



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/12/2025

REQUESTER: Brenda Hall, City Clerk

PRESENTER: Brenda Hall, City Clerk

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DECLARATION OF VACANCY IN WARD FIVE UNDER ARTICLE II, SECTION 22, OF THE NORMAN CITY CHARTER.

Background:

Discussion:

Article II, Section 22 of the City's Charter states that a vacancy in the office of a member of Council exists whenever the holder of the office:

- (a) Ceases to possess a qualification for office as prescribed by applicable law;
- (b) Dies;
- (c) Resigns;
- (d) Is removed from office by proceedings by a Court of competent jurisdiction; or
- (e) Is declared legally incompetent by a Court of competent jurisdiction; or
- (f) Ceases to reside in the ward for which he or she was elected to represent.

Any vacancy occurring on the City Council shall be filled by a majority vote of the remaining members of the City Council, for the balance of the unexpired term; provided, however, if the City Council does not fill the vacancy by appointment within sixty (60) days after the same occurs, it shall be mandatory on the part of the City Council to call and schedule a special election to fill the vacancy for the unexpired term, which election shall be held for the election of a City Councilmember, only, and said election shall be conducted in the same manner as a regular municipal election.

Recommendation:

Staff recommends Council take two actions to fill the Ward 5 vacancy.

- 1) Vote to declare a vacancy under the Charter, and
- 2) Nominate and appoint Ward 5 candidate at a future meeting.