CITY OF NORMAN, OK
CITY COUNCIL STUDY SESSION

Municipal Building, Executive Conference Room, 201 West Gray, Norman, OK 73069
Tuesday, August 16, 2022 at 5:00 PM

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 DEVELOPMENT OF A DOWNTOWN BUSINESS IMPROVEMENT DISTRICT.

2. DISCUSSION WITH THE NORMAN HOUSING AUTHORITY REGARDING AN AFFORDABLE HOUSING PROJECT LOCATED AT 1210 WEST ROBINSON STREET.

ADJOURNMENT

Business Improvement Districts

City Council Study Session

July 26, 2022

What is a BID?

- A business improvement district (BID) is an economic development tool that creates a public/private partnership in which property owners pay a special assessment for the maintenance, development and promotion of their commercial district.
- Authorized by the Improvement District Act (11 O.S. 39-101 *et seq.)*
- One BID currently in Norman, two additional BIDs under discussion

Creation of a BID

- Petition filed with City Clerk
  - General nature of improvements
  - Estimated or probable cost
  - Area to be assessed
  - Proposed method of assessment
  - Proposed apportionment of cost, if any, between the district and the city at large

- Must be signed by:
  - Majority of resident owners of record of property liable for assessment under the proposal OR
  - The resident owners of record of more than ½ of the area liable for assessment under the proposal OR
  - The owners of record of more than ½ of the area liable to be assessed under the proposal

Creation of a BID

- Process
  - Petition filed with City Clerk
  - Resolution –
    - Notice of hearing on creation of BID
    - Description of improvements to be constructed and location thereof
    - Direct interested people to Clerk's office for further information
  - Notice of hearing mailed to all tract owners within the district 10 – 30 days before the hearing
  - Notice of hearing published 7 days prior to hearing

Types of Improvements Authorized

- Street improvements (not general street repair/maintenance)
- Certain utility improvements
- Street lights
- Landscaping
- Parks, playgrounds and recreational facilities
- Parking facilities
- Benches, booths, kiosks
- Signs
- Trash receptacles
- Decorations
- Security
- Shuttle Service
- Marketing/Management

Assessment Roll

- Prepared annually when the district funds ongoing services (vs. capital improvements)
- Resolution prepared annually containing the assessment roll and setting a public hearing
  - Notice mailed 10-30 days prior to hearing
  - Notice published at least 7 days prior to hearing
- Assessment roll adopted by ordinance after public hearing; Staff files liens when property owners fail to pay

How long does a BID last?

- Life of the bonds OR
- If no bonds issued, a maximum of 30 years
- Length typically specified in petition

Role of the City

- Council must act to form a district
- Develop and adopt annual assessment roll
- Hold assessment revenue in a special fund
- Coordinate activities within the District
- File liens for unpaid assessments

QUESTIONS?