

# City of Norman, OK

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



## Meeting Agenda

**Tuesday, October 9, 2018**

**6:30 PM**

**City Council, Norman Utilities Authority, Norman Municipal  
Authority, and Norman Tax Increment Finance Authority**

### **City Council**

*Mayor Lynne Miller  
Council Member Kate Bierman  
Council Member Joe Carter  
Councilmember Robert Castleberry  
Council Member Bill Hickman  
Councilmember Sereta Wilson  
Council Member Breea Clark  
Council Member Stephen Holman  
Council Member Alexandra Scott*

1 Roll Call

2 Pledge of Allegiance

### Minutes

3 [GID-1819-9](#) APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL STUDY SESSION MINUTES OF AUGUST 28, 2018  
CITY COUNCIL MINUTES OF SEPTEMBER 25, 2018  
NORMAN UTILITIES AUTHORITY MINUTES OF SEPTEMBER 25, 2018  
NORMAN MUNICIPAL AUTHORITY MINUTES OF SEPTEMBER 25, 2018  
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF  
SEPTEMBER 25, 2018

Attachments: [Text File](#)

[August 28 Study Session minutes](#)

[September 25 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-1819-11](#) PROCLAMATION P-1819-11: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SUNDAY, OCTOBER 21, 2018, AS CROP HUNGER WALK DAY IN THE CITY OF NORMAN.

Attachments: [Text File](#)

[Crop Walk](#)

*ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1819-11 proclaiming Sunday, October 21, 2018, as CROP Hunger Walk Day in the City of Norman and direct the filing thereof.*

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

- 5      [P-1819-12](#)      PROCLAMATION P-1819-12: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE CITY OF NORMAN'S FULL SUPPORT AND PARTICIPATION IN THE CENSUS 2020.

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

*ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1819-12 proclaiming the City of Norman's full support and participation in the Census 2020 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: \_\_\_\_\_*

**Appointment**

7      [AP-1819-3](#)      CONSIDERATION OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

BOARD OF ADJUSTMENT

TERM: 12-22-18 TO 12-22-21: CURTIS MCCARTY, WARD 8

TERM: 12-22-18 TO 12-22-21: MIKE THOMPSON, WARD 6

ECONOMIC DEVELOPMENT ADVISORY BOARD

TERM: 08-13-18 TO 08-13-21: HOSSEIN FARZANAH, WARD 7

TERM: 08-13-18 TO 08-13-21: BEN GRAVES, WARD 4

TERM: 08-13-18 TO 08-13-21: CHRIS PURCELL, WARD 2

ENVIRONMENTAL CONTROL ADVISORY BOARD

TERM: 10-27-18 TO 10-27-21: ELI BRIDGE, WARD 5

TERM: 10-27-18 TO 10-27-21: ANDREW SARTAIN, WARD 2

TERM: 10-27-18 TO 10-27-21: DANE HEINS, WARD 7

HISTORIC DISTRICT COMMISSION

TERM: 10-26-18 TO 10-26-21: ELIZABETH FOREMAN, WARD 7

TERM: 10-26-18 TO 10-26-21: MITCH BAROFF, WARD 4

TERM: 10-26-18 TO 10-26-21: MICHAEL ZORBA, WARD 6

TERM: 10-09-18 TO 10-26-19: RICK HALL, WARD 4

NORMAN FORWARD CITIZENS FINANCIAL OVERSIGHT BOARD

TERM: 10-09-18 TO 12-22-20: SAIDY ORELLANA, WARD 8

NORMAN REGIONAL HOSPITAL AUTHORITY

TERM: 10-31-18 TO 10-31-21: MARY WOMACK, WARD 5

TERM: 10-31-18 TO 10-31-21: DR. MUHAMMAD ANWAR, WARD 8

TERM: 10-31-18 TO 10-31-21: DR. DIANNE CHAMBERS, WARD 3

PUBLIC ART BOARD

TERM: 10-23-18 TO 10-23-21: GARY KRAMER, WARD 4

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

*ACTION NEEDED: Motion to confirm or reject the appointments.*

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

**Report/Communication**

- 8      [RPT-1819-2](#)      CONSIDERATION OF THE NORMAN CONVENTION AND VISITOR'S  
         [1](#)                      BUREAU, INC., (NCVB) FYE 2018 SEMI-ANNUAL REPORT THROUGH  
                              JUNE 30, 2018.

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

[VisitNorman FY18 Annual Report](#)

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

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

- 9      [RPT-1819-2](#)      SUBMISSION OF AND ACKNOWLEDGING RECEIPT OF A REPORT  
         [2](#)                      ENTITLED "PIONEER LIBRARY SYSTEM FINANCIAL STATEMENTS  
                              FOR THE YEAR ENDED JUNE 30, 2018, TOGETHER WITH  
                              INDEPENDENT AUDITORS' REPORT" AS PREPARED BY GRAY,  
                              BLODGETT, AND COMPANY, P.L.L.C., CERTIFIED PUBLIC  
                              ACCOUNTANTS.

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

[GBC - PLS Signed Report](#)

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

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

**Bid**

**10**      [BID 1819-18](#)    CONSIDERATION AND AWARDING OF BID 1819-18 FOR THE PURCHASE OF AGGREGATE AND STONE FOR THE STREET AND STORMWATER DIVISIONS.

**Attachments:**   [Text File](#)

[Tab 1819-18 Aggregate and Stone](#)

*ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Sections 1, 2, 4, 9, and 14 to Green Dream International, L.L.C., as the lowest and best bidder meeting specifications and Bernie Mathes Trucking as the alternate bidder.*

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

*ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Section 3; and, if accepted, award the bid to Brown Transportation as the lowest and best bidder meeting specifications and Bernie Mathes Trucking as the alternate bidder.*

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

*ACTION NEEDED: Motion to accept or reject the bid as meeting specifications on Section 5; and, if accepted, award the bid to Bernie Mathes Trucking as the lowest and best bidder meeting specifications and Brown Transportation as the alternate bidder.*

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

*ACTION NEEDED: Motion to accept or reject the bid as meeting specifications on Sections 7 and 13; and, if accepted, award the bid to Vickers Sand and Gravel, Inc., as the lowest and best bidder meeting specifications.*

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

*ACTION NEEDED: Motion to accept or reject the bid as meeting specifications on Section 8; and, if accepted, award the bid to Bernie Mathes Trucking as the lowest and best bidder meeting specifications.*

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

*ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Section 10, 11, and 12; and, if accepted, award the bid to Green Dream International, L.L.C., as the lowest and best bidder meeting specifications and Brown Transportation as the alternate bidder.*

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

- 11      [BID 1819-19](#)      CONSIDERATION AND AWARDING OF BID 1819-19 FOR THE PURCHASE OF INLET FRAMES, GRATES, & CURB HOODS FOR THE STREET AND STORMWATER DIVISIONS.

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

[Tab 1819-19 Inlet Frames, Grates - Curb Hoods](#)

*ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Sections 1, 2, and 3; and, if accepted, award the bid to Oklahoma Contractors Supply, L.L.C., as the lowest and best bidder meeting specifications and Ferguson Water Works as the alternate bidder.*

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

*ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Sections 4, 5, and 6; and, if accepted, award the bid to Ferguson Water Works as the lowest and best bidder meeting specifications and Oklahoma Contractors Supply, L.L.C., as the alternate bidder.*

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

*ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Section 7; and, if accepted, award the bid to TufTile as the lowest and best bidder meeting specifications and Ferguson Water Works as the alternate bidder*

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

- 12      [BID-1819-20](#)      CONSIDERATION AND AWARDING OF BID 1819-20 FOR THE RENTAL OF TYPE II BARRICADES FOR USE BY THE PUBLIC WORKS STREET AND STORMWATER DIVISIONS.

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

[Tab 1819-20 Type II Barricade Rental](#)

[TYPE II BARRICADE](#)

*ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Section 1, and , if accepted award the bid to Action Safety Supply as the lowest and best bidder meeting specificationsr*

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

*ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Section 2; and, if accepted, award the bid to Advanced Workzone Services, L.L.C., as the lowest and best bidder meeting specifications.*

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

- 13      [BID-1819-21](#)      CONSIDERATION AND AWARDING OF BID 1819-21 FOR THE PURCHASE OF PORTLAND CEMENT CONCRETE FOR USE BY THE PUBLIC WORKS STREET AND STORMWATER DIVISIONS.

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

[Tab 1819-21 Portland Cement Concrete](#)

*ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Sections 1 and 2; and, if accepted, award the bid to Standard Materials Group as the lowest and best bidder meeting specifications and Metheny Concrete, Inc., as the alternate bidder.*

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

*ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Sections 3, 4, and 5 and, if accepted, award the bid to Metheny Concrete, Inc., as the lowest and best bidder meeting specifications and Standard Materials Group, L.L.C., as the alternate bidder.*

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

#### **Easement**

- 14      [E-1819-28](#)      EASEMENT E-1819-28: A PERMANENT DRAINAGE EASEMENT DONATED BY FOY COX FOR THE LAKEHURST STORMWATER DRAINAGE PROJECT.

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

[Cox Drainage Easement](#)

[1806 Lakehurst Dr Easement Location Map](#)

[Lakehurst Dr Plan and Profile Sheet](#)

*ACTION NEEDED: Motion to accept or reject Easement E-1819-28; and, if accepted, direct the filing thereof with the Cleveland County Clerk.*

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

#### **Final Plat**



- 15      [FP-1819-3](#)      CONSIDERATION OF A FINAL PLAT FOR BELLATONA ADDITION, SECTION 2, AND ACCEPTANCE OF THE PUBLIC DEDICATIONS CONTAINED THEREIN. (GENERALLY LOCATED ON THE NORTH SIDE OF STATE HIGHWAY NO. 9 AND EAST OF 36TH AVENUE S.E., A CLOSED SECTION)

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

[Location Map](#)

[Final Plat](#)

[Preliminary Plat](#)

[Application](#)

[Staff Report](#)

*ACTION NEEDED: Motion to approve or reject the final plat for Bellatona Addition, Section 2; and, if approved, accept the public dedications contained within the plat, 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 receipt of a warranty deed for park land dedication requirements, and direct the filing of the final plat.*

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

- 16      [FP-1819-4](#)      CONSIDERATION OF A FINAL SITE DEVELOPMENT PLAN AND FINAL PLAT FOR TRAILWOODS ADDITION, SECTION 11, A PLANNED UNIT DEVELOPMENT, AND ACCEPTANCE OF THE PUBLIC DEDICATIONS CONTAINED THEREIN. (GENERALLY LOCATED ONE-THIRD MILE NORTH OF WEST ROCK CREEK ROAD AND ONE-QUARTER MILE EAST OF 12TH AVENUE N.W.)

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

[Location Map](#)

[Final Plat](#)

[Preliminary Plat](#)

[Application](#)

[Staff Report](#)

*ACTION NEEDED: Motion to approve or reject the final site development plan and final plat for Trailwoods Addition, Section 11, a Planned Unit Development; 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, a copy of warranty deed for private park land, and traffic impact fees in the amount of \$22,520.34; and direct the filing of the final plat.*

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

### **Declare Surplus/Obsolete**

- 17      [GID-1819-21](#)    DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE THEREOF.

**Attachments:** [Text File](#)  
[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: \_\_\_\_\_

#### **Donation**

- 18      [GID-1819-28](#)    CONSIDERATION OF THE ACCEPTANCE OF A DONATION OF A FREEZER VALUED AT \$880.86 FROM INSTITUTE FOR BUILDING TECHNOLOGY AND SAFETY (IBTS) TO BE USED AT THE LITTLE AXE COMMUNITY CENTER.

**Attachments:** [Text File](#)  
[Freezer Receipt](#)

*ACTION NEEDED: Motion to accept or reject a donation of a freezer valued at \$880.86 from IBTS to be used at the Little Axe Community Center.*

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

#### **Contract**

- 19      [K-1617-128](#)    AMENDMENT NO. ONE TO CONTRACT K-1617-128: BY AND  
[AMD #1](#)           BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND THE MCKINNEY PARTNERSHIP ARCHITECTS, P.C., INC, INCREASING THE CONTRACT AMOUNT BY \$11,750 FOR A REVISED CONTRACT AMOUNT OF \$65,000 TO PROVIDE ADDITIONAL ARCHITECTURAL SERVICES RELATED TO THE DESIGN OF THE WESTWOOD TENNIS CENTER INDOOR COURT FACILITY PROJECT AND BUDGET APPROPRIATION FROM THE NORMAN FORWARD FUND BALANCE.

**Attachments:** [Text File](#)  
[McKinney amendment](#)

*ACTION NEEDED: Acting as the Norman Municipal Authority, motion to approve or reject Amendment No. One to Contract K-1617-128 with McKinney Partnership Architects, P.C., increasing the contract by \$11,750 for a revised contract amount of \$65,000; and, if approved, authorize the execution thereof and appropriate \$11,250 from the Norman Forward Fund Balance (051-0000-253.20-00) to Project NFB007, Westwood Tennis Center Addition Project, Design, (051-9364-451.62-01).*

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

- 20      [K-1819-64](#)      CONTRACT K-1819-64: A MEMORANDUM OF UNDERSTANDING WITH THE OKLAHOMA OFFICE OF HOMELAND SECURITY REGARDING GRANT FUNDS IN THE AMOUNT OF \$764,377 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](#)

[2018 MOU](#)

*ACTION NEEDED: Motion to approve or reject Contract K-1819-64 with the Oklahoma Office of Homeland Security; and, if approved, authorize the execution thereof.*

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

- 21      [K-1819-68](#)      CONSIDERATION OF ACCEPTANCE OF A GRANT IN THE AMOUNT OF \$108,400 FROM THE OKLAHOMA HIGHWAY SAFETY OFFICE (OHSO) TO BE USED BY THE NORMAN POLICE DEPARTMENT TO CONDUCT HIGH-VISIBILITY ENFORCEMENT ACTIVITIES AND INFORMATION / EDUCATION CAMPAIGNS DIRECTED TOWARD TRAFFIC SAFETY, IMPAIRED DRIVING PREVENTION, AND UNDERAGE DRINKING COMPLIANCE; APPROVAL OF CONTRACT K-1819-68; AND BUDGET APPROPRIATION FROM THE SPECIAL GRANTS FUND BALANCE.

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

[1 Grant Agreement Copy for Review](#)

*ACTION NEEDED: Motion to accept or reject a grant in the amount \$108,400 from the Oklahoma Highway Safety Office to be used by the Police Department; and, if accepted, approve Contract K-1819-68, authorize the execution thereof, appropriate \$108,400 from the Special Grant Fund Balance (022-0000-253.20-00); designating \$83,400 to Project GP0121, Traffic Enforcement Project, Overtime (022-6019-421.21-10); \$15,000 to Project GP0122, Impaired Driving Enforcement Project, Overtime (022-6019-421.21-10); and \$10,000 to Project GP-123, Too Much to Lose Project, Overtime (022-6019-421.21-10); and, upon reimbursement, deposit \$108,400 to Other Revenue/Traffic & Alcohol Enforcement (022-0000-331.13-40).*

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

### **WCC Court**

- 22**      [GID-1819-30](#)    CONSIDERATION OF THE CITY ATTORNEY'S RECOMMENDATION FOR APPROVAL OF A COURT ORDER IN THE AMOUNT OF \$7,106 REGARDING BARRY GRIPPEN VS. THE CITY OF NORMAN, WORKERS' COMPENSATION COMMISSION CASE CM-2016-07136 R (RIGHT KNEE).

Attachments: [Text File](#)

[9-19-18 Order-Barry Grippen](#)

[Grippen PR](#)

*ACTION NEEDED: Motion to approve or reject the City Attorney's recommendation; and if approved, authorize compliance with the Workers' Compensation Court Order and direct payment of claims in the amount of \$7,106, which will constitute judgment against the City of Norman.*

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

#### **Resolution**

- 23**      [R-1819-36](#)    RESOLUTION R-1819-36: A RESOLUTION OF CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROPRIATING \$6,953,449 FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT FUND BALANCE TO CLOSE OUT YEAR END ACCOUNTING ENTRIES FOR FYE 2018.

Attachments: [Text File](#)

[R-1819-36](#)

*ACTION NEEDED: Motion to adopt or reject Resolution R-1819-36.*

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

- 24**      **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.**

- 25**      **Adjournment**