



# CITY OF NORMAN, OK CITY COUNCIL RETREAT

NCED, Garden Room, 2501 Conference Drive, Norman, OK 73069  
Friday, August 30, 2024, and Saturday, August 31, 2024, at 9:00 AM

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## MINUTES

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Retreat at NCED, Boomer B Room, on the 30th day of August, 2024, at 9:00 a.m., and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray Street and Embassy Suites at 2501 Conference Center Drive 48 hours prior to the beginning of the meeting.

### CALL TO ORDER

#### PRESENT

Mayor Larry Heikkila  
Councilmember Ward 1 Austin Ball  
Councilmember Ward 2 Matthew Peacock  
Councilmember Ward 3 Bree Montoya  
Councilmember Ward 4 Helen Grant  
Councilmember Ward 5 Michael Nash  
Councilmember Ward 6 Joshua Hinkle  
Councilmember Ward 7 Stephen Holman  
Councilmember Ward 8 Scott Dixon

### AGENDA ITEMS

1. DISCUSSION REGARDING 2024-2025 PRIORITIES, GOALS, AND OBJECTIVES FOR CITY COUNCIL INCLUDING UPDATES FROM STAFF.

#### ***Council Resources***

Mr. Rick Knighton, Interim City Attorney, provided an overview about the use of social media, City issued iPads and cell phones and privileged and confidential communications.

#### ***Open Meeting Act***

Mr. Knighton highlighted the Open Meetings Act including how it pertains to emails.

#### ***Council Meeting Time and Decorum***

Council discussed possibly changing the Council meeting time to 5:30 p.m. and eliminate Council Conferences. Subjects currently scheduled for Council Conferences could be added to the Study Session schedule. Council concurred to start the regular meeting at 5:30 p.m. and not conducting any business after 9:00 p.m. Miscellaneous Comments would begin at 9:00 p.m. and any remaining business items would be carried over to the next Council agenda.

### ***Council Meeting Time and Decorum, continued***

Councilmembers also discussed the “Rule of Three” and agreed when used, it should be submitted 10 days in advance of the meeting.

### ***City Council Handbook***

Mr. Knighton presented a draft City Council handbook, currently being written by the Legal Department at the request of Staff. He highlighted the items included in the handbook and encouraged Council to submit additional topics if they wish to include them in the handbook.

### ***Boards and Commissions***

Ms. Shannon Stevenson, Assistant City Manager, said Council has discussed this topic many times over the past few years, but Staff would ask Council to reconsider it to address duplication of duties and Staff time. Staff proposed to combine Greenbelt Commission and Tree Board with the Board of Parks Commissioners. Other items previously discussed included retooling the Human Rights Commission to remove the hearing items and the Animal Welfare Oversight Committee to reflect their current duties. Board of Adjustment and the Norman Election Commission will increase their membership from five to seven to try to address quorum issues. There was Council concurrence to move these items forward for formal consideration.

### ***Potential Ten Year Election Schedule***

Councilmembers discussed developing a ten year election schedule and identified the following items that would need to come before the voters in coming years and potential dates:

OEK franchise  
Stormwater – potentially 2025  
Regional Transit (RTA) – potentially Fall 2025  
NORMAN FORWARD II – Fall 2027  
Street Maintenance Bond Program - 2026  
Street/Transportation Bond Program - 2029  
Sewer Rate increase  
Public Safety Sales Tax increase, wait for results of the Public Safety Study  
Weather Museum  
Solid Waste

The meeting recessed at 3:11 p.m. to be reconvened at 9:00 a.m. Saturday, August 31, 2024.

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The meeting reconvened at 9:00 a.m., August 31, 2024.

## **Policy Agenda and Goal Setting**

### ***Carryover from FYE 2024***

- Preapproved Design Catalog
- Evaluation of all City fees
- Restructuring boards, commissions and committees
- Homelessness-permanent housing
- Tree Ordinance updates (Tree Planting Program and funding)
- Affordable housing
- Entertainment Overlay District and Noise Ordinance update
- Tourism initiatives – agri-tourism Lake Thunderbird
- Update to ULI Study on Griffin property
- Sobering Center
- Public Safety Study
- Council Handbook
- Shopping carts
- Homebase Plan review
- Parking maximums
- Release of funds in Center City Tax Increment Finance District for infrastructure improvements
- Comp Plan/SWMP/Transportation/Wastewater/Water updates
- Mental Health addiction
- Micro grants for place making
- Expansion of the Central Norman Zoning Overlay District
- East side revitalization
- NORMAN FORWARD II
- Reinvest Norman
- Continue review of bus routes and long term growth
- ADA sidewalks

### ***FYE 2025 Goals***

- Livable cities
- Tax Increment Finance District Master Plan
- Pet friendly cities
- Zoning Ordinance update
- Road diets / roundabouts
- Guest Room tax on RV parks
- Short Term Rental Ordinance update
- Parking tax
- Crosswalk Policy, colored, hawk systems
- Environmental incentive programs
- Park safety (blue lights)
- Park impact fee
- ADA sports facilities
- Tomorrow Fund – grants to low income families for property maintenance
- Food forestry

Mayor Heikkila thanked everyone for their participation and team effort in this goal setting session. He said the City Clerk will prepare a final report of the proposed goals and priorities and forward to Council.

## **ADJOURNMENT**

The meeting was adjourned at 12:00 p.m.

ATTEST:

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City Clerk

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Mayor