

# City of Norman, OK

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



## Meeting Agenda

**Tuesday, September 23, 2014**

**6:30 PM**

**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 Clint Williams  
Council Member Robert Castleberry  
Council Member Greg Jungman  
Council Member Lynne Miller  
Council Member Jerry Lang  
Council Member Stephen Holman  
Council Member Dan Quinn*

*Public wifi - connect to CityOfNormanPublic - Password: norman1891.*

1 Roll Call

2 Pledge of Allegiance

### Minutes

3 [GID-1415-26](#) CONSIDERATION OF THE MINUTES AS FOLLOWS:

CITY COUNCIL CONFERENCE MINUTES OF AUGUST 26, 2014  
CITY COUNCIL SPECIAL SESSION MINUTES OF SEPTEMBER 2, 2014  
CITY COUNCIL RECEPTION MINUTES OF SEPTEMBER 9, 2014  
CITY COUNCIL MINUTES OF SEPTEMBER 9, 2014  
NORMAN UTILITIES AUTHORITY MINUTES OF SEPTEMBER 9, 2014  
NORMAN MUNICIPAL AUTHORITY MINUTES OF SEPTEMBER 9, 2014  
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF SEPTEMBER 9, 2014

**Attachments:** [Text File Minutes.pdf](#)  
[August 26 Conference Minutes.pdf](#)  
[September 2 Special Session Minutes.pdf](#)  
[September 9 Reception Minutes.pdf](#)  
[September 9 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: \_\_\_\_\_

### Proclamation

4 [P-1415-8](#) PROCLAMATION NO. P-1415-8: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING TUESDAY, OCTOBER 7, 2014, AS "NATIONAL NIGHT OUT" IN THE CITY OF NORMAN.

**Attachments:** [Text File National Night Out.pdf](#)  
[National Night Out Proclamation.pdf](#)

*ACTION NEEDED: Motion to acknowledge receipt of Proclamation No. P-1415-8 proclaiming Tuesday, October 7, 2014, as "National Night Out" in the City of Norman and direct the filing thereof.*

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

- 5 [P-1415-9](#) PROCLAMATION NO. P-1415-19: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SUNDAY, OCTOBER 19, 2014, AS CROP HUNGER WALK DAY IN THE CITY OF NORMAN.

**Attachments:** [Text File Crop Walk.pdf](#)  
[CROP Walk Hunger Day.pdf](#)

*ACTION NEEDED: Motion to acknowledge receipt of Proclamation No. P-1415-19 proclaiming Sunday, October 19, 2014, as CROP Hunger Walk Day in the City of Norman and direct the filing thereof.*

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

- 6 [P-1415-10](#) PROCLAMATION NO. P-1415-10: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF OCTOBER, 2014, AS NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH IN THE CITY OF NORMAN.

**Attachments:** [Text File Disability Awareness.pdf](#)  
[National Disability Awareness Month.pdf](#)

*ACTION NEEDED: Motion to acknowledge receipt of Proclamation No. P-1415-10 proclaiming the month of October, 2014, as National Disability Awareness Month in the City of Norman and direct the filing thereof.*

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

## 7 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 8 through Item 22 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: \_\_\_\_\_

## Report/Communication

- 8 [RPT-1415-1](#)  
[4](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF AUGUST 31, 2014, AND DIRECTING THE FILING THEREOF.

**Attachments:** [Text File Finance Report.pdf](#)  
[Finance Directors Report.pdf](#)

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

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

- 9 [RPT-1415-1](#)  
[5](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE MONTHLY DEPARTMENTAL REPORTS FOR THE MONTH OF AUGUST, 2014, AND DIRECTING THE FILING THEREOF.

**Attachments:** [Text File Monthly Report](#)  
[Monthly Report August 2014.pdf](#)

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

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

### **Final Plat**

- 10 [FP-1415-6](#) CONSIDERATION OF A FINAL SITE DEVELOPMENT PLAN AND FINAL PLAT FOR MILLENNIUM ADDITION, A PLANNED UNIT DEVELOPMENT, AND ACCEPTANCE OF PUBLIC DEDICATIONS CONTAINED THEREIN. (GENERALLY LOCATED NEAR THE SOUTHEAST CORNER OF EAST LINDSEY STREET AND CLASSEN BOULEVARD)

**Attachments:** [Text File Millenium.pdf](#)  
[Location Map](#)  
[Final Plat](#)  
[Final Site Plan](#)  
[Dev Comm App](#)  
[Stf-rept.](#)

*ACTION NEEDED:* Motion to approve or reject the final site development plan and final plat for Millennium Addition, a Planned Unit Development; and, if approved, accept the public dedications contained within the plat; authorize the Mayor to sign the final plat and subdivision and maintenance bonds subject to the City Development Committee's acceptance of all required public improvements; and direct the filing of the final site development plat and final plat.

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

### **Declare Surplus/Obsolete**

- 11 [GID-1415-25](#) DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE THEREOF.

**Attachments:** [Text File Surplus Items.pdf](#)  
[Inventory of goods to be auctioned.pdf](#)  
[Inventory of Goods \(2\).pdf](#)  
[Inventory of Goods \(3\).pdf](#)

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

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

### **Limited License**

- 12 [LL-1415-5](#) LIMITED LICENSE NO. LL-1415-5: A LIMITED LICENSE TO PLACE ONE (1) GROUND BANNER AND FOUR (4) SIGNS WITHIN THE PUBLIC RIGHTS-OF-WAY PURSUANT TO A REQUEST FROM FRIENDS OF THE NORMAN LIBRARY FOR THE ANNUAL BOOK SALE TO BE HELD SEPTEMBER 26 THROUGH OCTOBER 20, 2014.

**Attachments:** [Text File Friends of the Library.pdf](#)  
[Friends of the Library letter.pdf](#)  
[Friends of the Library application.pdf](#)  
[Location Map Library.pdf](#)  
[Library Book Sale.pdf](#)

*ACTION NEEDED: Motion to approve or reject Limited License No. LL-1415-5 to place one (1) ground banner and four (4) signs within the public rights-of-way pursuant to a request from Friends of the Library for the annual book sale; and, if approved, authorize the issuance thereof.*

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

- 13 [LL-1415-6](#) LIMITED LICENSE NO. LL-1415-6: A LIMITED LICENSE TO PLACE SIX (6) GROUND BANNERS WITHIN THE PUBLIC RIGHTS-OF-WAY PURSUANT TO A REQUEST FROM DOWNTOWN NORMAN FALL FESTIVAL FOR THE DOWNTOWN NORMAN FALL FEST MAIN STREET EVENT TO BE HELD ON OCTOBER 24, 2014.

**Attachments:** [Text File Fall Festival.pdf](#)  
[Application Fall Festival.pdf](#)  
[Downtown Fall Festival Limited License.pdf](#)

*ACTION NEEDED: Motion to approve or reject Limited License No. LL-1415-6 to place six (6) ground banners within the public rights-of-way pursuant to a request from Downtown Norman Fall Festival for the Downtown Norman Fall Fest Main Street Event to be held October 24, 2014; and, if approved, authorize the issuance thereof.*

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

**Request for Payment**

- 14 [GID-1415-27](#) CONSIDERATION OF AUTHORIZATION FOR THE PURCHASE OF PROPERTY INSURANCE FROM AFFILIATED FM IN THE AMOUNT OF \$121,379 FOR THE CITY OF NORMAN FOR THE PERIOD OF OCTOBER 1, 2014 TO OCTOBER 1, 2015.

**Attachments:** [Text File Affiliated FM.pdf](#)  
[Property Insurance Policy](#)

*ACTION NEEDED: Motion to approve or reject authorization for the purchase of property insurance in the amount of \$121,379 from Affiliated FM for the period of October 1, 2014, to October 1, 2015.*

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

**Contract**

- 15 [K-1314-67](#)  
[Final](#) CONSIDERATION OF FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT NO. K-1314-67 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND AZTEC BUILDING SYSTEMS, INC., FOR THE LITTLE AXE PARK CONCESSION/RESTROOM PROJECT.

**Attachments:** [Text File Final Little Axe.pdf](#)  
[Photo 1.pdf](#)  
[Photo 2.pdf](#)  
[Photo 3.pdf](#)  
[PO Aztec.pdf](#)

*ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount of \$22,213.35 to Aztec Building Systems, Inc.*

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

- 16 [K-1415-34](#) CONTRACT NO. K-1415-34: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND RJN GROUP, INC., IN AN AMOUNT NOT-TO-EXCEED \$228,414 FOR THE PERMANENT WASTEWATER FLOW METERING SERVICES THROUGH AUGUST 31, 2015.

**Attachments:** [Text File RJN.pdf](#)  
[RJN K-1415-34](#)  
[2014 Permanent Flow Monitoring Location Map.pdf](#)  
[PR RJN.pdf](#)

*ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Contract No. K-1415-34 with RJN Group, Inc., in an amount not-to-exceed \$228,414 through August 31, 2015; and, if approved, authorize the execution thereof.*

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

- 17 [K-1415-40](#) CONTRACT NO. K-1415-40: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND TERRACON CONSULTANTS, INC. IN AN AMOUNT NOT-TO-EXCEED \$100,000 FOR CONSTRUCTION QUALITY ASSURANCE TESTING SERVICES DURING THE PHASE 2 WATER RECLAMATION FACILITY IMPROVEMENTS.

**Attachments:** [Text File Terracon.pdf](#)

[K-1415-40.pdf](#)

[RFP Construction Testing 2014](#)

[PR Terracon.pdf](#)

*ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Contract No. K-1415-40 with Terracon Consultants, Inc., in an amount not-to-exceed \$100,000; and, if approved, authorize the execution thereof.*

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

- 18 [K-1415-41](#) CONTRACT NO. K-1415-41: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE NORMAN ARTS COUNCIL, AND RICK AND TRACEY BEWLEY IN THE AMOUNT OF \$15,000 FUNDED THROUGH THE ARTS IN PUBLIC PLACES FUND FOR THE PURCHASE OF ARTWORK TO BE PLACED NEAR THE INTERSECTION OF MAIN STREET AND PORTER AVENUE.

**Attachments:** [Text File Bewley Art Work.pdf](#)

[K-1415-41](#)

*ACTION NEEDED: Motion to approve or reject Contract No. K-1415-41 with the Norman Arts Council and Rick and Tracey Bewley in the amount of \$15,000; and, if approved, authorize the execution thereof.*

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

- 19 [K-1415-42](#) CONTRACT NO. K-1415-42: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE NORMAN ARTS COUNCIL, AND JOE SLACK IN THE AMOUNT OF \$15,000 PROVIDED BY THE ARTS IN PUBLIC PLACES FUND FOR THE PURCHASE OF ARTWORK TO BE PLACED ON GRAY STREET NEAR NORMAN PUBLIC LIBRARY.

**Attachments:** [Text File Art Work on Gray.pdf](#)

[K-1415-42.pdf](#)

[Insurance Joe Slack](#)

*ACTION NEEDED: Motion to approve or reject Contract No. K-1415-42 with the Norman Arts Council and Joe Slack in the amount of \$15,000; and, if approved, authorize the execution thereof.*

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

- 20 [K-1415-44](#) CONSIDERATION OF ACCEPTANCE OF A GRANT IN THE AMOUNT OF \$71,000 FROM THE OKLAHOMA HIGHWAY SAFETY OFFICE TO BE USED TO HOST TWO STATEWIDE TRAINING CLASSES FOR NORMAN POLICE OFFICERS TO BECOME DRUG RECOGNITION EXPERTS (DRE), APPROVAL OF CONTRACT NO. K-1415-44, AND BUDGET APPROPRIATION FROM THE DRE TRAINING ACCOUNT.

**Attachments:** [Text File K-1415-44.pdf](#)

[K-1415-44 OHSO DRE Grant 2014-2015.pdf](#)

*ACTION NEEDED: Motion to accept or reject a grant in the amount of \$71,000 from the Oklahoma Highway Safety Office to be used to host two statewide training classes for Norman Police Officers to become Drug Recognition Experts, if accepted, approve Contract No. K-1415-44; authorize the execution thereof, and upon receipt of funds, increase DRE Training Revenue Account (022-0000-331.13-30) by \$71,000 and appropriate \$25,000 to Employee Travel/Workshops and Seminars (022-6037-421.46-04) and \$46,000 to General Supplies/Employee Training (022-6037-421.30-13).*

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

- 21 [K-1415-45](#) CONTRACT NO. K-1415-45: A CONTRACT BY AND BETWEEN THE NORMAN TAX INCREMENT FINANCE AUTHORITY AND PITZER'S LAWN MANAGEMENT, INC., IN THE AMOUNT OF \$77,092 FOR THE LEGACY PARK LAWN CARE AND IRRIGATION SERVICES; AND APPROPRIATION OF \$200,000 FROM THE UNIVERSITY NORTH PARK TIF FUND BALANCE FOR PAYMENTS UNDER CONTRACT NO. K-1415-45 AND OTHER USES CONSISTENT WITH DEVELOPMENT AGREEMENT NO. 5.

**Attachments:** [Text File Mowing Services Legacy.pdf](#)

[Bid Tabulation Legacy Mowing.pdf](#)

[Pitzer Contract.pdf](#)

[Legacy Park Location Map.pdf](#)

[PR Pitzer.pdf](#)

*ACTION NEEDED: Acting as the Norman Tax Increment Finance Authority, motion to approve or reject Contract No. K-1415-45 with Pitzer's Lawn Management, Inc., in the amount of \$77,092; and, if approved, authorize the execution thereof and appropriate \$77,092 from the North Park TIF Fund Balance (057-0000-253.2000) to Maintenance & Repair Services/Other Miscellaneous (057-7010-452.42-99).*

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

## Resolution

- 22 [R-1415-30](#) RESOLUTION NO. R-1415-30: A RESOLUTION OF COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROPRIATING \$320,905 FROM THE PUBLIC SAFETY SALES TAX FUND BALANCE; \$4,337 FROM THE ROOM TAX FUND BALANCE; AND \$631,690 FROM THE DEBT SERVICE FUND BALANCE TO CLOSE OUT YEAR END ACCOUNTING ENTRIES FOR FYE 2014.

**Attachments:** [Text File R-1415-30.pdf](#)

[R-1415-30.pdf](#)

*ACTION NEEDED: Motion to adopt or reject Resolution No. R-1415-30.*

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

### Non-Consent Items

- 23 [R-1415-32](#) PUBLIC HEARING ON THE PROPOSED 2014 COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RELIEF GRANT (CDBG-DR 14) APPLICATION IN THE AMOUNT OF \$21,711,500 TO BE SUBMITTED TO THE OKLAHOMA DEPARTMENT OF COMMERCE AND ADOPTION OF RESOLUTION NO. R-1415-32.

**Attachments:** [Text File Public Hearing.pdf](#)

[DR Grants Locations 9-18-14](#)

[Project Description.pdf](#)

[R-1415-32.pdf](#)

[Attachment B Citizens Participation Plan.pdf](#)

*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 submission of the proposed 2014 Community Development Block Grant Disaster Relief Grant in the amount of \$21,711,500 to the Oklahoma Department of Commerce; and, if accepted, adopt Resolution No. R-1415-32 and authorize the Mayor to sign any supporting documentation related to the grant.*

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

- 24 [O-1415-5](#) CONSIDERATION OF ORDINANCE NO. O-1415-5 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 THE SOUTHWEST QUARTER OF SECTION FOURTEEN (14), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT AND PLACE THE SAME IN THE C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3219 WEST ROCK CREEK ROAD)

**Attachments:** [Text File O-1415-5.pdf](#)

[O-1415-5](#)

[Location Map](#)

[Staff Report](#)

[Site Plan](#)

[8-14-14 PC Minutes - Legacy Business Park](#)

*ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1415-5 upon Second Reading section by section.*

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

*ACTION NEEDED: Motion to adopt or reject Ordinance No. O-1415-5 upon Final Reading as a whole.*

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

- 25 [PP-1415-2](#) CONSIDERATION OF A REVISED PRELIMINARY PLAT FOR LEGACY BUSINESS PARK FORMERLY KNOWN AS S&S FAMILY PROPERTIES ADDITION. (3219 WEST ROCK CREEK ROAD)

**Attachments:** [Text File Prelim.pdf](#)

[Attachment A Traffic](#)

[Location Map](#)

[Revised Preliminary Plat](#)

[Staff Report](#)

[Transportation Impacts](#)

[Revised Preliminary Site Plan](#)

[Pre-Development Summary](#)

[Greenbelt Commission Comments](#)

[8-14-14 PC Minutes](#)

*ACTION NEEDED: Motion to approve or reject the revised preliminary plat for Legacy Business Park formerly known as S&S Family Properties Addition.*

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

**26      Miscellaneous Discussion**

**This is an opportunity for citizens to address City Council. Remarks should be directed to the Council as a whole and limited to five minutes or less.**

**27      Adjournment**