City of Norman, OK

Municipal Building Council Chambers 201 West Gray Norman, OK 73069



Meeting Agenda

Tuesday, March 13, 2018 6:30 PM

City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority <u>City Council</u>

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
- 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 5 through Item 26 be placed on the consent docket.

ACTION NEEDED: Consent Docket by u	Motion to place Item nanimous vote.	through Item	on the
ACTION TAKEN:			
Municipal Authority, a	Acting as the City Counci and Norman Tax Increment s on the Consent Docket so ded by item.	Finance Authority, mot	ion to approve o
ACTION TAKEN:			

Minutes

4 APPROVAL OF THE MINUTES AS FOLLOWS:

JOINT CITY COUNCIL/PLANNING COMMISSION STUDY SESSION MINUTES OF FEBRUARY 6, 2018
CITY COUNCIL SPECIAL SESSION MINUTES OF FEBRUARY 13, 2018
CITY COUNCIL BUDGET RETREAT MINUTES OF FEBRUARY 27, 2018
CITY COUNCIL MINUTES OF FEBRUARY 27, 2018
NORMAN UTILITIES AUTHORITY MINUTES OF FEBRUARY 27, 2018

NORMAN UTILITIES AUTHORITY MINUTES OF FEBRUARY 27, 2018 NORMAN MUNICIPAL AUTHORITY MINUTES OF FEBRUARY 27, 2018 NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF FEBRUARY 27, 2018

Attachments: Text File

February 6 Joint CC/PC Study Session Minutes

February 13 Special Session minutes

February 27 Budget Retreat Minutes

February 27 2018 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:

Ordinance

5

CONSIDERATION OF ORDINANCE O-1718-32 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 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 - O-1718-32 Factory Mgmt

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-32 upon First Reading by title.

ACTION TAKEN:		
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6

CONSIDERATION OF ORDINANCE O-1718-36 UPON FIRST READING BY TITLE: 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 Introduce and adopt Ordinance O-1718-36 upon First Reading by title.

CONSIDERATION OF ORDINANCE O-1718-38 UPON FIRST READING BY TITLE: 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 - Agri-Wedding Venues

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1718-38 upon First Reading by title.

ACTION TAKEN: _____

8

CONSIDERATION OF ORDINANCE O-1718-42 UPON FIRST READING BY TITLE: 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 Introduce and adopt Ordinance O-1718-42 upon First

Reading by title.

ACTION TAKEN: ____

Report/Communication

9

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

Attachments: Text File

Change Order Central Library

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

ACTION TAKEN:

Bid

10

CONSIDERATION OF AWARDING BID 1718-28; APPROVAL OF CONTRACT K-1718-73 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE NORMAN MUNICIPAL AUTHORITY, THE NORMAN UTILITIES AUTHORITY, AND SILVER STAR CONSTRUCTION COMPANY, INC., IN THE AMOUNT OF \$1,867,880 AND RESOLUTION R-1718-52 GRANTING TAX EXEMPT STATUS FOR THE JAMES GARNER AVENUE PHASE 1 PROJECT.

Attachments: Text File

Location Map

Bid Tab

K-1718-73

Funding Table

R-1718-52

Requisition

ACTION NEEDED: Acting as the City Council, Norman Municipal Authority, and Norman Utilities Authority, motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of \$1,867,880 to Silver Star Construction Company, Inc., as the lowest and best bidder meeting specifications; approve Contract K-1718-73; authorize execution of the contract and the Mayor to sign Performance Bond B-1718-67, Statutory Bond B-1718-68, and Maintenance Bond MB-1718-51 contingent upon the City Attorney's approval; direct the filing of the bonds; and adopt Resolution R-1718-52

ACTION TAKEN:	

CONSIDERATION OF AWARDING BID 1718-41, GROUPS H AND J, AND APPROVAL OF CONTRACT K-1718-97 BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND PINNACLE DESIGN GROUP, LLC IN THE AMOUNT OF \$2,562.99 FOR INSTALLATION OF FURNITURE AND ACCESSORIES, GROUPS H AND J, AT NORMAN PUBLIC LIBRARY EAST.

Attachments: Text File

Bid Tab

NPL Group H & J Bid Specs

Furniture Plan

Contract

ACTION NEEDED: Acting as the Norman Municipal Authority, motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of \$2,562.99 to Pinnacle Design Group, L.L.C. as the lowest and best bidder meeting specifications for Groups H and J; approve Contract K-1718-97; authorize execution of the contract and the Mayor to sign Performance Bond B-1718-57, Statutory Bond B-1718-58, and Maintenance Bond MB-1718-40 conginent upon the City Attorney's approval; and direct the filing of the bonds.

ACTION	TAKEN:		

CONSIDERATION OF AWARDING BID 1718-41, GROUPS A-G, APPROVAL OF CONTRACT K-1718-112 BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND L&M OFFICE FURNITURE, L.L.C., IN THE AMOUNT OF \$142,403.91, PERFORMANCE BOND B-1718-81, STATUTORY BOND B-1718-82, AND MAINTENANCE BOND MB-1718-65 FOR THE PURCHASE AMD INSTALLATION OF FURNITURE AND ACCESSORIES, GROUPS A THROUGH G, FOR THE NORMAN PUBLIC LIBRARY EAST.

Attachments: Text File

Bid Tab

NPL East, A - F Bid Specs

Library East Furniture Plan

K-1718-112

Perf B-1718-81

Stat B-1718-82

MB-1718-65

PR L&M Furniture

ACTION NEEDED: Acting as the Norman Municipal Authority, motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of \$142,403.91 to L&M Office Furniture, L.L.C. as the lowest and best bidder meeting specifications for Groups A-G; approve Contract K-1718-112 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; and direct the filing of the bonds.

ACTION TAKEN:	

CONSIDERATION OF AWARDING BID 1718-44; APPROVAL OF CONTRACT K-1718-99 WITH SILVER STAR CONSTRUCTION COMPANY, INC., IN THE AMOUNT OF \$1,204,000; PERFORMANCE BOND B-1718-63; STATUTORY BOND B-1718-64, AND MAINTENANCE BOND MB-1718-46, AND RESOLUTION R-1718-85 GRANTING TAX EXEMPT STATUS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY (CDBG-DR) ROADWAY IMPROVEMENT PROJECT NOS. 4 & 7.

Attachments: Text File

Location Map

Letter of Recommendation

Bid Tab

K-1718-99

Perf B-1718-63

Statutory Bond B-1718-64

MB-1718-46

R-1718-85

Projects 1-7

Projects 8 and 9

Requisition

ACTION NEEDED: Motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of \$1,204,000 to Silver Star Construction Company, Inc., as the lowest and best bidder meeting specifications; approve Contract K-1718-99 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; and direct the filing of the bonds.

ACTION	TAKEN:		
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CONSIDERATION OF AWARDING BID 1718-48; APPROVAL OF CONTRACT K-1718-103 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND GRISSOM'S LANDSCAPING AND NURSERY IN THE AMOUNT OF \$121,618.02; PERFORMANCE BOND B-1718-67; STATUTORY BOND B-1718-68, AND MAINTENANCE BOND MB-1718-51, AND RESOLUTION R-1718-89 GRANTING TAX-EXEMPT STATUS FOR THE MAIN STREET BRIDGE OVER BROOKHAVEN CREEK TREE PLANTING PROJECT.

Attachments: Text File

Location Map

Bid Tabulation

Contract K-1718-103

Perf B-1718-67

Stat B-1718-68

MB-1718-51

Letter of Recommendation

OWRB Environmental Mitigation Approval Letters

Proposed Construction Items

R-1718-89

Requisition

ACTION NEEDED: Motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of \$121,618.02 to Grissom's Landscaping and Nursery as the lowest and best bidder meeting specifications; approve Contract K-1718-103 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds, and adopt Resolution R-1718-89.

ACTION	TAKEN:		

Easement

15

EASEMENT E-1718-46: CONSIDERATION OF ACCEPTANCE OF A PERMANENT RIGHT-OF-WAY EASEMENT DONATED BY MR. MIKE MILLIGAN TO SERVE THE ROCK CREEK ROAD WIDENING AND SIGNALIZATION PROJECT.

Attachments: Text File

E-1718-46

Location Map

ACTION NEEDED: Motion to accept or reject Easement E-1718-46; and, if accepted, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN:		

Special Claim

16

SPECIAL CLAIM SC-1718-10: SUBMITTED BY FRANK NEES IN THE REDUCED AMOUNT OF \$3,952.04 PLUS UNDETERMINED RENTAL FEES FOR VEHICLE DAMAGE AS A RESULT OF A COLLISION WITH A SANITATION DEPARTMENT FRONT LOADER TRACTOR AT THE CITY OF NORMAN TRANSFER STATION LOCATED AT 3901 SOUTH CHAUTAUQUA AVENUE.

Attachments: Text File

City Clerk Memo

Notice of Tort Claim

Repair Estimate

Rental Car Estimate

Photographs

ACTION NEEDED: Motion to approve or reject Special Claim SC-1718-10; and, if approved, direct payment in the reduced amount of \$3,952.04 contingent upon obtaining a Release and Covenant Not to Sue from Frank Nees.

17

SPECIAL CLAIM SC-1718-15: SUBMITTED BY DYLAN JOHNSON IN THE AMOUNT OF \$3,611.17 FOR VEHICLE DAMAGE THAT OCCURRED AS A RESULT OF A COLLISION WITH A CITY SANITATION TRUCK AT 329 SHERWOOD DRIVE.

Attachments: Text File

City Clerk Memo

Notice of Tort Claim

Repair Estimate

Photograph

NADA Value Report

Police Report

ACTION NEEDED: Motion to approve or reject Special Claim SC-1718-15; and, if approved, direct payment in the amount of \$3,611.17 contingent upon obtaining a Release and Covenant Not to Sue from Dylan Johnson.

Contract

CHANGE ORDER NO. TWO TO CONTRACT K-1516-146: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA AND SILVER STAR CONSTRUCTION COMPANY, LLC. INCREASING THE CONTRACT AMOUNT BY \$832,200 FOR A REVISED CONTRACT AMOUNT OF \$4,853,309.40 FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RELIEF (CDBG-DR) ROADWAY IMPROVEMENT PROJECTS 1 & 2.

Attachments: Text File

Location Map

Change Order No. 2

Projects 1-7

Projects 8 and 9

Requisition

ACTION NEEDED: Motion to approve or reject Change Order No. Two to Contract K-1516-146 with Silver Star Construction Company, L.L.C., increasing the contract amount by \$832,200 for a revised contract price of \$4,8535309.40 and authorize the execution thereof.

ACTION TAKEN:		
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19

FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT K-1718-49 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND PLAYWELL GROUP, INC., FOR THE OAKHURST PARK PLAYGROUND PROJECT.

Attachments: Text File

Oakhurst Park PO

Oakhurst Park Playground1
Oakhurst Park Playground2

ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount of \$55,587.50 to PlayWell Group/PlayWorks Inc.

ΔΟΤΙΟΝΙ ΤΔΚΕΝΙ·		

CONTRACT K-1718-109: A CONTRACT BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND NORMAN ECONOMIC DEVELOPMENT COALITION IN THE AMOUNT OF \$1,058,000, PAYABLE \$62,000 AT CLOSING, \$62,000 AFTER TWELVE MONTHS, AND FINAL PAYMENT OF \$934,000 PLUS INTEREST COSTS SUBJECT TO RIGHT OF REVERSION, FOR THE PURCHASE OF PROPERTY LOCATED AT 710 ASP AVENUE TO BE USED FOR THE CONSTRUCTION OF A PLANNED PARKING LOT; AND BUDGET APPROPRIATION FROM THE CAPITAL FUND BALANCE.

Attachments: Text File

NEDC - NMA E-Tec lot purchase agreement with reversionary clause 2018-03-

ACTION NEEDED: Acting as the Norman Municipal Authority, motion to approve or reject Contract K-1718-109 with Norman Economic Development Coalition in the amount of \$1,058,000 with \$62,000 payable at closing, \$62,000 payable after twelve (12) months and a final payment of \$934,000 subject to right of reversion; and, if approved, authorize the execution thereof and and appropriate \$203,607 from the Capital Fund Balance (050-0000-253.20-00) to Project BG0072, 710 Asp Avenue Parking Project, Land (050-9365-419.60-01).

21

CONTRACT K-1718-110: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE NORMAN MUNICIPAL AUTHORITY AND SCIENS CONSULTING IN THE AMOUNT OF \$323,040 TO PROVIDE CONSULTING SERVICES FOR THE IMPLEMENTATION, TESTING AND FINAL ACCEPTANCE OF THE ENTERPRISE APPLICATIONS FOR MUNICIPAL COURT; PLANNING AND COMMUNITY DEVELOPMENT; UTILITY BILLING; CORE ENTERPRISE RESOURCE PLANNING (ERP); AND TIME AND ATTENDANCE.

Attachments: Text File

TEXT FILE

ACTION NEEDED: Acting as the City Council and the Norman Municipal Authority, motion to approve or reject Contract K-1718-110 with Sciens Consulting in the amount of \$323,040; and, if approved, authorize the execution thereof.

Sciens Standard Consulting Services Contract V2-signed

ACTION TAKEN:	

Settlement

CONSIDERATION OF A RECOMMENDATION FROM THE CITY ATTORNEY THAT THE CITY COUNCIL APPROVE A SETTLEMENT IN THE AMOUNT OF \$60,000 FOR THE OKLAHOMA ASSOCIATION OF BROADCASTERS, INC. VS. THE CITY OF NORMAN, OKLAHOMA, AND THE NORMAN POLICE DEPARTMENT, CLEVELAND COUNTY COURT CASE CJ-2014-1360, AND OKLAHOMA ASSOCIATION OF BROADCASTERS VS. RHONDA HALL AND CITY OF NORMAN, CLEVELAND COUNTY COURT CASE CJ-2016-750.

Attachments: Text File

Settlement Agreement

ACTION NEEDED: Motion to approve or reject the City Attorney's recommendation; and, if approved, authorize the City Attorney's Office to effectuate the settlement in the amount of \$60,000.

WCC Court

23

CONSIDERATION OF THE RECOMMENDATION FROM THE CITY ATTORNEY FOR APPROVAL OF A COURT ORDER IN THE AMOUNT OF \$46,835 REGARDING DAVID TEUSCHER VS. THE CITY OF NORMAN, WORKERS' COMPENSATION COURT CASE WCC 2017-04378 K (LEFT SHOULDER).

Attachments: Text File

Teuscher Order 2-27-18

Pymt Schedule-Teuscher

Purchase Req-Teuscher

ACTION NEEDED: Motion to approve or reject the City Attorney's recommendation; and if approved, authorize compliance with the Workers' Compensation Order and direct payment of claims in the amount of \$46,835, which will constitute judgment against the City of Norman.

Resolution

24

RESOLUTION R-1718-92: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$15,000 FROM STATE SEIZURE ACCOUNT TO FUND EXECUTIVE LEADERSHIP TRAINING AND DEVELOPMENT.

Attachments: Text File
R-1718-92

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-92.

ACTION TAKEN: _____

RESOLUTION 1718-99: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$72,946 FROM THE GENERAL FUND BALANCE TO FUND THE PURCHASE OF MAINTENANCE AND EQUIPMENT ITEMS DAMAGED IN THE GRIFFIN PARK MAINTENANCE BUILDING FIRE.

Attachments: Text File

Griffin Park Mainteance Bldg Fire - Maintenance & Equipment Items

R-1718-99

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-99.

ACTION TAKEN:

26

RESOLUTION R-1718-100: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROHIBITING ON-STREET PARKING ON THE SOUTH SIDE OF THE 100 BLOCK OF WEST SYMMES STREET, AND ON BOTH SIDES OF JAMES GARNER AVENUE/JENKINS AVENUE, BETWEEN DUFFY STREET AND EUFAULA STREET.

<u>Attachments:</u> Text File

LocationMap R-1718-100

ACTION NEEDED: Motion to adopt or reject Resolution R-1718-100.

ACTION TAKEN: _____

Non-Consent Items

CONSIDERATION OF ORDINANCE O-1718-33 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 SCHOOL OFFERING GENERAL EDUCATION COURSES IN THE R-1, SINGLE FAMILY DWELLING DISTRICT FOR LOT ONE (1) OF NORMAN FIRST CHURCH OF THE NAZARENE ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1801 NORTH PORTER AVENUE)

Attachments: Text File

O-1718-33

Location Map

Staff Report

Site - Aerial Photo

Site Development Map

SU Exterior Appearance Variance 1-26-16

Pre-Development Summary

2-8-18 PC Minutes - O-1718-33 Nazarene Church SU

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-33 upon Second Reading section by section.

ACTION TAKEN:	

ACTION NEEDED: Motion to adopt or reject Ordinance O-1718-33 upon Final Reading as a whole.

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 Adjournment