Minutes

January 11, 2011

Page 3

Mayor Rosenthal asked if there had been discussion regarding Council formally adopting the criteria and Ms. Connors said the PCDC wanted to bring the criteria forward to Council as a resolution.

Items submitted for the record

1. Memorandum dated January 11, 2011, from Susan F. Connors, Director of Planning and Community Development, to Honorable Mayor and City Councilmembers
2. Criteria for Evaluating Projects for Norman Area Land Conservancy, Inc., dated January 4, 2001
3. PowerPoint presentation entitled, "Criteria for Prioritizing Greenbelt Enhancement Funds"

The meeting adjourned at 5:50 p.m.

ATTEST:

City Clerk

Mayor