

City of Norman, OK

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



Meeting Agenda

Tuesday, August 23, 2016

6:30 PM

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

City Council

*Mayor Lynne Miller
Councilmember Greg Heiple
Councilmember Aleisha Karjala
Councilmember Robert Castleberry
Councilmember Bill Hickman
Councilmember James Chappel
Councilmember Breea Clark
Councilmember Stephen Holman
Councilmember Kyle Allison*

Public wifi - connect to CityOfNormanPublic - Password: April1889

1 Roll Call**2 Pledge of Allegiance****3 Consent Docket***Consent Docket*

This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 4 through Item 17 be placed on the consent docket.

ACTION NEEDED: Motion to place Item _____ through Item _____ on the Consent Docket by unanimous vote.

ACTION TAKEN: _____

ACTION NEEDED: Acting as the City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority, motion to approve or acknowledge all items on the Consent Docket subject to any conditions included in the individual action needed by item.

ACTION TAKEN: _____

Minutes**4 [GID-1617-14](#) APPROVAL OF THE MINUTES AS FOLLOWS:**

CITY COUNCIL CONFERENCE MINUTES OF JUNE 22, 2016
CITY COUNCIL CONFERENCE MINUTES OF JULY 20, 2016
CITY COUNCIL CONFERENCE MINUTES OF JULY 26, 2016
CITY COUNCIL MINUTES OF AUGUST 9, 2016
NORMAN UTILITIES AUTHORITY MINUTES OF AUGUST 9,, 2016
NORMAN MUNICIPAL AUTHORITY MINUTES OF AUGUST 9,, 2016
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF AUGUST 9,, 2016

Attachments: [Text File Minutes](#)

[June 22 Conference Minutes](#)

[July 20 Conference Minutes](#)

[July 26 Conference Minutes](#)

[August 9 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

- 5 [AP-1617-11](#) CONSIDERATION OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:
- ANIMAL WELFARE OVERSIGHT COMMITTEE
SANDRA MOORE-FURNEAUX, WARD 4
- GREENBELT COMMISSION
TERM: 08-23-16 TO 07-13-19: SAMANTHA LUTTRELL, WARD 6
- HUMAN RIGHTS COMMISSION
TERM: 08-23-16 TO 07-13-18: MARY WOMACK, WARD 5
- LIBRARY BOARD
TERM: 08-23-16 TO 05-01-19: DEBRA ENGEL, WARD 3
- NORMAN ELECTION COMMISSION
TERM: 09-01-16 TO 09-01-19: JANE PURCELL, WARD 2
TERM: 09-01-16 TO 09-01-19: ELIZABETH WINDES, WARD 2
- NORMAN FORWARD CITIZENS FINANCIAL OVERSIGHT BOARD
TERM: 08-23-16 TO 12-22-19: ANDY PADEN, WARD 2
- SOCIAL AND VOLUNTARY SERVICES COMMISSION
TERM: 08-23-16 TO 12-09-18: ANN WAY, WARD 1
- TREE BOARD
TERM: 08-23-16 TO 05-14-17: WILL SPAIN, WARD 4
- Attachments:** [Text File](#)
- ACTION NEEDED: Motion to confirm or reject the appointments.*
- ACTION TAKEN:* _____

Report/Communication

- 6 [RPT-1617-9](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF JULY 31, 2016, AND DIRECTING THE FILING THEREOF.
- Attachments:** [Text File](#)
[Finance Report](#)
- ACTION NEEDED: Motion to acknowledge receipt of the report and direct the filing thereof.*
- ACTION TAKEN:* _____

- 7 [RPT-1617-1](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE MONTHLY
[0](#) DEPARTMENTAL REPORTS FOR THE MONTH OF JULY, 2016, AND
DIRECTING THE FILING THEREOF.

Attachments: [Text File Monthly](#)
[Monthly Report July 2016](#)

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

ACTION TAKEN: _____

- 8 [RPT-1617-8](#) CONSIDERATION OF THE CITY'S APPLICATION FOR PERMISSION
TO CARRY ITS OWN RISK WITHOUT WORKERS' COMPENSATION
INSURANCE IN THE AMOUNT OF \$1,000.

Attachments: [Text File Own Risk](#)
[Self Insure Application 2017](#)

ACTION NEEDED: Motion to approve or reject the application; and, if approved, authorize the execution thereof and direct submission of the application to the Workers' Compensation Court Administrator for review and payment in the amount of \$1,000.

ACTION TAKEN: _____

Authorization for Purchase

- 9 [GID-1617-13](#) AUTHORIZATION FOR THE PURCHASE OF COMPUTER
HARDWARE FROM JW POWER IN THE AMOUNT OF \$40,961 FOR
THE COMPRESSED NATURAL GAS FUELING FACILITY SITE
CONTROL PANEL UPGRADE AND PROGRAMMING.

Attachments: [Text File CNG Computer](#)
[cng station picture](#)
[Aerial Photo](#)
[JWPower Quote](#)
[Alternative Fuel Grants Received](#)
[Norman Project Schedule](#)
[Alternative Fuel Program](#)
[Brochure handout grand opening](#)
[JW Power PR](#)

ACTION NEEDED: Motion to approve or reject authorization for the purchase of computer hardware from JW Power in the amount of \$40,961 for the CNG Fueling Facility Site Control Panel Upgrade and Programming Project.

ACTION TAKEN: _____

- 10 [GID-1617-9](#) AUTHORIZATION FOR THE PURCHASE OF EQUIPMENT AND LABOR FROM CP INDUSTRIES IN THE AMOUNT OF \$106,760 FOR INSTALLATION OF A STORAGE VESSEL FOR THE COMPRESSED NATURAL GAS (CNG) FUELING FACILITY STORAGE IMPROVEMENT PROJECT.

Attachments: [Text File CNG Storage.pdf](#)

[cng station picture](#)

[Aerial Photo](#)

[CPIndustries Quote](#)

[Alternative Fuel Grants Received](#)

[Norman Project Schedule](#)

[Alternative Fuel Program](#)

[CNG Grand Opening Brochure](#)

[Cp Industries PR](#)

ACTION NEEDED: Motion to approve or reject authorization for the purchase of equipment and labor from CP Industries in the amount of \$106,760 for installation of a storage vessel for the CNG Fueling Facility Storage Improvement Project.

ACTION TAKEN: _____

Grant

- 11 [GID-1617-35](#) CONSIDERATION OF ACCEPTANCE OF ADDITIONAL GRANT FUNDS IN THE AMOUNT OF \$2,799.39 FROM THE OKLAHOMA OFFICE OF HOMELAND SECURITY TO BE USED BY THE CITIZEN CORPS PROGRAM TO PURCHASE EQUIPMENT AND MAKE IMPROVEMENTS TO THE TRAILER USED FOR COMMUNITY EVENTS AND DISASTER RESPONSE.

Attachments: [Text File](#)

[grant acceptance](#)

ACTION NEEDED: Motion to accept or reject additional grant funds in the amount of \$2,799.39 from the Oklahoma Office of Homeland Security to be used by the Citizen CORPS Program to purchase equipment and make improvements to the trailer used for community events and disaster response; and, if approved, increase Other Revenue: Emergency Management Grant (022-0000-331.13-60) by \$2,799.39 and appropriate funds to Project GF0073, Professional Services/Other Professional (022-9508-422.40-99).

ACTION TAKEN: _____

Contract

- 12 [K-1516-38](#)
[FINAL](#) FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT K-1516-38 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND JOHNSON BUILDING COMPANY, L.L.C., FOR THE PARK PICNIC SHELTERS PROJECT (FACULTY HEIGHTS PARK, CRESTLAND PARK, AND SUNRISE PARK).

Attachments: [Text File Final](#)

[Faculty Heights Park](#)

[Crestland Park](#)

[Sunrise Park](#)

[PO Johnson](#)

ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount of \$5,643 to Johnson Building Company, L.L.C.

ACTION TAKEN: _____

- 13 [K-1516-78](#)
[AMD#1](#) AMENDMENT NO. ONE TO CONTRACT K-1516-78: BY AND BETWEEN THE NORMAN TAX INCREMENT FINANCE AUTHORITY AND SMC CONSULTING ENGINEERS, P.C., INCREASING THE CONTRACT AMOUNT BY \$4,500 FOR A REVISED CONTRACT AMOUNT OF \$45,500 FOR ADDITIONAL ENGINEERING DESIGN SERVICES FOR 24TH AVENUE N.W. AND RADIUS WAY INTERSECTION PROJECT.

Attachments: [Text File Amendment](#)

[Project Location Map](#)

[Amendment #1 to Contract K-1516-78](#)

[Requisition](#)

ACTION NEEDED: Acting as the Norman Tax Increment Finance Authority, motion to approve or reject Amendment No. One to Contract K-1516-78 with SMC Consulting Engineers, P.C., increasing the contract amount by \$4,500 for a revised contract amount of \$45,500; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 14 [K-1617-13](#) CONTRACT K-1617-13: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND ANA-LAB CORPORATION TO PROVIDE PROFESSIONAL ANALYTICAL SERVICES FOR THE INDUSTRIAL AND MUNICIPAL WASTEWATER, SLUDGE, AND SOIL MONITORING PROGRAMS FOR THE NORMAN WATER RECLAMATION FACILITY.

Attachments: [Text File Analab](#)

[K-1617-13](#)

[Analab Quote](#)

ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Contract K-1617-13 with Ana-Lab Corporation; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 15 [K-1617-14](#) CONTRACT K-1617-14: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND ACCURATE LABS TO PROVIDE PROFESSIONAL ANALYTICAL SERVICES FOR THE INDUSTRIAL AND MUNICIPAL WASTEWATER, SLUDGE, AND SOIL MONITORING PROGRAMS FOR THE NORMAN WATER RECLAMATION FACILITY.

Attachments: [Text File Accurate](#)

[K-1617-14](#)

[Accurate Quote](#)

ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Contract K-1617-14 with Accurate Labs; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Resolution

- 16 [R-1516-109](#) RESOLUTION R-1516-109: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING AND APPOINTING SILVER STAR CONSTRUCTION COMPANY, INC., AS PROJECT AGENT FOR THE 2013 COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RELIEF (CDBG-DR) ROADWAY IMPROVEMENT PROJECTS 3, 5 & 6 FOR THE CITY OF NORMAN.

Attachments: [Text File R-1516-109](#)

[City and County Projects Location Map](#)

[R-1516-109](#)

[K-1516-145](#)

[change order K-1516-145](#)

[Table 1](#)

[Table 2](#)

[Table 3](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1516-109.

ACTION TAKEN: _____

- 17 [R-1516-122](#) RESOLUTION R-1516-122: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING AND APPOINTING SILVER STAR CONSTRUCTION COMPANY, INC., AS PROJECT AGENT FOR THE 2013 COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RELIEF (CDBG-DR) ROADWAY IMPROVEMENT PROJECTS 1 & 2.

Attachments: [Text File R-1516-122.pdf](#)

[City and County Projects Location Map](#)

[R-1516-122](#)

[K-1516-146](#)

[Change Order K-1516-146](#)

[Table 1](#)

[Table 2](#)

[Table 3](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1516-122.

ACTION TAKEN: _____

Non-Consent Items

18 [O-1617-1](#) CONSIDERATION OF ORDINANCE O-1617-1 UPON SECOND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 460 OF CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR A RESIDENTIAL UNIT FOR A NIGHT WATCHMAN OR CARETAKER IN THE C-2, GENERAL COMMERCIAL DISTRICT, FOR PART OF THE NORTHEAST QUARTER OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1900 ANN BRANDEN BOULEVARD)

Attachments: [Text File O-1617-1](#)

[O-1617-1](#)

[Site Plan](#)

[Location Map](#)

[Staff Report](#)

[Aerial Photo](#)

[Pre-Development Summary](#)

[7-14-16 PC Minutes](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-1 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-1 upon Second Reading section by section.

ACTION TAKEN: _____

Legislative History

7/14/16	Planning Commission	Recommended for Adoption at a subsequent City Council Meeting to the City Council
8/9/16	City Council	Introduced and adopted on First Reading by title only

- 19 [O-1617-4](#) CONSIDERATION OF ORDINANCE O-1617-4 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ADOPTING AND RATIFYING THE ASSESSMENT ROLL FOR THE UNIVERSITY NORTH PARK BUSINESS IMPROVEMENT DISTRICT; ESTABLISHING THE TIME AND TERMS OF PAYMENT OF THE ASSESSMENTS AND OTHER EXPENSES; FIXING PENALTIES TO BE CHARGED FOR DELINQUENT PAYMENT OF THE ASSESSMENT OR AN INSTALLMENT THEREOF; SETTING FORTH THE TRACTS OR PARCELS OF LAND AGAINST WHICH THE ASSESSMENTS ARE BEING ADOPTED, RATIFIED AND LEVIED; DIRECTING THE CITY CLERK TO PREPARE, SIGN, ATTEST AND RECORD WITH THE COUNTY CLERK OF CLEVELAND COUNTY, FOLLOWING PASSAGE OF THE PAYMENT DEADLINE, A CLAIM OF LIEN FOR ANY UNPAID AMOUNT DUE AND ASSESSED AGAINST A TRACT OR PARCEL OF LAND; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File O-1617-4](#)

[O-1617-4 Levying Assessments](#)

[2017 Assessment Plat](#)

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-4 upon Second Reading section by section.

ACTION TAKEN: _____

ACTION NEEDED: Motion to adopt or reject Ordinance O-1617-4 upon Second Reading section by section.

ACTION TAKEN: _____

Legislative History

8/9/16

City Council

Introduced and adopted on First Reading by title only

- 20 **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.
- 21 **Adjournment**