City of Norman, OK Municipal Building **Council Chambers** 201 West Gray Norman, OK 73069 **Meeting Agenda** Tuesday, June 10, 2014 6:30 PM **Municipal Building Council Chambers City Council** Mayor Cindy Rosenthal Council Member Greg Heiple Council Member Tom Kovach Council Member Robert Castleberry Council Member Greg Jungman Council Member Lynne Miller **Council Member Jim Griffith Council Member Stephen Holman Council Member Chad Williams**

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 22 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:

4 <u>GID-1314-95</u> CONSIDERATION OF THE MINUTES AS FOLLOWS:

CITY COUNCIL FINANCE COMMITTEE MINUTES OF MARCH 19, 2014

CITY COUNCIL OVERSIGHT COMMITTEE MINUTES OF MAY 14, 2014

CITY COUNCIL MINUTES OF MAY 27, 2014 NORMAN UTILITIES AUTHORITY MINUTES OF MAY 27, 2014 NORMAN MUNICIPAL AUTHORITY MINUTES OF MAY 27, 2014 NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF MAY 27, 2014

Attachments: Text File Minutes.pdf

March 19 Finance Committee Minutes.pdf

May 14 Oversight Committee Minutes.pdf

May 27 CC Minutes.pdf

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 O-1314-30 CONSIDERATION OF ORDINANCE NO. O-1314-30 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTIONS 13-108, 13-702, AND 13-1702 OF THE CODE OF THE CITY OF NORMAN TO REMOVE THE LICENSING REQUIREMENT FOR JOURNEYMEN AND RELATED FEES; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: Text File O-1314-30.pdf

<u>O-1314-30.pdf</u>

O-1314-30 annotated.pdf

Excerpts from Feb 4 SS Minutes

ACTION NEEDED: Motion to Introduce and adopt Ordinance No. O-1314-30 upon First Reading by title.

ACTION TAKEN:

6 <u>O-1314-52</u> CONSIDERATION OF ORDINANCE NO. O-1314-52 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING CHAPTER 8, SECTION 8-103 REGARDING REQUIREMENTS FOR RESERVE FUNDS AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: Text File O-1314-52.pdf

Rule of Three.pdf

O-1314-52 clean.pdf

O-1314-52 annotated.pdf

ACTION NEEDED: Motion to Introduce and adopt Ordinance No. O-1314-52 upon First Reading by title.

ACTION TAKEN: _____

Appointment

7 <u>AP-1314-23</u> SUBMISSION OF THE PROPOSED REAPPOINTMENTS OF DAVID POARCH AS PRESIDING JUDGE, GAIL BLAYLOCK AND DREW NICHOLS AS ASSOCIATE JUDGES, AND CHRISTI CHESLEY AS ACTING JUDGE OF THE MUNICIPAL CRIMINAL COURT EACH FOR A TERM BEGINNING JULY 1, 2014, AND ENDING JUNE 30, 2016.

Attachments: Text File Judge Reappointments.pdf

ACTION NEEDED: Motion to confirm or reject the proposed reappointments.

8 <u>AP-1314-24</u> CONSIDERATION OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

CHILDREN'S RIGHTS COORDINATING COMMISSION TERM: 10-16-13 TO 10-16-16: PATRICIA VALLEY, 1006 MCNAMEE STREET

HUMAN RIGHTS COMMISSION

TERM: 06-10-14 TO 07-13-16: DANIEL DUKES, 909 GOSHAWK DRIVE

TERM: 06-10-14 TO 07-13-15: AMYIE KAO, 411 KANSAS STREET TERM: 07-13-14 TO 07-13-17: KAY HAM, 504 CLEARVIEW DRIVE TERM: 07-13-14 TO 07-13-17: LUPE DAVIDSON, 1524 ASP AVENUE, #118E

TERM: 07-13-14 TO 07-13-17: MARJANEH SEIRAFI-POUR, 4509 CANONBURY CIR.

Attachments: Text File Appointments.pdf

ACTION NEEDED: Motion to confirm or reject the appointments.

ACTION TAKEN: _____

Report/Communication

9RPT-1314-6SUBMISSION OF THE PIONEER LIBRARY SYSTEM FYE 20155ANNUAL BUDGET.

Attachments: <u>Text File PLS Budget.pdf</u>

PLS Budget FY2014 2015.pdf

Income Budget 2014-15May.pdf

Expenses budgeted for 2014-2015 May.pdf

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

ACTION TAKEN: _____

<u>Bid</u>

10 K-1314-119 CONSIDERATION OF AWARDING BID NO. 1314-48, THE NORMAN UTILITIES AUTHORITY'S APPROVAL OF CONTRACT NO. K-1314-119 WITH MATTHEWS TRENCHING COMPANY, INC., IN THE AMOUNT OF \$997,875; PERFORMANCE BOND NO. B-1314-77, STATUTORY BOND NO. B-1314-78, AND MAINTENANCE BOND NO. MB-1314-71 FOR THE INTERSTATE 35 WATERLINE RELOCATIONS PROJECT, AND BUDGET APPROPRIATION FROM THE WATER FUND BALANCE.

Attachments: Text File I-35 Water Line Project.pdf

<u>SAIC Estimate</u> <u>K-1314-119.pdf</u> <u>Perf B-1314-77</u> <u>Stat B-1314-78</u> <u>MB-1314-71.pdf</u> PR Matthews.pdf

ACTION NEEDED: Acting as the Norman Utilities Authority, motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of \$997,875 to Matthews Trenching Company, Inc., as the lowest and best bidder meeting specifications; approve Contract No. K-1314-119 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds and the Norman Utilities Authority as part of the contract to pay subcontractors for equipment and supplies for the Interstate 35 Waterline Relocations Project; direct the filing of the bonds; and appropriate \$450,000 form the Water Fund Balance (031-0000-253.20-00) to I-35 Waterline Relocations, Construction (031-9727-462.61-01).

ACTION TAKEN:

11BID-1314-62CONSIDERATION OF ACCEPTANCE AND AWARDING OF BID NO.
1314-62 TO ACTION SAFETY SUPPLY FOR THE INSTALLATION OF
PAVEMENT MARKINGS FOR THE TRAFFIC CONTROL DIVISION.

Attachments: Text File Pavement Markings.pdf

Bid Tabulation.pdf

Bid Record Pavement Markings.pdf

ACTION NEEDED: Motion to accept or reject the bid as meeting specifications on Sections 1 and 2; and, if accepted, award the bid to Action Safety Supply Company as the lowest and best bidder meeting specifications.

ACTION TAKEN:

Easement

12 E-1314-41 CONSIDERATION OF ACCEPTANCE OF EASEMENT NO. E-1314-41, A PERMANENT ROADWAY EASEMENT FROM NANCY S. MUENZLER IN THE AMOUNT OF \$280,068, FOR THE WEST LINDSEY STREET WIDENING PROJECT FROM 24TH AVENUE S.W. TO BERRY ROAD.

Attachments: Text File E-1314-41.pdf

Location Map

Easement Table

E-1314-41.pdf

ACTION NEEDED: Motion to accept or reject Easement No. E-1314-41; and, if accepted, direct the filing thereof with the Cleveland County Clerk and payment in the amount of \$280,068 to Nancy Munzler.

ACTION TAKEN:

13 <u>E-1314-42</u> CONSIDERATION OF ACCEPTANCE OF TEMPORARY EASEMENT NO. E-1314-42, A TEMPORARY CONSTRUCTION EASEMENT FROM DAVID STANLEY FAMILY REALTY, L.L.C., IN THE AMOUNT OF \$11,126, FOR THE WEST LINDSEY STREET WIDENING PROJECT FROM 24TH AVENUE S.W. TO BERRY ROAD.

Attachments: Text File E-1314-42.pdf

Location Map Easement Table E-1314-42.pdf

ACTION NEEDED: Motion to accept or reject Temporary Easement No. E-1314-42; and, if accepted, direct the filing thereof with the City Clerk and payment in the amount of \$66,425 to David Stanley Family Realty, L.L.C.

ACTION TAKEN: _____

14 E-1314-43 CONSIDERATION OF ACCEPTANCE OF EASEMENT E-1314-43, A PERMANENT DRAINAGE EASEMENT FROM DAVID STANLEY FAMILY REALTY, L.L.C., IN THE AMOUNT OF \$66,425, FOR THE WEST LINDSEY STREET WIDENING PROJECT FROM 24TH AVENUE S.W. TO BERRY ROAD.

Attachments: <u>Text File E-1314-43.pdf</u>

Location Map

Easement Table

E-1314-43.pdf

ACTION NEEDED: Motion to accept or reject Easement No. E-1314-43; and, if accepted, direct the filing thereof with the Cleveland County Clerk and payment in the amount of \$11,126 to David Stanley Family Realty, L.L.C.

Limited License

15 <u>LL-1314-17</u> LIMITED LICENSE NO. LL-1314-17: LIMITED LICENSE TO PLACE ONE (1) POLE BANNER WITHIN THE PUBLIC RIGHT-OF-WAY PURSUANT TO A REQUEST FROM TRANSITION HOUSE FOR THE JUNE BUG JAM TO BE HELD SATURDAY, JUNE 14, 2014.

Attachments: Text File June Bug Jam.pdf

Transtion House application

June Bug Jam Sign.pdf

June Bug Jam.pdf

ACTION NEEDED: Motion to approve or reject Limited License No. LL-1314-17 to place one (1) pole banner within the public right-of-way pursuant to a request from the Transition House for the June Bug Jam; and, if approved, authorize the issuance thereof.

ACTION TAKEN:

16 <u>LL-1314-18</u> LIMITED LICENSE NO. LL-1314-18: LIMITED LICENSE TO PLACE NINE (9) "DESIGNATE NORMAN" GROUND BANNERS WITHIN THE PUBLIC RIGHTS-OF-WAY PURSUANT TO A REQUEST FROM THE UNITED WAY OF NORMAN.

Attachments: Text File United Way.pdf

United Way Letter

United Way Application

United Way Locations

Limited License UW

ACTION NEEDED: Motion to approve or reject Limited License No. LL-1314-18 to place nine (9) "Designate Norman" ground banners within the public rights-of-way pursuant to a request from the United Way of Norman; and, if approved, authorize the issuance thereof.

ACTION TAKEN: _____

Request for Payment

17 GID-1314-96 CONSIDERATION OF THE RATIFICATION OF THE DECLARATION OF EMERGENCY REPAIRS TO THE SLUDGE PUMP AT THE WATER RECLAMATION FACILITY IN THE AMOUNT OF \$68,638 BY PENTAIR PUMP SERVICES AND AUTHORIZING THE CITY MANAGER TO TRANSFER \$68,638 FROM THE WASTEWATER UTILITY SERVICE -ELECTRICAL ACCOUNT.

Attachments: Text File Ratification.pdf

RAS Pump Quote.pdf

ACTION NEEDED: Acting as the Norman Utilities Authority, approve the ratification of the declaration of emergency repairs in the amount of \$68,638 to Pentair Pump Services and authorizing the City Manager to transfer \$68,638 to Wastewater Fund/Utility Services - Basic Electrical (032-5546-432-43-10) to Wastewater Fund/Equipment - Other (032-5546-432-51-99) to pay for repairs.

ACTION TAKEN: _____

Contract

18 <u>K-1314-47</u> <u>FINAL</u> CONSIDERATION OF FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT NO. K-1314-47 WITH STANDARD ROOFING COMPANY, INC., FOR THE FYE 2014 ROOF REPLACEMENT PROJECTS FOR MUNICIPAL ADMINISTRATION BUILDING-201 (FLAT PORTIONS), MUNICIPAL BUILDING B, AND THE WATER RECLAMATION FACILITY PAINT SHOP AND CHLORINE BUILDING.

Attachments: <u>Text File Final Roofs.pdf</u>

BEFORE-AFTER ROOF PICS

Invoice Standard.pdf

PO Standard.pdf

ACTION NEEDED: Acting as the City Council and the Norman Utilities Authority, motion to accept or reject the project; and, if accepted, direct final payment in the amount of \$243,320 to Standard Roofing Company, Inc.

19 K-1314-144 CONTRACT NO. K-1314-144: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, NORMAN AFFORDABLE HOUSING CORPORATION, AND FOOD AND SHELTER, INC., IN THE AMOUNT OF \$534,403 UTILIZING HOME PARTNERSHIPS FUNDING AND COMMUNITY HOUSING DEVELOPMENT ORGANIZATION FUNDING TO PURCHASE AND REHABILITATE A SIXTEEN-UNIT APARTMENT COMPLEX LOCATED AT 2304, 2306, 2308, AND 2310 GLEN OAKS DRIVE TO BE USED FOR AFFORDABLE HOUSING IN THE CITY OF NORMAN.

Attachments: Text File Glen Oaks.pdf

Location Map Glen Oaks.pdf K-1314-144.pdf Norman 2014 Letter.pdf PR Glen Oaks.pdf

ACTION NEEDED: Motion to approve or reject Contract No. K-1314-144 with Norman Affordable Housing Corporation and Food and Shelter, Inc., in the amount of \$534,403; and, if approved, authorize the execution thereof.

ACTION TAKEN:__

20 K-1314-145 CONTRACT NO. K-1314-145: A RIGHT-OF-WAY, PUBLIC UTILITY, AND ENCROACHMENT AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT) FOR FEDERAL AID PROJECT STP-G0J2-9292(004)AG, STATE JOB NO. 29292(04), FOR THE ALAMEDA STREET AND FINDLAY AVENUE TRAFFIC SIGNAL PROJECT AND ADOPTION OF RESOLUTION NO. R-1314-138.

Attachments: Text File K-1314-145.pdf

Location Map

K-1314-145.pdf

ACTION NEEDED: Motion to approve or reject Contract No. K-1314-145 with ODOT; and, if approved, authorize the execution thereof, adopt Resolution No. R-1314-138 and direct submission of the contract and resolution to ODOT.

ACTION TAKEN:

Resolution

21 R-1314-139 RESOLUTION NO. R-1314-139: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROPRIATING \$2,550 FROM THE REIMBURSEMENT/REFUND ACCOUNT TO REIMBURSE COSTS ENCUMBERED BY THE HUMAN RESOURCES DEPARTMENT FOR WRITTEN EXAMINATIONS ADMINISTERED TO FIREFIGHTER APPLICANTS WITH FEES COLLECTED FROM APPLICANTS.

Attachments: Text File R-1314-139.pdf

R-1314-139.pdf

Invoice for Testing Fees.pdf

PO Firefighter Testing.pdf

ACTION NEEDED: Motion to adopt or reject Resolution No. R-1314-139.

ACTION TAKEN: _____

Zoning Ordinance

22 O-1314-35 CONSIDERATION OF ORDINANCE NO. O-1314-35 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 THE NORTHEAST QUARTER OF SECTION THREE (3), TOWNSHIP EIGHT (8) 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 R-1, SINGLE FAMILY DWELLING DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (SOUTH SIDE OF EAST LINDSEY STREET APPROXIMATELY ½ MILE EAST OF 24TH AVENUE S.E.)

Attachments: Text File O-1314-35.pdf

Letter withdrawing O-1314-35.pdf

<u>O-1314-35</u>

Location Map

Staff Report

Preliminary Plat - Stone Lake

2-13-14 PC Minutes - Postponement

Concern Letter Map

Concern Letter

3-13-14 PC Minutes - Shay Development

Letter requesting Postponement.pdf

APPLICANT SUBMITTED A LETTER OF WITHDRAWAL - NO ADDITIONAL COUNCIL ACTION IS NEEDED - INCLUDED ON THE AGENDA FOR NOTIFICATION PURPOSES ONLY.

Non-Consent Items

23 <u>RPT-1314-6</u> <u>4</u> CONSIDERATION OF ADOPTION OF THE FYE 2015 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 budget.pdf

FYE 15 Legal Publication Summary of Fund Balances - pdf.pdf

Letter from NCVB

NCVB Annual Plan of Work

FYE 2014-2015 NCVB Corrected Budget.pdf

FYE 15 Budget Book (prelim)

FYE 2015 CIP (prelem)

ACTION NEEDED: Motion to adopt or reject the FYE 2015 City of Norman Operating and Capital Budgets.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject the Norman Convention and Visitors Bureau, Inc., Budget with Detailed Annual Plan of Work.

ACTION TAKEN: _____

24 <u>GID-1314-91</u> PUBLIC HEARING REGARDING THE PROPOSED 2014 COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RELIEF GRANT (CDBG-DR) IN THE AMOUNT OF \$550,000 TO BE SUBMITTED TO THE OKLAHOMA DEPARTMENT OF COMMERCE.

Attachments: Text File Public Hearing.pdf

<u>R-1314-140</u>

Citizen Participation Form

Disclosure Form.pdf

Duplication of Benefits

ACTION NEEDED: Motion to conduct a public hearing.

ACTION TAKEN: _____

ACTION NEEDED: Motion to close the public hearing.

ACTION TAKEN: _____

ACTION NEEDED: Motion to approve or reject recommendations regarding the proposed 2014 Community Development Block Grant Disaster Relief Grant (CDBG-DR) in the amount of \$550,000; and, if approved, adopt Resolution No. R-1314-140, direct the submission of all necessary parperwork to the Oklahoma Department of Commerce, and authorize the Mayor to sign any supplemental documentation.

ACTION TAKEN:

25 R-1314-124 RESOLUTION NO. R-1314-124: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO PLACE PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 5, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA, IN THE INSTITUTIONAL DESIGNATION AND REMOVE THE SAME FROM THE LOW DENSITY RESIDENTIAL DESIGNATION. (1601 JENKINS AVENUE AND 1526 LINCOLN AVENUE)

Attachments: Text File R-1314-124.pdf

R-1314-124.pdf

<u>2025 Map</u>

Staff Report

5-8-14 PC Minutes

ACTION NEEDED: Motion to adopt or reject Resolution No. R-1314-124; and, if adopted, amend the NORMAN 2025 Land Use and Transportation Plan according thereto.

- 26 O-1314-49 CONSIDERATION OF ORDINANCE NO. O-1314-49 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 GRANT SPECIAL USE FOR A CHURCH, TEMPLE OR OTHER PLACE OF WORSHIP IN THE R-1, SINGLE FAMILY DWELLING DISTRICT, AND R-3, MULTI-FAMILY DWELLING DISTRICT, PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 5, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1601 SOUTH JENKINS AVENUE AND 1526 LINCOLN AVENUE)
 - Attachments: Text File O-1314-49.pdf

<u>O-1314-49</u>

Location Map

Special Use Staff Report

Preliminary Site Plan

5-8-14 PC Minutes

ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-49 upon Second Reading section by section.

ACTION TAKEN:_____

ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-49 upon Final Reading as a whole.

ACTION TAKEN:

27 PP-1314-15 CONSIDERATION OF A PRELIMINARY PLAT FOR ST. THOMAS MORE ADDITION, SECTION 2. (GENERALLY LOCATED ON THE EAST SIDE OF JENKINS AVENUE SOUTH OF STINSON STREET)

Attachments: Text File Prelim.pdf

Att A - Traffic Impact TableLocation MapPreliminary PlatStaff ReportTransportation ImpactsPreliminary Site PlanPredevelopmentGreenbelt Comments5-8-14 PC Minutes

ACTION NEEDED: Motion to approve or reject the preliminary plat for St. Thomas More Addition, Section 2.

ACTION TAKEN: _

28 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.

29 <u>GID-1314-97</u> CONSIDERATION OF ADJOURNING INTO AN EXECUTIVE SESSION AS AUTHORIZED BY OKLAHOMA STATUTES, TITLE 25 § 307(B)(4) IN ORDER TO DISCUSS POSSIBLE LITIGATION RELATED TO A REQUEST FOR THE RETURN OF DEFERRAL FUNDS SUBMITTED FOR REQUIRED PUBLIC IMPROVEMENTS IN CONNECTION WITH ROYAL OAKS ADDITION.

Attachments: Text File Exec.pdf

ACTION NEEDED: Motion to adjourn out of the Special Session and convene into an Executive Session in order to discuss possible litigation related to a request for the return of deferral funds submitted for required public improvements in connection with Royal Oaks Addition.

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

ACTION TAKEN: _____

30 Adjournment