



**CITY OF NORMAN, OK**  
**CITY COUNCIL OVERSIGHT COMMITTEE MEETING**  
Municipal Building, Executive Conference Room, 201 West Gray, Norman,  
OK 73069  
Thursday, June 09, 2022 at 4:00 PM

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## **AGENDA**

*It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, retaliation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.*

### **CALL TO ORDER**

### **AGENDA ITEMS**

1. DISCUSSION REGARDING THE SMOKING ORDINANCE.
2. CONTINUED DISCUSSION REGARDING THE CITY'S BOARDS, COMMISSIONS AND COMMITTEES.
3. DISCUSSION REGARDING HISTORIC PRESERVATIONS OF BUILDINGS.
4. STAFF REPORT ON HOMELESS ACTIVITY.

### **ADJOURNMENT**



2022

# NORMAN TOBACCO-FREE CITY OWNED PROPERTY ORDINANCE

**PREPARED BY**

ALI QUILTZSCH AND SARA SANCAK  
CLEVELAND COUNTY TSET HEALTHY LIVING  
PROGRAM

# ABOUT US



## TSET HEALTHY LIVING PROGRAM

The TSET Healthy Living Program serving Cleveland County partners with local community partners to help prevent cancer and cardiovascular disease by reducing tobacco use and obesity.

This report was created to show the environment of Norman without a current tobacco free city owned property ordinance in place.

# NORMAN TOBACCO-FREE CITY OWNED PROPERTY

Tobacco use is the number one preventable cause of death.

- Tobacco use kills more than 7,500 Oklahomans every year.
- Tobacco smoke contains at least 250 harmful chemicals and at least 69 known carcinogens.
- Tobacco causes cancer, heart disease, and respiratory illnesses.
- In Oklahoma, more than 21 percent of adults smoke.

**EVERY YEAR WE SPEND**

**\$3.7 Billion**

**or \$1,272 per adult**



**on smoking-related  
health care costs and  
lost productivity**



# WHY TOBACCO-FREE?

1. Can help end a vicious cycle in which employees and visitors are exposed to higher rates of secondhand smoke and seeing others use tobacco products, people are more likely to use tobacco products themselves
2. Will demonstrate that your community cares about the health of its citizens and employees, and it will give everyone the opportunity to demonstrate by example that tobacco use is not the norm and is unhealthy
3. Secondhand smoke is hazardous to your health
  - a. Secondhand smoke is responsible for nearly 50,000 deaths among adult nonsmokers each year in the United States.
4. There is wide support
  - a. More than 81 percent of Oklahomans want cities and towns to adopt smokefree policies for all workplaces.
  - b. At least 52 Oklahoma communities have passed tobacco-free ordinances
5. Tobacco-free laws are effective
  - a. More than 55 peer-reviewed research studies have shown that tobacco-free policies reduce tobacco use, exposure to secondhand smoke, and tobacco-related illnesses and death.
6. A comprehensive tobacco-free policy supports tobacco users who want to quit
  - a. A little more than 15 percent of people who smoke have used chewable or dissolvable tobacco products in places where they are prohibited from smoking
7. Litter from tobacco products is harmful to children, pets, and the environment
  - a. In 2012, American poison control centers received more than 8,600 reports of poisoning from the ingestion of cigarettes, cigarette butts, and other tobacco products. Nearly 85 percent of these poisonings were in children ages five and younger

# WHY PURSUE THIS?

## LOCAL GOVERNMENTS MAY WISH TO PASS TOBACCO-FREE LAWS FOR THREE REASONS

- 1.State law expressly allows local governments to pass laws that regulate smoking on property the local government owns or operates. A local government may choose to strengthen the state law by making its properties, such as city hall or a city park, 100 percent smoke free.
- 2.State law regulates only smoking, so a local government can further protect its residents, employees, and visitors by passing a local law that also prohibits the use of vapor products and smokeless tobacco products on local government property.
- 3.A local government may wish to pass a local smokefree air law so that it can enforce the state law at the local level. By adopting a local smokefree air law that contains the limitations in state law, a community gains the power to enforce the state law locally



# NORMAN'S HISTORY

- 2015/2016 - Our team met with, Mayor Rosenthal, to discuss this policy. Her concerns were that if we passed policy we would not have a way to enforce it. She asked that we collect data; surveyed Westwood Golf Course and shared those results with her and Jud Foster.
  - That survey overall resulted in most mentioning that they did not care about tobacco use at the park or would like for it to not be allowed. The staff of the golf course shared that they did not want to allow tobacco use due to the mess it caused on the property.
- We continued to meet with Norman Parks and Council-Members over the years to gain support but didn't try to pass policy again until a few years later (2019).
- Met with Mayor Clark later and attended Oversight Committee to see when I could present. Someone from the city presented on our behalf; nothing came of this.

Now, we're here again with survey results, policy suggestions, and benefits to proceeding.



# HEALTHY INCENTIVE GRANTS FOR COMMUNITIES

- **An updated tobacco ordinance WOULD make Norman eligible for additional funds.**
  - The City has received a total of \$50,000 from the HIGC funds in 2012 & 2013.
  - Since that time the criteria has been updated and maximum funding increased to a total of \$150,000.
  - **Thus, Norman remains eligible for \$100,000.**

The grant criteria for FY23 will be updated and available shortly after July 1st, 2022.



# HEALTHY INCENTIVE GRANTS FOR COMMUNITIES

Funding is determined based upon the following:

- a. The city adopting an ordinance that prohibits smoking and the use of tobacco products (including e-cigarettes and vaping devices) on all indoor/outdoor city owned/operated property
- b. The level (or strength) of the Worksite Wellness policy adopted and the municipality's practices in support of the policy
- c. Community Actions achieved by the community toward an environment of wellness; and
- d. The population size of the city/municipality. The higher the population size, the larger the potential grant award.

Community Classification/Size <sup>1</sup>	Bronze Class	Silver Class	Gold Class	Maximum Combined
Rural – up to 4,299	\$10,000	\$12,000	\$14,000	\$36,000
Small – 4,300 up to 9,999	\$10,000	\$15,000	\$25,000	\$50,000
Medium – 10,000-29,999	\$24,000	\$36,000	\$60,000	\$120,000
Large – 30,000+	\$30,000	\$45,000	\$75,000	\$150,000
OKC/Tulsa	\$40,000	\$60,000	\$100,000	\$200,000

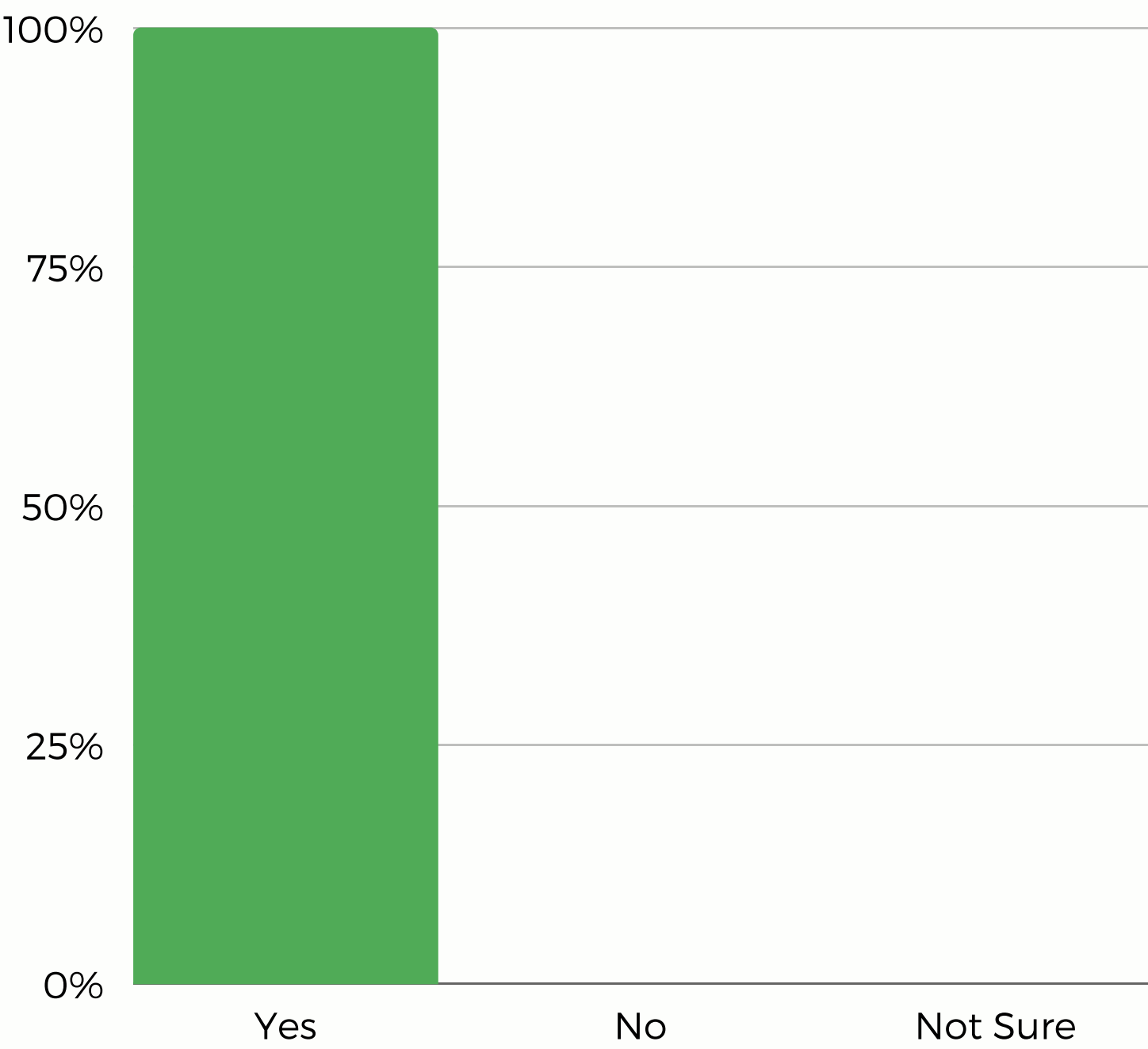
<https://oklahoma.gov/content/dam/ok/en/tset/documents/funding/FY22-HIGC-Guidelines-Application-and-Resources-Final-07262021.pdf>

# SURVEY RESULTS

## CLEVELAND COUNTY PUBLIC OPINION SURVEY

**Secondhand smoke means smoke breathed in from lighted or heated tobacco or plant product being smoked by others. This could be from cigarettes, cigars, pipes, etc. Do you believe that secondhand smoke is harmful to your health?**

ANSWER CHOICES	RESPONSES	
Yes	100%	12
No	0.00%	0
Not Sure	0.00%	0
TOTAL	12	

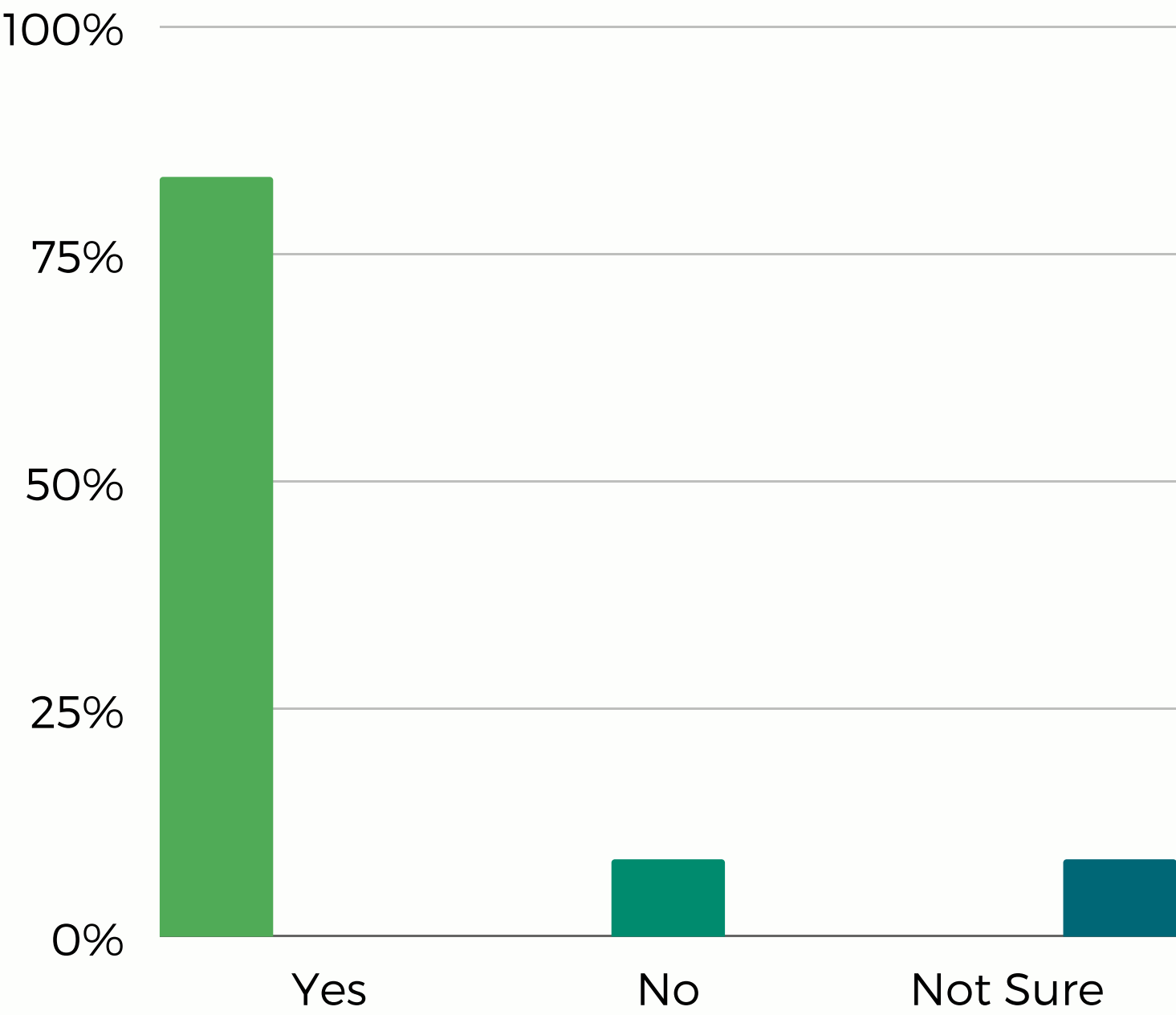


# SURVEY RESULTS

## CLEVELAND COUNTY PUBLIC OPINION SURVEY

In Oklahoma, cities and towns can pass policies that make public, city-owned property including parks and recreational spaces smoke-free, tobacco-free, and vape-free. These policies do not cover privately owned property like businesses, homes, etc. Do you believe that all city property in your community should be smoke-free, tobacco-free, and vape-free?

ANSWER CHOICES	RESPONSES	
Yes	83.33%	10
No	8.33%	1
Not Sure	8.33%	1
TOTAL	12	

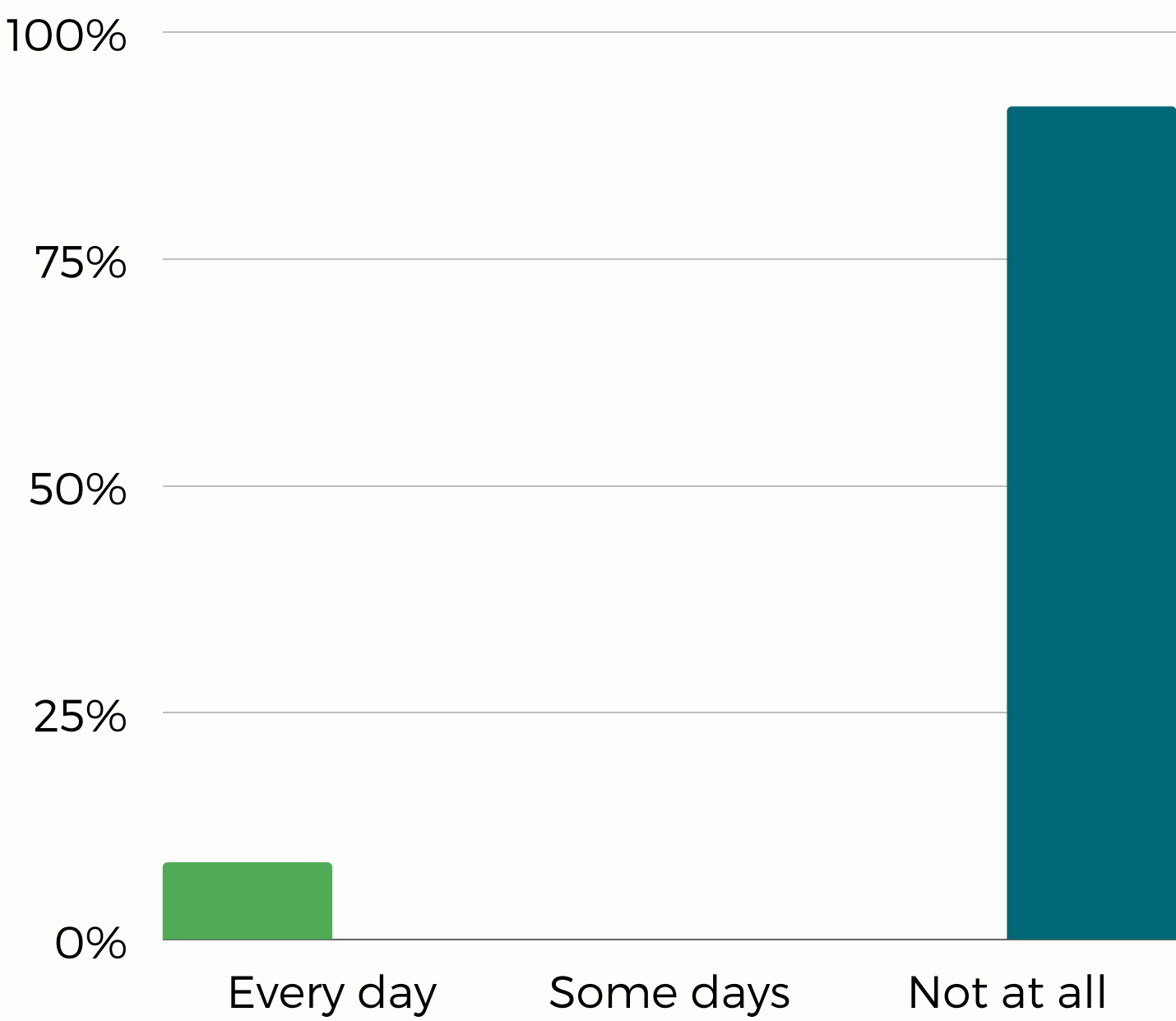


# SURVEY RESULTS

## CLEVELAND COUNTY PUBLIC OPINION SURVEY

**Do you smoke, vape, or use other tobacco products every day, some days, or not at all?**

ANSWER CHOICES	RESPONSES	
Every day	8.33%	1
Some days	0.00%	0
Not at all	91.67%	11
TOTAL	12	





# SURVEY RESULTS

## WESTWOOD GOLF COURSE VISITOR SURVEY

Indicate if you agree or disagree with the following statements?

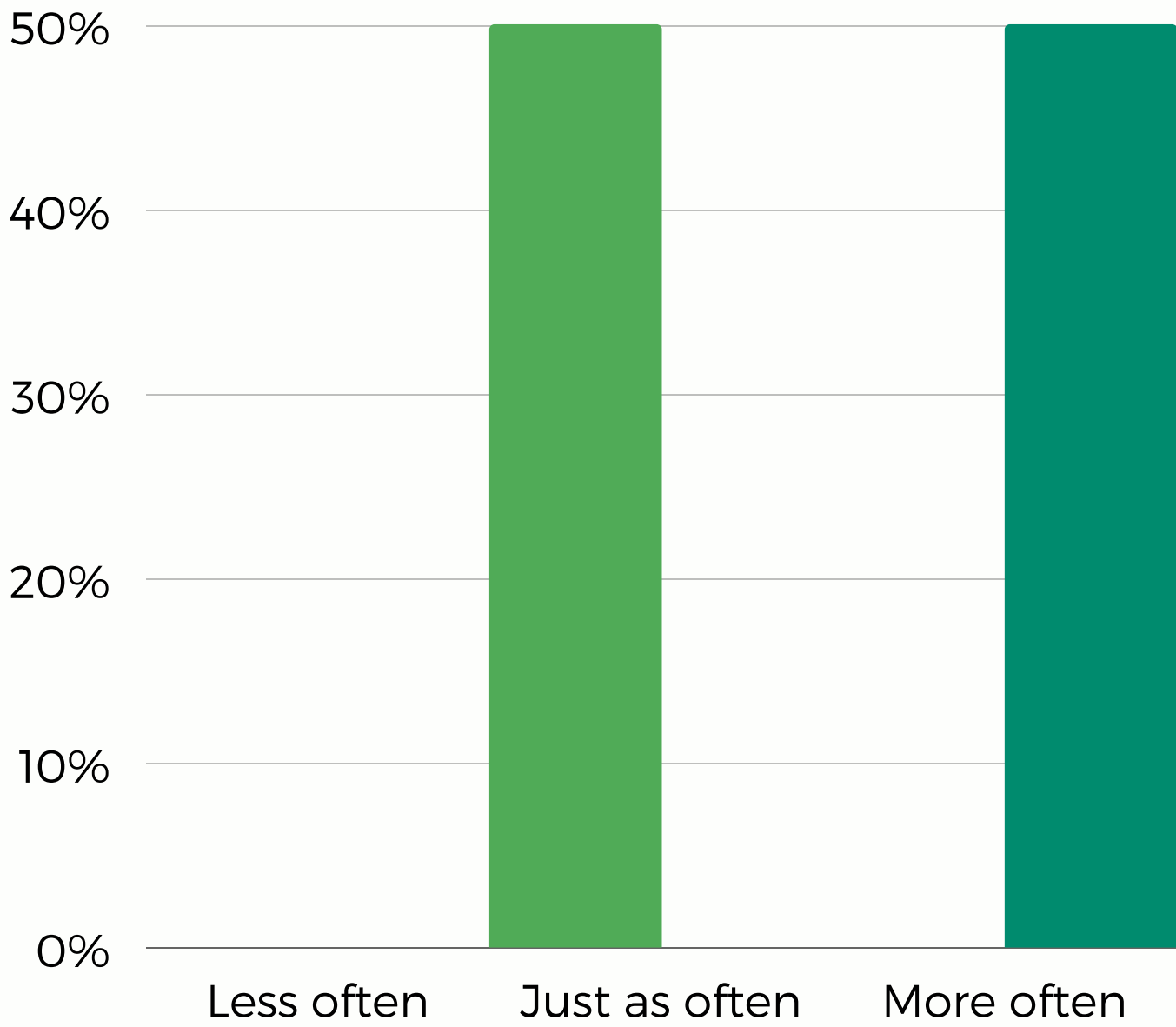
ANSWER CHOICES	AGREE	DISAGREE	NOT SURE	TOTAL
Everybody visiting Westwood Golf Course has the right to clean air.	10	0	0	10
Secondhand smoke bothers me when visiting Westwood Golf Course.	8	2	0	10
Tobacco litter (such as cigarette butts, vape cartridges, lighters, packaging, etc.) is a problem at Westwood Golf Course.	3	0	7	10
Westwood Golf Course should be smoke-free.	8	1	1	10
Westwood Golf Course should be tobacco-free.	7	2	1	10
Westwood Golf Course should be vape-free.	8	1	1	10

# SURVEY RESULTS

## WESTWOOD GOLF COURSE VISITOR SURVEY

If Westwood Golf Course was smoke, tobacco, and vape-free how often would you visit?

ANSWER CHOICES	RESPONSES	
Less often	0.00%	0
Just as often	50.00%	5
More often	50.00%	5
TOTAL	10	

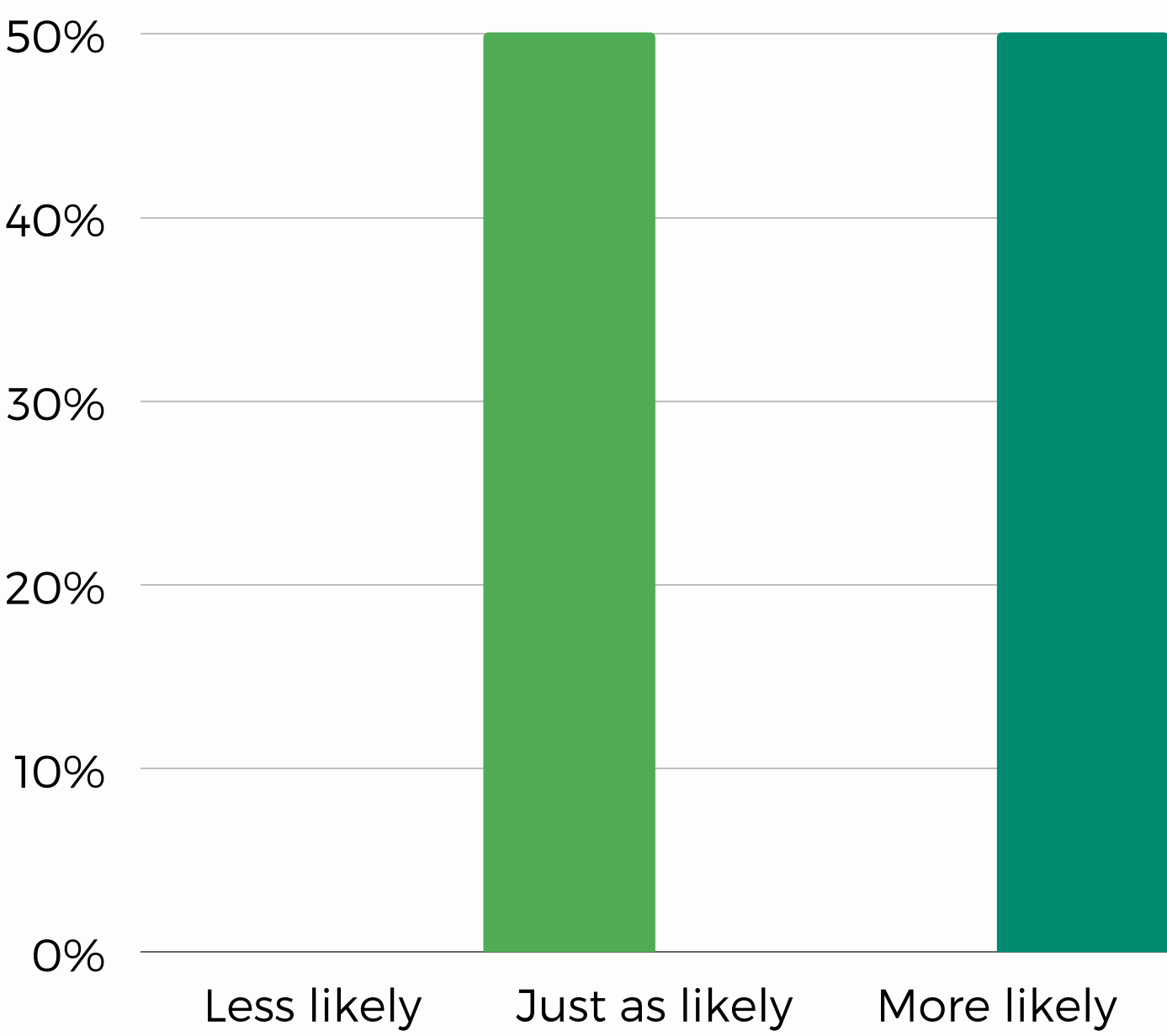


# SURVEY RESULTS

## WESTWOOD GOLF COURSE VISITOR SURVEY

If Westwood Golf Course was smoke, tobacco, and vape-free how likely would you be to purchase a membership?

ANSWER CHOICES	RESPONSES	
Less likely	0.00%	0
Just as likely	50.00%	5
More likely	50.00%	5
TOTAL	10	

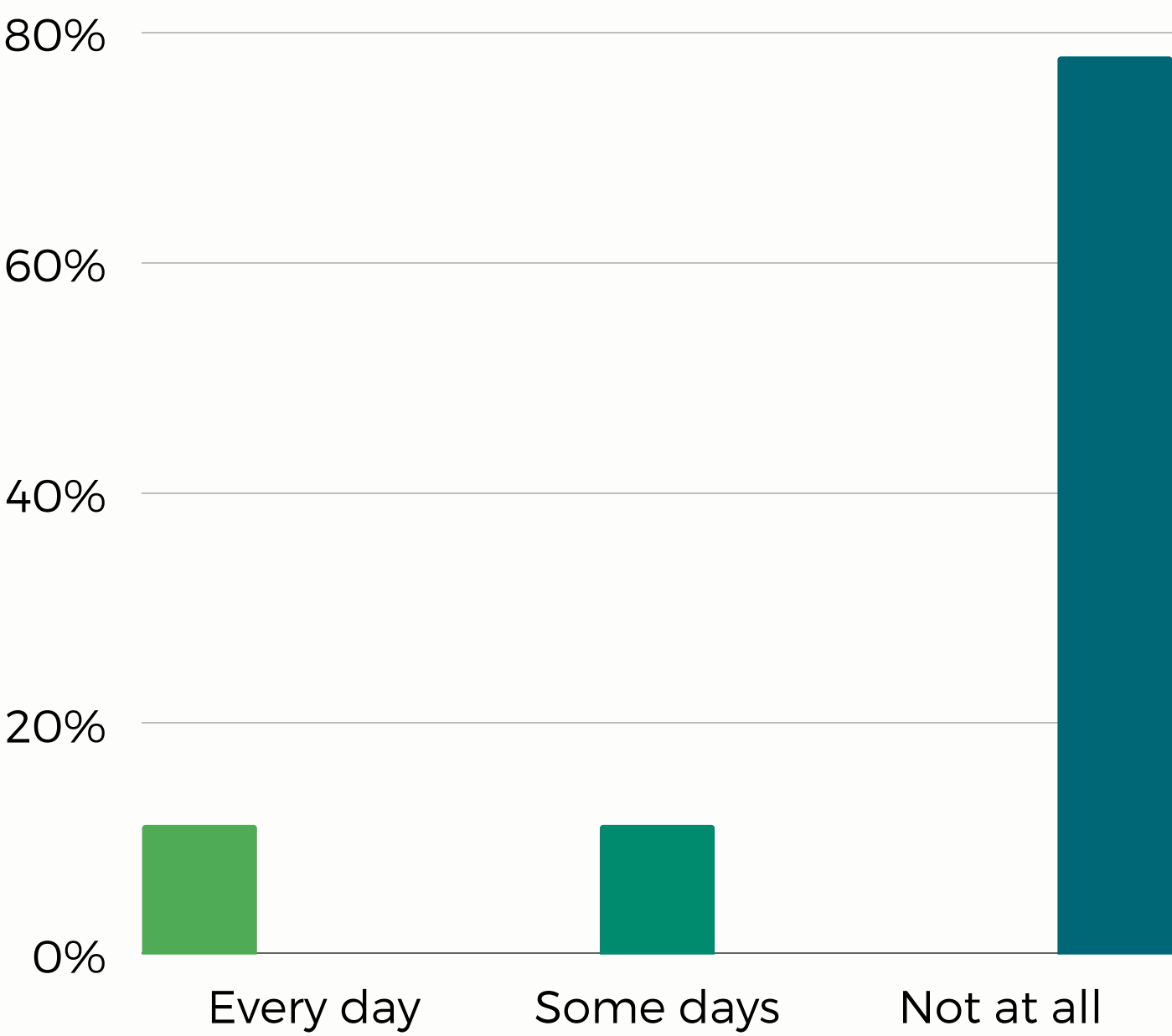


# SURVEY RESULTS

## WESTWOOD GOLF COURSE VISITOR SURVEY

Do you smoke, vape, or use other tobacco products every day, some days, or not at all?

ANSWER CHOICES	RESPONSES	
Every day	11.11%	1
Some days	11.11%	1
Not at all	77.78%	7
TOTAL	9	



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# DIRECT QUOTES FROM ANONYMOUS GOLF COURSE USERS



“It’s pretty rare to see someone out there smoking. If anything, maybe there’s 1 or 2 regulars, but that’s about it.”

“We actually had one of our guys quit smoking because he has COPD.”

“I actually really hate the smell of cigarette smoke so, it would be great if they passed no smoking policy.”

“I didn’t even know that the golf course was the one of the only city-owned properties where people could smoke.”

"I did not realize you could vape or use tobacco products here."

"We want clean air. We value it."





# WESTWOOD GOLF COURSE IMAGES



You can not smoke near the clubhouse; there are signs posted already.

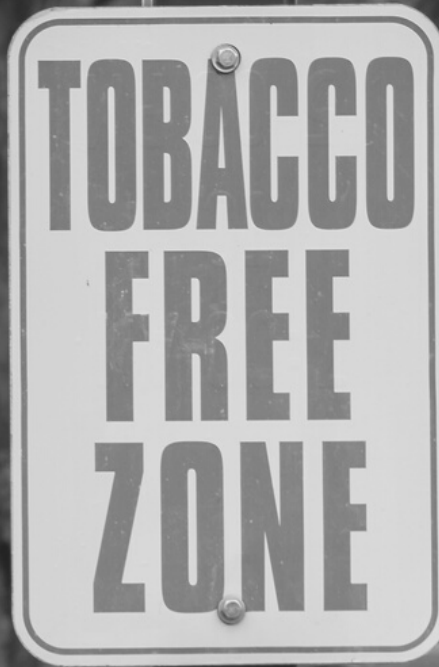


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## ADDITION #1

*"Public park" shall exclude parking lots located on the same property as a park or playground, and the Westwood Golf Course."*

REMOVING THIS EXCLUSION WOULD BE BENEFICAL TO THE CITY AND IT'S RESIDENTS.

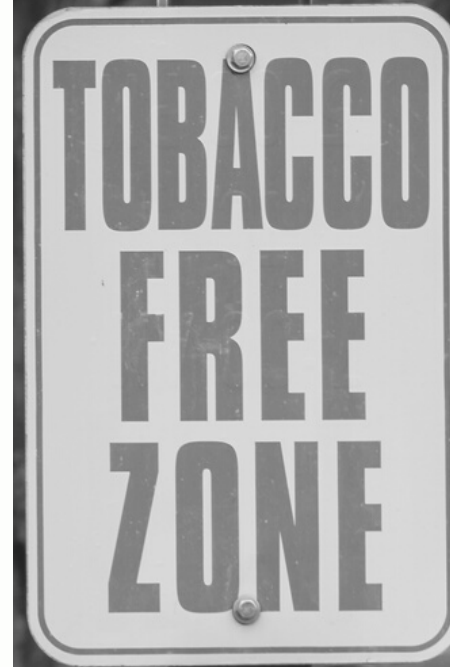


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# ADDITION #2

## PROHIBITED CONDUCT

- ☒ Policy prohibits ☒ smoking and the use of ☐ tobacco products and ☐ vapor products on all municipal property, both ☒ indoor and ☐ outdoor, including parks and recreational areas. (Element 1)
  - *No person is allowed to Smoke or use Tobacco Products and/or Vapor Products on any Municipal Property, indoor and outdoor, including parks and recreational areas.*
- ☒ The prohibition applies at all times. (Element 2)
- ☒ The prohibition applies to every person on municipal property. (Element 3)
- ☐ The prohibition applies to all vehicles owned by the municipality. (Element 4)
  - *Municipal Property means all buildings, Indoor Areas, and Outdoor Areas, including but not limited to recreational areas, and other property, or portions thereof, owned or operated by the City of Norman, including vehicles and equipment owned by the municipality.*





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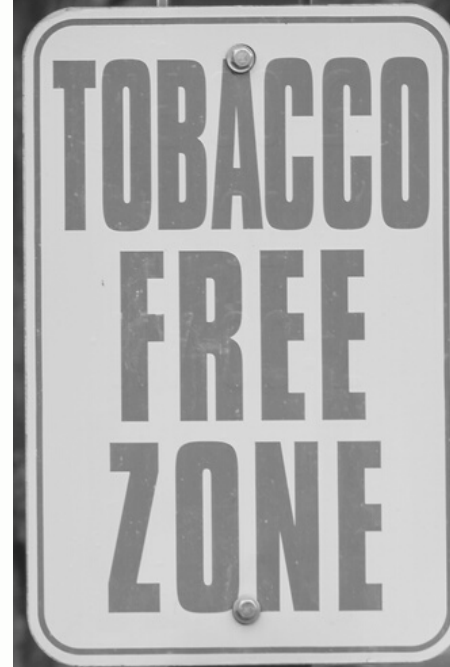
# ADDITION #3

## REQUIRED SIGNS

☒ Local government is responsible for posting a sign or decal of at least 4" x 2" in size at each entrance to indoor property owned or operated by the local government that clearly states that smoking or tobacco use is prohibited or that a tobacco-free environment is provided. (Element 5)

☐ Local government is responsible for posting weather resistant signage of at least 15" by 15" in size with at least 1" lettering at the entrance to outdoor areas owned or operated by the local government that clearly states that smoking or tobacco use is prohibited or that a tobacco free environment is provided. (Element 6)

- *For restrictions on the use of Tobacco Products or Vapor Products in Outdoor Areas, signs shall be weather-resistant, at least 15 inches by 15 inches in size, with lettering of at least 1 inch, and shall clearly state that smoking or tobacco use is prohibited or that a tobacco-free environment is provided.*

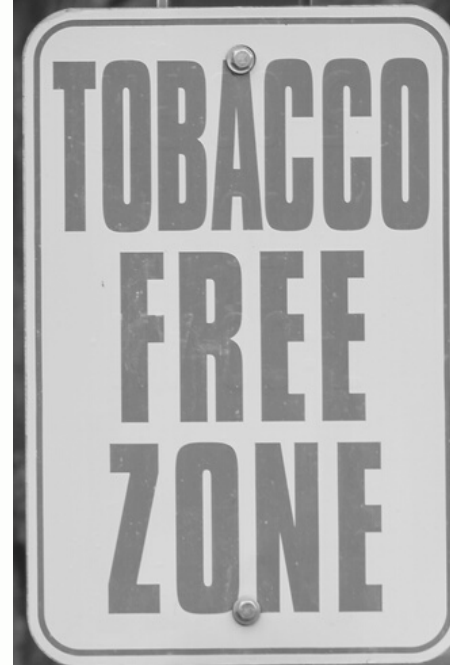


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# ADDITION #4

## PENALTIES AND ENFORCEMENT

- ☐ Policy includes fines for violations. (Element 7)
- ☐ Policy designates a person or group responsible for enforcement. (Element 8)
- ☒ Possession of a lighted product is declared to be a nuisance. (Element 9)



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# ADDITION #4

## PENALTIES AND ENFORCEMENT CONTINUED.

These three provisions mirror the penalties and enforcement in the state law regarding smoking in public places and workplaces (Title 21, section 1247).

These provisions should be included in any local ordinance regulating smoking.

- 1. Enforcement of this chapter shall be the responsibility of [insert name of appropriate City or County agency]. In addition, any peace officer or code enforcement official may enforce this chapter.*
- 2. Any person who knowingly violates this [article / chapter] shall be punished by a citation and fine of not less than [insert minimum fine amount] and not more than [insert maximum fine amount] in accordance with [insert article / chapter number] of the City of Norman Municipal Code.*

Oklahoma state law provides that a violation of state law is punishable by a citation and a fine of not more than \$100. (See Title 21, section 1247(M).) Your community should determine the appropriate amount for fines, although they cannot exceed the amount in state law.

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# ADDITION #4

## PENALTIES AND ENFORCEMENT CONTINUED.

*3.The possession of a lighted Tobacco Product in violation of this [article / chapter] is a nuisance.*

(Nuisance, which generally means a condition or activity that interferes with the use or enjoyment of property. By expressly stating that violations are nuisances, this provision may allow enforcement of the ordinance via administrative nuisance abatement procedures commonly found in municipal codes. Such a declaration also facilitates injunctive relief, where a court orders that a defendant do certain things or refrain from doing certain things, such as selling Tobacco Products to youth.)

*Also, available if requested are optional penalties and enforcements that should only be included if the city prohibits the use of tobacco products and vapor products on local government property.*

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# ADDITION #5

## Statutory Construction & Severability

- **Statutory construction and severability clause included (Element 10)**
  - *It is the intent of the City Council of the City of Norman to supplement applicable state and federal law and not to duplicate or contradict such law. The provisions of this ordinance are severable, and the invalidity of any provision of the ordinance shall not affect other provisions of the ordinance, which can be given effect without the invalid provision.*



# TEAM MEMBERS

THANK YOU FOR YOUR TIME.



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PROGAM COORDINATOR



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THIS PRESENTATION  
ACKNOWLEDGES THE  
TRADITIONAL  
AND SACRED TOBACCO USE  
AMONG AMERICAN INDIANS  
LIVING IN OKLAHOMA.  
WHENEVER THE WORD  
TOBACCO  
IS REFERENCED IN THESE  
MATERIALS, IT REFERS TO  
THE USE  
OF COMMERCIAL TOBACCO.

# SOURCES

1. U.S. Department of Health and Human Services. The Health Consequences of Smoking – 50 Years of Progress A Report of the Surgeon General Executive Summary. 2014. Available at: [www.surgeongeneral.gov/library/reports/50-years-of-progress/exec-summary.pdf](http://www.surgeongeneral.gov/library/reports/50-years-of-progress/exec-summary.pdf).
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4. Guide to Community Preventive Services. Reducing Tobacco Use and Secondhand Smoke Exposure: Smoke-Free Policies. 2012. Available at: [www.thecommunityguide.org/tobacco/smokefreepolicies.html](http://www.thecommunityguide.org/tobacco/smokefreepolicies.html).
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6. Fujishiro K, Hinckley K, Diez Roux A, Landsbergis P, Burchfiel C. Occupational gradients in smoking behavior and exposure to workplace environmental tobacco smoke: the multi-ethnic study of atherosclerosis (MESA). J Occup Env Med. 2012;54(2):136–145. doi:10.1097/JOM.0b013e318244501e. Occupational.
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10. Mowry JB, Spyker D a, Cantilena LR, Bailey JE, Ford M. 2012 Annual report of the American Association of Poison Control Centers' National Poison Data System (NPDS): 30th annual report. Clin Toxicol. 2013;51(10):949–1229. doi:10.3109/15563650.2013.863906.
11. O. 21 Okl. Stat. Ann. § 1247.
12. 63 Okl. Stat. Ann. § 1-1527





## CITY OF NORMAN, OK STAFF REPORT

**MEETING DATE:** 06/09/2022

**REQUESTER:** Kathryn Walker

**PRESENTER:** Kathryn Walker

**ITEM TITLE:** CONTINUED DISCUSSION REGARDING THE CITY'S BOARDS, COMMISSIONS AND COMMITTEES.

### Background

Norman has 36 boards, commissions and committees; 21 were established by ordinance, 4 were established by Charter, 5 were established by resolution, 2 were established by statute and contract, 1 was established solely by contract, and 2 were established by Mayoral appointment. Seven of the committees are ad hoc committees (committees formed for a specific task and designed to be dissolved upon completion of the task). All but 6 of the boards, commissions and committees are staffed by City employees, meaning Staff prepares the agendas, back up materials, and minutes and attends the meeting, oftentimes after regular work hours. In recent years, Council has discussed Boards and Commissions in its Oversight Committee on October 10, 2019, March 12, 2020 and November 12, 2020. At each meeting, the Committee members have considered consolidating some committees, re-scoping some committees, increasing membership on some committees, eliminating some committees, and creating new committees. Where committees are suggested to be consolidated, specialized committee makeup has been discussed to ensure relevant interest areas are being represented. Additionally, Council has discussed the value of ward specific representation in certain committees to ensure the interests of all areas of Norman are represented. A summary of the proposals discussed at the November 2020 Council Oversight Committee meeting is provided below. This summary was discussed at the April 2021 and August 2021 Council Oversight Committee. A summary related to the discussions from April 2021 and August 2021 is provided for each proposal in red and green font respectively below.

### **Proposal One: Consolidate Greenbelt Commission and Planning Commission/Make Planning Commission Appointments Ward Specific**

#### Current Language- Greenbelt Commission (Code, Section 4-2022):

There is hereby created and established the Greenbelt Commission for the City of Norman. The Norman Greenbelt Commission shall consist of a total of nine (9) members, one (1) from each ward and one (1) at-large. The members shall be appointed by the Mayor, with approval of the City Council, based upon their interests or expertise regarding open-space preservation. All members shall serve without compensation and may be removed by the City Council as provided in the Code of Ordinances. City staff and administrative guidance shall be provided to the Greenbelt Commission by the Department of Planning and Community Development, with assistance from the City Forester and other Departments,



as necessary. The implementation of the activities associated with this article shall be dependent upon the City Council's ability to provide funds on an annualized basis.

Current Language – Planning Commission (Charter, Article XIX, Section 2)

In order to avail itself of the powers conferred by this Article, the City Council shall appoint the Norman Planning Commission. Such Commission shall consist of not less than nine citizens, all of whom shall reside in the City of Norman and who shall be nominated by the Mayor, and confirmed by the City Council, each for a term of three years; provided, however, that in the first instance, one-third shall be for three years, one-third for two years, and one-third for one year. Appointments to fill vacancies shall be for the unexpired term only. Such Commission shall serve without pay, and it shall be the duty of such Commission to exercise all powers granted by this Article or ordinances enacted pursuant thereto. The Commission shall have the power and authority to employ personnel for the purpose of carrying out its functions, subject to approval of the appropriations of funds by the City Council.

Proposed Changes:

1. Add amendment to Article XIX, Section 2 to Charter Election Ballot:

In order to avail itself of the powers conferred by this Article, the City Council shall appoint the Norman Planning Commission. Such Commission shall consist of a total of nine (9) members, one (1) from each ward and one (1) at-large ~~not less than nine citizens, all of whom shall reside in the City of Norman~~ and who shall be nominated by the Mayor, and confirmed by the City Council, each for a term of three years; provided, however, that in the first instance, one-third shall be for three years, one-third for two years, and one-third for one year. Two of the appointments shall be appointed based upon their interests or expertise regarding open-space preservation. Appointments to fill vacancies shall be for the unexpired term only. Such Commission shall serve without pay, and it shall be the duty of such Commission to exercise all powers granted by this Article or ordinances enacted pursuant thereto. The Commission shall have the power and authority to employ personnel for the purpose of carrying out its functions, subject to approval of the appropriations of funds by the City Council.

2. Eliminate Article XXI-Greenbelt Commission from Chapter 4 of the Code

April 2021: Council was mixed on whether to consolidate GBC and PC. Some liked that it would keep the GBC in an advisory role, but Councilmembers also expressed concerns about losing input on important topics to people in the community. If combined, Councilmembers felt it would be important to ensure some of the deep knowledge in the GBC would be represented on PC.

August 2021: No longer appeared to be support for consolidation. A suggestion was made to consider reducing the GBC commission meetings to quarterly instead of monthly to address concerns about staffing. Because GBC reviews certain development applications, quarterly meetings would negatively impact the timeline for development review.

**Proposal Two: Consolidate Tree Board/Bicycle Advisory Committee/Parks Board**

Current Language - Tree Board (Code, Section 4-1301)

(d) *Authority.* There is hereby created and established a City Tree Board for the City of Norman. The City Tree Board shall consist of a total of nine (9) members comprised of residents of this City. The members shall be appointed at-large by the Mayor, with approval of the City Council based on their interest or expertise regarding urban forestry. All members shall serve without compensation and may

be removed by the City Council as provided in the Code of Ordinances. City staff and administrative guidance shall be provided to the City Tree Board by the Parks and Recreation Department or by other City departments as necessary. The implementation of the activities associated with this article shall be dependent upon the City Council's ability to provide funds on an annualized basis.

Current Language – Bicycle Advisory Board (Resolution R-0607-58, Section 10)

That the Mayor appoint nine citizens to serve three year terms on a new permanent Bicycle Committee to be charged with reviewing the Bicycle Transportation Development Plan on an ongoing basis and to make and assist in implementation of recommendations to additionally encourage and support biking, both recreational and for transportation, and to consult with and forward those recommendations to the Transportation Committee. Committee members shall service three year terms with said terms being staggered. Committee positions designated as one through three shall initially serve a one year term, with subsequent terms lasting three years. Committee positions designated as four through six shall initially service a two year term, with subsequent terms lasting three years. Committee positions designated as seven through nine shall serve three year terms. Committee members shall be appointed to reflect the diversity of interested parties within the community including representatives from cycling and transportation groups; health promotion organizations; the University of Oklahoma; Norman schools; local businesses which support bicycle use and other interested citizens; and relevant City of Norman staff meetings attending meetings in advisory roles as needed.

Current Language – Board of Park Commissioners (Charter, Article VIII, Section 1)

The Mayor, with the approval of the Council, shall appoint a Board of Park Commissioners consisting of nine registered voters, who shall serve without compensation, and shall have such powers and duties as are now provided by law or may hereafter be conferred by ordinance. The City Manager, or his designate, shall be ex-officio member of the Board of Park Commissioners, but shall have no vote. His advice and services shall be at the disposal of the Board of Park Commissioners in the planning and execution of its work.

Proposed Changes:

1. Add amendment to Article VIII, Section 1 to Charter Election Ballot:

The Mayor, with the approval of the Council, shall appoint a Board of Park Commissioners consisting of nine registered voters, who shall serve without compensation, and shall have such powers and duties as are now provided by law or may hereafter be conferred by ordinance. Two appointees shall be selected based on their interest or expertise regarding urban forestry and two appointees shall be selected based on their interest in cycling including residents from cycling and transportation groups; health promotion organizations; the University of Oklahoma; Norman schools; local businesses which support bicycle use and other interested citizens. The City Manager, or his designate, shall be ex-officio member of the Board of Park Commissioners, but shall have no vote. His advice and services shall be at the disposal of the Board of Park Commissioners in the planning and execution of its work.

**April 2021: Support expressed for consolidating Tree Board and Parks Board**

**August 2021: Consensus to move forward with consolidation of Tree Board and Parks Board; Bicycle Advisory Committee fits in more with a transportation committee. In lieu of Charter change, we could add provisions for the Parks Board in Chapter 4 of the Code as long as they are not in conflict with the Charter provisions.**

### **Proposal Three: Rescope the Animal Welfare Oversight Committee**

#### Current Language (Resolution R-0203-111, Section 10)

Further, than an oversight board shall be established to include veterinarians, citizens, and a member of the City Council, which board shall be charged with the mission to: (1) insure that the Animal Shelter and Pet Adoption Facility is run in a humane manner in accordance with established and recognized standards for animal shelters; (2) implement the City Council's adoption policy; (3) educate the community; (4) coordinate volunteer services to the Animal Shelter/Pet Adoption Facility; and (5) implement an on-site spaying and neutering program.

#### Proposed Change:

1. Rescind Resolution R-0203-11.
2. Codify the committee in Chapter 4 and require some rural representation. Needs further discussion about possible updates to duties.

April 2021: Support for rescoping AWOc and making it permanent. Discussion about possible role of AWOc included promoting education (spaying and neutering for example), helping Staff develop two social media posts per month, etc.

August 2021: Some discussion about whether AWOc was a more appropriate fit as a sub-committee versus a standalone committee. Recognition that professional expertise and resident input should be reflected in board appointments, as well as rural representation.

### **Proposal Four: Eliminate the Children's Rights Coordinating Commission**

#### Proposed Change:

1. Repeal Article XVII, Section 4-1701 in its entirety

April 2021: Support for eliminating the CRC Commission

August 2021: Support for eliminating the CRC Commission. This will be included with rewrite of Chapter 4 after recodification process.

### **Proposal Five: Increase Committee Membership on Board of Adjustment**

#### Current Language

Section 4-101(b):

The number of appointive members of each respective body and their overall respective terms of office shall be:

- (1) Five (5) persons for three-year terms.

Section 22:441(4) of Zoning Ordinance:

The concurring vote of three (3) members of the board shall be necessary to reverse any order, requirement, decision, or determination of the administrative official, to decide in favor of the applicant on any matter upon which it is required to pass under this ordinance, or to effect any variation in the application of this ordinance.

Proposed Changes:

## Section 4-101(b):

The number of appointive members of each respective body and their overall respective terms of office shall be:

(1) ~~Five (5)~~ Seven (7) persons for three-year terms.

## Section 22:441(4) of Zoning Ordinance:

The concurring vote of ~~three (3)~~ four (4) members of the board shall be necessary to reverse any order, requirement, decision, or determination of the administrative official, to decide in favor of the applicant on any matter upon which it is required to pass under this ordinance, or to effect any variation in the application of this ordinance.

**April 2021: Support for expansion**

**August 2021: Support for expansion; will be included in final re-write.**

**Proposal Six: Increase Committee Membership on Norman Election Commission**Current Language

## Section 7.5-21. Definitions

Norman Election Commission shall mean a ~~five~~seven-member committee, appointed by the Mayor and approved by a majority of the City Council to serve three-year staggered terms. The terms of initial appointments shall be adjusted so as to provide that no more than two (2) terms shall expire in any one (1) year; subsequent appointments shall be for three-year terms.

**April 2021: Support for expansion**

**August 2021: Support for expansion; will be included in final re-write.**

**Proposal Seven: Create the following new committees – Senior Issues Committee, Youth Advisory Committee, Transportation Committee, Budget Committee, and Core Norman Development Committee**Proposed Changes:

1. Codify each committee in Chapter 4.
2. Outline duties, frequency of meetings, etc.
3. Determine desired representation (interest groups, specific qualifications, ward specific, etc.)
4. Work with City Manager to identify the Department that will be charged with staffing the Committee.

**April 2021: New committees proposed included Core Norman Development Committee.**

**August 2021: New committees proposed include:**

- **Senior Issues Committee – to be coordinated by Senior Center operator**

- Youth Advisory Committee – to replace Youth Council and provide an avenue for input to Council for city policies or youth issues; open to middle and high school; still do field trips to City facilities but also work on policies/advocacy
- Citizen’s Transportation Advisory Committee – Bicycle Advisory Committee could be rolled into this.
- Budget Committee – ward specific; could be a sub-committee of Finance Committee
- Core Norman Development Committee – discussion about a preference to focus on Center City Ad Hoc Committee at this point.

**Proposal Eight: Change every committee appointment in Chapter 4 to 3-year terms, 3-year term limit.**

Proposed Changes:

1. Large scale ordinance amendment for each board
2. Consider how to address current appointments

April 2021: Support for three-year terms, three term limit

August 2021: Support for three-year terms, three term limit

Other Questions

- Could we add an appointment to the Norman Housing Authority? Creation of a housing authority is governed by State law. Title 63 Section 1058 provides for 5 persons to be appointed as commissioners of the authority by the Mayor with the advice and consent of the governing body.
- EDAB would like the ability to appoint subcommittees.



# City of Norman

## OVERSIGHT COMMITTEE

Historic Landmarks Program Overview  
June 9, 2022



# HISTORIC LANDMARKS PROGRAM OVERVIEW

Item 3.

## *Historic District vs Historic Landmark*

### ➤ **Historic District:**

Areas with significant concentration of sites, buildings, or structures, united historically or aesthetically by plan or physical development and which are protected by public review from alteration and demolition - Typically residential

- Norman - Miller, Chautauqua & Southridge Historic Districts

### ➤ **Historic Landmark:**

A structure or area that has significant historical, architectural, or cultural meaning and that has been given legal protection from alteration and destruction – variety of underlying uses

- Often just a single building/structure, but could be a significant area
- OKC – Calvary Baptist Church
- OKC – Union Soldiers Cemetery



# HISTORIC LANDMARKS PROGRAM OVERVIEW

Item 3.

## *Historic Landmarks Program Research*

- Oklahoma City is a primary example of city with active Historic Landmarks Program
  - Historic Landmarks concurrent with Historic Preservation Ordinance
  - Rules are similar to Historic District
    - Review & issuance of COA required for alterations & demolitions
    - Alterations must meet Historic Preservation Guidelines
  - Designation of structure as a Historic Landmark
    - Initiated by property owner or by City
  - According to OKC Historic Preservation Officer, all of the current OKC Historic Landmarks designations *“have been done hand-in-hand with supportive owners”*



# HISTORIC LANDMARKS PROGRAM OVERVIEW

Item 3.

## ***What properties in Norman are potential Historic Landmarks?***

- Properties already listed on the National Register of Historic Places starting point possibly
  - However being on NRHP does not automatically mean it needs/should be a designated a Historic Landmark
- Properties not listed on the NRHP but are culturally and/or historically significant in Norman
  - Takes time & money to list on NRHP, does not provide protection



## Norman National Register of Historic Places

Item 3.

**Bavinger, Eugene, House** [Bruce Goff Designed Resources], 730 60<sup>th</sup> Avenue NE, 12/13/01, (Demolished, REMOVED 2/28/17).

**Beta Theta Pi Fraternity House**, The University of Oklahoma, 800 South Chautauqua Avenue, 6/2/82.

**Bizzell Library**, University of Oklahoma, 401 West Brooks, 1/03/01.

**Casa Blanca** (Alpha Chi Omega Sorority House), 103 West Boyd, 2/21/90.

**Cleveland County Courthouse**, 200 South Peters Avenue, 12/28/00.

**Downtown Norman Historic District**, 105 West Main & 100-232 East Main, 10/10/78, A, 78002226.

**Downtown Norman Historic District** (Boundary Increase), roughly bounded by Webster, the alley North of Gray, Porter, Eufaula, James Garner, & Comanche, 3/12/12.

**Gimeno, Patricio, House**, 800 Elm, 12/30/91, C, 91001902.

**Jacobson, Oscar B., House**, 609 South Chautauqua Avenue, 12/23/86, B, C, 86003466.

**Ledbetter, H.E., House** [Bruce Goff Designed Resources in Oklahoma MPS], 701 West Brooks, 6/14/01, C, 01000655.

**Logan Apartments**, 720 West Boyd, 3/11/14, A, B, C, 14000049.

**Moore-Lindsay House**, 508 North Peters, 11/14/85, C, 85002788.

**Norman City Park New Deal Resources Historic District**, Jct. of Daws Street & Webster Avenue, 12/28/00, A, 00001572.

**Norman Public Library**, 329 South Peters Avenue, 12/28/00, A, C, 00001581.

**Oklahoma Center for Continuing Education Historic District** bounded by Asp Avenue, Kellogg Drive, Maple & 4th, 6/10/11, C, 11000334.

**President's House** (Boyd House), the University of Oklahoma, 407 West Boyd, 7/6/76, A, 76001558.

**Santa Fe Depot**, Jct. of Abner, Norman Drive & Comanche, 1/25/91, A, C, 90002203.

**Sooner Theater Building**, 101 East Main, 8/31/78, A, C, G, 78002227.

**United States Post Office**, 207 East Gray, 12/28/00, A, C, 00001573.

**University of Oklahoma Armory**, 103 West Brooks, 12/8/15, A, 15000866.

**Park Etude**, 1028 Connelly Lane, 12/13/2017

**Southridge Addition**, bounded by East Boyd/Macy Streets, Okmulgee Street and Classen Boulevard /South Ponca Avenue, August 2018

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# ***How could a Historic Landmarks Program be done in Norman?***

- Probably add to or expand current Historic Preservation Ordinance
  - Add process for designation of Historic Landmarks
  - Add Historic Landmarks to review process
  - Utilize same Historic Preservation Guidelines – may require tweaking to address structures such as commercial buildings
- Requires more research to determine a path forward



# HISTORIC LANDMARKS PROGRAM OVERVIEW

Item 3.

## Pros

- Provides protection to structures that are significant to the community
- Could encourage historically appropriate renovation of historic structures - would provide protection to investment \$\$
  - Historic Tax Credit Projects

## Cons

- Requires those structures designated as Landmarks to seek review and approval before proceeding with desired alterations
- Requires additional City staff hours & personnel to administer
- Difficult to designate Landmarks without property owners cooperation



# *Questions?*



# City of Norman

## Oversight Committee

### Historic Landmarks Program Overview

June 9, 2021



## CITY OF NORMAN HOMELESS REPORT

May 2022 Report for Council Oversight Committee

### Emergency Shelter Activity

	May-22	Sept 2021 thru April 2022	Dec 2020 thru April 2022		
Total Stays	894	7,952	12,625	8,846	13,519
Unique Visitors	105	522	729	627	834
Male	70	348	487	418	557
Female	34	168	233	202	267
Other	1	5	2	6	3
Nightly Average	29	58	52	87	81
High Census	36	76	76	112	112
Low Census	20	23	23	43	43
Veterans	16	62	84	78	100
Age				-	-
18-24	4	36	54	40	58
25-34	23	111	166	134	189
35-44	22	121	182	143	204
45-54	27	138	178	165	205
55-61	19	79	99	98	118
62+	10	36	49	46	59
Not reported		1	1	1	1

### Point in time data

	2022	2021	2020	2019	2018
sheltered	120	106	120	132	110
unsheltered	77	-	146	215	227
	197	106	266	347	337
Chronic	70	49	215	77	227

### Continuum of Care Activities

Continued the application process for the Emergency Solutions Grant from ODOC

Successfully registered OK504 for the 2022 CoC Competition

Held the first Resource Event on May 31