

City of Norman, OK

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



Meeting Agenda

Tuesday, May 22, 2018

6:30 PM

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

City Council

*Mayor Lynne Miller
Councilmember Kate Bierman
Councilmember Aleisha Karjala
Councilmember Robert Castleberry
Councilmember Bill Hickman
Councilmember Sereta Wilson
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-1718-57](#) APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL SPECIAL SESSION MINUTES OF APRIL 24, 2018
CITY COUNCIL STUDY SESSION MINUTES OF MAY 1, 2018
CITY COUNCIL CONFERENCE MINUTES OF MAY 8, 2018
CITY COUNCIL MINUTES OF MAY 8, 2018
NORMAN UTILITIES AUTHORITY MINUTES OF MAY 8, 2018
NORMAN MUNICIPAL AUTHORITY MINUTES OF MAY 8, 2018
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF MAY 8, 2018
CITY COUNCIL SPECIAL SESSION MINUTES OF MAY 15, 2018

Attachments: [Text File](#)

[April 24 Special Session Minutes](#)

[May 1 Study Session Minutes](#)

[May 8 Conference Minutes](#)

[May 8 CC Minutes](#)

[May 15 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-1718-40](#) PROCLAMATION P-1718-40: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE WEEK OF MAY 20 THROUGH 26, 2018, AS EMERGENCY MEDICAL SERVICES WEEK IN THE CITY OF NORMAN.

Attachments: [Text File](#)

[Emergency Medical Services Week](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1718-40 proclaiming the week of May 20 through 26, 2018, 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 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: _____

Ordinance

- 6 [O-1718-31](#) CONSIDERATION OF ORDINANCE O-1718-31 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 REMOVE PART OF THE NORTHEAST QUARTER OF SECTION SEVEN (7), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT AND PLACE THE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4712 NORTH PORTER AVENUE)

Attachments: [Text File](#)

[O-1718-31](#)

[Location Map](#)

[Hollywood Corners SPUD Narrative](#)

[Staff Report - SPUD Zoning](#)

[Pre-Development Summary - 12-18](#)

[2-8-18 PC Minutes - Hollywood Corners](#)

[Protest Map 2-6-18](#)

[Protests as of 2-6-18](#)

[Supports as of 2-6-18](#)

[Additional Support 2-8-18](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-31 upon First Reading by title.

ACTION TAKEN: _____

- 7 [O-1718-46](#) CONSIDERATION OF ORDINANCE O-0718-46 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING ARTICLE I, SECTION 13-108, ARTICLE XIII, SECTIONS 13-1301, 13-1302 AND 13-1303; ARTICLE XVIII, SECTIONS 13-1801, 13-1802, AND 13-1804; AND ARTICLE XXI, SECTIONS 13-2101, 13-2102, 13-2103, 13-2105, AND 13-2106, ALL IN CHAPTER 13 OF THE CODE OF THE CITY OF NORMAN, OKLAHOMA, CONCERNING LICENSURE AND OCCUPATIONAL TAX PERMITS FOR ESTABLISHMENTS SELLING ALCOHOLIC BEVERAGES AND CONSISTENCY WITH STATE LAWS AND REGULATIONS EFFECTIVE OCTOBER 1, 2018; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File](#)

[Liquor Ordinance ANNOTATED](#)

[Liquor Ordinance CLEAN](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-46 upon First Reading by title.

ACTION TAKEN: _____

Report/Communication

- 8 [RPT-1718-6](#)
[8](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF APRIL 30, 2018, AND DIRECTING THE FILING THEREOF.

Attachments: [Text File](#)

[finance report](#)

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

ACTION TAKEN: _____

- 9 [RPT-1718-6](#)
[7](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE MONTHLY DEPARTMENTAL REPORTS FOR THE MONTH OF APRIL, 2018, AND DIRECTING THE FILING THEREOF.

Attachments: [Text File](#)

[Monthly Report April 2018](#)

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

ACTION TAKEN: _____

- 13 [K-1718-117](#) REQUEST FOR PROPOSAL RFP-1718-62, APPROVAL OF CONTRACT K-1718-117 BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND LIPPERT BROS., INC., IN THE AMOUNT OF \$900,000; CHANGE ORDER NO. ONE DECREASING THE CONTRACT AMOUNT BY \$28,448 FOR A REVISED CONTRACT AMOUNT OF \$871,552; PERFORMANCE BOND B-1718-86; STATUTORY BOND B-1718-87; MAINTENANCE BOND MB-1718-74; FOR THE NORMAN FORWARD GRIFFIN PARK PHASE I - NORTH FIELD IMPROVEMENTS PROJECT

Attachments: [Text File](#)

[Bid Tab Griffin](#)

[Support Letter](#)

[ADG Letter](#)

[Contract K-1718-117](#)

[CO Lippert](#)

[Proposal for Revisions](#)

[Perf B-1718-86](#)

[Stat B-1718-87](#)

[MB-1718-74](#)

[PR Lippert](#)

ACTION NEEDED: Acting as the Norman Municipal Motion to accept or reject Request for Proposal No. RFP-1718-62 with Lippert Bros., Inc., for the NORMAN FORWARD Griffin Park Phase I - North Field Improvements Project; and, if accepted, approve Contract K-1718-117 in the amount of \$900,000, Change Order No. One decreasing the contract amount by 28,448 for a revised contract amount of \$871,552 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds; and appropriate \$871,552 from the Norman Forward Fund Balance (051-0000-253.20-00) to Project NFB001, Griffin Park Phase I - North Field Improvements, Construction (051-9639-452.61-01).

ACTION TAKEN: _____

Easement

- 14 [E-1718-60](#) TEMPORARY EASEMENT E-1718-60: ACCEPTANCE OF A TEMPORARY ROADWAY EASEMENT FROM THE UNITED STATES DEPARTMENT OF THE INTERIOR TO PROVIDE ACCESS TO A NEW COMMUNICATIONS TOWER NEAR THE INTERSECTION OF HIGHWAY 9 AND 144TH AVENUE S.E. IN CONNECTION WITH EMERGENCY COMMUNICATION SYSTEM PROJECT, PHASE III.

Attachments: [Text File](#)

[E-1718-60](#)

ACTION NEEDED: Motion to accept or reject Temporary Easement E-1718-60; and, if accepted, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN: _____

Development, Deferrals & Variances

- 15 [GID-1718-56](#) NATHAN KIENHOLZ REQUESTS CONSIDERATION OF A SITE PLAN AMENDMENT TO LOCATE A SNOW CONE STAND IN THE HOMELAND PARKING LOT AT 2600 WEST ROBINSON STREET.

Attachments: [Text File](#)

[Location Map](#)

[Staff Report](#)

[Photo 1](#)

[Photo 2](#)

[Photo 3](#)

[Proposed Location](#)

[Site Plan](#)

[Restrooms Permission](#)

[ONG Easement](#)

[5-10-18 PC Minutes - Item 4 - Nathan Kienholz](#)

ACTION NEEDED: Motion to approve or reject the site plan amendment for 2600 West Robinson Street.

ACTION TAKEN: _____

- 16 [GID-1718-54](#) CONVEYANCE OF TITLE BY WARRANTY DEED FROM THE CITY OF NORMAN TO CEDAR LANE HOMEOWNERS ASSOCIATION TO TRANSFER 2.0522 ACRES OF REAL PROPERTY LOCATED ADJACENT TO THE CEDAR LANE PARK SITE THAT WAS IN EXCESS OF PARK LAND DEDICATION REQUIREMENTS.

Attachments: [Text File](#)

[Cedar Lane Deed & Exhibit](#)

ACTION NEEDED: Motion to approve conveyance of title by warranty deed from the City of Norman to Cedar Lane Homeowners Association; and, if approved, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN: _____

Contract

- 17 [K-1718-107](#)
[CO#1](#) CHANGE ORDER NO. ONE TO CONTRACT K-1718-107: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND PHOENIX CONSTRUCTION SERVICES INCREASING THE CONTRACT AMOUNT BY \$10,563.48 FOR A REVISED CONTRACT AMOUNT OF \$90,649.50 FOR REPAIRS TO THE PARK MAINTENANCE BUILDING DAMAGED BY FIRE; FINAL ACCEPTANCE OF THE PROJECT AND BUDGET APPROPRIATION FROM THE RISK MANAGEMENT FUND BALANCE.

Attachments: [Text File](#)

[Phoenix CO](#)

[FM Global Check](#)

ACTION NEEDED: Motion to approve or reject Change Order No. One to Contract K-1718-107 with Phoenix Construction Services increasing the contract amount by \$10,563.48 for a revised contract amount of \$90,649.50; and, if approved, authorize the execution of the contract, accept the project, direct final payment in the amount of \$15,793.48 to Phoenix Construction Services; receipt in insurance proceeds in the amount of \$147,552.02 from FM Global and deposit proceeds to Insurance Reimbursement (010-0000-367.12-42); and appropriate \$18,794 from the Risk Management Fund Balance (043-0000-253.20-00) to Risk Management Fund, Uninsured Losses (043-3004-415.47-98).

ACTION TAKEN: _____

- 18 [K-1718-126](#) CONTRACT K-1718-126: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ACCOUNT MANAGEMENT RESOURCES L.L.C., FOR COLLECTION SERVICES RELATED TO PAST DUE UTILITY ACCOUNTS.

Attachments: [Text File](#)

[K-1718-126](#)

ACTION NEEDED: Motion to approve or reject Contract K-1718-126 with Account Management Resources, L.L.C.; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 19 [K-1718-127](#) CONTRACT K-1718-127: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND RUDY CONSTRUCTION COMPANY IN THE AMOUNT OF \$286,327; PERFORMANCE BOND B-1718-96; STATUTORY BOND B-1718-97, AND MAINTENANCE BOND MB-1718-81 FOR THE MAIN STREET PAVING PROJECT FROM JONES STREET TO PORTER AVENUE, ADOPTION OF RESOLUTION R-1718-114 GRANTING TAX EXEMPT STATUS AND BUDGET TRANSFER BETWEEN PROJECT ACCOUNTS.

Attachments: [Text File](#)

[Location Map](#)

[K-1718-127](#)

[Perf B-1718-96](#)

[Stat B-1718-97](#)

[MB-1718-71](#)

[R-1718-114](#)

[Requisition](#)

ACTION NEEDED: Motion to approve or reject Contract K-1718-127 with Rudy Construction in the amount of \$286,327 and the performance, statutory, and maintenance bonds; and, if approved, authorize execution of the contract and bonds; direct the filing of the bonds; adopt Resolution R-1718-114; and transfer \$122,396 from Project SC0103, Asphalt Pavement Management, Construction (050-9511-431.61-01) to Project TR0047, Main Street Streetscape Project, Construction (050-9300-431.61-01).

ACTION TAKEN: _____

Resolution

- 20 [R-1718-116](#) RESOLUTION R-1718-116: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$33,720 FROM THE REIMBURSEMENTS REFUNDS, MISCELLANEOUS RISK MANAGEMENT ACCOUNT TO REPAIR AND REPLACE DAMAGED STORM SIREN UNIT 43.

Attachments: [Text File](#)

[R-1718-116](#)

[Safetycom Quote](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-116.

ACTION TAKEN: _____

- 21 [R-1718-117](#) RESOLUTION R-1718-117: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ESTABLISHING A PROCEDURE ALLOWING BUILDING PERMIT FEES CHARGED PURSUANT TO SECTION 5-104 OF THE NORMAN CITY CODE TO BE ADJUSTED AND SATISFIED AS AN INCENTIVE FOR RESIDENTIAL HOMES ACHIEVING CERTAIN HOME ENERGY RATING SYSTEM (HERS)/ ENERGY RATING INDEX (ERI) SCORES.

Attachments: [Text File](#)
[HERS Resolution](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-117.

ACTION TAKEN: _____

- 22 [R-1718-118](#) RESOLUTION R-1718-118: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ESTABLISHING THE NINE-ONE-ONE EMERGENCY TELEPHONE FEE RATE FOR CALENDAR YEAR 2019.

Attachments: [Text File](#)
[Nine One One](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-118.

ACTION TAKEN: _____

- 23 [R-1718-119](#) RESOLUTION R-1718-119: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADOPTING THE ENVIRONMENTAL CONTROL ADVISORY BOARD'S UPDATED RECOMMENDATIONS TO IMPLEMENT THE MAYORS' CLIMATE CONTROL AGREEMENT, REQUIRING THE PREPARATION OF AN ACTION PLAN TO IMPLEMENT SAID RECOMMENDATIONS; AND PROVIDING FOR A PROGRESS UPDATE TO CITY COUNCIL ON A SEMI-ANNUAL BASIS.

Attachments: [Text File](#)
[R-1718-119](#)
[2018: Review and Update of Mayors' Climate Agreement Recommendations](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-119.

ACTION TAKEN: _____

- 24 [R-1718-120](#) RESOLUTION R-1718-120: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, EXPRESSING A COMMITMENT TO ENDEAVOR TO TRANSITION THE CITY TO 100 PERCENT (100%) RENEWABLE ENERGY AND COMMITTING TO APPOINT A SUB-COMMITTEE OF THE ENVIRONMENTAL CONTROL ADVISORY BOARD TO DEVELOP AN OUTLINE FOR THE TRANSITION PROCESS.

Attachments: [Text File](#)

[R-1718-120 Ready for 100](#)

[Pertinent Excerpts from CPTC March 8, 2018 minutes](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-120.

ACTION TAKEN: _____

Non-Consent Items

- 25 [GID-1718-43](#) PUBLIC HEARING REGARDING THE FYE 2019 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](#)

[Legal Publication for Public Hearing](#)

[FYE 19 CIP Book - Preliminary](#)

[FYE 19 Budget Book Preliminary](#)

[CVB FY2019 Budget](#)

[FY 2019 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 12, 2018, to adopt the FYE 2019 City of Norman Budget and the Norman Convention and Visitors Bureau, Inc., Budget with Detailed Annual Plan of Work.

ACTION TAKEN: _____

- 26 [R-1718-101](#) RESOLUTION R-1718-101: 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 BLOCK ONE (1) OF SHERWOOD SOUTH 2 ADDITION REPLAT, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE HIGH DENSITY RESIDENTIAL DESIGNATION AND PLACE THE SAME IN THE MIXED USE DESIGNATION. (750 EAST IMHOFF ROAD)

Attachments: [Text File](#)

[R-1718-101](#)

[2025 Map](#)

[Staff Report](#)

[4-12-18 PC Minutes - 750 Imhoff](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-101; and, if adopted, amend the NORMAN 2025 Land Use and Transportation Plan according thereto

ACTION TAKEN: _____

- 27 [O-1718-35](#) CONSIDERATION OF ORDINANCE O-1718-35 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 BLOCK ONE (1) OF SHERWOOD SOUTH 2 ADDITION REPLAT, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE RM-6, MEDIUM DENSITY APARTMENT DISTRICT, AND PLACE THE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (750 EAST IMHOFF ROAD)

Attachments: [Text File](#)

[O-1718-35](#)

[750 Imhoff LLC SPUD Narrative](#)

[Location Map](#)

[Staff Report](#)

[Greenbelt Commission Comments](#)

[4-12-18 PC Minutes - 750 Imhoff](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-35 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-35 upon Final Reading as a whole.

ACTION TAKEN: _____

28 [O-1718-43](#) CONSIDERATION OF ORDINANCE O-1718-43 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE PLANNED UNIT DEVELOPMENT ESTABLISHED IN ORDINANCE O-1011-46 TO ESTABLISH THE FRONT BUILD LINE FOR ONLY LOT EIGHT (8) OF BLOCK ONE (1), TANGLEWOODS ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF.

- Attachments:** [Text File](#)
[O-1718-43](#)
[Amended PUD Narrative](#)
[Location Map](#)
[Staff Report](#)
[4-12-18 PC Minutes - Avalon Homes](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-43 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-43 upon Final Reading as a whole.

ACTION TAKEN: _____

- 29 [O-1718-44](#) CONSIDERATION OF ORDINANCE O-1718-44 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING A FIFTY FOOT (50') PLATTED BUILDING LINE LOCATED IN LOT EIGHT (8), BLOCK ONE (1) OF TANGLEWOODS ADDITION, A PLANNED UNIT DEVELOPMENT, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File](#)

[Memo from Clerk](#)

[Letter of Request](#)

[Exhibit](#)

[O-1718-44](#)

[Location Map](#)

[Staff Report](#)

[4-12-18 PC Minutes - Avalon Homes](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-44 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-44 upon Final Reading as a whole.

ACTION TAKEN: _____

30 **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.

31 **Adjournment**