## City of Norman, OK

Municipal Building Council Chambers 201 West Gray Norman, OK 73069



## **Meeting Agenda**

Tuesday, March 22, 2016

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 Kyle Allison

Public wifi - connect to CityOfNormanPublic - Password: April1889.

- 1 Roll Call
- 2 Pledge of Allegiance

#### **Minutes**

3 GID-1516-49 APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL SPECIAL SESSION MINUTES OF MARCH 8, 2016
CITY COUNCIL MINUTES OF MARCH 8, 2016
NORMAN UTILITIES AUTHORITY MINUTES OF MARCH 8, 2016
NORMAN MUNICIPAL AUTHORITY MINUTES OF MARCH 8, 2016
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF MARCH 8, 2016

**Attachments:** Text File Minutes

March 8 Special Session minutes

March 8 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:	

#### **Proclamation**

**P**-1516-14

PROCLAMATION P-1516-14: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING MONDAY, MARCH 28, 2016, AS J.D. MCCARTY CENTER APPRECIATION DAY IN THE CITY OF NORMAN.

Attachments: Text File JD McCarty

**Proclamation** 

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-14 proclaiming Monday, March 28, 2016, as J.D. McCarty Center Appreciation Day in the City of Norman and direct the filing thereof.

ACTION TAKEN:		

**5** P-1516-15

PROCLAMATION P-1516-15: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MARCH, 2016, AS INTERNATIONAL DEMOLAY MONTH IN THE CITY OF NORMAN, OKLAHOMA.

Attachments: Text File Demolay

**Demolay Month** 

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-15 proclaiming the month of March, 2016, as International Demolay Month in the City of Norman and direct the filing thereof.

ACTION TAKEN:	

**6** P-1516-16

PROCLAMATION P-1516-16: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2016 AS AUTISM AWARENESS MONTH IN THE CITY OF NORMAN.

Attachments: Text File Autism Awareness Month

**Autism Awareness month** 

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-16 proclaiming the month of April, 2016, as Autism 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 25 be placed on the consent docket.

ACTION NEEDED:	Motion to place Item	through Item	on the
Consent Docket by u	nanimous vote.		
ACTION TAKEN:			
ACTION NEEDED:	Acting as the City Counc	il, Norman Utilities Authorit	v. Norman
	•	t Finance Authority, motion	
		t subject to any conditions	
the individual action r			
ACTION TAKEN:			

#### **Zoning Ordinance**

**8** O-1415-33

CONSIDERATION OF ORDINANCE O-1415-33 UPON FIRST READING BY TITLE: 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 THE NORTHEAST QUARTER OF SECTION FIFTEEN (15), AND THE SOUTHEAST QUARTER OF SECTION FIFTEEN (15), AND PART OF THE SOUTH HALF OF SECTION FOURTEEN (14), AND NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION TEN (10), AND THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER AND THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SECTION TEN (10), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO COUNTY, **CLEVELAND** OKLAHOMA, FROM THE AGRICULTURAL DISTRICT, AND PLACE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED NORTH OF POST OAK ROAD ON BOTH THE EAST AND WEST SIDES OF 36TH AVENUE S.E.)

Attachments: Text File O-1415-33

O-1415-33

**PUD Narrative** 

**Location Map** 

**Staff Report** 

Parks Rec Memo

Public Works Memo

**Engineering Memo SWMP** 

MSWP Map

MSWP Cover Page

**Transportation Impacts** 

Transportation Master Plan Cover Page

**Utilities Phasing Memo** 

**Utilities Exhibit A** 

**Utilities Exhibit B** 

**Utilities Exhibit C** 

**Utilities Exhibit D** 

**Utilities Exhibit E** 

**Utilities Exhibit LS-A** 

Phase 1 A and B Utilities Map

Water Distribution Study Cover

Wastewater Collection System Study Cover

Pre-Development Summary 1

Pre-Development Summary 2

Pre-Development Summary 3

<u>Greenbelt Commission Comments - Destin Landing 10-14</u>

1-14-16 PC Minutes - Postponement

Protest Map 2-11-16

Protest Letters 2-11-16

2-11-16 PC Minutes

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1415-33 upon First Reading by title.

ACTION TAKEN:		
AGTION TANEN.		

#### **Report/Communication**

9	<u>RPT-1516-3</u> 9	SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF FEBRUARY 29, 2016, AND DIRECTING THE FILING THEREOF.  Attachments: Finance Investment Report
		ACTION NEEDED: Motion to acknowledge receipt of the report and direct the filing thereof.
		ACTION TAKEN:
10	<u>RPT-1516-4</u> <u>0</u>	SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE MONTHLY DEPARTMENTAL REPORTS FOR THE MONTH OF FEBRUARY, 2016, AND DIRECTING THE FILING THEREOF.
		Attachments: Text File Monthly
		Monthly Report February 2016
		ACTION NEEDED: Motion to acknowledge receipt of the reports and direct the filing thereof.
		ACTION TAKEN:
11	RPT-1516-4 2	SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE PUBLIC ARTS BOARD ANNUAL REPORT AND DIRECTING THE FILING THEREOF.
	_	Attachments: Text File Public Art
		2016 Annual Report
		ACTION NEEDED: Motion to acknowledge receipt of the report and direct the filing thereof.
		ACTION TAKEN:

### **Request for Proposal**

CONSIDERATION OF REQUEST FOR PROPOSAL RFP-1516-42, APPROVAL OF CONTRACT K-1516-120 WITH WAGGONERS MECHANICAL SERVICES, L.L.C. IN **STATUTORY** THE AMOUNT OF \$143,121; PERFORMANCE BOND B-1516-74, BOND B-1516-75, AND MAINTENANCE BOND MB-1415-59 FOR THE CONDITIONING FOR THREE GYMNASIUMS PROJECT AND ADOPTION OF PROJECT AGENT RESOLUTION R-1516-93 AND BUDGET TRANSFER BETWEEN PROJECT ACCOUNTS.

Attachments: Text File Air Cond

Rec Center Air Bid Tab

K-1516-120

Perf B-1516-74

Stat B-1516-75

MB-1516-59

**Project Agent Resolution** 

ACTION NEEDED: Motion to accept or reject Request for Proposal RFP-1516-42 with Waggoners Mechanical Services, L.L.C., for the Air Conditioning for Three Gymnasiums Project; and, if accepted, approve Contract K-1516-120 in the amount of \$143,121 and the performance, statutory, and maintenance bonds;; authorize the execution of the contract and bonds; direct the filing of the bonds; adopt Resolution R-1516-93 and transfer \$70,000 from Project PR0142, Westwood Pool Tank & Pump Replacement, Materials (050-9374-451.63-01) to Project RT0079, Recreation Center Air Conditioning, Construction (023-9321-451.61-01).

ACTION TAKEN:	

**Bid** 

CONSIDERATION OF AWARDING OF BID 1516-44; APPROVAL OF CONTRACT K-1516-76 BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, **DOWNEY** CONTRACTING. L.L.C., IN THE **AMOUNT** OF \$548,251.90; **PERFORMANCE** BOND **STATUTORY BOND** B-1516-37; B-1516-36; AND MAINTENANCE BOND MB-1516-25 FOR THE SUTTON WILDERNESS LAKE DAM AND SPILLWAY REPAIR PROJECT; AND ADOPTION OF PROJECT AGENT RESOLUTION R-1516-61.

**Attachments:** Text File Downey

Location map

**Bid Tab** 

K-1516-76

Perf B-1516-36

Stat B-1516-37

MB-1516-25

**Project Agent Resolution** 

PR Downey

ACTION NEEDED: Motion to accept or reject all bids meeting specifications; and, if accepted, award the bid in the amount of \$548,251.90 to Downey Contracting, L.L.C., as the lowest and best bidder meeting specifications; approve Contract K-1516-76 and the performance, statutory, and maintenance bonds; authorize execution of the contract and bonds; direct the filing of the bonds; and adopt Resolution R-1516-61.

ACTION TAKEN:	
---------------	--

**14** BID-1516-46

CONSIDERATION AND AWARDING OF BID 1516-46 FOR THE INSTALLATION OF PAVEMENT MARKINGS FOR THE TRAFFIC CONTROL DIVISION AND BUDGET APPROPRIATION FROM THE GENERAL FUND BALANCE.

**<u>Attachments:</u>** Text File Pavement Markings

Bid Tab Sec.1

Bid Tab Sec. 2

Yield symbols

**Healthplex Quantities** 

ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Section 1, Plastic and Multi-Polymer; and, if accepted, award the bid to RCC Traffic, L.L.C., as the lowest and best bidder meeting specifications and appropriate \$12,662 from the General Fund Balance (010-0000-253.20-00 to Pavement Markings (010-5023-429.42-35).

ACTION NEEDED: Motion to accept or reject all bids meeting specifications on Section 2, Raised Pavement Markers; and, if accepted, award the bid to Action Safety Supply Company as the lowest and best bidder meeting specifications.

ACTION TAKEN:	

#### **Easement**

**15** E-1516-30

EASEMENT E-1516-30: CONSIDERATION OF ACCEPTANCE OF A PERMANENT SANITARY SEWER EASEMENT DONATED BY LYNN R. MEYER, PATSY JOAN MEYER, KATHRYN ELIZABETH MEYER A/K/A KATHRYN ELISABETH MEYER; DONNA R. MEYER, DIANA LEIGH VINSON, DENISE K. MEYER, ANGELA K. HECTOR, BRANDON BLAKE MEYER, AND APRYL DAWN MEYER FOR UNIVERSITY NORTH PARK PROFESSIONAL CENTER/SHOPS AT TECUMSEH ADDITION.

Attachments: Text File Easement

Location map E-1516-30

ACTION NEEDED: Motion to accept or reject Easement E-1516-30; and, if accepted, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN:	

#### **Contract**

**16** K-1516-123

RIGHT-OF-WAY, **PUBLIC** CONTRACT K-1516-123: UTILITY THE **ENCROACHMENT AGREEMENT** WITH OKLAHOMA **DEPARTMENT** OF TRANSPORTATION (ODOT) FOR FEDERAL AID PROJECT J3-0501(004)AG, STATE JOB 30501(04) FOR THE 36TH AVENUE N.W. AND HAVENBROOK STREET INTERSECTION WIDENING AND SIGNALIZATION PROJECT AND ADOPTION OF RESOLUTION R-1516-95.

Attachments: Text File K-1516-123

**Location Map** 

**Contract and Resolution** 

ACTION NEEDED: Motion to approve or reject Contract K-1516-123 with ODOT; and, if approved, adopt Resolution R-1516-95, and authorize the execution of the contract and resolution.

ACTION TAKEN:		

CONTRACT K-1516-124: A MAINTENANCE AGREEMENT WITH THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT) FOR FEDERAL-AID PROJECT HSIPIG-214C(065)TR, STATE JOB. 32404(04) FOR THE INSTALLATION OF A NEW TRAFFIC SIGNAL AT THE INTERSECTION OF STATE HIGHWAY 77H (12TH AVENUE N.E./SOONER ROAD) AND INDIAN HILLS ROAD AND ADOPTION OF RESOLUTION R-1516-97 AND BUDGET APPROPRIATION FROM THE CAPITAL FUND BALANCE.

Attachments: Text File K-1516-124

**Project Location Map** 

Cost Estimate

Invoice

K-1516-124

Requisition

ACTION NEEDED: Motion to approve or reject Contract K-1516-124 with ODOT; and, if approved, adopt Resolution R-1516-97; authorize execution of the contract and resolution; appropriate \$43,818 from the Capital Fund Balance, (050-0000-253.20-00) to Project TR0052, 12th Avenue NE/Indian Hills Signal, Construction (050-9076-431.61-01); direct payment in the amount of \$58,817.49 for the City's 20% share to ODOT with funds to be reimbursed to Other Agency Reimbursements (050-0000-366.12-39) upon receipt of payment in the amount \$27,271.83 each from the City of Moore and Cleveland County.

ACTION TAKEN:	
ACTION TAKEN:	

**18** K-1516-125

CONTRACT K-1516-125: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MOSCO CONSTRUCTION FOR MOWING, SECURING OF STRUCTURES, AND THE REMOVAL OF HEALTH NUISANCES AND EASEMENT OBSTRUCTIONS FOR THE CODE COMPLIANCE DIVISION THROUGH MARCH 31, 2017.

<u>Attachments:</u> text File Mosco

K-1516-125

ACTION NEEDED: Motion to approve or reject Contract K-1516-125 with Mosco Construction through March 31, 2017; and, if approved, authorize the execution thereof.

ACTION TAKEN	

**19** K-1516-126

CONTRACT K-1516-126: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND COMPLETE LAWN MAINTENANCE FOR MOWING, SECURING OF STRUCTURES, AND THE REMOVAL OF HEALTH NUISANCES AND EASEMENT OBSTRUCTIONS FOR THE CODE COMPLIANCE DIVISION THROUGH MARCH 31, 2017.

**Attachments:** Text File Complete

K-1516-126

ACTION NEEDED: Motion to approve or reject Contract K-1516-126 with Complete Lawn Maintenance through March 31, 2017; and, if approved, authorize the execution thereof.

ACTION TAKEN:	

CONTRACT K-1516-128: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MOORE, IACOFANO, GOLTSMAN, INC., (MIG) IN THE AMOUNT OF \$449,999 FOR THE DEVELOPMENT OF A COMPREHENSIVE PLAN FOR THE CITY OF NORMAN.

Attachments: Text File K-1516-128

Contract K-1516-128

Exhibit A

PR MIG

ACTION NEEDED: Motion to approve or reject Contract K-1516-128 with Moore, lacofano, Goltsman, Inc., (MIG) in the amount of \$449,999; and, if approved, authorize the execution thereof.

ACTION TAKEN:	

#### Resolution

**21** R-1516-87

RESOLUTION R-1516-87: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION RETIREMENT CORPORATION (ICMA RC) PLAN DOCUMENT TO COMPLY WITH FEDERAL GUIDELINES.

Attachments: Text File ICMA

**ICMA Resolution** 

ICMA Plan Document 3-2016

ACTION NEEDED: Motion to adopt or reject Resolution R-1516-87.

ACTION TAKEN:

**22** R-1516-91

A RESOLUTION OF THE COUNCIL OF THE CITY OF RESOLUTION R-1516-91: NORMAN, OKLAHOMA, AUTHORIZING COMPROMISE SETTLEMENTS CLAIMS FILED BY SCOTTIE WILLIAMS UNDER THE PROVISIONS OF WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF SCOTTIE WILLIAMS V. THE CITY OF NORMAN, WORKERS' COMPENSATION CASE NOS. 2015-04405 K, 2015-04406 Q, AND 2015-04408 A; DIRECTING THE LEGAL DEPARTMENT TO THEN FILE SUCH SETTLEMENTS AND ATTENDANT COSTS IN THE **WORKERS'** COMPENSATION AND OKLAHOMA CITY. OKLAHOMA: AND AUTHORIZING DIRECTING TO **FINANCE** DIRECTOR **SUBSEQUENTLY PURCHASE** SUCH WORKERS' COMPENSATION COURT **JUDGMENTS** FROM THE **RISK MANAGEMENT** INSURANCE FUND.

Attachments: Text File WCC

Resolution

Purchase Regs

ACTION NEEDED: Motion to adopt or reject Resolution R-1516-91; and, if adopted, direct payment of claims in the amount of \$48,985 which will constitute judgment against the City of Norman.

ACTION TAKEN:

23	<u>R-1516-92</u>	RESOLUTION R-1516-92: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$4,875.93 FROM RISK MANAGEMENT MISCELLANEOUS REIMBURSEMENTS/REFUNDS ACCOUNTS RECEIVED FROM INSURANCE COMPANIES TO REPAIR AND REPLACE TRAFFIC SIGNAL EQUIPMENT AND TRAFFIC SIGNS DAMAGED IN TRAFFIC ACCIDENTS.  Attachments: Text File R-1516-92
		<u>R-1516-92</u>
		ACTION NEEDED: Motion to adopt or reject Resolution R-1516-92.
		ACTION TAKEN:
24	<u>R-1516-98</u>	RESOLUTION R-1516-98: A RESOLUTION AGREEING TO FILE APPLICATION WITH THE OKLAHOMA WATER RESOURCES BOARD (THE "OWRB") FOR FINANCIAL ASSISTANCE THROUGH THE DRINKING WATER STATE REVOLVING FUND PROGRAM, WITH THE LOAN PROCEEDS BEING FOR THE PURPOSE OF FINANCING WATER SYSTEM IMPROVEMENTS SERVING THE CITY OF NORMAN, OKLAHOMA; AND CONTAINING OTHER PROVISIONS RELATED THERETO.  Attachments: Text Fiel DW
		Resolution Auth App DW
		ACTION NEEDED: Acting as the Norman Utilities Authority, motion to adopt or reject Resolution R-1516-98.
		ACTION TAKEN:
25	<u>R-1516-99</u>	RESOLUTION R-1516-99: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, NAMING THE CAT PORCH AT THE ANIMAL WELFARE CENTER "SARA'S SOLARIUM" AS A TRIBUTE TO SARA ELIZABETH MAISANO FOR HER DEDICATION AND COMMITMENT TO ANIMALS.
		Attachments: Text File Cat Porch
		R-1516-99 Maisano
		Letter to City Council
		Picture of plaque
		Photographs Cat Porch
		Citizens Recognition Policy
		ACTION NEEDED: Motion to adopt or reject Resolution R-1516-99.

#### **Non-Consent Items**

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

**26** R-1516-79

A RESOLUTION OF THE COUNCIL OF THE CITY OF RESOLUTION R-1516-79: NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE TRANSPORTATION PLAN SO AS TO REMOVE A PART OF THE WEST HALF OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION NINE (9), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, COUNTY, NORMAN. CLEVELAND OKLAHOMA, FROM THE **INDUSTRIAL** DESIGNATION AND PLACE THE SAME IN THE INSTITUTIONAL DESIGNATION. (SOUTH SIDE OF IMHOFF ROAD APPROXIMATELY ONE-QUARTER MILE EAST OF CLASSEN BOULEVARD)

Attachments: Text File R-1516-79

R-1516-79

2025 Map

Staff Report

Preliminary Site Plan

2-11-16 PC Minutes

ACTION NEEDED: Motion to adopt or reject Resolution R-1516-79; and, if adopted, amend the NORMAN 2025 Land Use and Transportation Plan according thereto

ACTION TAKEN <sup>.</sup>		

**27** PP-1516-16

CONSIDERATION OF A PRELIMINARY PLAT FOR LIFE.CHURCH NORMAN ADDITION. (GENERALLY LOCATED ON THE SOUTH SIDE OF IMHOFF ROAD ONE-QUARTER MILE EAST OF CLASSEN BOULEVARD)

Attachments: Text File Life Church.pdf

**Traffic Table** 

**Location Map** 

**Preliminary Plat** 

Preliminary Site Plan

Staff Report

**Transportation Impacts** 

**Pre-Development Summary** 

**Greenbelt Commission Comments** 

2-11-16 PC Minutes

ACTION NEEDED: Motion to approve or reject the preliminary plat for Life. Church Norman Addition.

```
ACTION TAKEN: _____
```

**28** PP-1516-15

CONSIDERATION OF A PRELIMINARY PLAT FOR VICTORY FAMILY CHURCH ADDITION. (GENERALLY LOCATED BETWEEN FLOOD AVENUE/HIGHWAY 77 AND 24TH AVENUE N.W. ONE-THIRD MILE SOUTH OF FRANKLIN ROAD)

Attachments: Text File Victory

**Traffic Table** 

**Location Map** 

**Preliminary Plat** 

Site Plan

**Staff Report** 

**Pre-Development Summary** 

**Transportation Impacts** 

**Greenbelt Commission Comments** 

2-11-16 PC Minutes

ACTION NEEDED: Motion to approve or reject the preliminary plat for Victory Family Church Addition.

ACTION TAKEN:	

- 29 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.
- 30 Adjournment