



**CITY OF NORMAN, OK
CITY COUNCIL BUSINESS & COMMUNITY AFFAIRS
COMMITTEE MEETING**

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

Thursday, September 02, 2021 at 4:00 PM

MINUTES

A Meeting of the City Council Business and Community Affairs Committee was held at the Municipal Building Executive Conference Room, Cleveland County, State of Oklahoma on the 2nd day of September, 2021, at 4:00 p.m. and notice of the agenda of the meeting were posted at the 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

Chairman Peacock called the meeting to order.

PRESENT:

Councilmember Ward 8 Matthew Peacock (Chair)
Councilmember Ward 1 Brandy Studley
Councilmember Ward 4 Lee Hall

OTHERS PRESENT:

Mayor Breea Clark
Councilmember Ward 2 Lauren Scheuler
Councilmember Ward 3 Kelly Lynn
Councilmember Ward 5 Rarchar Tortorello
Councilmember Ward 7 Stephen T. Holman
Ms. Kathryn Walker, City Attorney
Ms. Beth Muckala, Assistant City Attorney
Mr. Anthony Purinton, Assistant City Attorney
Ms. Jeanne Snider, Assistant City Attorney
Ms. Brenda Hall, City Clerk
Ms. Cinthya Allen, Chief Diversity and Equity Officer
Mr. Darrel Pyle, City Manager
Mr. James Briggs, Park Development Manager
Mr. Jason Olsen, Parks and Recreation Director
Mr. Wade Thompson, Parks Manager
Ms. Jane Hudson, Planning and Community Development Director
Ms. Jamie Meyer, Administrative Assistant IV
Ms. Caroline Dulworth, Pioneer Library System

1. DISCUSSION REGARDING THE LANDSCAPE DESIGN PLAN FOR THE CENTRAL LIBRARY.

Ms. Brenda Hall, City Clerk, and Mr. James Briggs, Park Development Manager, presented updates regarding the prairie-style landscape plan surrounding the Central Library. The original design, which included 27 native species, has drawn community concerns regarding aesthetics, traffic sight-lines, and safety. The plantings are still maturing and require more time for full establishment.

Key Discussion Points:

- Comparison to successful native plantings at Lindsey Street and Main Street bridges.
- Concerns about tall vegetation obstructing sight-lines and encroaching into pedestrian and vehicle zones.
- Plan to simplify and reframe the landscape as a 'pollinator garden' with reduced plant variety.
- Retain buffalo grass in key sight-line areas; remove or relocate tall species from problematic zones.
- Projected maintenance budget of \$20,000–30,000 annually, with similar one-time replanting costs.

Council Feedback:

- Support for simplifying the plant list and ensuring visibility and safety.
- Continued support for educational and ecological goals, especially stormwater retention.
- Emphasis on clear signage, mowing practices, and long-term sustainability.
- Encouragement for future outdoor programming and community engagement using the landscape.

Consensus was reached to proceed with the revised landscape plan, balancing ecological function with public expectations and safety.

2. DISCUSSION REGARDING PROPOSED ORDINANCE O-2122-17 REGARDING COMMUNITY RESOURCE REFRIGERATORS.

Mr. Anthony Purinton, Assistant City Attorney, introduced draft Ordinance O-2122-17, intended to allow community refrigerators on private property with proper licensing. These refrigerators provide free donated food and became popular during the COVID-19 pandemic, but encountered code violations regarding unattended appliances and use of right-of-way.

Key Proposal Elements:

- Amendment to §10-204 of City Code to exempt licensed community refrigerators from unattended appliance rules.
- Definition: A privately-owned, publicly-accessible refrigerator offering donated food without monetary exchange.
- Licensing requirements include site plan, owner permission, posted donation guidelines, and daily temperature checks.
- Electrical safety compliance (GFCI outlets and weatherproof covers) required for outdoor installations.

Item 2, continued:

- No initial bolting required, but subject to review under additional guidance.

Council Feedback:

- Desire for standard donation guidelines and signage.
- Questions about revocation process and enforcement authority.
- Encouraged creating a path for future right-of-way permitting via a separate process.
- Clarified public vs. private property responsibilities and legal implications.
- Council supported moving forward with the proposed ordinance, with additional work to be done on operational standards, stakeholder outreach, and future permitting processes for public space installations.

ADJOURNMENT

The meeting adjourned at 5:39pm

ATTEST:

City Clerk

Mayor