City of Norman, OK

Municipal Building Council Chambers 201 West Gray Norman, OK 73069



Meeting Agenda

Tuesday, March 28, 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-1617-42 APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL STUDY SESSION MINUTES OF JANUARY 31, 2017 CITY COUNCIL OVERSIGHT COMMITTEE MINUTES OF FEBRUARY 16, 2017

CITY COUNCIL STUDY SESSION MINUTES OF FEBRUARY 21, 2017 CITY COUNCIL BUDGET RETREAT MINUTES OF FEBRUARY 28, 2017

CITY COUNCIL STUDY SESSION MINUTES OF MARCH 7, 2017 CITY COUNCIL COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE MINUTES OF MARCH 8, 2017

CITY COUNCIL FINANCE COMMITTEE MINUTES OF MARCH 9, 2017 CITY COUNCIL SPECIAL SESSION MINUTES OF MARCH 14, 2017 CITY COUNCIL MINUTES OF MARCH 14, 2017

NORMAN UTILITIES AUTHORITY MINUTES OF MARCH 14, 2017 NORMAN MUNICIPAL AUTHORITY MINUTES OF MARCH 14, 2017 NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF MARCH 14, 2017

Attachments: Text File Minutes

January 31 SS minutes

February 9 Finance Comm Minutes

February 16 Oversight Comm Minutes

February 21 SS minutes

February 28 Budget Retreat Minutes

March 7 SS minutes

March 8 CPTC Minutes

March 14 SS Minutes

March 14 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-1	61	7-20
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PROCLAMATION P-1617-20: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2017, AS SEXUAL ASSAULT AWARENESS MONTH IN THE CITY OF NORMAN.

Attachments: Text File P-1617-20

Sexual Assault Awareness

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1617-20 proclaiming the month of April, 2017, as Sexual Assault Awareness Month in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

5 P-1617-22

PROCLAMATION P-1617-22: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MARCH, 2016, AS INTERNATIONAL DEMOLAY MONTH IN THE CITY OF NORMAN, OKLAHOMA.

Attachments: Text File P-1617-22

International DeMolay Month

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1617-22 proclaiming the month of March, 2017, as International DeMolay Month in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

6 P-1617-23

PROCLAMATION P-1617-23: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2017, AS AUTISM AWARENESS MONTH IN THE CITY OF NORMAN.

Attachments: Text File P-1617-23.pdf

Autism Month

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1617-23 proclaiming the month of April, 2016, as Autism Awareness Month in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

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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 8 through Item 19 be placed on the consent docket.

ACTION NEEDED: Consent Docket by un	•	through Item	on the
ACTION TAKEN:			
ACTION NEEDED: Municipal Authority, a or acknowledge all ite the individual action n	nd Norman Tax Incren ms on the Consent Do	nent Finance Authority	r, motion to approve
ACTION TAKEN:			

Report/Communication

8 <u>RPT-1617-4</u>

SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF FEBRUARY 28, 2017, AND DIRECTING THE FILING THEREOF.

Attachments: Text File Finance

Finance Investment Report

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

ACTION TAKEN: _____

9 <u>RPT-1617-4</u> <u>8</u> SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE MONTHLY DEPARTMENTAL REPORTS FOR THE MONTH OF FEBRUARY, 2017, AND DIRECTING THE FILING THEREOF.

Attachments: Text File MDR

Monthly Report February 2017

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

ACTION TAKEN: _____

10 <u>RPT-1617-4</u>

SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE CITY MANAGER'S CHANGE ORDER REPORT AND DIRECTING THE FILING THEREOF.

Attachments: Text File CM

Memo CO report

Change Order Westwood

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

thereof.

ACTION TAKEN:

Request for Proposal

11 <u>K-1617-110</u>

CONSIDERATION OF ACCEPTANCE OF REQUEST FOR PROPOSAL RFP-1617-22 FROM GENUINE PARTS COMPANY D/B/A NAPA AUTO PARTS TO PROVIDE VEHICLE AND EQUIPMENT PARTS MANAGEMENT AND SUPPLY SERVICES FOR THE FLEET DIVISION AND APPROVAL OF CONTRACT K-1617-110 TO BE EFFECTIVE APRIL 1, 2017.

Attachments: Text file Parts

NAPA CONTRACT.

NAPA-Benefits Summary

ACTION NEEDED: Motion to accept or reject Request for Proposal RFP-1617-22 with Genuine Parts Company d/b/a NAPA Auto Parts to provide vehicle and equipment parts management and supply services for the Fleet Division; and, if accepted, approve Contract K-1617-110 and authorize the execution thereof.

ACTION TAKEN:	

<u>Bid</u>

CONSIDERATION OF AWARDING BID 1617-35, APPROVAL OF CONTRACT K-1617-91 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND RDNJ, INC. D/B/A A-TECH PAVING, IN THE AMOUNT OF \$184,269; PERFORMANCE BOND B-1617-43, STATUTORY BOND B-1617-44, AND MAINTENANCE BOND MB-1617-39 FOR THE 2016 BOND ROAD RECONSTRUCTION; IOWA STREET, PHASE IC, AND ADOPTION OF PROJECT AGENT RESOLUTION R-1617-71.

Attachments: Text File RDNJ

Location map

Bid Tabulation

K-1617-91

Perf B-1617-43

Stat B-1617-44

MB-1617-39

R-1617-71

Requisition

ACTION NEEDED: Motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of \$184,269 to RDNJ, Inc., d/b/a A-Tech Paving, as the lowest and best bidder meeting specifications; approve Contract K-1617-91 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds, and adopt Resolution R-1415-71.

Grant

ACCEPTANCE OF A RECREATIONAL TRAILS GRANT FROM THE OKLAHOMA TOURISM AND RECREATION DEPARTMENT IN THE AMOUNT OF \$160,000 TO BE USED FOR IMPROVEMENTS TO GEORGE SUTTON URBAN WILDERNESS PARK AND ACCEPTANCE OF BID-1617-39; APPROVAL OF CONTRACT K-1617-102 WITH DOWNEY CONSTRUCTION COMPANY, INC., IN THE AMOUNT OF \$185,085; PERFORMANCE BOND B-1617-59; STATUTORY BOND B-1617-60; MAINTENANCE BOND MB-1617-51 FOR THE GEORGE SUTTON WILDERNESS PARK TRAIL AND PARKING LOT CONSTRUCTION PROJECT, ADOPTING RESOLUTION R-1617-82 GRANTING TAX-EXEMPT STATUS, AND BUDGET APPROPRIATION FROM THE SPECIAL GRANTS FUND BALANCE.

Attachments: Text File Sutton

Grant

Bid Tabulation

K-1617-102

Perf B-1617-59

Statutory B-1617-60

MB-1617-51

R-1617-82

Requisition

ACTION NEEDED: Motion to accept or reject a Recreational Trails Grant from the Oklahoma Tourism and Recreation Department in the amount of \$160,000 and all bids meeting specifications; and, if accepted, award the bid in the amount of \$180,080 to Downey Construction Company, Inc., as the lowest and best bidder meeting specifications; approve Contract K-1617-102 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds; adopt Resolution R-1516-82; and appropriate \$160,000 from the Special Grants Fund Balance (022-0000-253.20-00) to Project PC0019, Sutton Wilderness Trail, Construction (022-9074-452.61-01).

ACTION TAK	EN:	

CONSIDERATION OF THE ACCEPTANCE OF A PUBLIC FLEET CONVERSION GRANT IN THE AMOUNT OF \$223,620 FROM THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS (ACOG) TO THE FLEET MAINTENANCE DIVISION TO BE USED TO PROVIDE TWO (2) NEW HEAVY DUTY COMPRESSED NATURAL GAS (CNG) COMMERCIAL FRONT LOADING REFUSE TRUCKS AND TWO (2) NEW HEAVY DUTY CNG RESIDENTIAL SIDE LOADING REFUSE TRUCKS TO BE USED BY THE SANITATION DIVISION; APPROVAL OF CONTRACT K-1617-115, AND RATIFICATION OF RESOLUTION R-1617-54 SUBMITTED WITH THE GRANT APPLICATION PACKET.

Attachments: Text File ACOG

ACOG estimated cost savings

Alternative Fuel Grants received

ACOG CLEAN AIR Application

ACOG Applicant Ranking.pdf

R-0809-119 - Replacement Plan

K-1617-115

ACTION NEEDED: Acting as the City Council and Norman Utilities Authority, motion to accept or reject a Public Fleet Conversion Grant in the amount of \$223,620 from ACOG for the Fleet Maintenance Division; and, if accepted, approve Contract K-1617-115; authorize the execution thereof, and upon receipt of funds, increase Miscellaneous Grant Reimbursements (033-0000-331.13-46) by \$223,620.

ACTION TAKEN:		
ACTION TANEN.		

Development, Deferrals & Variances

15 <u>CPC-1617-3</u>

CONSIDERATION OF APPROVAL OF CERTIFICATE OF PLAT CORRECTION CPC-1617-3 FOR LOT 1, BLOCK 1, EASTPARK CROSSING SECTION II, A PLANNED UNIT DEVELOPMENT.

Attachments: Text File CPC

Location Map

CPC-1617-3

Exhibit A - Filed of Record

Exhibit B - Correction

Letter requesting plat correction

ACTION NEEDED: Motion to approve or reject Certificate of Plat Correction CPC-1617-3 in connection with Lot 1, Block 1, Eastpark Crossing, Section II, a Planned Unit Development; if approved, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN:	

Encroachment

16 EN-1617-3

CONSENT TO ENCROACHMENT EN-1617-3: FOR LOT 1, BLOCK 3, BROOKHAVEN NO. 40 ADDITION, CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA A/K/A 2109 BROOKHAVEN BOULEVARD.

Attachments: Text File Encroach

Consent to Encroach

Clerk Memo

Request for Encroachment

Memo from Planning

Memo from Utilities

Memo from PW

Responses from Utility Companies

ACTION NEEDED: Motion to approve or reject Consent to Encroachment EN-1617-3; and, if approved, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN:	

Contract

17 <u>K-1516-80</u> CO#4 CHANGE ORDER NO. FOUR TO CONTRACT K-1516-80: WITH CENTRAL CONTRACTING SERVICES, INC. INCREASING THE CONTRACT AMOUNT BY \$66,495 FOR A REVISED CONTRACT AMOUNT OF \$2,584,185 IN ORDER TO INSTALL NINE (9) ADDITIONAL WATER LINES FOR FUTURE FIRE PROTECTION ON MAIN STREET AND ADDING SIX (6) CALENDAR DAYS TO THE BERRY ROAD WATERLINE REPLACEMENT PROJECT, PHASE 3, AND BUDGET APPROPRIATION FROM THE WATER FUND BALANCE.

Attachments: Text File CO

Location Map

Change Order #4 Berry WL

ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Change Order No. Four to Contract K-1516-80 increasing the contract amount by \$66,495 for a revised contract amount of \$2,584,185 and adding six (6) calendar days to the contract; and, if approved, authorize the execution thereof and appropriate \$66,495 from the Water Fund Balance (031-0000-253.00-00) to the Project WA0305, Berry Road Phase 3 Waterline, Construction (031-9521-462.61-01).

ACTION TAKEN:	

CONTRACT K-1617-79: A CONTRACT BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND THE BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA TO PROVIDE SOLID WASTE DISPOSAL SERVICES FOR THE UNIVERSITY OF OKLAHOMA FROM JULY 1, 2017, TO JUNE 30, 2020.

Attachments: Text File OU

Solid Waste Agreement with OU

ACTION NEEDED: Acting as the Norman Municipal Authority, motion to approve or reject Contract K-1617-79 with the Board of Regents of the University of Oklahoma through June 30, 2020; and, if approved, authorize the execution thereof.

ACTION TAKEN:_____

19 K-1617-113

CONTRACT K-1617-113: A CONTRACT BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND HALFF ASSOCIATES, INC., IN AN AMOUNT NOT-TO-EXCEED \$704,500 TO PROVIDE PROFESSIONAL LANDSCAPE ARCHITECTURAL SERVICES FOR THE REAVES PARK SPORTS COMPLEX PROJECT.

<u>Attachments:</u> Text File Halff

K-1617-113

PR Halff

ACTION NEEDED: Acting as the Norman Municipal Authority, motion to approve or reject Contract K-1617-113 with Halff Associates, Inc., in the amount of \$704,500; and, if approved, authorize the execution thereof.

ACTION TAKEN:	

Non-Consent Items

20 O-1617-27

CONSIDERATION OF ORDINANCE O-1617-27 UPON SECOND AND FINAL READING: 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 REMOVE PART OF THE WEST HALF OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION NINE, TOWNSHIP EIGHT NORTH, RANGE TWO WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT AND PLACE THE SAME IN THE I-1, LIGHT INDUSTRIAL DISTRICT, OF SAID CITY AND GRANT SPECIAL USE FOR A CHURCH, TEMPLE, OR OTHER PLACE OF WORSHIP; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1500 EAST IMHOFF ROAD)

Attachments: Text File O-1617-20

O-1617-27

Location Map

Staff Report

Sign Package

Site Plan

Pre-Development Summary

2-9-17 PC Minutes

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-27 upon Second Reading section by section.

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-27 upon Final Reading as a whole.

ACTION TAKEN:

21 R-1617-96

RESOLUTION R-1617-76: 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 NEW PAVING FOR AN EXPANDED DRIVEWAY AT 1205 DUSTIN DRIVE.

Attachments: Text File Appeal

Admin Delay Appeal

Location Map

R-1617-96

R-1617-72 and exhibits

ACTION NEEDED: Motion to adopt or reject Resolution R-1617-96.

22 R-1617-74

RESOLUTION R-1617-74: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO REMOVE PART OF THE NORTH HALF OF SECTION TWENTY-SIX, TOWNSHIP NINE NORTH, RANGE TWO WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE SPECIAL ENTERPRISE AREA DESIGNATION AND RETAIN THE COUNTRY RESIDENTIAL DESIGNATION. (3900 EAST ROBINSON STREET)

Attachments: Text File R-1617-74

R-1617-74 2025 Map

GBC Robinson

Staff Report

2-9-17 PC Minutes

ACTION NEEDED: Motion to adopt or reject Resolution R-1617-74; and, if adopted, amend the NORMAN 2025 Land Use and Transportation Plan according thereto

ACTION TAKEN:		

23 O-1617-30

CONSIDERATION OF ORDINANCE O-1617-30 UPON SECOND AND FINAL READING: 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 REMOVE PART OF THE NORTH HALF OF SECTION TWENTY-SIX (26) OF TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT, AND PLACE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3900 EAST ROBINSON STREET)

Attachments: Text File O-1617-30

Location Map

O-1617-30

PUD Narrative

Living Hope Site Plan

Staff Report

Pre-Development Summary

Protest Map 2-7-17

Protests filed 2-6-17

2-9-17 PC Minutes

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-30 upon Second Reading section by section.

ACTION TAKEN:		
ACTION NEEDED: as a whole.	Motion to adopt or reject Ordinance O-16	17-30 upon Final Reading
ACTION TAKEN:		

24 R-1617-55

RESOLUTION R-1617-55: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO REMOVE PART OF LOTS ONE (1) AND TWO (2), IN BLOCK ONE (1), OF OAKRIDGE ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE LOW DENSITY RESIDENTIAL DESIGNATION AND PLACE THE SAME IN THE COMMERCIAL DESIGNATION. (800 WEST LINDSEY STREET)

Attachments: Text File R-1617-55

<u>R-1617-55</u> <u>2025 Map</u> <u>Staff Report</u>

12-8-16 PC Minutes

ACTION NEEDED: Motion to adopt or reject Resolution R-1617-55; and, if adopted, amend the NORMAN 2025 Land Use and Transportation Plan according thereto

ACTION TAKEN:	

25 O-1617-17

CONSIDERATION OF ORDINANCE O-1617-17 UPON SECOND AND FINAL READING: 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 REMOVE PART OF LOT ONE (1), IN BLOCK ONE (1), OF OAKRIDGE ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, AND TO REMOVE PART OF LOT TWO (2), IN BLOCK ONE (1), OF OAKRIDGE ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE FAMILY DWELLING DISTRICT, AND PLACE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (800 WEST LINDSEY STREET)

Attachments: Text File O-1617-17

O-1617-17

Location Map

Staff Report

PUD Narrative

Pre-Development Summary

Greenbelt Comments

Protest Map-Letters

12-8-16 PC Minutes

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-17 upon Second Reading section by section.

ACTION TAKEN:		
ACTION NEEDED: as a whole.	Motion to adopt or reject Ordinance O-16	17-17 upon Final Reading
ACTION TAKEN:		

26 R-1617-93

RESOLUTION R-1617-93: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, GRANTING A PARTIAL EXEMPTION FROM CURRENT STANDARDS RELATING TO PART OF LOTS 1 AND 2, BLOCK 1, OAKRIDGE ADDITION, IN ASSOCIATION WITH ADVANCEMENT OF THE SHORT FORM PLAT PROCESS

<u>Attachments:</u> Text File Exemption

Exemption Clerk Memo

Request for Partial Exemption

Location Map

Site Plan

R-1617-93

ACTION NEEDED: Motion to adopt or reject Resolution R-1617-93.

ACTION TAKEN:	

27 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.

28 Adjournment