

## CITY COUNCIL SPECIAL SESSION MINUTES

September 28, 2021

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a Special Session at 5:00 p.m. hosted in the Municipal Building Executive Conference room on the 28th day of September, 2021, and notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray 48 hours prior to the beginning of the meeting.

PRESENT:	Councilmembers Foreman, Hall, Holman, Lynn, Peacock, Schueler, Tortorello, Mayor Clark
ABSENT:	Councilmember Studley

Item 1, being:

### REPORT ON THE ADVANCED METERING INFRASTRUCTURE ASSESSMENT RESULTS.

Mr. Chris Mattingly, Director of Utilities, said Staff will be forthcoming with a water utility rate increase and two big ticket items for that proposal will be Advanced Metering Infrastructure (AMI) and groundwater disinfection pump.

Mr. Nathan Madenwald, Utilities Engineer, said E Source, a solutions-based consulting, research advisory, and data science firm, has done some great work on preparing information and data on AMI in Norman. He introduced Ms. Nicole Pennington, E Source Senior Project Manager for the AMI Assessment. Ms. Pennington said she will be presenting information on assessment expectations, current State evaluation, goals and key messages, business case, implementation schedule, and next steps. She introduced Mr. Todd Barlow, Executive Consultant for E Source, who will be helping with questions at the end of the presentation.

Ms. Pennington said the purpose of the AMI Assessment was to define the overall AMI project goals and objectives specific to the City of Norman; create a business case; assess disciplines and technology across the organization to identify gaps and determine readiness and develop an implementation strategy; build a stakeholder engagement vision; and present the findings and recommendations. She said the ultimate goal is to ensure a thorough due diligence effort to the citizens of Norman. She said City Staff is engaged and well-qualified to adopt AMI technologies and run on very lean staffing, e.g., estimating a high number of meter reads. She said there will be a transition with new roles and responsibilities, which is a gap across every utility in the country. She said, as far as the technology, Norman is well positioned for billing integration and will continue prioritization on security. She said funding will be needed that includes a proposed water rate increase and potential Department of Interior (DOI) WaterSMART grant.

Ms. Pennington said Staff participated in an anonymous survey in July and August 2021, and top scoring areas included stakeholder engagement; digital strategy; customer satisfaction; safety; costs; and environmental responsibility. Lowest scoring areas included meter reading; reliability; revenue assurance; and maintenance.

Item 1, continued:

Goals and key messages consist of leveraging AMI technology to engage customers and enhance their overall utility experience, such as timely usage information and alerts for leaks or high usage; providing better data to increase responsiveness to customer inquiries thereby empowering customers to make informed decisions; reducing manual processes (e.g., meter reading) along with new tools to improve efficiencies resulting in fewer estimated bills, responsiveness to customer inquiries, and an increase in value added activities. Ms. Pennington said utility analytics and system monitoring allows Norman to make data driven decisions (e.g., water loss reduction, future capital investments, asset management, etc.) and continually improves operational processes. The AMI process is a natural “next step” to contributing to Norman’s community-wide environmental sustainability effort, reduces greenhouse gases, provides a quality water system, and conserves water by detecting leaks.

Ms. Pennington highlighted three business case scenarios as basic, moderate, and extended, which included meter replacements, remote disconnects, sensors and Internet of Things (IoT), and software at various levels identified in the presentation. E Source recommends Norman move forward with the moderate AMI option with net zero staffing included in the model. She highlighted costs of basic AMI - \$1,412,016; moderate AMI - \$3,576,383; and extended AMI - \$9,661,789.

The implementation schedule would consist of voter approval in April 2022, procurement in February 2023, and AMI deployment in February 2025.

Mr. Barlow said the current meters have to be replaced with smart meters in order to have reliable and accurate readings. If the water rate increase failed, E Source would begin drilling down into the budget and review eliminating or partially funding projects, staging projects, etc.

Councilmembers agreed there is a need to modernize the City’s infrastructure and said it will be important for the City to educate citizens on benefits, features, and cost savings of AMI technology.

Items submitted for the record

1. PowerPoint presentation entitled, “City of Norman Advanced Metering Infrastructure (AMI) Assessments Results,” dated September 28, 2021

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Item 2, being:

CONSIDERATION OF ADJOURNING INTO AN EXECUTIVE SESSION AS AUTHORIZED BY OKLAHOMA STATUTES, TITLE 25 § 307(B)(3) TO DISCUSS THE ACQUISITION OF REAL PROPERTY LOCATED AT 318 EAST COMANCHE STREET AND 207 EAST GRAY STREET.

Motion to Adjourn. Moved by Councilmember Foreman. Seconded by Councilmember Hall. Ayes: Mayor Clark, Councilmembers Foreman, Hall, Holman, Lynn, Peacock, Schueler, and Tortorello. Nays: None.

The City Council convened into Executive Session at 5:38 p.m. Ms. Kathryn Walker, City Attorney; Mr. Darrel Pyle, City Manager; Mr. Anthony Francisco, Director of Finance; Ms. Heather Poole, Assistant City Attorney; and Mr. Jason Olsen, Director of Parks and Recreation, were in attendance at the Executive Session.

Motion to Reconvene. Moved by Councilmember Holman. Seconded by Councilmember Foreman. Ayes: Mayor Clark, Councilmembers Foreman, Hall, Holman, Lynn, Peacock, Schueler, and Tortorello. Nays: None.

The Mayor declared the motion carried and the Special Session was reconvened at 6:15 p.m.

The Mayor said the acquisition of real property located at 318 East Comanche Street and 207 East Gray Street was discussed in Executive Session. No action was taken and no votes were cast.

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ADJOURNMENT

The Mayor adjourned the meeting at 6:29 p.m.

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ATTEST:

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City Clerk

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Mayor