



CITY OF NORMAN, OK
BOARD OF PARKS COMMISSIONERS MEETING
Development Center, Room A, 225 N. Webster Ave., Norman, OK 73069
Thursday, June 04, 2026 at 5:30 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, relation, 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 call 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

MINUTES

1. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

BOARD OF PARK COMMISSIONERS REGULAR MEETING MINUTES OF APRIL 2, 2026

DISCUSSION ITEMS

2. CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF PREVIOUSLY APPROVED CITY COUNCIL ITEMS

ACTION ITEMS

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$26,000 FOR THE FIREHOUSE ART POLLINATOR GARDEN UPDATE
4. DISCUSSION AND CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT REGARDING A LETTER FROM THE BOARD OF PARK COMMISSIONERS TO BE FORWARDED TO THE MAYOR AND CITY COUNCIL EXPRESSING CONCERNS ABOUT HOMELESS ENCAMPMENTS IN PUBLIC CITY PARKS
5. DISCUSSION REGARDING PROPOSED UPDATES TO THE PARKS AND RECREATION DEPARTMENT'S POLICY AND RULE MANUAL AND

CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR
POSTPONEMENT OF SUCH UPDATED POLICY AND RULES MANUAL

REPORTS

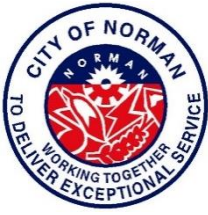
- [6.](#) NORMAN FORWARD UPDATE
- [7.](#) DIVISION UPDATE
- [8.](#) CAPRA UPDATE

MISCELLANEOUS ITEMS

PUBLIC COMMENT

This is an opportunity for citizens to address the Norman Board of Parks Commissioners. Due to Open Meeting Act regulations, the Commissioners are not able to participate in discussion during public comments. Remarks should be directed to the Commissioners as a whole and limited to three minutes or less.

ADJOURNMENT



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/04/2026

REQUESTER: Jason Olsen

PRESENTER: Jason Olsen, Director of Parks & Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

BOARD OF PARK COMMISSIONERS REGULAR MEETING MINUTES OF APRIL 2, 2026

The Norman Board of Parks Commissioners of the City of Norman, Cleveland County, State of Oklahoma, met in a Regular Session in the Development Center Conference Room A, on the 2nd day of April, 2026, at 5:30 p.m., and notice of the agenda of the meeting was posted at the Development Center Building at 225 N. Webster Avenue and on the City website at least 24 hours before the beginning of the meeting.

ROLL CALL

Present: Chair Sheriff and Commissioners Davison, Fagin, Isacksen, and Tedder-Loffland

Tardy: Commissioner Wyckoff

Absent: Commissioners Nanny, Usry, and Wright

City Officials

Present: Jason Olsen, Director of Parks and Recreation
James Briggs, Park Development Manager
Marc Claude, Tennis Professional
Jeff Moody, Event & Media Coordinator
Mitchell Richardson, Recreation Manager
Karla Sitton, Administrative Technician IV

ITEM 1, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF MINUTES FROM THE FEBRUARY 5, 2026, PARK BOARD REGULAR MEETING

Commissioner Fagin made the motion, and Commissioner Isacksen seconded to approve the Regular Park Board minutes of February 5, 2026. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Fagin, Isacksen, and Tedder-Loffland

NAY: None

Commissioner Wyckoff arrived at the meeting at 5:33 p.m.

ITEM 2, being:

CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PREVIOUSLY APPROVED COUNCIL ITEMS

Mr. Jason Olsen, Director of Parks and Recreation, highlighted the previously approved Council actions about the Parks and Recreation Department as follows:

- Contract K-2526-151 with Gametime for \$224,999.94 for the Bluestem Park Playground Project
- Proclamation P-2526-35 Proclaiming Friday, April 24, 2026, as Arbor Day
- Resolution R-2526-128 Completing a Warranty Deed from the City to Monterey Dev Co LLC for a 0.0059 Acre Strip of Land Adjacent to Monterey III Addition as part of the Final Park Land Dedication Amount Required for Monterey Addition.
- Contract K-2526-92 with Downey Construction for the Alameda Stormwater Park Construction Project (Bishop Creek Eco Park) and Final Payment of \$54,002.51

ITEM 3, being:

UPDATE REGARDING THE FINANCIAL STATUS OF THE NORMAN FORWARD PROJECTS

Mr. Jason Olsen, Director of Parks and Recreation, provided an update on the financial status of the Norman Forward (NF) Program, stating that most projects are nearing completion. He said the NF program could finish with a projected fund balance of \$22.7 million, after the \$11.6 million in outstanding projects/promises are completed, leaving a surplus of \$11 million available for additional projects.

Mr. Olsem said the NF tax expires at the end of 2030, and the intent is to present a diversified five-year plan next year to balance projects and voter appeal. He highlighted a preliminary list of potential NF-eligible projects that could be considered if excess funds are available, as follows:

- Sutton Wilderness Purchase (\$3M): Currently under lease with the state, this acquisition would enable facilities such as restrooms and a nature center. The City has owned the adjacent buffer land since 2015.
- Land Acquisition for Sports Complex (\$2.5M): targeting 40-60 acres at potential sites, including the North Water Treatment Plant. Strong demand for football/rugby/lacrosse given limited school access.
- AWE Gym Expansion (\$2.5M): Already designed, aims to relieve crowding and add a walking track and gym space.
- Reaves Park Improvements (\$750K - \$1M *each*): Options include replacing the Kids Space playground, which is a 30-year-old wooden structure that is deteriorating, and rebuilding it with metal/Trex or constructing a Miracle Field, with a \$600K grant that can be applied to the playground if awarded.
- Griffin Park Restroom and Playground Upgrades (\$1.25M): Northeast corner plan: accessible playground and restroom; would serve disc golf and dog park users.
- Andrews Park Improvements (\$2.75-\$3M): pond/stormwater, restrooms, amphitheater reuse & skate feature. Strong council support for an integrated stormwater/recreation solution that preserves history; evaluate extending the skate feature.
- YFAC Facility Enhancements (\$4.5M): For a multi-floor workout area to boost membership and reach profitability, leveraging a possible 50/50 funding split with the Young family.
- Ruby Grant Park Trail Upgrades (\$2.0-\$2.25M): widening, all-grass surface, leveling, irrigation. Public use when not hosting events; potential to host SEC Cross Country Championships (initially 2028; possibly 2029) and ongoing discussions for cost-sharing with OU to meet NCAA standards
- Westwood Family Aquatic Center Feature (\$1.5M): New feature requested since opening, with infrastructure stub-outs (plumbing, motor pad) already in place.
- City-Wide Park Signage Program: \$25K per community park sign (\$20K cheaper per sign than expected). Modernized signage aimed at improving visibility and clarity, and updated ordinance references and wayfinding at Reaves and Griffin Parks.

Mr. Olsen stated that the preliminary projects are for discussion only and are not prioritized. Staff plans to collect input from the Council, Parks Board, and Citizens' Financial Oversight Board before final recommendations are made. He noted that some funds may be reserved for maintenance or replacement of NF improvements as facilities age.

The Board discussed the proposed projects and agreed that all of them were valuable. However, they specifically supported the City-Wide Park Signage project and the projects for Griffin, Andrews, and Reaves Parks. This support was based on the numerous events held in those parks, such as soccer and baseball games, the Medieval Fair, and Fourth of July celebrations.

ITEM 4, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM WESTWOOD GOLF, GOLF MAINTENANCE, AND TENNIS FACILITIES

Mr. Jason Olsen, Director of Parks and Recreation, requested that the annual report from Westwood Golf and Golf Maintenance be postponed until the next Park Board meeting; however, allow Westwood Tennis to present its annual report.

Commissioner Isacksen made the motion, and Commissioner Wyckoff seconded it to recommend postponing the annual report from Westwood Golf and Golf Maintenance. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Fagin, Isacksen, Tedder-Loffland, and Wyckoff

NAY: None

Mr. Marc Claude, Westwood Tennis Pro, highlighted the Westwood Tennis annual report, stating the mission is to serve the public and promote the game of tennis to all ages and levels. He said Westwood Tennis has 12 outdoor courts, 2 indoor courts, 4 36-foot youth courts that can be converted to pickleball courts, and a pro shop. Mr. Claude said the facility is very busy with adult and junior lessons, clinics, tournaments, and USTA league play. He said the facility also hosts practices for middle school and private schools. He said revenues for court fees and passes increased from \$9,500 in 2025 to \$12,860 in 2026. Westwood Tennis continues to be one of the busiest in the state, hosting 11 junior and high school tournaments in 2025, bringing in over 900 kids from the Missouri Valley region.

Mr. Claude said he also hosted 70 adult USTA league matches, and the annual warm-body count in 2025 was 35,947. He explained that USTA Oklahoma is responsible for determining where leagues and tournaments are held and for establishing the fees. He participates in a bidding process every two years, which operates in a two-year cycle. He emphasized that the facility's appearance and playing surface conditions are crucial for securing bids and ensuring player safety. He said that while the events do not generate much profit, the economic impact on Norman is huge and attracts people from all over the country. Mr. Claude highlighted the programs offered at Westwood Tennis and said the customers' ages range from 2 to 84.

Commissioner Wyckoff made the motion, and Commissioner Fagin seconded it to recommend forwarding the Westwood Tennis annual report to the City Council for consideration and approval. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Davison, Fagin, Isacksen, Tedder-Loffland, and Wyckoff

NAY: None

ITEM 5, being:

NORMAN FORWARD UPDATE

Mr. Olsen announced that the hold on the Norman Forward (NF) Saxon Park Project is almost over, with the Public Works Department expected to finish the road through Saxon Park in about 90 days. This will help lower the project's budget, as the roadwork and utilities will be part of the park development but will be funded by Public Works. He also approved the design contractor to prepare bid documents, which should take 30 to 45 days.

Additionally, the old playgrounds at Eagle Cliff, NE Lions, and Sutton Place Parks have been demolished, and new playgrounds, including one for Bluestem Park, are on the way. A ribbon-cutting ceremony will be scheduled at each park once installations are completed, and the Board will be invited to attend.

ITEM 6, being:

DIVISION UPDATE

Mr. James Briggs, Park Development Manager, announced that Downey Construction has completed its work at Bishop Creek Eco Park, including the parking lot and trails. The staff is finalizing landscape plans for a

rain garden, and a grant has been submitted to the Division of Environmental Resilience and Sustainability (DoERS) to help fund it. After completion, park furniture and a shelter will be installed.

At Eagle Cliff Park, 24 trees have been planted, and efforts are underway to restore the locust tree grove. Progress at Bluestem Park includes all tree planting finished, a native plant area nearly complete, a perimeter walking trail, a new playground, a picnic shelter, a sand volleyball area, and a basketball court. In Reaves Park, the pond bank is being raised to mitigate flooding, and a ribbon-cutting for the YFAC outdoor pickleball and volleyball courts will be scheduled soon. Additionally, staff assisted DoERS at the 12th Street Recreation Center with environmental education and the construction of raised beds for a community garden where children from summer camp will grow food.

Mr. Mitchell Richardson, Recreation Manager, said the Spring Egg Hunt is scheduled for tomorrow, April 3rd, at Andrews Park, unless it rains out. Festivities will begin at 5:00 pm and will include a food truck, yard games, sno cones, and photos with the Spring Bunny. Mr. Richardson said Steve Smith, the drummer from Journey, will play at Legacy Park on April 7th, in combination with the Oklahoma House of Music. He said the YFAC adult men's basketball league registration will run through April 5th, and the Mom Prom will offer three dances on May 2nd at the Noun Hotel.

ITEM 7, being:

CAPRA UPDATE

Mr. Mitchell Richardson, Recreation Manager, said the Parks and Recreation Department continues to work on obtaining accreditation from the Commission for Accreditation of Park and Recreation Agencies (CAPRA). He said the recreation team has been working on a cost analysis of the recreation programs to develop a cost assessment and a structured approach to cost recovery. He said it will help us be aware of our events and programming regarding their fees and what programs need to be continued or otherwise. Mr. Richardson said the staff is also working very closely with the Norman Police Department on Chapter 8, which is security plans for our parks, events, etc. He said the staff will conduct a self-assessment by December 2026-January 2027 and present it to the Board.

MISCELLANEOUS ITEMS

Mr. Jason Olsen, Director of Parks and Recreation, said the Parks and Recreation Department recently applied for a \$600,000 TSET Grant. He said TSET is having a meeting today, and Norman was on the agenda, but he hasn't heard anything yet. He said if awarded, the funds will be used to update a deteriorating wooden playground at Reaves Park to address safety concerns and improve physical activity options for the community. Mr. Olsen said the DoERS are hosting Earth Day at Reaves Park on April 26th from 12 pm to 5 pm, with educational and sales vendors.

PUBLIC COMMENT

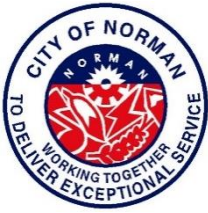
None.

ADJOURNMENT

Chair Sheriff adjourned the meeting at 6:45 p.m.

Passed and approved this _____ of _____ 2026

Sherrel Sheriff, Chair



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/04/2026

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Jason Olsen, Director of Parks & Recreation

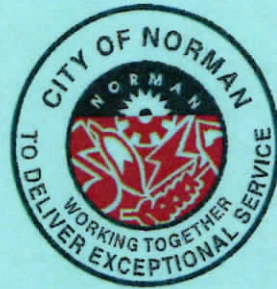
ITEM TITLE: CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF PREVIOUSLY APPROVED CITY COUNCIL ITEMS

DISCUSSION:

The City of Norman City Council met at Regular meetings on May 12, 2026, and May 26, 2026, to consider several items pertaining to the Parks and Recreation Department. Staff has included those previously approved City Council agenda items to keep you informed and up to date.

City of Norman, OK

*Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069*



Meeting Agenda

Tuesday, May 12, 2026

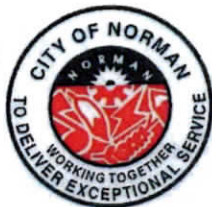
6:30 PM

DIRECTOR OF PARKS AND RECREATION

City Council, Norman Utilities Authority, Norman Municipal Authority, Norman Tax Increment Finance Authority, and Norman Parking and Transit Authority

City Council

David Gandesbery, Ward 1, Matthew Peacock, Ward 2, Robert Bruce, Ward 3, Helen Grant, Ward 4, Trey Kirby, Ward 5, Joshua Hinkle, Ward 6, Kimberly Blodgett, Ward 7, Scott Dixon, Ward 8, Mayor Stephen Tyler Holman.



CITY OF NORMAN, OK CITY COUNCIL REGULAR MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, May 12, 2026 at 6:30 PM

AGENDA

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CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, NORMAN TAX INCREMENT FINANCE AUTHORITY AND NORMAN PARKING AND TRANSIT AUTHORITY

You are required to sign up in advance of the meeting on the City's webpage, by calling the City Clerk's Office (405-366-5406), or at the Council Chambers prior to the start of the meeting with your name, ward, and item you wish to speak to including whether you are a proponent or opponent. When the time comes for public comments, the Clerk will call your name and you can make your way to the podium. Comments may be limited on items of higher interest, if so, the Mayor will announce that at the beginning of the meeting. Participants may speak one time only up to 4 minutes per person per item. There will be no yielding of time to another person. Sign up does not guarantee you will get to speak if the allotted time for that item has already been exhausted. If there is time remaining after those registered to speak have spoken, persons not previously signed up may have the opportunity to speak. Comments received must be limited to the motion on the floor only.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

AWARDS AND PRESENTATIONS

1. RECOGNITION OF THE 2025-2026 NORMAN YOUTH COUNCIL.

PROCLAMATIONS

2. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-40: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SATURDAY, MAY 16, 2026, AS KIDS TO PARKS DAY IN THE CITY OF NORMAN.
3. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-42: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE WEEK OF MAY 17 THROUGH MAY 23, 2026 AS PUBLIC WORKS WEEK IN THE CITY OF NORMAN.
4. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-43: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE THIRD WEEKEND IN MAY 2026, AS NORMAN ARTS FESTIVAL WEEKEND IN THE CITY OF NORMAN.
5. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-44: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MAY 2026, AS BIKE MONTH AND FRIDAY, MAY 15, 2026, AS BIKE-TO-WORK DAY IN THE CITY OF NORMAN.
6. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-45: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MAY 2026, AS ASIAN AMERICAN, NATIVE HAWAIIAN, AND PACIFIC ISLANDER HERITAGE MONTH IN THE CITY OF NORMAN.
7. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-46: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MAY 2026, AS MENTAL HEALTH AWARENESS MONTH IN THE CITY OF NORMAN.

COUNCIL ANNOUNCEMENTS

CONSENT DOCKET

This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 8 through Item 23 be placed on the consent docket.

APPROVAL OF MINUTES

8. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

CITY COUNCIL MEETING MINUTES OF FEBRUARY 27, 2024, APRIL 14, 2024, AND APRIL 28, 2026.

NORMAN UTILITIES AUTHORITY MEETING MINUTES OF FEBRUARY 27, 2024, APRIL 14, 2024, AND APRIL 28, 2026.

NORMAN MUNICIPAL AUTHORITY MEETING MINUTES OF FEBRUARY 27, 2024, APRIL 14, 2024, AND APRIL 28, 2026.

NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING MINUTES OF FEBRUARY 27, 2024, APRIL 14, 2024, AND APRIL 28, 2026.

NORMAN PARKING AND TRANSIT AUTHORITY MEETING MINUTES OF APRIL 28, 2026.

CITY COUNCIL SPECIAL MEETING MINUTES OF MARCH 10, 2026; MARCH 24, 2026; APRIL 7, 2026; AND APRIL 14, 2026.

CITY COUNCIL CONFERENCE MEETING MINUTES OF APRIL 28, 2026.

CITY COUNCIL BUSINESS AND COMMUNITY AFFAIRS COMMITTEE MEETING MINUTES OF MARCH 5, 2026, AND APRIL 2, 2026.

CITY COUNCIL OVERSIGHT COMMITTEE MEETING MINUTES OF APRIL 9, 2026.

CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF APRIL 16, 2026.

CITY COUNCIL COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE MEETING MINUTES OF MARCH 26, 2026.

First Reading Ordinance

9. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-30 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS 14 THROUGH 22 AND LOTS 28 THROUGH 36, ALL OF BLOCK 4 IN HARDIE-RUCKER ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND R-3, MULTIFAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (PROPERTIES GENERALLY LOCATED SOUTH OF E. LINDSEY STREET BETWEEN MCKINLEY AVENUE AND GEORGE AVENUE; WARD 7)

10. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-53 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PARTIAL CLOSURE OF SPECIFIC PLATTED SIX-FOOT (6') WIDTH UTILITY EASEMENT. (WARD 7).
11. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-39 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOT THREE (3), IN BLOCK ONE (1), OF SPRING BROOK ADDITION SECTION 11, A REPLAT OF LOT 6, BLOCK 1, SPRING BROOK ADDITION SECTION 6, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1130 RAMBLING OAKS DRIVE; WARD 3)
12. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-51 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE DEFINITION OF ACCESSORY DWELLING UNIT IN CHAPTER 36 ("ZONING CODE") SECTION 36-101; AND PROVIDING FOR THE SEVERABILITY THEREOF.
13. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-52 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING CHAPTER 30 ("SUBDIVISIONS") OF THE CODE, SECTION 30-302, IN ORDER TO REMOVE REFERENCES TO GREENBELT ENHANCEMENT STATEMENTS AND AMENDING THE SUBMITTAL DEADLINE FOR PRELIMINARY PLATS AND IMPLEMENTING ANY NECESSARY RENUMBERING; AND PROVIDING FOR THE SEVERABILITY THEREOF.
14. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-66 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ADDING ARTICLE 12-VII TO THE CITY CODE CREATING PROCEDURES FOR THE CREATION AND IMPLEMENTATION OF TAX INCREMENT FINANCE DISTRICTS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

- 15. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-67 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING ARTICLE 12-V, TRANSIENT GUEST ROOM TAX, SECTIONS 12-501, 12-503 AND 12-504 OF THE NORMAN CITY CODE TO CLARIFY CERTAIN DEFINITIONS AND PROVIDE A CLEARER PROCESS FOR DOCUMENTING EXEMPTIONS FROM THE TAX; AND PROVIDING FOR THE SEVERABILITY THEREOF.**

Appointments

- 16. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:**

ECONOMIC DEVELOPMENT ADVISORY BOARD

TERM: 05-12-26 TO 08-13-27 BRENT NORWOOD – WARD 8

HUMAN RIGHTS COMMISSION

TERM 05-12-26 TO 07-13-27 ASHLEY KRIVOHLAVEK – WARD 7

NORMAN PUBLIC LIBRARY BOARD

TERM 05-01-26 TO 05-01-29 JODY FOOTE – WARD 3

TERM 05-01-26 TO 05-01-29 LAURA DOUGHTY – WARD 8

TERM 05-01-26 TO 05-01-29 JASON BINGHAM – WARD 8

Donation

- 17. CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$1,000 FROM CROSSLAND CONSTRUCTION COMPANY, INC. TO BE USED TO PURCHASE SERVICES AND ITEMS FOR THE 3RD ANNUAL PUBLIC WORKS WEEK EQUIPMENT RODEO AND COOKOUT AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.**

Contracts

- 18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-118: BY AND BETWEEN NORMAN UTILITIES AUTHORITY AND RJN GROUP, INC., IN THE AMOUNT OF \$172,960 TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE FISCAL YEAR ENDING 2022 SEWER MAINTENANCE PROJECT AND THE BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT. (WARDS 2 AND 8)**
- 19. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-165: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND RAFTELIS FINANCIAL CONSULTANTS, INC., IN THE AMOUNT OF \$123,975 TO PROVIDE CONSULTING SERVICES FOR THE WATER AND WASTEWATER CONNECTION FEE AND COST-OF-SERVICE STUDY AND BUDGET APPROPRIATIONS AS OUTLINED IN THE STAFF REPORT. (CITY)**

20. CONSIDERATION OF APPROVAL, ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-169 AND PROJECT RESOLUTION R-2526-140: A PROJECT MAINTENANCE, FINANCING, AND RIGHT-OF-WAY AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT), FOR REFLECTORIZED BACKPLATES UPGRADES PHASE 2. (CITY)
21. CONSIDERATION OF APPROVAL, ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-172 AND PROJECT RESOLUTION R-2526-143: A PROJECT AGREEMENT BY AND BETWEEN THE CITY OF NORMAN AND THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT) IN THE AMOUNT OF \$1,393,893 FOR THE CONSTRUCTION OF THE LINDSEY STREET SPECIAL CORRIDOR PROJECT FROM PICKARD AVENUE TO ELM AVENUE AND APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (WARD 4)

Resolutions

22. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-142: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AND THE NORMAN MUNICIPAL AUTHORITY TRANSFERRING \$41,000 FROM THE STREET MAINTENANCE BOND (GENERAL OBLIGATION BOND SERIES 2023B) FUND BALANCE TO ROBINSON STREET PROJECTS LOCATED BETWEEN 60TH AVENUE NE AND 72ND AVENUE N.E. AND 72ND AVENUE N.E. AND 84TH AVENUE N.E. AS OUTLINED IN THE STAFF REPORT. (WARD 5)
23. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-144: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING A CAPITAL PROJECT FOR NORMAN TRANSIT CENTER IMPROVEMENTS; TRANSFERRING \$62,140.28 FROM THE TRANSIT CENTER CONCRETE PAVEMENT PROJECT (TR0128) TO THE NORMAN TRANSIT CENTER IMPROVEMENTS PROJECT (TR0130); AND APPROPRIATING \$18,757.00 FROM THE PUBLIC TRANSPORTATION FUND 27 BALANCE.

NON-CONSENT ITEMS

Public Hearings

24. CONDUCTING A PUBLIC HEARING FOR CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE PROPOSED SECOND YEAR ACTION PLAN FOR THE NORMAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIPS PROGRAM TOTALING \$1,395,502.80 TO BE SUBMITTED TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD).

25. CONSIDERATION AND AWARDED OF THE BID FOR THE PURCHASE OF \$10,000,000 GENERAL OBLIGATION BONDS, SERIES 2026A OF THE CITY OF NORMAN, OKLAHOMA, AND VOTE TO AWARD SAID BONDS TO THE LOWEST BIDDER COMPLYING WITH THE NOTICE OF SALE AND INSTRUCTIONS TO BIDDERS OR TO REJECT ALL BIDS.
26. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-61 UPON FIRST, SECOND AND FINAL READING: AN ORDINANCE PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2026A IN THE SUM OF \$10,000,000 BY THE CITY OF NORMAN, OKLAHOMA, AUTHORIZED AT AN ELECTION DULY CALLED AND HELD FOR SUCH PURPOSE; PRESCRIBING FORM OF BONDS; PROVIDING FOR REGISTRATION THEREOF; DESIGNATING THE REGISTRAR FOR THE ISSUE; PROVIDING FOR LEVY OF AN ANNUAL TAX FOR THE PAYMENT OF PRINCIPAL AND INTEREST ON THE BONDS AND FIXING OTHER DETAILS OF THE ISSUE; APPROVING THE FORMS OF A CONTINUING DISCLOSURE AGREEMENT AND AN OFFICIAL STATEMENT; AUTHORIZING EXECUTIONS AND ACTIONS NECESSARY FOR THE ISSUANCE AND DELIVERY OF THE BONDS; AND DECLARING AN EMERGENCY.
27. CONSIDERATION AND AWARDED OF THE BID FOR THE PURCHASE OF \$17,000,000 GENERAL OBLIGATION BONDS, SERIES 2026B OF THE CITY OF NORMAN, OKLAHOMA, AND VOTE TO AWARD SAID BONDS TO THE LOWEST BIDDER COMPLYING WITH THE NOTICE OF SALE AND INSTRUCTIONS TO BIDDERS OR TO REJECT ALL BIDS.
28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-62 UPON FIRST, SECOND AND FINAL READING: AN ORDINANCE PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2026B IN THE SUM OF \$17,000,000 BY THE CITY OF NORMAN, OKLAHOMA, AUTHORIZED AT AN ELECTION DULY CALLED AND HELD FOR SUCH PURPOSE; PRESCRIBING FORM OF BONDS; PROVIDING FOR REGISTRATION THEREOF; DESIGNATING THE REGISTRAR FOR THE ISSUE; PROVIDING FOR LEVY OF AN ANNUAL TAX FOR THE PAYMENT OF PRINCIPAL AND INTEREST ON THE BONDS AND FIXING OTHER DETAILS OF THE ISSUE; APPROVING THE FORMS OF A CONTINUING DISCLOSURE AGREEMENT AND AN OFFICIAL STATEMENT; AUTHORIZING EXECUTIONS AND ACTIONS NECESSARY FOR THE ISSUANCE AND DELIVERY OF THE BONDS; AND DECLARING AN EMERGENCY.
29. CONSIDERATION AND AWARDED OF THE BID FOR THE PURCHASE OF \$8,000,000 GENERAL OBLIGATION BONDS, SERIES 2026C OF THE CITY OF NORMAN, OKLAHOMA, AND VOTE TO AWARD SAID BONDS TO THE LOWEST BIDDER COMPLYING WITH THE NOTICE OF SALE AND INSTRUCTIONS TO BIDDERS OR TO REJECT ALL BIDS.

30. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-63 UPON FIRST, SECOND AND FINAL READING: AN ORDINANCE PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2026C IN THE SUM OF \$8,000,000 BY THE CITY OF NORMAN, OKLAHOMA, AUTHORIZED AT AN ELECTION DULY CALLED AND HELD FOR SUCH PURPOSE; PRESCRIBING FORM OF BONDS; PROVIDING FOR REGISTRATION THEREOF; DESIGNATING THE REGISTRAR FOR THE ISSUE; PROVIDING FOR LEVY OF AN ANNUAL TAX FOR THE PAYMENT OF PRINCIPAL AND INTEREST ON THE BONDS AND FIXING OTHER DETAILS OF THE ISSUE; APPROVING THE FORMS OF A CONTINUING DISCLOSURE AGREEMENT AND AN OFFICIAL STATEMENT; AUTHORIZING EXECUTIONS AND ACTIONS NECESSARY FOR THE ISSUANCE AND DELIVERY OF THE BONDS; AND DECLARING AN EMERGENCY.

MISCELLANEOUS COMMENTS

This is an opportunity for citizens to address City Council. Due to Open Meeting Act regulations, Council is not able to participate in discussion during miscellaneous comments. Remarks should be directed to the Council as a whole and limited to four minutes or less.

ADJOURNMENT

File Attachments for Item:

2. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-40: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SATURDAY, MAY 16, 2026, AS KIDS TO PARKS DAY IN THE CITY OF NORMAN.

Item 2.





CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/12/2026

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-40: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SATURDAY, MAY 16, 2026, AS KIDS TO PARKS DAY IN THE CITY OF NORMAN.

P-2526-40

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SATURDAY, MAY 16, 2026, AS KIDS TO PARKS DAY IN THE CITY OF NORMAN.

- § 1. WHEREAS, May 16, 2026, is Kids to Parks Day organized and launched by the National Park Trust held annually on the third Saturday of May; and
- § 2. WHEREAS, Kids to Parks Day empowers kids and encourages families to get outdoors and visit the City of Norman’s parks, public lands and waters; and
- § 3. WHEREAS, we should encourage children to lead a more active lifestyle to combat issues of childhood obesity, diabetes, hypertension and hypercholesterolemia; and
- § 4. WHEREAS, Kids to Parks Day will broaden children's appreciation for nature and outdoors; and
- § 5. WHEREAS, Kids to Parks Day will recognize the importance of recreating responsibly while enjoying the benefits of the outdoors; and
- § 6. WHEREAS, The City of Norman invites the public to celebrate Kids to Parks Day with a special event on Saturday, May 16, 2026, from 10:00 a.m. to 12:00 p.m. at Cherry Creek Park.

NOW, THEREFORE, I, MAYOR OF THE CITY OF NORMAN, OKLAHOMA:

- § 7. Do hereby proclaim that Saturday, May 16, 2026, as Kids to Parks Day in the City of Norman.

PASSED AND APPROVED this 12th day of May 2026.

Mayor Stephen T. Holman

ATTEST:

City Clerk



File Attachments for Item:

4. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-43: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE THIRD WEEKEND IN MAY 2026, AS NORMAN ARTS FESTIVAL WEEKEND IN THE CITY OF NORMAN.

Item 2.





**CITY OF NORMAN, OK
STAFF REPORT**

MEETING DATE: 05/12/2026

REQUESTER: Jamie Meyer, Interim City Clerk

PRESENTER: Jamie Meyer, Interim City Clerk

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-43: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE THIRD WEEKEND IN MAY 2026, AS NORMAN ARTS FESTIVAL WEEKEND IN THE CITY OF NORMAN.

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE THIRD WEEKEND IN MAY 2026, AS NORMAN ARTS FESTIVAL WEEKEND IN THE CITY OF NORMAN.

- § 1. WHEREAS, the arts enrich the cultural fabric of the City of Norman and serve as a powerful tool for education, expression, and community connection; and
- § 2. WHEREAS, Norman Arts Festival Inc. (NAF) is a 501(c)(3) nonprofit organization dedicated to expanding access to the arts, supporting artists of all levels, and fostering inclusive opportunities for youth and community engagement; and
- § 3. WHEREAS, the Norman Arts Festival seeks to strengthen community connections through creative expression, interactive experiences, and meaningful partnerships that uplift artists and inspire residents of all ages; and
- § 4. WHEREAS, the inaugural Norman Arts Festival will be held on May 16–17, 2026, at Andrews Park, bringing together local and regional artists, performers, and community members in a vibrant celebration of art, culture, and unity; and
- § 5. WHEREAS, this festival will contribute to the cultural and economic vitality of the City of Norman by promoting tourism, supporting local businesses, and showcasing the creativity that defines our community; and
- § 6. WHEREAS, it is fitting to recognize and celebrate the vision and leadership of Carrie Hendricks, CEO and Founder of the Norman Arts Festival, whose dedication has helped bring this meaningful event to life.

NOW, THEREFORE, I, MAYOR OF THE CITY OF NORMAN, OKLAHOMA:

- § 7. Do hereby proclaim the third weekend in May 2026, as Norman Arts Festival Weekend in the City of Norman.

PASSED AND APPROVED this 12th day of May 2026.

Mayor, Stephen T. Holman

ATTEST:

City Clerk



File Attachments for Item:

5. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-44: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MAY 2026, AS BIKE MONTH AND FRIDAY, MAY 15, 2026, AS BIKE-TO-WORK DAY IN THE CITY OF NORMAN.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/12/2026

REQUESTER: James Briggs

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-44: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MAY 2026, AS BIKE MONTH AND FRIDAY, MAY 15, 2026, AS BIKE-TO-WORK DAY IN THE CITY OF NORMAN.

P-2526-44

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MAY 2026, AS BIKE MONTH AND FRIDAY, MAY 15, 2026, AS BIKE-TO-WORK DAY IN THE CITY OF NORMAN.

- § 1. WHEREAS, today, millions of Americans engage in bicycling because it is a viable and environmentally friendly form of transportation, an excellent form of fitness, provides quality recreation, and helps relieve the fiscal strain of high gas prices; and
- § 2. WHEREAS, the education of cyclists and motorists as to the proper and safe operation of bicycles is important to ensure the safety and comfort of all users; and
- § 3. WHEREAS, the City of Norman continues to update its bicycle plan and bicycle transportation network, including the continued design and construction of a multi-modal off-street bike path along State Highway 9; the construction of a multimodal paths along all major road projects, and adding more bike lanes and/or widen shoulders wherever possible in Norman to aid in the safety of bikes both on the road and riding alongside of roads; and
- § 4. WHEREAS, the City of Norman has been designated by the League of American Bicyclists as an official *Bicycle Friendly Community* for 14 years; and
- § 5. WHEREAS, the Norman Bicycle Advisory Committee, the Bicycle League of Norman, and independent cyclists throughout our state are promoting greater public awareness of bicycle operation and safety education in an effort to reduce accidents, injuries and fatalities for all.

NOW, THEREFORE, I, MAYOR OF THE CITY OF NORMAN, OKLAHOMA:

- § 6. Do hereby proclaim the month of May, 2026, as Bike Month, and also proclaim Friday, May 15, 2026, as Bike-To-Work Day in the City of Norman and encourage all citizens to recognize the importance of bicycle safety, be more aware of cyclists on our streets and highways; and invite all to ride their bicycles to Andrews Park that morning as they bike to work for an 8:30 a.m. rally as a show of support for bicycle use for all those reasons named herein.

PASSED AND APPROVED this 12th day of May 2026.

Mayor, Stephen T. Holman

ATTEST:

City Clerk



Item 2.



File Attachments for Item:

15. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-67 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING ARTICLE 12-V, TRANSIENT GUEST ROOM TAX, SECTIONS 12-501, 12-503 AND 12-504 OF THE NORMAN CITY CODE TO CLARIFY CERTAIN DEFINITIONS AND PROVIDE A CLEARER PROCESS FOR DOCUMENTING EXEMPTIONS FROM THE TAX; AND PROVIDING FOR THE SEVERABILITY THEREOF.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/12/2026

REQUESTER: Kathryn Walker

PRESENTER: Kathryn Walker, Assistant City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-67 UPON FIRST READING
BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING ARTICLE 12-V, TRANSIENT GUEST ROOM TAX, SECTIONS 12-501, 12-503 AND 12-504 OF THE NORMAN CITY CODE TO CLARIFY CERTAIN DEFINITIONS AND PROVIDE A CLEARER PROCESS FOR DOCUMENTING EXEMPTIONS FROM THE TAX; AND PROVIDING FOR THE SEVERABILITY THEREOF.

BACKGROUND:

During the recent efforts to educate voters about the April 7, 2026 election question raising the transient guest room tax rate, Staff received a number of questions from residents about how the tax was applied. The portions of the ordinance addressing administration of the tax have not been substantively updated since its initial adoption in 1980. Although Section 12-515 of the Code empowers the Finance Director to make rules and regulations appropriate for administration of the tax, it would be helpful to have additional clarity in the ordinance as the hotel industry and the types of hotel offerings grow. The goal of Ordinance O-2526-67 is to more clearly address some of these questions related to how the ordinance is administered.

DISCUSSION:

Ordinance O-2526-67 amends the definition of "hotel" to exclude a provision that has historically been applied to bed and breakfast establishments. With the advent of short-term rentals, the language "three or more rooms are used for the accommodation of such guests" has caused confusion and resulted in bed and breakfast establishments being treated differently from all other types of hotels. The ordinance also seeks to tie the exemption for permanent residents in Section 12-503 more closely to the definition of "permanent residents" by explicitly including in the definition a reference to permanent residents of Norman, who may prove such residency with a current driver's license or water bill at the time of check-in and by adding a cross-reference to Section 12-503.

Finally, the Ordinance simplifies the proof required to be exempt from the tax. Currently, Section 12-504 requires anyone claiming to be exempt from the tax – permanent residents,

government employees on government business, tribal employees on tribal business, and non-profit organizations on non-profit business – to obtain a certificate of exemption from the Finance Director. Over the years, this process hasn't been heavily utilized and instead, the hotels have a reporting form to document any exemptions granted. The Ordinance would codify the practice of guests providing documentation of an applicable exemption to the hotels while also clarifying for the hotels what documentation would be sufficient to grant an exemption from the tax.

Note: The recent election on April 7, 2026 also included a change to the definition of "hotels" to include Recreation Vehicles (RV's). The ordinance making this change has an effective date of July 1, 2026 so the new language is not shown in the attached ordinance.

RECOMMENDATION:

Staff will be present at the City Council Conference on May 12, 2026 to discuss further and will include it on the May 12, 2026 agenda for First Reading and the May 26, 2026 agenda for Second and Final Reading. This will ensure it will be in effect on July 1, 2026 when the new tax rate goes into effect and the new fiscal year begins.

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING ARTICLE 12-V, TRANSIENT GUEST ROOM TAX, SECTIONS 12-501, 12-503 AND 12-504 OF THE NORMAN CITY CODE TO CLARIFY CERTAIN DEFINITIONS AND PROVIDE A CLEARER PROCESS FOR DOCUMENTING EXEMPTIONS FROM THE TAX; AND PROVIDING FOR THE SEVERABILITY THEREOF.

- § 1. WHEREAS, the Norman Transient Guest Room Tax Ordinance (Ordinance No. O-7980-58) was originally adopted in May 1980 with the citizens of Norman voting to enact the corresponding excise tax of four percent (4%) in July 1980; and
- § 2. WHEREAS, excise tax funds collected through this tax are set aside and used exclusively for the purpose of encouraging, promoting and fostering the convention and tourism development of the City of Norman; and
- § 3. WHEREAS, the excise tax has been increased twice since its original adoption; most recently an increase to 10% was approved by the voters on April 7, 2026 and will become effective on July 1, 2026; and
- § 4. WHEREAS, questions from citizens during the recent election identified areas where the Norman Transient Guest Room Tax Ordinance could be amended to provide additional clarification for the administration of the guest room tax.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

- § 5. THAT, Section 12-501 of the Code of the City of Norman, Oklahoma shall be amended as follows:

12-501 Definitions

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Finance Director means the Finance Director of the City.

Hotel means any buildings, structures, trailers, or other facilities in which the public may, for consideration, obtain sleeping accommodations in which three or more rooms are used for the accommodation of such guests, whether such rooms are in one or several structures. The term "hotel" shall include hotels, apartment hotels, motels, tourist homes, houses or courts, lodginghouses, inns, roominghouses, trailer houses, trailer motels, dormitory space where bed space is rented to individuals or groups, apartments not occupied by permanent residents, and all other facilities where rooms or sleeping facilities or space are furnished for a consideration. The term "hotel" shall not include hospitals, sanitariums or nursing homes nor shall this term affect permanent residents facilities as defined below for residents for terms in excess of 30 days.

Occupancy means the use or possession, or the right to the use or possession, of any rooms in a hotel, or the right to the use or possession of the furnishings or to the services and accommodations accompanying the use and possession of any rooms.

Occupant means a person who, for a consideration, uses, possesses or has the right to the use or possession of any rooms in a hotel under lease, concession, permit, right to access, license to use, or other agreement.

Operator means any person operating a hotel in this City, including, but not limited to, the owner, proprietor, lessee, sublessee, mortgagee in possession, licensee, or any other person otherwise operating such hotel.

Permanent resident means any occupant who has or shall have the right of occupancy of any rooms in a hotel in excess of 30 consecutive days during the current calendar year or preceding year. This term also includes permanent residents of Norman who provide proof of residency in Norman through either a current driver's license or water bill in his or her name at the time of check-in at the hotel.

* * * *

§ 6. THAT, Section 12-503 of the Code of the City of Norman, Oklahoma shall be amended to read as follows:

12-503 Exemptions

The following shall be exempt from the tax levied in this article:

1. Permanent residents, as defined herein;
2. The United States Government or any agency or division thereof when paid directly by the United States Government;
3. The State of Oklahoma or any political subdivision thereof when paid directly by the State of Oklahoma or any political subdivision;
4. Any organization, corporation or association organized and operated exclusively for religious, charitable, philanthropic or educational purposes, provided that its primary purpose is not carrying on a trade or business for profit when paid directly by such organization, corporation or association;
5. Any tribal nation or agency thereof when paid directly by the tribal nation.

§ 7. THAT, Section 12-504 of the Code of the City of Norman, Oklahoma shall be amended to read as follows:

12-504 Certificate Proof of Exemption Required

Anyone claiming to be exempt from the tax must ~~obtain a certification from the Finance Director~~ present adequate proof to the hotel at the time of check-in for their stay that an exemption as set forth in Section 12-503 applies to their stay. For individuals or entities claiming an exemption under Section 12-503(2), (3) or (5), payment for the room(s) directly by the government, tribal nation, including an agency thereof, or political subdivision shall be sufficient. For individuals or entities claiming an exemption under

Section 12-503(4), payment directly by the organization, corporation or association, along with proof of its non-profit status, shall be sufficient. For permanent residents of Norman claiming an exemption under Section 12-503(1), the provision to the hotel of a current driver's license or water bill in the name of the guest staying at the hotel showing a Norman address is sufficient. Any exemptions from the transient guest room tax shall be documented by the hotel on a form provided by the City. ~~the organization, association or corporation with which he is affiliated is exempt from the tax. Prior to issuing such a certificate, the Finance Director shall require a certification from the said organization, association or corporation that the occupant is its agent, representative or employee, and that his occupancy of the room is required in connection with the affairs of said organization; and upon such proof, a refund may be obtained from the respective operator. This certificate shall be available from each operator.~~

§ 8. **Severability.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this ordinance, except, that the effective date provision shall not be severable from the operative provisions of the ordinance.

ADOPTED this _____ day
of _____, 2026.

NOT ADOPTED this _____ day
of _____, 2026.

Mayor

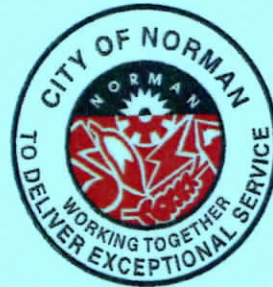
Mayor

ATTEST:

City Clerk

City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069



Meeting Agenda

Amended

Tuesday, May 26, 2026

6:30 PM

DIRECTOR OF PARKS AND RECREATION

City Council, Norman Utilities Authority, Norman Municipal Authority, Norman Tax Increment Finance Authority, and Norman Parking and Transit Authority

City Council

David Gandesbery, Ward 1, Matthew Peacock, Ward 2, Robert Bruce, Ward 3, Helen Grant, Ward 4, Trey Kirby, Ward 5, Joshua Hinkle, Ward 6, Kimberly Blodgett, Ward 7, Scott Dixon, Ward 8, Mayor Stephen Tyler Holman.



City Council Regular Meeting - Amended

Tuesday, May 26, 2026 06:30 PM

Municipal Building, Council Chambers, 201 West Gray, Norman, OK
73069

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, relation, 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 call 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, NORMAN TAX INCREMENT FINANCE AUTHORITY, AND NORMAN PARKING AND TRANSIT AUTHORITY

You are required to sign up in advance of the meeting on the City's webpage, by calling the City Clerk's Office (405-366-5406), or at the Council Chambers prior to the start of the meeting with your name, ward, and item you wish to speak to including whether you are a proponent or opponent. When the time comes for public comments, the Clerk will call your name and you can make your way to the podium. Comments may be limited on items of higher interest, if so, the Mayor will announce that at the beginning of the meeting. Participants may speak one time only up to 4 minutes per person per item. There will be no yielding of time to another person. Sign up does not guarantee you will get to speak if the allotted time for that item has already been exhausted. If there is time remaining after those registered to speak have spoken, persons not previously signed up may have the opportunity to speak. Comments received must be limited to the motion on the floor only.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

AWARDS AND PRESENTATIONS

1. RECOGNITION OF THE 2025-2026 NORMAN YOUTH COUNCIL.

COUNCIL ANNOUNCEMENTS

CONSENT DOCKET

This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 2 through Item 22 be placed on the consent docket.

APPROVAL OF MINUTES

2. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:

CITY COUNCIL MEETING MINUTES OF MAY 12, 2026.

NORMAN UTILITIES AUTHORITY MEETING MINUTES OF MAY 12, 2026.

NORMAN MUNICIPAL AUTHORITY MEETING MINUTES OF MAY 12, 2026.

NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING MINUTES OF MAY 12, 2026.

NORMAN PARKING AND TRANSIT AUTHORITY MEETING MINUTES OF MAY 12, 2026.

CITY COUNCIL CONFERENCE MEETING MINUTES OF MAY 12, 2026.

[Staff Report - Approval of Minutes.pdf \(0.06 MB\)](#)

[05-12-26 CC Regular Meeting Minutes.pdf \(8.90 MB\)](#)

[05-12-26 CC Conference Meeting Minutes.pdf \(1.98 MB\)](#)

First Reading Ordinance

3. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-58 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS NINETEEN (19) AND TWENTY (20), IN BLOCK THREE (3), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF, FROM CCFBC, CENTER CITY FORM-BASED CODE DISTRICT, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (126 W APACHE; WARD 4)

[Staff Report 126 W Apache \(1st read\).pdf \(0.09 MB\)](#)

[O-2526-58 126 W Apache Ordinance.pdf \(0.10 MB\)](#)

[126_W_Apache_Location_BW.pdf \(0.64 MB\)](#)

[CC - 126 West Apache \(5.14.26 Clean\).pdf \(0.98 MB\)](#)

[PC Floor Amendments - CCPUD 126 West Apache \(5.14.26 Redline\).pdf \(0.98 MB\)](#)

[PC - 126 West Apache \(5.7.26 Clean\).pdf \(0.90 MB\)](#)

[PC Floor Amendment - 214 W APACHE SITE PLAN revised 5.14.26 \(Print\).pdf \(0.20 MB\)](#)

[PC - 126 WEST APACHE DUPLEX SITE PLAN revised 4-29 \(Print\).pdf \(0.18 MB\)](#)

[PC - 126 WEST APACHE FP + ELEV revised 4-30 \(Print\).pdf \(0.98 MB\)](#)

[PD 26-9_126_W Apache CCPUD_Mtg Notes.pdf \(0.15 MB\)](#)

[PC - O-2526-58 126 W Apache SR.pdf \(0.36 MB\)](#)

4. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-59 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS TWENTY-FIVE (25) AND TWENTY-SIX (26), IN BLOCK SIX (6), D.L. LARSH'S FIRST ADDITION, TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, ACCORDING TO THE RECORDED PLAT THEREOF FROM CCFBC, CENTER CITY FORM BASED CODE DISTRICT, URBAN RESIDENTIAL FRONTAGE, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (214 W APACHE; WARD 4)

[Staff Report - 214 W Apache.pdf \(0.09 MB\)](#)

[O-2526-59 214 W Apache Ordinance.pdf \(0.09 MB\)](#)

[214_W_Apache_Location_BW.pdf \(0.64 MB\)](#)

[CC - 214 West Apache \(RSJ Clean 5.14.26\).pdf \(1.09 MB\)](#)

[CC - 214 West Apache \(RSJ Redline 5.14.26\).pdf \(1.09 MB\)](#)

[PC Floor Amendments - 214 West Apache \(RSJ 5.14.26 Redline\).pdf \(1.09 MB\)](#)

[PC - 214 West Apache \(RSJ 5.7.26 Clean\).pdf \(1.04 MB\)](#)

[PC Floor Amendment - 214 APACHE SITE PLAN revised 5.14.26.pdf \(0.35 MB\)](#)

[PC- 214 WEST APACHE DUPLEX SITE PLAN revised 4-29 \(Print\).pdf](#) (0.21 MB) Item 2.

[PC - 214 WEST APACHE FP + ELEV revised 4-30 \(Print\).pdf](#) (0.98 MB)

[PD 26-10_214 W Apache CCPUD_Mtg Notes.pdf](#) (0.15 MB)

[PC - O-2526-59 214 W Apache SR.pdf](#) (0.38 MB)

Reports/Communications

5. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORT FOR THE MONTH OF APRIL 2026.

[Staff Report.pdf](#) (0.06 MB)

[Monthly Report April 2026.pdf](#) (18.24 MB)

6. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF APRIL 30, 2026, AND DIRECTING THE FILING THEREOF.

[Staff Report.pdf](#) (0.06 MB)

[April Finance Director's Investment Report.pdf](#) (0.22 MB)

Surplus

7. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF DECLARATION OF SURPLUS AND/OR OBSOLETE EQUIPMENT AND MATERIALS AND AUTHORIZING THE SALE OR DISPOSAL THEREOF.

[05-26-26 Staff Report.pdf](#) (0.06 MB)

[05-26-26 Surplus List.pdf](#) (0.17 MB)

Bids

8. CONSIDERATION OF AWARDING, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID 2526-33: SUBMITTED BY AMERICAN WATERWORKS SUPPLY INC., FERGUSON WATERWORKS, UTS, CORE AND MAIN AND OKLAHOMA CONTRACTOR'S SUPPLY, L.L.C., IN THE AMOUNT OF \$181.00 EACH, FOR THE PURCHASE OF COPPER METER YOKES FOR WATER METERS FOR THE LINE MAINTENANCE DIVISION.

[Staff Report 2526-33 - Meter Yokes.pdf](#) (0.06 MB)

[Bid Record Meter Yokes 2526-33.pdf](#) (0.02 MB)

[Bid Tab Copper Meter Yokes - 2526-33 - FY27.pdf \(0.08 MB\)](#)

9. CONSIDERATION OF AWARDING, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID 2526-34: SUBMITTED BY AMERICAN WATERWORKS SUPPLY INC., FERGUSON WATERWORKS, UTS, CORE AND MAIN AND OKLAHOMA CONTRACTOR'S SUPPLY, L.L.C., IN THE AMOUNT OF \$83 EACH, FOR THE PURCHASE OF HIGH-DENSITY POLYETHYLENE PLASTIC (HDPE) METER BOXES WITH ANTI-FLOAT LIDS AND HDPE ANTI-FLOAT LIDS FOR THE LINE MAINTENANCE DIVISION.

[Staff Report 2526-34 - HDPE Meter boxes w anti-float lids & anti-float lids.pdf \(0.06 MB\)](#)

[Bid Record Meter Boxes 2526-34.pdf \(0.02 MB\)](#)

[Bid Tab Water Meter Boxes 2526-34 - FY27.pdf \(0.09 MB\)](#)

10. CONSIDERATION OF AWARDING, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID 2526-35: SUBMITTED BY AMERICAN WATERWORKS SUPPLY, INC., FERGUSON WATERWORKS, UTS, CORE AND MAIN AND OKLAHOMA CONTRACTOR'S SUPPLY, L.L.C., FOR THE PURCHASE OF REPAIR CLAMPS FOR THE LINE MAINTENANCE DIVISION.

[Staff Report 2526-35 Repair Clamps.pdf \(0.07 MB\)](#)

[Bid Record Repair Clamps 2526-35.pdf \(0.10 MB\)](#)

[Bid Tab Water Line Repair Clamps 2526-35 - FY27.pdf \(0.24 MB\)](#)

11. CONSIDERATION OF AWARDING, ACCEPTANCE, REJECTION AMENDMENT, AND/OR POSTPONEMENT OF BID 2526-36: SUBMITTED BY BOB CUNNINGHAM, INC. IN THE AMOUNT OF \$18.50 PER CUBIC YARD FOR THE PURCHASE OF SAND FOR THE LINE MAINTENANCE DIVISION.

[Staff Report - BID 2526-36.pdf \(0.06 MB\)](#)

[Bid Tab Sand 2526-36 - FY27.pdf \(0.08 MB\)](#)

[Bid Record Sand 2526-36.pdf \(0.01 MB\)](#)

12. CONSIDERATION OF AWARDING, ACCEPTANCE, REJECTION AMENDMENT, AND/OR POSTPONEMENT OF BID 2526-37: SUBMITTED BY BOB CUNNINGHAM, INC., IN THE AMOUNT OF \$41.00 PER CUBIC YARD FOR THE PURCHASE OF SCREENED TOPSOIL FOR THE LINE MAINTENANCE DIVISION.

[Staff Report 2526-37 Screened Topsoil.pdf \(0.06 MB\)](#)

[Bid Record 2526-37 Screened topsoil.pdf \(0.01 MB\)](#)

[Bid Tab Screened topsoil 2526-37 - FY27.pdf \(0.08 MB\)](#)

Item 2.

13. CONSIDERATION OF AWARDING, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID 2526-38: FOR THE PURCHASE OF ONE AND ONE HALF (1 ½") AGGREGATE MATERIAL (GRAVEL) TO HILLIS SERVICES, L.L.C., IN THE AMOUNT OF \$29.00 PER TON FOR THE LINE MAINTENANCE DIVISION.

[Staff Report 2526-38 Gravel.pdf \(0.06 MB\)](#)

[Bid Tab 1 half inch Aggregate Material Gravel - FY27.pdf \(0.08 MB\)](#)

[Bid Record 2526-38 1 half inch Aggregate Material Gravel.pdf \(0.01 MB\)](#)

Acceptance of Funds

14. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RECOMMENDATION FROM THE CITY ATTORNEY THAT THE CITY COUNCIL APPROVE A SETTLEMENT OFFER FROM STATE FARM INSURANCE IN THE AMOUNT OF \$100,000 FOR DAMAGE TO CITY OF NORMAN WATER WELL #19. (U.S. Interstate 35 Service Road, near mile marker 115; Ward 8)

[Staff Report - Well 19.pdf \(0.06 MB\)](#)

[State Farm Release - redacted.pdf \(0.34 MB\)](#)

[OHP report - Redacted.pdf \(0.71 MB\)](#)

[Photos.pdf \(2.17 MB\)](#)

[Estimate-Bldg Rebuild.pdf \(0.06 MB\)](#)

[Estimate-Line 16.pdf \(0.39 MB\)](#)

Resolutions

15. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-145: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING THE NEIGHBORHOOD TRAFFIC MANAGEMENT AND CALMING PROGRAM MANUAL IN ORDER TO CORRECT TYPOGRAPHICAL ERRORS AND TO ADD CLARIFYING INFORMATION FOR STAFF AND INTERESTED CITIZENS.

[Staff Report - R-2526-145.pdf \(0.07 MB\)](#)

[R-2526-145.pdf \(0.37 MB\)](#)

[2009 Norman Neighborhood Traffic Management and Calming Program.pdf \(3.41 MB\)](#)

[2026 Traffic Calming Program Procedures Manual.pdf \(6.18 MB\)](#)

Item 2.

16. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-147: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING \$395,089 IN BUDGET FUNDS AS WELL AS ADJUSTMENT OF FISCAL YEAR 2025 EXPENDITURES IN THE AMOUNT OF \$504,621.11 FROM PAY-GO TO AMERICAN RESCUE PLAN ACT (ARPA) AS OUTLINED IN THE STAFF REPORT.

[Staff Report - R-2526-147 Expenditure Adjustment ARPA funds.pdf \(0.07 MB\)](#)

[R-2526-147.pdf \(0.66 MB\)](#)

17. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2526-149: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING \$45,000 FROM THE WESTWOOD TENNIS CENTER IMPROVEMENTS PROJECT TO THE WESTWOOD GOLF COURSE DRIVING RANGE RENOVATION PROJECT.

[Staff Report - R-2526-149.pdf \(0.07 MB\)](#)

[R-2526-149.pdf \(0.07 MB\)](#)

Easement

18. CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF EASMENT E-2526-22 THROUGH E-2526-35: TEMPORARY DRIVEWAY EASEMENTS E-2526-22, E-2526-23, E-2526-24, E-2526-25, E-2526-26, E-2526-28, E-2526-30, E-2526-32, AND E-2526-33; TEMPORARY CONSTRUCTION EASEMENTS E-2526-27, E-2526-31, AND E-2526-34; PERMANENT EASEMENTS E-2526-29, AND E-2526-35; AND THE FILING THEREOF IN THE AMOUNT OF \$11,785.00 FOR THE LINDSEY STREET SPECIAL CORRIDOR PROJECT FROM PICKARD AVENUE TO ELM AVENUE AS OUTLINED IN THE STAFF REPORT.

[Staff Report for E-2526-22-35 revised 5.15.26.pdf \(0.08 MB\)](#)

[Location Map.pdf \(4.80 MB\)](#)

[Parcel 7.1 TDE SOA_Signed.pdf \(0.69 MB\)](#)

[Parcel 17.1 TDE SOA_Signed.pdf \(0.77 MB\)](#)

[Parcel 24.1 TDE SOA_Signed.pdf \(0.68 MB\)](#)

[Parcel 30.1 TDE SOA_Signed.pdf \(0.54 MB\)](#)

[Parcel 31.1 TDE SOA_Signed.pdf \(0.51 MB\)](#)

[Parcel 32.1 SOA_Signed.pdf \(0.96 MB\)](#)

[Parcel 33.1 TDE SOA_Signed.pdf \(0.60 MB\)](#)

[Parcel 34 34.1 34.2 Payment Packet.pdf \(1.06 MB\)](#)

[Parcel 39 SOA_Signed.pdf \(1.75 MB\)](#)

[Parcel 40.1 TDE SOA_Signed.pdf \(0.53 MB\)](#)

Contracts

19. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT FOUR TO CONTRACT K-1415-134: BY AND BETWEEN THE CITY OF NORMAN AND WSB, L.L.C./MESHEK & ASSOCIATES, L.L.C., FOR MODIFICATIONS TO THE SCOPE OF SERVICES ASSOCIATED WITH THE LOWER IMHOFF CREEK STABILIZATION PROJECT. (Ward 2)

[Staff Report K-1415-134 Amd 4.pdf \(0.07 MB\)](#)

[K-1415-134 Amd 4.pdf \(0.65 MB\)](#)

20. CONSIDERATION OF AWARDDING, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID 2526-41 AND CONTRACT K-2526-153: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND GRAPHTEC, INC. IN THE AMOUNT OF \$178,382 FOR THE INSTALLATION OF WAYFINDING SIGNS PHASE 5 ON THE ROCK CREEK ROAD, ALAMEDA STREET, AND LINDSEY STREET CORRIDORS AS WELL AS MAINTENANCE BOND MB-2526-57, PERFORMANCE BOND B-2526-77, STATUTORY BOND B-2526-78, AND ADOPTION OF RESOLUTION R-2526-137 GRANTING TAX EXEMPT STATUS. (CITY)

[Staff Report for K-2526-153.pdf \(0.07 MB\)](#)

[Contract K-2526-153 Graphtec SIGNED.pdf \(0.46 MB\)](#)

[Performance Bond B-2526-77 Graphtec SIGNED.pdf \(0.17 MB\)](#)

[Maintenance Bond MB-2526-37 Graphtec SIGNED.pdf \(0.25 MB\)](#)

[Statutory Bond B-2526-78 Graphtec SIGNED.pdf \(0.16 MB\)](#)

[AFFIDAVIT.pdf \(0.37 MB\)](#)

[R-2526-137.pdf \(0.40 MB\)](#)

[Graphtec Norman Wayfinding Phase 5 Revised Quote Form.pdf \(0.30 MB\)](#)

[Modified Scope of Phase 5 to Reduce Cost.pdf \(0.85 MB\)](#)

[Wayfinding Phase 5 Bid Record.pdf \(0.23 MB\)](#)

[Map of Phase 5 Wayfinding Signs.pdf \(3.33 MB\)](#)

21. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-64: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND DAVENPORT CONSTRUCTION, INC., INCREASING THE CONTRACT BY \$58,860 FOR A REVISED CONTRACT AMOUNT OF \$641,524 FOR CORPORATE ADDITION UTILITIES (SAXON INDUSTRIAL PARK PHASE III – WATERLINE AND SANITARY SEWER EXTENSION) AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (Ward 5)

[Staff Report- CO1 Contract K-2526-64 Saxon III.pdf \(0.06 MB\)](#)

[CO 1 to K-2526-64 signed.pdf \(0.56 MB\)](#)

[Signatory Notarization.pdf \(0.13 MB\)](#)

22. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-175: AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN SOONER FASHION MALL, L.L.C., AND THE CITY OF NORMAN, OKLAHOMA, PROVIDING FOR THE REBATE OF CERTAIN SALES TAX REVENUES AS REIMBURSEMENT FOR CERTAIN PROPERTY COSTS EXPENDED BY SOONER FASHION MALL OVER A FIVE-YEAR PERIOD. (Ward 3)

[K-2526-175 Sales Tax Rebate Agreement Staff Memo.pdf \(0.07 MB\)](#)

[K-2526-175.pdf \(4.19 MB\)](#)

NON-CONSENT ITEMS

Public Hearings

23. CONDUCTING AND CLOSING THE SECOND PUBLIC HEARING FOR CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE FYE 2027 CITY OF NORMAN PROPOSED OPERATING AND CAPITAL BUDGETS.

[Staff Report.pdf \(0.06 MB\)](#)

[Second Public Hearing for Budget FY27.pdf \(1.63 MB\)](#)

[Summary of Fund Balances.pdf \(0.08 MB\)](#)

[FYE 27 Budget Book - Prelim with Tabs and Covers COMPRESSED.pdf \(23.85 MB\)](#)

Resolutions

24. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-123: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING THE AIM NORMAN COMPREHENSIVE LAND USE PLAN DOCUMENT TO CORRECT REFERENCES TO ZONING DISTRICTS WITHIN LAND USE CATEGORIES, AND CORRECTING NONSUBSTANTIVE ERRORS AND OMISSIONS.

[Staff Report - R-2526-123.pdf \(0.07 MB\)](#)

[R-2526-123.pdf \(0.35 MB\)](#)

[Exhibit A AIM Land Use Zoning Districts Update Comparison.pdf \(0.65 MB\)](#)

[R-2526-123 AIM Zoning Districts PC SR.pdf \(0.13 MB\)](#)

[R-2526-123 PC Minutes.pdf \(0.16 MB\)](#)

25. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-124: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TO CORRECT ERRORS ON THE LAND USE MAP AND CHARACTER AREA MAP IN THE AIM NORMAN COMPREHENSIVE LAND USE PLAN.

[Staff Report - R-2526-124 AIM Map Update.pdf \(0.07 MB\)](#)

[R-2526-124.pdf \(0.34 MB\)](#)

[8x11_AIM_LandUse_Change.pdf \(0.67 MB\)](#)

[8x11_AIM_Character_Change.pdf \(0.46 MB\)](#)

[AIM_Character_11x17_Page34A.pdf \(0.95 MB\)](#)

[AIM_Landuse_11x17_Page34B.pdf \(1.00 MB\)](#)

[AIM_Character_11x17_Page41.pdf \(0.99 MB\)](#)

[AIM_Character_11x17_Page44.pdf \(0.85 MB\)](#)

[AIM_Character_11x17_Page46.pdf \(0.84 MB\)](#)

[AIM_Character_11x17_Page48.pdf \(0.89 MB\)](#)

[AIM_Character_11x17_Page50.pdf \(0.86 MB\)](#)

[AIM_Character_11x17_Page52.pdf \(0.86 MB\)](#)

[AIM_Character_11x17_Page54.pdf \(0.94 MB\)](#)

[AIM_Character_11x17_Page56.pdf \(0.97 MB\)](#)

[AIM_Landuse_11x17_Page59.pdf \(1.08 MB\)](#)

[AIM_Character_11x17_Page121.pdf \(1.27 MB\)](#)

[AIM_Character_11x17_Page123.pdf \(1.02 MB\)](#)

[AIM_2045Projects_11x17_Page129.pdf \(0.99 MB\)](#)

[AIM Maps April PC SR.pdf \(0.12 MB\)](#)

[R-2526-124 PC Minutes.pdf \(0.16 MB\)](#)

Second Reading Ordinance

26. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-30 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS 14 THROUGH 22 AND LOTS 28 THROUGH 36, ALL OF BLOCK 4 IN HARDIE-RUCKER ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND R-3, MULTIFAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (PROPERTIES GENERALLY LOCATED SOUTH OF E. LINDSEY STREET BETWEEN MCKINLEY AVENUE AND GEORGE AVENUE; WARD 7)

[Staff Report - Islamic Society of Norman.pdf \(0.09 MB\)](#)

[O-2526-30 Islamic Society Ordinance.pdf \(0.08 MB\)](#)

[420_E_Lindsey_LocationMap_BW.pdf \(0.14 MB\)](#)

[420 E. Lindsey SPUD \(RSJ 4.2.26 Clean\).pdf \(0.33 MB\)](#)

[420 E Lindsey Preliminary Site Development Plan Print.pdf \(0.46 MB\)](#)

[PD 25-30 Islamic Society of Norman.pdf \(0.15 MB\)](#)

[Protest Map.pdf \(0.56 MB\)](#)

[Protest from 1306 McKinley.pdf \(21.16 MB\)](#)

[420 E Lindsey St PC SR.pdf \(0.35 MB\)](#)

[O-2526-30 and O-2526-53 ISN PC Minutes.pdf \(0.17 MB\)](#)

Item 2.

27. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-53 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PARTIAL CLOSURE OF SPECIFIC PLATTED SIX-FOOT (6') WIDTH UTILITY EASEMENT. (WARD 7).

[Staff Report O-2526-53.pdf \(0.07 MB\)](#)

[Ordinance O-2526-53.pdf \(0.02 MB\)](#)

[O-2526-53 SR ISN Closure.pdf \(0.13 MB\)](#)

[Masjid-Annur Easement Vacation Exhibit.pdf \(0.33 MB\)](#)

[Request to Close Easement.pdf \(0.26 MB\)](#)

[OGE 420 Lindsey.pdf \(0.18 MB\)](#)

[Cox 420 Lindsey.pdf \(0.70 MB\)](#)

28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-39 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOT THREE (3), IN BLOCK ONE (1), OF SPRING BROOK ADDITION SECTION 11, A REPLAT OF LOT 6, BLOCK 1, SPRING BROOK ADDITION SECTION 6, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1130 RAMBLING OAKS DRIVE; WARD 3)

[Staff Report - 1130 Rambling Oaks.pdf \(0.09 MB\)](#)

[O-2526-39 1130 Rambling Oaks Drive Ordinance.pdf \(0.11 MB\)](#)

[1130RamblingOaksLocationMap_BW.pdf \(0.72 MB\)](#)

[1130 Rambling Oaks SPUD \(3-26-2026 clean\).pdf \(0.60 MB\)](#)

[O-2526-39 Exhibit B_ 1130 Rambling Oaks.pdf \(0.94 MB\)](#)

[O-2526-39 Exhibit D_ 1130 Rambling Oaks.pdf \(1.00 MB\)](#)

[O-2526-39 Utility Plan_ 1130 Rambling Oaks.pdf \(2.59 MB\)](#)

[O-2526-39_ 1130 Rambling Oaks Traffic Memo.pdf \(1.59 MB\)](#)

[PD 25-23 1130 Rambling Oaks Dr.pdf \(0.14 MB.\)](#)

[O-2526-39 1130 Rambling Oaks Drive PC SR.pdf \(0.36 MB.\)](#)

[O-2526-39 1130 Rambling Oaks PC Minutes.pdf \(0.17 MB.\)](#)

29. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-51 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE DEFINITION OF ACCESSORY DWELLING UNIT IN CHAPTER 36 ("ZONING CODE") SECTION 36-101; AND PROVIDING FOR THE SEVERABILITY THEREOF.

[Staff Report - ADU Updates.pdf \(0.07 MB.\)](#)

[O-2526-51 ADU Update Ord.pdf \(0.14 MB.\)](#)

[ADU Update PC SR.pdf \(0.15 MB.\)](#)

[O-2526-51 PC Minutes.pdf \(0.17 MB.\)](#)

30. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-52 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING CHAPTER 30 ("SUBDIVISIONS") OF THE CODE, SECTION 30-302, IN ORDER TO REMOVE REFERENCES TO GREENBELT ENHANCEMENT STATEMENTS AND AMENDING THE SUBMITTAL DEADLINE FOR PRELIMINARY PLATS AND IMPLEMENTING ANY NECESSARY RENUMBERING; AND PROVIDING FOR THE SEVERABILITY THEREOF.

[Staff Report - Prelim Plat/Greenbelt Updates.pdf \(0.07 MB.\)](#)

[O-2526-52 Prelim Plat-Greenbelt Update Ord.pdf \(0.12 MB.\)](#)

[Prelim Plat-Greenbelt PC SR.pdf \(0.14 MB.\)](#)

[O-2526-52 Chapter 30 PC Minutes.pdf \(0.15 MB.\)](#)

31. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-66 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ADDING ARTICLE 12-VII TO THE CITY CODE CREATING PROCEDURES FOR THE CREATION AND IMPLEMENTATION OF TAX INCREMENT FINANCE DISTRICTS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

[Staff Report - O-2526-66.pdf \(0.07 MB.\)](#)

[O-2526-66 TIF Procedures 5.6.26.pdf \(0.03 MB\)](#)

Item 2.

32. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-67 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING ARTICLE 12-V, TRANSIENT GUEST ROOM TAX, SECTIONS 12-501, 12-503 AND 12-504 OF THE NORMAN CITY CODE TO CLARIFY CERTAIN DEFINITIONS AND PROVIDE A CLEARER PROCESS FOR DOCUMENTING EXEMPTIONS FROM THE TAX; AND PROVIDING FOR THE SEVERABILITY THEREOF.

[Staff Report - O-2526-67.pdf \(0.06 MB\)](#)

[O-2526-67 Transient Guest Room Tax Operational Amendments 5.5.26.pdf \(0.03 MB\)](#)

MISCELLANEOUS COMMENTS

This is an opportunity for citizens to address City Council. Due to Open Meeting Act regulations, Council is not able to participate in discussion during miscellaneous comments. Remarks should be directed to the Council as a whole and limited to four minutes or less.

ADJOURNMENT



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/26/2026

REQUESTER: Jason Olsen, Director of Parks & Recreation

PRESENTER: Jason Olsen, Director of Parks & Recreation

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2526-149: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING \$45,000 FROM THE WESTWOOD TENNIS CENTER IMPROVEMENTS PROJECT TO THE WESTWOOD GOLF COURSE DRIVING RANGE RENOVATION PROJECT.

BACKGROUND:

The 2025-26 Capital Improvement Plan included funding from the Room Tax Fund for the final year of a 3-year project to make several improvements to the Westwood Tennis Center facilities. Over the first two years, work was done to re-surface all 12 of the outdoor courts, repair and replace much of the court fencing and windscreens, replace the old court lighting on the 6 oldest courts and make other improvements to the drainage, landscape, signage and some parts of the clubhouse building. The final year of funding was to be used to design and construct one or two outdoor pickleball courts in the area of the current playground and picnic shelter east of the outdoor tennis courts. However, since the City has completed construction of the new lighted 6-court outdoor pickleball area at the Young Family Athletic Center (YFAC), and as we proceeded with completion of a Master Plan for Westwood Tennis and Golf Improvements in the coming years, the outdoor pickleball project at Westwood became unnecessary. The funds remaining in the Room Tax project were then used to resurface the two existing indoor tennis courts and miscellaneous other site furnishing, fencing, and painting projects at Westwood Tennis. There is a balance remaining in the project (Project Number RT0091).

Also, during the recent winter and early spring of 2026, the Westwood Golf maintenance division has been working on a project to renovate the driving range to make it more functional year-round by solving the problems associated with poor drainage and grass coverage in the range's landing area. The tee area was renovated in 2025 with new hitting areas that included a new large concrete base for multiple synthetic grass tee/hitting areas, to improve the usability of that area. The second part of the range renovation is being done to make it easier to retrieve balls by eliminating the poorly drained bare area where balls land and often get stuck in the ground in even lightly moist conditions; and result in delays in ball retrieval and re-use. The entire range operation will be greatly improved by these renovations, and contribute to a higher revenue potential by greatly reducing down time to collect balls and move tees in high-use times of year.

DISCUSSION:

In recent weeks, the final grading of the driving range was completed by in-house crews using material (dirt) from various city projects to create a much better drainage scenario on the range. The project grew to a slightly larger footprint than originally thought in order to remedy a few areas of standing water and poor soil health. It is now time to install sprigs on the newly-shaped range area and allow them to start growing-in and be ready to re-open in June. Staff has received pricing from various sod/sprig farms, and have selected Sod by Sherry to do the work to install approximately 5 acres of "Tahoma-31" Bermudagrass sprigs on the driving range landing area. Other minor work will be done in-house to make the area ready for use this summer as the sprigs grow-in. Total costs for all final work will be no greater than \$45,000.

At this time, there are no other major tennis-related items to work on, except some final sign replacement and purchase of some sections of windscreen for the oldest courts after recent wind damage. There is more than enough funding left in the Room Tax Westwood Tennis Center Improvements multi-year project to cover those remaining costs as well as the costs associated with the final work on the Westwood Golf Driving Range Renovation Project. However, since all of the other work on the Driving Range was either done in-house or covered in minor expenditures from the annual operations and maintenance account for Westwood Golf, there was no project created in the past from the Capital Fund specifically designated as driving range improvements. This item proposes to complete that accounting action, so the final driving range improvements capital expenditures can be made from a specific account, using funds already appropriated for this park site.

RECOMMENDATION:

City Staff recommends approval of Resolution Number R-2526-149 to transfer \$45,000 from the Westwood Tennis Center Improvements Project (Account Number 23-793364-46101; Project Number RT0091) to a new Westwood Golf Course Driving Range Renovation Project (Account Number 23-793372-46101; Project Number RT0094), to be used for the completion of the purchase and installation of sprigs and other minor work items necessary to complete the driving range renovation.

R-2526-149

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING \$45,000 FROM THE WESTWOOD TENNIS CENTER IMPROVEMENTS PROJECT TO THE WESTWOOD GOLF COURSE DRIVING RANGE RENOVATION PROJECT.

- § 1. WHEREAS, the Fiscal Year 2025-2026 Capital Improvement Plan included Room Tax funding for the final year of a three-year improvement project at the Westwood Tennis Center, including court resurfacing, lighting, fencing, drainage, and clubhouse improvements; and
- § 2. WHEREAS, the planned construction of outdoor pickleball courts at Westwood Tennis Center became unnecessary following completion of the outdoor pickleball complex at the Young Family Athletic Center, leaving a remaining balance in Project RT0091; and
- § 3. WHEREAS, the City has completed significant renovations to the Westwood Golf Course driving range to improve drainage, turf conditions, and operational efficiency; and
- § 4. WHEREAS, City Staff has recommended transferring \$45,000 from the Westwood Tennis Center Improvements Project (RT0091) to a new Westwood Golf Course Driving Range Renovation Project (RT0094) to complete the driving range improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

- § 5. That the following transfer of funds be approved for the reasons stated above.

<u>Losing Account</u>	<u>Gaining Account Number</u>	<u>Amount</u>
Westwood Tennis Center Improvements Project Number: RT0091 Account Number: 23-793364-46101	Westwood Golf Course Driving Range Renovation Project Number: RT0094 Account Number: 23-793372-46101	\$45,000

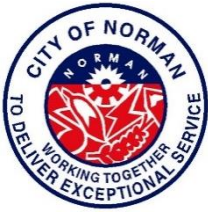
PASSED AND ADOPTED this 26th day of May 2026

ATTEST:

Mayor, Stephen T. Holman

City Clerk





CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/04/2026

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Andy Couch, Firehouse Art Center, Executive Director

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$26,000 FOR THE FIREHOUSE ART POLLINATOR GARDEN UPDATE

DISCUSSION:

The Norman Firehouse Art Center (FAC) has approached the City of Norman Parks and Recreation Department about a Pollinator Garden Project. Matt Goad, from Goad Abode Design and Branding, designed the Pollinator Garden, which he has donated as an in-kind service valued at \$3,000. The mural will be painted by artist Savannah Tallbear for \$4,515.

FAC successfully applied for and received a \$15,000 grant from the Kirkpatrick Family Fund to support the Pollinator Garden Project. FAC also secured a Cost Share Conservation Grant from the Oklahoma Department of Wildlife and Conservation and the U.S. Fish & Wildlife Service, which will reimburse them \$8,000. Additionally, the Parks and Recreation Department has committed to assisting with concrete repairs and landscaping design, contributing an in-kind donation valued at \$10,000.

The project includes the following Income/Donations in the amount of \$26,000:

- Kirkpatrick Family Fund: \$15,000
- Matt Goad Mural Design for Mural Design (In-Kind): \$3,000
- National Fish & Wildlife Department: \$8,000

The project expenses are \$36,000 total and include:

- Concrete repair (City of Norman – In Kind): \$7,000
- Landscape design (City of Norman – In Kind): \$3,000
- Mural Design (In-Kind): \$3,000
- Mural Painting Artist (Savannah Tallbear) \$4,515.00
- Native plants, landscaping & educational signage: \$18,485.00

RECOMMENDATION:

Staff recommends accepting the following donations for the Pollinator Garden Project at the Firehouse Art Center: \$15,000 grant from the Kirkpatrick Family Fund, \$8,000 grant from the Oklahoma Department of Wildlife and Conservation and the U.S. Fish & Wildlife Service, and \$3,000 in-kind services from Goad Adobe Design and Branding, totaling \$26,000. The Parks and Recreation Department will also provide \$10,000 in in-kind services for concrete repair and landscaping.



Goad Abode
DESIGN + BRANDING

201 NW 35th Street
Oklahoma City, OK 73118
matt@mattgoad.com

Invoice 11834

BILL TO
Firehouse Art Center

DATE 05/30/2026	PLEASE PAY \$0.00	DUE DATE 06/14/2026
--------------------	------------------------------	------------------------

ACTIVITY	QTY	RATE	AMOUNT
Sales Pollinating Patio Mural: \$3,000 in kind donation	1		0.00

SUBTOTAL	0.00
TAX (8.875%)	0.00
TOTAL	0.00

PAID

TOTAL DUE	\$0.00
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THANK YOU.

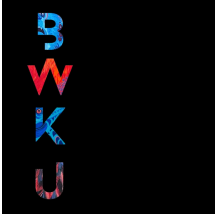
Firehouse Art Center Mural Garden
 Kirkpatrick Family Fund Budget

Income	Kirkpatrick Family Fund		\$15,000
	Norman Parks and Recreation (in kind)		\$10,000
		Income Total	\$25,000.00
Expenses	Concrete repair		\$7,000.00
	Landscape design		\$3,000.00
	Mural design and painting		\$7,500.00
	Native plants, landscaping, and educational signage		\$7,500.00
		Expense Total	\$25,000.00
		TOTAL	\$0.00

ESTIMATE

#EST1042

Issued 10/20/2025



FROM

Savannah Tallbear
+1 (405) 365-9586
svntllbr@yahoo.com
1321 S. Walnut St
Pauls Valley, OK 73075

BILL TO

Norman Firehouse Art Center
+1(405) 329-4523
andy@normanfirehouse.com
444 S. Flood Ave.
Norman, OK 73069

Description	QTY	Price, USD	Amount, USD
Artist Fee 430sqft @ \$10.50/sqft nontaxable	1	\$4,515.00	\$4,515.00
Total			\$4,515.00



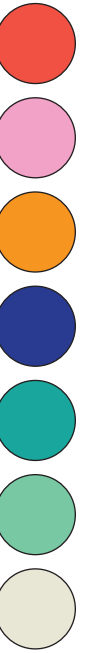
"Pollinaturing"

Painted patio mural on concrete.

A geometric interplay of color and nature, where the pollinators and native plants of Oklahoma dance together across the patio of Firehouse Art Gallery.

— Matt Goad

Item 3.



6.21'

27.08'

27.41'



4.67'

25.83'



Firehouse Art Center Mural Garden
Kirkpatrick Family Fund Budget

Item 3.

Income	Kirkpatrick Family Fund		\$15,000
	National Fish and Wildlife Department		\$8,000
	Norman Parks and Recreation (In-Kind)		\$10,000
	Matt Goad Mural Design (In-Kind)		\$3,000.00
		Income Total	\$36,000.00
Expenses	Concrete repair (City of Norman)		\$7,000.00
	Landscape design (City of Norman)		\$3,000.00
	Mural design (Matt Goad)		\$3,000.00
	Mural Painting (Savannah Tallbear)		\$4,515.00
	Native plants, landscaping, and educational signage		\$18,485.00
		Expense Total	\$36,000.00
		TOTAL	\$0.00



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/04/2026

REQUESTER: Karla Sitton, Administrative Technician IV

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: DISCUSSION AND CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT REGARDING A LETTER FROM THE BOARD OF PARK COMMISSIONERS TO BE FORWARDED TO THE MAYOR AND CITY COUNCIL EXPRESSING CONCERNS ABOUT HOMELESS ENCAMPMENTS IN PUBLIC CITY PARKS

DISCUSSION:

The Chair of the Board of Park Commissioners has requested that the Board discuss the issue of homeless encampments in public city parks. If deemed appropriate, the Board can forward a letter to the Mayor and City Council to express their concerns. The letter will respectfully urge the City Council to adopt ordinances or policies to prevent encampments in public parks and to establish clear procedures for addressing them when they occur.

RECOMMENDATION:

Staff recommends that the Norman Board of Park Commissioners consider signing and forwarding a letter to the City Council expressing the Board's concerns regarding homeless encampments in public city parks and recommending possible ordinances regarding encampments.



May 27, 2026

Subject: Addressing Homeless Encampments in Public City Parks

Dear Mayor Holman and Members of the City Council,

On behalf of the Norman Board of Park Commissioners, we are writing to express our concerns regarding homeless encampments in public parks, most recently at Frances Cate Park. This issue requires timely attention and consideration of ordinances or policy measures to protect public safety and preserve the intended use of our parks.

While we recognize the challenges faced by individuals experiencing homelessness, encampments in parks impact the community's ability to use and enjoy these spaces. Parks are meant for recreation, nature, and community gatherings. When encampments form, they can create discomfort for families and other park users and often lead to increased litter, safety concerns, and potential health hazards. These conditions discourage residents from visiting our parks and undermine their purpose.

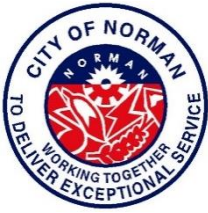
A review of municipal codes across Oklahoma shows that many cities already prohibit camping or establishing encampments in public parks. Moore, Noble, Purcell, Oklahoma City, Edmond, Yukon, and Shawnee all enforce such regulations, and Lawton adopted similar measures this week. Tulsa also prohibits camping in parks and extends restrictions to sleeping on sidewalks and public streets. These examples demonstrate that such ordinances are common tools for maintaining safe, accessible public spaces.

In light of these concerns, we respectfully urge the City Council to consider adopting ordinances or policies that prevent encampments in public parks and provide clear procedures for addressing them when they occur. Our goal is to support a balanced approach that maintains safe, welcoming parks while ensuring individuals experiencing homelessness are connected to appropriate services.

We welcome the opportunity to discuss this matter further and explore collaborative solutions with the City and local service providers. Thank you for your attention to this important issue.

Sincerely,

Sherrel Sheriff, Chair
Board of Parks Commissioners



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/04/2026

REQUESTER: Karla Sitton, Administrative Technician IV

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: DISCUSSION REGARDING PROPOSED UPDATES TO THE PARKS AND RECREATION DEPARTMENT'S POLICY AND RULE MANUAL AND CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF SUCH UPDATED POLICY AND RULES MANUAL

DISCUSSION:

The City of Norman Parks and Recreation Department manages City parks, facilities, and special events, with policies focusing on safety, inclusivity, and maintenance. The Parks & Recreation Department Rule and Policy Manual outlines community and operational partner(s), park and facility rules, park and facility rentals, and fee schedules, all of which have not been updated since 1991.

Staff and the Advisory Committee for Parks and Recreation Policy & Procedures, a Sub-committee of the Board of Park Commissioners, met several times between November 2025 and January 2026, to review the current policies, assess recent community needs and feedback, and research current best practices and regulations, including the Rules and Regulations Governing Open Space and Facilities, the Facility Use Policy, the Facilities Description, the Facility Rental Fee, and the Facility Fee Schedule.

The process for updating and adopting the new park policy and rules will begin on May 7, 2026, with the introduction and review of the rules, which would allow the Commissioners to review and make possible suggestions to staff on the rules as presented. On June 4, 2026, at the scheduled meeting, a first reading of the policy will take place; then, at a Special Meeting on June 16, a final reading and adoption of the updated Park Rules and Policy will occur.

RECOMMENDATION:

For the Norman Board of Park Commissioners to:

- 1) Review the updated rules and policy manual and provide suggestions, if any; and
- 2) Schedule a Special Meeting of the Norman Board of Park Commissioners on June 16, 2026, at 5:30 p.m. for final reading and adoption of the Norman Park Policy and Rules Manual.

SECTION 1 Norman Parks and Recreation Department Organization

- 1.1 Norman Parks and Recreation Department Mission Statement
- 1.2 Norman Parks and Recreation Department Vision Statement

SECTION 2 Rules and Regulations Governing Parks, Open Spaces and Facilities

- 2.1 Definitions and Terminology
- 2.2 Park, Facility and Open Space General Rules and Regulations
 - 2.2.1 Park Hours
 - 2.2.2 Prohibits Acts and Items
 - 2.2.3 Prohibited Behaviors
- 2.3 Park Facility Specific Rules and Regulations
 - 2.3.1 Outdoor Sports Facilities
 - 2.3.2 Paddle Sports Facilities
 - 2.3.3 Splash Pads
 - 2.3.4 Skate Parks
 - 2.3.5 Dog Parks
- 2.4 Special Use Park Specific Rules and Regulations
 - 2.4.1 George M. Sutton Wilderness Park
 - 2.4.2 Bishop Creek Eco Park
 - 2.4.3 Edwards Park
 - 2.4.4 Legacy Park
 - 2.4.5 Creekside Bike Park
 - 2.4.6 Westwood Park
- 2.5 Recreation Facilities Specific Rules and Regulations
 - 2.5.1 Young Family Athletic Center (YFAC)
 - 2.5.2 Westwood Park
 - 2.5.2.1 Golf
 - 2.5.2.2 Tennis
 - 2.5.2.3 Aquatics Center
 - 2.5.3 City of Norman Recreation Facilities
- 2.6 Trail and Greenbelt Specific Rules and Regulations
- 2.7 Rentals and Park Events
 - 2.7.1 Park Events
- 2.8 General Public Request for Permanent Structure or Project on Park Property

SECTION 3 Park Property Index

- a. List of City of Norman Parks Properties

SECTION 4 City of Norman Parks and Recreation Department Fee Schedule

- i. Facility Fee Rentals
- ii. Park Fee Rentals
- iii. Park Event Fees
- iv. Recreation Program Fee Schedule

SECTION 5 City of Norman Park Related Governances

- 5.1 Parks Department Oversight
 - 5.1.1 City Council
 - 5.1.2 Board of Park Commissioners
- 5.2 Parks Department Workflow Chart

SECTION 1 Norman Parks and Recreation Department Organization

1.1 Norman Parks and Recreation Department Mission Statement

Our Mission is to provide the community of Norman with safe, inclusive, and accessible parks, recreation, and cultural experiences that enhance the quality of life for residents of all ages.

1.2 Norman Parks and Recreation Department Vision Statement

The Norman Parks and Recreation Department envisions a thriving, active, and diverse community where all people can experience recreation, culture, nature, and a true sense of belonging.

We strive to set the highest standard for excellence in parks, recreation, culture, and community services, creating inclusive spaces, promoting wellness, and enhancing the quality of life for all residents of Norman.

SECTION 2 Rules and Regulations Governing Parks, Facilities and Open Spaces

2.1 Definitions and Terminology

For the purpose of this manual the following words and phrases shall have the following meanings:

- a. **“Animal”** – any mammal, bird, reptile, amphibian, fish and invertebrate.
- b. **“Bullying”** – behavior that is intentional, repetitive and hurtful, resulting in an imbalance of power between the bully and the target. Bullying can take many forms, such as hitting or punching (physical bullying); teasing or name-calling (verbal bullying); intimidation using gestures or social exclusion (non-verbal bullying or emotional bullying); and sending intimidating messages through technology (cyber bullying).
- c. **“Community Parks”** – areas suited for community-wide recreational facilities, such as athletic **complexes**, large swimming pools, or areas of natural quality for outdoor recreation, such as walking, viewing, sitting, or picnicking. May be any combination of the above depending upon site suitability and community need.
- d. **“Director”** – the Director of the Parks and Recreation Department of the City of Norman, or their designee.

- e. **“Employee”** – any person employed by the City of Norman, Oklahoma.
- f. **“Greenspace or Greenbelt”** – A publicly owned or managed natural area intended to preserve open space, protect environmental resources, and provide visual relief within the urban landscape. Greenspaces or greenbelts may include undeveloped land, natural vegetation, buffers between neighborhoods or roadways, drainage corridors, floodplain areas, or wildlife habitat.
- g. **“Neighborhood Parks”** – areas for neighborhood recreational activities, such as field games, court games, crafts, playground apparatus area, picnicking, walking or jogging trails, or other related activities.
- h. **“Park Areas and Facilities”** – any park, playground, or other structure designated by legal instrument, formal acceptance, or custom, under the jurisdiction of the City of Norman Parks and Recreation Department.
- i. **“Park Board”** – the Norman Board of Parks Commissioners.
- j. **“Park Event”** – any organized public or private activity, gathering, or celebration conducted in whole or in part on City of Norman park property, as further described in Section 2.6.1.
- k. **“Permit”** – any written license issued by or under the authority of the Parks and Recreation Department and/or the City of Norman.
- l. **“Special Use Park”** – areas designated for a specific purpose, activity, or facility that does not typically occur in neighborhood or community parks. Examples may include, but are not limited to, bike parks, golf courses, aquatic centers, athletic complexes, cultural or historic sites, and natural resource areas. The Norman Board of Park Commissioners must adopt the plan or purpose of Special Use Parks.
- m. **“Trail”** – A designated linear route within a park, greenspace or greenbelt intended for public travel by pedestrians, cyclists and other authorized non-motorized users. Trails provide recreational opportunities such as walking, jogging, running, hiking and biking, as well as transportation connections between parks, neighborhoods and community destinations. Trails may be paved or unpaved and may include amenities such as signage, benches,

lighting or wayfinding but are not intended for motorized vehicular use unless expressly allowed by the Parks and Recreation Department.

2.2 Park, Facility and Open Space General Rules and Regulations

2.2.1 Park Hours

Park hours shall be set by the Director and confirmed by the recommendation of the Park Board. The Director can temporarily change the hours of a park for a special event, park event, emergency or other park-related reasons.

Signs shall be posted which indicate specific times and park areas to be closed. Any person remaining in a posted area without a permit during closed times shall be considered as trespassing and may be removed by the Norman Police Department.

- a. Neighborhood Parks:
Open Daily 6:00 a.m. – 9:00 p.m.
- b. Community Parks:
Open Daily 6:00 a.m. – 11:00 p.m.
- c. Special Use Parks:
 - i. Bishop Creek Eco Park
 - a. April – October 6:00 a.m. – 9:00 p.m.
 - b. November – March 8:00 a.m. – 6:00 p.m.
 - ii. Creekside Bike Park
 - a. April – October 6:00 a.m. – 9:00 p.m.
 - b. November – March 8:00 a.m. – 6:00 p.m.
 - iii. Edwards Park
 - a. Daily 6:00 a.m. – 11:00 p.m.
 - iv. Legacy Park
 - a. Daily 6:00 a.m. – 11:00 p.m.
 - v. Sutton Wilderness Nature Park
 - a. April – October 6:00 a.m. – 9:00 p.m.
 - b. November – March 8:00 a.m. – 6:00 p.m.
 - vi. Westwood Park
 - a. *Season Hours as set by the Director*

2.2.2 Prohibits Acts and Items

The following acts shall be prohibited within any public park, facility, trail or greenspace under the jurisdiction of the City of Norman Parks and Recreation Department, provided that no provision hereof shall apply to any act performed by any officer, agent or employee of the City of Norman while in the performance of duties:

a. DO NOT LITTER, DEFACE OR REMOVE PARK PROPERTY.

To litter, mark, deface, disfigure, tamper with, displace or remove any buildings, bridges, tables, benches, fireplaces, decorative structures, railings, paving or paving materials, water lines, other public utilities, parts and appurtenances, signs, notices or placards, whether temporary or permanent, monuments, stakes, posts, or other boundary markers, or other structures or equipment(s), facilities or park property or appurtenances whatsoever, either real or personal.

b. DO NOT MOLEST, DAMAGE OR REMOVE TREES, PLANTS OR LANDSCAPING MATERIALS.

To damage, cut, carve, mark, transplant, or remove any plant or injure the bark, or pick flowers or seed of any tree; to plant, dig in or otherwise disturb grass areas, or in any other way injure the natural beauty or usefulness of any open or green space; to cut any tree, dead or alive, whether erect or felled; to collect leaves, bark, woodchips, wood, mulch, or other organic material, or soil for any purpose, without the written permission of the Director.

c. DO NOT PLANT TREES, PLANTS OR ANY LANDSCAPE MATERIALS.

To plant, set out, or otherwise place any plant material, tree, shrub, or flower within any park area or facility without the written permission of the Director.

d. DO NOT PLACE SIGNAGE OF ANY KIND IN PARK, TRAIL AND/OR GREENSPACE.

Attach or place any sign, banner or advertisement anywhere in a park area or facility, trail or greenspace, including to any tree, fence, railing, bridge, bench, or other structure or into the ground, without prior approval from the Director.

e. NO HUNTING OF ANY KIND.

To hunt, harm, kill, trap, pursue, throw objects at any animal, give or attempt to give any such animal noxious substance or anything disagreeable to said animal, or to have in one's possession any wild

animal, its young, or nest. Any collections are subject to approval by the Director and shall follow state and federal regulations.

f. **NO ANIMALS IN PARKS, TRAILS OR GREENSPACES UNLESS LEASHED.**

To possess, allow, or permit any animal, into any park area or facility, trail or greenspace unless said animal is under the immediate control of its handler. It shall be the duty of the handler to properly collect and dispose of any waste material. No animal, except service animals under control of their owners, shall be allowed within any building, park pond, splashpad or swimming pool area, unless in conjunction with a program approved by the Director. Any handler of an animal which is creating a disturbance or whose animal is not being properly supervised may be evicted from the park area or facility, trail or greenspace. Furthermore, it shall be unlawful for any person to abandon any animal, of any nature, in any park area or facility, trail or greenspace.

g. **NO FIRE OF ANY KIND.**

To make a fire in any park area or facility, trail, or greenspace for any purpose; to throw away or discard any lighted match, cigar, cigarette, tobacco, paper or other material; or to ignite or set off any fireworks, or other incendiary device in any park area or facility, trail or greenspace. Exceptions for the use of grills may be allowed for rentals and/or events pursuant to a valid park or special event permit, as described in Section 2.8 of this manual.

h. **RESTROOM USE ONLY IN DESIGNATED AREAS.**

To use any portion of any park area or facility, trail or greenspace for toilet purposes, except where specifically provided for in the public restrooms or comfort stations.

i. **NO UNAUTHORIZED VEHICLES.**

To use any motorized vehicles or scooters of any type, including all-terrain vehicles, upon or to park in any park area or facility, trail or greenspace, except upon a parkway or parking lot.

j. **NO ALCOHOL OR CONSUMPTION OF ALCOHOL WITHOUT EVENT PERMIT.**

To possess or consume any beverage containing alcohol within any park area or facility, trail or greenspace, with the exception of events, parks or facilities that allow the consumption of alcohol pursuant to a valid permit.

k. NO SMOKING, VAPING OR USE OF TOBACCO OR MARIJUANA PRODUCTS.

No smoking, vaping or any use of tobacco or marijuana products on any park property including, but not limited to, city trails, Westwood golf course and parking lots, pursuant to city ordinance. (O-2425-11)

l. OBEY AND LISTEN TO PUBLIC SAFETY AND PARK OFFICIALS.

To interfere with, disobey or ignore any lawful order of a public safety and/or park department officials while in the performance of duties in any park area or facility, trail or greenspace.

m. NO REVENUE GENERATING ACTIVITY WITHOUT APPROVAL.

To conduct, advertise, or attempt any revenue-generating activity on park property without prior authorization.

No individual, business, nonprofit organization, team, league, vendor or group shall engage in any revenue-generating activity within any park area or facility, trail or greenspace under the jurisdiction of the City of Norman Parks and Recreation Department without the prior written approval of the Director or their designee.

This includes, but is not limited to:

- i. Selling goods, food, merchandise or services.
- ii. Soliciting donations, tips or contributions.
- iii. Conducting fee-based classes, camps, lessons, clinics, guided activities or personal training.
- iv. Operating concessions, mobile vendors, pop-up shops or food trucks.
- v. Hosting tournaments, special events, or activities that charge admission, collect vendor fees or generate revenue in any form.

Permitted activities must adhere to all applicable City ordinances, department policies, licensing requirements, insurance and liability standards and must hold a valid rental agreement, vendor permit, or special event permit as issued by the Parks and Recreation Department and/or the City of Norman.

Unauthorized revenue-generating activity is strictly prohibited and may result in removal from the property and revocation of permits

n. **NO UNAUTHORIZED WATERCRAFT ON PARK PONDS OR WATERWAYS.**

Swimming, wading, diving, floating, or entering the water in any park pond or waterway is strictly prohibited. The use of inflatable tubes, rafts, floats, inner tubes, pool toys, air mattresses, or any other inflatable recreational device is not permitted in any park pond or waterway.

Only non-inflatable, non-motorized, hand-powered watercraft such as kayaks, canoes, and paddleboards are allowed, and only at parks and bodies of water specifically designated by the Parks and Recreation Department. All other watercraft use is prohibited.

All permitted watercraft use must comply with the following:

- i. Only non-motorized, hand-powered watercraft are allowed.
- ii. Users must wear appropriate personal flotation devices.
- iii. No launching from undeveloped shoreline areas, except at designated access points.
- iv. Fishing, wildlife and conservation regulations must be followed at all times.
- v. Watercraft use is at your own risk.
- vi. Enter and exit only at designated launch points
- vii. The Director or their designee may temporarily restrict or suspend watercraft use due to hazardous conditions, maintenance or environmental protection needs.

The following parks are currently authorized for non-motorized watercraft use:

- i. Northeast Lions Park

o. **NO UNAUTHORIZED FISHING.**

Fishing is only permitted at designated parks, ponds, lakes, or waterways under the jurisdiction of the City of Norman Parks and Recreation Department. All fishing activities are subject to City policies and applicable state and federal laws, including regulations established by the Oklahoma Department of Wildlife Conservation (ODWC).

i. State Licensing and Regulatory Compliance

All persons required by Oklahoma law to possess a valid state fishing license must do so while fishing in City parks or waters. Anglers are responsible for understanding and complying with current ODWC regulations, including licensing exemptions, Free Fishing Days, species restrictions, size limits, daily bag limits, and legal methods of take.

ii. Close to Home Fishing Regulations

Where applicable, fishing in City parks designated under Oklahoma's "Close to Home" fishing program shall comply with all associated ODWC requirements, including but not limited to:

- a. A maximum of three (3) rods and reels per person;
- b. No more than three (3) hooks per line (treble hooks count as one (1) hook);
- c. Rod-and-reel fishing only;
- d. Aggregate daily limits for applicable species such as panfish and channel catfish.

iii. Designated Fishing Locations

Fishing is allowed only in areas specifically designated by the Parks and Recreation Department. Fishing in non-designated ponds, lakes, waterways, drainage features, or water control structures is prohibited. Posted signage and site-specific rules regarding such things as catch and release policies and "Close to Home" regulations shall govern allowable fishing locations.

iv. Wading and Water Entry

Wading into ponds, lakes, streams, or waterways is prohibited unless expressly permitted by posted signage or written authorization from the Parks and Recreation Department. Wading that disturbs aquatic habitat, shoreline vegetation, spawning areas, or wildlife is prohibited. All water entry is at the individual's own risk.

v. Prohibited Fishing Methods

Unless otherwise authorized by the Parks and Recreation Department or ODWC regulations, the following are prohibited within City parks:

- a. Netting, trapping, snagging, spearing, noodling, gigging, or bowfishing;
- b. Use of trotlines, limb lines, jug lines, or unattended fishing devices;

c. Use of explosives, chemicals, or electrical devices.

vi. Fish Handling and Conservation

- a. Fish retained, where allowed, must meet all state size and daily bag limits.
- b. Undersized, protected, or foul-hooked fish must be immediately and carefully returned to the water.
- c. Anglers shall properly dispose of all fishing line, hooks, bait containers, and waste.
- d. The transfer of live fish or bait between waterbodies is prohibited unless allowed by ODWC regulations.

vii. Safety and Conduct

Fishing activities shall not interfere with other park users, trails, playgrounds, or facilities. Aggressive behavior, unsafe casting practices, or obstruction of public access areas is prohibited.

p. NO CAMPING.

Camping shall be prohibited at all times, unless otherwise permitted as a special event pursuant to Norman City Code Section 20-3001 et. seq. For the purposes of this provision, "Camping" shall mean the use of any public park or facility, trail or greenspace under the control of the City of Norman Parks and Recreation Department for living accommodation purposes, such as sleeping activities, making preparations to sleep (including the laying down of bedding for the purpose of sleeping), storing of personal belongings, and/or using a tent or other structure for habitation. These activities constitute camping if, in light of all the circumstances, it reasonably appears that in conducting one or more of these activities, the participant is in fact using the area as a living accommodation.

The following items shall be prohibited within any public park or facility, trail or greenspace under the jurisdiction of the City of Norman Parks and Recreation Department, provided that no provision hereof shall apply to any use by any officer, agent or employee of the City of Norman while in the performance of duties:

q. NO GLASS CONTAINERS.

r. NO DRONES OR REMOTE-CONTROL AIRCRAFT.

s. NO FIREWORKS, EXPLOSIVES OR PYROTECHNIC AGENTS.

f. **NO CONTROLLED DANGEROUS SUBSTANCES AND/OR ASSOCIATED PARAPHENALIA.**

2.2.3 Prohibited Behaviors

a. **NO BULLYING AGGRESSION OR UNSAFE BEHAVIOR.**

Bullying, aggression, or other unsafe behavior are prohibited at all park areas and facilities, trails and greenspaces. This policy applies not only to a participant who directly engages in an act of bullying but also to participants who, by their indirect behavior, condone or support another participant's act of bullying. No city employee, volunteer, or contractor, shall permit, condone, or tolerate bullying.

b. **NO HARASSMENT OR INTIMIDATION TACTICS.**

c. **NO USE OF PROFANITY, VULGAR LANGUAGE OR OBSCENE GESTURES.**

d. **NO LOUD MUSIC.**

2.2.4 Severe Weather Policy

All park areas and facilities, trails and greenspaces are subject to closure due to severe or hazardous weather events. The safety of patrons, staff, and participants is the primary concern. Use of any park area or facility, field, court, playground, trail, or greenspace is at the user's own risk during inclement weather. Users are expected to exercise caution and vacate the premises when conditions are unsafe.

The following rules shall apply:

- a. When lightning is detected within ten (10) miles, when thunder is heard, or lightning is seen, all outdoor activities must be suspended immediately, and participants must seek shelter in a vehicle or enclosed building. Activities may not resume until thirty (30) minutes after the last detected lightning strike within ten (10) miles, or the last occurrence of thunder or visible lightning.
- b. Turf fields, courts, and playgrounds shall be closed if water accumulates to the extent that use may cause damage to the surface or pose a slipping hazard.

- c. Outdoor activities shall be suspended during tornado warnings or other weather emergencies. Patrons must follow posted evacuation routes or seek appropriate shelter as directed by public safety officials.
- d. Splash pads, pools, and aquatic facilities must be cleared immediately during lightning, thunder, or severe storm warnings.
- e. The Director or their designee may close any park area or facility, trail or greenspace at their discretion when severe weather conditions are imminent or ongoing.

2.3 Facility Specific Rules and Regulations

2.3.1 Outdoor Sports Facilities

- a. Outdoor sports facilities include, but are not limited to, basketball courts, volleyball courts, multipurpose and turf fields, baseball/softball fields, and paddle sports courts. Outdoor sports facilities are play at your own risk.
- b. Facilities shall be open only during designated park and/or facility hours.
- c. Courts and fields are available on a first-come, first-served basis when not reserved. Users must share and rotate play when others are waiting.
- d. Proper athletic footwear must be worn at all times.
- e. Hanging on rims, nets, fences, or goals is prohibited.
- f. Do not move or tamper with goals, bases, pitching mounds, bleachers, dugouts, benches, or other equipment without approval from the City of Norman Parks and Recreation Department.
- g. For baseball and softball fields: only Parks and Recreation staff may perform dragging, chalking, lining, or other field maintenance. Unauthorized field alterations are prohibited.
- h. Food, including but not limited to, gum and sunflower seeds; or beverages, other than water, are prohibited on courts or turf fields.
- i. Bicycles, skateboards, rollerblades, scooters, strollers, tents, stakes, canopies, chairs with pointed legs, or other objects that may damage the court, turf, or field are prohibited.

- j. Organized practices, games, leagues, or tournaments require a permit from the City of Norman Parks and Recreation Department.
- k. All litter, equipment, and water bottles should be disposed of in the designated receptacles.
- l. Be aware of weather conditions and their impact on playing surfaces.

2.3.2 Paddle Sports Facilities (ex. Tennis or Pickleball)

- a. Courts are play at your own risk and are designated for tennis and pickleball only; proper equipment must be used.
- b. Courts are open at the times designated by their park or facility location.
- c. Courts are available on a first-come, first-served basis if not rented by a patron. Users must share and rotate play when others are waiting.
- d. Permanent nets shall not be removed or altered. Additional lines or markings may not be added to the courts.
- e. Pickleball may be played on lined tennis courts with portable nets.
- f. Food, including but not limited to, gum and sunflower seeds; or beverages, other than water, are prohibited on the courts.
- g. Bicycles, skateboards, rollerblades, scooters, strollers, tents, stakes, canopies, chairs with pointed legs, or other objects that may damage the court surface are prohibited
- h. Tournaments, leagues, private lessons, paid training, or fee-based use are prohibited unless preauthorized by the City of Norman Parks and Recreation Department.
- i. All litter, equipment, and water bottles should be disposed of in the designated receptacles.
- j. Be aware of weather conditions and their impact on playing surfaces.

2.3.3 Splash Pads

- a. Splash Pads are play at your own risk and are unsupervised facilities.

- b. An adult must accompany children under the age of ten (10) in the splash pad play area. No child shall be left unattended at the splash pad.
- c. To use the splash pad play area, adults must be accompanied by a child under the age of fourteen (14).
- d. Swim diapers are required for all children under the age of four (4) years old at splash pads.
- e. All participants must conduct themselves in a courteous, safe and family-oriented manner.
- f. Pets or animals are prohibited in the splash pad area.
- g. Bathing, soap, detergent, or shampoo are prohibited in splash pads.
- h. Users must dispose of all litter in designated receptacles.
- i. Use of the splash pads in inclement weather is prohibited.

2.3.4 Skate Parks

- a. Skate parks are play at your own risk and are unsupervised facilities.
- b. The skate park is open only during designated park hours.
- c. Patrons must share the facility and take turns to allow fair use.
- d. Participants at skate parks are required to wear helmets. The use of pads, gloves, and additional protective gear is strongly recommended.
- e. Modifying, painting, or altering skate park features is prohibited. Additional obstacles or homemade ramps are not permitted.
- f. The use of wax or foreign substances on surfaces is prohibited.
- g. Food, including but not limited to, gum and sunflower seeds; or beverages, other than water, are prohibited within the skate park.
- h. Only skateboards, inline skates, scooters, and bicycles are permitted. Motorized devices and RC vehicles are prohibited.

- i. Organized events, competitions, or lessons require a permit from the City of Norman Parks and Recreation Department.

2.3.5 Dog Parks

- a. Dog parks are use at your own risk and are unsupervised facilities. Dog parks are not training facilities. Use of the dog parks are subject to the following use agreement:
 - i. By entering this dog park, the park user agrees to hold the City of Norman harmless and free from liability from any action of any park users or their dogs. Park users agree to fully comply with posted rules.
- b. Dog parks are only open during designated park hours.
- c. Children under ten (10) years old are not permitted. All permitted children are not allowed to run with, shout at, or chase after dogs in the park.
- d. Handlers must be at least eighteen (18) years old.
- e. No more than two (2) dogs per handler.
- f. Dogs in heat are prohibited.
- g. Dogs must be four (4) months or older to enter.
- h. Dogs must be licensed and vaccinated. Dogs must wear a collar with identification and rabies tags at all times.
- i. Handlers must carry a leash at all times. Dogs must be leashed when entering or exiting the park. Dogs in park shall remain off leash. Handlers must remain in the park with their dog while off leash. Dogs must be in the view and within voice control of their handler
- j. Dogs showing any signs of aggression must be leashed and/or immediately removed from the park.
- k. Handlers must pick up after their dogs. Waste bags and waste stations are provided. Please place waste in a bag and then in a waste station.

- l. Handlers shall fill in any holes your dog digs.
- m. Food (for dogs or handlers), with the exception of training treats, and raw hides are prohibited.
- n. Small dog areas are for dogs thirty (30) pounds or less.

2.4 Special Use Park Specific Rules and Regulations

Special Use Parks within the City of Norman provide unique recreational, cultural, ecological, and educational opportunities. Because these parks contain specialized amenities, sensitive natural resources, or purpose-built facilities, the following rules and regulations apply in addition to all general park rules and prohibited acts. No rule below shall apply to acts performed by City employees or authorized contractors in the performance of official duties.

2.4.1 George M. Sutton Wilderness Park

Sutton Wilderness Nature Park is a large natural area within Norman's park system, covering approximately 240 acres of undeveloped land. The park is maintained by the City of Norman Parks and Recreation Department and is valued for its natural beauty and wildlife habitat. Sutton Wilderness is intended for passive recreation and nature appreciation, such as hiking, wildlife observation, and environmental education. It is not designed for intensive development or sports facilities.

a. Operating Hours

These seasonal hours are set to balance public access with safety and conservation needs.

- i. April – October: 6:00 a.m. – 9:00 p.m.
- ii. November – March: 8:00 a.m. – 6:00 p.m.

b. Specific Prohibited Activities

- i. Trapping of animals and/or wildlife.
- ii. Collection of any biological or geological specimens without a valid park or special event permit.
- iii. Cutting or collection of wood.
- iv. Possession of a bow, slingshot, air gun, firearm, or any other device to hurl projectiles.
- v. Starting or maintaining a fire.
- vi. Introduction of plant or animal species.

2.4.2 Bishop Creek Eco Park

Bishop Creek Eco Park is designed to preserve natural ecosystems and provide environmental education and passive recreation opportunities such as walking, wildlife observation, nature study, eco-friendly recreation and watershed protection. A Bishop Creek Watershed Based Plan exists to guide conservation efforts, stormwater management, and habitat restoration in the park and surrounding watershed.

a. Operating Hours

These seasonal hours help balance public access with ecological protection.

- | | |
|-----------------------|-----------------------|
| i. April – October: | 6:00 a.m. – 9:00 p.m. |
| ii. November – March: | 8:00 a.m. – 6:00 p.m. |

2.4.3 Edwards Park

Edwards Park is located next to the Santa Fe Depot, a historic landmark and cultural facility in Norman, often associated with arts and cultural programming. It is managed in partnership with local arts organizations and plays a role in community events and heritage preservation. Edwards Park provides an area for passive recreation activities, community events and celebrations, small gatherings, and unique cultural activities.

2.4.4 Legacy Park

Legacy Park is a Special Use Park/Urban Plaza Park located in the University North Park shopping district. Legacy Park is designed for community gatherings, concerts, and passive recreation, rather than sports or high-impact activities. Its amphitheater and water features support cultural programming and leisure. Built in 2010, it features: 1) a large pond with programmed lights and fountains; and 2) an amphitheater designed for community events and performances. This makes Legacy Park a signature destination for cultural and recreational activities in Norman. Users shall comply with the specific rules and regulations outlined in the park or special event permit required for organized activities.

2.4.5 Creekside Bike Park

a. Specific Safety Rules

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- i. Mountain biking has inherent risks, hazards, and dangers that cannot be eliminated. Knowing your skill level is important but crashing and falling are part of the sport.
- ii. This facility is unsupervised and use is at your own risk. Ride within your abilities and observe all trail skill-level indicators.
- iii. Helmets and protective gear are always required.
- iv. Safety-check your bike and gear before riding.
- v. Motorized Vehicles and remote-controlled items are prohibited.
- vi. Pedestrians must stay off trails and features, except where permitted (the playground). Watch for bikes when crossing trails and stay visible.
- vii. Pets must be restrained and are not allowed on the trails and jumps.
- viii. Children eight (8) and under must be accompanied by an adult.
- ix. Be aware of weather conditions and their effect on park features.

b. Use of Jumps and Features

- i. Progress slowly from "Beginner" to "Advanced" as your skills improve over time.
- ii. One rider at a time on jumps. Look before you jump.
- iii. Clear landing areas quickly.
- iv. Travel in one direction, do not travel backwards up any jumps.
- v. Construction of new jumps or modification of existing jumps is prohibited.

c. Trail Riding Rules

- i. Stay on the trail. Intentional skidding out while on the trail is prohibited.
- ii. Know the course. Conditions can change frequently, so always inspect where you are riding.
- iii. Only ride trails within your abilities. Bail-out paths are located next to all elevated features.
- iv. Ride single-file on trails and avoid riding alone.
- v. Call out when passing, yield to uphill traffic, and watch for and yield to crossing pedestrians.
- vi. Creation of new trails or short-cuts out of established trails is prohibited.

2.4.6 Westwood Park

Westwood Park was established in 1967 on 137 acres of farmland near the Interstate-35 corridor. It originally provided a municipal golf course, tennis courts, and a community swimming pool, making it one of Norman's major parks. Westwood's primary purpose is to serve as a community recreation destination for golf, tennis and the aquatic facility. Operating hours and specific rules and regulations for Westwood Park can be found in Section 2.5.2 of this manual.

2.5 Recreation Facilities Specific Rules and Regulations

2.5.1 Young Family Athletic Center (YFAC)

a. Operating Hours.

The YFAC will be open to the public on non-holiday weeks a minimum of eighty (80) hours. The Parks and Recreation Department commits to having the center available for Norman residents for: 1) passive activities at an average of seventy (70) hours per week, and 2) a minimum of one hundred (100) hours of community open gym/swim annually, at no cost by opening the facility to the public for such scheduled passive activities.

Monday – Friday

- Pool: 7:00 am – 7:00 pm
- Gym: 8:00 am – 8:00 pm

Saturday

- Pool: 10:00 am – 4:00 pm
- Gym: 10:00 am – 6:00 pm

Sunday

- 12:00 pm – 4:00 pm

Closed to the public on the following holidays recognized by the City of Norman: *New Years Day, MLK Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day, Black Friday, Christmas Eve, and Christmas Day.*

b. Scheduling Policies and Procedures.

i. Community/Operational Partner Rentals:

Community/Operational Partners must enter into annual agreements that specify all YFAC spaces to be used, dates and times for usage, and fees to be paid. Such agreements shall set forth the reservation payment terms, insurance requirements, and any other applicable

and reasonable term(s) related to the use of the YFAC by such Partner.

ii. Event Rentals:

Reservations for the YFAC can be made up to two (2) years in advance for event rentals and must be made no less than fourteen (14) days before the event.

Reservations are on a first-come, first-served basis. The YFAC/Parks and Recreation Department cannot guarantee a reservation until the rental is paid in full.

To reserve dates as an event rental at the YFAC, a deposit of at least twenty percent (20%) must be paid when the facility is reserved. Without this, a reservation is not valid. Lessee must be at least eighteen (18) years old to enter into a contract. Signed agreements are binding.

All rental fees, layouts, security forms, cleaning fees, deposits, sponsorship, and agreements with Norman Regional Hospital System (NRHS) for sports medicine or other additional costs associated with the event must be paid in full before the start of the rental per the terms of the contract.

Admission fees proposed must be submitted and approved by the YFAC/Parks and Recreation Department when the rental agreement is submitted.

Event times at the YFAC must end no later than 11:00 p.m. on Sunday-Thursday, with the building completely vacated by midnight. Events must end by midnight on Friday and Saturday, with the building completely vacated by 1:00 a.m.

Event rental fees are subject to different rental fees than practice or private party rentals.

Alcohol can be approved at events with the written permission of the Director. Alcohol will not be allowed at youth events under any circumstances.

Any event at the YFAC will require proof of insurance that reflects coverage for activities with a minimum of one million dollars in liability

insurance, naming City of Norman, Oklahoma, as a Certificate Holder or Additional Insured.

AFTER PAYING ALL FEES, the YFAC/Parks and Recreation Department will issue a facility rental permit. The permit will be mailed or emailed. If the permittee pays in person at the downtown office, Parks and Recreation will provide a copy of the permit at purchase.

Permits are issued only for the individual or organization whose name is on the permit. If a transfer is requested, the permittee must request an amendment with the YFAC/Parks and Recreation Department.

The permittee should take a copy of the permit to their scheduled event in case of a conflict.

iii. Private Practice or Private Party Rentals:

Reservation for practices or parties can be made up to one hundred and twenty (120) days in advance.

Reservations must be scheduled during regular operating hours for the YFAC and are subject to availability.

Each group is limited to a maximum of two (2) rentals per week.

Any cancellations will be subject to the City's cancellation policy.

If renting more than fifty percent (50%) of the lanes in the competition pool, renter will be required to rent the entire pool.

Discounts for the meeting rooms are available if rented in tandem with the Multi-Purpose Gym or the Competition or Recreation Pools.

c. Payment Policy.

Payment can be made by cash, personal check, cashier's check, money order, or credit card.

Payment for events must be paid in full fourteen (14) days before the start of the rental.

Payment for private practice or private party rentals is due at the time of booking.

Personal checks cannot be accepted for reservations made less than fourteen (14) days before the rental date.

d. Cancellation Policy.

All cancellations of contracted events must be submitted to the City in writing and will be subject to a cancellation fee that will be deducted from any refunded deposits.

Reservation deposits will be forfeited in full if an event is canceled less than one hundred and eighty (180) days before the event.

Reservation deposits will be forfeited in full if a practice or private party is canceled less than forty-eight (48) hours before the practice or private party.

The YFAC/Parks and Recreation Department reserves the right to cancel any event, practice, or private party for any reason.

Events, practices or private parties that the YFAC/Parks and Recreation Department cancels will be fully refunded to the lessor.

2.5.2 Westwood Park

2.5.2.1 Golf Course

a. Purpose and Authority

This section establishes the official policies, procedures, and operational rules governing play, conduct, and use of facilities at Westwood Golf Course. These policies are adopted by the City of Norman Parks and Recreation Department and are enforced by the Director of Parks and Recreation, the Golf Course Manager, or their designee.

The City reserves the right to interpret, enforce, suspend, or revoke privileges under these policies in order to protect public safety, preserve City property, ensure equitable access, and maintain the integrity of the golf course.

b. Hours of Operation

Opening times are subject to weather, course conditions, maintenance needs, and daylight availability.

- o January 1 – March 31: 8:00 AM

- April 1 – May 14: 7:30 AM
- May 15 – August 15: 7:00 AM
- August 16 – September 30: 7:30 AM
- October 1 – December 31: 8:00 AM

The Golf Course is open on all holidays with the exception of the following:
Thanksgiving and Christmas

c. Sunset-Based Operations

Sunset-based operations supersede posted seasonal hours when applicable.

- Tee times may be issued until two (2) hours prior to sunset.
- All play must conclude, and all golf cars must be returned, no later than sunset, unless otherwise authorized by staff.
- Walk-up green fees, depending on availability, may be purchased in person up to one (1) hour before sunset.

d. Rules of Play

I. General Rules

All play is governed by the Rules of Golf and any posted Local Rules.

Each player must possess a valid green fee receipt or verification and present it upon request.

All players must have a golf bag and clubs.

Play is continuous for 18 holes or 9 holes depending on the green fee purchased; time between nines is limited to four (4) minutes.

Starting on Hole #10 is prohibited without authorization from the Starter or Pro Shop.

II. Group Size and Pairing

Standard group size is four (4) players.

Groups of five (5) are allowed only at staff discretion and may be restricted based on course conditions.

The Starter has full authority to pair singles, twosomes, or threesomes to manage course flow.

III. Pace of Play

Expected pace of play is as follows:

- 9 holes: 2 hours and 15 minutes
- 18 holes: 4 hours and 30 minutes

Golf course staff may take corrective action to maintain pace of play, including:

- Requesting groups to pick up pace
- Directing groups to skip holes
- Reassigning or removing players from the course

e. Weather and Course Closures

Play must be discontinued immediately when:

- The weather warning siren is activated
- Staff determine conditions pose a safety risk
- Lightning, high winds, extreme temperatures, or other hazards are present

Failure to comply with weather directives may result in removal from the course and loss of privileges

The Golf Course Manager or designee may close the course or restrict play due to frost, saturated conditions, extreme temperatures, maintenance or environmental protection needs.

Cart path only restriction may be implemented to prevent turf damage.

f. Tee Times and No-Show Policy

I. Reservations

- i. Weekday tee times may be booked up to one (1) week in advance.
- ii. Weekend tee times may be booked beginning the preceding Saturday.
- iii. Groups requiring multiple tee times must contact the golf course directly.

- II. No-Show Definition
 - i. A no-show occurs when a reserved player or group fails to check in at least ten (10) minutes prior to their tee time.

- III. Enforcement
 - i. No-shows may be charged green fees for unused reservations.
 - ii. Repeated no-shows may result in suspension of reservation privileges.
 - iii. Appeals may be submitted to the Golf Course Manager for review.

g. Golf Carts

I. General Use

- i. Golf carts are rented for a maximum of 18 holes.
- ii. Drivers must be 16 years of age and possess a valid driver's license.
- iii. No more than two (2) persons per golf car.
- iv. Golf carts must remain on golf course property and be operated only as directed by staff.
- v. Golf carts must be returned no later than sunset.
- vi. Golf carts must stay in designated areas as set forth by course staff.
- vii. Course staff may further limit cart designated areas dependent on weather or course conditions.
- viii. No driving the cart within 30 feet of greens or tee areas unless on a concrete cart path.

II. Damage and Liability

- i. The renter is financially responsible for damage beyond normal wear. The City is not liable for injuries or property damage arising from golf car use except as required by law.

III. Cart Allocation

- i. 2 players: 1 cart
- ii. 3-4 players: 2 carts
- iii. 5 players (if approved): 3 carts
- iv. Single riders pay a full cart fee unless paired with other single players or approved by staff for a single-rider situation.

h. Reasonable Accommodation and Mobility Devices

The City of Norman provides reasonable accommodations to individuals with disabilities in compliance with the Americans with Disabilities Act (ADA).

Individuals may use personal mobility devices, including other power-driven mobility devices, when reasonable and safe.

ADA mobility devices are exempt from driver's license and age requirements.

Devices must not operate within 30 feet of greens or teeing areas, unless on designated paths.

Accommodations may be restricted only when legitimate safety concerns exist.

Requests should be made in advance when possible.

i. Instruction and Driving Range

All instructors must be contracted, background-checked, insured, and approved by the City.

Approved instructors will be listed on the golf course website. The City reserves the right to terminate instructor privileges at any time.

Driving Range will close 1 hour before sunset during peak season and 30 minutes before sunset during winter season.

j. Golf Etiquette and Conduct

- Proper golf attire is required at all times.
- Soft-spike golf shoes or flat-soled athletic shoes are required.
- Glass containers are prohibited.
- Outside alcoholic beverages are prohibited per Oklahoma law.
- Personal coolers are prohibited except for medical or dietary needs.
- Intoxicated patrons will be immediately removed and may be suspended.
- Fighting, harassment, or unsafe behavior will result in removal and possible suspension.

k. Liability and Assumption of Risk

Golf is an activity involving inherent risks. The City of Norman, Norman Municipal Authority, and Golf Course personnel are not responsible for personal injury or property damage resulting from normal play. Staff will assist in identifying responsible parties when incidents occur.

I. Enforcement and Appeals

Failure to comply with these policies may result in a verbal warning, removal from the course, or suspension or revocation of playing privileges without refund. Appeals may be submitted in writing to the Golf Course Manager or Director of Parks and Recreation.

2.5.2.2 Tennis Center

a. General Court Rules

All players must check in at the front desk before using any court.

Court assignments are made by staff.

Athletic shoes with non-marking soles must be worn on all courts.

Pickleball play is restricted to the indoor courts only.

The 36-foot youth courts are reserved for players in junior development programs and children 10 and under. Please do not use youth courts for adult play.

Respect all court surfaces. Do not drag equipment or engage in any behavior that damages the court surface.

Players 12 and under must be always accompanied by an adult 18 or older unless enrolled in a supervised program.

b. Safety and Conduct

Bullying, harassment, foul language, and unsportsmanlike conduct will not be tolerated. You will be asked to leave without refund.

Running, roughhousing, and horseplay in the clubhouse, pro shop, and spectator areas is prohibited.

Smoking and vaping are strictly prohibited in all indoor and outdoor areas of the facility.

In the event of lightning or severe weather, all outdoor courts must be vacated immediately.

c. Prohibited Items and Behaviors

- Alcohol or illegal substances
- Glass containers on or near courts
- Weapons of any kind
- Outside food or drink in the pro shop or lounge (beverages in sealed containers are permitted courtside)
- Animals on court surfaces, except service animals required by law
- Personal audio speakers without headphones
- Bikes, scooters, or skateboards on court surfaces
- Use of courts for activities other than tennis or designated pickleball play

2.5.2.3 Aquatics Center

a. General Pool Rules

Before entering the swimming or activity areas, read and follow all warning and instructional signage.

Per Oklahoma state law, all swimmers must shower before entering and re-entering the pool. Wash off dirt, creams, lotions, and other water contaminants.

No aggressive rough-housing, including splashing, dunking, or play fighting.

Bullying, harassing, foul language, and violent behavior will not be tolerated — you will be asked to leave.

This is a family-friendly facility. Appropriate swimming attire is required.

Swim diapers and swimsuits are mandatory for all non-toilet-trained individuals. Swim diapers can be purchased at the Customer Service window.

Please use the changing tables in the restroom for diaper changes. Smoking or vaping is strictly prohibited within the facility. Patrons with infectious conditions or contagious diseases are not allowed in the pool.

Running is not permitted.

Enter and exit the pool using the designated ramps, ladders, or zero-depth area.

b. Child Drop-Off Policy

Swimmers between the ages of 13 and 15 cannot be dropped off at the Westwood Family Aquatic Center unsupervised unless they meet one of the following criteria:

- Supervised by an adult aged 18 years or older
- Completion of the Jr. Elite Lifeguard Program
- Completion of the Teen Aquatic Safety Program (T.A.S.P.) — registration required 24 hours in advance at normanparks.com or the Customer Service Desk

c. Slide and Amusement Safety

Our slides and attractions involve physical exertion and contact with hard surfaces or water, which may pose risks.

If you are pregnant or have physical limitations such as back or heart conditions, please refrain from participating.

Ask staff for guidance on any specific slide or safety concerns.

Using the park, including its slides and attractions, is at your own risk.

d. Prohibited Items within the Park

- Animals (except service animals required by law)
- Glass or any other breakable objects that may pose a hazard
- Coolers
- Outside food or drinks
- Alcohol

- Non-prescription [drugs — text partially cut off]
- Weapons of any kind
- Water toys, noodles, or personal flotation devices (unless U.S. Coast Guard-approved)

e. Bag Checks

Bag checks are conducted upon entering the premises for safety and smooth operations, following these guidelines:

- Staff may ask you to open your bag for observation, but will not touch or rummage through its contents.
- They will be specifically looking for outside food, drinks, and glass items.
- Please refrain from bringing weapons, illegal drugs, vaping pens, or any other prohibited items.

f. Ejection Policy

Follow the rules to avoid ejection from the park for you and your group without a refund. The park reserves the right to eject patrons at their discretion and will determine whether a refund (less any fees) is warranted.

2.6 Trail and Greenbelt Specific Rules and Regulations

a. Hours of Use.

- i. Trails and greenbelts are open during designated park hours.
- ii. Use of trails outside posted hours is prohibited, unless preauthorized by the Director.

b. Permitted Uses.

- i. Trails are designated for walking, jogging, running, and use of ADA-compliant mobility devices.
- ii. Strollers and wagons used for children or individuals with disabilities are permitted.
- iii. Dogs are only allowed on trails when leashed and under the handler's full control at all times.
- iv. Fishing and wildlife viewing are allowed only in areas specifically identified for such purposes.
- v. Bikes are only permitted at the following locations:
 - i. Creekside Bike Park

c. Prohibited Uses.

- i. Motorized and/or electric vehicles including ATVs, dirt bikes, golf carts, scooters, motorcycles, R/C vehicles, and similar devices are prohibited unless required for maintenance, emergency, or official City business.
- ii. Horse or equestrian use are prohibited, unless signage indicates a designated equestrian trail.
- iii. Glass containers, fireworks, grills, open flames, and alcohol are prohibited, except with an approved event permit.

d. Trail Etiquette and Right-of-Way.

- i. All users must stay to the right side of the trail, unless passing.
- ii. Announce "Passing on your left" or use a bell when overtaking slower users.
- iii. Cyclists must maintain a safe and controlled speed appropriate for conditions and crowd density.
- iv. Slower users, such as walkers, joggers, or families with strollers, have the right-of-way.
- v. Users traveling downhill must yield to those traveling uphill when on natural surface trails.
- vi. Groups should travel in single file when others are present to avoid obstructing the path.
- vii. Stopping on the trail surface is prohibited. Users must move off to the side to avoid blocking traffic.

e. Pets.

- i. Pets must remain on a leash no longer than six (6) feet at all times.
- ii. Handlers must immediately pick up and properly dispose of pet waste in provided receptacles.
- iii. Aggressive, uncontrolled, or excessively disruptive animals must be removed from the trail system.
- iv. Pets are not permitted in sensitive wildlife or restoration areas marked with signage.

f. Environmental Protection and Wildlife Safety.

- i. Stay on the established trail surface at all times. Do not create shortcuts or unsanctioned paths.
- ii. Feeding, harassing, or disturbing wildlife is prohibited.
- iii. Stay out of areas designated as wetlands, erosion-prone zones, or habitat restoration sites.

- iv. Collection of plants, rocks, wood, soil, water or any other natural materials is prohibited.
- v. Dispose of litter in proper containers. Users must pack out waste when receptacles are not available.

g. Severe Weather and Hazardous Conditions.

- i. Users must vacate trails immediately during thunderstorms, lightning, tornado warnings, or any hazardous weather.
- ii. Trails may be temporarily closed due to flooding, fallen trees, ice, or maintenance needs. Users must respect posted closures and barriers.
- iii. Use trails at your own risk during wet or muddy conditions; damage caused by misuse may result in enforcement action.

h. Trail Closures and Maintenance.

- i. The Director, or their designee, may close any trail or greenbelt for maintenance, safety, or environmental protection.
- ii. Users must not bypass barriers, signs, or closure fencing.
- iii. Report downed trees, safety hazards, or vandalism to the City of Norman Parks and Recreation Department.

2.7 Rentals and Park Events

Programs and activities initiated or sponsored by the City of Norman Parks and Recreation Department shall have first priority. All other groups will be allowed usage on a first come, first served basis, regardless of interest.

a. Procedures for Obtaining Permits for Park Property Reservations.

- i. Appropriate permits shall be obtained by application in person, email, or by telephone with the Parks and Recreation Department, 225 N. Webster, Norman, Oklahoma, on weekdays between 8:00 a.m. and 5:00 p.m.
- ii. Reservations for all available park facilities and ball fields shall be obtained as follows:

Reservations are taken up to six (6) months in advance.

After checking availability of facility, obtain any necessary permits and variances.

All fees and deposits are due at the time the reservation is made.

Events expecting to last two (2) hours or more and expected to attract 1,000 people or more will be required to obtain and complete a Special Event Application with the City Clerk's office.

- iii. Reservations for Firehouse Art Center, Sooner Theater, Cleveland County Historical Museum and Norman Depot shall be obtained as follows:

Inquiries for reservations should be made through the directors of each respective facility.

b. Acts Requiring Permits.

It shall be prohibited for any person to perform any of the following acts within any park area or facility, trail or greenspace without having first obtained a permit from the Parks and Recreation Department. Fees may be required for some permits.

- i. Give any theatrical entertainment, moving picture show, parade, procession, public gathering, festival, concert, or other outdoor presentation.
- ii. Use a loudspeaker, public address system, amplifier, or any other device to amplify and direct sound without obtaining the associated Noise Variance Permit from the Norman Police Department.
- iii. Dig, bury, erect, build, uncover, place or remove any object, or store any materials or equipment of any kind.
- iv. Sell, offer for sale, or give away without charge any food, drink, merchandise, service, or any other article.
- v. Use any park area or facility, trail or greenspace for any commercial purpose, including but not limited to, the production of films, photographs, sports camps, clinics, or advertisements, whether for sale to individuals or groups.
- vi. Attempt to take off or land in any type of aircraft. Any person applying for a permit to conduct such activities shall submit, with the application, evidence that all other applicable permits have been issued, including, but not limited to, those issued by the Federal Aviation Administration or Civil Aeronautics Board.

Furthermore, no such aircraft shall be operated at an altitude of less than 1,000 feet from the earth unless engaged in an activity for which a permit has been issued or engaged in normal takeoff and landing procedures at an approved airport. No person shall engage in any trick or acrobatic flying, parachute, or drop any object from any aircraft. Provided, however, this paragraph shall not apply to emergency situations when necessary for the protection of human life.

- vii. Solicit contributions for any purpose, whether public or private, or offer for sale any article in any park area or facility, trail or greenspace. Provided, however, this shall not apply to any person acting pursuant to a valid contract with or permit issued by the City of Norman.
- viii. Hold any event, party, or gathering of more than 150 people and/or charge admission or registration.

c. **Permits.**

Permits for special events and concessions in all park areas and facilities, trails and greenspaces shall be obtained by application to the City of Norman Parks and Recreation Department in accordance with the procedures of this subsection.

A person seeking issuance of a permit hereunder shall file an application stating:

- i. The name and address of the applicant.
- ii. The name and address of the person, persons, corporation, or association sponsoring the activity.
- iii. Contact phone number.
- iv. The day and hours for which the permit is desired.
- v. The park area or facility, trail or greenspace for which the permit is desired.

- vi. The nature and purpose of the activity for which the permit is desired.
- vii. Variances required from the park rules and regulations or ordinances.
- viii. Number of people expected at event.
- ix. Any other information reasonably necessary to a determination as to whether a permit should be issued hereunder.
- x. That all local, state and federal laws and regulations will be complied with.

Standards for issuance of a permit shall include the following findings:

- i. That the proposed activity or use will not reasonably interfere with or detract from the general public's enjoyment of the park area or facility, trail or greenspace.
- ii. That the proposed activity and use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation.
- iii. That the proposed activity or use will not include violence, profanity, crime or disorderly conduct.
- iv. That the proposed activity will not entail extraordinary or burdensome expense or police operation by the City of Norman. It shall be understood that necessary security shall be the responsibility of the applicant.
- v. That the park area or facility, trail or greenspace desired has not been reserved for other use on the requested date and hour.
- vi. That the sponsor will abide by the rules and regulations promulgated by the City of Norman.
- vii. That the sponsor will comply with all appropriate Health Department rules and regulations.

- viii. That the number of permits requested by any one group or person for any activity similar in nature and purpose does not exceed one (1) per week.
- ix. Within ten (10) days after the receipt of an application, the Director shall notify the applicant in writing of his decision to grant or deny a permit. Any aggrieved person shall have the right to appeal to the City Manager within five (5) working days of receipt of whether the permit shall be issued.
- x. The applicant may be required to submit evidence of liability insurance, with the City of Norman as an additional insured, in an amount equal to the limits provided in the "Oklahoma Governmental Tort Claims Act" for activities or events which are not sponsored or co-sponsored by the City of Norman.

2.7.1 Park Events

a. Park Event Definition.

Any organized activity, gathering, or celebration conducted in whole or in part on City of Norman park property that:

- i. Is reasonably anticipated to attract no fewer than twenty five (25) persons and no more than one thousand (1,000) persons at any one time.
- ii. Requires only minimal temporary infrastructure, which may include but is not limited to small tents, inflatables, portable tables/chairs, or similar non-permanent installations.
- iii. Involves limited public safety needs, such that the event does not require extraordinary police, fire, or emergency medical services beyond routine park operations.
- iv. May include the presence of no more than five (5) food trucks properly licensed through the City Clerk's Office.
- v. Shall not include any other vendors selling food, beverages, or merchandise onsite, other than the permitted food trucks.

b. Park Event Exclusions.

A Park Event shall not include:

- i. Events anticipated to exceed one thousand (1,000) attendees, which shall be regulated under the City's Special Event permitting process.
- ii. Events requiring road closures, extensive traffic control, or significant security presence.
- iii. Events that include vendor sales of merchandise, concessions, or prepared food beyond the permitted number of food trucks.
- iv. Events that include the sale, service, or distribution of alcoholic beverages.

c. Permits Required.

All Park Events shall require issuance of a Park Event Permit by the Parks & Recreation Department, rental of the requested park area, and compliance with applicable rules and regulations of the City of Norman and any applicable state and federal rules and regulations.

2.8 General Public Request for Permanent Structure or Project on Park Property.

A volunteer program which gives the community the opportunity to work with the City of Norman Parks and Recreation Department to have a fixture installed in a park. Projects must be appropriate for an outdoor park setting and align with the mission and goals of the City of Norman Parks and Recreation Department. Any group or organization may submit a proposal with a letter of support from the organization, ensuring: 1) a minimum one-year commitment, 2) provision of maintenance on the fixture, and 3) provision of maintenance reports. Parks and Recreation staff will review the application, and the Director shall be the initial authority for approval of applications. If approved by the Director, the group or organization shall be required to present the proposal to the Park Board for final approval. If approved by the Park Board, Parks and Recreation staff will provide the organization with the Park in the Project Agreement.

SECTION 3 Park Property Index

3.1 List of City of Norman Parks Properties

	PARK SITE	ADDRESS	ACRES	TYPE	EST.	WARD
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1	12th Avenue Recreation Center	1701 12th Avenue NE	5.6	Recreation/Community Center	1974	6
2	Adkins Crossing Park	2136 24th Ave SW	6.7	Neighborhood Park	1913	2
3	Adult Wellness & Education Center	602 N. Findlay	4.35	Recreation/Community Center	2023	4
4	Andrews Park	201 W. Daws	17.2	Community Park	1891	4
5	Bentley Park	3701 Wiltshire Dr.	7.2	Neighborhood Park	2023	5
6	Berkeley Park	3750 Astor Dr.	3.1	Neighborhood Park	1982	8
7	Brookhaven Park	1801 N. Brookhaven Blvd	3	Neighborhood Park	1980	3
8	Brookhaven Square Park	3350 Millbrook Drive	3	Neighborhood Park	1979	3
9	Canadian Trails Park	3600 Canadian Trails Dr.	2.5	Neighborhood Park	1984	2
10	Cascade Park	3499 Astor Dr.	4.5	Neighborhood Park	2004	8
11	Castlerock Park	4190 Brownwood Lane	10	Neighborhood Park	1993	8
12	Centennial Park	411 W. Symmes St	0.28	Neighborhood Park	1988	4
13	Cherry Creek Park	530 W. Stonewell Dr.	6.2	Neighborhood Park	1977	3
14	Chisholm's Cattle Trail Park	2515 Wyandotte Way	5.6	Neighborhood Park	1964	6
15	Colonial Commons Park	1909 Beaumont Dr.	5.1	Neighborhood Park	1979	1
16	Colonial Estates Park	1641 E. Lindsey	17.2	Neighborhood Park	1963	1
17	Creekside Bike Park	1317 Regent St	14	Special Use Park	2019	1

18	Creighton Park	1921 Creighton Dr.	2	Neighborhood Park	2003	6
19	Crestland Park	2201 Alameda Park Dr.	7.1	Neighborhood Park	1978	6
20	Deerfield Park	2505 Queenston Ave	2.4	Neighborhood Park	2007	6
21	Double Tree Greenbelt		4	Greenbelt		6
22	Doubletree Park	2010 Timbercrest St	1.5	Neighborhood Park	2003	6
23	Eagle Cliff Greenbelt		4.5	Greenbelt		7
24	Eagle Cliff Park	4029 Eagle Cliff Dr.	8	Neighborhood Park	1979	7
25	Earl Sneed Park	1381 Classen Blvd	1	Neighborhood Park	1989	4
26	Eastridge Park	1700 N. Clearwater Dr.	6	Neighborhood Park	1982	5
27	Eastwood Park	1001 S. Ponca	6.9	Neighborhood Park	1955	4
28	Edwards Park	200 S. Jones Ave	1.5	Special Use Park	1918	4
29	Faculty Heights Park	1017 E. Lindsey	1.1	Neighborhood Park	1949	4
30	Falls Lakeview Park	3280 108th Ave NE	2.5	Neighborhood Park	1977	5
31	Firehouse Art Center	444 S Flood Ave	N/A	Cultural Center	1971	4
32	Frances Cate Park	333 N Carter	14.5	Neighborhood Park	1977	4
33	George Sutton Wilderness Nature Park	1920 12th Ave NE	240	Special Use Park	1978	6
34	Griffin Community Park	1001 E. Robinson	160	Community Park	1978	6
35	Hall Park Greenbelt		20	Greenbelt		6

36	High Meadows Park	1525 High Meadow Dr.	3.3	Neighborhood Park	1971	6
37	Highland Village Park	416 Lake Grove Court	6	Neighborhood Park	2017	8
38	June Benson Park	401 S. Peters Ave	0.75	Neighborhood Park	1982	4
39	Kevin Gottshall II Memorial Park	5399 Cypress Lake Dr.	3	Neighborhood Park	1984	3
40	Kiwanis Park	635 Sherwood Dr.	3.5	Neighborhood Park	1966	4
41	Legacy Park	1898 Legacy Park Drive	8	Special Use Park	2015	8
42	Legacy Trail	200 S. Jones Ave	15	Liner/Trail	1993	4
43	Links Park	4199 E. Cedar Lane Rd.	3.6	Neighborhood Park	2025	5
44	Lions Memorial Park	514 Parkside Dr.	10	Neighborhood Park	1979	3
45	Lions Park	450 S. Flood	5.1	Neighborhood Park	1894	4
46	Little Axe Community Center	1000 168th Ave NE	N/A	Recreation/Community Center	1977	5
47	McGeorge Park	631 E. Eufaula	1.5	Neighborhood Park	1978	4
48	Monroe Park	1601 S. McGee Drive	4.1	Neighborhood Park	2012	2
49	Moore Lindsay Historical House	508 N. Peters	0.65	Cultural Center	1980	4
50	Normandy Park	209 Westside Dr.	2.6	Neighborhood Park	1960	2
51	Northeast Lions Park	1800 Northcliff Ave	40	Neighborhood Park	1975	6
52	Oak Tree South Park	2881 Oak Tree Ave	4.1	Neighborhood Park	1982	7
53	Oakhurst Park	1900 Oakhurst Ave	2.2	Neighborhood Park	1980	1
54	Pebblebrook Park	2500 Overbrook Dr.	2.9	Neighborhood Park	1984	5

55	Prairie Creek Park	2025 Pendleton Dr.	3.5	Neighborhood Park	1982	8
56	Reaves Park	2501 Jenkins Ave	79.9	Community Park	1960	7
57	Reaves Park Center	121 E. Constitution	N/A	Recreation/Community Center	1976?	7
58	Rock Creek Park	3175 W. Rock Creek Rd	4.5	Neighborhood Park	2008	8
59	Rotary Park	1501 W. Boyd	5.7	Neighborhood Park	1954	2
60	Royal Oaks Park	430 Coalbrook Dr.	5.2	Neighborhood Park	1993	6
61	Ruby Grant Park	3110 West Franklin Road	148.8	Community Park	2021	8
62	Russell Bates Park	800 24th Ave NW	5.5	Neighborhood Park	1993	2
63	Ruth Updegraff Park	505 N. Peters	0.5	Neighborhood Park	1915	4
64	Santa Fe Depot	200 S. Jones Ave	N/A	Cultural Center	1985	4
65	Saxon Park	2700 36 th Ave. S.E.	67	Community Park	1997	5
66	Sequoyah Trail Park	410 Sequoyah Trail	1.9	Neighborhood Park	1964	6
67	Songbird Park	1500 Skyler Way	6.7	Neighborhood Park	2018	7
68	Sonoma Park	1432 Glen Ellen Cr	2	Neighborhood Park	1996	6
69	Sooner Theatre	101 E. Main St.	N/A	Cultural Center	1977	4
70	Southlake Park		3.5	Neighborhood Park	2004	5
71	Springbrook Park	816 Branchwood Dr.	2.3	Neighborhood Park	1982	3
72	Summit Lakes Park	3000 Summit Crossing Pkwy	2.7	Neighborhood Park	2005	1
73	Sunrise Park	324 Skyline Dr.	2.4	Neighborhood Park	1971	1
74	Sutton Place Park	301 Sandpiper Ln	2.5	Neighborhood Park	1978	6
75	Tulls Park	100 W. Vida Way	2.2	Neighborhood Park	1947	8

76	Vineyard Park	3113 Woodcrest Creek Dr.	3.3	Neighborhood Park	2004	6
77	Walnut Ridge Park	700 Ridgecrest Ct	1	Neighborhood Park	1986	4
78	Westwood Park	2400 Westport Dr.	137	Special Use Park	1967	2
79	William Morgan Park	1701 Schooner Dr.	2.5	Neighborhood Park	1987	8
80	Woodcreek Park	1509 Concord Dr.	10	Neighborhood Park	1984	1
81	Woodslawn Park	1317 Regent St	4.9	Neighborhood Park	1947	4
82	Young Family Athletic Center	2201 Trae Young Drive	11	Recreation/Community Center	2024	8

SECTION 4 City of Norman Parks and Recreation Department Fee Schedule

4.1 Facility Fee Rentals

Facility	Rental Type	Rate	Deposit
12th Avenue Recreation Center	Full Facility Rental	\$75 per hour	\$100 refundable deposit
12th Avenue Recreation Center	Basketball Court	\$35 per hour	
12th Avenue Recreation Center	Multi-Purpose Room	\$25 per hour	
12th Avenue Recreation Center	Mirror Room	\$35 per hour	
12th Avenue Recreation Center	Fitness Room	\$35 per hour	
12th Avenue Recreation Center	Pickleball Court	\$25 per hour	
12th Avenue Recreation Center	Tennis Court	\$25 per hour	
12th Avenue Recreation Center	Full Paddle sport Court Rental	\$200 per day with Event Permit	

Little Axe Community Center	Community Center (Kitchen excluded)	\$20 per hour	\$100 refundable deposit
Little Axe Community Center	Multi-purpose room with kitchen	\$10 for each additional hour	
Westwood Tennis Center	Outdoor Tennis Court	\$25 per hour	
Westwood Tennis Center	Outdoor Junior Court	\$20 per hour	
Westwood Tennis Center	Indoor Tennis Court	\$25 Per hour	
Westwood Pool	Full Facility Rental (entire park)	\$2,500	\$500 refundable deposit
Westwood Pool	Party Zone Pool Party (30 guests, 2 hrs)	\$250 Season Pass Holder / \$300 Non Pass Holder / \$5 extra guest over 15	
Young Family Athletic Center	Basketball Court (1/2)	\$50	
Young Family Athletic Center	Basketball Court (Full)	\$85	
Young Family Athletic Center	Volleyball Court	\$70	
Young Family Athletic Center	Pickleball Court	\$40	
Young Family Athletic Center	Conference Room (2 hr min)	\$25	
Young Family Athletic Center	Tournament Room (2 hr min)	\$25	
Young Family Athletic Center	Pool Lane Rental	\$25	
Young Family Athletic Center	Recreation Pool (2 hr min)	\$150	
Young Family Athletic Center	Competition Pool (2 hr min)	\$250	
Young Family Athletic Center	Outdoor Volleyball Court	\$70	
Young Family Athletic Center	Outdoor Pickleball Court	\$40	

Young Family Athletic Center	Outdoor Turf Field (2 hr min)	\$60	
Young Family Athletic Center	Basketball Shooting Machine	\$100	
Young Family Athletic Center	Event Rentals - Basketball Court (4 hr min)	\$65-\$85	
Young Family Athletic Center	Event Rentals - Volleyball Court (4 hr min)	\$50-\$70	
Young Family Athletic Center	Event Rentals - Pickleball (4 hr min)	\$30-\$40	
Young Family Athletic Center	Event Rentals - Full Gym (non-athletic)	\$500-\$750	
Young Family Athletic Center	Event Rentals - Full Pool Rental	\$500-\$750	

4.2 Park Fee Rentals

Facility	Rental Type	Rate	Deposit
Andrews Park	Amphitheater	\$30 per hour	\$100 refundable deposit
Andrews Park	#5 Shelter	\$25 per hour	
Andrews Park	Rock Shelter	\$25 per hour	
Andrews Park	#11 Splash pad shelter	\$25 per hour	
Andrews Park	#12 Splash pad shelter	\$25 per hour	
Andrews Park	Blake Baldwin Skate Park	\$100 per hour with Event Permit	\$500 refundable deposit
Andrews Park	Full Park Rental (Excluding Skatepark)	\$100 per hour with Event Permit	\$500 refundable deposit
Andrews Park	Full Park Rental (Including Skatepark)	\$150 per hour with Event Permit	\$500 refundable deposit
Bentley Park	Pickleball Court	\$25 per hour	
Bentley Park	Tennis Court	\$25 per hour	
Brookhaven Park	Gazebo	\$25 per hour	

Brookhaven Park	Full Park Rental	\$100 per hour with Event Permit	\$500 refundable deposit
Colonial Estates Park	East shelter #1	\$25 per hour	
Colonial Estates Park	West shelter #2	\$25 per hour	
Colonial Estates Park	Disc Golf Course	\$100 per hour with Event Permit	\$500 refundable deposit
Crestland Park	Gazebo	\$25 per hour	
Frances Cate Park	Shelter	\$25 per hour	
Griffin Community Park	Shelter	\$25 per hour	
Griffin Community Park	Disc Golf Course	\$100 per hour with Event Permit	\$500 refundable deposit
Highland Village Park	Shelter	\$25 per hour	
Legacy Park	Amphitheater	\$100 per hour with Event Permit	\$500 refundable deposit
Legacy Park	Full Park Rental	\$125 per hour with Event Permit	\$500 refundable deposit
Legacy Park	5K Course	\$100 per hour with Event Permit	\$500 refundable deposit
Lions Park	Full Park Rental	\$100 per hour with Event Permit	\$500 refundable deposit
Lions Park	Ball field (no lights)	\$15 per hour	
Lions Park	Ball field (with lights)	\$25 per hour	
Lions Park	Gazebo	\$25 per hour	
Lions Park	Tennis Court	\$25 per hour	
Little Axe Park	Disc Golf Course	\$100 per hour with Event Permit	\$500 refundable deposit
Monroe Park	Shelter	\$25 per hour	
Normandy Park	Tennis Court	\$25 per hour	
Northeast Lions Park	Disc Golf Course	\$100 per hour with Event Permit	\$500 refundable deposit
Northeast Lions Park	Shelter	\$25 per hour	

Reaves Park	Large shelter #4	\$25 per hour	
Reaves Park	Small shelter #3	\$25 per hour	
Reaves Park	Kidspace north shelter #1	\$25 per hour	
Reaves Park	Kidspace south shelter #2	\$25 per hour	
Reaves Park	Full Park Rental (Baseball Fields Excluded)	\$100 per hour with Event Permit	\$500 refundable deposit
Rotary Park	Rotary House	\$50 per hour	\$100 refundable deposit
Rotary Park	Rotary shelter	\$25 per hour	
Rotary Park	Ball field (no lights)	\$15 per hour	
Rotary Park	Ball field (with lights)	\$25 per hour	
Royal Oaks Park	Shelter	\$25 per hour	
Ruby Grant	Memorial Pavilion	\$25 per hour	\$100 refundable deposit
Ruby Grant	Southwest Picnic Shelter	\$25 per hour	\$100 refundable deposit
Ruby Grant	Practice Football Fields	\$15 per hour	
Ruby Grant	Disc Golf Course	\$100 per hour with Event Permit	\$500 refundable deposit
Ruby Grant	5K Course	\$100 per hour with Event Permit	
Ruth Updegraff Park	Shelter	\$25 per hour	
Sequoyah Trails Park	Gazebo	\$25 per hour	
Songbird Park	Shelter	\$25 per hour	
Summit Lakes Park	Shelter	\$25 per hour	
Tulls Park	Shelter	\$25 per hour	



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/04/2026
REQUESTER: Jason Olsen
PRESENTER: Jason Olsen, Director of Parks & Recreation
ITEM TITLE: NORMAN FORWARD UPDATE

DISCUSSION:

Norman Forward is a citizen-initiated proposal to renovate, expand, construct and fund Quality of Life projects, such as multiple recreational facilities, libraries, parks, athletic venues, public art, trails, swim complexes and other quality of life projects throughout Norman. The initiative came to the City Council from community groups, stakeholders and Norman residents, who prepared an initial package using analysis and information from recreational planning professionals and research firms. Citizens approved the initiative at the polls in October 2015.

The Director of Parks and Recreation will provide updates on park-related Norman Forward Projects.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/04/2026
REQUESTER: Karla Sitton, Administrative Tech IV
PRESENTER: Jason Olsen, Director of Parks & Recreation
ITEM TITLE: DIVISION UPDATE

DISCUSSION:

The Parks and Recreation Department manages the park systems, recreational facilities & programs, and the Westwood Complex and maintains city-owned buildings. The department comprises six functional divisions: Administration, Parks, Recreation, Parks Planning & Forestry, Facility Maintenance, and Westwood.

Each Division Manager will briefly overview recent programs and/or progress within their division.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/04/2026
REQUESTER: Karla Sitton, Administrative Tech IV
PRESENTER: Mitchell Richardson, Recreation Manager
ITEM TITLE: CAPRA UPDATE

DISCUSSION:

The Parks and Recreation Department has recently initiated the process of obtaining accreditation from the Commission for Accreditation of Park and Recreation Agencies (CAPRA), the only national accreditation available for park and recreation agencies. This accreditation serves as a valuable measure of an agency's overall quality of operation, management, and service to the community. Achieving CAPRA accreditation is the most effective way to demonstrate that our agency and its staff provide the highest level of service to the community.