



CITY OF NORMAN, OK AIM NORMAN COMPREHENSIVE PLAN WATER/WASTEWATER SUB- COMMITTEE

Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069
Friday, December 13, 2024 at 9:00 AM

MINUTES

The AIM Norman Comprehensive Plan Water/Wastewater Sub-Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session at the Development Center, Room B, on Friday, December 13, 2024 at 9:00 AM and notice of the agenda of the meeting was posted at the Development Center at 225 N Webster, Norman Municipal Building at 201 West Gray, and on the City website at least 24 hours prior to the beginning of the meeting.

Chair Dan Bergey called the meeting to order at 9:05 am.

ROLL CALL

Present

Dan Bergey, Chair
Kyle Arthur
Mark Daniels
Doris Kupfer
Dr. David Sabatini
Bill Scanlon

Absent

Karen Goodchild
Hossein Farzaneh
James Chappel (Alternate)
Dr. Robert Knox (Alternate)

Guests Present

Amanda Nairn, AIM Steering Committee Member
Lee Hall, AIM Steering Committee Member

Consultants

Cole Niblett, Garver
Michael Nguyen, Garver

Staff

Anthony Purinton, Assistant City Attorney
Chris Mattingly, Utilities Director
Nathan Madenwald, Utilities Engineer
Peter Wolbach, Staff Engineer
Gay Webb, Administrative Technician

Chair Dan Bergey welcomed everyone to the meeting.

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

AIM NORMAN COMPREHENSIVE PLAN WATER/WASTEWATER SUB-COMMITTEE MEETING MINUTES OF OCTOBER 11, 2024.

Motion by Doris Kupfer to approve minutes of October 11, 2024, AIM Norman Comprehensive Plan Water/Wastewater Sub-Committee meeting minutes, Second by Kyle Arthur.

The motion passed unanimously with a vote of 6 - 0.

DISCUSSION ITEMS

2. UPDATE ON WATER/WASTEWATER CORE AREA REDEVELOPMENT/DENSIFICATION SCENARIOS.

The potential impact of higher-density redevelopment on Core Norman's distribution and collection systems. Cole indicated that when modeling higher density demands in the core area, the Boyd Tower showed lower minimum tank levels. The Master Plan will include recommendations to monitor these levels.

Three CIP projects that would help support additional Core Norman demands:

- Robinson 30-inch Transmission Main
- Additional OKC/Well Supply
- Southeast Elevated Storage Tank

Replacement and upsizing of some existing cast iron pipes in the Core Norman area and completing the 12-inch line along 48th Ave NW would improve water system performance.

Not a large impact on the sewer side, a few manholes may experience risk of <1 freeboard. Will monitor this in the plan.

3. DISCUSS DRAFT WATER MASTER PLAN REPORT.

Cole asked for discussion and comments on the Water Master Plan and requested all comments by Christmas.

- Dr. David Sabatini requested that the Executive Summary (ES) include an explanation of the Non-Monetary scoring values to help readers better understand the scoring results.
- Dr. Sabatini commented that additional information on the timing and/or staging of the Capital Projects in the ES would provide beneficial context to readers.

- Dr. Sabatini commented that inclusion of a monetary infusion timeline with respect to capital projects discussed in the Water Master Planning Report be included in both the body of the report and the ES.
- Bill Scanlon suggested that values on the y-axis of Figure 12-5: Water Supply Capacity Strategy Flow Chart should increase from bottom to top.
- Doris Kupfer suggested that a definition of the high-pressure plane should be included in the report.
- Dr. Sabatini suggested adding the current cost per thousand gallons of water produced (\$/kgal) to Figure 12-4: Non-Monetary Score vs. 20-Year Life Cycle Cost, to provide helpful context for readers.
- Doris Kupfer would like for the street names to be more legible in Map ES-2: 20-Year CIP Projects.
- Also in reference to Map ES-2, Doris commented that a definition of “Developer Line” should be added to the text.
- Doris Kupfer suggested that keeping tables on single pages, where possible, would improve readability throughout the report.
- Kyle Arthur requested that the ES include a discussion of how the proposed options would help address the projected water supply gap.
- In reference to Kyle Arthur’s comment on the discussion of the water supply gap options, Nathan asked Cole if the projected 15 MGD to 18 MGD supply gap should be remedied by acquisition of 3 MGD capacity from OKC or wells in a lump sum, or if the 3 MGD gap should be reduced incrementally, using true demand as the trigger. Cole responded that implemented improvements should match demand as much as possible.
- Dan Bergey – What if COMCD reduces the amount of water?
- Doris Kupfer noted that Figure 11-7: Surface Water Allotment and Usage needs revision, as the terminology is confusing for readers. Specifically, using the term "Permitted" to represent usage in the legend is confusing.
- Doris Kupfer inquired about the purpose of Appendix B. Kyle responded by saying it provides more reuse detail and technical evaluation information.
- Doris Kupfer noted a typo in Figure 4-1: Proposed DPR Process Flow Diagram of Appendix B – Figure uses IPR but should be DPR
- Dr. Sabatini suggested that pages in the appendices should be labeled with their corresponding appendix letter. For example, page 23 in Appendix B should be labeled as B-23.

- Kyle Arthur - Recommend moving timeline to x-axis in Figure 12-5: Water Supply Capacity Strategy Flow Chart. Additional suggestions were made by the subcommittee which Cole agreed with. Garver will work to make the chart a companion to Figure 12-4: Non-Monetary Score vs. 20-Year Life Cycle Cost and will include Figure 12-5 in the ES.
- Dr. Sabatini suggested including bulleted items in the ES that refer to the design stages shown in Figure 12-1: Project Cost Funnel.
- Dan Bergey noted that Appendix A contains duplicate flow measurement maps that are redundant.
- Doris Kupfer suggested including language from the Conclusion in Appendix B in the ES as the language is concise and well-worded.

4. DISCUSS DRAFT WASTEWATER MASTER PLAN REPORT.

Cole asked for discussion and comments on the Wastewater Master Plan and requested comments by Christmas.

- Mark Daniels suggested a legend or detailed explanation be included for the items in Figure 3-3: Historical Monthly Rainfall July 2022 to February 2024. The Figure presents a box and whisker chart, which is not commonly used outside of technical fields.
- Mark Daniels asked for clarification of the Upper Bishop Improvements displayed in Map 9-4: Proposed Gravity Main Sizing. In the map, proposed sizing improvements included two parallel lines and Mark wanted to know if those lines could be combined to reduce the costs of the sizing improvements.
- Dr. Sabatini asked if Figure 10-3: Proposed Capital Outlay Schedule and Figure 10-4: Proposed Capital Outlay Schedule by Project Type could be included in the ES. He noted that similar information may be helpful to present in the Water Report.

5. REVIEW DRAFT COUNCIL PRESENTATION FOR WATER AND WASTEWATER MASTER PLANS.

Cole reviewed the draft Council presentation. It will include a general introduction of the Water and Wastewater Master Planning efforts. The Water Supply Plan focuses on water supply and the distribution system. The Wastewater Master Plan focuses on the collection system. A general description of elements expected in the presentation is bulleted below.

- Slide to define potable reuse
- Description of the Master Plan process and major tasks
- Baseline Master Planning development and existing system assessments
- Future water use and collection capacity projections
- Lake Thunderbird stakeholders and challenges
- Distribution system – current conditions
- Alternative evaluation plan development
- Monetary and Non-Monetary evaluation results
- Suggested CIP Improvements

Bill Scanlon recommended changing the sequence of the presentation. Specifically requesting that the Lake Thunderbird potable reuse information be moved to a section where other water supply sources are discussed.

Cole will send members updated draft Council presentation by Christmas.

ACTION ITEMS

Motion by Doris Kupfer to postpone Items 6 and 7 to a future meeting, Second by Bill Scanlon.

The motion passed unanimously with a vote of 6 - 0.

6. CONSIDERATION OF RECOMMENDATION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE WATER MASTER PLAN TO THE AIM NORMAN STEERING COMMITTEE.
7. CONSIDERATION OF RECOMMENDATION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE WASTEWATER MASTER PLAN TO THE AIM NORMAN STEERING COMMITTEE.

MISCELLANEOUS COMMENTS

Cole provided a schedule of upcoming AIM meetings and highlighted key dates.

- January 21 – City Council Study Session – Water/Wastewater Master Plan
- May 13 – City Council 1st Reading, Public Comments
- May 27 – City Council Public Hearing, 2nd and Final Reading (action on all plans)

Garver will send out a poll to determine the January meeting date.

From her experience with other sub-committee Master Planning Chapter discussions, Amanda recommended submitting simplified landuse chapters.

Doris Kupfer mentioned that she would also like for the sub-committee to get Inger Giuffrida's and Shavonne Evan's input on document.

ADJOURNMENT

The meeting adjourned at 10:55 am.

Passed and approved on this _____ day of 2025.

Dan Bergey, Chair