



TO: City Council

THRU: Steve Lewis, City Manager 

FROM: Terry Floyd, Development Coordinator 

DATE: December 26, 2013

SUBJECT: January 3, 2014, Business and Community Affairs Meeting

Attached are the packet materials that were included for the December 6, 2013, Council Business and Community Affairs (BACA) committee and an agenda for the January 3, 2014 meeting. As Council may recall, the December 6, 2013, meeting was cancelled due to inclement weather conditions. The agenda items and attached materials that were to be presented at the December 2013 meeting will now be presented for committee consideration at the January 3, 2014, meeting.

Please feel free to contact me with any questions you may have.

CITY OF NORMAN, OKLAHOMA
CITY COUNCIL
BUSINESS AND COMMUNITY AFFAIRS COMMITTEE
AGENDA

Municipal Building Conference Room
201 West Gray

FRIDAY, JANUARY 3, 2014

8:30 A.M.

- 1. DISCUSSION REGARDING THE INCLUSION OF INCENTIVIZED WATER CONSERVATION PRACTICES AS PART OF A COMPREHENSIVE WATER CONSERVATION AND REUSE PLAN.**
- 2. UPDATE ON ACTIVITIES TO INCREASE AWARENESS OF RESIDENTIAL AND NON-RESIDENTIAL IRRIGATION SYSTEM REQUIREMENTS.**
- 3. MISCELLANEOUS DISCUSSION.**



TO: Council Business and Community Affairs Committee
THRU: Steve Lewis, City Manager 
FROM: Terry Floyd, Development Coordinator 
DATE: November 27, 2013
SUBJECT: December 6, 2013 BACA Meeting

At the November 1, 2013, BACA meeting, staff presented information regarding programs designed to incentivize residential and non-residential water conservation efforts for green building practices. As the committee may recall, during the presentation for the 2060 Strategic Water Supply Plan, Mr. John Rehring from Carollo Engineers had mentioned exploring additional conservation activities prior to securing voter approval for new water supplies in 2015. Consequently, staff asked him to put together a more detailed outline of what an analysis of these conservation activities would involve. Staff has since received a draft outline for a Water Conservation and Reuse Plan that would, as part of the overall plan, include assessments and implementation recommendations of residential and non-residential conservation incentive programs.

During the meeting, there was also discussion regarding the requirement for rain sensor and freeze gauges as part of new irrigation installations in Norman. Staff has proposed some options to remind citizens, contractors and design professionals of the requirements that are also further outlined below.

Water Conservation and Reuse Plan Draft Outline

The draft Water Conservation and Reuse Plan outline (included as Attachment A) divides the proposed services into the six (6) tasks listed below, along with associated subtasks, that can be included or removed based upon the level of detail and service requested.

The proposed plan could potentially include the following tasks:

- Establish Norman's Water Efficiency Baseline
- Assess Conservation Measures and Programs
- Assess Drought Management Strategies
- Nonpotable Water Reuse Planning
- Public Outreach and Input
- Implementation and Monitoring Plan

"Base" items listed in the outline will be conducted by the selected firm and will be necessary to facilitate the study. "Option" items could potentially be included in the study, handled by staff, removed from the study or explored at a later date as separate items. This work is estimated to be around \$75,000 for the listed "base" items, and around \$175,000 for all of the tasks, including "option" items. Those costs could potentially vary by about 20 percent, depending on the details of the final scope of services.

Work that would be required to complete the task of inventorying and summarizing the City's planned conservation measures, existing drought management stages and existing nonpotable reuse system (listed under task item #1 in the outline) could potentially be completed by staff. Attachment B in this memo is an inventory of conservation measures that the City has already undertaken.

Also included in the proposal are tasks associated with assessing drought management strategies (task item #3 in the outline) and nonpotable water reuse planning (task item #4 in the outline). These tasks could be separated from the proposal for now and explored at a later date as either separate individual studies or plans developed primarily by staff.

Rain and Freeze Sensor Requirements

During the November meeting, there was also discussion regarding the existing requirements for rain gauges and freeze sensors for new and/or upgraded residential and non-residential irrigation installments. The requirements for these sensors were adopted by the Council in January 2006 (City Ordinance No. O-0506-11 [included as Attachment C in the memo]). The ordinance requires that all new and upgraded irrigation systems installed in Norman after January 2006 be equipped with a rain sensor and freeze gauge to prevent unnecessary water use. Systems installed before the ordinance took effect are only required to have these gauges/sensors installed when they are upgraded.

In an effort to reach out to the public, irrigation installers, contractors and other design professionals to provide information and reminders regarding sensor requirements, staff is proposing the following:

- Including reminder messages of continuing irrigation system maintenance and rain/freeze sensor ordinance requirements as part of residential and non-residential water bills
- Distributing letters to local irrigation installers to remind them of the sensor requirements for Norman customers
- Including a standard note on all residential and non-residential plan review reports outlining the sensor requirement for all planned and/or future irrigation installments

These items could potentially be implemented during the next 60 days and could serve as reminder to those who have been designing and installing systems in Norman for many years or those who may be unaware of the City's ordinance.

Staff will be presenting this information for committee consideration and further direction at the December 6th meeting. If you have any questions regarding this information prior to the meeting, please feel free to contact me.

Attachment A
(on following page)



**Norman Utilities Authority
Water Conservation and Reuse Plan**

Revised Draft Outline
November 2013

TASK / SUBTASK	BASE/ OPTION
1. Establish Norman's Water Efficiency Baseline	
<ul style="list-style-type: none"> • Inventory/summarize existing and planned conservation measures • Inventory/summarize existing drought management stages and measures • Inventory/summarize existing nonpotable reuse system • Establish water use metrics for gauging future reductions 	Option Option Option Base
2. Assess Conservation Measures and Programs	
<ul style="list-style-type: none"> • Review OCWP measures and savings for applicability to Norman • Identify best practices from other communities (drawing from Water for 2060 efforts and documented programs) and identify necessary coordination with OKC measures • Identify short-list of measures and programs to consider for Norman • Characterize unit water savings for each measure/program • Assess initial and ongoing costs for each measure/program • Estimate saturation percentage for Norman and total water savings for each measure/program • Set specific conservation goals for planning years and prioritize measures to implement 	Option Option Base Base Base Option Base
3. Assess Drought Management Strategies	
<ul style="list-style-type: none"> • Identify best practices from other communities • Identify short-list of measures to consider for Norman • Estimate anticipated temporary water reductions for each measure • Characterize costs and pros/cons for each measure/program 	Option Option Option Option
4. Nonpotable Water Reuse Planning	
<ul style="list-style-type: none"> • Customer outreach (customers identified in SWSP) • Summarize applicable regulatory requirements • Update nonpotable demands including seasonality and growth over time • Update recycled water distribution sizing, routing, and phasing • Refine SWSP cost estimates 	Option Option Option Option Option
5. Public Outreach and Input	
<ul style="list-style-type: none"> • Public Meeting 1: Existing and candidate conservation and drought mgt. measures • Public Meeting 2: Review screening of conservation and drought mgt. measures • Public Meeting 3: Final conservation/drought mgt./nonpotable reuse recommendations and implementation plan • City Council and/or Ad Hoc Committee briefings 	Base Base Option Option
6. Implementation and Monitoring Plan	
<ul style="list-style-type: none"> • Prioritized and phased implementation for additional conservation measures • Implementation and prioritization of measures for Drought Management • Phased implementation plan for nonpotable reuse • Monitoring and adaptive management plan • Draft and final Norman Conservation [and Reuse] Plan • Project management 	Base Option Option Base Base Base

Attachment B
(on following page)

- Water Rates – Inverted Block Rate 1999
- Full Metering Program Yr 2000
 - Contractor Fire Hydrant Meters - Line Maintenance
 - Meter Replacement Program
- Valve Maintenance Program - Line Maintenance
- Leak Detection; meter readers, customer service, etc.
- Leak Repair and Tracking – UFW
- Parks Department switching to drip irrigation for medians
- Non-Potable
 - Westwood Golf Course – redesign and well
 - Griffin Park Lake and non-potable well
 - Street Sweeping and non-potable well
- Reuse
 - OU Golf Course 10-15 Million gallons per month
 - WRF – 12 Million gallons per month
 - Compost – summertime usage
- Council
 - Water Conservation Plan
 - Usage history
 - Tips
 - SIP
 - Links
 - Irrigation ordinance – freeze and rain requirements 2005
 - Gray Water Ordinance
 - Water's Worth It Proclamation
 - Proposing mandatory odd/even irrigation practices
- Education - bill stuffers
 - Weekly Newspaper water usage or reservoir level and conservation tips
- ECAB (Environmental Control Advisory Board)
 - Rain Barrel workshops
 - Gray Water Education
 - Water's Worth It Campaign

Attachment C
(on following page)

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADDING SECTION 10-208(A) AND (B) TO CHAPTER 10 OF THE CODE OF THE CITY OF NORMAN RELATING TO AUTOMATIC LAWN IRRIGATION SYSTEMS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA;

§ 1. THAT Section 10-208(a) and (b) of Chapter 10 of the Code of the City of Norman, Oklahoma shall be and the same is hereby added as follows:

Section 10-208. Rain Sensors and Freeze Gauges.

(a) Installation of new automatic lawn irrigation systems connected to the municipal water supply shall be equipped with an effective rain sensor so that watering will be automatically prevented during or after a rain storm. Any upgrade or repair of an existing automatic lawn irrigation system shall include the installation of an effective rain sensor if the same is not already installed and in good working condition.

(b) Installation of new automatic lawn irrigation systems connected to the municipal water supply shall be equipped with an effective freeze gauge so that watering will be automatically prevented during times when the temperature is at or below freezing. Any upgrade or repair of an existing automatic lawn irrigation system shall include the installation of an effective freeze gauge if the same is not already installed and in good working condition.

§ 2. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, except that the effective date provision shall not be severable from the operative provisions of the ordinance.

ADOPTED this 10th day

NOT ADOPTED this _____ day

of January, 2006.

of _____, 2005.

Harold Haralson
Harold Haralson, Mayor

Harold Haralson, Mayor

ATTEST:

Mary Hatley
Mary Hatley, City Clerk