

City of Norman, OK

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



Meeting Agenda

Tuesday, September 8, 2015

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-1516-12](#) APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL SPECIAL SESSION MINUTES OF AUGUST 18, 2015
CITY COUNCIL STUDY SESSION MINUTES OF AUGUST 18, 2015
CITY COUNCIL OVERSIGHT COMMITTEE MINUTES OF AUGUST 20, 2015
CITY COUNCIL CONFERENCE MINUTES OF AUGUST 25, 2015
CITY COUNCIL MINUTES OF AUGUST 25, 2015
NORMAN UTILITIES AUTHORITY MINUTES OF AUGUST 25, 2015
NORMAN MUNICIPAL AUTHORITY MINUTES OF AUGUST 25, 2015
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF AUGUST 25, 2015

Attachments: [August 18 Special Session minutes](#)

[August 18 Study Session Minutes.pdf](#)

[August 20 Oversight Minutes.pdf](#)

[August 25 Conference Minutes](#)

[August 25 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

4 [P-1516-3](#) PROCLAMATION P-1516-3: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING FRIDAY, SEPTEMBER 18, 2015, AS THE UNITED WAY OF NORMAN DAY OF CARING IN THE CITY OF NORMAN.

Attachments: [Text File Day of Caring](#)

[Day of Caring](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-3 proclaiming Friday, September 18, 2015, as United Way of Norman Day of Caring in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

- 5 [P-1516-4](#) PROCLAMATION P-1516-4: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SEPTEMBER 15 THROUGH OCTOBER 15, 2015, AS HISPANIC HERITAGE MONTH IN THE CITY OF NORMAN.

Attachments: [Text File Hispanic Heritage.pdf](#)

[Hispanic Heritage Month](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-4 proclaiming September 15 to October 15, 2015, as Hispanic Heritage Month in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

- 6 [P-1516-5](#) PROCLAMATION P-1516-5: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE WEEK OF SEPTEMBER 17 THROUGH 23, 2015, AS CONSTITUTION WEEK IN THE CITY OF NORMAN.

Attachments: [Text File Constitution](#)

[Constitution Week](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-5 proclaiming the week of September 17 through 23, 2015, as Constitution Week in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

- 7 [P-1516-6](#) PROCLAMATION P-1516-6: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SATURDAY, SEPTEMBER 26, 2015, AS ST. VINCENT DE PAUL FRIENDS OF THE POOR® WALK DAY IN THE CITY OF NORMAN.

Attachments: [Text File Walk of the Poor](#)

[Friends of the Walk Day](#)

ACTION NEEDED: Motion to acknowledge receipt of Proclamation P-1516-6 proclaiming Saturday, September 26, 2015, as St. Vincent De Paul Friends of the Poor® Walk Day in the City of Norman and direct the filing thereof.

ACTION TAKEN: _____

**8 Consent Docket I
Items 9 through 25 excluding Item 20**

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 9 through Item 25 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

- 9** [O-1516-6](#) CONSIDERATION OF ORDINANCE O-1516-6 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 1 AND 2, BLOCK 1, CLEVELAND INDUSTRIAL PARK, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE I-1, LIGHT INDUSTRIAL DISTRICT AND PLACE THE SAME IN THE C-2, GENERAL COMMERCIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3160 AND 3170 SOUTH CLASSEN BOULEVARD)

Attachments: [Text File O-1516-6](#)

[O-1516-6](#)

[Location Map](#)

[Site Plan](#)

[Staff Report](#)

[8-13-15 PC Minutes](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1516-6 upon First Reading by title.

ACTION TAKEN: _____

- 10 [O-1516-8](#) CONSIDERATION OF ORDINANCE O-1516-8 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 A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER OF SECTION 16, TOWNSHIP 8 NORTH, RANGE 2 WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE FAMILY DWELLING DISTRICT, AND PLACE THE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (EAST SIDE OF 12TH AVENUE S.E. ON THE NORTH SIDE OF COBBLESTONE CREEK DRIVE)

Attachments: [Text File O-1516-8](#)

[O-1516-8](#)

[Location Map](#)

[PUD Narrative w Exhibits](#)

[Protest Map and Protest as of 8-13-15](#)

[Support Map and letters as of 8-13-15](#)

[Support Petitions as of 8-13-15](#)

[Staff Report](#)

[8-13-15 PC Minutes](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1516-8 upon First Reading by title.

ACTION TAKEN: _____

- 11 [O-1516-9](#) CONSIDERATION OF ORDINANCE O-1516-9 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING A PORTION OF A UTILITY EASEMENT AND DRAINAGE EASEMENT LOCATED IN THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 9 NORTH, RANGE 3 WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (LOCATED SOUTH OF MEDICAL PARK DRIVE AND NORTH OF HEALTHPLEX PARKWAY WITHIN BLOCK 3, NRH MEDICAL PARK WEST ADDITION, SECTION 3, A PLANNED UNIT DEVELOPMENT)

Attachments: [Text File O-1516-9](#)

[O-1516-9](#)

[Location Map](#)

[Clerk Memo](#)

[Request Medical Park Closure](#)

[Letters of Non-Objection](#)

[Staff Report](#)

[8-13-15 PC Minutes](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1516-9 upon First Reading by title.

ACTION TAKEN: _____

- 12 [O-1516-13](#) CONSIDERATION OF ORDINANCE O-1516-13 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ADDING SECTION 20-609 TO ARTICLE VI, CHAPTER 20 OF THE CODE OF THE CITY OF NORMAN PROHIBITING THE USE OF AN ELECTRONIC COMMUNICATION DEVICE FOR THE PURPOSE OF COMPOSING, SENDING, OR READING A TEXT MESSAGE WHILE OPERATING A MOTOR VEHICLE THAT IS IN MOTION WHEN THE VEHICLE IS ON ROADS AND STREETS OF THE CITY OF NORMAN; PROVIDING FOR FINES AND COSTS FOR VIOLATION, EXCEPTIONS IN CERTAIN CIRCUMSTANCES, DEFINITIONS AND AN EFFECTIVE DATE OF NOVEMBER 1, 2015; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File O-1516-13](#)

[Ordinance - clean](#)

[Annotated Ordinance](#)

[Pertinent Excerpt Oversight Minutes](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1516-13 upon First Reading by title.

ACTION TAKEN: _____

- 13 [O-1516-14](#) CONSIDERATION OF ORDINANCE O-1516-14 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING ARTICLE VI, SECTION 20-607 OF CHAPTER 20 OF THE CODE OF THE CITY OF NORMAN BY MODIFYING THE REQUIREMENT FOR PROPER USE OF A CHILD RESTRAINT SYSTEM FOR A CHILD IN A VEHICLE OPERATED ON ROADWAYS AND STREETS OF THE CITY OF NORMAN; PROVIDING FOR EXCEPTIONS IN CERTAIN CIRCUMSTANCES; PROVIDING THAT SUCH VIOLATIONS OF THE REQUIREMENTS WILL BE ADMISSIBLE IN CIVIL ACTIONS IN CERTAIN INSTANCES; EXEMPTING INSPECTORS FROM LIABILITY IN CERTAIN INSTANCES; ESTABLISHING FINES AND COSTS FOR CERTAIN VIOLATIONS; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Attachments: [Text File O-1516-14](#)

[Ordinance Clean](#)

[Annotated Ordinance](#)

[Pertinent Excerpts Oversight Minutes](#)

ACTION NEEDED: Motion to Introduce and adopt Ordinance O-1516-14 upon First Reading by title.

ACTION TAKEN: _____

Report/Communication

- 14 [RPT-1516-1](#)
 [4](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE DEVELOPMENT OVERSIGHT COMMITTEE FOR TIF DISTRICT NO. 2 ANNUAL REPORT FOR THE PERIOD OCTOBER 31, 2014, TO JUNE 30, 2015, AND DIRECTING THE FILING THEREOF.

Attachments: [Text File Report TIF Report](#)
[Annual Report for FY15](#)

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

ACTION TAKEN: _____

- 15 [RPT-1516-1](#)
 [2](#) SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE PUBLIC SAFETY OVERSIGHT COMMITTEE ANNUAL REPORT AND DIRECTING THE FILING THEREOF.

Attachments: [Text File Report TIF Report](#)
[PSOC Annual Report](#)

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

ACTION TAKEN: _____

Final Plat

- 16 [FP-1516-6](#) CONSIDERATION OF A FINAL PLAT FOR ABSENTEE SHAWNEE HEALTH CENTER ADDITION, SECTION 3, AND ACCEPTANCE OF PUBLIC DEDICATIONS CONTAINED THEREIN. (GENERALLY LOCATED NORTH AND EAST OF THE INTERSECTION OF 156TH AVENUE N.E./AMERICAN LEGION ROAD AND LITTLE AXE DRIVE)

Attachments: [Text File Final Plat](#)
[Location Map](#)
[Final Plat](#)
[Site Plan](#)
[Preliminary Plat](#)
[Staff Report](#)
[Development Committee Application](#)

ACTION NEEDED: Motion to approve or reject the final plat for Absentee Shawnee Health Center Addition, Section 3; and, if approved, direct the filing of the final plat.

ACTION TAKEN: _____

Encroachment

- 17 [EN-1516-1](#) CONSIDERATION OF CONSENT TO ENCROACHMENT 1516-1 FOR LOTS 1 AND 2, BLOCK 2, EAGLETON ADDITION, NORMAN, CLEVELAND COUNTY, OKLAHOMA (206 SOUTH LAHOMA AVENUE)

Attachments: [Text File Encroachment](#)

[Consent](#)

[Encroachment Request](#)

[Site Plan 206 Lahoma](#)

[Clerk Memo](#)

[Planning Memo](#)

[Utilities Dept Memo](#)

[Public Works Memo](#)

[OG&E Letter](#)

[ONG Letter](#)

[OEC Email](#)

ACTION NEEDED: Motion to approve or reject Consent to Encroachment EN-1516-1; and, if approved, direct the filing thereof with the Cleveland County Clerk.

ACTION TAKEN: _____

Contract

- 18 [K-1314-136](#)
[CO#1](#) CHANGE ORDER NO. ONE TO CONTRACT K-1314-136: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND ARCHER WESTERN CONSTRUCTION, L.L.C. EXTENDING THE CONTRACT TIME BY 47 CALENDAR DAYS FOR THE WATER RECLAMATION FACILITIES PHASE 2 IMPROVEMENTS.

Attachments: [Text File Change Order](#)

[change order](#)

ACTION NEEDED: Acting as the Norman Utilities Authority, motion to approve or reject Change Order No. One to Contract K-1314-136 with Archer Western Construction, L.L.C., extending the contract time by 47 calendar days; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 19 [K-1415-79](#)
[FINAL](#) FINAL ACCEPTANCE AND FINAL PAYMENT OF CONTRACT K-1415-79: BY AND BETWEEN PRECISION CONCRETE CUTTING OF OKLAHOMA, L.L.C., FOR THE CORE AREA SIDEWALK REPAIR PROJECT.

Attachments: [Text File Final Accpt](#)

[Sidewalk Survey Area](#)

ACTION NEEDED: Motion to accept or reject the project; and, if accepted, direct final payment in the amount of \$9,485 to Precision Concrete Cutting of Oklahoma, L.L.C.

ACTION TAKEN: _____

- 20 [K-1516-47](#) CONTRACT K-1516-47: A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS, THE CITY OF OKLAHOMA CITY, THE CITY OF NORMAN, THE CITY OF EDMOND, THE CITY OF MOORE, THE CITY OF MIDWEST CITY, AND THE CITY OF DEL CITY CREATING A REGIONAL TASK FORCE TO ESTABLISH THE STRUCTURE, DESIGN AND RULES OF OPERATION FOR A PROPOSED REGIONAL TRANSIT AUTHORITY.

Attachments: [Text File K-1516-47.pdf](#)

[K-1516-47](#)

ACTION NEEDED: Motion to approve or reject Contract K-1516-47 with the Association of Central Oklahoma Governments; the City of Oklahoma City; the City of Norman; the City of Edmond; the City of Moore; the City of Midwest City; and the City of Del City; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

- 21 [K-1516-50](#) 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 K-1516-50, AND BUDGET APPROPRIATION FROM THE SPECIAL REVENUE FUND BALANCE ACCOUNT.

Attachments: [Text File K-1516-50](#)

[Grant Agreement](#)

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 K-1516-50; 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: _____

- 22** [K-1516-51](#) CONSIDERATION OF ACCEPTANCE OF A GRANT IN THE AMOUNT OF \$78,700 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; APPROVAL OF CONTRACT K-1516-51; AND BUDGET APPROPRIATION FROM THE SPECIAL GRANTS FUND BALANCE.

Attachments: [Text File K-1516-51](#)

[Grant Agreement](#)

ACTION NEEDED: Motion to accept or reject a grant in the amount of \$78,700 from the Oklahoma Office of Homeland Security to be used by the Police Department; and, if accepted, approve Contract K-1516-51; authorize the execution thereof and appropriate \$78,700 from the Special Grants Fund Balance (022-0000-253.20-00) designating \$43,200 to Project GP0115, HWY SFTY AL-16-03-10-08, Other Salary/Overtime-Regular (022-6019-421.21-10), \$19,000 to GP-0116, HWY SGFTY PT 16-03-15-08, Other Salary/Overtime-Regular (022-6019-421.21-10; and \$16,500 GP-0116, HWY SGFTY PT 16-03-15-08, Training & Development (022-6019-421.40-17; and upon reimbursement, deposit the funds into Other Revenue/Traffic & Alcohol Enforcement (022-0000-331.13-40).

ACTION TAKEN: _____

- 23** [K-1516-55](#) CONTRACT K-1516-55: A MEMORANDUM OF UNDERSTANDING WITH THE OKLAHOMA OFFICE OF HOMELAND SECURITY REGARDING GRANT FUNDS IN THE AMOUNT OF \$692,497 RECEIVED FROM THE UNITED STATES DEPARTMENT OF HOMELAND SECURITY TO BE ASSIGNED TO THE OKLAHOMA STATE BUREAU OF INVESTIGATION (OSBI) TO CONTINUE SUPPORT OF THE STATEWIDE INFORMATION SHARING AND CRITICAL INFRASTRUCTURE PROTECTION PROJECTS

Attachments: [Text File K-1516-55](#)

[OOHS Grant Contract](#)

ACTION NEEDED: Motion to approve or reject Contract K-1516-55 with the Oklahoma Office of Homeland Security; and, if approved, authorize the execution thereof.

ACTION TAKEN: _____

Resolution

- 24** [R-1516-16](#) RESOLUTION R-1516-16: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$10,000 FROM THE ROOM TAX FUND BALANCE TO BE USED BY THE NORMAN ARTS COUNCIL FOR AN ARTISTS' EXCHANGE PROGRAM WITH NORMAN'S SISTER CITY OF AREZZO, ITALY.

Attachments: [Text File Appropriation](#)

[R-1516-16](#)

[Arezzo City Letter](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1516-16.

ACTION TAKEN: _____

- 25 [R-1516-17](#) RESOLUTION R-1516-17: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN EMPLOYEES RETIREMENT SYSTEM PLAN DOCUMENT TO COMPLY WITH RECENT LAW CHANGES; AND PROVIDING FOR AN EFFECTIVE DATE.

Attachments: [Text File R-1516-17](#)

[R-1516-17](#)

[NERS Amended Plan Document](#)

[NERS Plan Document Annotated](#)

ACTION NEEDED: Motion to adopt or reject Resolution R-1516-17.

ACTION TAKEN: _____

Non-Consent Items

- 26 [K-1516-11](#) PUBLIC HEARING REGARDING ACCEPTANCE OF A GRANT IN THE AMOUNT OF \$14,905 TO THE CITY OF NORMAN AND CLEVELAND COUNTY FROM THE UNITED STATES DEPARTMENT OF JUSTICE/BUREAU OF JUSTICE ASSISTANCE (DOJ/BJA) THROUGH THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM WITH NORMAN'S PORTION OF \$13,405 TO BE USED BY THE NORMAN POLICE DEPARTMENT FOR ON-LINE TRAINING/DISTANCE LEARNING, APPROVAL OF CONTRACT K-1516-11, AND BUDGET APPROPRIATION FROM THE JAG GRANT REVENUE ACCOUNT.

Attachments: [Text File Public Hearing](#)

[Grant Approval Letter](#)

[Grant Contract](#)

[Grant Manager Project Summary](#)

ACTION NEEDED: Motion to conduct a public hearing.

ACTION TAKEN: _____

ACTION NEEDED: Motion to close the public hearing.

ACTION TAKEN: _____

ACTION NEEDED: Motion to accept or reject a grant in the amount of \$14,905 from DOJ/BJA through the JAG Program to be used by the Police Department; and, if accepted, approve Contract K-1516-11; authorize the execution thereof; increase Other Revenue/JAG Grant (022-0000-331.13-33) by \$14,095; appropriate \$14,905 to Project GP0019, JAG Grant, designating \$13,405 to Workshops and Seminars (022-6017-421.46-04), and \$1,500 to Miscellaneous Pass-Thru Refunds (022-6017-421.47-54); and direct payment in the amount of \$1,500 to Cleveland County upon receipt of invoice.

ACTION TAKEN: _____

27 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.

28 Adjournment