

City of Norman, OK

*Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069*



Meeting Agenda

Tuesday, May 23, 2017

6:30 PM

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

City Council

*Mayor Lynne Miller
Councilmember Greg Heiple
Councilmember Aleisha Karjala
Councilmember Robert Castleberry
Councilmember Bill Hickman
Councilmember James Chappel
Councilmember Breea Clark
Councilmember Stephen Holman
Councilmember Kyle Allison*

Public wifi - connect to CityOfNormanPublic - Password: April1889

1 Roll Call

2 Pledge of Allegiance

Minutes

3 [GID-1617-62](#) APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL FINANCE COMMITTEE MINUTES OF APRIL 13, 2017
CITY COUNCIL STUDY SESSION MINUTES OF APRIL 18, 2017
CITY COUNCIL STUDY SESSION OF APRIL 25, 2017
CITY COUNCIL COMMUNITY PLANNING AND TRANSPORTATION
COMMITTEE MINUTES OF APRIL 27, 2017
CITY COUNCIL STUDY SESSION MINUTES OF MAY 2, 2017
CITY COUNCIL SPECIAL SESSION MINUTES OF MAY 9, 2017
CITY COUNCIL MINUTES OF MAY 9, 2017
NORMAN UTILITIES AUTHORITY MINUTES OF MAY 9, 2017
NORMAN MUNICIPAL AUTHORITY MINUTES OF MAY 9, 2017
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF
MAY 9, 2017

Attachments: [Text File Minutes](#)

[April 13 Finance Committee Minutes](#)

[April 18 Study Session Minutes](#)

[April 25 Study Session Minutes](#)

[April 27 CPTC Minutes](#)

[May 2 Study Session Minutes](#)

[May 9 CC Minutes](#)

[May 9 Special Session 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-1617-32](#) PROCLAMATION P-1617-32: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE WEEK OF MAY 21 THROUGH 27, 2017, AS EMERGENCY MEDICAL SERVICES WEEK IN THE CITY OF NORMAN.

Attachments: [Text File EMS](#)

[EMS Week](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1617-26 proclaiming the week of May 21 through 27, 2017, as Emergency Medical Services Week in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

5 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 6 through Item 17 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: _____

Ordinance

- 6 [O-1617-43](#) CONSIDERATION OF ORDINANCE O-1617-43 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING ARTICLE I, SECTION 4-101 OF CHAPTER 4, ARTICLE V, OF THE CODE OF THE CITY OF NORMAN BY ADDING PROVISIONS TO PROVIDE FOR THE APPOINTMENT OF A CITIZEN MEMBER AND ALTERNATE TO THE CENTER CITY FORM BASED CODE DEVELOPMENT REVIEW TEAM; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File O-1617-43](#)

[O-1617-43](#)

[O-1617-43 - Annotated](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1617-43 upon First Reading by title.

ACTION TAKEN: _____

Report/Communication

- 7 [RPT-1617-6](#)
[2](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF APRIL 30, 2017, AND DIRECTING THE FILING THEREOF.

Attachments: [Text File France](#)
[Finance Report](#)

ACTION NEEDED: Motion to acknowledge receipt of the report and direct the filing thereof.

ACTION TAKEN: _____

- 8 [RPT-1617-6](#)
[3](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE MONTHLY DEPARTMENTAL REPORTS FOR THE MONTH OF APRIL, 2017, AND DIRECTING THE FILING THEREOF.

Attachments: [Text File Month](#)
[Monthly Report April 2017](#)

ACTION NEEDED: Motion to acknowledge receipt of the reports and direct the filing thereof.

ACTION TAKEN: _____

Easement

- 9 [E-1617-46](#) CONSIDERATION OF GRANTING EASEMENT E-1617-46 TO OKLAHOMA NATURAL GAS COMPANY TO ALLOW CONSTRUCTION, OPERATION, AND MAINTENANCE OF GAS LINES IN CONJUNCTION WITH THE JAMES GARNER AND ACRES INTERSECTION PROJECT.

Attachments: [Text File ONG](#)
[E-1617-46](#)

ACTION NEEDED: Motion to grant or deny Easement E-1617-46; and, if granted, authorize the execution thereof.

ACTION TAKEN: _____

Certificate of Survey

- 10 [COS-1617-6](#) CONSIDERATION OF A NORMAN RURAL CERTIFICATE OF SURVEY COS-1617-6 FOR PRICE FAMILY FARM AND ACCEPTANCE OF EASEMENT E-1617-47. (GENERALLY LOCATED AT THE SOUTHWEST CORNER OF 60th AVENUE N.W. AND WEST TECUMSEH ROAD)

Attachments: [Text File COS](#)
[Location Map](#)
[Certificate of Survey](#)
[Staff Report](#)
[Greenbelt Comments](#)
[4-13-17 PC Minutes](#)

ACTION NEEDED: Motion to approve or reject Norman Rural Certificate of Survey COS-1617-6 for Price Family Farm; and, if approved, accept Easement E-1617-47; and direct the filing of the Certificate of Survey and easement with the Cleveland County Clerk.

ACTION TAKEN: _____

Authorization for Purchase

- 11 [GID-1617-64](#) AUTHORIZATION FOR THE PURCHASE OF AN EMERGENCY COMMUNICATION (RADIO) SYSTEM FROM MOTOROLA SOLUTIONS, INC./TOTAL RADIO, INC., IN THE AMOUNT OF \$40,000 DURING THE PERIOD OF TRANSITION FROM THE CURRENT SYSTEM THROUGH INSTALLATION AND IMPLEMENTATION OF THE NEW SYSTEM FROM HARRIS CORPORATION AUTHORIZED UNDER CONTRACTS K-1617-107 AND K-1617-109.

Attachments: [Text File Motorola](#)
[Motorola Quote - Transitional System](#)

ACTION NEEDED: Motion to approve or reject authorization for the purchase of an Emergency Communication (Radio) System Solution Plan from Motorola Solutions, Inc./Total Radio, Inc., in the amount of \$40,000.

ACTION TAKEN: _____

Grant

- 12 [GID-1617-13](#) CONSIDERATION OF ACCEPTANCE OF A GRANT IN THE AMOUNT OF \$24,500 FROM THE OKLAHOMA OFFICE OF HOMELAND SECURITY TO BE USED BY THE FIRE DEPARTMENT TO PURCHASE RADIATION DETECTION EQUIPMENT TO BE USED BY THE HAZARDOUS EQUIPMENT UNIT.

[0](#)

Attachments: [Text File Grant](#)

[grant documents #760.057 Radiation Detection Equipment.pdf](#)

ACTION NEEDED: Motion to accept or reject a grant in the amount of \$24,500 from the Oklahoma Office of Homeland Security to be used by the Fire Department, if approved, authorize the Mayor to sign additional supporting documentation related to the grant, assign the grant funds to the Office of Homeland Security to purchase the equipment, and accept title upon receipt of the equipment.

ACTION TAKEN: _____

Special Claim

- 13 [SC-1617-6](#) SPECIAL CLAIM SC-1617-6: SUBMITTED BY CLAIMS MANAGEMENT RESOURCES (CMR) ON BEHALF OF COX COMMUNICATIONS IN THE NEGOTIATED AMOUNT OF \$9,010.21 FOR DAMAGES TO AN UNDERGROUND CABLE LOCATED AT 1370 NORTH INTERSTATE DRIVE.

Attachments: [Text File Cox Claim](#)

[City Clerk's Memo](#)

[Tort Claim from CMR](#)

[Repair Invoice from Cox](#)

ACTION NEEDED: Motion to approve or reject Special Claim SC-1617-6; and, if approved, direct payment in the negotiated amount of \$9,010.21 (total \$10,449.59 requested minus \$1,439.38 administrative costs) contingent upon obtaining a Release and Covenant Not to Sue from Cox Communications.

ACTION TAKEN: _____

- 14 [SC-1617-7](#) SPECIAL CLAIM SC-1617-7: SUBMITTED BY PATRIOT FORD IN THE AMENDED AMOUNT OF \$2,359.62 FOR DAMAGES TO THEIR VEHICLE AS A RESULT OF AN ACCIDENT WITH A BACKHOE AT THE CITY TRANSFER STATION LOCATED AT 3901 SOUTH CHAUTAUQUA AVENUE.

Attachments: [Text File Claim Patriot](#)

[City Clerk's Memo](#)

[Original Tort Claim](#)

[Repair Estimate](#)

[Amended Tort Claim](#)

[Actual Repair Cost](#)

[Police Report](#)

[Photographs](#)

ACTION NEEDED: Motion to approve or reject Special Claim No. SC-1617-7; and, if approved, direct payment in the amended amount of \$2,369.62 contingent upon obtaining a Release and Covenant Not to Sue from Patriot Ford's representative.

ACTION TAKEN: _____

Contract

- 15 [K-1516-80](#)
[CO#5](#) CHANGE ORDER NO. FIVE TO CONTRACT K-1516-80: WITH CENTRAL CONTRACTING SERVICES, INC. INCREASING THE CONTRACT AMOUNT BY \$777,235 FOR A REVISED CONTRACT AMOUNT OF \$3,361,420 AND ADDING 84 CALENDAR DAYS TO THE CONTRACT TO INCLUDE INSTALLATION OF THE CHAUTAUQUA WATER LINE BETWEEN LINDSEY STREET AND TIMBERDELL AVENUE AS PART OF THE BERRY ROAD WATERLINE REPLACEMENT PROJECT, PHASE 3.

Attachments: [Text File CO Central](#)

[Location Map](#)

[Berry Road 3 WL CO#5 signed](#)

[NUA PR](#)

[CON PR](#)

ACTION NEEDED: Acting as the City Council and Norman Utilities Authority, motion to approve or reject Change Order No. Five to Contract K-1516-80 with Central Contracting Services, Inc., increasing the contract amount by \$777,235 for a revised contract price of \$3,361,420; and authorize the execution thereof.

ACTION TAKEN: _____

- 16 [K-1516-122](#)
[CO2](#) CHANGE ORDER NO. TWO TO CONTRACT K-1516-122 BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND URBAN CONTRACTORS, L.L.C., INCREASING THE CONTRACT AMOUNT BY \$268,490 FOR A REVISED CONTRACT PRICE OF \$2,181,360 AND ADDING 90 CALENDAR DAYS TO THE CONTRACT FOR THE SEWER MAINTENANCE PROJECT FYE 2014, PHASE 1, AND BUDGET APPROPRIATION FROM THE SEWER MAINTENANCE FUND BALANCE.

Attachments: [Text File Urban](#)
[Ag - SMP14Ph1 - CO2-Map](#)
[Unsigned change order](#)

ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Change Order No. Two to Contract K-1516-122 with Urban Contractors, L.L.C., increasing the contract amount by \$268,490 for a revised contract price of \$2,181,360; and authorize the execution thereof.

ACTION TAKEN: _____

- 17 [K-1617-126](#) CONSIDERATION OF CONTRACT K-1617-126 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND NORMAN MUNICIPAL AUTHORITY AND TRANS-TEL CENTRAL, INC. IN THE AMOUNT OF \$104,625.79; PERFORMANCE BOND B-1617-91; STATUTORY BOND B-1617-92; AND MAINTENANCE BOND MB-1617-81 FOR THE CONSTRUCTION AND RELOCATION OF FIBER OPTIC INFRASTRUCTURE IN CONNECTION WITH PHASE I OF CREATING A FIBER OPTIC LOOP.

Attachments: [text File Transtel](#)
[Location map Transtel](#)
[K-1617-126](#)

ACTION NEEDED: Acting as the City Council and Norman Municipal Authority, motion to approve Contract K-1617-126 with Trans-Tel Central, Inc., in the amount of \$104,625.79 and the performance, statutory, and maintenance bonds; authorize the Mayor to sign the contract and bonds contingent upon approval of the City Attorney's Office; and direct the filing of the bonds.

ACTION TAKEN: _____

Non-Consent Items

- 18 [GID-1617-63](#) PUBLIC HEARING REGARDING THE FYE 2018 CITY OF NORMAN PROPOSED OPERATING AND CAPITAL BUDGETS AND THE NORMAN CONVENTION AND VISITORS BUREAU, INC., BUDGET WITH DETAILED ANNUAL PLAN OF WORK.

Attachments: [Text File Budget](#)

[Legal publication of summary of fund balances](#)

[CIP FYE 2018-Preliminary compressed](#)

[FYE 18 Budget Book Preliminary](#)

[NCVB Budget](#)

[VisitNorman Annual Plan of Work](#)

ACTION NEEDED: Motion to conduct a public hearing.

ACTION TAKEN: _____

ACTION NEEDED: Motion to close a public hearing.

ACTION TAKEN: _____

ACTION NEEDED: Motion to schedule an agenda item on June 13, 2017, to adopt the FYE 2018 City of Norman Budget and the Norman Convention and Visitors Bureau, Inc., Budget with Detailed Annual Plan of Work.

ACTION TAKEN: _____

- 19 [R-1617-114](#) RESOLUTION R-1617-114: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROVING AN APPEAL OF THE TEMPORARY ADMINISTRATIVE DELAY TO ALLOW THE SUBMITTAL OF A PERMIT APPLICATION FOR A SINGLE FAMILY HOME WITH A CONNECTED COVERED PATIO TO THE GARAGE WITH LIVING AREA ABOVE THE GARAGE AT 823 SOUTH LAHOMA AVENUE.

Attachments: [Text File R-1617-114](#)

[R-1617-114](#)

[Location Map](#)

[Admin Appeal Lahoma](#)

[Permit App Lahoma](#)

[Site Plan Lahoma](#)

[R-1617-72 and exhibits](#)

ACTION NEEDED: Motion to approve or reject Resolution R-1617-114.

ACTION TAKEN: _____

- 20 [R-1617-120](#) RESOLUTION R-1617-120: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROVING AN APPEAL OF THE TEMPORARY ADMINISTRATIVE DELAY TO ALLOW THE SUBMITTAL OF A BUILDING PERMIT APPLICATION TO ADD A BATHROOM, UTILITY ROOM, PORCH, AND NEW DETACHED GARAGE TO AN EXISTING FAMILY HOME AT 428 CHAUTAUQUA AVENUE AND PAVING THE EXISTING GRAVEL DRIVEWAY.

Attachments: [Text File R-1617-120](#)

[R-1617-120](#)

[Admin Appeal Chautauqua](#)

[Aerial Map Chautauqua](#)

[Photograph Chautauqua](#)

[Permit App Chautauqua](#)

[Permit App Chautauqua Garage](#)

[Site Plan Chautauqua](#)

ACTION NEEDED: Motion to approve or reject Resolution R-1617-120.

ACTION TAKEN: _____

- 21 [R-1617-121](#) RESOLUTION R-1617-121: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROVING AN APPEAL OF THE TEMPORARY ADMINISTRATIVE DELAY TO ALLOW THE SUBMITTAL OF A BUILDING PERMIT APPLICATION TO ADD A MASTER BEDROOM, BATHROOM, AND PATIO TO AN EXISTING SINGLE FAMILY HOME AT 821 WEST BROOKS STREET.

Attachments: [Text File R-1617-121](#)

[R-1617-121](#)

[Location Map](#)

[Photograph Brooks](#)

[Admin Appeal Brooks](#)

[Board of Adjustment Letter](#)

[Site Plan Brooks](#)

[Permit App Brooks](#)

[R-1617-72](#)

ACTION NEEDED: Motion to approve or reject Resolution R-1617-121.

ACTION TAKEN: _____

22 [O-1617-31](#) CONSIDERATION OF ORDINANCE O-1617-31 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN TO ADD “MUNICIPAL USE, PUBLIC BUILDINGS AND PUBLIC UTILITY” AS A SPECIAL USE IN THE RE, O-1, CO, C-1, C-2, CR, C-3, I-1 AND M-1 ZONING DISTRICTS; TO REMOVE “MUNICIPAL USE, PUBLIC SERVICE OR UTILITY USE” FROM THE PERMITTED USES IN THE A-1 AND A-2 ZONING DISTRICTS AND ADD “MUNICIPAL USE, PUBLIC BUILDINGS AND PUBLIC UTILITY” AS A SPECIAL USE IN THE A-1 AND A-2 ZONING DISTRICTS; TO REMOVE “MUNICIPAL OR PUBLIC USE” FROM THE PERMITTED USES IN THE MUD ZONING DISTRICT AND ADD “MUNICIPAL USE, PUBLIC BUILDINGS AND PUBLIC UTILITY” AS A SPECIAL USE IN THE MUD ZONING DISTRICT; TO REMOVE “MUNICIPAL USE” FROM THE PERMITTED USES IN THE TC ZONING DISTRICT AND ADD “MUNICIPAL USE, PUBLIC BUILDINGS AND PUBLIC UTILITY” AS A SPECIAL USE IN THE TC ZONING DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File O-1617-31](#)

[O-1617-31](#)

[O-1617-31 - Annotated](#)

[Staff Report](#)

[4-13-17 PC Minutes](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-31 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-31 upon Final Reading as a whole.

ACTION TAKEN: _____

- 23 [O-1617-34](#) CONSIDERATION OF ORDINANCE O-1617-34 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA AMENDING SECTION 429.1(3) AND CLARIFYING THE PROCESS FOR AMENDMENTS TO DISTRICT BOUNDARIES BASED ON APPROVAL BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) LETTERS OF MAP CHANGE INCLUDING LETTERS OF MAP REVISION; AMENDING SECTION 429.1(4) TO CLARIFY WHEN A FLOODPLAIN PERMIT IS REQUIRED AND WHEN COUNCIL APPROVAL IS REQUIRED; AND REMOVING REDUNDANT LANGUAGE RELATED TO SUBDIVISION STANDARDS, ALL IN CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File O-1617-34](#)

[O-1617-34 clean](#)

[O-1617-34 annotated](#)

[Staff Report](#)

[4-13-17 PC Minutes](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-34 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-34 upon Final Reading as a whole.

ACTION TAKEN: _____

- 24 [O-1617-35](#) CONSIDERATION OF ORDINANCE O-1617-35 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN TO ADD SECTION 429.7 - CENTER CITY FORM-BASED CODE (CCFBC) AND AMENDING SECTION 460 SO AS TO REMOVE ALL PROPERTIES LOCATED WITHIN THE CCFBC DISTRICT AS DEPICTED ON THE DISTRICT MAP PUBLISHED IN SECTION 302 OF THE CCFBC FROM THEIR CURRENT ZONING DISTRICT DESIGNATIONS AND PLACE THOSE PROPERTIES IN THE CCFBC ZONING DISTRICT DESIGNATION OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File O-1617-35.pdf](#)

[O-1617-35](#)

[Staff recommended changes to the CCFBC](#)

[Location Map](#)

[Staff Report](#)

[Norman CC FBC April 2017](#)

[Appendix B - CC PUD](#)

[Pre-Development Summary 3-23-17](#)

[Protest-Support Map 4-6-17](#)

[Support Letter 4-6-17](#)

[Protest Letters 4-6-17](#)

[4-6-17 Special PC Minutes](#)

[Letter from Exec Comm Center City](#)

[Protest-Support Map 5-12-17](#)

[Additional Protest Letters 5-12-17](#)

[Protest Letter McDaris](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-35 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-35 upon Final Reading as a whole.

ACTION TAKEN: _____

- 25 [R-1617-122](#) RESOLUTION R-1617-122: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DECLARING THE INTENT TO CONSIDER APPROVAL OF A PROJECT PLAN FOR CENTER CITY REDEVELOPMENT AND CREATION OF A TAX INCREMENT DISTRICT UNDER THE LOCAL DEVELOPMENT ACT; DIRECTING PREPARATION OF A PROJECT PLAN; APPOINTING A REVIEW COMMITTEE; DIRECTING THE REVIEW COMMITTEE TO MAKE FINDINGS AS TO ELIGIBILITY AND FINANCIAL IMPACT, IF ANY, ON TAXING JURISDICTIONS AND BUSINESS ACTIVITIES WITHIN THE DISTRICT; AND DIRECTING THE REVIEW COMMITTEE TO MAKE A RECOMMENDATION WITH RESPECT TO THE PROPOSED PROJECT.

Attachments: [Text File R-1617-122](#)

[R-1617-122](#)

ACTION NEEDED: Motion to approve or reject Resolution R-1617-122.

ACTION TAKEN: _____

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 five minutes or less.

27 **Adjournment**