



# CITY OF NORMAN, OK CITY COUNCIL SPECIAL MEETING

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

Tuesday, June 13, 2023 at 5:00 PM

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## MINUTES

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The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Special Session in the Executive Conference Room of the Municipal Building, on Tuesday, June 13, 2023, at 5:00 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 48 hours prior to the beginning of the meeting.

### CALL TO ORDER

Mayor Heikkila called the Meeting to Order at 5:00 p.m.

### PRESENT

Mayor Larry Heikkila  
Councilmember Ward 1 Austin Ball  
Councilmember Ward 2 Lauren Schueler  
Councilmember Ward 3 Bree Montoya  
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 REGULATING PROPOSED ORDINANCE REGULATING UNSOLICITED WRITTEN MATERIALS.

Mr. Anthony Purinton, Assistant City Attorney, provided an overview of previous discussions on unsolicited written materials. He said unsolicited materials are often thrown from the curb and end up in people's yards, which ultimately make their way to the City's storm sewer.

Mr. Purinton said Staff was asked to draft an ordinance to regulate these materials and highlighted the areas unsolicited written materials could be located as follows:

Item 2, continued:

On a porch, if one exists, nearest the front door;  
Securely attached to the door;  
Placed through a mail slot, if one exists;  
Between the exterior and interior front door;  
In a distribution box; and  
Personally with the owner or resident.

Mr. Purinton said this would not apply to deliveries of the United State Post Office. He said the ordinance is challenging to enforce due to the narrow opportunity to catch deliveries in the act. However, it will carry a penalty of \$50 to \$750 upon conviction.

It was the concurrence of Council to move forward with the Ordinance for Council's consideration.

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2. DISCUSSION REGARDING THE EMERGENCY SHELTER LEASE LOCATED AT 109 WEST GRAY STREET.

Ms. Kathryn Walker, City Attorney, said the current contract with Food and Shelter for the Emergency Shelter at 109 West Gray Street expires on June 30, 2023. Staff is looking for some direction from Council whether or not you wish to move forward with an extension of the current location since Council is also considering 718 North Porter as a potential location.

Councilmember Tortorello said the main issue he has heard from the property owners in the downtown area is the location of the shelter could be causing disruption to their businesses. Ms. Walker said the current contract only addresses activity at the shelter location. She said it would be a Council discussion to address the concerns Councilmember Tortorello raised.

Councilmember Grant asked how long it would take to get the property at 718 North Porter ready for use. City Manager Darrel Pyle said he thought it could be done in 90 days, but could not give a definite answer. Councilmember Foreman said she would like for Ms. April Doshier, Director of Food and Shelter, to tour 718 North Porter.

Council expressed concern about extending the contract for the current location an additional 90 days. Mr. Jason Olsen, Director of Parks and Recreation, was hesitant to say it could be much quicker. He said plans would need to be drawn and Staff would have to go through competitive bidding to select a contractor. Ms. Walker said since this property is not currently on the City's campus, Staff would need to go through the zoning process as well.

Item 2, continued

Councilmember Ball asked if Moore and Edmond had homeless shelters. He said they have 90% less homelessness than Norman so Norman should look at how those cities are addressing homelessness. He felt Norman was doing something wrong since our population is growing.

It was the consensus of Council to move forward with the 90 day extension, but be very clear about expectations to move forward with the 718 North Porter property in the interim.

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3. CONSIDERATION OF ADJOURNING INTO AN EXECUTIVE SESSION AS AUTHORIZED BY OKLAHOMA STATUTES, TITLE 25 § 307(B)(3) TO DISCUSS THE ACQUISITION OF REAL PROPERTY IN CONJUNCTION WITH THE JENKINS AVENUE 2019 BOND PROJECT.

Motion made by Councilmember Ward 6 Foreman, Seconded by Councilmember Ward 5 Tortorello.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 4 Grant, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

The City Council adjourned into Executive Session at 5:57 p.m. Mr. Darrel Pyle, City Manager, Ms. Kathryn Walker, City Attorney, and Ms. Beth Muckala, Assistant City Attorney, were in attendance at the Executive Session.

Motion made by Councilmember Ward 8 Peacock, Seconded by Councilmember Ward 6 Foreman.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 4 Grant, Councilmember Ward 5 Nash, 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 6:15 p.m.

The acquisition of real property in conjunction with the Jenkins Avenue 2019 Bond Project was discussed in executive session. No action was taken and no votes were cast.

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**ADJOURNMENT**

The meeting was adjourned at 6:17 p.m.

ATTEST:

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City Clerk

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Mayor