

City of Norman, OK

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



Meeting Agenda

Tuesday, May 28, 2019

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****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 20 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: _____

Minutes

4 [GID-1819-78](#) APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL STUDY SESSION MINUTES OF APRIL 4, 2019
CITY COUNCIL SPECIAL SESSION MINUTES OF APRIL 9, 2019
CITY COUNCIL FINANCE COMMITTEE MINUTES OF APRIL 18, 2019
CITY COUNCIL SPECIAL SESSION MINUTES OF MAY 2, 2019
CITY COUNCIL MINUTES OF MAY 14, 2019
NORMAN UTILITIES AUTHORITY MINUTES OF MAY 14, 2019
NORMAN MUNICIPAL AUTHORITY MINUTES OF MAY 14, 2019
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF MAY 14, 2019

Attachments: [Text File](#)[April 4 Study Session Minutes](#)[April 9 Special Session minutes](#)[April 18 Finance Committee minutes](#)[May 2 Special Session minutes](#)[May 14 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: _____

Report/Communication**5** [RPT-1819-7](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE FINANCE
[8](#) DIRECTOR'S INVESTMENT REPORT AS OF APRIL 30, 2019, AND
DIRECTING THE FILING THEREOF.**Attachments:** [Text File](#)[Finance Report April](#)

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

ACTION TAKEN: _____

6 [RPT-1819-7](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE MONTHLY
[9](#) DEPARTMENTAL REPORTS FOR THE MONTH OF MARCH, 2019, AND
DIRECTING THE FILING THEREOF.**Attachments:** [Text File](#)[Monthly Report April 2019](#)

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

ACTION TAKEN: _____

- 7 [RPT-1819-8](#)
1 SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE CITY
MANAGER'S CHANGE ORDER REPORT AND DIRECTING THE FILING
THEREOF.

Attachments: [Text File](#)

[Change Order 16- Central Library - Signed - 5-3-19.pdf](#)

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

ACTION TAKEN: _____

Easement

- 8 [E-1819-78](#) EASEMENT E-1819-78: CONSIDERATION OF ACCEPTANCE OF A
PERMANENT PUBLIC SANITARY SEWER EASEMENT DONATED BY
HIGHWAY 9 LAND COMPANY, L.L.C., FOR THE SUMMIT VALLEY
INTERCEPTOR PROJECT.

Attachments: [Text File](#)

[Easement](#)

ACTION NEEDED: Motion to accept or reject Easement E-1819-78; and, if accepted, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN: _____

- 9 [E-1819-79](#) EASEMENT E-1819-79: CONSIDERATION OF ACCEPTANCE OF A
SANITARY SEWER EASEMENT DONATED BY ASH INVESTMENTS,
L.L.C., FOR THE SUMMIT VALLEY INTERCEPTOR PROJECT.

Attachments: [Text File](#)

[Easement](#)

ACTION NEEDED: Motion to accept or reject Easement E-1819-79; and, if accepted, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN: _____

Encroachment

- 10 [EN-1819-4](#) CONSENT TO ENCROACHMENT EN-1819-4: FOR LOT 8, BLOCK 4, SHADOWRIDGE ADDITION, CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA. (3804 SHADOWRIDGE DRIVE)

Attachments: [Text File](#)

[Consent Agreement 1819-4](#)

[City Clerk Memo](#)

[Request for Encroachment](#)

[Site Plan](#)

[Memo from Utilities](#)

[Memo from Planning](#)

[Memo from Public Works](#)

[Responses from Utilities](#)

ACTION NEEDED: Motion to approve or reject Consent to Encroachment EN-1819-4; and, if approved, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN: _____

- 11 [EN-1819-5](#) CONSENT TO ENCROACHMENT EN-1819-5: FOR LOT 6, BLOCK 1, CAMBRIDGE NO. III ADDITION, CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA. (5220 MONTROSE CIRCLE)

Attachments: [Text File](#)

[Consent Agreement 1819-5](#)

[City Clerk Memo](#)

[Request for Encroachment](#)

[Site Plan](#)

[Memo from Planning](#)

[Memo from Utilities](#)

[Public Works Memo](#)

[Response from Cox](#)

[Response from AT&T](#)

ACTION NEEDED: Motion to approve or reject Consent to Encroachment EN-1819-5; and, if approved, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN: _____

Contract

- 12 [K-1213-170
AMD #1](#) AMENDMENT NO. ONE TO CONTRACT K-1213-170: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA AND CP&Y, INC. INCREASING THE CONTRACT AMOUNT BY \$193,895 FOR A REVISED CONTRACT AMOUNT OF \$897,773.50 TO PROVIDE ADDITIONAL DESIGN SERVICES FOR THE 36th AVENUE NW WIDENING PROJECT BETWEEN TECUMSEH ROAD AND MARKET PLACE.

Attachments: [Text File](#)

[K-1213-170 Amendment #1 Combined](#)

[Location map](#)

[Requisition](#)

ACTION NEEDED: Motion to approve or reject Amendment No. One to Contract K-1213-170 with CP&Y, Inc., increasing contract amount by \$193,895 for a revised contract amount of \$433,756.23; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 13 [K-1415-120-
AMD2](#) AMENDMENT NO. TWO TO CONTRACT K-1415-120; BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND C.H. GUERNSEY & COMPANY INCREASING THE CONTRACT AMOUNT BY \$26,500 FOR A REVISED CONTRACT AMOUNT OF \$153,100 FOR THE GRAY STREET WATERLINE REPLACEMENT PROJECT.

Attachments: [Text File](#)

[Amendment No 2-SIGNED](#)

[C H Guernsey Purchase Order](#)

ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Amendment No. Two to Contract K-1415-120 with C.H. Guernsey & Company increasing the contract amount by \$26,500 for a revised contract amount of \$153,100; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 14 [K-1617-108](#) AMENDMENT NO. ONE TO CONTRACT K-1617-108 BY AND
 [AMD1](#) BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND TUSA
 CONSULTING SERVICES II, L.L.C., INCREASING THE CONTRACT
 AMOUNT BY \$50,000 FOR A REVISED CONTRACT AMOUNT OF
 \$319,310 TO PROVIDE ADDITIONAL CONSULTING SERVICES
 RELATED TO PHASE III OF THE CITY'S EMERGENCY
 COMMUNICATION SERVICES PROJECT.

Attachments: [Text File](#)

[Tusa Contract Amd No 1](#)

[Tusa Appendix A](#)

ACTION NEEDED: Acting as the Norman Municipal Authority, motion to approve or reject Amendment No. One to Contract K-1617-108 with TUSA Consulting Services, L.L.C., increasing the contract amount by \$50,000 for a revised contract amount of \$319,300; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 15 [K-1718-106](#) FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT
 [Final](#) K-1718-106: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA,
 AND METRO BUILDING SERVICES FOR THE NORTHEAST LIONS
 RESTROOM AND PAVILION PROJECT FOR THE PARKS AND
 RECREATION DEPARTMENT.

Attachments: [Text File](#)

[NE Lions's Restroom/Pavilion](#)

[PO 303398](#)

ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount of \$17,559.04 to Metro Building Services.

ACTION TAKEN: _____

- 16 [K-1819-145](#) CONTRACT K-1819-145: AN ENCROACHMENT AGREEMENT BY AND
 BETWEEN THE NORMAN UTILITIES AUTHORITY AND SOUTHERN
 STAR CENTRAL GAS PIPELINE, INC. ASSOCIATED WITH THE
 ROBINSON WATER LINE PROJECT FROM THE WATER TREATMENT
 PLANT TO 24TH AVENUE N.E.

Attachments: [Text File](#)

[K-1819-145 Southern Star Encroachment Agreement](#)

ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Contract K-1819-145 with Southern Star Central Gas Pipeline, Inc.; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 17 [K-1819-109](#) AMENDMENT NO. ONE TO CONTRACT K-1819-109: WITH FRANCIS
 [AMD #1](#) SOLAR L.L.C., TO INSTALL ONE ADDITIONAL ELECTRIC VEHICLE
 CHARGING STATION ON THE CITY'S BEHALF AT THE CITY OF
 NORMAN GRAY STREET PARKING LOT FOR A TOTAL OF FIVE
 LOCATIONS; INCREASING THE MARKETING FEE TO FRANCIS
 SOLAR, L.L.C., BY \$5,000 FOR A TOTAL OF \$45,000; AND
 APPROPRIATION OF GENERAL FUND BALANCE.

Attachments: [Text File](#)

[Amendment K-1819-109](#)

[FSolar EV Marketing Letter](#)

[Norman Map](#)

ACTION NEEDED: Motion to approve or reject Amendment No. One to Contract K-1819-109 with Francis Solar, L.L.C., increasing the contract amount by \$5,000 for a total of \$45,000 and adding an additional location for an Electric Vehicle Charging Station at Gray Street Parking; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 18 [K-1819-147](#) CONTRACT K-1819-147: A PARKING LOT AGREEMENT BY AND
 BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND FRANCIS EVC,
 L.L.C. FOR A FIFTEEN YEAR PARKING SPACE LEASE AGREEMENT
 FOR THE CITY OF NORMAN GRAY STREET PARKING IN ORDER TO
 INSTALL AN ELECTRIC VEHICLE CHARGING STATION.

Attachments: [Text File](#)

[K1819-147 Francis Solar Parking Agreement](#)

[FSolar EV Marketing Letter 4.26.2019.pdf](#)

[EV CHARGERS-EV Norman Map 5-20-19.pdf](#)

ACTION NEEDED: Motion to approve or reject Contract K-1819-147, a parking lot agreement with Francis EVC, L.L.C. for a period of 15 years; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Resolution

- 19 [R-1819-113](#) RESOLUTION R-1819-113: A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA; THE NORMAN UTILITIES AUTHORITY, THE NORMAN MUNICIPAL AUTHORITY, THE NORMAN TAX INCREMENT FINANCE AUTHORITY; AND THE NORMAN ECONOMIC DEVELOPMENT AUTHORITY ADOPTING UPDATED CONTINUING DISCLOSURE POLICIES AND PROCEDURES.

Attachments: [Text File](#)

[R-1819-113](#)

[Continuing Disclosure Policies and Procedures Final May 3 2019 - City of Norm](#)

ACTION NEEDED: Acting as the City Council, Norman Utilities Authority, Norman Municipal Authority, Norman Tax Increment Finance Authority, and Norman Economic Development Authority, motion to adopt or reject Resolution R-1819-113.

ACTION TAKEN: _____

- 20 [R-1819-114](#) RESOLUTION R-1819-114: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADOPTING AN ACCESSIBILITY AND INCLUSION STATEMENT, ADOPTING A REVISED AMERICANS WITH DISABILITIES ACT (ADA) GRIEVANCE POLICY, ESTABLISHING AN ADA CITIZENS ADVISORY COMMITTEE, AND APPOINTING ELEVEN (11) MEMBERS TO THE ADA CITIZENS ADVISORY COMMITTEE.

Attachments: [Text File](#)

[R-1819-114](#)

[Accessibility and Inclusion Statement](#)

[Grievance Procedure](#)

[Committee Organizational Structure and Charge](#)

[Committee Member Bios](#)

[Citizens Advisory Committee Powerpoint](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1819-114.

ACTION TAKEN: _____

Non-Consent Items

- 21 [GID-1819-77](#) SECOND PUBLIC HEARING REGARDING THE FYE 2020 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](#)

[Legal Publication for Public Hearing for FYE 20 Budget.pdf](#)

[FY2020 Visit Norman budget and plan of work.pdf](#)

[FYE 20 Prelim Budget Book Compressed.pdf](#)

[FYE 20 Prelim CIP Compressed](#)

ACTION NEEDED: Motion to conduct a public hearing.

ACTION TAKEN: _____

ACTION NEEDED: Motion to close a public hearing.

ACTION TAKEN: _____

ACTION NEEDED: Motion to schedule an agenda item on June 11, 2019, to adopt the FYE 2020 City of Norman Budget and the Norman Convention and Visitors Bureau, Inc., Budget with Detailed Annual Plan of Work.

ACTION TAKEN: _____

- 22 [O-1819-36](#) CONSIDERATION OF ORDINANCE O-1819-36 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 MIXED BUILDING IN THE C-2, GENERAL COMMERCIAL DISTRICT FOR LOTS 1, 2, 3, 4, 5, AND 6, BLOCK 23, OF CLASSEN-MILLER ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1226 CLASSEN BOULEVARD)

Attachments: [Text File](#)

[O-1819-36](#)

[Location Map](#)

[Staff Report](#)

[Aerial Photo](#)

[Site Plan](#)

[Pre-Development Summary](#)

[4-11-19 PC Minutes](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1819-36 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1819-36 upon Final Reading as a whole.

ACTION TAKEN: _____

- 23** [O-1819-37](#) CONSIDERATION OF ORDINANCE O-1819-37 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE PLANNED UNIT DEVELOPMENT ESTABLISHED IN ORDINANCE O-0203-2, AS AMENDED BY ORDINANCE O-0506-9, AND REPLACED IN ITS ENTIRETY BY ORDINANCE O-0607-13, TO AMEND THE USES ALLOWED IN PART OF THE EAST HALF (E/2) OF SECTION 14, TOWNSHIP 9 NORTH, RANGE 3 WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (NORTHEAST CORNER OF 24TH AVENUE N.W. AND RADIUS WAY)

Attachments: [Text File](#)

[O-1819-37](#)

[Location Map](#)

[Staff Report](#)

[PUD Narrative with Exhibit J](#)

[Pre-Development Summary](#)

[Greenbelt Commission Comments](#)

[4-11-19 PC Minutes](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1819-37 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1819-37 upon Final Reading as a whole.

ACTION TAKEN: _____

- 24 [O-1819-39](#) CONSIDERATION OF ORDINANCE O-1819-39 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING AND RENUMBERING SECTIONS 3-102 THROUGH 3-119 OF CHAPTER 3 OF THE CODE, TO CLARIFY DEFINITIONS RELATED TO ADEQUATE SHELTER, THE ANIMAL WELFARE CENTER, FOSTER HOMES, KENNEL CLASSIFICATIONS, AND OWNER, AND ADDING DEFINITION OF SERVICE ANIMAL; AMENDING SECTIONS 3-202 THROUGH 3-222 OF THE CODE RELATED TO THE ADMINISTRATION OF THE ANIMAL WELFARE INCLUDING DUTIES OF THE SUPERVISOR AND MANAGER, FEES, RELEASE OF IMPOUNDED ANIMALS, SALE AND DISPOSITION OF ANIMALS, OWNER RELINQUISHMENT OF DOGS AND CATS, AND PET LICENSES; AMENDING SECTIONS 3-301 THROUGH 3-305 RELATED TO ANIMAL CRUELTY, NUISANCE ANIMALS, AND THE REPORTING OF FOUND ANIMALS; AMENDING AND RENUMBERING SECTIONS 3-402 THROUGH 3-409 OF THE CODE RELATED TO TETHERING, CONFINEMENT, PROHIBITION OF DOGS AND CATS IN CERTAIN AREAS, SALE OF DOGS OR CATS, INTERFERENCE AND PROVISIONS RELATED TO DOG AND CAT WASTE; AMENDING AND RENUMBERING SECTIONS 3-501 THROUGH 3-505 RELATED TO KEEPING ANIMALS OTHER THAN DOGS AND CATS, THE USE OF ANIMALS AT FESTIVALS, CARNIVALS, AND SIMILAR EVENTS, MOVEMENT OF LIVESTOCK AND IMPOSING RESTRICTIONS ON THE NUMBER OF LARGE REPTILES ALLOWED; AMENDING SECTIONS 3-601 THROUGH 3-607 OF THE CODE RELATED TO DANGEROUS ANIMALS PROHIBITED, ANIMAL BITES, CONFINEMENT/IMPOUNDMENT, AND HEARING AND ADJUDICATION; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File](#)

[O-1819-39 - Annotated with amendments](#)

[O-1819-39 - Clean](#)

[Sections to be considered separately](#)

[March 5 Special Session Minutes](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1819-39 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to approve or reject the proposed changes to Section 3-205 of Ordinance O-1819-39 regarding notification of residents when a cat is re-released on their street.

ACTION TAKEN: _____

ACTION NEEDED: Motion to approve or reject the proposed changes to Section 3-206 of Ordinance O-1819-39 regarding owner relinquishment of dogs and cats.

ACTION TAKEN: _____

ACTION NEEDED: *Motion to approve or reject Section 3-402 of Ordinance O-1819-39 regarding tethering of dogs and cats; and, if approved, renumber the sections accordingly.*

ACTION TAKEN: _____

ACTION NEEDED: *Motion to approve or reject the proposed changes to Section 3-403 of Ordinance O-1819-39 regarding the confinement of dogs and cats.*

ACTION TAKEN: _____

ACTION NEEDED: *Motion to approve or reject Section 3-503 of Ordinance O-1819-39 regarding the use of animals at festivals, carnivals, and other similar events; and, if approved, renumber the sections accordingly.*

ACTION TAKEN: _____

ACTION NEEDED: *Motion to approve or reject Section 3-505 of Ordinance O-1819-39 regarding the number of large reptiles allowed; and, if approved, renumber the sections accordingly.*

ACTION TAKEN: _____

ACTION NEEDED: *Motion to approve or reject the September 1, 2019, effective date.*

ACTION TAKEN: _____

ACTION NEEDED: *Motion to adopt or reject Ordinance O-1819-39, as amended, upon Final Reading as a whole.*

ACTION TAKEN: _____

25 CITY COUNCIL COMMENTS

26 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.

27 Adjournment