

City of Norman, OK

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



Meeting Agenda

Thursday, April 28, 2016

6:30 PM

Special Session

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

City Council

*Mayor Cindy Rosenthal
Council Member Greg Heiple
Council Member Aleisha Karjala
Council Member Robert Castleberry
Council Member Greg Jungman
Council Member Lynne Miller
Council Member Jerry Lang
Council Member Stephen Holman
Council Member Kyle Allison*

Public wifi - connect to CityOfNormanPublic - Password: April1889.

1 Roll Call

2 Pledge of Allegiance

Minutes

3 [GID-1516-62](#) APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL CONFERENCE MINUTES OF MARCH 22, 2016
CITY COUNCIL MINUTES OF APRIL 12, 2016
NORMAN UTILITIES AUTHORITY MINUTES OF APRIL 12, 2016
NORMAN MUNICIPAL AUTHORITY MINUTES OF APRIL 12, 2016
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF
APRIL 12,, 2016

Attachments: [Text File Minutes](#)
[March 22 Conference Minutes](#)
[April 12 CC Minutes](#)

ACTION NEEDED: Acting as the City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority, motion to approve or reject the minutes; and, if approved, direct the filing thereof.

ACTION TAKEN: _____

Appointment

4 [AP-1516-23](#) CONSIDERATION OF ACKNOWLEDGING RECEIPT OF THE RESIGNATION OF COUNCILMEMBER CLINT WILLIAMS, WARD TWO, AND NOMINATION AND APPOINTMENT OF AN ELIGIBLE PERSON TO FILL THE COUNCIL VACANCY IN WARD TWO.

Attachments: [Text File Nomination](#)

ACTION NEEDED: Motion to nominate and appoint Aleisha Karjala to fill the City Council vacancy in Ward Two, once the vacancy occurs upon acknowledging receipt of the resignation of Clint Williams, current Ward Two representative.

ACTION TAKEN: _____

5 [AP-1516-22](#) ADMINISTERING THE OATH OF OFFICE TO AND SEATING OF COUNCILMEMBER ALEISHA KARJALA, WARD 2.

Attachments: [Text File Oath of Office](#)

ACTION NEEDED: Administer the Oath of Office to and formal seating of the newly appointed member of the City Council.

ACTION TAKEN: _____

Awards and Presentations

- 6 [R-1516-106](#) RESOLUTION R-1516-106: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, EXTENDING APPRECIATION TO CLINT WILLIAMS FOR SERVING AS WARD TWO COUNCILMEMBER IN NORMAN, OKLAHOMA.

Attachments: [Text File Williams](#)
[Resolution Williams](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1516-106.

ACTION TAKEN: _____

Proclamation

- 7 [P-1516-23](#) PROCLAMATION P-1516-23: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE WEEK OF APRIL 25 THROUGH MAY 1, 2016, AS MAY FAIR ARTS WEEK IN THE CITY OF NORMAN.

Attachments: [Text File May Fair](#)
[May Fair](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-23 proclaiming the week of April 25 through May 1, 2016, as May Fair Arts Week in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

- 8 [P-1516-24](#) PROCLAMATION P-1516-24: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE WEEK OF MAY 1 THROUGH 7, 2016, AS NATIONAL TRAVEL AND TOURISM WEEK IN THE CITY OF NORMAN.

Attachments: [Text File Tourism Week](#)
[National Tourism Week](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-24 proclaiming the week of May 1 through 7, 2016, as National Travel and Tourism Week in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

- 9 [P-1516-25](#) PROCLAMATION P-1516-25: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2016, AS SEXUAL ASSAULT AWARENESS MONTH IN THE CITY OF NORMAN.

Attachments: [Text File Sexual Assault Awareness](#)
[Sexual Assault Awareness](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-25 proclaiming the month of April, 2016, as Sexual Assault Awareness Month in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

- 10 [P-1516-27](#) PROCLAMATION P-1516-27: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MAY, 2016, AS AMYOTROPHIC LATERAL SCHLEROSIS (ALS) AWARENESS MONTH IN THE CITY OF NORMAN.

Attachments: [Text File ALS](#)

[ALS Month](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-27 proclaiming the month of May, 2016, as ALS Awareness Month in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

- 11 [P-1516-28](#) PROCLAMATION P-1516-28: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE WEEK OF MAY 1 THROUGH MAY 7, 2016, AS SMALL BUSINESS WEEK IN THE CITY OF NORMAN.

Attachments: [Text File Small business](#)

[Small Business Week](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-28 proclaiming the week of May 1 through May 7, 2016, as Small Business Week in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

12 **Consent Docket**

Consent Docket

This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 5 through Item 26 be placed on the consent docket.

ACTION NEEDED: 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

- 13 [O-1516-38](#) ORDINANCE O-1516-38 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA FURTHER AMENDING NO. O-0910-9 AS AMENDED BY ORDINANCE NO. O-1314-48 AS AMENDED BY ORDINANCE NO. O-1415-37 FIXING THE COMPENSATION OF THE CITY MANAGER AS PROVIDED BY ARTICLE XVII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; PROVIDING FOR THE EFFECTIVE DATE FOR AN ADJUSTMENT IN COMPENSATION TO BEGIN; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File O-1516-38](#)

[O-1516-38](#)

[O-1516-38 annotated](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1516-38 upon First Reading by title.

ACTION TAKEN: _____

Report/Communication

- 14 [RPT-1516-4](#)
[6](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF MARCH 31, 2016, AND DIRECTING THE FILING THEREOF.

Attachments: [Text File Finance Report](#)

[Finance Directors Investment Report](#)

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

ACTION TAKEN: _____

- 15 [RPT-1516-4](#)
[7](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE MONTHLY DEPARTMENTAL REPORTS FOR THE MONTH OF MARCH, 2016, AND DIRECTING THE FILING THEREOF.

Attachments: [Text File Monthly](#)

[Monthly Report March 2016](#)

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

ACTION TAKEN: _____

Bid

- 16 [K-1516-111](#) CONSIDERATION OF AWARDING BID 1516-47, APPROVAL OF CONTRACT K-1516-111 WITH RDNJ, L.L.C., D/B/A A-TECH PAVING, IN THE AMOUNT OF \$329,620; PERFORMANCE BOND B-1516-64, STATUTORY BOND B-1516-65, MAINTENANCE BOND MB-1516-54 AND PROJECT AGENT RESOLUTION R-1516-85 FOR THE URBAN CONCRETE PAVEMENT REHABILITATION PROJECT, FYE 2015 LOCATIONS, COMANCHE STREET FROM PORTER AVENUE TO PETERS AVENUE AND FROM LAHOMA AVENUE TO CHAUTAUQUA AVENUE.

Attachments: [Text File K-1515-111](#)

[Location map](#)

[Bid Tabulation](#)

[Contract](#)

[Performance Bond](#)

[Statutory Bond](#)

[Maintenance Bond](#)

[R-1516-85](#)

[Purchase Req](#)

ACTION NEEDED: Motion to accept or reject the bid as meeting specifications; and, if accepted; award the bid in the amount of \$329,620 to RDNJ, L.L.C., d/b/a A-Tech Paving, as the lowest and best bidder meeting specifications; approve Contract K-1516-111 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds, and adopt Resolution R-1516-85.

ACTION TAKEN: _____

- 17 [K-1516-112](#) CONSIDERATION OF AWARDING BID 1516-48, APPROVAL OF CONTRACT K-1516-112 WITH RDNJ, L.L.C., D/B/A A-TECH PAVING IN THE AMOUNT OF \$733,437; PERFORMANCE BOND B-1516-66, STATUTORY BOND B-1516-67, MAINTENANCE BOND MB-1516-55 AND PROJECT AGENT RESOLUTION R-1516-86 FOR THE URBAN CONCRETE REHABILITATION, FYE 2015 LOCATIONS, MAIN STREET FROM PARK DRIVE TO BERRY ROAD.

Attachments: [Text File K-1516-112](#)

[Location map](#)

[Bid Tabulation](#)

[Contract](#)

[Performance Bond](#)

[Statutory Bond](#)

[Maintenance Bond](#)

[R-1516-86](#)

[Purchase Requisition](#)

ACTION NEEDED: Motion to accept the bid as meeting specifications; and, if accepted; award the bid in the amount of \$733,437 to RDNJ, L.L.C., d/b/a A-Tech Paving as the lowest and best bidder meeting specifications; approve Contract K-1516-112 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds, and adopt Resolution R-1516-86.

ACTION TAKEN: _____

Request for Proposal

- 18 [K-1516-131](#) CONSIDERATION OF AWARDING REQUEST FOR PROPOSAL RFP-1516-53, APPROVAL OF CONTRACT K-1516-131 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND QUICKSILVER CONSTRUCTION COMPANY IN THE AMOUNT OF \$75,615; PERFORMANCE BOND B-1516-102, STATUTORY BOND B-1516-103, AND MAINTENANCE BOND MB-1516-84 FOR THE LITTLE AXE COMMUNITY CENTER CHLORINATION SYSTEM PROJECT AND ADOPTION OF PROJECT AGENT RESOLUTION R-1516-103.

Attachments: [Text File Little Axe](#)

[Bid Tabulation](#)

[K-1516-131](#)

[Perf B-1516-102](#)

[Stat B-1516-103](#)

[MB-1516-84](#)

[R-1516-103](#)

[PR Quicksilver](#)

ACTION NEEDED: Motion to accept or reject Request for Proposal RFP-1516-53 with Quicksilver Construction Company for the Little Axe Community Center Chlorination Project; and, if accepted, approve Contract K-1516-131 in the amount of \$75,615 and the performance, statutory, and maintenance bonds; authorize the execution of the contract and bonds; direct the filing of the bonds; and adopt Resolution R-1516-103.

ACTION TAKEN: _____

Declare Surplus/Obsolete

- 19 [GID-1516-59](#) DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE THEREOF.

Attachments: [Text File Declare Surplus](#)

[Inventory of goods](#)

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

ACTION TAKEN: _____

Request for Payment

- 20 [GID-1516-61](#) CONSIDERATION OF A REQUEST FROM THE NORMAN HOUSING AUTHORITY TO WAIVE THE PAYMENT IN LIEU OF TAXES (PILOT) IN THE AMOUNT OF \$15,068.73 FOR FISCAL YEAR ENDING (FYE) 2015.

Attachments: [Text File NHA](#)

[Norman Housing Authority Request](#)

ACTION NEEDED: Motion to approve or reject the request from the Norman Housing Authority to waive the Payment in Lieu of Taxe (Pilot) in the amount of \$15,068.73 for FYE 2015.

ACTION TAKEN: _____

Special Claim

- 21 [SC-1516-8](#) SPECIAL CLAIM SC-1516-8: SUBMITTED BY NATHAN GWIN IN THE AMOUNT OF \$3,059.27 FOR DAMAGES INCURRED TO HIS VEHICLE AS A RESULT OF AN ACCIDENT WITH A POLICE DEPARTMENT VEHICLE AT THE INTERSECTION OF CLASSEN BOULEVARD AND CONSTITUTION STREET.

Attachments: [Text File Gwin Claim](#)

[Clerk Memo](#)

[Special Claim](#)

[Police Report Gwin](#)

CTION NEEDED: Motion to approve or reject Special Claim SC-1516-8; and, if approved, direct payment in the amount of \$3,059.27 contingent upon obtaining a Release and Covenant Not to Sue from Nathan Gwinn.

ACTION TAKEN: _____

- 22 [SC-1516-9](#) SPECIAL CLAIM SC-1516-9: SUBMITTED BY ZAKAREIGH ROBERTSON IN THE AMOUNT OF \$4,673.24 FOR DAMAGES INCURRED TO HER VEHICLE AND MEDICAL EXPENSES AS A RESULT OF AN ACCIDENT WITH A POLICE DEPARTMENT VEHICLE AT THE INTERSECTION OF JENKINS AVENUE AND LINDSEY STREET

Attachments: [Text File Robertson Claim](#)

[City Clerk's Memo](#)

[Tort Claim](#)

[Repair Estimate](#)

[Medical Invoices](#)

[Police Report Robertson](#)

CTION NEEDED: Motion to approve or reject Special Claim SC-1516-9; and, if approved, direct payment in the amount of \$4,673.24 contingent upon obtaining a Release and Covenant Not to Sue from Zakareigh Robertson.

ACTION TAKEN: _____

Contract

- 23 [K-0708-114](#) AMENDMENT NO. EIGHT TO CONTRACT K-0708-114: BY AND
 [Amd #8](#) BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND THE
 BOARD OF COUNTY COMMISSIONERS FOR CLEVELAND COUNTY
 EXTENDING THE CONTRACT UNTIL APRIL 22, 2017, FOR THE
 LEASE OF PROPERTY LOCATED AT THE WEST ENTRANCE OF
 THE CLEVELAND COUNTY FAIRGROUNDS ON PORTER AVENUE
 NORTH OF ROBINSON STREET USED AS A DROP OFF
 RECYCLING CENTER.

Attachments: [Text File County](#)

[Amendment 8 K-0708-114](#)

ACTION NEEDED: Acting as the Norman Municipal Authority, motion to approve or reject Amendment No. Eight to Contract K-0708-114 with the Board of County Commissioners for Cleveland Council extending the contract until April 22, 2017; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 24 [K-1516-87](#) FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT
 [FINAL](#) K-1516-87: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA,
 AND OKLAHOMA AUTOMATIC DOOR INC., INC., FOR THE
 WHITTIER AND IRVING RECREATION CENTERS BLEACHER
 REPLACEMENT PROJECT.

Attachments: [Text File Final](#)

[PO Automatic Garage Door](#)

ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount of \$4,991.26 to Oklahoma Automatic Door, Inc.

ACTION TAKEN: _____

- 25 [K-1516-133](#) CONSIDERATION OF ACCEPTANCE OF AN OKLAHOMA OFFICE OF HOMELAND SECURITY PROGRAM GRANT IN THE AMOUNT OF \$67,980 TO BE USED BY THE POLICE DEPARTMENT TO PURCHASE AN UPGRADE AND REFURBISHMENT OF A HAZARDOUS DUTY ROBOT, APPROVAL OF CONTRACT K-1516-133, AND BUDGET APPROPRIATION FROM THE SPECIAL GRANTS FUND BALANCE.

Attachments: [Text File Grant](#)
[Terms and Conditions](#)
[Award Packet](#)
[Sole Source Letter](#)

ACTION NEEDED: Motion to accept or reject an Oklahoma Office of Homeland Security Program Grant in the amount of \$67,980 to be used by the Police Department; and, if accepted, approve Contract K-1516-133; authorize the execution thereof, and appropriate \$67,980 from the Special Grant Fund Balance (022-0000-253.20-00) to Project GP0040, Homeland Security SHSO 769,030, Miscellaneous Equipment/Miscellaneous (022-6045-421.59-99) and, upon reimbursement, funds be receipted into Other Revenue/Homeland Security Grant (022-0000-331.13-52)

ACTION TAKEN: _____

Resolution

- 26 [R-1516-107](#) RESOLUTION R-1516-107: A RESOLUTION OF THE NORMAN UTILITIES AUTHORITY (THE "AUTHORITY") AUTHORIZING THE EXECUTION OF PROFESSIONAL SERVICES AGREEMENTS PERTAINING TO THE REFINANCING OF THE AUTHORITY'S SERIES 2009A DRINKING WATER SRF PROMISSORY NOTE; AUTHORIZING THE AUTHORITY'S FINANCIAL ADVISOR TO DISTRIBUTE BID PACKAGES TO PROSPECTIVE FINANCIAL INSTITUTIONS IN CONNECTION WITH THE REFERENCED FINANCING; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

Attachments: [Text File R-1516-107](#)
[R-1516-107](#)

ACTION NEEDED: Acting as the Norman Utilities Authority, motion to adopt or reject Resolution R-1516-107.

ACTION TAKEN: _____

Non-Consent Items

- 27 [GID-1516-56](#) PUBLIC HEARING REGARDING THE PROPOSED SECOND YEAR ACTION PLAN FOR THE FORTY-SECOND YEAR NORMAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION WHICH INCLUDES THE 2016 HOME PROGRAM TOTALING \$1,071,264 TO BE SUBMITTED TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

Attachments: [Text File Hearing for CDBG](#)

[CDBG 2016 Budget](#)

[2016 DRAFT Action Plan](#)

ACTION NEEDED: Motion to conduct a public hearing.

ACTION TAKEN: _____

ACTION NEEDED: Motion to close the public hearing.

ACTION TAKEN: _____

ACTION NEEDED Motion to approve or reject recommendations regarding the proposed Second Year Action Plan for the Forty-Second Year CDBG Application which includes the 2016 HOME Program totaling \$1,071,264; and, if approved, direct the submission thereof to the United States Department of Housing and Urban Development.

ACTION TAKEN: _____

- 28 [GID-1516-63](#) PUBLIC HEARING REGARDING THE ISSUANCE OF GENERAL OBLIGATION REFUNDING BONDS BY THE CITY OF NORMAN FOR THE PURPOSE OF REFUNDING THE OUTSTANDING BALANCE OF THE CITY'S COMBINED PURPOSE GENERAL OBLIGATION BONDS, SERIES 2005A AND COMBINED PURPOSE GENERAL OBLIGATION BONDS, SERIES 2007A.

Attachments: [Text File Public Hearing](#)

ACTION NEEDED: Motion to conduct a public hearing.

ACTION TAKEN: _____

ACTION NEEDED: Motion to close the public hearing.

ACTION TAKEN: _____

- 29 [R-1516-108](#) RESOLUTION R-1516-108: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA (THE "CITY") ESTABLISHING A FINANCING PLAN, RATIFYING THE PUBLICATION OF A NOTICE OF PUBLIC HEARING; APPROVING PROFESSIONAL SERVICES AGREEMENTS AND AUTHORIZING NEGOTIATION OF A BOND PURCHASE AGREEMENT FOR THE ISSUANCE OF GENERAL OBLIGATION REFUNDING BONDS; AUTHORIZING STAFF TO PROCEED WITH THE DEVELOPMENT OF THE FINANCING, INCLUDING PREPARATION OF A PRELIMINARY OFFICIAL STATEMENT; AND OTHER ACTION RELATED THERETO.

Attachments: [Text File R-1516-108](#)

[R-1516-108](#)

[Financing Plan](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1516-108.

ACTION TAKEN: _____

- 30 [K-1112-125](#)
[AMD #1](#) AMENDMENT NO. ONE TO CONTRACT K-1112-125: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA;; THE NORMAN TAX INCREMENT FINANCE AUTHORITY; UNIVERSITY NORTH PARK, L.L.C.; UNIVERSITY TOWN CENTER, L.L.C.; AND UNP REALTY INVESTORS; SETTING FORTH OBLIGATIONS RELATED TO DEVELOPMENT OF THE UNIVERSITY NORTH PARK PROJECT.

Attachments: [Text File Dev Agreement Amendment](#)

[Amd to Dev Agreement No. 5](#)

[Amendment to Dev. Agree No. 5 - Exhibit A](#)

[Amendment to Dev. Agree No. 5 - Exhibit A1](#)

[Comparision of January Draft and Current Draft](#)

[Draft TIF Committee Minutes](#)

ACTION NEEDED: Acting as the City Council and the Norman Tax Increment Finance Authority, motion to approve or reject Amendment No. One to Contract K-1112-125 with University North Park, L.L.C.; University Town Center, L.L.C.; and UNP Realty Investors; and if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 31 **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.
- 32 **Adjournment**