



**CITY OF NORMAN, OK**  
**CITY COUNCIL OVERSIGHT COMMITTEE MEETING**  
Municipal Building, Executive Conference Room, 201 West Gray, Norman,  
OK 73069  
Thursday, March 12, 2026 at 4:00 PM

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## **MINUTES**

The Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, March 12, 2026 at 4:00 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

### **CALL TO ORDER**

Chair, Helen Grant called the meeting to order at 4:00 pm.

### **MEMBERS PRESENT**

Councilmember Ward 4 Helen Grant, Chair  
Councilmember Ward 1 David Gandesbery  
Councilmember Ward 5 Brandon Nofire  
Councilmember Ward 8 Scott Dixon

### **OTHERS PRESENT**

Councilmember Ward 3 Robert Bruce  
Councilmember Ward 6 Joshua Hinkle  
Mayor Stephen Holman  
Mr. Darrell Pyle, City Manager  
Ms. Kathryn Walker, Assistant City Attorney IV  
Ms. Beth Muckala, Assistant City Attorney III  
Mr. Scott Sturtz, Public Works Director  
Ms. Katherine Griffith, Administrative Technician III, City Clerk

## AGENDA ITEMS

### 1. CONTINUED DISCUSSION OF THE CITY PROCESS WHEN CREATING A TAX INCREMENT FINANCE DISTRICT.

The Committee continued its discussion regarding the City's process for establishing Tax Increment Finance (TIF) districts.

Ms. Kathryn Walker, Assistant City Attorney IV, provided a draft policy and procedures document and went over information regarding the creation and implementation of Tax Increment Finance (TIF) Districts for the City of Norman.

She explained that the purpose of the proposed policy and procedures is to provide direction for the establishment and approval of Tax Increment Finance (TIF) districts and to set forth an application process for projects within the City of Norman.

It was noted that the City's use of TIF revenue should support efforts to reserve public resources for substantial and significant public benefit. These benefits may include, but are not limited to:

- Projects that strengthen the employment and economic base of the City
- Increase property values and tax revenues,
- Facilitate economic self-sufficiency,
- Promote projects of community-wide importance,
- Attract catalyst projects to targeted areas.

Additionally, TIF revenues should be used to accelerate the improvement of market conditions to support desired development that would not otherwise occur within the area or within a desired timeframe.

Ms. Walker reviewed the statutory criteria for creating a TIF District under the Local Development Act, 62 O.S. § 850 et seq. She explained that, in addition to statutory requirements, the City must ensure that each proposed TIF District meets the following criteria:

- Without dedicated funds from a TIF District, development or redevelopment would not otherwise occur.
- The use of a TIF District is an appropriate incentive tool for the proposed project(s).
- The area proposed for designation as a TIF District is projected to increase in real property taxable value within the first five years following establishment of the district.
- The proposed TIF District is expected to support development or revitalization within the district boundaries across multiple properties of separate ownership.
- The TIF District is expected to support and encourage development that will have a positive net fiscal impact on the City as a whole.

Ms. Walker further noted that the public purpose for any proposed TIF District must be clearly defined and may include:

- Removing barriers to development.
- Providing a catalytic center point for the revitalization of a designated area.
- Supporting infill development.
- Protecting existing community assets.
- Providing a future funding stream to support the issuance of bonds by a partner entity or to provide for a loan.

Councilmembers requested that an official definition of “affordable housing” be clarified and included in the policy and procedures. Additionally, Ms. Walker will provide the enterprise zone map at the next meeting to allow Council to further review and consider potential areas for designation as TIF districts.

The Committee discussed items they would like to see added to or removed from the policy and procedures, including establishing parameters for the committee, such as the number of members and the composition of the Stakeholder Committee.

The Committee asked Ms. Walker to revise the policy and procedures as discussed and to bring the updated document back to the Committee at the next Oversight Meeting. They also requested the applicable draft ordinance be ready at the April meeting for Committee review prior to submitting it to the full Council for consideration.

**ADJOURNMENT**

The meeting was adjourned at 4:51 pm.

**ATTEST:**

*Jamie Meyer*  
City Clerk



*[Signature]*  
Mayor