

## CITY COUNCIL CONFERENCE MINUTES

May 23, 2017

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a conference at 5:05 p.m. in the Municipal Building Conference Room on the 23rd day of May, 2017, 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 Allison, Castleberry, Chappel, Clark, Heiple, Hickman, Holman, Karjala, Mayor Miller

ABSENT: None

Item 1, being:

CHANGE ORDER NO. TWO TO CONTRACT K-1516-122: WITH URBAN CONTRACTORS, L.L.C., INCREASING THE CONTRACT AMOUNT BY \$268,490 FOR A REVISED CONTRACT PRICE OF \$2,181,360 AND ADDING 90 CALENDAR DAYS TO THE CONTRACT FOR THE SEWER MAINTENANCE PROJECT FYE 2014, PHASE I.

Mr. Charlie Thomas, Capital Projects Engineer, said on April 22, 2016, the Norman Utilities Authority (NUA) approved Contract K-1516-122 with Urban Contractors, L.L.C., in the amount of \$1,784,680 to replace sewer lines and manholes for the Sewer Maintenance Project (SMP) FYE 2014, Phase 1. He said construction began on April 25, 2016, and during project construction, the Sewer Line Maintenance Division requested assistance to replace additional sewer lines and manholes that were in very poor condition. Change Order No. One approved by Council acting as the NUA on July 12, 2016, consisted of about 1,600 feet of supplementary pipe-bursting along Boyd Street and Urban Contractors, L.L.C., agreed to replace those additional lines and manholes at the contract unit prices. He said the estimated cost of sewer line replacement under Change Order No. One is about \$80 per foot and the typical sewer replacement costs in the past have approached \$100 per foot. Change Order No. One increased the contract amount by \$128,190, from \$1,784,680 to \$1,912,870 and added a 30 day time extension for completion of the extra work.

As the project neared completion, the Sewer Line Maintenance Division requested assistance in replacing additional failing sewer lines and manholes consisting of 3,000 feet of supplementary pipe-bursting along Oklahoma Avenue near Enid Street and west of Biloxi Drive in the Colonial Estates neighborhood. Urban Contractors, L.L.C., agreed to replace those lines and manholes at the contract unit prices. Change Order No. Two will increase the contract amount by \$268,490 and add 90 calendar days to the contract for the additional work. Mr. Thomas said the contract is included on Council's regular meeting agenda later this evening.

Councilmember Hickman asked if the original purpose of the project was to replace existing sewer pipes or increase capacity and Mr. Thomas said it was a combination of both. Mr. Thomas said a majority of the lines were residential lines serving existing customers so the City does not anticipate a lot of expansion and need for additional capacity. He said some of the sewer lines serve larger areas or are transmission lines that are being upsized, i.e. 16-inch to 24-inch.

Item 1, continued:

Councilmember Hickman said the original project area created in 2003 encompasses a large portion of the Center City Form-Based Code (CCFBC) boundaries that Council will be reviewing for adoption at tonight's meeting. He assumes that in 2003 there was not a forecast of an increase of density in core Norman, but did Staff plan on additional capacity in 2003? Mr. Thomas said probably not because historically the City installed 4-inch or 6-inch sewer lines, which has since been increased to 8-inch. He said an 8-inch line does not sound like a big line, but if the line is on a slope it can carry quite a bit of wastewater. Mr. Mark Daniels, Utilities Engineer, said in 2003 the City did not assume that two to five story buildings would be constructed in core Norman because single-family homes were the predominant structures being built in 2003.

Items submitted for the record

1. File No. K-1516-122, Change Order No. Two dated April 23, 2017, by Charlie Thomas, Capital Projects Engineer

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Item 2, being:

CHANGE ORDER NO. FIVE TO CONTRACT K-1516-80: WITH CENTRAL CONTRACTING SERVICES, INC., INCREASING THE CONTRACT AMOUNT BY \$777,235 FOR A REVISED CONTRACT AMOUNT OF \$3,361,420 AND ADDING 84 CALENDAR DAYS TO THE CONTRACT TO INCLUDE INSTALLATION OF THE CHAUTAUQUA WATER LINE BETWEEN LINDSEY STREET AND TIMBERDELL AVENUE AS PART OF THE BERRY ROAD WATERLINE REPLACEMENT PROJECT, PHASE 3.

Mr. Daniels said on February 23, 2016, the NUA approved Contract K-1516-80 with Central Contracting Services, Inc., in the amount of \$1,470,680 for construction of the Berry Road Water Line Replacement Project, Phase 3. Phase 3 construction included about 5,300 linear feet of 16-inch water line from Main Street to Robinson Street and replaces the westernmost lane of Berry Road.

On May 10, 2016, the NUA approved Change Order No. One to Contract K-1516-80 to replace approximately 1,800 feet of deteriorated 12-inch Ductile Iron Pipe (DIP) water line with a 16-inch Poly Vinyl Chloride (PVC) water line along the south side of Main Street between Berry Road and Flood Avenue.

On October 25, 2016, Change Order No. Two was approved to add the replacement of an additional 1,200 feet of deteriorated 12-inch DIP water line with 16-inch PVC water line along the south side of Main Street between Flood Avenue and Park Drive. Additionally, approximately 500 feet of 8-inch water line was replaced on the east side of Flood Avenue between Main Street and Gray Street.

On February 28, 2017, Change Order No. Three in the amount of \$524,300 was approved to add the replacement of approximately 1,900 additional feet of deteriorated 12-inch water line with 16-inch PVC water line. New service lines will be installed to existing meters of all businesses within the project limits.

Item 2, continued:

Change Order No. Four in the amount of \$66,495 was approved by the NUA on March 28, 2017, which added nine (9) additional 6-inch PVC water line connections from the new 16-inch main to the sidewalk area for businesses to use for future fire connections.

Throughout the project, Staff has been coordinating with the University of Oklahoma (OU) for the installation of NUA and OU waterlines along Berry Road. This effort has allowed both of the deteriorated waterlines to be replaced along Berry Road to Lindsey Street then east along Lindsey Street to Chautauqua Avenue. The last phase of this cooperative effort will be to continue south from Lindsey Street along Chautauqua Avenue to Timberdell Avenue. Since Chautauqua Avenue must be closed to install the waterlines, the work needed to take place when school was out for the summer to avoid traffic congestion experienced during school times.

Change Order No. Five in the amount of \$777,235 will allow install approximately 3,500 feet of 24-inch waterline and appurtenances, approximately 3,600 square yards of new concrete paving, and approximately 3,200 feet of new curb and gutter along Chautauqua Avenue between Lindsey Street and Timberdell Avenue. Mr. Daniels said Central Contracting Services, Inc., has agreed to do the additional work using original bid unit prices, which is a great advantage to the City. Change Order No. Five will also increase the contract time by 84 calendar days for a revised completion date of August 16, 2017. The work is being expedited by change order so it can be substantially complete before school resumes on August 17, 2017.

Mayor Miller asked how this project fits into the City's overall sewer maintenance plan and Mr. Daniels said the City has been planning this project since the 1980's and the Berry Road Waterline Replacement Project gives the City the perfect opportunity to move forward at a great cost savings.

Councilmember Holman asked how long Chautauqua Avenue will be closed and Mr. Daniels said the plan is to completely close one to three blocks at a time with detours available. Councilmember Holman asked if Mr. Daniels is confident Chautauqua Avenue will definitely be completed by the beginning of school and Mr. Daniels said yes, he is confident that Central Contracting Services, Inc., will have the project substantially completed by the time school starts in August.

Councilmember Hickman asked where the waterline is currently located and Mr. Daniels said it is on the west side of Chautauqua Avenue under the curb, but will be relocated to the southbound lane of the street so that right-of-way that may contain trees is not impacted. He said the City will install a 24-inch line and OU will install their 16-inch line next to the City's. Councilmember Hickman said he would like to see sidewalks constructed on the west side of Chautauqua Avenue.

Mr. Daniels said the contract is included on Council's regular meeting agenda later this evening.

Items submitted for the record

1. Text File K-1516-80, Change Order No. Five, dated April 23, 2017, by Chris Mattingly, Capital Projects Engineer

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Item 3, being:

DISCUSSION REGARDING NORMAN FORWARD NEIGHBORHOOD PARK RENOVATION PLANS.

Mr. Jud Foster, Director of Parks and Recreation, said \$6.5 million is set aside in Norman Forward Funds for Neighborhood Park Renovation Projects. In 2009, a Park Master Plan (PMP) was prepared, which itemized a list of needs for each park; however, some of these park needs were addressed prior to the Norman Forward vote. He said there are 55 neighborhood parks and improvements will be done on a pay-go basis over a five-year period as reviewed and approved by the Board of Parks Commissioners. He said neighborhood park improvement funds set aside in Norman Forward are separate from community park funds.

Mr. Foster said for the first three years, one major park improvement will be accomplished combined with smaller improvements spread throughout the entire system. He said smaller improvements will mainly consist of safety items, such as signage, surfacing, furnishings, shelters, basketball courts, etc.

In order to establish a system of sequencing park improvements, Staff assessed each neighborhood park and grouped them into four categories with cost estimates for improvements as follows:

Category One Parks will address obsolete and/or out of compliance play equipment and safety that includes:

|                              |                            |                             |
|------------------------------|----------------------------|-----------------------------|
| Sonoma Park - \$160,000      | Prairie Creek - \$300,000  | Cherry Creek - \$145,000    |
| William Morgan - \$185,000   | Normandy - \$90,000        | Oak Tree South - \$200,000  |
| Kiwanis - \$145,000;         | Lions Memorial - \$300,000 | Oakhurst - \$200,000        |
| Rotary - \$250,000           | Frances Cate - \$180,000   | Sunrise - \$170,000         |
| Chisholm's Trail - \$175,000 | Springbrook - \$175,000    | Northeast Lions - \$200,000 |
| Eagle Cliff - \$200,000.     |                            |                             |

Category Two Parks focus on shade (natural and man-made) and sports facility improvements that includes:

|                              |                               |                            |
|------------------------------|-------------------------------|----------------------------|
| Sutton Place - \$100,000     | Deerfield - \$75,000          | Castlerock 0 \$125,000     |
| Little Axe - \$120,000       | Cascade - \$140,000           | Canadian Trails – \$60,000 |
| Vineyard - \$75,000          | Summit Lakes - \$100,000      | Berkeley - \$175,000;      |
| Colonial Estates - \$250,000 | Adkin's Crossing - \$115,000. |                            |

Category Three Parks address park details and aesthetics (trail additions, fencing, picnic shelters) and includes:

|                            |                              |                         |
|----------------------------|------------------------------|-------------------------|
| Lions - \$120,000          | Colonial Commons - \$180,000 | Eastridge - \$200,000   |
| Doubletree - \$65,000      | Crestland - \$75,000         | Eastwood - \$275,000;   |
| Woodcreek - \$275,000      | Rock Creek - \$75,000        | Royal Oaks - \$185,000  |
| Faculty Heights - \$80,000 | Woodslawn - \$85,000         | June Benson - \$75,000  |
| Creighton - \$85,000       | Falls Lakeview - \$150,000   | Walnut Ridge - \$70,000 |

Category Four Parks are those that have already received improvements or have the fewest needs and includes:

Sequoyah Trail - \$50,000

Russell Bates - \$40,000

Ruth Updegraff – completed

High Meadows - \$42,000

McGeorge – completed

Kevin Gottshall - \$50,000

Earl Sneed - \$7,000

Brookhaven - \$50,000

Monroe - \$11,000

Pebblebrook - \$45,000

Centennial – completed

Tull's - \$50,000

Brookhaven Square – no improvements needed;

Mr. Foster highlighted the five year plan as follows:

**Year One** (\$250,000) Improve Sonoma Park - Upgrade remaining park signs - Top dress playground mulch citywide

**Year Two** (\$250,000) Improve Oakhurst Park - Upgrade remaining park signs - Add one-half court basketball in parks indicated in itemized list

**Year Three** (\$250,000) Improve Prairie Creek Park - Upgrade park furniture citywide (as budget permits)

**Year Four** (\$500,000) Improve Rotary, Earl Sneed, High Meadows, and Monroe Parks - Continued furniture improvements

**Year Five** (\$500,000) Improve Cherry Creek, Kevin Gottshall, Russel Bates, and Pebblebrook Parks - Continue park furniture improvements

Mr. Foster said in future years the City will follow the same concept of improving a featured park or two with citywide improvements to specific parts of parks, such as shelters, trails, trees, etc. He said the projects will be done on a pay-go basis so that will dictate how much the City is able to do each year.

He said Staff will meet with neighborhood's that have a Property Owner's Association (POA) or other organized group to review park improvements. If there is no organized group, Staff will review the park improvements annually with the Parks Board. Mayor Miller asked how many POAs Staff talks to each year and Mr. Foster said Staff has never gone through the process of meeting with a POA to update an existing park. He said typically, the neighborhoods contact the City regarding park improvements. Mr. James Briggs, Park Planner, said the City has never had this type of funding for neighborhood parks before and if Staff needs to begin approaching neighborhoods to discuss park improvements then that is what the City will do.

Councilmember Allison asked if top dressing of the playground with mulch will be paid for using Norman Forward Funds and Mr. Foster said yes. Councilmember Allison said he would rather use other park funds because he considers these types of projects to be maintenance projects that should be done regularly and does not consider this to be a "capital project" requiring Norman Forward Funds.

Councilmember Allison said Brookhaven Park has an American with Disabilities Act (ADA) picnic table, but the pad is not large enough to accommodate wheelchairs. Mr. Foster said Staff will check into that and make any adjustments needed.

Mayor Miller asked if the funding for neighborhood parks come from developers and Mr. Foster said no, developers pay money for development of specific neighborhood parks and the \$6.5 million being discussed tonight is separate from that. He said when there are other funding options available, Staff will supplement Norman Forward funding to stretch the dollars as far as possible.

Councilmember Hickman asked what the City has historically invested in neighborhood parks per year and Mr. Foster said anywhere from \$50,000 to \$100,000 using multiple funding sources that may be available.

Councilmember Castleberry asked about the timetable for Ruby Grant Park and Mr. Foster said the design is scheduled for 2018 and construction in 2019.

Councilmember Castleberry asked if the funds used for park improvements completed before the Norman Forward vote could be reimbursed by Norman Forward Funds and Mr. James Briggs, Park Planner, said most of the improvements were not capital projects and were paid for with park development funds.

Councilmember Karjala said citizens are complaining that Russell Bates Park is not being mowed, has not been cleaned up, and has skunks or other wildlife living in the brush making it unsafe for children to play in the park. She said there is nothing in this plan that alleviates the immediate issues of mowing and wildlife and Mr. Foster said these issues will be addressed separately from Norman Forward improvements. Councilmember Allison said Russell Bates Park includes part of the City's drainage retention system and that may be the reason it is not maintained as well. Mr. Foster said that retention system suffers from relatively poor drainage and standing water does not allow for consistent mowing of the entire park, but Staff will address these issues.

Councilmember Hickman asked if ADA equipment is being contemplated when replacing obsolete or non-compliant equipment and Mr. Foster said yes, the City would like to include ADA compliant equipment in all the aforementioned parks.

Mr. Foster said renovation of neighborhood parks is one of the highest rated priorities from the PMP. Mr. Steve Lewis, City Manager, said buried in the appendices of the PMP is good information on the comparison of Norman to peer communities in terms of what is spent on parks and recreation services, the amount of park land, the number of park maintenance staff, etc., and Norman is usually in the middle or bottom overall. He said the PMP was done in 2009 before the Norman Forward vote so hopefully Norman will improve their ranking, at least in terms of recreational facilities.

Councilmember Castleberry asked if any Room Tax is dedicated to capital use and Mr. Foster said all of the Room Tax is dedicated for capital use.

Councilmember Heiple said Norman Forward is more about big sport complexes, but the crown jewel of it all is being able to update neighborhood parks because the smaller parks matter to their neighborhoods.

Councilmember Castleberry felt that Kevin Gotshall Park needed more than \$50,000 worth of improvements because it has been neglected a long time.

Councilmember Holman said there is an old, metal slide from the 1970's at Faculty Heights Park that he would like to see remain there.

Items submitted for the record

1. PowerPoint presentation entitled, "Norman Forward Neighborhood Park Renovation Plans," prepared by Jud Foster, Director of Parks and Recreation, and James Briggs, Park Planner, dated May 23, 2017

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The meeting adjourned at 5:46 p.m.

ATTEST:

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City Clerk

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Mayor