

City of Norman, OK

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



Meeting Agenda

Tuesday, March 27, 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

Roll Call**Pledge of Allegiance****Minutes****3**

APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL OVERSIGHT COMMITTEE MINUTES OF FEBRUARY 15, 2018

CITY COUNCIL STUDY SESSION MINUTES OF MARCH 6, 2018

CITY COUNCIL MINUTES OF MARCH 13, 2018

NORMAN UTILITIES AUTHORITY MINUTES OF MARCH 13, 2018

NORMAN MUNICIPAL AUTHORITY MINUTES OF MARCH 13, 2018

NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF MARCH 13, 2018

Attachments: [Text File](#)[February 15 Oversight Minutes](#)[March 6 Study Session minutes](#)[March 13 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**

PROCLAMATION P-1718-21: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SUNDAY, APRIL 22, 2018, AS EARTH DAY IN THE CITY OF NORMAN AND MARCH 22 THROUGH APRIL 22 AS EARTHMONTH@OU2018.

Attachments: [Text File](#)[Earth Day](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1718-21 proclaiming Sunday, April 22, 2018, as Earth Day in the City of Norman and March 22 through April 22 as EarthMonth@OU2018; and, direct the filing thereof.

ACTION TAKEN: _____

- 5 PROCLAMATION P-1718-22: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2018, AS CHILD ABUSE AND NEGLECT PREVENTION MONTH IN THE CITY OF NORMAN.

Attachments: [Text File](#)

[Child Abuse Prevention](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1718-22 proclaiming the month of April, 2018, as Child Abuse and Neglect Prevention Month in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

- 6 PROCLAMATION P-1718-23: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MARCH, 2018, AS INTERNATIONAL DEMOLAY MONTH IN THE CITY OF NORMAN, OKLAHOMA.

Attachments: [Text File](#)

[DeMolay](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1718-23 proclaiming the month of March, 2018, as International DeMolay Month in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

- 7 PROCLAMATION P-1718-24: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2018, AS SEXUAL ASSAULT AWARENESS MONTH IN THE CITY OF NORMAN.

Attachments: [Text File](#)

[Sexual Assault Awareness](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1718-24 proclaiming the month of April, 2018, as Sexual Assault Awareness Month in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

- 8 PROCLAMATION P-1718-25: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2018, AS AUTISM AWARENESS MONTH IN THE CITY OF NORMAN.

Attachments: [Text File](#)

[Autism Awareness](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1718-25 proclaiming the month of April, 2018, as Autism Awareness Month in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

9 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 10 through Item 21 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**10**

CONSIDERATION OF ORDINANCE O-1718-37 UPON FIRST READING
BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF
NORMAN, OKLAHOMA, AMENDING SECTION 4-202 OF CHAPTER 4
OF THE CODE OF ORDINANCES OF THE CITY OF NORMAN,
OKLAHOMA, AMENDING THE MEMBERSHIP OF THE PUBLIC ARTS
BOARD; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File](#)

[O-1718-37 Clean](#)

[O-1718-38 Annotated](#)

[Letter of Request](#)

[011818 Oversight Minutes](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-37 upon First Reading by title.

ACTION TAKEN: _____

Report/Communication

- 11 SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF FEBRUARY 28, 2018, AND DIRECTING THE FILING THEREOF.

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

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

ACTION TAKEN: _____

- 12 SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE MONTHLY DEPARTMENTAL REPORTS FOR THE MONTH OF FEBRUARY, 2018, AND DIRECTING THE FILING THEREOF.

Attachments: [Text File](#)
[Monthly Report February 2018](#)

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

ACTION TAKEN: _____

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

Attachments: [Text File](#)
[Memo CO](#)
[CO Two K-1718-60](#)

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

ACTION TAKEN: _____

Request for Proposal

14

CONSIDERATION OF REQUEST FOR PROPOSAL RFP-1718-42, APPROVAL OF CONTRACT K-1718-105 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ACS PLAYGROUND ADVENTURES, INC., IN THE AMOUNT OF \$95,000; PERFORMANCE BOND B-1718-69; STATUTORY BOND B-1718-70; MAINTENANCE BOND MB-1718-52, AND RESOLUTION R-1718-44 GRANTING TAX EXEMPT STATUS FOR THE 12TH AVENUE RECREATION CENTER PLAYGROUND PROJECT.

Attachments: [Text File](#)

[Bid Tab](#)

[K-1718-105](#)

[Perf B-1718-69](#)

[Stat-B-1718-70](#)

[MB-1718-52](#)

[R-1718-44](#)

[Example of Playground](#)

[ACS Requisition](#)

ACTION NEEDED: Motion to accept or reject Request for Proposal RFP-1718-42 with ACS Playground Adventures, Inc., if accepted, approve Contract K-1718-105 in the amount of \$95,000 and the performance, statutory, and maintenance bonds; authorize the execution of the contract and bonds; direct the filing of the bonds; and adopt Resolution R-1718-44.

ACTION TAKEN: _____

- 15 CONSIDERATION OF REQUEST FOR PROPOSAL RFP-1718-43, CONTRACT K-1718-106 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND METRO BUILDING SERVICES, L.L.C., IN THE AMOUNT OF \$147,147.30; PERFORMANCE BOND B-1718-71; STATUTORY BOND B-1718-72; MAINTENANCE BOND MB-1718-53, AND RESOLUTION R-1718-91 GRANTING TAX EXEMPT STATUS FOR THE NORTHEAST LIONS PARK RESTROOM AND PAVILION PROJECT.

Attachments: [Text File](#)
[NE Lions Park RFP Tabulation](#)
[K-1718-106](#)
[Performance B-1718-71](#)
[Statutory B-1718-72](#)
[Maintenance Bond-MB-1718-53](#)
[R-1718-91](#)
[PR Metro](#)

ACTION NEEDED: Motion to accept or reject Request for Proposal RFP-1718-106 with Metro Building Services, L.L.C.; and, if accepted, approve Contract K-1718-106 in the amount of \$147,147.30 and the performance, statutory, and maintenance bonds; authorize the execution of the contract and bonds; direct the filing of the bonds; and adopt Resolution R-1718-91.

ACTION TAKEN: _____

Final Plat

- 16 CONSIDERATION OF A FINAL PLAT FOR WASH FACTORY CLASSEN ADDITION AND ACCEPTANCE OF PUBLIC DEDICATIONS CONTAINED THEREIN. (GENERALLY LOCATED AT THE NORTHEAST CORNER OF CLASSEN BOULEVARD AND IMHOFF ROAD)

Attachments: [Text File](#)
[Location Map](#)
[Final Plat](#)
[Site Plan](#)
[Staff Report](#)
[Application](#)

ACTION NEEDED: Motion to approve or reject the final plat for Wash Factory Classen Addition; and, if approved, accept the public dedications contained therein, authorize the Mayor to sign the final plat and subdivision and maintenance bonds subject to the City Development Committee's acceptance of all required public improvements, and direct the filing of the final plat.

ACTION TAKEN: _____

Donation

- 17 CONSIDERATION OF THE ACCEPTANCE OF A DONATION IN THE AMOUNT OF \$300 FROM CRAIG & STREIGHT ORTHODONTICS, P.L.L.C., TO BE USED AT THE NORMAN ANIMAL WELFARE CENTER.

Attachments: [Text File](#)

ACTION NEEDED: Motion to accept or reject a donation in the amount of \$300 from Craig & Streight Orthodontics, P.L.L.C., to be used at the City of Norman Animal Welfare Center; and, if accepted, increase Other/Animal Control (010-0000-227.24-31) by \$300.

ACTION TAKEN: _____

Special Claim

- 18 SPECIAL CLAIM SC-1718-16: SUBMITTED BY BILL'S DOZER IN THE AMOUNT OF \$1,711.55 FOR DAMAGES TO THEIR TRUCK AS A RESULT OF AN ACCIDENT WITH A STREET DIVISION DUMP TRUCK ON NORTH PORTER AVENUE AT BANDERA TRAIL.

Attachments: [Text File](#)

[Memo from City Clerk](#)

[Notice of Tort Claim](#)

[Repair Invoice](#)

[Collision Report](#)

[Photographs](#)

ACTION NEEDED: Motion to approve or reject Special Claim SC-1718-16; and, if approved, direct payment in the amount of \$1,711.55 contingent upon obtaining a Release and Covenant Not to Sue from Bill's Dozer Service.

ACTION TAKEN: _____

Contract

- 19 AMENDMENT NO. ONE TO CONTRACT K-1516-84: BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND MEYER, SCHERER & ROCKCASTLE, LTD., INCREASING THE CONTRACT AMOUNT BY \$38,546 FOR A REVISED CONTRACT AMOUNT OF \$645,669 TO PROVIDE ADDITIONAL PROFESSIONAL DESIGN SERVICES RELATED TO SITE WORK DESIGN FOR PUBLIC ART, DESIGN MODIFICATIONS FOR LIBRARY BOOK BINS, EARLY LITERACY PANEL DESIGN, AND ADDITIONAL CONSTRUCTION ADMINISTRATION SERVICES UNTIL JUNE 1, 2018, AT NORMAN PUBLIC LIBRARY EAST.

Attachments: [Text File](#)
[MSR Proposal](#)
[Amendment](#)

ACTION NEEDED: Acting as the Norman Municipal Authority, motion to approve or reject Amendment No. One to Contract K-1516-84 with Meyer, Scherer & Rockcastle, LTD., increasing the contract amount by \$38,546 for a revised contract amount of \$645,669; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 20 CONTRACT K-1718-115: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND E&E LAWN CARE, L.L.C., FOR MOWING, SECURING OF STRUCTURES, AND THE REMOVAL OF HEALTH NUISANCES AND EASEMENT OBSTRUCTIONS FOR THE CODE COMPLIANCE DIVISION THROUGH MARCH 31, 2019.

Attachments: [Text File](#)
[K-1718-115](#)

ACTION NEEDED: Motion to approve or reject Contract K-1718-115 with E&E Lawn Care, L.L.C., through March 31, 2019; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 21 CONTRACT K-1718-116: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ELITE HOME INSPECTION, INC., FOR MOWING, SECURING OF STRUCTURES, AND THE REMOVAL OF HEALTH NUISANCES AND EASEMENT OBSTRUCTIONS FOR THE CODE COMPLIANCE DIVISION THROUGH MARCH 31, 2019.

Attachments: [Text File](#)
[K-1718-116](#)

ACTION NEEDED: Motion to approve or reject Contract K-1718-116 with Elite Home Inspection, Inc., through March 31, 2019; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Non-Consent Items**22**

CONSIDERATION OF ORDINANCE O-1718-32 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 LOTS ONE (1) AND TWO (2), OF BLOCK ONE (1), IN SHORT FORM PLAT LADY DI, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT, AND PLACE THE SAME IN THE C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NORTHEAST CORNER OF CLASSEN BOULEVARD AND IMHOFF ROAD)

Attachments: [Text File](#)

[O-1718-32](#)

[Location Map](#)

[Staff Report](#)

[Site Plan](#)

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

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-32 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-32 upon Final Reading as a whole.

ACTION TAKEN: _____

23

RESOLUTION R-1718-76: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO REMOVE THE EAST HALF OF LOTS SEVEN (7) THROUGH SIXTEEN (16), IN BLOCK NINETY (90), NORMAN ORIGINAL TOWN AND THE WEST FIFTY (50) FEET OF PARK AVENUE ADJACENT TO LOTS SEVEN THROUGH SIXTEEN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE LOW DENSITY RESIDENTIAL DESIGNATION AND PLACE THE SAME IN THE MEDIUM DENSITY RESIDENTIAL DESIGNATION, AND RETAINING THE FLOODPLAIN AND FLOODWAY DESIGNATIONS. (410, 414 AND 416 NORTH PARK AVENUE)

Attachments: [Text File](#)

[R-1718-76](#)

[2025 Map](#)

[Staff Report 2025](#)

[1-11-18 PC Minutes - Golden Tribe](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-76; and, if adopted, amend the NORMAN 2025 Land Use and Transportation Plan according thereto

ACTION TAKEN: _____

24

CONSIDERATION OF ORDINANCE O-1718-28 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 THE EAST HALF OF LOTS SEVEN (7) THROUGH SIXTEEN (16), IN BLOCK NINETY (90), ORIGINAL TOWNSITE OF NORMAN AND THE WEST FIFTY (50) FEET OF PARK AVENUE ADJACENT TO LOTS SEVEN THROUGH SIXTEEN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE FAMILY DWELLING DISTRICT, AND PLACE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (410, 414 AND 416 PARK AVENUE)

Attachments: [Text File](#)

[O-1718-28](#)

[Location Map](#)

[Staff Report SPUD](#)

[SPUD Narrative submitted to PC](#)

[Protest Map 1-10-18](#)

[Protest Letters 1-10-18 - Golden](#)

[1-11-18 PC Minutes - Golden Tribe](#)

[Park Avenue SPUD as updated 2/23/18](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-28 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-28 upon Final Reading as a whole.

ACTION TAKEN: _____

- 25** RESOLUTION R-1718-93: A RESOLUTION TO THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, FOR A PARTIAL EXEMPTION FROM CURRENT STANDARDS FOR CURB AND GUTTER REQUIREMENTS RELATING TO A PRELIMINARY PLAT FOR GOLDEN TRIBE ADDITION, FOR A REPLAT OF THE EAST HALF OF LOTS 7 THROUGH 16, BLOCK 90, ORIGINAL TOWNSITE OF NORMAN. (410, 414, AND 416 NORTH PARK AVENUE)

Attachments: [Text File](#)
[Letter of Request](#)
[Site Plan](#)
[R-1718-93](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-76; and, if adopted, amend the NORMAN 2025 Land Use and Transportation Plan according thereto

ACTION TAKEN: _____

- 26** CONSIDERATION OF A PRELIMINARY PLAT FOR GOLDEN TRIBE ADDITION, A SIMPLE PLANNED UNIT DEVELOPMENT. (410, 414 AND 416 NORTH PARK AVENUE)

Attachments: [Text File](#)
[Traffic Table](#)
[Location Map](#)
[Preliminary Plat](#)
[Staff Report](#)
[Transportation Impacts](#)
[Preliminary Site Plan](#)
[Pre-Development Summary](#)
[1-11-18 PC Minutes](#)

ACTION NEEDED: Motion to approve or reject the preliminary plat for Golden Tribe Addition.

ACTION TAKEN: _____

27

CONSIDERATION OF ORDINANCE O-1718-36 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 "TINY HOUSES" AS A SPECIAL USE IN THE A-1, A-2 AND RE ZONING DISTRICTS AND ESTABLISHING REGULATIONS FOR THE USE; AND PROVIDING FOR THE SEVERABILITY THEREOF.

- Attachments:** [Text File](#)
[O-1718-36](#)
[O-1718-36 annotated](#)
[Staff Report](#)
[O-1718-36 for Planning Commission review](#)
[2-8-18 PC Minutes - Tiny Houses](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-36 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-36 upon Final Reading as a whole.

ACTION TAKEN: _____

28

CONSIDERATION OF ORDINANCE O-1718-42 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 5-208 OF THE CITY CODE TO ADD AN APPENDIX TO THE INTERNATIONAL RESIDENTIAL CODE (IRC) PROVIDING FOR THE REQUIREMENTS FOR CONSTRUCTION OF TINY HOUSES; AND PROVIDING FOR THE SEVERABILITY THEREOF.

- Attachments:** [Text File](#)
[O-1718-42](#)
[O-1718-42 - Annotated](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-42 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-42 upon Final Reading as a whole.

ACTION TAKEN: _____

- 29** CONSIDERATION OF ORDINANCE O-1718-38 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 "AGRI-WEDDING EVENT VENUES" AS A SPECIAL USE IN THE A-1 AND A-2 ZONING DISTRICTS AND ESTABLISHING REGULATIONS FOR THE USE; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File](#)

[O-1718-38](#)

[O-1718-38 annotated](#)

[Staff Report](#)

[O-1718-38 PC](#)

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

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-38 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-38 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