

## COUNCIL CONFERENCE MINUTES

August 14, 2012

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 14th day of August, 2012, 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 Gallagher, Griffith, Jungman, Kovach, Lockett, Spaulding, Williams, Mayor Rosenthal

ABSENT: None

Item 1, being:

DISCUSSION REGARDING CHANGE ORDER NO. ONE TO CONTRACT NO. K-1112-107 WITH SUN CONSTRUCTION SERVICES, INC., INCREASING THE CONTRACT AMOUNT BY \$24,619 FOR THE BUILDING A RENOVATION PROJECT, PHASE I.

Mr. Scott Sturtz, Capital Projects Engineer, said Building A was constructed in 1978 and current renovations will meet American with Disabilities Act (ADA) requirements, bring the building up to current code, create additional office space, and improve customer service areas. He said the project is being done in two phases. Phase One is to be completed in September 2012, and Phase Two is being bid at this time with a target completion date in December 2012. He said Change Order No. One will modify cabinetry in the copy room to ensure adequate strength for proposed shelving; repaint the north wall of the lobby with a darker color for better aesthetics; accelerate the remodeling of two vacant offices in the southwest hall that were originally scheduled in Phase II prior to filling those vacancies to reduce the overall project time; relocate electrical conduits discovered under the slab to overhead outlets; and install additional lights removed from other areas into in the conference area. He said Phase II funds will be used for the Change Order so Staff is not requesting additional funds.

Councilmember Lockett asked what percent of the remodel is shelving and storage and Mr. Rick McKinney, McKinney Partnership, said a large area in the Engineering Division will contain compact, rolling files in place of stacking file cabinets currently in use.

Items submitted for the record

1. Text File No. K-1112-107 dated August 3, 2012, by Scott Sturtz, City Engineer
2. Change Order No. One to Contract No. K-1112-107
3. Building A Renovation blueprint
4. Purchase Requisition No. 000205156 dated August 15, 2012, in the amount of \$24,619 to Sun Construction Services, Inc.

Item 2, being:

DISCUSSION REGARDING THE WARD THREE CITY COUNCIL APPOINTMENT PROCESS.

Mayor Rosenthal said there is significant sentiment that Councilmembers are uncomfortable with the default process that falls under Robert's Rules of Order and the potential for confusion. She said Staff has proposed an alternate method for the process and asked Mr. Jeff Bryant, City Attorney, to explain that process.

Mr. Bryant said the proposed process follows an "election procedure" where all Nominees for consideration are placed in the initial round of voting with each Councilmember being required to cast one affirmative vote for one of the Nominees. The Nominees with the greatest number of votes from the initial vote will then proceed to a runoff process. The Runoff process is continued with each Councilmember casting an affirmative vote for one of the remaining Nominees until a Nominee is selected by a majority of Councilmembers. If there is a tie in the Round Two or Round Three runoff processes, those proceeding to Round Three, or the Final Nominee from a tie in Round Three, will be selected by drawing from a hat; similar to what would occur at the Cleveland County Election Board if there were a tie in a regular election process. Once the Nominee is selected, Council will consider a formal vote to seat the Nominee with Councilmembers being able to vote yes or no on that motion to seat the Nominee. He said if Council decides to use this process or another process other than the "default" process under Roberts's Rules of Order, the alternative process should be adopted by a majority of the Council before taking nominations from the floor.

Councilmember Gallagher asked if Councilmembers would make nominations or if the floor would be open to anyone wanting to make a nomination and Mr. Bryant said that would be up to the Mayor. Mayor Rosenthal said she intends to open the floor for nominations and if someone wishes to be recognized or place a nomination she would call on them. Mr. Bryant said nominations would not require a second.

Councilmember Kovach asked what order the Nominees would be voted on and Mr. Bryant said the default process considers the Nominees in the order in which they were nominated, but under the alternative process the City Clerk will go by the roll call of Councilmembers, each Councilmember will vote, at the time their name is called, for whichever Nominee they want to select.

Councilmember Spaulding asked what would happen if there continued to be a tie and Mr. Bryant said, in that case, the Nominee will be drawn by lot. He said the names will be written on equal size pieces of paper and folded one time then placed in a hat or box and the City Clerk will draw one piece of paper and announce the name.

Mayor Rosenthal said the first order of business will be to entertain a motion to establish the selection process as has been outlined by the City Attorney then she will open the floor to nominations.

Items submitted for the record

1. Memorandum dated August 4, 2012, from Mr. Jeff Harley Bryant, City Attorney, to Mayor and Council Members
2. Alternative Ward 3 Candidate Selection Process dated August 4, 2012
3. Item 4 of the August 14, 2012, Council Agenda, Nomination and Appointment of an Eligible Person to Fill the Council Vacancy in Ward Three

Item 3, being:

**UPDATED ON THE 2060 STRATEGIC WATER SUPPLY PLAN AND DISCUSSION OF THE WATER SUPPLY WORKSHEET.**

Mr. Ken Komiske, Director of Utilities, said the City of Norman has three sources of water, which are wells, Lake Thunderbird, and water purchased from Oklahoma City, but at least one or more sources of water still need to be found. He said Phase II of the Strategic Water Supply Plan (SWSP) will include an alternatives evaluation process to develop portfolio evaluation criteria based on the following:

- Affordability: What will it cost to reliably provide treated water?;
- Long-Term Supply Reliability: Will we be able to reliably meet our demand?;
- Phasing Potential: Can we defer capital and increase the supply over time?;
- Timely Implementation and Certainty: Are we certain we can bring the supply online by the time it is needed?;
- Efficient Use of Water Resources: Are we making the best use of the available resources?;
- Environmental Stewardship: Are we preserving our environmental resources?;
- Treated Water Quality Aesthetics: Will our customers be satisfied with the quality of the water we deliver?; and
- Community Recreation and Aesthetic Benefits: Will our customers gain non-water supply value from this alternative?

Mr. Komiske said Staff would like Council's opinion on what they think is important to the community as they represent their Wards and asked Councilmembers to complete a paired comparison exercise. He highlighted the comparison exercise to Councilmembers. He said this exercise and the portfolio evaluation process is intended to show the range of values present in the community and to seek out two or more portfolios that robustly meet the range of values expressed by community members.

Councilmember Spaulding said he would like to see property rights included as one of the evaluation criteria in the exercise. Staff will consult with Carollo Engineers who is preparing the study and redistribute the evaluation to Council and the Strategic Water Supply Ad Hoc Committee.

Items submitted for the record

1. Memorandum dated August 7, 2012, from Steve Lewis, City Manager, to City of Norman City Council
2. Project memorandum dated July 27, 2012, prepared by John Rehring, Carollo Engineers, to Norman Utilities Authority

The meeting adjourned at 6:20 p.m.

ATTEST:

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City Clerk

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Mayor