

CITY COUNCIL  
COMMUNITY PLANNING AND TRANSPORTATION  
COMMITTEE MINUTES

September 27, 2018

The City Council Community Planning and Transportation Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4:00 p.m. in the Conference Room on the 27th day of September, 2018, and notice and agenda of the meeting were posted in 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 Bierman, Clark, Holman, Scott, Wilson, and Chairman Hickman

ABSENT: None

OTHERS PRESENT: Mayor Lynne Miller  
Councilmember Carter, Ward Two  
Councilmember Castleberry, Ward Three  
Ms. Amber Armstrong, Plans Examiner II  
Mr. Jeff Bryant, City Attorney  
Ms. Carrie Evenson, Stormwater Program Manager  
Mr. Jud Foster, Director of Parks and Recreation  
Mr. Anthony Francisco, Director of Finance  
Ms. Jane Hudson, Interim Director of Planning and Community Development  
Mr. Terry Floyd, Development Coordinator  
Mr. Kris Glenn, Director of Cleveland Area Rapid Transit (CART)  
Mr. Taylor Johnson, Planner and Grant Specialist for Cleveland Area Rapid Transit (CART)  
Mr. Angelo Lombardo, Transportation Traffic Engineer  
Mr. Tony Mensah, Street Superintendent  
Mr. Shawn O'Leary, Director of Public Works  
Mr. Scott Sturtz, City Engineer  
Ms. Kathryn Walker, Assistant City Attorney  
Ms. Syndi Runyon, Administrative Technician IV

Item 1, being:

CLEVELAND AREA RAPID TRANSIT (CART) RIDERSHIP REPORT INCLUDING SAFERIDE AND EXTENDED SERVICE FOR THE MONTH OF AUGUST, 2018.

Mr. Taylor Johnson, Planner and Grant Specialist for Cleveland Area Rapid Transit (CART), highlighted CART Ridership Reports for August 2018, and said fiscal year-to-date ridership (July to August) had an increase of 3% over the same period last year. In August, CART transported 95,358 passengers that included 627 riders who traveled with bicycles and 319 riders who traveled with wheelchairs.

Item 1, continued:

CARTaccess transported 3,239 riders in August, an increase of 8% over the same month last year with an average daily ridership of 146 riders. Year-to-date primary zone ridership increased by 10% while secondary zone ridership decreased by 5%.

Mr. Johnson said CART will provide free rides to election polls on November 6th to further encourage voters to participate in these elections.

CART held its annual training breakfast with all operators on August 18th regarding potential safety and risks involving transit operations. CART Staff also participated in Safety Training on August 28th in preparation for a new Federal Transit Administration (FTA) regulation requiring a Safety Plan to be in place as well as participating in an Oklahoma Department of Transportation (ODOT) workshop covering the State's Transit Asset Management (TAM) Plan, which assists transit agencies with decision making regarding vehicle replacement and helps inform the FTA of transit system capital needs throughout the country.

The Oklahoma Transit Association chose Norman to be the host of the 2018 Oklahoma State Driving Championships and Training Conference this fall. The conference will be held October 16 through October 18 and will consist of a driving competition, driver and administrative staff training, notable speakers, and an evening out in Norman. The champions of each driving category (minivan, shuttle bus, and city bus) will be sent to the national competition to compete.

Councilmember Bierman asked CART to provide information on Saturday ridership and Mr. Johnson said he would do that, but thought it was 600 riders.

Councilmember Castleberry asked if CART has a breakdown on how many students ride the bus versus riders from the public and Mr. Johnson said CART does not track that data.

Chairman Hickman said Council has been advised there will be a consortium or meetings involving CART and other representatives regarding the bus service and asked if that is correct and Ms. Katherine Walker, Assistant City Attorney, said Staff is working with CART, FTA, and ODOT regarding long-term plans for bus operations. Chairman Hickman said he would like to include representatives from Progressive Independence as a voice for the disabled community. Councilmember Clark said if Council is adding representatives, Cleveland County should be involved as well. Ms. Walker said Staff has had conversations with the County in terms of overall regional transit. Mr. Shawn O'Leary, Director of Public Works, said the City's annual contract with CART will be coming to Council for approval soon that will resolve the short-term and from that there will be language in the contract regarding the notion of a consortium. At that stage, the City will decide what the consortium looks like, who would serve on it, how it would be governed, etc. He said the theory is to have a cross sectional group with technical expertise, stakeholders, as well as community perspective to discuss the possible transfer of the bus operations from the University of Oklahoma (OU) to another entity.

Councilmember Clark would be curious to see how other university towns handle public transportation and Mr. O'Leary said there are only four or five communities in the country where the university operates the bus system, but a majority of the systems are operated by the city or another entity.

Councilmember Castleberry asked if this topic is something the City would engage an outside consultant to do and, if so, is that something CART will be willing to help fund? Mr. Kris Glenn, Executive Director of CART, said CART would be willing to discuss that, but would need more details.

Item 1, continued:

Mr. O'Leary said the City will need help in this process because it is rare to have a 30 year old transit system transferring operations so there are a lot of things to think about. Councilmember Castleberry agreed and said since this includes the possible transfer of federal funding and federally funded equipment and operations the City will need all the help they can get.

Items submitted for the record

1. Cleveland Area Rapid Transit Ridership Totals for the months of August, 2018
2. Cleveland Area Rapid Transit Monthly Reports for August, 2018

\* \* \* \* \*

Chairman Hickman said Dr. Bird was not present at this time to discuss Item 2; therefore, he would like to change the order of the agenda to discuss Item 4, Item 3, with Item 2 last.

Item 4, being:

#### DISCUSSION REGARDING DIAPER CHANGING TABLES REQUIREMENTS IN COMMERCIAL APPLICATIONS.

Ms. Jane Hudson, Interim Director of Planning and Community Development, said Staff was asked how the City Code could be amended to require diaper changing tables or stations in new and possibly existing commercial businesses.

Historically, the installation of diaper changing tables has typically been in the women's restroom in the handicap accessible stall. Currently there is no building code that regulates whether a new business or facility remodel is required to install diaper changing tables; however, the City can look at possible requirements for male and female restrooms; family restrooms; and new commercial developments. Things to consider would include to what extent the City wants to require addition/alteration projects; what uses would require diaper changing tables; and if the City wants the diaper changing tables in the handicap accessible stall or outside the handicap accessible stall.

Ms. Hudson said the City could focus on new construction and addition/alteration projects. She said the proposed definition of a diaper changing table could be, "A safe, sanitary and permanently affixed station, deck table, surface or similar amenity specially set aside for changing a diaper. The diaper changing table shall have safety straps or other appropriate restraint to secure a baby or young child ages 3 1/2 or under. The diaper changing table shall meet Standard Consumer Safety Performance Specifications for Diaper Changing Tables for Commercial Use or shall be permanently installed counter." She said most codes researched specified the age limit of 3 1/2 years or 50 pounds, but there are manufacturers producing diaper changing tables that exceed those standards.

If a business installs a diaper changing table it has to meet International Code Council (ICC) requirements. Proposed Building Code amendments could include the International Building Code (IBC) for new construction and the International Existing Building Code (IEBC) for existing building undergoing construction. Ms. Hudson asked if Council would like diaper changing tables to be required by occupancy type such as restaurants, theatres, churches, arenas; businesses such as office buildings over 10,000 square feet; Mercantile such as commercial and retail; and Institutional such as assisted living and hospitals. She said exemptions in occupancy types could include educational facilities; utilities; factory, storage, and high hazard areas not accessible to the public; and spaces that restrict entrance due to age.

Item 4, continued:

Councilmember Bierman asked what educational institution would be exempt and why and Ms. Hudson said Norman Public Schools and OU are State facilities and are not regulated by the City.

Ms. Hudson said IEBC would require diaper changing tables based on the level of construction value that includes Level 2 - Assembly (restaurants, theatres, churches, arenas); Mercantile (commercial/retail over 100 occupants or over 50% of floor area); and Level 3 – change of occupancy, addition exceeding 50% of floor area as required for IBC. Exemptions would include Level 1 – minor modifications to existing materials, equipment or fixture, and the installation of new materials, equipment, or fixtures and Level 2 – Assembly and Mercantile when there are less than 100 occupants or less than 50% of floor area addition/alteration.

Direction needed for Staff include what occupancy type will require installation of a diaper changing table, what determining factor will require installation of a diaper changing table in addition/alteration projects (square footage of project/collar value of project), and should diaper changing tables be required in men's AND women's restrooms? Should there be restrictions to where to install diaper changing tables (inside or outside of accessible stalls)?

Ms. Hudson said in speaking with the public, there is a sense that people prefer diaper changing tables in the handicap accessible stall especially in the men's restroom to avoid having the diaper changing tables next to open area urinals. Councilmember Clark said the concern about the diaper changing tables in handicap accessible stalls is that a handicap person would need the stall and it is occupied by someone changing their child's diaper. Ms. Hudson said it is a balance, but some restrooms are so small there is not enough room to install them outside of the handicap accessible stall. Councilmember Clark likes the idea of a family restroom, but understands it would be a major expense to add a third restroom; however, non-gender restrooms would solve that although that may not happen anytime soon.

Councilmember Carter asked if there is already an industry standard and Ms. Hudson said there are cities that require installation, but regulations are fairly new so there really are no industry standards.

Councilmember Wilson asked what a typical diaper changing table costs and Ms. Hudson said it is her understanding that, on average, it could cost \$1,500 for the table, labor, and installation. She said for new construction that cost would be incorporated into the construction costs, but it could cost more if diaper changing tables are retro-fitted.

Chairman Hickman felt the primary focus should be on new construction and addition/alteration of more than 50% of the floor area.

Councilmember Bierman said if a business is renovating more than 50% of its floor area and not renovating the restroom, then it would be an added cost to install the diaper changing tables versus renovating more than 50% of the restroom area itself. She thinks assembly use and office buildings over 10,000 square feet are more likely to have shared facilities in the building. She said this needs to be accomplished if Norman is really to be a family friendly community.

Chairman Hickman said he would like to move forward with the IEBC standards and change the 50% addition/alteration requirements as related to restrooms only, but new construction would require installation of diaper changing tables.

Item 4, continued:

Councilmember Castleberry said this is a fantastic idea, great customer service, every business should do this, everybody should do this from a customer's standpoint, but having government requiring businesses to do this makes him uncomfortable. He said no matter what language the City proposes, he cannot support it as a *requirement*. The businesses that have diaper changing tables have a competitive advantage over businesses that do not have diaper changing tables. He feels this would be an overreach of government.

Councilmember Bierman said using the handicap accessible stall is concerning to her because she has been in the situation of using that stall to change her child's diaper and three times someone knocked on the door. She said a handicap accessible stall should only be used for handicapped individuals and that purpose alone so she would like to find a way to address that, which might be a compromise if not in the women's restroom then in the men's restroom because she does not see a urinal as being any different than a toilet because you flush both and water sprays out.

Ms. Amber Armstrong, Plans Examiner II, said under newly adopted national Code requirements, if a business is only required to have two restrooms, the restrooms do not have to be gender specific and if the restrooms are located together they only have to be 50% accessible. She said both restrooms would be required to have diaper changing tables.

Chairman Hickman would like information to be prepared and presented to the full Council in a Conference or Study Session.

Items submitted for the record

1. PowerPoint presentation entitled, "Discussion of Diaper Changing Table Requirements," Community Planning and Transportation Committee dated S, 2018
2. Memorandum dated September 27, 2018, from Jane Hudson, Planning and Community Development, through Steve Lewis, City Manager, to Community Planning and Transportation Committee, with Attachment A, International Code Council (ICC) Baby Changing Stations and Accessibility; Exhibit B, Code amendments in other states – diaper changing tables; Exhibit C, Type of Occupancy; Exhibit D, International Building Code, Diaper Changing Table, International Building Code (alternate), Diaper Changing Table, International Existing Building Code, Chapter 7, Diaper Changing Table; Exhibit E, City of Reno - Requiring Changing Tables; Chapter F, Champaign Ordinance – Requiring Changing Tables; Exhibit G, Mayor De Blasio Signs Law Requiring Diaper Changing Stations be Available to All New Yorkers; and Exhibit H, How Wall-Mounted Changing Tables Enabled Moms to Leave the House

\* \* \* \* \*

Item 3, being:

DISCUSSION REGARDING THE TRANSPORTATION BOND PROGRAM.

Mr. O'Leary said the Transportation Bond Program was discussed in the Community Planning and Transportation Committee on August 23, 2018, and in a Study Session on September 11, 2018, and with each meeting Staff is narrowing the project priority list for a final bond package.

Item 3, continued:

Mr. O'Leary highlighted possible transportation bond election schedule options as follows:

FIRST READING	SECOND READING	NOTICE TO ELECTION BOARD	ELECTION DATE
January 8, 2019	January 22, 2019	January 31, 2019	April 2, 2019
November 27, 2018	December 11, 2018	January 3, 2019	March 5, 2019
November 27, 2018	December 11, 2018	December 13, 2018	February 12, 2019

Mr. O'Leary said it is Staff's understanding that Council's is leaning towards an April election because the City's bonding capacity is \$72 million, but those bonds have to be sold by June 30, 2019, in order to avoid a tax increase. Councilmember Clark said her preference would be a February election. Holman said the City has been discussing a Stormwater Utility (SWU) election in May 2019, and would hate to hold a \$70 million Transportation Bond election in April only to turn around and ask for a SWU in May 2019.

Mr. O'Leary said Staff is proposing three options for Councilmembers consideration as follows:

OPTION	DESCRIPTION	FEDERAL FUNDS	BOND FUNDS	TOTAL COST
1	Transportation Projects Only with federal match	\$96 million	\$71 million	\$167 million
2	Transportation Projects Only with a blend of federally funded and locally funded projects	\$55 million	\$70 million	\$125 million
3	Transportation Projects with federal match and Stormwater (infrastructure) Projects with Bonds*	\$86 million	\$72 million	\$158 million

\* Bond Funds - \$42 million for Transportation and \$30 million for Stormwater (infrastructure) Projects

Option One consists of 19 federally funded projects only that include Jenkins Avenue – Imhoff Road to Lindsey Street; Porter Avenue/Acres Street – Porter Corridor; 36th Avenue N.W. – north of Indian Hills Road to Moore city limits; Indian Hills Road – 48th Avenue N.W. to I-35; 12th Avenue N.W. – Rock Creek Road to Tecumseh Road; Tecumseh Road – 12th Avenue N.E. to Hollister Trail; Cedar Lane Road – east of 24th Avenue S.E. to 36th Avenue S.E.; 36th Avenue S.E. – Cedar Lane Road to State Highway 9; 24th Avenue N.E. – Rock Creek Road to Tecumseh Road; Tecumseh Road – Hollister Trail to 24th Avenue N.E.; 48th Avenue N.W. - Phase II – Rock Creek Road to Tecumseh Road; 48th Avenue N.W. – Phase IV – Franklin Road to Indian Hills Road; 48th Avenue N.W. – Phase I – Robinson Street to Rock Creek Road; 48th Avenue N.W. – Phase III – Tecumseh Road to Franklin Road; Tecumseh Road Railroad Grade Separation; James Garner Avenue Special Corridor – Acres Street to Duffy Street; Lindsey Street Special Corridor – Pickard Avenue to Jenkins Avenue; Constitution Street – Jenkins Avenue to Classen Boulevard; Traffic Management Center (TMC) (a control center for monitoring the transportation network); Porter Avenue Streetscape; and Rock Creek Road – Queenston Avenue/Bruckner Drive to 24th Avenue N.E.

Item 3, continued:

Mr. O'Leary said these projects would span over 15 years and Councilmember Castleberry asked about the timetable for the Tecumseh Road Grade Separation, would that be two years from now or in year 13 or 15? Mr. O'Leary said that is the most complicated and involved project so it would probably fall into the middle or latter range of projects. Councilmember Castleberry felt voters are not going to remember anticipated timetables over a 15 year period so he would like a more solid timetable for projects so voters will know when projects will begin. Mr. O'Leary said Staff negotiated a contract with Freese and Nichols to help assist with scheduling the project timetables and validating costs. He said the City would also contract a Program Management Firm to oversee project construction. Councilmember Castleberry asked if bond funds could be used for program management services and Mr. O'Leary said yes.

Option Two consists of a blend of 18 federal and local funded projects that include Jenkins Avenue – Imhoff Road to Lindsey Street; Porter Avenue/Acres Street – Porter Corridor; Main Street/Gray Street Two-Way Conversion; James Garner Avenue Special Corridor – Phase III – Acres Street to Duffy Street; Porter Avenue Streetscape; Cedar Lane Road – east of 24th Avenue S.E. to 36th Avenue S.E.; Lindsey Street Special Corridor – Pickard Avenue to Jenkins Avenue; Constitution Avenue – Jenkins Avenue to Classen Boulevard; 36th Avenue N.W. – north of Indian Hills Road to Moore city limits; Tecumseh Road – 12th Avenue N.E. to Hollister Trail; 36th Avenue S.E. – Cedar Lane Road to State Highway 9; 24th Avenue N.E. – Rock Creek Road to Tecumseh Road; Tecumseh Road – Hollister Drive to 24th Avenue N.E.; 48th Avenue N.W. – Phase II – Rock Creek Road to Tecumseh Road; 48th Avenue N.W. – Phase IV – Franklin Road to Indian Hills Road; Indian Hills Road – 48th Avenue N.W. to Interstate 35; Traffic Management Center (TMC); and Rock Creek Road – Queenston Avenue/Bruckner Drive to 24th Avenue N.E.

Mr. O'Leary said six projects already under design, but not eligible for federal funding, include Jenkins Avenue; Porter Avenue and Acres Street; Porter Corridor; Main and Gray Streets Two-way Conversion; James Garner Avenue Phase III; and Cedar Lane Road. He said these projects will be funded by bond funds and the City can begin construction in years one or two.

Mayor Miller said the Indian Hill Overpass is a concern to many people and because of the I-35 Corridor Study ODOT is looking at that project. She asked if funding for that project would be primarily federal and state funding and Mr. O'Leary said yes, but ODOT does not plan to do anything other than the bridge at this point not the interchange. Chairman Hickman asked if offering ODOT local funding for that project would encourage ODOT to move the project up the list and Mr. O'Leary thought that idea would be well received by ODOT. Councilmember Holman said there is clearly a traffic problem at that interchange and did not see how ODOT could replace the bridge without replacing the interchange as well. Chairman Hickman felt this project needed further consideration.

Chairman Hickman would like to have a conversation with OU regarding Jenkins Avenue from Imhoff Road to Lindsey Street before finalizing the priority list since this project will run through their campus. He does not want to commit dollars to a project OU may not support. Mayor Miller said OU has been resistant to this project in the past because they did not want what they consider to be a four lane thoroughfare going through Campus; however, there are new houses in the area so it is not just OU that will be impacted by the construction. Mr. O'Leary said this will not be a four lane project, but will be a Special Corridor with two lanes of through traffic with bike lanes and sidewalks, more of a streetscape project. Councilmember Holman said the problem is the closeness of traffic lights and lack of turn lanes so he would support a widening of Lindsey Street in this area especially between Pickard Street and Elm Street.

Item 3, continued:

Councilmember Castleberry said instead of the 48th Avenue N.W. from Rock Creek Road to Tecumseh Road, the City should widen 48th Avenue N.W. from Rock Creek Road to Robinson Street. He said that would make a complete loop for bike routes and asked what that would cost and Mr. Angelo Lombardo, Transportation Traffic Engineer, said approximately \$6 million per mile.

Mayor Miller said Cedar Lane east of 24th Avenue N.E. to 36th Avenue S.E. is an important project because there is a lot of development planned for that area.

Option Three consists of a blend of 18 federal and locally funded projects that include Jenkins Avenue – Imhoff Road to Lindsey Street; Porter Avenue/Acres Street – Porter Corridor; 36th Avenue N.W. – north of Indian Hills Road to Moore city limits; Indian Hills Road – 48th Avenue N.W. to I-35; 12th Avenue N.W. – Rock Creek Road to Tecumseh Road; Tecumseh Road – 12th Avenue N.E. to Hollister Trail; Cedar Lane Road – east of 24th Avenue S.E. to 36th Avenue S.E.; 36th Avenue S.E. – Cedar Lane Road to State Highway 9; 24th Avenue N.E. – Rock Creek Road to Tecumseh Road; Tecumseh Road – Hollister Trail to 24th Avenue N.E.; 48th Avenue N.W. - Phase II – Rock Creek Road to Tecumseh Road; 48th Avenue N.W. – Phase IV – Franklin Road to Indian Hills Road; 48th Avenue N.W. – Phase I – Robinson Street to Rock Creek Road; 48th Avenue N.W. – Phase III – Tecumseh Road to Franklin Road; Tecumseh Road Railroad Grade Separation; James Garner Avenue Special Corridor – Acres Street to Duffy Street; Lindsey Street Special Corridor – Pickard Avenue to Jenkins Avenue; Constitution Street – Jenkins Avenue to Classen Boulevard; and Rock Creek Road – Queenston Avenue/Bruckner Drive to 24th Avenue N.E.; Porter Avenue Streetscape; and Traffic Management Center (TMC).

Option Three also includes 16 potential Stormwater Infrastructure Bond Projects that include Imhoff Creek – south of State Highway 9 and east of South Berry Road; Bishop Creek – Sinclair Drive and Beaumont Drive south of Boyd Streets and east of 12th Avenue S.E.; Imhoff Creek – south of Imhoff Road between South Berry Road and Walnut Road; Bishop Creek – Lindsey Street between College Street and the OU Duck Pond; Bishop Creek – behind Harbor Freight south of Alameda Street on Triad Village Drive; Bishop Creek – south of Alameda Street and South Carter Avenue; Little River – north of Little River Road and west of 12th Avenue N.E.; Bishop Creek – south of Lindsey Street and north of The Reserve; Merkle Creek – at 24th Avenue S.W. south of George Lynn Cross Drive; Tributary G to Little River – on Franklin Road near 24th Avenue N.W.; Bishop Creek – south of Lindsey Street and north of The Reserve; Woodcrest Creek – east of the intersection of Porter Avenue and Highland Village Drive; Brookhaven Creek – on Rock Creek Road between Pendleton Drive and Interstate Drive; Brookhaven Creek – at Main Street between Lamp Post Road and Willoway Drive; Brookhaven Creek – north of Main Street on the east side of Willow Branch Road; and Dave Blue Creek – on 48th Avenue S.E. north of Stonehenge Lane.

PROJECT CATEGORY	CONSTRUCTION COSTS (Federal Share)	TOTAL COST	BOND COST
Transportation	\$86,229,616	\$127,852,940	\$41,623,324
Stormwater		\$ 30,159,701	\$ 30,159,701
TOTALS	\$86,229,616	\$158,012,641	\$71,783,025

Future Transportation Bond Issue Program Options Summary:

OPTION	CONSTRUCTION COSTS (Federal Share)	TOTAL COST	BOND COST
1	\$96,229,616	\$166,816,020	\$70,586,404
2	\$55,283,161	\$124,892,877	\$69,609,560
3	\$86,229,616	\$157,755,721	\$71,526,105



Item 3, continued:

Mayor Miller said stormwater problems have been ongoing and there is a timing issue with holding a large bond election in April then turning around asking voters to approve a SWU and stormwater bond the next month. She said the City needs a SWU and Option Three would allow some needed stormwater infrastructure although some road projects would be removed from the project list; however, the projects would only take 10 years versus 15 years. She believes Option Three with a very moderate SWU on the ballot would pass and encouraged Council to consider Option Three.

Councilmember Wilson would worry that Option Three would jeopardize the Transportation Bond Program if tied together and placed on the same ballot.

Councilmember Holman said the SWU and the bond needed for that should be together on the same ballot, but separate from the Transportation Bond. He would not want to sacrifice transportation projects that are needed in order to do stormwater projects. He said some of the transportation projects will have stormwater infrastructure as part of the project so he favors Option Two and the SWU as a separate issue at a separate time.

Chairman Hickman asked if under Option Three, would the vote be yes or no or would there be two separate propositions and Mr. Anthony Francisco, Director of Finance, recommended they be two separate propositions.

Councilmember Clark said her concern is that the Transportation Bond would pass, but the SWU would fail if on the same ballot. She said there are not enough funds in Option Three to take care of all the stormwater needs so the City needs a SWU for ongoing stormwater maintenance. Councilmember Holman agreed and said Option Three means a lot less stormwater projects will be done. He said even as-is, a stormwater stand-alone bond will not cover half the projects in the Stormwater Master Plan (SMP).

Councilmember Castleberry said the stormwater projects being proposed are flooding problems and have more appeal to voters because they will know exactly what stormwater projects are going to be done as opposed to a SWU where the funds will be used for unspecified projects all over the city. He said people recognize there are areas with serious flooding issues and want that alleviated, but there could be problems with some of the projects that are basically fixing a problem in someone's backyard. He said voters may not respond well to the City bailing people out of backyard problems unless the City does a good job of communicating why these projects were chosen.

Chairman Hickman said he prefers Option Two, but wanted Option Three to be discussed because he is sensitive to and concerned about stormwater; however, he is also concerned about the practicalities of not wanting to jeopardize the Transportation Bond Program projects.

Mayor Miller said something always comes before stormwater and the City still does not have a SWU or a bond package and not doing the stormwater projects the City is supposed to be doing.

Councilmember Clark asked when a decision was needed because she would like public feedback before choosing an option. Chairman Hickman said Staff was hoping to get guidance tonight. He said if the City went with a transportation only bond, could that election be held in February and a SWU election be held in April or May? He said this would provide some separation between the transportation bond election and stormwater bond election. Mr. O'Leary said that would give Staff 30 to 45 days to gather all the details and write the ballot language, which is a lot to do in that short span of time. It also limits Council's time to hold public meetings with their constituents for input as Council will have already made chosen an option.

Item 3, continued:

Councilmember Carter asked if the City could acquire outside consultants in order to have First Reading by November 27, 2018, and Mr. O'Leary said that is an option. Mr. O'Leary said Norman Public Schools (NPS) is proposing a \$150 million bond issue in February so Staff was staying away from that date for that reason. Chairman Hickman said there may be voter fatigue if elections are held in February, April, and May. Councilmember Holman is not opposed to an April election, but that means stormwater would need to be pushed back and he is not sure the City will be ready for a SWU and stormwater bond election in May.

Mr. Andy Sherrer, Stormwater Committee Co-Chair, said he commends the City for their creative approach to funding stormwater issues and finding solutions to projects that have the ability to be packaged with the Transportation Bond Program has some resonance with him.

Ms. Amanda Nairn, Stormwater Committee Member, said she worries about meeting a certain percentage of the vote and jeopardizing any transportation or stormwater bond issue; however, incorporating stormwater infrastructure projects to the transportation bond and getting those projects done could build the goodwill to the support of more stormwater infrastructure bonds in the future as well as a SWU. She said the City needs a SWU sooner than that goodwill can be built so she could argue both sides; however, she would support a February election for a transportation bond and a May election for a stormwater bond.

Chairman Hickman said Staff needs guidance on which option to move forward with and a majority of Councilmembers chose Option Two. Chairman Hickman asked about an election date and Councilmembers agreed on a February election.

Items submitted for the record

1. PowerPoint presentation entitled, "Future Transportation Bond Issue," Community Planning and Transportation Committee, September 27, 2018

\* \* \* \* \*

Item 2, being:

PRESENTATION FROM DR. GABRIEL BIRD REGARDING THE NORMAN FLAG PROJECT.

Dr. Gabriel Bird said he believes the City would benefit from a new flag and asked how many Councilmembers do not know the City has an official flag. He said most people he speaks to do not know the City has an official flag. He said the information about flags comes from the Joint Commission on Vexillographic Principles of North American Vexillogical Association in which he is a member. He said vexillology is the study of flags mostly steeped in historical significance of flags, not design of flags; however, they have taken an interest in what makes a good flag design. They formed a joint commission with a European counterpart and almost four years later they released a report on the guiding principles of flag design.

Dr. Bird presented pictures of flags that are well designed and have been historically successful and culturally significant including the flag of the United States of America (USA). He said the Commission developed five principles of successful flag design. He said the Norman flag is a beautiful piece of graphic design with the gear for industry; eagle feather for native culture; lightning bolt for energy of industry and people; musical note for arts and culture; wheat stalk for agriculture; and pencil for education.

Item 2, continued:

Although Norman's flag is a fantastic design, it does not function well as a flag so he is suggesting itemizing the flag out from the current design, but retaining the design as the City logo. The five principles of flag design are terminology, simplicity, color, structure, and devices. Simplicity is important in creating a design that is easy to recognize and simple to reproduce. For a flag to remain popular over time it should look as "timeless" as possible to make it immune to changing fashions. Avoid using features in the design that will cause the flag to become dated or obsolete. Using few colors will keep the design simple and bold. Contrast is important so use light colors on dark and vice-versa. The edges of the flag needs to be defined so that it stands out from its environment, e.g. the blue Scandinavian cross on Finland's national flag allows the edges of the flag to be seen even if the sky is full of white. The way a flag flies means the hoist is more visible when waving in the wind and hanging at rest, than at fly. Devices that are placed in the fly of a flag are often obscured when the flag is hanging limply, so this is best avoided. As flags are normally wider than tall a design that is taller than wide will tend to look squashed and leave a lot of empty space on each side so the design will need careful balancing. A single device should be placed to ensure that it will be seen with the flag in flight or at rest, preferably in the most prominent position. When more than one device is placed on a flag, different background colors can be used to "anchor" the device within the overall flag design. The symbols on a flag should be both distinct and representative including an emblem that is specific to the locality it represents makes the flag both meaningful and unique. A flag should emphasize its own identity over that of any higher level grouping otherwise the distinctiveness of each design is lost.

Dr. Bird said Norman's flag should be simple enough for a five or six year old to draw from memory. He said most small children can draw the USA flag from memory, but Norman's flag is more complicated to draw from memory due to the symbols, although the colors of red, white, and blue is fantastic for a flag so Norman got that right. He said the symbols on Norman's flag are meaningful and significant elements of the City, but lends to clutter on the flag. He said no letters or seals should be on the flag because people should know from sight what country or city the flag represents just from its colors and symbol without having the name of the country or city on the flag.

Dr. Bird said if Norman's flag is copyrighted, but, if so, that makes it more difficult to copy onto t-shirts, mugs, key chains, etc. Most flags with an identity behind them are not copyrighted so people can use them on souvenir type items.

Flags that are easily read and recognized whether blowing in the wind or at rest are the best designs as well as being easy to read on the reverse side of the flag. He said Chicago's flag is the hallmark of the vexillological community. He said the white bars represent areas of the city, the blue bars represent the significant bodies of water around Chicago, and the four six-point stars represent something of significance whether culturally or historically to Chicago and each point on the stars represent a different element of each of those significant items, which tells the story of Chicago. Not being copyrighted, the Chicago flag is utilized very heavily by organizations and companies in Chicago to market themselves.

Dr. Bird said Washington D.C. also has a great flag with white and red bars and three stars and their identity is almost exclusively aligned with their flag.

Dr. Bird said he is proposing to create an Ad-Hoc Committee to design a new flag for Norman collaboratively with the City and would like at least two Councilmembers to join the Committee. He said the Committee will accept open submission of designs online. He said this process should cost very little money for prototypes and prize money for the winning designer. He said the Committee will narrow designs to five finalists and open that to public voting on a scale of one to ten. The model there is that instead of voting on a design, the public ranks the designs to merge to a certain score. The highest score wins and will be presented to City Council for approval and the City will have a new flag.

Item 2, continued:

Dr. Bird said most people who do not live in Norman do not understand the current flag design and one of the greatest challenges to Norman is the City of Norman does not have its own identity. If the City has a culturally unifying flag, then it would have an identity recognized all over the country. All anyone knows about Norman is the OU football team and the OU flag. He said the OU flag is more nationally identifiable than the City's flag. He said without OU, Norman would not exist, but Norman exists in OU's shadow and if the City wants to build NORMAN FORWARD to attract tourists then Norman needs to get more identified.

Councilmember Carter said this is a great idea and he would like to volunteer to serve on the Committee.

Councilmember Clark said she is from Wichita, Kansas, and Wichita uses their City's flag design on everything, such as door mats, coozies, license plates, etc., and are very proud of their flag design so she fully supports this idea.

Councilmember Bierman said Norman has some great graphic designers and creative people and they will come up with some awesome ideas.

Chairman Hickman said he and Councilmember Clark will serve on the Committee along with any other Councilmember that wants to join. He said as the process moves forward, Dr. Bird can update the CPTC or City Council periodically. He said this may be a six month process to include community buy-in.

Ms. Mary Francis, interested citizen, said she liked the idea of a ranked choice flag design.

Items submitted for the record

1. PowerPoint presentation entitled, "Why a New Flag, I'm Glad You Asked," presented by Dr. Gabriel Bird,
2. The Joint Commission on Vexillographic Principles of North American Vexillogical Association and The Flag Institute Commission's Report on The Guiding Principles on Flag Design dated October 1, 2014

\* \* \* \* \*

Item 5, being:

MISCELLANEOUS COMMENTS.

None.

\* \* \* \* \*

The meeting adjourned at 6:09 p.m.

ATTEST:

---

City Clerk

---

Mayor