City of Norman, OK

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

Meeting Agenda

Tuesday, December 10, 2013

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

Minutes

3 GID-1314-52 CONSIDERATION OF THE MINUTES AS FOLLOWS:

CITY COUNCIL COMMUNITY PLANNING AND TRANSPORTATION MINUTES OF OCTOBER 28, 2013
CITY COUNCIL BUDGET RETREAT MINUTES OF NOVEMBER 19, 2013
CITY COUNCIL CONFERENCE MINUTES OF NOVEMBER 26, 2013
CITY COUNCIL MINUTES OF NOVEMBER 26, 2013
NORMAN UTILITIES AUTHORITY MINUTES OF NOVEMBER 26, 2013
NORMAN MUNICIPAL AUTHORITY MINUTES OF NOVEMBER 26, 2013
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF NOVEMBER 26, 2013

Attachments: October 28 CPT Minutes.pdf
November 19 Retreat Minutes.pdf
November 26 Conference Minutes.pdf
November 26 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: _____

Awards and Presentations

4 R-1314-76 RESOLUTION NO. R-1314-76: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, IN CONJUNCTION WITH THE NORMAN HUMAN RIGHTS COMMISSION, AWARDING THE 2013 CITY OF NORMAN HUMAN RIGHTS AWARD.

Attachments: Text File Human Rights Award.pdf
Human Rights Nomination.pdf
R-1314-76 Human Rights Award.pdf

ACTION NEEDED: Motion to adopt or reject Resolution No. R-1314-76.

ACTION TAKEN: _____

5 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 6 through Item 31 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

6 O-1314-26 CONSIDERATION OF ORDINANCE NO. O-1314-26 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 21-405 OF CHAPTER 21 OF THE CODE OF THE CITY OF NORMAN TO REQUIRE YEAR ROUND CONSERVATION RESTRICTIONS AND PROVIDE FOR ADDITIONAL CONSERVATION STAGES IN ACCORDANCE WITH THE CITY OF NORMAN WATER CONSERVATION, AND SET FORTH THE REQUIREMENTS FOR VARIANCES THEREFROM; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: Text File O-1314-26.pdf
O-1314-26.pdf
O-1314-26 annotated.pdf
Oversight Minutes September 11.pdf
Study Session Minutes 9-17-13

ACTION NEEDED: Motion to Introduce and adopt Ordinance No. O-1314-26 upon First Reading by title.

ACTION TAKEN: _____

Appointment

7 AP-1314-13 CONSIDERATION OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

CITIZENS WASTEWATER OVERSIGHT COMMITTEE
TERM: 11-27-13 TO 11-27-16: JAYNA ANDREWS, 1724 SOUTH BERRY ROAD
TERM: 11-27-13 TO 11-27-16: JAMES WILBANKS, 4412 WHITMERE COURT

NORMAN HOUSING AUTHORITY
TERM: 11-21-13 TO 11-21-16: JAN HUNTER, 900 NORTH BERRY ROAD
TERM: 11-21-13 TO 11-21-16: MARIANNE RATLIFF, 813 LANDSDOWNE DRIVE

PLANNING COMMISSION
TERM: 11-01-13 TO 11-01-16: DAVE BOECK, 925 SCHULZE DRIVE
TERM: 11-01-13 TO 11-01-16: CHRIS LEWIS, 221 SUMMIT RIDGE COURT
TERM: 11-01-13 TO 11-01-16: ROBERTA PAILES, 2319 LOUISE LANE

SOCIAL AND VOLUNTARY SERVICES COMMISSION
TERM: 12-09-13 TO 12-09-16: PAMELA NORMILE, 3713 WINDOVER DRIVE
TERM: 12-09-13 TO 12-09-16: CHRIS PORTER, 1216 COUNTRY CLUB DRIVE
TERM: 12-09-13 TO 12-09-16: KAY ANTINORO, 613 SHERWOOD DRIVE

Attachments: Text File Appointments.pdf

ACTION NEEDED: Motion to confirm or reject the appointments.

ACTION TAKEN: _____

8 AP-1314-12 CONSIDERATION OF THE FOLLOWING APPOINTMENTS TO THE CENTER CITY MASTER PLAN VISIONING COMMITTEE:

RICHARD MCKOWN, CO-CHAIR
MAYOR CINDY ROSENTHAL, CO-CHAIR
COUNCILMEMBER GREG JUNGMAN
COUNCILMEMBER STEPHEN HOLMAN
COUNCILMEMBER CHAD WILLIAMS
JIM ADAIR
REBECCA BEAN
SUSAN CONNORS
JONATHAN FOWLER
JUDY HATFIELD
FATHER DWIGHT HELT
BECKY PATTEN
DANIEL PULLIN
CYNTHIA ROGERS
BARRETT WILLIAMSON
HEATHER WOODS O'CONNELL

Attachments: Text File City Center visioning.pdf

ACTION NEEDED: Motion to confirm or reject the appointments.

ACTION TAKEN: _____

Report/Communication

9 RPT-1314-37 SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE CITY MANAGER'S CHANGE ORDER REPORT AND DIRECTING THE FILING THEREOF.

Attachments: Text File Change Order Report.pdf
Memorandum Rotary Park Pavilion.pdf
Change Order 1 Rotary Park Pavilion.pdf

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

ACTION TAKEN: _____

10 RPT-1314-34 CONSIDERATION OF THE NORMAN CONVENTION AND VISITOR'S BUREAU, INC., (NCVB) FYE 2013 SEMI-ANNUAL REPORT THROUGH JUNE 30, 2013.

Attachments: text File CVB.pdf
NCVB FY 13 Annual Report.pdf

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

ACTION TAKEN: _____

11 RPT-1314-33 SUBMISSION AND ACKNOWLEDGING RECEIPT OF REPORTS ENTITLED "COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30, 2013,"AND "THE CITY OF NORMAN SINGLE AUDIT REPORT FOR THE YEAR ENDED JUNE 30, 2013," AND "NORMAN TAX INCREMENT FINANCE AUTHORITY FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2013" AS PREPARED BY THE CITY OF NORMAN FINANCE DEPARTMENT AND AUDITED BY THE FIRM OF BKD, LLP, FOR THE CITY OF NORMAN, OKLAHOMA, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY.

Attachments: Text File CAFR.pdf
CAFR-FYE 2013
TIF Authority Financial Statements - FYE 2013
Single Audit Report June 2013

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

ACTION TAKEN: _____

Bid

12 K-1314-89 CONSIDERATION OF BID NO. 1314-38; CONTRACT NO. K-1314-89 WITH CENTRAL CONTRACTING SERVICES, INC. IN THE AMOUNT OF $325,898; PERFORMANCE BOND NO. B-1314-46; STATUTORY BOND NO. B-1314-47 AND MAINTENANCE BOND NO. MB-1314-52 FOR THE CEDAR LANE ROAD WATER LINE RELOCATION PROJECT AND PROJECT AGENT RESOLUTION NO. R-1314-55.

Attachments: Cedar Lane Location Map.pdf
Text File Cedar Lane.pdf
WL Bid Tabulation.pdf
K-1314-89.pdf
Perf B-1314-46.pdf
Stat B-1314-47.pdf
MB-1314-52.pdf
R-1314-55.pdf
Requisition.pdf

ACTION NEEDED: Motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of $325,898 to Central Contracting Services, Inc., as the lowest and best bidder meeting specifications; approve Contract No. K-1314-89 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds, and adopt Resolution No. R-1314-55.

ACTION TAKEN: _____

Easement

13 E-1314-19 EASEMENT NO. E-1314-19: CONSIDERATION OF ACCEPTANCE OF A DRAINAGE EASEMENT DONATED BY NORMAN (PORTER) DOP VIII, L.L.C., TO BE USED FOR STORM WATER IMPROVEMENTS WITHIN WOODCREST ESTATES PLAZA ADDITION, LOT 2, BLOCK 2.

Attachments: Text File E-1314-19.pdf
E-1314-19.pdf
Site Plan E-1314-19.pdf
Location Map E-1314-19.pdf

ACTION NEEDED: Motion to accept or reject Easement No. E-1314-19; and, if accepted, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN: _____

14 E-1314-20 EASEMENT NO. E-1314-20: CONSIDERATION OF ACCEPTANCE OF A SANITARY SEWER EASEMENT DONATED BY NORMAN (PORTER) DOP VIII, L.L.C., TO PROVIDE SANITARY SEWER SERVICE WITHIN LOT 2, BLOCK 2, WOODCREST ESATES PLAZA ADDITION.

Attachments: Text File E-1314-20.pdf
E-1314-20.pdf
Site Plan E-1314-20.pdf
Location Map.pdf
Vicinity Map.pdf

ACTION NEEDED: Motion to accept or reject Easement No. E-1314-20; and, if accepted, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN: _____

Final Plat

15 FP-1213-40 CONSIDERATION OF A FINAL SITE DEVELOPMENT PLAN AND FINAL PLAT FOR GREENLEAF TRAILS ADDITION, SECTION 6, A PLANNED UNIT DEVELOPMENT, AND ACCEPTANCE OF PUBLIC DEDICATIONS CONTAINED THEREIN AND APPROVAL OF DEFERRED CONSTRUCTION OF PAVING AND SIDEWALK IMPROVEMENTS FOR 12TH AVENUE N.W. (GENERALLY LOCATED ON THE EAST SIDE OF 12TH AVENUE N.W. APPROXIMATELY ONE-FOURTH MILE SOUTH OF TECUMSEH ROAD)

Attachments: GreenleafTrailsSec6 Location Map

Text File Greenleaf Trails Final Plat.pdf

Greenleaf Trails Final Plat.pdf

Greenleaf 6 Staff Report

Greenleaf Trails Deferral Memo

Engineer's Estimate.pdf

Greenleaf Trails Rev Prelim

5-9-13 PC Minutes - FP-1213-40

ACTION NEEDED: Motion to approve or reject the final site development plan and final plat for Greenleaf Trails Addition, Section 6, a Planned Unit Development, and deferral of paving and sidewalk improvements for 12th Avenue N.W.; 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 and receipt of a Certificate of Deposit in the amount of $99,986.70 for deferred construction of paving and sidewalks for 12th Avenue N.W. within ten days after approval, a traffic impact fee in the amount of $13,469.90, and a copy of a warranty deed for private park land to the Property Owners Association; and direct the filing of the final site development plan and final plat.

ACTION TAKEN: _____

16 FP-1314-3 CONSIDERATION OF A FINAL SITE DEVELOPMENT PLAN AND FINAL PLAT FOR UNIVERSITY NORTH PARK ADDITION, SECTION XIII, A PLANNED UNIT DEVELOPMENT, AND ACCEPTANCE OF PUBLIC DEDICATIONS CONTAINED THEREIN. (GENERALLY LOCATED EAST OF 24TH AVENUE N.W. ON THE SOUTH SIDE OF COMMERCE DRIVE)

Attachments: Location Map.pdf
Text File UNP XIII.pdf
DC Application.pdf
Final Plat.pdf
Staff Report.pdf
Final Site Dev Plan.pdf
Revised PP

ACTION NEEDED: Motion to approve or reject the final site development plan and final plat for University North Park Addition, Section XIII, 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; and direct the filing of the final site development plan and final plat.

ACTION TAKEN: _____

Grant

17 GID-1314-75 CONSIDERATION OF ACCEPTANCE OF ADDITIONAL GRANT FUNDS IN THE AMOUNT OF $29,742.88 AS PART OF AN OKLAHOMA OFFICE OF HOMELAND SECURITY GRANT TO BE USED BY THE FIRE DEPARTMENT TO PURCHASE EQUIPMENT TO SUPPORT COMMUNITY EVENTS AND DISASTER RESPONSE AND BUDGET APPROPRIATION.

Attachments: Text File OK Office Homeland.pdf
backup for CCORPS Grant 380.521 additional funds.pdf

ACTION NEEDED: Motion to accept or reject additional grant funds in the amount of $29,742.88 as part of an Oklahoma Office of Homeland Security Grant to be used by the Fire Department to purchase equpment to support community events and disaster response; and, if accepted, authorize the Mayor to sign supplemental documentation, if required, and increase Other Revenue: Emergency Management Grant (022-0000-331.13-60) by $29,742.88 and appropriate $29,742.88 to Project No. GF0071, Emergency Management/CC Corps 380.521 designating $6,921 to General Supplies/Public Information (022-9508-422.30-15); $555 to Uniform and Clothing/Wearing Apparel (022-9508-422.35-03); and $22,266.88 to Minor Equipment and Tools/Minor Tools (022-9508-422.36.10).

ACTION TAKEN: _____

18 K-1314-100 CONSIDERATION OF ACCEPTANCE OF A 2012 CONTINUUM OF CARE PLANNING GRANT FROM THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN THE AMOUNT OF $10,000 TO BE USED FOR THE COORDINATION OF ACTIVITIES RELATED TO HOMELESSNESS, APPROVAL OF CONTRACT K-1314-100, AND BUDGET APPROPRIATION.

Attachments: Text File K-1314-100.pdf

Norman Cleveland County CoC City of Norman Planning Grant 2013.pdf

ACTION NEEDED: Motion to accept or reject a 2012 Continuum of Care Planning Grant in the amount of $10,000 to be used for the coordination of activities related to homelessness; and, if accepted, approve Contract No. K-1314-100, authorize the execution thereof and the Mayor to sign supplemental grant documents, if required, and appropriate $10,000 from the Community Development Fund Balance (021-0000-253-20-00) to COC Planning Grant (021-4090-463-4009) and, upon reimbursement, deposit the funds into (021-0000-331-1385).

ACTION TAKEN: _____

Contract

19 K-1213-129 CHG #2 CHANGE ORDER NO. TWO TO CONTRACT NO. K-1213-129: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND BRB CONTRACTORS, INC., EXTENDING THE CONTRACT BY 124 CALENDAR DAYS FOR THE NORMAN RAW WATER LINE PROJECT, PHASE 1 (VAULTS), AND FINAL ACCEPTANCE OF THE PROJECT.

Attachments: text File BRB.pdf

BRB Final Change Order #2.pdf

ACTION NEEDED: Motion to approve or reject Change Order No. Two to Contract No. K-1213-129 with BRB Contractors, Inc., L.L.C., extending the contract by 124 calendar days; and, if approved, authorize the execution of the contract, accept the project, and direct final payment in the amount of $103,206.45 to BRB Contractors, Inc.

ACTION TAKEN: _____

20 K-1213-195 CO # 2

CHANGE ORDER NO. TWO TO CONTRACT K-1213-195: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND DOWNEY CONTRACTING, L.L.C., INCREASING THE CONTRACT AMOUNT BY $35,098.38 FOR A REVISED CONTRACT AMOUNT OF $1,441,564.54 AND EXTENDING THE CONTRACT UNTIL JANUARY 18, 2014, FOR THE REHABILITATION OF THE CITY OF NORMAN INVESTIGATIONS CENTER LOCATED AT 1507 WEST LINDSEY STREET AND BUDGET TRANSFER.

Attachments: Text File Investigation Center.pdf
CO # 2 K-1213-195 with Downey Contracting LLC 12-13
PR Downey.pdf

ACTION NEEDED: Motion to approve or reject Change Order No. Two to Contract No. K-1213-195 with Downey Contracting, L.L.C., increasing the contract amount by $35,098.38 for a revised contract price of $1,441,564.54 and extending the contract to January 18, 2014; and, if approved, authorize the execution thereof and transfer $33,000 from Public Safety Sales Tax Office Furniture (015-6121-421.52-01) to Project No. EF1001, Smalley Center Renovation, Construction, (050-9540-419.61-01).

ACTION TAKEN: _____

21 K-1213-202 FINAL

FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT K-1213-202 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND FREDGREN QUALITY WORKS, L.C., FOR THE ROTARY PARK PAVILION PROJECT AND FINAL ACCEPTANCE OF THE PROJECT.

Attachments: Text File Fredgren.pdf
Rotary Park Pavilion.pdf
Fredgren Original PO.pdf

ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount $14,631.44 to Fredgren Quality Works, L.C.

ACTION TAKEN: _____

22 K-1314-81 AMD #1

AMENDMENT NO. ONE TO CONTRACT NO. K-1314-81: A FUND DISBURSEMENT AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND EAST MAIN PLACE TO ALLOW SOCIAL AND VOLUNTARY SERVICES COMMISSION GRANT FUNDS IN THE AMOUNT OF $5,000 TO BE USED FOR CLIENT RELOCATION EXPENSES.

Attachments: Text File East Main Place.pdf
Amendment 1 K-1314-81.pdf
K-1314-81.pdf

ACTION NEEDED: Motion to approve or reject Amendment No. One to Contract No. K-1314-81, a Fund Dispursement Agreement with East Main Place; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

23 K-1314-101 CONSIDERATION OF CONTRACT NO. K-1314-101 WITH SILVER STAR CONSTRUCTION COMPANY, INC., IN THE AMOUNT OF $49,944.54 FOR THE MIKE DESKIN TRUST DRAINAGE CHANNEL IMPROVEMENT PROJECT IN CONNECTION WITH THE CEDAR LANE WIDENING PROJECT AND ADOPTION OF PROJECT AGENT RESOLUTION NO. R-1314-81.

Attachments: Project Location Map.pdf
Text File K-1314-101.pdf
Deskin Quote Tabulation.pdf
Construction Contract.pdf
R-1314-80.pdf
PR Silver Star.pdf

ACTION NEEDED: Motion to approve Contract No. K-1314-101 with Silver Star Construction Company, Inc., in the amount of $49,944.54, authorize the execution thereof, and adopt Resolution No. R-1314-81.

ACTION TAKEN: _____

WCC Court

24 GID-1314-53 CONSIDERATION OF THE CITY ATTORNEY'S RECOMMENDATION FOR APPROVAL OF A COURT ORDER IN THE AMOUNT OF $29,070 REGARDING WILLIAM BRIAN STARKEY VS. THE CITY OF NORMAN, WORKERS' COMPENSATION COURT CASE NO. WCC-2012-09890 L

Attachments: Text File WCC Starkey.pdf
PPI ORDER 11-21-13
PR

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 $29,070 which will constitute judgment against the City of Norman.

ACTION TAKEN: _____

Resolution

25 R-1314-77 RESOLUTION R-1314-77: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $17,500 FROM THE CAMPUS CORNER PARKING REVENUE ACCOUNT FOR PAYMENT OF RECURRING MONTHLY FEES FOR NEW CAMPUS CORNER PARKING METERS.

Attachments: Text File R-1314-77.pdf

R-1314-77.pdf

IPS Sample Invoice Showing Monthly Fees

ACTION NEEDED: Motion to adopt or reject Resolution No. R-1314-77.

ACTION TAKEN: _____

26 R-1314-78 RESOLUTION NO. R-1314-78: A RESOLUTION OF THE NORMAN TAX INCREMENT AUTHORITY APPROVING CONCURRENCE IN AGREEMENT OF THE NORMAN ECONOMIC DEVELOPMENT COALITION TO FINANCE THE ACQUISITION OF PROPERTY AND PUBLIC INFRASTRUCTURE IMPROVEMENTS FOR ECONOMIC DEVELOPMENT PURPOSES, WITHIN THE UNIVERSITY NORTH PARK TAX INCREMENT FINANCE DISTRICT ECONOMIC DEVELOPMENT PROJECT.

Attachments: Text File R-1314-78.pdf

R-1314-78.pdf

ACTION NEEDED: Acting as the Norman Tax Increment Finance Authority, motion to adopt or reject Resolution No. R-1314-78.

ACTION TAKEN: _____

27 R-1314-82 RESOLUTION R-1314-82: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE BUSINESS PLAN FOR THE CITY PARKING SYSTEM AT THE GRAY STREET PARKING LOT.

Attachments: Text File R-1314-82.pdf

R-1314-82.pdf

Downtown Parking Lot - Management Business Plan

ACTION NEEDED: Motion to adopt or reject Resolution No. R-1314-82.

ACTION TAKEN: _____

Easement

28 E-1314-11 EASEMENT E-1314-11: CONSIDERATION OF A PERMANENT SANITARY SEWER EASEMENT FROM JAMES HARDWICK IN THE AMOUNT OF $63,600 FOR THE SOUTHEAST BISHOP INTERCEPTOR PROJECT AND BUDGET TRANSFER.

Attachments: SEBishopInterceptor Map.pdf
text File E-1314-11.pdf
E-1314-11.pdf

ACTION NEEDED: Acting as the City Council and the Norman Utilities Authority, motion to accept or reject Easement No. E-1314-11; and, if accepted, direct the filing thereof with the Cleveland County Clerk and payment in the amount of $63,600 to James Hardwick and transfer $1,258 from Project No. WW0267, SE Bishop Interceptor-P29, Sewer Excise Tax, Construction (322-9048-432.61-01) to Sewer Excise Tax, Land/ROW (322-9048-432.60-01).

ACTION TAKEN: _____

29 E-1314-12 EASEMENT E-1314-12: CONSIDERATION OF A TEMPORARY CONSTRUCTION EASEMENT DONATED BY JAMES HARDWICK IFOR THE SOUTHEAST BISHOP INTERCEPTOR PROJECT.

Attachments: Text File E-1314-12.pdf
SEBishopInterceptor Map.pdf
E-1314-12.pdf

ACTION NEEDED: Motion to accept or reject Temporary Easement No. E-1314-12; and, if accepted, direct the filing thereof with the City Clerk.

ACTION TAKEN: _____

30 E-1314-13 EASEMENT E-1314-13: CONSIDERATION OF A TEMPORARY CONSTRUCTION EASEMENT DONATED BY JAMES HARDWICK FOR THE SOUTHEAST BISHOP INTERCEPTOR PROJECT.

Attachments: SEBishopInterceptor Map.pdf
Text File E-1314-13.pdf
E-1314-13.pdf

ACTION NEEDED: Motion to accept or reject Temporary Easement No. E-1314-13; and, if accepted, direct the filing thereof with the City Clerk.

ACTION TAKEN: _____

31 E-1314-14 EASEMENT E-1314-14: CONSIDERATION OF A PERMANENT SANITARY SEWER EASEMENT FROM JAMES HARDWICK IN THE AMOUNT OF $56,400 FOR THE SOUTHEAST BISHOP INTERCEPTOR PROJECT.

Attachments: SEBishopInterceptor Map.pdf
Text File E-1314-14.pdf
E-1314-14.pdf

ACTION NEEDED: Acting as the City Council and the Norman Utilities Authority, motion to accept or reject Easement No. E-1314-14; and, if accepted, direct the filing thereof with the Cleveland County Clerk and payment in the amount of $56,400 to James Hardwick.

ACTION TAKEN: _____

Non-Consent Items

32 R-1314-54 RESOLUTION NO. R-1314-54: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO PLACE LOT 1, BLOCK 1, SOONER MOBILE HOME PARK, NORMAN, CLEVELAND COUNTY, OKLAHOMA, IN THE MEDIUM DENSITY RESIDENTIAL DESIGNATION AND THE COMMERCIAL DESIGNATION AND REMOVE THE SAME FROM THE LOW DENSITY RESIDENTIAL DESIGNATION AND THE COMMERCIAL DESIGNATION

Attachments: 2025 Map
Text File R-1314-54.pdf
R-1314-54
2025 Staff Report
Pre-Development Summary
11-14-13 PC Minutes - Sooner Mobile Home Redevelopment

ACTION NEEDED: Motion to adopt or reject Resolution No. R-1314-54; and, if adopted, amend the NORMAN 2025 Land Use and Transportation Plan according thereto

ACTION TAKEN: _____

33 O-1314-23 CONSIDERATION OF ORDINANCE NO. O-1314-23 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 LOT 1, BLOCK 1, OF SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, THE R-3, MULTI-FAMILY DWELLING DISTRICT, THE RM-4, MOBILE HOME PARK DISTRICT, AND THE A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE THE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (2601 SOUTH CLASSEN BOULEVARD)

Attachments: Location Map

text file O-1314-23.pdf

O-1314-23

PUD Narrative and Exhibits.pdf

PUD Staff Report

11-14-13 PC Minutes - Sooner Mobile Home Redevelopment

ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-23 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-23 upon Final Reading as a whole.

ACTION TAKEN: _____

34 O-1314-24 CONSIDERATION OF ORDINANCE NO. O-1314-24 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 LOT 1, BLOCK 1, SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, THE R-3, MULTI-FAMILY DWELLING DISTRICT, AND THE RM-4, MOBILE HOME PARK DISTRICT, AND PLACE THE SAME IN THE C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (EAST SIDE OF 12TH AVENUE S.E. BETWEEN CLASSEN BOULEVARD AND CONSTITUTION STREET, AT 2601 S. CLASSEN BOULEVARD)

Attachments: Location Map

Text File O-1314-24.pdf

O-1314-24

Commercial Staff Report

Preliminary Site Plan O-1314-24.pdf

11-14-13 PC Minutes - Sooner Mobile Home Redevelopment

ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-24 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-24 upon Final Reading as a whole.

ACTION TAKEN: _____

35 O-1314-25 CONSIDERATION OF ORDINANCE NO. O-1314-25 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 LOT 1, BLOCK 1, SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT AND RM-4, MOBILE HOME PARK DISTRICT AND PLACE THE SAME IN THE C-1, LOCAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (EAST SIDE OF 12TH AVENUE S.E. NORTH OF THE INTERSECTION WITH CLASSEN BOULEVARD, AT 2601 S. CLASSEN BOULEVARD)

Attachments: Location Map

Text File O-1314-25.pdf

O-1314-25

Commercial Staff Report

Preliminary Site Plan O-1314-25.pdf

11-14-13 PC Minutes - Sooner Mobile Home Redevelopment

ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-25 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-25 upon Final Reading as a whole.

ACTION TAKEN: _____

36 PP-1314-10 CONSIDERATION OF A PRELIMINARY PLAT FOR SOONER MOBILE HOME REDEVELOPMENT ADDITION, A PLANNED UNIT DEVELOPMENT, (A PORTION OF THE PROPERTY), A REPLAT OF SOONER MOBILE HOME PARK ADDITION AND WAIVER OF ALLEY REQUIREMENTS FOR LOTS 3 AND 4, BLOCK 1 LOCATED AT 2601 S. CLASSEN BOULEVARD.

Attachments: Location Map
Text File Prelim.pdf
Attachment A.pdf
Preliminary Plat
PP-1314-10 Staff Report
Transportation Impacts
Prelim Site Plan SMHP.pdf
Prelim Site Devel Plan SMHP.pdf
Alley Waiver
11-14-13 PC Minutes - Sooner Mobile Home Redevelopment

ACTION NEEDED: Motion to approve or reject the preliminary plat for Sooner Mobile Home Redvelopment Addition, a Planned Unit Development.

ACTION TAKEN: _____

37 **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.

38 **Adjournment**

City of Norman, OK

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

Master

File Number: GID-1314-52

File ID:	GID-1314-52	**Type:**	Minutes	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 3	**In Control:**	City Council
Department:	City Clerk Department	**Cost:**		**File Created:**	12/03/2013
File Name:	Minutes			**Final Action:**	

Title: CONSIDERATION OF THE MINUTES AS FOLLOWS:

CITY COUNCIL COMMUNITY PLANNING AND TRANSPORTATION MINUTES OF OCTOBER 28, 2013
CITY COUNCIL BUDGET RETREAT MINUTES OF NOVEMBER 19, 2013
CITY COUNCIL CONFERENCE MINUTES OF NOVEMBER 26, 2013
CITY COUNCIL MINUTES OF NOVEMBER 26, 2013
NORMAN UTILITIES AUTHORITY MINUTES OF NOVEMBER 26, 2013
NORMAN MUNICIPAL AUTHORITY MINUTES OF NOVEMBER 26, 2013
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF NOVEMBER 26, 2013

Notes: 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: _____

Agenda Date: 12/10/2013

Agenda Number: 3

Attachments: October 28 CPT Minutes.pdf, November 19 Retreat Minutes.pdf, November 26 Conference Minutes.pdf, November 26 CC Minutes.pdf

Project Manager: Brenda Hall, City Clerk

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File GID-1314-52

CITY COUNCIL
COMMUNITY PLANNING AND TRANSPORTATION
COMMITTEE MINUTES

October 28, 2013

The City Council Community Planning and Transportation Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 5:30 p.m. in the Conference Room on the 28th day of October, 2013, and notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray and the Norman Public Library at 225 North Webster 48 hours prior to the beginning of the meeting.

PRESENT:	Councilmembers Holman, Miller, Williams, and Chairman Jungman
ABSENT:	None
OTHER COUNCIL PRESENT	Councilmembers Castleberry and Heiple
STAFF PRESENT:	Mr. Jeff Bryant, City Attorney Ms. Susan Connors, Planning and Community Development Director Mr. Steve Lewis, City Manager Mr. Shawn O'Leary, Public Works, Director Ms. Karla Chapman, Administrative Technician
OTHER GUESTS PRESENT:	Ms. Karleen Smith, Planner and Grant Specialist, CART Mr. Walt Strong, Westheimer Airport

Chairman Jungman requested that Item 2 be heard prior to Item 1, since a Cleveland Area Rapid Transit (CART) representative was not present.

Item 2, being:

CONTINUED DISCUSSION OF CITY COUNCIL DEVELOPMENT APPLICATION POSTPONEMENT PRACTICES.

Ms. Susan Connors, Director, Community Planning and Transportation, said Staff was asked to propose a policy regarding the postponement of development cases when they are before City Council. She said at the September 30, 2013, Community Planning and Transportation Committee (CPTC) meeting, Staff presented information on how other cities handle postponements, a list of City of Norman applications that have been postponed at Planning Commission and City Council since 2009, and items to consider in determining when a postponement was appropriate.

Item 2, continued:

Ms. Connors said the Committee requested Staff develop a policy at the September meeting for CPTC review. She highlighted the purpose of the policy as follows:

- All interested parties and the public should have an opportunity to participate in public hearings regarding real estate development applications for zoning amendments, land use plan (LUP) amendments, and preliminary plat approvals for Council consideration;
- Applications for zoning amendments, LUP amendments, and preliminary plat approvals periodically need to reschedule a hearing date due to unforeseen circumstances;
- Council has the discretion to postpone applications for zoning amendments, LUP amendments, and/or preliminary plat approvals to a future date to obtain additional information with which to consider an application or other valid reasons; and
- It is recognized that postponements, whether at the request of the applicant, by Staff, or by action of Council, may present an inconvenience to the public or the parties that have an interest in participating in the public hearing process; however, it is the intent of this policy to limit the inconvenience to the public that could be caused by these postponements.

Ms. Connors said postponement of development cases at City Council include:

- An applicant for a real estate development application before Council seeking a zoning amendment, LUP amendment, or preliminary plat approval may postpone that application as a matter of right no more than two (2) times. Each request must be in writing and the total postponement period cannot exceed six (6) months;
- If an application is not heard after the second postponement at Council, the application must start over; except that Council may postpone an application to a date specific with or without the consent of the applicant after considering the following factors (below). An affirmative vote of at least five (5) councilmembers shall be required to grant a postponement and the record shall indicate any stipulations and/or conditions placed on the postponement;
- If an item that is subject to a public hearing is continued or otherwise carried over to a subsequent date and the public hearing has been opened, the public hearing shall not be deemed concluded until the date on which the hearing is formally closed. If a continuance provided that date on which the matter will be heard, the re-publication of the notice is not required. If a continuance does not specify a date on which the matter will be heard, the public notice, as applicable, shall be provided prior to the date on which the matter is heard; and
- Should an applicant fail to move an application forward to the next step in the development process for a period of 12 months, it shall be considered withdrawn unless the applicant provides written reasons why the application has remained inactive, including a schedule indicating when the application will again be active.

Item 2, continued:

Ms. Connors said Council may consider the following in determining a development application postponement:

- Substantive changes in the project or the area of the project after the Planning Commission hearing;
- Major scheduling conflicts for the applicant or the applicant's representative or agent with the date of a hearing;
- Missing or incomplete information that does not allow a full review of the project;
- Whether a City-sponsored study may give an applicant additional guidance on whether a pending application is consistent with overall Council planning objectives;
- Neighborhood input or concerns; and
- Other causes for the postponement found to be reasonable by five (5) affirmative votes of Council.

Councilmember Castleberry said he did not believe there was an issue with postponements and felt there was not a need for this policy. Ms. Connors said Staff was asked to bring forward postponement information and a proposed policy for discussion.

Councilmember Heiple asked what policies or methods other metro cities follow regarding postponements and Ms. Connors said none of the cities researched have policies; however, most cities allow one or two postponements and typically the general consensus is to move the application forward.

Mr. Steve Lewis, City Manager, said it can be difficult when hearing a land use plan (LUP) zoning application because neighbors may believe the developer and/or applicant is trying to wear them down by continually postponing and visa versa. He said either way, the Council is generally blamed for the continuations. Councilmember Heiple asked whether Staff was leaning one way over another regarding a policy. Mr. Lewis said a policy would provide everyone notice of the expectations regarding postponements when bringing applications forward. Mr. Shawn O'Leary agreed and felt a policy should be reasonable and consistent with other cities.

Councilmember Miller felt a policy would provide Council guidance, especially where new Councilmembers are concerned, but still allow latitude. Councilmember Williams felt a policy may hinder applicants who genuinely need a postponement and asked if any other projects, besides the Risser project, were postponed over and over at the Council level. Ms. Connors said not to her recollection, stating applications are typically postponed at the Planning Commission (PC) rather than at Council.

Councilmember Williams questioned whether a policy was needed since there has only been one, possibly two, continuous postponements at the Council level; however should a policy be approved, he felt there needed to be language that protected citizens who neighbored the project. He was more concerned when an applicant asked for postponement and the neighbors do not come to the meeting when there is nothing in place to prevent the applicant from withdrawing their request for postponement at the meeting and moving forward without any notice to the neighborhood of the change. He said that is the part of the current process that made him more uncomfortable for the neighborhood. Councilmember Castleberry said one consideration is to add the language stating an applicant and/or developer that wishes to postpone an application must do so by the Friday before the City Council meeting.

Item 2, continued:

Councilmember Williams asked whether the same end result could be accomplished by adopting a resolution that stated after three postponements, Council may discuss how to address a particular application. He is afraid the proposed solution will have adverse effects on the applicant who really needs a postponement due to unforeseen circumstances.

Councilmember Castleberry said Council already has the ability to do the things the new policy is proposing; however, Chairman Jungman disagreed and said Council cannot create concrete timelines or a new rule such as "postponement by right" without changing the ordinance and asked for clarification from City Attorney Jeff Bryant. Mr. Bryant said it is correct that the applicant currently does not have a postponement by right. Councilmember Castleberry felt a policy could increase costs for the applicant/developer and Chairman Jungman said there are potential costs for both sides.

Councilmember Heiple said there is no perfect answer; however it provides some consistency to everyone involved and helps the process. He said it can always be revisited, if needed, and Councilmember Williams offered the same argument about implementing changes stating it has only happened once and if it came up again, Council could look at making changes at that time. Councilmember Heiple stated to say it has happened only once is not accurate and he believes it has been a long standing practice by attorneys and others to "slow walk" projects. Councilmember Castleberry said the information provided by staff for the prior five years does not support that statement.

Chairman Jungman asked if the Committee had any additional suggestions and/or changes for the proposed policy and Councilmember Castleberry said he felt a policy was not needed at all. Councilmember Holman supported adding language that would require an applicant and/or developer who wishes to postpone an application to do so by the Friday before the City Council meeting and and the postponement request could not be withdrawn by the applicant. Councilmember Williams said he did not have a problem with a postponement, but felt the applicant and/or developer could not request a postponement the Friday before the City Council meeting only to withdraw the postponement at the City Council meeting.

Councilmember Miller felt the policy would reassure the public but was not sure whether it should be by ordinance or resolution. Councilmember Castleberry said if the policy is approved, he preferred a resolution. Chairman Jungman asked whether the policy language stating an application would have a six-month end date would need to be done by ordinance and Mr. Bryant said a resolution is a statement of Council intent and an ordinance carries the weight of law.

Councilmember Williams said he did not really want an overall policy, but agreed a new Council policy would give direction for new Councilmembers and assist them in handling such cases and he felt a resolution would take care of this issue.

Chairman Jungman said constituents voiced concerns regarding the timeline for a recent high density proposal on Campus Corner. He said lessons were learned and felt the high density/Campus Corner application will come forward again; therefore, he felt reasonable rules needed to be in place to help guide the process. Councilmember Castleberry questioned why Council would want to limit its ability by adding a provision that provided an applicant a "postponement by right."

Item 2, continued:

Chairman Jungman asked Staff whether precedence has been set regarding postponements since Council has always allowed postponements and Mr. Bryant said attorneys would argue yes, precedence has been set, even though they know Council is not required to allow a postponement.

Chairman Jungman restated the proposed changes and asked that language be added requiring requests for postponements by right be submitted by the Friday before a City Council meeting and cannot be withdrawn by the applicant. Councilmember Williams asked what the next step would be and Chairman Jungman felt full Council should discuss this issue at a future Study Session. Chairman Jungman said if it is Council's desire to move it forward at that time an item could be scheduled for Council consideration.

Items submitted for the record

1. Memorandum dated October 28, 2013, from Susan F. Connors, AICP, Director of Planning and Community Development, to Chairman and Members of Council Community Planning and Transportation Committee
2. Email dated October 28, 2013, from Sean Rieger, Attorney, to Greg Jungman, Steven Holman, Lynn Miller, Chad Williams, Jeff Bryant, Steve Lewis, Susan Connors, Kathryn Walker, and Leah Messner

* * * * *

Chairman Jungman announced a Cleveland Area Rapid Transit (CART) representative was present and requested Item 1 be heard at this time.

Item 1, being:

CART RIDERSHIP REPORT INCLUDING SAFERIDE AND EXTENDED SERVICE FOR THE MONTH OF SEPTEMBER, 2013.

Ms. Karleen Smith, OU Parking and Transportation, said Cleveland Area Rapid Transit (CART) distributed the CART Ridership Report for September, 2013, and the automatic passenger counters have been down for an extended period so the numbers are not reliable. She said CART has begun performing manual counts and hopes to have this problem resolved in the near future. Ms. Smith said CART will have the CART Ridership Report for both September 2013, and October 2013, at the November Community Planning and Transportation Committee (CPTC) meeting.

Ms. Smith distributed a CART flyer entitled, "Safety Concerns Prompt CART to Discontinue the Farside Stop at James Garner/Eufaula effective November 30." She said alternate stops are available at Webster Avenue and Main Street. Ms. Smith said the safety of CART's passengers necessitated this action and CART apologizes for any inconveniences.

Ms. Smith said CART will hold two public hearings to discuss proposed fare changes from 6:00 p.m. to 7:00 p.m. on Wednesday, November 13, 2013, and Thursday, November 21, 2013. She said both meetings will be held at the Municipal Building Council Chambers located at 201 W. Gray Street. She encouraged citizens to attend the meeting to provide comments or feel free to mail/email public comments. She said a comparison of the old and proposed rate increases are on CART's website at www.ou.edu/cart.html.

Item 1, continued:

Councilmember Castleberry requested CART consider moving CART stop #54 located at Brooks Street and 24th Avenue S.E., approximately 50 feet to the east on Brooks Street. He said at times, the CART stop causes traffic to jam up near Whittier Middle School and he said he is concerned the traffic jamming would cause an accident. Ms. Smith said CART certainly does not want to create any traffic problems and she would talk to Mr. Doug Myers, Director, OU Parking and Transportation, about Councilmember Castleberry's request. She said she would report any changes that are to be made at the November CPTC meeting.

Councilmember Miller said the CART Zone Two route is for the core area of Norman and asked whether the route took more passengers to/from the east side or west side of Norman. Ms. Smith said she would research and report back to the CPTC next month.

Councilmember Holman asked for an update on the Lindsey Street route located in front of Springfield Apartments, specifically the concrete for the public shelter has been poured; however, the shelter has not been installed. Ms. Smith said the University of Oklahoma (OU) students are designing the shelter and she will check on the progress.

Items submitted for the record

1. Cleveland Area Rapid Transit Ridership Totals for the Month of September, 2013
2. Cleveland Area Rapid Transit (CART) flyer "Safety concerns prompt CART to discontinue the farside stop at James Garner/Eufaula effective November 30."

* * * * *

Item 3, being:

MISCELLANEOUS DISCUSSION.

Mr. Steve Lewis, City Manager, said at the June 24, 2013, Community Planning and Transportation Committee (CPTC) the Committee accepted Norman Economic Development Coalition's (NEDC) and the University of Oklahoma's (OU) request to forego any action regarding high density ordinances until a positive vision has been created for the Campus Corner and downtown Norman corridors. He said in the position statement, NEDC voted not to sell the NEDC property located at 710 Asp Avenue, in which an application for said property had, in the previous months, been submitted to the City for a high density project. The position statement indicated after careful thought and deliberation, NEDC decided a well-defined vision and comprehensive plan needs to be developed for the Campus Corner and downtown areas. Mr. Lewis said the position statement also stated that President Boren pledged to use the OU's resources and support in developing a visioning process and development plan.

Mr. Lewis said geographically the area would be bounded by the railroad tracks on the east, Gray Street on the north, Boyd Street on the south, and is still varying somewhat for the west boundary line.

Item 3, continued:

Mr. Lewis said OU is envisioning a two-phase process as follows:

- Phase 1: A visioning process with the community, which may include a very intense charrette process of up to five (5) days in length and estimated to be complete by Spring 2014; and
- Phase 2: Implementation for the guidelines, i.e., new City Codes, development guidelines, etc., and estimated completion date is scheduled six (6) months after the visioning phase.

Mr. Lewis said the University initially felt IQC could develop a visioning process and development plan; however, due to the intensity and scope of the two-phase process, the University now believes it very important to use an outside consultant. He said the University has estimated the development of a visioning process and plan for Campus Corner and downtown Norman corridors to cost $200,000 to $250,000 and is requesting the City to participate and pay half of the estimated costs. Mr. Lewis said there are still on-going discussions regarding the structure, i.e., who will be the chair, how many co-chairs, how big the Committee will be, who will manage the project, etc.

Mr. Lewis said this issue was discussed at the October 16, 2013, Council Finance Committee meeting and Mayor Rosenthal requested this issue be considered at mid-year budget process.

Councilmember Castleberry asked whether the Finance Committee, CPTC, or full Council will discuss and/or approve the agreement with the University and Mr. Lewis said upon Council approval, a Memorandum of Understanding (MOU) between Council and the University will need to be signed once the discussions concerning the scope, timeline, and costs have determined.

The meeting adjourned at 6:19 p.m.

City Clerk

Mayor

CITY COUNCIL BUDGET RETREAT MINUTES

November 19, 2013

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a Budget Retreat at 5:30 p.m. in the Municipal Building Conference Room on the 19th day of November, 2013, and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray, and the Norman Public Library at 225 North Webster 48 hours prior to the beginning of the meeting.

PRESENT: Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal

ABSENT:

Item 1, being:

DISCUSSION REGARDING THE FYE 2015 CAPITAL IMPROVEMENT PROJECTS BUDGET STATUS AND FIVE YEAR CAPITAL IMPROVEMENTS PLAN.

Ms. Linda Price, Revitalization Manager, said this meeting is to update Council on the FYE 2014 Capital Improvements Projects Budget (CIP). She said another meeting will be held in February 2014 to discuss new proposed projects by Staff for FYE 2015 with a review of proposed final budget in May.

Ms. Price highlighted projects completed in 2013 as follows:

• Robinson/12th Avenue N.E. Intersection Signalization Project	$2,085,000
• Rock Creek Road Widening Project from Porter Avenue to Tecumseh Road	$1,975,000
• I-35/Indian Hills Road Bridge Repairs	$ 611,000
• Citywide Flashing Yellow Arrow Traffic Signals Project	$ 370,000
• Major Roadway Resurfacing Projects	$1,400,000
• Citywide School Zone Flasher Project	$ 401,000
• New Traffic Signals at Jenkins/Brooks, Jenkins/Stinson, and Reagan Elementary/24th Avenue S.E.	$ 675,000
• Citywide Pavement Markings Project	$ 300,000

Councilmember Kovach asked if any of the projects included federal funding and Mr. Shawn O'Leary, Director of Public Works, said most of the projects were federally funded by 80% or more.

Ms. Price said impact projects currently underway include roofs, heat and air systems, and lighting in municipal buildings; Legacy Park construction; Legacy Trail South construction; Police and Fire Investigations Center; audio/visual system replacement in Council Chambers; State Highway 9 widening between 24th Avenue S.E. and 36th Avenue S.E.; Lindsey Street Bond Project, Phase I; I35/Main Street Interchange; I-35/Canadian River Bridge Project; I-35/South Highway 9 Interchange; Cedar Lane Widening Project between 12th Avenue east and 24th Avenue east; Tecumseh Road and 48th Avenue N.W. Traffic Signalization Project; and Boyd Street and University Boulevard Signal Replacement and Interconnect Design.

Councilmember Holman asked if the Boyd Street and University Boulevard Signal Replacement Project includes turn lanes and Mr. Angelo Lombardo, Transportation Traffic Engineer, said it will only be a replacement of the current signal because there is not enough room to widen the roadway for turn lanes.

Ms. Price said upcoming impact projects include Lindsey Street Bond Project, Phase 2; State Highway 9 widening between 36th Avenue S.E. and 84th Avenue S.E.; State Highway 9 bike path construction between 24th Avenue S.E. and 72nd Avenue S.E.; I-35/Robinson Interchange Design; I-35 Frontage Road at University North Park (UNP); UNP/Norman Economic Development Coalition (NEDC) Industrial Road Project; Franklin Road Bridge over Little River; Main Street Bridge over Brookhaven Creek; and Boyd Street Sidewalks Project along Classen Boulevard and Barkley Street.

Councilmember Castleberry asked if the Highway 9 bike path had been approved by the Oklahoma Department of Transportation (ODOT) and Mr. O'Leary said the City is still negotiating with ODOT to incorporate the bike path into the highway project. Councilmember Miller asked when the widening of Highway 9 is scheduled to begin and Mr. Scott Sturtz, City Engineer, said March or April 2014.

Ms. Price updated Council on the 2010 General Obligation (G.O.) Bond Projects that included Urban Asphalt Pavement, Urban Concrete Pavement, Rural Road Rehabilitation, Urban Road Rehabilitation, and Outdoor Emergency Warning System. She said bids were so good that the City was able to do significantly more asphalt roadway resurfacing than anticipated. Mayor Rosenthal asked how much money would be freed up when the 2010 G.O. Bonds are paid and Mr. Anthony Francisco, Director of Finance, said $6,250,000, which will be paid off September 1, 2015.

Ms. Price highlighted the 2012 Transportation/Storm Water Bond Program as follows:

- Cedar Lane Road: 12th Avenue to 1/2 mile east of 24th Avenue S.E.
- Lindsey Street: 24th Avenue S.W. to Berry Road
- Main Street Bridge; 1/2 mile west of 36th Avenue S.W.
- Franklin Road Bridge: 1/2 mile west of 12th Avenue N.W.
- Alameda Street: 1/2 mile east of 24th Avenue S.E. to 48th Avenue S.E.
- 12th Avenue S.E.: Highway 9 to Cedar Lane Road
- 24th Avenue East: Lindsey Street to Robinson Street
- 36th Avenue N.W.: Tecumseh Road to Indian Hills Road

Ms. Price said notable Association of Central Oklahoma Governments (ACOG) for Transportation Improvement Program (TIP) Project funding includes traffic signal network/traffic detection upgrade - $505,000; State Highway 9 network/traffic signal interconnect - $250,000; citywide pavement markings - $300,000; and Boyd Street traffic signal interconnect - $430,000 for total federal funding in the amount of $1,485,000 and the City's share is $19,200.

Ms. Price highlighted new infrastructure projects included in the FYE 2014 Capital Budget as follows:

• Westwood Pool Tank and Pump Replacement for Slide Pool	$150,000
• Westwood Tennis Center Plexipave Overlay	$ 60,000
• Recreation Center Basketball Goal Replacements	$ 21,000
• Andrews Park Pavilion	$ 20,000
• Andrews Park Reforestation	$ 20,000
• 12th Avenue Sports Court Gym Floor Replacement	$ 96,000
• Kids Space Playground Maintenance	$ 30,000
• Griffin Soccer Field Lighting	$170,000
• Building A HVAC	$725,000
• Municipal Complex Signage	$ 50,000

New infrastructure projects included in the FYE 2014 Capital Budget continued:

• Municipal Complex Painting	$ 50,000
• Library Plumbing Upgrade	$ 5,000
• Animal Welfare Generator	$ 45,000
• Range Safety Lights	$ 24,000
• City Phone System Replacement	$265,000
• Municipal Building Audio/Visual Replacement Project	$750,000
• Fleet Facility Window Replacement	$ 45,000
• 36th Avenue N.E./Havenbrook Signal Utility Relocation	$ 50,000
• 12th Avenue N.E./High Meadows Signal Utility Relocation	$ 10,000
• 12th Avenue N.E./Indian Hills Road signal City Share of Design	$ 5,000
• Boyd Street/University Blvd. Signal Replacement and Interconnect Design	$ 50,000
• 24th Avenue N.E./Tee Drive Signal Design	$150,000
• Pavement Overlays (City Share) Lindsey Street: Berry Road to Jenkins Avenue Constitution Avenue: Jenkins Avenue to Classen Boulevard Imhoff Road: Classen Boulevard to 24th Avenue S.E. Alameda Avenue: 48th Avenue east to 60th Avenue east	$401,115
• Rock Creek Road at 12th Avenue N.W. and Trailwoods Signal Design	$ 95,000
• Cambridge Drainage Improvements	$ 65,000
• 10 Mile Flat Creek Letter of Map Revision (LOMR)	$ 75,000
• Brookhaven Creek-Rock Creek Road LOMR	$ 25,000
• Sidewalks/Trails	$140,000
• Replace Whittier and Irving Recreation Center Gym Floors *Room Tax Fund Project	$170,000*

Ms. Price said some of the above projects have been completed while some projects will be bid in the early Spring of 2014. She said the Letters of Map Revision (LOMR) have the potential to receive funding from the Federal Emergency Management Agency (FEMA) to offset costs.

Councilmember Williams asked if the $170,000 for the Griffin Soccer Field Lighting Project is the City's share and Mr. Jud Foster, Director of Parks and Recreation, said yes, Norman Youth Soccer Association (NYSA) is contributing $80,000 of the $250,000 total costs.

Councilmember Miller said $150,000 for the Westwood Pool Project did not seem like much because there are a lot of problems with the pool and asked if that project would make the pool operational for another year. Mr. Foster said the slide pool filtration system is separate from the main pool filtration system so this project will only replace the slide pool filter.

Councilmember Holman asked if Council will have a chance to discuss the municipal building signage and Ms. Brenda Hall, City Clerk, said that can be arranged if Council wishes. She said current signage around City Hall is faded and difficult to read and the Norman Public Library signage will need to be changed due to the administrative offices moving to the Norman West branch. She said if enough money is left over, Staff anticipates placing signage at the Facility Maintenance building, which currently has no signage. Councilmember Holman said if the signs are expected to be in place for the next fifteen or twenty years, it is something Council may want to review.

Mayor Rosenthal asked if the Animal Welfare Project funds will be expended in FYE 2014 given the timing of the current new construction project and Mr. Keith Humphrey, Police Chief, said no. Councilmember Castleberry asked if the funds are encumbered and Ms. Price said they are not encumbered, but they are in the budget and will automatically roll to the next budget year whether they have been encumbered or not.

Councilmember Jungman asked about the reforestation of the parks and asked what size trees the City would get for $20,000 and Mr. James Briggs, Parks Planner, said there will mixed sizes of trees. He said 2 ½-inches in diameter would be the smallest size planted.

Ms. Price said upcoming projects include Stormwater Utility Fee System; coordination with ODOT on I-35 South; coordination of multiple City projects; Robinson Underpass ODOT Project reconciliation; and Investigation Center completion. Ms. Price said the Robinson Underpass Project reconciliation is going to be an issue for Council discussion and Councilmember Kovach asked why. Mr. O'Leary said the underpass was a $26 million project and half of that is the local share. He said ODOT continues to have routine evaluation of the final costs of the project and there have been a series of claims submitted from the contractors. He said there are eight sources of funding making this one of the most complex projects he has ever worked on. He said the City's focus is how much the City's final share will actually be and how that will impact the Capital Fund Balance. He said all federal funds have been expended so everything being negotiated now could be 100% City cost. He expects the project to be resolved this calendar year. Councilmember Kovach asked about the price range and Mr. O'Leary said 10% would not be out of range for a final reconciliation and there is approximately $1 million left in the account. Councilmember Kovach suggested this would be a good time to discuss selling unneeded parcels purchased for the project to help with the potential deficit. Mr. O'Leary said Staff has begun the process of offering to sell the property back to the original owners and if they are not interested, the land will be placed on the open market. Mr. Lewis said part of the delay was the City had not received ODOT's approval to sell the parcels.

Ms. Price highlighted major, future capital public safety needs that include radio system replacement - $12,000,000; Emergency Operation/Dispatch Center – $6,500,000; Fire Station No. 5 relocation - $5,600,000; fire apparatus replacement - $6,800,000; and fire station land acquisition - $1,000,000. Mr. Steve Lewis, City Manager, said all of these projects have been presented to the Public Safety Sales Tax Oversight Committee. Ms. Price said although these figures are current, they do not always stay the same due to unforeseen circumstances. Councilmember Williams asked if any of the projects are a priority and Chief Humphrey said the radio system and dispatch center are priority because in 2018 the radio system will go down.

Councilmember Kovach asked the status of the sound wall on Highway 9 and Mr. O'Leary said the sound wall is included in Phase II of the project, which will begin in approximately one year. He said Phase I should be starting as early as next week.

Councilmember Holman asked if the Emergency Operation/Dispatch Center would be separate from the Police Department and Chief Humphrey said yes. Councilmember Holman asked where it will be located and Chief Humphrey said that is still being discussed, but the main focus is to move the center away from the railroad tracks. Councilmember Holman said he did not see anything in tonight's presentation about plans to move Municipal Court away from the Police Station.

Mayor Rosenthal said earlier this year Council discussed placing Railroad Quiet Zones into the capital budget in phases and would like to look at programming that into the budget going forward.

Councilmember Kovach would like the parks portion of the additional Room Tax Fund collections be dedicated to the deferred maintenance in parks.

Councilmember Miller said in September, the Library Board made a formal request that the City update the plans for expansion of Library services. She said so many things have changed with the opening of a west side branch and an automated Library on the east side. She said the possibility of a bond issue is moot if the plans are not up-to-date and ready to go so she would like to see the update included in the FYE 2015 Budget.

Mayor Rosenthal would like to know if there are any projects where savings have occurred that could be reprogrammed for other projects. Ms. Hall felt there will be significant savings in the audio/video project since bids came in lower than expected. Councilmember Kovach said he would like to look at what projects would generate savings in other areas of the budget once improvements are made and get those projects moving forward.

Councilmember Holman said he understands this is not the City's responsibility, but he receives calls regarding the poor condition of Imhoff Road between Chautauqua Avenue and Jenkins Avenue. Mr. O'Leary said the University of Oklahoma (OU) is planning to totally reconstruct Imhoff Road next year, which may include the possible realignment of the Imhoff/Constitution intersection.

Ms. Joy Hampton, *The Norman Transcript*, asked if plans for an eastside Library branch are in the budget and Mayor Rosenthal said property has been platted near Fire Station No. 9 for a number of public facilities including a proposed eastside Library branch.

Items submitted for the record

1. PowerPoint presentation entitled, "FYE 2014 Capital Improvement Projects Budget Status and FYE 2015-2018 Capital Improvements Plan"

The meeting adjourned at 6:20 p.m.

ATTEST:

City Clerk

Mayor

CITY COUNCIL CONFERENCE MINUTES

November 26, 2013

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a conference at 5:30 p.m. in the Municipal Building Conference Room on the 26th day of November, 2013, and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray, and the Norman Public Library at 225 North Webster 48 hours prior to the beginning of the meeting.

PRESENT:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, and Mayor Rosenthal
ABSENT:	None

Item 1, being:

DISCUSSION REGARDING THE 2014 CITY COUNCIL ELECTION DATES.

Mayor Rosenthal said Council previously discussed election dates and the possibility of coinciding those dates in conjunction with a vote on renewing the Public Safety Sales Tax (PSST).

Ms. Brenda Hall, City Clerk, said the Cleveland County Election Board requires a 60 day notice for a special election unless it is on the same ballot as a State election, which requires a 75 day notice and there are no State elections until June 2014. She said the City of Norman Charter requires Council to adopt a resolution in November establishing spring election dates. She highlighted potential election dates for City Council elections as February 11, 2014, March 4, 2014, April 1, 2014, and June 24, 2014.

Mayor Rosenthal felt the PSST renewal should be considered when setting the Council election dates. She said Council will consider adoption of the resolution setting the dates of the Municipal and Run-off elections at tonight's regular Council meeting.

Councilmember Miller felt the only clear choice is April 1st with a run-off on June 24th. Councilmember Holman felt March 4th would be best date with a run-off on April 1st because the idea of a two or three month run-off could be daunting. He also felt it would be better to have the City Council election on the same month every year.

Mayor Rosenthal said she is concerned the PSST ballot language will not be ready for a March election. Councilmember Kovach said an alternative would be a March-April election with the PSST on the ballot in April allowing Council enough time to prepare PSST ballot language for first reading in January. Mayor Rosenthal said April 1st is also the School Board run-off, but there is no guarantee there will be a run-off for the School Board or Council leaving Council open to public criticism for choosing a low voter turnout election date for placing the PSST on the ballot.

Councilmember Williams said when he was elected, the long period between the general election and run-off had him constantly knocking on doors to keep him in the voter's minds and it was difficult. He had constituents who told him not to knock on their door again. He said it also creates more opportunity for negativity between campaign opponents. He agreed with Councilmember Holman that elections need to be held in the same month year to year or as close to the same month as possible and Council should begin setting that precedence.

Ms. Hall said established dates used to be in the Charter for March and April and that was changed in 2011 due to the changes in State law relative to improving the voting rights of military personnel. She said the dates were removed because the City had to amend the Charter two years in a row based on State level changes so instead of paying for an election to change the Charter every time the City had to comply with State law, the Council decided to leave the dates open. Councilmember Williams said that does not stop Council from scheduling the election around the same month each year. Councilmember Kovach said if Council holds the election on June 24th, new Councilmembers would be seated the first week of July and not many people have the luxury to take off work for a week for Council orientation. He said Council has to consider the possibility that there will be a run-off.

Ms. Joy Hampton, The Norman Transcript, said there are other items such as a stormwater utility fee and Charter amendments that will be going to a vote of the people in 2014, and asked if any of those will be on the ballot with the PSST. Ms. Hall said tonight Council is only discussing setting the election dates for the Council races in 2014, not setting the election calendar for the entire year for other elections they may call. Ms. Hampton asked if that means there will be a bunch of different election dates instead because people will say they just voted on a sewer rate increase and will ask why the City did not vote on a stormwater utility fee or Charter amendments at the same time. Mayor Rosenthal said those proposals are not ready. Councilmember Castleberry said there is no reason Council cannot have more than one question on the ballot in March or April, but the agenda tonight is limited to Council race election dates.

Councilmember Griffith said he would settle for April-June. He does not see a huge problem with orientation not being done before a Councilmember is seated. He said a lengthy run-off period can be stressful, but a well-planned run-off campaign would be well suited for that timeframe.

Councilmember Castleberry preferred a March-April election. Mayor Rosenthal said the Council will take a lot of criticism if the April election has no run-off and the PSST is on the ballot alone for that election. Councilmember Kovach felt there would be equal criticism of holding an election in June when so many people are out of town or on vacation.

Councilmember Jungman said he is not a fan of a lengthy run-off, but the greatest harm is the PSST vote failing because Council put it on the wrong day. He said the vote will be won by a margin so if you make someone mad about the timing you have lost votes over procedure and not policy. He is against having the PSST on a ballot alone when there is no run-off so the election should be April-June.

Mayor Rosenthal said there seems to be more support for April-June at this time. Councilmember Holman felt March would be a good date for a Council election, but April would be a good date for the PSST. Mayor Rosenthal asked why he believes March would be a good date for a Council election and Councilmember Holman said because there would only be one month before the run-off, not two or three months. Councilmember Castleberry said if there is no run-off, the PSST will be on the ballot alone, but in June there will be a State primary so the PSST could be placed on the ballot for June. Mayor Rosenthal said a June election also pushes the PSST that much closer to the stormwater election, which she believes is somewhat problematic as stated earlier by the press.

Mayor Rosenthal said the resolution will be voted on in the regular Council meeting following the Conference with the specific dates included in the motion.

Items submitted for the record

1. Memorandum dated November 21, 2013, from Brenda Hall, City Clerk, to Mayor and City Councilmembers with Potential Election Dates for 2014

* * * * *

The meeting adjourned at 5:53 p.m.

ATTEST:

City Clerk

Mayor

CITY COUNCIL MINUTES
NORMAN UTILITIES AUTHORITY MINUTES
NORMAN MUNICIPAL AUTHORITY MINUTES
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES

November 26, 2013

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building on the 26th day of November, 2013, at 6:30 p.m., and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray and at the Norman Public Library at 225 North Webster 24 hours prior to the beginning of the meeting.

PRESENT:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
ABSENT:	None

The Pledge of Allegiance was led by Mayor Rosenthal.

* * * * *

CONSENT DOCKET

Councilmember Kovach moved that Item 4 through Item 35 excluding Item 20 be placed on the consent docket by unanimous vote, which motion was duly seconded by Councilmember Griffith; and the question being upon the placement on the consent docket by unanimous vote of Item 4 through Item 35 excluding Item 20, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Item 4 through Item 35 excluding Item 20 were placed on the consent docket by unanimous vote.

* * * * *

Item 4, being:

..Title
CONSIDERATION OF THE MINUTES AS FOLLOWS:

CITY COUNCIL FINANCE COMMITTEE MINUTES OF SEPTEMBER 18, 2013
CITY COUNCIL FINANCE COMMITTEE MINUTES OF OCTOBER 16, 2013
CITY COUNCIL STUDY SESSION MINUTES OF NOVEMBER 5, 2013
CITY COUNCIL SPECIAL SESSION MINUTES OF NOVEMBER 12, 2013
CITY COUNCIL MINUTES OF NOVEMBER 12, 2013
NORMAN UTILITIES AUTHORITY MINUTES OF NOVEMBER 12, 2013
NORMAN MUNICIPAL AUTHORITY MINUTES OF NOVEMBER 12, 2013
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF NOVEMBER 12, 2013

Acting as the City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority, Councilmember Kovach moved that the minutes be approved and the filing thereof be directed, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. GID-1314-49 dated November 20, 2013, by Brenda Hall, City Clerk
2. City Council Finance Committee minutes of September 18, 2013
3. City Council Finance Committee minutes of October 16, 2013
4. City Council Study Session minutes of November 5, 2013
5. City Council Special Session minutes of November 12, 2013
6. City Council minutes of November 12, 2013
7. Norman Utilities Authority minutes of November 12, 2013
8. Norman Municipal Authority minutes of November 12, 2013
9. Norman Tax Increment Finance Authority minutes of November 12, 2013

Item 4, continued:

and the question being upon approving the minutes and upon the subsequent directive, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and the minutes approved; and the filing thereof was directed.

* * * * *

Item 5, being:

CONSIDERATION OF ORDINANCE NO. O-1314-23 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 LOT 1, BLOCK 1, OF SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, THE R-3, MULTI-FAMILY DWELLING DISTRICT, THE RM-4, MOBILE HOME PARK DISTRICT, AND THE A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE THE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (2601 SOUTH CLASSEN BOULEVARD)

Councilmember Kovach moved that Ordinance No. O-1314-23 be Introduced and adopted upon First Reading by title, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record

1. Text File No. O-1314-23 dated October 17, 2013, by Jane Hudson, Principle Planner
2. Ordinance No. O-1314-23 with PUD Narrative which includes Exhibit A, Preliminary Plat; Exhibit B, Preliminary Site Development Plan; Exhibit C, Calculations of Intensity of Uses; Exhibit D, Proposed Open Space Areas; and Exhibit E, Landscape Plan
3. Location map
4. Staff Report dated November 14, 2013, recommending approval
5. Pertinent excerpts of City Council minutes of November 14, 2013

and the question being upon the Introduction and adoption of Ordinance No. O-1314-23 upon First Reading by title, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Ordinance No. O-1314-23 was Introduced, read, and adopted upon First Reading by title.

* * * * *

Item 6, being:

CONSIDERATION OF ORDINANCE NO. O-1314-24 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 LOT 1, BLOCK 1, SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, THE R-3, MULTI-FAMILY DWELLING DISTRICT, AND THE RM-4, MOBILE HOME PARK DISTRICT, AND PLACE THE SAME IN THE C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (EAST SIDE OF 12TH AVENUE S.E. BETWEEN CLASSEN BOULEVARD AND CONSTITUTION STREET, AT 2601 S. CLASSEN BOULEVARD)

Councilmember Kovach moved that Ordinance No. O-1314-24 be Introduced and adopted upon First Reading by title, which motion was duly seconded by Councilmember Griffith;

Item 6, continued:

Items submitted for the record
1. Text File No. O-1314-24 dated October 17, 2013, by Jane Hudson, Principle Planner
2. Ordinance No. O-1314-24
3. Location map
4. Staff Report dated November 14, 2013, recommending approval
5. Preliminary site plan
6. Pertinent excerpts of City Council minutes of November 14, 2013

and the question being upon the Introduction and adoption of Ordinance No. O-1314-24 upon First Reading by title, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Ordinance No. O-1314-24 was Introduced, read, and adopted upon First Reading by title.

* * * * *

Item 7, being:

CONSIDERATION OF ORDINANCE NO. O-1314-25 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 LOT 1, BLOCK 1, SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT AND RM-4, MOBILE HOME PARK DISTRICT AND PLACE THE SAME IN THE C-1, LOCAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (EAST SIDE OF 12TH AVENUE S.E. NORTH OF THE INTERSECTION WITH CLASSEN BOULEVARD, AT 2601 S. CLASSEN BOULEVARD)

Councilmember Kovach moved that Ordinance No. O-1314-25 be Introduced and adopted upon First Reading by title, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. O-1314-25 dated October 17, 2013, by Jane Hudson, Principle Planner
2. Ordinance No. O-1314-25
3. Location map
4. Staff Report dated November 14, 2013, recommending approval
5. Preliminary site plan
6. Pertinent excerpts of City Council minutes of November 14, 2013

and the question being upon the Introduction and adoption of Ordinance No. O-1314-25 upon First Reading by title, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Ordinance No. O-1314-25 was Introduced, read, and adopted upon First Reading by title.

* * * * *

Item 8, being:

SUBMISSION OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF OCTOBER 31, 2013.

Councilmember Kovach moved that receipt of the report be acknowledged and the filing thereof be directed, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. RPT-1314-31 dated November 14, 2013, by Anthony Francisco, Director of Finance
2. Finance Director's Investment Report as of October 31, 2013

Participants in discussion
1. Mr. Anthony Francisco, Director of Finance

and the question being upon acknowledging receipt of the report and upon the subsequent directive, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and receipt of the report acknowledged; and the filing thereof was directed.

* * * * *

Item 9, being:

SUBMISSION OF THE MONTHLY DEPARTMENTAL REPORTS FOR THE MONTH OF OCTOBER, 2013.

Councilmember Kovach moved that receipt of the reports be acknowledged and the filing thereof be directed, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. RPT-1314-32 dated November 14, 2013, by Carol Coles, Administrative Assistant
2. Monthly Departmental Reports for the month of October, 2013

and the question being upon acknowledging receipt of the reports and upon the subsequent directive, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and receipt of the reports acknowledged; and the filing thereof was directed.

* * * * *

Item 10, being:

CONSIDERATION OF REQUEST FOR PROPOSAL NO. RFP-1314-26 AND CONTRACT NO. K-1314-67 WITH AZTEC BUILDING SYSTEMS, INC., IN THE AMOUNT OF $148,089, PERFORMANCE BOND NO. B-1314-40; STATUTORY BOND NO. B-1314-41; MAINTENANCE BOND NO. MB-1314-37; AND PROJECT AGENT RESOLUTION NO. R-1314-52 FOR THE LITTLE AXE PARK CONCESSION/RESTROOM BUILDING PROJECT.

Councilmember Kovach moved that Request for Proposal No. RFP-1314-26 from Aztec Building Systems, Inc., in the amount of $148,089 for the Little Axe Park Restroom/Concession Building Project be accepted and Contract No. K-1314-67 and the performance, statutory, and maintenance bonds be approved; the execution of the contract and bonds be authorized; the filing of the bonds be directed; and Resolution No. R-1314-52 be adopted, which motion was duly seconded by Councilmember Griffith;

Item 10, continued:

Items submitted for the record
1. Text File No. K-1314-67 dated November 4, 2013, by Mitch Miles, Park Planner
2. Tabulation of Request for Proposals dated October 29, 2013, for the Little Axe Park Concession/Restroom Building Replacement Project
3. Contract No. K-1314-67
4. Performance Bond No. B-1314-40
5. Statutory Bond No. B-1314-41
6. Maintenance Bond No. MB-1314-37
7. Resolution No. R-1314-52
8. Purchase Requisition No. 0000226390 dated November 18, 2013, in the amount of $148,089 to Aztec Buildings Systems

and the question being upon accepting Request for Proposal No. RFP-1314-26 from Aztec Building Systems, Inc., in the amount of $148,089 for the Little Axe Park Restroom/Concession Building Project and upon the subsequent approval, authorization, directive, and adoption, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Request for Proposal No. RFP-1314-26 from Aztec Building Systems, Inc., in the amount of $148,089 for the Little Axe Park Restroom/Concession Building Project accepted; Contract No. K-1314-67 and the performance, statutory, and maintenance bonds were approved; the execution of the contract and bonds was authorized; the filing of the bonds was directed; and Resolution No. R-1314-52 was adopted.

* * * * *

Item 11, being:

CONSIDERATION OF AUTHORIZATION BY THE NORMAN UTILITIES AUTHORITY FOR THE PURCHASE OF POLYMER FROM POLYDYNE CORPORATION, IN THE AMOUNT OF $0.99 PER POUND FOR THE NORMAN WATER RECLAMATION FACILITY.

Acting as the Norman Utilities Authority, Trustee Kovach moved that authorization for the purchase of polymer in the amount of $0.99 per pound form Polydyne Corporation for the Water Reclamation Facility be approved, which motion was duly seconded by Trustee Griffith;

Items submitted for the record
1. Text File No. GID-1314-50 dated November 18, 2013, by Steve Hardeman, Water Reclamation Facility Superintendent
2. Price Quotation dated October 3, 2013, in the amount of $0.99 per pound delivered
3. Dewatering Centrifuge Performance and Polymer Cost Comparison

and the question being upon approving authorization for the purchase of polymer in the amount of $0.99 per pound form Polydyne Corporation for the Water Reclamation Facility, a vote was taken with the following result:

YEAS:	Trustees Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Chairman Rosenthal
NAYES:	None

The Chairman declared the motion carried and authorization for the purchase of polymer in the amount of $0.99 per pound form Polydyne Corporation for the Water Reclamation Facility was approved.

* * * * *

Item 12, being:

CONSIDERATION OF GRANT OF EASEMENT NO. E-1314-18 TO OKLAHOMA GAS AND ELECTRIC SERVICES FOR THE PURPOSE OF INSTALLING UNDERGROUND ELECTRICAL SERVICE IN LEGACY PARK.

Councilmember Kovach moved that Easement No. E-1314-18 to Oklahoma Gas and Electric Services be granted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. E-1314-18 dated November 13, 2013, by Ken Danner, Subdivision Manager
2. Letter dated November 5, 2013, form Timothy J. Bailey, Right-of-Way Agent, OG&E Electric Services, to Jud Foster, Director of Parks and Recreation
3. Easement No. E-1314-18 with Exhibit "A", Legal Description, and Exhibit "B", Easement sketch
4. Location Map

and the question being upon granting Easement No. E-1314-18 to Oklahoma Gas and Electric Services, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Easement No. E-1314-18 to Oklahoma Gas and Electric Services was granted.

* * * * *

Item 13, being:

CONSIDERATION OF A FINAL PLAT FOR SUMMIT VALLEY ADDITION, SECTION 2, AND ACCEPTANCE OF PUBLIC DEDICATIONS CONTAINED THEREIN. (GENERALLY LOCATED NORTH OF STATE HIGHWAY NO. 9 AND 36TH AVENUE S.E. - A CLOSED SECTION)

Councilmember Kovach moved that the final plat for Summit Valley Addition, Section 2, be approved; the public dedications contained therein be accepted; the Mayor be authorized to sign the final plat and subdivision and maintenance bonds subject to the Development Committee's acceptance of all requirement public improvements and receipt of a warranty deed for park land dedication requirements; and the filing of the final plat be directed, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. FP-1314-38 dated April 10, 2013, by Ken Danner, Subdivision Manager
2. Location map
3. Final plat
4. Staff Report dated May 9, 2013, recommending approval
5. Preliminary plat
6. Pertinent excerpts from Planning Commission minutes of May 9, 2013

and the question being upon approving the final plat for Summit Valley Addition, Section 2, and upon the subsequent acceptance, authorization, and directive, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and the final plat Summit Valley Addition, Section 2, approved; the public dedications contained within the plat were accepted, the Mayor was authorized to sign the final plat and subdivision and maintenance bonds subject to the Development Committee's acceptance of all requirement public improvements and receipt of a warranty deed for park land dedication requirements, and the filing of the final plat was directed.

* * * * *

Item 14, being:

LIMITED LICENSE NO. LL-1314-10: A LIMITED LICENSE TO PLACE FIVE (5) DOUBLE-SIDED SIGNS WITHIN THE PUBLIC RIGHTS-OF-WAY PURSUANT TO A REQUEST FROM THE DIRECTOR OF THE NORMAN CHRISTMAS DAY COMMUNITY DINNER.

Councilmember Kovach moved that Limited License No. LL-1314-10 to place five (5) double-sided signs within the public rights-of-way pursuant to a request from the Director of the Norman Christmas Day Community Dinner be approved and the issuance thereof be authorized, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. LL-1314-10 dated November 14, 2013, by Wayne Stenis, Planner II
2. Letter of request dated November 1, 2013, from Bob Magarian, Director, Norman Christmas Day Community Dinner, to Ms. Brenda Hall, City Clerk
3. Limited License No. LL-1314-10

and the question being upon approving Limited License No. LL-1314-10 to place five (5) double-sided signs within the public rights-of-way pursuant to a request from the Norman Christmas Day Community Dinner and upon the subsequent authorization, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Limited License No. LL-1314-10 to place five (5) double-sided signs within the public rights-of-way pursuant to a request from the Norman Christmas Day Community Dinner approved; and the issuance thereof was authorized.

* * * * *

Item 15, being:

LIMITED LICENSE NO. LL-1314-11: A LIMITED LICENSE TO PLACE NINE (9) GROUND BANNERS WITHIN THE PUBLIC RIGHTS-OF-WAY PURSUANT TO A REQUEST FROM THE NORMAN CHAMBER OF COMMERCE, THE NORMAN CONVENTION AND VISITORS BUREAU, AND THE CITY OF NORMAN FOR "CHRISTMAS IN NORMAN."

Councilmember Kovach moved that Limited License No. LL-1314-11 to place nine (9) ground banners within the public rights-of-way pursuant to a request from the Norman Chamber of Commerce, the Norman Convention and Visitors Bureau, and the City Of Norman be approved and the issuance thereof be authorized, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. LL-1314-11 dated November 14, 2013, by Wayne Stenis, Planner II
2. Applicant dated November 7, 2013, form Stephanie O'Hara on behalf of the Norman Chamber of Commerce, City of Norman, and Norman Convention and Visitor's Bureau
3. Sign locations
4. Limited License No. LL-1314-11
5. Rendering of sign

and the question being upon approving Limited License No. LL-1314-11 to nine (9) ground banners within the public rights-of-way pursuant to a request from the Norman Chamber of Commerce, the Norman Convention and Visitors Bureau, and the City Of Norman and upon the subsequent authorization, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Limited License No. LL-1314-11 to place nine (9) ground banners within the public rights-of-way pursuant to a request from the Norman Chamber of Commerce, the Norman Convention and Visitors Bureau, and the City Of Norman approved; and the issuance thereof was authorized.

* * * * *

Item 16, being:

CONSIDERATION OF THE ACCEPTANCE OF A GRANT IN THE AMOUNT OF $85,749 FROM THE OKLAHOMA HIGHWAY SAFETY OFFICE TO BE USED BY THE POLICE DEPARTMENT TO INCREASE ENFORCEMENT AND EDUCATION OF IMPAIRED DRIVING; HOST A TRAFFIC COLLISION RECONSTRUCTION SCHOOL; AND INCREASE ENFORCEMENT AND EDUCATION OF SEAT BELT AND MANDATORY CHILD RESTRAINT LAWS AND BUDGET APPROPRIATION.

Councilmember Kovach moved that a grant in the amount of $85,749 from the Oklahoma Highway Safety Office to be used by the Police Department be accepted; the Mayor be authorized to execute any supporting documentation; and $85,749 be appropriated from the Special Grant Fund Balance (022-0000-253.20-00) designating $16,500 to Project No. GP0104, Highway Safety PT-12-03-13-05, Professional Services/Training & Development (022-6019-421.40-17); $25,000 to Project No. GP0105, Highway Safety K8-13-03-20-05, Other Salary/Overtime-Regular (022-6019-421.21-10); $25,000 to Project No. GP0106, Highway Safety OP-13-03-03-05, Overtime (022-6019-421.21-10); and $19,249 to Project No. GP0107, Highway Safety CE-12-03-21-05, Overtime (022-6019-421.21-10); and upon reimbursement, the funds be deposited into Other Revenue/Traffic & Alcohol Enforcement (022-0000-331.13-40), which motion was duly seconded by Councilmember Griffith;

Items submitted for the record

1. Text File No. GID-1314-48 dated November 6, 2013, by Major Kevin Foster
2. Oklahoma Highway Safety Application No. OSHO-FF2014 Norman CI-00009, for Project No. M2HVE-14-03-04-06, in the amount of $19,257
3. Oklahoma Highway Safety Application No. OSHO-FF2014 Norman CI-00010, for Project No. 164AL-14-03-02-06, in the amount of $49,992
4. Oklahoma Highway Safety Application No. OSHO-FF2014 Norman CI-00027, for Project No. PT-14-03-10-06, in the amount of $16,500

and the question being upon accepting a grant in the amount of $85,749 from the Oklahoma Highway Safety Office to be used by the Police Department and upon the subsequent authorization, appropriation, and deposit, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and a grant in the amount of $85,749 from the Oklahoma Highway Safety Office to be used by the Police Department accepted; the Mayor was authorized to execute any supporting documentation; and $85,749 was appropriated from the Special Grant Fund Balance (022-0000-253.20-00) designating $16,500 to Project No. GP0104, Highway Safety PT-12-03-13-05, Professional Services/Training & Development (022-6019-421.40-17); $25,000 to Project No. GP0105, Highway Safety K8-13-03-20-05, Other Salary/Overtime-Regular (022-6019-421.21-10); $25,000 to Project No. GP0106, Highway Safety OP-13-03-03-05, Overtime (022-6019-421.21-10); and $19,249 to Project No. GP0107, Highway Safety CE-12-03-21-05, Overtime (022-6019-421.21-10); and upon reimbursement, the funds will be deposited into Other Revenue/Traffic & Alcohol Enforcement (022-0000-331.13-40).

* * * * *

Item 17, being:

SPECIAL CLAIM NO. SC-1314-8: A CLAIM IN THE REVISED AMOUNT OF $9,891.87 SUBMITTED BY JANET L. SYMPSON FOR DAMAGES TO HER VEHICLE AND CHARGES INCURRED DUE TO AN ACCIDENT WITH A POLICE VEHICLE NEAR THE INTERSECTION OF CLASSEN BOULEVARD AND LINDSEY STREET.

Councilmember Kovach moved that Special Claim No. SC-1314-8 be approved and payment in the revised amount of $9,891.87 be directed contingent upon obtaining a Release and Covenant Not to Sue from Janet L. Sympson, which motion was duly seconded by Councilmember Griffith;

Item 17, continued:

Items submitted for the record
1. Text File No. SC-1314-8 dated October 31, 2013, by Jeanne Snider, Assistant City Attorney
2. Memorandum dated October 15, 2013, from Brenda Hall, City Clerk, to Keith Humphrey, Police Chief, and Jeff Bryant, City Attorney
3. Special Claim No. SC-1314-8 filed October 15, 2013, in the revised amount of $9,891.87 submitted by Janet L. Sympson
4. Invoice No. 181951 dated October 29, 2013, from Reynolds Auto Group in the amount of $1,380.70
5. Invoice No. 919882 dated October 14, 2013, from Reynolds Auto Group in the amount of $7,419.98
6. Rental Agreement from EAN Holdings, L.L.C., in the amount of $1,091.19
7. Official Oklahoma Traffic Collision Report No. 2013-13723 dated October 5, 2013

and the question being upon approving Special Claim No. SC-1314-8 and upon the subsequent directive, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Special Claim No. SC-1314-8 approved; and payment in the revised amount of $9,891.87 was directed contingent upon obtaining a Release and Covenant Not to Sue from Janet L. Sympson.

* * * * *

Item 18, being:

SPECIAL CLAIM NO. SC-1314-10: A CLAIM IN THE AMOUNT OF $8,300.57 SUBMITTED BY EARNEST AND ANNE GAINES FOR DAMAGES TO THEIR VEHICLE AND CHARGES INCURRED DUE TO AN ACCIDENT WITH A SANITATION VEHICLE AT THE INTERSECTION OF THE INTERSTATE 35 SERVICE ROAD AND HIGHWAY 9.

Councilmember Kovach moved that Special Claim No. SC-1314-10 be approved and payment in the amount of $8,300.57 be directed contingent upon obtaining a Release and Covenant Not to Sue from Earnest and Anne Gaines, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. SC-1314-10 dated November 14, 2013, by Jeanne Snider, Assistant City Attorney
2. Special Claim No. SC-1314-10 filed November 14, 2013, in the amount of $9,782.64 from Earnest and Anne Gaines
3. Rental Agreement Invoice No. 0739182 for services from September 6, 2013, to October 9, 2013 from Enterprise
4. Invoice No. 43735 dated October 8, 2013, in the amount of $8,300.57 from Flair Body Work
5. Official Oklahoma Traffic Collision Report No. 2013-111965 dated September 4, 2013

and the question being upon approving Special Claim No. SC-1314-10 and upon the subsequent directive, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Special Claim No. SC-1314-10 approved; and payment in the revised amount of $8,300.57 was directed contingent upon obtaining a Release and Covenant Not to Sue from Earnest and Anne Gaines.

* * * * *

Item 19, being:

AMENDMENT NO. FIVE TO CONTRACT NO. K-0708-42: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND RJN GROUP, INC., IN AN AMOUNT NOT-TO-EXCEED $161,780 TO PROVIDE PERMANENT WASTEWATER FLOW METERING SERVICES AND EXTENDING THE CONTRACT UNTIL AUGUST 27, 2014.

Acting as the Norman Utilities Authority, Trustee Kovach moved that Amendment No. Five to Contract No. K-0708-42 with RJN Group, Inc., in an amount not-to-exceed $161,780 and extending the contract until August 27, 2014, be approved and the execution thereof be authorized, which motion was duly seconded by Trustee Griffith;

Items submitted for the record
1. Text File No. K-0708-42, Amendment No. Five, dated November 6, 2013, by David Hager, Line Maintenance Superintendent
2. Amendment No. Five to Contract No. K-0708-42 with Attachment A, Scope of Services, Schedule, and Compensation

and the question being upon approving Amendment No. Five to Contract No. K-0708-42 with RJN Group, Inc., in an amount not-to-exceed $161,780 and extending the contract until August 27, 2014, and upon the subsequent authorization, a vote was taken with the following result:

YEAS:	Trustees Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Chairman Rosenthal
NAYES:	None

The Chairman declared the motion carried and Amendment No. Five to Contract No. K-0708-42 with RJN Group, Inc., in an amount not-to-exceed $161,780 and extending the contract until August 27, 2014, approved; and the issuance thereof was authorized.

* * * * *

Councilmember Jungman asked that he be allowed to abstain from voting on Item 20 due to a conflict of interest. Thereupon, Councilmember Kovach moved that Councilmember Jungman be allowed to abstain from voting on Item 20 due to a conflict of interest, which motion was duly seconded by Councilmember Griffith; and the question being upon allowing Councilmember Jungman to abstain from voting on Item 20 due to a conflict of interest, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None
ABSTAIN:	Councilmember Jungman

The Mayor declared the motion carried and Councilmember Jungman was allowed to abstain from voting on Item 20 due to a conflict of interest.

* * * * *

Item 20, being:

CONTRACT NO. K-1314-34: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND SOONER THEATRE, INC., IN THE AMOUNT OF $63,969 TO ASSIST IN THE OPERATION OF THE SOONER THEATRE LOCATED AT 101 EAST MAIN STREET.

Councilmember Kovach moved that Contract No. K-1314-34 with Sooner Theatre, Inc., in the amount of $63,969 be approved, which motion was duly seconded by Councilmember Holman;

Items submitted for the record
1. Text File No. K-1314-34 dated November 14, 2013, by Jud Foster, Director of Parks and Recreation
2. Contract No. K-1314-34
3. The Sooner Theatre of Norman, Inc., Financial Report, FY 2012

Item 20, continued:

Thereupon, Councilmember Castleberry moved that Contract No. K-1314-34 be amended by increasing the contract amount by $1,305 for a total contract amount of $65,274 and $1,305 be appropriated from the General Fund Balance (010-0000-253.20-00) to Contributions/Organizations (010-7083-451.47-41), which motion was duly seconded by Councilmember Griffith;

Participants in discussion
1. Mr. Anthony Francisco, Director of Finance

and the question being upon amending Contract No. K-1314-34 by increasing the contract amount by $1,305 for a total contract amount of $65,274 and upon the subsequent appropriation, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None
ABSTAIN:	Councilmember Jungman

The Mayor declared the motion carried and Contract No. K-1314-34 amended by increasing the contract amount by $1,305 for a total contract amount of $65,274; and $1,305 was appropriated from the General Fund Balance (010-0000-253.20-00) to Contributions/Organizations (010-7083-451.47-41).

and the question being upon Contract No. K-1314-34, as amended, with Sooner Theatre, Inc., in the revised amount of $65,274 and upon the subsequent directive, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None
ABSTAIN:	Councilmember Jungman

The Mayor declared the motion carried and Contract No. K-1314-34, as amended, with Sooner Theatre, Inc., in the revised amount of $65,274, approved; and the execution thereof was authorized.

* * * * *

Item 21, being:

CONTRACT K-1314-96: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND NEXTEL WEST CORPORATION PROVIDING FOR TERMINATION OF A LEASE FOR CELLULAR EQUIPMENT AT 620 EAST LINDSEY STREET.

Acting as the Norman Utilities Authority, Trustee Kovach moved that Contract No. K-1314-96 with Nextel West Corporation be approved and the execution thereof be authorized, which motion was duly seconded by Trustee Griffith;

Items submitted for the record
1. Text File No. K-1314-96 dated November 18, 2013, by Kathryn Walker, Assistant City Attorney
2. K-1314-96 with Exhibit A, Site Acceptance and Release

Item 21, continued:

and the question being upon approving Contract No. K-1314-96 with Nextel West Corporation and upon the subsequent authorization, a vote was taken with the following result:

YEAS:	Trustees Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Chairman Rosenthal
NAYES:	None

The Chairman declared the motion carried and Contract No. K-1314-96 with Nextel West Corporation approved; and the issuance thereof was authorized.

* * * * *

Item 22, being:

RESOLUTION NO. R-1314-58: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROGRAMMING FEDERAL SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA-SAFETY) FUNDS FOR THE INSTALLATION OF A NEW TRAFFIC SIGNAL AT THE INTERSECTION OF ROCK CREEK ROAD AND SEQUOYAH TRAIL AND ITS INTERCONNECTION TO OTHER NEARBY SIGNALS IN NORMAN.

Councilmember Kovach moved that Resolution No. R-1314-58 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-58 dated November 12, 2013, by Angelo Lombardo, Transportation Engineer
2. Resolution No. R-1314-58
3. Location map

and the question being upon adopting Resolution No. R-1314-58, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-58 was adopted.

* * * * *

Item 23, being:

RESOLUTION NO. R-1314-59: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROGRAMMING FEDERAL SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA-SAFETY) FUNDS FOR THE INSTALLATION OF A NEW TRAFFIC SIGNAL AT THE INTERSECTION OF ROBINSON STREET AND 48TH AVENUE N.W. AND ITS INTERCONNECTION TO OTHER NEARBY SIGNALS IN NORMAN.

Councilmember Kovach moved that Resolution No. R-1314-73 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-59 dated November 12, 2013, by Angelo Lombardo, Transportation Engineer
2. Resolution No. R-1314-59
3. Location map

Item 23, continued:

and the question being upon adopting Resolution No. R-1314-59, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-59 was adopted.

* * * * *

Item 24, being:

RESOLUTION NO. R-1314-60: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROGRAMMING FEDERAL SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA-SAFETY) FUNDS FOR THE TRAFFIC SIGNAL INTERCONNECTION UPGRADE ON ROBINSON STREET, FROM PETERS AVENUE TO 12TH AVENUE NE IN NORMAN.

Councilmember Kovach moved that Resolution No. R-1314-60 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-60 dated November 12, 2013, by Angelo Lombardo, Transportation Engineer
2. Resolution No. R-1314-60
3. Location map

and the question being upon adopting Resolution No. R-1314-60, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-60 was adopted.

* * * * *

Item 25, being:

RESOLUTION NO. R-1314-61: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROGRAMMING FEDERAL SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA) FUNDS FOR ROADWAY MODIFICATIONS AND A NEW TRAFFIC SIGNAL AT THE INTERSECTION OF 24TH AVENUE N.W. AND TEE DRIVE IN NORMAN.

Councilmember Kovach moved that Resolution No. R-1314-61 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-61 dated November 12, 2013, by Angelo Lombardo, Transportation Engineer
2. Resolution No. R-1314-61
3. Location map

Item 25, continued:

and the question being upon adopting Resolution No. R-1314-61, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-61 was adopted.

* * * * *

Item 26, being:

RESOLUTION NO. R-1314-62: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROGRAMMING FEDERAL SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA) FUNDS FOR ROADWAY MODIFICATIONS AND A NEW TRAFFIC SIGNAL AT THE INTERSECTION OF 36TH AVENUE N.W. AND HAVENBROOK STREET IN NORMAN.

Councilmember Kovach moved that Resolution No. R-1314-62 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-62 dated November 12, 2013, by Angelo Lombardo, Transportation Engineer
2. Resolution No. R-1314-62
3. Location map

and the question being upon adopting Resolution No. R-1314-62, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-62 was adopted.

* * * * *

Item 27, being:

RESOLUTION NO. R-1314-63: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROGRAMMING FEDERAL SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA-SAFETY) FUNDS FOR TRAFFIC SIGNAL UPGRADES CITYWIDE.

Councilmember Kovach moved that Resolution No. R-1314-63 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-63 dated November 12, 2013, by Angelo Lombardo, Transportation Engineer
2. Resolution No. R-1314-63
3. Location map

Item 27, continued:

and the question being upon adopting Resolution No. R-1314-63, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-63 was adopted.

* * * * *

Item 28, being:

RESOLUTION NO. R-1314-64: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROGRAMMING FEDERAL SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA-SAFETY) FUNDS FOR TRAFFIC SIGNAL VEHICLE VIDEO DETECTION UPGRADES CITYWIDE.

Councilmember Kovach moved that Resolution No. R-1314-64 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-64 dated November 12, 2013, by Angelo Lombardo, Transportation Engineer
2. Resolution No. R-1314-64
3. Location map

Participants in discussion
1. Ms. Ann Gallagher, 1522 East Boyd Street, asked questions
2. Mr. Shawn O'Leary, Director of Public Works

and the question being upon adopting Resolution No. R-1314-64, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-64 was adopted.

* * * * *

Item 29, being:

RESOLUTION NO. R-1314-68: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROGRAMMING FEDERAL SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA) FUNDS FOR THE CONSTRUCTION OF SIDEWALKS ALONG CLASSEN BOULEVARD, BETWEEN SHAWNEE STREET AND ENID STREET, AND WEST OF 12TH AVENUE SE.

Councilmember Kovach moved that Resolution No. R-1314-68 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-68 dated November 12, 2013, by Angelo Lombardo, Transportation Engineer
2. Resolution No. R-1314-68
3. Location map

Item 29, continued:

and the question being upon adopting Resolution No. R-1314-68, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-68 was adopted.

* * * * *

Item 30, being:

RESOLUTION NO. R-1314-69: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PROGRAMMING FEDERAL SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA-SAFETY) FUNDS FOR THE INSTALLATION OF PAVEMENT MARKINGS AT VARIOUS LOCATIONS ALONG THE FEDERAL FUNCTIONALLY CLASSIFIED TRANSPORTATION SYSTEM IN NORMAN.

Councilmember Kovach moved that Resolution No. R-1314-69 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-69 dated November 12, 2013, by Angelo Lombardo, Transportation Engineer
2. Resolution No. R-1314-69

and the question being upon adopting Resolution No. R-1314-69, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-69 was adopted.

* * * * *

Item 31, being:

RESOLUTION NO. R-1314-70: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $506,000 FROM THE PUBLIC SAFETY SALES TAX FUND BALANCE TO PAY COSTS FOR PHYSICAL EVIDENCE STORAGE SOLUTION AND THE TRANSFER OF EXISTING EVIDENCE STORAGE EQUIPMENT, AND TO PURCHASE LABORATORY PROCESSING EQUIPMENT, FURNITURE, COPIER/PRINTER, INFORMATION TECHNOLOGY HARDWARE, AND DIGITAL EVIDENCE MANAGEMENT FOR THE INTERVIEW AND INTERROGATION ROOMS OF THE CITY OF NORMAN INVESTIGATIONS CENTER.

Councilmember Kovach moved that Resolution No. R-1314-70 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-70 dated November 8, 2013, by Major JD Younger
2. Resolution No. R-1314-70

Participants in discussion
1. Mr. Anthony Francisco, Director of Finance

Item 31, continued:

and the question being upon adopting Resolution No. R-1314-70, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-70 was adopted.

* * * * *

Item 32, being:

RESOLUTION NO. R-1314-71: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ESTABLISHING POLICIES FOR ALLOWING VOLUNTEER ORGANIZATIONS TO OCCUPY TEMPORARY DWELLINGS LOCATED ON PROPERTIES ZONED A-2, RURAL AGRICULTURAL ZONING DISTRICT, WHILE ASSISTING IN PROPERTY REBUILDING EFFORTS AS A MEANS OF DISASTER RELIEF FROM THE MAY 19TH TORNADO.

Councilmember Kovach moved that Resolution No. R-1314-71 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-71 dated November 8, 2013, by Terry Floyd, Development Coordinator
2. Resolution No. R-1314-71

Participants in discussion
1. Mr. Terry Floyd, Development Coordinator

and the question being upon adopting Resolution No. R-1314-71, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-71 was adopted.

* * * * *

Item 33, being:

RESOLUTION NO. R-1314-72: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN OKLAHOMA, AUTHORIZING COMPROMISE SETTLEMENT OF CLAIMS FILED BY MARVIN BARTON UNDER THE PROVISIONS OF THE WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF MARVIN BARTON V. THE CITY OF NORMAN, WORKERS' COMPENSATION CASE NO. WCC-2012-12945 A AND WCC 2013-07113 A; DIRECTING THE LEGAL DEPARTMENT TO THEN FILE SUCH SETTLEMENT AND ALL ATTENDANT COSTS IN THE WORKERS' COMPENSATION COURT, OKLAHOMA CITY, OKLAHOMA; AND AUTHORIZING AND DIRECTING THE FINANCE DIRECTOR TO SUBSEQUENTLY PURCHASE SUCH WORKERS' COMPENSATION COURT JUDGMENTS FROM THE RISK MANAGEMENT INSURANCE FUND.

Councilmember Kovach moved that Resolution No. R-1314-72 be adopted and payment of claims in the amount of $102,188.94 which will constitute judgment against the City of Norman be directed, which motion was duly seconded by Councilmember Griffith;

Item 33, continued:

Items submitted for the record
1. Text File No. R-1314-72 dated November 19, 2013, by Jeanne Snider, Assistant City Attorney with attached Settlement Schedule
2. Resolution No. R-1314-72
3. Purchase Requisition No. 0000226234 dated November 14, 2013, in the amount of $82,644 to Marvin Barton and William Woodson
4. Purchase Requisition No. 0000226260 dated November 14, 2013, in the amount of $1,292 to Workers' Compensation Administrative Fund
5. Purchase Requisition No. 0000226262 dated November 14, 2013, in the amount of $484.50 to Workers' Compensation Occupational and Health Fund
6. Purchase Requisition No. 0000226278 dated November 14, 2013, in the amount of $140 to Worker's Compensation Court
7. Purchase Requisition No. 0000226279 dated November 14, 2013, in the amount of $125.70 to Cleveland County Court Clerk
8. Purchase Requisition No. 0000226280 dated November 14, 2013, in the amount of $16,856 to Marvin Barton and William Woodson
9. Purchase Requisition No. 0000226281 dated November 14, 2013, in the amount of $277.12 to Workers' Compensation Administrative Fund
10. Purchase Requisition No. 0000226285 dated November 14, 2013, in the amount of $103.92 to Workers' Compensation Occupational and Health Fund
11. Purchase Requisition No. 0000226286 dated November 14, 2013, in the amount of $140 to Worker's Compensation Court
12. Purchase Requisition No. 0000226287 dated November 14, 2013, in the amount of $125.70 to Cleveland County Court Clerk

and the question being upon adopting Resolution No. R-1314-72 and upon the subsequent directive, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-72 adopted; and payment of claims in the amount of $102,188.94 which will constitute judgment against the City of Norman was directed.

* * * * *

Item 34, being:

RESOLUTION NO. R-1314-73: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DECLARING THAT THE CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING SCHEDULED FOR DECEMBER 24, 2013, SHALL BE CANCELLED.

Councilmember Kovach moved that Resolution No. R-1314-73 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-73 dated November 19, 2013, by Brenda Hall, City Clerk
2. Resolution No. R-1314-73

and the question being upon adopting Resolution No. R-1314-73, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-73 was adopted.

* * * * *

Item 35, being:

RESOLUTION NO. R-1314-74: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN OKLAHOMA, AUTHORIZING COMPROMISE SETTLEMENT OF CLAIMS FILED BY KENNETH HAMMAN UNDER THE PROVISIONS OF THE WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF KENNETH HAMMAN V. THE CITY OF NORMAN, WORKERS' COMPENSATION CASE NOS. WCC-2011-06613 L AND WCC-2011-05712 Q; DIRECTING THE LEGAL DEPARTMENT TO THEN FILE SUCH SETTLEMENT AND ALL ATTENDANT COSTS IN THE WORKERS' COMPENSATION COURT, OKLAHOMA CITY, OKLAHOMA; AND AUTHORIZING AND DIRECTING THE FINANCE DIRECTOR TO SUBSEQUENTLY PURCHASE SUCH WORKERS' COMPENSATION COURT JUDGMENTS FROM THE RISK MANAGEMENT INSURANCE FUND.

Councilmember Kovach moved that Resolution No. R-1314-74 be adopted and payment of claims in the amount of $66,765.39 which will constitute judgment against the City of Norman be directed, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record

1. Text File No. R-1314-74 dated October 21, 2013, by Jeanne Snider, Assistant City Attorney with attached Settlement Schedule
2. Resolution No. R-1314-74
3. Workers' Compensation Court Case No. WCC-2011-06613L, Order Determining Compensability and Awarding Permanent Partial Disability, filed October 18, 2013
4. Workers' Compensation Court Case No. WCC-2011-06613L, Order Authorizing Medical Treatment, filed September 28, 2012
5. Purchase Requisition No. 0000226454 dated November 19, 2013, in the amount of $36,415 to Kenneth Hamman and Forbes & Forbes
6. Purchase Requisition No. 0000225175 dated October 22, 2013, in the amount of $678.30 to Workers' Compensation Administrative Fund
7. Purchase Requisition No. 0000225174 dated October 22, 2013, in the amount of $254.36 to Workers' Compensation Occupational and Health Fund
8. Purchase Requisition No. 0000225177 dated October 22, 2013, in the amount of $140 to Worker's Compensation Court
9. Purchase Requisition No. 0000225178 dated October 22, 2013, in the amount of $125.70 to Cleveland County Court Clerk
10. Purchase Requisition No. 0000226449 dated November 19, 2013, in the amount of $27,998.08 to Kenneth Hamman and Forbes & Forbes
11. Purchase Requisition No. 0000226450 dated November 19, 2013, in the amount of $646 to Workers' Compensation Administrative Fund
12. Purchase Requisition No. 0000226451 dated November 19, 2013, in the amount of $242.25 to Workers' Compensation Occupational and Health Fund
13. Purchase Requisition No. 0000226452 dated November 19, 2013, in the amount of $140 to Worker's Compensation Court
14. Purchase Requisition No. 0000226453 dated November 19, 2013, in the amount of $125.70 to Cleveland County Court Clerk

and the question being upon adopting Resolution No. R-1314-74 and upon the subsequent directive, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-74 adopted; and payment of claims in the amount of and $66,765.39 which will constitute judgment against the City of Norman was directed.

* * * * *

Item 36, being:

RESOLUTION NO. R-1314-15: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADOPTING AND CONFIRMING FINAL COSTS ASSOCIATED WITH IMPROVEMENTS ON ROCK CREEK ROAD, AN ARTERIAL ROAD, FROM BETWEEN PORTER AVENUE TO ONE-HALF MILE EAST OF 12TH AVENUE N.E., AND AUTHORIZING THE DIRECTOR OF PUBLIC WORKS TO RELEASE PROPERTIES AS ASSESSMENTS ARE PAID.

Councilmember Kovach moved that Resolution No. R-1314-15 be adopted, which motion was duly seconded by Councilmember Griffith;

Items submitted for the record
1. Text File No. R-1314-15 dated July 25, 2013, by Josh Malwick, Capital Projects Engineer
2. Resolution No. R-1314-15 with Exhibit "A", ownership list, and Exhibit "B", location map

Participants in discussion
1. Mr. Scott Sturtz, City Engineer
2. Mr. Anthony Francisco, Director of Finance

and the question being upon adopting Resolution No. R-1314-15, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-15 was adopted.

* * * * *

Item 37, being:

CONSIDERATION OF ORDINANCE NO. O-1314-16 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING ORDINANCE NO. O-0708-18 TO ALLOW AN EXPANSION OF THE COMMERCIAL COMPONENT ON THE GROUND FLOOR OF THE ENTIRE DEVELOPMENT FOR 36TH NORTH BUSINESS PARK ADDITION TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED ON THE EAST SIDE OF 36TH AVENUE N.W. APPROXIMATELY ONE-HALF MILE NORTH OF ROCK CREEK ROAD)

Ordinance No. O-1314-16 having been Introduced and adopted upon First Reading by title in City Council's meeting of November 12, 2013, Councilmember Kovach moved that Ordinance No. O-1314-16 be adopted upon Second Reading section by section, which motion was duly seconded by Councilmember Holman;

Items submitted for the record
1. Text File No. O-1314-16 dated September 11, 2013, by Jane Hudson, Principal Planner
2. Ordinance No. O-1314-16 with attachment, 2013 Amendment to the 36 North PUD Development Plan approved by City Council on January 8, 2008, with Exhibit A, Preliminary Plat; Exhibit B, Preliminary Site Plan; and Exhibit C, Landscape Site Plan
3. Location map
4. Staff report dated October 10, 2013, recommending approval
5. Pertinent excerpts from Planning Commission minutes of October 10, 2013

Participants in discussion
1. Mr. Tom McCaleb, 815 East Main Street, Oklahoma City, SMC Consulting Engineers, engineer representing the applicant

Item 37, continued:

and the question being upon adopting Ordinance No. O-1314-16 upon Second Reading section by section, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Ordinance No. O-1314-16 was adopted upon Second Reading section by section.

Thereupon, Councilmember Kovach moved that Ordinance No. O-1314-16 be adopted upon Final Reading as a whole, which motion was duly seconded by Councilmember Holman; and the question being upon adopting Ordinance No. O-1314-16 upon Final Reading as a whole, the roll was called with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Ordinance No. O-1314-16 was adopted upon Final Reading as a whole.

* * * * *

With consensus from Council, Item 39 was considered before Item 38.

* * * * *

Item 39, being:

CONSIDERATION OF A PRELIMINARY PLAT FOR 36TH NORTH BUSINESS PARK, A PLANNED UNIT DEVELOPMENT, A REPLAT OF LOT 1, BLOCK 1, S.C.M.C. ADDITION AND LOT 6, BLOCK 1, BROCE INDUSTRIAL PARK ADDITION (GENERALLY LOCATED ON THE EAST SIDE OF 36TH AVENUE N.W. ONE-HALF MILE NORTH OF WEST ROCK CREEK ROAD).

Councilmember Kovach moved that the preliminary plat for 36th North Business Park, a Planned Unit Development, a replat of Lot 1, Block 1, S.C.M.C. Addition, and Lot 6, Block 1, Broce Industrial Park Addition, be approved, which motion was duly seconded by Councilmember Holman;

Items submitted for the record

1. Text File No. PP-1314-6 dated September 11, 2013, by Ken Danner, Subdivision Manager, with Exhibit A, Traffic Table
2. Location map
3. Preliminary plat
4. Staff Report dated October 10, 2013, recommending approval
5. Preliminary site plan
6. Development Review of Transportation Impacts dated September 11, 2013, prepared by David R. Riesland, P.E., City Traffic Engineer, for 36th North Business Park
7. Predevelopment Meeting Summary Case No. PD 13-20 dated August 22, 2013, for 36th North, L.L.C., for property located at 36th Avenue N.W. at Quail Drive
8. Norman Greenbelt Enhancement Statement dated August 19, 2013
9. Pertinent excerpts from Planning Commission minutes of October 10, 2013

Item 39, continued:

and the question being upon approving the preliminary plat for 36th North Business Park, a Planned Unit Development, a replat of Lot 1, Block 1, S.C.M.C. Addition, and Lot 6, Block 1, Broce Industrial Park Addition, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and the preliminary plat for 36th North Business Park, a Planned Unit Development, a replat of Lot 1, Block 1, S.C.M.C. Addition, and Lot 6, Block 1, Broce Industrial Park Addition, was approved.

* * * * *

With consensus from Council, Item 39 was considered before Item 38.

* * * * *

Item 38, being:

CONSIDERATION OF ORDINANCE NO. O-1314-17 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 LOTS 5 AND 6, BLOCK 23, AMENDED PLAT OF BLOCKS 19 AND 23 OF CLASSEN-MILLER ADDITION FROM THE C-1, LOCAL COMMERCIAL DISTRICT. AND PLACE THE SAME IN THE C-2, GENERAL COMMERCIAL DISTRICT, AND 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, AMENDED PLAT OF BLOCKS 19 AND 23 OF CLASSEN-MILLER ADDITION TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1226 CLASSEN BOULEVARD)

Ordinance No. O-1314-17 having been introduced and adopted upon First Reading by title in City Council's meeting of November 12, 2013, Councilmember Kovach moved that Ordinance No. O-1314-17 be adopted upon Second Reading section by section, which motion was duly seconded by Councilmember Holman;

Items submitted for the record
1. Text File No. O-1314-17 dated September 11, 2013, by Janay Greenlee, Planner II
2. Ordinance No. O-1314-17 with Exhibit A. Site Plan
3. Location map
4. Staff report dated October 10, 2013, recommending approval
5. Renderings of project
6. City of Norman Predevelopment Case No PD 13-26 dated September 26, 2013, submitted by Zain Fuel, Inc., for property located at 1226 Classen Boulevard
7. Pertinent excerpts from Planning Commission minutes of October 10, 2013

Participants in discussion
1. Mr Frank Kubier, Krittenbrink Architecture, 301 West Boyd Street, architect representing the applicant
2. Mr. Shawn O'Leary, Director of Public Works
3. Ms. Joy Hampton, *The Norman Transcript*, 215 East Comanche Street, asked questions

and the question being upon adopting Ordinance No. O-1314-17 upon Second Reading section by section, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Ordinance No. O-1314-17 was adopted upon Second Reading section by section.

Item 38, continued:

Thereupon, Councilmember Kovach moved that Ordinance No. O-1314-17 be adopted upon Final Reading as a whole, which motion was duly seconded by Councilmember Holman; and the question being upon adopting Ordinance No. O-1314-17 upon Final Reading as a whole, the roll was called with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Ordinance No. O-1314-17 was adopted upon Final Reading as a whole.

* * * * *

Item 40, being:

RESOLUTION NO. R-1314-45: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO PLACE LOTS 41 AND 42, BLOCK 5, HARDIE RUCKER ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, IN THE MEDIUM DENSITY RESIDENTIAL DESIGNATION AND REMOVE THE SAME FROM THE LOW DENSITY RESIDENTIAL DESIGNATION. (1418 GEORGE AVENUE)

Councilmember Griffith moved that Resolution No. R-1314-45 be adopted and the NORMAN 2025 Land Use and Transportation Plan be amended according thereto, which motion was duly seconded by Councilmember Gallagher;

Items submitted for the record
1. Text File No. R-1314-45 dated September 11, 2013, by Janay Greenlee, Planner II
2. Resolution No. R-1314-45
3. Location map
4. Staff Report dated October 10, 2013, recommending approval
5. Pre-Development Meeting Summary PD 13-26 dated September 26, 2013, for Bill Woods for property located at 1418 George Avenue
6. Pertinent excerpts from Planning Commission minutes of October 10, 2013

Participants in discussion
1. Mr. Gene Lavistida, 1730 Oakwood Drive, applicant
2. Mr. Shawn O'Leary, Director of Public Works
3. Ms. Joy Hampton, *The Norman Transcript*, 215 East Comanche Street, asked questions

and the question being upon adopting Resolution No. R-1314-45 be adopted and the NORMAN 2025 Land Use and Transportation Plan be amended according thereto, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Resolution No. R-1314-45 adopted; and the NORMAN 2025 Land Use and Transportation Plan was amended according thereto.

* * * * *

Item 41, being:

CONSIDERATION OF ORDINANCE NO. O-1314-20 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 LOTS 41 AND 42, BLOCK 5, HARDIE RUCKER ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN THE R-2, TWO-FAMILY DWELLING DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1418 GEORGE AVENUE)

Ordinance No. O-1314-20 having been Introduced and adopted upon First Reading by title in City Council's meeting of November 12, 2013, Councilmember Kovach moved that Ordinance No. O-1314-20 be adopted upon Second Reading section by section, which motion was duly seconded by Councilmember Holman;

Items submitted for the record
1. Text File No. O-1314-20 dated September 11, 2013, by Janay Greenlee, Planner II
2. Ordinance No. O-1314-20
3. Location map
4. Staff report dated October 10, 2013, recommending approval
5. Site plan
6. Pertinent excerpts from Planning Commission minutes of October 10, 2013

and the question being upon adopting Ordinance No. O-1314-20 upon Second Reading section by section, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Ordinance No. O-1314-20 was adopted upon Second Reading section by section.

Thereupon, Councilmember Kovach moved that Ordinance No. O-1314-20 be adopted upon Final Reading as a whole, which motion was duly seconded by Councilmember Holman; and the question being upon adopting Ordinance No. O-1314-20 upon Final Reading as a whole, the roll was called with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and Ordinance No. O-1314-20 was adopted upon Final Reading as a whole.

* * * * *

Item 42, being:

RESOLUTION NO. R-1314-75: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, GIVING THE SECRETARY OF THE CLEVELAND COUNTY ELECTION BOARD NOTICE OF MUNICIPAL AND MUNICIPAL RUNOFF ELECTIONS FOR 2014.

Councilmember Kovach moved that Resolution No. R-1314-75 be adopted, which motion was duly seconded by Councilmember Griffith

Items submitted for the record
1. Text File No. R-1314-75 dated November 21, 2013, by Brenda Hall, City Clerk
2. Resolution No. R-1314-75

Item 42, continued:

Thereupon, Councilmember Griffith moved that Resolution No. R-1314-75 be amended to set the City Council Municipal Election on April 1, 2014, and the City Council Municipal Runoff Election on June 24, 2014, which motion was duly seconded by Councilmember Holman;

Participants in discussion
1. Ms. Ann Gallagher, 1522 East Boyd Street, protestant

and the question being upon amending Resolution No. R-1314-75 to set the City Council Municipal Election on April 1, 2014, and the City Council Municipal Runoff Election on June 24, 2014, a vote was taken with the following result:

YEAS:	Councilmembers Griffith, Heiple, Holman, Jungman, Miller, Mayor Rosenthal
NAYES:	Councilmembers Castleberry, Kovach, and Williams

The Mayor declared the motion carried and Resolution No. R-1314-75 was amended to set the City Council Municipal Election on April 1, 2014. and the City Council Municipal Runoff Election on June 24, 2014.

and the question being upon adopting Resolution No. R-1314-75, as amended, a vote was taken with the following result:

YEAS:	Councilmembers Griffith, Heiple, Holman, Jungman, Miller, Mayor Rosenthal
NAYES:	Councilmembers Castleberry, Kovach, and Williams

The Mayor declared the motion carried and Resolution No. R-1314-75, as amended, was adopted.

* * * * *

Item 43, being:

MISCELLANEOUS DISCUSSION

Lack of Response by City Staff. Mr Mark Campbell, Post Office Box 1501, said when he had problems getting a quick response from different departments at the City of Norman, he usually calls the Action Center hoping the item could be addressed, however, not all citizens are treated equally. He said he has paid rent in Norman for the last twelve years and wishes Council and City Staff would be more receptive to those who are not Norman Stakeholders. He said he is sometimes told someone will get back with him and he appreciate it when he gets a call back. He said in more than one instance, he has witnessed a lack of action by City Staff.

*

Thanks to Police Department. Mr. Mark Campbell, Post Office Box 1501, thanked the officer at Flood and Main who used the loud speaker to ask automobiles to yield to pedestrians at the Crosswalk during game day traffic.

*

Demolished Properties. Ms. Ann Gallagher, 1522 East Boyd Street, asked if Staff checks on properties that are being razed to make sure things are done correctly.

Mayor Rosenthal asked Ms. Gallagher to provide the locations in question to Susan Connors, Director of Planning and Community Development.

*

Thanks for Attendance. Councilmember Holman thanked those who attended tonight's meeting and those who watching television

*

Miscellaneous Discussion, continued:

Be Safe and Have a Happy Holiday. Councilmembers Holman and Miller urged all drivers to be safe during the holiday traffic.

Councilmember Griffith wished everyone well during the Thanksgiving Holiday, asked them to count their blessings, and to be safe.

Councilmembers Holman, Williams, Miller, and Heiple wished everyone a Happy Thanksgiving.

Councilmember Kovach said Thanksgiving is one his favorite holidays where everyone shares a meal and has fellowship and spends time with their families and friends. He wished all his colleagues a Happy Thanksgiving and safe travel if they are leaving town.

Mayor Rosenthal expressed her appreciation for the Thanksgiving Holiday and all it means for family and friends as they gather together.

*

Upcoming Election. Councilmember Castleberry said he appreciated the discussion Council had this evening about the upcoming election because it is good to openly discuss and debate these types of issues and still walk away friends. He said he looked forward to the year 2016 to hear the presiding group of Councilmembers who supported the election in April and June do so during a Presidential Election year which will have a high turnout.

*

Public Safety Sales Tax. Councilmembers Kovach encouraged the public to follow the Public Safety Sales Tax issue that Council is discussing. He said he would love to hear everyone's opinion. He said Council is trying to continue something that is very important and very successful and Council wants input from residents.

*

Shop During The Holiday Season. Councilmember Heiple asked everyone to be kind on Black Friday because there is a lot of items to buy and no need to fight.

Mayor Rosenthal said for those who stay home on Black Friday, please remember Small Business Saturday because it is particularly important because this day recognizes smaller businesses in our community who provide so much support for those in need by supporting non-profit groups and civic organizations. She asked everyone to please restrain from buying online on Cyber Monday because there is an unlevel playing field between the sales tax that is collected from our businesses in Norman and those online.

*

Presentation to the Fire Department. Mayor Rosenthal said Jim Costello, owner of Firehouse Subs, has invited City Councilmembers and the public to Firehouse Subs, located at 320 12th Avenue S.E., on Tuesday, December 3rd, at 10.00 a.m. to see the presentation of a grant to the Fire Department. She said this is the kind of generosity that the small businesses in Norman demonstrate.

*

Legacy Park Update. Mr. Steve Lewis, City Manager, provided an update of construction at Legacy Park. He provided pictures of the installation of the Entry Columns for the park and the control room vaults that were delivered last week from Delta Manufacturing in Florida. He said the vaults will be installed underground and will contain pump equipment to operate the fountains. He said it is hoped Legacy Park will be completed sometime in August, 2014.

*

Griffin Park. Mr. Steve Lewis, City Manager, said there are currently four lit soccer fields in Griffin Park and last week bids opened that will allow three additional fields to be lit. He said this project is being done cooperatively between the City and the Norman Youth Soccer Association (NYSA). NYSA provided $80,000 in private donations to help advance the project. This work will start during winter months to be ready for Spring Soccer Season.

*

Miscellaneous Discussion, continued:

Lake Thunderbird Total Maximum Daily Load Study (TMDL). Staff has received notification from the Oklahoma Department of Environmental Quality that the Environmental Control Protection Agency has completed the TMDL which will prompt the City to begin extensive work to complete a compliance plan to monitor and track pollutants that go into Lake Thunderbird. He said staff is working together to bring forth recommendations as to how to come into compliance.

*

The Passing of Cody Ponder. Mayor Rosenthal expressed her sadness at the passing of Cody Ponder, Community Leader and Volunteer. She said Cody died early this afternoon after a lengthy battle with Esophageal Cancer and our prayers go out to him and his family.

*****

Item 44, being:

ADJOURNMENT

There being no further business, Councilmember Kovach moved that the meeting be adjourned, which motion was duly seconded by Councilmember Griffith; and the question being upon adjournment of the meeting, a vote was taken with the following result:

YEAS:	Councilmembers Castleberry, Griffith, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal
NAYES:	None

The Mayor declared the motion carried and the meeting was adjourned at 12:21 a.m.

ATTEST:

City Clerk

Mayor

City of Norman, OK

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

Master

File Number: R-1314-76

File ID:	R-1314-76	**Type:**	Resolution	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 4	**In Control:**	City Council
Department:	City Manager Department	**Cost:**		**File Created:**	11/26/2013
File Name:	Human Rights Award 2013			**Final Action:**	

Title: RESOLUTION NO. R-1314-76: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, IN CONJUNCTION WITH THE NORMAN HUMAN RIGHTS COMMISSION, AWARDING THE 2013 CITY OF NORMAN HUMAN RIGHTS AWARD.

Notes: ACTION NEEDED: Motion to adopt or reject Resolution No. R-1314-76.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 4

Attachments: Text File Human Rights Award.pdf, Human Rights Nomination.pdf, R-1314-76 Human Rights Award.pdf

Project Manager: Carol Coles, Administrative Assistant

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File R-1314-76

Longfellow Middle School

Wednesday, October 2, 2013

To Whom It May Concern'

I would like to nominate the My Body, My Life Program put on by the Norman Police Department for the City of Norman Human Rights Award. I believe there is no better program in Norman that promotes human rights and equality than the My Body, My Life Program.

The My Body, My Life Program was written and developed by Norman Sgt. Bob Moore and Master Police Officer Marcus Savage, as well as Darien Moore, a former Norman Public Schools principal. The program empowers women and young women through awareness, education, violence prevention and self defense techniques.

The class was first developed in the 1990s and has been taught for years at every middle school in Norman, both high schools and Moore Norman Technology Center as a part of its Summer Youth Academy. It is also being offered for free to adult women in partnership with Norman Regional Hospital

I have had the privilege of being the counselor who sits in with the class countless times when it has been taught to middle school students at Longfellow Middle School. I also have served as the counselor on site when it was taught to 12-14 year old girls at Moore Norman Technology Center this summer. I have seen countless teen agers learn life-saving skills in this class. Students are taught everything from the dangers of drinking drugs and alcohol to basic self defense techniques.

Most importantly, this class empowers women to take control of their own body and their own life, the very essence of human rights and equality. I have seen students enter the class who have never stood up for themselves and what is right for them, leave the class with their heads held higher and with complete confidence they could say an adamant, "NO!" in a situation that compromised their rights.

I have also never been in a class when a student didn't disclose something that compromised their rights, whether it be a rape, sexual abuse, fear of another person or sexual promiscuity. Each time this has happened, the student didn't have the courage to report the issue before the class, but the class promoted their own human rights and they had the courage to report.

215 N. Ponca Norman, OK 73071 **Phone: (405) 366-5948 Fax: (405) 366-5952**

Longfellow Middle School

The officers who teach this class are completely committed to changing lives through preventative measures. Sgt. Moore, MPO Savage, officers Carl Pendleton and Glenda Vasseur, as well as other officers, work together to teach students in 7th grade through adult women on how to be empowered and how to take control of their own lives.

I am honored to have been able to be a part of such an amazing program for four years. I implore you to recognize this outstanding group for their contributions to promoting human rights and equality in Norman. This group is extremely deserving.

Sincerely,

Michelle Sutherlin
Counselor
Longfellow Middle School
405-366-5948
msutherlin@norman.k12.ok.us

Resolution

R-1314-76

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, IN CONJUNCTION WITH THE NORMAN HUMAN RIGHTS COMMISSION, AWARDING THE 2013 CITY OF NORMAN HUMAN RIGHTS AWARD.

§ 1. WHEREAS, the Norman Human Rights Commission seeks to promote and encourage fair treatment and mutual understanding among all citizens and to combat all prejudice, bigotry, and discrimination that prevent individuals from reaching their full potential as human beings; and

§ 2. WHEREAS, the City of Norman entrusts the Norman Human Rights Commission with the duties of studying the problems of discrimination, advising the City on human rights issues, and coordinating citizen involvement in the struggle of human rights.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 3. That the City of Norman, Oklahoma, in conjunction with the Norman Human Rights Commission, does hereby award the 2013 City of Norman Human Rights Award to the Norman Police Department's My Body, My Life Program.

PASSED AND ADOPTED THIS 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

City of Norman, OK

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

Master

File Number: O-1314-26

File ID:	O-1314-26	**Type:**	Ordinance	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 6	**In Control:**	City Council
Department:	Legal Department	**Cost:**		**File Created:**	12/03/2013
File Name:	Conservation Ordinance			**Final Action:**	

Title: CONSIDERATION OF ORDINANCE NO. O-1314-26 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 21-405 OF CHAPTER 21 OF THE CODE OF THE CITY OF NORMAN TO REQUIRE YEAR ROUND CONSERVATION RESTRICTIONS AND PROVIDE FOR ADDITIONAL CONSERVATION STAGES IN ACCORDANCE WITH THE CITY OF NORMAN WATER CONSERVATION, AND SET FORTH THE REQUIREMENTS FOR VARIANCES THEREFROM; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Notes: ACTION NEEDED: Motion to Introduce and adopt Ordinance No. O-1314-26 upon First Reading by title.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 6

Attachments: Text File O-1314-26.pdf, O-1314-26.pdf, O-1314-26 annotated.pdf, Oversight Minutes September 11.pdf, Study Session Minutes 9-17-13

Project Manager: Chris Mattingly, Water Treatment Plant Superintendent

Entered by: kathryn.walker@normanok.gov **Effective Date:**

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File O-1314-26

body

BACKGROUND: During the annual Council Planning Retreat, one of the topics of discussion that was prioritized was updating the current Water Conservation Plan (the "Plan"), including examining whether the City should consider implementing year round mandatory watering restrictions. The purpose of this memorandum is to review the conservation measures contained in the current Plan and discuss changes to watering restrictions.

The Water Conservation Plan 2011 (as amended through February 26, 2013):

The current Plan dictates that the City undertake certain mandatory water conservation measures when drought patterns begin. There are 3 stages of conservation measures. Stage 1 Conservation is Voluntary Water Conservation. Stage 1 may be implemented when one or more criteria are met - (1) The City water demand is

expected to equal the capacity of Norman Utilities Authority ("NUA"), (2) Lake Thunderbird water level drops to a water level of 1034.0 feet, (3) There is a temporary reduction in the source of supply from Lake Thunderbird, (4) A large portion of the distribution system is temporarily out of service, (5) the Oklahoma City emergency connection is not available for use; or (6) the Central Oklahoma Master Conservancy District ("COMCD") requests a slight reduction in member cities usage.

Stage 2 Conservation is Moderate (Mandatory) Conservation and may be implemented when (1) the City water demand exceeds the NUA's supply capacity by greater than 3 million gallons per day (mgd) for two consecutive days and there is not weather related relief in the forecast, (2) there is a reduction in long term source of water supply or COMCD requests a reduction in the Lake Thunderbird allocation by 10%, (3) when the water level in the lake drops to 1032.0 feet or below, or (4) when a large portion of NUA's distribution system is out of service. Developers, builders and members of the public are encouraged to wait to install new landscaping. The City is required to eliminate non-essential water use and reduce splash pad operation. Washing or hosing down buildings, sidewalks, driveways, porches or other paved areas is prohibited, as is washing of vehicles outside of a commercial car wash. No outdoor watering is allowed between 9am and 6 pm and odd/even watering restrictions are mandatory with no watering allowed on Wednesday and Thursday of each week. Excessive water run-off from landscaped areas is also prohibited.

Stage 3 Conservation is Severe (Mandatory) Conservation and may be implemented by the City Manager when (1) demand exceeds capacity by more than 6 million gallons per day for 2 consecutive days and there is no weather related relief in the immediate forecast, (2) areas of the distribution system have reduced water pressures less than 25 psi for 24 hours or more, (3) there is a reduction in long term source of supply or COMCD requests more than a 10% reduction in allocation from Lake Thunderbird, (4) the water level in the lake drops to a level of 1029.0 or below, (5) Stage 2 Conservation was implemented based on a reduction in allocation from Lake Thunderbird and demand has not decreased by 10% during Stage 2 Conservation and a drought is expected to continue for the near future, or (6) a large portion of the NUA's distribution system is out of service. During Stage 3 Conservation, landscape watering is limited to one day per week and prohibited during 9am and 6pm. Each area of Norman is assigned a specific day for landscape watering. No landscape watering is allowed on the weekends, however hand watering is allowed any day. No runoff is allowed. During Stage 3, the City is similarly restricted when watering City property. The City splash pads are shut off during Stage 3. Pools may use water to maintain operational levels but potable water cannot be used to refill ponds and lakes. Use of potable water at construction sites for dust control, compaction or wash-downs is prohibited.

Proposed Changes to the Water Conservation Plan

Given recent water shortage concerns, many cities have implemented mandatory watering restrictions on a year round basis. Recently, the City of Oklahoma City implemented Progressive Water Conservation Measures which includes permanent year-round mandatory odd/even watering restrictions. More stringent restrictions are dictated by combined lake capacity. Oklahoma City has also launched a website dedicated to public education about conservation (www.squeezeeverydrop.com <http://www.squeezeeverydrop.com>). A summary of Oklahoma City's Progressive Water Conservation Measures is attached.

Oklahoma City's plan requires all of their wholesale municipal water customers to follow the same or stricter conservation measures. This includes a number of metro area cities like Moore, Mustang, Yukon, and El Reno. Although Norman only buys water from Oklahoma City on an emergency basis, an argument can be made that during those times when we are purchasing Oklahoma City water, Norman should be implementing the similar or stricter conservation measures.

During its September meeting, the Council Oversight Committee explored several areas of possible amendments to Norman's Water Conservation Plan. The Committee looked at the recent changes to the Oklahoma City policy and discussed ways some of those changes could be used in and tailored to Norman.

The Committee discussed the following changes to the current Plan:

- Implement mandatory year-round odd/even landscaping watering conservation
- Adjust lake levels that can trigger implementation of conservation stages
- Draft language to more clearly communicate that hand-watering and using soaker hoses are allowed even when watering the yard may not be allowed

- Allow non-commercial car washing in Stage 2 Conservation (on the appropriate odd/even day)
- Stage 2 Mandatory Conservation would follow the Oklahoma City Stage 2 Conservation, i.e. two days per week watering
- All Mandatory Conservation efforts, including year round odd/even watering restrictions would also restrict watering between 9am and 6pm.

These changes were presented to the full Council at its Study Session on September 17, 2013 and the consensus of Council was to move forward with the proposed plan changes.

For clarity and enforcement purposes, Staff recommended that moving to a mandatory year-round odd/even watering schedule be codified.

DISCUSSION: Ordinance No. O-1314-26 amends Section 21-405 of the Norman Code to mandate an odd/even watering schedule year round. Recognizing this may create hardships in certain circumstances, the ordinance also includes a variance process similar to Oklahoma City's adopted variance process. Variances would be considered in limited circumstances upon request by the City Manager or his designee. The circumstances upon which a variance would be considered are as follows:

(1) Existing in-ground water irrigation system is determined to make compliance physically impossible.
(2) Newly-installed landscapes that require additional watering days following installation of the landscape for a reasonable time period.
(3) Special circumstances as long as the applicant can demonstrate special circumstances and extreme hardship to the satisfaction of the City Manager or his designee and the granting of the variance will not cause an immediate significant reduction in the City's water supply.

Amendments to the Water Conservation Plan will be on Council's agenda for January 14, 2014 as a companion item to Council's consideration of Ordinance No. O-1314-26 on Second Reading.

RECOMMENDATION: Staff recommends adoption of Ordinance No. O-1314-26.

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 21-405 OF CHAPTER 21 OF THE CODE OF THE CITY OF NORMAN TO REQUIRE YEAR ROUND CONSERVATION RESTRICTIONS AND PROVIDE FOR ADDITIONAL CONSERVATION STAGES IN ACCORDANCE WITH THE CITY OF NORMAN WATER CONSERVATION, AND SET FORTH THE REQUIREMENTS FOR VARIANCES THEREFROM; AND PROVIDING FOR THE SEVERABILITY THEREOF.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 1. That Section 21-405 of Chapter 21 of the Code of the City of Norman shall be amended to read as follows:

Sec. 21-405. Water conservation.

(a) The City Manager has full authority to impose and enforce water conservation stages in accordance with the City of Norman Water Conservation Plan, as may be amended from time to time.

(b) Unless a subsequent conservation stage of the Water Conservation Plan is implemented requiring more limited water use, all users of the City water system shall limit landscape watering year round in accordance with Stage 1, Normal Conservation of the City of Norman Conservation Plan as follows:

(1) Users shall water landscaping on odd or even days depending on address, meaning even numbered addresses shall only water landscape on even numbered dates and odd numbered addresses shall only water landscape on odd numbered dates.
(2) Hand watering landscaping is allowed at all times.

(c) Temporary variances from the requirements of any stage of the Water Conservation Plan may be requested by any accountholder of the water system for consideration by the City Manager or his or her designee who shall decide whether or not to grant the variance in accordance with the following provisions:
(1) Variances will not be considered for inconvenience.
(2) The variance will only apply to the property specifically listed in the variance.
(3) The variance will only apply to the accountholder applying for and granted variance.
(4) The variance may be terminated or suspended at any time and for any reason by the City Manager or his designee.
(5) No person or entity has any property or personal right or interest in the continuance or the continuing operation of the variance.

(6) All variances will be automatically suspended should Stage 5 Emergency Conservation be implemented.

(7) Applicants do not have any right to the issuance of a variance.

(8) The City may adopt a fee for the application, review, issuance, and regulation of variances.

(9) Variances will be considered for the following circumstances:

i. Existing in-ground water irrigation system is determined to make compliance physically impossible.

ii. Newly-installed landscapes may be approved for a variance to allow additional watering days following installation of the landscape for a reasonable time period.

iii. Special circumstances as long as the applicant can demonstrate special circumstances and extreme hardship to the satisfaction of the City Manager or his designee and the granting of the variance will not cause an immediate significant reduction in the City's water supply.

(d) Failure to comply with the provisions of this section and any variance granted thereunder shall be punishable in accordance with Section 21-501 of this Code.

§ 2. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, except that the effective date provision shall not be severable from the operative provisions of the ordinance.

ADOPTED this _____ day

of _____, 2013.

_____

Mayor

ATTEST:

_____

City Clerk

NOT ADOPTED this _____ day

of _____, 2013.

_____

Mayor

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 21-405 OF CHAPTER 21 OF THE CODE OF THE CITY OF NORMAN TO REQUIRE YEAR ROUND CONSERVATION RESTRICTIONS AND PROVIDE FOR ADDITIONAL CONSERVATION STAGES IN ACCORDANCE WITH THE CITY OF NORMAN WATER CONSERVATION, AND SET FORTH THE REQUIREMENTS FOR VARIANCES THEREFROM; AND PROVIDING FOR THE SEVERABILITY THEREOF.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 1. That Section 21-405 of Chapter 21 of the Code of the City of Norman shall be amended to read as follows:

Sec. 21-405. Water ~~shortage~~conservation.

(a) The City Manager has full authority to impose and enforce water conservation stages in accordance with the City of Norman Water Conservation Plan, as may be amended from time to time.

(b) Unless a subsequent conservation stage of the Water Conservation Plan is implemented requiring more limited water use, all users of the City water system shall limit landscape watering year round in accordance with Stage 1, Normal Conservation of the City of Norman Conservation Plan as follows:

(1) Users shall water landscaping on odd or even days depending on address, meaning even numbered addresses shall only water landscape on even numbered dates and odd numbered addresses shall only water landscape on odd numbered dates.
(2) Hand watering landscaping is allowed at all times.

(c) Temporary variances from the requirements of any stage of the Water Conservation Plan may be requested by any accountholder of the water system for consideration by the City Manager or his or her designee who shall decide whether or not to grant the variance in accordance with the following provisions:
(1) Variances will not be considered for inconvenience.
(2) The variance will only apply to the property specifically listed in the variance.
(3) The variance will only apply to the accountholder applying for and granted variance.
(4) The variance may be terminated or suspended at any time and for any reason by the City Manager or his designee.
(5) No person or entity has any property or personal right or interest in the continuance or the continuing operation of the variance.

(6) All variances will be automatically suspended should Stage 5 Emergency Conservation be implemented.

(7) Applicants do not have any right to the issuance of a variance.

(8) The City may adopt a fee for the application, review, issuance, and regulation of variances.

(9) Variances will be considered for the following circumstances:

i. Existing in-ground water irrigation system is determined to make compliance physically impossible.

ii. Newly-installed landscapes may be approved for a variance to allow additional watering days following installation of the landscape for a reasonable time period.

iii. Special circumstances as long as the applicant can demonstrate special circumstances and extreme hardship to the satisfaction of the City Manager or his designee and the granting of the variance will not cause an immediate significant reduction in the City's water supply.

(d) Failure to comply with the provisions of this section and any variance granted thereunder shall be punishable in accordance with Section 21-501 of this Code.

~~(a) Should a shortage occur in the City water system, the City Manager may declare an emergency and shall immediately give notice by publication to all users of the City water system that the water from that system is to be utilized for domestic uses only, and for other uses which the City Manager may specifically designate.~~

~~(b) Thereafter, and until the City Manager proclaims the emergency to be ended, no person shall use water from the City water system other than as designated in the City Manager's proclamation and notice.~~

~~(c) The City Manager's notice shall be published at least once in a daily newspaper published within and having a general circulation in the City of Norman; one copy of such proclamation and notice, and proof of publication shall be filed with the City Clerk.~~

~~(d) Any person feeling aggrieved by such regulation may present the same to the Council, which shall hear and determine the same, and make such order as it deems just and proper.~~

§ 2. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, except that the effective date provision shall not be severable from the operative provisions of the ordinance.

ADOPTED this _____ day

of _____, 2013.

_____
Cindy Rosenthal, Mayor

ATTEST:

_____
Brenda Hall, City Clerk

NOT ADOPTED this _____ day

of _____, 2013.

_____
Cindy Rosenthal, Mayor

CITY COUNCIL OVERSIGHT COMMITTEE MINUTES

September 11, 2013

The City Council Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 5:30 p.m. in the City Council Conference Room on the 11th day of September, 2013, and notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray 48 hours prior to the beginning of the meeting.

PRESENT:	Councilmember Kovach and Chairman Miller
ABSENT:	Councilmembers Holman and Jungman
OTHERS PRESENT:	Mayor Cindy Rosenthal Mr. Roger Gallagher, 1522 East Boyd Mr. Ken Komiske, Director of Utilities Mr. Steve Lewis, City Manager Mr. Chris Mattingly, Utilities Superintendent Ms. Kathryn Walker, Assistant City Attorney Ms. Syndi Runyon, Administrative Assistant IV

Item 1, being:

DISCUSSION REGARDING THE CURRENT CITY OF NORMAN WATER CONSERVATION PLAN AND POTENTIAL PLAN UPDATES.

Ms. Kathryn Walker, Assistant City Attorney, said the first Water Conservation Plan (WCP) was adopted in early 2000. She said the goal of the plan is to encourage conservation and identify triggers of mandatory conservation efforts. The WCP was updated in February 2013, and was identified in the Council Retreat as a priority issue. She said conservation measures are implemented by the City Manager and Stage 2 and Stage 3 measures require a proclamation to provide notice to the public. She said failure to comply can result in a citation; however, the City's practice has been to issue warnings first to achieve compliance because non-compliance is generally a public education issue. She said no citations have been issued because once citizens are made aware of the conservation measures, they comply. During the recent drought the City imposed both Stage 1 and Stage 2 measures and the City was ready to implement Stage 3 when it rained. She said Stage 3 has not been implemented in Norman since the plan was adopted.

Ms. Walker highlighted the triggers and restrictions of the current conservation plan as follows:

STAGE 1 – VOLUNTARY WATER CONSERVATION

TRIGGERS	RESTRICTIONS
Demand expected to equal supply capacity	Increase public education on ways to conserve
Lake level drops to 1034.0 feet	Review and reduce non-essential City water use
Temporary reduction in supply	Reduce City irrigation to every other day or less
Large portion of distribution system temporarily out of service	Request voluntary public reductions
Oklahoma City emergency connection is not available for use OR Central Oklahoma Master Conservancy District (COMCD) requests slight reduction in usage	Recommend Norman Utilities Authority (NUA) customers implement voluntary conservation measures (odd/even, time of day restrictions, etc.)

STAGE 2 – MODERATE (MANDATORY) WATER CONSERVATION

TRIGGERS	RESTRICTIONS
Demand is greater than supply by more than three million gallons per day (mgd) for two consecutive days with no relief in forecast	Recommend waiting to establish new landscaping
Reduction in long term source of supply	Eliminate non-essential City water use – reduce splash pad operation by two hours per day
Lake levels drop to 1032 feet or below	No washing paved surfaces – no washing vehicles except at commercial car washes – no excessive water run-off -no outdoor watering between the hours of 9:00 a.m. and 6:00 p.m.
Large portion of distribution system temporarily out of service	Odd/even watering - no watering on Wednesdays and Thursdays

STAGE 3 – SEVERE (MANDATORY) WATER CONSERVATION

TRIGGERS	RESTRICTIONS
Demand is greater than supply by more than six million gallons per day (mgd) for two consecutive days with no relief in forecast	Landscaping watering one assigned day per week - not between the hours of 9:00 a.m. and 6:00 p.m. (also applies to the City)
Reduced water pressure less than 25 pounds per square inch (psi) for 24 hours or more	Hand watering allowed
Reduction in long term supply or COMCD requests more than 10% reduction	City splash pads shut off
Lake level drops to 1029 feet or below	Cannot use potable water to refill ponds or lakes
Large portion of distribution system temporarily out of service	Cannot use potable water at construction sites for dust control compaction wash downs
Stage 2 ineffective	

Chairman Miller asked what a large part of the distribution system would be and Mr. Ken Komiske, Director of Utilities, said there are several major supply lines that run through the City that could be out of service for a period of time.

Chairman Kovach asked if COMCD had reversed their request for a 10% reduction by cities using Lake Thunderbird as a water source and Ms. Walker said yes.

Ms. Walker highlighted Oklahoma City's (OKC) water conservation measures and said if the City of Norman purchases emergency water from Oklahoma City, Norman must follow Oklahoma City's conservation measures or follow a stricter plan. She said OKC is always in the mandatory odd/even watering as a minimum based on their combined lake capacity. She said OKC has a number of lakes they draw water from and if all the lakes combined are at normal level, mandatory odd/even watering is all that is required of citizens. She said if the lake levels go down, OKC switches to Stage 2 allowing two days per week watering and one day per week hand watering. If the lakes are extremely low (35% or less capacity), OKC bans all watering and outdoor washing of cars and pavement. She said Lake Thunderbird's level was down to 56% this summer and Staff was very concerned and ready to implement Stage 3 when it rained. She said Norman has not had to purchase water from OKC this summer, but in past years Norman has relied on OKC's water for the summer months. Chairman Miller asked how many years in the last ten years Norman purchased

water from OKC and Mr. Komiske said nine of those years. He said in the last three years, the City has been using their wells more often, but the well water is not as fresh and has higher levels of Chromium 6 and arsenic so the City has to watch the water quality closely.

Ms. Walker said one of the things Council can consider for the conservation plan is odd/even watering year round. She said research has shown that during a drought the more restrictive the conservation plan, the better. She said communities with year round water conservation plans recommend strong public education efforts. She said www.squeezeeverydrop.com is a great website regarding OKC's conservation efforts that include informational videos and links to sites for overall conservation efforts, not just watering. She asked for the Committee's input as to whether the City of Norman should follow OKC's conservation plan and if a lake level of 50% below normal would be a trigger for Stage 3 measures. She said if Norman has a large equipment failure there are no other lakes to rely on and Norman cannot control how much water is drawn out of the lake because we share the lake with other cities. She said that impact on Norman's plan needs to be considered and tailored to Norman.

Councilmember Kovach said he would prefer a hybrid between Norman's current plan and OKC's plan. He liked the mandatory odd/even year round and Chairman Miller agreed. Councilmember Kovach said he would like to add the 9:00 a.m. to 6:00 p.m. water ban because it does not make sense to water during a time when that water is going to evaporate and Mayor Rosenthal agreed. Councilmember Kovach said his constituents did not seem to mind reducing the water usage on their lawn, but they did seem to have a problem with not being able to wash their cars at home. He said OKC pushed that restriction to the almost emergency stage and suggested moving the ban on car washing to Stage 3. Ms. Walker asked if that could be restricted to be done on their odd/even day and Councilmember Kovach said yes, but do not eliminate it. He suggested raising the lake level numbers for triggering the different stages.

Chairman Miller said people more sensitive to the environment already understand that conservation is not just about the City not having rain for the last few months or that the lake is low now, it is really about water being a precious resource and our need to be more careful in using it. She said sprinkler systems are one of the things that make people crazy and Councilmember Kovach asked if the City requires moisture sensors on new sprinkler systems and Mr. Komiske said no, moisture sensors are quite expensive, but the City does require a rain sensor and a freeze gauge so if it is below 35 degrees the system will not work and if it is raining the system will not work. He said those are fairly inexpensive devices to install even retroactively.

Mr. Chris Mattingly, Utilities Superintendent, said during the last mandatory conservation measure he received several calls and complaints from schools and charity groups that wanted to wash cars to raise money and he asked that that be clearly defined as to what stage that fell under. Mayor Rosenthal said it was her understanding that one frustration for people with sprinkler systems is the two days of no watering on Wednesday and Thursday making it difficult to program the systems. She said odd/even days would be easier to program.

Chairman Miller said Council has heard about conservation from constituents at every Council meeting and although many times it is the same people, they are representing a constituency and they do feel passionately about water. She said Council is going to be having discussions on a wastewater rate increase and a water rate increase and people want to see that as a piece of the conservation measures. She said the City needs to keep thinking of ways to get the information to the public.

Mayor Rosenthal liked the idea that mandatory odd/even watering would be considered normal and felt it would be helpful to list all the cities that are currently under year round odd/even conservation measures. She said many of the Dallas, Texas, suburbs have gone to mandatory odd/even or more restrictive measures. She said it is important that citizens realize the City of Norman is simply implementing a good, normal practice and that you do not have to water your lawn every day. Ms. Walker said if Council decides to do a year round mandatory odd/even plan, it should be codified by ordinance so enforcement can be stronger and language be found somewhere other than just in a policy.

Mayor Rosenthal felt it would be helpful to have a recommendation from the Environmental Control Advisory Board (ECAB) for year round mandatory odd/even watering. Mr. Steve Lewis, City Manager, said he has a letter of recommendation from ECAB and Mayor Rosenthal said that should be a part of bringing this plan forward.

Mr. Komiske said Norman allows watering three days a week one week and two days a week the next week in Stage 2, while OKC allows watering two days per week. Councilmember Kovach felt two days a week would be more consistent and the more consistent a plan, the easier it is to remember and follow. Mayor Rosenthal said people need to be reminded there is no restriction on hand watering. Mr. Mattingly said OKC's Stage 3 trigger for one day a week watering is based on house numbers and suggested Norman's be based on a citizen's trash day and Councilmembers liked that idea.

Chairman Miller asked about soaker hoses and Staff felt that fell under hand watering and Chairman Miller felt that needed to be clearly defined in the plan.

Councilmember Kovach asked if the Committee wanted to raise the lake level triggers and Chairman Miller said definitely. Mayor Rosenthal asked at what lake level does COMCD trigger Stage 2 conservation measures and Mr. Mattingly said 1032 feet, which is around 64%. Mayor Rosenthal said it was easy for people to understand that the City has 50% less water. Mr. Mattingly suggested using both percentages and lake level feet when educating citizens and Councilmember Kovach suggested 66% or 1033 feet be the Stage 2 trigger.

Chairman Miller asked Staff to draft an ordinance for review at a Council Conference or Study Session.

Ms. Walker said the City is still in a drought even with recent rainfall. Councilmember Kovach said conservation is not just about drought, it is about being fiscally responsible as well. Mr. Komiske agreed and said it is a conservation plan not a drought plan. Mayor Rosenthal said education should be put into the context that all stages assume increased conservation. Chairman Miller said graphs are impressive and help people realize that what they have been doing as far as conservation efforts does make a difference. Mayor Rosenthal suggested education include pictures of Lake Thunderbird when water levels are normal and at the lowest level. She said pictures speak for themselves.

Mr. Komiske asked about enforcement and said some cities go out and hammer people with fines immediately, but that is not how Norman usually handles conservation violations. Ms. Walker said there is a provision in the conservation policy that carries a hefty fine for violations, but the City's enforcement policy has always been to educate the public. She said it is Council's decision on how they want enforcement handled. Mayor Rosenthal said if Staff has to go back to the same address more than once, the City should take a harder stance. She said enforcement of a location should carry over from year to year because once someone has been informed of the conservation measures there is no reason to give them leeway on future violations. Councilmember Kovach said the only problem he sees is that the person may be a renter and may not be the same renter from year to year or they may be a different property owner, but he supports the idea.

Mayor Rosenthal said there is a major initiative at the University of Oklahoma (OU) for water conservation. Mr. Komiske said OU has a great Communications Department that might work with the City on preparing educational information. Mayor Rosenthal said there is a student run public relations agency called Lindsey and Asp that takes on clients and they helped the Norman Police Department when they rolled out Community Policing. She said they might take the City on as a client and help develop a conservation campaign that includes educational literature, videos, webpage design, etc.

Items submitted for the record

1. City of Norman Water Conservation Plan 2011 as amended through February 26, 2013
2. PowerPoint presentation entitled, "Water Conservation Plan," Council Oversight Committee, September 11, 2013

Item 2, being:

MISCELLANEOUS DISCUSSION.

None

ADJOURNMENT.

The meeting adjourned at 6:14 p.m.

CITY COUNCIL STUDY SESSION MINUTES

September 17, 2013

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a Study Session at 5:30 p.m. in the Municipal Building Conference Room on the 17th day of September, 2013, and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray, and the Norman Public Library at 225 North Webster 24 hours prior to the beginning of the meeting.

PRESENT:	Councilmembers Castleberry, Griffith, Holman, Jungman, Kovach, Miller, Mayor Rosenthal
ABSENT:	Councilmembers Heiple and Williams

DISCUSSION REGARDING THE CURRENT CITY OF NORMAN WATER CONSERVATION PLAN AND POTENTIAL PLAN UPDATES.

Mr. Chris Mattingly, Water Treatment Plant Superintendent, highlighted the City of Norman Water Conservation Plan. He said the City obtains 65% of its water from Lake Thunderbird and the well field supplies 35% of the water. He said the City has an agreement and an emergency water connection with Oklahoma City as well. Staff utilizes the United States Drought Monitor to help make decisions on when to initiate the various stages of conservation measures and Oklahoma is currently abnormally dry. Staff monitors the lake level daily and although the lake is currently over its full mark, the City is not out of the woods because that could change in a month. He said if the City of Norman were to experience a long drought, the lake could be empty in three to six years and it is important to always keep that in mind even though the lake may currently be full. He highlighted historical water demands and said 2006 had the largest water usage in history and that year was considered to have had a short drought period.

Mr. Mattingly said the Bureau of Reclamation recalculated the lake's firm yield as 15,600 acre feet and Staff believes the lake is a 21,600 acre field, which is known as a conjunctive yield. He said Midwest City, Del City, and Norman share Lake Thunderbird and the total use for all three cities is 16,000 to 18,000 acre feet per year. He said relying on the conjunctive yield is unrealistic so the three cities have had to re-determine their allocations on the firm yield. He said Norman was overusing their conjunctive yield and has made an effort to get back within its allocation according to the conjunctive yield, but the City would have to give up 6,000 acre feet to get within the firm yield.

Ms. Kathryn Walker, Assistant City Attorney, highlighted current conservation efforts that includes installing drip irrigation systems in medians; requiring rain sensors and freeze gauges for irrigation systems; requiring low flow plumbing fixtures in new construction; a Meter Testing and Replacement Program for more accurate readings and assistance in detecting leaks; strategically located isolation valves to help reduce water loss; urban pipe flushing of new water mains; limiting free flushing of new water mains; requiring all new or replacement plants and trees on City property to be drought resistant; and implementing a system that allows the Water Reclamation Facility (WRF) to use treated effluent instead of potable water to wash down equipment (500 million gallons per year). She said the City is working with the Oklahoma Department of Environmental Quality (ODEQ) to be allowed to spray treated effluent on compost instead of potable water. The City uses an inverted/inclining block rate structure so the less water you use the less you have to pay, which encourages customers to conserve more.

Ms. Walker highlighted the current water rates and said Norman has a $4.00 base rate. She said Norman occasionally buys water from Oklahoma City (OKC) during the summer and OKC's base rate is currently $6.56, but that is scheduled to increase to a base rate of $13.75 plus $5.23 per thousand gallons on October 1, 2013. She said Norman is not collecting that money from customers so when the City purchases water from OKC, Norman is losing money.

Ms. Walker said OKC has implemented a new progressive water conservation measure so they are always on a mandatory year round odd/even watering system. She said OKC obtains their water from several lakes and when the combined lake levels drop, they amp up their conservation efforts. When lakes are down 50% or more OKC only allows watering two days per week then one day per week and eventually bans all outdoor watering. She said Lake Thunderbird dropped down to around 56% at the worst point of the drought this year and Staff was considering imposing Stage 3 conservation measures, then it rained. She said that was very scary because Norman is solely dependent on Lake Thunderbird.

Ms. Walker said under Norman's current conservation plan, stage restrictions are implemented by the City Manager and Stage 2 and Stage 3 measures require a proclamation to provide notice to the public. She said failure to comply to the conservation measures can result in a citation; however, the City's practice has been to issue warnings first to achieve compliance. She said non-compliance is generally a public education issue. Stage 3 has not been implemented in Norman since the plan was adopted.

Ms. Walker highlighted proposed conservation measures. She said Stage 1 would no longer be voluntary, it would be mandatory odd/even watering year round to include no watering between 9:00 a.m. and 6:00 p.m.; increasing public education efforts; reducing non-essential City water usage; and allowing hand watering and soaker hoses every day. She said Stage 2 would be moderate conservation triggered by demand being higher than supply; a reduction in long term source of supply; lake levels dropping to 1,033 feet or 69% of the conservation pool; and a large portion of the distribution system being temporarily out of service. Stage 2 restrictions would include waiting to establish new landscaping; eliminating non-essential City use; reducing splash pad operation by two hours per day; no washing down paved surfaces; no excessive water runoff; landscape watering allowed two days per week; and allowing hand watering and soaker hoses every day. She said Stage 2 restrictions include no washing cars except at commercial car washes and the City Council Oversight Committee is recommending that restriction be moved to Stage 3 and be allowed on the citizen's odd/even day in Stage 2. She said Norman's current Stage 2 plan prohibits watering on Wednesdays and Thursdays, but the Oversight Committee liked OKC's plan of allowing even numbered single family addresses to water on Sunday and Thursday, odd numbered single family addresses to water Saturday and Wednesday, and all others to water Tuesday and Friday. Stage 3 would be severe conservation triggered by demand being higher than supply; a reduction in water pressure; lake levels dropping to 1031 feet or 69% of the conservation pool; if Stage 2 is ineffective; if the Central Oklahoma Master Conservancy District (COMCD) requested more than a 10% reduction; and if a large portion of the distribution system is temporarily out of service. Stage 3 restrictions would include landscape watering on solid waste collection days only; allowing hand watering and soaker hoses every day; turning off City splash pads; no use of potable water to fill lakes and ponds; and no use of potable water for dust control, compaction or wash downs at construction sites.

Ms. Walker said the proposed conservation plan would also include the addition of Stage 4 and Stage 5. Stage 4 would be emergency conservation triggered by lake levels dropping to 1028.5 feet or 50% of the conservation pool. Restrictions would limit hand watering and soaker hoses in gardens and flower beds only and commercial car washes with recycling operations only. The proposed plan would also include the addition of Stage 5 which would be extreme conservation triggered by lake levels dropping to 1025 feet or 37% of the conservation pool. Restrictions would include a ban on all outdoor watering and washing of vehicles. Ms. Walker said OKC has a variance process to help businesses that may not be able to comply to restrictions and Norman could do the same.

Ms. Walker said if Council decides to adopt an odd/even year round plan she would suggest codifying that by ordinance. She said currently, the WCP policy is adopted by resolution, but if the plan is going to be permanent it should be in an ordinance.

Councilmember Castleberry said currently the lake is full and excess water is being drained and he was concerned about the City rationing when there is plenty of water. He said it does not make sense to tell people they need to conserve when water is being drained from the lake because it is too full. Mr. Mattingly said one benefit to an odd/even conservation plan is less stress on the infrastructure because less people are watering on a daily basis. Councilmember Kovach said spending $500,000 a year for OKC emergency water to pour onto lawns and was a good reason to be conservative. He said it is not a supply problem it is an equipment capacity problem. He said the Corps of Engineers are the ones draining the excess water and the City has no influence on that. Councilmember Griffith said the Corps of Engineer's goal of removing excess water is flood control so if there is a huge rain event the lake is not deluged and the damn is not compromised, which could cause severe flooding in areas. Ms. Walker said the idea of conservation is not only to give equipment some relief and getting citizens into the practice of conserving it is also to ensure Norman does not have to purchase water from anyone else and stays within its allocation.

Mayor Rosenthal said if there is excess water in the lake and the Corps of Engineers decide to drain that, then that means it has been raining, which means lawns do not need to be watered every day. She said if firm yield is imposed as the standard for determining allocation, Norman is way over that usage even in years of lower water demand so this is a way of regularizing citizen's usage that will help the system and prepare Norman for potential changes in the firm yield. She said the plan should be called "Normal Water Conservation" because odd/even watering is basic, normal, and a good practice of water conservation. She said Norman needs to be cognizant of its allocation.

Councilmember Miller said she understands Councilmember Castleberry's concerns and believes that is why it is imperative the City do a good job of explaining conservation efforts to the public. She said the City has to look at long term water supply and the capacity and it makes sense to get citizens in the habit of doing something that is the best thing to do in the long run. She said Norman is going to continue to grow and will need more water.

Councilmember Castleberry said there is a financial impact to the City not selling water. Councilmember Kovach said the City is reviewing a 50 year water plan and when projecting needs for the future the City is looking at building infrastructure to meet peak use, not average daily use. He said the City will be looking at the building capacity for peak usage and if peak usage can be reduced, the City can save the taxpayers millions of dollars. He said many citizens want odd/even conservation measures year round because it makes sense and it does not hurt anything. Councilmember Castleberry asked what the City should say to citizens who ask what right the government has in denying them the right to use water that is plentiful and Mayor Rosenthal said water that is here today could be unavailable in a matter of months. Councilmember Kovach said it is good planning to have certain things in place all the time and government has the obligation to protect the greater population. He said governments have been regulating water use and water quality since the 1600's. Councilmember Castleberry said he would like to know the financial impact of using less water versus paying for over allotment use and purchasing water from OKC.

Councilmember Holman said citizens need to also know that although the lake if full, the City's allocation amount does not change and the City has historically gone over their allocations for decades. Councilmember Jungman said if the City has gone over the firm yield for thirty years, what is the downside to continuing to go over that yield and Mr. Mattingly said that in a three year period Norman could see the Lake Thunderbird empty.

Mayor Rosenthal said conservation is needed and that is why OKC and other communities have adopted an odd/even plan. Councilmember Kovach said citizens need to think about conservation all the time whether it is a wet or dry season.

Ms. Amanda Nairn, Chairman of the Environmental Control Advisory Board (ECAB), said now is the time to start conservation efforts year round because the horrible drought over the past two or three years is still fresh in everyone's mind. She said citizens that normally do not care about water became very concerned. She said the longer the City waits and the more it rains, the less people will want to jump on board with year round conservation. Mayor Rosenthal asked how many rain barrels ECAB has distributed and Ms. Nairn said 800 to 900, but ECAB could have given away many more if they had been available. Mayor Rosenthal asked if ECAB had discussed year round conservation and Ms. Nairn said yes and ECAB had sent a letter to the City in March 2013, encouraging once a week watering, but that was before the rains came. Ms. Nairn felt conservation will happen whether it happens now or six months from now because if the City does not conserve there may eventually be no water to drink. Mayor Rosenthal said ECAB is sponsoring a Water Wise Workshop regarding stormwater on September 26, 2013, from 6:30 p.m. to 8:00 p.m.

Councilmember Kovach said Staff should begin drafting an ordinance and if the City is serious about water conservation and looking at the future then now is the time to sit down with the development community to discuss gray water reuse and cisterns in new developments.

Councilmember Griffith said an inch and a half of water once a week will keep your lawn green so any more than that is wasteful and education will be the key to making citizens aware of this.

Mayor Rosenthal said it is time for normal conservation efforts to be the rule. She felt there was consensus from Council to move forward and asked Staff to include information in the educational process regarding the financial impact of conservation.

Items submitted for the record

1. Memorandum dated September 12, 2013, from Ken Komiske, Director of Utilities, and Steve Lewis, City Manager, to Honorable Mayor and Councilmembers
2. Oklahoma City Watering Restrictions
3. City of Norman Water Conservation Plan 2011 as amended through February 26, 2013
4. PowerPoint presentation entitled, "Water Conservation Plan Update," dated September 17, 2013

The meeting adjourned at 6:27 p.m.

ATTEST:

City Clerk

Mayor

City of Norman, OK

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

Master

File Number: AP-1314-13

File ID:	AP-1314-13	**Type:**	Appointment	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 7	**In Control:**	City Council
Department:	City Clerk Department	**Cost:**		**File Created:**	11/22/2013
File Name:	appointments			**Final Action:**	

Title: CONSIDERATION OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

CITIZENS WASTEWATER OVERSIGHT COMMITTEE
TERM: 11-27-13 TO 11-27-13: JAYNA ANDREWS, 1724 SOUTH BERRY ROAD
TERM: 11-27-13 TO 11-27-13: JAMES WILBANKS, 4412 WHITMERE COURT

NORMAN HOUSING AUTHORITY
TERM: 11-21-13 TO 11-21-16: JAN HUNTER, 900 NORTH BERRY ROAD
TERM: 11-21-13 TO 11-21-16: MARIANNE RATLIFF, 813 LANDSDOWNE DRIVE

PLANNING COMMISSION
TERM: 11-01-13 TO 11-01-16: DAVE BOECK, 925 SCHULZE DRIVE
TERM: 11-01-13 TO 11-01-16: CHRIS LEWIS, 221 SUMMIT RIDGE COURT
TERM: 11-01-13 TO 11-01-16: ROBERTA PAILES, 2319 LOUISE LANE

SOCIAL AND VOLUNTARY SERVICES COMMISSION
TERM: 12-09-13 TO 12-09-16: PAMELA NORMILE, 3713 WINDOVER DRIVE
TERM: 12-09-13 TO 12-09-16: CHRIS PORTER, 1216 COUNTRY CLUB DRIVE
TERM: 12-09-13 TO 12-09-16: KAY ANTINORO, 613 SHERWOOD DRIVE

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

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 7

Attachments: Text File Appointments.pdf

Project Manager: Brenda Hall, City Clerk

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File AP-1314-13

body

INFORMATION: Jayna Andrews, James Wilbanks, Jan Hunter, Marianne Ratliff, Dave Boeck, Chris Lewis, Roberta Pailes, Pamela Normile, Chris Porter, and Kay Antinoro are reappointments.

City of Norman, OK

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

Master

File Number: AP-1314-12

File ID:	AP-1314-12	**Type:**	Appointment	**Status:**	Consent Item
Version:	1	**Reference:**	Item No 8	**In Control:**	City Council
Department:	City Clerk Department	**Cost:**		**File Created:**	11/22/2013
File Name:	appointments to Center City Master Plan Visioning Committee			**Final Action:**	

Title: CONSIDERATION OF THE FOLLOWING APPOINTMENTS TO THE CENTER CITY MASTER PLAN VISIONING COMMITTEE:

RICHARD MCKOWN, CO-CHAIR
MAYOR CINDY ROSENTHAL, CO-CHAIR
COUNCILMEMBER GREG JUNGMAN
COUNCILMEMBER STEPHEN HOLMAN
COUNCILMEMBER CHAD WILLIAMS
JIM ADAIR
REBECCA BEAN
SUSAN CONNORS
JONATHAN FOWLER
JUDY HATFIELD
FATHER DWIGHT HELT
BECKY PATTEN
DANIEL PULLIN
CYNTHIA ROGERS
BARRETT WILLIAMSON
HEATHER WOODS O'CONNELL

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

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 8

Attachments: Text File City Center visioning.pdf

Project Manager: Brenda Hall, City Clerk

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File AP-1314-12

body

INFORMATION: The purpose of the Committee is to move forward with a discussion of a development and

redevelopment vision in the immediate area around Campus Corner including the downtown area of West Main Street. The composition of the committee is designed to reflect the diverse interests of the University of Oklahoma, Campus Corner and Downtown business communities, the neighborhoods, and the City.

The goals of the committee are to facilitate the development of a community vision for the area and oversee implementation of the necessary policies to realize the vision. The tenure of this ad hoc committee will end upon completion of the goals.

City of Norman, OK

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

Master

File Number: RPT-1314-37

File ID:	RPT-1314-37	**Type:**	Communication or Report	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 9	**In Control:**	City Council
Department:	City Clerk Department	**Cost:**		**File Created:**	12/02/2013
File Name:	Change Order Report			**Final Action:**	

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

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

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 9

Attachments: Text File Change Order Report.pdf, Memorandum Rotary Park Pavilion.pdf, Change Order 1 Rotary Park Pavilion.pdf

Project Manager: Brenda Hall, City Clerk

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File RPT-1314-37

Body

INFORMATION: City Council, in its meeting of November, 8, 2011, adopted Resolution No. R-1112-55 delegating administrative authority to the City Manager or his designee, at his discretion, to approve change order requests that result in adjustments up to forty thousand dollars ($40,000) or 10% of any contract, whichever is less. The resolution also required that the administrative approvals of change orders be reported to the City Council with the City Manager's Weekly Report and at the next regularly scheduled Council meeting and then filed with the original contract in the permanent records of the City Clerk. City Council approved Contract No. K-1213-202 on June 11, 2013, with Fredgren Quality Works, LC, in the amount of $103,944 for the Rotary Park Pavilion Project. During the May 2012 Tornado event, a large tree was uprooted and blown down in Rotary Park and the tree was removed during the debris removal process. When construction began, the contractor had to remove some very large roots in order to dig the foundation of the pavilion. The decorative stone to be used on the project was changed to provide a better match to the existing stone in the park area. A sidewalk that was to be included on the west side of the pavilion was eliminated to keep foot traffic from cutting through the Jackson Elementary School Playground. These expenses and deductions were submitted in Change Order No. One to Contract No. K-1213-202 which increases the contract amount by $9,434.24 for a revised contract amount of $113,378.24. The Change Order has been approved by the City Manager.

office memorandum

Date: November 27, 2013

To: Steve Lewis, City Manager

From: Jud Foster, Director of Parks and Recreation

Subject: Change Order Number One to the Rotary Park Pavilion Project for the Parks and Recreation Department

BACKGROUND: On April 26, 2013, we issued a Request for Proposal (RFP) for the construction of a new picnic shelter at Rotary Park. This was to replace the shelter that was destroyed in the April 13, 2012 tornado. Funding for the project was budgeted in the Capital Fund. On May 9, 2013, Addendum # 1 was issued which included five clarification items for construction of the project. Bids were received for the project on May 17, 2013.

DISCUSSION: On June 11, 2013, City Council approved Contract Number K-1213-202 with Fredgren Quality Works in the amount of $103,944 for the construction of the Rotary Park Shelter. Notice to proceed was issued on June 12, 2013. Partial payments were made during the duration of the project. As per the contract, $5,197.20 has been retained until completion of the project. On September 20, 2013, we were presented with change order requests for the project. We have now completed negotiations of those requests and executed Change Order Number One for a total increase of $9,434.24. This project has been inspected by City Staff and found to be complete as per specifications.

RECOMMENDATION: It is recommended that Change Order Number One to the Rotary Park Pavilion Project be approved in the amount of $9,434.24.

ROTARY PARK PAVILION PROJECT
CONTRACT NUMBER K-1213-202, RFP NUMBER 1213-85

Awarded to:	Fredgren Quality Works, LC
Award amount:	$103,944.00
Change Order Number One	$ 9,434.24
	Rotary Park Improvements (#052-9618-452.6101)(PR0095)
Total Contract Amount	$113,378.24
Account:	Rotary Park Improvements (#050-9618-452.6101) (PR0095)

Attachment

CHANGE ORDER SUMMARY
CITY OF NORMAN
CLEVELAND COUNTY, OKLAHOMA

CHANGE ORDER NO.: 1

DATE: November 27, 2013

CONTRACT NO.: K-1213-202

SUBMITTED BY: James Briggs

PROJECT: Rotary Park Pavilion Project

CONTRACTOR: Fredgren Quality Works, LC
(Name)
211 East Daws

Norman, OK 73069

ORIGINAL CONTRACT AMOUNT $ 103,944.00

(Increase) this change order 0 Calendar days

DESCRIPTION	DECREASE	INCREASE
See Page 3-Change Order Detail	-$501.60	$9,935.84

NET CHANGE $ 9,434.24

REVISED CONTRACT AMOUNT $ 113,378.24

CONTRACTOR: Tom C. Fredgren DATE: 12-2-13

ARCHITECT: RSMW DATE: 11/27/13

PROJECT MGR.: James Briggs DATE: 11-27-13

CITY ATTORNEY: DATE: 12-2-13

ACCEPTED BY: DATE: 12/2/13
(City Manager)

CHANGE ORDER DETAIL
CHANGE ORDER NO. 1
City of Norman
Cleveland Co., Oklahoma

Contract No.: K-1213-202
Project Account Number: 050-9618-452-6101(PR0095)

Project Mgr.: James Briggs
P.O. Box 370
405-366-5480

Change Order No. 1 Applies To: Rotary Park Pavilion Project

A. Change Orders or addenda to public construction contracts of One Million Dollars ($1,000,000.00) or less shall not exceed a fifteen percent (15%) cumulative increase in the original contract amount.

B. Change orders or addenda to public construction contracts of over One Million Dollars ($1,000,000.00) shall not exceed the greater of One Hundred Fifty Thousand Dollars ($150,000.00) or a ten percent (10%) cumulative increase in the original contract amount.

C. Change orders or cumulative change orders which exceed the limits of subsection A or B of this section shall require a readvertising for bids on the incomplete portions of the contract.

G.

1. All materials with cost per item;
2. Itemization of all labor with number of hours per operation and cost per hour;
3. Itemization of all equipment with the type of equipment, number of each type, cost per hour for each type, and number of hours of actual operation for each type;
4. Itemization of insurance cost, bond cost, social security, taxes, workers' compensation, employee fringe benefits and overhead cost; and
5. Profit for the contractor.

H. 1. **If a construction contract contains unit bid pricing, and the change order pertains to the unit bid price, the change order will not be subject to subsection A or B of this section.**

2. When the unit price change does not exceed Ten Thousand Dollars ($10,000.00), the unit price change order computation may be based on an acceptable unit price basis in lieu of cost itemization as required in paragraphs 1,2,3,4 and 5 of subsection G of this section.

I. Alternates or add items bid with the original bid and contained in the awarded contract as options of the awarding public agency shall not be construed as change orders under the provisions of the Public Competitive Bidding Act of 1974.

DETAILED COST ITEMIZATION

ORIGINAL CONTRACT: Rotary Park Pavilion Project

CHANGE ORDER NO. 1 to Contract No. K-1213-202

Applied To: Rotary Park Pavilion Project

ITEM	DESCRIPTION	UNIT	UNIT COST	QUANTITY	INCREASE
1	Seal base of 8 X 8 posts	N/A	632.50	1	632.50
2	Roots in Foundation	N/A	3,720.20	1	3,720.20
3	Vertical Cut Rafter Tails	N/A	704.00	1	704.00
4	Extra Mason's Mortar	N/A	705.14	1	705.14
5	Extra Mason Time	N/A	3,206.00	1	3,206.00
6	Time to Locate Stone	N/A	968.00	1	968.00
7	Credit west sidewalk	N/A	(501.60)	1	(501.60)
	NET INCREASE				**$ 9,434.24**

City of Norman, OK

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

Master

File Number: RPT-1314-34

File ID:	RPT-1314-34	**Type:**	Communication or Report	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 10	**In Control:**	City Council
Department:	City Clerk Department	**Cost:**		**File Created:**	11/22/2013
File Name:	Semi-Annual Report CVB			**Final Action:**	

Title: CONSIDERATION OF THE NORMAN CONVENTION AND VISITOR'S BUREAU, INC., (NCVB) FYE 2013 SEMI-ANNUAL REPORT THROUGH JUNE 30, 2013.

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

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 10

Attachments: text File CVB.pdf, NCVB FY 13 Annual Report.pdf

Project Manager: Brenda Hall, City Clerk

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File RPT-1314-34

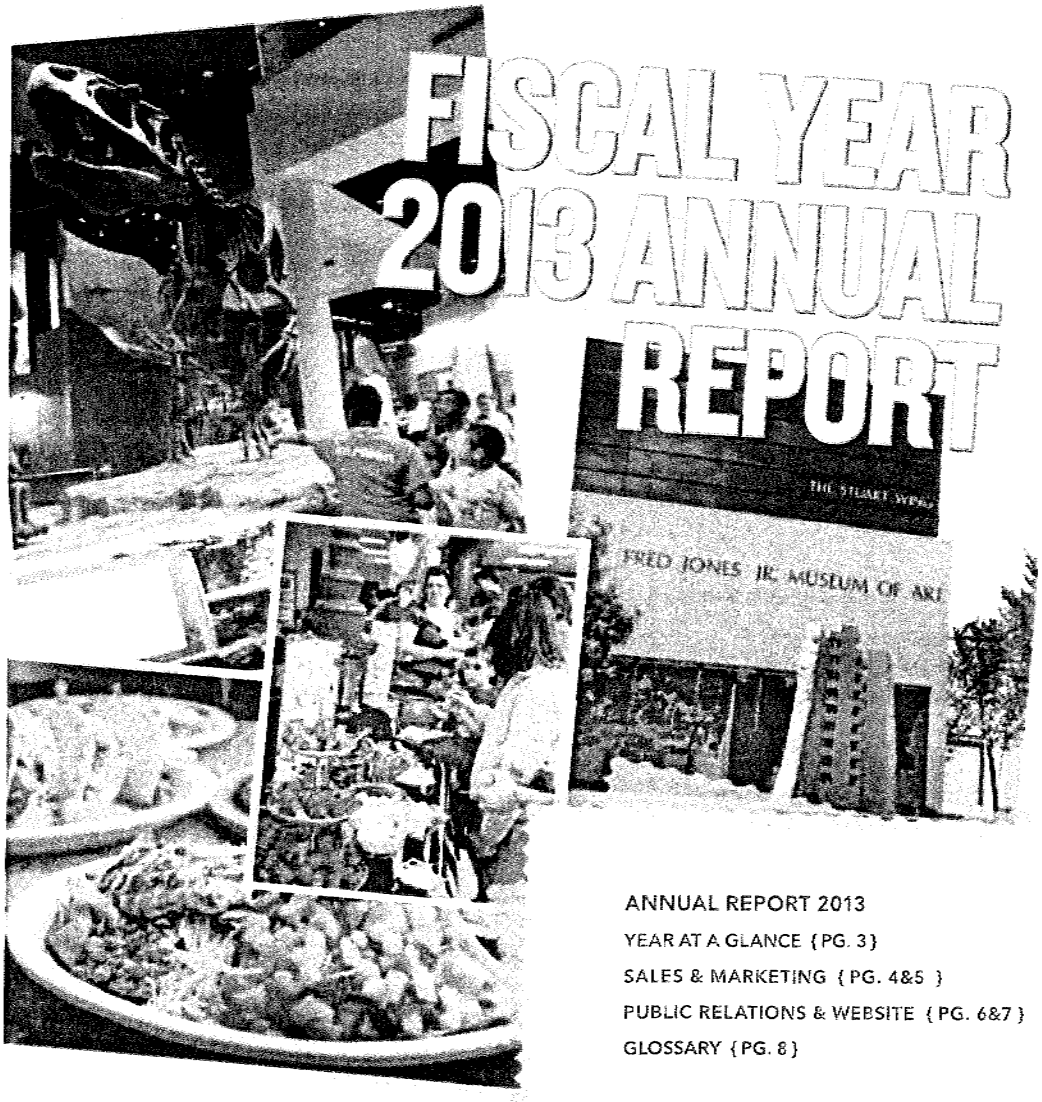
body

INFORMATION: Amendment No. Six to Contract No. K-9293-136 was approved by City Council on June 22, 2011, which requires that "The NCVB shall report to the City no less than approximately semi-annually, with information that provides the City with a reasonably good understanding of the activities that the NCVB has undertaken since the prior reporting, through efforts to encourage, promote, and foster the convention and tourism development of the City." The NCVB has submitted a report for activities through June 30, 2013.

NORMAN

Visit Norman.com

FISCAL YEAR 2013 ANNUAL REPORT



ANNUAL REPORT 2013
YEAR AT A GLANCE { PG. 3 }
SALES & MARKETING { PG. 4&5 }
PUBLIC RELATIONS & WEBSITE { PG. 6&7 }
GLOSSARY { PG. 8 }

NORMAN CONVENTION AND VISITORS BUREAU

VisitNorman.com

FROM THE INTERIM EXECUTIVE DIRECTOR

The Norman Convention & Visitors Bureau's fiscal year runs July 1 through June 30.

By the time the final numbers were being tallied for the fiscal year, the Norman CVB experienced a change in leadership. The report has been prepared by the remaining staff members.

We are enormously pleased to report that occupancy rate increased during the fiscal year, which is arguably the most important number that we can report. Additionally, there were increases in the other key measurables: transient guest tax collection and sales tax collection.

Other significant increases included the estimated number of room nights sent out as leads to our hospitality partners and the number of hotel rooms booked as a result of leads sent out by the CVB to our partners.

On the leisure travel side, the number of unique visitors to VisitNorman.com more than doubled in the fiscal year. This huge increase is important to note as travel trends show increasing number of people who plan trips online.

Sincerely,

Stefanie Brickman
Interim Executive Director

NCVB BOARD & STAFF

AS OF JUNE 30, 2013

EXECUTIVE BOARD

CHAIR	KRIS GLENN
VICE CHAIR	SUZANNE MCAULEY
TREASURER	WILLIAM MURRAY
SECRETARY	MICHAEL VANCE
PAST CHAIR	JOE SPARKS

MEMBERS

SHERRY BROWN	DR. ROGER BROWN
SANDY HUSE	RANDY LAFFOON
JAY POTTER	JUNA STOVALL
CHARLIE TAYLOR	MICHAEL VANCE
PAIGE WILLLIAMS	

EX-OFFICIO

BRENDA HALL	LINDA LOCKETT
DON WOOD	JOHN WOODS

STAFF

STEPHEN KORANDA, CTA
EXECUTIVE DIRECTOR

MICHELLE HOHLIER, CMP, CTA
SALES MANAGER

SUSAN BASH, CTA
SALES MANAGER

STEFANIE BRICKMAN, CTA
COMMUNICATIONS MANAGER

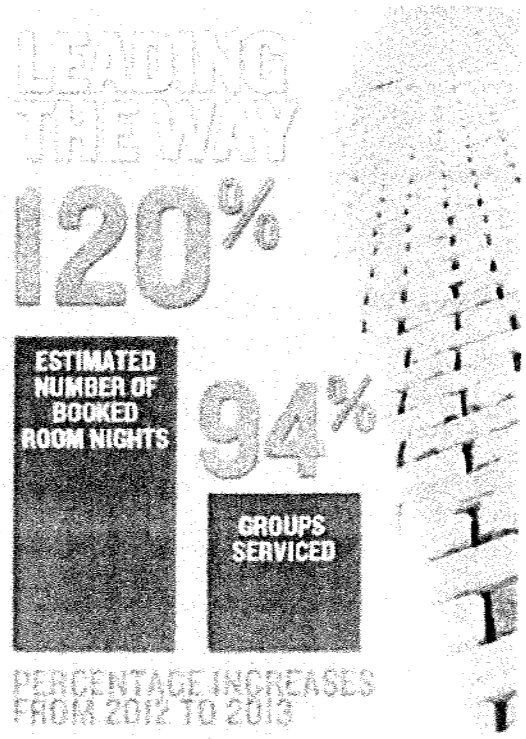
TAYLOR MAULDIN, CTA
VISITORS SERVICES SPECIALIST

YEAR AT A GLANCE

	FY 2012	FY 2013
LEISURE TRAVEL ADVERTISEMENT & COMMUNICATIONS		
NUMBER OF PROGRAMS	173	176
NUMBER OF GROSS IMPRESSIONS	12,939,050	11,865,547
VISITORS GUIDES DISTRIBUTED	39,332	35,562
UNIQUE VISITS TO VISITNORMAN.COM	37,733	82,146
LEISURE TRAVEL MEDIA RELATIONS		
MEDIA PLACEMENTS	336	588
NUMBER OF IMPRESSIONS	46.09 MILLION	510 MILLION
ADVERTISING EQUIVALENCY	$140,733.93	$352,278.58
CONVENTION/SPORTS PERFORMANCE MEASURES		
NUMBER OF QUALIFIED LEADS	36	27
ESTIMATED NUMBER OF ROOM NIGHTS	11,049	15,329
NUMBER OF BOOKINGS	26	28
ESTIMATED NUMBER OF BOOKED ROOM NIGHTS	6,666	14,653
NUMBER OF GROUPS SERVICED	17	33
VISITOR VOLUME MEASURES		
NCVB EXPENDITURES	$619,664	$626,390
OCCUPANCY OF HOTELS, MOTELS AND B&BS	62.7 PERCENT	63.3 PERCENT
AVERAGE DAILY RATE	$80.30	$78.21
TRANSIENT GUEST TAX COLLECTION	$1.133 MILLION	$1.287 MILLION
SALES TAX COLLECTIONS	$50 MILLION	$51.4 MILLION
ECONOMIC IMPACT OF TOURISM *ESTIMATED EVERY OTHER YEAR (ECONOMIC IMPACT OF TOURISM DEFINED ON PAGE 5.)	$146.6 MILLION	$159 MILLION
PER PERSON EXPENDITURE (OVERNIGHT) *ESTIMATED EVERY OTHER YEAR	$608	$608
PER PERSON EXPENDITURE (DAY TRIP) *ESTIMATED EVERY OTHER YEAR	$172	$172

{SALES}

The NCVB sales staff sent out 27 QUALIFIED LEADS during the Fiscal Year and 23 groups have contracted to hold their events in Norman representing 14,603 ROOM NIGHTS more than double the number of booked nights from the previous year. Some of the booked groups represent leads that were sent out in prior time periods.



As the NCVB services more and more groups, we started tracking the groups serviced separately. In FY 2013, the NCVB serviced 33 GROUPS, nearly doubling the number of groups from the previous time period.

Activities leading to these increases include our attendance at six national trade shows making more than 100 individual appointments, networking through state and national associations and increased contacts with meeting professionals and sport event managers in our ever-increasing database.

{MARKETING}

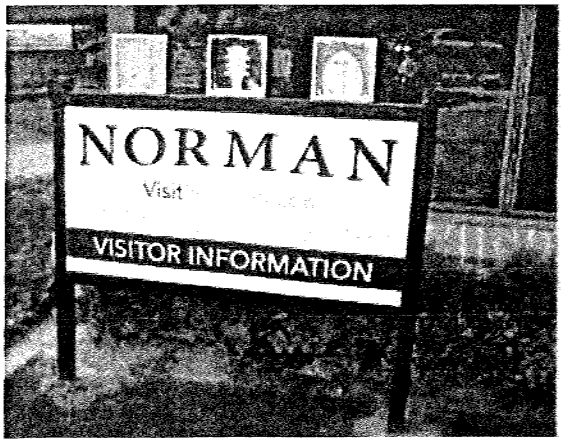
During FY 2013, the NCVB conducted 176 MARKETING PROGRAMS seen by 11.8 MILLION PEOPLE.

The NCVB promoted Norman at seven trade shows in three states, gathering contact information for nearly 1,000 potential visitors.

Print advertisements promoting Norman appeared in NATIONAL PUBLICATIONS with circulation exceeding 500,000 READERS. Norman was also represented in the state travel guide, two regional guides, regional newspapers and Oklahoma Today.

The overall marketing efforts resulted in MORE THAN DOUBLE the number of user sessions to VisitNorman.com, from 37,733 to 82,146.

At the NORMAN WELCOME CENTER, the number of visitor guides distributed at the center increased from 394 to 797 while walk-in visits jumped from 140 to 225 and phone calls went up from 199 to 320.



SIGN OF THE TIMES

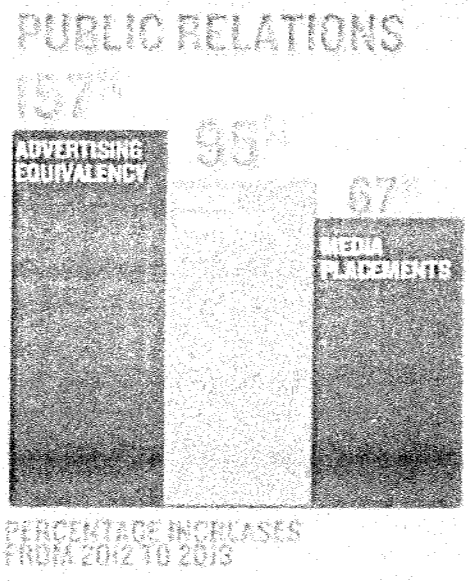
90% INCREASE IN NUMBER OF VISITORS GUIDES DISTRIBUTED IN THE CVB OFFICE

61% INCREASE IN BOTH NUMBER OF PHONE CALLS & WALK-IN VISITORS

{PUBLIC RELATIONS}

During the Fiscal Year, there were [illegible] MEDIA PLACEMENTS, reaching [illegible] READERS and totaling [illegible] IN ADVERTISING EQUIVALENCY.

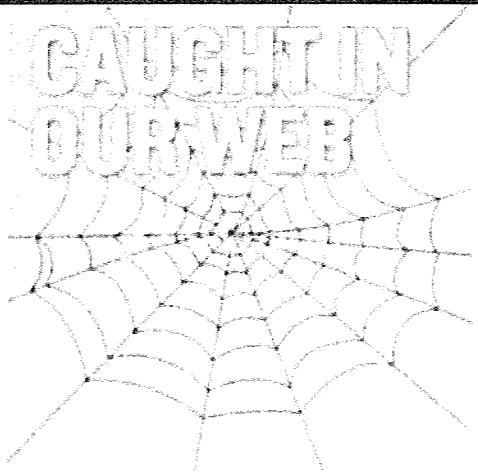
The communications manager generated 139 press releases that resulted in [illegible] MEDIA INQUIRIES. She attended four media blitzes and hosted an Australian travel writer who has been traveling throughout the United States in calendar year 2013, visiting 50 states in 50 weeks.



The communications manager also prepared a plan for the Transient Guest Tax Campaign bringing together the Norman Arts Council, City of Norman Parks & Recreation Department and CVB, passing with a 78-percent Yes vote.

The NCVB continues to provide media relation services to more than a dozen Norman festivals and events.

{WEBSITE}



125% INCREASE IN NUMBER OF UNIQUE USERS (VISITORS)

110% INCREASE IN NUMBER OF WEB PAGES VIEWED

85% INCREASE IN THE NUMBER OF MOBILE VISITORS

82% INCREASE IN THE NUMBER OF REPEAT VISITORS

During the Fiscal Year, the number of user sessions, unique users (visitors), repeat visits and number of webpage view counts to VisitNorman.com more than DOUBLED. (A unique user is a first-time visitor to the website while a user session means a visitor may have visited the site more than once.)

The number of online referrals through Book Direct (Jack Rabbit) increased from 77,793 to 99,483.

The mobile-friendly site rolled out in the previous fiscal year which continued to reflect impressive traffic including an increase of 108 PERCENT within the Fiscal Year (July to June). The usage rates of the mobile site jumped from 21 percent of all online visitors to 39 percent from Fiscal Year 2012 to FY 2013.

Norman's presence in social media increased as the number of followers and fans on Twitter and Facebook respectively grew steadily, YIELDING NEARLY A MILLION IMPRESSIONS.

NORMAN

Visit Norman.com

{GLOSSARY}

[illegible] What coverage in a magazine, newspaper, online, radio or television would cost if it were advertising space (or time).

[illegible] A metric used in the hospitality industry to indicate the average realized room rental per day.

[illegible] a high volume series of appointments scheduled with targeted meeting planners or media professionals over a day or two.

[illegible] When a group (conference, meeting, sporting event) contracts with a hotel to house attendees or participants in the contracted hotel.

[illegible] This calculation is derived from an industry-standard formula. The figure is a multiplier based on the effect the visit (day or overnight) in Norman will have on the State of Oklahoma. The calculation used in this annual report came from the Oklahoma Tourism and Recreation Department. For example, the amount of money an overnight visitor to an event in Norman would spend on transportation, lodging and entertainment would have a $608 economic effect on the State of Oklahoma.

[illegible] The number of people who may have seen an article about or advertisement for Norman.

[illegible] Sharing specific group (conference, meeting or sport) details with hotel partners to communicate a clients' needs in order to prepare a proposal per the groups' request for proposal (RFP).

[illegible] When a media member contacts the CVB as a response to a generated press release or request for information or assistance in the news gathering process.

[illegible] The percentage of hotel, motel and bed and breakfast rooms that are occupied by guests at a given time.

[illegible] Marketing initiatives undertaken by the CVB to attract a potential visitor to inquire about information, visit our website, call or visit our welcome center (a conversion). Programs include advertising online, in print, electronically or outdoor (billboard), being present at trade shows or exhibition booths, travel information center fulfillment, visitor guide fulfillment, and/or search engine marketing.

[illegible] The promotion of websites by increasing their visibility in search engine results pages (SERPs) through optimization (both on-page and off-page) as well as through advertising (paid placements, contextual advertising, and paid inclusions).

[illegible] Any group (conference, meeting, sporting event) to whom the CVB has provided service. Service could include welcome bags / visitor guide fulfillment, registration assistance, media relations, name badge printing, or pre-event /attendance generation mailers.

City of Norman, OK

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

Master

File Number: RPT-1314-33

File ID:	RPT-1314-33	**Type:**	Communication or Report	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 11	**In Control:**	City Council
Department:	Finance Department	**Cost:**		**File Created:**	11/19/2013
File Name:	Acceptance of FYE13 CAFR			**Final Action:**	

Title: SUBMISSION AND ACKNOWLEDGING RECEIPT OF REPORTS ENTITLED "COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30, 2013,"AND "THE CITY OF NORMAN SINGLE AUDIT REPORT FOR THE YEAR ENDED JUNE 30, 2013," AND "NORMAN TAX INCREMENT FINANCE AUTHORITY FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2013" AS PREPARED BY THE CITY OF NORMAN FINANCE DEPARTMENT AND AUDITED BY THE FIRM OF BKD, LLP, FOR THE CITY OF NORMAN, OKLAHOMA, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY.

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

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 11

Attachments: Text File CAFR.pdf, CAFR-FYE 2013, TIF Authority Financial Statements - FYE 2013, Single Audit Report June 2013

Project Manager: Clint Mercer, Chief Accountant

Entered by: clint.mercer@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File RPT-1314-33

Body

BACKGROUND: Oklahoma Statutes, Title 11, Section 17-105 require that an audit of the funds, assets, books, and records of the clerk and treasurer of the City be prepared and reviewed by an independent qualified accountant. The City of Norman has, since fiscal year 1988-89, prepared an audit in conformance with Generally Accepted Accounting Principles (GAAP) promulgated by the Governmental Accounting Standards Board (GASB). For the past seventeen fiscal years, the City has received the Government Finance Officers Association's Award for Achievement for Excellence in Financial Reporting. The Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2013 (FYE 2013) is included here. The CAFR includes financial statements for the City of Norman, the Norman Utilities Authority, the Norman Municipal Authority, and the Norman Tax Increment Finance Authority (NTIFA) as required by the Trust Indentures of

various Trusts of which the City of Norman is the beneficiary.

Many of the federal and state grants that the City receives also require an audit report to be reviewed by independent accountants, as directed by the Federal Single Audit Act of 1984. The "single audit" report is also included.

The University of Oklahoma Foundation, as the lender for TIF Note No. 1, requested a separate audit review of the funds of the NTIFA be performed in conjunction with the City's annual audit process, beginning in fiscal year 2008-2009. The annual NTIFA audit is also included here.

On April 23, 2013, the Council accepted the proposal of BKD, LLP, (RFP 1213-69), to provide independent auditing services for the City of Norman, the Norman Municipal Authority, Norman Utilities Authority, Norman Tax Increment Finance Authority and related entities for a period of three fiscal years with an option to extend the services for an additional two fiscal years.

DISCUSSION: The financial statements of both the City and its Trusts have received an unmodified opinion from BKD, LLP that they fairly represent the financial position of the City as of June 30, 2013 in all material respects.

Under separate cover, the Council Audit/Finance Committee will receive a "management letter" from the City's external auditor. The management letter may discuss findings during the audit review that are not considered material to the overall operations of the City, future audit and accounting standards to be considered, or other items that would impact on the fair representation of the City's financial position.

RECOMMENDATION: It is recommended that the Fiscal Year 2012-2013 Comprehensive Annual Financial Report, NTIFA Audit, and Single Audit Report be accepted. All documents are available for review in the City Clerk's Office

City of Norman, OK

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

Master

File Number: K-1314-89

File ID:	K-1314-89	**Type:**	Contract	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 12	**In Control:**	City Council
Department:	Public Works Department	**Cost:**	$325,898.00	**File Created:**	11/27/2013
File Name:	Cedar Lane WL Project			**Final Action:**	

Title: CONSIDERATION OF BID NO. 1314-38; CONTRACT NO. K-1314-89 WITH CENTRAL CONTRACTING SERVICES, INC. IN THE AMOUNT OF $325,898; PERFORMANCE BOND NO. B-1314-46; STATUTORY BOND NO. B-1314-47 AND MAINTENANCE BOND NO. MB-1314-52 FOR THE CEDAR LANE ROAD WATER LINE RELOCATION PROJECT AND PROJECT AGENT RESOLUTION NO. R-1314-55.

Notes: ACTION NEEDED: Motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of $325,898 to Central Contracting Services, Inc., as the lowest and best bidder meeting specifications; approve Contract No. K-1314-89 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds, and adopt Resolution No. R-1314-55.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 12

Attachments: Cedar Lane Location Map.pdf, WL Bid Tabulation.pdf, K-1314-89.pdf, Perf B-1314-46.pdf, Stat B-1314-47.pdf, MB-1314-52.pdf, R-1314-55.pdf, Requisition.pdf

Project Manager: Josh Malwick, Capital Projects Engineer

Entered by: pam.jones@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File K-1314-89

body

BACKGROUND: On February 8, 2011, City Council approved engineering services Contract K-1011-135 with Cardinal Engineering Inc. for the design of the Cedar Lane Road Widening Project for $350,630 or 3.5% of the total estimated project cost. The Cedar Lane Road Widening Project involves the construction of a new four-lane roadway that will include five foot bike lines on each side of the road. The project will also include improvements to 12th Avenue SE and 24th Avenue SE as they approach Cedar Lane Road, improve the BNSF railroad crossing and resurface U.S. Highway 77 on the north and south sides of Cedar Lane Road. Signalization of the 12th Avenue SE and Cedar Lane Road intersection will also help relieve traffic congestion

at peak travel times during the day.

On November 22, 2011, the Norman City Council approved programming Resolution R-1112-60 requesting federal funds to widen Cedar Lane Road. This resolution states the City's commitment to adhere to the terms and conditions of a federally funded project including engineering design, acquisition of all necessary rights-of-way and relocation of utilities and encroachments at 100% the City's cost. In return, the Association of Central Oklahoma Governments (ACOG), through the Oklahoma Department of Transportation (ODOT), agrees to provide 80% of the construction cost, estimated at $6,231,280, and administration of the construction with the matching share (20%) from the City of Norman.

On August 28, 2012, the citizens of Norman voted in favor of the issuance of General Obligation Bonds to finance the local share of eight transportation/storm water improvement projects. One of the eight 2012 bond projects is the Cedar Lane Road Widening Project (see the attached location map showing the project boundaries).

On April 23, 2013, City Council approved Contract No. K-1213-183, a Right-of-Way and Utility Agreement with the Oklahoma Department of Transportation, for the construction of the Cedar Lane Road Widening Project. This agreement requires the City to acquire right-of-way and relocate utilities for this project. Currently, all right-of-way has been acquired and all utility companies have been given a notice to proceed.

DISCUSSION: As a result of the roadway project, the City of Norman is required to relocate the existing public waterline located on the south side of Cedar Lane Road. Bid documents and specifications for the Cedar Land Road Waterline Relocation Project were advertised on November 6, 2013 and November 13, 2013 in accordance with State Law. Seven (7) potential bidders acquired plans and specifications and seven (7) bids were received on November 27, 2013.

The low bidder is Central Contracting Services, Inc., (CCS), of Norman, Oklahoma, in the amount of $325,898, or approximately $21,350 less than the next lowest bidder. The Engineer's estimate for the project is $312,618.40 or approximately 4% below the low bid. Staff has done a comparative analysis of these bids and believes the low bid is competitive and represents a fair bid. CCS has successfully completed numerous water line projects in Norman in the last ten (10) years. CCS has completed water line projects located in the Hall Park subdivision, the Lift Station D water line, Rock Creek Road, the Robinson Street Underpass and at 24th Avenue NW and Boardwalk. All work was completed on or ahead of schedule. The completed work met or exceeded the contract document requirements.

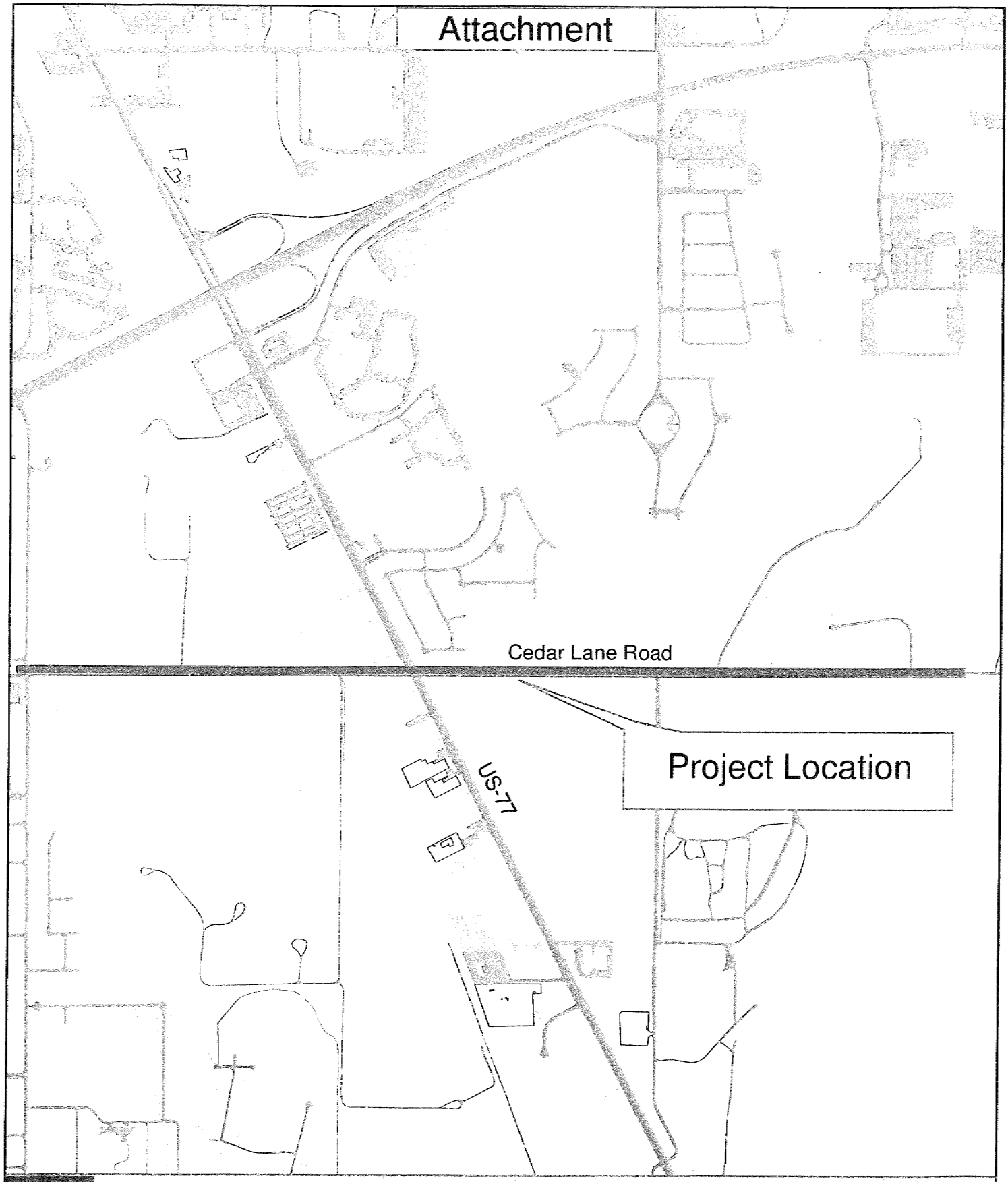
Funding for this water line project is available in the Cedar Lane Road Widening Project Utilities (account 050-9079-431.67-01; project BP0196).

RECOMMENDATION NO. 1: Staff and our consultant have reviewed the bids and recommend that Bid 1314-38 for the Cedar Lane Road Water Line Relocation Project be awarded to the low bidder, Central Contracting Services, Inc., of Norman, Oklahoma, for $325,898.

RECOMMENDATION NO. 2: Staff further recommends that, upon approval of Bid 1314-38, the following contract and bonds be approved:

Contract No. K-1314-89
Performance Bond No. B-1314-46
Statutory Bond No. B-1314-47
Maintenance Bond No. MB-1314-52

RECOMMENDATION NO. 3: Staff further recommends that, upon approval of Bid No. 1314-38, Central Contracting Services, Inc., be authorized and appointed as project agent via Resolution No. R-1314-55.



Cedar Lane Road
from 12th Ave SE to 1/2 mile east of 24th Ave SE
Project Location Map

0 285 570 1,140 1,710 2,280 Feet

City of Norman Bid 1314-38 Cedar Lane Water Line Relocation Project Bid Tabulation 11/27/2013		
Contractor	**Location**	**Bid**
Engineers Estimate		$ 312,618.40
Central Contracting Services	Norman, Oklahoma	$ 325,898.00
Downey Contracting, LLC	Oklahoma City, Oklahoma	$ 347,248.00
Mathews Trenching Co.	Oklahoma City, Oklahoma	$ 348,897.00
Holland Backhoe Inc.	Oklahoma City, Oklahoma	$ 393,395.50
Meridian Contracting Inc.	Oklahoma City, Oklahoma	$ 436,619.00
BRB Contractors, Inc.	Oklahoma City, Oklahoma	$ 532,000.00

CONTRACT

THIS CONTRACT made and entered into this________day of__________________, 20__, by and between Central Contracting Services, Inc. as Party of the First Part, hereinafter designated as the CONTRACTOR, and the City of Norman, a municipal corporation, hereinafter designated as the CITY, Party of the Second Part.

WITNESSETH

WHEREAS, the CITY has caused to be prepared in accordance with law, specifications, and other bidding documents for the work hereinafter described and has approved and adopted all of said bidding documents, and has caused Notice to Bidders to be given and advertised as required by law, and has received sealed proposals for the furnishing of all labor and materials for the following projects:

BID 1314-38 CEDAR LANE WATERLINE RELOCATION

as outlined and set out in the bidding documents and in accordance with the terms and provisions of said CONTRACT; and,

WHEREAS, the CONTRACTOR in response to said Notice to Bidders, has submitted to the CITY on the manner and at the time specified, a sealed proposal in accordance with the terms of this Contract; and,

WHEREAS, the CITY, in the manner provided by law, has publicly opened, examined, and canvassed the proposals submitted and has determined and declared the above-named CONTRACTOR to be the lowest and best Bidder on the above-prepared project, and has duly awarded this CONTRACT to said CONTRACTOR, for the sum named in the proposal, to wit:

(WRITTEN) Three Hundred Twenty Five Thousand Eight Hundred ninety Eight 00/(DOLLARS);

(NUMERALS) ($ 325,898.00 *).

NOW, THEREFORE, for and in consideration of the mutual agreements and covenants herein contained, the parties to this CONTRACT have agreed, and hereby agree, as follows:

1) The CONTRACTOR shall, in a good and first-class, workman-like manner at his own cost and expense, furnish all labor, materials, tools, and equipment required to perform and complete said work in strict accordance with this CONTRACT and the following CONTRACT Documents: The Bid Notice published in the Norman Transcript, the Notice to Bidders, Instructions to Bidders, the Contractor's Bid or Proposal, the Construction Drawings, Specifications, Provisions, and Bonds thereto, all of which documents are on file in the Office of the Purchasing Agent of the City of Norman, and are made a part of this CONTRACT as fully as if the same were set out at length.

2) The CITY shall make payments as stipulated in the contract documents to the CONTRACTOR in the following manner: On or about the first day of each month, the project engineer, or other appropriate person, will make accurate estimates of the value, based on CONTRACT prices, or work done, and materials incorporated in the work and of materials suitably stored at the site thereof during the preceding calendar month. The CONTRACTOR shall furnish to the project engineer, or other appropriate person, such detailed information as he may request to aid him as a guide in the preparation of the monthly estimates.

Each monthly estimate for payment must contain or have attached an affidavit in accordance with the Constitution of the State of Oklahoma, Title 62, Section 310.9.

On completion of the work, but prior to the acceptance thereof by the CITY, it shall be the duty of the project engineer, or other appropriate person, to determine that said work has been completely and fully performed in accordance with said CONTRACT Documents; and upon making such determinations said official shall make his final certificate to the CITY.

The CONTRACTOR shall furnish proof that all claims and obligations incurred by him in connection with the performance of said work have been fully paid and settled; said information shall be in the form of an affidavit, which shall bear the approval of the surety on the CONTRACT Bonds for payment of the final estimate to the CONTRACTOR; thereupon, the final estimate (including retainages) will be approved and paid.

3) It is further agreed that the CONTRACTOR will commence said work within 10 days following receipt of a NOTICE-TO-PROCEED, and prosecute the same vigorously and continuously. The contract period is as follows:

Cedar Lane Waterline Relocation:

- COMPLETE WITHIN **90** DAYS AFTER THE NOTICE TO PROCEED

4) That the CITY shall pay the CONTRACTOR for the work performed as follows:

a. Payment for unit price items shall be at the unit price bid for actual construction quantities.

b. Construction items specified but not included as bid items shall be considered incidental and and shall not be paid for directly, but shall be included in the bid price for any or all of the pay quantities.

Should any defective work or materials be discovered or should a reasonable doubt rise as to the quality of any work completed, there will be deducted from the next estimate an amount equal to the value of the defective or questionable work and shall not be paid until the defects are remedied.

And that the CONTRACTOR'S bid is hereby made a part of this Agreement.

5) That the CONTRACTOR will not undertake to furnish any materials or to perform any work not specifically authorized under the terms of this Agreement unless additional materials or work are authorized by written Change Order, executed by the CITY; and that in the event any additional are provided by the CONTRACTOR without such authorization, the CONTRACTOR shall not be entitled to any compensation therefore whatsoever.

6) That if any additional work is performed or additional materials provided by the CONTRACTOR

upon authorization by the CITY, the CONTRACTOR shall be compensated therefore at the unit price and as agreed to by both parties in the execution of the Change Order.

7) That the CONTRACTOR shall perform the work and provide the materials strictly in accordance with the specifications as to quality and kind and all work and materials shall be subject to rejection by the CITY through its authorized representatives for failure to meet such requirements, and in the event of such rejection, the CONTRACTOR shall replace the work and materials without compensation therefore by the CITY.

8) The CONTRACTOR shall complete the work in accordance with the terms of this Agreement. The CONTRACTOR further agrees to pay as liquidated damages as stipulated in the contract document General Conditions for each calendar day thereafter.

9) The CONTRACTOR shall furnish surety bonds and certificate of insurance as specified herein which bonds and insurance must be approved by the CITY prior to issuance of the Work Order and commencement of work on the project. The CONTRACTOR shall provide written documentation from the Maintenance Bond Company that all work, including Change Orders, is covered by the Maintenance Bond before final acceptance of the project.

10) IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed, in four (4) duplicate originals, the day and year first above written.

11) To that end, no provision of this CONTRACT or of any such aforementioned document shall be interpreted or given legal effect to create an obligation on the part of the CITY to third persons, including, by way of illustration but not exclusion, sureties upon performance bonds, payment bonds or other bonds, assignees of CONTRACTOR, subcontractors, and persons performing labor, furnishing material or in any other way contributing to or assisting in the performance of the obligations of the CONTRACTOR; nor shall any such provisions be interpreted or given legal effect to afford a defense against any obligation owed or assumed by such third person to the CITY or in any way to restrict the freedom of the third person to the CITY or in any way to restrict the freedom of the CITY to exercise full discretion in its dealing with the Contractor.

12) The sworn, notarized statement below must be signed and notarized before this Contract will become effective.

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

James L. Tipken, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by CONTRACTOR to submit the above CONTRACT to the CITY. Affidavit further states that CONTRACTOR has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the CITY any money or other thing of value, either directly or indirectly, in the procuring of the CONTRACT.

James L Tipken
Contractor

Subscribed and sworn to before me this _____ day of _____, 20___.

Diana K Plackemeier
Notary Public

DIANA K. PLACKEMEIER NOTARY PUBLIC IN AND FOR STATE OF OKLAHOMA #10003170 May 5, 2014

IN WITNESS WHEREOF, the said parties of the First and Second Part have hereunto set their hands and seals respectively the _____ day of _____ 20___, and the _____ day of _____, 20___.

(Corporate Seal) (where applicable)

Principal Central Contracting Services, Inc.

ATTEST:
Authorized Representative
James L Tipken
Corporate Secretary (where applicable)

Signed: James L Tipken

Title: President, James L. Tipken

Address 17301 S. Sunnylane, Norman, OK 73071

Telephone: (405) 895-6250

CITY OF NORMAN:

Approved as to form and legality this 5 day of December 2013.

City Attorney

Approved by the Council of the City of Norman, this ____ day of _____, 20___.

ATTEST:

City Clerk

Mayor

PERFORMANCE BOND

Known all men by these presents, that Central Contracting Services, Inc. as PRINCIPAL, and National American Insurance Company Corporation organized under the laws of the State of Oklahoma and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto THE CITY OF NORMAN, a Municipal Corporation of the State of Oklahoma, herein called CITY, in the sum of Three Hundred Twenty Five Thousand ~~Eight Hundred Ninety Eight & 00/100~~ DOLLARS, ($ 325,898.00), for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs, executors, administrators, successors and assigns jointly and severally.

WHEREAS, the conditions of this obligation are such that the PRINCIPAL, being the lowest and best Bidder on the following PROJECT:

BID 1314-38 CEDAR LANE WATERLINE RELOCATION

has entered into a written CONTRACT (_____) with THE CITY OF NORMAN, dated this _____ day of _____, 20___ for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if PRINCIPAL shall, in all particulars, well and truly perform and abide by said CONTRACT and all specifications and covenants thereto; and if the PRINCIPAL shall promptly pay or cause to be paid all indebtedness incurred for labor and materials and repairs to and parts for equipment furnished in the making of this PROJECT, whether incurred by the PRINCIPAL or subcontractors; and if the PRINCIPAL shall protect and hold harmless the CITY from all loss, damage, and expense to life or property suffered or sustained by any person, firm, or corporation caused by PRINCIPAL or his or its agents, servants, or employees in the construction of the PROJECT, or by or in consequence of any negligence, carelessness or misconduct in guarding and protecting the same, or from any act or omission of PRINCIPAL of his or its agents, servants, or employees; and if the PRINCIPAL shall protect and save the CITY harmless from all suits and claims of infringement or alleged infringement or patent rights or processes, then this obligation shall be null and void. Otherwise this obligation shall remain in full force and effect.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in the CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

It is further expressly agreed that the Principal's obligations under this Bond include payment of not less than the prevailing hourly rate of wages as established by the Commissioner of Labor of the State of Oklahoma and by the Secretary of the U.S. Department of Labor or as determined by a court on appeal.

IN WITNESS WHEREOF, the PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), and the _____day of _____, 20___ and the SURETY has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its authorized representative(s) on the day of_____, 20___.

(Corporate Seal) (where applicable)

ATTEST:

James L Tipken

Corporate Secretary (where applicable)

Principal Central Contracting Services, Inc.
Signed: James L Tipken
Authorized Representative

Title: James L. Tipken, President

Address: 17301 S. Sunnylane

Norman, OK 73071

Telephone: (405)895-6250

(Corporate Seal) (where applicable

ATTEST: Cindy Howell

Surety: National American Insurance Company

Signed: Tina E Switzer
Authorized Representative

Printed: Tina E. Switzer
Authorized Representative

Title: Attorney In Fact

Address: 1300 S. Meridian, Ste. 250, OKC, OK 73108

Telephone: (405)601-8199

CORPORATE ACKNOWLEDGEMENT

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

The foregoing instrument was acknowledge before me this 3 day of December, 2013 by James L. Tipken, President (Name and Title), of Central Contracting Services, Inc., a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this 3 day of December, 2013.

Diana K Plackemeier
Notary Public

My Commission Expires:
May 5, 2014

DIANA K. PLACKEMEIER NOTARY PUBLIC IN AND FOR STATE OF OKLAHOMA #10003170 May 5, 2014

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20____, by _____(Name and Title) of _____, a(n) corporation.

WITNESS my hand and seal this _____ day of _____, 20__.

_____
Notary Public

My Commission Expires:

_____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20____, by _____ (Name and Title) _____ (partner/agent) on behalf of _____, a partnership.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:

_____

CITY OF NORMAN

Approved as to form and legality this 5 day of December, 2013.

_____
City Attorney

Approved by the Council of the City of Norman this _____ day of _____, 20___.

ATTEST:

_____ _____
City Clerk Mayor

Bond # CBB 31308

STATUTORY BOND

Known all men by these presents that Central Contracting Services, Inc. as PRINICPAL, and National American Insurance Company, a corporation organized under the laws of the State of Oklahoma, and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the State of Oklahoma in the sum of Three Hundred Twenty Five Thousand Eight Hundred Ninety Eight & 00/100 DOLLARS ($ 325,898.00 * *), or the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs executors, administrators, successors and assigns jointly and severally.

WHEREAS, the conditions of this obligation are such, that the PRINCIPAL, being the lowest and best Bidder on the following PROJECT:

BID 1314-38 CEDAR LANE WATERLINE RELOCATION

has entered into a written CONTRACT (_____) with THE CITY OF NORMAN, dated this _____ day of _____, 20___, for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if the PRINCIPAL, shall properly and promptly complete the work on this PROJECT in accordance with the CONTRACT, and shall well and truly pay all indebtedness incurred for labor and materials and repairs to and parts for equipment furnished in the making of the PROJECT, whether incurred by the PRINCIPAL, his subcontractors, or any material men, then this obligation shall be void. Otherwise this obligation shall remain in full force and effect. If debts are not paid within thirty (30) days after the same becomes due and payable, the person, firm, or corporation entitled thereto may sue and recover on this Bond, subject to the provisions of 61 O.S. S2, for the amount so due and unpaid.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the SURETIES, or any of them, from the obligation of this Bond.

It is further expressly agreed that the Principal's obligations under this Bond include payment of not less than the prevailing hourly rate of wages as established by the Commissioner of Labor of the State of Oklahoma and by the Secretary of the U.S. Department of Labor or as determined by a court on appeal.

IN WITNESS WHEREOF, the PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on the _____day of _____, 20___ , and the SURETY has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its authorized representative on the_____ day of _____, 20___.

(Corporate Seal) (where applicable)

ATTEST

James L Tipken

Corporate Secretary (where applicable)

Principal Central Contracting Services, Inc.

Signed: James L Tipken

Authorized Representative

Title: James L. Tipken, President

Address: 17301 S. Sunnylane

Norman, OK 73071

Telephone: (405)895-6250

Statutory Bond No. SB-1314-47

Page 1 of 3

(Corporate Seal) (where applicable)

ATTEST: Cindy Howell

Surety: National American Insurance Company

Signed: Tina E Switzer
Authorized Representative

Printed: Tina E. Switzer
Authorized Representative

Title: Attorney In Fact

Address: 1300 S. Meridian, Ste 250

Oklahoma City, OK 73108

Telephone: (405)601-8199

CORPORATE ACKNOWLEDGEMENT

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by James L. Tipken, President (Name and Title), of Central Contracting Services, Inc. a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this _____ day of _____, 20___.

Diana K Plackemeier
Notary Public

DIANA K. PLACKEMEIER NOTARY PUBLIC IN AND FOR STATE OF OKLAHOMA #10003770 MAY 5, 2014

My Commission Expires:
May 5, 2014

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
) ss
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____(Name and Title) of _____, a(n) corporation.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:

_____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____ (Name and Title) _____ (partner/agent) on behalf of _____, a partnership.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:

_____

CITY OF NORMAN

Approved as to form and legality this 5 day of December, 2013.

_____
City Attorney

Approved by the Council of the City of Norman this _____ day of _____, 20___.

ATTEST:

_____ _____
City Clerk Mayor

CITY OF NORMAN
MAINTENANCE BOND

Know all men by these presents that Central Contracting Services, Inc., as Principal, and National American Insurance Company, a corporation organized under the laws of the State of_____, and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto THE CITY OF NORMAN, a Municipal Corporation of the State of Oklahoma, herein called CITY, in the sum of **SEE BELOW ** DOLLARS ($), such sum being equal to the contract price and being in force for a period of one year from the date of the acceptance of the below described improvements by the City Council, and thereafter for the sum of DOLLARS($ 48,885.00), such sum being not less than fifteen percent (15%) of the total contract price of said improvements for a period of 1 year(s) thereafter, for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally.

WHEREAS, the conditions of this obligation are such that the PRINCIPAL, being the lowest and best bidder on the following project:

BID 1314-38 CEDAR LANE WATERLINE RELOCATION

has entered into a written CONTRACT (_____) with the CITY OF NORMAN, dated this _____ day of _____, 20___ for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by references as if fully set forth; and,

WHEREAS, under the ordinances of the CITY the PRINCIPAL is required to furnish to the CITY a maintenance bond covering said construction of this PROJECT, the bond to include the terms and provisions hereinafter set forth, as a condition precedent to final acceptance of the PROJECT.

NOW, THEREFORE, if the PRINCIPAL shall keep and maintain, subject to normal wear and tear, the construction, except for defects not occasioned by improper workmanship, materials, or failure to protect new work until it is accepted, and if the PRINCIPAL shall promptly repair, without notice from the CITY or expense to the CITY any and all defects arising from improper workmanship, materials, or failure to protect new work until it is accepted; all for a period of two (1) year from the date of the written final acceptance by the CITY, then this obligation shall be null and void. The amount of the Maintenance Bond shall be 100 % of the contract amount. Otherwise, this obligation shall remain in full force and effect at all times.

Provided further, however, that upon neglect, failure or refusal of the PRINCIPAL to maintain or make any needed repairs upon the construction on the PROJECT, as set out in the preceding paragraph, within ten (10) days after the mailing of notice to the PRINCIPAL by letter deposited in the United States Post Office at Norman, Oklahoma, addressed to the PRINCIPAL at the address set forth below, then the PRINCIPAL and SURETY shall jointly and severally be liable to the CITY for the cost and expense for making such repair, or otherwise maintaining the said construction.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

IN WITNESS WHEREOF, the said PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on the ___ day of _____, 20___, and the SURETY has caused these presents to be executed in its name its corporate seal to be hereunto affixed by its authorized representative(s) on the _____ day of _____, 20___.

Maintenance Bond No. MB-1314-52

** Three Hundred Twenty Five Thousand Eight Hundred Ninety Eight and 00/100 ($325,898.00)

(Corporate Seal) (where applicable)

ATTEST:

James L Tipken

Corporate Secretary (where applicable)

Principal Central Contracting Services, Inc.
Signed: James L Tipken
Authorized Representative

Title: James L. Tipken, President

Address: 17301 S. Sunnylane

Norman, OK 73071

Telephone: (405)895-6250

(Corporate Seal) (where applicable)

ATTEST: Linda Herrold

Surety: National American Insurance Company

Signed: Tina E
Authorized Representative

Printed: Tina E. Switzer
Authorized Representative

Title: Attorney In Fact

Address: 1300 S. Meridian, Ste.250, OKC, OK 73108

Telephone: (405) 601-8199

CORPORATE ACKNOWLEDGEMENT

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

The foregoing instrument was acknowledge before me this _____ day of _____, 20__, by James L. Tipken (Name and Title), of Central Contracting Services, Inc, a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this _____ day of _____, 20___.

Diana K Plackemeier
Notary Public

My Commission Expires:
May 5, 2014

DIANA K. PLACKEMEIER NOTARY PUBLIC IN AND FOR STATE OF OKLAHOMA #10003710 • MAY 5, 2014

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____(Name and Title) of _____, a(n) corporation.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:

_____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____ (Name and Title) _____ (partner/agent) on behalf of _____, a partnership.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:

_____

CITY OF NORMAN

Approved as to form and legality this 5 day of December, 2013.

_____
City Attorney

Approved by the Council of the City of Norman this _____ day of _____, 20___.

ATTEST:

_____ _____
City Clerk Mayor

Resolution

R-1314-55

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING AND APPOINTING CENTRAL CONTRACTING SERVICES, INC., AS PROJECT AGENT FOR CEDAR LANE WATER LINE RELOCATION PROJECT.

§ 1. WHEREAS, the City of Norman, Oklahoma, does hereby acknowledge that the tax-exempt status of this political subdivision is a significant factor in determining the agreed contract price bid by Central Contracting Services, Inc., for the Cedar Lane Water Line Relocation Project; and

§ 2. WHEREAS, the City of Norman, Oklahoma, in compliance with State law, desires to confer on Central Contracting Services, Inc., its special State and Federal sales tax exemptions and in order to achieve such end, finds it necessary to appoint as its direct purchasing agent Central Contracting Services, Inc., to purchase materials which are in fact used for the the Cedar Lane Water Line Relocation Project; and

§ 3. WHEREAS, this limited agent status is conferred with the express understanding that Central Contracting Services, Inc., shall appoint employees and subcontractors as subagents who shall be authorized to make purchases on their behalf.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 4. That the City of Norman, Oklahoma, on the 10th day of December, 2013, did appoint Central Contracting Services, Inc., who is involved with the the Cedar Lane Water Line Relocation Project, an agent of the City of Norman, Oklahoma, solely for the purpose of purchasing, on a tax-exempt basis, materials and tangible personal property to be used exclusively for the the Cedar Lane Water Line Relocation Project.

PASSED AND ADOPTED THIS 10th day of December, 2013.

ATTEST: _____ Mayor

_____
City Clerk

PURCHASE REQUISITION NBR: 0000226817

STATUS: DIVISION APPROVAL

REQUISITION BY: JCLINK
REASON: WATER LINE RELOCATION
DATE: 11/27/13

SHIP TO LOCATION: PUB WKS- ENGINEERING
SUGGESTED VENDOR: 2892 CENTRAL CONTRACTING SERVICES
DELIVER BY DATE: 11/27/13

LINE NBR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
1	WATER LINE RELOCATION COMMODITY: CONSTRUCTION SERVICES, HE SUBCOMMOD: CONSTRUCTION, UTILITY/UND	325898.00	EA	1.0000	325898.00	

REQUISITION TOTAL: 325898.00

ACCOUNT INFORMATION

LINE #	ACCOUNT		PROJECT	%	AMOUNT
1	05090794316701	Capital Projects Utilities	BP0196 Cedar Ln:12thSE-1/2m 24th	100.00	325898.00
					325898.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

CONTINGENT ON COUNCIL APPROVAL ON 12/10/13

City of Norman, OK

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

Master

File Number: E-1314-19

File ID:	E-1314-19	**Type:**	Easement	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 13	**In Control:**	City Council
Department:	Public Works Department	**Cost:**		**File Created:**	11/27/2013
File Name:	Drainage Easement-Woodcrest Estates			**Final Action:**	

Title: EASEMENT NO. E-1314-19: CONSIDERATION OF ACCEPTANCE OF A DRAINAGE EASEMENT DONATED BY NORMAN (PORTER) DOP VIII, L.L.C., TO BE USED FOR STORM WATER IMPROVEMENTS WITHIN WOODCREST ESTATES PLAZA ADDITION, LOT 2, BLOCK 2.

Notes: ACTION NEEDED: Motion to accept or reject Easement No. E-1314-19; and, if accepted, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 13

Attachments: Text File E-1314-19.pdf, E-1314-19.pdf, Site Plan E-1314-19.pdf, Location Map E-1314-19.pdf

Project Manager: Ken Danner, Subdivision Manager

Entered by: pam.jones@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File E-1314-19

body

BACKGROUND: The final plat for Woodcrest Estates Plaza Addition was filed of record with the Cleveland County Clerk on March 25, 1970. The property consists of .98 acres and is located at the northeast corner of Porter Avenue and Woodcrest Drive. The property has remained vacant since the filing of the final plat until the City Council, at its meeting of January 22, 2013, adopted Ordinance No. O-1213-24 placing this property in C-1, Local Commercial and removing it from RM-6, Medium Density Apartment District. The owners, Norman DOP VIII, LLC, submitted a building permit application on February 28, 2013 to construct a Dollar General Store on the property. Storm water detention facilities were proposed and constructed. Per City regulations, detention facilities must be located within a drainage easement. The recording of this easement meets this requirement.

DISCUSSION: Based upon the fact there is a need for storm water improvements within the development and the developer/owner is willing to provide a drainage easement, staff recommends acceptance of Easement No. E-1314-19. The maintenance responsibility for these improvements is borne by the property owner.

RECOMMENDATION: Staff recommends that Easement No. E-1314-19 be accepted and the filing thereof be directed.

E-1314-19

GRANT OF EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT, Norman (Porter) DOP VIII, LLC in consideration of the sum of One Dollar ($1.00), receipt of which is hereby acknowledged, and for and upon other good and valuable considerations, do hereby grant, bargain, sell, and convey unto the City of Norman, a municipal corporation, a drainage easement over, across, and under the following described real estate and premises situated in the City of Norman, Cleveland County, Oklahoma, to wit:

A portion of Lot 2, Block 2, Woodcrest Estates Plaza, City of Norman, Cleveland County, Oklahoma, more particularly described as follows:

Beginning at the Northeast Corner of said Lot 2; thence S 00°41'33" E along the East line of said Lot 2 a distance of 209.91 feet; thence S 89°19'06" W a distance of 7.04 feet; thence N 00°41'47" W a distance of 43.57 feet; thence S 89°51'29" W a distance of 17.67 feet; thence N 00°28'14" E a distance of 18.45 feet; thence N 89°59'44" W a distance of 7.37 feet; thence N 00°58'00" W a distance of 40.67 feet; thence N 00°05'00" W a distance of 50.01 feet; thence N 07°34'53" W a distance of 36.94 feet; thence N 51°04'16" W a distance of 6.42 feet; thence N 89°30'02" W a distance of 128.54 feet; thence S 60°18'30" W a distance of 32.97 feet; thence S 00°00'23" E a distance of 153.70 feet; thence N 89°49'11" W a distance of 15.06 feet; thence N 00°48'35" W a distance of 170.52 feet; thence N 59°56'36" E a distance of 29.07 feet to the North line of the aforementioned Lot 2; thence N 89°51'00" E a distance of 190.02 feet to the Point Of Beginning.

with the right of ingress and egress to and from the same, for the purpose of surveying, laying out, constructing, maintaining, and operating a drainage easement as indicated below.

Drainage

To have and to hold the same unto the said City, its successors, and assigns forever.

SIGNED and delivered this 4th day of November, 2015.

NORMAN (PORTER) DOP VIII, LLC
By: Dollar Texas Properties VIII, LLC
Its Sole Member

BY: _____
Geren Moor, Vice President

REPRESENTATIVE ACKNOWLEDGMENT

STATE OF TENNESSEE, COUNTY OF DAVIDSON, SS:

Before me, the undersigned, a Notary Public in and for said County and State, on this 4th day of November, 2013 personally appeared Geren Moor, Vice President fo Dollar Texas Properties VIII, LLC, Sole Member of Norman (Porter) DOP VIII, LLC, to me known to be the identical person who executed the foregoing grant of easement and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal the day and year last above written.

_____
Notary Public

JULIA FRANKS LOYD
STATE OF TENNESSEE
NOTARY PUBLIC
DAVIDSON COUNTY

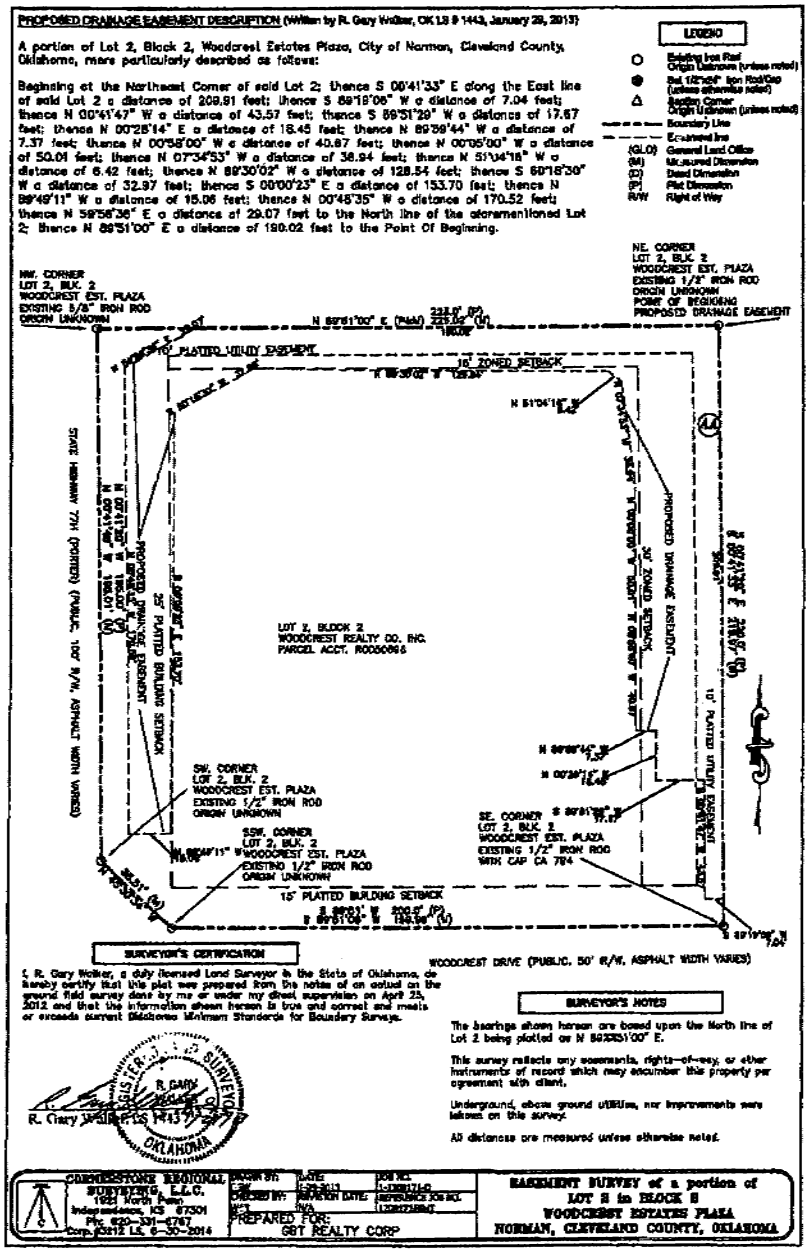
My Commission Expires: 5/5/15

Approved as to form and legality this 28th day of November, 2013

_____
City Attorney

Approved and accepted by the Council of the City of Norman, this _____ day of _____, 20 .

_____
Mayor



LOCATION MAP

E-1314-19

GENERAL UTILITY NOTES

1. WATER AND SEWER CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH ALL LOCAL CODES AND SPECIFICATIONS
2. THE CONTRACTOR SHALL PAY ALL FEES AND OBTAIN ALL PERMITS
3. ALL EXISTING UNDERGROUND UTILITY LOCATIONS ARE APPROXIMATE AND ARE BASED ON TOPOGRAPHIC SURVEYS. ADDITIONAL UTILITIES MAY BE PRESENT. SHOULD UNCHARTED UTILITIES BE ENCOUNTERED DURING EXCAVATION OPERATIONS, THE CONTRACTOR SHALL NOTIFY THE ARCHITECT/ENGINEER AS SOON AS POSSIBLE FOR INSTRUCTIONS
4. THE CONTRACTOR SHALL NOTIFY THE OKLAHOMA ONE-CALL SYSTEM AT (811) AT LEAST 3 WORKING DAYS PRIOR TO ANY EXCAVATION AND/OR DEMOLITION.
5. MAINTAIN 10-FOOT HORIZONTAL AND 24-INCH VERTICAL SEPARATION BETWEEN SANITARY SEWER AND WATER SUPPLY LINES
6. CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF ALL EXISTING UTILITIES INCLUDING IRRIGATION WITHIN 14 DAYS OF START OF CONSTRUCTION. TAKE CARE TO PROTECT UTILITIES THAT ARE TO REMAIN. REPAIR DAMAGE ACCORDING TO LOCAL STANDARDS AND AT THE CONTRACTOR'S EXPENSE. COORDINATE ALL CONSTRUCTION WITH THE APPROPRIATE UTILITY COMPANY. RELOCATE IRRIGATION LINES AS NECESSARY FOR CONSTRUCTION.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING THE SEQUENCING OF CONSTRUCTION FOR ALL UTILITY LINES SO THAT WATER LINES AND UNDERGROUND ELECTRIC DO NOT CONFLICT WITH SANITARY SEWERS OR STORM SEWERS. INSTALL UTILITIES PRIOR TO FINAL PAVEMENT CONSTRUCTION.
8. BACKFILL UTILITY TRENCHES UNDER PAVEMENT AREAS WITH CRUSHED STONE OR GRAVEL. BACKFILL UTILITY TRENCHES IN LAWN AREAS WITH SATISFACTORY FILL MATERIAL COMPACTED TO AT LEAST 85% OF MAXIMUM PER ASTM D698
9. ADJUST ALL EXISTING CASTINGS TO MATCH PROPOSED FINISH GRADE.
10. ALL SANITARY SEWER PIPE SHALL BE SCHEDULE 40 PVC UNLESS NOTED OTHERWISE.
11. WATER SERVICE PIPE SHALL BE SDR21 PVC PRESSURE RATING 200 PSI

LAYOUT AND PAVING NOTES

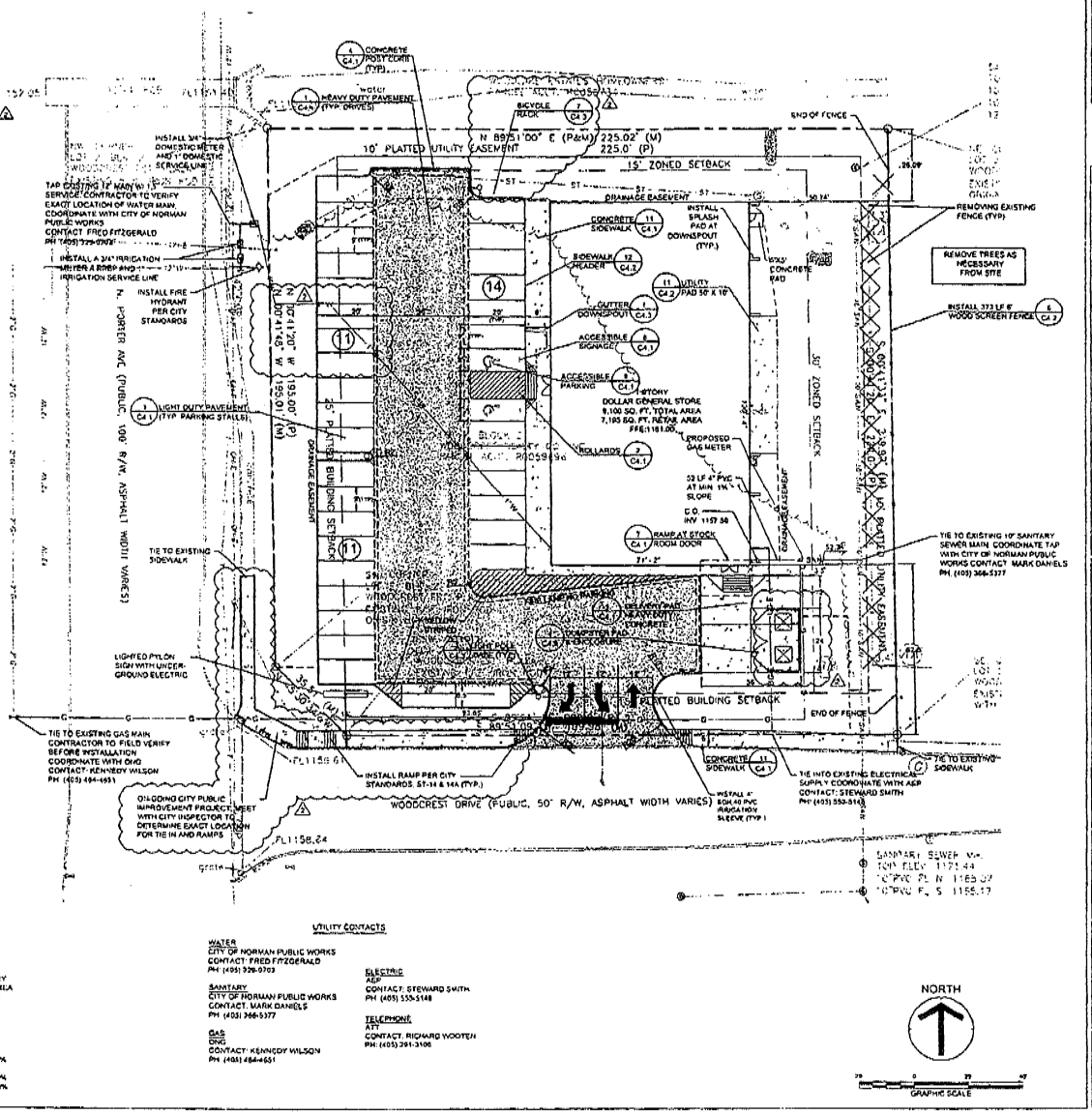
1. ALL EXISTING STRUCTURES, CONCRETE PADS/WALKS/DRIVES AND UTILITY SERVICES ON THE SITE SHALL BE REMOVED TO FULL DEPTH PRIOR TO CONSTRUCTION.
2. THE CONTRACTOR SHALL CHECK EXISTING GRADES, DIMENSIONS, AND INVERTS IN THE FIELD AND REPORT ALL DISCREPANCIES TO THE ARCHITECT/ENGINEER PRIOR TO BEGINNING WORK
3. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF ALL EXISTING UTILITIES, INCLUDING IRRIGATION LINES. TAKE CARE TO PROTECT UTILITIES THAT ARE TO REMAIN AND REPAIR CONTRACTOR CAUSED DAMAGE ACCORDING TO CURRENT LOCAL STANDARDS AND AT THE CONTRACTOR'S EXPENSE. COORDINATE ALL CONSTRUCTION WITH THE APPROPRIATE UTILITY COMPANY. RELOCATE IRRIGATION LINES AS NECESSARY FOR CONSTRUCTION
4. THE CONTRACTOR SHALL COMPLY WITH ALL LOCAL CODES. OBTAIN ALL PERMITS AND PAY ALL FEES PRIOR TO BEGINNING WORK.
5. PROVIDE A SMOOTH TRANSITION BETWEEN EXISTING PAVEMENT AND NEW PAVEMENT. FIELD ADJUSTMENT OF FINAL GRADES MAY BE NECESSARY. INSTALL ALL UTILITIES AND IRRIGATION SLEEVES PRIOR TO INSTALLATION OF PAVEMENT.
6. THE CONTRACTOR SHALL PROTECT ALL TREES TO REMAIN. IN ACCORDANCE WITH THE SPECIFICATIONS. DO NOT OPERATE OR STORE HEAVY EQUIPMENT OR STORE MATERIALS WITHIN THE DRIPLINES OF TREES OR OUTSIDE THE LIMIT OF GRADING
7. CONCRETE WALKS AND PADS SHALL HAVE A BROOM FINISH WITH NO EXPOSED AGGREGATE ON ANY FACE. ALL CONCRETE TO BE MINIMUM 3,500 PSI COMPRESSIVE STRENGTH WITH 5%(+/-1%) AIR ENTRAINMENT. MIXTURES WITH WATER/CEMENT RATIOS AT 0.5 OR BELOW ARE RECOMMENDED. CURB RAMPS, SIDEWALK SLOPES AND DRIVEWAY RAMPS SHALL BE CONSTRUCTED IN ACCORDANCE WITH ALL CURRENT LOCAL REQUIREMENTS. IF APPLICABLE, THE CONTRACTOR SHALL REQUEST INSPECTION OF SIDEWALK AND RAMP FORMS PRIOR TO PLACEMENT OF CONCRETE.
8. CONSTRUCTION OF REINFORCED CONCRETE PAVEMENT SHALL BE IN ACCORDANCE WITH ACI 330 STANDARD SPECIFICATIONS. CURING COMPOUND TO BE APPLIED TO ALL CONCRETE SURFACES IMMEDIATELY AFTER BROOM FINISH. CONTRACTOR SHALL REJECT CONCRETE IF IT CANNOT BE PLACED WITHIN 90 MINUTES OF BATCH TIME OR WITHIN 75 MINUTES DURING SUMMER HIGH TEMPERATURE CONDITIONS
9. ALL DAMAGE TO EXISTING ASPHALT PAVEMENT TO REMAIN RESULTING FROM NEW CONSTRUCTION SHALL BE REPLACED WITH LIKE MATERIALS AT CONTRACTOR'S EXPENSE.
10. DIMENSIONS ARE TO THE FACE OF CURB, EXPOSED FACE OF WALL, EDGE OF CONCRETE OR TO THE FACE OF BUILDING, UNLESS OTHERWISE NOTED
11. COORDINATES ARE TO FACE OF BUILDINGS, CENTER LINES OF DRIVEWAYS, CENTER OF SANITARY SEWER MANHOLES, AND CENTER AT FACE OF CURB ON CURB INLETS, UNLESS OTHERWISE NOTED.
12. PARKING STRIPES SHALL BE 4-INCH YELLOW PAVEMENT PAINT
13. SCREENED ITEMS INDICATE A PRE-CONSTRUCTION TOPOGRAPHIC SURVEY PROVIDED BY CORNERSTONE REGIONAL SURVEYING, L.L.C. - DATED OCTOBER 1, 2012
14. CONTRACTION JOINTS SHALL BE CONSTRUCTED TO A DEPTH OF AT LEAST 1/4 THE CONCRETE THICKNESS, AND SHALL DIVIDE CONCRETE ROUGHLY INTO SQUARES WITH MAXIMUM 10' SEGMENTS. JOINTS CAN BE SAWCUT, FORMED OR TOOLED
15. MAINTAIN ONE SET OF AS-BUILT DRAWINGS ON THE JOB SITE FOR DISTRIBUTION TO THE ARCHITECT/ENGINEER UPON COMPLETION.
16. CONTRACTOR SHALL PROVIDE AS-BUILT ELEVATION SURVEY FOR ALL NEW SIDEWALK RAMPS

CONTRACTOR IS RESPONSIBLE FOR ALL PUBLIC UTILITY CONNECTIONS (ELECTRIC, WATER, GAS, SEPTIC, SEWER) AS WELL AS PROVIDING ALL INFRASTRUCTURES REQUIRED BY UTILITY COMPANY.

STRIPING LEGEND	
YELLOW CURB/ID AND BOLLARDS - PARKING LOT	SURFACES SHOULD BE CLEAN, DRY AND METAL SURFACES FREE OF HEAVY RUST. 2 COATS SHERWIN WILLIAMS - MEM 4000 ACRYLIC ALKYD ENAMEL SAFETY YELLOW B55/300
STRIPING - PARKING LOT	SURFACES SHOULD BE CLEAN, DRY. TOP COAT SHERWIN WILLIAMS - PRO MAR TRAFFIC MARKING PAINT YELLOW TM/B55
HANDICAP STRIPING - PARKING LOT	SURFACES SHOULD BE CLEAN, DRY. TOP COAT SHERWIN WILLIAMS - PRO MAR TRAFFIC MARKING PAINT M-0 BLUE

SITE DATA TABLE

1. PROPERTY ZONED: RM-6 RESIDENTIAL
   PROPOSED REZONING: C-3
2. SET BACKS: FRONT 25' (W) - REAR, 30' (E)
   LEFT: 15' (N) - RIGHT: 15' (S)
3. SITE AREA S.F. = 50,823 / 1.16 acres
4. BUILDING AREA
   DOLLAR GENERAL STORE # 9,100 S.F. ONE STORY
   7,193 S.F. SALES AREA
   MAX HEIGHT = 15.8'
5. PARKING REQUIRED BY ZONING: 35 SPACES
   PARKING REQUIRED BY RETAILER: 1/200 SQ. FT.
   PARKING PROVIDED: 36 SPACES
6. EXISTING IMPERVIOUS AREA = 0.00 ACRES = 0%
   EXISTING LANDSCAPE AREA = 1.16 ACRES = 100%
7. PROPOSED IMPERVIOUS AREA = 0.76 ACRES = 60%
   PROPOSED LANDSCAPE AREA = 0.48 ACRES = 40%



UTILITY CONTACTS

WATER
CITY OF NORMAN PUBLIC WORKS
CONTACT: FRED FITZGERALD
PH: (405) 329-0703

SANITARY
CITY OF NORMAN PUBLIC WORKS
CONTACT: MARK DANIELS
PH: (405) 366-5377

GAS
OKG
CONTACT: KENNEDY WILSON
PH: (405) 484-4651

ELECTRIC
AEP
CONTACT: STEWARD SMITH
PH: (405) 555-5148

TELEPHONE
ATT
CONTACT: RICHARD WOOTEN
PH: (405) 291-3106

MJM ARCHITECTS
ARCHITECTURE
PLANNING
GRAPHICS
116 BROADWAY
5TH FLOOR
NASHVILLE, TN 37201
PH 615.242.7171
FX 615.242.7151
www.mjmarch.com

SEAL

CONSULTANT

CIVIL ENGINEER
GRESHAM SMITH AND PARTNERS
511 Union Street
1400 Nashville City Center
Nashville, Tennessee 37219
Phone (615)770-8100
GSP #238051.54

OWNER

NORMAN (PORTER) DOP VII, LLC
9010 Overlook Blvd.
Brentwood, TN 37027
615-370-0670
Fax: 615-373-3111

LOCATION

STORE #XXXXX
NORMAN, OK

DATE

DOLLAR GENERAL PERMIT SET
11.09.12
MJM #3808

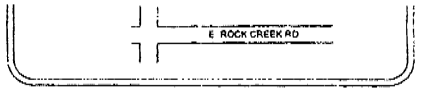
	CITY COMMENTS
1	12/20/12
2	CITY COMMENTS 1/29/13
3	

SHEET

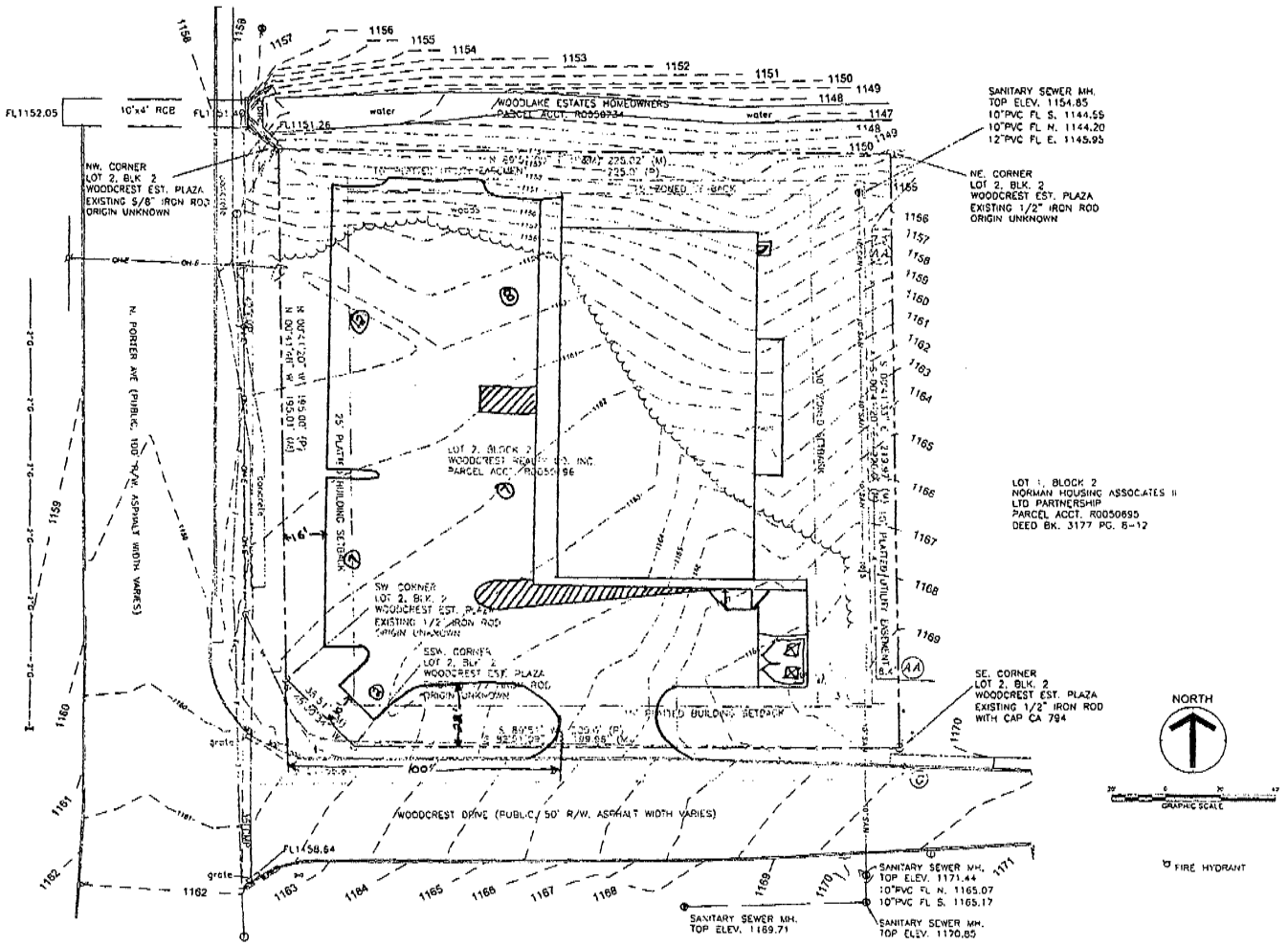
SITE LAYOUT & UTILITY PLAN

C2.1

© 2012 MJM Architects, LLC. All rights reserved. Unauthorized use of this drawing is prohibited.



Vicinity Map
Not To Scale



The tract described above is one and the same as the tract described i
American Title Insurance Company Commitment #_____, E

Items Corresponding t

ALTA/ACSM Land Tit

To:

Norman (Porter) DOF VII, LLC
First American Title Insurance Company
Republic Title of Texas, Inc.
BOFA, NA dba Bank of Texas, and its respective successors and

This is to certify that this map or plat and the survey on whic
the 2011 Minimum Standard Detail Requirements for ALTA/ACSM
adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 6
17, 18 and 19 of Table A thereof. The field work was complete

Executed this ____ day of _____ 20___

Legend of Symbols &

○ Existing 1/2" Iron Rod, Origin Unknown
Unless Otherwise Noted

City of Norman, OK

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

Master

File Number: E-1314-20

File ID:	E-1314-20	**Type:**	Easement	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 14	**In Control:**	City Council
Department:	Public Works Department	**Cost:**		**File Created:**	11/27/2013
File Name:	Sanitary Sewer Easement-Woodcrest Estates			**Final Action:**	

Title: EASEMENT NO. E-1314-20: CONSIDERATION OF ACCEPTANCE OF A SANITARY SEWER EASEMENT DONATED BY NORMAN (PORTER) DOP VIII, L.L.C., TO PROVIDE SANITARY SEWER SERVICE WITHIN LOT 2, BLOCK 2, WOODCREST ESATES PLAZA ADDITION.

Notes: ACTION NEEDED: Motion to accept or reject Easement No. E-1314-20; and, if accepted, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 14

Attachments: Text File E-1314-20.pdf, E-1314-20.pdf, Location Map.pdf, Vicinity Map.pdf, Site Plan E-1314-20.pdf

Project Manager: Ken Danner, Subdivision Manager

Entered by: pam.jones@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File E-1314-20

body

BACKGROUND: The final plat for Woodcrest Estates Plaza Addition was filed of record with the Cleveland County Clerk on March 25, 1970. The property consists of .98 acres and is located at the northeast corner of Porter Avenue and Woodcrest Drive. The property has remained vacant since the filing of the final plat until the City Council, at its meeting of January 22, 2013, adopted Ordinance No. O-1213-24 placing this property in C-1, Local Commercial, and removing it from RM-6, Medium Density Apartment District. The owners, Norman DOP VIII, LLC, submitted a building permit application on February 28, 2013 to construct a Dollar General Store on the property. With a survey of the property, it was determined an existing sanitary sewer main was located outside of an existing platted utility easement.

DISCUSSION: Based upon the fact there is a need for sanitary sewer service within the development and the developer/owner is willing to provide the additional sanitary sewer easement, staff recommends acceptance of Easement No. E-1314-20.

RECOMMENDATION: Staff recommends that Easement No. E-1314-20 be accepted and the filing thereof be directed.

E-1314-20

GRANT OF EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT, Norman (Porter) DOP VIII, LLC in consideration of the sum of One Dollar ($1.00), receipt of which is hereby acknowledged, and for and upon other good and valuable considerations, do hereby grant, bargain, sell, and convey unto the City of Norman, a municipal corporation, a sanitary sewer easement and right-of-way over, across, and under the following described real estate and premises situated in the City of Norman, Cleveland County, Oklahoma, to wit:

PROPOSED 10' SANITARY SEWER EASEMENT DESCRIPTION (Written by R. Gary Walker, OK LS # 1443, February 11, 2013)

A portion of Lot 2, Block 2, Woodcrest Estates Plaza, City of Norman, Cleveland County, Oklahoma, more particularly described as follows:

Commencing at the Southeast Corner of said Lot 2; thence S 89°51'09" W along the South line of said Lot 2 a distance of 10.00 feet to the Point Of Beginning; thence continuing S 89°51'09" W along said South line of said Lot 2 a distance of 10.00 feet; thence N 00°41'33" W, parallel with and 20 feet west of the East line of said Lot 2, a distance of 209.97 feet, to the South line of an existing platted utility easement; thence N 89°51'00" E, along said South line, a distance of 10.00 feet, to the West line of an existing platted utility easement; thence S 00°41'33" E, along said West line and it's Southerly extension, a distance of 209.97 feet to the Point Of Beginning.

with the right of ingress and egress to and from the same, for the purpose of surveying, laying out, constructing, maintaining, and operating a sanitary sewer as indicated below:

Sanitary Sewer

To have and to hold the same unto the said City, its successors, and assigns forever.

SIGNED and delivered this 22nd day of February, 2013.

Norman (Porter) DOP VIII, LLC
By: Dollar Texas Properties VIII, LLC
Its: Sole Member

BY: _____
Geren Moor, Vice President

BY: _____

REPRESENTATIVE ACKNOWLEDGMENT

STATE OF OKLAHOMA, COUNTY OF CLEVELAND, SS:

Before me, the undersigned, a Notary Public in and for said County and State, on this 22nd day of February, 2013, personally appeared Geren Moor, Vice President of Dollar Texas Properties VIII, LLC, Sole Member of Norman (Porter) DOP VIII, LLC, to me known to be the identical person(s) who executed the foregoing grant of easement and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal the day and year last above written.

Julia Franks Loyd
Notary Public

JULIA FRANKS LOYD
STATE OF TENNESSEE NOTARY PUBLIC
COUNTY OF DAVIDSON

My Commission Expires: 5/5/15

Approved as to form and legality this 25th day of November, 2013.

City Attorney

Approved and accepted by the Council of the City of Norman, this ____ day of_____, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

SEAL:

GENERAL UTILITY NOTES

1. WATER AND SEWER CONSTRUCTION SHALL BE PERFORMED IN ACCORDANCE WITH ALL LOCAL CODES AND SPECIFICATIONS
2. THE CONTRACTOR SHALL PAY ALL FEES AND OBTAIN ALL PERMITS.
3. ALL EXISTING UNDERGROUND UTILITY LOCATIONS ARE APPROXIMATE AND ARE BASED ON TOPOGRAPHIC SURVEYS. ADDITIONAL UTILITIES MAY BE PRESENT. SHOULD UNCHARTED UTILITIES BE ENCOUNTERED DURING EXCAVATION OPERATIONS, THE CONTRACTOR SHALL NOTIFY THE ARCHITECT/ENGINEER AS SOON AS POSSIBLE FOR INSTRUCTIONS.
4. THE CONTRACTOR SHALL NOTIFY THE OKLAHOMA ONE-CALL SYSTEM AT (811) AT LEAST 3 WORKING DAYS PRIOR TO ANY EXCAVATION AND/OR DEMOLITION.
5. MAINTAIN 18-FOOT HORIZONTAL AND 24-INCH VERTICAL SEPARATION BETWEEN SANITARY SEWER AND WATER SUPPLY LINES.
6. CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF ALL EXISTING UTILITIES INCLUDING IRRIGATION WITHIN 14 DAYS OF START OF CONSTRUCTION. TAKE CARE TO PROTECT UTILITIES THAT ARE TO REMAIN, REPAIR DAMAGE ACCORDING TO LOCAL STANDARDS AND AT THE CONTRACTOR'S EXPENSE. COORDINATE ALL CONSTRUCTION WITH THE APPROPRIATE UTILITY COMPANY. RELOCATE IRRIGATION LINES AS NECESSARY FOR CONSTRUCTION.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING THE SEQUENCING OF CONSTRUCTION FOR ALL UTILITY LINES SO THAT WATER LINES AND UNDERGROUND ELECTRIC DO NOT CONFLICT WITH SANITARY SEWERS OR STORM SEWERS. INSTALL UTILITIES PRIOR TO FINAL PAVEMENT CONSTRUCTION.
8. BACKFILL UTILITY TRENCHES UNDER PAVEMENT AREAS WITH CRUSHED STONE OR GRAVEL. BACKFILL UTILITY TRENCHES IN LAWN AREAS WITH SATISFACTORY FILL MATERIAL COMPACTED TO AT LEAST 95% OF MAXIMUM PER ASTM D698.
9. ADJUST ALL EXISTING CASTINGS TO MATCH PROPOSED FINISH GRADE.
10. ALL SANITARY SEWER PIPE SHALL BE SCHEDULE 40 PVC UNLESS NOTED OTHERWISE.
11. WATER SERVICE PIPE SHALL BE SDR21 PVC, PRESSURE RATING 200 PSI.

LAYOUT AND PAVING NOTES

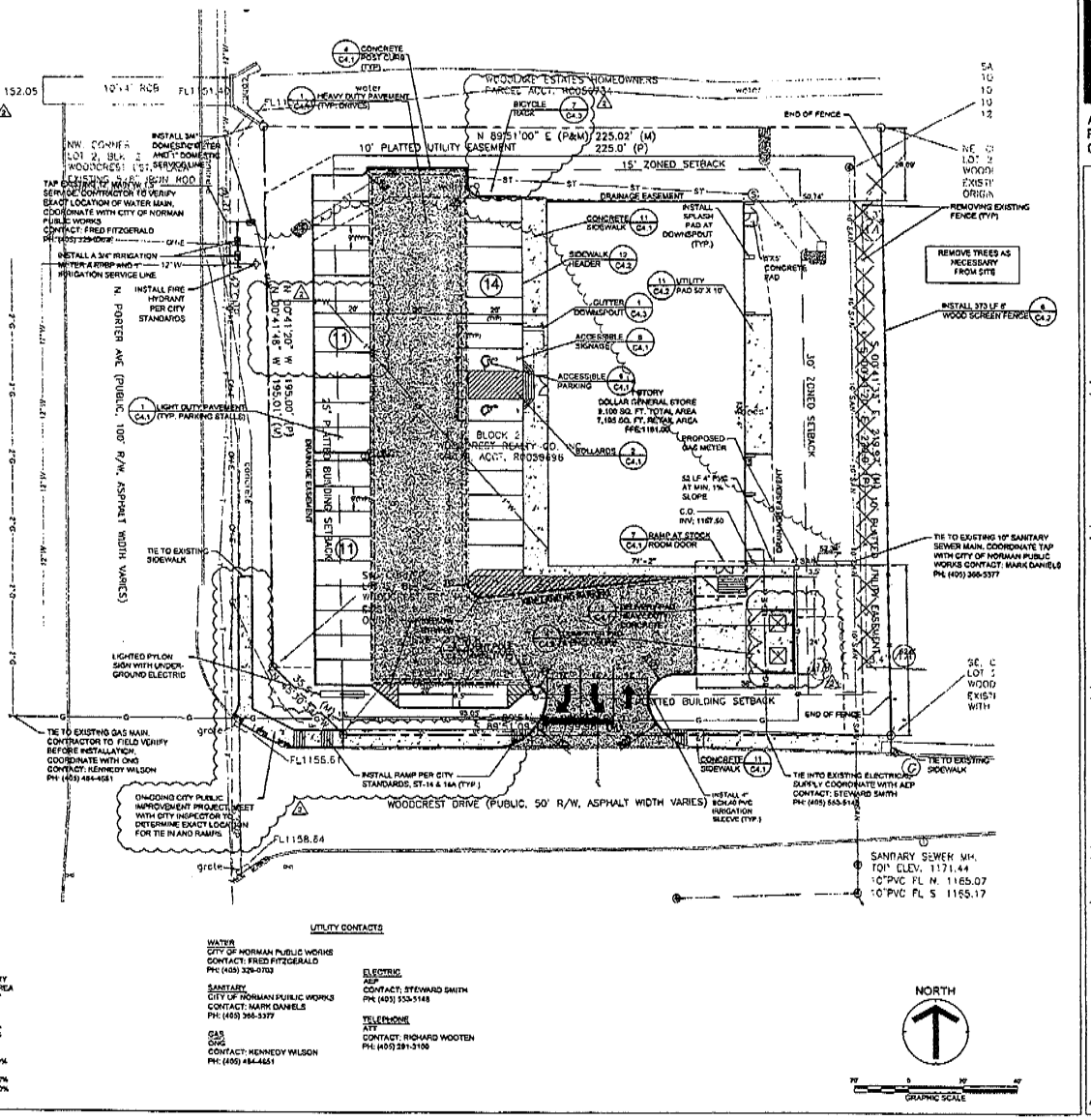
1. ALL EXISTING STRUCTURES, CONCRETE PADS/WALKS/DRIVES AND UTILITY SERVICES ON THE SITE SHALL BE REMOVED TO FULL DEPTH PRIOR TO CONSTRUCTION.
2. THE CONTRACTOR SHALL CHECK EXISTING GRADES, DIMENSIONS, AND INVERTS IN THE FIELD AND REPORT ALL DISCREPANCIES TO THE ARCHITECT/ENGINEER PRIOR TO BEGINNING WORK.
3. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF ALL EXISTING UTILITIES, INCLUDING IRRIGATION LINES. TAKE CARE TO PROTECT UTILITIES THAT ARE TO REMAIN AND REPAIR CONTRACTOR CAUSED DAMAGE ACCORDING TO CURRENT LOCAL STANDARDS AND AT THE CONTRACTOR'S EXPENSE. COORDINATE ALL CONSTRUCTION WITH THE APPROPRIATE UTILITY COMPANY. RELOCATE IRRIGATION LINES AS NECESSARY FOR CONSTRUCTION.
4. THE CONTRACTOR SHALL COMPLY WITH ALL LOCAL CODES, OBTAIN ALL PERMITS AND PAY ALL FEES PRIOR TO BEGINNING WORK.
5. PROVIDE A SMOOTH TRANSITION BETWEEN EXISTING PAVEMENT AND NEW PAVEMENT. FIELD ADJUSTMENT OF FINAL GRADES MAY BE NECESSARY. INSTALL ALL UTILITIES AND IRRIGATION SLEEVES PRIOR TO INSTALLATION OF PAVEMENT.
6. THE CONTRACTOR SHALL PROTECT ALL TREES TO REMAIN IN ACCORDANCE WITH THE SPECIFICATIONS. DO NOT OPERATE OR STORE HEAVY EQUIPMENT OR STORE MATERIALS WITHIN THE DRIPLINES OF TREES OR OUTSIDE THE LIMIT OF GRADING.
7. CONCRETE WALKS AND PADS SHALL HAVE A BROOM FINISH WITH NO EXPOSED AGGREGATE ON ANY FACE. ALL CONCRETE TO BE MINIMUM 3,500 PSI COMPRESSIVE STRENGTH WITH 5%(+/-1%) AIR ENTRAINMENT. MIXTURES WITH WATER/CEMENT RATIOS AT 0.5 OR BELOW ARE RECOMMENDED. CURB RAMPS, SIDEWALK SLOPES, AND DRIVEWAY RAMPS SHALL BE CONSTRUCTED IN ACCORDANCE WITH ALL CURRENT LOCAL REQUIREMENTS. IF APPLICABLE, THE CONTRACTOR SHALL REQUEST INSPECTION OF SIDEWALK AND RAMP FORMS PRIOR TO PLACEMENT OF CONCRETE.
8. CONSTRUCTION OF REINFORCED CONCRETE PAVEMENT SHALL BE IN ACCORDANCE WITH ACI 330 STANDARD SPECIFICATIONS. DURING COMPOUND TO BE APPLIED TO ALL CONCRETE SURFACES IMMEDIATELY AFTER BROOM FINISH. CONTRACTOR SHALL REJECT CONCRETE IF IT CANNOT BE PLACED WITHIN 90 MINUTES OF BATCH TIME OR WITHIN 75 MINUTES DURING SUMMER HIGH TEMPERATURE CONDITIONS
9. ALL DAMAGE TO EXISTING ASPHALT PAVEMENT TO REMAIN RESULTING FROM NEW CONSTRUCTION SHALL BE REPLACED WITH LIKE MATERIALS AT CONTRACTOR'S EXPENSE.
10. DIMENSIONS ARE TO THE FACE OF CURB, EXPOSED FACE OF WALL, EDGE OF CONCRETE OR TO THE FACE OF BUILDING, UNLESS OTHERWISE NOTED.
11. COORDINATES ARE TO FACE OF BUILDINGS, CENTER LINES OF DRIVEWAYS, CENTER OF SANITARY SEWER MANHOLES, AND CENTER AT FACE OF CURB ON CURB INLETS, UNLESS OTHERWISE NOTED.
12. PARKING STRIPES SHALL BE 4-INCH YELLOW PAVEMENT PAINT.
13. SCREENED ITEMS INDICATE A PRE-CONSTRUCTION TOPOGRAPHIC SURVEY PROVIDED BY CORNERSTONE REGIONAL SURVEYING, L.L.C; - DATED OCTOBER 1, 2012
14. CONTRACTION JOINTS SHALL BE CONSTRUCTED TO A DEPTH OF AT LEAST 1/4 THE CONCRETE THICKNESS, AND SHALL DIVIDE CONCRETE ROUGHLY INTO SQUARES WITH MAXIMUM 10' SEGMENTS. JOINTS CAN BE SAWCUT, FORMED OR TOOLED.
15. MAINTAIN ONE SET OF AS-BUILT DRAWINGS ON THE JOB SITE FOR DISTRIBUTION TO THE ARCHITECT/ENGINEER UPON COMPLETION.
16. CONTRACTOR SHALL PROVIDE AS-BUILT ELEVATION SURVEY FOR ALL NEW SIDEWALK RAMPS.

CONTRACTOR IS RESPONSIBLE FOR ALL PUBLIC UTILITY CONNECTIONS (ELECTRIC, WATER, GAS, SEPTIC, SEWER) AS WELL AS PROVIDING ALL INFRASTRUCTURES REQUIRED BY UTILITY COMPANY.

STRIPING LEGEND	
YELLOW CURBING AND BOLLARDS - PARKING LOT	SURFACES SHOULD BE CLEAN, DRY AND METAL SURFACES FREE OF HEAVY RUST 2 COATS SHERWIN WILLIAMS - HIGH 4300 ACRYLIC ALKYD ENAMEL SAFETY YELLOW B61Y300
STRIPING - PARKING LOT	SURFACES SHOULD BE CLEAN, DRY, TOP COAT SHERWIN WILLIAMS - PRO MAR TRAFFIC MARKING PAINT YELLOW Y60W701
HANDICAP STRIPING - PARKING LOT	SURFACES SHOULD BE CLEAN, DRY, TOP COAT SHERWIN WILLIAMS - PRO MAR TRAFFIC MARKING PAINT "H.C." BLUE

SITE DATA TABLE

1. PROPERTY ZONED : RM-6 RESIDENTIAL
   PROPOSED REZONING: C-2
2. SET BACKS; FRONT: 25' (W) - REAR: 20' (E)
   LEFT: 15' (N) - RIGHT: 15' (S)
3. SITE AREA S.F. = 50,625/ 1.16 acres
4. BUILDING AREA:
   DOLLAR GENERAL STORE = 9,100 S.F. ONE STORY
   7,105 S.F. SALES AREA
   MAX HEIGHT = 15.6'
5. PARKING REQUIRED BY ZONING: 36 SPACES
   PARKING REQUIRED BY RETAILER: 1/200 SQ. FT.
   PARKING PROVIDED: 36 SPACES
6. EXISTING IMPERVIOUS AREA = 0.00 ACRES = 0%
   EXISTING LANDSCAPE AREA = 1.16 ACRES = 100%
7. PROPOSED IMPERVIOUS AREA = 0.70 ACRES = 60%
   PROPOSED LANDSCAPE AREA = 0.46 ACRES = 40%



UTILITY CONTACTS

WATER
CITY OF NORMAN PUBLIC WORKS
CONTACT: FRED FITZGERALD
PH: (405) 329-0703

SANITARY
CITY OF NORMAN PUBLIC WORKS
CONTACT: MARK DANIELS
PH: (405) 366-5377

GAS
ONG
CONTACT: KENNEDY WILSON
PH: (405) 484-4651

ELECTRIC
AEP
CONTACT: STEWARD SMITH
PH: (405) 553-5148

TELEPHONE
ATT
CONTACT: RICHARD WOOTEN
PH: (405) 291-3100

MM ARCHITECTS
ARCHITECTURE
PLANNING
GRAPHICS

511 Union Street
1400 Nashville City Center
Nashville, Tennessee 37219
Phone: (615)770-8100
GSP #20881.64

NORMAN
(PORTER)
DOP VII, LLC

9010 Overlook Blvd.
Brentwood, TN 37027
615-370-0670
Fax: 615-373-3111

STORE #XXXXX

NORMAN, OK

DOLLAR GENERAL PERMIT SET
11.09.12
MJM #####

1	CITY COMMENTS 12/20/12
2	CITY COMMENTS 1/29/13

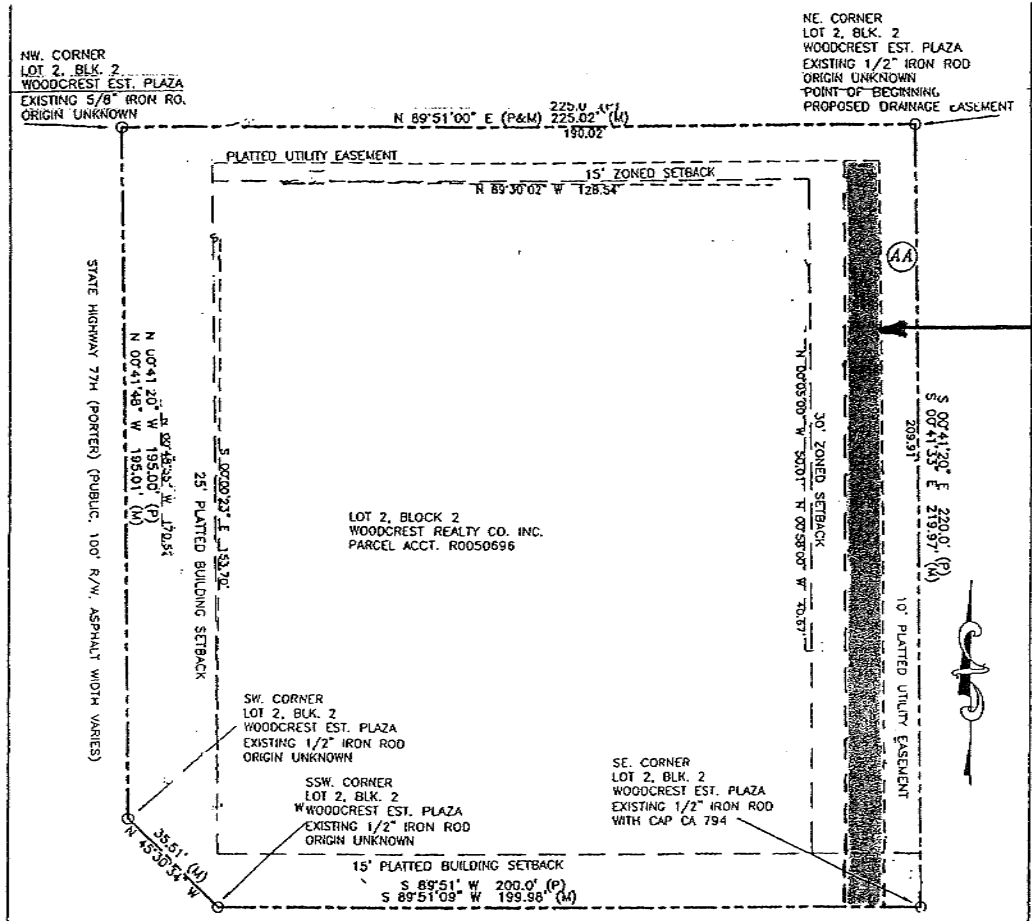
SITE LAYOUT & UTILITY PLAN

C2.1

SEAL | CONSULTANT | OWNER | LOCATION | DATE | SHEET

14-3

LOCATION MAP
E-1314-20



SURVEYOR'S CERTIFICATION

I, R. Gary Walker, a duly licensed Land Surveyor in the State of Oklahoma, do hereby certify that this plat was prepared from the notes of an actual on the ground field survey done by me or under my direct supervision on April 25, 2012 and that the information shown hereon is true and correct and meets or exceeds current Oklahoma Minimum Standards for Boundary Surveys.

R. Gary Walker, PLS 1437

SURVEYOR'S NOTES

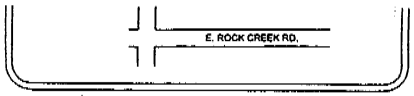
The bearings shown hereon are based upon the North line of Lot 2 being platted as N 89°51'00" E.

This survey reflects any easements, rights-of-way, or other instruments of record which may encumber this property per agreement with client.

Underground, above ground utilities, nor improvements were shown on this survey.

All distances are measured unless otherwise noted.

CORNERSTONE REGIONAL SURVEYING, L.L.C. 1921 North Penn Independence, KS 67301 Ph: 620-331-6767 Corp.#3212 LS, 6-30-2014	DRAWN BY: RGW	DATE: 1-29-2013	JOB NO. 1-1209171-O
	CHECKED BY: WAB	REVISION DATE: N/A	REFERENCE JOB NO. 1209171ESMT
	PREPARED FOR: GBT REALTY CORP		EASEMENT SURVEY of a portion of LOT 2 in BLOCK 2 WOODCREST ESTATES PLAZA NORMAN, CLEVELAND COUNTY, OKLAHOMA



Vicinity Map
Not To Scale

The tract described above is one and the same as the tract described i
American Title Insurance Company Commitment #_____ E

Items Corresponding t

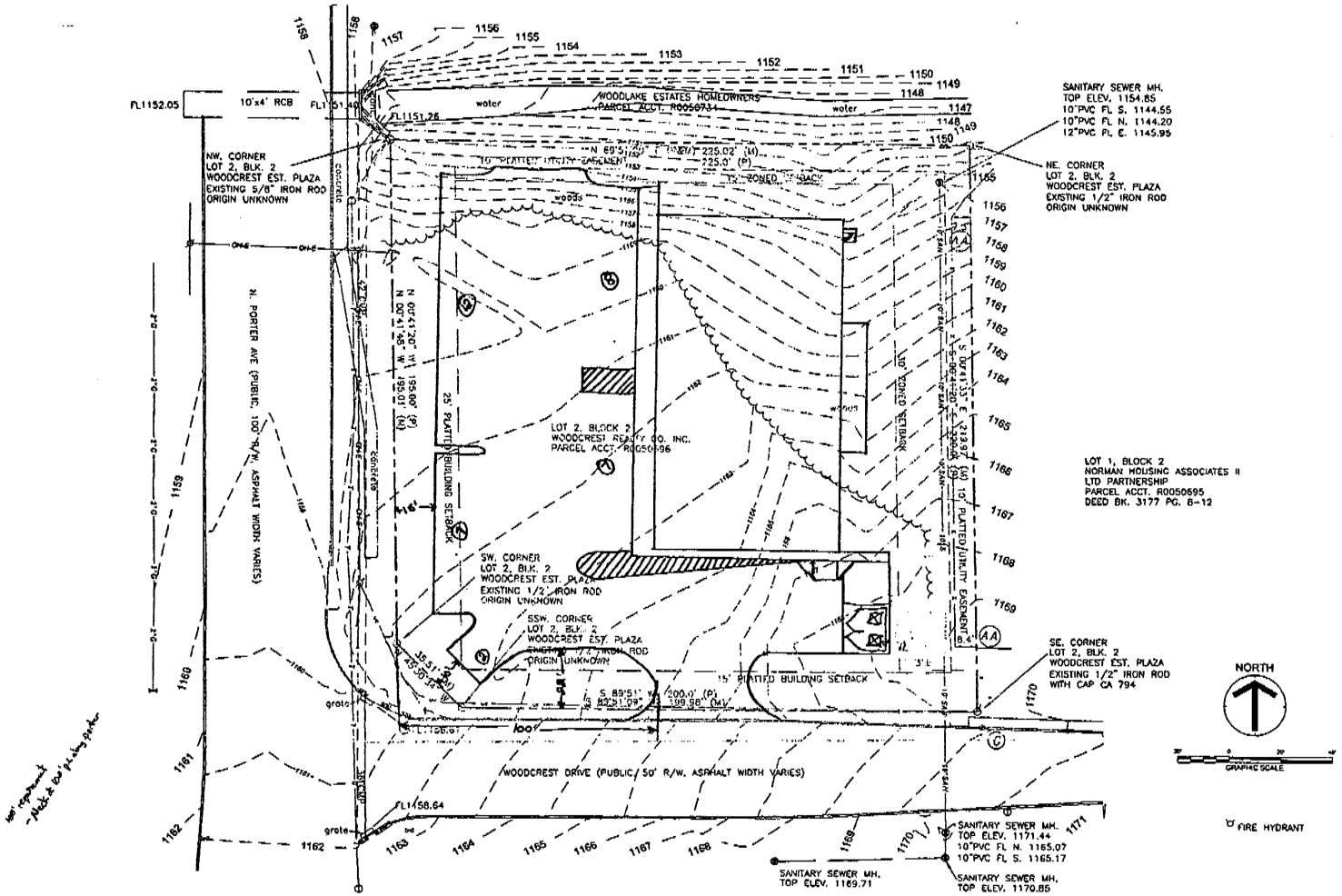
ALTA/ACSM Land Tit

To:

Norman (Porter) DOP VII, LLC
First American Title Insurance Company
Republic Title of Texas, Inc.
BOFK, NA dba Bank of Texas, and its respective successors onc

This is to certify that this map or plat and the survey on whic
the 2011 Minimum Standard Detail Requirements for ALTA/ACSM
adopted by ALTA and NSPS, and includes items 1, 2, 3, 4, 5, 6
17, 18 and 19 of Table A thereof. The field work was complete

Executed this ____ day of _____ 20____



Legend of Symbols &

O	Existing 1/2" Iron Rod, Origin Unknown Unless Otherwise Noted	(M (C R

14-5

City of Norman, OK

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

Master

File Number: FP-1213-40

File ID:	FP-1213-40	**Type:**	Final Plat	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 15	**In Control:**	City Council
Department:	Public Works Department	**Cost:**		**File Created:**	04/10/2013
File Name:	Greenleaf Trails 6 Final Plat			**Final Action:**	

Title: CONSIDERATION OF A FINAL SITE DEVELOPMENT PLAN AND FINAL PLAT FOR GREENLEAF TRAILS ADDITION, SECTION 6, A PLANNED UNIT DEVELOPMENT, AND ACCEPTANCE OF PUBLIC DEDICATIONS CONTAINED THEREIN AND APPROVAL OF DEFERRED CONSTRUCTION OF PAVING AND SIDEWALK IMPROVEMENTS FOR 12TH AVENUE N.W. (GENERALLY LOCATED ON THE EAST SIDE OF 12TH AVENUE N.W. APPROXIMATELY ONE-FOURTH MILE SOUTH OF TECUMSEH ROAD)

Notes: ACTION NEEDED: Motion to approve or reject the final site development plan and final plat for Greenleaf Trails Addition, Section 6, a Planned Unit Development, and deferral of paving and sidewalk improvements for 12th Avenue N.W.; 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 and receipt of a Certificate of Deposit in the amount of $99,986.70 for deferred construction of paving and sidewalks for 12th Avenue N.W. within ten days after approval, a traffic impact fee in the amount of $13,469.90, and a copy of a warranty deed for private park land to the Property Owners Association; and direct the filing of the final site development plan and final plat.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 15

Attachments: GreenleafTrailsSec6 Location Map, Text File Greenleaf Trails Final Plat.pdf, Greenleaf Trails Final Plat.pdf, Greenleaf 6 Staff Report, Greenleaf Trails Deferral Memo, Engineer's Estimate.pdf, Greenleaf Trails Rev Prelim, 5-9-13 PC Minutes - FP-1213-40

Project Manager: Ken Danner, Subdivision Manager

Entered by: rone.tromble@normanok.gov **Effective Date:**

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Commission	05/09/2013					

Text of Legislative File FP-1213-40

body

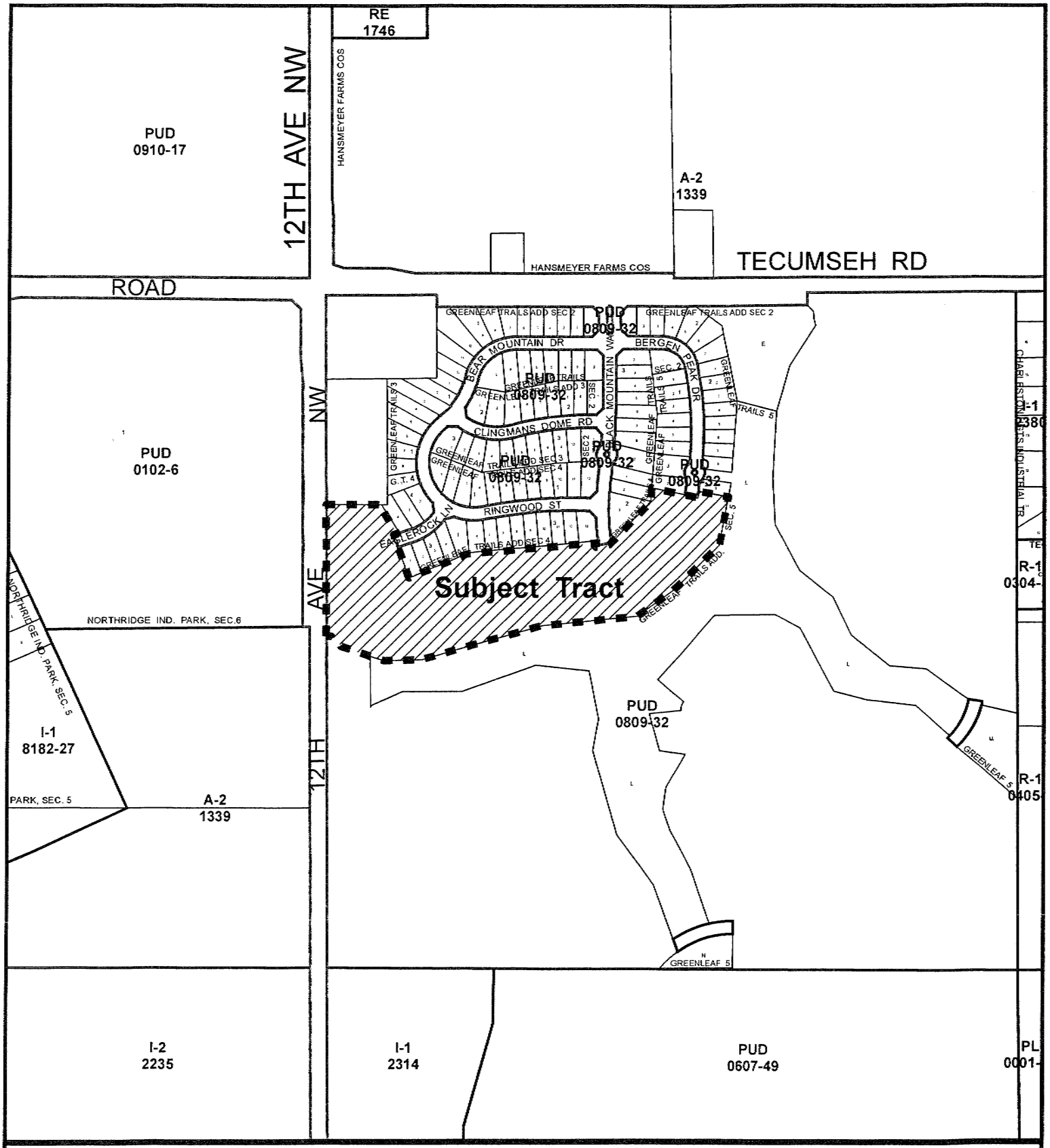
BACKGROUND: This item is a final plat for Greenleaf Trails Addition, Section 6, a Planned Unit Development and is generally located east of 12th Avenue N.W. and approximately one-quarter mile south of Tecumseh Road. City Council, at its meeting of February 24, 2009, adopted Ordinance No. O-0809-32 amending the Planned Unit Development (PUD) to include a church site within the preliminary plat. City Council, at its meeting of February 24, 2009, approved the revised preliminary plat for Greenleaf Trails Addition, a Planned Unit Development. Greenleaf Trails Addition is a 161.86 acre subdivision consisting of 541 single-family residential lots, several large open space lots/blocks consisting of 27.54 acres, one site for a church and a 6 acre tract zoned commercial. Planning Commission, at its meeting of May 9, 2013, approved the final plat for the Greenleaf Trails Addition, Section 6, a Planned Unit Development with deferral of street paving and sidewalks in connection with 12th Avenue N.W. This final plat consists of 13.262 acres and 55 single-family residential lots. This will make a total of 166 residential lots final platted in the Greenleaf Trails Addition.

DISCUSSION: Construction plans have been reviewed for the required public improvements for this property. The public improvements are under construction. These improvements consist of sidewalks, water mains with fire hydrants, sanitary sewer, drainage, and street improvements.

Approximately 506-feet of 12th Avenue N.W. will be required to be constructed to City standards as a half width arterial street. Section 19-602 B 1.2. (a)(b)(c) and (d) of the City Code establishes a method of deferring public street improvements under the following situations: (a) where incompatible grades exist; (b) where there are inadequate or a lack of connecting facilities; (c) where construction of the improvement would not immediately function for its intended use; or (d) where such improvement would be replaced by a planned future project. The developer is required to post a certificate of deposit with the City in a special account to be used with a future paving project or at such time as development occurs adjacent to the property. Staff has observed over the years that gap paving or "piecemeal" paving has been a detriment to arterial streets. There have been times over the years paving improvements have been constructed and then replaced because they did not fit in the overall design of the arterial street. Because this final plat includes a short length of pavement on 12th Avenue N.W., staff is recommending deferral until future development occurs or until the City initiates improvements to 12th Avenue N.W.

The developer will deed private park land prior to filing the final plat for Greenleaf Trails Addition , Section 6.

RECOMMENDATION: The final plat is consistent with the approved revised preliminary plat. Based on the above information, staff recommends acceptance of the public dedications, approval of the final plat and filing of the final plat subject to completion of public improvements. The City Development Committee will ensure completion of all required public improvements or bonds and receipt of a Certificate of Deposit in the amount of $99,986.70 for deferral of paving and sidewalks in connection with 12th Avenue N.W., traffic impact fee in the amount of $13,469.90 and a warranty deed for private park land to the Property Owners Association.



Location Map

Map Produced by the City of Norman
Geographic Information System.
(405) 366-5316
The City of Norman assumes no
responsibility for errors or omissions
in the information presented.

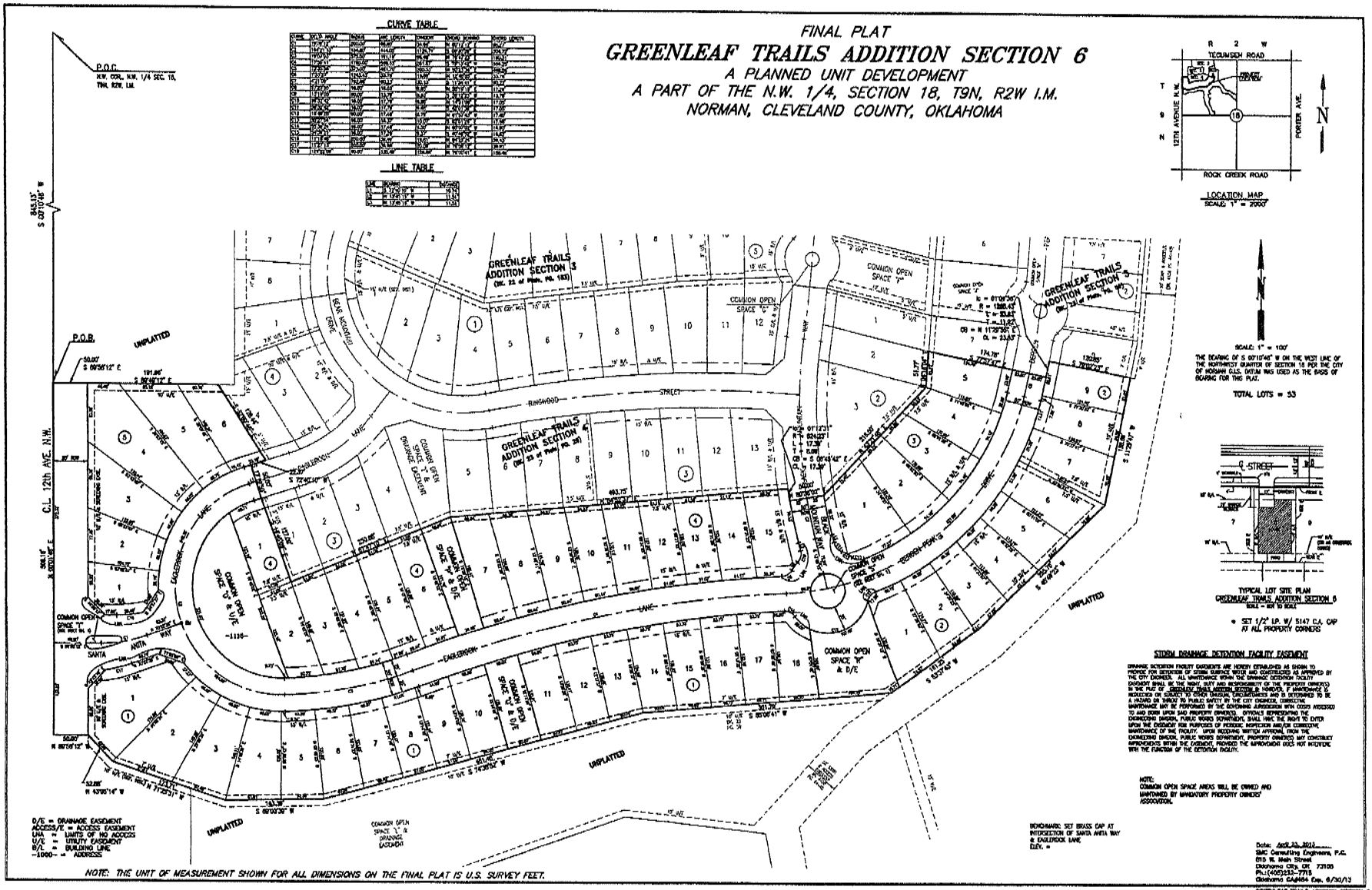
N
W E
S

April 30, 2013

0 250 500 Ft.

Subject Tract

Zoning


FINAL PLAT
GREENLEAF TRAILS ADDITION SECTION 6
A PLANNED UNIT DEVELOPMENT
A PART OF THE N.W. 1/4, SECTION 18, T9N, R2W I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA
CURVE TABLE
LINE TABLE
P.O.C.
N.W. COR., N.W. 1/4 SEC. 18, T9N, R2W, I.M.
P.O.B.
C.L. 12th AVE. N.W.
GREENLEAF TRAILS ADDITION SECTION 3
GREENLEAF TRAILS ADDITION SECTION 5
GREENLEAF TRAILS ADDITION SECTION 6
RUNSWOOD STREET
EAGLEBROOK LANE
SANTA ANITA WAY
COMMON OPEN SPACE "A" & D/E
COMMON OPEN SPACE "B"
COMMON OPEN SPACE "C"
COMMON OPEN SPACE "D"
COMMON OPEN SPACE "E"
COMMON OPEN SPACE "F"
COMMON OPEN SPACE "G"
COMMON OPEN SPACE "T" & D/E
UNPLATTED
R 2 W
TECUMSEH ROAD
12TH AVENUE N.W.
PORTER AVE.
ROCK CREEK ROAD
T 9 N
LOCATION MAP
SCALE: 1" = 2000'
SCALE: 1" = 100'
TOTAL LOTS = 53
TYPICAL LOT SITE PLAN
GREENLEAF TRAILS ADDITION SECTION 6
STORM DRAINAGE DETENTION FACILITY EASEMENT
NOTE:
COMMON OPEN SPACE AREAS WILL BE OWNED AND MAINTAINED BY MANDATORY PROPERTY OWNERS' ASSOCIATION.
BENCHMARK: SET BRASS CAP AT INTERSECTION OF SANTA ANITA WAY & EAGLEROCK LANE
ELEV. =
D/E = DRAINAGE EASEMENT
ACCESS/E = ACCESS EASEMENT
LNA = LIMITS OF NO ACCESS
U/E = UTILITY EASEMENT
B/L = BUILDING LINE
-1000- = ADDRESS
NOTE: THE UNIT OF MEASUREMENT SHOWN FOR ALL DIMENSIONS ON THE FINAL PLAT IS U.S. SURVEY FEET.
SMC Consulting Engineers, P.C.
GREENLEAF TRAILS ADDITION SECTION 6
A PLANNED UNIT DEVELOPMENT
FINAL PLAT SHEET 2 OF 3

FINAL PLAT ITEM NO. 7

FP-1213-40

STAFF REPORT

ITEM: Consideration of a Final Plat for GREENLEAF TRAILS ADDITION, SECTION 6, A PLANNED UNIT DEVELOPMENT.

LOCATION: Generally located on the east side of 12th Avenue NW and approximately one-quarter mile south of Tecumseh Road.

INFORMATION:

1. Owners. Terra Verde Development, L.L.C.
2. Developer. Terra Verde Development, L.L.C.
3. Engineer. SMC Consulting Engineers, P.C.

HISTORY:

1. June 7, 2007. The Norman Board of Parks Commissioners, on a vote of 5-0, recommended private park land for Greenleaf Trails Addition.
2. June 14, 2007. Planning Commission, on a vote of 6-0, recommended to City Council the amending of the NORMAN 2025 Land Use and Transportation Plan from Future Urban Service Area to Current Urban Service Area and from Very Low Density Residential to Low Density Residential and Commercial Designations.
3. June 14, 2007. Planning Commission, on a vote of 6-0, recommended to City Council that this property be placed in the Planned Unit Development and removed from A-2, Rural Agricultural District.
4. June 14, 2007. Planning Commission, on a vote of 6-0, recommended to City Council the preliminary plat for Greenleaf Trails Addition, a Planned Unit Development, be approved.
5. August 28, 2007. City Council amended the NORMAN 2025 Land Use and Transportation Plan to designate this property Current Urban Service Area and Low Density Residential.

HISTORY, (con't):

6. August 28, 2007. City Council adopted Ordinance No. O-0607-50 placing this property in the Planned Unit Development and removing it from A-2, Rural Agricultural District.

7. August 28, 2007. City Council approved the preliminary plat for Greenleaf Trails Addition, a Planned Unit Development.

8. January 8, 2009. Planning Commission, on a vote of 8-0, recommended to City Council amending the existing PUD, Planned Unit Development so as to add a church site within the preliminary plat.

9. January 8, 2009. Planning Commission, on a vote of 8-0, recommended to City Council the revised preliminary plat for Greenleaf Trails Addition, a Planned Unit Development, be approved.

10. February 24, 2009. City Council adopted Ordinance No. O-0809-32 amending the Planned Unit Development so as to include a church site within the preliminary plat.

11. February 24, 2009. City Council approved the revised preliminary plat for Greenleaf Trails Addition, a Planned Unit Development.

IMPROVEMENT PROGRAM:

1. Fire Hydrants. Fire hydrants will be installed in accordance with approved plans. Their locations have been approved by the Norman Fire Department.

2. Permanent Markers. Permanent markers will be installed prior to filing of the final plat.

3. Sanitary Sewers. Sanitary sewer mains will be installed in accordance with approved plans and City and Department of Environmental Quality standards.

4. Sidewalks. Sidewalks will be constructed on each lot prior to occupancy. Staff is recommending deferral of sidewalk improvements adjacent to 12th Avenue N.W.

5. Storm Sewers. Storm sewers and appurtenant drainage structures will be installed in accordance with approved plans and City drainage standards. Several privately maintained detention facilities have been constructed for the conveyance of storm water.

6. Streets. Streets will be constructed in accordance with approved plans and City paving standards. Staff is recommending that street paving for 12th Avenue N.W. be deferred until a project is designed to eliminate gap paving procedures within this mile of 12th Avenue N.W.

7. Water Mains. Water mains will be installed in accordance with approved plans and City and Department of Environmental Quality standards.

PUBLIC DEDICATIONS:

1. Easements. All required easements are dedicated to the City on the final plat.

2. Rights-of-Way. Street rights-of-way are dedicated to the City on the final plat.

SUPPLEMENTAL MATERIAL: Copies of a location map, preliminary plat, final site development plan/final plat and memorandum from the Director of Public Works of deferral of paving and sidewalk improvements in connection with 12th Avenue N.W. and approval are included in the Agenda Book.

STAFF COMMENTS AND RECOMMENDATION: There are 55 proposed residential lots in 13.262 acres. The Common Open Space Block designations will be maintained by a mandatory Property Owners Association. Staff recommends approval of the final plat for Greenleaf Trails Addition, Section 6, a Planned Unit Development.

ACTION NEEDED: Approve or disapprove the final site development plan/final plat for Greenleaf Trails Addition, Section 6, a Planned Unit Development.

ACTION TAKEN: _____

office memorandum

Date: May 2, 2013

To: Chris Lewis, Chairman Planning Commission

From: Shawn O'Leary, Director of Public Works

Subject: Deferral of Street and Sidewalk Improvements in Connection with 12th Avenue N.W.
Final Plat for Greenleaf Trails Addition, Section 6,
A Planned Unit Development

Greenleaf Trails Addition, Section 6, a Planned Unit Development is generally located on the east side of 12th Avenue N.W. approximately 1,350 feet south of West Tecumseh Road. As part of the required improvements, the developer would construct street and sidewalk improvements in connection with North Porter Avenue.

It is recommended that the construction of these improvements be deferred under the provisions of Section 19-602B1,2(b)(c)(d) of the City Code. My recommendation for deferral is based on the fact these improvements would not immediately function due to the lack of connecting facilities and these improvements would more than likely be replaced by a future project.

KID/pj

cc: Steve Lewis, City Manager
Susan Connors, Director of Planning and Community Development
Angelo Lombardo, Traffic Engineer

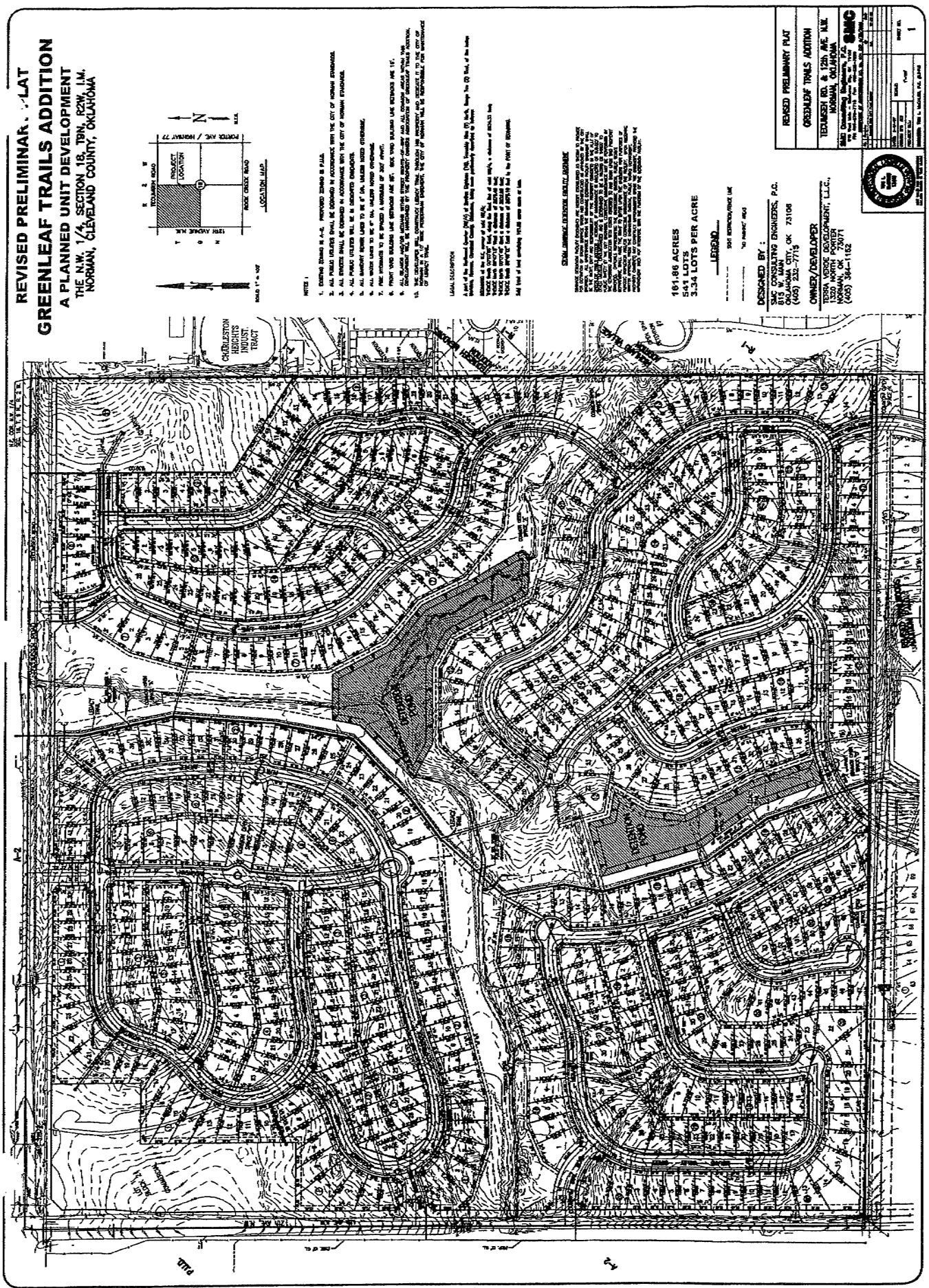
Greenleaf Trails Addition, Section 6
Norman, Oklahoma
November 25, 2013

Deferred Paving for 12th Avenue

Item	Description	Quantity	Unit	Unit Price	Cost
1	6" CURB & GUTTER	387.00	LF	$ 10.00	$3,870.00
2	2" TYPE "S5" ASPHALTIC CONCRETE	1385.00	SY	$ 12.50	$17,312.50
3	4" TYPE "S3" ASPHALTIC CONCRETE	1385.00	SY	$ 17.50	$24,237.50
4	6" MODIFIED SUBGRADE (14% CKD)	1554.00	SY	$ 5.50	$8,547.00
5	3" TYPE "3" ASPHALT	1554.00	SY	$ 15.00	$23,310.00
6	SAW CUT EXIST. PAVING	506.00	LF	$ 3.50	$1,771.00
7	5' SIDEWALK	446.00	LF	$ 25.95	$11,573.70
8	REMOVE EXISTING PAVEMENT	787.00	SY	$ 5.00	$3,935.00
9	ROCK PAD	1.00	EA	$ 2,180.00	$2,180.00
10	TRAFFIC CONTROL	1.00	LS	$ 1,250.00	$1,250.00
11	TRAFFIC STRIPING	1.00	LS	$ 2,000.00	$2,000.00
	Grading, Paving, and Erosion Control Total				**$99,986.70**

OK
11-25-13
JM

Approved by Planning Commission 1-8-09 (8-0)



NORMAN PLANNING COMMISSION
REGULAR SESSION MINUTES

MAY 9, 2013

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building, 201 West Gray Street, on the 9th day of May 2013. Notice and agenda of the meeting were posted at the Norman Municipal Building and online at http://www.normanok.gov/content/boards-commissions at least twenty-four hours prior to the beginning of the meeting.

Chairman Chris Lewis called the meeting to order at 6:30 p.m.

* * *

Item No. 1, being:
ROLL CALL

MEMBERS PRESENT	Curtis McCarty Jim Gasaway Roberta Pailes Andy Sherrer Cindy Gordon Dave Boeck Sandy Bahan Tom Knotts Chris Lewis
MEMBERS ABSENT	None

A quorum was present.

STAFF MEMBERS PRESENT	Susan Connors, Director, Planning & Community Development Jane Hudson, Principal Planner Janay Greenlee, Planner II Ken Danner, Subdivision Development Manager Roné Tromble, Recording Secretary Leah Messner, Asst. City Attorney Larry Knapp, GIS Analyst II Terry Floyd, Development Coordinator

* * *

Item No. 2, being:
CONSENT DOCKET
Chairman Lewis read the titles of Consent Docket items, consisting of the following:

Item No. 3, being:
APPROVAL OF THE APRIL 11, 2013 REGULAR SESSION MINUTES

Item No. 4, being:
FP-1213-37 – CONSIDERATION OF A FINAL PLAT SUBMITTED BY CIES PROPERTIES, INC. (CLOUR PLANNING AND ENGINEERING SERVICES) FOR BROOKHAVEN PLACE, A PLANNED UNIT DEVELOPMENT GENERALLY LOCATED ¼ MILE WEST OF 36TH AVENUE N.W. AND ¼ MILE SOUTH OF WEST ROCK CREEK ROAD.

Item No. 5, being:
FP-1213-38 – CONSIDERATION OF A FINAL PLAT SUBMITTED BY CIES PROPERTIES, INC. (CLOUR PLANNING AND ENGINEERING SERVICES) FOR SUMMIT VALLEY ADDITION, SECTION 2 FOR PROPERTY GENERALLY LOCATED NORTH OF STATE HIGHWAY NO. 9 AND WEST OF 36TH AVENUE S.E. (A CLOSED SECTION).

Item No. 6, being:
FP-1213-39 – CONSIDERATION OF A FINAL PLAT SUBMITTED BY TERRA VERDE DEVELOPMENT, L.L.C. (SMC CONSULTING ENGINEERS, P.C.) FOR LITTLE RIVER TRAILS ADDITION SECTION 1, A PLANNED UNIT DEVELOPMENT GENERALLY LOCATED ON THE WEST SIDE OF PORTER AVENUE APPROXIMATELY 1,000 FEET NORTH OF TECUMSEH ROAD.

Item No. 7, being:
FP-1213-40 – CONSIDERATION OF A FINAL PLAT SUBMITTED BY TERRA VERDE DEVELOPMENT, L.L.C. (SMC CONSULTING ENGINEERS, P.C.) FOR GREENLEAF TRAILS ADDITION SECTION 6, A PLANNED UNIT DEVELOPMENT FOR PROPERTY GENERALLY LOCATED ON THE EAST SIDE OF 12TH AVENUE N.W. APPROXIMATELY ¼ MILE SOUTH OF TECUMSEH ROAD.

Item No. 8, being:
SFP-1213-3 – CONSIDERATION OF A SHORT FORM PLAT SUBMITTED BY JAKE NOLES (CRAFTON TULL) FOR LOT 9A, THE TRAILS ADDITION SECTION 3 LOCATED AT 2018 MORNING DEW TRAIL (WEST OF MCGEE DRIVE/IMHOFF ROAD AND WEST OF STATE HIGHWAY NO. 9).

*

Chairman Lewis asked for discussion by the Planning Commission.

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:
Jim Gasaway moved to place approval of Item Nos. 3 through 8 on the Consent Docket and approve by one unanimous vote. Sandy Bahan seconded the motion.

There being no further discussion, a vote on the motion was taken with the following result:

YEAS	Curtis McCarty, Jim Gasaway, Roberta Pailes, Andy Sherrer, Cindy Gordon, Dave Boeck, Sandy Bahan, Tom Knotts, Chris Lewis
NAYES	None

Ms. Tromble announced that the motion, to place approval of Item Nos. 3 through 8 on the Consent Docket and approve by one unanimous vote, passed by a vote of 9-0.

* * *

Item No. 7, being:
FP-1213-40 – CONSIDERATION OF A FINAL PLAT SUBMITTED BY TERRA VERDE DEVELOPMENT, L.L.C. (SMC CONSULTING ENGINEERS, P.C.) FOR GREENLEAF TRAILS ADDITION SECTION 6, A PLANNED UNIT DEVELOPMENT FOR PROPERTY GENERALLY LOCATED ON THE EAST SIDE OF 12TH AVENUE N.W. APPROXIMATELY ¼ MILE SOUTH OF TECUMSEH ROAD.

ITEMS SUBMITTED FOR THE RECORD:
1. Location Map
2. Final Plat
3. Staff Report
4. Deferral Memo
5. Preliminary Plat

FP-1213-40, the Final Site Development Plan/Final Plat for GREENLEAF TRAILS ADDITION SECTION 6, A Planned Unit Development was approved on the Consent Docket by a vote of 9-0.

* * *

City of Norman, OK

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

Master

File Number: FP-1314-3

File ID:	FP-1314-3	**Type:**	Final Plat	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 16	**In Control:**	City Council
Department:	Public Works Department	**Cost:**		**File Created:**	11/27/2013
File Name:	Final Plat-UNP, Section XIII			**Final Action:**	

Title: CONSIDERATION OF A FINAL SITE DEVELOPMENT PLAN AND FINAL PLAT FOR UNIVERSITY NORTH PARK ADDITION, SECTION XIII, A PLANNED UNIT DEVELOPMENT, AND ACCEPTANCE OF PUBLIC DEDICATIONS CONTAINED THEREIN. (GENERALLY LOCATED EAST OF 24TH AVENUE N.W. ON THE SOUTH SIDE OF COMMERCE DRIVE)

Notes: ACTION NEEDED: Motion to approve or reject the final site development plan and final plat for University North Park Addition, Section XIII, 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; and direct the filing of the final site development plan and final plat.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 16

Attachments: Location Map.pdf, Text File UNP XIII.pdf, DC Application.pdf, Final Plat.pdf, Staff Report.pdf, Final Site Dev Plan.pdf, Revised PP

Project Manager: Ken Danner, Subdivision Manager

Entered by: pam.jones@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File FP-1314-3

body

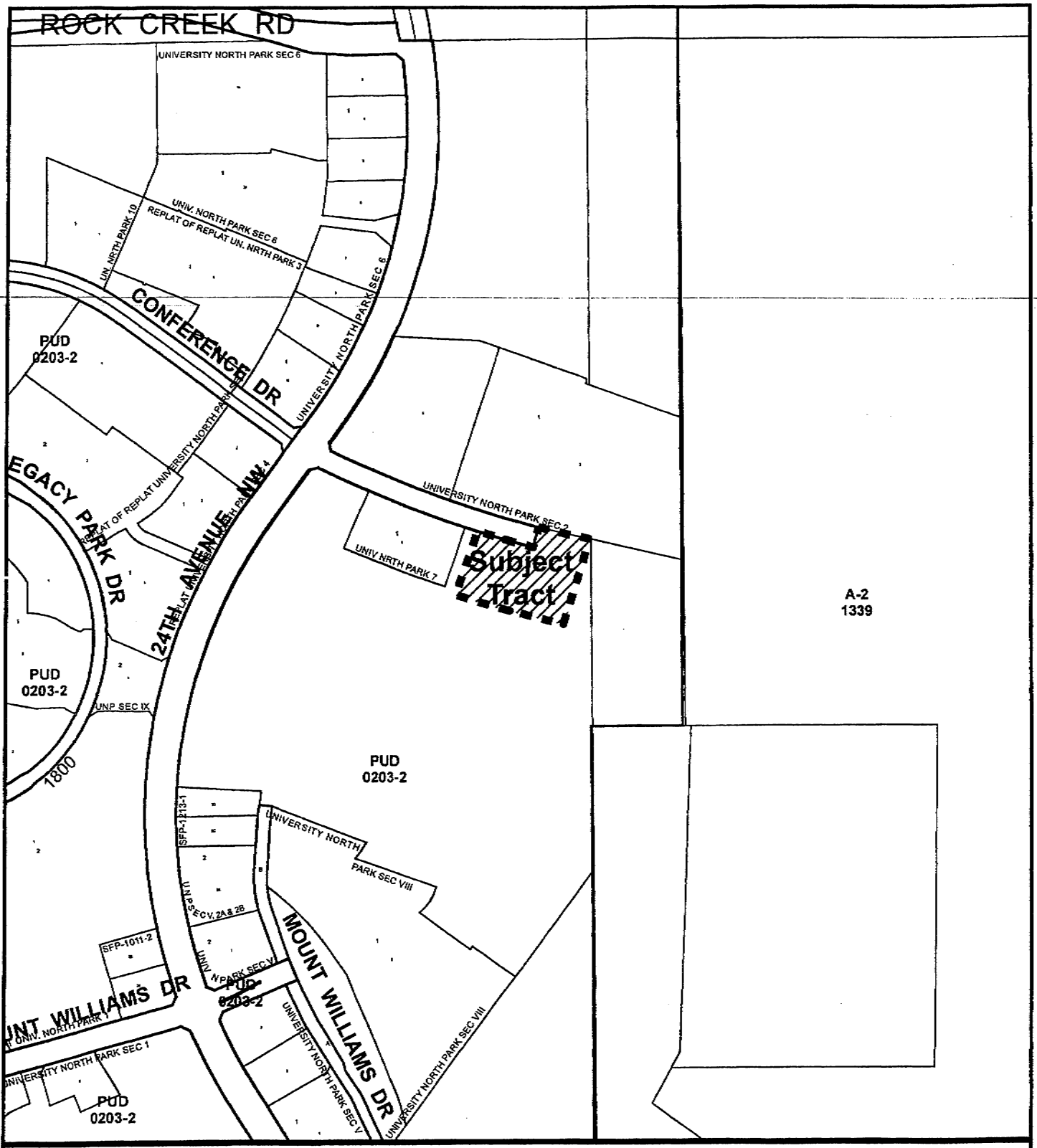
BACKGROUND: This item is a final plat for University North Park Addition, Section XIII, a Planned Unit Development, and is generally located 665 feet east of 24th Avenue N.W. and on the south side of Commerce Drive. This property consists of 2.88 acres and one (1) commercial lot zoned as a Planned Unit Development. The final site development plan indicates a four-story Residence Inn Hotel with 100 rooms and 120 parking stalls will be constructed on this lot.

The Development Committee, at its meeting of November 25, 2013, supports the final plat for University North

Park Addition, Section XIII, a Planned Unit Development and recommended the final site development plan and final plat be submitted to City Council for approval.

DISCUSSION: Construction plans have been reviewed for the required public improvements for this property. The public improvements consist of street paving, drainage, sidewalk, sanitary sewer and water. Storm water runoff will be conveyed to an existing off plat detention pond located east of the property within the airport.

RECOMMENDATION: Based upon the above information, staff recommends approval of the final site development plan and final plat and the filing of the filing plat subject to the City Development Committee's acceptance of required public improvements and authorize the Mayor to sign the final plat, and maintenance bonds.



Location Map

Map Produced by the City of Norman Geographic Information System.
(405) 366-5316
The City of Norman assumes no responsibility for errors or omissions in the information presented.

N
W E
S

November 21, 2013

0 250 500 Ft.

Subject Tract

Zoning

APPLICATION FOR
DEVELOPMENT COMMITTEE
ACTION

Date: 11/21/13

Part I: To be Completed by Applicant:

1. Applicant(s):
UNIVERSITY TOWN CENTER, LLC
2301 W. I-44 SERVICE ROAD, SUITE 100
OKLAHOMA CITY, OK 73112
Signature of Applicant(s):
OLE M. MARCUSSEN, P.E. – AGENT FOR APPLICANT

Telephone Number and Address:
(405) 232-7715
815 WEST MAIN STREET, OKLAHOMA CITY, OK 73106

2. Project Name and Legal Description:
UNIVERSITY NORTH PARK SECTION XIII
CONFERENCE DRIVE AND 24TH AVENUE NW

3. Action Request of Development Committee:
ACCEPT FINAL PLAT FOR APPROVAL AND SUBMITTAL TO CITY COUNCIL

Part II: To Be Completed by Development Committee:

Development Committee Met on: November 25, 2013

Development Committee Findings:
The final plat and final site development plan have been reviewed by staff and are presented to the Development Committee. The required public construction plans have been reviewed and the City Engineer concurs with their submittal. Public improvements consist of paving, drainage, sanitary sewer, water and sidewalks.

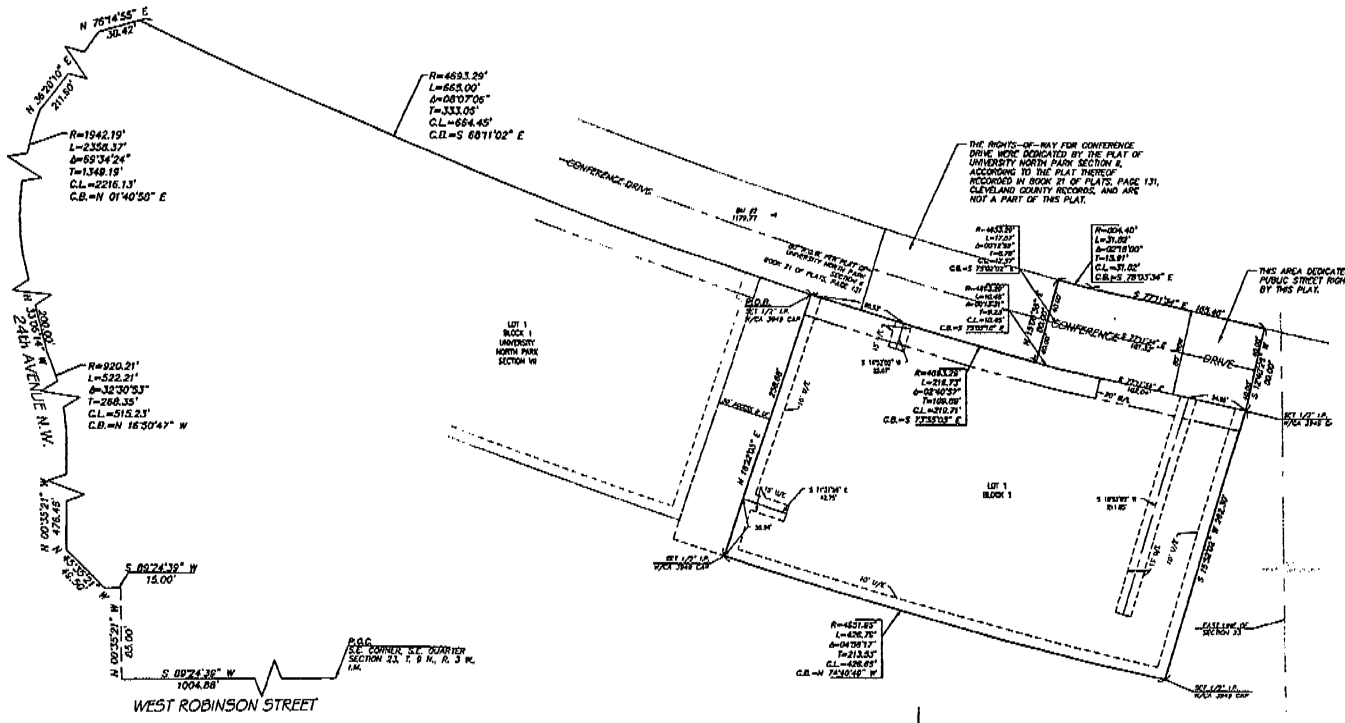
Development Committee Recommendations:
The Committee supports the final plat and final site development plan and request that they be presented to City Council for consideration.

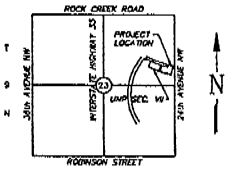
Record of Acceptance:

	Yes	No		Yes	No
Director of Public Works	☑	☐	Director of Planning	☒	☐
Director of Utilities	☐	☐	Principal Planner	☒	☐
City Engineer	☒	☐	Subdivision Development Manager	☒	☐

FINAL PLAT
UNIVERSITY NORTH PARK SECTION XIII

A PLANNED UNIT DEVELOPMENT
A PART OF THE N.E. 1/4 OF SECTION 23, T 9 N, R 3 W, INDIAN MERIDIAN
NORMAN, CLEVELAND COUNTY, OKLAHOMA





LOCATION MAP
NOT TO SCALE

NOTES:

1. COMMON AREAS WILL BE OWNED AND MAINTAINED BY THE PROPERTY OWNER'S ASSOCIATION.
2. EASEMENTS SHOWN HEREON BY SPECIFIC RECORDING INFORMATION ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE NOT DEDICATED AS A PART OF THIS PLAT.
3. UNLESS NOTED OTHERWISE, THE UNIT OF MEASUREMENT SHOWN FOR ALL DIMENSIONS ON THE FINAL PLAT IS FEET.

BM #1
CUT "X" ON TOP OF CURB APPROX. 5' NORTH OF N.E. DRIVEWAY TO HOTEL
ELEV.=1180.24

BM #2
CUT "X" ON TOP OF CURB SOUTH OF TOWN APPROX. 15' & NORTH 45' OF FIRE HYDRANT
ELEV.=1179.77

BM #3
CUT "X" OT TOP OF CURB S. SIDE OF CONFERENCE DRIVE 13' N.E. OF FIRE HYDRANT
ELEV.=1179.93

TOTAL LOTS = 1

C.A. = COMMON AREA
D/E = DRAINAGE EASEMENT
PED/E = PEDESTRIAN EASEMENT
LNA = LIMITS OF NO ACCESS
U/E = UTILITY EASEMENT
B/L = BUILDING LINE
=1000= = ADDRESS

GRAPHIC SCALE
(IN FEET)
1 inch = 60 ft.

ENGINEER OF RECORD
SMC Consulting Engineers, P.C.
215 WEST MAIN STREET – OKLAHOMA CITY, OKLAHOMA 73105
PHONE (405) 232-7715
CERTIFICATE OF AUTHORIZATION NO. 464 EXPIRES JUNE 30, 2015

SHEET 2 OF 2

ENGINEERS • SURVEYORS • PLANNERS
SMITH ROBERTS BALDISCHWILER, LLC
700 N.E. 8th STREET – OKLAHOMA CITY, OKLAHOMA 73104 – TELEPHONE (405) 840-3064
CERTIFICATE OF AUTHORIZATION NO. 3648 EXPIRES JUNE 30, 2015

UNIVERSITY NORTH PARK SECTION XIII
A PLANNED UNIT DEVELOPMENT

FINAL PLAT
UNIVERSITY NORTH PARK SECTION XIII
A PLANNED UNIT DEVELOPMENT
A PART OF THE N.E. 1/4 OF SECTION 23, T 9 N, R 3 W, INDIAN MERIDIAN
NORMAN, CLEVELAND COUNTY, OKLAHOMA

LEGAL DESCRIPTION:

A tract of land lying in the Northeast Quarter of Section 23, Township 9 North, Range 3 West of the Indian Meridian, City of Norman, Cleveland County, Oklahoma, and being more particularly described as follows:

COMMENCING at the southeast corner of the Southeast Quarter of said Section 23;

THENCE South 89°24'39" West, along the south line of said Southeast Quarter, a distance of 1,004.88 feet;

THENCE Northerly with the easterly right-of-way line of 24th Avenue N.W., as established in part by the plats of UNIVERSITY NORTH PARK SECTION I, according to the plat thereof recorded in Book 21 of Plats, Page 7, THE REPLAT OF UNIVERSITY NORTH PARK SECTION IV, according to the plat thereof recorded in Book 22 of Plats, Page 82, and UNIVERSITY NORTH PARK SECTION X, according to the plat thereof recorded in Book 21 of Plats, Page 131, the following eight (8) courses:

1. North 00°35'21" West a distance of 83.00 feet,
2. South 89°24'39" West a distance of 13.00 feet,
3. North 45°35'21" West a distance of 48.50 feet,
4. North 00°35'21" West a distance of 476.46 feet,
5. Northerly along a curve to the left having a radius of 920.21 feet (said curve subtended by a chord which bears North 18°50'47" West a distance of 513.83 feet) for an arc distance of 522.21 feet,
6. North 33°06'14" West a distance of 200.00 feet,
7. Northerly along a curve to the right having a radius of 1,942.19 feet (said curve subtended by a chord which bears North 01°40'36" East a distance of 2,216.13 feet) for an arc distance of 2,356.37 feet,
8. North 35°20'10" East a distance of 211.80 feet to the intersection of the easterly right-of-way line for 24th Avenue N.W. and the southerly right-of-way line of Conference Drive as established by the said plat of UNIVERSITY NORTH PARK SECTION X;

THENCE Easterly with the southerly right-of-way line of Conference Drive, and said line extended, the following three (3) courses:

1. North 78°14'53" East a distance of 30.42 feet,
2. Southeasterly along a non tangent curve to the left having a radius of 4,893.39 feet (said curve subtended by a chord which bears South 80°11'02" East a distance of 664.45 feet) for an arc distance of 665.00 feet to a point on a curve and being the POINT OF BEGINNING,
3. continuing easterly along a curve to the left having a radius of 4,883.39 feet (said curve subtended by a chord which bears South 73°35'03" East a distance of 218.71 feet) for an arc distance of 218.73 feet;

THENCE North 15°08'36" East a distance of 80.00 feet;

THENCE easterly along a non tangent curve to the left having a radius of 804.40 feet (said curve subtended by a chord which bears South 78°03'34" East a distance of 31.02 feet) for an arc distance of 31.02 feet;

THENCE South 77°11'34" East a distance of 185.48 feet;

THENCE South 12°48'26" West a distance of 80.00 feet;

THENCE South 16°32'02" West a distance of 262.30 feet;

THENCE westerly along a non-tangent curve to the right having a radius of 4,951.86 feet (said curve subtended by a chord which bears North 74°40'49" West a distance of 436.66 feet) for an arc distance of 436.79 feet;

THENCE North 16°23'03" East a distance of 250.60 feet to the POINT OF BEGINNING.

Said tract of land containing 123,013 square feet or 2.8883 acres more or less.

NOTES:

1. THIS PLAT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

2. THE OKLAHOMA STATE PLANE COORDINATE SYSTEM (SOUTH ZONE) USING SOUTH 89°24'39" WEST AS THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 23, TOWNSHIP 9 NORTH, RANGE 3 WEST OF THE INDIAN MERIDIAN WAS USED AS THE BASES OF BEARING FOR THIS SURVEY.

3. EXCEPT AS SHOWN OTHERWISE ALL EASEMENTS SHALL BE CENTERED ON LOT LINES.

4. RESTRICTIVE COVENANTS AND CONDITIONS SHALL AFFECT ALL LOTS.

5. EASEMENTS SHOWN HEREON BY SPECIFIC RECORDING INFORMATION ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE NOT DEDICATED PURSUANT TO THIS FINAL PLAT.

6. COMMON AREAS WILL BE OWNED AND MAINTAINED BY THE PROPERTY OWNER'S ASSOCIATION.

CITY CLERK'S CERTIFICATE

I, ____________ City Clerk of the City of Norman, Oklahoma, hereby certify that I have examined the records of said City and find that all deferred payments on unmatured installments have been paid in full and that there is no special assessment procedure now pending against the land on the annexed plat of UNIVERSITY NORTH PARK SECTION XIII, to the City of Norman, Oklahoma.
Signed by the City Clerk on this ____ day of ____________, 2013.

____
City Clerk

CERTIFICATE OF CITY OF NORMAN DEVELOPMENT COMMITTEE

I, ____________ Chairman of the City of Norman Development Committee certify that the bonded or installed improvements comply with the approved standards and specifications on this ____ day of ____________, 20__.

____
Development Committee Chairman

COUNTY TREASURER'S CERTIFICATE

I, ____________ do hereby certify that I am the duly qualified and acting County Treasurer of Cleveland County, Oklahoma, that the tax records of said county show that all taxes for the year 2012 and prior years are paid on the Final Plat of, UNIVERSITY NORTH PARK SECTION XIII, an addition to the City of Norman, Oklahoma, that the required statutory security has been deposited in the office of the County Treasurer guaranteeing the current year's taxes.

In Witness whereof, said County Treasurer has caused this instrument to be executed this ____ day of ____________ 2013.

____
County Treasurer

LOCATION MAP
NOT TO SCALE

"Maintenance of median areas lying within the areas dedicated hereby for the right-of-way for 24th Avenue N.W. (which are Master Association Control Areas in accordance with that certain First Amended and Restated Declaration of Covenants and Restrictions for University North Park Planned Unit Development dated March 10, 2006 (the "Amended and Restated Declaration")) shall be the responsibility of University North Park Association, LLC.

Maintenance of Common Area "A" shown hereon (which is not a Master Association Control Area under said Amended and Restated Declaration) shall be the responsibility of the owners of the lots shown on the plat of UNIVERSITY NORTH PARK SECTION VII. Nothing herein shall preclude any agreement between or among the said owners and owners of other Lots in current or future Sections of UNIVERSITY NORTH PARK ADDITION pursuant to which such owners allocate responsibility for maintenance of such Common Areas, or the cost thereof, but no such agreement shall relieve the owners of lots within UNIVERSITY NORTH PARK SECTION VII from the obligation to maintain such Common Area as contemplated hereby."

OWNER'S CERTIFICATE AND DEDICATION

Know All Men By These Presents:

That we, the undersigned, UNIVERSITY TOWN CENTER, LLC, an Oklahoma limited liability company, do hereby certify that we are the owners of, and the only persons or entities having any right, title or interest in and to the land shown on the annexed plat of UNIVERSITY NORTH PARK SECTION XIII, an addition to the City of Norman, Oklahoma, and that we have caused the same to be platted into lots, blocks, streets and easements as shown on said Final Plat of UNIVERSITY NORTH PARK SECTION XIII.

UNIVERSITY TOWN CENTER, LLC, does hereby dedicate all streets and easements, as shown on said Final Plat, to the use of the public, for public highways, streets, fire protection, utility and drainage easements for itself, its heirs, executors, administrators, successors and assigns forever and have caused the same to be released from all encumbrances.

In Witness Whereof the undersigned have caused this instrument to be executed on this ____ day of ____________ 2013.

UNIVERSITY TOWN CENTER, LLC
an Oklahoma limited liability company

BY: ____________
Bob Stearns, Manager

STATE OF OKLAHOMA
SS
COUNTY OF OKLAHOMA

Before me, the undersigned, a notary public in and for said county and state on the ____ day of ____________ 2013, personally appeared Bob Stearns to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as the Manager of UNIVERSITY TOWN CENTER, LLC and duly acknowledged to me that he executed the same as his free and voluntary act and deed and as the free and voluntary act and deed of said limited liability company for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

My Commission Expires: ____________

My Commission Number: ____________

____
Notary Public

ACCEPTANCE OF DEDICATION BY CITY COUNCIL

Be it resolved by the City Council of the City of Norman, Oklahoma, that the dedication shown on the Final Plat of UNIVERSITY NORTH PARK SECTION XIII, an addition to the City of Norman is hereby accepted.

Adopted by the Council of the City of Norman, this ____ day of ____________ 2013.

____________ City Clerk
____________ Mayor

BONDED ABSTRACTOR'S CERTIFICATE

The undersigned, a duly qualified and lawfully bonded abstractor of titles in and for Cleveland County and State of Oklahoma, hereby certifies the records of said county show the title to the land shown on the Final Plat of UNIVERSITY NORTH PARK SECTION XIII, an addition to the City of Norman, Oklahoma is vested in UNIVERSITY TOWN CENTER, LLC, on the ____ day of ____________ 2013, there are no actions pending or judgments of any nature in any court or on file with the clerk of any court in said county and state against said land or owners thereof, and the taxes are paid for the year of 2012 and prior years, and there are no outstanding tax sales certificates against said land and no tax deeds are issued to any person, and there are no liens, or other encumbrances of any kind against the land included in the Final Plat; except, mortgages, right-of-way, easements and mineral conveyances of record.

In witness whereof, said Bonded Abstractor has caused this instrument to be executed this ____ day of ____________ 2013.

First American Title & Trust Company

BY: ____________
(Vice) President

STATE OF OKLAHOMA
SS
COUNTY OF CLEVELAND

Before me, the undersigned, a notary public in and for said county and state on the ____ day of ____________, 2013, personally appeared ____________ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its (Vice) President, and duly acknowledged to me that he executed the same as his free and voluntary act and deed and as the free and voluntary act and deed of said company for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

My Commission Expires: ____________

My Commission Number: ____________

____
Notary Public

PROFESSIONAL SURVEYOR'S CERTIFICATE

I, Glen W. Smith, do hereby certify that I am a Professional Land Surveyor in the State of Oklahoma, and that the Final Plat of UNIVERSITY NORTH PARK SECTION XIII, an addition to the City of Norman, Oklahoma, consisting of two (2) sheets, represents a survey made under my supervision on the ____ day of ____________, ______ and that monuments shown thereon actually exist and their positions are correctly shown. I further certify that said Survey complies with the Minimum Standards for the Practice of Land Surveyors as adopted by the Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors; and that said Final Plat complies with the requirements of Title 11 Section 41-108 of the Oklahoma State Statutes.

____
Glen W. Smith, P.L.S. #993

STATE OF OKLAHOMA
SS
COUNTY OF OKLAHOMA

Before me, the undersigned, a notary public in and for said county and state, personally appeared Glen W. Smith, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument and acknowledged to me that he executed the same as his free and voluntary act and deed and as the free and voluntary act and deed for the uses and purposes therein set forth.

Witness under my hand and seal this ____ day of ____________ 2013.

My Commission Expires: ____________

My Commission Number: ____________

____
Notary Public

OWNER'S NOTARY	CITY CLERK	COUNTY TREASURER	CITY COUNCIL	ABSTRACTOR	ABSTRACTOR'S NOTARY	SURVEYOR	SURVEYOR'S NOTARY		

ENGINEER OF RECORD
SMC Consulting Engineers, P.C.
815 WEST MAIN STREET – OKLAHOMA CITY, OKLAHOMA 73106
PHONE (405) 232-7715
CERTIFICATE OF AUTHORIZATION NO. 464 EXPIRES JUNE 30, 2015

SHEET 1 OF 2

ENGINEERS • SURVEYORS • PLANNERS
SMITH–ROBERTS BALDISCHWILER, LLC
100 N.E. 5th STREET – OKLAHOMA CITY, OKLAHOMA 73104 – TELEPHONE (405) 840-7004
CERTIFICATE OF AUTHORIZATION NO. 2840 EXPIRES JUNE 30, 2015

UNIVERSITY NORTH PARK SECTION XIII
A PLANNED UNIT DEVELOPMENT

DEVELOPMENT COMMITTEE

FINAL PLAT	DATE:
FP-1314-10	November 25, 2013

STAFF REPORT

ITEM: Consideration of a FINAL PLAT FOR UNIVERSITY NORTH PARK ADDITION, SECTION XIII, A PLANNED UNIT DEVELOPMENT.

LOCATION: Generally located 250-feet east of 24th Avenue NW and on the south side of Conference Drive.

INFORMATION:

1. Owners. University Town Center, L.L.C.

2. Developer. University Town Center, L.L.C.

3. Engineer. SMC Consulting Engineers, P.C.
   Smith-Roberts Baldeschwiler, LLC

HISTORY:

1. December 19, 1961. Planning Commission recommended to City Council that this property be placed in A-2 zoning classification.

2. January 23, 1962. City Council adopted Ordinance No. 1339 placing a portion of this property in I-1 and removing it from A-2 zoning classification.

3. September 15, 1964. Planning Commission, on a vote of 9-0, recommended to City Council that a portion of this property be placed in I-1 and removed from A-2 zoning classification.

4. September 22, 1964. City Council adopted Ordinance No. 1686 placing a portion of this property in I-1, and removing it from A-2 zoning classification.

5. July 11, 2002. Planning Commission, on a vote of 5-0-2, recommended to City Council that the NORMAN 2020 Land Use and Transportation Plan be amended by designating this property as a Special Planning Area Designation and changing it from Industrial Designation.

6. July 11, 2002. Planning Commission, on a vote of 5-0-2, recommended to City Council that this property be placed in the PUD, Planned Unit Development and removed from I-1 and A-2 zoning classification.

7. July 11, 2002. Planning Commission, on a vote of 5-0-2, recommended to City Council that the preliminary plat for University North Park Addition, a Planned Unit Development be approved.

8. August 13, 2002. City Council amended the NORMAN 2020 Land Use and Transportation Plan designating this property as a Special Planning Area.

9. August 13, 2002. City Council adopted Ordinance No. O-0203-2 placing this property in the PUD, Planned Unit Development, and removing it from I-1 and A-2 zoning classification. The approval included the preliminary plat for University North Park Addition.

10. September 14, 2006. Planning Commission, on a vote of 7-0, recommended to City Council the amending of the Planned Unit Development Narrative.

11. September 14, 2006. Planning Commission, on a vote of 7-0, recommended to City Council that the preliminary plat for University North Park Addition, a Planned Unit Development be approved.

12. October 24, 2006. City Council postponed indefinitely Ordinance No. O-0607-13, amending the Planned Unit Development Narrative and Site Development Plan for University North Park Addition, a Planned Unit Development.

13. October 24, 2006. City Council postponed indefinitely the revised Preliminary Plat for University North Park Addition, a Planned Unit Development.

14. December 12, 2006. City Council approved Ordinance No. O-0607-13 amending the Planned Unit Development Narrative and Site Development Plan and approved the revised Preliminary Plat for University North Park Addition, a Planned Unit Development.

IMPROVEMENT PROGRAM:

1. Fire Hydrants. Fire hydrants will be installed in accordance with approved plans. Their locations have been approved by the Fire Department.

2. Permanent Markers. Permanent markers will be installed prior to the filing of the final plat.

3. Sanitary Sewers. Sanitary sewer mains will be installed in accordance with approved plans and City and State Department of Environmental Quality standards.

4. Sidewalks. A portion of sidewalks are existing adjacent to Conference Drive. Sidewalks will be constructed to the southeast end of the property. A sidewalk is not proposed adjacent to the private drive located to the west of the property.

5. Storm Sewers. Stormwater and appurtenant drainage structures will be installed in accordance with approved plans and City drainage standards. Several privately-maintained detention ponds have been installed.

6. Streets. A portion of Conference Drive is existing. However, a portion of Conference Drive will be extended to the end of the property.

7. Water Mains. Water mains will be installed in accordance with approved plans and City and State Department of Environmental Quality Standards.

PUBLIC DEDICATIONS:

1. Easements. All required easements are dedicated to the City on the final plat.

2. Rights-of-Way. All street rights-of-way are dedicated to the City on the final plat.

SUPPLEMENTAL MATERIAL: Copies of a location map, preliminary plat, final site development plan and final plat are included in the Agenda Book.

STAFF COMMENTS AND RECOMMENDATION: The final plat is consistent with the revised preliminary plat. Staff recommends approval of the final site development plan and approval of the final plat for University North Park Addition, Section XIII, a Planned Unit Development.

ACTION NEEDED: Approve or disapprove the Final Site Development Plan and the Final Plat for University North Park Addition, Section XIII, a Planned Unit Development.

ACTION TAKEN:_____

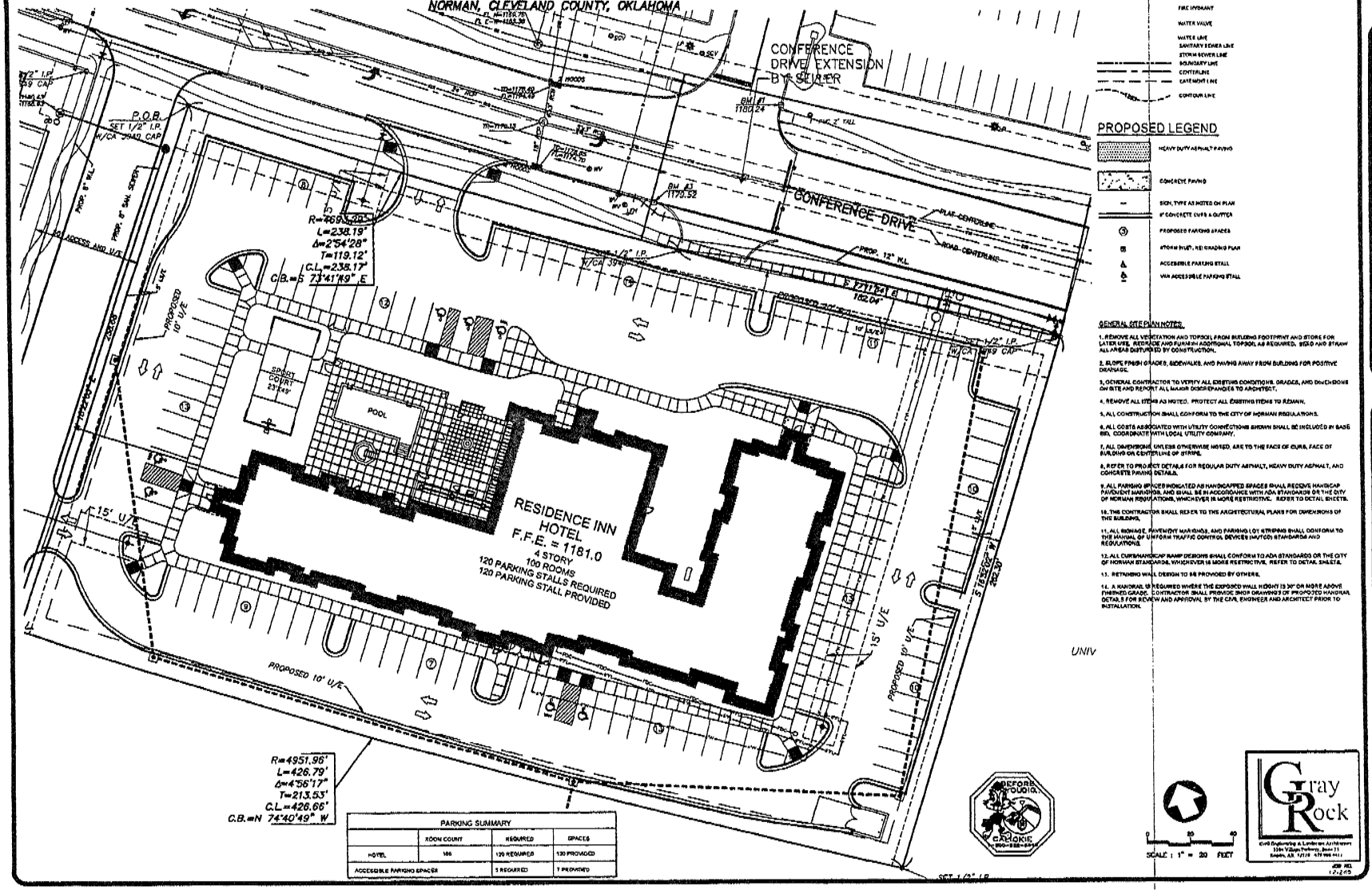
FINAL SITE DEVELOPMENT PLAN

UNIVERSITY NORTH PARK SECTION XIII

A PLANNED UNIT DEVELOPMENT

A PART OF THE N.E. 1/4 OF SECTION 23, T 9 N, R 3 W, INDIAN MERIDIAN

NORMAN, CLEVELAND COUNTY, OKLAHOMA



PARKING SUMMARY			
	ROOM COUNT	REQUIRED	SPACES
HOTEL	100	120 REQUIRED	120 PROVIDED
ACCESSIBLE PARKING SPACES		5 REQUIRED	7 PROVIDED

EXISTING LEGEND

- FOUND IRON PIPE (AS NOTED)
- STORM SEWER MANHOLE
- SANITARY SEWER MANHOLE
- FIRE HYDRANT
- WATER VALVE
- WATER LINE
- SANITARY SEWER LINE
- STORM SEWER LINE
- BOUNDARY LINE
- CENTERLINE
- CAST MONT LINE
- CONTOUR LINE

PROPOSED LEGEND

- HEAVY DUTY ASPHALT PAVING
- CONCRETE PAVING
- SIGN, TYPE AS NOTED ON PLAN
- 6" CONCRETE CURB & GUTTER
- PROPOSED PARKING SPACES
- STORM INLET, SEE GRADING PLAN
- ACCESSIBLE PARKING STALL
- VAN ACCESSIBLE PARKING STALL

GENERAL SITE PLAN NOTES:

1. REMOVE ALL VEGETATION AND TOPSOIL FROM BUILDING FOOTPRINT AND STORE FOR LATER USE. REGRADE AND FURNISH ADDITIONAL TOPSOIL AS REQUIRED. SEED AND STRAW ALL AREAS DISTURBED BY CONSTRUCTION.
2. SLOPE FINISH GRADES, SIDEWALKS, AND PAVING AWAY FROM BUILDING FOR POSITIVE DRAINAGE.
3. GENERAL CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS, GRADES, AND DIMENSIONS ON SITE AND REPORT ALL MAJOR DISCREPANCIES TO ARCHITECT.
4. REMOVE ALL ITEMS AS NOTED. PROTECT ALL EXISTING ITEMS TO REMAIN.
5. ALL CONSTRUCTION SHALL CONFORM TO THE CITY OF NORMAN REGULATIONS.
6. ALL COSTS ASSOCIATED WITH UTILITY CONNECTIONS SHOWN SHALL BE INCLUDED IN BASE BID. COORDINATE WITH LOCAL UTILITY COMPANY.
7. ALL DIMENSIONS, UNLESS OTHERWISE NOTED, ARE TO THE FACE OF CURB, FACE OF BUILDING OR CENTERLINE OF STRIPE.
8. REFER TO PROJECT DETAILS FOR REGULAR DUTY ASPHALT, HEAVY DUTY ASPHALT, AND CONCRETE PAVING DETAILS.
9. ALL PARKING SPACES INDICATED AS HANDICAPPED SPACES SHALL RECEIVE HANDICAP PAVEMENT MARKINGS, AND SHALL BE IN ACCORDANCE WITH ADA STANDARDS OR THE CITY OF NORMAN REGULATIONS, WHICHEVER IS MORE RESTRICTIVE. REFER TO DETAIL SHEETS.
10. THE CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR DIMENSIONS OF THE BUILDING.
11. ALL SIGNAGE, PAVEMENT MARKINGS, AND PARKING LOT STRIPING SHALL CONFORM TO THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) STANDARDS AND REGULATIONS.
12. ALL CURB/HANDICAP RAMP DESIGNS SHALL CONFORM TO ADA STANDARDS OR THE CITY OF NORMAN STANDARDS, WHICHEVER IS MORE RESTRICTIVE. REFER TO DETAIL SHEETS.
13. RETAINING WALL DESIGN TO BE PROVIDED BY OTHERS.
14. A HANDRAIL IS REQUIRED WHERE THE EXPOSED WALL HEIGHT IS 30" OR MORE ABOVE FINISHED GRADE. CONTRACTOR SHALL PROVIDE SHOP DRAWINGS OF PROPOSED HANDRAIL DETAILS FOR REVIEW AND APPROVAL BY THE CIVIL ENGINEER AND ARCHITECT PRIOR TO INSTALLATION.

SCALE: 1" = 20 FEET

Richard Humiston ARCHITECT
1900 SW 89th St. Ste. 200
Fort Smith, AR 72903
(479) 782-4555

PROPOSED MARRIOTT RESIDENCE INN
NORMAN, OKLAHOMA

Residence Marriott

Contents: FINAL SITE DEVELOPMENT PLAN

Date

Category: C | Sheet No.: 2.0

EXHIBIT "A"
REVISED PRELIMINARY PLAT
UNIVERSITY NORTH PARK
PART OF THE W 1/2 OF SECTION 18, THE E 1/2 OF SECTION 19,
THE E 1/2 OF SECTION 23, AND THE W 1/2 OF SECTION 24, T9N, R3W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA

City of Norman, OK

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

Master

File Number: GID-1314-75

File ID:	GID-1314-75	**Type:**	Grant	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 17	**In Control:**	City Council
Department:	Fire Department	**Cost:**		**File Created:**	12/04/2013
File Name:	CCORPS Grant 380.521 Additional Funds			**Final Action:**	

Title: CONSIDERATION OF ACCEPTANCE OF ADDITIONAL GRANT FUNDS IN THE AMOUNT OF $29,742.88 AS PART OF AN OKLAHOMA OFFICE OF HOMELAND SECURITY GRANT TO BE USED BY THE FIRE DEPARTMENT TO PURCHASE EQUIPMENT TO SUPPORT COMMUNITY EVENTS AND DISASTER RESPONSE AND BUDGET APPROPRIATION.

Notes: ACTION NEEDED: Motion to accept or reject additional grant funds in the amount of $29,742.88 as part of an Oklahoma Office of Homeland Security Grant to be used by the Fire Department to purchase equpment to support community events and disaster response; and, if accepted, authorize the Mayor to sign supplemental documentation, if required, and increase Other Revenue: Emergency Management Grant (022-0000-331.13-60) by $29,742.88 and appropriate $29,742.88 to Project No. GF0071, Emergency Management/CC Corps 380.521 designating $6,921 to General Supplies/Public Information (022-9508-422.30-15); $555 to Uniform and Clothing/Wearing Apparel (022-9508-422.35-03); and $22,266.88 to Minor Equipment and Tools/Minor Tools (022-9508-422.36.10).

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 17

Attachments: Text File OK Office Homeland.pdf, backup for CCORPS Grant 380.521 additional funds.pdf

Project Manager: James Fullingim, Fire Chief

Entered by: devra.smith@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File GID-1314-75

body

BACKGROUND: In January 2013, the Office of Emergency Management applied for and was approved to receive a grant from the Oklahoma Office of Homeland Security to support the Norman Citizen CORPS volunteer programs. The Grant awarded was for $10,992.13 and City Council accepted the grant on April 9, 2013.

DISCUSSION: In September 2013, the Office of Homeland Security announced another grant opportunity and Emergency Management was approved for additional funding in the amount of $29,742.88, increasing the

original amount of the grant to $40,735.01. The grant allows for the purchase of a portable shelter with environmental unit used for field training, remote lighting capability, various outreach material for community events, a portable display unit, various manikins used for training. In addition it provides for canopies, fire extinguishers for a trailer, audiovisual equipment and tables to support activities.

RECOMMENDATION: It is recommended that City Council accept the additional funds in the amount of $29,742.88 under the FYE 2010 Homeland Security Grant Program; receipt into Other Revenue: Emergency Management Grant (022-0000-331.13-60) and appropriate funds as follows.

Account#
022-9508-422.30-15 - $6,921.00
022-9508-422.35-03 - $555.00
022-9508-422.36-10 - $22,266.88

The expenditure and revenue accounts project number is GF0071.

Oklahoma Office of
Homeland Security
Prevent, Protect, Prepare

P.O. Box 11415
Oklahoma City, OK 73136
(405) 425-7296 Office (405) 425-7295 Fax
www.homelandsecurity.ok.gov

REVISED SUB-GRANTEE AWARD

Sub-grantee – Required for Reimbursement FEI# DUNS #	Original Award Amount $10,992.13 Revised Award Amount $40,735.01
City of Norman Steve Lewis, City Manager PO Box 370 Norman, OK 73069	Award Number #380.521 Award Effective Date 9/21/2011 Revised Date 11/18/2013 Project Period 9/1/2011 – 2/28/2014
Project Title/IJ Homeland Security Grant Program Citizen Corps – CERT/MRC/IJ #8	CFDA 97.053 (OKOHS # 97.053 - 5500)
Applicable Funds Homeland Security Grant Program FY 2010 (CCP - Local)	Region 6
	County Cleveland

Method of Payment: This is a Reimbursement Grant.	Is Sub-Grantee NIMS Compliant? (Please Check One) YES ☒ NO ☐
Agency/Jurisdiction Chief Executive Officer Information-Primary Authorized Official City or County Official (Mayor, City Manager, County Commissioner)	Project Contact/ Secondary Authorized Official (If Applicable)
Title of Primary Authorized Official City Manager	Title of Secondary Authorized Official Emergency Management Coordinator
Name Steve Lewis	Name David Grizzle
Telephone 405-321-1600 Fax	Telephone 405-292-9780 Fax 405-292-9785
Email Steve.lewis@normanok.gov	Email David.grizzle@normanok.gov
Signature of Primary Authorized Official: (Required) Date	Signature of Secondary Authorized Official: (Required) Date

The Primary Authorized Official certifies:

- Legal authorization to accept grants on behalf of the named governmental entity.
- Proposed project can be completed by February 28, 2014
- Sub-Grantee will comply with all laws, regulations, statutes, assurances, certifications, and other requirements referenced in Schedules A, B and C (if applicable) and Schedules 1-6 each of which is attached hereto.
- All submitted data is true and correct to the best of signatory's knowledge.

Special Conditions

OKOHS Approving Official Kim Edd Carter Director	OKOHS Contact Information Oklahoma Office of Homeland Security P.O. Box 11415 Oklahoma City, OK 73136-0415
Signature of OKOHS Approving Official	Telephone (405) 425-7296 Fax (405) 425-7295

2011 HSGP Grant Master
Summary of Approved Items
Updated 11-18-13

11/18/2013
11:11 AM

Award ID#	Subgrantee	Agency	IJ#	Project Description	Program	State / Local	ITEM (Approval Requested)	Est. Unit Cost	Qty	Total	November 2013 Approvals	Revised Award Amount	Total Approved To Date	Checks Written	Current Available
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Psychological First Aid	$ 9.05	50.00	$ 452.50		$ 40,735.01	$ 40,735.01	$ 10,992.13	$ 29,742.88
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Emergency Preparedness for pet owners	$ 3.41	100.00	$ 341.00					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Activation and local operations	$ 5.48	100.00	$ 548.00					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Tornado preparedness	$ 4.65	100.00	$ 465.00					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	CERT Field operations guide	$ 7.27	200.00	$ 1,454.00					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Damage Assessment	$ 4.98	50.00	$ 249.00					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	S&H, Set up charges	$ 250.91	1.00	$ 250.91					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Temporary staff for internal grant audit	$ 15.00	40.00	$ 600.00					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Insta Theater screen w/case	$ 653.57	1.00	$ 653.57					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Portable Speakers	$ 74.51	1.00	$ 74.51					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Shipping	$ 28.45	1.00	$ 28.45					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Uniforms for Volunteers	$ 40.00	24.00	$ 960.00					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Replace Trailer Wrap	$ 2,547.00	1.00	$ 2,547.00					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Attendance National Tornado Summit, Registration & Parking	$ 117.00	2.00	$ 234.00					

2011 HSGP Grant Master
Summary of Approved Items
Updated 11-18-13

11/18/2013
11:11 AM

Award ID#	Subgrantee	Agency	IJ#	Project Description	Program	State / Local	ITEM (Approval Requested)	Est. Unit Cost	Qty	Total	November 2013 Approvals	Revised Award Amount	Total Approved To Date	Checks Written	Current Available
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Replace CCORPS Laptop	$ 1,250.00	1.00	$ 1,250.00					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Kore Cooler Rehab Chairs	$ 112.50	6.00	$ 675.00					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Shipping	$ 55.18	1.00	$ 55.18					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Aquapak 2.5 gallon water container	$ 13.95	10.00	$ 139.50					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Shipping	$ 14.51	1.00	$ 14.51					
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	HDT Shelter	$ 4,875.00	1.00	$ 4,875.00	$4,875.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	HDT Frieght	$ 300.00	1.00	$ 300.00	$300.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	KUULAIRE PACKA55	$ 299.00	1.00	$ 299.00	$299.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Storage Container Purchase	$ 1,675.00	3.00	$ 5,025.00	$5,025.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Pelican 9460 remote area lights	$ 1,398.00	2.00	$ 2,796.00	$2,796.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Coloring books w/crayons	$ 0.93	2000.00	$ 1,860.00	$1,860.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Crayons for coloring books	$ 0.63	2000.00	$ 1,260.00	$1,260.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Shipping-books/crayons	$ 137.00	1.00	$ 137.00	$137.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	kids disaster plan bookmarks	$ 0.35	2500.00	$ 875.00	$875.00				

2011 HSGP Grant Master
Summary of Approved Items
Updated 11-18-13

11/18/2013
11:11 AM

Award ID#	Subgrantee	Agency	IJ#	Project Description	Program	State / Local	ITEM (Approval Requested)	Est. Unit Cost	Qty	Total	November 2013 Approvals	Revised Award Amount	Total Approved To Date	Checks Written	Current Available
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	shipping bookmarks	$ 29.12	1.00	$ 29.12	$29.12				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	10' Professional image display	$ 3,530.00	1.00	$ 3,530.00	$3,530.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Rescue Randy	$ 956.76	1.00	$ 956.76	$956.76				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Bag for Rescue Randy	$ 134.02	1.00	$ 134.02	$134.02				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Rescue Cathy	$ 126.00	1.00	$ 126.00	$126.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Rescue Timmy	$ 149.52	1.00	$ 149.52	$149.52				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Soft Carry bag for manikins	$ 42.82	1.00	$ 42.82	$42.82				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Shipping for manikins	$ 150.00	1.00	$ 150.00	$150.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Preparedness Guides w/logo	$ 1.00	2500.00	$ 2,500.00	$2,500.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Shipping for guides	$ 259.88	1.00	$ 259.88	$259.88				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Table and chairs	$ 248.88	2.00	$ 497.76	$497.76				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	CERT Quick Shelter	$ 1,124.70	1.00	$ 1,124.70	$1,124.70				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	MRC Quick Shelter	$ 1,124.70	1.00	$ 1,124.70	$1,124.70				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Bucket Hat, CERT Logo	$ 18.50	30.00	$ 555.00	$555.00				

2011 HSGP Grant Master
Summary of Approved Items
Updated 11-18-13

11/18/2013
11:11 AM

Award ID#	Subgrantee	Agency	IJ#	Project Description	Program	State / Local	ITEM (Approval Requested)	Est. Unit Cost	Qty	Total	November 2013 Approvals	Revised Award Amount	Total Approved To Date	Checks Written	Current Available
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Fire Extinguisher	$ 52.00	2.00	$ 104.00	$104.00				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Folding portable hand carts	$ 79.95	2.00	$ 159.90	$159.90				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Professional Presenter for projector	$ 79.99	1.00	$ 79.99	$79.99				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	50ft 3 outlet extension cord	$ 69.97	4.00	$ 279.88	$279.88				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	AW 110 Nikon Camera	$ 353.65	1.00	$ 353.65	$353.65				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Folding Portable Table	$ 54.10	2.00	$ 108.20	$108.20				
380.521	Norman, City of	Emergency Management	8	CERT & MRC	CCP	n/a	Table	$ 49.98	1.00	$ 49.98	$49.98				

KEC
11-18-13

City of Norman, OK

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

Master

File Number: K-1314-100

File ID:	K-1314-100	**Type:**	Contract	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 18	**In Control:**	City Council
Department:	Planning and Community Development Department	**Cost:**		**File Created:**	11/27/2013
File Name:	CONTRACT ACCEPTING CONTINUUM OF CARE GRANT			**Final Action:**	

Title: CONSIDERATION OF ACCEPTANCE OF A 2012 CONTINUUM OF CARE PLANNING GRANT FROM THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN THE AMOUNT OF $10,000 TO BE USED FOR THE COORDINATION OF ACTIVITIES RELATED TO HOMELESSNESS, APPROVAL OF CONTRACT K-1314-100, AND BUDGET APPROPRIATION.

Notes: ACTION NEEDED: Motion to accept or reject a 2012 Continuum of Care Planning Grant in the amount of $10,000 to be used for the coordination of activities related to homelessness; and, if accepted, approve Contract No. K-1314-100, authorize the execution thereof and the Mayor to sign supplemental grant documents, if required, and appropriate $10,000 from the Community Development Fund Balance (021-0000-253-20-00) to COC Planning Grant (021-4090-463-4009) and, upon reimbursement, deposit the funds into (021-0000-331-1385).

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 18

Attachments: Text File K-1314-100.pdf, Norman Cleveland County CoC City of Norman Planning Grant 2013.pdf

Project Manager: Lisa Krieg, Grants Planner

Entered by: lisa.krieg@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File K-1314-100

Body

BACKGROUND: As a component of the Notice of Funding Availability (NOFA) for Fiscal Year 2012 for the Continuum of Care Program Competition, Collaborative Applicants were encouraged to apply for a Planning Grant for Homeless Activities in the amount of $10,000. Nation-wide, the Continuum of Care Competition funds approximately $1.7 billion for assisting sheltered and unsheltered homeless people by providing the housing and/or services needed to help individuals move into transitional or permanent housing, with the goal of long

term stability. The City of Norman is the designated Collaborative Applicant for the Cleveland County Continuum of Care (OK504); funding for the actual execution of the programs is directly appropriated to the funded agencies.

Annually the NOFA is published and the Collaborative Applicant is required to coordinate documentation regarding the effectiveness of the funded projects as well as how the partnering agencies are addressing homelessness within the Continuum. The Cleveland County Continuum of Care has been very successful in this competition and because of the effectiveness of our efforts has increased the available funding from the formula allocation of $269,453 to $362,238. The 2012 funding cycle is the first time these Planning Grant funds have been available to offset the costs for planning and administration activities associated with the responsibilities of being the designated Collaborative Applicant.

DISCUSSION: In the 2012 competition, the Cleveland County Continuum of Care scored 105.3 which was substantially above the funding line of 97 and was awarded a Planning Grant in the amount of $10,000. The application indicated that if awarded, the funds would be utilized for general planning and coordination of activities related to homelessness whether performed by the City of Norman or by contract with a qualified consultant. Potential activities could include strategic planning activities for development of a central system for intake and associated activities related to the establishment of a Homeless Services Center as well as offsetting the costs for the general administration.

Establishment of an effective date of the contract will be made by HUD after execution by the City of Norman. This grant will be administered on a reimbursement basis.

RECOMMENDATION: Staff recommends acceptance of the grant from the Housing and Urban Development and approval and execution of contract K-1314-100 in the amount of $10,000 with funds to be appropriated from the Community Development Fund Balance (account 021-0000-253.20-00) to COC Planning Grant (account 021-4090-463.40-09) for this purpose. Upon reimbursement, the funds will be deposited into Revenue-COC Planning Grant (account 021-0000-331.13-85).

Tax ID No.: 73-1557819
Project Location: Norman, Oklahoma
Grant Number: OK0090L6I041200
Recipient: City of Norman/OK 504 Norman/Cleveland County Continuum of Care
DUNS No.: 101502240
Effective Date:

2012 CONTINUUM OF CARE PROGRAM GRANT AGREEMENT

This Grant Agreement ("this Agreement") is made by and between the United States Department of Housing and Urban Development ("HUD") and City of Norman, Oklahoma/504 Norman/Cleveland County Continuum of Care (the "Recipient").

This Agreement is governed by title IV of the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 et seq. (the "Act") and the Continuum of Care Program regulation (the "Regulation").

The terms "Grant " or "Grant Funds" mean the funds that are provided under this Agreement. The term "Application" means the application submissions on the basis of which the Grant was approved by HUD, including the certifications, assurances, and any information or documentation required to meet any grant award condition. All other terms shall have the meanings given in the Regulation.

The Application is incorporated herein as part of this Agreement, except that only the project listed, and only in the amount listed on the Scope of Work, is funded by this Agreement. In the event of any conflict between any application provision and any provision contained in this Agreement, this Agreement shall control.

Exhibit 1, the FY2012 Scope of Work, is attached hereto and made a part hereof. If appropriations are available for Continuum of Care grants; and if Recipient applies under a Notice of Funds Availability published by HUD; and, if pursuant to the selection criteria in the Notice of Funds Availability, HUD selects Recipient and the project for renewal, then additional exhibits may be attached to this Agreement. Those additional exhibits, when attached, will also become a part hereof.

The effective date of the Agreement shall be the date of execution by HUD and it is the date use of funds under this Agreement may begin. If the project funded by this Agreement is a new project, Recipient and HUD will set an operating start date in LOCCS for the project, which will be used to track expenditures and to determine when the project is eligible for renewal. If this Agreement renews funding for a project, the term of this Agreement shall begin at the end of the Recipient's final operating year for the grant being renewed, and eligible costs incurred for the project between the end of Recipient's final operating year under the grant being renewed and the execution of this Agreement may be paid with funds from the first operating year of this Agreement.

This Agreement shall remain in effect until termination either 1) by agreement of the parties; 2) by HUD alone, acting under the authority of 24 CFR 578.107; or 3) upon expiration of

the final operating year of the project funded under this Agreement.

Recipient agrees:

1. To ensure the operation of the project listed on the Scope of Work in accordance with the provisions of the Act and all requirements of the Regulation;
2. To monitor and report the progress of the project to the Continuum of Care and HUD;
3. To ensure, to the maximum extent practicable, that individuals and families experiencing homelessness are involved, through employment, provision of volunteer services, or otherwise, in constructing, rehabilitating, maintaining, and operating facilities for the project and in providing supportive services for the project;
4. To require certification from any subrecipient that:
   a. Subrecipient will maintain the confidentiality of records pertaining to any individual or family that was provided family violence prevention or treatment services through the project;
   b. The address or location of any family violence project assisted with grant funds will not be made public, except with written authorization of the person responsible for the operation of such project;
   c. Subrecipient will establish policies and practices that are consistent with, and do not restrict, the exercise of rights provided by subtitle B of title VII of the Act and other laws relating to the provision of educational and related services to individuals and families experiencing homelessness;
   d. In the case of a project that provides housing or services to families, that subrecipient will designate a staff person to be responsible for ensuring that children being served in the program are enrolled in school and connected to appropriate services in the community, including early childhood programs such as Head Start, part C of the Individuals with Disabilities Education Act, and programs authorized under subtitle B of title VII of the Act;
   e. The subrecipient, it officers, and employees are not debarred or suspended from doing business with the Federal Government; and
   f. Subrecipient will provide information, such as data and reports, as required by HUD; and
5. To establish such fiscal control and accounting procedures as may be necessary to assure the proper disbursal of, and accounting for grant funds in order to ensure that all financial transactions are conducted, and records maintained in accordance with generally accepted accounting principles, if the Recipient is a Unified Funding Agency;
6. To monitor subrecipient match and report on match to HUD;
7. To take the educational needs of children into account when families are placed in housing and will, to the maximum extent practicable, place families with children as close as possible to their school of origin so as not to disrupt such children's education;
8. To monitor subrecipient at least annually;
9. To use the centralized or coordinated assessment system established by the

Continuum of Care as required by §578.7(a)(8). A victim service provider may choose not to use the Continuum of Care's centralized or coordinated assessment system, provided that victim service providers in the area use a centralized or coordinated assessment system that meets HUD's minimum requirements and the victim service provider uses that system instead;

10. To follow the written standards for providing Continuum of Care assistance developed by the Continuum of Care, including the minimum requirements set forth in §578.7(a)(9);
11. Enter into a subrecipient agreement requiring subrecipient to operate the project in accordance with the provisions of this Act and all requirements under 24 CFR 578; and
12. To comply with such other terms and conditions as HUD may have established in the applicable Notice of Funds Availability.

HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Application, unless HUD is otherwise advised in writing. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

The Agreement constitutes the entire agreement between the parties hereto, and may be amended only in writing executed by HUD and the Recipient.

By signing below, Recipients that are states and units of local government certify that they are following a current HUD approved CHAS (Consolidated Plan).

This agreement is hereby executed on behalf of the parties as follows:

UNITED STATES OF AMERICA,
Secretary of Housing and Urban Development

BY: _____
(Signature)

Donna Wickes, Director, Community Planning and Development Division, OKC
(Typed Name and Title)

_____
(Date)

RECIPIENT

City of Norman/OK 504 Norman/Cleveland County Continuum of Care
(Name of Organization)

BY: _____
(Signature of Authorized Official)

Cindy Rosenthal, Mayor or Norman, Oklahoma
(Typed Name and Title of Authorized Official)

_____
(Date)

Tax ID No.: 73-1557819
Project Location: Norman, Oklahoma
Grant Number: OK0090L6I041200
Recipient: City of Norman/OK 504 Norman/Cleveland County Continuum of Care
DUNS No.: 73-6005350
Effective Date:

EXHIBIT 1
SCOPE OF WORK for FY2012 COMPETITION

1. This Agreement is governed by the Continuum of Care program Interim Rule attached hereto and made a part hereof as Exhibit 1a. Upon publication for effect of a Final Rule for the Continuum of Care program, the Final Rule will govern this Agreement instead of the Interim Rule. The project listed on this Exhibit at 3., below, is also subject to the terms of the FY2012 Notice of Funds Availability.

2. The Continuum that designated Recipient to apply for grant funds is not a high-performing community.

3. Recipient is not a Unified Funding Agency and was not the only Applicant the Continuum of Care designated to apply for and receive grant funds and is not the only Recipient for the Continuum of Care that designated it. HUD's total funding obligation for this grant is $10,000.00 for project number OK. In accordance with 24 CFR 578.105(b), Recipient is prohibited from moving more than 10% from one budget line item in a project's approved budget to another without a written amendment to this Agreement. The obligation for this project shall be allocated as follows:

a.	CoC Planning cost	$
b.	Acquisition	$
c.	New construction	$
d.	Rehabilitation	$
e.	Leasing	$
f.	Rental assistance	$
g.	Supportive services	$
h.	Operating costs	$
i.	HMIS	$
j.	Administration	$10,000.00

4. No funds for new projects may be drawn down by Recipient until HUD has approved site control pursuant to §578.21 and §578.25 and no funds for renewal projects may be drawn down by Recipient before the end date of the project's final operating year under the grant that has been renewed.

City of Norman, OK

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

Master

File Number: K-1213-129 CHG #2

File ID:	K-1213-129 CHG #2	**Type:**	Contract	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 19	**In Control:**	City Council
Department:	Public Works Department	**Cost:**		**File Created:**	11/27/2013
File Name:	Raw Water Line - Phase I Vaults			**Final Action:**	12/10/2013

Title: CHANGE ORDER NO. TWO TO CONTRACT NO. K-1213-129: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND BRB CONTRACTORS, INC., EXTENDING THE CONTRACT BY 124 CALENDAR DAYS FOR THE NORMAN RAW WATER LINE PROJECT, PHASE 1 (VAULTS), AND FINAL ACCEPTANCE OF THE PROJECT.

Notes: ACTION NEEDED: Motion to approve or reject Change Order No. Two to Contract No. K-1213-129 with BRB Contractors, Inc., L.L.C., extending the contract by 124 calendar days; and, if approved, authorize the execution of the contract, accept the project, and direct final payment in the amount of $103,206.45 to BRB Contractors, Inc.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 19

Attachments: text File BRB.pdf, BRB Final Change Order #2.pdf

Project Manager: Chris Mattingly, Water Treatment Superintendent

Entered by: chris.mattingly@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File K-1213-129 CHG #2

Body

BACKGROUND: BRB Contractors, Inc. (BRB) was awarded Contract No. K-1213-129 on February 12, 2013 to complete the vaults for the Raw Water Line project. BRB completed the job that was abandoned by a former contractor in the middle of the job. Staff issued a notice to proceed for the Raw Water Line Phase I Vaults Project on February 27, 2013.

On May 14, 2013, the NUA approved Change Order 1 increasing the contract time by 64 calendar days for a revised completion date of July 1, 2013; the contract amount was not impacted by this change order.

BRB worked closely with staff coordinating shut-downs allowing the inter-connections between the existing concrete raw water line and the new 48-inch FRP raw water line at the vaults constructed at 60th Avenue NE and at the Water Treatment Plant (WTP). As a result, these crucial connections were made within two 10-hour windows without disruption of water service to our citizens.

Once the vaults were complete and connections made, BRB attempted to pressure test the 48-inch raw water line installed by the former contractor. Unfortunately, leaks were detected as revealed by pressure loss. One large leak was located and repairs were made to the raw water line under the allowance contained in the existing BRB contract. Additional pressure testing indicates that another small leak exists; however, project funding does not allow BRB to continue searching for it. Staff believes water from the small leak will eventually rise to the surface allowing final repairs to be made at that time.

DISCUSSION: Our consultant, Garver, has prepared Final Change Order #2 to Contract No. K-1213-129 between NUA and BRB. There is no change to the contract amount but an additional 114 calendar day time extension is recommended to coincide the actual completion date of October 23, 2013. The majority of the days were consumed fabricating a special coupling to allow the interconnection to be completed and for attempting to find leaks in the raw water line. Additional time was consumed painting a vent structure, not properly coated by the previous contractor, and for repairing citizens' yards that had settled from previous work.

Therefore, the change order will extend the completion date to October 23, 2013 while the contract price will remain the same. Currently, BRB has been paid $680,816.55 of the original $788,505. Final payment in the amount of $103,206.45 is due to BRB.

RECOMMENDATION: Staff recommends approval of Final Change Order No. 2 to Contract No. K-1213-129 with BRB Contractors, Inc. increasing the contract time by 114 calendar days and final acceptance of Norman Raw Water Line, Phase I Vaults project and approval to make final payment to BRB Contractors, Inc.

CHANGE ORDER SUMMARY
NORMAN UTILITIES AUTHORITY
CITY OF NORMAN
CLEVELAND COUNTY, OKLAHOMA

DATE:	November 22, 2013
CHANGE ORDER NO.:	2 (Final)
CONTRACT NO.:	Contract K-1213-129
PROJECT:	Raw Water Line - Phase I Vaults
CONTRACTOR:	BRB Contractors, Inc., 3805 NW 25th Street, Topeka, KS 66618

	Contract Time	Contract Amount
ORIGINAL:	60 calendar days	$788,505.00
PREVIOUS CHANGE ORDERS:	64 calendar days	$0.00
THIS CHANGE ORDER:	114 calendar days	$0.00
REVISED AMOUNT:	238 calendar days	$788,505.00

ORIGINAL START DATE:	February 27, 2013
ORIGINAL COMPLETION DATE:	April 28, 2013
PREVIOUS COMPLETION DATE:	July 1, 2013
NEW COMPLETION DATE:	October 23, 2013

DESCRIPTION	CONTRACT TIME	CONTRACT AMOUNT
CMR 1 - Additional efforts to correct alignment deficiencies of the new 48-inch pipe installed by the previous contractor near the 60th Avenue vault.	32	$12,968.24
CMR 2 - Additional efforts to modify the new surge tank left behind by previous contractor to make it consistent with the plans and specifications.	30	$8,338.96
CMR 3 - Additional efforts to correct the site restoration deficiencies left behind by previous contractor.	20	$2,260.44
Over-run of Additional Leakage Testing Allowance needed to track down leaks in new 48-inch pipe left behind by previous	20	$29,519.33
Under-Run of Repair of Raw Water Line Installed by Others Allowance	0	-$18,261.97
Final Quantity Reconciliation	0	-$34,825.00
Weather days granted due to exceptionally wet construction period.	12	$0.00

SUBMITTED BY CONTRACTOR: BRB Contractors, Inc. Date: 11-26-2013

RECOMMENDED BY ENGINEER: Garver, LLC Date: 11/26/13

APPROVED AS TO FORM AND LEGALITY: City Attorney Date: 12/4/13

ACCEPTED BY NORMAN UTILITIES AUTHORITY: Chairman Date: _____

1016 24th Avenue NW
Norman, OK 73069

TEL 405.329.2555
FAX 405.329.3555

www.GarverUSA.com

Contract Modification Request

MODIFICATION REQUEST NO: 1

CONTRACTOR: BR8 Contractors, Inc.

PROJECT: Norman Raw Waterline Phase 1 Vaults CONTRACT NO: K-1213-129

OWNER: City of Norman

ENGINEER: Garver

REFERENCE TO: SPEC: Misc. DWG: Misc.

REQUESTED BY: Contractor DATE:

The following modification(s) to the Contract are hereby requested (use additional pages if required):

Item 1. Additional concrete block for restraint at the 48" rolling offset west of the 60th Avenue vault.

Item 2. Additional transition gaskets for the 60th Avenue tie-in due to FRP milled ends not allowing proper set back distance for couplings.

Item 3. Additional surveying & cad dimensioning for rolling offset at the 60th Avenue vault to tie in the pipe installed by the previous contractor to the vault piping stub-out.

Item 4. Re-layout and extra excavation at 60th Avenue vault to match existing.

Reason for Modification(s) Request:

These modifications are required to correct alignment deficiencies of the new 48-inch pipe installed by the previous contractor near the 60th Avenue vault.

Cost for Modification(s) Request

Item 1. $9,013 01 Addition (Negotiated Price)

Item 2. $294 42 Addition (Negotiated Price)

Item 3. $2,036.51 Addition (Negotiated Price)

Item 4. $1,624 30 Addition (Negotiated Price)

CMR Proposed Amount or Price		Proposed Contract Times		
This Contract Modification (Add/Deduct)	$12,968.24	This Contract Modification (Add/Deduct)	32	Days

Requested by Contractor		Recommended by Engineer	
By:		By:	
Date:	11/21/2013	Date:	11/25/13

BRB CONTRACTORS, INC.

Proposed Contract Modification Cost Recap

Proj. Name & No.:	**Norman Raw Waterline Phase 1 Vaults**	**OK3NRM**
Description:	**Additional concrete block for restraint at the 48" rolling offset west of the 60th Ave. vault.**	**CMR 1.1**

Labor:	Net labor charges for contractor's forces:	$895.00
	Supervision @ 10% labor:	$89.50
	Burden for labor @ 33%:	$324.89
	Total Labor w/burden:	$1,309.39
Materials:	Total materials charges for contractor's forces:	$4,610.00
	Taxes on materials @ 8.35%	
	Freight on materials not f.o.b. jobsite	$0.00
Equipment:	Total equipment charges for contractor's forces:	$855.00
Backpage Supplies	Total expedables/supplies for contractor's forces @ 19% Labor:	$248.78
Subtotal:	Subtotal of costs by contractor's forces:	$7,023.17
Subcontractor:	Total costs by subcontractors or others:	$759.00
OH/P Subs:	Overhead & Profit @ 5% of subcontractor's total:	$37.95
OH/P BRB:	Overhead & Profit @ 15% of contractor's labor total:	$196.41
	Overhead & Profit @ 15% of contractor's equip.+ mtls total:	$819.75
	Extended Field Overhead for change order work-up @ 3% of cost:	$0.00
	Extended Field Overhead for major additive work @ 6% of cost:	$0.00
GC Ins. & Bond	General Contractor's Builders Risk & Bond @ 2%:	$176.73
Grand Total:	Grand Total of Summarized Costs:	**$9,013.01**

Time Extension: **Fifteen (15) days**

BRB Contractors, Inc. (BRB) has conditioned our costs on receiving the requested time. If the requested time is changed or disallowed, BRB reserves the right to submit an additional change order for costs incurred due to the accelerated schedule. Any owner assessed costs resulting from the schedule will be included in the additional change order.

Signed: _____ Signed: _____

Ken Dedmon, Field P.M. OWNER / ENG. REPRESENTATIVE

Date: 7/1/2013 Date: _____

BRB CONTRACTORS, INC.

Proposed Contract Modification Cost Recap

Proj. Name & No.:	Norman Raw Waterline Phase 1 Vaults	OK3NRM
Description:	**Additional transition gaskets for 60th Ave tie-in due to FRP milled ends not allowing proper set back distance for couplings.**	**CMR 1.2**

Labor:	Net labor charges for contractor's forces:	$0.00
	Supervision @ 10% labor:	$0.00
	Burden for labor @ 33%:	$0.00
	Total Labor w/burden:	$0.00
Materials:	Total materials charges for contractor's forces:	$251.00
	Taxes on materials @ 8.35%	$0.00
	Freight on materials not f.o.b. jobsite	$0.00
Equipment:	Total equipment charges for contractor's forces:	$0.00
Backpage Supplies	Total expedables/supplies for contractor's forces @ 19% Labor:	$0.00
Subtotal:	Subtotal of costs by contractor's forces:	$251.00
Subcontractor:	Total costs by subcontractors or others:	$0.00
OH/P Subs:	Overhead & Profit @ 5% of subcontractor's total:	$0.00
OH/P BRB:	Overhead & Profit @ 15% of contractor's labor total:	$0.00
	Overhead & Profit @ 15% of contractor's equip + mtls total:	$37.65
	Extended Field Overhead for change order work-up @ 3% of cost:	$0.00
	Extended Field Overhead for major additive work @ 6% of cost:	$0.00
GC Ins. & Bond	General Contractor's Builders Risk & Bond @ 2%:	$5.77
Grand Total:	Grand Total of Summarized Costs:	**$294.42**

Time Extension: **Two (2) days**

BRB Contractors, Inc. (BRB) has conditioned our costs on receiving the requested time. If the requested time is changed or disallowed, BRB reserves the right to submit an additional change order for costs incurred due to the accelerated schedule. Any owner assessed costs resulting from the schedule will be included in the additional change order.

Signed: _____ Signed: _____

Ken Dedmon, Field P.M. OWNER / ENG. REPRESENTATIVE

Date: 4/2/2013 Date: _____

Prepared by K. Dedmon 11/21/2013 OK3NRM added trans gaskets 60th PCM Est.xlsx

BRB CONTRACTORS, INC.

Proposed Contract Modification Cost Recap

Proj. Name & No.:	Norman Raw Waterline Phase 1 Vaults	OK3NRM
Description:	**Additional surveying & cad dimensioning for rolling offset at the**	**CMR 1.3**
	60th Ave. vault to tie in Red Cliff's 48" to the vault piping stub-out	

Labor:	Net labor charges for contractor's forces:	$924.00
	Supervision @ 10% labor:	$92.40
	Burden for labor @ 33%:	$335.41
	Total Labor w/burden:	$1,351.81
Materials:	Total materials charges for contractor's forces:	$0.00
	Taxes on materials @ 8.35%	$0.00
	Freight on materials not f.o.b. jobsite	$0.00
Equipment:	Total equipment charges for contractor's forces:	$161.00
Backpage Supplies	Total expedables/supplies for contractor's forces @ 19% Labor:	$256.84
Subtotal:	Subtotal of costs by contractor's forces:	$1,769.65
Subcontractor:	Total costs by subcontractors or others:	$0.00
OH/P Subs:	Overhead & Profit @ 5% of subcontractor's total:	$0.00
OH/P BRB:	Overhead & Profit @ 15% of contractor's labor total:	$202.77
	Overhead & Profit @ 15% of contractor's equip + mtls. total:	$24.15
	Extended Field Overhead for change order work-up @ 3% of cost:	$0.00
	Extended Field Overhead for major additive work @ 6% of cost:	$0.00
GC Ins. & Bond	General Contractor's Builders Risk & Bond @ 2%:	$39.93
Grand Total:	Grand Total of Summarized Costs:	**$2,036.51**

Time Extension: **Eight (8) days**

BRB Contractors, Inc. (BRB) has conditioned our costs on receiving the requested time; if the requested time is changed or disallowed, BRB reserves the right to submit an additional change order for costs incurred due to the accelerated schedule. Any owner assessed costs resulting from the schedule will be included in the additional change order.

Signed: _____ Signed: _____

Ken Dedmon, Field P.M. OWNER / ENG. REPRESENTATIVE

Date: 4/15/2013 Date: _____

BRB CONTRACTORS, INC.

Proposed Contract Modification Cost Recap

Proj. Name & No.:	Norman Raw Waterline Phase 1 Vaults	OK3NRM
Description:	**Re-layout and extra excavation at 60th Ave vault to match existing piping.**	**CMR 1.4**

Labor:	Net labor charges for contractor's forces:	$624.00
	Supervision @ 10% labor:	$62.40
	Burden for labor @ 33%:	$226.51
	Total Labor w/burden:	$912.91
Materials:	Total materials charges for contractor's forces:	$0.00
	Taxes on materials @ 8.35%	$0.00
	Freight on materials not f.o.b. jobsite	$0.00
Equipment:	Total equipment charges for contractor's forces:	$321.00
Backpage Supplies	Total expedables/supplies for contractor's forces @ 19% Labor:	$173.45
Subtotal:	Subtotal of costs by contractor's forces:	$1,407.36
Subcontractor:	Total costs by subcontractors or others:	$0.00
OH/P Subs:	Overhead & Profit @ 5% of subcontractor's total:	$0.00
OH/P BRB:	Overhead & Profit @ 15% of contractor's labor total:	$136.94
	Overhead & Profit @ 15% of contractor's equip.+ mtls. total:	$48.15
	Extended Field Overhead for change order work-up @ 3% of cost:	$0.00
	Extended Field Overhead for major additive work @ 6% of cost:	$0.00
GC Ins. & Bond	General Contractor's Builders Risk & Bond @ 2%:	$31.85
Grand Total:	Grand Total of Summarized Costs:	**$1,624.30**

Time Extension: **Seven (7) days**

BRB Contractors, Inc. (BRB) has conditioned our costs on receiving the requested time. If the requested time is changed or disallowed, BRB reserves the right to submit an additional change order for costs incurred due to the accelerated schedule. Any owner assessed costs resulting from the schedule will be included in the additional change order.

Signed: _____ Signed: _____

Ken Dedmon, Field P.M. OWNER / ENG. REPRESENTATIVE

Date: 3/25/2013 Date: _____

1016 24th Avenue NW
Norman, OK 73069

TEL 405 329 2555
FAX 405 329 3555

www.GarverUSA.com

Contract Modification Request

MODIFICATION REQUEST NO. 2

CONTRACTOR: BRB Contractors, Inc

PROJECT: Norman Raw Waterline Phase 1 Vaults CONTRACT NO. K-1213-129

OWNER: City of Norman

ENGINEER: Garver

REFERENCE TO: SPEC Misc. DWG: Misc

REQUESTED BY: Contractor DATE:

The following modification(s) to the Contract are hereby requested (use additional pages if required):

Item 1. Additional modifications to the surge structure base to accomidate the specified anchor bolts

Item 2. Field blast and prime coating for the steel surge tank

Reason for Modification(s) Request:

These modifications required to modify the new surge tank left behind by previous contractor to make it consistent with the plans and specifications.

Cost for Modification(s) Request

Item 1. $306.46 Addition (Negotiated Price)

Item 2. $8,032.50 Addition (Negotiated Price)

CMR Proposed Amount or Price		Proposed Contract Times		
This Contract Modification (Add/Deduct)	$8,338.96	This Contract Modification (Add/Deduct)	30	Days

Requested by Contractor		Recommended by Engineer	
By:	[signature]	By:	[signature]
Date:	11/21/2013	Date	11/25/13

BRB CONTRACTORS, INC.

Proposed Contract Modification Cost Recap

Proj. Name & No.:	Norman Raw Waterline Phase 1 Vaults	OK3NRM
Description:	**Additional mods to surge tank base to make fit for appropriate anchor bolts.**	**CMR 2.1**

Labor:	Net labor charges for contractor's forces:	$121.00
	Supervision @ 10% labor:	$12.10
	Burden for labor @ 33%:	$43.92
	Total Labor w/burden:	$177.02
Materials:	Total materials charges for contractor's forces:	$0.00
	Taxes on materials @ 8.35%	$0.00
	Freight on materials not f.o.b. jobsite	$0.00
Equipment:	Total equipment charges for contractor's forces:	$55.00
Backpage Supplies	Total expedables/supplies for contractor's forces @ 19% Labor:	$33.63
Subtotal:	Subtotal of costs by contractor's forces:	$265.65
Subcontractor:	Total costs by subcontractors or others:	$0.00
OH/P Subs:	Overhead & Profit @ 5% of subcontractor's total:	$0.00
OH/P BRB:	Overhead & Profit @ 15% of contractor's labor total:	$26.55
	Overhead & Profit @ 15% of contractor's equip.+ mtls. total:	$8.25
	Extended Field Overhead for change order work-up @ 3% of cost:	$0.00
	Extended Field Overhead for major additive work @ 6% of cost:	$0.00
GC Ins. & Bond	General Contractor's Builders Risk & Bond @ 2%:	$6.01
Grand Total:	Grand Total of Summarized Costs:	**$306.46**

Time Extension: Five (5) days

BRB Contractors, Inc. (BRB) has conditioned our costs on receiving the requested time; if the requested time is changed or disallowed, BRB reserves the right to submit an additional change order for costs incurred due to the accelerated schedule. Any owner assessed costs resulting from the schedule will be included in the additional change order.

Signed: _____ Signed: _____

Ken Dedmon, Field P.M.

Date: 10/5/2013 Date: _____

OWNER / ENG. REPRESENTATIVE

BRB CONTRACTORS, INC.

Proposed Contract Modification Cost Recap

Proj Name & No :	Norman WTP Raw Water Line Phase 1 Vaults	OK3NRM
Description:	**Field blast & prime coating for the steel surge tank**	**CMR 2.2**

Labor:	Net labor charges for contractor's forces:	$0.00
	Supervision @ 10% labor:	$0.00
	Burden for labor @ 33%:	$0.00
	Total Labor w/burden:	$0.00
Materials:	Total materials charges for contractor's forces:	
	Taxes on materials @ 8.35%	$0.00
	Freight on materials not f.o.b. jobsite	
Equipment:	Total equipment charges for contractor's forces:	$0.00
Backpage Supplies	Total expedables/supplies for contractor's forces @ 19% Labor:	$0.00
Subtotal:	Subtotal of costs by contractor's forces:	$0.00
Subcontractor:	Total costs by subcontractors or others: Midwest Coatings	$7,500.00
OH/P Subs:	Overhead & Profit @ 5% of subcontractor's total:	$375.00
OH/P BRB:	Overhead & Profit @ 15% of contractor's labor total:	$0.00
	Overhead & Profit @ 15% of contractor's equip + mtls total:	$0.00
	Extended Field Overhead for change order work-up @ 3% of cost:	$0.00
	Extended Field Overhead for major additive work @ 6% of cost:	$0.00
GC Ins. & Bond	General Contractor's Builders Risk & Bond @ 2%:	$157.50
Grand Total:	Grand Total of Summarized Costs:	**$8,032.50**

Time Extension: **Twenty-five (25) calendar days**

BRB Contractors, Inc. (BRB) has conditioned our costs on receiving the requested time, if the requested time is changed or disallowed, BRB reserves the right to submit an additional change order for costs incurred due to the accelerated schedule. Any owner assessed costs resulting from the schedule will be included in the additional change order.

Signed: _____ Signed: _____

Ken Dedmon, Field P.M. OWNER / ENG. REPRESENTATIVE

Date: 6/2/2013 Date: _____

1016 24th Avenue NW
Norman, OK 73069

TEL 405.329.2555
FAX 405.329.3555

www.GarverUSA.com

Contract Modification Request

MODIFICATION REQUEST NO: 3

CONTRACTOR: BRB Contractors, Inc

PROJECT: Norman Raw Waterline Phase 1 Vaults CONTRACT NO: K-1213-129

OWNER: City of Norman

ENGINEER: Garver

REFERENCE TO: SPEC: Misc DWG: Misc

REQUESTED BY: Owner DATE:

The following modification(s) to the Contract are hereby requested (use additional pages if required):

Item 1: Additional topsoil placed at vaults prior to sodding.

Item 2: Additional fencing and gate replaced at the 60th Avenue vault.

Reason for Modification(s) Request:

These modifications are required to correct the site restoration deficiencies left behind by previous contractor.

Cost for Modification(s) Request:

Item 1: $1,666.36 Addition (Negotiated Price)

Item 2: $594.08 Addition (Negotiated Price)

CMR Proposed Amount or Price		Proposed Contract Times		
This Contract Modification (Add/Deduct)	$2,260.44	This Contract Modification (Add/Deduct)	20	Days

Requested by Contractor		Recommended by Engineer	
By:		By:	S. Garver
Date:	11-21-2013	Date:	11/25/13

BRB CONTRACTORS, INC.

Proposed Contract Modification Cost Recap

Proj. Name & No.:	Norman Raw Waterline Phase 1 Vaults	OK3NRM
Description:	**Additional topsoil placed at vaults prior to sod by Owner's request**	**CMR 3.1**

Labor:	Net labor charges for contractor's forces:	$594.00
	Supervision @ 10% labor:	$59.40
	Burden for labor @ 33%:	$215.62
	Total Labor w/burden:	$869.02
Materials:	Total materials charges for contractor's forces:	$0.00
	Taxes on materials @ 8.35%	$0.00
	Freight on materials not f.o.b. jobsite	$0.00
Equipment:	Total equipment charges for contractor's forces:	$408.00
Backpage Supplies	Total expedables/supplies for contractor's forces @ 19% Labor:	$165.11
Subtotal:	Subtotal of costs by contractor's forces:	$1,442.13
Subcontractor:	Total costs by subcontractors or others:	
OH/P Subs:	Overhead & Profit @ 5% of subcontractor's total:	$0.00
OH/P BRB:	Overhead & Profit @ 15% of contractor's labor total:	$130.35
	Overhead & Profit @ 15% of contractor's equip + mtls. total:	$61.20
	Extended Field Overhead for change order work-up @ 3% of cost:	$0.00
	Extended Field Overhead for major additive work @ 6% of cost:	$0.00
GC Ins. & Bond	General Contractor's Builders Risk & Bond @ 2%:	$32.67
Grand Total:	Grand Total of Summarized Costs:	**$1,666.36**

Time Extension: **fifteen (15) days**

BRB Contractors, Inc. (BRB) has conditioned our costs on receiving the requested time; if the requested time is changed or disallowed, BRB reserves the right to submit an additional change order for costs incurred due to the accelerated schedule. Any owner assessed costs resulting from the schedule will be included in the additional change order.

Signed: _____ Signed: _____

Ken Dedmon, Field P.M.

Date: 9/25/2013 Date: _____

OWNER / ENG. REPRESENTATIVE

BRB CONTRACTORS, INC.

Proposed Contract Modification Cost Recap

Proj. Name & No.:	Norman Raw Waterline Phase 1 Vaults	OK3NRM
Description:	**Additional fencing & gate replaced at 60th Ave. vault**	**CMR 3.2**

Labor:	Net labor charges for contractor's forces:	$194.00
	Supervision @ 10% labor:	$19.40
	Burden for labor @ 33%:	$70.42
	Total Labor w/burden:	$283.82
Materials:	Total materials charges for contractor's forces:	$95.00
	Taxes on materials @ 8.35%	$0.00
	Freight on materials not f.o.b. jobsite	$0.00
Equipment:	Total equipment charges for contractor's forces:	$66.00
Backpage Supplies	Total expedables/supplies for contractor's forces @ 19% Labor:	$53.93
Subtotal:	Subtotal of costs by contractor's forces:	$498.75
Subcontractor:	Total costs by subcontractors or others:	
OH/P Subs:	Overhead & Profit @ 5% of subcontractor's total:	$0.00
OH/P BRB:	Overhead & Profit @ 15% of contractor's labor total:	$42.57
	Overhead & Profit @ 15% of contractor's equip.+ mtls. total:	$24.15
	Extended Field Overhead for change order work-up @ 3% of cost:	$16.96
	Extended Field Overhead for major additive work @ 6% of cost:	$0.00
GC Ins. & Bond	General Contractor's Builders Risk & Bond @ 2%:	$11.65
Grand Total:	Grand Total of Summarized Costs:	**$594.08**

Time Extension: **Five (5) days**

BRB Contractors, Inc. (BRB) has conditioned our costs on receiving the requested time; if the requested time is changed or disallowed, BRB reserves the right to submit an additional change order for costs incurred due to the accelerated schedule. Any owner assessed costs resulting from the schedule will be included in the additional change order.

Signed: _____ Signed: _____

Ken Deamon, Field P.M. OWNER / ENG. REPRESENTATIVE

Date: 9/15/2013 Date: _____

OK3NRM

Norman Raw Water Line Phase 1 Vaults

Breakdown of Daily Charges for Retesting

BRB CONTRACTORS INC

CREW	$25,000 Bid Allowance Code 2182 - Retest	
W-E	Manhours	# Days (hrs/40)
8/3/2013	38	0.95
8/10/2013	25.5	0.6375
8/17/2013	69.5	1.7375
8/24/2013	5	0.125
8/31/2013		0
9/7/2013	90	2.25
9/14/2013	15	0.375
9/21/2013	162	4.05
Total:	405	**10.125**
Charge:		**$ 15,250.77**

Only leak found & fixed through week ending 9-7-2013 was the blow-off at Sta. 72+36. This does not include chages for backfill & compaction as that was done this week.
Next 2 weeks were trying to find last leak and was shut off by Owner's request.

Equip. Days = 17
Equip. Charge = $ 39,268.56

Total Charge to date =	**$ 54,519.33**	**$ 54,519.33**
	Allowance total:	**$ 25,000.00**
	Overrun of item:	**$ (29,519.33)**

Breakdown of daily charges

Daily Charge Rate:				Proportion	Total
	crew =	$ 1,296.75	/day+bond+OH/P	$ 209.50	**$ 1,506.25**
	equp =	$ 1,997.38	/day+bond+OH/P	$ 322.69	**$ 2,320.07**
	bond/ins =	$ 75.03	/day		
	OH/P =	$ 457.16	/day		
	Total rate =	$ 3,826.32	/day		

To proportion OH/P & bond into crew/equip
Net OH/P + bond = $ 532.19
Net crew/equip = $ 3,294.13

BRB CONTRACTORS, INC.

MEMO – Job OK3NRM
Raw Water Line Phase 1 Vaults Project
Norman, OK
www.brbcontractors.com

Attention: Shane Smith, P.E., Garver
Subject: Overrun of time for Leakage Retesting Bid Allowance
From: Ken Dedmon
Date: Nov. 1, 2013
Page 1 of 1

Due to excessive time needed to retest the 48" RCP raw waterline several times, we respectfully request a time extension of twenty (20) days.

Several days were used in re-pressurizing, searching w/ultrasonic leak detection equipment, measuring draw-down and starting all over again trying to find the leaks in this line. This coincides with the overrun of daily charges vs. the allowance amount.

If there should be any questions, please do not hesitate to contact us.

Thanks,

Ken Dedmon, Field Project Manager
785-640-5025 cell; kendedmon@brbcontractors.com email

Cc: Topeka office
Job file

OK3NRM

Norman Raw Water Line Phase 1 Vaults

Breakdown of Daily Charges for Fixing Line Leaks

BRB CONTRACTORS, INC

CREW	$75,000 Bid Allowance Code 2183 - Find/Repair	
W-E	Manhours	# Days (hrs/40)
8/3/2013	47	1.175
8/10/2013		0
8/17/2013		0
8/24/2013	70.5	1.7625
8/31/2013	32	0.8
9/7/2013	79	1.975
9/14/2013	46	1.15
9/21/2013	0	0
Total:	274.5	**6.8625**
Charge:		**$ 10,336.63**

Only leak found & fixed through week ending 9-7-2013 was the blow-off at Sta. 72+36. This does not include chages for backfill & compaction as that was done this week.
Next 2 weeks were trying to find last leak and was shut off by Owner's request.

Equip. Days = 40
Equip. Charge = $ 46,401.40

Total Charge to date =	$ 56,738.03	=	**$ 56,738.03**
		Allowance total:	**$ 75,000.00**
		Underrun of item:	**$ 18,261.97**

Breakdown of daily charges

Daily Charge Rate:				Proportion	Total
	crew =	$ 1,296.75	/day+bond+OH/P	$ 209.50	**$ 1,506.25**
	equp =	$ 1,997.38	/day+bond+OH/P	$ 322.69	**$ 2,320.07**
	bond/ins =	$ 75.03	/day		
	OH/P =	$ 457.16	/day		
	Total rate =	$ 3,826.32	/day		

To proportion OH/P & bond into crew/equip
Net OH/P + bond = $ 532.19
Net crew/equip = $ 3,294.13

Norman Raw Waterline, Phase 1 Vaults
Contract K-1213-129
Norman Utilities Authority

Item No.	Description	Unit	Revised Quantity	Bid Unit Price	Cost
60	64 INCH STEEL CASING	LF	-35	$ 675.00	$ (23,625.00)
61	48 INCH AWWA C950 FRP PIPE 150 PSI (LABOR ONLY)	LF	-70	$ 160.00	$ (11,200.00)
Final Quantity Reconciliation					**$ (34,825.00)**

MEMO – Job OK3NRM
Raw Water Line Phase 1 Vaults Project
Norman, OK
www.brbcontractors.com

Attention: Shane Smith, P.E., Garver
Subject: Excessive weather days – July, 2013
From: Ken Dedmon
Date: Aug. 1, 2013
Page 1 of 1

Due to excessive precipitation during the month of July, 2013, we respectfully request a project time extension in the amount of six (6) days.

Two total normal days allowed by specs. for July. According to the Mesonet.org documentation, we had approximately 9.56" of rainfall during the month with over eight (8) days of downtime due to the site conditions.

If there should be any questions, please do not hesitate to contact us.

Thanks,

Ken Dedmon, Field Project Manager
785-640-5025 cell; kendedmon@brbcontractors.com email

Cc: Topeka office
Job file

MEMO – Job OK3NRM
Raw Water Line Phase 1 Vaults Project
Norman, OK
www.brbcontractors.com

Attention: Shane Smith, P.E., Garver
Subject: Excessive weather days – August, 2013
From: Ken Dedmon
Date: Sept. 1, 2013
Page 1 of 1

Due to excessive precipitation during the month of August, 2013, we respectfully request a project time extension in the amount of two (2) days.

Two total normal days allowed by specs. for August. According to the Mesonet.org documentation, we had approximately 2.73" of rainfall during the month with over four (4) days of downtime due to the site conditions.

If there should be any questions, please do not hesitate to contact us.

Thanks,

Ken Dedmon, Field Project Manager
785-640-5025 cell; kendedmon@brbcontractors.com email

Cc: Topeka office
Job file

MEMO – Job OK3NRM
Raw Water Line Phase 1 Vaults Project
Norman, OK
www.brbcontractors.com

Attention: Shane Smith, P.E., Garver
Subject: Excessive weather days – Sept, 2013
From: Ken Dedmon
Date: Oct. 1, 2013
Page 1 of 1

Due to excessive precipitation during the month of September, 2013, we respectfully request a project time extension in the amount of four (4) days.

Two total normal days allowed by specs. for September. According to the Mesonet.org documentation, we had approximately 2.39" of rainfall during the month with over six (6) days of downtime due to the site conditions.

If there should be any questions, please do not hesitate to contact us.

Thanks,

Ken Dedmon, Field Project Manager
785-640-5025 cell; kendedmon@brbcontractors.com email

Cc: Topeka office
Job file

Mesonet Rainfall by Month Table

Local Weather
Current Conditions
Air Temperature
Rainfall
Wind
Dewpoint & Humidity
Soil Moisture/Temperature
Pressure
Ground Water
Station Meteograms
Past Data & Files
Radar
Solar Radiation & Satellite
Advisories
Upper Air

Add estimated values

Select a site: Norman

Norman (NRMN) rainfall in inches per month

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Total
1971-2000 Normal	1.44	1.84	3.16	3.25	5.36	4.70	2.83	2.51	3.95	3.75	2.51	2.08	37.39
Mesonet Average	1.07	1.61	2.53	3.39	4.38	4.52	3.66	4.04	2.43	2.91	1.39	1.41	33.34
1994	*	*	*	*	*	*	*	*	*	*	*	*	*
1995	*	*	*	*	*	*	*	*	*	*	*	*	*
1996	*	*	*	*	*	*	*	*	*	*	*	*	*
1997	*	*	*	*	*	*	*	*	*	*	*	*	*
1998	*	*	*	*	*	*	*	*	*	*	*	*	*
1999	*	*	*	*	*	*	*	*	*	*	*	*	*
2000	*	*	*	*	*	*	*	*	*	*	*	*	*
2001	*	*	*	*	*	*	*	*	*	*	*	*	*
2002	*	*	*	*	*	*	3.37	1.96	*	*	0.68	2.27	*
2003	0.05	1.26	1.94	3.02	1.93	6.67	*	6.32	2.42	0.77	0.76	0.97	*
2004	2.13	*	3.80	1.85	0.34	8.11	4.37	3.56	0.69	4.34	4.54	0.71	*
2005	2.17	2.15	0.38	0.91	2.14	3.51	2.60	4.92	1.26	2.43	0.00	0.24	22.71
2006	0.29	0.26	2.26	3.35	3.52	2.63	2.05	2.15	2.96	2.51	*	3.12	*
2007	1.98	0.65	5.61	2.16	10.43	10.62	8.08	6.09	2.98	2.80	0.77	3.52	56.09
2008	0.24	1.56	3.16	4.64	4.09	5.90	0.76	10.26	1.42	1.62	1.35	0.97	35.97
2009	0.90	0.93	2.12	4.94	5.23	1.27	3.56	4.59	3.73	6.97	0.30	1.19	35.73
2010	1.32	3.74	1.21	3.03	3.30	4.03	5.55	0.72	4.05	1.40	0.71	0.17	29.23
2011	0.06	1.00	0.09	2.28	8.99	2.35	0.34	2.06	2.03	4.92	3.67	1.57	27.56
2012	1.58	0.91	5.95	2.88	2.57	0.82	0.02	3.14	2.79	0.44	0.94	0.76	22.80
2013	1.00	3.64	1.11	8.27	7.69	4.16	9.56	2.73	2.39	3.64	*	*	*

120 David L. Boren Blvd. Suite 2900
Norman, OK 73072
phone: 405.325.2541
fax: 405.325.2550

Site Links

Programs
About
Data Access & Pricing
Quality Assurance
Station Information
Steering Committee
Weather/Scope
News
Terms of Use
Bibliography
Contact

Partners

Follow

Copyright © 1994-2013 Board of Regents of the University of Oklahoma. All Rights Reserved.

City of Norman, OK

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

Master

File Number: K-1213-195 CO # 2

File ID: K-1213-195 CO # 2 **Type:** Contract **Status:** Consent Item

Version: 2 **Reference:** Item No. 20 **In Control:** City Council

Department: Planning and Community Development Department **Cost:** **File Created:** 11/25/2013

File Name: K-1213-195 CO # 2 with Downey Contracting, LLC **Final Action:**

Title: CHANGE ORDER NO. TWO TO CONTRACT K-1213-195: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND DOWNEY CONTRACTING, L.L.C., INCREASING THE CONTRACT AMOUNT BY $35,098.38 FOR A REVISED CONTRACT AMOUNT OF $1,441,564.54 AND EXTENDING THE CONTRACT UNTIL JANUARY 18, 2014, FOR THE REHABILITATION OF THE CITY OF NORMAN INVESTIGATIONS CENTER LOCATED AT 1507 WEST LINDSEY STREET AND BUDGET TRANSFER.

Notes: ACTION NEEDED: Motion to approve or reject Change Order No. Two to Contract No. K-1213-195 with Downey Contracting, L.L.C., increasing the contract amount by $35,098.38 for a revised contract price of $1,441,564.54 and extending the contract to January 18, 2014; and, if approved, authorize the execution thereof and transfer $33,000 from Public Safety Sales Tax Office Furniture (015-6121-421.52-01) to Project No. EF1001, Smalley Center Renovation, Construction, (050-9540-419.61-01).

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 20

Attachments: Text File Investigation Center.pdf, CO # 2
K-1213-195 with Downey Contracting LLC 12-13, PR Downey.pdf

Project Manager: Linda Price, Revitalization Manager

Entered by: linda.price@normanok.gov **Effective Date:**

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File K-1213-195 CO # 2

Body

BACKGROUND: On July 9, 2013, City Council approved a contract with Downey Contracting, LLC in the amount of $1,325,500 for the renovation of the Joe A. Smalley Army Reserve Center, now known as the City of Norman Investigations Center. The building was acquired through the Base Realignment and Closure process

(BRAC) from the federal government with a deed transfer in September 2012 after a seven and a half year process.

City Council, on October 22, 2013, approved Change Order Number One to Contract K-1213-195 in the amount of $80,966.19 and extension of the contract to December 21, 2013. This change order included several change order line items such as hardware and keying changes, revised layouts of several spaces, power upgrades and the addition of power at doors for security purposes, relocation of the generator, some ductwork revisions, additional fire line work required by the Utilities Department, removal of paper backed fiberglass insulation required by the Fire Department, the addition of an accessible entry on the west side of the building, and providing a wall sign to replace the proposed ground sign.

In discussions about the access to the building for persons with disabilities, it was determined that the existing access will no longer be appropriate for public use because it opens to a secured area of the building.

DISCUSSION: An assessment was completed with the contractor, architect and City of Norman Permit Manager and an alternate solution to make the primary front entry accessible was completed. That change involves a new ramped sidewalk, replacing both sets of entry doors, extending the exterior doors at least two feet to the south, tiling the new entry area to match the existing area, and the addition of a push-button system for opening the doors. Because of the changes, the contractor has additionally requested a four week extension to the contract to January 18, 2014.

RECOMMENDATION: The architect has reviewed and approved the change order request. Staff recommends approval of Change Order Number Two to Contract K-1213-195 in the amount of $35,098.38 and the requested extension of the contract to January 18, 2014. It is also requested that $33,000 be transferred from Public Safety Sales Tax Office Furniture (account 015-6121-421.52-01) to Smalley Center Renovation, Construction, (account 050-9540-419.61-01; project EF1001)

AIA® Document G701™ – 2001

Change Order

PROJECT *(Name and address)*:	**CHANGE ORDER NUMBER:** 002-R	OWNER: ☒
Norman Police & Fire Investigations Norman, Oklahoma	**DATE:** November 15, 2013	ARCHITECT: ☒
TO CONTRACTOR *(Name and address)*:	**ARCHITECT'S PROJECT NUMBER:** 1024	CONTRACTOR: ☒
Downey Contracting LLC 3717 NE 63rd Street Oklahoma City, Oklahoma 73121	**CONTRACT DATE:** July 9, 2013 **CONTRACT FOR:** General Construction	FIELD: ☐ OTHER: ☐

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
Front Entry 1001 ADA upgrades to walks and replacing storefront, adding auto door to each pair.

The original Contract Sum was	$	1,325,500.00
The net change by previously authorized Change Orders	$	80,966.19
The Contract Sum prior to this Change Order was	$	1,406,466.19
The Contract Sum will be increased by this Change Order in the amount of	$	35,098.38
The new Contract Sum including this Change Order will be	$	1,441,564.57

The Contract Time will be increased by Twenty-Eight (28) days.
The date of Substantial Completion as of the date of this Change Order therefore is January 18, 2014.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Architects in Partnership, LLC	Downey Contracting, LLC	City of Norman
ARCHITECT *(Firm name)*	**CONTRACTOR** *(Firm name)*	**OWNER** *(Firm name)*
3220 Marshall Avenue, Norman, OK 73072	3217 NE 63rd Street, Oklahoma City, OK 73121	201-C West Gray, Norman, OK 73069
ADDRESS	**ADDRESS**	**ADDRESS**
BY *(Signature)*	**BY** *(Signature)*	**BY** *(Signature)*
Stanley R. Lewis, Architect *(Typed name)*	Larry Graves, Project Manager *(Typed name)*	Cindy Rosenthal, Mayor *(Typed name)*
November 21, 2013	11-22-13	
DATE	**DATE**	**DATE**

APPROVED BY CITY OF NORMAN LEGAL DEPARTMENT
BY _____ DATE 12/3/13

AIA Document G701™ – 2001. Copyright © 1979, 1987, 2000 and 2001 by The American Institute of Architects. **All rights reserved. WARNING:** This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. This document was produced by AIA software at 15:17:11 on 11/21/2013 under Order No.3840114014_1 which expires on 09/09/2014, and is not for resale.
User Notes: (930636922)

Downey Contracting, L.L.C.

Project: NORMAN POLICE & FIRE INVESTIGATION FACILITY

CHANGE ORDER PROPOSAL # 19

FRONT ENTRY 1001 ADA UPGRADES TO WALKS AND REPLACING STOREFRONT,ADDING AUTO DOOR TO EACH PAIR.

Date: REVISED 11-21-13

ITEM	DESCRIPTION;	LABOR	MATERIAL	EQUIP	SUBS
	ADDITIONAL SUPERVISION	$ 5,400			
	DEMO SIDEWALKS	$ 800			
	TEMPORARY ENCLOSURE	$ 200	$200.00		
	EARTHWORK	$ 400	$200.00	300	
	FINAL GRADE AND SOD	$ 120	$120.00	100	
	NEW SIDEWALKS	$ 1,400	$1,400.00		
	STEPS	$ 400	$400.00		
	HANDICAP WARNING STRIP	$ 50	$200.00		
	HANDRAILS.....AT STEPS ONLY.....	$ 200	$1,200.00		
	PAINT HANDRAILS.....	$ 200	$200.00		
	PATCH EIFS				$400.00
	EXTEND QUARRY TILE				$840.00
	SEALANTS	$ 100	$80.00		
	NEW STOREFRONT/DOORS/AUTO OPERATORS/BUTTONS				$13,700.00
	ELECTRICAL				$277.00
	WILL ADD FOUR WEEKS TO SCHEDULE				
	IF APPROVED BY 12-10-13				
	Subtotals	$9,270.00	$4,000.00	$400.00	$15,217.00

	Labor Burden	28%	$2,595.60		
	Sales Tax	0.000%	$0.00		
	Total Cost		$31,482.60		
	Insurance	0.20%	$62.97		
	Bond	1.15%	$362.05		
	Subtotal		$31,907.62		
	Profit and Overhead	10%	$3,190.76		
	TOTAL ADD		$35,098.38		

DISTRIBUTORS

MANUFACTURERS

A BINSWANGER PROPOSAL FOR

Downey Contracting

Attn: Larry Graves

Job: **Norman Police & Fire**

Location: **Norman, OK**

Architect:

Addendums:

www.binswangerglass.com **8-Nov-13** **Tax Excluded**

Subject to prompt acceptance within 30 days and to all conditions stipulated on the reverse side, we propose to furnish materials and labor at the prices described below:

Demo of Existing Included

2 New Entries (1 Ext & 1 Int) - 2000 Series 1 3/4" x 4 1/2" Aluminum Storefront Framing System.

2 - Medium Stile 6' x 7' Pairs of Doors with Transoms and the following hardware: butt hinges, standard push/pulls, surface mount closers, ms1850 lock (ext to have push paddle), flushbolts, surface mount closers, thresholds, and bottom sweeps (hardware to be door manufacturer's standard type).

2 - ADA Handicap Auto Operators.

Dark Bronze Anodized Finish.

Exterior glazed with 1/4" Bronze Tinted Tempered Glass.

Interior glazed with 1/4" Clear Tempered Glass.

Base Bid Installed For: $13,700.00

SPECIFIED EXCLUSIONS: *tax, power & electrical to operators, bollards, guard rails, cores, eifs & sheetrock repairs, bonds, protection, final cleaning.*

The undersigned accepts this proposal and all its terms and conditions as a binding contract subject only to the approval of the credit of the Buyer by Binswanger Glass.

ACCEPTED

Firm _____

By _____

Date _____

BINSWANGER GLASS # 635
9401 S. Pole Rd. Suite 300
OKC, OK 73160

By **BRIAN JOBE**

405-670-7055 office

PURCHASE REQUISITION NBR: 0000226745

STATUS: DIVISION APPROVAL
REQUISITION BY: JMCCART REASON: SMALLEY CTR CO#2 DATE: 11/26/13

SHIP TO LOCATION: COMMUNITY DEVELOPMENT SUGGESTED VENDOR: 5078 DOWNEY CONTRACTING LLC DELIVER BY DATE: 11/26/13

LINE NBR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
1	SMALLEY CTR CO#2 COMMODITY: CONSTRUCTION SERVICES, HE SUBCOMMOD: CONSTRUCTION AND UPGRADES	35098.38	DOL	1.0000	35098.38	

REQUISITION TOTAL: 35098.38

ACCOUNT INFORMATION

LINE #	ACCOUNT		PROJECT	%	AMOUNT
1	05095404196101	Capital Projects Construction	EF1001 SMALLEY CENTER RENOVATION	100.00	35098.38
					35098.38

REQUISITION IS IN THE CURRENT FISCAL YEAR.

City of Norman, OK

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

Master

File Number: K-1213-202 FINAL

File ID:	K-1213-202 FINAL	**Type:**	Contract	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 21	**In Control:**	City Council
Department:	Parks and Recreation Department	**Cost:**		**File Created:**	11/27/2013
File Name:	Final Acceptance of Rotary Park Pavilion Project			**Final Action:**	

Title: FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT K-1213-202 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND FREDGREN QUALITY WORKS, L.C., FOR THE ROTARY PARK PAVILION PROJECT AND FINAL ACCEPTANCE OF THE PROJECT.

Notes: ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount $14,631.44 to Fredgren Quality Works, L.C.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 21

Attachments: Text File Fredgren.pdf, Rotary Park Pavilion.pdf, Fredgren Original PO.pdf

Project Manager: Jud Foster, Director of Parks and Recreation

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File K-1213-202 FINAL

Body

BACKGROUND: On April 26, 2013, Request for Proposal (RFP) was issued for the construction of a new picnic shelter at Rotary Park to replace the shelter that was destroyed in the April 13, 2012 tornado. Funding for the project was budgeted in the Capital Fund. On May 9, 2013, Addendum #1 was issued which included five clarification items for construction of the project and bids were received for the project on May 17, 2013.

DISCUSSION: On June 11, 2013, City Council approved Contract K-1213-202 with Fredgren Quality Works in the amount of $103,944 for the construction of the Rotary Park Shelter. Notice to proceed was issued on June 12, 2013. Partial payments were made during the duration of the project. As per the contract, $5,197.20 has been retained until completion of the project. On December 2, 2013, The City Manager approved Change Order One increasing the contract by $9,434.24. This change order paid for unexpected expenses including removal of large roots under the foundation area of the pavilion and substitution of decorative stone that better matched the existing stone. This project has been inspected by City staff and found to be complete as per specifications.

RECOMMENDATION: It is recommended that City Council accept the Rotary Park Pavilion Project as complete, and authorize final payment in the amount of $14,631.44 to Fredgren Quality Works, L.C. Funds are available in Rotary Park Improvements, Construction (account 052-9618-452.61-01; project PR0095).

PURCHASE ORDER

The City of **NORMAN**

INVOICE TO:
City of Norman
PARKS AND RECREATION
201-C WEST GRAY STREET
NORMAN, OK 73070

P.O. #: 232902
DATE: 06/13/13

VENDOR #
11461

FREDGREN QUALITY WORKS LC
211 E DAWS
NORMAN, OK 73069

SHIP TO:
City of Norman
PARKS AND RECREATION
201-C WEST GRAY STREET
NORMAN, OK 73070

DELIVER BY:	SHIP VIA:	F.O.B.	TERMS
05/28/13	BEST WAY	DESTINATION	NET

CONFIRM BY
TOM C FREDGREN
ACCOUNT NO.
05096184526101

FREIGHT

REQUISITIONED BY
TERRY-FOSTER

REQ. NO.
217689

REQ. DATE
05/28/13

LINE#	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	103944.00	EA	ROTARY PARK PAVILION PROJECT, COUNCIL 6-11-13 TORNADO FUNDING IN ACCT#050-9387-419.6101 BG0036 WILL BE TRANSFERED TO ROTARY PARK ACCOUNT PER COUNCIL 6-11-13 VENDOR ITEM NO.- RFP#1213-85	1.0000	103944.00

SUB-TOTAL 103944.00

TOTAL 103944.00

6-13-13 Partial Pmt.#1 Mobilization — 12,000.00
6-21-13 " " #2 Rentals - Materials — 10,000.00
6-26-13 " " #3 Footings, Iron — 8,000.00
7-3-13 " " #4 Trenches — 20,000.00
8-5-13 " " #5 Blockwalls, beams — 12,000.00
8-5-13 " " #6 Truss Members, plates — 10,000.00
8-6-13 " " #7 Paint - Stain — 8,000.00
8-14-13 " " #8 Roofing, Masonry — 9373.40
8-26-13 " " #9 Finished Roofing & Misc. — 9,373.40

Retainage $5,197.20

City of Norman, OK

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

Master

File Number: K-1314-81 AMD #1

File ID:	K-1314-81 AMD #1	**Type:**	Contract	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 22	**In Control:**	City Council
Department:	City Manager Department	**Cost:**		**File Created:**	12/04/2013
File Name:	Amendment to SVSC Contract with East Main Place			**Final Action:**	

Title: AMENDMENT NO. ONE TO CONTRACT NO. K-1314-81: A FUND DISBURSEMENT AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND EAST MAIN PLACE TO ALLOW SOCIAL AND VOLUNTARY SERVICES COMMISSION GRANT FUNDS IN THE AMOUNT OF $5,000 TO BE USED FOR CLIENT RELOCATION EXPENSES.

Notes: ACTION NEEDED: Motion to approve or reject Amendment No. One to Contract No. K-1314-81, a Fund Dispursement Agreement with East Main Place; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 22

Attachments: Text File East Main Place.pdf, Amendment 1 K-1314-81.pdf, K-1314-81.pdf

Project Manager: Carol Coles, Administrative Assistant

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File K-1314-81 AMD #1

Body

BACKGROUND: On September 23, 2013, the Social and Voluntary Services Commission (SVSC) heard presentations from 21 social service agencies who had submitted applications for funding. The application requires information regarding the overall mission of the agency, specific project for which funding is being requested, financial information including budget summary and projected budget, copy of most recent audit and copy of IRS tax exempt status letter. The application also requires a list of the current board members and staff members of the agency. Funding for social service agencies of $150,000 was established in the Fiscal Year 2013-2014. On November 12, 2013, City council approved a Fund Disbursement Agreement, Contract K-1314-81, with East Main Place, Inc. Under the terms of the Agreement, the City of Norman gave East Main Place, Inc. a grant in the amount of $5,000 to purchase a large lawn mower and commercial weed eater.

DISCUSSION: Subsequent to approval of the Agreement, East Main Place's boiler began to fail. Because of the significant costs to either repair or replace the boiler unit, East Main Place, Inc. has chosen to help its residents relocate into other housing while the East Main Place Board of Directors considers their options. For that reason, East Main Place has requested to amend the Fund Disbursement Agreement in order to use the $5,000 grant for client relocation expenses. The funds will assist clients with rental deposits, rental application fees, utility deposits, and other similar expenses.

The City Attorney's Office has prepared Amendment #1 to the Fund Disbursement Agreement, Contract K-1314-81, with East Main Place, Inc. to allow the funds to be used for client relocation expenses. All of the other terms of the Agreement remain the same.

RECOMMENDATION: If City Council wishes to allow East Main Place, Inc. to use the funds for client relocation expenses, staff recommends approval of Amendment #1 to Contract K-1314-81 with East Main Place, Inc.

AMENDMENT #1 to Contract K-1314-81

This Amendment is made as of the ___ day of December ____, by and between East Main Place, Inc. ("THE ORGANIZATION") and the City of Norman, an Oklahoma Municipal Corporation ("CITY").

RECITALS

1. CITY and THE ORGANIZATION entered into an Agreement dated November 12, 2013 whereby THE ORGANIZATION accepted $5,000 from CITY for the purchase of a large lawn mower and commercial weed eater.

2. CITY and THE ORGANIZATION desire to amend the Agreement allow THE ORGANIZATION to use the $5,000 for client relocation expenses.

AGREEMENT

In consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. THE ORGANIZATION will use the $5,000 for client relocation services.

2. All other terms and conditions of the Agreement shall remain in full force and effect and shall in no way be affected by this Agreement.

IN WITNESS WHEREOF, the Parties have approved this Agreement and authorized signatures below as of the dates there set out.

APPROVED by East Main Place, Inc. this _____ day of _____, 2013.

_____ _____

Board Secretary Board President

APPROVED as to form and legality this ____ day of _____, 2013.

_____

CITY ATTORNEY

APPROVED by the City Council of the City of Norman this ____ day of _____, 2013.

THE CITY OF NORMAN

_____
MAYOR

ATTEST:

_____
CITY CLERK

K-1314-81

FUND DISBURSEMENT AGREEMENT

This Agreement is made and entered into this 12th day of November, 2013, by and between the City of Norman, Oklahoma, a municipal corporation, party of the first part and hereinafter referred to as "CITY" and **East Main Place, Inc.**, party of the second part, and hereinafter referred to as "THE ORGANIZATION", witnesseth:

A. WHEREAS Resolution No. R-8384-39 of the Council of The City of Norman authorizes funding for certain social service organizations operating in the City of Norman, and said funding being for the purpose of encouraging the development and existence of such organizations to provide programs and services to improve and enhance the lives of the citizens of Norman;

B. THAT IN CONSIDERATION for the performance by The Organization of the covenants and agreements as specified herein, the City, covenants and agrees:

1. To disperse upon the request of The Organization the sum of **$5,000.00** dollars for the purpose of fulfilling the covenants and conditions made by the organization as stated herein;

2. To conduct a periodic review of the operations of The Organization;

(a) Such review will consist of one scheduled review, which shall be made, in writing from site visits, as the City deems necessary.

(b) The findings of the City from the review shall be in written form and submitted to the City Manager or his designate and a copy shall also be provided The Organization.

(c) In making such reviews, the City shall include:

(1) particular appraisals as to whether performance goals as stated in this contract are being satisfactorily attained. Findings relating to expenditures of The Organization to ensure funds are being expended in a reasonable and necessary manner toward the attainment of the performance goals. Any of funds not so expended shall be unsatisfactory.

C. THAT IN CONSIDERATION for the performance of the covenants and agreements of the City as stated herein, The Organization covenants and agrees:

1. To satisfactorily attain the performance goals as set forth in this contract;

2. To expend funds granted by City in a reasonable and necessary manner toward the attainment of such performance goals.

3. To actively seek other funding sources that, in subsequent years, will replace the amount of funding that is provided in this agreement.

D. IT IS FURTHER UNDERSTOOD and agreed by both parties:

1. That in the event The Organization is dissolved, then all such funds not yet expended on the date of dissolution shall immediately revert back to the City and The Organization shall immediately deliver such unexpended funds to the City;

2. That in the event the performance of The Organization is unsatisfactory, as specified herein, either in attaining performance goals or mishandling of funds then such actions shall be considered a substantial and material breach of this agreement, and any unexpended funds, from the date of notice of such breach by the City to The Organization, shall immediately revert back to the City and The Organization shall immediately deliver such unexpended funds to the City;

3. That in the event the performance of The Organization is unsatisfactory, as specified herein, in attaining performance goals, the City shall have the option to waive the minimum requirement necessary to be satisfactory. It is understood that SUCH A WAIVER BY THE CITY SHALL ONLY APPLY TO THE PARTICULAR UNSATISFACTORY REVIEW AND THAT THE MINIMUM REQUIREMENTS WILL NOT BE FOREVER WAIVED AND SUCH REQUIREMENTS SHALL APPLY IN ALL SUBSEQUENT REVIEWS.

4. That funding pursuant to this agreement by the City is for the purpose of providing funding for the time specified by this agreement WITH THE UNDERSTANDING THAT THE ORGANIZATION WILL ACTIVELY SEEK FUNDING FROM OTHER SOURCES TO BE USED IN SUBSEQUENT YEARS TO DISPLACE THE FUNDING PROVIDED IN THIS AGREEMENT.

E. IT IS FURTHER UNDERSTOOD and agreed by both parties that The Organization is a separate entity from the City and The Organization is solely responsible for its actions and that The Organization agrees to indemnify and save harmless the City from all fines, suits, proceedings, claims, demands, actions, loss, and expense from liability

of any kind whatsoever (including but not limited to attorney fees for costs incurred in litigation) and from any person whomsoever asserting the same arising or growing out of or in any way connected with The Organization's management, operation and services.

F. THERE are no other terms, either express or implied, than those expressly stated herein, and those expressly stated in the "Performance Goals".

G. IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day first above written.

H. It is further understood and agreed that in consideration for the funds granted by the City to The Organization that they will attain the following performance goals:
Funds will be used for **Large lawn mower and commercial weed eater.**

Board Secretary

Board President

Approved as to form and legality this 30 day of Oct., 2013.

City Attorney

Approved by the City Council of the City of Norman this 12th day of November, 2013.

ATTEST:

City Clerk

CITY OF NORMAN CORPORATE SEAL OKLAHOMA

Mayor

City of Norman, OK

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

Master

File Number: K-1314-101

File ID:	K-1314-101	**Type:**	Contract	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 23	**In Control:**	City Council
Department:	Public Works Department	**Cost:**	$49,944.54	**File Created:**	12/03/2013
File Name:	Mike Deskin Drainage Project			**Final Action:**	

Title: CONSIDERATION OF CONTRACT NO. K-1314-101 WITH SILVER STAR CONSTRUCTION COMPANY, INC., IN THE AMOUNT OF $49,944.54 FOR THE MIKE DESKIN TRUST DRAINAGE CHANNEL IMPROVEMENT PROJECT IN CONNECTION WITH THE CEDAR LANE WIDENING PROJECT AND ADOPTION OF PROJECT AGENT RESOLUTION NO. R-1314-81.

Notes: ACTION NEEDED: Motion to approve Contract No. K-1314-101 with Silver Star Construction Company, Inc., in the amount of $49,944.54, authorize the execution thereof, and adopt Resolution No. R-1314-81.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 23

Attachments: Project Location Map.pdf, Text File K-1314-101.pdf, Deskin Quote Tabulation.pdf, Construction Contract.pdf, R-1314-80.pdf, Requisition.pdf

Project Manager: Josh Malwick, Capital Project Engineer

Entered by: pam.jones@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File K-1314-101

body

BACKGROUND: On February 8, 2011, City Council approved engineering services Contract No. K-1011-135 with Cardinal Engineering Inc. for the design of the Cedar Lane Road Widening Project for $350,630 or 3.5% of the total estimated project cost. The Cedar Lane Road Widening Project involves the construction of a new four-lane roadway that will include five foot bike lines on each side of the road. The project will also include improvements to 12th Avenue SE and 24th Avenue SE as they approach Cedar Lane Road, improve the BNSF railroad crossing and resurface U.S. Highway 77 on the north and south sides of Cedar Lane Road. Signalization of the 12th Avenue SE and Cedar Lane Road intersection will also help relieve traffic congestion at peak travel times during the day.

On November 22, 2011, the Norman City Council approved programming Resolution R-1112-60 requesting

federal funds to widen Cedar Lane Road. This resolution states the City's commitment to adhere to the terms and conditions of a federally funded project including engineering design, acquisition of all necessary rights-of-way and relocation of utilities and encroachments at 100% the City's cost. In return, the Association of Central Oklahoma Governments (ACOG), through the Oklahoma Department of Transportation (ODOT), agrees to provide 80% of the construction cost estimated at $6,231,280, and administration of the construction with the matching share (20%) from the City of Norman.

On August 28, 2012, the citizens of Norman voted in favor of a Bond Issue to finance the local share of eight transportation/storm water improvement projects. One of the eight 2012 bond projects is the Cedar Lane Road Widening Project. See the attached location map showing the project boundaries.

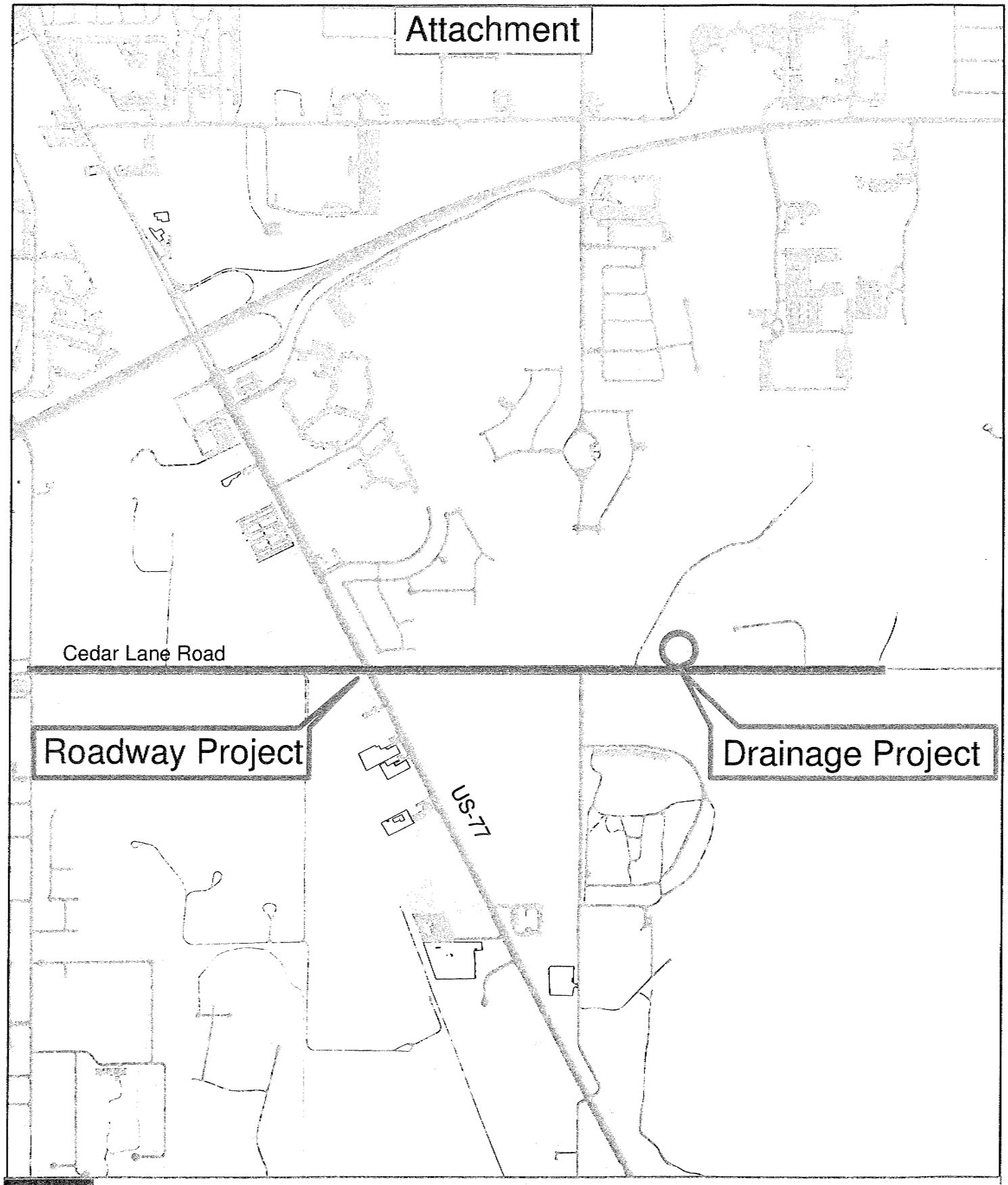
On April 23, 2013, City Council approved Contract No. K-1213-183, a Right-of-Way and Utility Agreement with the Oklahoma Department of Transportation, for the construction of the Cedar Lane Road Widening Project. This agreement requires the City to acquire right-of-way and relocate utilities for this project. Currently, all right-of-way has been acquired and all utility companies have been given a notice to proceed.

DISCUSSION: Council approved a Right-of-Way Agreement for the Cedar Lane Widening Project on May 14, 2013 with a property owner in the Cedar Lake Estates residential area north of Cedar Lane Road and east of 24th Avenue SE. The property owner is the Mike Deskin Trust. Mr. Deskin and his spouse reside on the property. As a part of the agreement, the City agreed to improve the drainage channel passing through their front yard and upgrade the culvert under their driveway. In exchange for these channel improvements, the property owner dedicated a permanent public drainage easement. The property owner requested that the channel improvements be made prior to the roadway improvements. The improvements will decrease flooding and allow the new storm water system for Cedar Lane Road to function better in the future. The design consultant completed plans, specifications, and an Engineer's estimate for the channel improvements. The Engineer's estimate is $44,985. City Ordinance Section 8-204 allows for the City to receive written quotes for construction projects less than $50,000. Staff sent the plans and specifications to three contractors on November 15, 2013 to get written quotations order to expedite the project. See the attached table summarizing the quotations.

The low quote was provided by Silver Star Construction Company, Inc. for $49,944.54 or approximately $18,571 less than the next lowest quote. The Engineer's estimate for the project is $44,983.33 or 11% less than the lowest quote. Staff has done a comparative analysis of these quotes and believes this quote is competitive and represents a fair price. The Engineer's estimate is based on a price history of six months to a year old. Silver Star has completed numerous street maintenance projects in the last ten (10) years along with constructing the Rock Creek Road Overpass and the I-35/Robinson Street Interchange projects. All work was completed on or ahead of schedule. The completed work met or exceeded the contract document requirements.

Funding for this Project is available from the Cedar Lane Widening Project Right of Way (account 050-9079-431.60-01; project BP0196).

RECOMMENDATION: Staff and our consultant have reviewed the quotes and recommend that the Drainage Channel Improvement Project be awarded to Silver Star, Inc. for $49,944.54.



Cedar Lane Road Drainage Project

0 325 650 1,300 1,950 2,600 Feet

City of Norman Contract No. K-1314-101 Quote Tabulation 12/10/2013		
Contractor	**Location**	**Bid**
Engineers Estimate		$ 44,983.00
Silver Star Inc.	Moore, Oklahoma	$ 49,944.54
Cimarron Construction	Oklahoma City, Oklahoma	$ 68,515.90
Rudy Construction Company	Oklahoma City, Oklahoma	$ 75,160.00

Contract
Mike Deskin Trust Drainage Channel Improvement Project

ITEM #	DESCRIPTION	QUAN	UNIT	UNIT PRICE	EXT PRICE
1	MOBILIZATION	1.000	LS	$4,740.00	$4,740.00
2	CLEARING AND GRUBBING	1.000	LS	$1,650.00	$1,650.00
3	EARTHWORK	301.700	CY	$ 23.20	$6,999.44
4	SOLID SLAB SOD	109.300	SY	$ 2.29	$ 250.30
5	42"X29" CMA	187.500	LF	$ 112.00	$21,000.00
6	PCES	6.000	EA	$ 675.00	$4,050.00
7	LANDLOK 450	501.000	SY	$ 7.30	$3,657.30
8	STAKING	1.000	LS	$1,300.00	$1,300.00
9	3" CAL. POND CYPRESS	8.000	EA	$ 393.00	$3,144.00
10	MOSSY BOULDERS	11.900	TON	$ 265.00	$3,153.50
				TOTAL:	**$49,944.54**

Bid Stipulations and Conditions:

This bid must bid considered as an all or none bid unless specifically authorized to remove individual items. Unit Prices are for informational reference only and cannot be used to select individual items. If this bid is accepted, Unit prices are not to be used for adjustment in quantity pricing. Any adjustment in quantities must be priced separately by change order.

Contractor hereby agrees to provide notice to Subcontractor within 24 hours of contractor turning in their bid if Contractor used pricing from this bid in submitting Contractors bid. Said notice simply needs to confirm the pricing was used and IF Contractor is awarded the project, Contractors intent to award said work to Subcontractor.

Pricing does not include any hidden debris, pipe lines, rock excavation, or underground water problems.

All dirt to be + or - 1/10', compacted and passing a proof role test prior to mobilization. Any dirt work required to bring the site into compliance with this requirement shall be billed as additional hourly work. On projects where Silver Star Construction is not doing the dirt work the Owner or General Contractor shall indemnify Silver Star Construction for any dirt work done under the stabilization, aggregate base or compacted sub-grade. Silver Star Construction will use our best efforts to identify any problem areas under the stabilization, aggregate base or compacted sub-grade but cannot be held liable for pour compaction, ditch line failures and buried derbies hidden below our work area.

Contractor shall give Subcontractor 10 day notice to proceed for each area of construction. If Subcontractor mobilizes in accordance with Contractors instructions and the work area is not ready Contractor agrees to pay the cost for loss of production and additional mobilization. No penalties shall be enforceable without a 10 day notice.

The erosion control items included with this quote include a onetime installation. Any additional erosion control required will be charged either by the hour or in accordance with the unit price shown.

Construction surveying is included for our work items.

Testing has not been included for our items of work, and shall be the responsibility of the city.

P & P bonds are not included in pricing. Call for a quote to add these.

Due to the ever increasing fuel prices this quote is only good for 15 days from the proposal date. If we have not received notice of award within that time frame we cannot guarantee the pricing. Once a contract is awarded we will not be able to hold the

pricing any longer than 30 days beyond the initial contract time. Any extensions beyond that may be subject to fuel price increases.

Backfill grading is included using on-site material only. This material must be within 50 feet of where it is needed for backfill. If additional material is needed for backfill grading it will be charged for by the load. If the backfill material must be hauled farther than 50 feet then additional hourly charges will be applied. This backfill grading price only includes minor fine grading behind the curbs and does not include any lot grading or any changing of the grade behind the curb greater than 6 inches.

Invoices will be billed monthly. Any invoices not paid within 25 days from billing shall bear interest at a rate of 1.5% interest per month. In accordance with Oklahoma Law, A notice of intent to file lien shall be sent out on any invoices over 45 days old from the date of the invoice. Liens will be filed prior to an invoice becoming 60 days old from the date of the invoice to preserve Subcontractor's rights. All work will cease when an invoice becomes 45 days old from the date of the invoice. Additional Mobilization charges shall be applied when work is stopped for non-payment of a progressive pay estimate.

Subcontractor shall not pay project creditors until payment is received from contractor for materials or services rendered. Subcontractor will not guarantee liens or claims for services or materials not paid for by Contractor. Subcontractor may hold the same retainage on its suppliers as Contractor is holding on this subcontractor and will not pay this retainage until subcontractor receives payment of final retainage from Contractor.

Subcontractor will not proceed with change orders until all pricing has been agreed upon by all parties and a written change has been signed by all parties. Payment for change orders will be subject to the same conditions as normal pay request.

Subcontractor will not perform any work identified as changes to original scope until a fully executed change order is received.

Subcontractors insurance policy will only be considered the primary policy on work or items directly related to Subcontractors scope of work. Subcontractors policy will not be used for any claims unrelated to Subcontractor's work.

If a contract is entered into, the contract will be executed in, and subject to interpretation and enforcement pursuant to the laws of the State of Oklahoma. The Parties further agree that although this contract is subject to enforcement in Oklahoma, the objective reasonable person standard shall apply to its interpretation.

Schedule: Subcontractor does acknowledge the project completion time in the bid documents and will participate in the construction schedule preparation to meet the completion date. No part of this agreement pertaining to any type of penalty or deduction based on production quotes, dates of completion, or set any schedule issues shall be enforceable until subcontractor agrees to the construction schedule. All contract pricing is based on straight time production only with no overtime. Contractor reserves the right to re-negotiate schedule adjustments required to conform to an Accelerated schedule. Subcontractor shall be compensated for any adjustments to an accelerated schedule.

Contract documents between the Owner and the Contractor have NOT been made available to us so NO representation is made that we agree to any provisions or complied with every requirement of the contract documents between the Owner and General Contractor.

No backcharge or claim of Contractor for services shall be valid except by an agreement in writing by Subcontractor before the work is executed, except in the case of Subcontractor's failure to meet any requirement of the subcontract. In such event. Contractor shall notify Subcontractor of such default, in writing, and allow Subcontractor reasonable time to correct any deficiency before incurring any costs chargeable to Subcontractor. No backcharge shall be valid unless billing is rendered no later than the 15th day of the month following the charge being incurred. Furthermore, any payments withheld under a claim of Subcontractor default shall be reasonably calculated to cover the anticipated liability and all remaining payment amounts not in dispute shall be promptly paid.

All contract documents to be interpreted in accordance with the objective, reasonable person standard.

IN WITNESS WHEREOF, the said parties of the First and Second Part have hereunto set their hands and seals respectively the _____day of _____, 2013,
and the _____day of _____, 2013.

(Corporate Seal) (where applicable)

_____
Principal

ATTEST:

Signed:_____
Authorized Representative

_____
Corporate Secretary (where applicable)

Title:
Address:
Telephone:

CITY OF NORMAN:

Approved as to form and legality this_____day of_____, 2013.

City Attorney

_____

Approved by the Council of the City of Norman, this _____day of_____, 2013.

ATTEST:

_____
City Clerk

_____
Mayor

CONTRACT AFFIDAVIT

STATE OF_____)
) SS
COUNTY OF_____)

_____, of lawful age, being first duly sworn, on oath says that (s)he is the Agent authorized by the Firm of _____to submit the above Contract to the City of Norman, Oklahoma.

Affidavit further states that such firm has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the City of Norman, Oklahoma, any money or other thing of value, either directly or indirectly, in the procuring of the Contract.

CONTRACTOR

Subscribed and sworn to before me this_____day of_____, 2013.

Notary Public

_____

My Commission Expires:

_____.

Resolution

R-1314-80

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING AND APPOINTING SILVER STAR CONSTRUCTION COMPANY, INC., AS PROJECT AGENT FOR THE MIKE DESKIN TRUST DRAINAGE CHANNEL IMPROVEMENT PROJECT.

§ 1. WHEREAS, the City of Norman, Oklahoma, does hereby acknowledge that the tax-exempt status of this political subdivision is a significant factor in determining the agreed contract price bid by Silver Star Construction Company, Inc., for the Mike Deskin Trust Drainage Channel Improvement Project; and

§ 2. WHEREAS, the City of Norman, Oklahoma, in compliance with State law, desires to confer on by Silver Star Construction Company, Inc., its special State and Federal sales tax exemptions and in order to achieve such end, finds it necessary to appoint as its direct purchasing agent, by Silver Star Construction Company, Inc., to purchase materials which are in fact used for the Mike Deskin Trust Drainage Channel Improvement Project; and

§ 3. WHEREAS, this limited agent status is conferred with the express understanding that by Silver Star Construction Company, Inc., shall appoint employees and subcontractors as subagents who shall be authorized to make purchases on their behalf.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 4. That the City of Norman, Oklahoma, on the 10th day of December, 2013, did appoint Silver Star Construction Company, Inc., who is involved with the Mike Deskin Trust Drainage Channel Improvement Project, an agent of the City of Norman, Oklahoma, solely for the purpose of purchasing, on a tax-exempt basis, materials and tangible personal property to be used exclusively for the Mike Deskin Trust Drainage Channel Improvement Project.

PASSED AND ADOPTED THIS 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

PURCHASE REQUISITION NBR: 0000226881

STATUS: $12500 APPROVAL (COUNCIL)

REQUISITION BY: JMALWICK REASON: MIKE DESKIN TRUST DRAINAGE CHANNEL IMPROVEMENTS DATE: 12/02/13

SHIP TO LOCATION: PUB WKS- ENGINEERING SUGGESTED VENDOR: 5647 SILVER STAR CONSTRUCTION CO DELIVER BY DATE: 12/02/13

LINE NBR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
1	MIKE DESKIN TRUST DRAINAGE CHANNEL IMPROVEMENTS COMMODITY: CONSTRUCTION SERVICES, HE SUBCOMMOD: CONSTRUCTION, PIPE CULVER	49944.54	EA	1.0000	49944.54	

REQUISITION TOTAL: 49944.54

ACCOUNT INFORMATION

LINE #	ACCOUNT		PROJECT	%	AMOUNT
1	05090794316001	Capital Projects Land	BP0196 Cedar Ln:12thSE-1/2m 24th	100.00	49944.54
					49944.54

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

MIKE DESKIN TRUST DRAINAGE CHANNEL IMPROVEMENT
PROJECT. PART OF THE CEDAR LANE ROAD WIDENING
PROJECT.
CONTINGENT ON COUNCIL APPROVAL 12-10-13

City of Norman, OK

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

Master

File Number: GID-1314-53

File ID:	GID-1314-53	**Type:**	Court Order	**Status:**	Consent Item
Version:	2	**Reference:**	Item No. 24	**In Control:**	City Council
Department:	Legal Department	**Cost:**	$29,070.00	**File Created:**	12/03/2013
File Name:	WCC Court Order Starkey			**Final Action:**	

Title: CONSIDERATION OF THE CITY ATTORNEY'S RECOMMENDATION FOR APPROVAL OF A COURT ORDER IN THE AMOUNT OF $29,070 REGARDING WILLIAM BRIAN STARKEY VS. THE CITY OF NORMAN, WORKERS' COMPENSATION COURT CASE NO. WCC-2012-09890 L

Notes: 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 $29,070 which will constitute judgment against the City of Norman.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 24

Attachments: Text File WCC Starkey.pdf, PPI ORDER 11-21-13, PR

Project Manager: Jeanne Snider, Assistant City Attorney

Entered by: denise.johnson@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File GID-1314-53

body

BACKGROUND: William "Brian" Starkey is a Fire Captain with the Norman Fire Department. He filed Workers' Compensation Case No. WCC-2012-09890 L on August 29, 2012, alleging injury to his left shoulder on April 16, 2012. The case proceeded through the normal litigation process. A trial was set on November 19, 2013. Prior to trial, through settlement negotiations, Mr. Starkey offered to settle his claim for the amount of $29,070, and the agreed settlement was presented and approved by the Court. The Court Award is being presented to City Council at this time. It is recommended that this Court Award be accepted.

DISCUSSION: Nature of Claim. Mr. Starkey is a Fire Captain with the Norman Fire Department. He was hired on January 2, 1990 as a firefighter. He was promoted on March 1, 1999 to Fire Driver Engineer and to his current position as Fire Captain on December 5, 2003. He alleges a single incident injury to his left shoulder on April 16, 2012 while lifting a patient.

Issues for Trial. There is no question that Mr. Starkey's injury arose out of and in the course of his employment with the City. Therefore, the issue before the Workers' Compensation Court was the nature and extent of Mr.

Starkey's injury or the Permanent Partial Disability (PPD) to Mr. Starkey's left shoulder due to this incident. Permanent partial disability is a factual determination made by the Workers' Compensation Court Trial Judge based on doctors' opinions and/or medical records regarding the extent of permanent partial impairment.

Medical Treatment. Mr. Starkey was initially treated at Norman Regional Occupational Medicine on April 19, 2012. After a period of conservative treatment, Mr. Starkey had arthroscopic surgery by Dr. David Bobb on June 18, 2012. Thereafter, he went through a program of physical therapy. He changed physicians on December 11, 2012. After a period of further treatment, he was released to maximum medical improvement on April 30, 2013, with no permanent work restrictions.

Evaluations. On June 21, 2013, Mr. Starkey was evaluated by Dr. Lance E. Rosson, who opined 35% PPD to the left shoulder for his injury. This rating equates to $56,525 PPD, the maximum exposure to the City. The City's doctor, Kent Hensley, evaluated Mr. Starkey on August 13, 2013, who opined 11% PPD to the left shoulder, which equates to $17,765, the minimum exposure to the City.

The Worker's Compensation Court Trial Judge is free to make a ruling within the range of the medical evidence presented at the time of trial. Therefore, the City's maximum exposure to compensate Mr. Starkey for his injury is a total of 35% PPD to the left shoulder or $56,525.

On November 19, 2013, the case was tied before the Workers Compensation Court, primarily through the submission of medical evidence and arguments to the Court.

Court Order. The Court entered its Order on November 21, 2013. The Court's Order sets out as follows:

-4- THAT as a result of said injury, claimant sustained 18 percent permanent partial impairment to the LEFT SHOULDER, for which claimant is entitled to compensation for 90 weeks at $323.00 per week, or the total amount of $29,070.00 (of which 29 weeks have accrued and shall be paid in a lump sum of $9,367.00 [sic])

The Court Order is in keeping with or lower than what the City has been ordered to pay in past years in similar cases by the Workers' Compensation Court which is lower than one-third the difference in the medical opinions.

Furthermore, the Order specifies that the City would incur additional costs and fees of: Workers' Compensation Administration Fund Tax in the amount of $581.40; Special Occupational Health & Safety Fund Tax in the amount of $218.03; Workers Comp Court Filing Fee in the amount of $140.00; and Cleveland County Court Filing Fee in the amount of $125.70. These additional costs and fees total $1,065.13, which brings the total cost of this settlement to the City to $30,135.13.

RECOMMENDATION: For the reasons outlined above, it is believed the Court Order is fair, reasonable, and in the best interest of the City. Acceptance of the Court Order would require the payments as outlined above. If approved, the Court Order would be certified to the Cleveland County District Court to be placed on the property tax rolls for collection over the next three years in accordance with 85 O.S. § 313, 51 O.S. § 159, and 62 O.S. § 361, *et seq.* Certifying the order to the property tax rolls would, in effect, reimburse the City's Workers' Compensation Fund over the next three years.

BEFORE THE WORKERS' COMPENSATION COURT OF THE STATE OF OKLAHOMA

FILED
WORKERS' COMPENSATION COURT
STATE OF OKLAHOMA
November 21, 2013
Joyce Sanders
COURT CLERK

In re claim of:

WILLIAM BRIAN STARKEY
Claimant

CITY OF NORMAN
Respondent

CITY OF NORMAN (OWN RISK #10970)
Ins. Carrier

Court Number: 2012-09890L

Claimant's Social Security Number: xxx-xx-6502

ORDER DETERMINING COMPENSABILITY AND AWARDING PERMANENT PARTIAL IMPAIRMENT BENEFITS

Now on this 19th day of NOVEMBER, 2013, this cause came on for consideration pursuant to regular assignment and hearing on NOVEMBER 19, 2013, before JUDGE MICHAEL W MCGIVERN, at Oklahoma City, Oklahoma, at which time claimant appeared in person and by counsel, GARY R MORRIS and respondent and insurance carrier appeared by counsel, JEANNE SNIDER.

The Court having considered the evidence and records on file, and being well and fully advised in the premises FINDS AND ORDERS AS FOLLOWS:

- 1 -

THAT on APRIL 16, 2012, claimant was employed by the above named respondent and such employment was subject to and covered by the provisions of the Workers' Compensation Act of the State of Oklahoma; and on said date claimant sustained accidental personal injury/occupational disease to the LEFT SHOULDER arising out of and in the course of claimant's employment.

- 2 -

THAT at time of injury, claimant's wages were sufficient to establish the rate of compensation at $323.00 per week for permanent partial impairment.

- 3 -

THAT temporary total disability is not an issue herein.

A copy of the above and foregoing Court Order was mailed, by regular or Certified United States Mail, on this filed stamped date to:

Claimant's Attorney: GARY R MORRIS
PO BOX 30339
MIDWEST CITY, OK 73140-

Respondent's Attorney: JEANNE SNIDER
PO BOX 370
NORMAN, OK 73070-

I do hereby certify that the above and foregoing is a true and correct copy of the original order signed by the Judge herein. Witness by my hand and the official seal of this court on this date.

WORKERS' COMPENSATION COURT OF OKLAHOMA OFFICIAL SEAL

Joyce Sanders

Court Clerk
November 21, 2013

BEFORE THE WORKERS' COMPENSATION COURT OF THE STATE OF OKLAHOMA

FILED
WORKERS' COMPENSATION COURT
STATE OF OKLAHOMA
November 21, 2013
Joyce Sanders
COURT CLERK

In re claim of:

WILLIAM BRIAN STARKEY
Claimant

CITY OF NORMAN
Respondent

CITY OF NORMAN (OWN RISK #10970)
Ins. Carrier

Court Number: 2012-09890L

Claimant's Social Security Number: xxx-xx-6502

ORDER DETERMINING COMPENSABILITY AND AWARDING PERMANENT PARTIAL IMPAIRMENT BENEFITS

Now on this 19th day of NOVEMBER, 2013, this cause came on for consideration pursuant to regular assignment and hearing on NOVEMBER 19, 2013, before JUDGE MICHAEL W MCGIVERN, at Oklahoma City, Oklahoma, at which time claimant appeared in person and by counsel, GARY R MORRIS and respondent and insurance carrier appeared by counsel, JEANNE SNIDER.

The Court having considered the evidence and records on file, and being well and fully advised in the premises FINDS AND ORDERS AS FOLLOWS:

- 1 -

THAT on APRIL 16, 2012, claimant was employed by the above named respondent and such employment was subject to and covered by the provisions of the Workers' Compensation Act of the State of Oklahoma; and on said date claimant sustained accidental personal injury/occupational disease to the LEFT SHOULDER arising out of and in the course of claimant's employment.

- 2 -

THAT at time of injury, claimant's wages were sufficient to establish the rate of compensation at $323.00 per week for permanent partial impairment.

- 3 -

THAT temporary total disability is not an issue herein.

-4 -

THAT as a result of said injury, claimant sustained 18 percent permanent partial impairment to the LEFT SHOULDER, for which claimant is entitled to compensation for 90 weeks at $323.00 per week, or the total amount of $29,070.00 of which 29 weeks have accrued and shall be paid in a lump sum of $9,367.00.

- 5 -

THAT respondent and/or insurance carrier shall pay all reasonable and necessary medical expenses incurred by claimant as a result of said injury.

- 6 -

THAT respondent or insurance carrier shall pay claimant the accrued portion of the award herein in lump sum of $9,367.00 and pay the balance of said award at the rate of $323.00 per week until the total award of $29,070.00 (less attorney fee) has been paid to claimant.

- 7 -

THAT respondent or insurance carrier shall pay court costs; Special Occupational Health and Safety Fund Tax shall be paid in the sum of $218.03, representing three-fourths of one percent (0.75%). Respondent, if Own Risk, shall pay $581.40 to the Workers' Compensation Administration Fund, representing two percent (2%) of the permanent disability award herein.

- 8 -

THAT pursuant to Title 85 O.S. Section 368, a final award fee of one hundred forty dollars ($140.00) is taxed as a cost in this matter, and shall be paid by respondent to the Court Administrator.

- 9 -

THAT the sum of $5,814.00 shall be deducted from the award herein and paid in lump sum to claimant's attorney as a fair and reasonable attorney fee; within twenty (20) days from the date of filing of this order, respondent or insurance carrier shall comply herewith.

BY ORDER OF:

/s/ Michael W McGivern

MICHAEL W MCGIVERN, JUDGE

../BWhite

A copy of the above and foregoing Court Order was mailed, by regular or Certified United States Mail, on this filed stamped date to:

Claimant's Attorney: GARY R MORRIS
PO BOX 30339
MIDWEST CITY, OK 73140-

Respondent's Attorney: JEANNE SNIDER
PO BOX 370
NORMAN, OK 73070-

I do hereby certify that the above and foregoing is a true and correct copy of the original order signed by the Judge herein. Witness by my hand and the official seal of this court on this date.

WORKERS' COMPENSATION COURT OFFICIAL SEAL OF OKLAHOMA

Joyce Sanders

Court Clerk
November 21, 2013

PURCHASE REQUISITION NBR: 0000226944

STATUS: DIVISION APPROVAL

REQUISITION BY: DJOHNSON
REASON: WORKERS COMP AGREED ORDER
DATE: 12/03/13

SHIP TO LOCATION: LEGAL DEPARTMENT
SUGGESTED VENDOR: WILLIAM BRIAN STARKEY & GARY
DELIVER BY DATE: 12/11/13

1	WORKERS COMP AGREED ORDER STARKEY V. CON; WC 2012-09890L (L. SHOULDER) CONTI NGENT UPON COUNCIL APPROVAL ON 12-10-13; SEPARATE CHECK; RETURN CHECK TO LEGAL. MAKE CHECK PAYABLE TO WILLIAM BRIAN STARKEY AND GA RY R. MORRIS IN THE AMOUNT OF $29,070. COMMODITY: INSURANCE, ALL TYPES SUBCOMMOD: WORKER'S COMPENSATION	1.00 EA	29070.0000	29070.00

REQUISITION TOTAL: 29070.00

ACCOUNT INFORMATION

LINE #	ACCOUNT		PROJECT	%	AMOUNT
1	04330024152131	Other Salary Orders/Settlements		100.00	29070.00
					29070.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

SEPARATE CHECK; RETURN CHECK TO LEGAL.
MAKE CHECK PAYABLE TO WILLIAM BRIAN STARKEY AND GA
RY R. MORRIS.

PURCHASE REQUISITION NBR: 0000226950

STATUS: DIVISION APPROVAL

REQUISITION BY: DJOHNSON
REASON: WORKERS COMP ADMIN FUND
DATE: 12/03/13

SHIP TO LOCATION: LEGAL DEPARTMENT
SUGGESTED VENDOR: 2267 WORKMANS COMPENSATION
DELIVER BY DATE: 12/04/13

1	WORKERS COMP ADMIN FUND STARKEY V. CON; WC 2012-09890L (L. SHOULDER) CONTI NGENT UPON COUNCIL APPROVAL ON 12-10-13. SEPARATE CHECK; RETURN CHECK TO LEGAL. COMMODITY: INSURANCE, ALL TYPES SUBCOMMOD: WORKER'S COMPENSATION	1.00	EA	581.4000	581.40	2267

REQUISITION TOTAL: 581.40

ACCOUNT INFORMATION

LINE #	ACCOUNT		PROJECT	%	AMOUNT
1	04330024152133	Other Salary Administration Fund		100.00	581.40
					581.40

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

SEPARATE CHECK; RETURN CHECK TO LEGAL.

PURCHASE REQUISITION NBR: 0000226952

STATUS: DIVISION APPROVAL

REQUISITION BY: DJOHNSON
REASON: WORKERS COMP AGREED ORDER
DATE: 12/03/13

SHIP TO LOCATION: LEGAL DEPARTMENT
SUGGESTED VENDOR: 1950 SPECIAL OCCUPATIONAL HEALTH AN
DELIVER BY DATE: 12/11/13

1	WORKERS COMP SPECIAL OCCUP & HEALTH STARKEY V. CON; WC 2012-09890L (L. SHOULDER) CONTI NGENT UPON COUNCIL APPROVAL ON 12-10-13. SEPARATE CHECK; RETURN CHECK TO LEGAL. COMMODITY: INSURANCE, ALL TYPES SUBCOMMOD: WORKER'S COMPENSATION	1.00	EA	218.0300	218.03	1950

REQUISITION TOTAL: 218.03

ACCOUNT INFORMATION

LINE #	ACCOUNT		PROJECT	%	AMOUNT
1	04330024152135	Other Salary Spec Occ Health & Safety		100.00	218.03
					218.03

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

SEPARATE CHECK; RETURN CHECK TO LEGAL.

PURCHASE REQUISITION NBR: 0000226953

STATUS: DIVISION APPROVAL

REQUISITION BY: DJOHNSON
REASON: WORKERS COMP FILING FEE
DATE: 12/03/13

SHIP TO LOCATION: LEGAL DEPARTMENT
SUGGESTED VENDOR: 2268 WORKERS' COMPENSATION COURT
DELIVER BY DATE: 12/11/13

1	WORKERS COMP FILING FEE STARKEY V. CON; WC 2012-09890L (L.SHOULDER) CONTIN GENT UPON COUNCIL APPROVAL ON 12-10-13; SEPARATE C HECK; RETURN CHECK TO LEGAL. COMMODITY: INSURANCE, ALL TYPES SUBCOMMOD: WORKER'S COMPENSATION	1.00	EA	140.0000	140.00	2268

REQUISITION TOTAL: 140.00

ACCOUNT INFORMATION

LINE #	ACCOUNT		PROJECT	%	AMOUNT
1	04330024154704	Miscellaneous Services Other Filing Fees		100.00	140.00
					140.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

SEPARATE CHECK; RETURN CHECK TO LEGAL.

PURCHASE REQUISITION NBR: 0000226954

STATUS: DIVISION APPROVAL

REQUISITION BY: DJOHNSON
REASON: WORKERS COMP CLEVELAND COUNTY FILING FEE
DATE: 12/03/13

SHIP TO LOCATION: LEGAL DEPARTMENT
SUGGESTED VENDOR: 434 CLEVELAND COUNTY COURT CLERK
DELIVER BY DATE: 12/11/13

1	WORKERS COMP CLEVELAND COUNTY FILING FEE STARKEY V. CON; WC 2012-09890L (L. SHOULDER) CONTI NGENT UPON COUNCIL APPROVAL ON 12-10-13; SEPARATE CHECK; RETURN CHECK TO LEGAL. COMMODITY: INSURANCE, ALL TYPES SUBCOMMOD: WORKER'S COMPENSATION	1.00	EA	125.7000	125.70	434

REQUISITION TOTAL: 125.70

ACCOUNT INFORMATION

LINE #	ACCOUNT		PROJECT	%	AMOUNT
1	04330024154703	Miscellaneous Services District Court Filing Fee		100.00	125.70
					125.70

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

SEPARATE CHECK; RETURN CHECK TO LEGAL.

City of Norman, OK

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

Master

File Number: R-1314-77

File ID:	R-1314-77	**Type:**	Resolution	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 25	**In Control:**	City Council
Department:	Public Works Department	**Cost:**	$17,500.00	**File Created:**	11/27/2013
File Name:	General Fund Appropriation for Payment of Recurring Monthly Fees for New Campus Corner Parking Meters			**Final Action:**	

Title: RESOLUTION R-1314-77: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $17,500 FROM THE CAMPUS CORNER PARKING REVENUE ACCOUNT FOR PAYMENT OF RECURRING MONTHLY FEES FOR NEW CAMPUS CORNER PARKING METERS.

Notes: ACTION NEEDED: Motion to adopt or reject Resolution No. R-1314-77.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 25

Attachments: Text File R-1314-77.pdf, R-1314-77.pdf, IPS Sample Invoice Showing Monthly Fees

Project Manager: Angelo Lombardo, Transportation Engineer

Entered by: michelle.rudder@NormanOK.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File R-1314-77

Body

BACKGROUND: Parking meter technology has evolved significantly over the past few years. The previous parking meters in the Campus Corner area, which were originally installed in the 1970's and upgraded in 2005, were antiquated and only allowed for payment using coins. Maintenance of these older meters was becoming increasingly difficult with the passage of time. To alleviate some of these concerns, the Campus Corner Merchants Association approached the City of Norman requesting more modern meters with additional payment options, such as payment by either credit card/debit card or payment by cell phone, and a revamping of the parking management business plan for the area increasing the hourly parking rate from 25¢ to $1.00.

The Council Community Planning and Transportation Committee discussed the matter on October 22, 2012. Staff presented two different alternatives for the new system. The first one involved the installation of thirteen multi-space parking meter stations similar to the ones recently installed in the Downtown Parking Lot. The second alternative, which was preferred by the Campus Corner Merchant Association, involved the installation of individual meters at each of the 159 spaces in the Campus Corner area.

Bid packets for the purchase of a Complete Revenue Control System for Campus Corner Public Parking were mailed on Monday, February 25, 2013. Bids were opened on Thursday, March 14, 2013. The complete revenue control system was bid to consist of either thirteen multi-space pay-by-space parking meter stations or 159 upgraded single space parking meters with vehicle parking space sensors for each on-street parking space.

Bids were received from three vendors. Only the bid from Duncan Solutions, Inc., (Milwaukee, WI) (Duncan) addressed both meter alternatives. A bid from IPS Group, Inc., (San Diego, CA) (IPS) addressed only the single space meters, and the bid from Cale America, Inc., (Tampa, FL) (Cale) addressed only the multi-space meters.

The Campus Corner merchants expressed interest in having a fully operational system by August 1, 2013, in time for the start of the fall semester at the University of Oklahoma. The IPS bid included the most aggressive schedule which fit better with the University class schedule. Given the lower capital cost and the more desirable schedule for implementation, the bid from IPS was recommended for award. Contract K-1213-186 was approved by City Council at its meeting on April 23, 2013. The parking meter system was fully installed and operational by August 1, 2013.

DISCUSSION: Following installation of the new parking meters, the City of Norman was invoiced for monthly fees associated with the operation of the system. These fees were anticipated when the system was developed and include credit card transaction fees, secure gateway/wireless data fees, monthly management system fees, and sensor-based data fees. Budgeted funds are not sufficient to pay the recurring monthly fees for the remainder of the fiscal year. When the FYE 2014 operating budget was developed, the on-going use of the parking meters and the associated fees were not known. Funds currently available will pay invoices for the months of October and November. At an assumed monthly cost of $2,500, a total of $17,500 will be required to supplement the currently available funds and pay the recurring monthly gateway/wireless and sensor data fees for the rest of the current fiscal year (December 2013 through June 2014). A future appropriation may be requested for the credit/debit card transaction processing fees, which are paid from the Finance Department's Banking Services account.

The revenue generated from the first four months of Campus Corner parking meters is $86,511.74, or three times the previous revenue from the older meters. At the current rate, the City will generate $320,000 in net revenue in FYE 2014, after payment of all fees (compared to $71,205.84 for FYE 2013).

STAFF RECOMMENDATION: Staff recommends that Council authorize an appropriation form the Parking -Campus Corner Revenue account in the amount of $17,500 to pay seven months' worth of recurring monthly fees for the Campus Corner parking meters. If approved, the following adjustment to the FYE 2014 budget will be made:

Losing Account: Parking Campus Corner Revenue Account (account 010-0000-366.15-53) - $17,500
Gaining Account: Parking Meter Services (account 010-5023-429.41-54) - $17,500

Resolution

R-1314-77

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $17,500 FROM THE CAMPUS CORNER PARKING REVENUE ACCOUNT FOR PAYMENT OF RECURRING MONTHLY FEES FOR NEW CAMPUS CORNER PARKING METERS.

§ 1. WHEREAS, a new parking meter system was installed on Campus Corner by IPS Group, Inc., under Contract No. K-1213-186; and

§ 2. WHEREAS, following installation of the parking meters, the City of Norman was invoiced for monthly fees associated with the operation of the system; and

§ 3. WHEREAS, when the FYE 2014 Budget was developed, the on-going use of the parking meters and the associated fees were not known; and .

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 4. That the following appropriation be made to pay for seven months' worth of recurring monthly fees for the Campus Corner parking meters.

Losing Account Parking Campus Corner Revenue	Gaining Account Parking Meter Services	Amount
010-0000-366-15-53	010-5023-429-41-54	$17,500

PASSED AND ADOPTED this 10th day of December, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

IPS Group, Inc.

IPS Invoice

Date	Invoice #
10/31/2013	4117

Bill To	Ship To
City of Norman Public Works/Traffic Control David Riesland 1311 DaVinci ST Norman, OK 73069	City of Norman Public Works/Traffic Control David Riesland 1311 DaVinci ST Norman, OK 73069

S.O. No.	P.O. Number	Terms	Due Date	Ship Via	Ship Acct #
		Net 30	11/30/2013	UPS	

Qty	Item Code	Description	Price Each USD	Amount USD
5,282	CTF	Credit Card Transaction Fee	0.13	686.66
154	SWN	Monthly Secure Gateway/Wireless Data Fee	3.75	577.50
154	WAF	Monthly Management System Fee	2.00	308.00
154	Sensor	Sensor-Base Data Fee	3.50	539.00

Subtotal USD	$2,111.16
Sales Tax USD (8.25%)	$0.00
Total USD	$2,111.16
Payments/Credits USD	$0.00
Balance Due USD	$2,111.16

Phone #	Fax #	E-mail
(858) 404-0607	(858) 404-0603	daniel.tennyson@ipsgroupinc.com

REMIT TO:

IPS Group Inc
P.O. Box 748350
Los Angeles, CA 90074-8350

City of Norman, OK

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

Master

File Number: R-1314-78

File ID:	R-1314-78	**Type:**	Resolution	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 26	**In Control:**	City Council
Department:	Legal Department	**Cost:**		**File Created:**	12/04/2013
File Name:	Resolution - NEDC land acquisition and infrastructure			**Final Action:**	

Title: RESOLUTION NO. R-1314-78: A RESOLUTION OF THE NORMAN TAX INCREMENT AUTHORITY APPROVING CONCURRENCE IN AGREEMENT OF THE NORMAN ECONOMIC DEVELOPMENT COALITION TO FINANCE THE ACQUISITION OF PROPERTY AND PUBLIC INFRASTRUCTURE IMPROVEMENTS FOR ECONOMIC DEVELOPMENT PURPOSES, WITHIN THE UNIVERSITY NORTH PARK TAX INCREMENT FINANCE DISTRICT ECONOMIC DEVELOPMENT PROJECT.

Notes: ACTION NEEDED: Acting as the Norman Tax Increment Finance Authority, motion to adopt or reject Resolution No. R-1314-78.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 26

Attachments: Text File R-1314-78.pdf, R-1314-78.pdf

Project Manager: Kathryn Walker, Assistant City Attorney

Entered by: kathryn.walker@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File R-1314-78

Body

BACKGROUND: Council approved the University North Park (UNP) Tax Increment Finance District (TIF) Project Plan (Ordinance O-0506-66) on May 23, 2006. The Project Plan authorized public improvements within the TIF, including Traffic and Roadway Improvements, a Hotel Conference Center, a retail-based Lifestyle Center, Legacy Park, and an Economic Development component that would foster special employment opportunities in Norman.

The Economic Development component of the UNP TIF outlined in the Project Plan provides for up to $8.25 million in funding to foster special employment opportunities. The Master Development Agreement (Contract K-0607-44) further refined this focus by identifying sixty (60) acres of land that could be purchased from the UNP Developer (OU Foundation and its subsidiaries) by the Norman Economic Development Coalition (NEDC) at below-market prices in an effort to provide incentive tools for attracting future employers to Norman that meet the criteria of the Oklahoma Quality Jobs Act. Under the Master Development Agreement, another forty (40) acres at market prices is also available to be purchased by NEDC for the same purpose.

A final plat was initially approved by City Council in April of 2008 for the development of the University North Park Corporate Center, consisting of twenty-eight (28) acres of land that contained six lots for development of high-quality office space to be utilized by future employers. A revised final plat for the University North Park Corporate Center was approved by City Council in June 2010 that increased the size of the development to thirty (30) acres. NEDC's development model included repaying the land acquisition costs from future lot sales. However, because NEDC did not have sufficient available revenues to pay interest on the loan until land sales occurred, additional back up security for interest payments were requested by the Lender.

On September 21, 2010 the Norman Tax Increment Finance Authority (NTIFA) and City Council approved Resolution R-1011-39 concurring in NEDC's purchase of the thirty (30) acres contained in the plat for University North Park Corporate Center Section 1 and providing accumulated UNP TIF Economic Development revenues as back up security for a loan from Republic Bank (the "Lender"). The TIF revenue approved in 2010 was for the lesser amount of $800,000 or the amount of UNP TIF Economic Development Revenues that accumulated between July, 2009 and June 30, 2011. The amount accumulated for that period was approximately $694,203. TIF revenues have been used since that time to make semi-annual interest payments on the NEDC loan. The balance, after interest payments, and earned interest credits, is approximately $345,000.

In September of 2012, NEDC was awarded a grant from the Federal Economic Development Administration (EDA) in the amount of $2.5 million to install public infrastructure in UNP TIF Economic Development land. The final plat for University North Park Corporate Center Section 1, was resubmitted and reapproved by Council on October 23, 2012 along with the final plat for University North Park Corporate Center Section 2. The Section 2 final plat includes the second 30 acres available for purchase by NEDC at a reduced price under prior UNP TIF Development Agreements and is currently being planned for potential employers to Norman that will operate an advanced manufacturing center.

In October 2012, Council approved Resolution R-1213-64 concurring in NEDC's purchase of an additional thirty (30) acres contained in the plat for University North Park Corporate Center Section 2. This resolution was similar in structure to R-1011-39 in that it pledged specific UNP TIF Economic Development revenues as back up security for a loan from the Lender to NEDC to purchase the additional land. The time period identified in that Resolution was from July 1, 2011 to December 31, 2012. The amount accumulated for that period was approximately $701,800. NEDC closed on the second thirty (30) acres purchase on December 5, 2013. Close scrutiny of the plat indicated the acreage was actually 31.67 acres, all at the reduced price of $1.25 per square foot. The Lender also agreed to combine the loan for the first thirty acres with the loan for the second thirty acres while reducing the interest rate by one percentage point.

Having finalized the purchase of the full 61.67 acres of UNP TIF Economic Development Property, NEDC is now ready to finalize the public infrastructure improvement loan (streets, water lines, sewer lines, storm water drainage facilities, etc.) that will be supplemented by the EDA grant. As discussed in the Council Study Session on December 3, 2013, the Lender has requested that the accumulated TIF Revenues pledged as back up security for land acquisition, also be pledged as back up security for the infrastructure loan.

DISCUSSION: In working towards a closing on the infrastructure loan, the Lender requested that the NTIFA explicitly expand the approved purposes of the pledge of TIF Economic Development revenues authorized by Resolutions R-1011-39 and R-1213-64 to be used not only as security for land acquisition, but also as security for the infrastructure loan. No additional pledge of accumulated TIF Revenues is being requested, only an expansion of the purpose of the pledge. The more secure the loan, the better the rate, and the more likely other local banks will participate in this community project.

Under the terms of the 2010 NEDC/Republic Bank loan agreement, the City's TIF revenues could also be credited toward principal repayment on the loan, should NEDC not be able to achieve the anticipated lot sales, and if NEDC made sales of its UNP Corporate Center land before the loan principal became due and payable, proceeds of those land sales would repay the UNP TIF's security funding. At the point that NEDC makes sufficient land sales to repay the principal on its land purchase and infrastructure loans for UNP Corporate Center and Advanced Manufacturing Center, the City's TIF funds will be repaid to the City for potential use in other TIF Economic Development projects at the NTIFA/Council's direction.

Staff discussed this proposal with Council at its Study Session on December 3, 2013. Resolution R-1314-78 is proposed to fulfill this request. As discussed with the NTIFA Trustees, any TIF Economic Development revenues utilized for interest costs for either the land acquisition or the infrastructure loans will be paid back by NEDC as lot sales materialize and the debt is paid down.

STAFF RECOMMENDATION: Staff recommends approval of Resolution No. R-1314-78.

Resolution

R-1314-78

A RESOLUTION OF THE NORMAN TAX INCREMENT TAX AUTHORITY APPROVING CONCURRENCE IN AGREEMENT OF THE NORMAN ECONOMIC DEVELOPMENT COALITION TO FINANCE THE ACQUISITION OF PROPERTY AND PUBLIC INFRASTRUCTURE IMPROVEMENTS FOR ECONOMIC DEVELOPMENT PURPOSES, WITHIN THE UNIVERSITY NORTH PARK ECONOMIC DEVELOPMENT PROJECT.

WHEREAS, the City of Norman (the "City"), by Ordinance No. O-0506-66, adopted May 23, 2006, as amended by Ordinance No. O-0809-8, adopted August 26, 2008 (the "TIF Ordinance"), pursuant to the Oklahoma Local Development Act, Title 62, Oklahoma Statutes, Section 851, *et seq.*, adopted and approved the Norman University North Park Project Plan, as amended (the "Project Plan") and the project therein described (the "Project"); and

WHEREAS, the Project supports achievement of the City's economic development and redevelopment objectives for the Project area, including reversal of urban stagnation, creation of a catalyst for expanding employment, attraction of major investment, preservation and enhancement of the tax base, and facilitation of investment, development and economic growth otherwise difficult, unlikely or impossible without the Project; and

WHEREAS, the City, as authorized in the Project Plan, has designated the Norman Economic Development Coalition ("NEDC") to undertake the financing for construction and development in support of the economic development activities and objectives of the Project; and

WHEREAS, the Norman Tax Increment Finance Authority (the "Authority") has heretofore approved the University North Park Economic Development Agreement dated September 21, 2010 (the "Agreement"); and

WHEREAS, pursuant to the Agreement, each economic development agreement entered into by the NEDC is subject to concurrence by the Authority; and

WHEREAS, the Authority approved Resolution No. R-1011-39 on September 21, 2010 pledging economic development tax increments collected and apportioned from Norman Increment District No. 2 between July 1, 2010 and June 30, 2011 by NEDC as security for purchasing thirty (30) acres of land in University North Park ("UNP") on which the UNP Corporate Center is to be located; and

WHEREAS, the Authority approved Resolution No. R-1213-64 on October 23, 2012 pledging economic development tax increments collected and apportioned from Norman Increment District No. 2 between July 1, 2011 and December 31, 2012 by NEDC as security for purchasing an additional thirty (30) acres of land in UNP on which the UNP Advanced Manufacturing Center is to be located; and

WHEREAS, NEDC is prepared to purchase an additional thirty-one and sixty-seven hundredths, plus or minus, (31.67 +/-) acres for the Advanced Manufacturing Center and begin installation of infrastructure necessary for the development of the UNP Corporate Center and the UNP Advanced Manufacturing Center; and

WHEREAS, NEDC is pursuing a financing structure that will combine the financing for the purchase of the land for the UNP Corporate Center with the land for the UNP Advanced Manufacturing Center, while also obtaining financing for the infrastructure improvements; and

WHEREAS, the Lender for the NEDC financing has requested that the revenues previously pledged by the Authority in Resolutions No. R-1011-39 and R-1213-64 also be made available as security for the financing of the infrastructure improvements; and

WHEREAS, it is appropriate and desirable to concur in the proposed financing of the acquisition of property by NEDC as well as the infrastructure improvements in order to achieve the economic development objectives of the Project Plan.

NOW, THEREFORE, BE IT RESOLVED by the Trustees of the Norman Tax Increment Finance Authority as follows:

SECTION 1. The proposed financing for the acquisition of property by the Norman Economic Development Coalition for economic development purposes is hereby approved in an amount not to exceed $1.25 per square foot, subject to the provisions of Section 2 below.

SECTION 2. The pledge of collected and apportioned economic development tax increments by the Norman Economic Development Coalition as security for the financing of the acquisition of property and for related public infrastructure costs is authorized.

SECTION 3. The pledge of economic development tax increments shall not exceed the aggregate of economic development sales tax increments collected and apportioned from Norman Increment District No. 2, City of Norman, beginning on July 1, 2010 through June 30, 2011 as security for purchasing thirty (30) acres of land in University North Park ("UNP") on which the UNP Corporate Center is to be located, the balance of which is currently on deposit with the Lender.

SECTION 4. The pledge of economic development tax increments shall not exceed the aggregate of economic development sales tax increments collected and

apportioned from Norman Increment District No. 2, City of Norman, beginning July 1, 2011 through December 31, 2012 as security for purchasing thirty-one and sixty-seven one hundredths, plus or minus, (31.67 +/-) acres of land in University North Park ("UNP") on which the UNP Advanced Manufacturing Center is to be located.

SECTION 5. The pledge of economic development tax increments collected and apportioned from Norman Increment District No. 2, City of Norman that are pledged as security for the acquisition by Norman Economic Development Coalition of economic development property located in the Norman Increment District No. 2, City of Norman, is also authorized to be pledged as security for financing of related public infrastructure improvements.

SECTION 6. The officers, managers, and attorneys for the Authority are authorized and directed to take such actions and execute such documents as they may deem necessary or appropriate to evidence this concurrence.

PASSED AND APPROVED THIS ____ DAY OF DECEMBER, 2013.

NORMAN TAX INCREMENT FINANCE AUTHORITY

(SEAL)

By: _____
Name: Cindy Rosenthal
Title: Chairperson

ATTEST:

_____
Secretary

City of Norman, OK

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

Master

File Number: R-1314-82

File ID:	R-1314-82	**Type:**	Resolution	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 27	**In Control:**	City Council
Department:	Public Works Department	**Cost:**		**File Created:**	12/03/2013
File Name:	Amending the Downtown Parking Lot Management Business Plan			**Final Action:**	

Title: RESOLUTION R-1314-82: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE BUSINESS PLAN FOR THE CITY PARKING SYSTEM AT THE GRAY STREET PARKING LOT.

Notes: ACTION NEEDED: Motion to adopt or reject Resolution No. R-1314-82.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 27

Attachments: Text File R-1314-82.pdf, R-1314-82.pdf, Downtown Parking Lot - Management Business Plan

Project Manager: Angelo Lombardo, Transportation Engineer

Entered by: michelle.rudder@NormanOK.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File R-1314-82

Body

BACKGROUND: In the fall of 2006, City crews began construction of a Downtown Parking lot along the south side of Gray Street, between Peters Avenue and Crawford Avenue. The work was accomplished in two phases with the later phase completed in November of 2012, increasing the capacity of the lot from 104 to 144 spaces.

On October 23, 2012, City Council awarded Bid Number 1213-36 in the amount of $140,386.50 to Duncan Solutions, Inc. of Milwaukee, Wisconsin, for the purchase of a complete revenue control system for Gray Street Downtown parking lot. The system includes three multi-space parking meter stations (installed in February of 2013), an automated parking enforcement system (delivered in February of 2013) and vehicle parking space sensors for each space in the parking lot (phased installation beginning in August of 2013).

To manage the use of the lot, the City of Norman and the Norman Downtowners Association worked together to develop a Business Plan. On June 25, 2013, City Council met in Study Session to discuss the details of the Business Plan and directed staff to prepare an agenda item for adoption. The specific recommendations made by City Council and the Norman Downtowners Association serve as the backbone of the Business Plan. The current version of the Business Plan was approved at the July 23, 2013 City Council meeting with adoption of

Resolution R-1314-18.

The Plan is designed to maximize both the level of convenience experienced by all users as well as the efficient use of public parking spaces. Plan highlights and proposed changes include:

- Parking Rate - 25¢ per hour with 1st hour free
- Maximum Parking Time - 24 hours (currently 24 hour)
- Applicable Enforcement Times - 24 hours per day, 365 days per year (currently Monday through Saturday, between 8:00 am and 6:00 pm, except Holidays)
- Minimum credit card purchase - Three hours or 75¢

DISCUSSION: The adopted Business Plan includes an option for permit parking. It details the application process, the number of spaces available and the annual fee to be paid. It also establishes the timeline for applications and the lease term. At the present time, the plan requires applications to be submitted to the Office of the City Clerk by May 15 of every year and the lease term beginning on June 1 and expiring on May 31.

There is a desire on the part of area merchants to accelerate the implementation of the permit parking plan option. To do so, the Plan needs to be amended to reflect the new timeline. The proposal is to go through the application process in December of every year and to change the lease term to match the calendar year. Furthermore, a section is added to the Plan that authorizes the City Manager to approve future amendments to the Plan administratively, and to execute documents such as Lease Space Agreements with individual users. By making such an amendment, the Business Plan will be able to be amended to meet the changing needs of Downtown merchants and customers in a more streamlined manner so long as the amendments are consistent with the intent of the Plan. Any such amendments will be kept on file in the City Clerk's Office with a copy of the Plan.

STAFF RECOMMENDATION: It is recommended that the revised Downtown Parking Lot Parking Management Business Plan be adopted by Resolution R-1314-82.

Resolution

R-1314-82

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE BUSINESS PLAN FOR THE CITY PARKING SYSTEM AT THE GRAY STREET PARKING LOT.

§ 1. WHEREAS, on May 8, 2012, the City Council adopted Resolution No. R-1112-112 approving moving forward with modifications to the Gray Street parking Lot; and

§ 2. WHEREAS, the City Council met in a Study Session on June 26, 2013, to discuss the details of creating business plans for both the Downtown and Campus Corner areas; and

§ 3. WHEREAS, the proposed Business Plan for the Gray Street Parking Lot details the strategies and payment options available to customers and visitors who park in the City's Gray Street Parking Lot; and

§ 4. WHEREAS, the proposed Business Plan for the Gray Street Parking Lot was adopted by City Council on July 23, 2013, by Resolution No. R-1314-82; and

§ 5. WHEREAS, the Business Plan specified that long term leases would begin in May 2014; and

§ 6. WHEREAS, there has been a demand for those long term leases sooner than anticipated.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 7. That the attached amended Business Plan for the Gray Street Parking Lot be adopted to allow long term leases to begin in January 2014 and to allow the City Manager to administratively make amendments to the Business Plan that are consistent with the intent of the Plan.

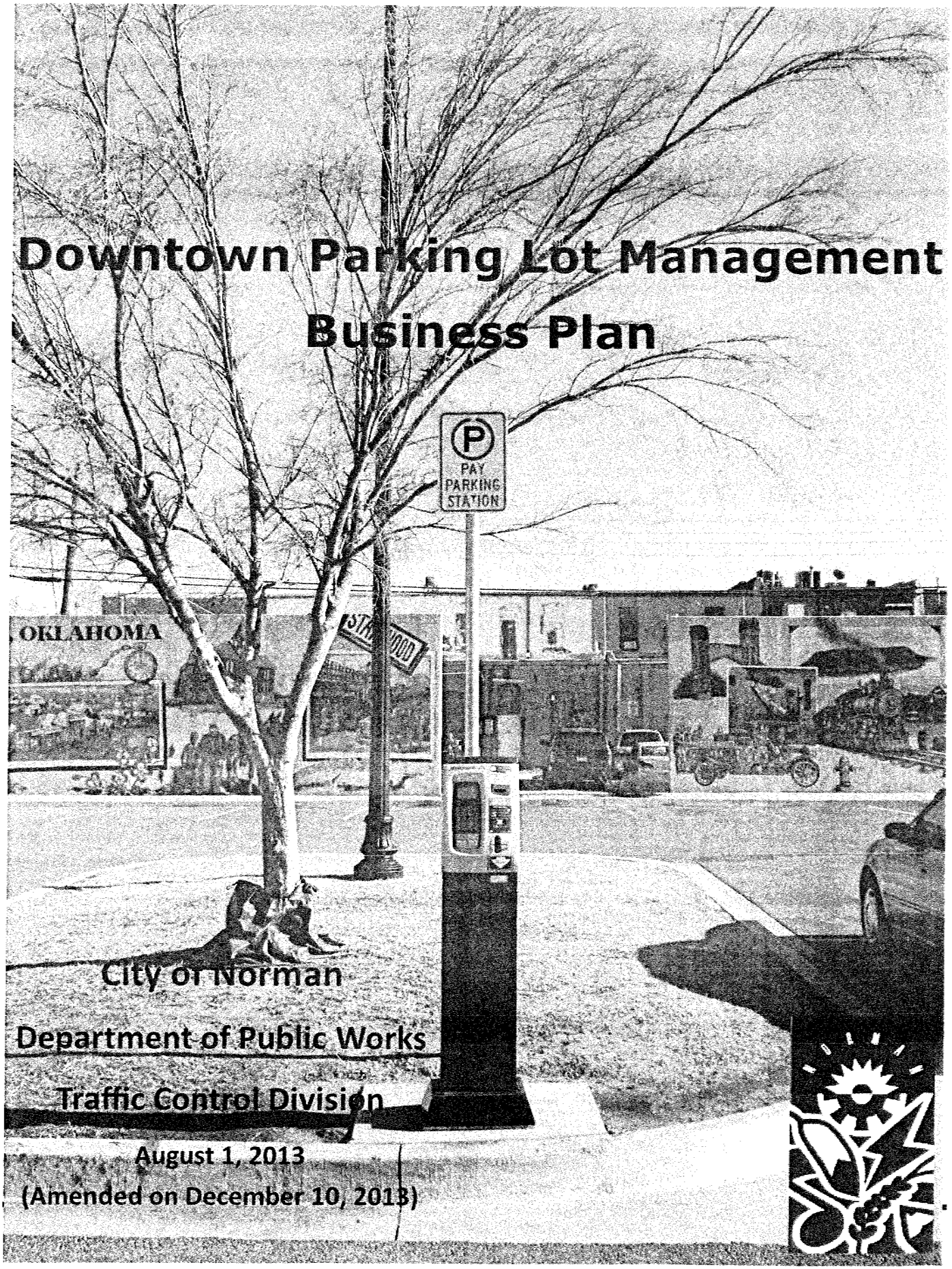
PASSED AND ADOPTED this _____ day of _____, 2013.

_____
Mayor

ATTEST:

_____
City Clerk

Downtown Parking Lot Management Business Plan



City of Norman

Department of Public Works

Traffic Control Division

August 1, 2013

(Amended on December 10, 2013)

TABLE OF CONTENTS

	Page No.
I. INTRODUCTION	3
II. PARKING MANAGEMENT SYSTEM	5
A. Parking for the Disabled	5
B. Multi-Space Parking Meters	5
a) Signing	6
b) Operation	6
c) Payment Options	7
Coins	7
Credit Cards	7
Pay by Cell Phone	7
Smart / Debit Cards and Tokens	8
C. Permit Parking	8
III. PARKING FEES	10
IV. ANTICIPATED NET REVENUE	11
A. Revenue	11
B. Expenses	12
C. Net Revenue	12
V. AMENDMENTS	13

I. INTRODUCTION

Norman's historic downtown functions as the commercial center of the community - the "Heart of Norman" - including government, financial institutions, law firms, churches, and many retail and restaurant establishments.

The decline in retail activity of the 1970's and 80's began to be reversed in the new millennium and has resulted in a once again vibrant downtown that is both a local and regional attraction. This vibrancy and renewed interest in the area created a parking demand that could not be met with the existing public parking supply. To address this shortfall, the Norman City Council commissioned a Parking Study to measure both existing and future parking demand, and to develop recommendations for efficient parking management in the area. The study, which was conducted by the firm of Carter - Burgess, recommended the construction of a new pay-by-the-hour parking lot and identified the most suitable location to be along the south side of Gray Street, between Peters Avenue and Crawford Avenue.

Construction of the lot was completed in two phases. Phase 1 began in the fall of 2006 and was completed on January 30, 2007. It provided 104 spaces to the general public at no cost to the user. It did not take long for the lot to operate at or near capacity, reaching 80% occupancy sixty days after the opening and nearly 100% twelve months later. More than 50% of the users were long term parkers who worked in the Downtown area.

Phase 2 construction began in the summer of 2012 and was completed in November of the same year. Phase 2 added 40 more spaces and increased the total capacity of the lot to 144 spaces.

In order to provide adequate and convenient parking for both Downtown employees and customers, the Downtown Merchant Association requested that the City of Norman implement a parking management system that requires customers to pay for the use of the lot. The specific recommendations made by the association serve as the backbone of this Business Plan.

This business plan details the strategies and payment options available to customers, employers, employees and visitors who park on the Gray Street Parking Lot owned and maintained by the City of Norman.

The plan is designed to maximize both the level of convenience experienced by all users as well as the efficient use of the lot.

Figure 1 - Downtown Gray Street Parking Lot

II. PARKING MANAGEMENT SYSTEM

The parking lot is managed to accommodate a wide range of users visiting, working or doing business in Downtown Norman. Different payment options are offered to meet the specific needs of individuals. For the short term user visiting Downtown, there are three conveniently located multi-space parking meters that can be used to pay for one or multiple hours of parking. For the long term daily user, there are permits available for purchase. For the Downtown merchant wishing to offer customers and incentive to come back, there are tokens that could be offered to offset the cost of parking. For individuals with disabilities, there are a number of accessible parking spaces reserved for their use at no cost. No matter the situation, the Parking Management System for the Downtown Parking Lot is flexible, versatile and convenient for all users.

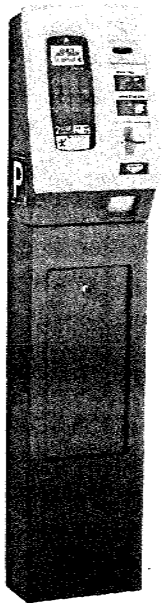
A. Parking for the Disabled

The Downtown Parking Lot was designed as an accessible parking lot for physically disabled users. There are a total of six parking spaces reserved for drivers with disabilities (one more than the minimum required by the Americans with Disabilities Act).

The spaces are clearly signed and marked. They are located in the most convenient areas of the parking lot and offer accessible routes that connect the parking space aisle to the adjacent sidewalk system. There are spaces in groups of two at the northwest, southeast and southwest corners of the parking lot. Customers using these spaces are exempted from any of the hourly fees and can park for the entire day.

B. Multi-Space Parking Meter

The city purchased a sensor-based system from Milwaukee, Wisconsin - based Duncan Technologies using a no-interest loan from the Norman Downtowners Association and Republic Bank that will be paid back by the City of Norman using part of the revenues collected by system.



The system includes three conveniently located multi-space parking meter stations and individual parking space sensors that can tell when spaces are vacant and also tell parking enforcement officers when cars have overstayed their paid time. The system links to a free smartphone app that both directs drivers to open spaces nearest their destinations, and alerts them when their meter time is about to expire so they can make a payment and avoid a ticket.

The meter is a state-of-the-art, digital, ticketless multi-space meter which is designed specifically to deliver exceptional performance while concurrently delivering a low cost of ownership over the life of the product.

The meter has superior capabilities and incorporates 'best in breed' parking technology, making it easy to maintain and highly reliable. The hardware solution for pay-by-space parking operations, supports pay-at-any-space, credit/debit card, pay-by-cell, smart card, coin and token transactions. The units are PCI-compliant and feature a secure intelligent cash box system, ensuring the highest levels of funds and data security.

Extremely weather and vandal-resistant, the meters provide a versatile, secure space management system that is linked wirelessly to the meter management system using proven, secure wireless technology to provide real-time status reporting, transaction authorization, and occupancy/compliance information to a central management system.

The system is recognized as an industry leading benchmark solution, and has received numerous design awards. The sleek, modern, slim-line exterior is constructed from high grade steel making it highly resistant to vandalism, vibration and a range of climatic conditions. Twin 5mm stainless steel sliding lock bars enforce the vault lock further – even with no lock in place the vault defaults solidly to the closed position and is virtually impenetrable.

The meters are fitted with a solid-state, rugged, anti-glare touch sensitive keypad, while the meter display and keypad area are protected by an impact resistant, toughened 10mm thick polycarbonate plate for added vandal resistance. The entire screen is recessed well into the housing, sheltering it from direct blows and it is supported at the rear by a metal carrier plate.

The meters utilize 'solid state technology' – simplifying technology upgrades and parts exchange. The modular construction of the machine's internal components facilitates rapid servicing and allows for a simple and cost-effective upgrade path over the course of the equipment's lifespan.

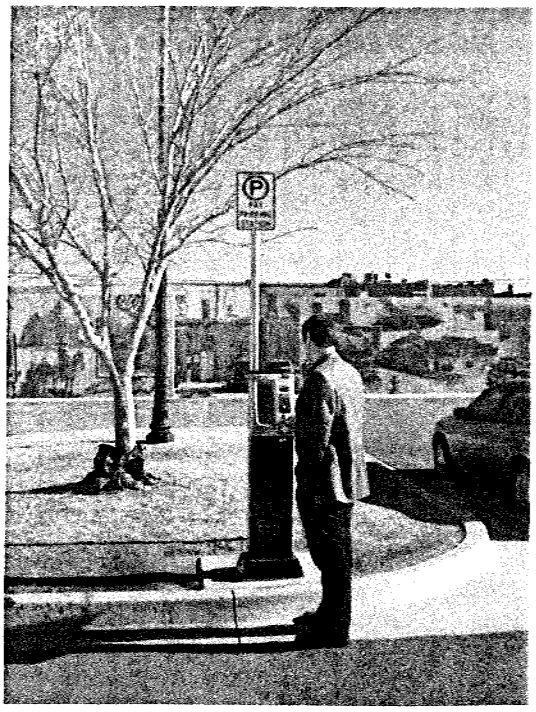
The system was implemented in phases with the multi-space parking meter stations becoming operational in February of 2013.

a) Signing

The location of each parking meter station is signed for easy recognition.

b) Operation

- Unit will operate with two solar panels to allow solar charging regardless of meter location relative to the sun. So, unpredictable interruptions in service are not a concern.
- The display allows payment prompts guiding the user through the payment process
- The display and keypad support a dedicated information key and screen for on-screen help and instructions
- The display backlight and contrast automatically adjust to ambient light and temperature conditions
- The coin entry slot accepts all US coins
- The unit does not accept bills
- The unit will accept Visa and MasterCard
- The meter supports real-time credit card processing, with authentication within 15 seconds in most situations
- Display messages are customizable



c) Payment Options

The New Multi-Space Parking Meter Stations in the Gray Street Downtown Parking Lot accept the following as a means of payment:

- Coins
- Credit Cards
- Debit Cards
- Smart Cards/Tokens and the capability to accept pay-by-mobile phone payments

Coins

Hourly parking can be purchased using coins. The meters accept nickels, dimes and quarters. Customers can purchase multiple hours of parking at a rate of 25¢ per hour. The first hour of parking is free of charge.

Credit Cards

The meters accept Visa or MasterCard for hourly purchase transactions and support real-time credit card processing, with authentication within 15 seconds in most situations. Each credit card transaction is assessed a 41¢ convenience fee that is paid by the City of Norman. Minimum credit card charge is 75¢ (or 3 hours).

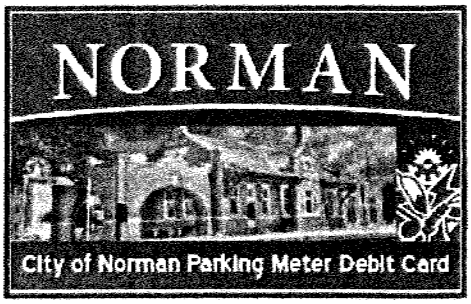
Pay By Cell Phone

One of the more convenient features of the new system offers customers the option to pay for the use of the lot using a cell phone. To take advantage of this payment option, customers can enjoy the following payment features at phone number shown below:

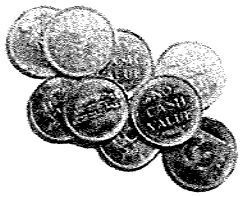
- Registering for cell phone payment service is without a minimum contract period, registration charge or account maintenance fee.
- Pay by cell phone service has options for individual, family and business user accounts.
- Utilizing pay by cell phone service does not require the user to be at the meter to pay.
- Users have the option to receive payment reminders alerting them of their parking location and expiration time
- Register by calling 1-888-MPARK-GO (1-888-672-7546)

Smart / Debit Cards and Tokens

Customers can purchase Smart / Debit Cards from the City's Treasury Division located at 201 C Gray Street. The cards work like any Bank debit card and can be recharged when funds are depleted. Customers who come to the Downtown area on a regular basis may find this option to be the most convenient.

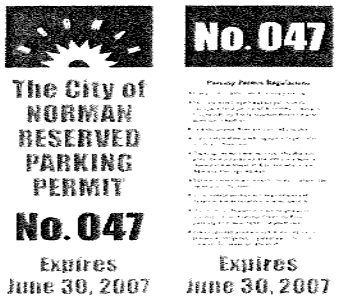


Tokens are also available for purchase from the City's Treasury Division. Each token has a value equivalent to 25¢ and are accepted at each of the meters. Merchants in particular are encouraged to consider the purchase of these tokens for refunds to customers as an incentive to return to the Downtown area for shopping, dining or entertainment.

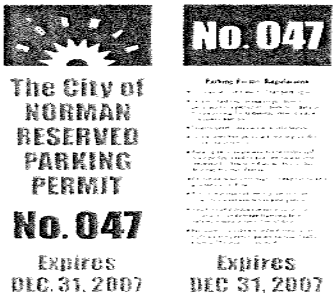


C. Permit Parking

For Downtown employers and employees, the City also offers the option of purchasing a twelve-month permit for $450. The permit will run from January 1st to December 31st. Customers who prefer this option will be able to park in a designated area of the lot that includes 26 spaces clearly signed for permit holders.



There are 26-spaces available for permit parking. Permit parking fees are discounted by 25% over the equivalent cost of hourly daily parking. Customers interested in this option must complete a permit parking application. Spaces will be leased to interested Downtown area businesses and employees according to the following lottery process.



1. The City of Norman will advertise the spaces annually on the City of Norman website, Channel 20, and in a mailing to downtown businesses.
2. Interested potential lessees must submit an application for a leased space at the City Clerk's Office with contact information and number of spaces desired. A check for the permit fee must accompany the application. Applications for spaces will be accepted until noon on December 20 of every year. If December 20th falls on a weekend day, the application will be due the Friday immediately prior to December 20th.
3. The City Clerk's Office will put all of the names into a bag and draw names one by one on the afternoon of December 20th. If applicants are interested in multiple spaces, and there are spaces remaining after all interested parties are assigned a single space, a second round of names will be drawn. If there are interested parties whose names were not drawn, those names will be drawn again for order of priority on a waiting list. The City Clerk's Office will maintain the waiting list in case of a cancelled or unexecuted lease.

4. After the lottery is completed, the applicants will be notified that they were selected and be asked to come to the City Clerk's Office to execute the lease and pay the annual rent. Leases must be executed prior to the last work day of December or the space will be considered forfeited and the City Clerk's Office will contact an applicant on the waiting list. The City Clerk's Office will return the permit fee checks to any applicants that were not selected.
5. After the leases are executed, City staff will provide reserved parking permits to each lessee for display in their vehicles.
6. The leases will expire on the last day of December and the lottery will be held again for the next year's leases.

III. PARKING FEES

Hourly Parking Rates

Day	Hours	Maximum Hours	Cost
Monday - Sunday 365 days per year	All Day	24	25¢ per hour (1st hour free)

Permit Annual Rate

Day	Hours	Maximum Hours	Cost
Monday - Friday	8:00 am to 6:00 pm	10	$450 per Year

IV. ANTICIPATED NET REVENUE

A. Revenues

Revenue from the parking meter system comes from two sources; meter fees and expired meter citations. Using historical data, the revenue is anticipated to be approximately $55,000 per year. The following assumptions are made:

a) Meter Fees

Total Number of Parking Spaces = 147

Spaces Reserved for Disabled Users = 6

Spaces Reserved for Permit Parking = 26

Spaces available for the General Public = 115

Hours of Operation = 8,760 hours per year per space (365 days per year / 7 Days per Week / 24 Hours per Day).

Occupancy = 15%

Projected revenue:

Tokens = $5,000 per year

Smart Cards = $5,000 per Year

Permit Parking = $15,000 per year

Meter Transactions = $20,000 per year

b) Meter Citations

Total Revenue from Expired Meter Citations = $10,000.00 per year
(1,000 citations at $10 per citation)

B. Expenses

The annual cost of operating the new Campus Corner parking meter system is $166,401 and includes the following items:

– Auto Trax Parking Management (licensing, remote internet access, system hosting, etc..) - $1,980 per year

– Wireless fee for Vehicle Sensors - $8,760.00 per year

– Real Time Sensor Reporting Fee – $5,247.00 per year

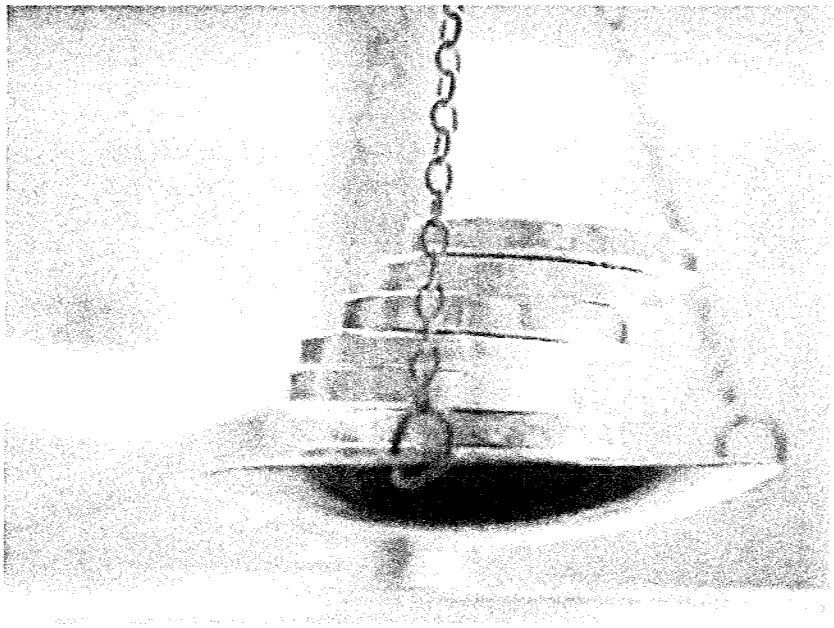
– Credit Card Transaction Fees - 8,760 per year (27 daily transactions average @ $0.41 per transaction)

– Regular Meter / Sensor Maintenance - $5,000 per year

– Sensor Battery Replacement – $5,000 every five years

C. Net Revenue

The projected parking meter revenue minus the expenses associated with operation, maintenance and enforcement of the new system, is expected to generate a net revenue of $26,233.00.



V. AMENDMENTS

Because the needs of the surrounding Downtown businesses and their customers may change over time, the City Manager is authorized to make amendments to the Plan or to promulgate additional procedures for implementation of the Plan in furtherance of the intent of the Plan. In addition, the City Manager is authorized to execute documents in accordance with the Plan. Any amendment to the Plan will be filed with the Plan in the City Clerk's Office.

City of Norman, OK

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

Master

File Number: E-1314-11

File ID:	E-1314-11	**Type:**	Easement	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 28	**In Control:**	City Council
Department:	Utilities Department	**Cost:**	$63,600.00	**File Created:**	12/05/2013
File Name:	Hardwick Easement Parcel 9			**Final Action:**	

Title: EASEMENT E-1314-11: CONSIDERATION OF A PERMANENT SANITARY SEWER EASEMENT FROM JAMES HARDWICK IN THE AMOUNT OF $63,600 FOR THE SOUTHEAST BISHOP INTERCEPTOR PROJECT AND BUDGET TRANSFER.

Notes: ACTION NEEDED: Acting as the City Council and the Norman Utilities Authority, motion to accept or reject Easement No. E-1314-11; and, if accepted, direct the filing thereof with the Cleveland County Clerk and payment in the amount of $63,600 to James Hardwick and transfer $1,258 from Project No. WW0267, SE Bishop Interceptor-P29, Sewer Excise Tax, Construction (322-9048-432.61-01) to Sewer Excise Tax, Land/ROW (322-9048-432.60-01).

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 28

Attachments: SEBishopInterceptor Map.pdf, text File E-1314-11.pdf, E-1314-11.pdf

Project Manager: Charlie Thomas, Capital Projects Engineer

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File E-1314-11

Body

BACKGROUND: The SE Bishop Interceptor project (WW0267) is located in southeast Norman (map attached). On March 23, 2004, Norman Utilities Authority (NUA) approved Contract K-0304-147 with Chiang, Patel & Yerby, Inc. (CP&Y) for design of the project. Phase 1 was completed in 2004; Phase 2, Section 1 in January 2007; Phase 2, Sections 2A and 2B on July 15, 2013. The final phase of the SE Bishop Interceptor project is known as Phase 2, Section 2C and consists of approximately 5,000 LF of 24-inch sewer located south of Highway 9 between the former Saxon Publishing facility and Classen Boulevard.

Obligated interceptor needs, serving existing customers and contractual obligations as of August 2001, are funded by the Sewer Sales Tax (SST). Enlargement of interceptors to serve full build out (FBO) needs under the Norman 2025 Land Use and Transportation Plan (2025 Plan) are funded by the Sewer Excise Tax (SET).

Permanent easements allow for installation and maintenance of the public sewer line. For large diameter

sewers such as this project, additional temporary construction easements parallel to the permanent easements are required only during the time construction is in progress. Several easements, both permanent and temporary, will be needed to complete the final project phase. Temporary easements are not filed with the County, but expire upon completion of construction.

DISCUSSION: Staff desires to acquire two (2) permanent sanitary sewer easements and two (2) temporary construction easements along two parcels where the former Perfect Swing recreational center is located; both parcels are owned by James Hardwick.

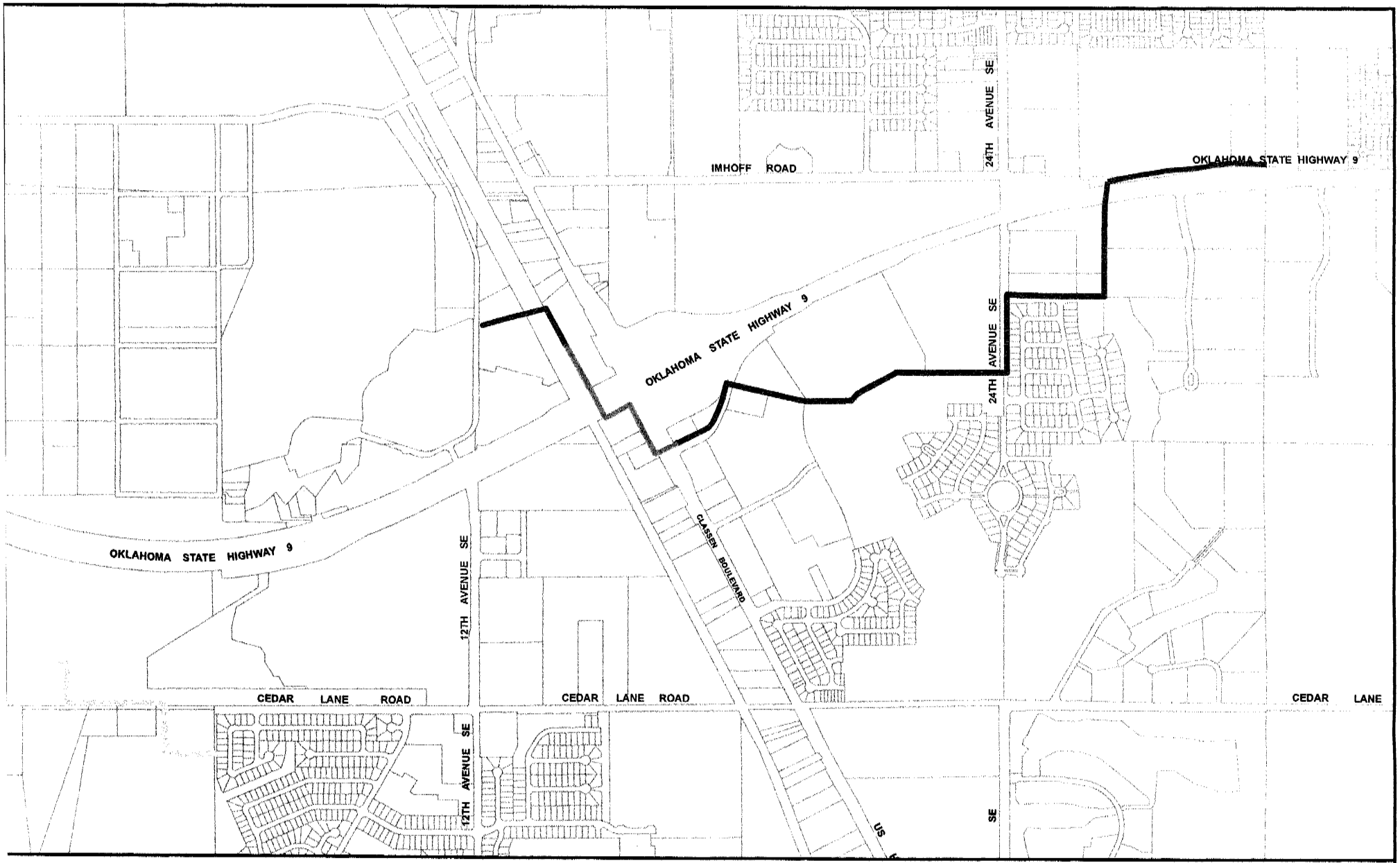
The permanent easement area totals 27,630 square feet or 0.63 acres. Negotiations to acquire the needed easements have been ongoing for several months. Staff initially requested donation of the easements. The owner requested payment of the fair market value. The initial appraisal of the Hardwick property was based on the current zoning of the property as both commercial and residential. The appraised value totaled $92,500. Although a portion of the property is currently zoned residential, the Norman 2025 Plan shows the entire property as commercial. Had the property been appraised as entirely commercial property, the value of the easements would have totaled $154,728. The negotiated price for all easements is $120,000.

Funding for replacement of the existing sewer interceptor is pro-rated based on the cross-sectional area of the obligated pipe diameter versus the cross-sectional area for the FBO pipe diameter. The funding for Section 2C of the SE Bishop Interceptor is 25% SST and 75% SET based on an obligated diameter of 12 inches and a FBO diameter of 24 inches. Thus, the total easement cost of $120,000 is pro-rated $90,000 to the SET and $30,000 to the SST. The following describes the funding for the easements being acquired:

- Permanent sewer easement E-1314-11 consists of 14,695 SF or 53% of the total of $120,000 for a value of $63,600. Funding is prorated between the SST ($15,900) and the SET ($47,700) as noted above.
- Temporary construction easements E-1314-12 and E1314-13 are donated.
- Permanent sewer easement E-1314-14 consists of 12,935 SF or 47% of the total of $120,000 for a value of $56,400. Funding is prorated between the SST ($14,100) and the SET ($42,300) as noted above.

The Fiscal Year Ending 2014 (FYE14) budget for WW0267 includes an unencumbered balance of $92,034 for SST, Land/ROW (323-9048-432.60-01) and $88,742 for SET, Land/ROW (322-9048-432.60-01). As noted above, the total easement cost of $120,000 is pro-rated $90,000 to the SET and $30,000 to the SST. To fully fund the easement acquisitions, it is necessary to transfer $1,258 from SET, Construction (322-9048-432.61-01) to SET, Land/ROW (322-9048-432.60-01).

RECOMMENDATION: Staff recommends acceptance and filing of permanent sewer easement E-1314-11 and payment of $63,600 to the property owner James Hardwick.



Southeast Bishop Interceptor Project

June 7, 2013

Map produced by the City of Norman
GIS Services Division

The City of Norman assumes no responsibility for errors or omissions in the information presented.

N
W E
S

0 500 1,000 Feet

- Phase 1
- Phase 2, Section 1
- Phase 2, Section 2A
- Phase 2, Section 2B
- Phase 2, Section 2C

GRANT OF EASEMENT
Parcel 9 – Hardwick
City of Norman, Oklahoma
SE Bishop Sewer Interceptor

KNOW ALL MEN BY THESE PRESENTS:

THAT James N. Hardwick (GRANTOR), in consideration of the sum of One Dollar ($1.00), receipt of which is hereby acknowledged, and for and upon other good and valuable considerations, do hereby grant, bargain, sell, and convey unto the City of Norman (CITY), a municipal corporation, a sanitary sewer easement over, across, and under the following described real estate and premises situated in the City of Norman, Cleveland County, Oklahoma, to wit:

See "Exhibit A"

with the right of ingress and egress to and from the same, for the purpose of surveying, laying out, constructing, maintaining, and operating a public sanitary sewer line.

To have and to hold the same unto the said City, its successors, and assigns forever.

SIGNED and delivered this _____ day of _____, 20 _____.

BY: _____
(James N. Hardwick)

REPRESENTATIVE ACKNOWLEDGMENT

STATE OF _____, COUNTY OF _____, SS:

Before me, the undersigned, a Notary Public in and for the said State and County, on this _____day of _____, 20 ___, personally appeared James N. Hardwick, to me known to be the identical person(s) who executed the foregoing grant of easement and who executed the same as a free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal the day and year last above written.

Notary Public: _____

My Commission Expires: _____ **Seal:**

Approved as to form and legality this _____day of _____ 20 ____.

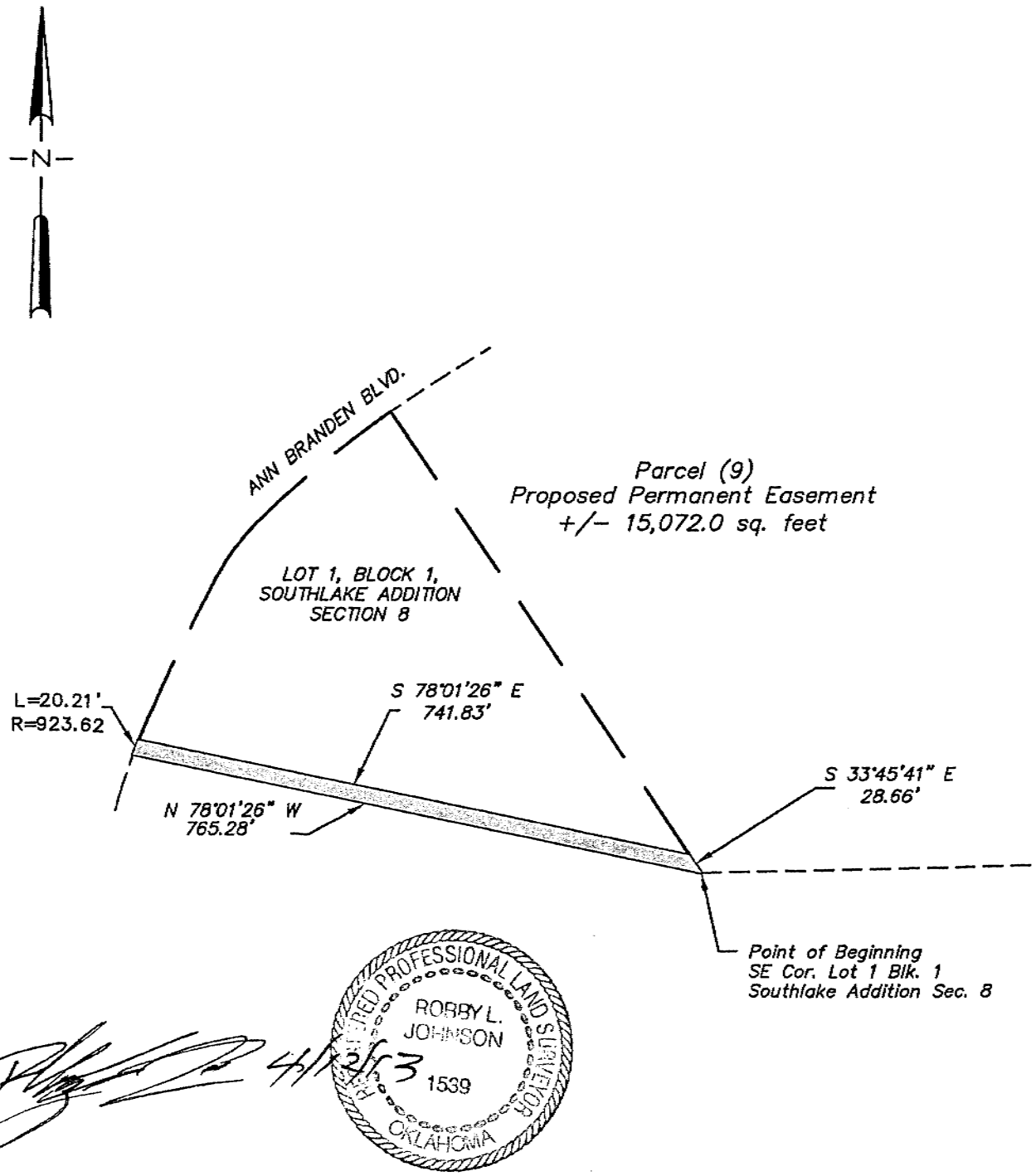
_____
City Attorney

Approved and accepted by the Council of the City of Norman, this ____ day of _____ 20 ____.

_____
Mayor

ATTEST: SEAL:

_____
City Clerk



G:\Projects\04100\LS-Data\Final\User Directory\RLJ\130410 parcel updates\Parcel 9.dwg Apr 11, 2013 - 1:49pm

LEMKE LAND SURVEYING, Inc.	Designed by:	Project: PARCEL (9) PROPOSED PERMANENT EASEMENT	Sheet Number 1
S L L S	Drawn By: BW		
3228 BART CONNER DR., NORMAN, OK 73072 PH.(405)366-8541 FAX(405)366-8540 CA # 2054 EXP.DATE 6/30/10 http://www.lemke-ls.com	Approved by: RLJ	Project Location: LOT 1, BLOCK 1, SOUTHLAKE ADD. SEC. 8, NORMAN, CLEVELAND CO., OKLAHOMA	
	Date: 6/13/08		
	Scale: 1"=200'	Client:	Sheet 1 of 1
	Project No: 04100		

LEMKE LAND SURVEYING, Inc.

Parcel (9)
Proposed Permanent Easement

A tract of land located Lot 1, Block 1, Southlake Addition Section 8, part of the North Half of Section 9, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, being more particularly described as follows;

Beginning at the Southeast corner of said Lot 1, Block 1;

Thence North 78°01'26" West, along the South line of said Lot 1, Block 1, a distance of 765.28 feet to the Southwest corner of said Lot 1, Block 1;

Thence on a curve to the right, having a radius of 923.62 feet, a chord bearing of North 20°18'49" East, a chord length of 20.21 feet, an arc distance of 20.21 feet;

Thence South 78°01'26" East a distance of 741.83 feet to a point on the East line of said Lot 1, Block 1;

Thence South 33°45'41" East a distance of 28.66 feet to the POINT OF BEGINNING, containing 15,072.0 square feet more or less.

Basis of Bearings – Oklahoma State Plane Grid Bearings

This legal description created on 6/13/08 by

4/12/13

PROFESSIONAL LAND SURVEYOR
ROBBY L. JOHNSON
1539
OKLAHOMA

Robby L. Johnson, PLS 1539

3226 Bart Conner Drive - Norman, OK 73072 Ph (405)366-8541 Fax (405)366-8540 E-mail: robbyj@lemke-ls.com
C.A. No. 2054 (Expires 6/30/14)

City of Norman, OK

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

Master

File Number: E-1314-12

File ID:	E-1314-12	**Type:**	Easement	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 29	**In Control:**	City Council
Department:	Utilities Department	**Cost:**		**File Created:**	12/05/2013
File Name:	Temporary Easement from James Hardwick			**Final Action:**	

Title: EASEMENT E-1314-12: CONSIDERATION OF A TEMPORARY CONSTRUCTION EASEMENT DONATED BY JAMES HARDWICK IFOR THE SOUTHEAST BISHOP INTERCEPTOR PROJECT.

Notes: ACTION NEEDED: Motion to accept or reject Temporary Easement No. E-1314-12; and, if accepted, direct the filing thereof with the City Clerk.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 29

Attachments: SEBishopInterceptor Map.pdf, Text File E-1314-12.pdf, E-1314-12.pdf

Project Manager: Charlie Thomas, Capital Projects Engineer

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File E-1314-12

Body

BACKGROUND: The SE Bishop Interceptor project (WW0267) is located in southeast Norman (map attached). On March 23, 2004, Norman Utilities Authority (NUA) approved Contract K-0304-147 with Chiang, Patel & Yerby, Inc. (CP&Y) for design of the project. Phase 1 was completed in 2004; Phase 2, Section 1 in January 2007; Phase 2, Sections 2A and 2B on July 15, 2013. The final phase of the SE Bishop Interceptor project is known as Phase 2, Section 2C and consists of approximately 5,000 LF of 24-inch sewer located south of Highway 9 between the former Saxon Publishing facility and Classen Boulevard.

Obligated interceptor needs, serving existing customers and contractual obligations as of August 2001, are funded by the Sewer Sales Tax (SST). Enlargement of interceptors to serve full build out (FBO) needs under the Norman 2025 Land Use and Transportation Plan (2025 Plan) are funded by the Sewer Excise Tax (SET).

Permanent easements allow for installation and maintenance of the public sewer line. For large diameter sewers such as this project, additional temporary construction easements parallel to the permanent easements are required only during the time construction is in progress. Several easements, both permanent and temporary, will be needed to complete the final project phase. Temporary easements are not filed with the

County, but expire upon completion of construction.

DISCUSSION: Staff desires to acquire two (2) permanent sanitary sewer easements and two (2) temporary construction easements along two parcels where the former Perfect Swing recreational center is located; both parcels are owned by James Hardwick.

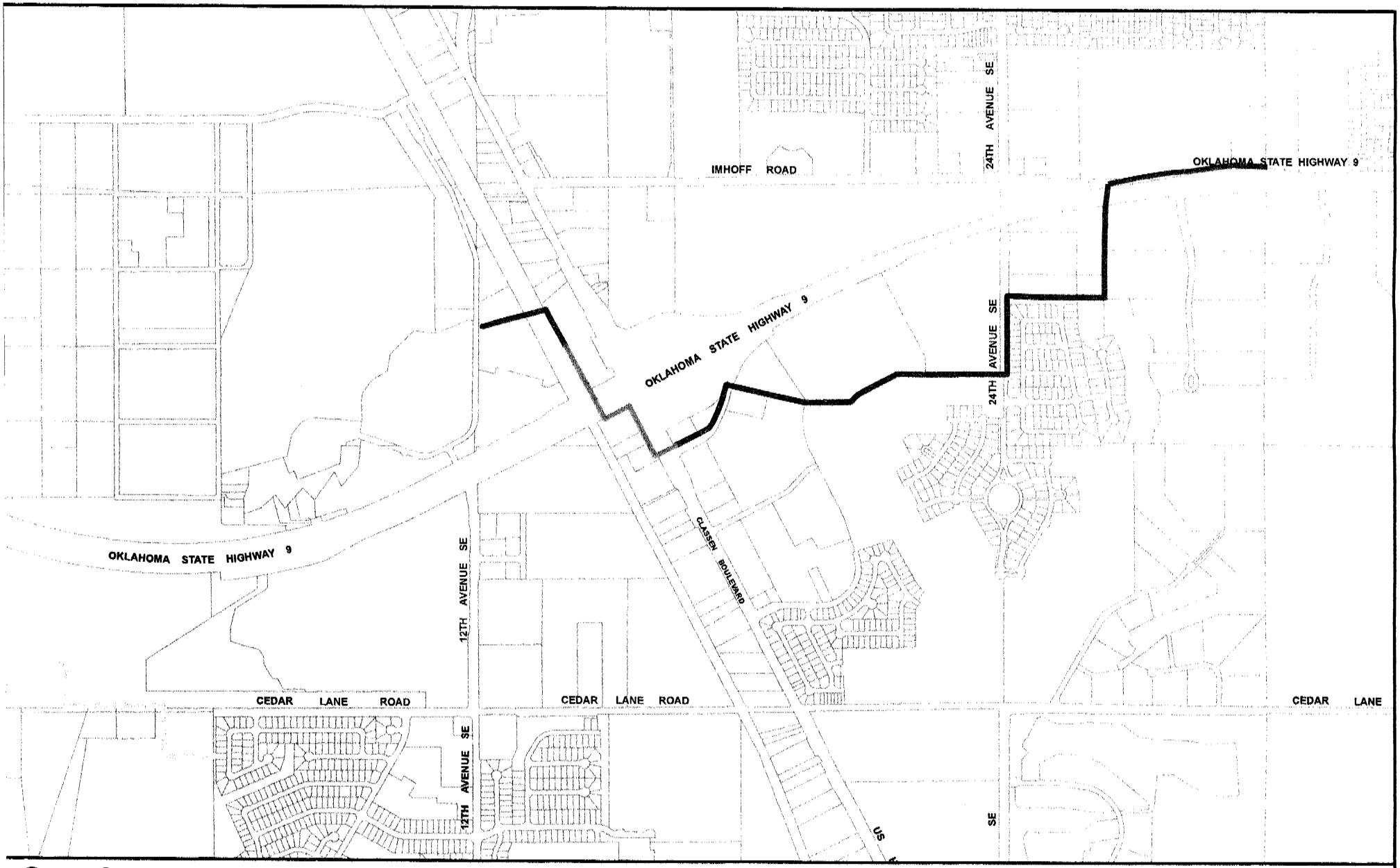
The permanent easement area totals 27,630 square feet or 0.63 acres. Negotiations to acquire the needed easements have been ongoing for several months. Staff initially requested donation of the easements. The owner requested payment of the fair market value. The initial appraisal of the Hardwick property was based on the current zoning of the property as both commercial and residential. The appraised value totaled $92,500. Although a portion of the property is currently zoned residential, the Norman 2025 Plan shows the entire property as commercial. Had the property been appraised as entirely commercial property, the value of the easements would have totaled $154,728. The negotiated price for all easements is $120,000.

Funding for replacement of the existing sewer interceptor is pro-rated based on the cross-sectional area of the obligated pipe diameter versus the cross-sectional area for the FBO pipe diameter. The funding for Section 2C of the SE Bishop Interceptor is 25% SST and 75% SET based on an obligated diameter of 12 inches and a FBO diameter of 24 inches. Thus, the total easement cost of $120,000 is pro-rated $90,000 to the SET and $30,000 to the SST. The following describes the funding for the easements being acquired:

- Permanent sewer easement E-1314-11 consists of 14,695 SF or 53% of the total of $120,000 for a value of $63,600. Funding is prorated between the SST ($15,900) and the SET ($47,700) as noted above.
- Temporary construction easements E-1314-12 and E1314-13 are donated.
- Permanent sewer easement E-1314-14 consists of 12,935 SF or 47% of the total of $120,000 for a value of $56,400. Funding is prorated between the SST ($14,100) and the SET ($42,300) as noted above.

The Fiscal Year Ending 2014 (FYE14) budget for WW0267 includes an unencumbered balance of $92,034 for SST, Land/ROW (323-9048-432.60-01) and $88,742 for SET, Land/ROW (322-9048-432.60-01). As noted above, the total easement cost of $120,000 is pro-rated $90,000 to the SET and $30,000 to the SST. To fully fund the easement acquisitions, it is necessary to transfer $1,258 from SET, Construction (322-9048-432.61-01) to SET, Land/ROW (322-9048-432.60-01).

RECOMMENDATION: Staff recommends acceptance temporary construction easement E-1314-12.



Southeast Bishop Interceptor Project

June 7, 2013

Map produced by the City of Norman
GIS Services Division

The City of Norman assumes no responsibility for errors or omissions in the information presented.

N
W E
S

0 500 1,000 Feet

- Phase 1
- Phase 2, Section 1
- Phase 2, Section 2A
- Phase 2, Section 2B
- Phase 2, Section 2C

TEMPORARY CONSTRUCTION EASEMENT
Parcel 9.1 – Hardwick
City of Norman, Oklahoma
SE Bishop Sewer Interceptor

KNOW ALL MEN BY THESE PRESENTS:

THAT James N. Hardwick (GRANTOR), for and in consideration of the sum of One Dollar ($1.00), and for and upon other good and valuable considerations, has/have this day sold to the City of Norman (City), a temporary easement over, across and under the following described real estate to wit:

See "Exhibit A"

with the right of ingress and egress to and from the same, for the purpose of surveying, laying out and constructing a public utility.

The sole purpose of this easement is to grant to the City the right to work on the above-described tract of land, and includes the right to use and remove any and all sand, rock, dirt, gravel and other natural materials from the above-described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights conveyed to the City by this instrument shall terminate upon completion of construction of the project.

SIGNED and delivered this _____ day of _____, 20 ____.

James N. Hardwick

BY: _____ _____
Title

REPRESENTATIVE ACKNOWLEDGMENT

STATE OF _____, COUNTY OF _____, SS:

Before me, the undersigned, a Notary Public in and for said State and County, on this _____ day of _____, 20 ____, personally appeared _____, to me known to be the identical person(s) who executed the foregoing grant of easement and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal the day and year last above written.

Notary Public: _____

My Commission Expires: _____ **Seal:**

Approved as to form and legality this _____day of _____20 ____.

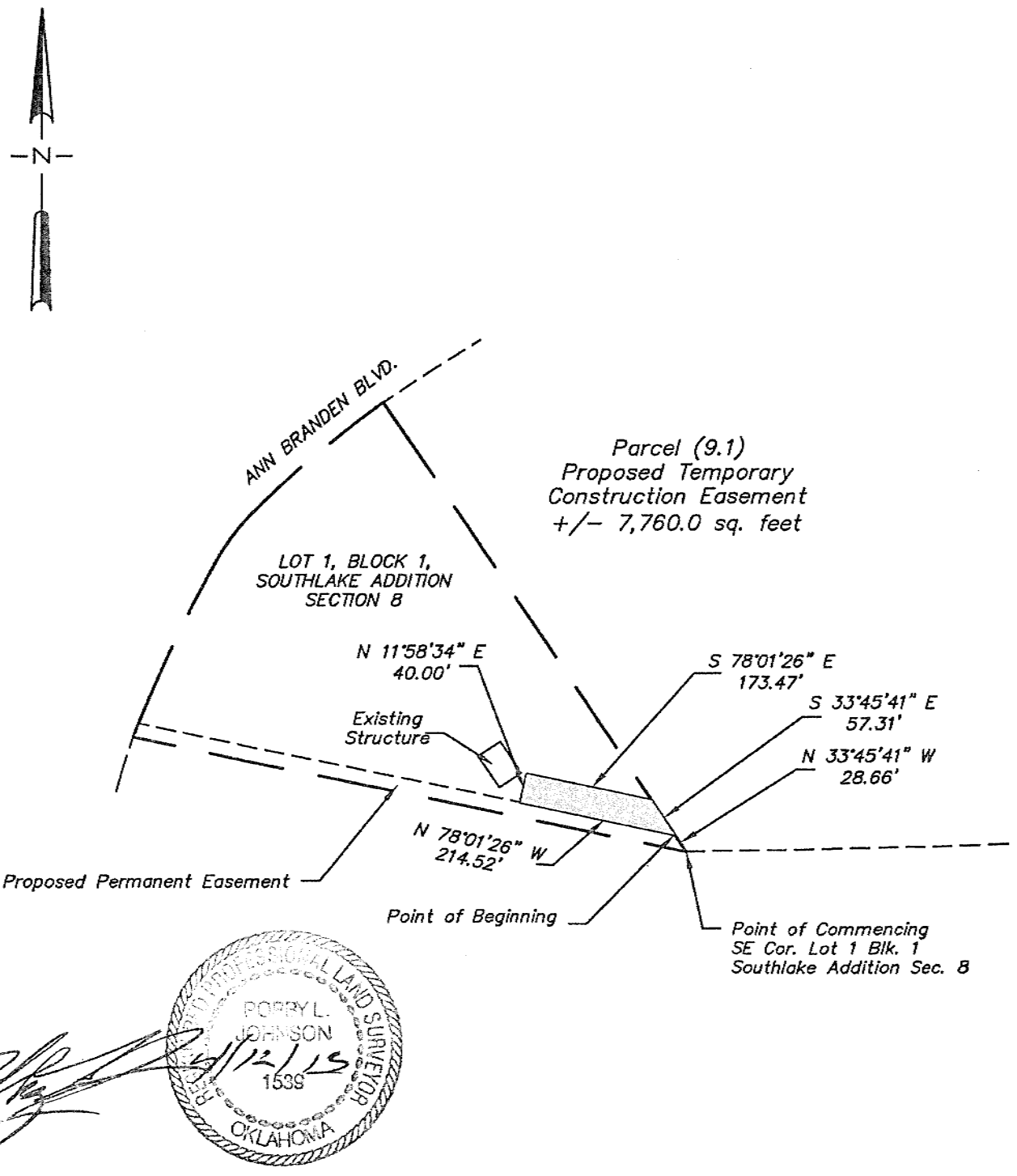
_____
City Attorney

Approved and accepted by the Council of the City of Norman, this ____ day of _____ 20 ____.

_____
Mayor

ATTEST: **SEAL:**

_____
City Clerk



G:\Projects\04100\LLS-Data\Final\User Directory\RLJ\130410 parcel updates\Parcel 9-1.dwg Apr 11, 2013 - 1:47pm

LEMKE LAND SURVEYING, Inc.				
S L L S	3225 BART CONNER DR., NORMAN, OK 73072 PH.(405)366-8541 FAX(405)366-8540 CA # 2054 EXP.DATE 6/30/14 http://www.lemke-ls.com	Designed by:		Project: PARCEL (9.1) PROPOSED TEMPORARY CONSTRUCTION EASEMENT
		Drawn By:	BW	
		Approved by:	RLJ	Project Location: LOT 1, BLOCK 1, SOUTHLAKE ADD. SEC. 8, NORMAN, CLEVELAND CO., OKLAHOMA
		Date:	4/11/13	
		Scale:	1"=200'	Client:
		Project No:	04100	

Sheet Number 1

Sheet 1 of 1

LEMKE LAND SURVEYING, Inc.

Parcel (9.1)
Proposed Temporary Construction Easement

A tract of land located Lot 1, Block 1, Southlake Addition Section 8, part of the North Half of Section 9, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, being more particularly described as follows;

Commencing at the Southeast corner of said Lot 1, Block 1;

Thence North 33°45'41" West, along the East line of said Lot 1, Block 1, a distance of 28.66 feet to the POINT OF BEGINNING;

Thence North 78°01'26" West, parallel to and 20 feet North of the South line of said Lot 1, Block 1, a distance of 214.52 feet;

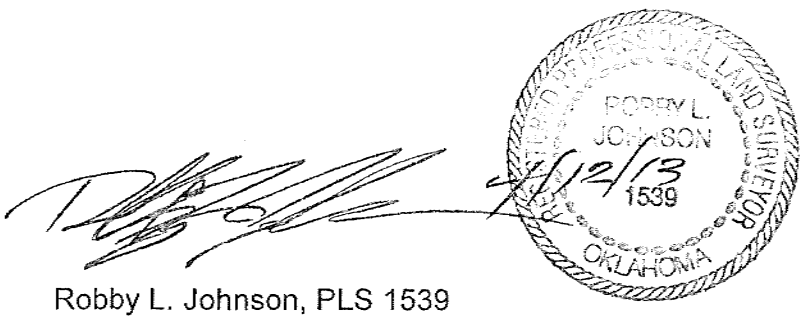
Thence North 11°58'34" East a distance of 40.00 feet;

Thence South 78°01'26" East a distance of 173.47 feet to a point on the East line of said Lot 1, Block 1;

Thence South 33°45'41" East, along said East line, a distance of 57.31 feet to the POINT OF BEGINNING, containing 7,760.0 square feet more or less.

Basis of Bearings – Oklahoma State Plane Grid Bearings

This legal description created on 6/13/08 by



Robby L. Johnson, PLS 1539

3226 Bart Conner Drive - Norman, OK 73072 Ph (405)366-8541 Fax (405)366-8540 E-mail: robbyj@lemke-ls.com
C.A. No. 2054 (Expires 6/30/14)

City of Norman, OK

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

Master

File Number: E-1314-13

File ID:	E-1314-13	**Type:**	Easement	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 30	**In Control:**	City Council
Department:	Utilities Department	**Cost:**		**File Created:**	12/05/2013
File Name:	Temporary Easement from James Hardwick			**Final Action:**	

Title: EASEMENT E-1314-13: CONSIDERATION OF A TEMPORARY CONSTRUCTION EASEMENT DONATED BY JAMES HARDWICK FOR THE SOUTHEAST BISHOP INTERCEPTOR PROJECT.

Notes: ACTION NEEDED: Motion to accept or reject Temporary Easement No. E-1314-13; and, if accepted, direct the filing thereof with the City Clerk.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 30

Attachments: SEBishopInterceptor Map.pdf, Text File
E-1314-13.pdf, E-1314-13.pdf

Project Manager: Charlie Thomas, Capital Projects Engineer

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File E-1314-13

Body

BACKGROUND: The SE Bishop Interceptor project (WW0267) is located in southeast Norman (map attached). On March 23, 2004, Norman Utilities Authority (NUA) approved Contract K-0304-147 with Chiang, Patel & Yerby, Inc. (CP&Y) for design of the project. Phase 1 was completed in 2004; Phase 2, Section 1 in January 2007; Phase 2, Sections 2A and 2B on July 15, 2013. The final phase of the SE Bishop Interceptor project is known as Phase 2, Section 2C and consists of approximately 5,000 LF of 24-inch sewer located south of Highway 9 between the former Saxon Publishing facility and Classen Boulevard.

Obligated interceptor needs, serving existing customers and contractual obligations as of August 2001, are funded by the Sewer Sales Tax (SST). Enlargement of interceptors to serve full build out (FBO) needs under the Norman 2025 Land Use and Transportation Plan (2025 Plan) is funded by the Sewer Excise Tax (SET).

Permanent easements allow installation and maintenance of the public sewer line. For large diameter sewers such as this project, additional temporary construction easements parallel to the permanent easements are required only during the time construction is in progress. Several easements, both permanent and temporary, will be needed to complete the final project phase. Temporary easements are not filed with the County, but

expire upon completion of construction.

DISCUSSION: Staff desires to acquire two (2) permanent sanitary sewer easements and two (2) temporary construction easements along two parcels where the former Perfect Swing recreational center is located; both parcels are owned by James Hardwick.

Negotiations to acquire the needed easements have been ongoing for many months. Staff initially requested donation of the easements. The owner requested payment of the fair market value. The initial appraisal of the Hardwick property was based on the current zoning of the property as both commercial and residential. However, the 2025 Plan shows the entire property as commercial, which the owner and staff agree is its "highest and best use". The appraised value for the parcels as commercial property was $8.00 per square foot (SF). Easement acquisitions are normally paid at 70% of fair market value which would yield a cost of $5.60 per SF or a total of $154,728 for the permanent easement area totaling 27,630 SF.

Negotiations have concluded and we arrived at a single lump sum price for all easements. Staff has negotiated a reduced cost of $120,000 for the entire permanent easement area or about $4.34 per SF. The temporary constructions easements will be donated.

Funding for replacement of the existing sewer interceptor is pro-rated based on the cross-sectional area of the obligated pipe diameter versus the cross-sectional area for the FBO pipe diameter. The funding for Section 2C of the SE Bishop Interceptor is 25% SST and 75% SET based on an obligated diameter of 12 inches and a FBO diameter of 24 inches. Thus, the total easement cost of $120,000 is pro-rated $90,000 to the SET and $30,000 to the SST. The following describes the funding for the easements being acquired:

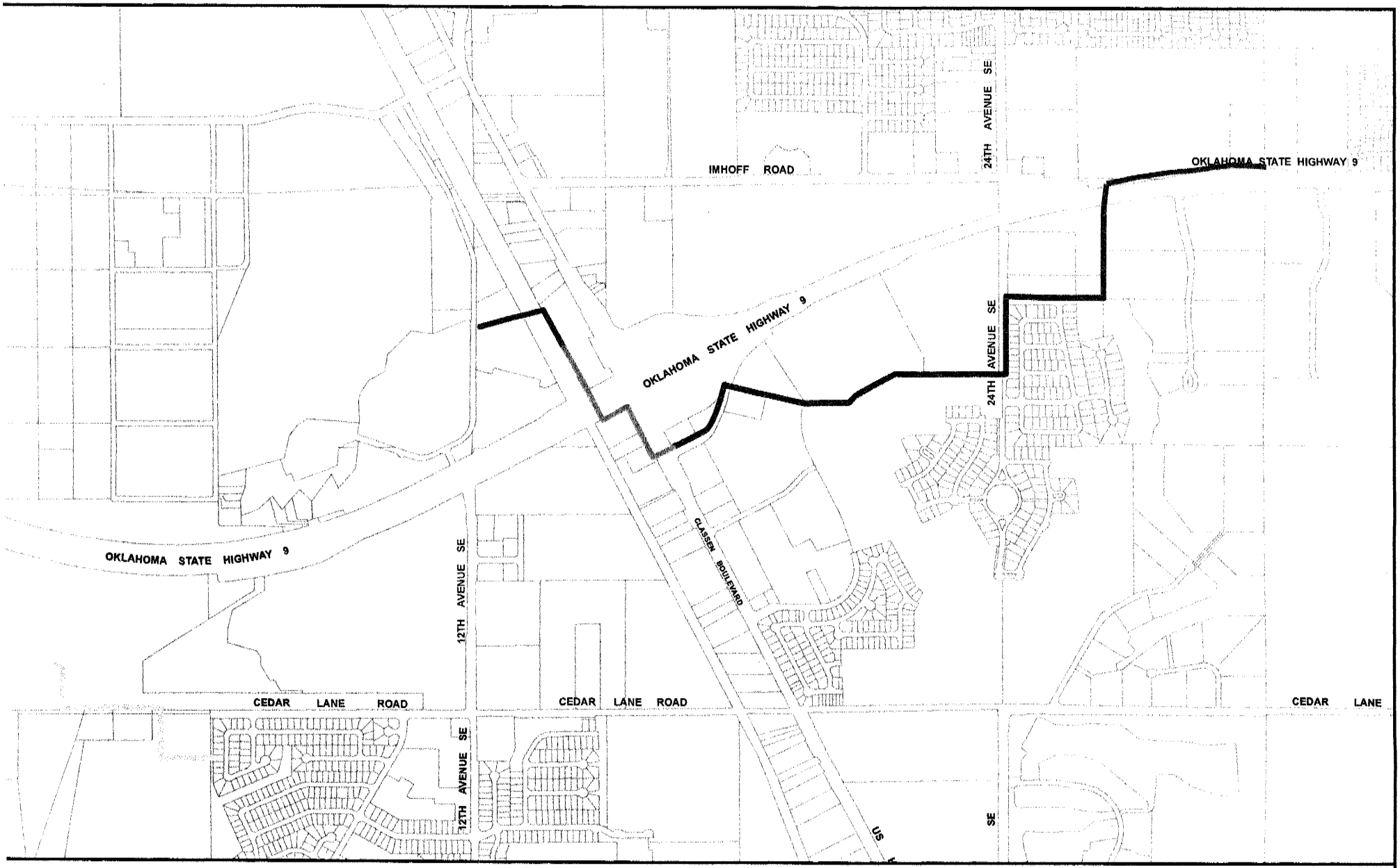
Permanent sewer easement E-1314-11 consists of 14,695 SF or 53% of the total of $120,000 for a value of $63,600. Funding is prorated between the SST ($15,900) and the SET ($47,700) as noted above.

Temporary construction easements E-1314-12 and E1314-13 are donated.

Permanent sewer easement E-1314-14 consists of 12,935 SF or 47% of the total of $120,000 for a value of $56,400. Funding is prorated between the SST ($14,100) and the SET ($42,300) as noted above.

The Fiscal Year Ending 2014 (FYE14) budget for WW0267 includes an unencumbered balance of $92,034 for SST, Land/ROW (323-9048-432.60-01) and $88,742 for SET, Land/ROW (322-9048-432.60-01). As noted above, the total easement cost of $120,000 is pro-rated $90,000 to the SET and $30,000 to the SST. To fully fund the easement acquisitions, it is necessary to transfer $1,258 from SET, Construction (322-9048-432.61-01) to SET, Land/ROW (322-9048-432.60-01).

RECOMMENDATION: Staff recommends acceptance temporary construction easement E-1314-13.



Southeast Bishop Interceptor Project

June 7, 2013

Map produced by the City of Norman
GIS Services Division

The City of Norman assumes no responsibility for errors or omissions in the information presented.

N
W E
S

0 500 1,000 Feet

- Phase 1
- Phase 2, Section 1
- Phase 2, Section 2A
- Phase 2, Section 2B
- Phase 2, Section 2C

TEMPORARY CONSTRUCTION EASEMENT
Parcel 9.2 – Hardwick
City of Norman, Oklahoma
SE Bishop Sewer Interceptor

KNOW ALL MEN BY THESE PRESENTS:

THAT James N. Hardwick (GRANTOR), for and in consideration of the sum of One Dollar ($1.00), receipt of which is hereby acknowledged, and for and upon other good and valuable considerations, does hereby grant to the City of Norman (City), a temporary easement over, across and under the following described real estate to wit:

See "Exhibit A"

with the right of ingress and egress to and from the same, for the purpose of surveying, laying out and constructing a public sanitary sewer line.

The sole purpose of this easement is to grant to the City the right to work on the above-described tract of land, and includes the right to use a reasonable amount of sand, rock, dirt, gravel and other natural materials from the above described tract of land in completing the portion of the SE Bishop Sewer Interceptor which is on the above described tract of land. The City and its contractor will maintain access to the above-described property to the maximum extent possible.

It is a condition of this easement that it shall not be filed for record and that all rights conveyed to the City by this instrument shall terminate upon completion of construction of the project.

SIGNED and delivered this _____ day of _____, 20 ____.

BY: _____
(James N. Hardwick)

REPRESENTATIVE ACKNOWLEDGMENT

STATE OF _____, COUNTY OF _____, SS:

Before me, the undersigned, a Notary Public in and for said State and County, on this _____ day of _____, 2013, personally appeared James N. Hardwick, to me known to be the identical person(s) who executed the foregoing easement and who executed the same as a free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal the day and year last above written.

Notary Public: _____

My Commission Expires: _____ **Seal:**

Approved as to form and legality this _____day of _____20 ____.

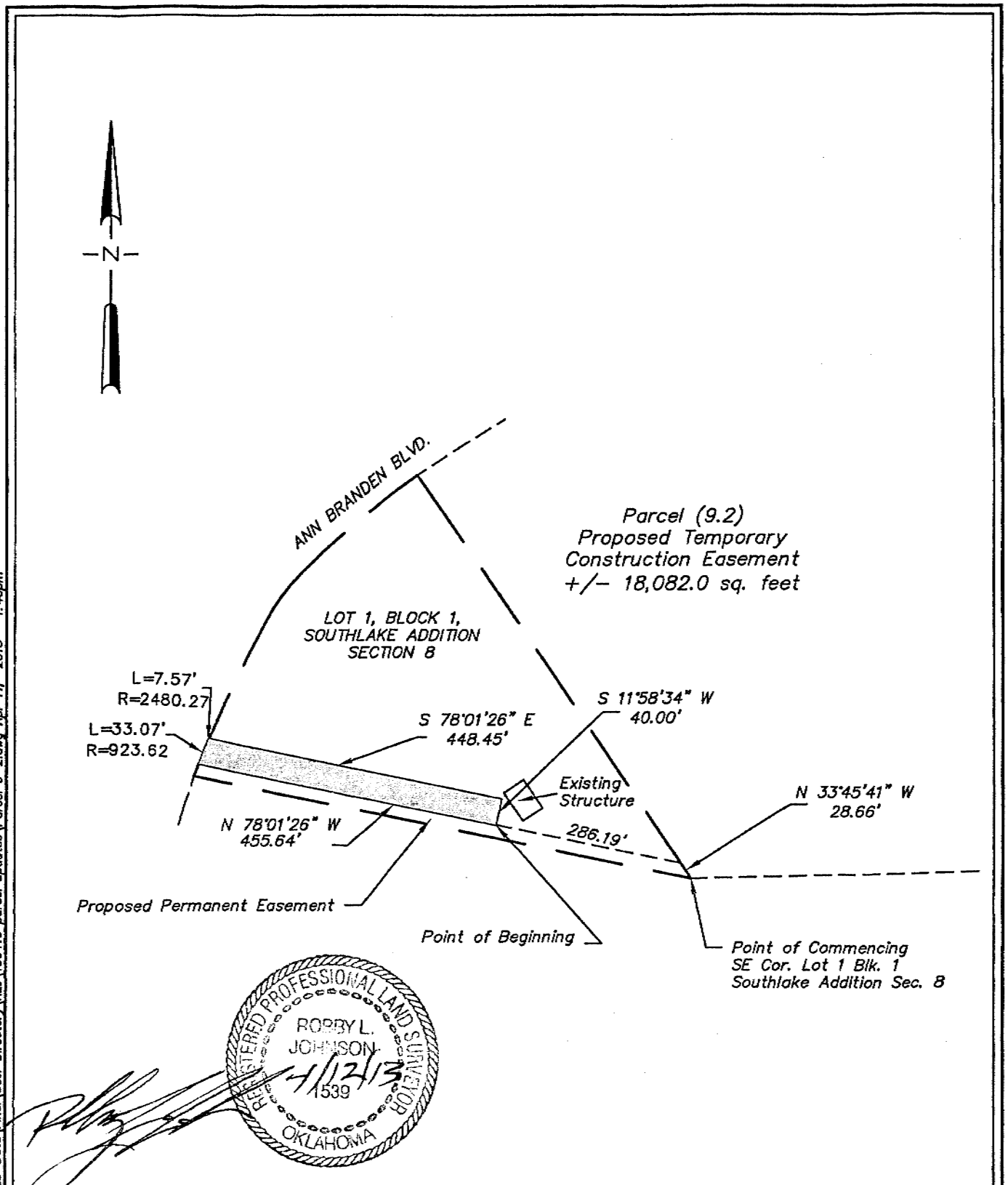
_____
City Attorney

Approved and accepted by the Council of the City of Norman, this ____ day of _____ 20 ____.

_____
Mayor

ATTEST:

_____ **SEAL:**
City Clerk



G:\Projects\04100\LLS-Data\Final\User Directory\RLJ\130410 parcel updates\Parcel 9-2.dwg Apr 11, 2013 - 1:46pm

LEMKE LAND SURVEYING, Inc.	Designed by:
S L L S	Drawn By: BW
3226 BART CONNER DR., NORMAN, OK 73072	Approved by: RLJ
PH.(405)366-8541 FAX(405)366-8540	Date: 4/11/13
CA # 2054 EXP.DATE 6/30/14	Scale: 1"=200'
http://www.lemke-ls.com	Project No: 04100

Project: PARCEL (9.2) PROPOSED TEMPORARY CONSTRUCTION EASEMENT

Project Location: LOT 1, BLOCK 1, SOUTHLAKE ADD. SEC. 8, NORMAN, CLEVELAND CO., OKLAHOMA

Client:

Sheet Number 1

Sheet 1 of 1

LEMKE LAND SURVEYING, Inc.

Parcel (9.2)
Proposed Temporary Construction Easement

A tract of land located Lot 1, Block 1, Southlake Addition Section 8, part of the North Half of Section 9, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, being more particularly described as follows;

Commencing at the Southeast corner of said Lot 1, Block 1;

Thence North 33°45'41" West, along the East line of said Lot 1, Block 1, a distance of 28.66 feet;

Thence North 78°01'26" West, parallel to and 20 feet North of the South line of said Lot 1, Block 1, a distance of 286.19 feet to the POINT OF BEGINNING;

Thence continuing North 78°01'26" West a distance of 455.64 feet to a point on a non tangent curve, said point being on the West line of said Lot 1, Block 1;

Thence on a curve to the right, having a radius of 923.62 feet, a chord bearing of North 21°57'59" East, a chord length of 33.07 feet, an arc distance of 33.07 feet;

Thence on a curve to the right, having a radius of 2480.27 feet, a chord bearing of North 23°04'47" East, a chord length of 7.57 feet, an arc distance of 7.57 feet;

Thence South 78°01'26" East a distance of 448.45 feet;

Thence South 11°58'34" West a distance of 40.00 feet to the POINT OF BEGINNING, containing 18,082.0 square feet more or less.

Basis of Bearings – Oklahoma State Plane Grid Bearings

This legal description created on 6/13/08 by

REGISTERED PROFESSIONAL LAND SURVEYOR
ROBBY L. JOHNSON
1539
OKLAHOMA

4/12/13

Robby L. Johnson, PLS 1539

3226 Bart Conner Drive - Norman, OK 73072 Ph (405)366-8541 Fax (405)366-8540 E-mail: robbyj@lemke-ls.com
C.A. No. 2054 (Expires 6/30/14)

City of Norman, OK

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

Master

File Number: E-1314-14

File ID:	E-1314-14	**Type:**	Easement	**Status:**	Consent Item
Version:	1	**Reference:**	Item No. 31	**In Control:**	City Council
Department:	Utilities Department	**Cost:**	$56,400.00	**File Created:**	12/05/2013
File Name:	James Hardwick Permanent Easement			**Final Action:**	

Title: EASEMENT E-1314-14: CONSIDERATION OF A PERMANENT SANITARY SEWER EASEMENT FROM JAMES HARDWICK IN THE AMOUNT OF $56,400 FOR THE SOUTHEAST BISHOP INTERCEPTOR PROJECT.

Notes: ACTION NEEDED: Acting as the City Council and the Norman Utilities Authority, motion to accept or reject Easement No. E-1314-14; and, if accepted, direct the filing thereof with the Cleveland County Clerk and payment in the amount of $56,400 to James Hardwick.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 31

Attachments: SEBishopInterceptor Map.pdf, Text File
E-1314-14.pdf, E-1314-14.pdf

Project Manager: Charlie Thomas, Capital Projects Engineer

Entered by: Ellen.Usry@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File E-1314-14

Body

BACKGROUND: The SE Bishop Interceptor project (WW0267) is located in southeast Norman (map attached). On March 23, 2004, Norman Utilities Authority (NUA) approved Contract K-0304-147 with Chiang, Patel & Yerby, Inc. (CP&Y) for design of the project. Phase 1 was completed in 2004; Phase 2, Section 1 in January 2007; Phase 2, Sections 2A and 2B on July 15, 2013. The final phase of the SE Bishop Interceptor project is known as Phase 2, Section 2C and consists of approximately 5,000 LF of 24-inch sewer located south of Highway 9 between the former Saxon Publishing facility and Classen Boulevard.

Obligated interceptor needs, serving existing customers and contractual obligations as of August 2001, are funded by the Sewer Sales Tax (SST). Enlargement of interceptors to serve full build out (FBO) needs under the Norman 2025 Land Use and Transportation Plan (2025 Plan) are funded by the Sewer Excise Tax (SET).

Permanent easements allow for installation and maintenance of the public sewer line. For large diameter sewers such as this project, additional temporary construction easements parallel to the permanent easements are required only during the time construction is in progress. Several easements, both permanent and temporary, will be needed to complete the final project phase. Temporary easements are not filed with the

County, but expire upon completion of construction.

DISCUSSION: Staff desires to acquire two (2) permanent sanitary sewer easements and two (2) temporary construction easements along two parcels where the former Perfect Swing recreational center is located; both parcels are owned by James Hardwick.

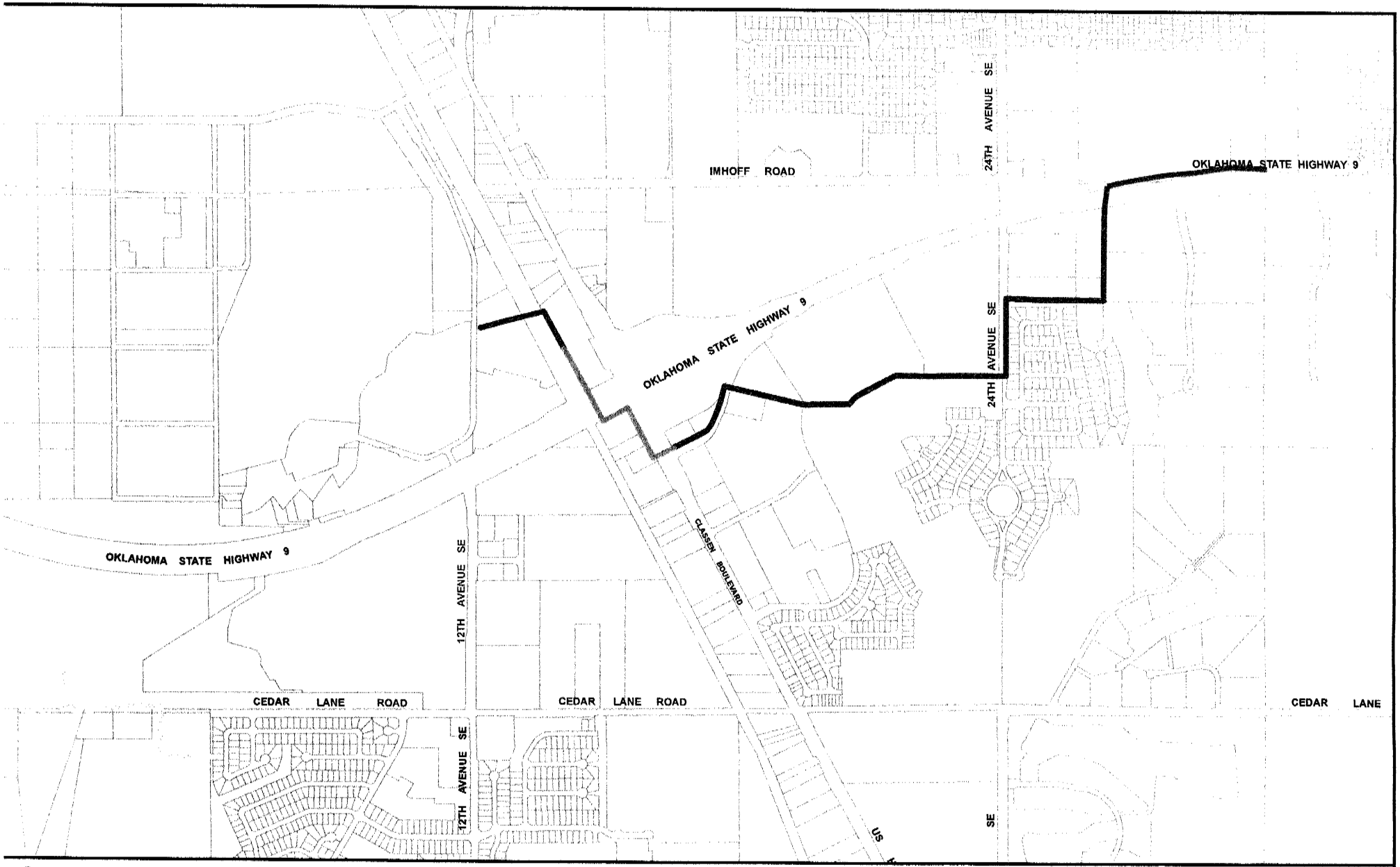
The permanent easement area totals 27,630 square feet or 0.63 acres. Negotiations to acquire the needed easements have been ongoing for several months. Staff initially requested donation of the easements. The owner requested payment of the fair market value. The initial appraisal of the Hardwick property was based on the current zoning of the property as both commercial and residential. The appraised value totaled $92,500. Although a portion of the property is currently zoned residential, the Norman 2025 Plan shows the entire property as commercial. Had the property been appraised as entirely commercial property, the value of the easements would have totaled $154,728. The negotiated price for all easements is $120,000.

Funding for replacement of the existing sewer interceptor is pro-rated based on the cross-sectional area of the obligated pipe diameter versus the cross-sectional area for the FBO pipe diameter. The funding for Section 2C of the SE Bishop Interceptor is 25% SST and 75% SET based on an obligated diameter of 12 inches and a FBO diameter of 24 inches. Thus, the total easement cost of $120,000 is pro-rated $90,000 to the SET and $30,000 to the SST. The following describes the funding for the easements being acquired:

- Permanent sewer easement E-1314-11 consists of 14,695 SF or 53% of the total of $120,000 for a value of $63,600. Funding is prorated between the SST ($15,900) and the SET ($47,700) as noted above
- Temporary construction easements E-1314-12 and E1314-13 are donated.
- Permanent sewer easement E-1314-14 consists of 12,935 SF or 47% of the total of $120,000 for a value of $56,400. Funding is prorated between the SST ($14,100) and the SET ($42,300) as noted above.

The Fiscal Year Ending 2014 (FYE14) budget for WW0267 includes an unencumbered balance of $92,034 for SST, Land/ROW (323-9048-432.60-01) and $88,742 for SET, Land/ROW (322-9048-432.60-01). As noted above, the total easement cost of $120,000 is pro-rated $90,000 to the SET and $30,000 to the SST. To fully fund the easement acquisitions, it is necessary to transfer $1,258 from SET, Construction (322-9048-432.61-01) to SET, Land/ROW (322-9048-432.60-01).

RECOMMENDATION: Staff recommends acceptance and filing of permanent sewer easement E-1314-14 and payment of $56,400 to the property owner James Hardwick.



Southeast Bishop Interceptor Project

June 7, 2013

Map produced by the City of Norman
GIS Services Division

The City of Norman assumes no responsibility for errors or omissions in the information presented.

N
W E
S

0 500 1,000 Feet

- Phase 1
- Phase 2, Section 1
- Phase 2, Section 2A
- Phase 2, Section 2B
- Phase 2, Section 2C

GRANT OF EASEMENT
Parcel 10 – Hardwick
City of Norman, Oklahoma
SE Bishop Sewer Interceptor

KNOW ALL MEN BY THESE PRESENTS:

THAT James N. Hardwick (GRANTOR), in consideration of the sum of One Dollar ($1.00), receipt of which is hereby acknowledged, and for and upon other good and valuable considerations, do hereby grant, bargain, sell, and convey unto the City of Norman (CITY), a municipal corporation, a sanitary sewer easement over, across, and under the following described real estate and premises situated in the City of Norman, Cleveland County, Oklahoma, to wit:

See "Exhibit A"

with the right of ingress and egress to and from the same, for the purpose of surveying, laying out, constructing, maintaining, and operating a public sanitary sewer line.

To have and to hold the same unto the said City, its successors, and assigns forever.

SIGNED and delivered this _____ day of _____, 20 ____.

BY: _____
(James N. Hardwick)

REPRESENTATIVE ACKNOWLEDGMENT

STATE OF _____, COUNTY OF _____, SS:

Before me, the undersigned, a Notary Public in and for the said State and County, on this _____day of _____, 20 ____, personally appeared James N. Hardwick, to me known to be the identical person(s) who executed the foregoing grant of easement and who executed the same as a free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal the day and year last above written.

Notary Public: _____

My Commission Expires: _____ **Seal:**

Approved as to form and legality this _____day of _____ 20 ____.

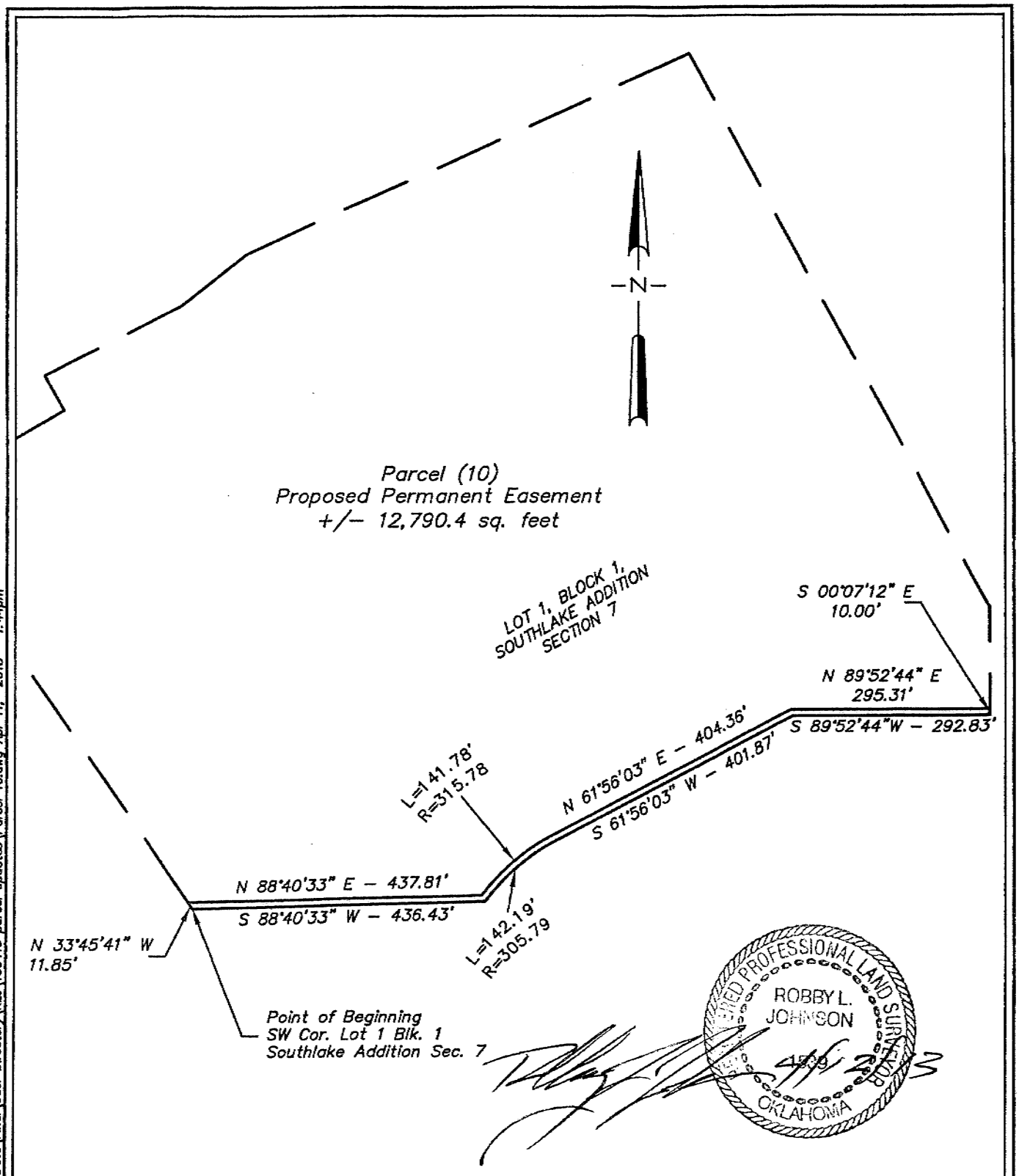
_____
City Attorney

Approved and accepted by the Council of the City of Norman, this ____ day of _____ 20 ____.

_____
Mayor

ATTEST: SEAL:

_____
City Clerk



G:\Projects\04100\LLS-Data\Final\User Directory\RLJ\130410 parcel updates\Parcel 10.dwg Apr 11, 2013 - 1:44pm

LEMKE LAND SURVEYING, Inc.	
S L L S	3226 BART CONNER DR., NORMAN, OK 73072 PH.(405)366-8541 FAX(405)366-8540 CA # 2054 EXP.DATE 6/30/14 http://www.lemke-ls.com

Designed by:	
Drawn By:	BW
Approved by:	RLJ
Date:	4/11/13
Scale:	1"=200'
Project No:	04100

Project: PARCEL (10) PROPOSED PERMANENT EASEMENT

Project Location: LOT 1, BLOCK 1, SOUTHLAKE ADD. SEC. 7, NORMAN, CLEVELAND CO., OKLAHOMA

Client:

Sheet Number 1

Sheet 1 of 1

LEMKE LAND SURVEYING, Inc.

Parcel (10)
Proposed Permanent Easement

A tract of land located Lot 1, Block 1, Southlake Addition Section 7, part of the Northeast Quarter of Section 9, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, being more particularly described as follows;

Beginning at the Southwest corner of said Lot 1, Block 1;

Thence North 33°45'41" West, along the West line of said Lot 1, Block 1, a distance of 11.85 feet;

Thence North 88°40'33" East a distance of 437.81 feet;

Thence on a curve to the right, having a radius of 315.78 feet, a chord bearing of North 49°06'04" East, a chord length of 140.59 feet, an arc distance of 141.78 feet;

Thence North 61°56'03" East a distance of 404.36 feet;

Thence North 89°52'44" East a distance of 295.31 feet to a point in the East line of said Lot 1, Block 1;

Thence South 00°07'12" East, along said east line a distance of 10.00 feet to the Southeast corner of said Lot 1, Block 1;

Thence South 89°52'44" West a distance of 292.83 feet;

Thence South 61°56'03" West a distance of 401.87 feet;

Thence on a curve to the left, having a radius of 305.79 feet, a chord bearing of South 48°38'35" West, a chord length of 140.91 feet, an arc distance of 142.19 feet;

Thence South 88°40'33" West a distance of 436.43 feet to the POINT OF BEGINNING, containing 12,790.4 square feet more or less.

Basis of Bearings – Oklahoma State Plane Grid Bearings

This legal description created on 4/11/13 by

4/12/13

Robby L. Johnson, PLS 1539

3226 Bart Conner Drive - Norman, OK 73072 Ph (405)366-8541 Fax (405)366-8540 E-mail: robbyj@lemke-ls.com
C.A. No. 2054 (Expires 6/30/14)

City of Norman, OK

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

Master

File Number: R-1314-54

File ID: R-1314-54 **Type:** Land Use Plan Resolution **Status:** Non-Consent Items

Version: 1 **Reference:** Item No. 32 **In Control:** City Council

Department: City Council Planning and Community Development Committee **Cost:** **File Created:** 10/17/2013

File Name: 2025 Amendment - Sooner Mobile Home Redevelopment **Final Action:**

Title: RESOLUTION NO. R-1314-54: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO PLACE LOT 1, BLOCK 1, SOONER MOBILE HOME PARK, NORMAN, CLEVELAND COUNTY, OKLAHOMA, IN THE MEDIUM DENSITY RESIDENTIAL DESIGNATION AND THE COMMERCIAL DESIGNATION AND REMOVE THE SAME FROM THE LOW DENSITY RESIDENTIAL DESIGNATION AND THE COMMERCIAL DESIGNATION

Notes: ACTION NEEDED: Motion to adopt or reject Resolution No. R-1314-54; and, if adopted, amend the NORMAN 2025 Land Use and Transportation Plan according thereto

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 32

Attachments: 2025 Map, Text File R-1314-54.pdf, R-1314-54, 2025 Staff Report, Pre-Development Summary, 11-14-13 PC Minutes - Sooner Mobile Home Redevelopment

Project Manager: Jane Hudson, Principal Planner

Entered by: rone.tromble@normanok.gov **Effective Date:**

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Commission	11/14/2013	Recommended for Adoption at a subsequent City Council Meeting	City Council	12/10/2013		Pass

Action Text: A motion was made by Commissioner Gasaway, seconded by Commissioner Sherrer, that this Resolution be Recommended for Adoption at a subsequent City Council Meeting to the City Council , due back on 12/24/2013. The motion carried by the following vote:

Text of Legislative File R-1314-54

Body

SUMMARY OF REQUEST: The applicants, Sooner Mobile Home Redevelopment, L.L.C., propose to

redevelop the existing site of the Sooner Mobile Home and RV Park as a mixed-use project. Sooner Mobile Home Park has existed at this location for a long time, in fact, prior to annexation of the land into the city limits in October of 1961. The proposed uses will include a student based housing development along the east and south side of the ownership, and three commercial lots along the west and north side of the ownership. There will be amenities provided within the residential development; including a clubhouse, pool, theater room and gym area. The proposed uses for the commercial lots are two restaurants on the north portion and a grocery store with a fueling station located in the center of the development, abutting Classen Boulevard. The north side of the development is floodplain area and will remain undeveloped.

The 2025 Plan identifies two criteria that must be examined before a land use change is approved.

There has been a change in circumstances resulting from development of the properties in the general vicinity which suggest that the proposed change will not be contrary to the public interest.

In recent years there have been several multi-family/student housing developments in the vicinity of this proposed development. In addition to the residential changes in the area there have been multiple commercial developments as well.

To the north, east and south there have been three residential changes to the area in recent years.

There is a single-family development to the north of this proposal, Cedar Creek PUD. The PUD consists of a gated community with forty-nine single-family lots and a large open space buffer along the south side of the development. This buffer is between the single-family residential development and the proposal of the mixed-use development to the south.

To the east and south of this proposal are two multi-family/student based housing developments; The Cottages at Norman to the east and Crimson Park Apartments to the south.

The Cottages at Norman have 89 buildings (similar to townhouses), 174 units and a total of 644 bedrooms.

Crimson Park Apartments have 11 buildings with 268 units and a total of 792 bedrooms.

At the northwest corner of Classen Boulevard and Constitution Street there is a convenience store with fuel sales as well as a commercial strip mall continuing off to the west of the convenience store. The commercial strip mall has the capacity for six different retail/office lease spaces on-site.

At the southwest corner of Classen Boulevard and Constitution Street there is a second commercial strip mall. This strip mall has a large anchor store for video rental on the east end, as well as five additional lease spaces for other retail/office uses to the west of the building.

Directly south of this proposed PUD is a commercial strip mall with the capacity of twelve lease spaces with a restaurant as an anchor store on the south end.

There is a determination that the proposed change would not result in adverse land use or adverse traffic impacts to surrounding properties or the vicinity.

The growth within this area has been significant, as indicated in the above project list. This growth has occurred at a time or in conjunction with the roadway widening and improvements along Classen Boulevard, 12th Avenue SE and Constitution Street. In addition to the roadway improvements on all three streets in this area there have been three traffic signals installed. Traffic signals have been installed at Classen Boulevard and 12th Avenue SE, Classen Boulevard and Constitution Street and Classen Boulevard and Imhoff Road. With the roadway improvements in place, plus the proposed roadway improvements related to this project, adequate access and traffic circulation will be provided.

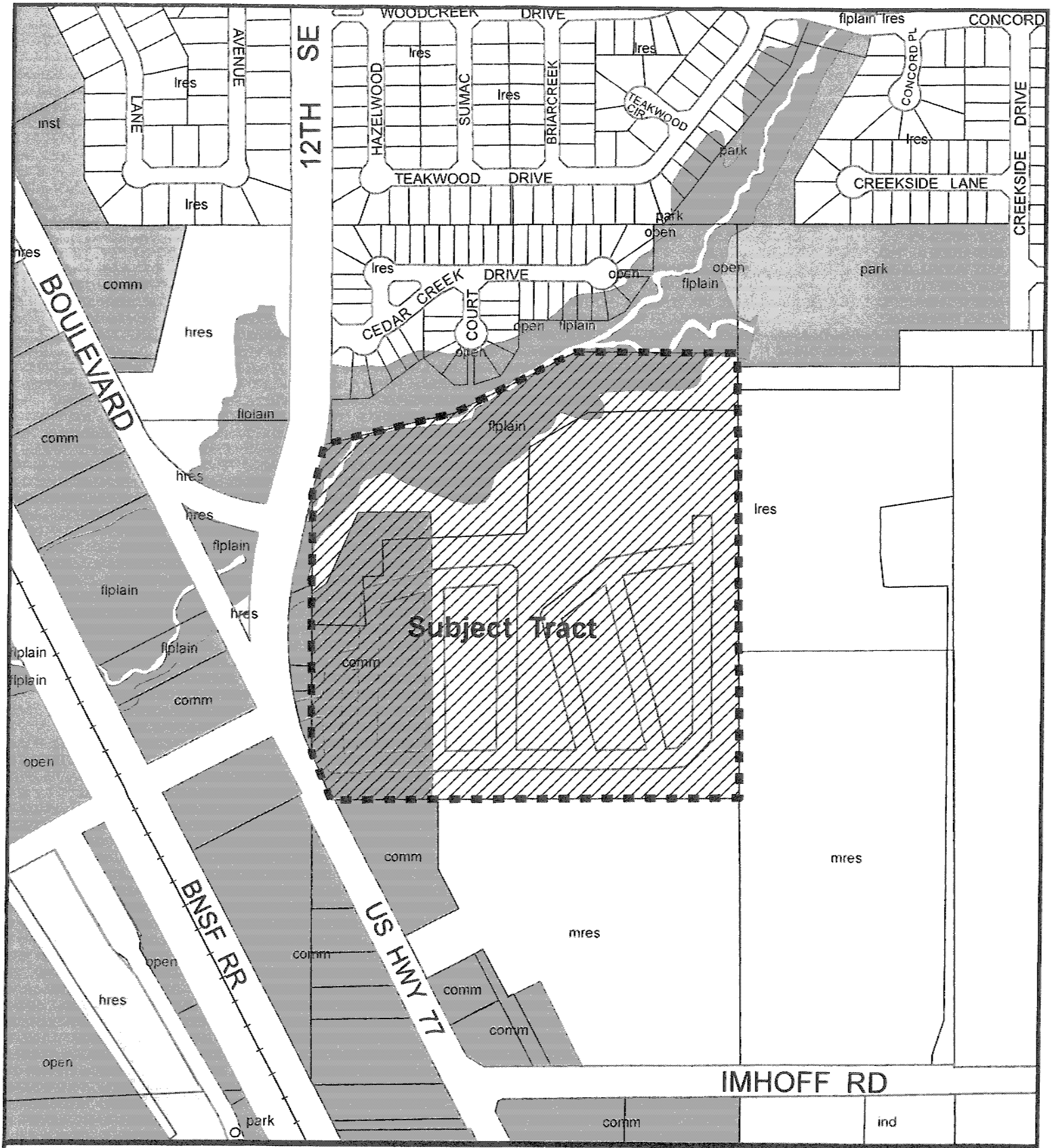
This development abuts the east side of Classen Boulevard and 12th Avenue SE. There will be two streets intersecting off of Classen Boulevard and 12th Avenue SE that enter the development on the north and south side of the proposed grocery store lot. The continuation of Classen Boulevard will become Classen Street, on

the north side and the continuation of Constitution Street on the south side.

Sidewalks will be installed throughout this development. A new five foot sidewalk along the east side of Classen Boulevard will connect to the existing sidewalk at Cedar Creek, north of this property. In addition to the sidewalk on Classen Boulevard there will be five-foot sidewalks along the new east/west streets entering the development, Constitution Street and Classen Street. These sidewalks throughout the development and along Classen Boulevard will provide pedestrian accessibility to the north, south and west.

STAFF RECOMMENDATION: This area of south Norman has grown over the last ten years. Zoning, land use and roadway expansions have made way for this growth. The current land use designation for the east side of this property is actually designated as Low Density Residential. Yet, in the early 1960's the first long-range plan identified this eastern portion as appropriate for High Density Residential. The COMPLAN that followed in 1981 designated the area as Medium Density Residential. The NORMAN 2020 changed to High Density Residential designation for this area in 1997. Nonetheless, in 2004 the NORMAN 2025 changed the designation to Low Density Residential. Staff recommends approval of the land use designation of Commercial Designation and Medium Density Residential Designation. A portion of the western edge of this property already has Commercial Designation in place. This request places a clear demarcation of what is to be Medium Density Residential Designation and Commercial Designation. The floodplain on the north side of this development will remain undeveloped.
Staff recommends approval of Resolution NO. R-1314-54.

Planning Commission, at their meeting of November 14, 2013, unanimously recommended adoption of this resolution, 9-0.



Norman 2025 Land Use Plan

Map Produced by the City of Norman
Geographic Information System.
(405) 366-5316
The City of Norman assumes no
responsibility for errors or omissions
in the information presented.

N
W E
S

October 22, 2013

0 200 400 Ft.

Subject Tract

Zonir32-1

R-1314-54

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO PLACE LOT 1, BLOCK 1, SOONER MOBILE HOME PARK, NORMAN, CLEVELAND COUNTY, OKLAHOMA, IN THE MEDIUM DENSITY RESIDENTIAL DESIGNATION AND THE COMMERCIAL DESIGNATION AND REMOVE THE SAME FROM THE LOW DENSITY RESIDENTIAL DESIGNATION AND THE COMMERCIAL DESIGNATION. (2601 S. Classen Boulevard)

§ 1. WHEREAS, the Council of the City of Norman recognizes citizens' concerns about the future development of Norman; and

§ 2. WHEREAS, the City Council at its meeting of November 16, 2004, reviewed and adopted the NORMAN 2025 Land Use and Transportation Plan, with an effective date of December 16, 2004; and

§ 3. WHEREAS, Sooner Mobile Home Redevelopment, L.L.C., has requested that the following described property be moved from the Low Density Residential Designation and Commercial Designation and placed in the Medium Density Residential Designation and Commercial Designation for the hereinafter described property, to wit:

Medium Density Residential Designation – PUD Tract

A tract of land being a part of Lot 1, Block 1, SOONER MOBILE HOME PARK, an Addition to the City of Norman, Cleveland County, Oklahoma according to the plat recorded in Book 13 of Plats, Page 21, AND a tract of land lying in the Southwest Quarter of Section 4, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, all being more particularly described as follows:

COMMENCING at the northwest corner of said Southwest Quarter;

THENCE South 00°41'23" East, along the west line of said Southwest Quarter, a distance of 1524.67 feet to the POINT OF BEGINNING;

THENCE North 89°16'56" East a distance of 571.40 feet;

THENCE North 00°09'12" West a distance of 1,016.83 feet to a point on the south line of Common Area B, CEDAR CREEK recorded in Book 20 of Plats, Page 7;

THENCE along said south line, the following Two (2) courses:

1. North 62°31'34" East a distance of 262.60 feet;
2. North 89°35'10" East a distance of 500.43 feet to the southeast corner of said Block B;

THENCE South 00°45'58" East, along the west line of Lot 1, Block 1, AMENDED FINAL PLAT OF THE COTTAGES AT NORMAN, an Addition to the City of Norman recorded in Book 23 of Plats, Page 13 extended north and the east line of said SOONER MOBILE HOME PARK extended north, a distance of 1,375.96 feet to the southeast corner of said SOONER MOBILE HOME PARK and the northeast corner of Lot 1, Block 1, CRIMSON PARK ADDITION, an Addition to the City of Norman, recorded in Book 20 of Plats, Page 143;

THENCE South 89°14'32" West, along the south line of said SOONER MOBILE HOME PARK, north line of said CRIMSON PARK ADDITION and the north line of Lot 1, Block 1, CRIMSON CENTRE ADDITION, an Addition to the City of Norman, recorded in Book 22 of Plats, Page 35, a distance of 1,251.19 feet to the southwest corner of said

SOONER MOBILE HOME PARK, also being a point on the east right of way line of U.S. Highway 77 as shown on said plat;
THENCE North 27°36'15" West, along the west line of said SOONER MOBILE HOME PARK and said east right of way line, a distance of 146.72 feet to a point on the west line of said Southwest Quarter, also being the west line of said SOONER MOBILE HOME PARK;
THENCE North 00°41'23" West, along the west line of said SOONER MOBILE HOME PARK and west line of said Southwest Quarter, a distance of 113.63 feet to the POINT OF BEGINNING.

Said described tract of land contains an area of 1,142,433 square feet or 26.2267 acres, more or less.

Commercial Designation -- C-2 Tract
A tract of land being a part of Lot 1, Block 1, SOONER MOBILE HOME PARK, an Addition to the City of Norman, Cleveland County, Oklahoma according to the plat recorded in Book 13 of Plats, Page 21 AND a tract of land lying in the Southwest Quarter of Section 4, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, all being more particularly described as follows:
COMMENCING at the northwest corner of said Southwest Quarter;
THENCE South 00°41'23" East, along the west line of said Southwest Quarter, a distance of 977.39 feet to a point on a curve and the POINT OF BEGINNING;
THENCE Easterly along a non tangent curve to the left having a radius of 2,136.39 feet (said curve subtended by a chord which bears South 84°02'03" East a distance of 211.54 feet) for an arc distance of 211.63 feet;
THENCE North 89°16'56" East a distance of 366.18 feet;
THENCE South 00°09'12" East a distance of 462.68 feet;
THENCE South 89°16'56" West a distance of 571.96 feet to a point on the west line of said Southwest Quarter;
THENCE North 00°41'23" West, along said west line, a distance of 487.28 feet to the POINT OF BEGINNING.

Said described tract of land contains an area of 267,841 square feet or 6.1488 acres, more or less.

AND
A tract of land being in a part of Lot 1, Block 1, SOONER MOBILE HOME PARK, an addition to the City of Norman, Cleveland County, Oklahoma according to the plat recorded in Book 13 of Plats, Page 21, AND a tract of land lying in the Southwest Quarter of Section 4, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, all being more particularly described as follows:
Commencing at the Northwest Corner of said Southwest Quarter;

Thence South 00°41'23" East, along the West line of said Southwest Quarter, a distance of 1,464.67 feet to a point on the West line of said Southwest Quarter and the POINT OF BEGINNING;
Thence South 00°41'23" East, along the West line of said Southwest Quarter, a distance of 60.00 feet;
Thence North 89°16'56" East a distance of 571.40 feet;
Thence North 00°09'12" West a distance of 60.00 feet;
Thence South 89°16'56" West a distance of 571.96 feet;
Thence South 75°31'33" West a distance of 455.38 feet to the POINT OF BEGINNING.

Said described tract of land contains an area of 34,301 square feet, or 0.787 acres, more or less.

Commercial Designation -- C-1 Tract
A tract of land being in a part of Lot 1, Block 1, SOONER MOBILE HOME PARK, an addition to the City of Norman, Cleveland County, Oklahoma according to the plat recorded in Book 13 of Plats, Page 21, AND a tract of land lying in the Southwest Quarter of Section 4, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, all being more particularly described as follows:
COMMENCING at the Northwest Corner of said Southwest Quarter;
THENCE South 00°41'23" East, along the West line of said Southwest Quarter, a distance of 675.70 feet to a point on the West line of said Southwest Quarter and the POINT OF BEGINNING;
THENCE South 00°41'23" East, along the West line of said Southwest Quarter, a distance of 291.29 feet;
THENCE around a curve to the left having a radius of 2,136.39 feet (said curve subtended by a chord which bears South 84°02'03" East, a distance of 211.54 feet) and an arc length of 211.63 feet;
THENCE North 89°16'56" East a distance of 366.18 feet;
THENCE North 00°09'12" West a distance of 494.14 feet;
THENCE South 62°31'34" West a distance of 155.32 feet;
THENCE South 75°31'33" West a distance of 455.38 feet to the POINT OF BEGINNING.

Said described tract of land contains an area of 223,964 square feet, or 5.142 acres, more or less.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 4. That the Council of the City of Norman recognizes the need to control the future growth of the City of Norman; and, that after due consideration has determined that the requested amendment to the NORMAN 2025 Land Use and Transportation Plan should be adopted, and does hereby approve the requested designation.

PASSED AND ADOPTED this _____day of_____, 2013.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

RESOLUTION NO. R-1314-54 ITEM NO. 3a

STAFF REPORT

ITEM: Sooner Mobile Home Redevelopment, L.L.C. requests amendment of the NORMAN 2025 Land Use and Transportation Plan from Low Density Residential Designation, Floodplain Designation, and Commercial Designation to Medium Density Residential Designation and Commercial Designation for property located at 2601 South Classen Boulevard.

SUMMARY OF REQUEST: Sooner Mobile Home Park has existed at this location for a long time, in fact, prior to annexation of the land into the city limits in October of 1961. The applicants propose to redevelop the site as a mixed-use project. The uses will include a student based housing development, along the east and south side of the ownership and three commercial lots, along the west side of the ownership. The proposed uses for the commercial lots are two restaurants on the north piece and a grocery store with a fueling station located in the center of the development. There will be amenities provided within the residential development; clubhouse, pool, theatre room and gym area. The north side of the development is floodplain area and will remain undeveloped.

The 2025 Plan identifies two criteria that must be examined before a land use change is approved.

1. ***There has been a change in circumstances resulting from development of the properties in the general vicinity which suggest that the proposed change will not be contrary to the public interest.*** In recent years there have been several multi-family/student housing developments in the vicinity of this proposed development. In addition to the residential changes in the area there have been multiple commercial developments as well.

    - To the north, east and south there have been three residential changes to the area in recent years.
        - There is a single-family development to the north of this proposal, Cedar Creek PUD. The PUD consists of a gated community with forty-nine single-family lots and a large open space buffer along the south side of the development. This buffer is between this residential development and the proposal of the mixed-use development to the south.
        - To the east and south of this proposal are two multi-family/student based housing developments; The Cottages at Norman, to the east and Crimson Park Apartments, to the south.
            - The Cottages at Norman have 89 buildings (similar to townhouses), 174 units and a total of 644 bedrooms.
            - Crimson Park Apartments have 11 buildings, with 268 units and a total of 792 bedrooms.

- At the northwest corner of Classen Boulevard and Constitution Street is a convenience store with fuel sales as well as a commercial strip mall continuing off to the west of the convenience store. The commercial strip mall has the capacity for six different retail/office lease spaces on-site.
- On the southwest corner of Classen Boulevard and Constitution is a second commercial strip mall. This strip mall has a large anchor store for video rental on the east end, as well as five additional lease spaces for other retail/office uses.
- Directly south of this proposed PUD is a commercial strip mall with the capacity of twelve lease spaces with a restaurant as an anchor store on the south end.

2. ***There is a determination that the proposed change would not result in adverse land use or adverse traffic impacts to surrounding properties or the vicinity.*** The growth within this area has been remarkable, as you can see from the above noted partial project list. However, all of this growth has occurred at a time or in conjunction with the roadway widening and improvements along Classen Boulevard, 12th Avenue SE and Constitution Street. In addition to the roadway improvements on all three streets in this area there have been three traffic signals installed. Traffic signals have been installed at Classen Boulevard and 12th Avenue SE, Classen Boulevard and Constitution and Classen Boulevard and Imhoff Road. With the roadway improvements in place, plus the proposed roadway improvements related to this project adequate access and traffic circulation will be provided.

   Sidewalks will be installed throughout this development. A new five foot sidewalk along the east side of Classen Boulevard will connect to the existing sidewalk at Cedar Creek, north of this property. In addition to the sidewalk on Classen Boulevard there will be five foot sidewalks along Constitution Street and Classen Street. These sidewalks throughout the development and along Classen Boulevard will provide pedestrian accessibility to the north, south and west.

   This development abuts the east side of Classen Boulevard and 12th Avenue SE. There will be two streets coming off of Classen Boulevard and 12th Avenue SE that enter the development on the north and south side of the proposed grocery store lot. The continuation of Classen Boulevard will become Classen Street, on the north side and the continuation of Constitution Street on the south side.

STAFF RECOMMENDATION: This area of south Norman has definitely grown over the last ten years. Zoning, land use and roadway expansions have made way for this growth. The current land use designation for the east side of this property is actually designated as Low Density Residential. Yet, in the early 1960's the first long-range plan identified this eastern area as appropriate for High Density Residential. The COMPLAN that followed in 1981 designated the area as Medium Density Residential. The NORMAN 2020 changed to High Density Residential designation for this area in 1997. Nonetheless, in 2004 the NORMAN 2025 changed the designation to Low Density Residential. Staff recommends approval of the land use designation of Medium Density Residential. A portion of the western edge of this property already has Commercial Designation in place. This proposal places a clear demarcation of what is to be Medium Density Residential Designation and Commercial Designation. The floodplain on the north side of this development will remain undeveloped.

Staff recommends approval of Resolution NO. R-1314-54

City of Norman Predevelopment **September 26, 2013**

Applicant	Sooner Mobile Home Redevelopment LLC
Location	2601 Classen Blvd
Case Number	PD 13-25
Time	5:30 PM

Attendee	Stakeholder	Address	email	phone
Hal Ezzell	Applicant's attorney	100 48th Avenue NW	hezzell@coxinet.net	928-2066
Tom McCaleb	Applicant's engineer	SMC Engineers 815 W Main OKC		232-7715
Jim Benson	Neighbors' representative	OU Motel 2420 S Classen	jbenson@normannow.com	641-9243
Caleb Glave	tenant	11 F Street Sooner MHP	cwglave@gmail.com	501-5079
Susan Atkinson	City Facilitator			366-5392
Ken Danner	Public Works			366-5458
Leah Messner	City Attorney's office			217-7748
Jane Hudson	Principal Planner			366-5344
Janay Greenlee	Planner II			366-5437
Susan Connors	Planning Director			
Terry Floyd	City Manager's Office			

Application Summary. The applicants are seeking to rezone this 38.3-acre parcel to C-2 Commercial and RM-6 Medium-Density Residential. The parcel's current zoning is a combination of C-1, R-3, RM-4, and A-2. The current *Norman 2025 Land Use Plan* designation is Commercial and Low Density Residential.

Applicant's Opportunity. The applicants are seeking to redevelop a mobile home park for combined use as a grocery store site and medium-density apartments targeting the student market. The proposal is for a total of 179 apartment units. The project also includes a stormwater retention pond as part of the open space buffering the Bishop Creek flood plain.

The applicant's attorney explained that the heavily wooded area along Bishop Creek along the north edge of the project area would remain in place, allowing the neighborhood north of the creek to retain the same buffer they currently have. He added that the City of Norman's Greenway Master Plan had identified this area of Bishop Creek as a possible location for a future segment of Legacy Trail, an opportunity that would not be altered by redevelopment of the mobile home park site.

Neighbors' Questions/Comments. A representative of the OU Motel, which is across the street to the west, was in attendance. He asked what if any impact the development would have on the motel and the floodplain to the south of the motel.

> **Engineer's Response.** Applicant's engineer stated that the development would be required to keep all future development out of the floodplain and to detain all post-development stormwater runoff on site per City ordinance.

NORMAN PLANNING COMMISSION
REGULAR SESSION MINUTES

NOVEMBER 14, 2013

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building, 201 West Gray Street, on the 14th day of November 2013. Notice and agenda of the meeting were posted at the Norman Municipal Building and online at http://www.normanok.gov/content/boards-commissions at least twenty-four hours prior to the beginning of the meeting.

Chairman Chris Lewis called the meeting to order at 6:30 p.m.

* * *

Item No. 1, being:
ROLL CALL

MEMBERS PRESENT	Curtis McCarty Jim Gasaway Roberta Pailes Andy Sherrer Cindy Gordon Dave Boeck Sandy Bahan Tom Knotts Chris Lewis
MEMBERS ABSENT	None

A quorum was present.

STAFF MEMBERS PRESENT	Susan Connors, Director, Planning & Community Development Jane Hudson, Principal Planner Janay Greenlee, Planner II Ken Danner, Subdivision Development Manager David Riesland, Traffic Engineer Scott Sturtz, City Engineer Roné Tromble, Recording Secretary Leah Messner, Asst. City Attorney Larry Knapp, GIS Analyst II Terry Floyd, Development Coordinator

* * *

Item No. 3, being:
SOONER MOBILE HOME REDEVELOPMENT, L.L.C. AT 2601 S. CLASSEN BOULEVARD

3A. R-1314-54 – SOONER MOBILE HOME REDEVELOPMENT, L.L.C., REQUESTS AMENDMENT OF THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN FROM LOW DENSITY RESIDENTIAL DESIGNATION, FLOODPLAIN DESIGNATION, AND COMMERCIAL DESIGNATION TO MEDIUM DENSITY RESIDENTIAL DESIGNATION AND COMMERCIAL DESIGNATION FOR PROPERTY LOCATED AT 2601 S. CLASSEN BOULEVARD.

ITEMS SUBMITTED FOR THE RECORD:
1. 2025 Map
2. Staff Report
3. Pre-Development Summary

3B. O-1314-23 – SOONER MOBILE HOME REDEVELOPMENT, L.L.C. REQUESTS REZONING FROM C-1, LOCAL COMMERCIAL DISTRICT, RM-4, MOBILE HOME PARK DISTRICT, R-3, MULTI-FAMILY DWELLING DISTRICT, AND A-2, RURAL AGRICULTURAL DISTRICT, TO PUD, PLANNED UNIT DEVELOPMENT, FOR PROPERTY GENERALLY LOCATED AT 2601 S. CLASSEN BOULEVARD.

ITEMS SUBMITTED FOR THE RECORD:
1. Location Map
2. Staff Report
3. PUD Narrative with Exhibits A-E

3C. O-1314-24 – SOONER MOBILE HOME REDEVELOPMENT, L.L.C. REQUESTS REZONING FROM C-1, LOCAL COMMERCIAL DISTRICT, RM-4, MOBILE HOME PARK DISTRICT, AND R-3, MULTI-FAMILY DWELLING DISTRICT, TO C-2, GENERAL COMMERCIAL DISTRICT, FOR PROPERTY GENERALLY LOCATED ON THE EAST SIDE OF 12TH AVENUE S.E. BETWEEN CLASSEN BOULEVARD AND CONSTITUTION STREET, AT 2601 S. CLASSEN BOULEVARD.
and
3D. O-1314-25 – SOONER MOBILE HOME REDEVELOPMENT, L.L.C. REQUESTS REZONING FROM RM-4, MOBILE HOME PARK DISTRICT, AND A-2, RURAL AGRICULTURAL DISTRICT, TO C-1, LOCAL COMMERCIAL DISTRICT, FOR PROPERTY GENERALLY LOCATED ON THE EAST SIDE OF 12TH AVENUE S.E. NORTH OF THE INTERSECTION WITH CLASSEN BOULEVARD, AT 2601 S. CLASSEN BOULEVARD.

ITEMS SUBMITTED FOR THE RECORD:
1. Location Map
2. Staff Report
3. Site Development Plan

3E. PP-1314-10 – CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY SOONER MOBILE HOME REDEVELOPMENT, L.L.C. (SMC CONSULTING ENGINEERS, P.C.) FOR SOONER MOBILE HOME REDEVELOPMENT ADDITION, A PLANNED UNIT DEVELOPMENT, (A REPLAT OF SOONER MOBILE HOME PARK ADDITION), LOCATED AT 2601 S. CLASSEN BOULEVARD.

ITEMS SUBMITTED FOR THE RECORD:
1. Location Map
2. Preliminary Plat
3. Staff Report
4. Transportation Impacts
5. Preliminary Site Plan (Commercial Areas)
6. Preliminary Site Development Plan (PUD Area)
7. Request for Alley Waiver (Commercial Areas)

PRESENTATION BY STAFF:
1. Jane Hudson – You have five applications before you tonight for the redevelopment of the Sooner Mobile Park and RV Community. The existing 2025 Land Use and Transportation Plan

shows that the current site has Low Density Residential and Commercial. If updated, you would have Medium Density Residential with Commercial. You have Low Density Residential to the north and to the east, Medium Density Residential and Commercial to the south, and Commercial across Classen to the west. The existing zoning for the Planned Unit Development shows a single-family PUD to the north, multi-family student housing PUDs to the east and to the south, and commercial zoning to the west. The C-1 tract would consist of possibly some restaurants. The C-2 tract is proposed for a gas station and a grocery store. The existing zoning in that area is, again, like the Planned Unit Development with single-family to the north, multi-family to the east and south. The preliminary plat encompasses the entire proposal. The existing land use in the area is the single-family to the north, multi-family student housing to the east and south, additional commercial to the south and across Classen Boulevard. This is a photo of the site at the corner of Constitution and Classen Boulevard; that is the current entrance for the mobile home park. This is the existing commercial strip mall to the southwest at Constitution and Classen. There is also commercial on the northwest corner of Constitution and Classen. This is a photo of the gated single-family Planned Unit Development that is on the north side of the development. This is looking back to the south; that's the heavily treed area where the mobile home park currently exists. This is that commercial strip mall that is directly south of the proposed development. This is the multi-family to the south and the multi-family area to the east of the proposal. This is an aerial photo to give you an idea of the mobile home park in the center with the multi-family on the east and south, the commercial development, and the single-family to the north. The application has gone through the process for us. It has gone through Pre-Development; no protests at the Pre-Development meeting. It went before Greenbelt Commission, however there was not a quorum at the Greenbelt Commission, so it was moved forward to Planning Commission tonight. Staff is in support of these applications and does recommend approval for Resolution No. R-1314-54, which is for the land use changes, Ordinance Nos. O-1314-23, O-1314-24, and O-1314-25, which are the Planned Unit Development, C-2 zoning, and C-1 zoning, as well as PP-1314-10 for the preliminary plat. The applicant's representative is here with a presentation and staff is available for questions if you have any.

PRESENTATION BY THE APPLICANT:

1. Hal Ezzell, 100 48th Avenue N.W., representing the applicant Sooner Mobile Home Redevelopment, L.L.C. – I'm only going to speak very briefly, and I'm going to turn it over to Mr. Tommy Martin with SMC Engineers to go through some of the technical aspects and utility aspects of the project, and then I will come back up to address some of the items with regard to the PUD development within it. We also have available, should you have any questions, representatives from the traffic engineering firm, as well as the ownership, and as well as the people who will be developing the PUD. So, with that, I'm going to turn it over to Mr. Tommy Martin and let him move forward on some of the technical aspects. Thank you.

2. Tommy Martin, SMC Consulting Engineers, 815 W. Main Street in Oklahoma City, engineer for the applicant – First of all, I'd like to thank this Commission for allowing us to address you this evening. This tract of land is further described in your staff report. All engineering issues have been identified and examined. A brief history: the site was previously platted in 1983 by our firm for the mobile home usage. Subsequently, our firm also rezoned a small area of the western portion of the tract to C-1. Solutions have been prepared and submitted to staff. Staff has reviewed those solutions and required joint meetings, resulting in staff recommendations for approval. I will now briefly present those solutions. Sanitary sewer – there were several sanitary sewer lines constructed for this tract, some public and some private. As you know, the mobile home park does not require all lines to be public. There were a few sanitary sewer lines constructed by other parties other than our firm. To identify and allow for a comprehensive review of the sewer lines associated with this tract, SMC required a complete ALTA, topographic and utility survey to be performed. With the assistance of staff, we have formulated a plan to resolve the quantity of the sewer lines and have resolved 90% of those issues. Some of the lines that are constructed have no easements by title examination and, therefore, must be

considered private. The site does have sanitary sewer available and capacity does exist. The site plan that SMC prepared complies with staff's approval for the alignment and use to sewer the entire preliminary plat. Water line -- currently there is no public water line along the west boundary. This will help me depict a little bit better how we're going to route the water on this. There is no water line along the west boundary. The applicant is required to construct a 12" line which will connect to an existing 12" line located at the northwest corner of the plat, and then extend a new line along the west boundary to the southwest corner of the plat. From there, a bore will be extended under Classen to connect to an existing 16" line located on the west side of Classen. The commercial tract and apartment tract will extend two 8" water lines easterly along the proposed Classen and Constitution Streets. These lines will transverse into and through the apartments and loop together. The design will have fire hydrants installed per City requirements and per review of the Fire Department. The results will give a looped system to provide sufficient water for domestic and fire protection. Storm sewer -- SMC prepared a drainage and detention analysis that has been reviewed and approved by Norman Engineering staff. The detention will be constructed with three ponds that will provide the required detention and guarantee the release to be at the historic discharge. The northeast detention pond will not encroach on the 100-year floodplain. SMC has already prepared a floodplain permit and been approved by the Norman Floodplain Committee to allow the construction of the reinforced concrete box to extend into the floodplain, as dictated by the location of the existing box along Classen. Traffic was a concern of both staff and the developer. SMC engaged Traffic Engineering Consultants to review those issues and submit the results in the form of a Traffic Impact Analysis. BJ Hawkins is present tonight and can respond to those questions, if any. Briefly, traffic improvements to be constructed by the applicant include a 3' widening on the east side of Classen/Highway 77 to create a southbound left-turn lane into the development, providing 150' of storage. Two: traffic signal modifications as further described in your packet. And three: two new public roads – Constitution Street and Classen Street. These new public roads will extend east to the proposed public access to both gated entrances to the apartment site. The development will create no adverse congestion beyond the existing conditions, and staff has concurred with the traffic report. Other traffic issues for access are clearly described in your packet and staff is recommending approval. One other item to note is there are no existing oil wells on the site and no concerns for such. In closing, as stated in the beginning, all technical engineering issues have been addressed and staff is recommending approval. We ask for this Commission's concurrence with staff's recommendations. Again, thank you for allowing us to speak with you tonight.

3. Hal Ezzell – Thank you for your time this evening. This project – a portion of it – you've seen before in the form of the Aspen Heights project, which was originally proposed, as you will recall, on a site directly adjacent to Hitachi. When that site did not pan out, they began looking for a secondary site in the general area and identified this site as one that would be even, in fact, more suitable for the project.

This is the aerial that's been discussed somewhat, but I wanted to emphasize a couple of things here. Number one, you see an extensive and a very heavily forested floodplain area that will act as a buffer to this R-1 neighborhood. There will be some interior shots that will also show you how heavily treed the area is on parts of the interior. One of the things that the PUD developer has taken great pains to do, and is actually readjusting again, is to keep as many of these trees as possible. These are very nice, very mature trees. It was correctly stated that the Greenbelt Commission did not have a quorum that night, but this area is part of the trail master plan, and what the trail master plan shows is a trail basically coming through this area, coming down through here, and connecting to the Classen site. That area is going to be preserved and that's going to be an option should the City figure out a way to ultimately fund the trail master plan. So those options are going to be maintained for the future.

Crimson Park is directly to the south, and The Cottages is directly to the east boundary of the property. In the 2025 Plan, as you well know, there are generally two criteria that you're looking at to decide if a Plan change is appropriate and in order. The first criteria can be

generally summarized as that the development around the area has changed such that it warrants a different use, and the second criteria is generally described as there's no adverse impact as a result of the requested changed. Staff put in the report, and I greatly appreciate it, the history of how this property has been dealt with and treated throughout the course of strategic planning by the City. Up until 2004, this property has always been designated either as high density, within the traditional meaning of that, or medium density. It was only in 2004 that it was changed to low density residential. At that time, in 2004 when that was done, none of this existed. This is now – and you'll see from some of the aerials – it would really make it highly improbable that this would ever be suitable for R-1 single-family housing. Here is Constitution Street – you can see OU golf course right there. Unfortunately, this is not on the CART path, but hopefully the City and the University will get some – this is a great multi-modal location here if they ever do it leading straight up to the south campus area. Again, you've already seen that.

The C-2 tract is going to be a grocery store. That's one of the things I think that's very exciting about this project. The southeastern part of Norman, if you're not familiar with it, is considered long-neglected – at least to the people who live over there – in the provision of services such as grocery stores, restaurants, etc. I would agree. It would seem that the west side of Norman has an abundance of grocery stores, while the eastern and southeastern part has not seen that same flourishing. That will be an excellent service for the area and for the residents. The C-1 tract is designated as a probable restaurant site – again, something I think is sorely lacking in that area. You can see it's currently a hodge-podge of zoning. I'm not going to really talk at length, but you can see the layout.

In the Planned Unit Development part of this, there are 179 units. I think that's noteworthy because it's not really a greater density change than what is there currently. Currently there were 85 mobile homes and 50 RVs, and those 50 RVs were long-term RVs, most of which were occupied as though they were residences. So you're going from 135 units, if you will, to 179 units. This is looking to the interior of the site from Constitution. This is important because I think it's illustrative to look at why this is not going to be a single-family site. You can see the scale of the height of The Cottages. I don't see anyone barbequing in their back yard with that staring down in on them. This is another interior view; this is standing on the front part of the site looking in. This – it's hard to tell – but you're looking south at Crimson Park. This is a little bit better view of what someone on the southern boundary would be seeing if they were in their back yards. So I think this really is a use that is appropriate; it makes it more compatible with what's around it. As you will recall from the satellite, you maintain appropriate buffers to the single-family to the north. This is the northeastern corner of the property. Again, I'm trying to give you an idea of the density of the foliage there and the trees. This is what is going to be put there. I think you've seen this before. But this is in the American Craftsman style. They're structured as separate housing. The theory behind that is that there are a lot of people that like to live in housing, and they like to have the amenities of a community, but they don't necessarily want to be all attached together. That seems to be the trend in multi-family. Again, more representations of how this would look. Again, American Craftsman style.

This slide I want to talk on because there has been a lot – and I've seen this developing – of discussion that's arising about we are approving lots of multi-family – another multi-family project. Don't we have enough multi-family? The answer is that the market would tell us not yet. So what I have here – these are straight off the U.S. Census Bureau website. Our 2012 estimate of population is 115,562; our 2010 estimate was 110,925. That represents over that period of time – April of 2010 to July of 2012 – a 4.2% increase in our population in the City of Norman, while the State as a whole only increased 1.7%. So what that means is that you all are doing your job successfully; the Council is doing its job successfully and Norman is becoming an ever more desirable place within the State of Oklahoma to live. Going back to the decennial census in 2000, the population was 95,694. So if you take that number from 2000 to 2012, what you see is a 20.8% increase over that period of time, and that averages out to an annual average of about 1.73%. I had always heard that anecdotally the number is 1.6-1.8 – and that lines up with that. What municipal planning officials will tell you is growth is not a problem or difficult to control until you hit about the 7% number. At a 7% growth number you're now outstripping your ability to

add infrastructure and provide services. So now let's take a look at multi-family. In 2000, the number of renter-occupied housing units – and this is the whole rental housing stock – is 17,393 and in 2000 we had a vacancy rate of all rental housing of 8%. In 2010, that number of renter-occupied housing units was 20,238. The 2010 vacancy rate of all rental housing had declined to 7.2%. So over that 10-year period of time, we added 2,845 rental units and our vacancy rates declined for the whole of the rental stock from 8 to 7.2. Now, I think that's important and it illustrates a couple of facts. Anecdotally – and I know people have said this to you before – we have the sense that we're approving so many multi-family. I think those are valid questions, so my standpoint is what does the data say? What do the numbers say? Not our emotive reaction to that, but what do the numbers say? So that illustrates the fact that, even though we're adding multi-family units – and, frankly, we're adding multi-family units at a rate greater than what was contemplated under the 2025 Plan when it was originally set forth – I believe the rental units contemplated under the 2025 Plan was something in the neighborhood of 1,742 and we are, since adoption of that plan, we've – we being collectively the City of Norman, not me – has allowed 2,200 and some odd units to be slated for construction. The problem with the 2025 multi-family numbers is they're not prepared by experts – they're shot in the dark guessing. Multi-family is an animal that is more complex than people at first assume. Not all multi-family is the same. Within multi-family you have several layers of multi-family. You have market rate properties, such as the most recent one, The Falls at Brookhaven that came online in the last few months. You have senior, such as The Mansions at Brookhaven. You have low-income oriented housing. You have student-oriented housing. So multi-family has lots of different stripes that you have to look at, and they each have different demand curves for them. So one of the questions that was raised at the April meeting was, well, that's great that your projects are going to be so successful, but doesn't that create softness elsewhere within our rental markets? And the answer, as you see from the data and the numbers, is no, it doesn't create a softening. We have a declining vacancy curve, even though we're adding rental units. The other issue is I think it's an over-simplification to say student housing means that it's going to be all students and that it's going to be all OU students. There are a lot of college students in Norman that do not attend the University of Oklahoma. We have people who attend Oklahoma City Community College, Oklahoma City University, the University of Central Oklahoma, Rose State. So there are lots of students beyond just what is at the University of Oklahoma community, but there's no guarantee – it's not a covenant or restriction that you have to be a student to live in the complex. I personally think it's more correct to characterize it as an age-driven factor, rather than just purely student. I think those are all important factors to look at when you're evaluating whether or not another multi-family housing project is appropriate.

In addition to that – and I know it's been mentioned previously, but I want to reiterate – these projects just don't go forward because somebody thinks it's a good idea. If you're going to loan somebody 75% of $30 or $40 million for a project, you're going to well vet the data associated with that project, from the competition, the vacancy rates, the absorption rates, etc. Your lenders, especially the larger lenders, are not going to accept we just think this is a great college town and a great place to put this project. You have to prove that it will work. I think also lost in the discussion is the idea that everything that's ever permitted gets built. There are a lot of things that move forward that don't ever actually get constructed, and I suspect because at the end of the day they were not able to justify that the project would support itself, either based on location or other factors. These numbers – and I just want to implore you as you consider this project and any other multi-family project that comes forward – the data shows that we have not reached our tipping point. I think there probably is a tipping point that the market would tell you, and I hope as the City revisits its plans in either the 2030 or 2035 update – I know there are some industry folks that are very interested in partnering with the City and even cost-sharing with the City to do a true feasibility study or market analysis and let's say and set conclusively where the probable tipping point is. Every housing – whether it's single-family, multi-family – everything has a tipping point, but what the data shows is we are not there as of yet.

The other thing I wanted to talk about very briefly that's unique in this project is the reality of it is there are 85 individuals and families who are being displaced. Those 85 people who are

being displaced – this is not convenient for them and that is not a factor that the developer and owner of this property have taken lightly. We have assisted them in coming up with what I think is a very good set of incentives to assist in the relocation efforts with regards to those residents. And just to describe them for you, generally speaking, the cost to move a mobile home is about $5,500-$5,600, depending on who is doing the moving. We negotiated with some other mobile home parks in the area -- specifically Sunnylane Estates and Granada Village are the two who are offering incentives to the residents of Sooner Mobile Home Park where they will pay for the move. So that covers the up-front cost for them, and they're also providing two months free rent – December to December, in essence. When you live in a mobile home park, December typically is one of your tighter months, so if you're going to get a concession, December is the ideal month to have your free rent. So both Sunnylane Estates and Granada Village are offering to pay for the move for the individuals. Now that is about a $5,500 value, or more if you have a double wide mobile home. Now Sooner Mobile Home Redevelopment is offering to the residents cash payments to assist in relocation of $4,000 for those that have a single-wide, and $7,000 for those that have a double-wide. In addition to that, there is a rent abatement on the table that, if you pay rent through the 31st of May, then the rent from January through May will be rebated back to you in the form of a cash payment. That makes the total on a single-wide $5,650 or the total on a double-wide $8,650. So that is, I think, a very fair sharing of the expense and a very good gesture. It was very important for the owner to treat the folks in the park fairly, equitably, and assist them to the extent possible. Now that assistance is conditioned on a couple of factors. One is the property has to be successfully rezoned. If it is not successfully rezoned, then it will not be purchased and there will be no funds available to pay those incentives. That's just the reality of where the money is coming from. In essence, I refer to this as a profit-sharing plan on the part of the owner. They are taking a portion of the proceeds from the sale and they are distributing that to the residents in the form of direct cash payments. To date, 22 mobile homes have been relocated already. The park is going to be closed regardless, and that is in process, so those 22 individuals have already taken the initiative – they've gone, they're toured the parks, they've decided where they want to go, they've arranged for their move, and they have moved. The other conditions associated with that assistance are – and this may be more detail than you want, but I want to share it with you – they have to move their mobile homes, they have to clear the site, and that's really it. It has to be successfully rezoned and they don't get to protest. We presented them with a contract. This is not an empty promise – it's a binding written agreement that says what we're going to do and what they're going to do. It's a very creative thing to do. I've not seen it, frankly, done in any development I've ever observed, either in my time on the Council or otherwise. I think it speaks highly of the ownership group and their sense of taking care of those folks.

With that, I think that has kind of covered the things I wanted to hit on, which is, number one, the 2025 Plan adjustment is appropriate. The development around this site has changed. It is no longer suitable for single-family homes, and the single-family homes to the north of it have an adequate wooded buffer that will prevent that from ever being an issue to them. As the engineering firm mentioned, the traffic service has been addressed; the service level will stay the same. It's not negatively impacted. There are appropriate utilities available. From a general sense of multi-family, I know it can seem like multi-family fatigue, but what the data shows us is that we should not yet be concerned about the number of multi-family projects. With that, I would respectfully request that you approve the project this evening. I think it will be a boon to the southeast quadrant of Norman. I think they will greatly appreciate having a convenient grocery store as well. With that, I'd be happy to answer any questions that you may have.

4. Ms. Pailes – One of the things we were talking about before we began was what was going to happen to the folks in that area. So it's nice to hear that that was addressed. I live in the area and normally people think trailer parks – but it's actually a very nice neighborhood.

Mr. Ezzell – It is. They have a great sense of community there.

Ms. Pailes – Those folks buy those homes, right? And then sell them to the next. They're rarely moved. I'm kind of surprised that they manage to move any of them, because they

haven't been moved in a long time, most of them. So I'm assuming a lot of them will probably take the cash payment of $4,000 and leave, I would guess. Do you have any notion ...

Mr. Ezzell – Well, you are correct that there are instances where a mobile home can't be moved. We have done our own assessment, prior to engaging in this process, and we identified four that we thought fit the bill of there is going to be no way they can move these things. When the machine yanks them, the doors are going to buckle, the windows are going to pop. We think there are four. The owner has allocated a budget for a discretionary item to deal with those very limited instances where the home just absolutely can't be moved. They are going to receive the $4,000 assistance payment and, if appropriate, a rent abatement. But we have also allocated some discretionary funds within that because, for those individuals – and the hard part is, when you're looking at this and saying I'm trying to write a contract and I'm going to have to address it to 85 different situations potentially – it's very difficult to do. So what we do is we set a general parameters that are going to cover everybody, and what we have communicated, and in addition to communicating that directly to the residents, we've also communicated with April at Food and Shelter for Friends to say if people come to you with needs, please make us aware of what they're coming and asking you for, because we can probably assist with that. One of the things, for example, is there may be some folks that need help with utility deposits and that's great that Sunnylane Estates is going to move their mobile home and they will have this future cash payment coming from Sooner Mobile Home Redevelopment, but they've still got to come up with the $220 electric deposit and oftentimes they do reach out to groups such as Food and Shelter, and we've reached out to Food and Shelter to say if these people reach out to you, please reach out to us. The best thing we could do is set aside a discretionary budget to deal with those instances. We think there's going to be three to four where they truly cannot be moved and, as you've correctly stated, they do own them. So, from their perspective, it's well I own this; I wish I could move it, but I can't. So we're going to help those folks. We've only yet – I've been contacted by one that they went to move it on Tuesday and that's exactly what happened – the doors buckled, the windows popped out of it and the mover said we can't move it. So we will have a meeting on Monday and we're going to decide how to help that individual.

Ms. Pailes – It's a very odd situation. It's kind of like you buy a house in a subdivision and then later your subdivision is sold. I mean, you've purchased it in good faith and all that, so it's a very odd situation, and I hope no resident loses badly and I'm glad you've addressed that.

5. Ms. Pailes – It looked kind of like the C-1 area went up into the floodplain area.

Mr. Ezzell – The lot does go into the floodplain area, but there's nothing that will be constructed on it. You cannot – to the extent that there's a lot line there, then that's not in the floodplain. That may be the boundary, but you would never be able to permit any structure whatsoever in that floodplain right there.

6. Ms. Pailes – Planning Commission is not supposed to worry about the economics of things – that's the builder's discretion. There's a lot of empty commercial space in this area. The corner of Lindsey and 12th is almost entirely empty, and that's been up for three or four years. Do you think this is going to work?

Mr. Ezzell – I don't think anything will go on that site until somebody believes that it will work and they have something for it. There's nothing speculative that's going to be constructed on that site.

Ms. Pailes – And there's actually two grocery stores within a mile of this.

Mr. Ezzell – Yes. At Lindsey and 12th.

Ms. Pailes – Lindsey and 12th and Lindsey and Classen.

Mr. Ezzell – But this will be a much better grocery store, I assure you. Not a Whole Foods. I wish. I don't think Whole Foods will locate on a 6-acre site. But it will have some very nice amenities that I think some folks will enjoy and appreciate the alternative. But, no, there's nothing speculative going on this site. This is actually being retained by the owner and they're

just going to hang onto it. I expect, in reality, given the site and the debts and what's in the floodplain, that will probably be consolidated at some point and really it will be one site.

7. Ms. Pailes – And the elevations you showed us of buildings – is that exactly what's going in – sort of their two story roughly Craftsman style?

Mr. Ezzell – Yes. I can invite Charlie Vatterott up from Aspen to talk about what they build.

Ms. Pailes – That's okay.

Mr. Ezzell – Yes, that's what they build. That's their product and they've built them all over the southeastern United States.

8. Ms. Pailes – In terms of the greenbelt – usually for greenbelt projects there's an engineer's report – usually from Tom McCaleb. Or there used to be. Maybe we don't get.

Ms. Connors – The Greenbelt Commission does not require an engineer's report.

Ms. Pailes – I mean we used to have a report, usually from Tom McCaleb, on ...

Ms. Connors – As you know – as Jane indicated, the Greenbelt did not have a quorum the night this came before them, so there is no report coming out of Greenbelt because they couldn't vote.

Ms. Pailes – But I assume that the report done by Tom McCaleb and or his ...

Ms. Connors – Well, Hal, I think, prepared it.

Mr. Ezzell – I prepared the Greenbelt submission.

Ms. Pailes – So we didn't – that report exists, but we didn't see it.

Ms. Connors – That's correct, because it didn't get moved.

Ms. Pailes – Because it was not acted upon. It's just extremely frustrating, because, like you said, this actually would complete a trail.

Mr. Ezzell – I agree.

Ms. Pailes – And it didn't get acted on.

Mr. Ezzell – One of the things I want to thank staff for is they've actually changed the Greenbelt Enhancement Statement – the application form is much more improved over what we've had to work with previously. You're right. This is a trailway master plan opportunity and you could tie it right through.

Mr. Sherrer – Excuse me. It's over 50% greenspace – is that correct? – on the project. I think I read that.

Mr. Ezzell – I think in total that's a correct statement, because so much of the northern wooded boundary of the property is in the floodplain, it remains green and open.

Mr. Sherrer – That's pretty exceptional to me for most projects I've seen.

Mr. Ezzell – And they're also – I know the architect currently is working on how they're going to end up ultimately orienting the buildings because there are some really, really nice mature trees in there that they want to keep from an aesthetic standpoint. The trees have spent 50 years growing – you can't replicate that.

9. Mr. Knotts – Are you planning safe rooms in any part of this housing project?

Charlie Vatterot, Aspen Heights Executive Vice President – Not at this time. No.

10. Mr. Gasaway – Mr. Ezzell, I think you had mentioned that, if this project passes, the people that live in the mobile homes will be given the funding as you stated.

Mr. Ezzell – That's correct.

Mr. Gasaway – If, for some reason, it doesn't pass and the park closes anyway, then they're all on their own?

Mr. Ezzell – That's correct. The park is closing and we have, to date, moved 22 homes already, and many of the RVs are just there month-to-month. So that process is happening. It will only be a matter of do they have a check coming – yes or no – and to the extent that the ones are still left, then yes they will unceremoniously be getting the notices to vacate. That's the

only downside of this type of housing is you do not own the dirt underneath it. You're like a tenant at will with that regard.

Mr. Gasaway – So the ones that have moved now have already paid it out of their pockets?

Mr. Ezzell – Well, most of them have moved to either Granada Village or Sunnylane Estates, and those parks have paid the cost of the move.

Mr. Lewis – And, Hal, that was the clarification I wanted to make, just to make certain. The housing residents that choose to move to one of the mobile home parks that are actually doing their own subsidy – they'll get paid regardless of whether this project goes through or not?

Mr. Ezzell – They get the cost of the move paid for and the free rent those parks have offered.

Mr. Lewis – That's a negotiation that they made with that mobile home park that doesn't have anything to do with you?

Mr. Ezzell – That's correct. We helped in setting some of that up, but that's their decision and they've made different decisions about how long of a lease that they require in order to get that assistance. Then there are some parks in the area that have offered no concession or assistance whatsoever. For example, Canadian Trails or Shores here in Norman at 48th and Main is offering nothing. We feel very fortunate with having talked to the new owners of Sunnylane Estates and Granada Village – oddly enough both out of the Denver area, but unrelated – they want to replicate what these folks had at Sooner Mobile Home Park. Sooner Mobile Home Park is very unique in the sense of community that it had, and that's one of the things that we hate, but it's an unfortunate consequence and the fact is that that will be disrupted, but we are comfortable that, at least with regards to those two parks, they are doing everything they can to recreate that sense of community, and I think that's why they're asking and so excited about Sooner's good residents relocating there.

Mr. Lewis – And that's something that happens regardless of what happens with this project?

Mr. Ezzell – Correct. It's already happened.

11. Mr. Gasaway – Hal, I don't know if you want to cover this or have your traffic engineer do it. I'm sure you all have done a proposed count from the grocery store, the gas station, and the new residences on the traffic count entering.

Mr. Ezzell – I will say that's correct, and that's about all I can say. I'll have to turn it over.

Mr. Gasaway – The main reason I'm asking – my son works for a large grocery store here in town and when I take him or pick him up, there's five or six cars at every instant during the day – during the peak hours of the day – either coming or going. So that probably will be a pretty large number.

B.J. Hawkins, 404 SW 171st Street – I'm the traffic engineer. Yes, we did take into account the gas station, the grocery store, and the apartment complex on our traffic study. All the volumes of the traffic at the peak hours of the day are included.

Mr. Gasaway – What were those numbers?

Mr. Hawkins – Just for those specific, or the entire development?

Mr. Gasaway – Entire development, because ...

Mr. Hawkins – Entering in the a.m. is 137; existing in the a.m. is 216. Entering in the p.m. is 370; and exiting in the p.m. is 287.

Mr. Gasaway – So those are half-day periods, then?

Mr. Hawkins – No. Those are the peak hours. The a.m. is going to be anywhere 7:00 to 9:00 and then the p.m. is 4:00 to 6:00. It's just a one-hour period in there.

Mr. Gasaway – Also, you all said in the presentation that you were going to pay for some traffic signalization changes.

Mr. Hawkins – Both intersections – Constitution and Classen – will have to get modified. The north intersection, obviously, there's no drive to the east, so they have to add that drive and a signal for that. I'm not sure about the north location, but I know the south location had a

couple of traffic signal poles that are going to have to get moved. So it's just modifying the intersection to work with the new driveway alignment.

Mr. Gasaway – For the public's benefit that might be watching, could you pull that up and show us where that new signal would go?

Mr. Hawkins – It's going to be at the existing intersections.

Mr. Gasaway – Where would the new signal be?

Mr. Hawkins – A new signal pole at that intersection. Because, obviously, if you're heading westbound at the newly constructed drive to the north, there is no signal pole because there is no drive. They're just adding that signal pole at that intersection on the northwest corner.

12. Ms. Pailes – Are there septic tanks there in some of those units from old?

Mr. Ezzell – I don't believe so. Those were plotted in the early 80s – 80-81 was when they really started coming through. I think you said 83 was the final plat. They're all private sewer lines, but there are no septic tanks. No.

Ms. Connors – I can answer that, Commissioner. There are no septic tanks on the site.

13. Mr. Gasaway – Those are both fairly new intersections and fairly new design, but there's lots of kind of convoluted things that go on there, with the turn-off and the split and the turn-around. What's that main intersection rated right now?

Mr. Riesland – In terms of level of service?

Mr. Gasaway – Yes. Level of service rating.

Mr. Riesland – Off the top of my head, it's probably B or C, I would guess. Are you talking about the northernmost one – 12th and Classen?

Mr. Gasaway – Well, both, really.

Mr. Riesland – Constitution is a little bit worse than 12th and Classen, I believe. 12th and Classen is an A in the morning and a C in the afternoon. Classen and Constitution is a B in the morning and D in the afternoon.

Mr. Gasaway – So I guess my question is, we've got two intersections that at the peak times one is rated a C and one's a D and we're adding several hundred cars to those. What would the rating be then?

Mr. Riesland – Well, with some of the modifications they're going to make as part of the improvements, it stays the same at 12th and Classen, and about the same. Slight increase in the amount of delay per vehicle, but the level of service letter stays the same.

Mr. Gasaway – So we've still got a C and a D.

Mr. Riesland – Yes.

Mr. Gasaway – Okay. And you all are comfortable with that?

Mr. Riesland – Yes.

AUDIENCE PARTICIPATION:
None

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

1. Mr. Gasaway – I will say that I'm going to support this. It's a good project and I think covers some needed amenities, such as the grocery store and that type of housing. It does cover some good areas. But I do still have some concern for the added traffic. I hope, when it comes to City Council, that we'll see that addressed a little more, because when I went through there today, it was about 3:30 in the afternoon – it was backed up from the north and from the south for a full block waiting on the light to change. I think adding from a fourth direction that essentially has no traffic now, when you're adding several hundred vehicles, I think it's going to have a major impact. I don't think a C and a D rating – I think those have happened by natural growth of the city, but then I think when we approve something that adds that traffic count, I think that's something that we need to seriously take a look at. So I hope when you all do go to Council, that you will cover that in a little greater detail.

2. Mr. Lewis – Hal, I have a quick question. About what amount of economic monetary impact is this going to have on the City of Norman? Not only the construction costs, but long-term.

Mr. Ezzell – That would be difficult for me to estimate.

Mr. Lewis – Millions?

Mr. Ezzell – Easily in the millions. The question would be with regard to – on sales tax, for example. You're going to have the property tax revenues that come from probably pushing $50 million of construction. In round numbers, from a property tax standpoint, you can always look at that in a sort of factor of 10. So if you have a $50 million project, you're going to expect that that's going to throw off about $5 million in ad valorem revenues – or is my math – $500,000, excuse me, would be the ad valorem impact on an annual basis. That's new impact. That's certainly a much higher taxation factor than you have currently with the mobile home park and the travel trailers. That's a new positive added impact. Other impacts that you will see with regards to the finances are a project of this size is going to – on the PUD element alone – generate impact fees for the City pushing probably in the neighborhood of $550,000, give or take, and that's not the commercial side of it; that's just the PUD part. A great portion, as you know, of those impact fees go to the funds that we're setting aside for future infrastructure growth. So this is the classic case where the future growth is certainly paying its own way. One of the things that you get with multi-family is you get a much greater density and use of service from a City utility standpoint – you get a lot more bang for your buck in a smaller period of time. That's a benefit. Sales tax revenues from the grocery store – that's really difficult to predict or to classify as a new value, because that's a probable shift. They're probably driving to some other grocery store in Norman and buying their groceries, so that's going to be a convenience factor. So I think it would be erroneous to say that there's a huge long-term sales tax benefit from the grocery store. That's probably just a neutral and a reassignment from somewhere else in Norman. But the property tax benefits are real. The impact fee benefits are real. And, to the extent that those are one or two functional restaurant sites – you know, someone may be voting with their entertainment dollar there from a convenience standpoint that might otherwise have gone to Bricktown or some other area. Again, difficult to predict, but there's probably some bump from that. But the probably clearest and most tangible benefit that you would look at would be those additional ad valorem tax revenues, which will add up – you know, at $500,000 a year over 10 years, that's not an inconsequential sum.

3. Mr. Lewis – One can never put a price tag on displacing a homeowner, and that was my concern when this actually came to the table. It sounds as though a plan has been put in place that is going to accommodate and help those individuals who have lived in the mobile home park for many years to be able to move to another community and be well-established again. It also seems to me that we have a multi-million dollar investment coming into the City of Norman potentially, if we do approve this item – recommend this item for adoption, that's going to continue on year after year after year to put into, not only the City of Norman revenue funds, but also into the Cleveland County revenue funds, hundreds of thousands of dollars. So I think it is a very well-designed item that's coming before the Planning Commission. Certainly it's going to be a very positive impact for the City of Norman, not only once it's developed, but for many, many years to come. So I definitely will be planning on voting for the adoption of this item.

Jim Gasaway moved to recommend adoption of Resolution No. R-1314-54, Ordinance No. O-1314-23, Ordinance No. O-1314-24, Ordinance No. O-1314-25, and PP-1314-10, the Preliminary Plat for SOONER MOBILE HOME REDEVELOPMENT ADDITION, A Planned Unit Development, (A Replat of Sooner Mobile Home Park Addition), to City Council. Andy Sherrer seconded the motion.

There being no further discussion, a vote on the motion was taken with the following result:

YEAS	Curtis McCarty, Jim Gasaway, Roberta Pailes, Andy Sherrer, Cindy Gordon, Dave Boeck, Sandy Bahan, Tom Knotts, Chris Lewis
NAYS	None
ABSENT	None

Ms. Tromble announced that the motion, to recommend adoption of Resolution No. R-1314-54, Ordinance No. O-1314-23, Ordinance No. O-1314-24, Ordinance No. O-1314-25, and Preliminary Plat No. PP-1314-10 to City Council, passed by a vote of 9-0.

* * *

City of Norman, OK

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

Master

File Number: O-1314-23

File ID:	O-1314-23	**Type:**	Zoning Ordinance	**Status:**	Non-Consent Items
Version:	2	**Reference:**	Item No. 33	**In Control:**	City Council
Department:	City Council Planning and Community Development Committee	**Cost:**		**File Created:**	10/17/2013
File Name:	Sooner Mobile Home Redevelopment PUD O-1314-23			**Final Action:**	

Title: CONSIDERATION OF ORDINANCE NO. O-1314-23 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 LOT 1, BLOCK 1, OF SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, THE R-3, MULTI-FAMILY DWELLING DISTRICT, THE RM-4, MOBILE HOME PARK DISTRICT, AND THE A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE THE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (2601 SOUTH CLASSEN BOULEVARD)

Notes: ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-23 upon Second Reading section by section

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-23 upon Final Reading as a whole.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 33

Attachments: Location Map, text file O-1314-23.pdf, O-1314-23, PUD Narrative and Exhibits.pdf, PUD Staff Report, 11-14-13 PC Minutes - Sooner Mobile Home Redevelopment

Project Manager: Jane Hudson, Principle Planner

Entered by: rone.tromble@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

2	Planning Commission	11/14/2013	Recommended for Adoption at a subsequent City Council Meeting	City Council	11/26/2013	Pass
	Action Text:	A motion was made by Commissioner Gasaway, seconded by Commissioner Sherrer, that this Zoning Ordinance be Recommended for Adoption at a subsequent City Council Meeting to the City Council , due back on 12/10/2013. The motion carried by the following vote:				
2	City Council	11/26/2013	Introduced and adopted on First Reading by title only			Pass
	Action Text:	That this Zoning Ordinance be Introduced and adopted on First Reading by title only. by consent roll call				

Text of Legislative File O-1314-23

Body

SYNOPSIS: The applicant, Sooner Mobile Home Redevelopment, L.L.C. has submitted a request to rezone property from an existing mobile home and RV park currently zoned; C-1, Local Commercial District, R-3, Multi-family Dwelling District, RM-4, Mobile Home Park District and A-2, Rural Agricultural District into a PUD, Planned Unit Development for a student based housing project. The land under review was set aside on the first long range plan as High Density Residential. This designation of High Density Residential use was changed on the COMPLAN to Medium Density Residential in 1981. The NORMAN 2020 changed the area to High Density Residential in 1997. Then in 2004 the NORMAN 2025 Land Use and Transportation Plan changed the designation to Low Density Residential.

ANALYSIS: The particulars of this PUD include:

USE: As proposed, the project will be a student based housing development focusing on the University of Oklahoma student population as residents.

DESIGN: There will be two gated entrances for this PUD. One entrance will be from Classen Street and the second from Constitution Street. Both Classen Street and Constitution Street extend through the proposed commercial development located west of the area for the PUD. The project will consist of approximately 130 buildings, 179 units, 623 bedrooms and associated amenities of a pool, theater room and clubhouse. These buildings will be built in the "American Craftsman Style", similar to a townhouse design.

OPEN SPACE: There are open space and green space areas located throughout the PUD. The total open space area proposed is approximately 13 acres.

LIGHTING: The lighting proposed for the site shall be installed in conformance with the City of Norman Commercial Outdoor Lighting Standards.

SIGNAGE: All signage shall be in conformance with the City of Norman Sign Ordinance. The additional comment in the PUD stated "signs may be lit and landscaped with appropriate vegetation and planter boxes designed so as not to interfere with traffic sight lines."

PARKING: The parking is distributed throughout the development, and the number of spaces meet the City code requirements.

FENCING: Fencing may be constructed at all perimeter areas of the PUD. The materials may be of masonry, pre-cast concrete, metal/iron or wood. Per the current Zoning Ordinance any fencing materials are permitted except corrugated fiberglass, corrugated metal, unpainted sheet metal, or any barbed wire. The only area required to be screened with fencing is the north side of this PUD. However, staff recommends that with the large buffer/flood plain area along the north side of this development, between this proposal and the single-family to the north, that there be no fencing constructed in that location.

OTHER AGENCY COMMENTS:

PARK BOARD

The park fees were paid for this site when the Sooner Mobile Home Park was platted in 1981. There will be no additional park fees due for the residential portion of the development.

PUBLIC WORKS/UTILITIES

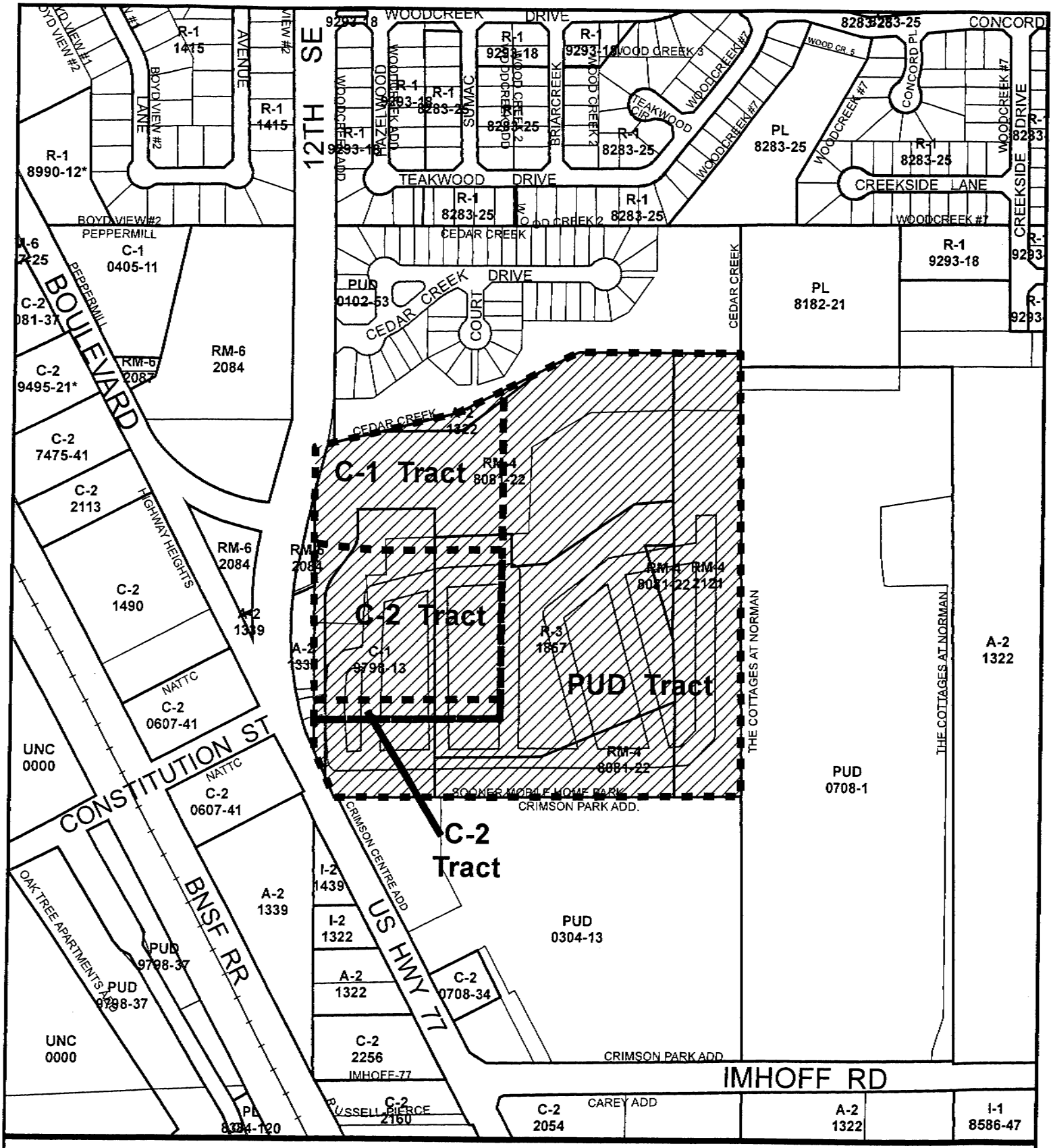
A detention facility will be provided for storm water run-off. Water and sanitary sewer is available to the property and will consist of both private and public lines within the PUD. Interior public sewer lines will be installed per City standards. Water lines will be installed per City standards to serve for fire protection.

A Traffic Impact Study was submitted and reviewed by City staff. A modification to the lane assignments, traffic signals and striping will be implemented for the Classen Boulevard and Constitution Street intersection. The existing split phasing element will be eliminated for the east/west leg of the intersection of Classen Boulevard and Constitution Street. The construction of a left turn lane, signal modification, i.e. pole replacement/pole arm extensions will be implemented at the intersection of 12th Avenue SE and Classen Boulevard. Upgrading of the traffic signal, controller/cabinet and new pavement for roadway access will also be executed at the redesigned intersection of Classen Boulevard and 12th Avenue SE.

STAFF RECOMMENDATION: This area of south Norman has continued to grow in recent years. The new student based housing developments to the south and east of this proposal, in addition to the new commercial developments to the south and west demonstrates the area is changing. With the recent developments this proposal will fit well with the area.

Staff recommends approval of ORDINANCE NO. O-1314-23.

Planning Commission, at their meeting of November 14, 2013, unanimously recommended adoption of this ordinance, 9-0.



Location Map

Map Produced by the City of Norman Geographic Information System.
(405) 366-5316
The City of Norman assumes no responsibility for errors or omissions in the information presented.

N W E S

October 22, 2013

0 200 400 Ft.

Subject Tract

Zoning

O-1314-23

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 LOT 1, BLOCK 1, OF SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, THE R-3, MULTI-FAMILY DWELLING DISTRICT, THE RM-4, MOBILE HOME PARK DISTRICT, AND THE A-2, RURAL AGRICULTURAL DISTRICT, AND PLACE THE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (2601 S. Classen Boulevard)

§ 1. WHEREAS, Sooner Mobile Home Redevelopment, L.L.C., has made application to have the subject property removed from the C-1, Local Commercial District, the R-3, Multi-Family Dwelling District, the RM-4, Mobile Home Park District, and the A-2, Rural Agricultural District, and placed in the PUD, Planned Unit Development District; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 4. That Section 460 of Chapter 22 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from the C-1, Local Commercial District, the R-3, Multi-Family Dwelling District, the RM-4, Mobile Home Park District, and the A-2, Rural Agricultural District, and place the same in the PUD, Planned Unit Development District, to wit:

A tract of land being a part of Lot 1, Block 1, SOONER MOBILE HOME PARK, an Addition to the City of Norman, Cleveland County, Oklahoma according to the plat recorded in Book 13 of Plats, Page 21, AND a tract of land lying in the Southwest Quarter of Section 4, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, all being more particularly described as follows:
COMMENCING at the northwest corner of said Southwest Quarter;
THENCE South 00°41'23" East, along the west line of said Southwest Quarter, a distance of 1524.67 feet to the POINT OF BEGINNING;
THENCE North 89°16'56" East a distance of 571.40 feet;
THENCE North 00°09'12" West a distance of 1,016.83 feet to a point on the south line of Common Area B, CEDAR CREEK recorded in Book 20 of Plats, Page 7;
THENCE along said south line, the following Two (2) courses:

1. North 62°31'34" East a distance of 262.60 feet;
2. North 89°35'10" East a distance of 500.43 feet to the southeast corner of said Block B;

THENCE South 00°45'58" East, along the west line of Lot 1, Block 1, AMENDED FINAL PLAT OF THE COTTAGES AT NORMAN, an Addition to the City of Norman recorded in Book 23 of Plats, Page 13 extended north and the east line of said SOONER MOBILE HOME PARK extended north, a distance of 1,375.96 feet to the southeast corner of said SOONER MOBILE HOME PARK and the northeast corner of Lot 1, Block 1, CRIMSON PARK ADDITION, an Addition to the City of Norman, recorded in Book 20 of Plats, Page 143;
THENCE South 89°14'32" West, along the south line of said SOONER MOBILE HOME PARK, north line of said CRIMSON PARK ADDITION and the north line of Lot 1, Block 1, CRIMSON CENTRE ADDITION, an Addition to the City of Norman, recorded in Book 22 of Plats, Page 35, a distance of 1,251.19 feet to the southwest corner of said SOONER MOBILE HOME PARK, also being a point on the east right of way line of U.S. Highway 77 as shown on said plat;
THENCE North 27°36'15" West, along the west line of said SOONER MOBILE HOME PARK and said east right of way line, a distance of 146.72 feet to a point on the west line of said Southwest Quarter, also being the west line of said SOONER MOBILE HOME PARK;
THENCE North 00°41'23" West, along the west line of said SOONER MOBILE HOME PARK and west line of said Southwest Quarter, a distance of 113.63 feet to the POINT OF BEGINNING.

Said described tract of land contains an area of 1,142,433 square feet or 26.2267 acres, more or less.

§ 5. Further, pursuant to the provisions of Section 22:434.1 of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the PUD Narrative (which includes: Exhibit A – Preliminary Plat; Exhibit B – Preliminary Site Development Plan; Exhibit C – Calculations of Intensity of Uses; Exhibit D – Proposed Open Space Areas; and Exhibit E – Landscape Plan), approved by the Planning Commission on November 14, 2013, and made a part hereof.

§ 6. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this _____ day of

_____, 2013.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

NOT ADOPTED this _____day of

_____, 2013.

_____
(Mayor)

SOONER MOBILE HOME REDEVELOPMENT

NORMAN, OKLAHOMA

OWNER: SOONER MOBILE HOME REDEVELOPMENT, LLC

APPLICATION FOR REZONING PLANNED UNIT DEVELOPMENT
APPLICATION FOR NORMAN 2025 LAND USE AND TRANSPORTATION PLAN AMENDMENT
PRELIMINARY PLAT

PREPARED BY:

EZZELL & WADLEY, P.L.L.C.
HAL WM. EZZELL
100 48TH AVENUE NW
NORMAN, OKLAHOMA 73072

TELEPHONE 405.928.2066
FACSIMILE 405.928.2069
E-MAIL: hezzell@coxinet.net

TABLE OF CONTENTS

I. INTRODUCTION
Background and Intent

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. Location
B. Existing Land Use and Zoning
C. Elevation and Topography
D. Drainage
E. Utility Services
F. Fire Protection Services
G. Traffic Circulation and Access

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

A. Medium Density Residential District
B. Miscellaneous Development Criteria

EXHIBITS
A. Proposed Preliminary Plat
B. Proposed Preliminary Site Development Plan and Landscape Plan
C. Proposed Calculations of Intensity of Uses
D. Proposed Open Space Areas

I. INTRODUCTION

This SOONER MOBILE HOME REDEVELOPMENT project (the "**Addition**") is proposed as a Planned Unit Development and Preliminary Plat of roughly 26.22 acres, located in Ward 1 of the City of Norman (see attached **EXHIBIT A**). The Addition lies on the East side of Classen Boulevard at the intersection of Classen Boulevard and Constitution Street, in Norman, Oklahoma. The Addition will provide for the development of multifamily, medium density residential units. The project is focused upon campus student housing, catering to students at the University of Oklahoma.

The Developer, Aspen Heights, is a national student housing developer and manager headquartered in Austin, Texas. Aspen Heights has reinvented the concept of student housing by building neighborhoods of American Craftsman-style homes with all of the amenities of a luxury apartment complex.

Aspen Heights' unique product includes residential buildings built in the American Craftsman style characterized by clean lines and quality materials. Aspen Heights' residences far exceed the prevailing standard in the student housing industry in their attention to detail, luxury finishes, amenities and size. Homes feature an open kitchen-den concept, large individual bedrooms and attached bathrooms and walk-in closets. Aspen Heights' neighborhoods typically feature resort-style pools, 24-hour fitness rooms, movie theaters, beach volleyball courts, running trails and more.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. Location

The Addition lies on the East side Classen Blvd. as its turns into 12th Avenue S.E. at Constitution Street, in Norman, Oklahoma.

B. Existing Land Use and Zoning

The proposed PUD is currently 2025 Planned for commercial and low density residential and is currently zoned C-1, RM-4, and R-3. The Property is currently the site of Sooner Mobile Home Park and RV Community with Classen Blvd. abutting the west boundary and similar student oriented housing projects located directly south and east with Crimson Park Apartments and the Cottages of Norman. To the west is C-2 General Commercial zoning, with occupied uses of a convenience store with a fuel station and a strip shopping center attached with a package liquor store on the northwest corner of the intersection of Classen Blvd. and Constitution St. and another strip shopping center on the southwest corner of Classen Blvd. and Constitution St. consisting of a movie rental store, hair salon and credit union branch. Also west of the property is the OU Motel. To the north is flood plain that will remain as undeveloped greenbelt and a buffer to the Cedar Creek subdivision. The owner plans to close the Sooner Mobile Home Park and RV Community and has notified the tenants of the closure and redevelopment to be sought for the property.

C. Elevation and Topography

This Property is generally flat with low slope topography. The north boundary of the Property is in the FEMA 100-year flood plain and will remain as essentially an undeveloped greenbelt area. This also leaves that portion of the Property available for utilization in the City of Norman Greenway Master Plan.

D. Drainage

A Drainage Impact Analysis has been prepared to illustrate the detention requirements that are required and the solutions planned.

E. Utility Services

Many of the required utility systems for the project (including water, sewer, gas, telephone and electric) are currently located adjacent to, or in very near proximity to, the boundaries of the Property. Many of the services exist along Classen Boulevard an Urban Principal Arterial Street.

F. Fire Protection Services

Fire Protection services will be provided by the City of Norman Fire Department and by Owner provided building sprinkler systems if required by building codes in individual structures.

G. Traffic Circulation and Access

Primary vehicular access to the Addition/PUD will be provided by way of Classen Boulevard. The access corridors within the PUD will be private.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Addition is planned to accommodate medium density residential uses. The Exhibits attached hereto, and as submitted by the project Engineer, SMC Consulting Engineers, are incorporated herein by reference and further depict the development criteria.

A. Medium Density Residential District

The proposed improvements in the PUD are as planned on the attached Preliminary Site Development Plan, **EXHIBIT B** hereto.

1. Uses; Design

The purpose for the PUD is to extend the RM-6, Medium Density Apartment District, zoning and apply its provisions from the City of Norman zoning code, unless as amended herein (to the extent of any contradiction between the provisions of this PUD and the proposed designs and exhibits submitted with this PUD and the City Zoning Ordinance, this PUD and its proposed designs and exhibits as submitted shall control):

a. The proposed intensity of uses shall be approved as put forth on attached **EXHIBIT C**.

b. Height: Structures may not exceed three stories, or forty-five (45) feet, whichever is greater.

c. Exterior Materials. The Addition/PUD homes and structures are designed in the American Craftsman style architecture. The exteriors are fiber-cement boards (cemintitious siding) with wood and natural stone accents. Roofs are architectural style asphalt shingles with select Aluminum accents.

d. Density: The Addition may be developed to a density of up to a maximum of 7.5 units per acre. That figure is based on the preliminary plans, which include approximately 179 residential units over 26.22 acres, which is planned density of 6.8 units per acre (7.5 being submitted to allow for up to a 10% overage as needed).

e. Impervious Area: The total amount of impervious area, including all building footprints and paved areas shall not cover more than seventy nine (79) percent of lot area.

f. Accessory Buildings: Accessory buildings such as, but not limited to, a common area clubhouse and related uses are allowed and may contain uses consistent with, but not limited to, office, fitness, residents' movie theater, game room, library, lounge, meeting room, swimming pool and accessory buildings, model unit, maintenance and equipment rooms, etc. Accessory buildings not to exceed the height of the principal residential buildings and shall be in harmony with the adjacent buildings.

g. Athletic and recreational courts and facilities are allowed as support uses within the residential district.

h. Minimum building setbacks shall be maintained as per the City Council approved Preliminary Site Development Plan, which is attached herewith and as shown as **EXHIBIT B**.

2. Parking

Parking will be accommodated by way of common area parking lots within the PUD, and/or by way of parallel parking along the private streets within the PUD. The areas allowing parallel parking will provide a 20' (twenty-foot) clear aisle for emergency vehicles.

3. Dumpster and Trash Enclosures

A trash compactor and its enclosure may be located on site to facilitate resident trash removal. Any dumpster enclosure will be built of materials to be compatible with the building exteriors in the Addition. Location of dumpsters and compacters will be as approved by the City of Norman Sanitation department. Dumpster enclosures will be built to city standards.

B. Miscellaneous Development Criteria

1. Site Plan and Final Plat

The preliminary site development plan for the medium density residential areas currently submitted with this PUD shall be incorporated herein as an integral part of the PUD, upon approval by the City Council, and the development of the property shall be substantially constructed as presented thereon, although the PUD may be further refined once final site development plans are submitted with final plat, subject to City Staff approval.

2. Amenities

Open space and green space areas are located throughout the Addition. Within the area of the Addition, open green space totals over approximately 13.99 acres, or over approximately 53% of the total site area. See **EXHIBIT D**.

3. Signage

All signage shall be in conformance with the City of Norman's Sign Codes, as amended from time to time, and comply with applicable district regulations.

Signs may be lit and landscaped with appropriate vegetation and planter boxes designed so as not to interfere with traffic sight lines.

4. Fencing; buffering

Fencing may be constructed at all perimeter areas of the Addition/PUD, and within the Addition, per the Developer's discretion. Construction material may be of masonry, pre-cast concrete, metal/iron, or wood, or any combination thereof, and other materials as compatible with the building

structures of the Addition in sufficient manner to secure and screen that edge condition.

5. **Traffic access/circulation/parking and sidewalks**

The access to the PUD will be from Classen Boulevard. Developer reserves the option to provide gated access at West boundary of the PUD property subject to any such gated entry being designed per the City of Norman standards as required for emergency vehicle access and adequate traffic control. If applicable, landscape buffers will accommodate all City of Norman traffic division sight triangle requirements. All internal drives and streets will be private and will have adequate circulation provided for the Fire Department and City Waste Management Services.

All interior sidewalks for PUD will be at least four feet (4') wide and provide adequate access to the buildings along with all project amenities.

6. **Lighting**

All exterior lighting shall be installed in conformance with the City of Norman commercial outdoor lighting standards, as amended from time to time.

7. **Landscaping**

Landscaping shall be provided in conformity to City of Norman ordinances. The proposed Landscaping Plan is attached as **EXHIBIT E**.

8. **Public Parkland**

Fees in lieu of a park land dedication were paid under the platting process for the original Sooner Mobile Home Park.

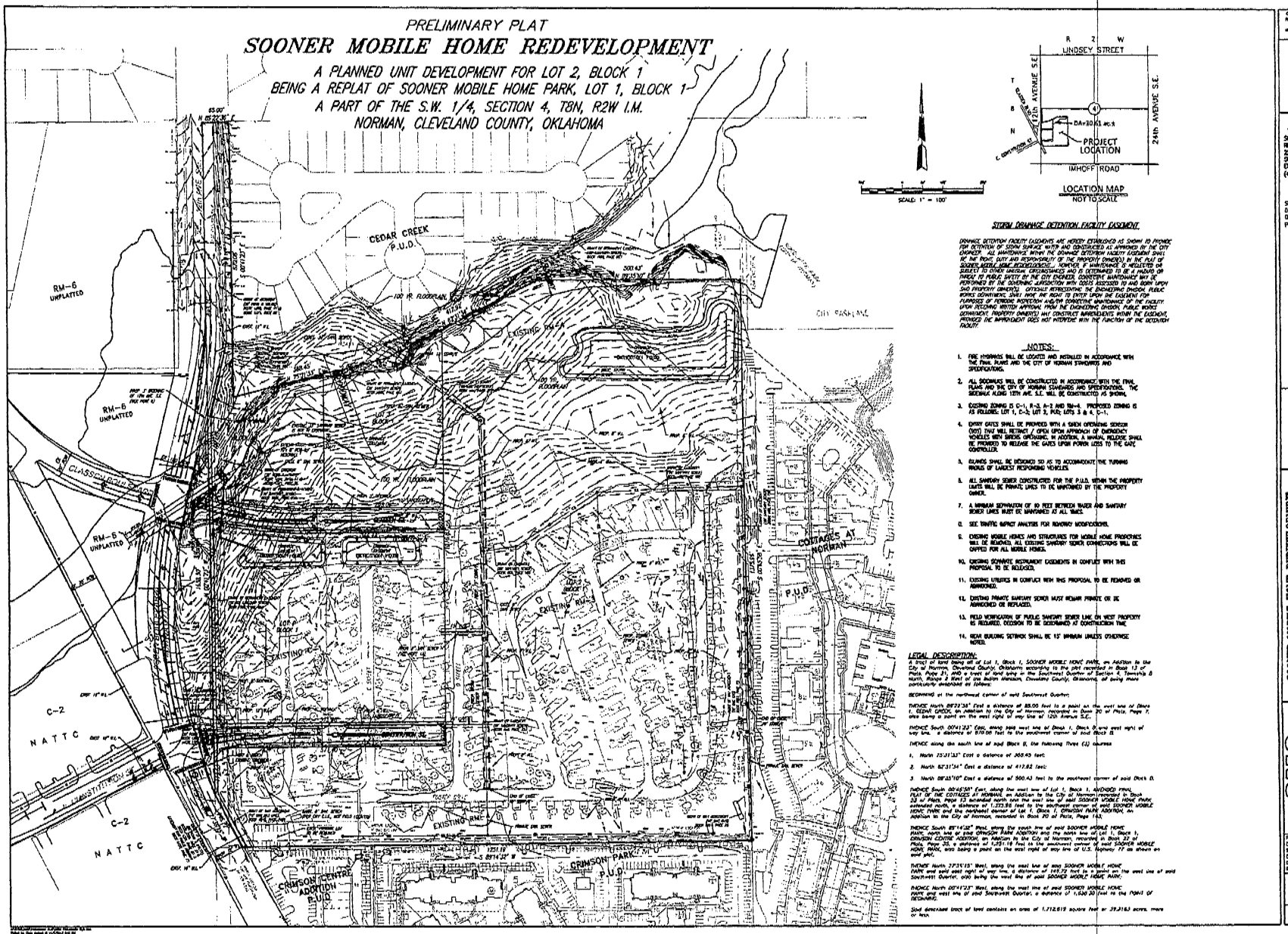

PRELIMINARY PLAT
SOONER MOBILE HOME REDEVELOPMENT
A PLANNED UNIT DEVELOPMENT FOR LOT 2, BLOCK 1
BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
A PART OF THE S.W. 1/4, SECTION 4, T8N, R2W I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA
R 2 W
LINDSEY STREET
12th AVENUE S.E.
24th AVENUE S.E.
T 8 N
DA=30.41 ac.±
PROJECT LOCATION
IMHOFF ROAD
LOCATION MAP
NOT TO SCALE
SCALE: 1" = 100'
CEDAR CREEK P.U.D.
RM-6 UNPLATTED
RM-6 UNPLATTED
RM-6 UNPLATTED
CLASSROOM BLDG.
EXISTING POOL
CITY PARKLAND
COTTAGES AT NORMAN
P.U.D.
EXISTING R.C.
EXISTING R.C.
EXISTING R.C.
C-2
NATTC
C-2
NATTC
CRIMSON CENTRE ADDITION P.U.D.
CRIMSON PARK P.U.D.
100 YR. FLOODPLAIN
100 YR. FLOODWAY
STORM DRAINAGE DETENTION FACILITY EASEMENT
DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN TO PROVIDE FOR DETENTION OF STORM SURFACE WATER AND CONSTRUCTED AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY EASEMENTS SHALL BE THE PRIVATE DUTY AND RESPONSIBILITY OF THE PROPERTY OWNER(S) IN THE PLAT OF SOONER MOBILE HOME REDEVELOPMENT. HOWEVER, IF MAINTENANCE IS NEGLECTED OR SUBJECT TO OTHER UNSAFE CIRCUMSTANCES AND IS DETERMINED TO BE A HAZARD OR THREAT TO PUBLIC SAFETY BY THE CITY ENGINEER, CORRECTIVE MAINTENANCE NOT TO BE PERFORMED BY THE CONTRACTOR IN ACCORDANCE WITH CODES ASSIGNED TO AND BORNE UPON SAID PROPERTY OWNER(S). OFFICIALS REPRESENTING THE ENGINEERING DIVISION, PUBLIC WORKS DEPARTMENT, SHALL HAVE THE RIGHT TO ENTER UPON THE EASEMENT FOR PURPOSES OF PERIODIC INSPECTION AND/OR CORRECTIVE MAINTENANCE OF THE FACILITY UPON RECEIVING WRITTEN APPROVAL FROM THE ENGINEERING DIVISION, PUBLIC WORKS DEPARTMENT, PROPERTY OWNER(S) MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY.
NOTES:
1. FIRE HYDRANTS SHALL BE LOCATED AND INSTALLED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS.
2. ALL SIDEWALKS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS. THE SIDEWALK ALONG 12TH AVE. S.E. SHALL BE CONSTRUCTED AS SHOWN.
3. EXISTING ZONING IS C-1, R-3 & R-2 AND RM-6. PROPOSED ZONING IS AS FOLLOWS: LOT 1, C-2; LOT 2, PUD; LOTS 3 & 4, C-1.
4. ENTRY GATES SHALL BE PROVIDED WITH A SIREN OPERATING SENSOR (SOS) THAT WILL RETRACT / OPEN UPON APPROACH OF EMERGENCY VEHICLES WITH SIREN OPERATING. IN ADDITION, A MANUAL RELEASE SHALL BE PROVIDED TO RELEASE THE GATES UPON POWER LOSS TO THE GATE CONTROLLER.
5. ISLANDS SHALL BE DESIGNED SO AS TO ACCOMMODATE THE TURNING RADIUS OF LARGEST RESPONDING VEHICLES.
6. ALL SANITARY SEWER CONSTRUCTED FOR THE P.U.D. WITHIN THE PROPERTY LIMITS WILL BE PRIVATE LINES TO BE MAINTAINED BY THE PROPERTY OWNER.
7. A MINIMUM SEPARATION OF 10 FEET BETWEEN WATER AND SANITARY SEWER LINES MUST BE MAINTAINED AT ALL TIMES.
8. SEE TRAFFIC IMPACT ANALYSIS FOR ROADWAY MODIFICATIONS.
9. EXISTING MOBILE HOMES AND STRUCTURES FOR MOBILE HOME PROPERTIES WILL BE REMOVED. ALL EXISTING SANITARY SEWER CONNECTIONS WILL BE CAPPED FOR ALL MOBILE HOMES.
10. EXISTING STORMWATER RESTRICTIVE EASEMENTS IN CONFLICT WITH THIS PROPOSAL TO BE RELEASED.
11. EXISTING UTILITIES IN CONFLICT WITH THIS PROPOSAL TO BE REMOVED OR ABANDONED.
12. EXISTING PRIVATE SANITARY SEWER MUST REMAIN PRIVATE OR BE ABANDONED OR REPLACED.
13. FIELD VERIFICATION OF PUBLIC SANITARY SEWER LINE ON WEST PROPERTY AS REQUIRED. ACCESS TO BE DETERMINED AT CONSTRUCTION TIME.
14. REAR BUILDING SETBACK SHALL BE 15' MINIMUM UNLESS OTHERWISE NOTED.
LEGAL DESCRIPTION:
A tract of land being all of Lot 1, Block 1, SOONER MOBILE HOME PARK, an Addition to the City of Norman, Cleveland County, Oklahoma according to the plat recorded in Book J3 of Plats, Page 31, AND a tract of land lying in the Southwest Quarter of Section 4, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, all being more particularly described as follows:
BEGINNING at the northwest corner of said Southwest Quarter;
THENCE North 89°23'35" East a distance of 65.00 feet to a point on the west line of Block 1, CEDAR CREEK, an Addition to the City of Norman, according to Book 20 of Plats, Page 7, also being a point on the west right of way line of 12th Avenue S.E.;
THENCE South 00°41'23" East, along said west line of Block 1, Block 2, and said west right of way line, a distance of 870.00 feet to the southwest corner of said Block 2;
THENCE along the south line of said Block 2, the following three (3) courses
1. North 75°31'33" East a distance of 368.43 feet;
2. North 82°31'34" East a distance of 417.82 feet;
3. North 89°35'10" East a distance of 500.43 feet to the southeast corner of said Block 2;
THENCE South 00°45'50" East, along the west line of Lot 1, Block 1, AMENDED FINAL PLAT OF THE COTTAGES AT NORMAN, an Addition to the City of Norman, recorded in Book J3 of Plats, page 13 extended north and the west line of said SOONER MOBILE HOME PARK, a distance of 1,273.86 feet to the southwest corner of said SOONER MOBILE HOME PARK and the northwest corner of Lot 1, Block 1, CRIMSON PARK ADDITION, an Addition to the City of Norman, recorded in Book 20 of Plats, Page 163;
THENCE South 89°14'28" West, along the south line of said SOONER MOBILE HOME PARK, north line of said CRIMSON PARK ADDITION and the north line of Lot 1, Block 1, CRIMSON CENTRE ADDITION, an Addition to the C.I.T. of Norman, recorded in Book J2 of Plats, Page 23, a distance of 1,251.19 feet to the southwest corner of said SOONER MOBILE HOME PARK, also being a point on the west right of way line of U.S. Highway 77 as shown on said plat;
THENCE North 27°35'15" West, along the west line of said SOONER MOBILE HOME PARK and said west right of way line, a distance of 169.72 feet to a point on the west line of said Southwest Quarter, also being the west line of said SOONER MOBILE HOME PARK;
THENCE North 00°41'23" West, along the west line of said SOONER MOBILE HOME PARK and west line of said Southwest Quarter, a distance of 1,536.30 feet to the Point of BEGINNING;
Said described tract of land contains an area of 1,712,615 square feet or 39.3163 acres, more or less.
OWNER / DEVELOPER
SOONER MOBILE HOME REDEVELOPMENT L.L.C.
2573 KELLEY POINTE PARKWAY, SUITE 300
EDMOND, OK. 73013
(405)445-5105
PREPARED BY:
SMC Consulting Engineers, P.C.
015 W. Main St.
Oklahoma City, Oklahoma 73105
Ph.(405)232-7715
TIM L. MCCALEB 13418
SOONER MOBILE HOME REDEVELOPMENT
BEING A PLANNED UNIT DEVELOPMENT FOR LOT 2, BLOCK 1 BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
E. CONSTITUTION ST. & 12th AVE. S.E.
NORMAN, OKLAHOMA
SMC
SMC Consulting Engineers, P.C.
PROJECT NO. 1334.00
DATE: 10/15/13
SCALE: 1" = 100'
Drawn By: K.L.
ENGINEER: TIM L. MCCALEB
P.E. NUMBER: 13418
PRELIMINARY PLAT
SHEET NO.
1

EXHIBIT "A"

EXHIBIT "B"

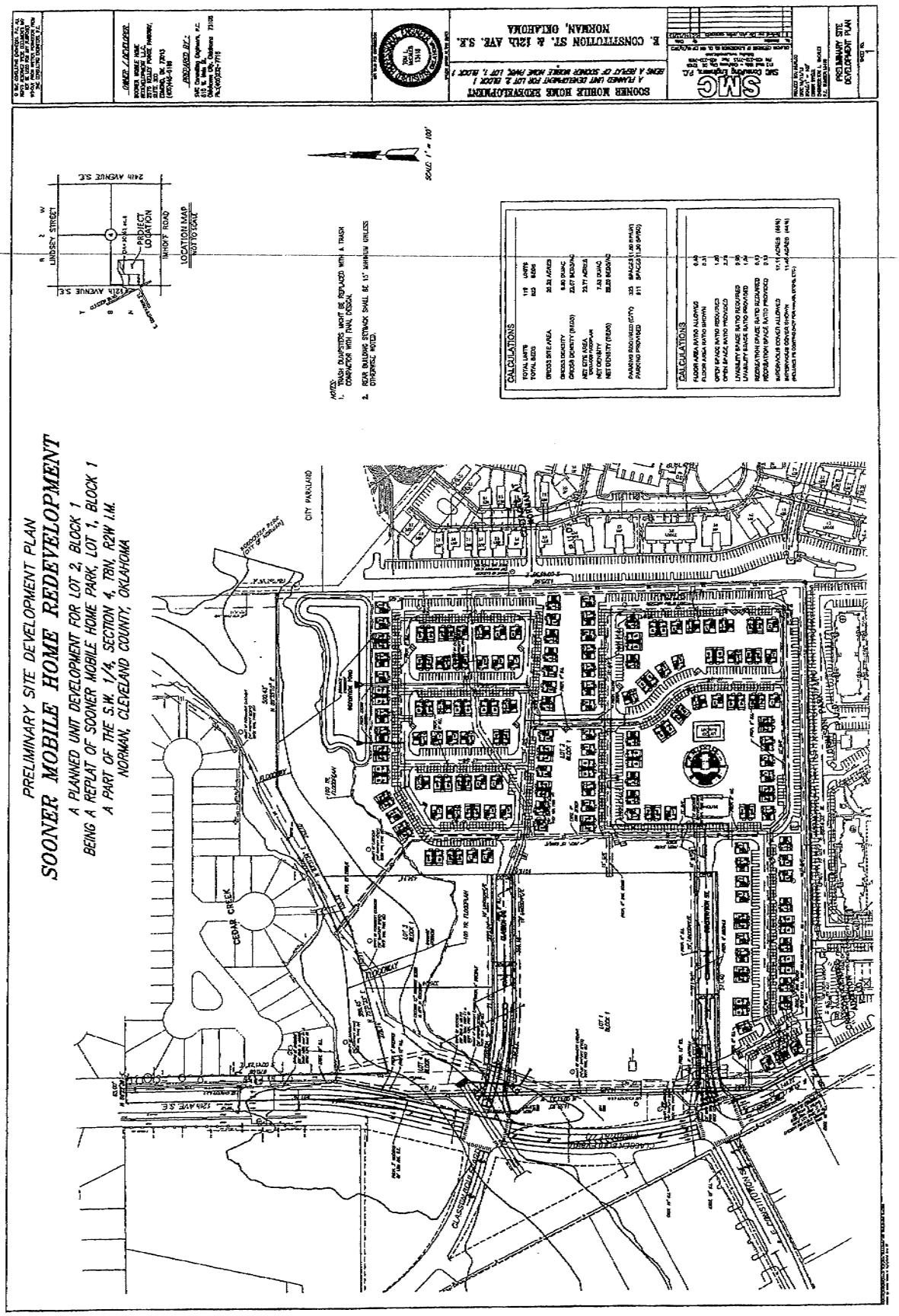

PRELIMINARY SITE DEVELOPMENT PLAN
SOONER MOBILE HOME REDEVELOPMENT
A PLANNED UNIT DEVELOPMENT FOR LOT 2, BLOCK 1
BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
A PART OF THE S.W. 1/4, SECTION 4, T8N, R2W I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA
SOONER MOBILE HOME REDEVELOPMENT
E. CONSTITUTION ST. & 12th AVE. S.E.
NORMAN, OKLAHOMA
PRELIMINARY SITE DEVELOPMENT PLAN
LOCATION MAP
NOT TO SCALE
CALCULATIONS
CEDAR CREEK
CITY PARKLAND

EXHIBIT C

Calculations of Intensity of Uses

CALCULATIONS

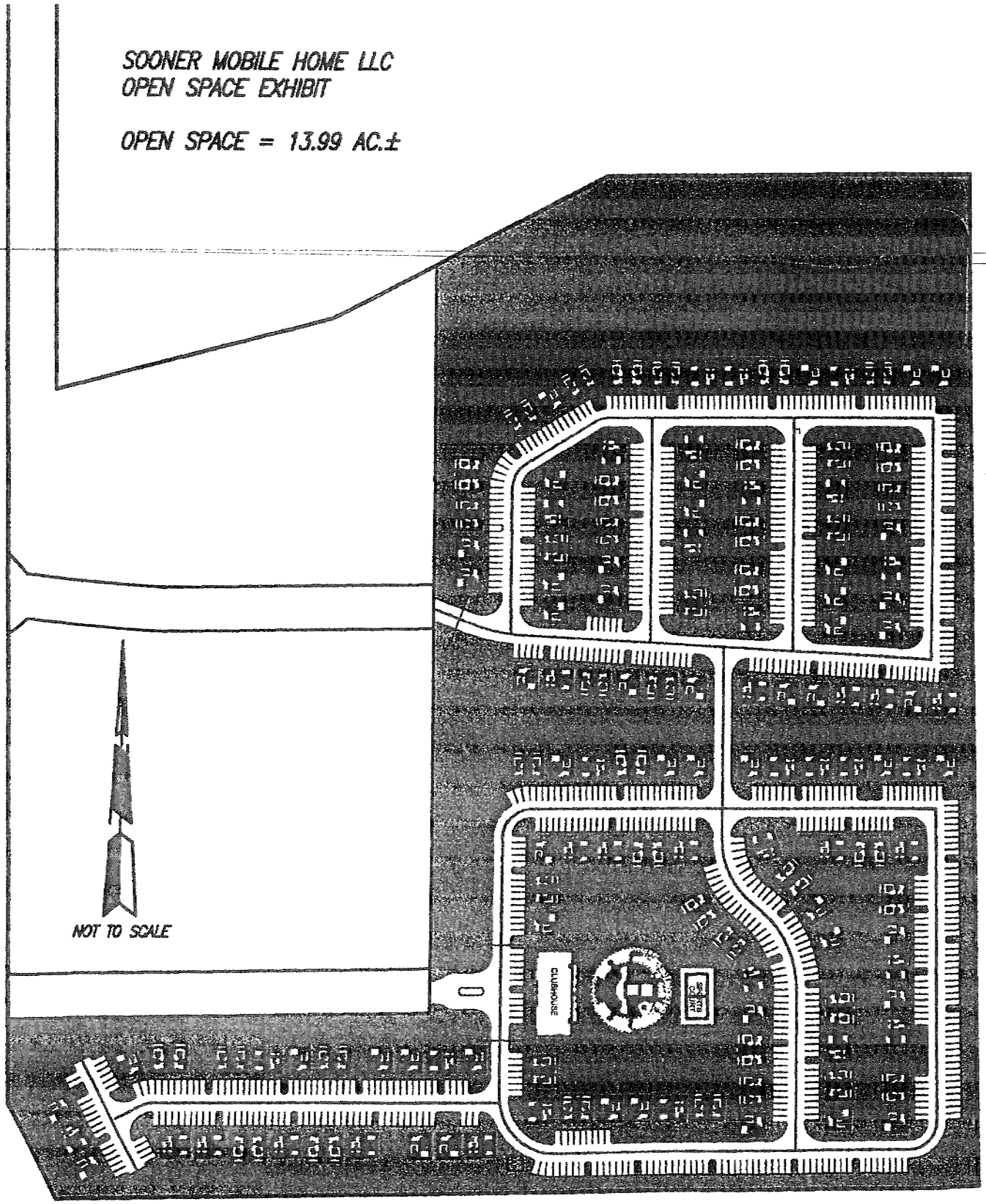
TOTAL UNITS	179 UNITS
TOTAL BEDS	623 BEDS
GROSS SITE AREA	26.32 ACRES
GROSS DENSITY	6.8 DU/AC
GROSS DENSITY (BEDS)	23.67 BEDS/AC
NET SITE AREA EXCLUDES FLOODPLAIN	23.77 ACRES
NET DENSITY	7.53 DU/AC
NET DENSITY (BEDS)	26.2 BEDS/AC
PARKING REQUIRED (CITY)	323 SPACES (1.80 SP/UN)
PARKING PROVIDED	811 SPACES (3.60 SP/UN)

CALCULATIONS

FLOOR AREA RATIO ALLOWED	0.40
FLOOR AREA RATIO SHOWN	0.31
OPEN SPACE RATIO REQUIRED	1.80
OPEN SPACE RATIO PROVIDED	2.75
LIVABILITY SPACE RATIO REQUIRED	0.95
LIVABILITY SPACE RATIO PROVIDED	1.94
RECREATION SPACE RATIO REQUIRED	0.13
RECREATION SPACE RATIO PROVIDED	0.13
IMPERVIOUS COVER ALLOWED	17.11 ACRES (65%)
IMPERVIOUS COVER SHOWN (INCLUDES 7% CONTINGENCY FOR WALKS, DECKS, ETC.)	11.48 ACRES (444%)

EXHIBIT D

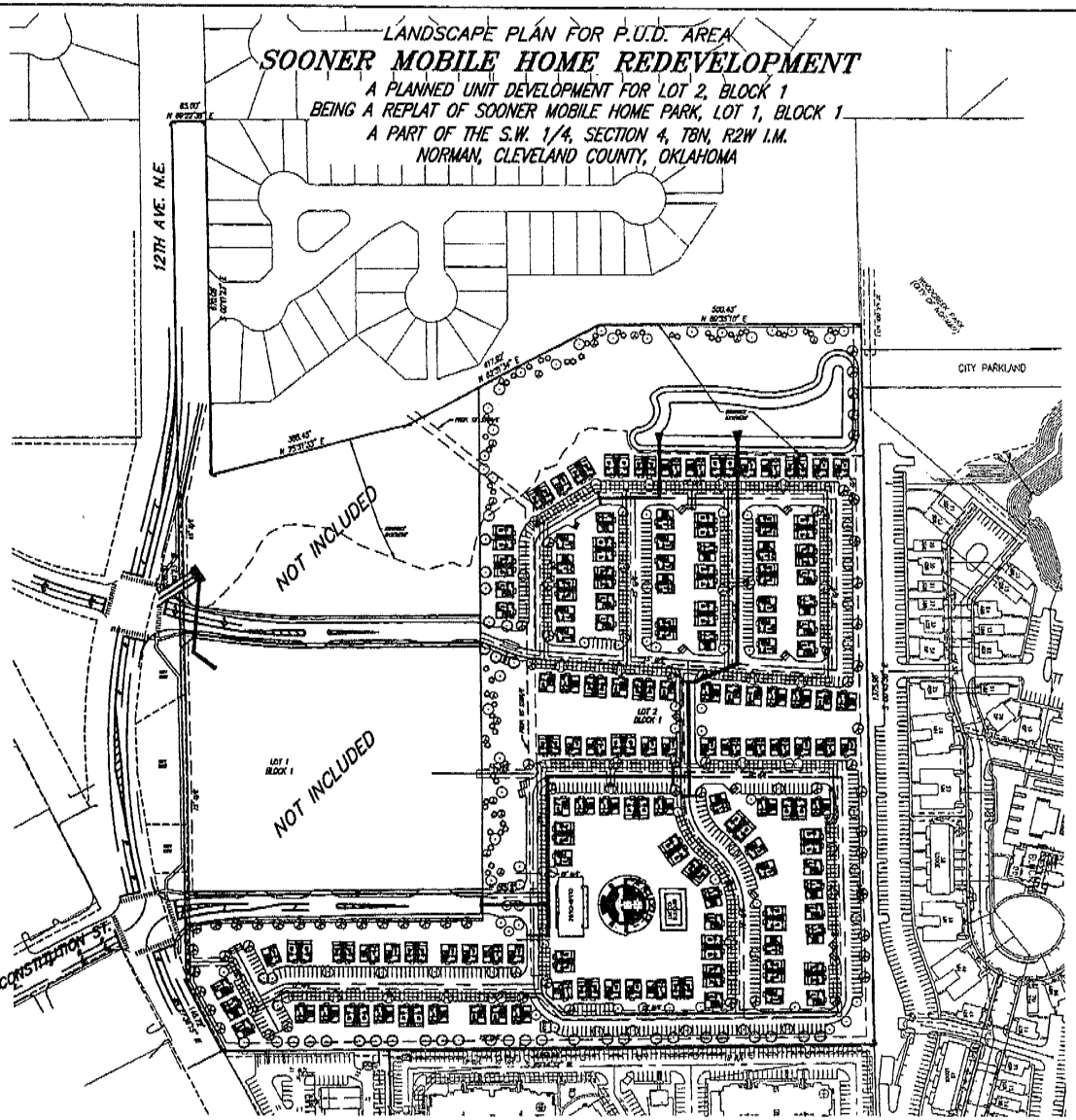
Proposed Open Space Areas



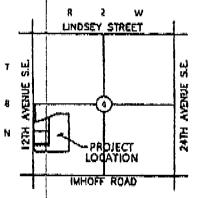
LANDSCAPE PLAN FOR P.U.D. AREA

SOONER MOBILE HOME REDEVELOPMENT

A PLANNED UNIT DEVELOPMENT FOR LOT 2, BLOCK 1
BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
A PART OF THE S.W. 1/4, SECTION 4, T8N, R2W I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA



SCALE: 1" = 100'



LOCATION MAP
NOT TO SCALE

SITE TREE REQUIREMENTS

PERIPHERAL LANDSCAPE REQUIREMENTS	Property Perimeter:	5238.6	/ 40	=	131	Trees
	Peripheral Trees Required:				131	Trees
OFF-STREET PARKING REQUIREMENTS EXCEEDING 30 SPACES	275 Spaces x 15 =	4125	/ 100	=	41	Trees
	TOTAL TREES REQUIRED:				172	Trees

PLANT MATERIAL SCHEDULE

SYM.	QUA.	COMMON NAME	BOTANICAL NAME	SIZE	COMMENTS
	35	Bald Cypress	Taxodium distichum	2.5"-3" cal., 10-12' ht.	Straight trunk, balanced branching
	58	Canaert Juniper	Juniperus vir. 'Canaert'	6'-8' ht.	Strong central leader, full to ground.
	36	Chinese Pistache	Pistachia chinensis	2"-2.5" cal. 10-12' ht.	Straight trunk, balanced branching
	70	Lacebark Elm	Ulmus parvifolia	2"-2.5" cal., 10-12' ht.	Straight trunk, balanced branching
	16	Red Bud	Cercis canadensis	2"-2.5" cal., 8-10' ht.	Straight trunk, balanced branching
	68	Shumardi Oak	Quercus x 'Shumardi'	2"-2.5" cal., 10-12' ht.	Straight trunk, balanced branching

© SMC CONSULTING ENGINEERS, P.C. ALL RIGHTS RESERVED THESE DOCUMENTS ARE NOT TO BE USED FOR ANY PURPOSES WHATSOEVER WITHOUT PERMISSION FROM SMC CONSULTING ENGINEERS, P.C.

OWNER / DEVELOPER
SOONER MOBILE HOME REDEVELOPMENT L.L.C.
2975 WILLOW POINTE PARKWAY, SUITE 200
EDMOND, OK. 73013
(405)445-8186

PREPARED BY:
SMC Consulting Engineers, P.C.
815 W. Main St.
Oklahoma City, Oklahoma 73106
Ph.(405)232-7715

SOONER MOBILE HOME REDEVELOPMENT
A PLANNED UNIT DEVELOPMENT FOR LOT 2 BLOCK 1
E. CONSTITUTION ST. & 12TH AVE. S.E.
NORMAN, OKLAHOMA

SMC CONSULTING ENGINEERS, P.C.

LANDSCAPE SITE PLAN

SHEET NO. L-1

EXHIBIT "E"

ORDINANCE NO. O-1314-23 ITEM NO. 3b

STAFF REPORT

GENERAL INFORMATION

APPLICANT	Sooner Mobile Home Redevelopment, L.L.C.
REQUESTED ACTION	Rezoning to PUD, Planned Unit Development District
EXISTING ZONING	C-1, Local Commercial District; RM-4, Mobile Home Park District; R-3, Multi-Family Dwelling District and A-2, Rural Agricultural District
SURROUNDING ZONING	North: PUD, Planned Unit Development East: PUD, Planned Unit Development South: PUD, Planned Unit Development West: C-1, Local Commercial District; RM-4, Mobile Home Park District; R-3, Multi-Family Dwelling District
LOCATION	2601 South Classen Boulevard
SIZE	26.22 acres
PURPOSE	Student Based Housing Development
EXISTING LAND USE	Mobile Home Park
SURROUNDING LAND USE	North: Single-Family Residential East: Multi-Family Residential South: Multi-Family Residential and Commercial West: Commercial

SYNOPSIS: The applicant has submitted a request to rezone property from an existing mobile home and RV park, RM-4, Mobile Home Park District, into a PUD, Planned Unit Development for a student based housing project. The land under review was set aside on the first long range plan as High Density Residential. This designation of High Density Residential use was changed on the COMPLAN to Medium Density Residential in 1981. The NORMAN 2020 changed the area to High Density Residential in 1997. Then in 2004 the

NORMAN 2025 Land Use and Transportation Plan changed the designation to Low Density Residential.

ANALYSIS: The particulars of this PUD include:

1. USE As proposed, the project will be a student based housing development focusing on the University of Oklahoma student population as residents.

2. DESIGN There will be two gated entrances for this PUD. One entrance will be from Classen Street and the second from Constitution Street. Both Classen Street and Constitution Street extend through the proposed commercial development located west of the area for the PUD. The project will consist of approximately 130 buildings, 179 units, 623 bedrooms and associated amenities of a pool, theater room and clubhouse. These buildings will be built in the "American Craftsman Style", similar to a townhouse design.

3. OPEN SPACE There are open space and green space areas located throughout the PUD. The total open space area proposed is approximately 13 acres.

4. LIGHTING The lighting proposed for the site shall be installed in conformance with the City of Norman Commercial Outdoor Lighting Standards.

5. SIGNAGE All signage shall be in conformance with the City of Norman Sign Ordinance. The additional comment in the PUD stated "signs may be lit and landscaped with appropriate vegetation and planter boxes designed so as not to interfere with traffic sight lines."

6. PARKING The parking is distributed throughout the development, in number of spaces that meet the City requirements.

7. FENCING Fencing may be constructed at all perimeter areas of the PUD. The materials may be of masonry, pre-cast concrete, metal/iron or wood. Per the current Zoning Ordinance any fencing materials are permitted except that of corrugated fiberglass, corrugated metal, or unpainted sheet metal, nor any barbed wire. The only area required to be screened with fencing is the north side of this PUD. However, staff recommends that with the large buffer/flood plain area along the north side of this development, between this proposal and the single-family to the north, that there be no fencing required.

OTHER AGENCY COMMENTS:

- **PARK BOARD** The park fees were paid for this site when the Sooner Mobile Home Park was platted in 1981. There will be no additional fees due for the residential portion of the development.

- **PUBLIC WORKS/UTILITIES** A detention facility will be provided for storm water run-off. Water and sanitary sewer is available to the property and will consist of both private and public lines within the PUD. Interior public sewer lines will be installed per City standards. Water lines will be installed per City standards to serve for fire protection.

A Traffic Impact Study was submitted and reviewed by City staff. A modification to the lane assignments, traffic signals and striping will be implemented for the Classen Boulevard and Constitution Street intersection. The existing split phasing element will be eliminated for the east/west leg of the intersection of Classen Boulevard and Constitution Street. The construction of a left turn lane, signal modification, i.e. pole replacement/pole arm extensions will be implemented at the intersection of 12th Avenue SE and Classen Boulevard. Upgrading of the traffic signal, controller/cabinet and new pavement for roadway access will also be executed at the redesigned intersection of Classen Boulevard and 12th Avenue SE.

STAFF RECOMMENDATION: This area of south Norman has continued to grow in recent years. The new student based housing developments to the south and east of this proposal, in addition to the new commercial developments to the south and west demonstrates the area is changing. With the recent developments this proposal will fit well with the area.

Staff recommends approval of ORDINANCE NO. O-1314-23.

City of Norman, OK

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

Master

File Number: O-1314-24

File ID:	O-1314-24	**Type:**	Zoning Ordinance	**Status:**	Non-Consent Items
Version:	1	**Reference:**	Item No. 34	**In Control:**	City Council
Department:	City Council Planning and Community Development Committee	**Cost:**		**File Created:**	10/17/2013
File Name:	Sooner Mobile Home Redevelopment C-2 O-1314-24			**Final Action:**	

Title: CONSIDERATION OF ORDINANCE NO. O-1314-24 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 LOT 1, BLOCK 1, SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, THE R-3, MULTI-FAMILY DWELLING DISTRICT, AND THE RM-4, MOBILE HOME PARK DISTRICT, AND PLACE THE SAME IN THE C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (EAST SIDE OF 12TH AVENUE S.E. BETWEEN CLASSEN BOULEVARD AND CONSTITUTION STREET, AT 2601 S. CLASSEN BOULEVARD)

Notes: ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-24 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-24 upon Final Reading as a whole.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 34

Attachments: Location Map, O-1314-24, Text File O-1314-24.pdf, Commercial Staff Report, Preliminary Site Plan O-1314-24.pdf, 11-14-13 PC Minutes - Sooner Mobile Home Redevelopment

Project Manager: Jane Hudson, Principal Planner

Entered by: rone.tromble@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

1	Planning Commission	11/14/2013	Recommended for Adoption at a subsequent City Council Meeting	City Council	11/26/2013	Pass
	Action Text:	A motion was made by Commissioner Gasaway, seconded by Commissioner Sherrer, that this Zoning Ordinance be Recommended for Adoption at a subsequent City Council Meeting to the City Council , due back on 12/10/2013. The motion carried by the following vote:				
1	City Council	11/26/2013	Introduced and adopted on First Reading by title only			Pass
	Action Text:	That this Zoning Ordinance be Introduced and adopted on First Reading by title only. by consent roll call				
1	City Council	12/10/2013				

Text of Legislative File O-1314-24

Body

SYNOPSIS: Along with the PUD rezoning request, Sooner Mobile Home Redevelopment, L.L.C. is also requesting to rezone a different area of the existing mobile home park. In this request the proposal is for C-2, General Commercial District to allow for the location of a grocery store with a fueling station on the southwest corner of the lot. This lot is the centrally located western tract of the entire redevelopment project, adjacent to Classen Boulevard.

ANALYSIS:

C-2, General Commercial District Defined:
This commercial district is intended for the conduct of personal and business services and the general retail business of the community. Persons living in the community and in the surrounding trade territory require direct and frequent access. Traffic generated by the uses will be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

ALTERNATIVES/ISSUES:

IMPACTS: There is a proposal to have a less intense zoning district to the north of this C-2, General Commercial District proposal; C-1, Local Commercial District. As a result of the large open spaces in and around this project and the less intense zoning north of this proposal the single-family residential property to the north of this development will be buffered from the grocery store and fueling station. The PUD proposed to the east of the grocery store and fueling station is situated such that the buildings are set back away from the rear and side of the grocery store to eliminate impacts such as noise and lights. The east side of the grocery store will be fenced to help any noise and light impacts on the PUD.

ACCESS: Access to the commercial sites will be from Classen Boulevard by way of two streets extending into this development on the north and south sides of the proposed grocery store; Classen Street located on the north side and Constitution Street located on the south side.

SITE PLAN: The grocery store is set back off of Classen Boulevard, with the parking along the west side of the store, abutting Classen Boulevard. There is a drive-thru pharmacy located on the south side of the grocery store. The delivery and trash area is on the east side of the store, abutting the lot for the PUD, student based housing project to the east. The PUD design has the residential buildings set back from the grocery store/commercial area, helping to eliminate any impacts on the residential area from noise or lights.

OTHER AGENCY COMMENTS:

PUBLIC WORKS/UTILITIES: Detention facilities for this development of the commercial area will be provided for storm water run-off. Water and Sanitary sewer will be public and installed per City Standards.

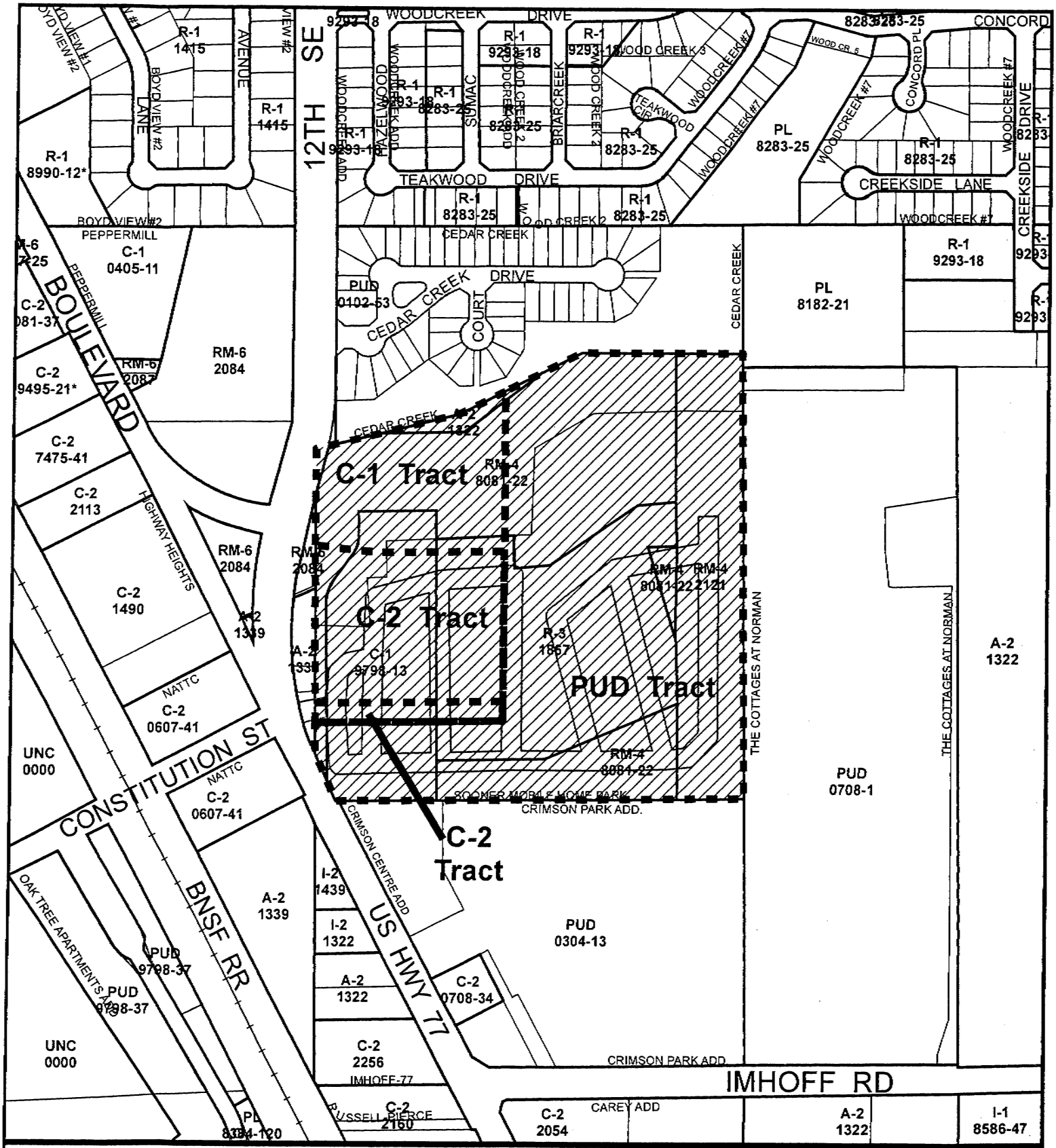
A Traffic Impact Study was submitted and reviewed by City staff. A modification to the lane assignments, traffic signals and striping will be implemented for the Classen Boulevard and Constitution Street intersection.

Existing split phasing will be eliminated for the east/west leg of the intersection of Classen Boulevard and Constitution Street. The construction of a left turn lane, signal modification, i.e. pole replacement/pole arm extensions will be implemented at the intersection of 12th Avenue SE and Classen Boulevard. Upgrading of the traffic signal, controller/cabinet and new pavement for roadway access will also be executed at the redesigned intersection of Classen Boulevard and 12th Avenue SE.

STAFF RECOMMENDATION: With the continued growth in south Norman this proposal for commercial development/grocery store will benefit the area. In addition to the grocery store and fueling station being an amenity for the growing area, vehicular circulation has been well designed. Sidewalks will be installed to provide pedestrian access to and from the development in all directions. The infrastructure improvements in this area have paved the way for this future growth.

Staff recommends approval of ORDINANCE NO. O-1314-24, C-2, General Commercial District - 6.14 acres.

Planning Commission, at their meeting of November 14, 2013, unanimously recommended adoption of this ordinance, 9-0.



Location Map

Map Produced by the City of Norman
Geographic Information System.
(405) 366-5316
The City of Norman assumes no
responsibility for errors or omissions
in the information presented.

N
W E
S

October 22, 2013

0 200 400 Ft.

Subject Tract

Zoning

O-1314-24

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 LOT 1, BLOCK 1, SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, THE R-3, MULTI-FAMILY DWELLING DISTRICT, AND THE RM-4, MOBILE HOME PARK DISTRICT, AND PLACE THE SAME IN THE C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (East side of 12th Avenue S.E. between Classen Boulevard and Constitution Street, at 2601 S. Classen Boulevard)

§ 1. WHEREAS, Sooner Mobile Home Redevelopment, L.L.C. has made application to have the property described below removed from the C-1, Local Commercial District, the R-3, Multi-Family Dwelling District, and the RM-4, Mobile Home Park District, and to have the same placed in the C-2, General Commercial District; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 4. That Section 460 of Chapter 22 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from the C-1, Local Commercial District, the R-3, Multi-Family Dwelling District, and the RM-4, Mobile Home Park District, and place the same in the C-2, General Commercial District, to wit:

A tract of land being a part of Lot 1, Block 1, SOONER MOBILE HOME PARK, an Addition to the City of Norman, Cleveland County, Oklahoma according to the plat recorded in Book 13 of Plats, Page 21 AND a tract of land lying in the Southwest Quarter of Section 4, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, all being more particularly described as follows:
COMMENCING at the northwest corner of said Southwest Quarter;
THENCE South 00°41'23" East, along the west line of said Southwest Quarter, a distance of 977.39 feet to a point on a curve and the POINT OF BEGINNING;
THENCE Easterly along a non tangent curve to the left having a radius of 2,136.39 feet (said curve subtended by a chord which bears South 84°02'03" East a distance of 211.54 feet) for an arc distance of 211.63 feet;
THENCE North 89°16'56" East a distance of 366.18 feet;
THENCE South 00°09'12" East a distance of 462.68 feet;
THENCE South 89°16'56" West a distance of 571.96 feet to a point on the west line of said Southwest Quarter;
THENCE North 00°41'23" West, along said west line, a distance of 487.28 feet to the POINT OF BEGINNING.

Said described tract of land contains an area of 267,841 square feet or 6.1488 acres, more or less.

AND

A tract of land being in a part of Lot 1, Block 1, SOONER MOBILE HOME PARK, an addition to the City of Norman, Cleveland County, Oklahoma according to the plat recorded in Book 13 of Plats, Page 21, AND a tract of land lying in the Southwest Quarter of Section 4, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, all being more particularly described as follows:
Commencing at the Northwest Corner of said Southwest Quarter;
Thence South 00°41'23" East, along the West line of said Southwest Quarter, a distance of 1,464.67 feet to a point on the West line of said Southwest Quarter and the POINT OF BEGINNING;
Thence South 00°41'23" East, along the West line of said Southwest Quarter, a distance of 60.00 feet;
Thence North 89°16'56" East a distance of 571.40 feet;
Thence North 00°09'12" West a distance of 60.00 feet;
Thence South 89°16'56" West a distance of 571.96 feet;
Thence South 75°31'33" West a distance of 455.38 feet to the POINT OF BEGINNING.

Said described tract of land contains an area of 34,301 square feet, or 0.787 acres, more or less.

§ 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this _____ day of

_____, 2013.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

NOT ADOPTED this _____day of

_____, 2013.

_____
(Mayor)

ORDINANCE NO. O-1314-24 ITEM NO. 3c
ORDINANCE NO. O-1314-25 ITEM NO. 3d

STAFF REPORT

GENERAL INFORMATION

APPLICANT	Sooner Mobile Home Redevelopment, L.L.C.
REQUESTED ACTION	Rezoning to C-1, Local Commercial District (North Area) and Rezoning to C-2, General Commercial District (South Area)
EXISTING ZONING	C-1, Local Commercial District; R-3, Multi-Family Dwelling District, RM-4, Mobile Home Park District and A-2, Rural Agricultural District
SURROUNDING ZONING OF SITE	North: PUD, Planned Unit Development East: PUD, Planned Unit Development South: PUD, Planned Unit Development West: C-2, General Commercial District and RM-6, Medium Density Apartment District
LOCATION	East side of Classen Boulevard and 12th Avenue S.E. between Classen Boulevard and Constitution Street
SIZE	C-2, General Commercial District - 6.14 acres C-1, Local Commercial District – 5.14 acres
PURPOSE/USE	Restaurants/Commercial – C-1, Local Commercial District Grocery Store and Fueling Station – C-2, General Commercial District
EXISTING LAND USE	Mobile Home Park
SURROUNDING LAND USE	North: Single Family Residential East: Multi-Family Residential

South: Multi-Family Residential and Commercial
West: Commercial

LAND USE PLAN DESIGNATION — Commercial and Low Density Residential

SYNOPSIS: This staff report is a combination of two applications, one for the C-1, Local Commercial District rezoning request and the other for the C-2, General Commercial District rezoning request. These are separate items but for the convenience of outlining the requests staff has prepared one staff report.

- The proposal for the C-1, Local Commercial District is to locate two commercial businesses on the northwest portion of this development. This area proposed for the commercial development is the northern portion of the property. The uses permitted might be a restaurant or some other commercial use permitted under C-1, Local Commercial District.

- The proposal for the C-2, General Commercial District is to allow for the location of a grocery store with a fueling station on the southwest corner of the lot. This lot is the centrally located western tract of the entire redevelopment project, adjacent to Classen Boulevard.

ANALYSIS:

C-1, Local Commercial District Defined:
This commercial district is intended for the conduct of retail trade and to provide personal services to meet the regular needs and for the convenience of the people of adjacent residential areas. It is anticipated that this district will be the predominately used commercial district in the community. Because these shops and stores may be an integral part of the neighborhood closely associated with residential, religious, recreational and education elements, more restrictive requirements for light, air, open space, and off-street parking are made than are provided in other commercial districts.

C-2, General Commercial District Defined:
This commercial district is intended for the conduct of personal and business services and the general retail business of the community. Persons living in the community and in the surrounding trade territory require direct and frequent access. Traffic generated by the uses will be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

ALTERNATIVES/ISSUES:

- **IMPACTS**

  C-1, Local Commercial District Rezoning: There are no expected negative impacts from this proposed rezoning and future use of the site. There is a single-family development to the north of this proposal; however, there is a large flood plain/buffer area between the two developments.

C-2, General Commercial District Rezoning: There will be a less intense zoning to the north of this proposal; C-1, Local Commercial District. As a result of the large open spaces on this project and the less intense zoning north of this proposal the residential property to the north will be buffered from the grocery store and fueling station. The PUD proposed to the east of the grocery store and fueling station is situated such that the buildings are set back away from the rear and side of the grocery store to eliminate impacts such as noise and lights. The east side of the grocery store will be fenced to help any noise and light impacts on the PUD.

- **ACCESS** Access to these commercial sites will be from Classen Boulevard by way of two streets extending into this development on the north and south sides of the proposed grocery store; Classen Street located on the north side and Constitution Street located on the south side.

- **SITE PLAN** The site development plan details two commercial buildings with required setbacks and parking adequate to support the average drive-thru restaurant facility for the north portion; C-1 Local Commercial District. The grocery store is set back off of Classen Boulevard, with the parking along the west side of the store, abutting Classen Boulevard. There is a drive-thru pharmacy located on the south side of the grocery store. The delivery and trash area is on the east side of the store, abutting the lot for the PUD, student based housing project to the east. The PUD design has the residential buildings set back from the grocery store/commercial area, helping to eliminate any impacts on the residential area from noise or lights.

OTHER AGENCY COMMENTS:

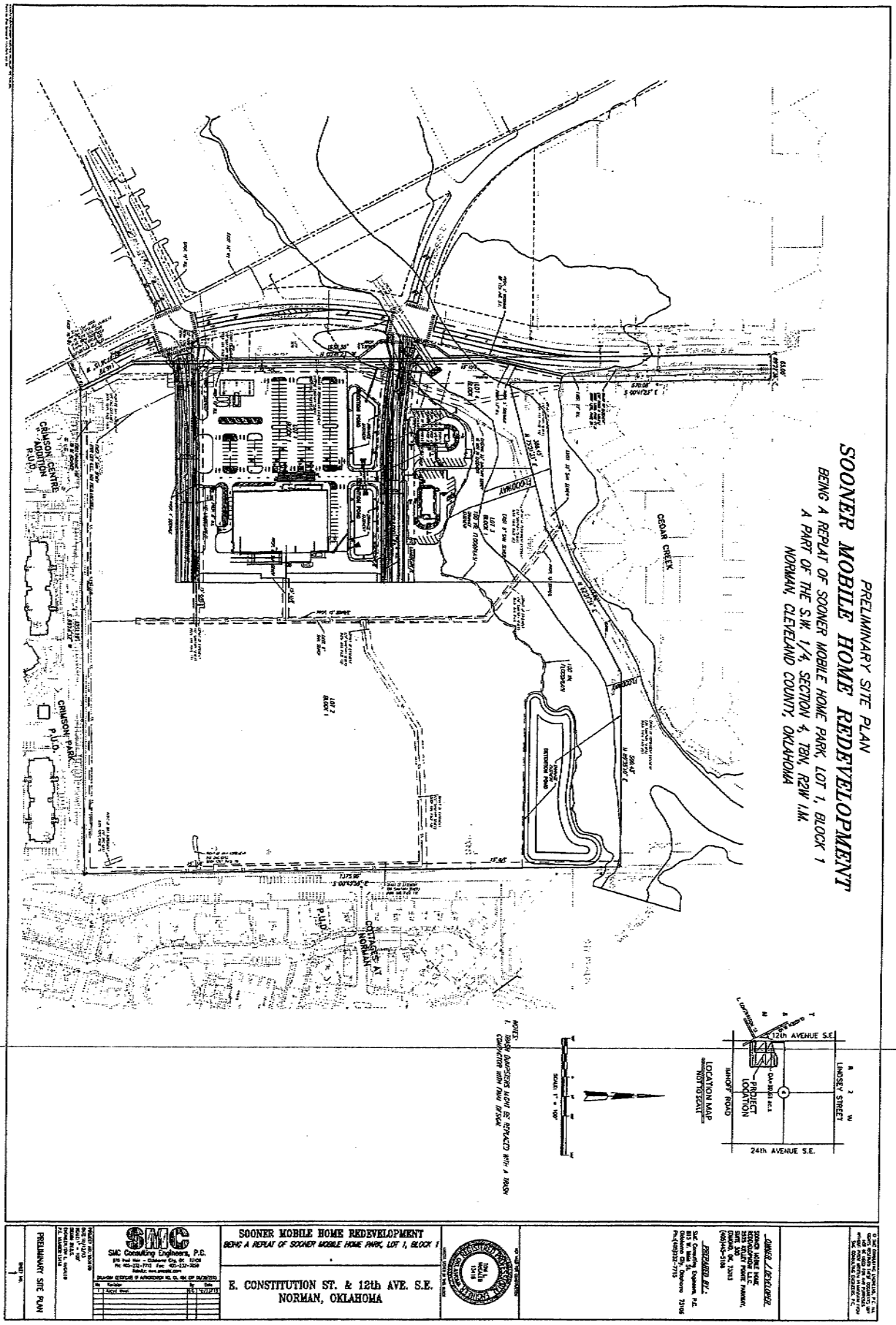
- **PUBLIC WORKS/UTILITIES** Detention facilities for this development of the commercial area will be provided for storm water run-off. Water and Sanitary sewer will be public and installed per City Standards.

  A Traffic Impact Study was submitted and reviewed by City staff. A modification to the lane assignments, traffic signals and striping will be implemented for the Classen Boulevard and Constitution Street intersection. Existing split phasing will be eliminated for the east/west leg of the intersection of Classen Boulevard and Constitution Street. The construction of a left turn lane, signal modification, i.e. pole replacement/pole arm extensions will be implemented at the intersection of 12th Avenue SE and Classen Boulevard. Upgrading of the traffic signal, controller/cabinet and new pavement for roadway access will also be executed at the redesigned intersection of Classen Boulevard and 12th Avenue SE.

STAFF RECOMMENDATION With the continued growth in south Norman this proposal for commercial development will complement the area. In addition to being an amenity for the growing area, vehicular circulation has been well designed. Sidewalks will be installed to provide pedestrian access to and from the development in all directions. The infrastructure improvements in this area have paved the way for this future growth.

Staff recommends approval of ORDINANCE NO. O-1314-24, C-2, General Commercial District - 6.14 acres

Staff recommends approval of ORDINANCE NO. O-1314-25, C-1, Local Commercial District – 5.14 acres


PRELIMINARY SITE PLAN
SOONER MOBILE HOME REDEVELOPMENT
BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
A PART OF THE S.W. 1/4, SECTION 4, T8N, R2W I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA
CEDAR CREEK
CRIMSON CENTRE ADDITION P.U.D.
CRIMSON PARK P.U.D.
COTTAGES AT NORMAN P.U.D.
12th AVENUE S.E.
24th AVENUE S.E.
LINDSEY STREET
IMHOFF ROAD
PROJECT LOCATION
LOCATION MAP NOT TO SCALE
NOTES:
1. TRASH DUMPSTERS MUST BE REPLACED WITH A TRASH COMPACTOR WITH FINAL DESIGN.
SCALE: 1" = 100'
SMC
SMC Consulting Engineers, P.C.
SOONER MOBILE HOME REDEVELOPMENT
BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
E. CONSTITUTION ST. & 12th AVE. S.E.
NORMAN, OKLAHOMA
PRELIMINARY SITE PLAN
1

City of Norman, OK

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

Master

File Number: O-1314-25

File ID:	O-1314-25	**Type:**	Zoning Ordinance	**Status:**	Non-Consent Items
Version:	1	**Reference:**	Item No. 35	**In Control:**	City Council
Department:	Planning and Community Development Department	**Cost:**		**File Created:**	10/17/2013
File Name:	Sooner Mobile Home Redevelopment C-1 O-1314-25			**Final Action:**	

Title: CONSIDERATION OF ORDINANCE NO. O-1314-25 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 LOT 1, BLOCK 1, SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT AND RM-4, MOBILE HOME PARK DISTRICT AND PLACE THE SAME IN THE C-1, LOCAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (EAST SIDE OF 12TH AVENUE S.E. NORTH OF THE INTERSECTION WITH CLASSEN BOULEVARD, AT 2601 S. CLASSEN BOULEVARD)

Notes: ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-25 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1314-25 upon Final Reading as a whole.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 35

Attachments: Location Map, Text File O-1314-25.pdf, O-1314-25, Commercial Staff Report, Preliminary Site Plan O-1314-25.pdf, 11-14-13 PC Minutes - Sooner Mobile Home Redevelopment

Project Manager: Jane Hudson, Principal Planner

Entered by: rone.tromble@normanok.gov

Effective Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

1	Planning Commission	11/14/2013	Recommended for Adoption at a subsequent City Council Meeting	City Council	11/26/2013	Pass
	Action Text:	A motion was made by Commissioner Gasaway, seconded by Commissioner Sherrer, that this Zoning Ordinance be Recommended for Adoption at a subsequent City Council Meeting to the City Council, due back on 12/10/2013. The motion carried by the following vote:				
1	City Council	11/26/2013	Introduced and adopted on First Reading by title only			Pass
	Action Text:	That this Zoning Ordinance be Introduced and adopted on First Reading by title only. by consent roll call				

Text of Legislative File O-1314-25

Body

SYNOPSIS: Along with the PUD and the C-2, General Commercial District requests, the third rezoning request for the Sooner Mobile Home and RV Park is for C-1, Local Commercial District. This proposal is to locate two commercial businesses on the northwest portion of this development. The use for this area may possibly be a restaurant or some other commercial use permitted under C-1, Local Commercial District.

ANALYSIS:

C-1, Local Commercial District Defined:
This commercial district is intended for the conduct of retail trade and to provide personal services to meet the regular needs and for the convenience of the people of adjacent residential areas. It is anticipated that this district will be the predominately used commercial district in the community. Because these shops and stores may be an integral part of the neighborhood closely associated with residential, religious, recreational and education elements, more restrictive requirements for light, air, open space, and off-street parking are made than are provided in other commercial districts.

ALTERNATIVES/ISSUES:

IMPACTS: There are no expected negative impacts from this proposed rezoning and future use of the site. There is a single-family development to the north of this proposal; however, there is a large flood plain/buffer area between the two developments.

ACCESS: Access to these commercial sites will be from Classen Street by way of Classen Boulevard.

SITE PLAN: The site development plan details two commercial buildings with required setbacks and parking adequate to support the average drive-thru restaurant facility for the north portion; C-1 Local Commercial District.

OTHER AGENCY COMMENTS:

PUBLIC WORKS/UTILITIES: Detention facilities for this development of the commercial area will be provided for storm water run-off. Water and Sanitary sewer will be public and installed per City Standards.

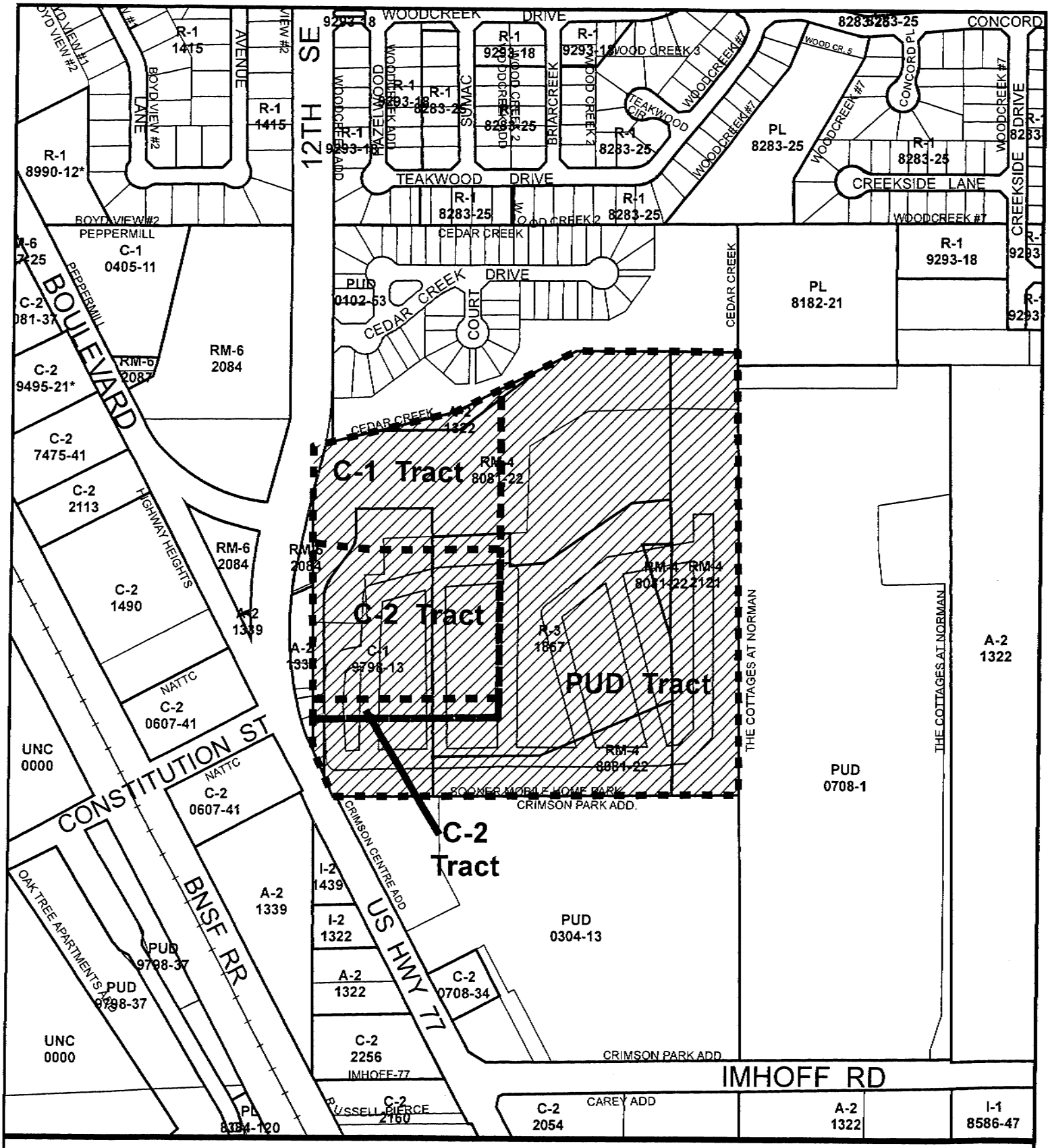
A Traffic Impact Study was submitted and reviewed by City staff. A modification to the lane assignments, traffic signals and striping will be implemented for the Classen Boulevard and Constitution Street intersection. Existing split phasing will be eliminated for the east/west leg of the intersection of Classen Boulevard and Constitution Street. The construction of a left turn lane, signal modification, i.e. pole replacement/pole arm extensions will be implemented at the intersection of 12th Avenue SE and Classen Boulevard. Upgrading of the traffic signal, controller/cabinet and new pavement for roadway access will also be executed at the redesigned intersection of Classen Boulevard and 12th Avenue SE.

STAFF RECOMMENDATION: With the continued growth in south Norman this proposal for commercial development/restaurants will complement the area. In addition to this development being an amenity for the

growing area, vehicular circulation has been well designed. Sidewalks will be installed to provide pedestrian access to and from the development in all directions, creating walkability. The infrastructure improvements in this area have paved the way for this future growth.

Staff recommends approval of ORDINANCE NO. O-1314-25, C-1, Local Commercial District - 5.14 acres.

Planning Commission, at their meeting of November 14, 2013, unanimously recommended adoption of this ordinance, 9-0.



Location Map

Map Produced by the City of Norman
Geographic Information System.
(405) 366-5316
The City of Norman assumes no responsibility for errors or omissions in the information presented.

N W E S

October 22, 2013

0 200 400 Ft.

Subject Tract

Zoning

O-1314-25

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 LOT 1, BLOCK 1, SOONER MOBILE HOME PARK ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT AND RM-4, MOBILE HOME PARK DISTRICT AND PLACE THE SAME IN THE C-1, LOCAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (East side of 12th Avenue S.E. north of the intersection with Classen Boulevard, at 2601 S. Classen Boulevard)

§ 1. WHEREAS, Sooner Mobile Home Redevelopment, L.L.C. has made application to have the property described below removed from the A-2, Rural Agricultural District, and RM-4, Mobile Home Park District, and have the same placed in the C-1, Local Commercial District; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

§ 4. That Section 460 of Chapter 22 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from the A-2, Rural Agricultural District, and RM-4, Mobile Home Park District, and to place the same in the C-1, Local Commercial District, to wit:

A tract of land being in a part of Lot 1, Block 1, SOONER MOBILE HOME PARK, an addition to the City of Norman, Cleveland County, Oklahoma according to the plat recorded in Book 13 of Plats, Page 21, AND a tract of land lying in the Southwest Quarter of Section 4, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, all being more particularly described as follows:
COMMENCING at the Northwest Corner of said Southwest Quarter;
THENCE South 00°41'23" East, along the West line of said Southwest Quarter, a distance of 675.70 feet to a point on the West line of said Southwest Quarter and the POINT OF BEGINNING;
THENCE South 00°41'23" East, along the West line of said Southwest Quarter, a distance of 291.29 feet;
THENCE around a curve to the left having a radius of 2,136.39 feet (said curve subtended by a chord which bears South 84°02'03" East, a distance of 211.54 feet) and an arc length of 211.63 feet;
THENCE North 89°16'56" East a distance of 366.18 feet;
THENCE North 00°09'12" West a distance of 494.14 feet;
THENCE South 62°31'34" West a distance of 155.32 feet;
THENCE South 75°31'33" West a distance of 455.38 feet to the POINT OF BEGINNING.

Said described tract of land contains an area of 223,964 square feet, or 5.142 acres, more or less.

§ 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this _____ day of

_____, 2013.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

NOT ADOPTED this _____day of

_____, 2013.

_____
(Mayor)

ORDINANCE NO. O-1314-24 ITEM NO. 3c
ORDINANCE NO. O-1314-25 ITEM NO. 3d

STAFF REPORT

GENERAL INFORMATION

APPLICANT	Sooner Mobile Home Redevelopment, L.L.C.
REQUESTED ACTION	Rezoning to C-1, Local Commercial District (North Area) and Rezoning to C-2, General Commercial District (South Area)
EXISTING ZONING	C-1, Local Commercial District; R-3, Multi-Family Dwelling District, RM-4, Mobile Home Park District and A-2, Rural Agricultural District
SURROUNDING ZONING OF SITE	North: PUD, Planned Unit Development East: PUD, Planned Unit Development South: PUD, Planned Unit Development West: C-2, General Commercial District and RM-6, Medium Density Apartment District
LOCATION	East side of Classen Boulevard and 12th Avenue S.E. between Classen Boulevard and Constitution Street
SIZE	C-2, General Commercial District - 6.14 acres C-1, Local Commercial District – 5.14 acres
PURPOSE/USE	Restaurants/Commercial – C-1, Local Commercial District Grocery Store and Fueling Station – C-2, General Commercial District
EXISTING LAND USE	Mobile Home Park
SURROUNDING LAND USE	North: Single Family Residential East: Multi-Family Residential

	South: Multi-Family Residential and Commercial West: Commercial
LAND USE PLAN DESIGNATION	Commercial and Low Density Residential

SYNOPSIS: This staff report is a combination of two applications, one for the C-1, Local Commercial District rezoning request and the other for the C-2, General Commercial District rezoning request. These are separate items but for the convenience of outlining the requests staff has prepared one staff report.

- The proposal for the C-1, Local Commercial District is to locate two commercial businesses on the northwest portion of this development. This area proposed for the commercial development is the northern portion of the property. The uses permitted might be a restaurant or some other commercial use permitted under C-1, Local Commercial District.

- The proposal for the C-2, General Commercial District is to allow for the location of a grocery store with a fueling station on the southwest corner of the lot. This lot is the centrally located western tract of the entire redevelopment project, adjacent to Classen Boulevard.

ANALYSIS:

C-1, Local Commercial District Defined:
This commercial district is intended for the conduct of retail trade and to provide personal services to meet the regular needs and for the convenience of the people of adjacent residential areas. It is anticipated that this district will be the predominately used commercial district in the community. Because these shops and stores may be an integral part of the neighborhood closely associated with residential, religious, recreational and education elements, more restrictive requirements for light, air, open space, and off-street parking are made than are provided in other commercial districts.

C-2, General Commercial District Defined:
This commercial district is intended for the conduct of personal and business services and the general retail business of the community. Persons living in the community and in the surrounding trade territory require direct and frequent access. Traffic generated by the uses will be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

ALTERNATIVES/ISSUES:

- **IMPACTS**

  C-1, Local Commercial District Rezoning: There are no expected negative impacts from this proposed rezoning and future use of the site. There is a single-family development to the north of this proposal; however, there is a large flood plain/buffer area between the two developments.

C-2, General Commercial District Rezoning: There will be a less intense zoning to the north of this proposal; C-1, Local Commercial District. As a result of the large open spaces on this project and the less intense zoning north of this proposal the residential property to the north will be buffered from the grocery store and fueling station. The PUD proposed to the east of the grocery store and fueling station is situated such that the buildings are set back away from the rear and side of the grocery store to eliminate impacts such as noise and lights. The east side of the grocery store will be fenced to help any noise and light impacts on the PUD.

- **ACCESS** Access to these commercial sites will be from Classen Boulevard by way of two streets extending into this development on the north and south sides of the proposed grocery store; Classen Street located on the north side and Constitution Street located on the south side.

- **SITE PLAN** The site development plan details two commercial buildings with required setbacks and parking adequate to support the average drive-thru restaurant facility for the north portion; C-1 Local Commercial District. The grocery store is set back off of Classen Boulevard, with the parking along the west side of the store, abutting Classen Boulevard. There is a drive-thru pharmacy located on the south side of the grocery store. The delivery and trash area is on the east side of the store, abutting the lot for the PUD, student based housing project to the east. The PUD design has the residential buildings set back from the grocery store/commercial area, helping to eliminate any impacts on the residential area from noise or lights.

OTHER AGENCY COMMENTS:

- **PUBLIC WORKS/UTILITIES** Detention facilities for this development of the commercial area will be provided for storm water run-off. Water and Sanitary sewer will be public and installed per City Standards.

  A Traffic Impact Study was submitted and reviewed by City staff. A modification to the lane assignments, traffic signals and striping will be implemented for the Classen Boulevard and Constitution Street intersection. Existing split phasing will be eliminated for the east/west leg of the intersection of Classen Boulevard and Constitution Street. The construction of a left turn lane, signal modification, i.e. pole replacement/pole arm extensions will be implemented at the intersection of 12th Avenue SE and Classen Boulevard. Upgrading of the traffic signal, controller/cabinet and new pavement for roadway access will also be executed at the redesigned intersection of Classen Boulevard and 12th Avenue SE.

STAFF RECOMMENDATION With the continued growth in south Norman this proposal for commercial development will complement the area. In addition to being an amenity for the growing area, vehicular circulation has been well designed. Sidewalks will be installed to provide pedestrian access to and from the development in all directions. The infrastructure improvements in this area have paved the way for this future growth.

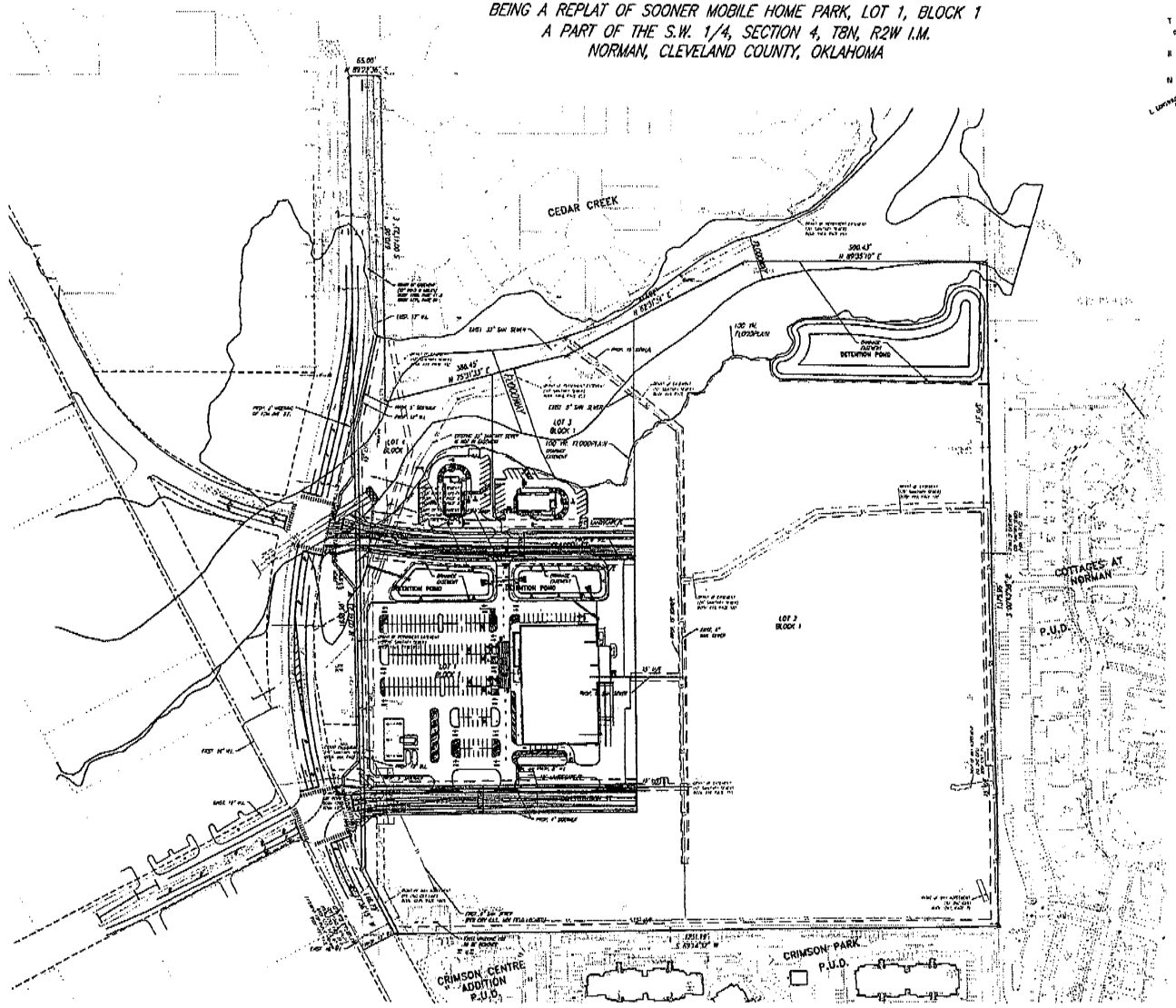
Staff recommends approval of ORDINANCE NO. O-1314-24, C-2, General Commercial District - 6.14 acres

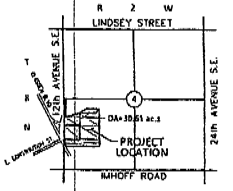
Staff recommends approval of ORDINANCE NO. O-1314-25, C-1, Local Commercial District – 5.14 acres

PRELIMINARY SITE PLAN

SOONER MOBILE HOME REDEVELOPMENT

BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
A PART OF THE S.W. 1/4, SECTION 4, T8N, R2W I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA





LOCATION MAP
NOT TO SCALE

SCALE: 1" = 100'

NOTES:
1. TRASH DUMPSTERS MIGHT BE REPLACED WITH A TRASH COMPACTOR WITH FINAL DESIGN.

© SMC CONSULTING ENGINEERS, P.C. ALL RIGHTS RESERVED THESE DRAWINGS MAY NOT BE USED FOR ANY PURPOSE WITHOUT PRIOR WRITTEN PERMISSION FROM SMC CONSULTING ENGINEERS, P.C.

OWNER / DEVELOPER

SOONER MOBILE HOME REDEVELOPMENT L.L.C.
2570 KELLEY POINTE PARKWAY, SUITE 300
EDMOND, OK. 73013
(405)445-5106

PREPARED BY:

SMC Consulting Engineers, P.C.
815 W. Main St.
Oklahoma City, Oklahoma 73106
Ph.(405)232-7715

TOM L. McCALEB 13418 OKLAHOMA REGISTERED PROFESSIONAL ENGINEER

SOONER MOBILE HOME REDEVELOPMENT
BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1

E. CONSTITUTION ST. & 12th AVE. S.E.
NORMAN, OKLAHOMA

SMC Consulting Engineers, P.C.
315 W. Main St. Oklahoma City, OK 73106
Ph. 405-232-7715 Fax 405-232-7399
Certificate of Authorization No. 2661 exp. 06-30-2014

NO.	DESCRIPTION	BY	DATE
1	PRELIMINARY SITE PLAN	BH	10/10/13

PROJECT NO: 2013106
DATE: 10/10/13
SCALE: 1" = 100'
DESIGN BY: D.G.
ENGINEER: TOM L. McCALEB
P.E. NUMBER: 13418

PRELIMINARY SITE PLAN

SHEET NO. 1

City of Norman, OK

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

Master

File Number: PP-1314-10

File ID: PP-1314-10 **Type:** Preliminary Plat **Status:** Non-Consent Items

Version: 1 **Reference:** Item No. 36 **In Control:** City Council

Department: Public Works Department **Cost:** **File Created:** 10/17/2013

File Name: Sooner Mobile Home Redevelopment Prelim Plat **Final Action:**

Title: CONSIDERATION OF A PRELIMINARY PLAT FOR SOONER MOBILE HOME REDEVELOPMENT ADDITION, A PLANNED UNIT DEVELOPMENT, (A PORTION OF THE PROPERTY), A REPLAT OF SOONER MOBILE HOME PARK ADDITION AND WAIVER OF ALLEY REQUIREMENTS FOR LOTS 3 AND 4, BLOCK 1 LOCATED AT 2601 S. CLASSEN BOULEVARD.

Notes: ACTION NEEDED: Motion to approve or reject the preliminary plat for Sooner Mobile Home Redvelopment Addition, a Planned Unit Development.

ACTION TAKEN: _____

Agenda Date: 12/10/2013

Agenda Number: 36

Attachments: Location Map, Text File Prelim.pdf, Attachment A.pdf, Preliminary Plat, PP-1314-10 Staff Report, Transportation Impacts, Prelim Site Plan SMHP.pdf, Prelim Site Devel Plan SMHP.pdf, Alley Waiver, 11-14-13 PC Minutes - Sooner Mobile Home Redevelopment

Project Manager: Ken Danner, Subdivision Manager

Entered by: rone.tromble@normanok.gov **Effective Date:**

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Commission	11/14/2013	Recommended for Adoption at a subsequent City Council Meeting	City Council	12/10/2013		Pass

Action Text: A motion was made by Commissioner Gasaway, seconded by Commissioner Sherrer, that this Preliminary Plat be Recommended for Adoption at a subsequent City Council Meeting to the City Council , due back on 12/24/2013. The motion carried by the following vote:

Text of Legislative File PP-1314-10

body

BACKGROUND: This item is a preliminary plat for Sooner Mobile Home Redevelopment, a Planned Unit Development (a portion of the property), a Replat of Sooner Mobile Home Park Addition, and is generally located at 2601 South Classen Boulevard. The preliminary plat consists of 26.22 acres and one lot and block

with 179 multi-story apartment units with required parking. The remainder of the property consists of 11.28 acres and three (3) commercial lots. With the proposed site plan, one (1) lot indicates a grocery store and fueling station. The other lots indicate possible restaurant facilities. The total preliminary plat contains 37.50 acres.

The Norman Board of Parks Commissioners, at its meeting of November 7, 2013, recommended fee in lieu of park land dedication. The Flood Plain Permit Committee, at its meeting of November 4, 2013, approved Flood Plain Permit No. 534 for the extension of the drainage structure under Classen Boulevard, including installation of public sidewalk.

Planning Commission, at its meeting of November 14, 2013, recommended amending the NORMAN 2025 Land Use and Transportation Plan from Low Density Residential Designation, Floodplain Designation and Commercial Designation to Medium Density Residential Designation and Commercial Designation.

Planning Commission, at its meeting of November 14, 2013, recommended placing a portion of this property in PUD, Planned Unit Development, and remove it from A-2, Rural Agricultural District; RM-4, Mobile Home Park District; R-3, Multi-Family Dwelling District and C-1, Local Commercial District, placing another portion of this property in C-2, General Commercial District and remove it from C-1, Local Commercial District; RM-4, Mobile Home Park District; R-3, Multi-Family Dwelling District and the remaining portion of the property in C-1, Local Commercial District and remove it from A-2, Rural Agricultural District and RM-4, Mobile Home Park District.

In addition, at its same meeting, the Planning Commission recommended to City Council that the preliminary plat for Sooner Mobile Home Redevelopment, a Planned Unit Development (a portion of the property), a Replat of Sooner Mobile Home Park Addition, be approved.

DISCUSSION: The site plan for the proposed Sooner Mobile Home Redevelopment project involves the development of apartment units and a grocery store with fueling center. The location of this project is proposed for the east side of US Highway 77 between the two intersections at Classen Boulevard and at Constitution Street. Primary access to the development will be from two new driveways accessing US Highway 77. One will be located opposite Classen Boulevard, forming the fourth leg of that existing intersection, and the other will be located opposite Constitution Street, forming the fourth leg of that existing intersection. Based on analysis provided, 192 apartment units with 652 beds along with a 41,117 square foot supermarket with gas station will generate approximately 6,462 trips per day or 657 PM peak hour trips. As such, the trip generation potential for this development is above the threshold for when a traffic impact study is required. The traffic capacity on the affected roadways exceeds the demand for existing and proposed trips as a result of this development. No negative traffic impacts are anticipated on these facilities. See Attachment A.

A traffic impact study was completed by Traffic Engineering Consultants and submitted for the subject development in October, 2013. The traffic study concluded that off-site improvements are necessary in order to support the traffic that will be generated by the development as proposed. Improvements are needed at the US Highway 77 intersections with Classen Boulevard and with Constitution Street.

The improvements at the Classen Boulevard intersection include a traffic signal modification to add the fourth leg to access the development and the provision of a southbound left-turn lane into the development providing 150 feet of storage. The signal modification will replace two poles on the east side of US Highway 77 and upgrade the signal controller and cabinet to be able to accommodate the additional equipment needed for the fourth leg of the intersection.

The improvements at the Constitution Street intersection include a modification to the lane assignments on the west leg of the intersection to eliminate the existing split phasing for the east and west legs of this intersection. All costs associated with these improvements will be the responsibility of the developer and plans for both upgrades must be submitted with the final plat.

IMPROVEMENT PROGRAM: Public improvements for this property consist of the following:

Alleys. Planning Commission, at its meeting of November 14, 2013, recommended waiver of the alley requirements for the north two (2) commercial lots (Lots 3 and 4, Block 1).

Fire Hydrants. Fire hydrants will be installed in accordance with approved plans and City standards. Their locations have been approved by the Fire Department.

Permanent Markers. Permanent markers will be installed prior to filing the final plat.

Sanitary Sewers. Sanitary sewers within the Planned Unit Development will be privately maintained by the owner. There are existing public sanitary sewer mains that serve all of the lots.

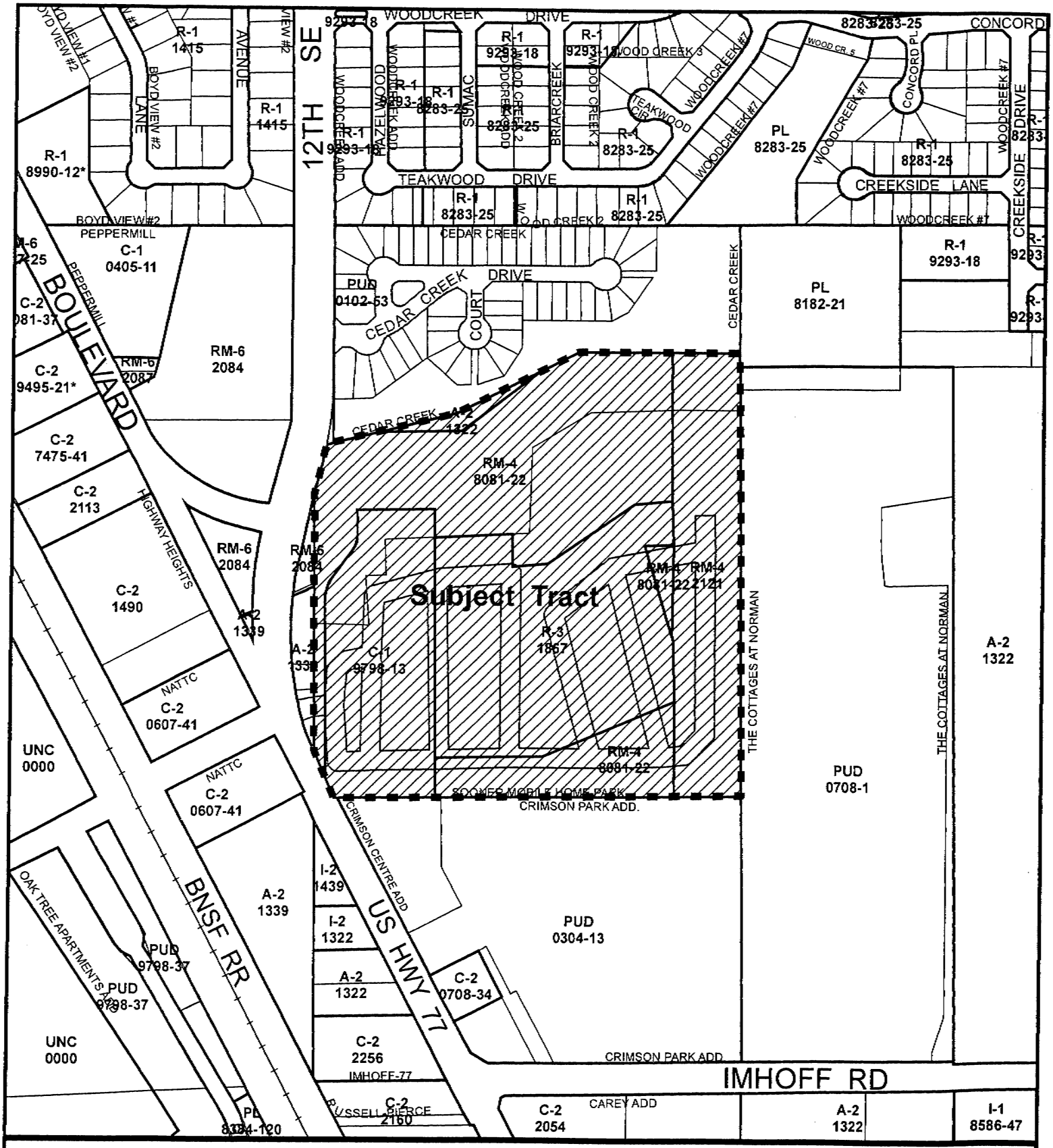
Sidewalks. Sidewalks will be required adjacent to Classen Boulevard (US Highway 77). Sidewalks will be installed adjacent to the public streets serving the multiple lots.

Storm Sewers. Storm water runoff will be conveyed to proposed detention facilities. Storm water will then be conveyed to a tributary of Bishop Creek.

Streets. Classen Boulevard (US Highway 77) is existing. However, with the new intersection at Classen Boulevard and 12th Avenue S.E. additional street, drainage, signalization and sidewalk improvements will be required. Modifications to the existing traffic signal on US Highway 77 at Constitution Street will also be required to support the proposed development. Constitution Street and Classen Boulevard serving the development will be constructed in accordance with City paving standards.

Public Dedications. All rights-of-way and easements will be dedicated to the City with final platting.

STAFF RECOMMENDATION: Based upon the above information, Staff recommends approval of the request to waive alley requirements for Lots 3 and 4, Block 1 and approval of the preliminary plat for Sooner Mobile Home Redevelopment Addition, a Planned Unit Development, (a portion of the property) a Replat of Sooner Mobile Home Park Addition.



Location Map

Map Produced by the City of Norman
Geographic Information System.
(405) 366-5316
The City of Norman assumes no
responsibility for errors or omissions
in the information presented.

N W E S

October 22, 2013

0 200 400 Ft.

Subject Tract

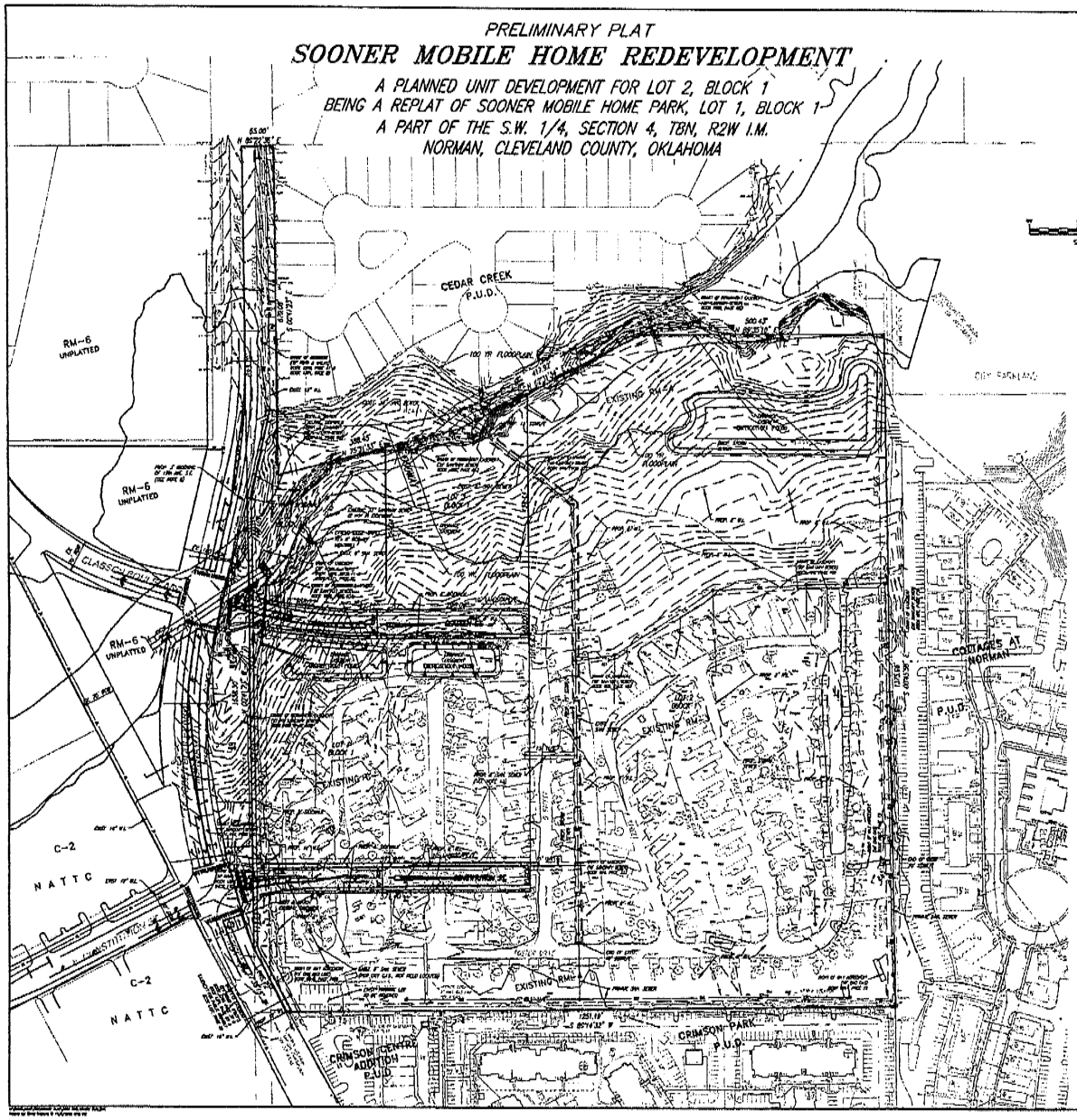
Zoning

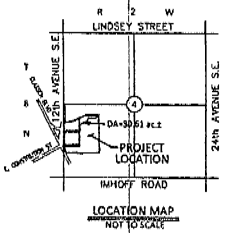
ATTACHMENT A

PRELIMINARY PLAT

SOONER MOBILE HOME REDEVELOPMENT ADDITION

STREET	NO. OF LANES	PROPOSED DEVELOPMENT (Veh/day)	EXISTING TRAFFIC (Veh/day)*	TOTAL PROJECTED TRAFFIC (Veh/day)	ROADWAY CAPACITY L.O.S. "E"	% CAPACITY USED (EXISTING)	% CAPACITY USED (PROJECTED)
Highway 77	4	3,540	28,807	32,347	34,200	84.23	94.58
Classen Boulevard	4	1,647	11,872	13,519	34,200	34.71	39.53
Constitution Street	2	1,275	11,825	13,100	17,100	69.15	76.61





LOCATION MAP
NOT TO SCALE

STORM DRAINAGE DETENTION FACILITY EASEMENT

STORM DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN TO PROVIDE FOR DETENTION OF STORM SURFACE WATER AND CONSTRUCTED AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY EASEMENT SHALL BE THE RIGHT, DUTY AND RESPONSIBILITY OF THE PROPERTY OWNER(S) IN THE PLAT OF SOONER MOBILE HOME REDEVELOPMENT. HOWEVER, IF MAINTENANCE IS NEGLECTED OR SUBJECT TO OTHER UNUSUAL CIRCUMSTANCES, AND IS DETERMINED TO BE A HAZARD OR THREAT TO PUBLIC SAFETY BY THE CITY ENGINEER, CORRECTIVE MAINTENANCE MAY BE PERFORMED BY THE CONDEMNING JURISDICTION WITH COSTS ASSESSED TO AND BORNE UPON SAID PROPERTY OWNER(S). INITIALLY REVIEWED BY THE ENGINEERING DIVISION, PUBLIC WORKS DEPARTMENT, SHALL HAVE THE RIGHT TO ENTER UPON THE EASEMENT FOR PURPOSES OF PERIODIC INSPECTION AND/OR CORRECTIVE MAINTENANCE OF THE FACILITY. UPON OBTAINING WRITTEN APPROVAL FROM THE ENGINEERING DIVISION, PUBLIC WORKS DEPARTMENT, PROPERTY OWNER(S) MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY.

NOTES:

1. FIRE HYDRANTS WILL BE LOCATED AND INSTALLED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS.
2. ALL STORMSEWER WILL BE CONSTRUCTED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS. THE SIDEWALK ALONG 12TH AVE. S.E. WILL BE CONSTRUCTED AS SHOWN.
3. EXISTING ZONING IS C-1, R-3, R-2 AND RM-6. PROPOSED ZONING IS AS FOLLOWS: LOT 1, C-2; LOT 2, PUD, LOTS 3 & 4, C-1.
4. GATE(S) SHALL BE PROVIDED WITH A SIREN OPERATING SENSOR (SOS) THAT WILL ACTIVATE / OPEN UPON APPROACH OF EMERGENCY VEHICLES WHO SIRENS OPERATING. IN ADDITION, A MANUAL RELEASE SHALL BE PROVIDED TO RELEASE THE GATES UPON POWER LOSS TO THE GATE CONTROLLER.
5. GUARDS SHALL BE DESIGNED SO AS TO ACCOMMODATE THE TURNING RADIUS OF LARGEST RESPONDING VEHICLES.
6. ALL SANITARY SEWER CONSTRUCTED FOR THE P.U.D. WITHIN THE PROPERTY LIMITS WILL BE PRIVATE LINES TO BE MAINTAINED BY THE PROPERTY OWNER.
7. A MINIMUM SEPARATION OF 10 FEET BETWEEN WATER AND SANITARY SEWER LINES MUST BE MAINTAINED AT ALL TIMES.
8. SEE TRAFFIC IMPACT ANALYSIS FOR ROADWAY MODIFICATIONS.
9. EXISTING MOBILE HOMES AND STRUCTURES FOR MOBILE HOME PROPERTIES WILL BE REMOVED. ALL EXISTING SANITARY SEWER CONNECTIONS WILL BE CAPPED FOR ALL MOBILE HOMES.
10. EXISTING SEWERAGE INSTRUMENT EASEMENTS IN CONFLICT WITH THIS PROPOSAL TO BE RELEASED.
11. EXISTING UTILITIES IN CONFLICT WITH THIS PROPOSAL TO BE REMOVED OR ABANDONED.
12. EXISTING PRIVATE SANITARY SEWER MUST REMAIN PRIVATE OR BE ABANDONED OR REPLACED.
13. FIELD VERIFICATION OF PUBLIC SANITARY SEWER LINE ON WEST PROPERTY AS REQUIRED. DECISION TO BE DETERMINED AT CONSTRUCTION TIME.
14. REAR BUILDING SETBACK SHALL BE 15' MINIMUM UNLESS OTHERWISE NOTED.

LEGAL DESCRIPTION:

A tract of land being all of Lot 1, Block 1, SOONER MOBILE HOME PARK, an Addition to the City of Norman, Cleveland County, Oklahoma according to the plat recorded in Book 13 of Plats, Page 21, AND a tract of land lying in the Southwest Quarter of Section 4, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, all being more particularly described as follows:

BEGINNING at the northwest corner of said Southwest Quarter;

THENCE North 89°37'36" East a distance of 53.00 feet to a point on the west line of Block 1, CEDAR CREEK, an Addition to the City of Norman, recorded in Book 30 of Plats, Page 7, also being a point on the east right of way line of 12th Avenue S.E.;

THENCE South 00°41'53" East, along said west line of Block 1, Block 1 and said right of way line, a distance of 870.05 feet to the southwest corner of said Block 1;

THENCE along the south line of said Block 1, the following three (3) courses:

1. North 75°31'33" East a distance of 329.43 feet;
2. North 82°31'24" East a distance of 417.92 feet;
3. North 88°25'10" East a distance of 300.43 feet to the southeast corner of said Block 1;

THENCE South 00°43'38" East, along the west line of Lot 1, Block 1, WATERFORD FINAL PLAT OF THE COTTAGES AT NORMAN, an Addition to the City of Norman, recorded in Book 93 of Plats, Page 13 extended north and the west line of said SOONER MOBILE HOME PARK, a distance of 1,273.96 feet to the southeast corner of said SOONER MOBILE HOME PARK and the northeast corner of Lot 1, Block 1, CRIMSON PARK ADDITION, an Addition to the City of Norman, recorded in Book 30 of Plats, Page 43;

THENCE South 89°14'32" West, along the south line of said SOONER MOBILE HOME PARK, north line of said CRIMSON PARK ADDITION and the north line of Lot 1, Block 1, CRIMSON CENTER ADDITION, an Addition to the City of Norman, recorded in Book 32 of Plats, Page 33, a distance of 1,251.19 feet to the southwest corner of said SOONER MOBILE HOME PARK, also being a point on the east right of way line of U.S. Highway 77 as shown on said plat;

THENCE North 07°35'15" West, along the west line of said SOONER MOBILE HOME PARK and east right of way line, a distance of 115.75 feet to a point on the west line of said Southwest Quarter, also being the west line of said SOONER MOBILE HOME PARK;

THENCE North 00°41'53" West, along the west line of said SOONER MOBILE HOME PARK and west line of said Southwest Quarter, a distance of 1,938.30 feet to the POINT OF BEGINNING.

Said described tract of land contains an area of 1,712,610 square feet or 39.3161 acres, more or less.

© SMC CONSULTING ENGINEERS, P.C. ALL RIGHTS RESERVED THESE DOCUMENTS MAY NOT BE USED FOR ANY PURPOSES WITHOUT PRIOR WRITTEN PERMISSION FROM SMC CONSULTING ENGINEERS, P.C.

OWNER / DEVELOPER
SOONER MOBILE HOME REDEVELOPMENT L.L.C.
2575 KELLEY POINTE PARKWAY, SUITE 300
EDMOND, OK. 73013
(405)445-3100

PREPARED BY:
SMC Consulting Engineers, P.C.
815 W. Main St.
Oklahoma City, Oklahoma 73106
Ph:(405)232-7715

NOT VALID FOR CONSTRUCTION
TOM L. McCALEB 13418
REGISTERED PROFESSIONAL ENGINEER
STATE OF OKLAHOMA

SOONER MOBILE HOME REDEVELOPMENT
A PLANNED UNIT DEVELOPMENT FOR LOT 2, BLOCK 1, BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
to
E. CONSTITUTION ST. & 12th AVE. S.E.
NORMAN, OKLAHOMA

SMC Consulting Engineers, P.C.
815 W. Main St. Oklahoma City, OK 73106 Ph. (405) 232-7715 Fax (405) 232-7399
CERTIFICATE OF AUTHORIZATION NO. 1336 EXP. DATE 6/30/2013

NO.	DESCRIPTION	DATE
1	REVISED PER CITY COMMENTS	10/29/12

PROJECT NO.: 3536.09
DWG.: LAYOUT1
SCALE: 1" = 100'
Drawn BY: D.S.
ENGINEER: TOM L. McCALEB
P.E. NUMBER 13418

PRELIMINARY PLAT

SHEET NO. 1

PRELIMINARY PLAT ITEM NO. 3e

PP-1314-10

STAFF REPORT

ITEM: Consideration of a Preliminary Plat for SOONER MOBILE HOME REDEVELOPMENT ADDITION, A PLANNED UNIT DEVELOPMENT (A Replat of Sooner Mobile Home Park Addition).

LOCATION: Located at 2601 South Classen Boulevard.

INFORMATION:

1. Owner. Sooner Mobile Home Redevelopment, LLC

2. Developer. Sooner Mobile Home Redevelopment, LLC

3. Engineer. SMC Consulting Engineers, P.C.

HISTORY:

1. December 12, 1961. City Council adopted Ordinance No. 1322 placing this property in A-2, Rural Agricultural District.

2. March 8, 1966. City Council adopted Ordinance No. 1867 placing a portion of this property in R-3, Multi-Family Dwelling District with Permissive Use for a Mobile Home Park and removing it from A-2, Rural Agricultural District.

3. December 17, 1968. City Council adopted Ordinance No. 2121 placing a portion of this property in RM-4, Mobile Home Park District and removing it from A-2, Rural Agricultural District.

4. December 11, 1980. Planning Commission, on a vote of 8-0, recommended to City Council placing portions of this property in RM-4, Mobile Home Park District and removing them from A-2, Rural Agricultural District and R-3, Multi-Family Dwelling District.

5. December 11, 1980. Planning Commission, on a vote of 8-0, approved the preliminary plat for Sooner Mobile Home Park Addition.

6. January 6, 1981. City Council adopted Ordinance No. O-8081-22 placing portions of this property in RM-4, Mobile Home Park District and removing them from A-2, Rural Agricultural District and R-3, Multi-Family Dwelling District.

7. January 7, 1981. The Norman Board of Parks Commissioners, on a vote of 5-0, recommended fee in lieu of park land for Sooner Mobile Home Park Addition.

8. February 12, 1981. Planning Commission, on a vote of 8-0, recommended to City Council that the final plat for Sooner Mobile Home Park Addition be approved.

9. June 16, 1981. City Council approved the final plat for Sooner Mobile Home Park Addition.

10. August 20, 1981. The owners paid park land fee in lieu of park land fulfilling park land requirements.

11. August 24, 1981. The final plat for Sooner Mobile Home Park Addition was filed of record with the Cleveland County Clerk.

12. September 9, 1982. Planning Commission, on a vote of 9-0, recommended to City Council amending the LAND USE PLAN from Medium Density Residential Designation to Commercial Designation for a portion of the property.

13. September 9, 1982. Planning Commission, on a vote of 9-0, recommended to City Council that a portion of this property be placed in C-1, Local Commercial District and removed from R-3, Multi-Family Dwelling District and RM-4, Mobile Home Park District.

14. September 9, 1982. Planning Commission, on a vote of 9-0, approved the preliminary plat for Sooner Mobile Home Park Addition.

15. October 5, 1982. City Council approved COMPLAN Amendment No. 23 and amended the LAND USE PLAN from Medium Density Residential Designation to Commercial Designation for a portion of the property.

16. October 5, 1982. City Council adopted Ordinance No. O-8283-12 placing a portion of this property in C-1, Local Commercial District and removing it from R-3, Multi-Family Dwelling District and RM-4, Mobile Home Park District.

17. September 11, 1997. Planning Commission, on a vote of 5-0, recommended to City Council that a portion of this property be placed in C-1, Local Commercial District with Special Use for a Convenience Store with Gasoline Sales.

18. October 28, 1997. City Council adopted Ordinance No. O-9798-13 placing a portion of this property in C-1, Local Commercial with Special Use for a Convenience Store and Gasoline Sales.

19. October 13, 2005. Planning Commission, on a vote of 4-2, recommended to City Council amending NORMAN 2025 Land Use and Transportation Plan from Low Density Residential Designation to Medium Density Residential for all the property except the commercial zoned property.

20. October 13, 2005. Planning Commission, on a vote of 4-2, recommended to City Council that this property be placed in a Planned Unit Development and removed from C-1, Local Commercial District; RM-4, Mobile Home Park District; R-3, Multi-Family Dwelling District and A-2, Rural Agricultural District.

21. October 13, 2005. Planning Commission, on a vote of 4-2, recommended to City Council that the preliminary plat for The Exchange Apartments Addition, a Planned Unit Development, be approved.

22. November 22, 2005. City Council failed to adopt Resolution No. R-0506-66, Land Use Plan Amendment No. LUP-0506-66, placing a portion of this property in the Medium Density Residential District Designation and removing it from Low Density Residential Designation.

23. November 22, 2005. City Council did not consider Ordinance No. O-0506-12, placing this property in the PUD, Planned Unit Development and removing it from C-1, Local Commercial District; RM-4, Mobile Home Park District; R-3, Multi-Family Dwelling District and A-2, Rural Agricultural District based on the fact Resolution No. R-0506-66 was not adopted.

24. November 22, 2005. The preliminary plat for The Exchange Apartments Addition, a Planned Unit Development, was not considered by City Council based on the fact Resolution No. R-0506-66 was not adopted.

25. November 4, 2013. The Flood Plain Permit Committee approved Flood Plain Permit No. 534 with respect to extending a drainage structure for the purpose of widening Classen Boulevard and making intersection improvements at Classen Boulevard and 12th Avenue S.E.

26. November 14, 2013. The applicant has made a request to amend the NORMAN 2025 Land Use and Transportation Plan from Low Density Residential Designation, Floodplain Designation and Commercial Designation to Medium Density Residential Designation and Commercial Designation.

27. November 14, 2013. This applicant has made a request to place a portion of this property in the PUD, Planned Unit Development and remove it from A-2, Rural Agricultural District; RM-4, Mobile Home Park District; R-3, Multi-Family Dwelling District and C-1, Local Commercial District.

28. November 14, 2013. The applicant has made a request to place a portion of this property in C-2, General Commercial District and remove it from C-1, Local Commercial District; RM-4, Mobile Home Park District; R-3, Multi-Family Dwelling District.

29. November 14, 2013. The applicant has made a request to place a portion of this property in C-1, Local Commercial District and remove it from A-2, Rural Agricultural District and RM-4, Mobile Home Park District.

IMPROVEMENT PROGRAM:

1. Alleys. The engineer for the owners has made a request to waive alley requirements for the north two (2) commercial lots (Lots 3 and 4, Block 1).

2. Fire Hydrants. Fire hydrants will be installed in accordance with approved plans and City standards. Their locations have been approved by the Fire Department.

3. Permanent Markers. Permanent markers will be installed prior to filing the final plat.

4. Sanitary Sewers. Sanitary sewers within the Planned Unit Development will be privately maintained by the owner. There are existing public sanitary sewer mains that serve all of the lots.

5. Sidewalks. Sidewalks will be required adjacent to Classen Boulevard (State Highway 77). Sidewalks will be installed adjacent to the public streets serving the multiple lots.

6. Storm Sewers. Storm water runoff will be conveyed to proposed detention facilities. Storm water will then be conveyed to a tributary of Bishop Creek.

7. Streets. Classen Boulevard (State Highway 77) is existing. However, with the new intersection at Classen and 12th Avenue S.E. additional street, drainage, signalization and sidewalk improvements will be required. Constitution Street and Classen Street serving the development will be constructed in accordance with City paving standards.

8. Water Mains. There is an existing sixteen-inch (16") water main adjacent to Classen Boulevard. There is a proposed twelve-inch (12") water main that will be installed to connect to an existing 12-inch water main located north of this property on the east side of 12th Avenue S.E. The interior water lines will connect to the sixteen-inch (16") and twelve-inch (12") water mains creating a looped system.

PUBLIC DEDICATIONS:

1. Easements. All required easements will be dedicated to the City on the final plat.

2. Rights-of-Way. All required rights-of-way will be dedicated to the City on the final plat.

SUPPLEMENTAL MATERIAL: Copies of a location map, preliminary plat, site plan, preliminary site development plan and a request to waive alley requirements for Lots 3 and 4, Block 1 are included in the Agenda Book.

STAFF COMMENTS AND RECOMMENDATION: The project will consist of 179 residential multi-story units with required parking on 26.22 acres. This will be a gated community. The drive approaches serving the residential development will provide ingress and egress to the proposed public streets Classen Street and Constitution Street. The private drives connecting to the public streets will be gated and meet the standard that has been approved by City Council. This development will provide open space along the northern portion of the property which includes storm water facilities and natural vegetation. The remainder of the developable property consists of 11.28 acres and is proposed for commercial designation. The design indicates a grocery store and two restaurant lots. Staff recommends approval of the preliminary plat for Sooner Mobile Home Redevelopment Addition, a Planned Unit Development, subject to the approvals of the NORMAN 2025 Land Use and Transportation Plan amendment, Resolution No. R-1314-54 and Ordinance Nos. O-1314-23, O-1314-24 and O-1314-25.

ACTION NEEDED: Recommend approval or disapproval of the preliminary plat for Sooner Mobile Home Redevelopment Addition, a Planned Unit Development (a Replat of Sooner Mobile Home Park Addition) to City Council.

ACTION TAKEN: _____

CITY OF NORMAN
Development Review Form
Transportation Impacts

DATE: October 21, 2013

STAFF REVIEW BY: David R. Riesland, P.E.
City Traffic Engineer

PROJECT NAME: Sooner Mobile Home Redevelopment Preliminary Plat
Owner/Designer: Sooner Mobile Home Redevelopment, LLC
Engineer: SMC
Traffic Engineer: TEC

PROJECT TYPE: Residential/Commercial

SURROUNDING ENVIRONMENT (Streets, Developments)
Low density residential developments exist around the project location to the north and east with some medium density residential to the south and commercial to the south and west. The project takes access along Highway 77 at the Classen Boulevard intersection and at the Constitution Street intersection. Constitution Street is the main east/west roadway. Highway 77 and Classen Boulevard are the main north/south roadways.

ALLOWABLE ACCESS:
Proposed access is in accordance with Section 4018 of the City's Engineering Design Criteria.

EXISTING STREET CHARACTERISTICS (Lanes, Speed Limits, Sight Distance, Medians)
Highway 77: 5 lanes (existing/future). Speed Limit - 40 mph. No sight distance problems. Center turn lane median.
Classen Boulevard: 4 lanes (existing/future). Speed Limit - 45 mph. No sight distance problems. No median.
Constitution Street: 2 lanes (existing/future). Speed Limit - 35 mph. No sight distance problems. Median between BNSF Railroad and Highway 77.

ACCESS MANAGEMENT CODE COMPLIANCE: YES ■ NO ☐

Proposed number of access points along for the development is in compliance with what is allowed in the subdivision regulations.

TRIP GENERATION

	Total	In	Out
Weekday	6,462	3,231	3,231
A.M. Peak Hour	353	137	216
P.M. Peak Hour	657	370	287

TRANSPORTATION IMPACT STUDY REQUIRED? YES ■ NO ☐

The trip generation potential for this development is above the threshold for when a traffic impact study is required. A traffic impact study was prepared by Traffic Engineering Consultants and submitted in October, 2013. No negative impacts are anticipated.

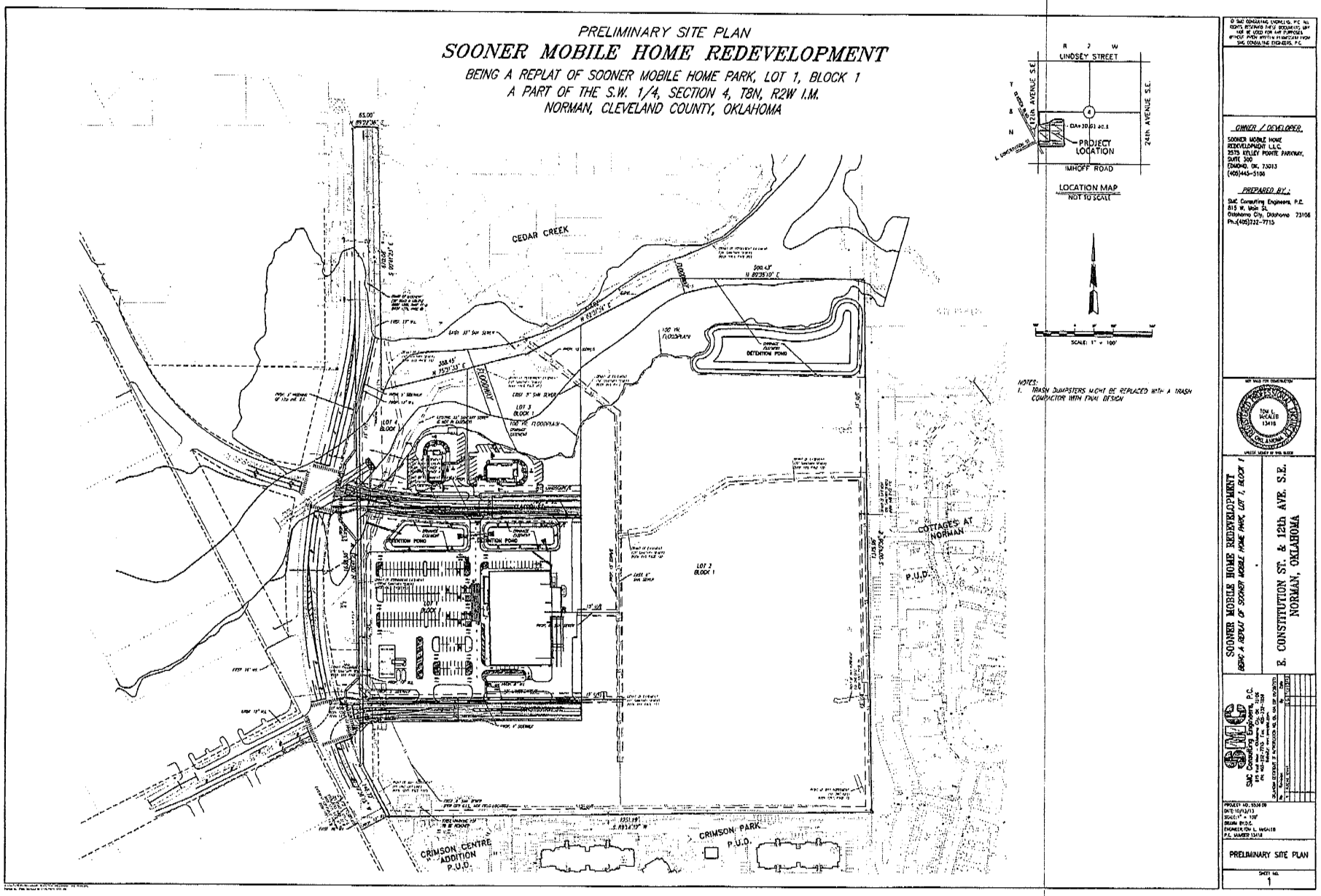
RECOMMENDATION: APPROVAL ■ DENIAL ☐ N/A ☐ STIPULATIONS ☐

Recommendations for Approval refer only to the transportation impact and do not constitute an endorsement from City Staff.

A traffic impact study was completed by Traffic Engineering Consultants and submitted for the subject development in October, 2013. The traffic study concluded that off-site improvements are necessary in order to support the traffic that will be generated by the development as proposed. Improvements are needed at the Highway 77 intersections with Classen Boulevard and with Constitution Street.

The improvements at the Classen Boulevard intersection include a traffic signal modification to add the fourth leg to access the development and the provision of a southbound left-turn lane into the development providing 150 feet of storage. The signal modification will replace two poles on the east side of Highway 77 and upgrade the signal controller and cabinet to be able to accommodate the additional equipment needed for the fourth leg of the intersection.

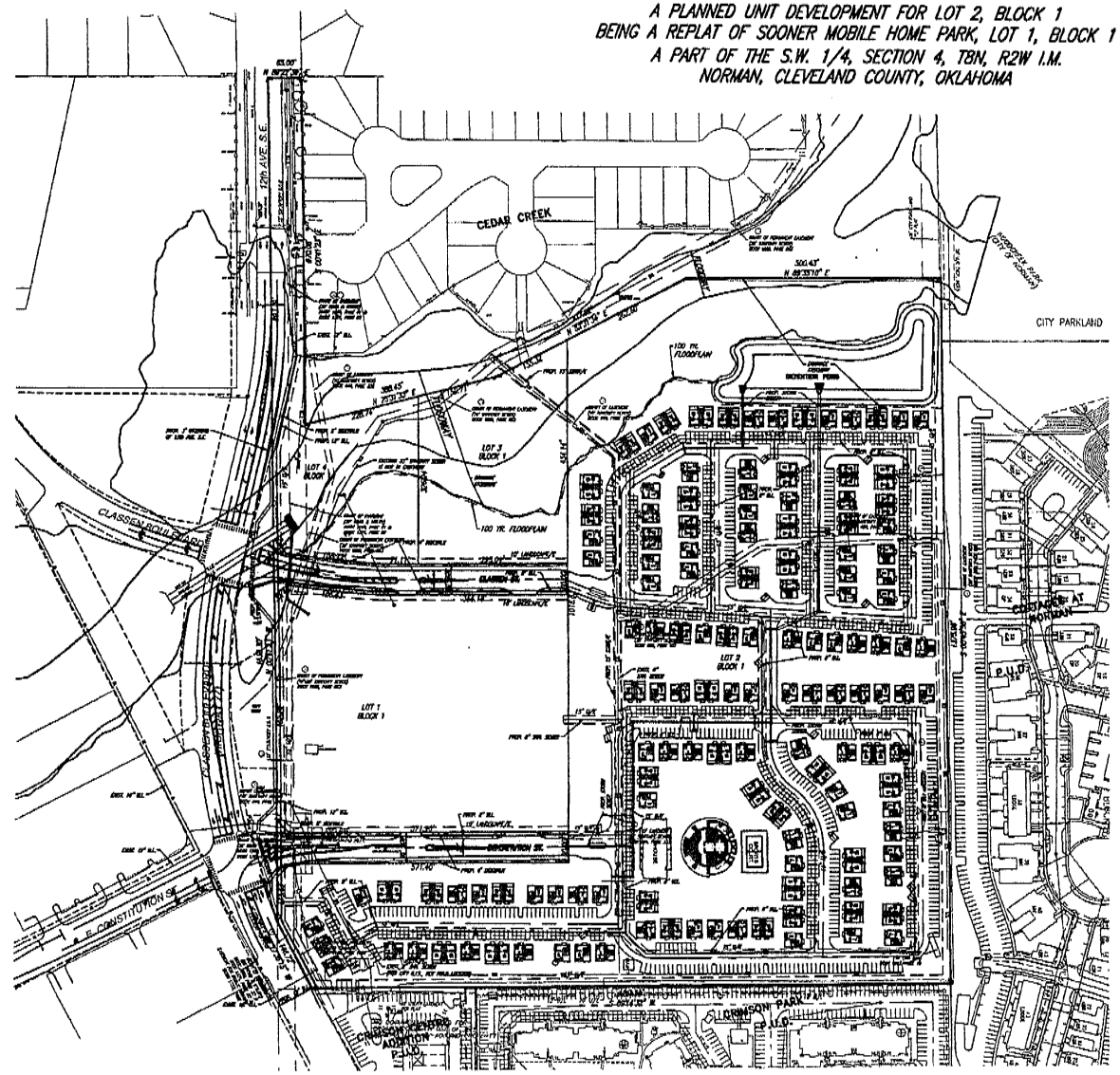
The improvements at the Constitution Street intersection include a modification to the lane assignments on the west leg of the intersection to eliminate the existing split phasing for the east and west legs of this intersection. All costs associated with these improvements will be the responsibility of the developer and plans for both upgrades must be submitted with the final plat.

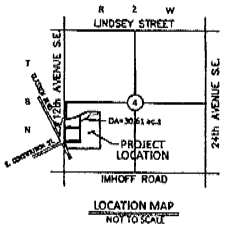

PRELIMINARY SITE PLAN
SOONER MOBILE HOME REDEVELOPMENT
BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
A PART OF THE S.W. 1/4, SECTION 4, T8N, R2W I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA
CEDAR CREEK
LOT 2
BLOCK 1
LOT 3
BLOCK 1
LOT 4
BLOCK 1
DETENTION POND
COTTAGES AT NORMAN
P.U.D.
CRIMSON CENTRE ADDITION
P.U.D.
CRIMSON PARK
P.U.D.
LINDSEY STREET
12th AVENUE S.E.
24th AVENUE S.E.
IMHOFF ROAD
PROJECT LOCATION
LOCATION MAP
NOT TO SCALE
SCALE: 1" = 100'
NOTES:
1. TRASH DUMPSTERS MIGHT BE REPLACED WITH A TRASH COMPACTOR WITH FINAL DESIGN
OWNER / DEVELOPER:
SOONER MOBILE HOME REDEVELOPMENT L.L.C.
2575 KELLEY POINTE PARKWAY, SUITE 300
EDMOND, OK. 73013
(405)445-5186
PREPARED BY:
SMC Consulting Engineers, P.C.
815 W. Main St.
Oklahoma City, Oklahoma 73106
Ph.:(405)232-7715
SOONER MOBILE HOME REDEVELOPMENT
BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
E. CONSTITUTION ST. & 12th AVE. S.E.
NORMAN, OKLAHOMA
SMC Consulting Engineers, P.C.
PRELIMINARY SITE PLAN
SHEET NO.
1

PRELIMINARY SITE DEVELOPMENT PLAN

SOONER MOBILE HOME REDEVELOPMENT

A PLANNED UNIT DEVELOPMENT FOR LOT 2, BLOCK 1
BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
A PART OF THE S.W. 1/4, SECTION 4, T8N, R2W I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA





LOCATION MAP
NOT TO SCALE

NOTES:
1. TRASH DUMPSTERS MIGHT BE REPLACED WITH A TRASH COMPACTOR WITH FINAL DESIGN.
2. REAR BUILDING SETBACK SHALL BE 15' MINIMUM UNLESS OTHERWISE NOTED.

SCALE: 1" = 100'

CALCULATIONS		
TOTAL UNITS	178	UNITS
TOTAL BEDS	623	BEDS
GROSS SITE AREA	28.32	ACRES
GROSS DENSITY	6.80	DU/AC
GROSS DENSITY (BEDS)	23.07	BEDS/AC
NET SITE AREA (EXCLUDES FLOODPLAIN)	23.77	ACRES
NET DENSITY	7.53	DU/AC
NET DENSITY (BEDS)	26.20	BEDS/AC
PARKING REQUIRED (CITY)	323	SPACES (1.80 SP/UN)
PARKING PROVIDED	611	SPACES (1.30 SP/BD)

CALCULATIONS		
FLOOR AREA RATIO ALLOWED	0.40	
FLOOR AREA RATIO SHOWN	0.31	
OPEN SPACE RATIO REQUIRED	1.60	
OPEN SPACE RATIO PROVIDED	2.75	
LIVABILITY SPACE RATIO REQUIRED	0.60	
LIVABILITY SPACE RATIO PROVIDED	1.04	
RECREATION SPACE RATIO REQUIRED	0.13	
RECREATION SPACE RATIO PROVIDED	0.13	
IMPERVIOUS COVER ALLOWED	17.11 ACRES	(60%)
IMPERVIOUS COVER SHOWN	11.46 ACRES	(44%)
(INCLUDES PE CENTING ONLY FOR PAVING, DRIVES, ETC.)		

© SMC CONSULTING ENGINEERS, P.C. ALL RIGHTS RESERVED. THESE DOCUMENTS MAY NOT BE USED FOR ANY PURPOSES WITHOUT PRIOR WRITTEN PERMISSION FROM SMC CONSULTING ENGINEERS, P.C.

OWNER / DEVELOPER
SOONER MOBILE HOME REDEVELOPMENT, L.L.C.
2575 KELLEY PONCE PARKWAY, SUITE 200
EDMOND, OK. 73013
(405)348-5188

PREPARED BY:
SMC Consulting Engineers, P.C.
615 N. Main St.
Oklahoma City, Oklahoma 73106
Ph.(405)232-7715

SOONER MOBILE HOME REDEVELOPMENT
A PLANNED UNIT DEVELOPMENT FOR LOT 2, BLOCK 1
BEING A REPLAT OF SOONER MOBILE HOME PARK, LOT 1, BLOCK 1
E. CONSTITUTION ST. & 12th AVE. S.E.
NORMAN, OKLAHOMA

SMC Consulting Engineers, P.C.

PROJECT NO.: 136.35.00
DATE: 05/15/07
SCALE: 1" = 100'
OWNER: WOLD
ENGINEER: L. WOLD
P.E. NUMBER: 13416

PRELIMINARY SITE DEVELOPMENT PLAN

SHEET NO. 1

SMC
Your Civil Engineering Solution

Consulting Engineers, P.C.
815 West Main
Oklahoma City, OK 73106
405-232-7715
FAX 405-232-7859
www.smcokc.com

Civil Engineering
Land Development
Storm Water Management

Tom L. McCaleb
Terence L. Haynes
Christopher D. Anderson
Ole M. Marcussen

November 1, 2013

Mr. Chris Lewis, Chairman
Planning Commission
City of Norman
P.O. Box 370
Norman, Oklahoma 73070

RE: Preliminary Plat
Sooner Mobile Home Redevelopment - PUD
SMC No. 5536.00

Dear Mr. Lewis:

As agent for the applicant, we respectfully request a waiver of the alley requirements for Lots 3 and 4 Block 1 in accordance with Section 19-402 of the City of Norman. The plat has been designed adequately without the use of an alley. All utilities, sanitation access, emergency access, and fire protection will be provided and identified without the use of an alley.

The location of fire hydrants will be identified on plot plan as submitted and will be further identified on the final construction plans at the time of final platting.

Please accept this request and grant the alley waiver.

Sincerely,

SMC Consulting Engineers, P.C.

Tom L. McCaleb, P.E.

cc: Gary Brooks
Hal Ezell
SMC file