

# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069



## Meeting Agenda

Tuesday, August 11, 2020

6:30 PM

**Virtual meeting w/Councilmembers Bierman, Perry, Petrone, Hall,  
Wilson, Foreman, Holman, Peacock, and 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****3 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 4 through Item 20 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: \_\_\_\_\_*

**Minutes****4 APPROVAL OF THE MINUTES AS FOLLOWS:**

CITY COUNCIL SPECIAL SESSION MINUTES OF MARCH 16, 2020  
CITY COUNCIL MINUTES OF JULY 14, 2020  
NORMAN UTILITIES AUTHORITY MINUTES OF JULY 14, 2020  
NORMAN MUNICIPAL AUTHORITY MINUTES OF JULY 14, 2020  
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF JULY 14, 2020

**Attachments:** [City Council Staff Report](#)  
[March 16 Special Session minutes](#)  
[July 14 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: \_\_\_\_\_*

**Ordinance**

5

CONSIDERATION OF ORDINANCE O-2021-1 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 "ONE AND ONLY ONE OF THE SPECIFIC USES PERMITTED IN THE M-1, RESTRICTED INDUSTRIAL DISTRICT ...", SPECIFICALLY "(G) MEDICAL MARIJUANA PROCESSOR (ANY TIER, EXCEPT THAT TIER I AND TIER II WILL NOT BE ALLOWED TO HAVE ON-SITE SALES), AS ALLOWED BY STATE LAW" IN THE A-2, RURAL AGRICULTURAL DISTRICT, FOR PART OF THE SOUTHWEST QUARTER OF SECTION SEVEN (7), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3927 12TH AVENUE N.W.)

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

[O-2021-1](#)

[Exhibit A - Site Plan 7-9-2020](#)

[Location Map](#)

[Staff Report](#)

[Protest Map and Letters 7-7-2020](#)

[7-9-20 PC Minutes - Vincent Precilla](#)

*ACTION NEEDED: Motion to Introduce and adopt Ordinance O-2021-1 upon First Reading by title.*

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

- 6 CONSIDERATION OF ORDINANCE O-2021-2 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE PLANNED UNIT DEVELOPMENT ESTABLISHED IN ORDINANCE NO. O-1415-29, TO AMEND SIGNAGE REQUIREMENTS FOR LOT ONE (1), BLOCK ONE (1), LEGACY TRAIL APARTMENTS ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (2501 PENDLETON DRIVE)

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

[O-2021-2](#)

[Amended PUD 7-9-2020](#)

[Location Map](#)

[Staff Report](#)

[Photo 1](#)

[Photo 2](#)

[7-9-20 PC Minutes - Lektron Branding](#)

*ACTION NEEDED: Motion to Introduce and adopt Ordinance O-2021-2 upon First Reading by title.*

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

- 7 CONSIDERATION OF ORDINANCE O-2021-5 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADDING ARTICLE VI (“WATER AND SANITARY SEWER LINE EXTENSION OR IMPROVEMENT APPROVAL”), AND SECTIONS 21-601 THROUGH 21-605, TO CHAPTER 21 (“UTILITY SERVICES”) OF THE CODE OF THE CITY OF NORMAN TO ESTABLISH DEFINITIONS, CREATING A PROCESS FOR MUNICIPAL EXEMPTION FROM CERTAIN STATE PERMITS FOR WATER LINE AND SANITARY SEWER LINE EXTENSIONS, SYSTEMS AND IMPROVEMENTS, REQUIRING COMPLIANCE WITH THE DEPARTMENT OF ENVIRONMENTAL QUALITY AND CITY OF NORMAN STANDARDS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

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

[O-2021-5 Clean](#)

[O-2021-5 Annotated](#)

*ACTION NEEDED: Motion to Introduce and adopt Ordinance O-2021-5 upon First Reading by title.*

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

### **Appointment**

8 CONSIDERATION OF THE MAYOR'S APPOINTMENTS TO THE WARD FIVE CANDIDATE SELECTION COMMITTEE:

CAROLINE DULWORTH  
CELIA MORRIS MONROE  
AYSHA PRATHER  
MICHAEL RIDGEWAY  
BOBBY STEVENS

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

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

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

**Report/Communication**

9 SUBMISSION OF THE NORMAN REGIONAL HEALTH SYSTEM 2021 BUDGET.

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

[NRHS FY21 Annual Budget for City of Norman](#)

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

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

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

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

[Memo Change Order](#)

[CO 5 K-1617-121](#)

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

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

**Bid**

11

CONSIDERATION OF AWARDING OF BID 2021-11; CONTRACT K-2021-8 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND CIMARRON CONSTRUCTION COMPANY, L.L.C., IN THE AMOUNT OF \$831,459; PERFORMANCE BOND B-2021-11; STATUTORY BOND B-2021-12, AND MAINTENANCE BOND MB-2021-6 FOR THE BRIDGE MAINTENANCE PROJECT, FYE 2021 LOCATIONS; AND RESOLUTION R-2021-5 GRANTING TAX EXEMPT STATUS.

**Attachments:** [City Council Staff Report](#)  
[Bid Tab](#)  
[Engineer Recommendation](#)  
[K-2021-8 Contract](#)  
[B-2021-11 Performance Bond](#)  
[B-2021-12 Statutory Bond](#)  
[MB-2021-6 Maintenance Bond](#)  
[R-2021-5](#)  
[Location Map](#)

*ACTION NEEDED: Motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of \$831,459 to Cimarron Construction Company, L.L.C., as the lowest and best bidder meeting specifications; approve Contract K-2021-8 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds, and adopt Resolution R-2021-5.*

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

### **Easement**

12

EASEMENT E-2021-1: CONSIDERATION OF ACCEPTANCE OF PERMANENT SANITARY SEWER EASEMENT DONATED BY MICHAEL JADE NOLES TRUST TO SERVE LOT 9A, BLOCK 1, THE TRAILS ADDITION, SECTION 3, A SHORT FORM PLAT.

**Attachments:** [City Council Staff Report](#)  
[E-2021-1 Sanitary Sewer](#)  
[Location Map Trails Sec 3](#)  
[The Trails Addition Sec.3\\_SFP](#)

*ACTION NEEDED: Motion to accept or reject Easement E-2021-1; and, if accepted, direct the filing thereof with the Cleveland County Clerk.*

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

- 13 EASEMENT E-2021-2: CONSIDERATION OF ACCEPTANCE OF PERMANENT UTILITY EASEMENT DONATED BY MICHAEL JADE NOLES TRUST TO SERVE LOT 9A, BLOCK 1, THE TRAILS ADDITION, SECTION 3, A SHORT FORM PLAT.

**Attachments:** [City Council Staff Report](#)  
[E-2021-2 Utility](#)  
[Location Map\\_Trails Sec 3](#)

*ACTION NEEDED: Motion to accept or reject Easement E-2021-2; and, if accepted, direct the filing thereof with the Cleveland County Clerk.*

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

### **Declare Surplus/Obsolete**

- 14 DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE OR DISPOSAL THEREOF.

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

*ACTION NEEDED: Motion to declare the equipment to be surplus and/or obsolete; and, if so declared, authorize the sale or disposal thereof.*

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

### **Contract**

- 15 AMENDMENT NO. TWO TO CONTRACT K-0607-37: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY AND MUNICIPAL FINANCE SERVICES, INC., REMOVING FIRST SOUTHWEST CORPORATION/HILLTOP SERVICES AS A CO-FINANCIAL ADVISOR FROM THE FINANCIAL SERVICES AGREEMENT FOR THE CITY OF NORMAN.

**Attachments:** [City Council Staff Report](#)  
[MFSOK Global Agreement - Norman 2020 \(Final\)](#)  
[Norman FA Resignation -- Hilltop-First Southwest](#)

*ACTION NEEDED: Acting as the City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority, motion to approve or reject Amendment No. Two to Contract K-9697-37 with Municipal Finance Services, Inc.; and, if approved, authorize the execution thereof.*

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

- 16 CHANGE ORDER NO. TWO TO CONTRACT K-1819-4: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND CENTRAL CONTRACTING SERVICES, INC., DECREASING THE CONTRACT AMOUNT BY \$8,671.35 FOR A REVISED CONTRACT AMOUNT OF \$433,078.65 FOR THE FYE 2019 CONCRETE SIDEWALK PROJECTS AND FINAL ACCEPTANCE OF THE PROJECT.

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

[Change Order No.2](#)

[CCS INVOICE 2026](#)

[Project Location Maps](#)

*ACTION NEEDED: Motion to approve or reject Change Order No. Two to Contract K-1819-4 with Central Contracting Services, Inc., decreasing the contract amount by \$8,671.35 for a revised contract amount of \$433,078.65; and if approved, authorize the execution thereof, accept the project, and direct final payment in the amount of \$21,653.93 to Central Contracting Services, Inc.*

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

- 17 CONTRACT K-2021-31: AN ENTERPRISE AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA AND ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC., (ESRI) TO PROVIDE SOFTWARE AND SOFTWARE MAINTENANCE AND SUPPORT FOR THE CITY OF NORMAN'S ENTERPRISE GEOGRAPHIC INFORMATION SYSTEM (GIS) IN THE AMOUNT OF \$75,000 PER YEAR FOR A PERIOD OF THREE YEARS.

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

[Contract No. K-2021-31](#)

[Quotation-416196](#)

*ACTION NEEDED: Acting as the City Council and Norman Utilities Authority, motion to approve or reject Contract K-2021-21 with ESRI in the amount of \$75,000 per year for a period of three years; and, if approved, authorize the execution thereof.*

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

### **Settlement**



- 18 CONSIDERATION OF A RECOMMENDATION FROM THE CITY ATTORNEY THAT THE CITY COUNCIL APPROVE A SETTLEMENT OF JOSEPHINE OHLSEN VS. THE CITY OF NORMAN, OKLAHOMA, IN THE DISTRICT COURT OF CLEVELAND COUNTY CASE CJ-2019-1506 IN THE AMOUNT OF \$85,000.

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

*ACTION NEEDED: Motion to approve or reject the City Attorney's recommendation; and, if approved, authorize the City Attorney's Office to effectuate the settlement in the amount of \$85,000.*

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

### **WCC Court**

- 19 CONSIDERATION OF THE CITY ATTORNEY'S RECOMMENDATION FOR ACCEPTANCE OF A COURT ORDER IN THE AMOUNT OF \$9,240 REGARDING JAMES DARIN MORGAN VS. THE CITY OF NORMAN, OKLAHOMA WORKERS' COMPENSATION COMMISSION CASE 2019-07496 L.

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

[-7-27-20 Filed Order - Morgan](#)

*ACTION NEEDED: Motion to approve or reject the City Attorney's recommendation; and if approved, authorize compliance with the Workers' Compensation Order and direct payment of claims in the amount of \$9,240, which will constitute judgment against the City of Norman.*

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

### **Resolution**

- 20 RESOLUTION R-2021-24: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ESTABLISHING AND DECLARING ITS OFFICIAL INTENT TO REIMBURSE THE CAPITAL FUND OF THE CITY FOR PRELIMINARY CAPITAL EXPENDITURES INCURRED IN THE DESIGN, CONSTRUCTING, AND EQUIPPING OF THE PROPOSED TRANSIT AND FIRE MAINTENANCE FACILITY OUT OF A PORTION OF THE PROCEEDS OF THE SERIES 2020 GENERAL OBLIGATION BONDS OF THE CITY OF NORMAN.

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

[Reimbursement Resolution 2020B GOB](#)

*ACTION NEEDED: Acting as the City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority, motion to adopt or reject Resolution R-2021-24.*

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

**Non-Consent Items**

- 21** RESOLUTION R-2021-23: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$7,000 FROM STATE SEIZURE ACCOUNT TO FUND THE MONTHLY PAYMENT OF MOBILE PHONES TO BE USED BY THE SPECIAL INVESTIGATIONS SECTION INVESTIGATORS FOR FISCAL YEAR 2021.

**Attachments:** [City Council Staff Report](#)  
[R-2021-23](#)

*ACTION NEEDED:* Motion to adopt or reject Resolution R-2021-23.

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

- 22** RESOLUTION R-2021-16: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADOPTING AND CONFIRMING FINAL COSTS ASSOCIATED WITH IMPROVEMENTS ON 12TH AVENUE S.E., AN ARTERIAL ROAD, FROM 500 FEET NORTH OF CEDAR LANE ROAD TO OAK TREE AVENUE, AND AUTHORIZING THE DIRECTOR OF PUBLIC WORKS TO RELEASE PROPERTIES AS ASSESSMENTS ARE PAID.

**Attachments:** [City Council Staff Report](#)  
[Resolution Shell - Final Acceptance](#)  
[ATTACHMENT A - Final List](#)  
[ATTACHMENT B - Map](#)

*ACTION NEEDED:* Motion to adopt or reject Resolution R-2021-16.

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

23

CONSIDERATION OF ORDINANCE O-2021-6 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADDING ARTICLE V CREATING THE POSITION OF MUNICIPAL AUDITOR TO BE APPOINTED AND REMOVED BY THE CITY COUNCIL, AND RENUMBERING ARTICLE DESIGNATIONS SET FORTH IN THE CHARTER AFTER ARTICLE V ACCORDINGLY; AND PROVIDING FOR THE SEVERABILITY THEREOF.

- Attachments:** [City Council Staff Report](#)
- [O-2021-6 City Auditor Clean](#)
- [O-2021-6 City Auditor Anno](#)

*ACTION NEEDED:* Motion to adopt or reject Ordinance O-2021-6 upon Second Reading section by section.

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

*ACTION NEEDED:* Motion to adopt or reject Ordinance O-2021-6 upon Final Reading as a whole.

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

24

CONSIDERATION OF ORDINANCE O-2021-7 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF NORMAN, COUNTY OF CLEVELAND, STATE OF OKLAHOMA, ON THE 3RD DAY OF NOVEMBER, 2020, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED VOTERS OF THE CITY OF NORMAN THE QUESTION OF APPROVING OR REJECTING ORDINANCE NO. O-2021-6, WHICH ORDINANCE PROPOSES TO ADD ARTICLE V CREATING THE POSITION OF MUNICIPAL AUDITOR TO BE APPOINTED AND REMOVED BY THE CITY COUNCIL, RENUMBER ARTICLE DESIGNATIONS SET FORTH IN THE CHARTER AFTER ARTICLE V ACCORDINGLY, AND PROVIDING FOR THE SEVERABILITY THEREOF.

- Attachments:** [City Council Staff Report](#)
- [O-2021-7 Calling Special election - Charter](#)
- [Proclamation & Notice Charter Amd - Auditor.doc](#)

*ACTION NEEDED:* Motion to adopt or reject Ordinance O-2021-7 upon Second Reading section by section.

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

*ACTION NEEDED:* Motion to adopt or reject Ordinance O-2021-7 upon Final Reading as a whole.

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

- 25** RESOLUTION R-2021-35: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, GIVING THE SECRETARY OF THE CLEVELAND COUNTY ELECTION BOARD NOTICE OF A SPECIAL ELECTION TO BE HELD ON NOVEMBER 3, 2020.

**Attachments:** [Special Election Resolution R-2021-35](#)

*ACTION NEEDED:* Motion to adopt or reject Resolution R-1920-35.

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

- 26** RESOLUTION R-2021-31: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, COMMENDING AND EXTENDING APPRECIATION TO SERETA WILSON FOR SERVING AS WARD FIVE COUNCILMEMBER IN NORMAN, OKLAHOMA.

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

*ACTION NEEDED:* Motion to adopt or reject Resolution R-2021-31.

*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**