



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09/13/2022

REQUESTER: Downtown Norman BID Association

PRESENTER: Kathryn Walker, City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2223-28: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ACKNOWLEDGING THE RECEIPT OF THE ASSESSMENT ROLL AND ASSESSMENT PLAT FOR THE PROPOSED DOWNTOWN BUSINESS IMPROVEMENT DISTRICT, DETERMINING THAT THE CREATION OF AN IMPROVEMENT DISTRICT TITLED "DOWNTOWN BUSINESS IMPROVEMENT DISTRICT" IS NECESSARY; INSTRUCTING THE CITY CLERK TO GIVE NOTICE OF A HEARING ON THE PROPOSED DISTRICT; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

BACKGROUND:

The City is in receipt of a Petition in favor of the creation of Downtown Norman Business Improvement District ("BID"), as well as an Assessment Plat, Assessment Roll, and District Plan. BID's are allowed under the Improvement District Act (11 O.S. §39-101 et. seq.) as a means of providing funding for a variety of purposes, including landscaping, improvement of pedestrian malls, parking facilities, signs, benches, kiosks, pedestrian shelters, signs, trash receptacles, etc. Oklahoma law states that improvement districts may be created after a petition for such improvements containing signatures from the owners of record of more than one-half of the area liable to be assessed under the proposal is filed with the City Clerk. The City and the Norman Municipal Authority, as property owners liable for assessment in the proposed district, previously considered whether to sign the petition. This action was approved on August 23, 2022. The Petition now contains signatures from the owners of record of 56% of the area liable to be assessed under the proposal.

DISCUSSION:

There are several steps involved in establishing a business improvement district. First, the City must adopted a resolution (R-2223-28) acknowledging receipt of the Assessment Plat, determining the creation of the district is necessary, and instructing the City Clerk to give notice of a hearing on the district. Such notice must be given to each property owner at the address on file in the property records at Cleveland County. The public hearing for the creation of the district is set for September 27, 2022 at 6:30pm in Resolution R-2223-28. Upon conclusion of the public hearing, the City Council will consider the adoption of a resolution formally creating the Downtown BID, and if successful, the Council will consider adoption of an Ordinance containing

the Assessment Roll (Ordinance O-2223-13) on Second and Final Reading. The ordinance empowers the City to assess the properties according to the formula set forth in the BID petition. Property owners will have thirty (30) days to object to the formulation of the district and/or the assessment to their particular property.

Resolution R-2223-28 authorizes formal mailed notice to all property owners in the proposed district. Notice will also be published in the newspaper as required by statute.

RECOMMENDATION:

Staff recommends adoption of Resolution R-2223-28.