

# City of Norman, OK

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



## Meeting Agenda

**Tuesday, October 10, 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-1718-14](#) APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL STUDY SESSION MINUTES OF AUGUST 29, 2017  
CITY COUNCIL CONFERENCE MINUTES OF SEPTEMBER 12, 2017  
CITY COUNCIL MINUTES OF SEPTEMBER 26, 2017  
NORMAN UTILITIES AUTHORITY MINUTES OF SEPTEMBER 26, 2017  
NORMAN MUNICIPAL AUTHORITY MINUTES OF SEPTEMBER 26, 2017  
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF  
SEPTEMBER 26, 2017

**Attachments:** [Text File Minutes](#)

[August 29 Study Session Minutes](#)

[September 12 Conference Minutes](#)

[September 26 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 [P-1718-10](#) PROCLAMATION P-1718-11: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SUNDAY, OCTOBER 22, 2017, AS CROP HUNGER WALK DAY IN THE CITY OF NORMAN.

**Attachments:** [Text File Crop Walk](#)

[Crop Hunger Walk Day](#)

*ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1718-10 proclaiming Sunday, October 22, 2017, as CROP Hunger Walk Day in the City of Norman and direct the filing thereof.*

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

- 5      [P-1718-12](#)      PROCLAMATION P-1718-12: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF OCTOBER, 2017, AS NATIONAL ARTS AND HUMANITIES MONTH IN THE CITY OF NORMAN.

**Attachments:** [Text File Arts and Humanities.pdf](#)

[Arts and Humanities](#)

*ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1718-12 proclaiming the month of October, 2017, as National Arts and Humanities Month 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 23 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-1718-7](#)      CONSIDERATION OF ORDINANCE O-1718-7 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 MIXED BUILDING IN THE C-3, INTENSIVE COMMERCIAL DISTRICT FOR LOT FOURTEEN (14), IN BLOCK TWENTY-THREE (23), OF ORIGINAL TOWNSITE OF NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (330 EAST MAIN STREET)

**Attachments:** [Text File O-1718-7](#)

[O-1718-7](#)

[Location Map](#)

[Staff Report](#)

[Aerial Photo](#)

[Pre-Development Summary](#)

[9-14-17 PC Minutes](#)

*ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-7 upon First Reading by title.*

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

- 8      [O-1718-8](#)      CONSIDERATION OF ORDINANCE O-1718-8 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE PLANNED UNIT DEVELOPMENT ESTABLISHED IN ORDINANCE O-9900-1 TO REPLACE THE PUD NARRATIVE FOR PART OF SECTION TWENTY-NINE (29), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NORTHWEST CORNER OF THE INTERSECTION OF 12TH AVENUE S.E. AND ALAMEDA STREET)

**Attachments:** [text File O-1718-8](#)

[O-1718-8](#)

[Location Map](#)

[Eastpark Crossing PUD Narrative](#)

[Staff Report](#)

[9-14-17 PC Minutes](#)

*ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-8 upon First Reading by title.*

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

- 9      [O-1718-16](#)      CONSIDERATION OF ORDINANCE O-1718-16 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, REPEALING AND REPLACING ARTICLE I AND ARTICLE II OF CHAPTER 5 OF THE CODE OF THE CITY OF NORMAN; AMENDING SECTION 13-1402 OF ARTICLE XIV OF CHAPTER 13; SO AS TO ADOPT AND AMEND THE 2015 INTERNATIONAL BUILDING CODE, 2015 INTERNATIONAL EXISTING BUILDING CODE, 2006 INTERNATIONAL ENERGY CONSERVATION CODE, 2015 INTERNATIONAL PLUMBING CODE, 2015 INTERNATIONAL MECHANICAL CODE, 2015 INTERNATIONAL FUEL GAS CODE, 2014 NATIONAL ELECTRICAL CODE, AND THE 2015 INTERNATIONAL RESIDENTIAL CODE FOR ONE AND TWO-FAMILY DWELLINGS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

**Attachments:** [Text File O-1718-16](#)

[O-1718-16](#)

[O-1718-16 annotated](#)

[Chapter 5 - Repeal and Replace Annotation](#)

[Attachment 1 - more stringent than State Code.pdf](#)

[Attachment 2 Less Stringent](#)

[Attachment 3 Misc Code Items](#)

[Exhibit A current state code summary](#)

*ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-16 upon First Reading by title.*

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

- 10      [O-1718-17](#)      CONSIDERATION OF ORDINANCE O-1718-17 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, REPEALING AND REPLACING ARTICLE I AND ARTICLE II OF CHAPTER 9 OF THE CODE OF THE CITY OF NORMAN; AMENDING ARTICLE III; AND ADDING ARTICLE IV CODES AND STANDARDS; SO AS TO ADOPT AND AMEND THE 2015 NATIONAL FIRE PROTECTION ASSOCIATION, NFPA 1, FIRE CODE AND THE 2015 INTERNATIONAL FIRE CODE; AND PROVIDING FOR THE SEVERABILITY THEREOF.

**Attachments:** [Text File O-1718-17](#)

[O-1718-17](#)

[O-1718-17 annotated](#)

[Chapter 9 -Repeal and Replace Annotation.pdf](#)

[Attachment 1 - more stringent than State Code.pdf](#)

[Attachment 2 Less Stringent.pdf](#)

[Attachment 3 Misc Code Items.pdf](#)

[Exhibit A current state code summary.pdf](#)

*ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-17 upon First Reading by title.*

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

- 11      [O-1718-18](#)      CONSIDERATION OF ORDINANCE O-1718-18 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTIONS 10-601 AND 10-602 OF ARTICLE VI OF CHAPTER 10 OF THE CODE OF THE CITY OF NORMAN SO AS TO ADOPT AND AMEND THE 2015 INTERNATIONAL PROPERTY MAINTENANCE CODE; AND REPEALING SECTIONS 10-603 THROUGH 10-700 IN THEIR ENTIRETY; AND PROVIDING FOR THE SEVERABILITY THEREOF.

**Attachments:** [Text File O-1718-18](#)

[O-1718-18](#)

[O-1718-18 annotated](#)

[Attachment 1 - more stringent than State Code.pdf](#)

[Attachment 2 Less Stringent.pdf](#)

[Attachment 3 Misc Code Items.pdf](#)

[Exhibit A current state code summary](#)

*ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-18 upon First Reading by title.*

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

**Report/Communication**

- 12     [RPT-1718-2](#)  
       [1](#)     SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE CITY  
MANAGER'S CHANGE ORDER REPORT AND DIRECTING THE FILING  
THEREOF.

**Attachments:** [Text File CO report](#)  
[Memo CO Report](#)  
[CO #4 K-1617-56](#)

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

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

- 13     [RPT-1718-2](#)  
       [3](#)     CONSIDERATION OF THE NORMAN CONVENTION AND VISITOR'S  
BUREAU, INC., (NCVB) FYE 2017 SEMI-ANNUAL REPORT THROUGH  
JUNE 30, 2017.

**Attachments:** [Text File VisitNorman](#)  
[VisitNorman FY17 Semi-Annual Report](#)

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

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

- 14     [RPT-1718-2](#)  
       [2](#)     SUBMISSION OF AND ACKNOWLEDGING RECEIPT OF A REPORT  
ENTITLED "PIONEER LIBRARY SYSTEM FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2017, TOGETHER WITH  
INDEPENDENT AUDITORS' REPORT" AS PREPARED BY GRAY,  
BLODGETT, AND COMPANY, P.L.L.C., CERTIFIED PUBLIC  
ACCOUNTANTS.

**Attachments:** [Text File Library Audit](#)  
[Signed Audit Report for 2016-2017](#)

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

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

**Bid**

- 15      [K-1718-60](#)      CONSIDERATION OF AWARDING OF BID 1718-17; APPROVAL OF CONTRACT K-1718-60 INCLUDING ALTERNATE NO. 1 WITH G & S SIGN SERVICES, L.L.C., IN THE AMOUNT OF \$373,820; CHANGE ORDER NO. ONE REDUCING THE CONTRACT AMOUNT BY \$37,521 FOR A REVISED CONTRACT AMOUNT OF \$336,299; PERFORMANCE BOND B-1718-30, STATUTORY BOND B-1718-31, AND MAINTENANCE BOND MB-1718-19 FOR THE UNIVERSITY NORTH PARK (UNP) ROBINSON STREET ENTRANCE SIGN PROJECT; AND BUDGET APPROPRIATION FROM THE UNP TIF FUND BALANCE.

**Attachments:** [Text File UNP entrance sign](#)

[Bid Record](#)

[UTC Norman Entry Wall 3-3-17 rendering](#)

[K-1718-60](#)

[Performance Bond](#)

[Statutory Bond](#)

[Maintenance Bond](#)

*ACTION NEEDED: Acting as the Norman Tax Increment Finance Authority, motion to accept or reject all bids meeting specifications; and, if accepted, award the bid plus Alternate No. One in the amount of \$373,820 to G & S Sign Services, Inc., as the lowest and best bidder meeting specifications; approve Contract K-1718-60, Change Order No. One decreasing the contract amount by \$37,521 for a revised contract amount of \$336,299 and the performance, statutory, and maintenance bonds; authorize execution of the contract, change order, and bonds; direct the filing of the bonds, and appropriate \$35,000 from the UNP TIF Fund Balance (057-000-253.20-00) to Project UT0013, UNP Entrance Signs (BID), Construction (057-9510-431.61-01).*

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

- 16      [BID-1718-19](#)      CONSIDERATION OF AWARDING OF BID 1718-19 TO BLUELINE RENTAL, L.L.C., IN THE AMOUNT OF \$110,714.81 FOR THE PURCHASE OF ONE (1) COMPACT CRAWLER BOOM LIFT AND TRAILER FOR THE FACILITY MAINTENANCE DIVISION.

**Attachments:** [text File boom lift](#)

[Bid tab 1718-19](#)

[Photographs of Boom Lift](#)

[Schematic of Boom Lift](#)

[7616 Trailer](#)

*ACTION NEEDED: Motion to accept or reject the bid as meeting specifications; and, if accepted, award the bid to Blueline Rental, L.L.C., in the amount of \$110,714.81 as the lowest and best bidder meeting specifications.*

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

### Declare Surplus/Obsolete



- 17      [GID-1718-13](#)      DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE THEREOF.

**Attachments:** [Text File surplus](#)  
[Inventory of goods](#)

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

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

### **Easement**

- 18      [E-1718-35](#)      EASEMENT E-1718-35: CONSIDERATION OF ACCEPTANCE OF A PERMANENT DRAINAGE EASEMENT FROM STATE OF OKLAHOMA COMMISSIONERS OF THE LAND OFFICE IN THE AMOUNT OF \$825 FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RELIEF (CDBG-DR) PROJECT NO. 8 LOCATED AT 120TH AVENUE N.E. FROM TECUMSEH ROAD TO STELLA ROAD.

**Attachments:** [Text File E-1718-35](#)  
[E-1718-35](#)  
[Easement Table](#)  
[Projects 1-7 Summary](#)  
[Projects 8 and 9 Summary](#)  
[City and County Projects Location Map](#)  
[Requisition](#)

*ACTION NEEDED: Motion to accept or reject Easement E-1718-35; and, if accepted, direct the filing thereof with the Cleveland County Clerk and payment in the amount of \$825 to Commissioners of the Land Office of the State of Oklahoma.*

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

- 19      [E-1718-36](#)      EASEMENT E-1718-36: CONSIDERATION OF ACCEPTANCE OF A PERMANENT DRAINAGE EASEMENT FROM THE STATE OF OKLAHOMA COMMISSIONERS OF THE LAND OFFICE IN THE AMOUNT OF \$500 FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RELIEF (CDBG-DR) PROJECT NO. 8 LOCATED AT 120TH AVENUE N.E. FROM TECUMSEH ROAD TO STELLA ROAD.

**Attachments:** [Text File E-1718-36](#)

[E-1718-36](#)

[Easement Table](#)

[Projects 1-7 Summary](#)

[Projects 8 and 9 Summary](#)

[City and County Projects Location Map](#)

[Requisition](#)

*ACTION NEEDED: Motion to accept or reject Easement E-1718-36; and, if accepted, direct the filing thereof with the Cleveland County Clerk and payment in the amount of \$500 to Commissioners of the Land Office of the State of Oklahoma.*

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

### **Special Claim**

- 20      [SC-1718-9](#)      SPECIAL CLAIM SC-1718-9: SUBMITTED BY KANAAN GOLDSTEIN IN THE AMOUNT OF \$2,162.25 PLUS AN UNDETERMINED AMOUNT OF CAR RENTAL FEES FOR DAMAGES TO HER VEHICLE AS A RESULT OF AN ACCIDENT WITH A POLICE DEPARTMENT VEHICLE NEAR THE INTERSECTION OF WEST MAIN STREET AND HAL MULDROW DRIVE.

**Attachments:** [Text File Claim](#)

[City Clerk Memo](#)

[Tort Claim](#)

[Repair Estimate](#)

[Collision Report - Redacted](#)

*ACTION NEEDED: Motion to approve or reject Special Claim SC-1718-9; and, if approved, direct payment in the amount of \$2,162.25 contingent upon obtaining a Release and Covenant Not to Sue from Kanaan Goldstein.*

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

### **Contract**

- 21      [K-1718-67](#)      CONTRACT K-1718-67: A MEMORANDUM OF UNDERSTANDING WITH THE OKLAHOMA OFFICE OF HOMELAND SECURITY REGARDING GRANT FUNDS IN THE AMOUNT OF \$680,873 RECEIVED FROM THE UNITED STATES DEPARTMENT OF HOMELAND SECURITY TO BE ASSIGNED TO THE OKLAHOMA STATE BUREAU OF INVESTIGATION (OSBI) TO CONTINUE SUPPORT OF THE STATEWIDE INFORMATION SHARING AND CRITICAL INFRASTRUCTURE PROTECTION PROJECTS.

**Attachments:** [Text File Grant](#)  
[OOHS Grant Contract](#)  
[Notice](#)

*ACTION NEEDED: Motion to approve or reject Contract K-1718-67 with the Oklahoma Office of Homeland Security; and, if approved, authorize the execution thereof.*

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

### **Resolution**

- 22      [R-1718-50](#)      RESOLUTION R-1718-50: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$4,755 FROM THE STATE SEIZURES AND RESTITUTION FUND BALANCE TO PURCHASE 100 STATE IDENTIFICATION CARDS OR DRIVER'S LICENSES FOR MEMBERS OF NORMAN'S HOMELESS COMMUNITY AND TO PURCHASE 65 RACIAL INTELLIGENCE TRAINING AND ENGAGEMENT (RITE) TRAINING KITS TO HELP OFFICERS AND CIVILIAN EMPLOYEES COMMUNICATE EFFECTIVELY WITH MEMBERS OF THE COMMUNITY.

**Attachments:** [Text File R-1718-50](#)  
[R-1718-50](#)

*ACTION NEEDED: Motion to adopt or reject Resolution R-1718-50.*

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

- 23      [R-1718-51](#)      RESOLUTION R-1718-51: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$8,585 FROM THE RISK MANAGEMENT FUND REIMBURSEMENT ACCOUNT TO MAKE REPAIRS TO TWO (2) POLICE PATROL VEHICLES THAT WERE INVOLVED IN ACCIDENTS.

**Attachments:** [Text File R-1718-51](#)  
[R-1718-51](#)  
[Debt Recovery Memo](#)

*ACTION NEEDED: Motion to adopt or reject Resolution R-1718-51.*

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

**Non-Consent Items**

- 24**     [K-1718-69](#)     CONTRACT K-1718-69: A REVOCABLE LICENSE AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE DOWNTOWNERS ASSOCIATION IN THE AMOUNT OF \$100 PER YEAR FOR THE INSTALLATION AND MAINTENANCE OF LED LIGHTING SPANNING THE 200 BLOCK OF EAST MAIN STREET.

**Attachments:** [Text File K-1718-69](#)

[Norman Downtowners Assoc. Revocable ROW License](#)

[Example Photographs](#)

[Downtown Lights Area Map of Block](#)

[Map of Lights](#)

[Engineering Plans](#)

*ACTION NEEDED: Motion to approve or reject Contract K-1718-69 with the Downtowners Association in the amount of \$100 per year; and, if approved, authorize the execution thereof.*

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

- 25**     **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.
- 26**     **Adjournment**