



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/24/2025

REQUESTER: City of Norman

PRESENTER: Cole Niblett, PE – Garver

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-103: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ADOPTING THE AIM NORMAN WATER UTILITY MASTER PLAN.

BACKGROUND:

The City of Norman released a Request for Proposal (RFP-2223-29) in September of 2022, seeking proposals from qualified consultants for professional services to prepare the following documents for the City of Norman:

- Comprehensive Land Use Plan;
- Housing Strategy Plan;
- Comprehensive Transportation Plan Update;
- Stormwater Master Plan Update;
- Water Hydraulic Modeling Update;
- Wastewater Master Plan; and
- Sanitation Master Plan.

The citywide proposal intended to develop an all-encompassing vision for the community that can be supported by all. To facilitate this objective, the City of Norman set out to update its Comprehensive Transportation Plan, Stormwater Master Plan, Water Hydraulic Modeling, and develop Wastewater and Sanitation Master Plans to ensure improvements to the City's infrastructure align with the vision and policies of the new Comprehensive Plan.

As set forth in the RFP, Public Engagement was designed to address three key tasks:

Task 1 – Norman Today – Where are we now?

This process was designed to consist of a review of background documents, economic and development trends, hazard mitigation and environmental constraints, land use inventory and urban design, transportation, public facilities and infrastructure, and housing and neighborhoods.

Task 2 – Norman Tomorrow – Where do we want to go?

This process was designed to review the vision and future land use opportunities, or constraints and develop goals and principles based on community engagement and understanding where we are today.

Task 3 – Norman Tomorrow – How do we get there?

This process was designed to develop Plan Elements for the various included master plans, utilizing the overarching goals and principles to define the program and design of the city and outline the specific plan elements and systems that guide the City’s future, thus creating a cohesive strategy across the city and departments, and for all of the included individual masterplans.

Through the RFP process, a team consisting of seven City Staff members and two citizen members selected RDG Planning & Design, Inc. Contract K-2324-46 with RDG was approved by City Council on July 25, 2023. The final scope included all of the proposed individual master plans except that it was determined that the City did not require a Sanitation Master Plan update at this time. Thereafter, and on September 26, 2023, K-2324-46 was amended to include services for the creation of a Parks Recreation and Trails Master Plan, again bringing the total number of included master plans to seven.

An Ad Hoc Steering Committee to work with the City and its consultants in creating the “Area and Infrastructure Master Plan” (“AIM Norman”) was originally appointed by Resolution R-2324-52 on August 22, 2023, and its membership and procedures finalized by Amendment 1 to R-2324-52 on November 14, 2023. The Steering Committee, and its appointed individual Sub-Committees for Housing, Stormwater, Water/Wastewater, Transportation, and Parks, have worked tirelessly to offer input and guidance on the creation of the seven AIM Norman master plans now submitted for the City Council’s review and consideration.

DISCUSSION:

The City of Norman selected the RDG Planning and Design (headquartered in Omaha, Nebraska; “RDG”) team to develop all of the Master Plans or Master Plan updates. Garver is a subcontractor on the RDG team and was tasked to lead the development of the Water Utility Master Plan. Cole Niblett led the Garver team in this endeavor. An AIM Steering Committee was established by the Mayor and City Council to guide the planning process. Mr. Dan Bergey was chair of the sub-committee formed to specifically guide the development of the Water and Wastewater Utility Master Plans.

The Water Utility Master Plan features extensive amounts of public input including open houses and listening sessions. The Steering Committee met monthly for a period of seventeen (17) months. Additionally, the Sub-Committee met a total of eight times, plus three tours of key Norman water and wastewater facilities, plus meetings with City of Oklahoma City/Oklahoma City Water Utilities Trust (OKC) staff and with staff of the Oklahoma Water Resources Board.

The Water Utility Master Plan built upon the strong foundation established by the 2060 Strategic Water Supply Plan and the 2018 Distribution System Modeling Update by evaluating water supply and distribution improvements necessary to meet current and future demands. The work was a thorough, exhaustive effort to look at numerous alternatives to provide our current and future customers a reliable and resilient water system as efficiently as possible while maximizing the level of service.

Key highlights from the Water Utility Master Plan include:

1. Evaluation of water supply alternatives to meet future demands which resulted in similar results from the 2060 Strategic Water Supply Plan with wholesale water purchase from OKC and groundwater wells for short-term supply increases and, for long-term supply, wholesale water purchase from OKC, groundwater wells, and potable wastewater reuse;
2. Evaluation of the existing water distribution network under current average and peak demands to determine required system improvements;
3. Evaluation of the proposed land use under the AIM Norman to determine required system improvements to meet future estimated demands; and
4. Preparation of a capital improvement program based on demand increases and triggers to efficiently time improvements when required for development.

The design team presented a summary of the Water Utility Master Plan to a special City Council Study Session on January 17, 2025. The Water Utility Master Plan was recommended by the Sub-Committee for consideration by the Steering Committee on January 28, 2025.

All of the plan updates, including the Water Utility Master Plan, were approved for presentation to the Planning Commission and the Norman City Council by the AIM Steering Committee. This unanimous vote was part of the Steering Committee Meeting on March 12, 2025.

PLANNING COMMISSION RESULTS: At their meeting of May 8, 2025, Planning Commission recommended approval of Resolution R-2425-103 by a vote of 8-0.

RECOMMENDATION:

Staff recommends approval of Resolution R-2425-103, the AIM Norman Water Utility Master Plan, to the Norman City Council.