

**OKLAHOMA CITY WATER UTILITIES TRUST
SPECIAL MEETING MINUTES**

November 29, 2005

The agenda was posted on the Council Chamber Bulletin Board at 10:14 a.m., November 22, 2005

TRUSTEES PRESENT

Pete White, Chairman
Carl Edwards, Vice Chairman
Cody Graves, Trustee
Patrick Ryan, Surrogate Trustee
James E. Thompson, Surrogate Trustee
James D. Couch, Trustee

TRUSTEES ABSENT

Mick Cornett, Trustee

EMPLOYEES PRESENT

Frances Kersey, City Clerk's Office
Marsha Slaughter, General Manager
Craig Keith, Municipal Counselor's Office
Patsy Atkinson, Water & Wastewater Utilities
Jeanette Sheets, Water & Wastewater Utilities
Jennifer James-McCollum, Water & Wastewater Utilities
Billy Little, Water & Wastewater Utilities
Darlene Cox, Water & Wastewater Utilities
Linda Bull, Water & Wastewater Utilities

OTHERS PRESENT

Jordan Nelson, Youth Council of Oklahoma City
Tim Johnson, Johnson & Associates, Inc.
Murry Fleming, CH2M Hill
James Smith, JBS Associates

I. Call to Order. 2:00 p.m.

Chairman Pete White presided.

II. Approve minutes of November 15, 2005, Oklahoma City Water Utilities Trust meeting.

APPROVED. Moved by Edwards, seconded by Graves. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

III. CONSENT DOCKET

A. CONSULTANT REVIEW COMMITTEE REPORTS

1. Receive the Consultant Review Committee Report for Project ST-0092, Supervisory Control and Data Acquisition (SCADA) Systems for City-Wide Wastewater Lift Stations, MultiTrode; and authorize the Public Works Director to negotiate a contract on this project.

RECEIVED AND AUTHORIZED. Moved by Edwards, seconded by Ryan. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

2. Receive the Consultant Review Committee Report for Project ST-0099, Chisholm Creek Wastewater Treatment Plant Expansion from 5 MGD to 10 MGD, NW 220th Street and Western Avenue, Camp Dresser & McKee; and authorize the Public Works Director to negotiate a contract on this project.

RECEIVED AND AUTHORIZED. Moved by Edwards, seconded by Ryan. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

- B. Ratify and Approve Addendum No. 1, Award Joint Contract with the Oklahoma City Water Utilities Trust, The City of Oklahoma City, the Oklahoma City Public Property Authority and Brewer Construction Co., for Project PC-0289, Gordon Cooper Realignment; Project DC-0221, Storm Sewer Improvements; Project SC-0699, Sanitary Sewer Improvements; and Project WC-0532, Waterline Relocation; assign Professional Service Industries, Inc. as testing laboratory and approve the contract and bonds; Oklahoma State Fairgrounds, 500 Land Rush Avenue.

RATIFIED, APPROVED, AND AWARDED. Moved by Edwards, seconded by Ryan. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

III. C. AMENDMENTS, CHANGE ORDERS AND ACCEPTANCE OF PROJECTS

1. Approve Amendment No. 1, in the amount of -\$12,977.93, for Project SC-0616, Sanitary Sewer Main Replacement, in the vicinity of NW 12th Street to NW 16th Street between Miller Avenue and Villa Avenue, Krapff-Reynolds Construction Co.; accept project and place maintenance bond into effect.

APPROVED, ACCEPTED AND PLACED INTO EFFECT. Moved by Edwards, seconded by Ryan. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

2. Approve Amendment No. 1, in the amount of \$1,150, to Contract for Architectural Services for Project WT-0069, Draper Water Treatment Plant Women's Shower and Locker Facility, 13700 South Douglas Boulevard, John T. Robison d.b.a. Robison & Associates Architects.

APPROVED. Moved by Edwards, seconded by Ryan. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

3. Approve Amendment No. 1, in the amount of \$10,283.50, and Change Order No. 2, in the amount of \$70,444, for Project SM-0113, Phase V - Roof Repair/Replacement at Draper Treatment Filter Building, 13700 South Douglas Boulevard, and Overholser Booster Station No. 15, NW 5th Street and Ann Arbor Avenue, Pope Contracting, Inc.

APPROVED. Moved by Edwards, seconded by Ryan. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

4. Approve Change Order No. 2, in the amount of \$13,337.78, for Project ST-0096, Phase I, Deer Creek Wastewater Treatment Plant Improvements, NW 206th Street and Portland Avenue, and Project ST-0097, Phase I, Chisholm Creek Wastewater Treatment Plant Improvements, 22000 North Western Avenue, Wynn Construction Company, Inc.

APPROVED. Moved by Edwards, seconded by Ryan. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

- III. C. 5. Approve Change Order No. 5, in the amount of \$210,673.20, for Project WC-0418, Improvements and Expansion of the Draper Water Treatment Plant from 90 MGD to 124 MGD, 13700 South Douglas Boulevard, Wynn Construction Co., Inc.

APPROVED. Moved by Edwards, seconded by Ryan. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

- IV. Adopt the Resolution declaring an emergency; ratifying approval of the construction plans, waiver of formal competitive bidding procedures, utilization of informal sealed bidding procedures, determination of lowest responsible bidder, award of the contract for Sewer Project SC-0706, emergency 36-inch sanitary sewer crossing replacement, NW 178th Street and Western Avenue, to Krapff-Reynolds Construction Co. for \$142,600 and issuance of an emergency work order by the City Engineer; and approval of the contract and bonds (4 “yes” votes required for approval).

ADOPTED. Moved by Graves, seconded by Edwards. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

- V. Adopt the Resolution ratifying the actions of the General Manager in declaring an emergency for Sewer Project SM-0122 at the Rockport II Addition at 3400 SW 125th Street; the waiving of competitive bidding procedures, utilization of informal open market quotes for 15-inch vitrified clay pipe from Mission Clay Products; estimated cost of \$60,000 (4 “yes” votes required for approval).

ADOPTED. Moved by Graves, seconded by Ryan. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

- VI. Adopt the Resolution appropriating trust funds, as such become available, in the amount not-to-exceed \$1,910,000 for the purchase of utility equipment items, authorizing the General Manager to purchase such equipment items from state and other

intergovernmental cooperative purchasing contracts bid and awarded in a manner consistent with the practices of the trust and/or state law; directing that bid specifications or requests for proposals be prepared and advertised by the Secretary for remaining equipment; and that proposed contracts derived from such bid and proposal processes be presented to the Trust for consideration of award.

ADOPTED. Moved by Edwards, seconded by Graves. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

- VII. Ratify Actions of the General Manager authorizing an additional \$9,500 in repairs for Project ST-0107, Rehabilitation of the aerator at the Dunjee Wastewater Treatment Plant, in the vicinity of NE 36th Street and Hiwassee Road, B & W Manufacturing, Inc.

RATIFIED. Moved by Edwards, seconded by Graves. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

- VIII. Receive the Survey of Utility Fees and Charges Report.

RECEIVED. Moved by Edwards, seconded by Graves. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

General Manager Marsha Slaughter gave the Trustees a summary of the Utility Fees and Charges Report. The Trustees asked for more detail and a better comparison including surrounding cities that may be considered competitors.

- IX. Receive the Presentation by Johnson & Associates, Inc., updating Project WM-0094, Water Meter Replacement.

RECEIVED. Moved by Edwards, seconded by Graves. Ayes: Chairman White, Edwards, Graves, Ryan and Thompson. Trustee Couch was absent when motion was considered.

Tim Johnson, Johnson & Associates, addressed the Trustees and introduced the other members of the consulting team, Murry Fleming, CH2M HILL, and Jim Smith, JBS Associates Inc. Mr. Johnson gave a brief overview of the water meter replacement project and Mr. Smith presented the findings of their research and analysis for the water

meter replacement program including: Water Plant Production Meter Review; Consumption Data Analysis; Field Meter Installation Inspection; Usage Versus Meter Type and Sizing; Meter Reading Technologies; and Meter Replacement Economics. Both Mr. Johnson and Mr. Smith thanked and recognized the excellent support and dedication of the City staff in assisting with the research of data needed for the analysis.

X. New Business.

None

XI. Comments from Trustees, Staff and Citizens.

General Manager Marsha Slaughter informed the Trustees that repairs are being done today on an 18-inch water line at NW 10th between Sara Road and Czech Hall. Customers on the line including 10 to 15 commercial businesses, will be out of service for about 4 hours as the repairs are made. Also, General Manager Slaughter gave the Trustees information on the fire at Lake Atoka and a brief update on the water demand.

Chairman White commented on the wonderful improvements done at Lake Draper in the area west of Douglas and north of Stanley Draper Drive and how nice it looks.

XII. Adjournment. 2:50 p.m.

ATTEST:

Frances Kersey, Secretary

Pete White, Chairman