



CITY OF NORMAN, OK CITY COUNCIL SPECIAL MEETING

**Municipal Building, Executive Conference Room, 201 West Gray, Norman,
OK 73069**

Tuesday, August 30, 2022 at 5:30 PM

MINUTES

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Special Session in the Executive Conference Room of the Norman Municipal Building on the 30th day of August, 2022, at 5:30 p.m., and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray 48 hours prior to the beginning of the meeting.

CALL TO ORDER

PRESENT

Mayor Larry Heikkila
Councilmember Ward 1 Brandy Studley
Councilmember Ward 2 Lauren Schueler
Councilmember Ward 3 Kelly Lynn
Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Rarchar Tortorello
Councilmember Ward 6 Elizabeth Foreman
Councilmember Ward 7 Stephen Holman
Councilmember Ward 8 Matthew Peacock

AGENDA ITEMS

1. DISCUSSION REGARDING WARMING SHELTER OPTIONS.

Mr. Anthony Purinton, Assistant City Attorney, provided the background on the history of shelters in Norman. He said the City has known since 2008 that there was an inadequate inventory of low-barrier emergency shelter space in Norman. He said from 2008-2015 there was sporadic funding through the Social and Voluntary Services Commission to help fund these services. Shelter services funded through that program include Salvation Army, approximately 20 person capacity with two family rooms; Transition House; and Women's Resource Center. In January 2015, the City provided \$20,000 to Food and Shelter (F&S) for hotel room vouchers as well as funding for to operate a winter warming shelter in their dining room. F&S stopped providing the warming shelter in 2019. The City of Norman started providing those services, meant to be on a temporary emergency basis. The City contracted to rent a facility on Comanche and in 2022, the property owner gave notice to the City to vacate the property by June 30, 2022, due to the cancellation of insurance.

Mr. Purinton said, as a result, Staff began working on Request for Proposal (RFP-2122-85) seeking proposals from non-profit organizations for the operation of a low-barrier overnight shelter. The requested program elements include an overnight shelter with a preference to those who could provide services 24 hours a day seven days a week; target bed space was 20-30 men and 15-20 women; robust staffing for site supervision to prevent loitering; and the proposer was to find or provide an appropriate location, with

City assistance if necessary, to provide those services. The proposer could also partner with other agencies to provide the services.

Proposals were received from the Salvation Army and Food and Shelter and both asked for an additional four year commitment:

Salvation Army's proposal was year round operation from 4:30 p.m. to 8:00 a.m.; women and children only, capacity of 20; an evening meal provided; and expansion of their current case management services. However, the proposal does not increase their total bed space at their existing facility. The total cost is \$440,857.

Food and Shelter's proposal preliminarily identified the old CVS building at Main Street and Flood Avenue as the shelter location; however, that location is no longer available so they are working on other locations. It would be a year round operation from 5:00 p.m. to 7:00 a.m.; men only with a capacity of 50, but also willing to house women. F&S proposed two case managers on site from 5:00 p.m. to 8:00 p.m. as well as transportation services at 7:00 a.m. to the F&S campus on Reed Avenue.

Mr. Purinton highlighted a few things for Council to consider. One proposal does not expand total bed capacity, only transitions current capacity to low-barrier with women only at a cost of \$440,000. Splitting locations for men and women doubles the cost of overhead to operate both facilities. The City can not operate on a five year contract since funding will be from the General Fund and would have to be appropriated each year by Council through the budget process. The location identified by F&S might draw significant objection due to its proximity to residential and Norman High School. He said zoning requirements are also not something the City could waive via contract.

Mr. Purinton said Council could accept one or both or neither proposal. He said the scope of the RFP could be narrowed and returned to the proposers to attempt to address concerns during contract negotiations. He suggested awarding the contract on the basis of the proposer finding a location and successfully obtaining proper zoning for the subject property.

Councilmember Studley liked a year round operation to address extreme temperatures. She supported moving forward with F&S and was concerned about the criteria the Salvation Army currently operates under and said their proposal will not add any beds to what they are already providing. Councilmember Lynn was concerned about the cost for one year exceeding the previous two year's cost.

Councilmember Peacock asked if grant funding would still be available through Emergency Solutions Grants to cover most of the cost. Ms. Lisa Krieg, Grants Manager, said the funding the City received was Cares Act funding and would not get that moving forward. She said the Continuum of Care does receive an appropriation of Emergency Solutions Grants and it is approximately \$175,000 per year that is split between the Salvation Army, F&S and the Thunderbird Clubhouse. Using those funds would take monies from those agencies who participate in rapid rehousing opportunities. Councilmember Peacock was also concerned about the costs and wanted to explore other funding opportunities to cover the City's cost in the program.

Item 1, continued

Other members of Council agreed the cost is high, but it is a service that is needed in our community and Council has heard from the community that the City should partner with social service agencies who are better suited to provide the services.

Councilmember Holman asked for a breakdown of the costs proposed. Several felt like moving forward with F&S made the most sense since the Salvation Army proposal was not adding in capacity to address the current needs. Other questions for follow-up included who would own the property and where it would be located.

Councilmember Schueler felt the City should continue to negotiate the contract that is most cost effective to the City and the non-profit providing the services.

Councilmember Grant asked if the County might partner in a funding the solution since the Continuum of Care is for all of Cleveland County.

2. DISCUSSION REGARDING THE CITY ATTORNEY HIRING PROCESS.

Mr. Darrel Pyle, City Attorney, said the citizens of Norman voted to amend the City's Charter to have the City Attorney be an employee of the City Council. He asked for Council's guidance on how they would like to move that forward. Ms. Margaret Love has been the City's outside Counsel on employee related matters and Council could work her to development a job announcement to bring back for review. The direction of Council was to move forward with Ms. Love to develop the job description and supported the formal hiring of Ms. Kathryn Walker as their City Attorney. Terms of the contract would be coordinated with Council during Executive Session with Ms. Love.

3. CONSIDERATION OF ADJOURNING INTO AN EXECUTIVE SESSION AS AUTHORIZED BY OKLAHOMA STATUTES, UNDER TITLE 25 § 307(B)(4) TO DISCUSS PENDING LITIGATION ASSOCIATED WITH SHAZ INVESTMENT GROUP, L.L.C., VS. THE CITY OF NORMAN, CLEVELAND COUNTY COURT CASE CJ-2021-1044(K) AND HUNTER MILLER FAMILY VS. CITY OF NORMAN, CLEVELAND COUNTY COURT CASE CV-2022-683(K), AND AS AUTHORIZED UNDER TITLE 25 § 307(B)(3) TO DISCUSS THE POSSIBLE PURCHASE OF REAL PROPERTY LOCATED AT 1210 WEST ROBINSON STREET.

Motion made by Councilmember Ward 6 Foreman, Seconded by Councilmember Ward 2 Schueler.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Studley, Councilmember Ward 2 Schueler, Councilmember Ward 3 Lynn, Councilmember Ward 4 Grant, Councilmember Ward 5 Tortorello, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

The City Council adjourned into Executive Session at 6:50 p.m. Mr. Darrel Pyle, City Manager; Ms. Kathryn Walker, City Attorney; Mr. Rick Knighton, Assistant City Attorney, were in attendance at the Executive Session.

Item 3, continued

Motion made by Councilmember Ward 6 Foreman, Seconded by Councilmember Ward 2 Schueler.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Studley, Councilmember Ward 2 Schueler, Councilmember Ward 3 Lynn, Councilmember Ward 4 Grant, Councilmember Ward 5 Tortorello, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

The Executive Session was adjourned out of and the Special Session was reconvened at 7:28 p.m.

Pending litigation associated with Shaz Investment Group, L.L.C., vs. the City of Norman, and Hunter Miller Family vs. City of Norman and the possible purchase of real property located at 1210 West Robinson Street were discussed in Executive Session. No action was taken and no votes were cast.

ADJOURNMENT

The meeting was adjourned at 7:30 p.m.

City Clerk

Mayor