

City of Norman, OK

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



Meeting Agenda

Tuesday, December 5, 2017

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-1718-19](#) APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL CONFERENCE MINUTES OF OCTOBER 24, 2017
CITY COUNCIL FINANCE COMMITTEE MINUTES OF NOVEMBER 9,
2017
CITY COUNCIL SPECIAL SESSION MINUTES OF NOVEMBER 21, 2017
CITY COUNCIL MINUTES OF NOVEMBER 28, 2017
NORMAN UTILITIES AUTHORITY MINUTES OF NOVEMBER 28, 2017
NORMAN MUNICIPAL AUTHORITY MINUTES OF NOVEMBER 28, 2017
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF
NOVEMBER 28, 2017

Attachments: [Text File Minutes](#)

[Oct 24 Conference Minutes](#)

[Nov 9 Finance Committee Minutes](#)

[Nov 21 Special Session minutes](#)

[November 28 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: _____

Awards and Presentations

4 [R-1718-69](#) RESOLUTION R-1718-69: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, IN CONJUNCTION WITH THE NORMAN HUMAN RIGHTS COMMISSION, AWARDING THE 2017 CITY OF NORMAN HUMAN RIGHTS AWARD.

Attachments: [Text File Human Rights](#)

[Human Rights Award](#)

[Gene McKown](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-69.

ACTION TAKEN: _____

Proclamation

- 5 [P-1718-18](#) PROCLAMATION P-1718-18: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF JANUARY, 2018, AS SLAVERY AND HUMAN TRAFFICKING PREVENTION MONTH IN THE CITY OF NORMAN.

Attachments: [Text File Proclamation Proclamation](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1718-18 proclaiming the month of October, 2017, as Slavery and Human Trafficking Prevention Month in the City of Norman 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 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: _____

Ordinance

- 7 [O-1718-19](#) CONSIDERATION OF ORDINANCE O-1718-19 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 CHURCH, TEMPLE OR OTHER PLACE OF WORSHIP IN THE R-3, MULTI-FAMILY DWELLING DISTRICT FOR PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION SIX (6), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (SOUTHEAST CORNER OF ELM AVENUE AND ELMWOOD DRIVE)

Attachments: [Text File O-1718-19](#)

[O-1718-19](#)

[Site Plan](#)

[Location Map](#)

[Staff Report](#)

[Aerial Site Photo](#)

[Floor Plan - First Floor](#)

[Floor Plan - Second Floor](#)

[Pre-Development Summary](#)

[11-9-17 PC Minutes - O-1718-19](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-19 upon First Reading by title.

ACTION TAKEN: _____

- 8 [O-1718-27](#) ORDINANCE O-1718-27 UPON FIRST READING BY TITLE: AN ORDINANCE APPROVING AND ADOPTING THE NORMAN CENTER CITY PROJECT PLAN; DESIGNATING AND ADOPTING PROJECT AREA AND INCREMENT DISTRICT BOUNDARIES; ESTABLISHING A DATE FOR THE CREATION OF INCREMENT DISTRICT NO. THREE, CITY OF NORMAN; ADOPTING CERTAIN FINDINGS; AUTHORIZING THE CITY OF NORMAN TO CARRY OUT AND ADMINISTER THE PROJECT PLAN; ESTABLISHING A TAX APPORTIONMENT FUND; DECLARING APPORTIONED FUNDS TO BE SPECIAL FUNDS OF THE CITY OF NORMAN OR THE NORMAN TAX INCREMENT FINANCE AUTHORITY; AUTHORIZING THE USE OF AD VALOREM INCREMENT REVENUES FOR THE PAYMENT OR FINANCING OF CERTAIN PROJECT COSTS; AUTHORIZING THE USE OF OTHER RESOURCES TO PAY FOR OR FINANCE PROJECT COSTS; AUTHORIZING THE NORMAN TAX INCREMENT FINANCE AUTHORITY, OR ALTERNATIVE AUTHORIZED ENTITY, TO ISSUE BONDS AND CARRY OUT CERTAIN PROVISIONS OF THE PROJECT PLAN; RATIFYING AND CONFIRMING THE ACTIONS, RECOMMENDATIONS AND FINDINGS OF THE REVIEW COMMITTEE AND THE PLANNING COMMISSION; DIRECTING CONTINUING APPORTIONMENT; PROVIDING FOR SEVERABILITY; DECLARING AN EMERGENCY.

Attachments: [Text File O-1718-27](#)

[Ordinance O-1718-27](#)

[Center City Project Plan Approved by RevComm 11-21-17](#)

[Eligibility Report](#)

[Financial Impacts Report 11-16-17](#)

[Findings and Recommendation 11-21-17](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-27 upon First Reading by title.

ACTION TAKEN: _____

Appointment

- 9 [AP-1718-13](#) CONSIDERATION OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

CENTER CITY FORM BASED CODE REVIEW COMMITTEE:
AUTUMN MCMAHON, WARD 4

PUBLIC ART BOARD

TERM: 10-23-17 TO 10-23-20: CHERYL LOCKSTONE, WARD 2

Attachments: [Text File Appt](#)

ACTION NEEDED: Motion to confirm or reject the appointments.

ACTION TAKEN: _____

Contract

- 12 [K-0809-46](#) AMENDMENT NO. TWO TO CONTRACT K-0809-46: A CONTRACT BY
 [AMD#2](#) AND BETWEEN THE CITY OF NORMAN AND ALLTEL
 COMMUNICATIONS, L.L.C., D/B/A VERIZON WIRELESS TO
 ACCOMMODATE UPGRADES TO ITS FACILITIES, GRANTING
 EASEMENT E-1718-39 TO ALLTEL COMMUNICATIONS, L.L.C., D/B/A
 VERIZON WIRELESS; AND ACCEPTING RELEASE OF EASEMENT
 RE-1718-1 TO REVISE THE LOCATION OF CELLULAR AND FIBER
 FACILITIES AT THE LINDSEY STREET MAINTENANCE YARD
 LOCATED AT 668 LINDSEY STREET.

Attachments: [Text File Alltel](#)

[Am 2 to K-0809-46](#)

[E-1718-39 Grant of Easement](#)

[RE-1718-1 Release of E-0910-40](#)

ACTION NEEDED: Motion to approve or reject Amendment No. One to Contract K-0809-46 with Alltel Communications, L.L.C., d/b/a Verizon Wireless; and, if approved, authorize the execution thereof and accept Easement E-1718-39 and Release of Easement RE-1718-1.

ACTION TAKEN: _____

- 13 [K-1718-85](#) CONTRACT K-1718-85: A MEMORANDUM OF UNDERSTANDING BY
 AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE CITY OF
 MOORE, AND THE CITY OF OKLAHOMA CITY TO SHARE THE COSTS
 ASSOCIATED WITH A BRANDING PROJECT TO HELP WITH JOINT
 PUBLIC EDUCATION EFFORTS NECESSARY TO COMPLY WITH THE
 LAKE THUNDERBIRD TOTAL MAXIMUM DAILY LOAD (TMDL).

Attachments: [Text File MOU](#)

[Final MOU with OKC and Moore for SW Education Outreach 2017](#)

ACTION NEEDED: Motion to approve or reject Contract K-1718-85, a Memorandum of Understanding with the City of Moore and the City of Oklahoma City, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 14 [K-1718-86](#) CONTRACT K-1718-86: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND COMPA CREATIVE IN THE AMOUNT OF \$3,000 FOR THE DESIGN OF A LOGO, WEBSITE, AND BRANDING PACKAGE FOR LAKE THUNDERBIRD WATERSHED TOTAL MAXIMUM DAILY LOAD (TMDL) PUBLIC EDUCATION INITIATIVES.

Attachments: [Text File Compa](#)

[Contract](#)

[Requisition](#)

ACTION NEEDED: Motion to approve or reject Contract K-1718-86 with Compa Creative in the amount of \$3,000; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 15 [K-1718-89](#) CONTRACT K-1718-89: A PIPELINE LICENSE WITH THE BURLINGTON NORTHERN AND SANTA FE RAILWAY COMPANY IN THE AMOUNT OF \$4,966 FOR THE ROCK CREEK ROAD WATERLINE RELOCATIONS.

Attachments: [Text File Pipeline](#)

[Letter from BNSF](#)

[Pipeline License Agreement](#)

[BNSF Rock Creek Road Requisition](#)

ACTION NEEDED: Motion to approve or reject Contract K-1718-89, a pipeline license with the Burlington Northern and Santa Fe Railway Company, in the amount of \$4,966; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Resolution

- 16 [R-1718-56](#) RESOLUTION R-1718-56: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$900,035.24 FROM THE CAPITAL FUND BALANCE AND TRANSFERRING \$23,723.45 FROM A PROJECT ACCOUNT TO INCREASE THE BALANCE OF THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT) AUDIT ADJUSTMENT PROJECT ACCOUNT FOR AUDITED PROJECTS, AUTHORIZING FINAL PAYMENT IN THE AMOUNT OF \$605,246.31 TO ODOT FOR THE CITY'S 20% SHARE FOR MULTIPLE PROJECTS, AND REIMBURSEMENT IN THE AMOUNT OF \$518,512.38 TO THE UNIVERSITY NORTH PARK TAX INCREMENT FINANCE (UNPTIF) FUND BALANCE FOR THE ROCK CREEK BRIDGE PROJECT.

Attachments: [Text File ODOT](#)

[R-1718-56](#)

[ODOT Audit Summary](#)

[ODOT Audit Account Adjustments](#)

[Invoice](#)

[Requisition](#)

ACTION NEEDED: Acting as the City Council and the Norman Tax Increment Finance Authority, motion to adopt or reject Resolution R-1718-56; and, if adopted, authorize final payment in the amount of \$605,246.31 to ODOT.

ACTION TAKEN: _____

- 17 [R-1718-59](#) RESOLUTION R-1718-59: A RESOLUTION OF THE NORMAN UTILITIES AUTHORITY APPROPRIATING \$15,419 FROM THE WASTEWATER FUND BALANCE TO ALLOW FOR THE RETURN OF COLLECTED PAYBACK FEES TO INVESTORS FOR THE POST OAK LIFT STATION PAYBACK PROJECT AND AUTHORIZING PAYMENT TO THE LINKS OF NORMAN, A LIMITED PARTNERSHIP.

Attachments: [Text File Links.pdf](#)

[Attachment 1 Post Oak LS Appropriation FYE17](#)

[R-1718-59](#)

[R-1011-74 with exhibits](#)

[Contract K-0809-128](#)

ACTION NEEDED: Acting as the Norman Utilities Authority, motion to adopt or reject Resolution R-1718-59 and direct payment in the amount of \$15,419 to the Links of Norman, a Limited Partnership.

ACTION TAKEN: _____

- 18 [R-1718-60](#) RESOLUTION R-1718-60: A RESOLUTION OF THE NORMAN UTILITIES AUTHORITY APPROPRIATING \$18,774 FROM THE WASTEWATER FUND BALANCE TO PAY BACK REVENUE COLLECTED FROM THE 36TH INTERCEPTOR PAYBACK PROJECT AND THE 36TH FORCE MAIN PAYBACK PROJECT AND AUTHORIZING PAYMENT TO PAYBACK PROJECT INVESTORS.

Attachments: [Text File 36th](#)

[R-1718-60](#)

[36th Interceptor Payback Map](#)

[36th Force Map Payback Map](#)

[FYE17 Payback Collected](#)

[FYE17 Payback to Investors](#)

ACTION NEEDED: Acting as the Norman Utilities Authority, motion to adopt or reject Resolution R-1718-60 and direct payment in the amount of \$7,503.85 to Round Table Corporation; \$6,261.02 to Sturtz Group; and \$5,008.83 to Cascade Development, L.L.C.

ACTION TAKEN: _____

- 19 [R-1718-63](#) RESOLUTION R-1718-63: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$29,843.37 FROM THE REFUNDS REIMBURSEMENTS MISCELLANEOUS RISK MANAGEMENT ACCOUNT RECEIVED FROM INSURANCE COMPANIES TO REPAIR AND REPLACE TRAFFIC SIGNAL EQUIPMENT AND TRAFFIC SIGNS DAMAGED IN TRAFFIC ACCIDENTS.

Attachments: [Text File Traffic](#)

[R-1718-63](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-63.

ACTION TAKEN: _____

- 20 [R-1718-66](#) RESOLUTION R-1718-66: A JOINT RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AND THE TRUSTEES OF THE NORMAN MUNICIPAL AUTHORITY ADOPTING THE REAVES PARK MASTER PLAN AND DIRECTING CITY STAFF TO IMPLEMENT THE RECOMMENDATIONS OF THE PLAN.

Attachments: [Text File reaves](#)

[R-1718-66](#)

[Reaves Park master plan](#)

ACTION NEEDED: Acting as the City Council and the Norman Municipal Authority, motion to adopt or reject Resolution R-1718-66.

ACTION TAKEN: _____

Non-Consent Items

- 21 [GID-1718-77](#) PUBLIC HEARING REGARDING THE FIRST OF TWO PUBLIC HEARINGS REGARDING THE PROPOSED NORMAN CENTER CITY PROJECT PLAN AND TAX INCREMENT FINANCE DISTRICT LOCATED GENERALLY WITHIN THE BOUNDARIES OF TONHAWA STREET ON THE NORTH, THE RAILROAD TRACKS ON THE EAST, BOYD ON THE SOUTH, AND ON THE WEST: THE ALLEY EAST OF ELM AVENUE NORTH TO PARK DRIVE, THEN WEST ALONG COMANCHE STREET TO FLOOD AVENUE, THEN NORTH TO MAIN STREET, AS MORE PARTICULARLY DESCRIBED IN PROPOSED ORDINANCE O-1718-27; SAID FIRST PUBLIC HEARING TO BE HELD ON DECEMBER 5, 2017 AT 6:30 PM FOR THE PURPOSES OF PROVIDING INFORMATION, INCLUDING AN ANALYSIS OF POTENTIAL POSITIVE OR NEGATIVE IMPACTS, AND ANSWERING QUESTIONS REGARDING THE PROPOSED NORMAN CENTER CITY PROJECT PLAN AND INCREMENT DISTRICT NO. 3, CITY OF NORMAN, WITH THE SECOND PUBLIC HEARING TO BE HELD ON DECEMBER 19, 2017 AT 6:30 PM FOR THE PURPOSE OF GIVING MEMBERS OF THE PUBLIC AN OPPORTUNITY TO BE HEARD PRIOR TO ANY VOTE ON THE PROPOSED NORMAN CENTER CITY PROJECT PLAN, INCLUDING INCREMENT DISTRICT NO. 3, CITY OF NORMAN.

Attachments: [Center City Project Plan Approved by RevComm 11-21-17](#)

[Eligibility Report](#)

[Financial Impacts Report 11-16-17](#)

[Findings and Recommendation 11-21-17](#)

[Ordinance O-1718-27](#)

ACTION NEEDED: Motion to conduct a public hearing.

ACTION TAKEN: _____

ACTION NEEDED: Motion to close a public hearing.

ACTION TAKEN: _____

22 **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.

- 23** [GID-1718-24](#) CONSIDERATION OF ADJOURNING INTO AN EXECUTIVE SESSION AS AUTHORIZED BY OKLAHOMA STATUTES, TITLE 25, §307(B)(3) IN ORDER TO DISCUSS THE ACQUISITION OF REAL PROPERTY FOR RECREATIONAL PURPOSES: CURRENTLY OWNED BY THE OKLAHOMA DEPARTMENT OF MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES LOCATED IN THE VICINITY OF EAST ROBINSON STREET AND 12TH AVENUE N.E. AND EAST ROBINSON STREET AND 24TH AVENUE N.E.; AND PROPERTY CURRENTLY OWNED BY THE UNIVERSITY OF OKLAHOMA ALONG LEXINGTON AVENUE BETWEEN FLOOD AVENUE AND HALLEY AVENUE.

Attachments: [Text File Exec](#)

ACTION NEEDED: Motion to adjourn out of the City Council Meeting and convene into an Executive Session in order to discuss the acquisition of real property

ACTION TAKEN: _____

ACTION NEEDED: Motion to adjourn out of Executive Session and reconvene the City Council Meeting

ACTION TAKEN: _____

- 24** **Adjournment**