

# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069



## Meeting Agenda

Tuesday, April 14, 2020

6:30 PM

**Virtual meeting w/Councilmembers Bierman, Carter, Petrone,  
Hall, Wilson, Scanlon, Holman, Scott, Mayor Clark**

**City Council, Norman Utilities Authority, Norman Municipal  
Authority, and Norman Tax Increment Finance Authority**

### **City Council**

*It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, retaliation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.*

1 Roll Call

2 Pledge of Allegiance

### Minutes

3 [GID-1920-71](#) APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL OVERSIGHT COMMITTEE MINUTES OF AUGUST 8, 2019

CITY COUNCIL FINANCE COMMITTEE MINUTES OF JANUARY 16, 2020

CITY COUNCIL FINANCE COMMITTEE MINUTES OF FEBRUARY 20, 2020

CITY COUNCIL MINUTES OF MARCH 24, 2020

NORMAN UTILITIES AUTHORITY MINUTES OF MARCH 24, 2020

NORMAN MUNICIPAL AUTHORITY MINUTES OF MARCH 24, 2020

NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF MARCH 24, 2020

**Attachments:** [City Council Staff Report](#)

[August 8 Oversight Minutes](#)

[January 16 Finance Committee Minutes](#)

[February 20 Finance Committee Minutes](#)

[March 24 CC Minutes](#)

*ACTION NEEDED: Acting as the City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority, motion to approve or reject the minutes; and, if approved, direct the filing thereof.*

ACTION TAKEN: \_\_\_\_\_

### Proclamation

4 [P-1920-38](#) PROCLAMATION P-1920-38: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2020, AS FAIR HOUSING MONTH IN THE CITY OF NORMAN.

**Attachments:** [City Council Staff Report](#)

[Fair Housing Month](#)

*ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1920-38 proclaiming the month of April, 2020, as Fair Housing Month in the City of Norman and direct the filing thereof.*

ACTION TAKEN: \_\_\_\_\_

- 5      [P-1920-39](#)      PROCLAMATION P-1920-39: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, COMMEMORATING SUNDAY, APRIL 19, 2020, AS THE 25-YEAR ANNIVERSARY OF THE BOMBING OF THE ALFRED P. MURRAH FEDERAL BUILDING IN DOWNTOWN OKLAHOMA CITY.

**Attachments:** [City Council Staff Report](#)  
[25th Anniversary OKC Bombing](#)

*ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1920-39 commemorating Sunday, April 19, 2020, as the 25-Year Anniversary of the bombing of the Alfred P. Murrah Federal Building in downtown Oklahoma City and direct the filing thereof.*

ACTION TAKEN: \_\_\_\_\_

## 6      **Consent Docket**

### *Consent Docket*

*This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 7 through Item 24 be placed on the consent docket.*

*ACTION NEEDED: Motion to place Item \_\_\_\_\_ through Item \_\_\_\_\_ on the Consent Docket by unanimous vote.*

ACTION TAKEN: \_\_\_\_\_

*ACTION NEEDED: Acting as the City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority, motion to approve or acknowledge all items on the Consent Docket subject to any conditions included in the individual action needed by item.*

ACTION TAKEN: \_\_\_\_\_

## **Zoning Ordinance**

- 7      [O-1920-42](#)      CONSIDERATION OF ORDINANCE O-1920-42 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 460 OF CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR A PUBLIC UTILITY IN THE A-2, RURAL AGRICULTURAL DISTRICT FOR A TRACT OF LAND LOCATED IN THE NORTHEAST QUARTER (NE/4) OF SECTION TWENTY-FIVE (25), TOWNSHIP NINE NORTH (T-9-N), RANGE TWO WEST (R-2-W), OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (APPROXIMATELY ONE-HALF MILE SOUTH OF EAST ROBINSON STREET AND ONE-HALF MILE EAST OF 48TH AVENUE N.E.)

**Attachments:** [City Council Staff Report](#)

[O-1920-42](#)

[Location Map](#)

[Staff Report](#)

[Preliminary Layout](#)

[Pre-Development Summary](#)

[3-12-20 PC Minutes - DG Central 1](#)

*ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1920-42 upon First Reading by title.*

*ACTION TAKEN:* \_\_\_\_\_

- 8 [O-1920-43](#) CONSIDERATION OF ORDINANCE O-1920-43 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING A PLATTED PEDESTRIAN EASEMENT SITUATED IN THE NORTHEAST QUARTER (NE/4) OF SECTION TEN (10), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF.

**Attachments:** [City Council Staff Report](#)

[Ordinance O-1920-43](#)

[Location Map](#)

[Clerk Memo](#)

[Petition to Close Easement](#)

[PLAT Carrington Place Sec. 5-overall Easement](#)

[PLAT Carrington Place Sec. 5 sht-2](#)

[Staff Report](#)

[3-12-20 PC Minutes - Knowles Pedestrian Easement](#)

*ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1920-43 upon First Reading by title.*

*ACTION TAKEN:* \_\_\_\_\_

### **Appointment**

- 9 [AP-1920-23](#) CONSIDERATION OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

BOARD OF ADJUSTMENT

TERM: 04-14-20 TO 12-22-22: RICK ROBERTS, WARD 5

BOARD OF APPEALS

TERM: 02-03-20 TO 02-03-24: J.W. DANSBY, WARD 3

TERM: 02-03-20 TO 02-03-24: MARC ETTERS, WARD 5

PUBLIC ART BOARD

TERM: 04-14-20 TO 06-30-20: LIZ BARFIELD, WARD 6

TERM: 04-14-20 TO 06-30-21: AMY JOHNSON, WARD 4

**Attachments:** [City Council Staff Report](#)

*ACTION NEEDED: Motion to confirm or reject the appointments.*

*ACTION TAKEN:* \_\_\_\_\_

### **Authorization for Purchase**

- 10      [GID 1920-16](#)      AUTHORIZATION FOR THE PURCHASE OF ONE (1) FORK LIFT AND ASSOCIATED EQUIPMENT AND WARRANTY FROM CROWN LIFT TRUCKS IN THE AMOUNT OF \$41,751.80 FOR THE PROPOSED HOUSEHOLD HAZARDOUS WASTE FACILITY TO BE USED TO MOVE AND HANDLE MATERIALS WITHIN THE PROPOSED FACILITY AND BUDGET APPROPRIATION FROM THE SANITATION FUND BALANCE.

**Attachments:**   [City Council Staff Report](#)

[Quote](#)

[HHW\\_Site](#)

*ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject authorization for the purchase of one (1) fork lift, associated equipment, and a 60-month warranty from Crown Lift Trucks in the amount of \$41,751.80 to be used at the proposed Household Hazardous Waste Facility; and, if approved, appropriate \$6,000 from the Sanitation Fund Balance (33-29000) to Service Equipment/Heavy Duty Reimbursement (3955163-45008).*

ACTION TAKEN: \_\_\_\_\_

**Bid**

- 11      [K-1920-73](#)      CONSIDERATION OF AWARDING OF BID 1920-49 AND APPROVAL OF CONTRACT K-1920-73 BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND HORSESHOE CONSTRUCTION, INC., IN THE AMOUNT OF \$2,796,161.25 AND CHANGE ORDER NO. ONE AT NO EXTRA COST OR NO EXTRA CALENDAR DAYS FOR THE FYE 2017 SEWER MAINTENANCE PROJECT, PERFORMANCE BOND B-1920-41; STATUTORY BOND B-1920-42, AND MAINTENANCE BOND MB-1920-20 AND BUDGET TRANSFER BETWEEN PROJECT ACCOUNTS.

**Attachments:** [City Council Staff Report](#)  
[SMP17 Bid Summary](#)  
[Horseshoe K-1920-73](#)  
[Maintenance Bond B-1920-20](#)  
[Performance Bond B-1920-41](#)  
[Statutory Bond B-1920-42](#)  
[SMP2017 Revised 11x17 03252020](#)

*ACTION NEEDED: Acting as the Norman Utilities Authority, motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of \$2,796,161.25 to Horseshoe Construction, Inc., as the lowest and best bidder meeting specifications; approve Contract K-1920-73, Change Order No. One, and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds and the Norman Utilities Authority as part of the contract to pay subcontractors for equipment and supplies for the FYE 2017 Sewer Maintenance Project; direct the filing of the bonds; and transfer \$660,000 from Project WW0316, FYE 2018 Sewer Maintenance Project Construction (32193338-46101) to Project WW0307, FYE2017 Sewer Maintenance Project, Construction (32193338-6101).*

ACTION TAKEN: \_\_\_\_\_

### **Donation**

- 12      [GID-1920-69](#)      CONSIDERATION OF THE ACCEPTANCE OF A DONATION IN THE AMOUNT OF \$1,000 FROM MR. FRED SMITH TO BE USED AT THE NORMAN ANIMAL WELFARE CENTER.

**Attachments:** [City Council Staff Report](#)

*ACTION NEEDED: Motion to accept or reject a donation of \$1,000 from Mr. Fred Smith to be used at the City of Norman Animal Welfare Center; and, if accepted, increase Miscellaneous Revenues / Contributions / Donations / Animal Welfare account (10-22431) by \$1,000.*

ACTION TAKEN: \_\_\_\_\_

### **Grant**

- 13 [GID-1920-70](#) AMENDMENT NUMBER ONE TO THE FYE20 FIFTH YEAR ACTION PLAN FOR THE 45TH YEAR NORMAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM TO BE SUBMITTED TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

**Attachments:** [City Council Staff Report](#)

*ACTION NEEDED: Motion to approve or reject Amendment No. One to the Fifth Year Action Plan for the 45th Year CDBG Program; and, if approved, direct submission of all necessary paperwork to the United States Department of Housing and Urban Development, and authorize the Mayor to sign any supplemental documentation.*

ACTION TAKEN: \_\_\_\_\_

### Final Plat

- 14 [FP-1920-10](#) CONSIDERATION OF A FINAL PLAT FOR HIPOINT OFFICE COMPLEX, A REPLAT OF BLOCK 5, SMOKING OAK NO. 1, AND THE ACCEPTANCE OF PUBLIC DEDICATIONS CONTAINED THEREIN, (GENERALLY LOCATED AT THE NORTHWEST CORNER OF THE INTERSECTION OF STATE HIGHWAY NO. 9 AND MCGEE DRIVE).

**Attachments:** [Location Map](#)

[Final Plat](#)

[Site Plan](#)

[Replat of Smoking Oak #1](#)

[Staff Report](#)

[Application](#)

*ACTION NEEDED: Motion to approve or reject the final plat for HiPoint Office Complex, a replat of Block 5, Smoking Oak No. One; and, if approved, accept the public dedications contained therein, authorize the Mayor to sign the final plat and subdivision and maintenance bonds subject to the City Development Committee's acceptance of all required public improvements, and direct the filing of the final plat.*

ACTION TAKEN: \_\_\_\_\_

### Contract

- 15 [K-1617-83](#)  
[FINAL](#) FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT K-1617-83 BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND FLINTCO, L.L.C., FOR THE NORMAN CENTRAL LIBRARY PROJECT.

**Attachments:** [City Council Staff Report](#)

[Norman Central Library Change Order Summary](#)

*ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount of \$201,980.43 to Flintco, L.L.C.*

ACTION TAKEN: \_\_\_\_\_



- 16 [K-1617-114](#) [AMD#3](#) AMENDMENT NO. THREE TO CONTRACT K-1617-114: BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND PDG, L.L.C., D/B/A PLANNING DESIGN GROUP, INCREASING THE CONTRACT AMOUNT BY \$316,370 FOR A REVISED CONTRACT AMOUNT OF \$1,627,650 TO PROVIDE PROFESSIONAL ARCHITECTURAL DESIGN SERVICES FOR THE CITY PARK MAINTENANCE AND TRANSIT/FIRE MAINTENANCE FACILITIES TO BE CO-LOCATED AT THE NORTH BASE COMPLEX; AND BUDGET TRANSFER BETWEEN PROJECT ACCOUNTS.

**Attachments:** [City Council Staff Report](#)

[Funding Source Table](#)

[Amendment](#)

[K-1617-114 Contract - Griffin Park Sports Complex](#)

[Location Map - Griffin Park Contract Amendment](#)

[North Base Complex - Preliminary Development Plan](#)

*ACTION NEEDED: Acting as the Norman Municipal Authority, motion to approve or reject Amendment No. Three to Contract K-1617-114 with PDG, L.L.C., d/b/a Planning Design Group, increasing the contract amount by \$316,370 for a revised contract amount of \$1,627,650; and, if approved, authorize the execution thereof, and transfer \$127,874.11 from the Project NFB006, Norman Forward Fund, Reaves Park Construction (51792205-46101, NFB006) to Design (51792205-46201) and \$188,495.89 from Project BG0064, Public Safety Sales Tax Fund, Fire Apparatus Storage and Maintenance Building Construction (15693377-46101) to Design (15693377- 46201).*

ACTION TAKEN: \_\_\_\_\_

- 17 [K-1819-119](#) [Final](#) FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT K-1819-119 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND DOWNEY CONSTRUCTION COMPANY, INC. FOR THE NORMAN FORWARD NEIGHBORHOOD PARK CONCRETE TRAILS PROJECT.

**Attachments:** [City Council Staff Report](#)

[PO-Final](#)

*ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount of \$15,642.12 to Downey Construction Company, Inc.*

ACTION TAKEN: \_\_\_\_\_

- 18     [K-1819-132](#)     FINAL ACCEPTANCE AND FINAL PAYMENT OF AMENDMENT NO. ONE TO CONTRACT K-1819-132 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND FLINTCO, L.L.C., FOR THE NORMAN FORWARD GRIFFIN PARK PHASE III PROJECT.
- [Amd #1](#)
- [FINAL](#)
- Attachments:** [City Council Staff Report](#)
- [PO](#)
- [PO2](#)
- ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount of \$39,488.20 to Flintco, L.L.C.*
- ACTION TAKEN: \_\_\_\_\_
- 19     [K-1920-12](#)     CHANGE ORDER NO. ONE TO CONTRACT K-1920-12: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND NASH CONSTRUCTION COMPANY, INC. INCREASING THE CONTRACT AMOUNT BY \$6,994.94 FOR A REVISED CONTRACT AMOUNT OF \$474,051.69 AND FINAL ACCEPTANCE OF THE PROJECT.
- [CO#1](#)
- Attachments:** [City Council Staff Report](#)
- [K-1920-12 Change Order No. 1](#)
- [Cost Summary Table](#)
- [Location Map](#)
- ACTION NEEDED: Motion to approve or reject Change Order No. One to Contract K-1920-12 with Nash Construction Company, Inc., increasing the contract amount by \$6,994.94 for a revised contract amount of \$474,051.89; and if approved, authorize the execution thereof, accept the project, direct final payment in the amount of \$29,343.30.*
- ACTION TAKEN: \_\_\_\_\_
- 20     [K-1920-113](#)     FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT K-1920-113 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MERRITT TENNIS & TRACK SYSTEMS FOR THE 12TH AVENUE RECREATION CENTER PICKLEBALL COURTS PROJECT.
- [Final](#)
- Attachments:** [City Council Staff Report](#)
- [PO](#)
- ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount of \$41,650 to Merritt Tennis and Track Systems.*
- ACTION TAKEN: \_\_\_\_\_

- 21      [K-1920-121](#)      CONTRACT K-1920-121: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND SMC CONSULTING ENGINEERS, P.C., IN THE AMOUNT OF \$176,500 TO PROVIDE THE FINAL PLAT DESIGN OF THE SAXON INDUSTRIAL PARK PROJECT.

**Attachments:** [City Council Staff Report](#)  
[Final Agreement 3-31-2020](#)  
[Location Map](#)

*ACTION NEEDED: Motion to approve or reject Contract K-1920-121 with SMC Consulting Engineers, P.C., in the amount of \$176,500; and, if approved, authorize the execution thereof.*

*ACTION TAKEN:* \_\_\_\_\_

- 22      [K-1920-126](#)      CONTRACT K-1920-126: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND RKG ASSOCIATES, INC. IN THE AMOUNT OF \$31,000 FOR PREPARATION OF AN ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE AS PART OF THE 2020-2024 CONSOLIDATED PLAN FOR THE CITY OF NORMAN.

**Attachments:** [City Council Staff Report](#)  
[K-1920-126 RKG and Associates](#)

*ACTION NEEDED: Motion to approve or reject Contract K-1920-126 with RKG Associates, Inc., in the amount of \$31,000; and, if approved, authorize the execution thereof.*

*ACTION TAKEN:* \_\_\_\_\_

### **Resolution**

- 23      [R-1920-97](#)      RESOLUTION R-1920-97: A RESOLUTION OF THE CITY OF NORMAN TRANSFERRING \$21,700 FROM AMERICANS WITH DISABILITIES (ADA) SIDEWALK COMPLIANCE AUDIT AND REPAIR, TO ADA BUILDING & PARKS EVALUATION TO BE USED FOR THE ADA COMPLIANCE EVALUATIONS OF EIGHT CITY-OWNED BUILDINGS AND THREE CITY PARKS

**Attachments:** [City Council Staff Report](#)  
[Resolution](#)  
[McIntosh Rec Centers Contract](#)  
[McIntosh Library Contract](#)

*ACTION NEEDED: Motion to adopt or reject Resolution R-1920-97.*

*ACTION TAKEN:* \_\_\_\_\_

- 24      [R-1920-106](#)      RESOLUTION R-1920-106: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ENCOURAGING LANDLORDS TO CEASE EVICTIONS DURING THE NEXT NINETY DAYS, ENCOURAGING TENANTS WHO ARE PAST-DUE ON RENT PAYMENTS AND THEIR LANDLORDS TO WORK COOPERATIVELY TO DEVELOP PAYMENT ARRANGEMENTS THAT WILL ENSURE HOUSING STABILITY, AND STRONGLY URGING THE GOVERNOR OF THE STATE OF OKLAHOMA TO ENACT A TEMPORARY MORATORIUM ON ALL EVICTIONS IN THE STATE.

**Attachments:** [City Council Staff Report](#)

[R-1920-106](#)

*ACTION NEEDED: Motion to adopt or reject Resolution R-1920-106.*

*ACTION TAKEN: \_\_\_\_\_*

#### Non-Consent Items

- 25      [GID-1920-72](#)      FIRST PUBLIC HEARING REGARDING THE FYE 2021 CITY OF NORMAN PROPOSED OPERATING AND CAPITAL BUDGETS.

**Attachments:** [City Council Staff Report](#)

[FYE 21 Budget Summary](#)

[FYE 21 budget book - prelim](#)

[FYE 21 CIP prelim](#)

[Budget FYE 2021 - 4-14-2020](#)

*ACTION NEEDED: Motion to conduct a public hearing.*

*ACTION TAKEN: \_\_\_\_\_*

*ACTION NEEDED: Motion to close a public hearing.*

*ACTION TAKEN: \_\_\_\_\_*

*Public input can be provided through the following methods prior to the meeting: Please email the City Clerk at [Cityclerk@normanok.gov](mailto:Cityclerk@normanok.gov); during the public hearing comments or questions can be emailed to the City Clerk, by telephone 405-366-5406, or through comments on social media. Staff will be monitoring those sites and will read comments into the record.*

#### 26      **Miscellaneous Discussion**

**This is an opportunity for citizens to address City Council. Remarks should be directed to the Council as a whole and limited to three minutes or less.**

#### 27      **Adjournment**