CITY OF NORMAN, OK
CITY COUNCIL REGULAR MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, October 27, 2026 at 6:30 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.

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

PROCLAMATIONS

1. CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-21: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING NOVEMBER 1ST THROUGH 7TH, 2026, AS OKLAHOMA MOBILITY WEEK IN THE CITY OF NORMAN.

2. CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-22: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING NOVEMBER 13, 2026, AS WORLD KINDNESS DAY IN THE CITY OF NORMAN.

3. CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-23: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF NOVEMBER 2026, AS NATIVE AMERICAN/INDIGENOUS PEOPLES' HERITAGE 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 4 through Item 25 be placed on the consent docket.

APPROVAL OF MINUTES

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

   CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF AUGUST 20, 2026, SEPTEMBER 17, 2026, AND OCTOBER 15, 2026.

Appointments

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

   NORMAN REGIONAL HOSPITAL AUTHORITY BOARD
   TERM: 10-31-26 TO 10-31-29, KEVIN PIPES - WARD 4
   TERM: 10-31-26 TO 10-31-29, DAVID NIMMO - WARD 3
   TERM: 10-31-26 TO 10-31-29, ANDY SHERRER - WARD 3

First Reading Ordinance

6. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-8 UPON FIRST, SECOND, AND FINAL READING BY TITLE: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 2-316 AND SECTION 24-507 OF THE CODE OF THE CITY OF NORMAN PROVIDING FOR OVERSIGHT; PROHIBITING CERTAIN ACTIVITIES IN PUBLIC PARKS; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY. **THIS ITEM IS BEING POSTPONED TO NOVEMBER 24, 2026.**

Reports/Communications

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

8. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORT FOR THE MONTH OF SEPTEMBER 2026.

Donation

9. CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF $250 FROM FIRST CHRISTIAN CHURCH TO THE CITY OF NORMAN SOCIAL SERVICES DIVISION REVENUE ACCOUNT TO PURCHASE REPLACEMENT BIRTH CERTIFICATES AND STATE IDENTIFICATION CARDS AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT

Acceptance of Funds

10. CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT AND CONTRACT K-2627-99 IN THE AMOUNT OF $737,870 FUNDED BY THE FIRST RESPONDER'S COMPREHENSIVE ADDICTION AND RECOVERY ACT FOR THE FIRE DEPARTMENT, AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

Easement

11. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF EASMENT E-2627-32, E-2627-33, E-2627-38: TEMPORARY DRIVEWAY EASEMENT E-2627-33; PERMANENT EASEMENTS E-2627-32 AND E-2627-38; AND THE FILING THEREOF IN THE AMOUNT OF $92,341.00 FOR THE FRANKLIN ROAD BRIDGE OVER LITTLE RIVER BOND PROJECT AS OUTLINED IN THE STAFF REPORT.

Final Plat

12. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-5: FINAL PLAT/FINAL SITE DEVELOPMENT PLAN FOR SPRINGS AT FLINT HILLS, SECTION 2, A PLANNED UNIT DEVELOPMENT (GENERALLY LOCATED 650-FEET WEST OF 12TH AVENUE N.W. AND ONE-QUARTER OF A MILE NORTH OF TECUMSEH ROAD) (WARD 6)

13. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-6: FINAL PLAT FOR NORMAN GROUNDWATER FACILITY INCLUDING THE DEFERRAL OF PAVING, DRAINAGE AND SIDEWALKS IN CONNECTION WITH EAST TECUMSEH ROAD (LOCATED AT 4020 EAST TECUMSEH ROAD APPROXIMATELY ONE-HALF MILE EAST OF 36TH AVENUE N.E. ON THE SOUTH SIDE OF EAST TECUMSEH ROAD) (WARD 5).

14. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-7: FINAL PLAT FOR SUMMIT VALLEY ADDITION, SECTION 4. (GENERALLY LOCATED ONE-HALF MILE NORTH OF STATE HIGHWAY 9 AND 330-FEET WEST OF 36TH AVENUE SE) (WARD 5).

Contracts

15. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2223-129: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND BLUEPEAK BTS BORROWER, L.L.C., D/B/A BLUEPEAK, FOR A NON-EXCLUSIVE AGREEMENT TO PROVIDE CABLE SERVICES AND A CABLE SYSTEM IN THE CITY OF NORMAN.

16. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER SIX TO CONTRACT K-2324-35: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND THIRKETTLE CORPORATION DBA UTILIUSE, DECREASING THE CONTRACT BY $537,998.19 FOR A REVISED CONTRACT AMOUNT OF $16,289,786.42 FOR THE MASTER SERVICES AGREEMENT FOR THE ADVANCED WATER METER INFRASTRUCTURE PROJECT, FINAL ACCEPTANCE OF THE PROJECT, AND FINAL PAYMENT IN THE AMOUNT OF $394,130.99. (CITYWIDE)

17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2324-172: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND CROSSLAND HEAVY CONTRACTORS, INC., DECREASING THE CONTRACT BY $85,134.48 FOR A REVISED CONTRACT AMOUNT OF $2,874,865.52, AND ADDING 206 CALENDAR DAYS TO THE CONTRACT TIME FOR THE WATER RECLAMATION FACILITY AERATION BLOWER REPLACEMENTS PROJECT, FINAL ACCEPTANCE OF THE PROJECT, AND FINAL PAYMENT IN THE AMOUNT OF $143,743.28.

18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2526-114: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND KIMLEY-HORN AND ASSOCIATES, INC., INCREASING THE CONTRACT AMOUNT BY $37,600 TO $272,500 FOR ADDITIONAL ENGINEERING SERVICES FOR THE FLOOD AVENUE WATER LINE REPLACEMENT PROJECT, BOYD STREET TO ROBINSON STREET (WARD 4).

19. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-147: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND SOUTHWEST WATER WORKS, L.L.C., INCREASING THE CONTRACT BY $264,075.00 FOR A REVISED CONTRACT AMOUNT OF $2,753,085.00 FOR THE JAMES GARNER WATER LINE REPLACEMENT PROJECT FROM DUFFY TO MAIN. (WARD 4)

20. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-65: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MKEC ENGINEERING, INC. IN THE AMOUNT OF $170,000.00 FOR THE DESIGN OF THE CREEKSIDE DRIVE BRIDGE REPLACEMENT OVER UNNAMED CREEK BOND PROJECT AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (WARD 1)

21. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-79 AND A GRANT THROUGH THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS (ACOG) OF FEDERAL TRANSIT ADMINISTRATION 5303 FUNDING IN THE AMOUNT OF $100,000 TO BE USED FOR ELIGIBLE TRANSIT PLANNING ACTIVITIES WITHIN THE CENTRAL OKLAHOMA TRANSPORTATION MANAGEMENT AREA (TMA) AS IDENTIFIED IN THE FY2027 UNIFIED PLANNING WORK PROGRAM (UPWP).

22. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-92: A PUBLIC TRANSIT REVOLVING FUND AGREEMENT BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT) DISTRIBUTING A MAXIMUM AMOUNT OF FUNDS IN AN AMOUNT NOT-TO-EXCEED FOUR HUNDRED THIRTY-SIX THOUSAND, NINE HUNDRED THIRTY-ONE DOLLARS ($436,931) TO BE USED FOR ESTABLISHING, EXPANDING, IMPROVING, AND MAINTAINING THE CITY OF NORMAN'S URBAN PUBLIC MASS TRANSPORTATION SERVICES.

23. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2627-94: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, THE NORMAN PARKING AND TRANSIT AUTHORITY, AND HILLTOP SECURITIES, INC FOR THE PROVISION OF FINANCIAL ADVISOR SERVICES RELATED TO THE DESIGN, DEVELOPMENT, AND CONSTRUCTION OF PARKING STRUCTURES IN NORMAN.

Resolutions

24. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2627-57: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $205,000 FROM THE CAPITAL FUND BALANCE TO THE HOMELESS SHELTER FACILITY PROJECT FOR IMPROVEMENTS TO THE EXISTING NORMAN WARMING SHELTER FACILITY.

25. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-62: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $44,018.36 FROM REFUNDS / REIMBURSEMENTS MISCELLANEOUS ACCOUNTS TO PAY FOR REPAIRS TO CITY OF NORMAN VEHICLES DAMAGED BY OTHER DRIVERS IN TRAFFIC COLLISIONS.

NON-CONSENT ITEMS

Second Reading Ordinance

26. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-7 UPON FIRST, SECOND AND FINAL READING BY TITLE: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, ADDING SECTION 24-510 TO CHAPTER 24 OF THE CODE OF THE CITY OF NORMAN; PROHIBITING CAMPING AND THE ESTABLISHMENT OF ENCAMPMENTS ON PUBLIC PROPERTY; PROHIBITING OBSTRUCTION OF PUBLIC SIDEWALKS, TRAILS, EASEMENTS, AND ACCESS ROUTES; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

27. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2627-16 ON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, FIXING THE COMPENSATION OF THE CITY AUDITOR CONSISTENT WITH REQUIREMENTS FOR THE CITY MANAGER'S COMPENSATION IN ARTICLE XVIII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; DECLARING AN EMERGENCY AND PROVIDING FOR THE EFFECTIVE DATE FOR COMPENSATION TO BEGIN; AND PROVIDING FOR THE SEVERABILITY THEREOF.

28. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2627-82: AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE NORMAN UTILITIES AUTHORITY, THE NORMAN MUNICIPAL AUTHORITY, THE NORMAN TAX INCREMENT FINANCE AUTHORITY, THE NORMAN ECONOMIC DEVELOPMENT AUTHORITY, THE PARKING AND TRANSIT AUTHORITY AND DEBORAH ROHRBOUGH, SETTING FORTH THE TERMS AND CONDITIONS OF EMPLOYMENT AS THE CITY AUDITOR.

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.

COUNCIL COMMENTS

ADJOURNMENT

File Attachments for Item:

1. CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-21: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING NOVEMBER 1ST THROUGH 7TH, 2026, AS OKLAHOMA MOBILITY WEEK IN THE CITY OF NORMAN.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Public Works Department

PRESENTER: Scott Sturtz, Director of Public Works

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-21: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING NOVEMBER 1ST THROUGH 7TH, 2026, AS OKLAHOMA MOBILITY WEEK IN THE CITY OF NORMAN.

Proclamation

P-2627-21

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAMING NOVEMBER 1ST THROUGH 7TH, 2026, AS OKLAHOMA MOBILITY WEEK IN THE CITY OF NORMAN.

§ 1. WHEREAS, the City of Norman works everyday "Building an Inclusive Community," which includes providing multiple mobility options in Norman by getting people where they need to go, from work and school to medical appointments, grocery stores, and other essential services; and

§ 2. WHEREAS, mobility options available in Norman include, but are not limited to, fixed route bus service, paratransit service, on-demand service, e-scooters, sidewalks, bike lanes, multimodal paths, and AMTRAK service; and

§ 3. WHEREAS, the mobility options available are critical to those that choose or are unable to drive a motor vehicle; and

§ 4. WHEREAS, the mobility options provided benefit everyone in the City of Norman by reducing traffic and parking congestion, improving air quality and making our city more equitable and accessible to all.

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

§ 5. Do hereby proclaim the week of November 1st through the 7th, 2026, as Oklahoma Mobility Week in the City of Norman; and invite members of the public to walk, bike, or use public transportation to celebrate and discover new ways to navigate Norman.

PASSED AND APPROVED this 27th day of October 2026.

_____
Mayor, Stephen T. Holman

ATTEST:

_____
City Clerk

File Attachments for Item:

2. CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-22: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING NOVEMBER 13, 2026, AS WORLD KINDNESS DAY IN THE CITY OF NORMAN.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Human Rights Commission

PRESENTER: Grace Holloman, Accessibility and Culture Coordinator

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-22: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING NOVEMBER 13, 2026, AS WORLD KINDNESS DAY IN THE CITY OF NORMAN.

Proclamation

P-2627-22

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAMING NOVEMBER 13, 2026, AS WORLD KINDNESS DAY IN THE CITY OF NORMAN.

§ 1. WHEREAS, World Kindness Day is observed annually on November 13 to encourage acts of kindness, compassion, and goodwill that strengthen connections among individuals and communities around the world; and

§ 2. WHEREAS, kindness is a universal value that transcends differences, fosters understanding, and reminds us of the importance of treating every person with dignity, respect, and compassion; and

§ 3. WHEREAS, World Kindness Day was first introduced on November 13, 1998, by the World Kindness Movement to highlight the power of kindness and the positive impact of good deeds in communities around the world; and

§ 4. WHEREAS, simple acts of kindness, including offering encouragement, lending a helping hand, listening with empathy, and expressing appreciation, can have a meaningful and lasting impact on the lives of others; and

§ 5. WHEREAS, the City of Norman recognizes the contributions of residents, volunteers, educators, public servants, local organizations, and community members who demonstrate kindness through their service, generosity, and care for others.

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

§ 6. Do hereby proclaim November 13, 2026, as World Kindness Day in the City of Norman and encourage all citizens to celebrate by practicing kindness, embracing compassion, and taking meaningful steps to build a more caring, inclusive, and connected community.

PASSED AND APPROVED this 27th day of October 2026.

_____

Mayor, Stephen T. Holman

ATTEST:

_____

City Clerk

File Attachments for Item:

3. CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-23: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF NOVEMBER 2026, AS NATIVE AMERICAN/INDIGENOUS PEOPLES' HERITAGE MONTH IN THE CITY OF NORMAN.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Human Rights Commission

PRESENTER: Grace Holloman, Accessibility and Culture Coordinator

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-23: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF NOVEMBER 2026, AS NATIVE AMERICAN/INDIGENOUS PEOPLES' HERITAGE MONTH IN THE CITY OF NORMAN.

Proclamation

P-2627-23

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAMING THE MONTH OF NOVEMBER 2026, AS NATIVE AMERICAN/INDIGENOUS PEOPLES' HERITAGE MONTH IN THE CITY OF NORMAN.

§ 1. WHEREAS, in 1990, President George H.W. Bush approved a joint resolution designating the month of November "National American Indian Heritage Month" in recognition and honor of the 574 American Indian tribal nations and their contributions to the identity and development of the United States; and

§ 2. WHEREAS, this designated month is a time to acknowledge, celebrate, and honor the rich, diverse histories, cultures, traditions, presence and contributions of the State of Oklahoma's 39 federally recognized tribes and their tribal citizens; and

§ 3. WHEREAS, Oklahoma's very name is derived from the Choctaw words *okla* meaning "people" and *humma* meaning "red," symbolizing the enduring presence and influence of Native American and Indigenous peoples in this land; and

§ 4. WHEREAS, the City of Norman is a supportive neighbor to the Absentee Shawnee, Citizen Potawatomi Nation, Kickapoo. Chickasaw, Sac and Fox, and Seminole Tribes/Nations; and

§ 5. WHEREAS, the City of Norman, its citizens, and visitors, has/have unique and special circumstances and opportunities for learning about Oklahoma American Indian/Indigenous Peoples' presence with its wealth of resources through the neighboring aforementioned tribal nations, The University of Oklahoma's Native American Studies Department, Native Nations' Center, Sam Noble Museum of Natural History, American Indian Institute, and the OU American Indian Programs and Services, among others.

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

§ 6. Do hereby proclaim November 2026, as Native American/Indigenous Peoples' Heritage Month, and encourage all citizens to join me in honoring the cultures, histories, and contributions of Native American and Indigenous peoples from the past, in the present, and for the future.

PASSED AND APPROVED this 27th day of October 2026.

_____
Mayor, Stephen T. Holman

ATTEST:

_____
City Clerk

File Attachments for Item:

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

CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF AUGUST 20, 2026, SEPTEMBER 17, 2026, AND OCTOBER 15, 2026.

CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Jamie Meyer, City Clerk

PRESENTER: Jamie Meyer, City Clerk

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

CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF AUGUST 20, 2026, SEPTEMBER 17, 2026, AND OCTOBER 15, 2026.

CITY OF NORMAN, OK
CITY COUNCIL FINANCE COMMITTEE MEETING

Municipal Building, Executive Conference Room, 201 West Gray, Norman, OK 73069
Thursday, August 20, 2026 at 5:00 PM

MINUTES

The City Council Finance Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, August 20, 2026 at 5:00 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

CALL TO ORDER

PRESENT
Chair - Councilmember Ward 7 Kimberly Blodgett
Councilmember Ward 1 David Gandesbery
Councilmember Ward 3 Robert Bruce
Councilmember Ward 4 Helen Grant
Councilmember Ward 2 Jacy Deck

ABSENT
None

OTHERS
Councilmember Ward 8 Scott Dixon
Councilmember Ward 6 Kyle Steele
Mayor Stephen Holman
Clint Mercer, Director of Finance
Kim Coffman, Chief Accountant/Asst. Finance Director
Dannielle Risenhoover, Admin. Tech IV
James Briggs, Park Development Manager
Jason Olsen, Director of Public Works
Jane Hudson, Director of Planning
Jamie Vaugh, Treasury Support Supervisor
Darrel Pyle, City Manager
Jamie Meyer, City Clerk

AGENDA ITEMS

1. DISCUSSION REGARDING NORMAN FORWARD EXCESS FUNDS AND RANKING OF PROJECTS.

Director of Parks and Recreation, Jason Olsen, led the discussion. The Norman Forward program was initially budgeted at about $150 million and revised to about $176 million. Current project estimates total about $171 million, with debt service included.

Sales tax collections for Norman Forward end in December 2030 (not aligned to fiscal year end). Available funds mentioned include about $3.5 million currently on hand, with a projected excess of approximately $11 million by program end. The excess funds are said to be driven by improved sales tax collections and interest on unspent funds. If no further spending occurred, the projected fund balance would be about $22.7 million; with approximately $11.6 million in remaining projects, the ending excess is about $11 million.

The following Norman Forward large projects are complete: Young Family Athletic Center (YFAC), Adult Wellness & Education Center, Griffin Park, and Reaves Park. Saxon Park is not complete, and its designated funds are still accruing interest.

The following additional park projects have been identified, and staff recommend allocating approximately $11 million in excess funds to these improvements:

- Andrews Park Design Work (Pond & Restroom)
- Andrews Park Pond/Stormwater Construction
- Andrews Park Restroom Building
- Kids Space at Reaves Park
- Adult Wellness and Education Gym Expansion
- Griffin Park Playground
- Griffin Park Restroom Building
- Reaves Park Miracle Field
- YFAC Weight Room
- Park Signage Package

The Norman Forward Citizens' Financial Oversight Board, the Park Commission and the Parks and Recreation Department have identified and prioritized these additional park projects. The list represents shared priorities and is not in a strict sequence.

Discussion over these projects included the following points:

Andrews Park Improvements

- Scope includes pond improvements (expanding downtown stormwater capacity), a restroom building, and stormwater drainage, focused within a defined park zone. New courts are planned with cooler surface colors to improve usability.
- Requires a full-park survey and engineering (about $300,000), followed by construction drawings to refine costs; total project estimate about $2.7 million.
- It is impractical to install a restroom before completing pond design, as placement may conflict with future phases.

- Conclusion: Initiate survey and engineering to enable accurate bids and cost control, then proceed to construction drawings before permanent restroom installation.

Kid Space Playground and TSET Grant

- Kids Space is the most popular playground; renovation aims for durability over 30 years with a community-built approach.
- A TSET grant of $600,000 is near approval and requires a 20% match; the city anticipates about $400,000 additional funding to complete the area.
- Target readiness by spring to align with the Medieval Fair.
- Conclusion: With grant and match secured, Kids Space renovation proceeds with community involvement.

Adult Wellness & Education Center Multipurpose Gym Expansion

- Originally planned but cut due to funding limits; current estimate is about $2.5 million.
- Multipurpose floor (not hardwood) supports basketball, pickleball, volleyball, and events; includes an upper walking track and supports future weight room expansion.
- The center has nearly 5,000 members, with demand exceeding capacity.
- Conclusion: Expansion addresses high usage and enhances program flexibility and community benefit.

Griffin Park Playground and Restroom Building

- Proposed playground similar to Ruby Grant Park; add a public restroom to serve playground, dog park, disc golf, and Sutton Wilderness users.
- The City's contract with the State of Oklahoma limits construction within Sutton Wilderness; restroom placement near the northern edge would provide access while respecting constraints.
- Conclusion: Combined amenities are expected to have high community impact.

Reaves Park Miracle Field

- Miracle Field serves athletes of all abilities with a poured surface for accessibility; it was cut from the original program and is being reintroduced, estimated around $2 million total.
- The project is considered a community-built asset that is expected to deliver quick, positive impacts with a regional draw and economic benefits.
- A suggested location for this field was on University of Oklahoma property, which may require land acquisition at market price; a partnership with OU could provide public relations benefits. There is a City owned field available at Reaves Park that could be renovated for this project.
- Conclusion: Advanced planning and partnerships needed to create this inclusive facility.

Young Family Athletic Center (YFAC) Weight Room Addition

- YFAC has strong rentals but weak memberships (200–300) due to the lack of general workout space; adding a weight room is expected to increase membership and fee revenue.
- Operating trajectory: Year 1 loss ~$400,000; Year 2 loss ~$250,000; near break-even currently. The goal is financial independence to reduce reliance on the general fund.
- Cost-sharing with the Young family is anticipated; if city-funded alone, cost-saving measures (e.g., removing a proposed second story) may be considered.
- Conclusion: The weight room is a fiscally strategic investment to stabilize operations and enhance membership growth.

Park Signage

- Systemwide signage overhaul to replace outdated signs and update rules for enforceability across approximately 60–70 parks, phased over time.
- Neighborhood parks: front signage with park name, back signage with rules.
- Priorities include Ruby Grant, Saxon Park, and Griffin Park; Andrews Park deferred until master planning advances.
- Estimated cost is $500,000–$550,000.
- Conclusion: Implement a phased signage upgrade to improve navigation and compliance.

Olsen stated, "We just want to make sure that our priorities are shared with you. Once we know that you're okay with these priorities, we'll go back to our design partners and ask for a cost estimate." Several City Council Members showed support for the priority project list.

2. DISCUSSION REGARDING MONTHLY REVENUE AND EXPENDITURE REPORTS.

Finance Director Clint Mercer gave the report. The July sales tax revenue is up 13.35% from the prior year and July use tax is up 27.72% from the prior year. The Room Tax is up 16.6% from the prior year. The August sales tax is up 7.82% from 2025. The University of Oklahoma opened a new dorm that brought in $243,000 in water meter connection fees. The August sales tax is up 7.82% from 2025.

July expenditures totaled approximately $11.2 million, slightly below projections and below last July; however, due to the July 4th storm - additional expenses are coming. Mercer said, "We will use up the $1.7 million that was the budgeted 1% reserve. We've already allocated that for the storm debris clean-up." Mercer added that there is another $494,000 that will be coming out of the General Fund to also cover storm clean-up. Overtime costs also increased due to the storm event.

"Every department with a pickup truck, or a backhoe, or any kind of tractor was fully engaged beginning the early morning hours of July 5th. We had crews working seven days a week for a couple of weeks to make sure roads were open while the rest of the recovery was shaping up," City Manager Darrel Pyle said. "We don't have the luxury of waiting until the next Council

meeting to say, 'Council is it okay if we do this?'; so, we'll be bringing you a ratification action request on the next agenda."

Pyle continued, "Once all the bills are paid and all the revenue's in, our recommendation to Council will be, 'let's stick that reserve back'. We really have too much fiscal year ahead of us not to have that reserve replenished as soon as possible." Mercer added, "We still have a few franchise fees coming in for August; we've estimated that's about $367,000 above budget. That can be banked right back to the reserve."

Federal Emergency Management Agency (FEMA) reimbursement thresholds are likely met due to the July 4th storms, but reimbursement typically takes 1–2 years. Debris collection is expected to be completed by September 25, with at least a second pass.

Prior to the July 4th windstorm, it was the City Manager's desire to bring to City Council a staffing recommendation to add two firefighter positions to fully man the City's second ladder truck. "We feel confident that shortly we'll have the reserve reestablished and can bring you some recommendations," Pyle said. Other needs identified were a new roof for the Norman Investigations Center at an estimated cost of $600,000 and a sidewalk at Robin Hill.

Changes have been made to health insurance premiums that should go into effect by September, Pyle said. There are multiple health insurance cost-containment strategies underway. The City's self-insured model is currently about $3 million cheaper than fully insured options and remains the preferable option at the present time.

Items submitted for the record:
Monthly Financial Reports

ADJOURNMENT
Chair Blodgett adjourned the meeting at approximately 6:00 PM.

ATTEST:

_____ _____

City Clerk Stephen Tyler Holman, Mayor

CITY OF NORMAN, OK
CITY COUNCIL FINANCE COMMITTEE MEETING

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

Thursday, September 17, 2026 at 5:00 PM

MINUTES

The City Council Finance Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, September 17, 2026 at 5:00 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

CALL TO ORDER

PRESENT
Councilmember Ward 1 David Gandesbery
Councilmember Ward 3 Robert Bruce
Councilmember Ward 2 Jacy Deck

ABSENT
Chair - Councilmember Ward 7 Kimberly Blodgett
Councilmember Ward 4 Helen Grant

OTHERS
Councilmember Ward 6 Kyle Steele
Clint Mercer, Director of Finance
Kim Coffman, Chief Accountant/Asst. Finance Director
Dannielle Risenhoover, Admin. Tech IV
Jamie Vaughn, Budget Manager
Kathryn Walker, Asst. City Attorney
Joel Hasser, Forvis/Mazars Partner
Jackson Foot, Citizen

AGENDA ITEMS

1. INTRODUCTION OF FORVIS, LLC, AUDITORS FOR THE CITY OF NORMAN.

Chief Accountant Kim Coffman introduced the City of Norman external auditor, Joel Hasser. They are with the accounting group Forvis Mazars, LLP and are part of the team conducting the City's Fiscal Year 2025-2026 (FY26) Annual Comprehensive Financial Report (ACFR) Audit and Single Audit. Hasser presented the Pre-audit Report to the Committee, outlining Forvis Mazars' auditing scope of work and responsibilities. Their responsibilities include but aren't limited to assessing the risk of management's override of controls, improper revenue recognition, findings related to federal programs, accrued estimates such as pension costs and legal settlements, and review of accrued liabilities.

The audit includes compliance with federal awards under Uniform Guidance, selecting grants over $1 million in expenditures not audited in the past two years for testing across 13 compliance requirements (spending, reporting, eligibility). The single audit report will be issued for federal grants. State grants without a federal component are not audited due to lack of a state-level single audit requirement in Oklahoma.

The initial point of contact for Forvis Mazars is the Mayor; however, Forvis Mazars will also bring updates to the City Council Finance Committee as it also serves as the City's Audit Committee. Draft financial statements are expected before Thanksgiving with final issuance planned for the first City Council meeting in December. Two new, non-significant accounting standards will be implemented.

Finance Director Clint Mercer stated that external audits are required to receive federal funds and for debt covenants, regardless of the presence of an internal auditor. Internal auditors self-identify concerns and track improvements on their findings; external auditors review internal audit reports. External and internal auditors typically do not review each other's work directly but share information. An internal auditor's scope is broader than financial matters, covering internal controls across critical city functions.

2. DISCUSSION REGARDING THE FYE 2028 BUDGET CALENDAR.

Budget Manager Jamie Vaughn led the discussion. Vaughn presented the proposed Fiscal Year 2028 Budget Calendar, highlighting and elaborating on several of the events. No changes to the calendar were requested. Some of the key dates included:

- Nov 17: City Council work session on the capital budget
- Jan 21: Finance Committee meeting on midyear adjustments and post-audit review
- Feb 1: Deadline for department budget requests
- Feb 18: Finance Committee meets regarding outside agency funding
- Mar 2: City Council study session focused on capital budget for fiscal year 2028
- Mar 5: Management Team budget retreat to rank department requests
- April/May: City Council study sessions and public hearings
- April 13: Target date to print the preliminary budget
- June 8: City Council considers and adopts the budget
- July 1: 2028 fiscal year begins

Councilmember Bruce showed concern regarding limited visibility into risk analysis prior to finalizing the budget and the need to distinguish "needs" vs. "wants". Examples included potential underfunding of high-risk items such as police, dispatch, and firefighter overtime.

Finance Director Clint Mercer explained that the budget is not zero-based; it starts from the prior year's approved operating base budget with separate capital requests. Ongoing departmental risk assessments are performed routinely with flexibility to amend the budget, mid-year, for emergencies or fund shifts.

It was agreed that City staff would bring risk ranked data, and the City Manager's prioritization list of what to fund, to the Finance Committee in March. A study session might also be considered at that time. It was also suggested by Councilmember Gandesbery that newly elected, but not yet seated, councilmembers be invited to attend some of the pre-adoption budget discussions. He is going to suggest to the Chair of the City Council Finance Committee that this become a topic of discussion at a study session meeting.

Items submitted for the record:
FYE 2028 Budget Calendar

3. DISCUSSION REGARDING THE FYE 2026 BUDGET CLOSEOUT.

Clint Mercer led the discussion. He presented the Committee with a General Fund Summary Report that showed a comparison of the City's estimated expenditures and revenues from when the Fiscal Year 2026 (FY26) budget was adopted versus the actual, FY26 close-out amounts for expenditures and revenues. "We ended up with about $111 million dollars coming in (revenue), Mercer said. "The expenditures came out to about $114 million, for a loss of about $3.7 million."

Mercer's figures included $1.9 million in expenses from the July 4, 2026, storm clean-up costs and incumbrances that roll forward from the previous year. With these factors, the net difference between the revenue and expenditures is about $381,000. "The thing I don't have on here, which I hope is very likely," Mercer said, "is that we think we are going to get Federal Emergency Management Agency (FEMA) money for the storm. It's my understanding the state has passed it on to the President now, so we're just waiting for a declaration." Oklahoma has implemented a new program that allows them to appropriate federal money to municipalities once the president signs off on it. Mercer estimates that the City could see about $2 million dollars coming in federal funds.

The City, by law, budgets 1% of budgeted expenses reserve and also maintains a fund balance of 3% of budgeted expenses within the General Fund. It also has a Rainy-Day Fund that has a minimum fund balance of 4% of budgeted expenses, targeted fund balance of 5% of budgeted expenses and a maximum fund balance of 7% of budgeted expenses. Funds can only be drawn from the Rainy-Day Fund under certain circumstances and must be replenished within 3 years.

Mercer highlighted the following points regarding other City funds:

Public Safety Sales Tax Fund:

- The debt service will be paid off in March.

• The SRO overtime budget shows $0 for SRO overtime despite accruals. Budgeting $0 is a policy choice to highlight actuals; however, City Council may direct changes to reflect expected overtime expenses going forward.

Water Fund:

• Fund revenues are strong and include $8.9 million from the sale of water wells and American Rescue Plan Act (ARPA) grants ($1 million each to water and sewer).

• Positive year-end fund balance around $17 million; large fund balance due to slow capital project execution.

• Capital spending will continue as projects progress.

Water Reclamation Fund:

• The 2026 fiscal year ended with nearly $2.2 million in this fund. A grant of $3.3 million was received.

• This fund may require a rate request soon; an external consultant is conducting rate study with results expected soon.

• Voter approval is required for a rate increase.

Sanitation Fund:

• Fiscal Year 2026 ended with a balance of $1.1 million.

• The last Sanitation rate increase was estimated to be in 2012.

• A rate increase request may be brought forward soon.

Capital Fund:

• The Capital Fund includes the street maintenance bond program and bridge bond program.

• Balances are large but aligned with project timelines.

• Prior CDBG disaster recovery funds have been restored to the Capital Fund.

Norman Forward Fund:

• The Norman Forward Fund ended the fiscal year with a balance of $1.2 million.

• Most payments are going to service outstanding debt

• Extra funds are going to be available in the Fund. Additional projects are under review.

Items submitted for the record:
General Fund Summary Report

4. DISCUSSION REGARDING MONTHLY REVENUE AND EXPENDITURE REPORTS.

Clint Mercer gave the report. The year-to-date sales tax is up 10.52%. The August 2026 collections are up 7.82%. It is believed that the increased July sales tax collections of 13.5% are tied to the Luke Combs concert.

The year-to-date use tax is up 29%. The franchise fee tax is up 16% with a year-to-date increase of 8.56%. The recent increase in franchise tax revenue has been associated with hot summer weather.

The year-to-date, General Fund expenditures are $20.2 million compared to $20.6 million last fiscal year.

Licensing and permit fees are up 50% with no identified drivers for the increase. Staff believes possible contributors to the increase could include concerts, noise-related permits and fraternity-related events. City staff will research what drove this increase.

Items submitted for the record:
Monthly Financial Reports

ADJOURNMENT
Councilmember Gandesbery adjourned the meeting at approximately 6:05 PM.

ATTEST:

_____ _____

City Clerk Stephen Tyler Holman, Mayor

CITY OF NORMAN, OK
CITY COUNCIL FINANCE COMMITTEE MEETING - AMENDED

Municipal Building, Executive Conference Room, 201 West Gray, Norman, OK 73069
Thursday, October 15, 2026 at 5:00 PM

MINUTES

The City Council Finance Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, October 15, 2026 at 5:00 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

CALL TO ORDER

PRESENT
Chair - Councilmember Ward 7 Kimberly Blodgett
Councilmember Ward 1 David Gandesbery
Councilmember Ward 3 Robert Bruce
Councilmember Ward 4 Helen Grant
Councilmember Ward 2 Jacy Deck

ABSENT
None.

OTHERS
Mayor Stephen Tyler Holman
Councilmember Ward 6 Kyle Steele
Kim Coffman, Chief Accountant/Asst. Finance Director
Dannielle Risenhoover, Admin. Tech IV
Jamie Vaughn, Budget Manager
Darrel Pyle, City Manager
Jackson Foot, Citizen

AGENDA ITEMS

1. DISCUSSION REGARDING ESTABLISHING ACCOUNTS TO TRACK COSTS ASSOCIATED WITH THE TURNPIKE.

Staff discussed establishing mechanisms to track turnpike-related costs. City Manager Darrel Pyle stated, "We can do it a couple of different ways. There are codes they can set up through dispatch that are geo-coded, for lack of a better descriptor. When calls for service come in these corridors, they just push a button, set a flag, and the data for those responses is collected. Other departments who may or may not incur costs related to an emergency response would track those like a capital project." Salaries associated with the turnpike can also be tracked. Pyle

stated that he is happy to establish the accounts needed to track these related costs and present the financial activity to the Committee monthly.

A prior transaction with the Oklahoma Turnpike Authority (OTA) for the purchase of City of Norman water wells resulted in a check for approximately $8.9 million. This check was deposited into the City's water utility fund. Pyle stated that this money can be tracked as "turnpike funds" and staff will also review past and current expenses related to those water wells, so they are tracked as "turnpike expenses".

Systems and training for emergency responder data collection will be phased in ahead of the anticipated opening of the Indian Hills turnpike leg. This leg of the turnpike is expected to open at the end of 2027.

2. DISCUSSION REGARDING MONTHLY REVENUE AND EXPENDITURE REPORTS.

Chief Accountant and Assistant Finance Director Kim Coffman gave the report. Sales tax is 4% above the year-to-date budget projections. Licensing and permits are 63% above the year-to-date target. The category of "other taxes" includes motor fuel tax, alcohol tax, cigarette tax and the City's portion of motor vehicle registration fees. This category of tax revenue is 40% below the year-to-date target. Westwood closed the pool season approximately 19% below the projected revenue budget. This was largely in part to the Fourth of July storm that caused the facility to be closed for a few weeks. The Water Fund and Sewer/Water Reclamation Fund revenues are 10% above budget targets. This is believed to be driven by smart meter billing accuracy and increased seasonal usage. The New Development Excise Fund is 90% over the budget target. Sanitation Funds are 5% over the budget target. "Overall, the General Fund's major revenue sources are 3% above the budget target," Coffman said. "So, we're going in a great direction so far in the fiscal year."

Retail sales, colleges & universities, and manufacturing drove an 8.4% sales tax increase over this time last year. Retail trade came in at $366,000 and colleges & universities came in at $243,000. (These sales, reflected on October's report, occurred in August.) Staff will explore combining mobile data and credit card transactions to evaluate area retail trends.

The Federal Emergency Management Agency (FEMA) has approved the City of Norman's reimbursement for the Fourth of July weather event. The claim was for approximately $4.5 million out of over $8.5 million submitted cumulatively across county entities. It is anticipated that the State of Oklahoma will send the reimbursement payment to the City of Norman before the end of the calendar year. This reimbursement will help replenish the emergency Rainy Day Fund. Uncertainty remains over whether FEMA reimbursement rules will permit reallocating damaged facility funds toward constructing an emergency response facility that includes a Fire Station or if the funds must be solely used to reconstruct EMSTAT ambulance building.

About 95% of the total annual overtime budget and 50% of the fuel budget have been spent within the first four months of the fiscal year. Overtime spikes were heavily influenced by storm response operations, which will be credited once FEMA funds are appropriated. Additional measures to combat overtime include restructuring sick leave policies during collective bargaining agreements so excessive leave usage and overtime is reduced. "With the negotiations that are currently underway," Pyle said, "We hope to remain competitive throughout the metro. What we're seeing are COLAs (cost of living allowances) anywhere from zero to there's a lot of twos happening out there in the metro right now. We're hoping to put something back on the salary schedule."

Staff plans to present a recommendation at the first council meeting in November 2026 to add three additional firefighter positions for Ladder Two. The next Fire Academy is expected to take place in January.

General fund balance projections were adjusted following the close of fiscal year 2026, partly due to increased allocations to the risk management fund and insurance claims. The city is piloting subscription healthcare models ($84 per month) and discount prescription options to reduce healthcare costs.

Councilmember Bruce stated, "We've talked about confidence at the state level related to the flow of sales tax and use tax, and I think that would be a great thing to double check with the internal auditor along with finance going to the state level and asking about both those flows to increase confidence."

City Manager Darrel Pyle replied, "Our internal auditor is the perfect body to be in regular communication about the status of that. We don't want more and more businesses falling into delinquency. We're hoping more and more businesses are paying, which is helping bring our sales tax number up. But that's absolutely an appropriate position to put in front of our new internal auditor."

Items submitted for the record:
Monthly Financial Reports

ADJOURNMENT

Chair Blodgett adjourned the meeting at approximately 5:45 PM.

ATTEST:

_____ _____

City Clerk Stephen Tyler Holman, Mayor

File Attachments for Item:

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

NORMAN REGIONAL HOSPITAL AUTHORITY BOARD

TERM: 10-31-26 TO 10-31-29, KEVIN PIPES - WARD 4

TERM: 10-31-26 TO 10-31-29, DAVID NIMMO - WARD 3

TERM: 10-31-26 TO 10-31-29, ANDY SHERRER - WARD 3

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/26

REQUESTER: Mayor Stephen T. Holman

PRESENTER: Jamie Meyer, City Clerk

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

NORMAN REGIONAL HOSPITAL AUTHORITY BOARD
TERM: 10-31-26 TO 10-31-29, KEVIN PIPES - WARD 4
TERM: 10-31-26 TO 10-31-29, DAVID NIMMO - WARD 3
TERM: 10-31-26 TO 10-31-29, ANDY SHERRER - WARD 3

Kevin Pipes, David Nimmo, and Andy Sherrer, are all reappointments.

File Attachments for Item:

6. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-8 UPON FIRST, SECOND, AND FINAL READING BY TITLE: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 2-316 AND SECTION 24-507 OF THE CODE OF THE CITY OF NORMAN PROVIDING FOR OVERSIGHT; PROHIBITING CERTAIN ACTIVITIES IN PUBLIC PARKS; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY. **THIS ITEM IS BEING POSTPONED TO NOVEMBER 24, 2026.**

CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Rickey J. Knighton II

PRESENTER: Rickey J. Knighton II, City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-8 UPON FIRST, SECOND, AND FINAL READING BY TITLE: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 2-316 AND SECTION 24-507 OF THE CODE OF THE CITY OF NORMAN PROVIDING FOR OVERSIGHT; PROHIBITING CERTAIN ACTIVITIES IN PUBLIC PARKS; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY. **THIS ITEM IS BEING POSTPONED TO NOVEMBER 24, 2026.**

BACKGROUND

Section 24-507 establishes rules governing activities within the George M. Sutton Urban Wilderness and Community and Neighborhood Parks. These regulations are intended to protect natural resources, preserve park facilities, promote public safety, and ensure that parks remain available for the enjoyment of all visitors.

Since the ordinance was last amended, recreational activities, mobility devices, and applicable legal requirements have evolved. Staff has reviewed the existing regulations and recommends several revisions to improve clarity, modernize terminology, and ensure consistency with current operational practices.

DISCUSSION

The proposed ordinance makes several substantive updates to Section 24-507.

Within the George M. Sutton Urban Wilderness, the ordinance expressly prohibits camping, recognizing the area's purpose as a protected natural preserve and reducing the potential for environmental degradation, wildfire risk, and conflicts with wildlife. Existing prohibitions are reorganized and clarified without materially changing their intent.

The ordinance also updates restrictions regarding watercraft by replacing the existing reference to "boats or canoes" with broader language prohibiting the operation or launching of any watercraft, including boats, canoes, kayaks, rafts, float tubes, paddleboards, and similar floating

devices. This amendment reflects the variety of recreational equipment now commonly used on waterways and eliminates ambiguity regarding prohibited activities. It also preserves flexibility if, in the future, the City decides to allow such activity at a particular park by allowing it only by posted park rules.

For Community and Neighborhood Parks, the ordinance similarly updates the watercraft prohibition and modernizes provisions governing vehicle use. Rather than broadly prohibiting bicycles, the ordinance distinguishes between motor vehicles and devices that are commonly and lawfully used within parks, including bicycles, electric-assisted bicycles, wheelchairs, and other power-driven mobility devices used by individuals with mobility disabilities as required by applicable law.

The ordinance also updates provisions relating to projectile weapons by prohibiting the discharge of firearms, bows, slingshots, air guns, and similar devices except where otherwise authorized by law. This language better aligns the ordinance with Oklahoma law while maintaining public safety within City parks.

Finally, the ordinance clarifies that violations of posted park rules constitute violations of the City Code and retains the Parks and Recreation Department's authority to issue permits for scientific study, conservation activities, park maintenance, and other appropriate uses. Amendments to the duties of the Board of Parks Commissioners ensures that the Board can act in an advisory role related to any review of the permit system. Changes to this section also include an allowance for the Parks Board to designate the appropriate classification for city parks, i.e. community parks, neighborhood parks, etc.

An emergency clause has been added to the ordinance. If Council desires to enact the ordinance by emergency, it can be done by separate vote on the emergency clause. The affirmative votes of 6 Councilmembers are required to adopt the emergency clause.

During the October 20, 2026, City Council Special Meeting, Council discussed postponing consideration of this item until the November 24, 2026, Regular City Council Meeting. Council consensus was to postpone the item to allow the Police Department additional time to develop an enforcement policy, which will be included in the agenda packet as supporting documentation for the proposed ordinance.

RECOMMENDATION

Staff recommends approval of the ordinance prohibiting certain activities in public parks, providing exceptions, for enforcement and severability.

Ordinance No. O-2627-8

AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 2-316 AND SECTION 24-507 OF THE CODE OF THE CITY OF NORMAN PROVIDING FOR OVERSIGHT; PROHIBITING CERTAIN ACTIVITIES IN PUBLIC PARKS; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

§ 1 **WHEREAS**, the City of Norman leases and maintains the George M. Sutton Urban Wilderness as a unique natural area dedicated to the preservation of native ecosystems, wildlife habitat, environmental education, scientific study, and passive recreation; and

§ 3 **WHEREAS**, the City Council finds that the protection of sensitive natural resources within the George M. Sutton Urban Wilderness requires regulations that minimize human impacts and reduce disturbances to wildlife, vegetation, waterways, and other ecological features; and

§ 4 **WHEREAS**, the City Council further finds that the operation of watercraft, including boats, canoes, kayaks, rafts, float tubes, paddleboards, and similar floating devices, may adversely affect natural resources, wildlife habitat, water quality, and public safety within park waters; and

§ 5 **WHEREAS**, the City Council finds that the introduction of motorized vehicles, unauthorized camping, fires, hunting, trapping, and the collection of biological or geological specimens can cause damage to park resources and interfere with the public's enjoyment of park facilities; and

§ 6 **WHEREAS,** the City Council recognizes that Community and Neighborhood Parks are intended primarily for recreational, educational, and community uses and that certain activities are incompatible with the safe and orderly operation of such parks; and

§ 7 **WHEREAS,** the City Council finds that clarifying prohibited activities, including the operation or launching of watercraft and the possession or discharge of devices capable of propelling projectiles, will promote public safety, protect park resources, and assist in the consistent enforcement of park regulations; and

§ 8 **WHEREAS,** the City Council further finds that permitting limited exceptions for scientific study, conservation activities, park maintenance, and other authorized purposes serves a legitimate public interest while preserving the natural character and intended use of public park properties; and

§ 9 **WHEREAS**, the City Council determines that these amendments are necessary to protect public health, safety, and welfare and to preserve the City's parks and natural areas for the benefit of present and future generations.

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

§ 10. THAT, Section 2-316 of the Code of the City of Norman, Oklahoma be amended as follows:

2-316 Duties and Powers of the Board

The Board of Park Commissioners shall advice the City Council on policies pertaining to the use of the park and recreational facilities of the City, and pursuant thereto:

(a) Propose rules and regulations for the maintenance of order, safety, and decency in those parks and recreational facilities;

(b) Consider and investigate any matter affecting the development and improvement of parks and recreational facilities and policies pertaining to the use of those facilities;

(c) Make recommendations to improve the park and recreational facilities;

(d) Make recommendations regarding systems of supervised recreation, and modifications in existing recreational programs;

(e) Act as the presiding authority over the matters contained in NCC 16-IX, with review and oversight by the City Council;

(f) Provide copies of the minutes of its meetings to the office of the City Clerk within ten days from the date of their approval; ~~and~~

(g) Provide an annual report of the Board's acts and affairs~~.~~;

(h) Designate park classifications for all City parks; and

(i) Advise the Parks and Recreation Department as needed regarding the administration of a permit system for outside groups that desire to use a City park for scientific study, park maintenance, and conservation or other purposes.

§ 11. THAT, Section 24-507 of the Code of the City of Norman, Oklahoma be amended as follows:

24-507 Activities Prohibited at Public Park Sites; Exceptions By Written Permit

(a) Sutton Urban Wilderness

(1) No person shall engage in the following activities within the Sutton Urban Wilderness:

(i) Littering;
(ii) Operating any motorized vehicles or bicycles;
(iii) Starting or maintaining a fire;
(iv) Swimming;
(v) Hunting;
(vi) Trapping;
(vii) Collecting biological or geological specimens, except by written permit for scientific purposes issued by the Parks and Recreation Department;
(viii) Cutting or collecting wood;
(ix) Operating or launching any watercraft, including but not limited to boats, canoes, kayaks, rafts, float tubes, paddleboards, and similar floating devices, unless otherwise allowed by posted park rules;
(x) Fishing by means of a trotline or jugline;
(xi) Discharging any firearm, bow, slingshot, air gun, or other device capable of propelling a projectile, except as authorized by law;
(xii) Defacing or damaging any natural object or park facilities or appurtenances;
(xiii) Introducing plant or animal species.; and
(xiv) Violating posted park rules.

(2) Organized group events exceeding 35 people shall have written authorization by the Parks and Recreation Department.

(3) The Parks and Recreation Department may issue permits for scientific study, park maintenance, and conservation or other purposes appropriate to use of wilderness area.

(b) Community and Neighborhood Parks

(1) No person shall engage in the following activities within Community and Neighborhood parks:

(i) Littering;
(ii) Operating any motor vehicle; provided, however, that bicycles, electric-assisted bicycles, wheelchairs, and other power-driven mobility devices used by individuals with mobility disabilities shall be permitted as required by applicable law;
(iii) Starting or maintaining a fire;
(iv) Swimming;
(v) Hunting;
(vi) Trapping;

(vii) Collecting biological or geological specimens, except by written permit for scientific purposes issued by the Parks and Recreation Department;
(viii) Cutting or collecting wood;
(ix) Operating or launching any watercraft, including but not limited to boats, canoes, kayaks, rafts, float tubes, paddleboards, and similar floating devices, unless otherwise allowed by posted park rules;
(x) Fishing by means of a trotline or jugline;
(xi) Discharging any firearm, bow, slingshot, air gun, or other device capable of propelling a projectile, except as authorized by law~~;~~
(xiii) Defacing or damaging any natural object or park facilities or appurtenances;
(xiv) Introducing plant or animal species; and
(xv) Violating posted park rules.

(2) The Parks and Recreation Department may issue permits for scientific study, park maintenance, and conservation or other purposes appropriate to use of Community and Neighborhood Park sites.

§ 12. **SEVERABILITY CLAUSE**. If any section, subsection, sentence, clause, phrase, portion of this ordinance is for any reason held invalid or unconstitutional by any court or administrative agency of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such finding shall not affect the validity of the remaining portions thereof.

§ 13. **EMERGENCY.** An emergency is hereby declared to exist for the preservation of the public peace, health, safety, and welfare by reason whereof this Ordinance shall take effect immediately upon its adoption and publication.

§ 14. **REPEAL OF CONFLICTING ORDINANCES**. That all ordinances or parts of ordinances in conflict herewith be and the same are now expressly repealed.

ADOPTED this _____ day of

_____, 2026.

_____
Stephen Tyler Holman, Mayor

NOT ADOPTED this _____ day of

_____, 2026.

_____
Stephen Tyler Holman, Mayor

ATTEST:

_____
City Clerk

Ordinance No. O-2627-8

AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 2-316 AND SECTION 24-507 OF THE CODE OF THE CITY OF NORMAN PROVIDING FOR OVERSIGHT; PROHIBITING CERTAIN ACTIVITIES IN PUBLIC PARKS; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

§ 1 **WHEREAS**, the City of Norman leases and maintains the George M. Sutton Urban Wilderness as a unique natural area dedicated to the preservation of native ecosystems, wildlife habitat, environmental education, scientific study, and passive recreation; and

§ 3 **WHEREAS**, the City Council finds that the protection of sensitive natural resources within the George M. Sutton Urban Wilderness requires regulations that minimize human impacts and reduce disturbances to wildlife, vegetation, waterways, and other ecological features; and

§ 4 **WHEREAS**, the City Council further finds that the operation of watercraft, including boats, canoes, kayaks, rafts, float tubes, paddleboards, and similar floating devices, may adversely affect natural resources, wildlife habitat, water quality, and public safety within park waters; and

§ 5 **WHEREAS**, the City Council finds that the introduction of motorized vehicles, unauthorized camping, fires, hunting, trapping, and the collection of biological or geological specimens can cause damage to park resources and interfere with the public's enjoyment of park facilities; and

§ 6 **WHEREAS,** the City Council recognizes that Community and Neighborhood Parks are intended primarily for recreational, educational, and community uses and that certain activities are incompatible with the safe and orderly operation of such parks; and

§ 7 **WHEREAS,** the City Council finds that clarifying prohibited activities, including the operation or launching of watercraft and the possession or discharge of devices capable of propelling projectiles, will promote public safety, protect park resources, and assist in the consistent enforcement of park regulations; and

§ 8 **WHEREAS,** the City Council further finds that permitting limited exceptions for scientific study, conservation activities, park maintenance, and other authorized purposes serves a legitimate public interest while preserving the natural character and intended use of public park properties; and

§ 9 **WHEREAS**, the City Council determines that these amendments are necessary to protect public health, safety, and welfare and to preserve the City's parks and natural areas for the benefit of present and future generations.

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

§ 10. THAT, Section 2-316 of the Code of the City of Norman, Oklahoma be amended as follows:

2-316 Duties and Powers of the Board

The Board of Park Commissioners shall advise the City Council on policies pertaining to the use of the park and recreational facilities of the City, and pursuant thereto:

(a) Propose rules and regulations for the maintenance of order, safety, and decency in those parks and recreational facilities;

(b) Consider and investigate any matter affecting the development and improvement of parks and recreational facilities and policies pertaining to the use of those facilities;

(c) Make recommendations to improve the park and recreational facilities;

(d) Make recommendations regarding systems of supervised recreation, and modifications in existing recreational programs;

(e) Act as the presiding authority over the matters contained in NCC 16-IX, with review and oversight by the City Council;

(f) Provide copies of the minutes of its meetings to the office of the City Clerk within ten days from the date of their approval; ~~and~~

(g) Provide an annual report of the Board's acts and affairs~~.~~;

(h) Designate park classifications for all City parks; and

(i) Advise the Parks and Recreation Department as needed regarding the administration of a permit system for outside groups that desire to use a City park for scientific study, park maintenance, and conservation or other purposes.

§ 11. THAT, Section 24-507 of the Code of the City of Norman, Oklahoma be amended as follows:

24-507 Activities Prohibited ~~In Sutton Urban Wilderness~~ at Public Park Sites; Exceptions By Written Permit

(a) Sutton Urban Wilderness

~~(a)~~ (1) No person shall engage in the following activities within the Sutton Urban Wilderness~~, except by written permit for scientific purposes issued by the Parks and Recreation Department~~:

~~(1)~~ (i) Littering;
~~(2)~~ (ii) Operating any motorized vehicles or bicycles;
~~(3)~~ (iii) Starting or maintaining a fire;
~~(4) Camping;~~
~~(5)~~ (iv) Swimming;
~~(6)~~ (v) Hunting;
~~(7)~~ (vi) Trapping;
~~(8)~~ (vii) Collecting biological or geological specimens, except by written permit for scientific purposes issued by the Parks and Recreation Department;
~~(9)~~ (viii) Cutting or collecting wood;
~~(10)~~ (ix) Operating ~~a boat or canoe~~ or launching any watercraft, including but not limited to boats, canoes, kayaks, rafts, float tubes, paddleboards, and similar floating devices, unless otherwise allowed by posted park rules;
~~(11)~~ (x) Fishing by means of a trotline or jugline;
~~(12)~~ (xi) ~~Possessing a bow, slingshot, air gun, firearm, or any other such device to hurl projectiles~~ Discharging any firearm, bow, slingshot, air gun, or other device capable of propelling a projectile, except as authorized by law;
~~(13)~~ (xii) Defacing or damaging any natural object or park facilities or appurtenances;
~~(14)~~ (xiii) Introducing plant or animal species~~.~~; and
(xiv) Violating posted park rules.

~~(b)~~(2) Organized group events exceeding 35 people shall have written authorization by the Parks and Recreation Department.

~~(c)~~(3) The Parks and Recreation Department may issue permits for scientific study, park maintenance, and conservation or other purposes appropriate to use of wilderness area~~; and where questions arise concerning administration of the permit system, the George M. Sutton Urban Wilderness Advisory Committee shall act in an advisory capacity~~.

(b) Community and Neighborhood Parks

(1) No person shall engage in the following activities within Community and Neighborhood parks:

(i) Littering;
(ii) Operating any motor vehicle; provided, however, that bicycles, electric-assisted bicycles, wheelchairs, and other power-driven mobility devices used by individuals with mobility disabilities shall be permitted as required by applicable law;
(iii) Starting or maintaining a fire;
(iv) Swimming;
(v) Hunting;
(vi) Trapping;

(vii) Collecting biological or geological specimens, except by written permit for scientific purposes issued by the Parks and Recreation Department;
(viii) Cutting or collecting wood;
(ix) Operating or launching any watercraft, including but not limited to boats, canoes, kayaks, rafts, float tubes, paddleboards, and similar floating devices unless otherwise allowed by posted park rules;
(x) Fishing by means of a trotline or jugline;
(xi) Discharging any firearm, bow, slingshot, air gun, or other device capable of propelling a projectile, except as authorized by law~~;~~
(xiii) Defacing or damaging any natural object or park facilities or appurtenances;
(xiv) Introducing plant or animal species; and
(xv) Violating posted park rules.

(2) The Parks and Recreation Department may issue permits for scientific study, park maintenance, and conservation or other purposes appropriate to use of Community and Neighborhood Park sites.

§ 12. **SEVERABILITY CLAUSE**. If any section, subsection, sentence, clause, phrase, portion of this ordinance is for any reason held invalid or unconstitutional by any court or administrative agency of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such finding shall not affect the validity of the remaining portions thereof.

§ 13. **EMERGENCY.** An emergency is hereby declared to exist for the preservation of the public peace, health, safety, and welfare by reason whereof this Ordinance shall take effect immediately upon its adoption and publication.

§ 14. **REPEAL OF CONFLICTING ORDINANCES**. That all ordinances or parts of ordinances in conflict herewith be and the same are now expressly repealed.

ADOPTED this _____ day of _____, 2026.

_____
Stephen Tyler Holman, Mayor

NOT ADOPTED this _____ day of _____, 2026.

_____
Stephen Tyler Holman, Mayor

ATTEST:

_____
City Clerk

File Attachments for Item:

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

CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Kim Coffman, Budget Manager

PRESENTER: Kim Coffman, Budget Manager

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

DATE: October 6, 2026

TO: City Council

FROM: Clint Mercer, Finance Director
REVIEWED BY: Kim Coffman, Chief Accountant / Assistant Finance Director
PREPARED BY: Debbie Whitaker, Municipal Accountant III

SUBJECT: Finance Director's Investment Report

	MONTHLY COMPARISON						ANNUAL COMPARISON			
FUND	MONTHLY BUDGETED INTEREST EARNINGS FYE 27	MONTHLY INTEREST EARNINGS September 2026	MONTHLY % INCREASE (DECREASE)	MONTHLY INTEREST % OF PORTFOLIO HOLDINGS	MONTH-END BALANCE September 2026	MONTHLY % OF PORTFOLIO HOLDINGS	ANNUAL BUDGETED INTEREST EARNINGS FYE27-YTD	INTEREST EARNINGS YTD FYE 27	YTD % INCREASE (DECREASE)	YTD % PORTFOLIO HOLDINGS
GENERAL FUND	$31,620	$26,999	-14.61%	4.14%	5,667,907	2.22%	$379,440	$90,666	-76.11%	4.80%
NET REVENUE STABILIZATION	$4,167	$15,577	273.85%	2.39%	5,203,968	2.04%	$50,000	$45,392	-9.22%	2.40%
PUBLIC SAFETY SALES TAX FUND	$4,167	$6,658	59.79%	1.02%	(309,994)	-0.12%	$50,000	$12,485	-75.03%	0.66%
HOUSING	N/A	$0	100.00%	0.00%	3,997,627	1.56%	$0	$0	100.00%	0.00%
SPECIAL GRANTS FUND	N/A	$5,496	100.00%	0.84%	4,848,223	1.90%	$0	$17,770	100.00%	0.94%
ROOM TAX FUND	$208	$789	278.54%	0.12%	84,235	0.03%	$2,500	$3,849	53.96%	0.20%
YFAC FUND	$0	$231	0.00%	0.04%	(326,574)	-0.13%	$0	$933	0.00%	0.05%
SEIZURES	$42	$3,791	8997.99%	0.58%	1,304,958	0.51%	$500	$12,089	2317.73%	0.64%
CLEET FUND	N/A	$11	100.00%	0.00%	3,584	0.00%	$0	$20	100.00%	0.00%
TRANSIT & PARKING FUND	$0	$3,249	0.00%	0.50%	722,575	0.28%	$0	$14,420	0.00%	0.76%
ART IN PUBLIC PLACES FUND	N/A	$9	100.00%	0.00%	3,112	0.00%	$0	$22	100.00%	0.00%
WESTWOOD FUND	$625	$462	-26.04%	0.07%	829,669	0.32%	$7,500	$1,301	-82.66%	0.07%
WATER FUND	$10,000	$194,459	1844.59%	29.83%	67,276,171	26.32%	$120,000	$549,987	358.32%	29.10%
WASTEWATER FUND	$4,167	$24,650	491.60%	3.78%	8,750,631	3.42%	$50,000	$68,320	36.64%	3.62%
SEWER MAINTENANCE FUND	N/A	$56,111	100.00%	8.61%	18,823,094	7.36%	$0	$165,246	100.00%	8.74%
DEVELOPMENT EXCISE	$5,833	$5,001	-14.27%	0.77%	2,100,322	0.82%	$70,000	$13,133	-81.24%	0.70%
SANITATION FUND	$25,000	$33,826	35.30%	5.19%	11,218,245	4.39%	$300,000	$97,411	-67.53%	5.15%
RISK MANAGEMENT FUND	N/A	$2,626	100.00%	0.40%	1,432,032	0.56%	$0	$2,626	100.00%	0.14%
CAPITAL PROJECTS FUND	$58,333	$173,271	197.04%	26.58%	89,334,696	34.95%	$700,000	$510,702	-27.04%	27.03%
NORMAN FORWARD SALES TAX	$1,250	$23,180	1754.37%	3.56%	9,635,156	3.77%	$15,000	$76,965	413.10%	4.07%
PARKLAND FUND	$833	$3,180	281.57%	0.49%	1,068,028	0.42%	$10,000	$8,994	-10.06%	0.48%
UNP TAX INCREMENT DISTRICT	$0	$17,932	100.00%	2.75%	5,959,833	2.33%	$0	$35,655	100.00%	1.89%
CENTER CITY TAX INCREMENT DIST	$167	$22,863	0.00%	3.51%	7,656,231	3.00%	$2,000	$66,490	100.00%	3.52%
SINKING FUND	$2,083	$27,539	1221.88%	4.22%	9,005,797	3.52%	$25,000	$83,686	234.74%	4.43%
SITE IMPROVEMENT FUND	N/A	$176	100.00%	0.03%	58,736	0.02%	$0	$512	100.00%	0.03%
TRUST & AGENCY FUNDS	N/A	$34	100.00%	0.01%	11,320	0.00%	$0	$99	100.00%	0.01%
ARTERIAL ROAD FUND	N/A	$3,746	100.00%	0.57%	1,251,574	0.49%	$0	$10,917	100.00%	0.58%
	$148,495	$651,862	338.98%	100.00%	255,611,157	100.00%	$1,781,940	$1,889,690	6.05%	100.00%

City funds are invested in interest bearing accounts and investment securities, as directed by the City's Investment Policy. Rates of return on these investments relate directly to current Treasury and Money Market rates. Total funds on deposit of $255.61 million as of 09/30/26 are represented by working capital cash balances of all City funds of approximately $110.06 million, outstanding encumbrances of $54 million, General Obligation Bond proceeds of $71.28 million, NUA revenue bond proceeds of 9.3 million, NMA bond proceeds of $5.46 million, and UNP TIF reserve amounts of $5.51 million.

INVESTMENT BY TYPE

September 30, 2026

LIST BY TYPE	SEC. NO.	PURCHASED	MATURITY	YIELD	EARNED INTEREST	COST	MARKET
**Checking							
BANK OF OKLAHOMA	GEN'L DEP.			1.90%	$31,774.94	$20,506,191.07	$20,506,191.07
BANK OF OKLAHOMA	WARRANTS PAYABLE					($4,772,345.27)	($4,772,345.27)
BANK OF OKLAHOMA	PAYROLL					($4,687,096.81)	($4,687,096.81)
BANK OF OKLAHOMA	COURT BOND REFUNDS					$260,707.39	$260,707.39
BANK OF OKLAHOMA	INSURANCE CLAIMS					$159,526.78	$159,526.78
BANK OF OKLAHOMA	LOCK BOX					$1,949,617.21	$1,949,617.21
BANK OF OKLAHOMA	RETURN CHECKS					($18,832.11)	($18,832.11)
BANK OF OKLAHOMA	PARKS					$0.00	$0.00
BANK OF OKLAHOMA	FLEXIBLE SPENDING					$15,518.09	$15,518.09
BANK OF OKLAHOMA	WORKERS COMP					($276,600.51)	($276,600.51)
**Subtotal					$31,774.94	$13,136,685.84	$13,136,685.84
**Money Market							
BANCFIRST-NUA	MONEY MKT.			3.50%	$2,070.41	$1,211,984.96	$1,211,984.96
BANCFIRST-NMA Room Tax	MONEY MKT.			3.50%	$461.13	$38,768.11	$38,768.11
BANCFIRST-NUA Water	MONEY MKT.			3.50%	$17,646.67	$7,060,810.79	$7,060,810.79
BANCFIRST-NUA Clean Water	MONEY MKT.			3.50%	$1,769.75	$1,029,015.45	$1,029,015.45
BANCFIRST-NMA PSST	MONEY MKT.			3.50%	$6,657.83	$2,700,708.74	$2,700,708.74
BANCFIRST-NMA Norman Forward	MONEY MKT.			3.50%	$1,506.01	$2,722,763.32	$2,722,763.32
BANK OF OKLAHOMA UNP TIF	MONEY MKT.			3.71%	$16,947.14	$5,513,155.99	$5,513,155.99
BANK OF OKLAHOMA ARPA	MONEY MKT.			1.92%	$4,031.37	$2,618,403.77	$2,618,403.77
BANK OF OKLAHOMA-Westwood	MONEY MKT.			1.92%	$462.22	$0.00	$0.00
BANK OF OKLAHOMA-CW	MONEY MKT.			1.92%	$21.92	$13,700.73	$13,700.73
BANK OF OKLAHOMA	MONEY MKT.			1.92%	$136.65	$85,399.00	$85,399.00
BANK OF OKLAHOMA	MONEY MKT.			1.92%	$132.88	$83,043.49	$83,043.49
BANK OF OKLAHOMA-SW	MONEY MKT.			1.92%	$1,339.19	$17,248.00	$17,248.00
BANK OF OKLAHOMA-Opioid Abt	MONEY MKT.			1.92%	$1,349.62	$1,029,827.16	$1,029,827.16
BANK OF OKLAHOMA-Misty Lake	MONEY MKT.			1.92%	$1,050.42	$656,438.44	$656,438.44
BANK OF OKLAHOMA-Parks	MONEY MKT.			1.92%	$230.82	$235,513.53	$235,513.53
BANK OF OKLAHOMA-2023A	MONEY MKT.			1.92%	$37,468.50	$23,370,836.30	$23,370,836.30
BANK OF OKLAHOMA-2023B	MONEY MKT.			1.92%	$18,174.50	$10,618,216.59	$10,618,216.59
BANK OF OKLAHOMA-2024A	MONEY MKT.			1.92%	$16,915.45	$10,354,211.42	$10,354,211.42
BANK OF OKLAHOMA-2026A	MONEY MKT.			1.92%	$15,954.23	$9,970,271.62	$9,970,271.62
BANK OF OKLAHOMA-2026B	MONEY MKT.			1.92%	$27,142.68	$16,962,283.90	$16,962,283.90
BANK OF OKLAHOMA-2026C	MONEY MKT.			1.92%	$0.26	$128.65	$128.65
**Subtotal					$171,469.65	$96,292,729.96	$96,292,729.96
**Sweep/Overnight							
BANK OF OKLAHOMA PORTFOLIO	SHORT TERM			3.52%	$168,207.24	$54,366,124.47	$54,366,124.47
OKLAHOMA CLASS	OK-01-0019-0001			3.86%	$32,184.97	$10,188,065.43	$10,188,065.43
BANK OF OKLAHOMA	ICS ACCT			3.90%	$46,002.85	$15,952,551.61	$15,952,551.61
**Certificate of Deposit							
FIRST FIDELITY BANK	CD	09/30/26	03/31/27	3.93%	$629.17	$250,000.00	$250,000.00
GREAT NATIONS BANK	CD	09/30/26	09/30/27	4.03%	$879.17	$250,000.00	$250,000.00
VALLIANCE BANK	CD	11/30/25	11/30/26	3.75%	$781.25	$250,000.00	$250,000.00
FIRST NATIONAL BANK	CD	12/28/25	12/28/26	3.19%	$656.25	$250,000.00	$250,000.00
**Subtotal					$2,945.84	$1,000,000.00	$1,000,000.00
**U.S. Treasury Securities/Agency Securities							
US T-Bills	912797RS8	12/24/25	09/03/26	3.46%	1,391.67		
FFCB	3133ERP96	12/31/24	09/24/26	4.24%	26,491.30		
US T-Bills	912797SK4	12/30/25	10/29/26	3.47%	13,916.67	5,000,000.00	$4,985,000.00
US T-Bills	912797SU2	12/30/25	11/28/26	3.45%	13,791.79	5,000,000.00	$4,968,300.00
TVA Note	880591EU2	11/26/25	02/01/27	3.58%	33,036.10	11,175,000.00	$11,120,019.00
US T-Notes	91282CMH1	05/19/26	01/31/27	3.78%	25,347.76	8,000,000.00	$7,995,781.28
FFCB	3133ET4Y0	01/07/26	09/22/28	3.52%	21,972.83	7,500,000.00	$7,305,300.00
FHLB	3130B0TY5	07/27/26	04/09/27	4.10%	17,310.87	5,000,000.00	$5,009,535.70
FNMA	3136GDMM2	07/31/26	07/31/31	4.68%	19,500.00	5,000,000.00	$4,879,850.00
FHLMC	3134HC5S4	08/04/26	08/04/31	4.69%	19,541.67	5,000,000.00	$4,873,562.95
US T-Bills	91282CJA0	09/21/26	09/30/28	4.75%	1,142.22	5,000,000.00	$4,974,609.40
FNMA	3136GDSV6	09/29/26	09/29/31	5.14%	5,833.76	8,000,000.00	$7,911,782.96
					199,276.64	64,675,000.00	$36,374,400.28
TOTAL					651,862.13	255,611,157.31	$201,169,940.55

The Governmental Accounting Standards Board requires the reporting of market values of investment securities. These market values represent the amount of money the security would sell for on the open market, if cash flow demands were such that the security had to be sold. The City of Norman purchases investment securities with the intent of holding them to maturity, as stated in the City's Investment Policy. Only in exceptional circumstances would securities be sold before their maturity, due to cash flow demands or favorable market conditions.

File Attachments for Item:

8. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORT FOR THE MONTH OF SEPTEMBER 2026.

CITY OF NORMAN, OK
STAFF REPORT

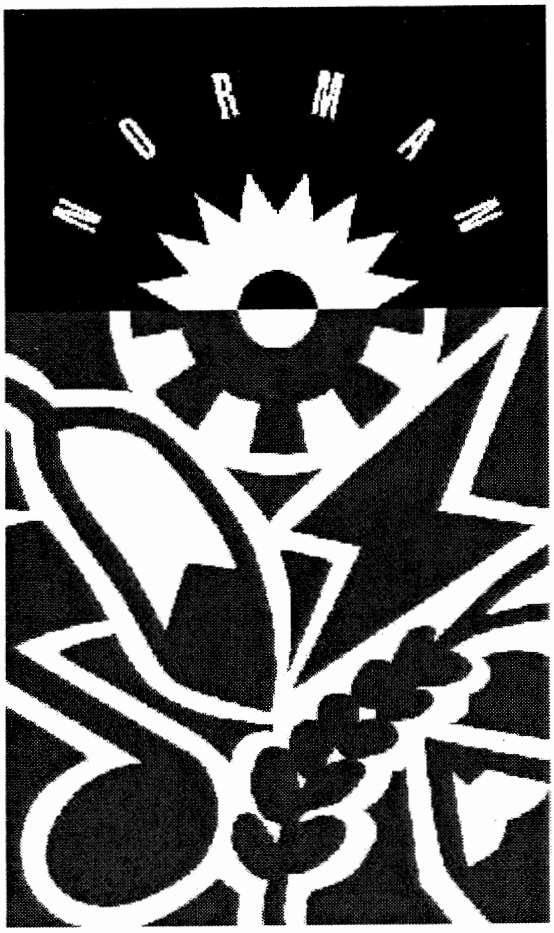
MEETING DATE: 10/27/2026

REQUESTER: Stacey Parker, Executive Assistant

PRESENTER: Stacey Parker, Executive Assistant

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORT FOR THE MONTH OF SEPTEMBER 2026.

City of Norman



Monthly Departmental Report

September 2026

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK

MONTHLY PROGRESS REPORT
September 2026

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	16	63	0	1
Bus Service	2	8	1	1
CDBG	5	9	0	0
City Clerk	117	357	6	16
City Manager/Mayor	1	24	4	8
City Wide Garage Sale	0	0	0	0
Code Enforcement	53	272	12	31
Finance	5	14	0	0
Fire/Civil Defense	1	6	0	1
Human Resources	15	50	0	1
I.T.	10	26	1	1
Legal	9	38	0	6
Line Maintenance	46	132	2	3
Municipal Court	11	43	2	2
Noise Complaint	0	0	0	0
Outreach	6	21	0	1
Parks & Recreation	28	94	1	8
Permits/Inspections	121	385	0	3
Planning	25	66	0	0
Police/Parking	42	104	2	4
Public Works	14	48	1	5
Recycling	0	0	0	0
Sanitation	73	268	3	11
Sidewalks	0	1	0	0
Storm Debris	109	858	0	0
Storm Water	13	79	3	12
Streets	94	349	19	65
Streets Lights	0	0	0	0
Traffic	29	104	3	6
Utilities	107	460	1	7
September 2026 Total: 1,013	**952**	**3,878**	**61**	**193**

LICENSES

40 new business licenses and **3** renewed licenses. Additionally, **5 Special Event permits** were issued during the month of September. The following is a list of types of business licenses issued in September and YTD totals:

LICENSE TYPE	NUMBER ISSUED	FYE YTD	LICENSE TYPE	NUMBER ISSUED	FYE YTD
Beekeeper	0	0	Retail Beer	1	0
Brewer	0	0	Retail Spirits Store	0	0
Coin-Operated Devices	0	1	Retail Wine	0	0
Distiller	0	0	Salvage Yard	0	0
Food	7	25	Sidewalk Dining	0	0
Game Machines	15	15	Solicitor/Peddler (30 day-Door to Door)	3	5
Impoundment Yard	0	0	Solicitor/Peddler (60 day-Door to Door)	6	32
Kennel	1	1	Solicitor/Peddler (one day)	0	0
Massage Therapy/Bodywork Solutions	2	3	Solicitor Peddler (30 Day-Outdoor Fixed)	1	1
Medical Marijuana Dispensary	0	0	**Special Event**	**5**	**13**
Medical Marijuana Grower	0	1	Strong Beer & Wine/Winemaker	1	1
Medical Marijuana Processor	1	1	Taxi/Motorbus/Limousine	0	2
Medical Marijuana Testing Laboratory	0	0	Transient Amusement	0	1
Mixed Beverage	1	4	Mobile Food (one day)	3	8
Mixed Beverage/Caterer	0	3	Mobile Food (30 day)	0	1
Pawnbroker	0	0	Mobile Food (180 day)	0	0
Pedicab	1	6	Mobile Food (Annual)	0	2
			Temporary Food (Fixed) 30 Days	0	2
Totals	**28**	**60**	**Totals (not including Special Events)**	**15**	**63**

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Rosemary's K9 Club	1228 Lindsey Plaza, Suite 104	Commercial Kennel
Lumina Ventures	115 W Main St.	Medical Marijuana Processor
Head Beauty Spa	2104 W Lindsey St.	Massage Therapy/Bodywork Services
Bar Partners Operating, LLC	3369 W Main St.	Coin Operated Game Machines
Relax Spa Massage	1274 N Interstate Dr.	Massage Therapy/Bodywork Services
Mickey'z Corner	323 White St.	Strong Wine Beer
Lindsey Market	1333 E Lindsey St.	Food Service & Retail Beer
JCI Bosch Café	5005 York Dr.	Food Service
Moqana Norman	320 12th Ave SE, Suite 100	Food Service
Spirit Halloween	1251 Alameda St.	Food Service
Spirit Halloween	2600 W Robinson	Food Service
Doner Street	1514 W Lindsey St.	Food Service

MOBILE FOOD SERVICE LICENSES			
Annual	180 DAY	30 DAY	ONE DAY
			Tornado Alley Beverage Co.
			Sisco's Bubble-N-Drip
			The Food Dude Plus 1

SOLICITOR/PEDDLER LICENSES		
One Day	30 Day	60 Day
	Sooner Bloomers (Outdoor-Fixed)	777 Roofing & Construction – 6 ppl
	Blue Shield Floor Coatings, LLC – 3ppl	

RECORD REQUESTS RECEIVED

MONTH	NUMBER RECEIVED	YEAR-TO-DATE
July	60	60
August	66	126
September	93	219
October		
November		
December		
January		
February		
March		
April		
May		
June		

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
09/01/2026	Jeffries Davis	On 08/17/2026 a CON Sanitation truck allegedly damaged claimant's vehicle in an apartment complex at Imhoff & Classen Blvd causing damage and loss of wages to claimant.	$3800.00
09/01/2026	Taylor Whitaker	On 08/31/2026 claimant's vehicle was allegedly struck by a CON vehicle while turning in double turn lane at 12th Ave & Robinson St. causing damage to claimant's vehicle and resulting loss of wages and rental car charges.	$2819.84
09/08/2026	Lloyd Blackmon	On 08/05/2026 a CON Sanitation truck allegedly damaged claimant's fence in alleyway while collecting garbage at 514 W Comanche.	$160.00
09/23/2026	Clayton & Sandra Duncan	On 09/03/2026 claimant was traveling on Robinson near Westwood Golf course and a golf ball hit claimant's windshield resulting in damage.	$412.62

LAWSUITS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
09/08/2026	State of OK – Dept of Transportation	A CON employee allegedly operated a vehicle on 06/11/2025 while on duty causing in excess of $25,000 at State Highway 9 bridge, northbound on Classen Blvd.	In excess of $25,000
09/21/2026	Joshua Alan Hill (Case No. CJ-2026-1610)	On 03/24/2026, a CON Police vehicle allegedly collided with plaintiff on Classen Blvd at a high rate of speed causing damage. Medical expenses and damages to plaintiff's vehicle.	TBD
09/21/2026	James Jenkins (Case No. CJ-2026-1583)	On 12/20/2024. An NPD Officer allegedly entered the plaintiff's home at 11700 Lago Vista Rd and allegedly caused physical injuries to the plaintiff.	$125,000

SPECIAL SESSION

On September 1, 2026, City Council met in Special Session to accept the FY2027 Built Environment Grant for a total of $598,000.00 and Contract K-2627-55, a cooperative agreement between the Tobacco Settlement Endowment Trust (TSET) and City of Norman for the Reaves Park "Kids Space" playground upgrades and physical activity enhancements for an amount not to exceed $299,000.00 for Year 1; Authorization for the Director of Parks and Recreation to execute grant administration and reporting documents required under the agreement and budget appropriation. Additionally, Council adjourned into Executive Session to discuss a pending investigation and claim regarding the Young Family Athletic Center.

On September 8, 2026, City Council met in Special Session to discuss an Immigration Resolution. Council then adjourned into Executive Session to discuss a pending action filed in the District Court of Cleveland County, City of Norman v. Geoffrey and Kristin Arce, Case No. CV-2024-3662 MT and discussion of the employment of the Internal Auditor.

On September 22, 2026, City Council met in Special Session to continue discussing an Immigration Resolution. Council then adjourned into Executive Session to discuss a pending investigation and claim regarding the Young Family Athletic Center; continued discussing a pending action filed in District Court of Cleveland County, City of Norman v. Geoffrey and Kristin Arce, Case No. CV-2024-3662 MT and discussion on a pending action filed in District Court, Cleveland County, Oklahoma Ex Rel Department of Transportation v. CON Case CJ-2026-1467.

STUDY SESSION

On September 29, 2026, City Council met in Study Session to discuss the use of a third-party vendor to recover costs from emergency calls.

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

On September 3, 2026, the Business and Community Affairs Committee met in the Executive Conference room to discuss the potential of deannexation of property east of 60th Avenue and the associated impacts to the City of Norman.

OVERSIGHT COMMITTEE

On September 10, 2026, the Oversight Committee met in the Executive Conference room to continue discussing possible amendments to the Noise Ordinance. Additionally, Council discussed an update from the Social Services Division regarding homelessness.

FINANCE COMMITTEE

On September 17, 2026, the Finance Committee met in the Executive Conference room to introduce Forvis, LLC, Auditors for the City of Norman; discuss the FYE 2028 Budget calendar and the FYE 2026 Budget closeout. Additionally, they discussed the monthly revenue and expenditure reports.

COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE

On September 24, 2026, the Community Planning and Transportation Committee met in the Executive Conference room to receive project updates and discuss the Access Oklahoma Program. Additionally, Council was presented with the August Public Transit Report.

CITY MANAGER 2

No reports are being generated for the City Manager's Office as of Jan 2023.

FINANCE 3

CITY OF NORMAN

Department of Finance
Monthly Report – September 2026

Statistics on outputs from the various divisions of the Department of Finance (DOF) are presented on the following pages. Major projects that were completed or initiated by the DOF in September are discussed below:

Treasury Division:

In the month of September, the Treasury Division processed 41,231 payments in person and over the phone, a decrease of -2.8% from last month. Paymentus (the City's 3rd party processor of online and automated telephone payments) processed 15,556 payments in September, a decrease of -2.2% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of September by -6.2%. Revenues from the City's largest single source of revenue, sales tax, are above target by 0.8% for the year to date and 9.9% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 27 Budget To Date	FYE 27 Actual To Date	FYE 26 Actual To Date	FYE 25 Actual To Date
Sales Tax Revenue	$14,485,036	$14,602,857	$13,451,560	$13,386,477
General Fund Revenue	$28,373,499	$26,607,708	$24,207,846	$24,166,398
General Fund Expenses	$29,266,111	$31,274,782	$29,104,420	$28,435,337

Administration Division

	FYE 27		FYE 26	
	September	YTD	September	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	336.00	1,136.00	320.00	960.00
Total Comp Time Available	1.75	4.25	1.25	3.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	337.75	1,140.25	321.25	963.00
Benefit Hours Taken	43.25	89.50	66.00	203.50
TOTAL ACCOUNTABLE STAFF HOURS	294.50	1,050.75	255.25	759.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 27		FYE 26	
	September	YTD	September	YTD
Total Regular Hours Available	1,175.50	3,975.50	1,120.00	3,920.00
Total Comp Time Available	0.00	6.00	8.50	31.50
Total Overtime Hours	15.50	39.25	0.25	9.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,191.00	4,020.75	1,128.75	3,960.50
Benefit Hours Taken	116.75	616.00	232.75	602.75
TOTAL ACCOUNTABLE STAFF HOURS	1,074.25	3,404.75	896.00	3,357.75
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

CITY REVENUE REPORTS 3B

Treasury Division

	FYE 27		FYE 26	
	September	YTD	September	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	673.00	2,042.00	800.00	2,873.00
Total Comp Time Available	0.00	3.00	0.00	40.00
Total Overtime Hours	29.50	104.75	54.25	164.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	702.50	2,149.75	854.25	3,077.50
Benefit Hours Taken	39.75	201.75	306.00	651.00
TOTAL ACCOUNTABLE STAFF HOURS	662.75	1,948.00	548.25	2,426.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Budget Services Division

	FYE 27		FYE 26	
	September	YTD	September	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	336.00	896.00	320.00	1,120.00
Total Comp Time Available	0.00	2.50	0.00	1.50
Total Overtime Hours	0.00	0.00	0.25	0.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	336.00	898.50	320.25	1,122.25
Benefit Hours Taken	39.50	94.25	52.25	209.25
TOTAL ACCOUNTABLE STAFF HOURS	296.50	804.25	268.00	913.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

City Revenue Report

	FY 27 August	FYE 27 September	Plus/Minus
Total Revenue Received ($)	$5,968,560	$6,405,171	$436,611
Utility Payments - Office (#)	42,436	41,231	(1,205)
Utility Payments - Office ($)	$5,404,398	$6,463,047	$1,058,649
Paymentus (#)	15,900	15,556	(344)
Paymentus ($)	$1,773,152	$1,946,043	$172,891
Lockbox (#)	6,625	6,660	35
Lockbox ($)	$1,371,705	$6,168,622	$4,796,916
E-Lockbox (#)	3,458	3,476	18
E-Lockbox ($)	362,273	466,628	$104,355
Bank Draft Payments (#)	13551	13663	112
Bank Draft Payments ($)	$1,729,460	$1,973,917	$244,457
Utility Deposits (#)			$0
Utility Deposits ($)			$0
Fix Payments (#)			$0
Fix Payments ($)			$0
Processed Return Checks (#)	134	116	(18)
Processed Return Checks ($)	($21,152)	($26,508)	($5,356)
Other Revenue Transactions (#)			$0
Other Revenue Received ($)			$0
Accounts Receivable Payments ($)	14,975	86,971	$71,996
Municipal Court - Fines/Bonds ($)	204,774	255,165	$50,391
Municipal Court - Credit Card (#)	529	606	77
Municipal Court - Credit Card ($)	100,586	113,819	13,233
Building Permits Cash Report ($)	750,497	251,505	($498,992)
Building Permits Credit Card (#)	100	93	-7
Building Permits Credit Card ($)	$21,489	$25,785	$4,296
Occupational License - Bldg Insp. ($)	$0	$0	$0
Occupational License - Bldg Insp. CC (#)	0	0	0
Occupational License - Bldg Insp. CC ($)	$0	$0	$0
Business License - City Clerk ($)	7,150	1,992	($5,158)
Accounts Receivable Billed ($)	$3,724	$31,396	$27,672

Building Permits/Planning/City Clerk went to a new system in the beginning of November, 2023 and is recorded in a different system. We've included the numbers per a citizen's request.

UTILITY 3C

Drive-up Window and Mail Payments - FYE 2027

	Aug, 2026	Sept, 2026
Mail Payments - Lockbox	6,625	6,660
Mail Payments - E-Lockbox	3,458	3,476
Mail Payments - Office	318	289
Total Mail Payments - Subtotal	**10,401**	**10,425**
Night Deposits	118	168
Paymentus Payments	15,900	15,556
Without assistance paymnts - Subtotal	**16,018**	**15,724**
Office Payments	2,446	2,469
With assistance payments - Subtotal	**2,446**	**2,469**
Total Payments Processed - Subtotal	**28,865**	**28,618**
Bank Draft (ACH) Payments	13551	13663
Total Payments (Utility)	**42,416**	**42,281**
Total Payments	**57,730**	**57,236**

FIRE DEPARTMENT 4

September 2026 Fire Prevention Activity Summary

Prevention Department Update and Activities

Training	11 hours	Emergency Vehicle Operations, Cardiology, Investigator Orientation, Insurance & Fire, Search & Rescue
Inspections/Re-Inspections	107 hours	Inspections (103), Violations cited (60), Violations cleared (15), Violations Remaining (45), Company Inspections (0)
Smoke Detectors	8 calls	Check/Install Smoke Detectors/Replace Batteries/Bed Shakers
Investigations	10	Structure (3), Vehicle (3), Wildland (2), Other (2)
Investigative Activities	61 hours	Fire Investigations, Report Writing, Reviewing Video, Subpoena prep, etc
Department Meetings	19 (20 hours)	Department Meetings, Officers Meetings, Shift Briefings, Evaluations
Station & Equipment Maintenance	63 hours	Daily checks, supplies replenishing, cleaning & organization, drone updates and maintenance
Public Service/Education & Special Events	25 hours	Public Service/Education, Citizen Complaints & Special Events

Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Building Plan Reviews/ Fire Protection System Plan Reviews	50	51
Fire Inspections/Re-inspections	45	53
Meetings	8	10
Training (Target Solutions)	4	6
Communication	N/A	10
Totals		**130**
Time Off (VAC, SICK, Holiday)	N/A	15

NFD Monthly Progress Report

September 2026

Total Calls by Unit & First-In Calls by Station with Average Response Times

Station 1

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 1	444	410	1	3			3	18		9
Brush 1	17	7		2			3	1		4
Ladder 1	109	97	1	2				9		
**Chief 301	117	23	11	14	11	1	3	47	4	3
Station 1 Total	687	First-In Calls - 473 / Average Response Time 5:02								

Station 2

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 2	235	6	211	3	7			5	1	2
Engine 22	1		1							
Brush 2	10		6	2	1				1	
Ladder 2	10	1		2				7		
HAZMAT	92	12	8	16	7	1	3	39	1	5
Station 2 Total	348	First-In Calls -212 / Average Response Time 5:41								

Station 3

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 3	349	16	3	301	1		2	16		10
Brush 3	14	3		8			1			2
Air & Light	15	2		2		2	1	7		1
Station 3 Total	378	First-In Calls - 303 / Average Response Time 6:11								

Station 4

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 4	203	2	8	1	175	1		9	6	1
Brush 4	14		3	1	4	2			3	1
Station 4 Total	217	First-In Calls - 175 / Average Response Time 6:06								

Station 5

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 5	25					20	5			
EMS Brush 5	72					66	6			
Station 5 Total	97	First-In Calls - 66 / Average Response Time 8:41								

Station 6

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 6	46					8	35	2		1
EMS Brush 6	92	1				8	80	2		1
Station 6 Total	138	First-In Calls - 80 / Average Response Time 8:54								

Station 7

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Rescue 7	7	2		1	1			3		
Squad 7	212	9	1	2	3			192	3	2
Brush 7	4							1	1	2
Station 7 Total	223	First-In Calls - 190 / Average Response Time 5:24								

Station 8

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 8	23				2		1	12	7	1
Brush 8	146				1		1	12	131	1
Tanker 8	3		1						1	1
Station 8 Total	172	First-In Calls - 131 / Average Response Time 5:32								

Station 9

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 9	44	3		3		1	10	9		18
EMS Brush 9	274	12		5		2	12	9		234
Tanker 9	17					4	11			2
**Chief 401	74	5		14	2	11	15	16	2	9
Chief 404	1									1
Station 9 Total	410	First-In Calls - 236 / Average Response Time 6:24								

Fire Prevention										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Fire Marshal 1	2			1				1		
Fire Marshal 2	8	1			1		5	1		
**Fire Marshal 3	30	2	5	6	2	2	5	7		1
Prev. Totals	40									
Specialty Units										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
EM3	9	2		1		2	2	1		1
EM4	3			1		1				1
Bike 20 (Game)	2	2								
Specialty Totals	14									
Notified Units										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
EM1*	10	1		2				7		
EMS1*	11	1		2				7		1
NFD3*	11	1		2			1	7		
Notified Total	32									
Fire Admin										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
NFD2	1			1						
	Totals	Total by District								
	2757	621	260	397	218	132	205	447	161	315

*EM1, EMS1 and NFD3 are "notified" of certain calls. They may or may not actually go on scene.
**As of 1/1/25 all All Assistant Chiefs will be designated 301, All Battalion Chiefs 401 and all On-Shift Fire Inspectors FM3

Incident Response Type Summary

Incident Type	Total	% of Total
Fire	50	2.68%
Hazardous Situation	75	4.02%
Incident Type Undefined	20	1.07%
Medical	1078	57.77%
No Emergency	338	18.11%
Public Service	281	15.06%
Rescue	7	0.38%
Incomplete	17	0.91%
Total Incident Count (Unique Calls)	1866	100.00%
Number of Total Unit Responses	2757	

Community Outreach		
Tours and Community Events	17	Station Tours, School and Community Events
Burn Permits		
Burn Permits Issued	0	Conditions were not favorable for burning - There was a County wide burn ban for all of September
Training		
Total Personnel Training Hours	*2654 hours	Cardiology, Computer Training, Detection & Monitoring, Drafting Engine/Brush, Elevator, Emergency Vehicle Operations, Federal Aviation Regulations, Fire Service Hose, Fire Service Ladders, Fire Streams & Hydraulics, Fire Tactics, Firefighter Operations, Firefighter Safety, Forcible Entry, Hazmat Awareness & Operations, Inspections, Medical, PPE, Portable Fire Extinguishers, Pre-Incident Planning, Pumping Apparatus Operations, Salvage and Overhaul, Search and Rescue, SCBA, Street Study, Tanker/Tender Operations, Tanker Driving and Pumping, Ventilation, Water Supply (Drafting), Wildland Fire Support

* This number may be updated. Training data entered in the new software is improving.

EMERGENCY MANAGEMENT DIVISION

September 2026

Emergency Management Activities
The Emergency Operations Plan An initial internal meeting was conducted, and the focus was established by Chief King. The vendor will be arranging meetings beginning with the City Manager.
Plans and Grants Critical facility generator review project. The grant for funding to review the critical facilities need for generators has been completed and submitted to FEMA. The EMPG grant items have been presented to the City Manager and are awaiting Council action. The process for moving the fiduciary support for the MRC program to Envision Success has been completed. Discussions are on going but for now fiduciary actions will be completed as before.
Open Disaster Operations
The wildfire from March 14, 2025, Fire Mutual Assistance Grant (FMAG). Initial documentation was provided for reimbursement, and the reimbursement was provided to the County for disbursement to the City.
Norman Emergency Response Volunteers
Special Response Teams Available There are several specialty teams available for response or community preparation events. The Norman EM Unmanned Aerial Vehicle team, the Small Animal Response Team (SmART), The Oklahoma Large Animal Response Team (OLAFR), and The MRC State Stress Response Team (OKSRT, a mental health asset) can support with coordination through Norman EM. SmART received a grant through the OK Health Dept. This grant will assist in training and equipment purchasing. It will be managed by SmART. All the teams are available to Incident Command through dispatch and in coordination with Norman EM. Norman EM will be requesting a review of the Volunteer program to ensure it is current within City guidelines. The program has existed for twenty years, and process and policy reviews are needed to ensure the protection of the volunteers and the City. This is still ongoing.
Red Cross Coordination We have dedicated volunteers that can respond quickly to the residents' need for assistance. The primary task is to ensure a burnout family has assistance from the Red Cross if they request it and to stay involved until Red Cross is on scene or the family confirms connection with the Red Cross. The Red Cross has had a change of personnel for our area and the basic process for calling their national number is the guidance.
Auxiliary Communications (AUXCOM) AUXCOM capability is a work in progress. The Section is operational and developing new capacity for alternate communications means. Recruiting for operators is ongoing. Plans for future budget requests from PSST are being completed. The EMPG grant once approved will provide some funding to assist in completing the room.
Events

EMERGENCY MANAGEMENT DIVISION
September 2026

Our operations sought support for hydration products for what was a hot summer as anticipated. We received 6 pallets of water with 12 more committed. 10 cases of Gatorade were also donated. The first OU home game was supported by the UAV utilizing personal vehicles and expenses. The EM budget cannot support renting golf carts to assist in attendee transport. The high wind event is being documented by the ACM. The Medical Reserve CORPS workshop concluded in August. Sooner Mall held a 50th anniversary event and EM supported it with nostalgia civil defense posters, old preparedness videos, distributed information and gave away 2 NOAA weather radios to lucky shoppers. Goddard ENT. provided several cold war era siren units to display.





EMERGENCY MANAGEMENT DIVISION

September 2026





Response Provided

August had two house fire responses that assisted in obtaining RED Cross assistance for residents. A large grass fire threatened the water treatment plant and an adjacent addition, 5 EM personnel responded and provided rehab support, UAV support, Documentation support to OEM and the NWS and EM feed all responders at the EOC during rehab and when the fire was contained.

EOC Operations and Facility

Siren Operations

A complete check of the system is underway. We are finding several areas where large brushes and tress have grown around the units. Abating this vegetation is an unplanned expense to the siren maintenance budget. It will be noted in the next budget year cycle and a request to include such maintenance costs.

Regular Monthly Scheduled Activities

Meetings will be held at the Robinson EOC (2801 W. Robinson) unless otherwise posted

EMERGENCY MANAGEMENT DIVISION

September 2026

Outdoor Warning System

Each morning at 7:00 am, a silent test of the outdoor warning system is conducted. The test provides an operational snapshot of the status of the system. This provides information about whether a unit needs maintenance and if it is operating properly. For special requests the audible test may not be completed. Such requests would be large event venues such as an OU home football game or the annual Medieval Fair.

The South Canadian Amateur Radio Society provided volunteering monitoring service of the system during the weekly audible test.

An audible test of the outdoor warning system is conducted for 60 seconds each Saturday if conditions are favorable. Three units are sounded for 20 seconds due to being a public park venue. They are located at Griffin Park, Reeves Park and the Animal Control facility.

National Weather Service Weekly Weather Meetings

The National Weather Service has lost the ability to use GOTO Webinar. They will forward their weekly briefing with slides each Monday at 10 am. EM will provide that information to the Department Directors, Fire Administration, Police Dispatch, the Action Center and the EM Staff.

South Canadian Amateur Radio Society
SCARS (www5nor.org)

SCARS is a vital preparedness partner with Emergency Management and is included in the City Emergency Operations Plan. They operate within the SKYWARN program for Norman, provide testing for amateur licenses, provide technical advice and service to the AUXCOM radio operation in the EOC. They participate in many community preparedness events throughout the year.

-Each Tuesday evening at 6:30 pm, ELMER night with the Amateur radio club. The club mentors' other HAMS, which works on projects and equipment, provides general support to the City and Public on Amateur operations. This is held at the Fire Training Center.

-Each Wednesday morning at 9:15 am a communication test with state emergency management partners is conducted by the various geographical areas. This tests the local and statewide capability for various communication means across the state in preparedness for disaster operations.

-Each first Thursday evening of the month is amateur radio testing night at 6:00 pm at the Fire Training Center. Open to the public, the club provides the opportunity for the community to test for their Amateur license or upgrade a license. Note: the FCC has been directed to start charging for testing.

-Each Saturday 12:00 Outdoor Warning audible test. This test is supported by the Amateur radio club to assist in identifying and verifying units needing maintenance.

Residents can assist by "Adopting a Pole" and reporting the siren status they adopt at the website www.w5nor.org. The Club meeting is the second Saturday of each month, 9 am at the Fire Training Center.

Local Emergency Preparedness Committee

Meets quarterly at the Wellness Center (The Well) under the management of the Cleveland County Emergency Management office. The public is welcome to address any concerns

EMERGENCY MANAGEMENT DIVISION
September 2026

regarding emergency planning or SARA Title III information. The LEPC is part of the oversight for the Citizens CORPS Council of Norman. A report on activities is provided at each meeting. Meetings occur on the first Wednesday of each quarter.

HUMAN RESOURCES 5

HUMAN RESOURCES
Monthly Report
September 2026

HUMAN RESOURCES

Total Number of Employees: 1,030

- FT/PT Employees: 914
- Temp/Seasonal Employees: 116

New Hires: 7
Orientation Sessions: 4 Sessions (9/4/26, 9/11/26, 9/18/26, 9/28/26)
Terminations (FT/PT): 7 FT / 0 PT

ADMINISTRATION

- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
    - 76 birthdays and 103 anniversaries

BENEFITS

NEW ENROLLMENTS: 5
TERMINATED (FT ONLY): 7

Benefit Participation		
	#	%
Medical	824	93.10%
Dental	820	92.65%
Vision	640	72.31%
Short-Term Disability	235	26.5%
Long-Term Disability	227	25.64%
Supplemental Life	449	50.73%

Total Benefit Eligible Population: 885

Total Benefit Participation (Including FT, Retiree, and COBRA)	
Medical	858
Dental	859
Vision	659
Supplemental Life:	-
FT	451
Child	181
Spouse	197

Claims	
Rx Claims	$538,656.22
Medical Claims	$699,170.98
Dental Claims	$96,402.85

FMLA	
New Cases	4
Returned to Work	0

HUMAN RESOURCES
Monthly Report
September 2026

PERSONNEL ACTIONS

New Hires: FT-7 **New Hires: PT–1** ***Temp/Seasonal – 4** **Total - 12**

Dept./Div.	Position	Number of Employees
City Clerk/Administration	Administrative Technician III	1
Human Resources/Administration	Human Resources Coordinator	1
Parks & Rec/Facility Maintenance	Facility Maintenance Supervisor	1
Parks & Rec/Administration	Project Coordinator*	1
Parks & Recreation/Golf	Golf Course Attendant*	1
Parks & Recreation/Recreation	Recreation Center Specialist*	1
Parks & Recreation/YFAC	Recreation Center Specialist*	1
Public Works/Engineering	Capital Projects Engineer	1
Utilities/Utility Billing	Utility Billing Service Rep	1
Utilities/WLM	Utility Distribution Worker I	2
Utilities/WTP	Custodian-PT	1

Promotions – 4 **Total - 7**

Dept./Div.	Position	Number of Employees
Parks & Rec/Recreation	Recreation Manager	1
Public Works/Traffic	TMC Team Lead	1
Utilities/WTP	Plant Operator B	1
Utilities/WTP	Plant Operator D	1

FT Separations – 7 **PT Separations - 0** **Total - 7**

Dept./Div.	Position	Number of Employees
Police/PST Patrol	Police Sergeant	1
Public Works/Stormwater Maint.	Maintenance Worker I	1
Public Works/Stormwater Maint.	Stormwater Locator/Inspector	1
Public Works/Streets	Maintenance Worker I	1
Utilities/Sanitation	Sanitation Worker I	1
Utilities/SLM	Utility Collection Worker I	1
Utilities/WTP	Plant Operator	1

Temp/Seasonal Separations – 70 **Total - 70**

Dept./Div.	Position	Number of Employees
Parks & Rec/Golf	Golf Course Attendant	3
Parks & Rec/WW Pool	Admissions Clerk I	2
Parks & Rec/WW Pool-Concessions	Cashier I	12
Parks & Rec/WW Pool-Concessions	Cashier II	1
Parks & Rec/WW Pool	Head Lifeguard	1
Parks & Rec/WW Pool	Lifeguard	32
Parks & Rec/Recreation-YFAC	Recreation Center Specialist	3
Parks & Rec/WW Pool	Slide & Gate Attendant	14
Parks & Rec/WW Pool	Swim Instructor	1
Public Works/Traffic	Traffic Management Center Operator	1

HUMAN RESOURCES
Monthly Report
September 2026

TURNOVER STATS – Does not include Temp/Seasonal stats.

Department	No. of Employees	No. of Terminated Employees	Turnover Rate
City Manager	**16**		**0.00%**
City Clerk	**6**		**0.00%**
Finance	**16**		**0.00%**
Admin-Accounting-Utilities			
Treasury-Budget			
Fire	**165**		**0.00%**
Admin-Training-Prevention			
Suppression-Disaster Prep.			
Human Resources	**7**		**0.00%**
Information Technology	**19**		**0.00%**
Legal Department	**9**		**0.00%**
Municipal Court	**12**		**0.00%**
Parks & Recreation	**112**		**0.00%**
Admin-Recreation-Golf			
Park Development-Tennis			
Facility Maintenance-YFAC			
Westwood Aquatic Center			
Planning & Comm Dev.	**37**		**0.00%**
Admin-GIS-Planning			
Code Compliance			
Current Planning			
Bldg. Inspectors-CDGB			
Police	**260**	**1**	**0.38%**
Admin-Patrol-Investigations-			
Staff Svcs-Narcotics-Dispatch			
Animal Welfare-SRO			
Public Works	**124**	**3**	**2.42%**
Engineering-Capital Projects Fleet-Streets-Stormwater			
Traffic-Transit-Admin			
Utilities	**174**	**3**	**1.72%**
Admin-WTP-WRF-GIS			
Line Maintenance-Sanitation			
IND Pretreatment-Environment			

HUMAN RESOURCES
Monthly Report
September 2026

RECRUITMENT

Positions Requisitioned for Refill by Department/Division (# of vacancies) *included positions are Full Time unless otherwise indicated as Part Time (PT) or Seasonal PT*	
City Manager's Office	
Emergency Manager	
Finance	
Treasury Support Supervisor	
IT	
Systems Support Technician	
Legal	
Assistant City Attorney I	
Parks & Recreation	
Recreation Intern (PT)	Recreation Leader I – YFAC Café (PPT)
Food and Beverage Tech I (PT)	Recreation Leader I – Whittier (PPT)
Recreation Center Specialist – All 3 Centers (PT)	Administrative Technician II – Facility Maintenance
Recreation Center Specialist – Little Axe (PT)	Tradesworker – HVAC – Facility Maintenance
Recreation Center Specialist – YFAC (PT)	Recreation Manager
Golf Course Attendant (PT)	
Planning	
Administrative Technician II – DC Lobby	Assistant Planning Director
Grants Specialist - CDBG	
Police	
Police Officer	Animal Welfare Officer
Communications Officer I	
Public Works	
Capital Projects Engineer	Staff Engineer
Utilities	
Temporary Laborer – WTP (Seasonal PT)	WTP/WRF Utilities Specialist
Custodian- WTP (PPT)	Sanitation Worker II
Water Lab Intern (PPT)	Plant Operator – WTP
Utility Distribution Worker I	

Days to Fill

Full Time Position	**Date Posted**	**Offer Date**	**Days to Fill**
Utility Billing Service Rep	7/30/26	9/14/26	46 Days
Facility Maintenance Supervisor	8/12/26	9/14/26	33 Days
Custodian – WTP (PPT)	7/10/26	9/9/26	61 Days
Staff Engineer – PW	6/10/26	8/13/26	64 Days
Utility Distribution Worker I	12/15/25	8/26/26	254 Days
Utility Distribution Worker I	12/15/25	8/26/26	254 Days
Human Resources Coordinator	8/18/26	9/8/26	21 Days
Administrative Technician III – City Clerk	6/24/26	8/6/26	43 Days
Plant Operator	8/24/26	9/11/26	18 Days – Promoted

HUMAN RESOURCES
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September 2026

Full Time Position	Date Posted	Offer Date	Days to Fill
Recreation Manager	9/14/26	9/22/26	8 Days – Promoted

*Offer Date reflected for accurate days to fill numbers

*761 registrations/applications to our openings, 13 new requisitions opened.

SAFETY

RECORDABLE INJURIES – OSHA

Department/Division	Nature of Injury	How Sustained	Prognosis	Prevention Method
Stormwater	Right ankle	Twisted ankle stepping off 24" pipe	Returned to work	Use caution and awareness
Police	Right wrist/forearm	Scratched wrist on fence	Got tetanus shot and returned to work	Caution and awareness
Police	Whole body	Heat stress working in squad cars	Went to NRER	Get ample fluids and rest as needed
Police	Left shoulder	Injured during defensive tactics training	Went to OCMED	Stretching is important
Fire	Equilibrium/head	Fainted after training exercise	Treated by EMSTAT and NRER	Get ample fluids and rest as needed
Police	Left side jaw	Injured during fight test	Saw her dr and OCMED for release	Caution and awareness
Police	Left clavicle	Broken during fight training	Went to OCMED	Caution and awareness
Stormwater	Poison ivy on arms and groin area	Exposed in citizen's back yard	Went to OCMED	Watch for Poison ivy and avoid

CURRENT NUMBER OF "AT FAULT" VEHICLE COLLISIONS PER CALENDAR YEAR:

2026*	2025	2024
14	28	40

**CY2026 is current YTD*

CURRENT NUMBER OF "AT FAULT" VEHICLE COLLISIONS PER FISCAL YEAR:

2026	2025	2024
32	41	14

RECORDABLE INJURIES PER CALENDAR YEAR:

2026*	2025	2024
49	39	80

**CY2026 is current YTD*

RECORDABLE INJURIES PER FISCAL YEAR:

2026	2025	2024
64	65	62

INFORMATION TECHNOLOGY 6

CITY OF NORMAN

Information Technology Department
Monthly Report –September 2026.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for Finance, Purchasing, AR/AP, Courts, HR, Payroll, Personnel, Parks and Rec, and Permits Management through newer technology, software, and business review processes.	Implementation Complete – Project refinement ongoing: The CoN team has completed implementation work on all major core software. However, work continues in HR, Planning, Permitting, and Time & Attendance to refine these systems. Time & Attendance upgrade expected this Sept/Oct.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the number of physical servers through virtualization. New equipment is being implemented to replace the old and increase security and speed requirements.	Ongoing: IT Network staff are in implementation and testing of major networking and security appliances, as well as virtual upgrades and virtualization changes. Funded through CIP.
Data storage migration	The IT Department through a grant has purchased new data storage for the city's critical data.	In Progress. Implementation of the hardware is complete; configuration, and data load balancing is ongoing. New data storage expansion will begin in FYE27.

Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilities Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center. This will create a redundant loop for the WTP and EOC in case of lost service from the main connection.	Awaiting Approval, Working with Utilities Department, land acquisition complete, right of way in negotiation
IT Security training efforts for all network and email users at the City of Norman.	Increase awareness and stay current on all new and rapidly changing cyber-attack methods so that the CON network is protected by every employee who utilizes the network for business.	Ongoing: Monthly training continues with our cybersecurity education suite, orientation of all new users, as well as penetration testing of the city network, and improvements from the pen test results.
Endpoint Security Review	Review current endpoint security appliances and software and make upgrades and improvements as necessary.	Ongoing: New endpoint security appliance and software is in the implementation and testing phase.
Print consolidation	Work with outside vendors to consolidate all print, fax, and copy machines in CON facilities.	In Progress estimated full completion in 2027
Annual Budget Forms Refinement	Implement budget forms process to replace outdated paper processes.	In Progress – the initial forms were tested last budget cycle. Refinement of the forms continues, and testing of the various annual reporting needs will be a priority for FYE27.
Virtualization migration	The city is moving to a new virtualization platform to reduce maintenance costs.	In Planning: The IT Department is testing the new platform. We have migrated approx. 95% to the new suite.

Network Infrastructure Improvements	IT Network Engineer will work closely with the Network and Infrastructure Manager, to review and improve our cabling, switching, and network configuration.	In Progress: The IT Department has been granted access to 5% of the annual capital funds for business-critical software and infrastructure needs. Switch replacement project continues to progress with major changes to the city's largest switch network.
Implementation of AI tools to aid daily city operations.	The IT Department is utilizing Artificial Intelligence to build internal tools for daily tasks.	In development. IT network, security, and AI staff are working to set up and develop tools for all city staff to utilize. These include grant writing and RFP development efforts.
Server Upgrade Project	Move all servers to new OS version.	In Progress: City network and development staff are coordinating to upgrade all production servers to the newest OS versions. Expected completion in late 2026.
VoIP Solution upgrade	The IT Department is working to upgrade our VoIP system. The current system is over 12 years old and requires an upgrade.	In planning. Current plans and evaluations of the system are ongoing as well as finding a funding solution for the upgrade. Estimated implementation 2028

IT inventory system upgrade.	The current IT inventory system is old and mostly manual. The IT Development team is working with the IT Support center to develop an automated tracking system for all IT equipment.	In Progress. Development of the inventory forms and databases is currently in progress.
City of Norman Intranet upgrade.	The IT Department is working to upgrade our Intranet and information offered there for internal use. Once complete, important information across various departments will be available for all CoN employees.	In progress. Current plans on data sources, content, content managers, and page development are in the implementation phase.

Support Tickets:

The IT department is responsible for all technology needs throughout all city departments. Public safety is a high priority, and the bulk of our support tickets come from public safety support. **IT Table 1** below represents the number of support tickets opened by each department for last month. The IT Department monitors trends in these numbers and adjusts as needed to ensure that all departments have the appropriate amount of support for daily operations.

Users Supported:

The following statistics show the number of network users supported by the IT Department. The city network is important for all business initiatives for the city of Norman. The number of devices supported reflects the growth in dependence on technology for daily operations (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 328,160 attempted incoming emails in September 2026. A total of 285,875 messages were delivered, while 42,285 total incoming messages were considered Spam or hazardous e-mails by our email-filtering appliance and were quarantine or filtered (see **IT Table 3**). This number represents 12.8% of our inbound mail. This percentage has decreased significantly from previous years because of the IT Department's implementation of a new and more modern appliance. The IT Department has made the decision to block inbound traffic from specific sources with known malicious traffic that constantly tries to affect our

network. We continue to monitor and analyze the situation hour by hour. Inbound email messages of this nature mean increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste, reduces productivity, and decreases valuable storage space.

Web Site:

The City of Norman's web site is hosted, updated and maintained by the IT Department. In September 2026, the City of Norman's web site had 179,266 individual web sessions access the web site for 294,666 total page views. Of those sessions, 130,106 were identified as Users to view content on the city web site (see **IT Table 4a and 4b**). Since its completion in June 2020, the site has had a few major upgrades including a new search feature and this has contributed to more relevant search results. The site boasts a build in engine that allows it to function as an app on mobile devices and tablets.

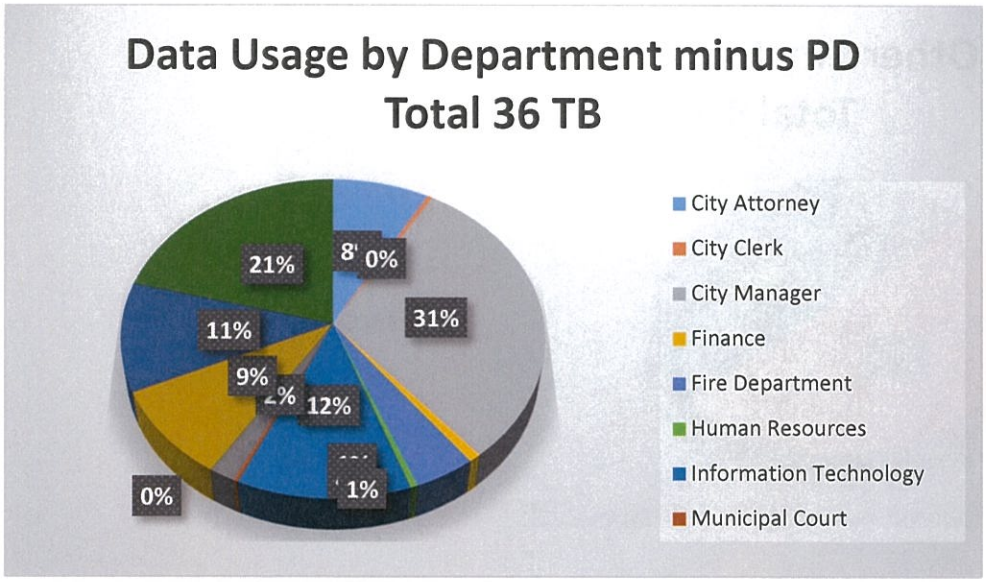
Data Storage:

The City of Norman's infrastructure depends on system availability and uptime. An important part of system availability is data storage and usage. The pie charts below (**See IT Charts A, B, and C**) represent where the bulk of IT data storage resides. The information stored in this infrastructure is important for daily operations, and public safety. This includes data that is protected in the case of a disaster that can be recovered to keep operations functional.

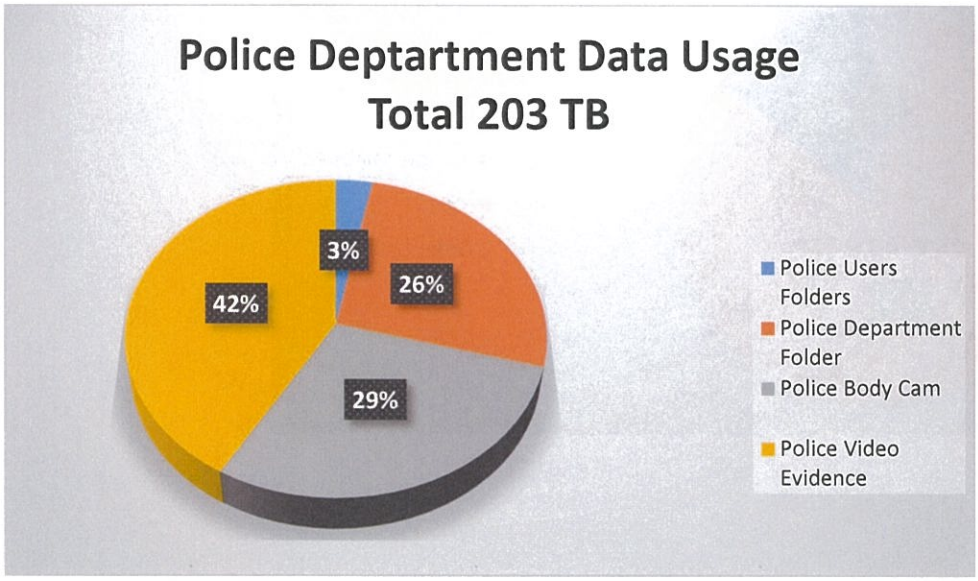
Business Development Project Implementation:

This project began in January of 2018 and was delayed for multiple reasons by the 2020 pandemic. The project's final implementations are complete as of March 2024. The City Council approved approximately $6 Million to replace the outdated software systems that run our daily business operations. Although because of constant efforts to improve, this project is never fully complete. The city now has enhanced automated services and web services for our citizen base as well as the employees who conduct business and track their daily work with these systems. Business Systems software packages include Parks and Rec (x 2), Municipal Court, Financial Systems, Utility Billing, Automated Meter, Payroll, Human Resource Management, Work Orders, Time and Attendance, and Planning and Community Services software packages. Daily work continues for these systems as well as additional training, enhancements, upgrades, and configuration. We will continue to evaluate and enhance each of these systems moving forward. Our current efforts include a review of the HR Systems, recruitment, and benefits, post launch troubleshooting of Planning and Community Dev software, and post launch troubleshooting of Permitting software. The IT Department, along with several other city departments, has participated in several demonstrations of new Public Safety Work Scheduling and Time and Attendance applications. If a decision to move forward with the new application is made, we will be working with management on the next steps.

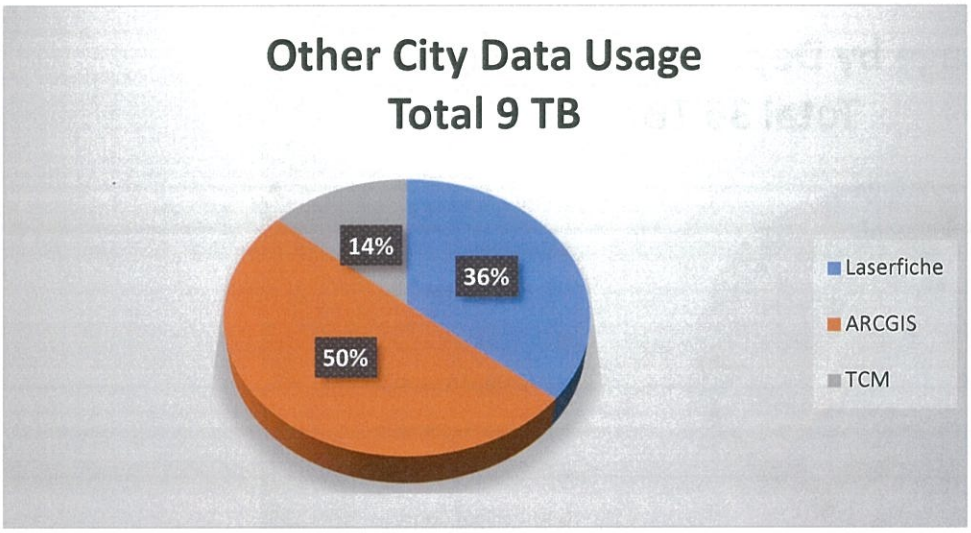
IT Table A



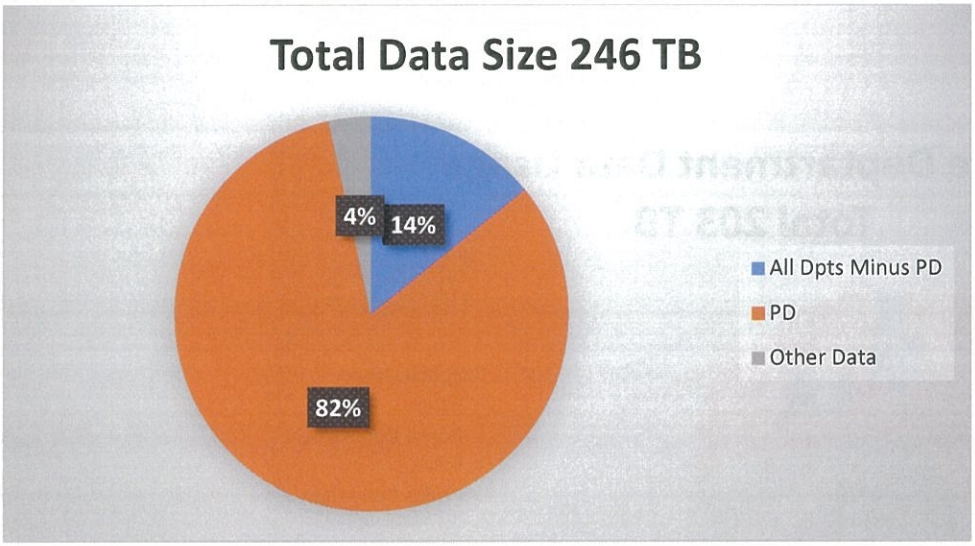
IT Table B



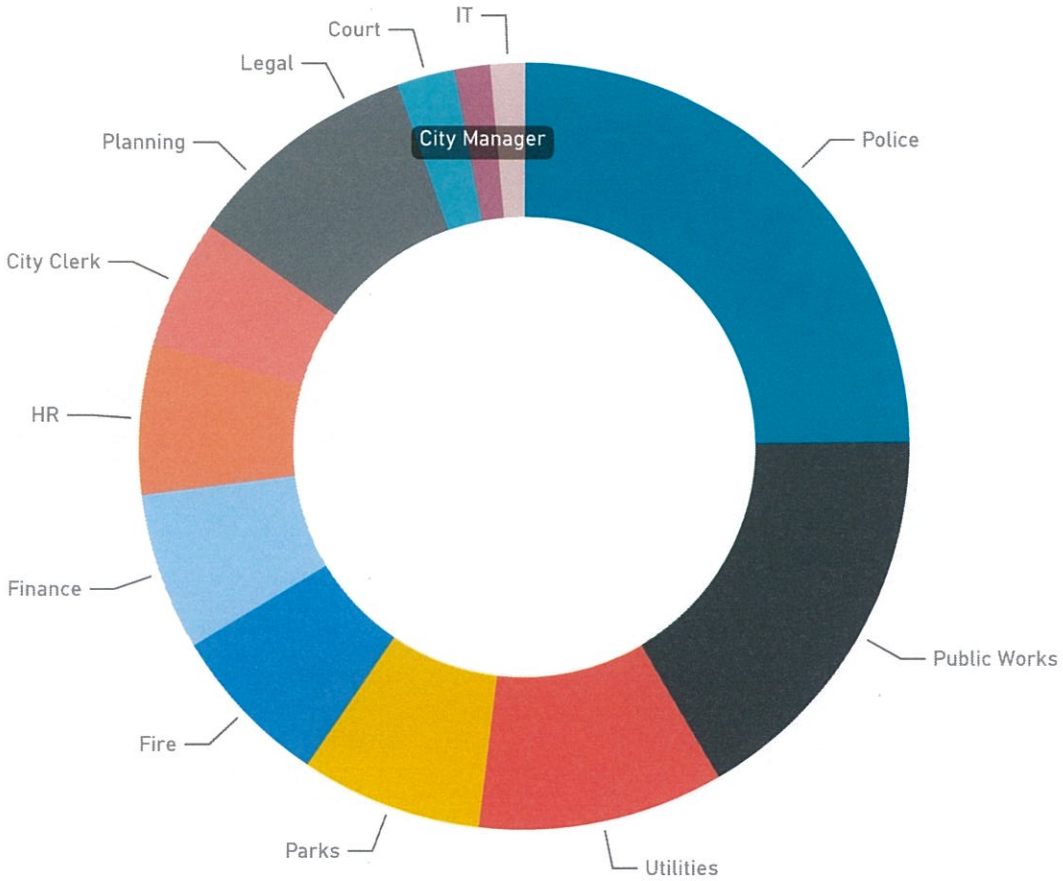
IT Table C



IT Table D



Tickets by Department



New Tickets

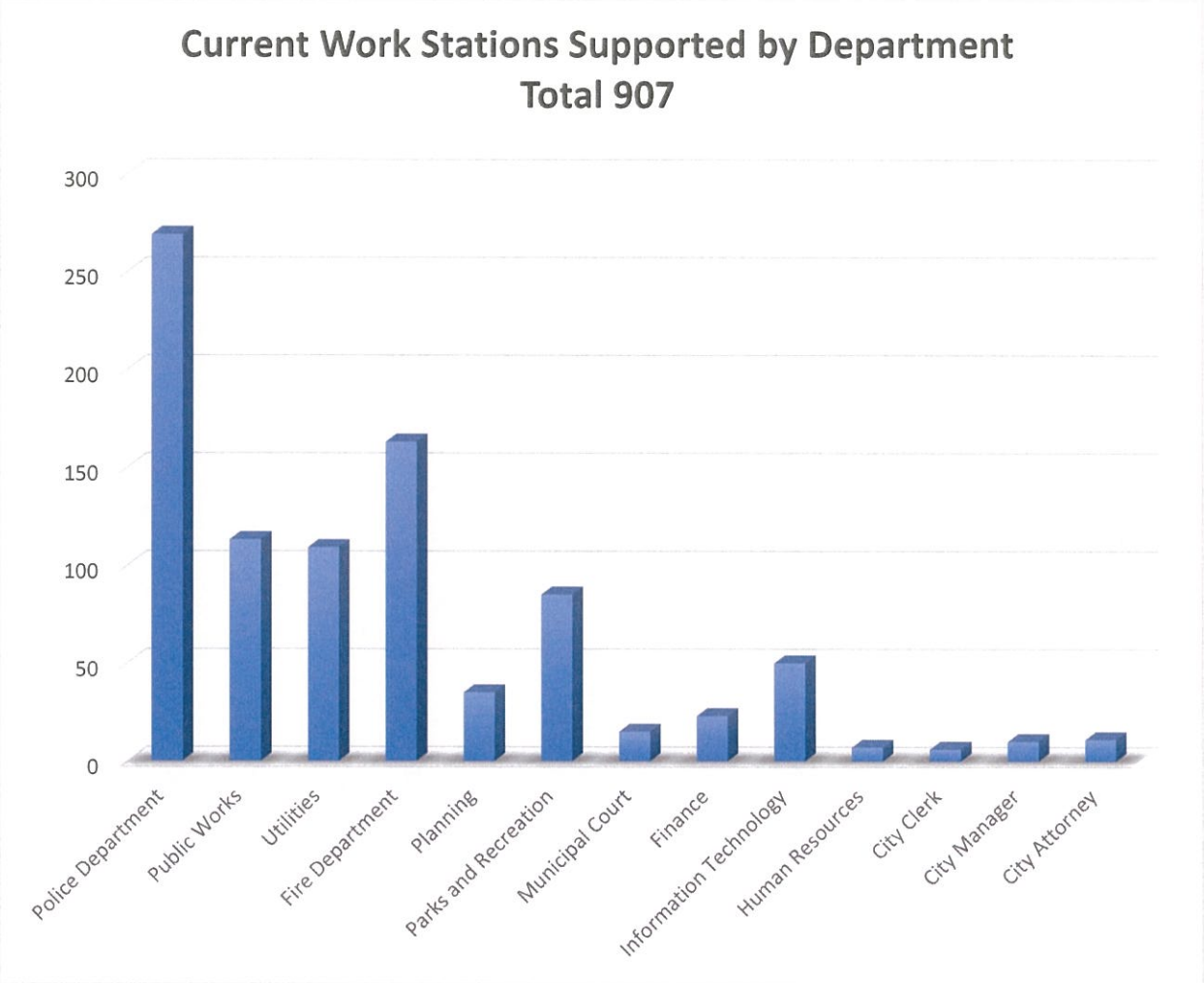
407

Department	Created	Closed
City Clerk	22	22
City Manager	6	6
Court	10	9
Finance	27	27
Fire	28	28
HR	26	26
IT	6	6
Legal	18	18
Parks	31	30
Planning	22	21
Police	101	94
Public Works	68	67
Utilities	42	40
Total	**407**	**384**

Ticket Count was highest for Police at 101, followed by Public Works and Utilities.

Police accounted for 24.82% of Ticket Count.

Table 2


Current Work Stations Supported by Department
Total 907
300
250
200
150
100
50
0
Police Department
Public Works
Utilities
Fire Department
Planning
Parks and Recreation
Municipal Court
Finance
Information Technology
Human Resources
City Clerk
City Manager
City Attorney

Inbound Email Summary

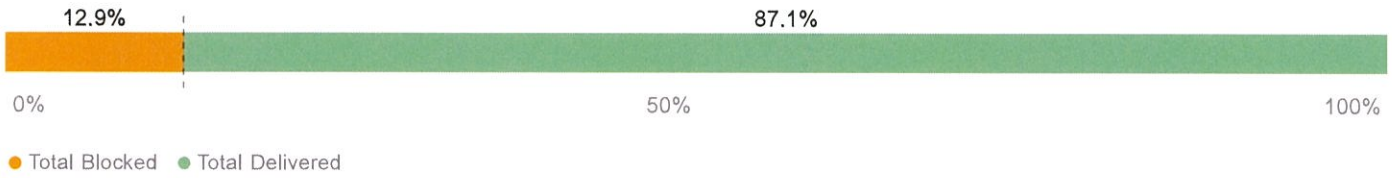
Statistics of messages from external users to internal users and domains.

2026/09/01 00:00:00 - 2026/10/01 00:00:00 (UTC)

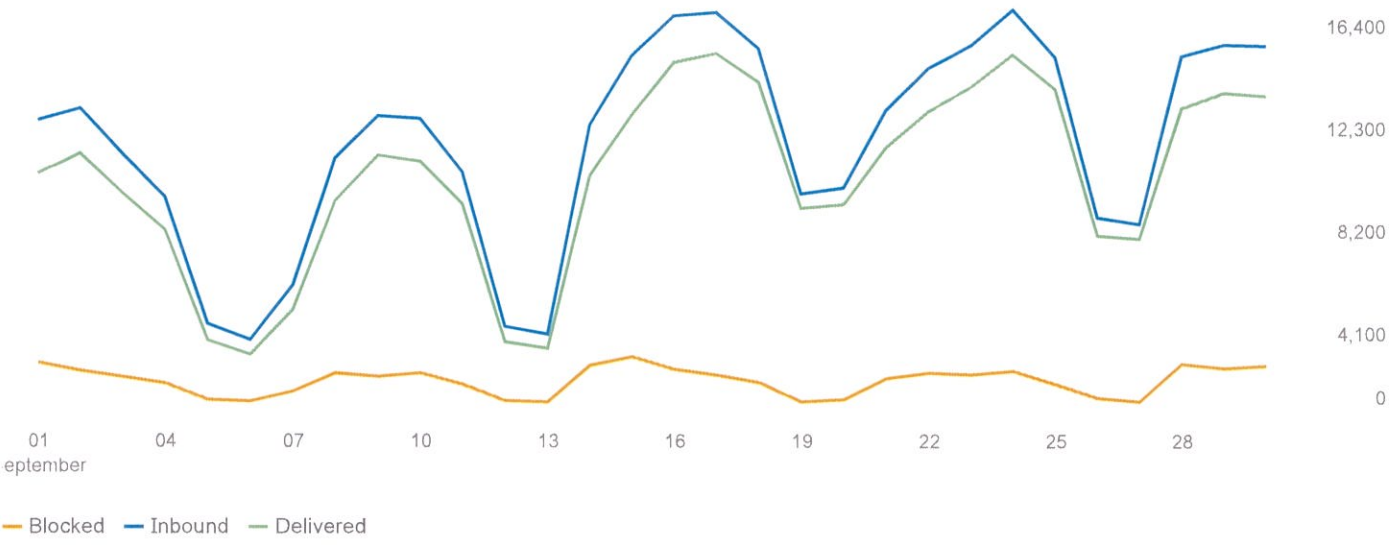
Total Inbound
328,160
↑ 19.0% vs Previous month

Total Blocked
42,285 12.9%
↑ 6.0% vs Previous month

Total Delivered
285,875 87.1%
↑ 21.2% vs Previous month



Total Inbound, Blocked and Delivered Volume Trend



Total Blocked by Category

Category	% of Total Inbound	Messages	vs Previous month
Threats	1.9%	6,264	+ 34.8%
Spam	5.2%	17,080	+ 4.1%
Bulk	0.8%	2,713	+ 9.3%
Others	4.9%	16,228	- 0.9%
Total Blocked	12.8%	42,285	+ 6.0%

Top 5 Inbound Recipients

Envelope Recipient	Messages(% of Total Inbound)	vs Previous month
david.grissam@normanok.gov	19,598 (7.8%)	+ 477.6%
russell.anderson@normanok.gov	18,314 (7.3%)	+ 470.4%
david.shepherd@normanok.gov	17,422 (6.9%)	+ 535.4%
robert.gruver@normanok.gov	7,413 (2.9%)	+ 44.8%
securityteam@normanok.gov	7,305 (2.9%)	+ 43.4%

Top 5 Inbound Senders

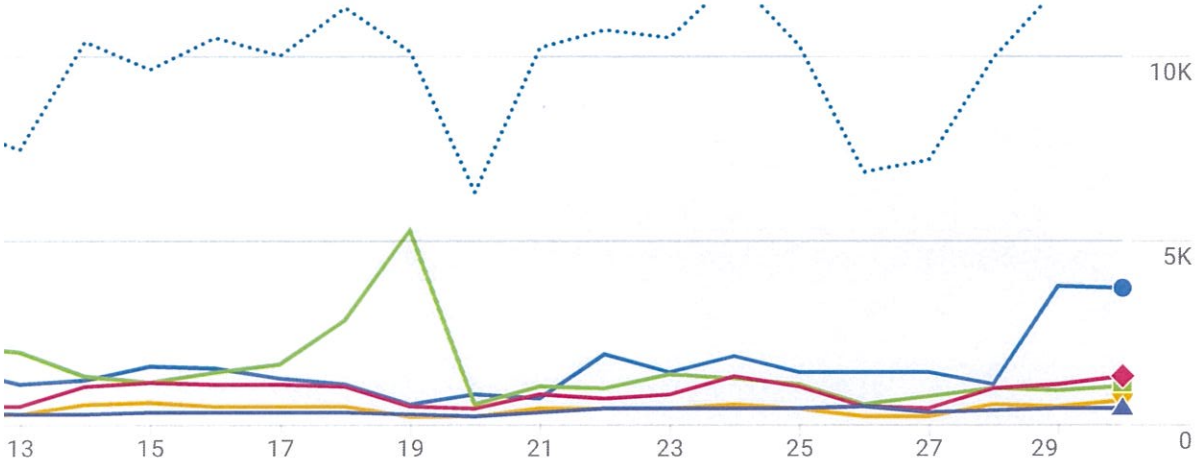
Envelope Sender	Messages(% of Total Inbound)	vs Previous month
iadmin@s0u1rnm.vida.local	53,796 (21.1%)	+ 525.2%
pager@ci.norman.ok.us	13,780 (5.4%)	+ 10.0%
noreplyeerp@normanok.gov	12,177 (4.8%)	+ 1.5%
ise3@ci.norman.ok.us	8,248 (3.2%)	+ 88.3%
pa01@normanok.gov	4,408 (1.7%)	- 18.8%

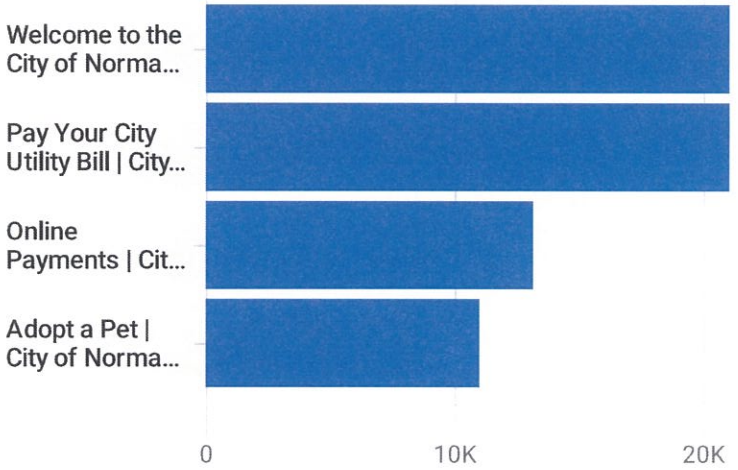
Top 5 Inbound Receiving Domains

Envelope Receiving Domain	Messages(% of Total Inbound)	vs Previous month
normanok.gov	302,570 (92.2%)	+ 20.6%
ci.norman.ok.us	13,007 (4.0%)	- 1.9%
sms.normanok.gov	12,447 (3.8%)	+ 8.0%
cucpub.ci.norman.ok.us	136 (0.0%)	+ 12.4%
-	-	-

Top 5 Inbound Sending Domains

Envelope Sending Domain	Messages(% of Total Inbound)	vs Previous month
s0u1rnm.vida.local	53,796 (17.8%)	+ 525.2%
normanok.gov	35,384 (11.7%)	- 4.6%
ci.norman.ok.us	24,039 (7.9%)	+ 36.7%
gmail.com	7,050 (2.3%)	- 5.1%
in.constantcontact.com	6,249 (2.1%)	- 0.8%

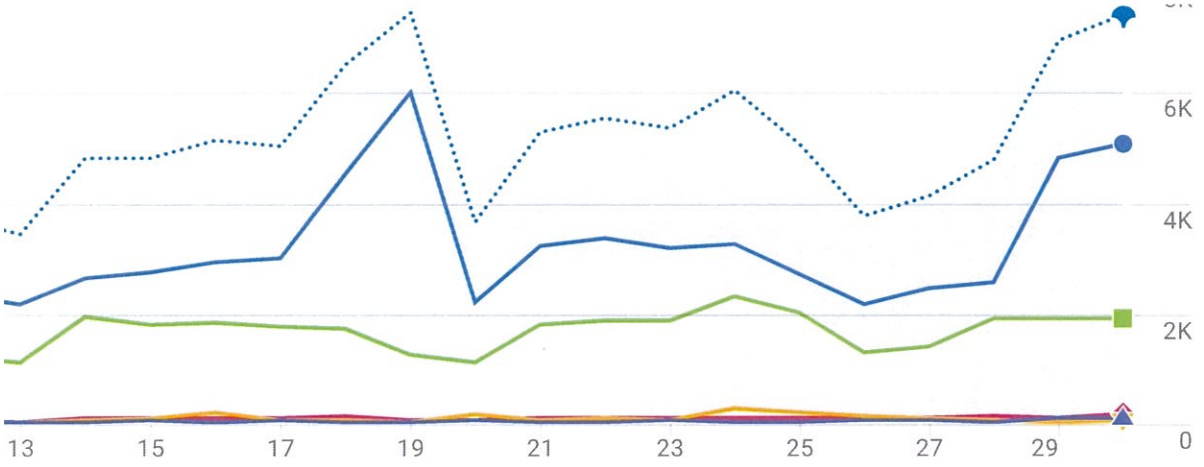


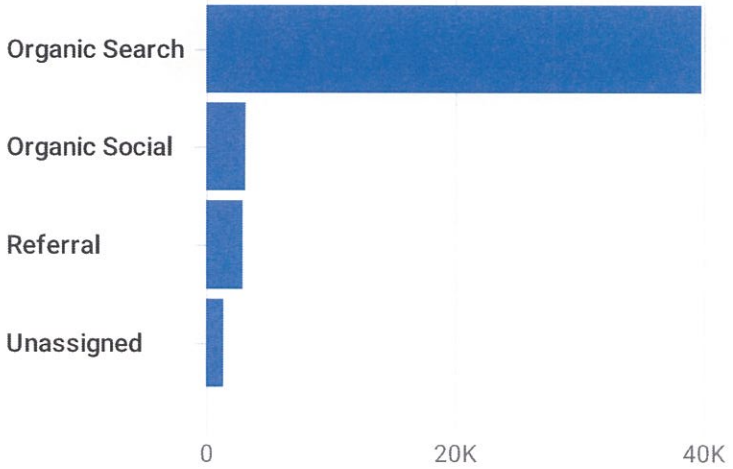


rman, OK | City of Norman, OK ◆ Pay Your City Utility Bill | City of Norman, OK ▼ Online Payments | City of

Rows per page:

+	↓ Views	Active users	Views per active user	Average enga
	294,666 100% of total	**133,039** 100% of total	**2.21** Avg 0%	
	44,177 (14.99%)	45,186 (33.96%)	0.98	
lorman, OK	39,526 (13.41%)	22,518 (16.93%)	1.76	
	26,409 (8.96%)	12,853 (9.66%)	2.05	
	13,144 (4.46%)	7,467 (5.61%)	1.76	
	10,987 (3.73%)	4,242 (3.19%)	2.59	
	8,313 (2.82%)	4,754 (3.57%)	1.75	
	7,795 (2.65%)	3,042 (2.29%)	2.56	
24, 2026 | City of Norman, OK	6,265 (2.13%)	2,939 (2.21%)	2.13	





Active users	Sessions	Engaged sessions	Average engagement time per session	Engaged sessions per active user	Events per session	Engage
133,039 100% of total	**179,266** 100% of total	**63,429** 100% of total	**21s** Avg 0%	**0.48** Avg 0%	**4.63** Avg 0%	**35** A
86,031 (64.67%)	92,490 (51.59%)	13,643 (21.51%)	6s	0.16	3.66	1
39,768 (29.89%)	76,846 (42.87%)	46,201 (72.84%)	37s	1.16	5.77	6(
3,129 (2.35%)	3,853 (2.15%)	1,291 (2.04%)	15s	0.41	3.85	3
2,906 (2.18%)	4,430 (2.47%)	2,061 (3.25%)	35s	0.71	5.86	4(
1,382 (1.04%)	1,400 (0.78%)	18 (0.03%)	8s	0.01	1.32	
729 (0.55%)	983 (0.55%)	600 (0.95%)	39s	0.82	5.47	6
(0.02%)	34 (0.02%)	3 (<0.01%)	0s	0.11	3.06	

LEGAL 7

MONTHLY REPORT - LEGAL DEPARTMENT
September 2026 Report
(Submitted October 9, 2026)

HIGHLIGHTS

Hodge, Cathy Ann v. Police Department, City of Norman, et al, Case No CIV-2025-01563
This case arises out of the conviction and execution of Anthony Castille Sanchez for the murder of Jewell Juli Busken. Six cases were filed in state court, 3 in Cleveland County and 3 in Oklahoma County, against a number of governmental entities. The cases were removed to federal court and motions to dismiss were filed. On September 30, 2026, the federal district court granted the defendants' motions to dismiss. The plaintiff has until October 30, 2026, to appeal the district court's rulings to the 10th Circuit. This case will remain on the Monthly Report until the plaintiff's appeal, if any, is resolved.

State of Oklahoma, ex rel. Department of Transportation v. CON, CJ-2026-1467
This case was filed on August 21, 2026, and served on the City on September 8, 2026. It arises out of damage to the Classen Blvd. and Highway 9 overpass. Because City liability is undisputed and the plaintiff's damages exceed the tort claim maximum, the parties agreed to the entry of judgment in favor of the plaintiff. Judgment was entered in the amount of $25,000 on September 28, 2026.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

In re Payment Card Interchange Fee and Merchant Discount Antitrust Litigation, Case No. 05-MD-01720 (JG)(JO) (K)

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

Hodge, Cathy Ann v. Police Department, City of Norman, et al, Case No CIV-2025-01563, CJ-2025-1499

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

First Bank & Trust Co. v. Norman Hospitality, Inc. *et al.*, Case No. SD-123,946; CJ-2025-749
Hutzel v. City of Norman, Case No. SD-124,094; CJ-2026-624 (R)

COURT OF CRIMINAL APPEALS

CLEVELAND COUNTY DISTRICT COURT

A. ***General Lawsuits***

115 W. Main LLC v. Sooner Emerald Dreams LLC, et al., CJ-2024-1318
City v. Arces, CV-2024-3662 (K, M, S)
Armstrong v. City of Norman, CJ-2012-1638 (K)

Bad Day Towing & Recovery v. City of Norman, SD-123,329; CV-2024-2032 (K)
Etter v. City, CJ-2021-731 (K)
Flores v. City of Norman & John Doe, CJ-2021-1051 (K)
Grace v. City of Norman and Crossland Construction Company, Inc., CJ-2025-873 (K, R)
Hill v. CON, CJ-26-1610
This case was filed on September 15, 2026. It arises out of an automobile accident between Joshua Alan Hill and Lt. Sean Tuschmann.
Hiserodt v. City of Norman, CJ-2026-881 (K, R)
City v. Hodges, CV-2020-2922
Ingram's Trucking, LLC v. City of Norman, CJ-2026-1703
This case was filed on September 29, 2026, and served on the City on October 5, 2026. It arises out of a collision between a City of Norman Firetruck and a semi and is a companion case to Prieto v. City.
Jenkins v. CON, et al, CJ-26-1583
This case was filed on September 10, 2026, and served on the City on September 21, 2026. It arises out of the plaintiff's arrest for interference with official process.
City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)
The Norman Petition Initiative No. 2021-1, CV-2020-2384 (K)
Norman Hospitality, Inc. v. City, CV-2025-2015 (K, R)
Norman Municipal Authority and City of Norman v. Flintco, LLC, et al, CJ-2024-1343
Obsidian Specialty Insurance Company v. Norman Municipal Authority, et al, CV-2026-1716
Connelly Paving's Motion to Dismiss was heard by the Court on September 8, 2026 and was denied by order on September 21, 2026. Since that time, other parties have filed similar Motions to Dismiss that will be heard on Tuesday, October 13, 2026. Several more parties have now filed answers and counterclaims to Obsidian's Petition.
Oklahomans for Responsible Economic Development, Inc., et al v. City, CJ-2026-1059
Oklahoma Turnpike Authority v. City, CV-2026-1794
Pals v. City of Norman et al., CJ-2026-337
Pioneer Library System v. City of Norman *et al.*, CJ-2025-1260 (K, R)
Prieto v. City, CJ-2026-1133
City v. Red Canyon Ranch Homeowners Association, CV-2026-501
Shaz Investment Group, LLC v. City of Norman, CJ-2021-1044 (K)
Smith et al v. Norman Regional Health System v. City of Norman, CJ-2014-874 (K)
Spaulding Family Fireworks v. City of Norman, CV-2026-1711 (K)
State of Oklahoma Department of Mental Health & Substance Abuse Services Real Property Trust (McDaniel), CV-2025-3453 (K, P)
University Town Center, LLC v. City of Norman et al, CJ-2024-1405 (K)
Wattie Wolfe Company, Inc. v. City of Norman, et. al., CJ-2025-1366 TB (K, R)
Yoon v. City of Norman, CJ-2025-1114 JV (K, R)

B. ***Condemnation Proceedings***

City of Norman v. Chastain Oil Company, a corporation, et al., CV-2015-677 (M)
City of Norman v. West Lindsey Center Investors, LLC, et al., CV-2015-671 (M)
City of Norman v. Tietsort Revocable Trust, et al., CJ-2013-775 (M)
City of Norman v. Apex Properties, LLC, et al., CJ-2021-221 (M)
City of Norman v. D&J Land, LLC, et al., CJ-2022-251 (M):
City of Norman v. Harold and Diana Hansmeyer, et al., CJ-2024-498 (W)

City of Norman v. Bradley C. Wallet and Zermarie Deacon, et al., CJ-2026-1370 (R)
City of Norman v. JEC Enterprises LLC, et al., CJ-2026-1363 (R)
City of Norman v. Carolyn B. Campbell, et al., CJ-2026-1369 (R)
City of Norman v. SJS Real Estate Holdings LLC, et al., CJ-2026-1366 (R)
City of Norman v. Douglas E. Burns, et al., CJ-2026-1367 (R)
City of Norman v. SP Holding Company, et al., CJ-2026-1364 (R)
City of Norman v. David E Burget and Shannon K Burget, et al., CJ-2026-1368 (R)
City of Norman v. The Church of Jesus Christ of Latter-Day Saints, et al., CJ-2026-1470 (R)
This case was filed on August 21, 2026. It is for an eminent domain proceeding related to the Lindsey Street Special Corridor Project—Pickard Ave. to Elm Ave. The hearing to appoint commissioners was set for September 28, 2026. This action was dismissed with prejudice on September 24, 2026. The Parties resolved the easement acquisitions via private purchase and acceptance of the easements will be on the October 13, 2026, Council Agenda. This case will no longer appear on the report.

C. ***Lawsuits involving a City Claim/Interest in Property, Foreclosure Actions, and Applications to Vacate***

City of Norman v. Legacy Property Partners, LLC, CV-2018-249 (K, S)
Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219 (M)
Mortgage Clearing Corporation v. Doiron, et al., CJ-2014-1459 (M)
US Bank National Association v. Porter, et al., CJ-2025-1978 (R)

D. ***Municipal Court Appeals***

None

E. ***Small Claims Court***

None

F. ***Board of Adjustment Appeals***

Ashford v. Board of Adjustment for the City, CV-2026-323 (M)

LABOR / ADMINISTRATIVE PROCEEDINGS

A. **Grievance & Arbitration Proceedings**
This office has assisted with the following grievances:

AFSCME Grievance FYE 21-02 – (COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Jerry Younts and Bennie Gilmore – COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Tara Klepper – COVID-19 Leave)
AFSCME Grievance FYE 24-06 – (Malia Ross – Discipline)
AFSCME Grievance FYE-24-09 – (James Salley – Termination)
AFSCME Grievance FYE-26-03 – (Health Insurance)
AFSCME Grievance FYE-26-04 – (Approved Leave)

AFSCME Grievance FYE-26-05 – (Caroline Whiteside - Discipline)
AFSCME Grievance FYE-27-01 – (Casey Kraeger, Ashtin Hanks, Robert Stewart, Davis Vogt, & Branden Orso – Discipline/Harassment)
AFSCME Grievance FYE-27-02 – (Robert Stewart – Harassment)

FOP Grievance FYE-26 – (Kaidee Monroe – Discipline)
FOP Grievance FYE-27 – (Lauderback – Discipline)
This grievance arises out of former Norman Police Officer Michael Lauderback's termination. The grievance became moot when the Chief of Police accepted Lauderback's resignation in lieu of termination. Consequently, this grievance will no longer appear on the Monthly Report.

IAFF Grievance FYE 23 – (Matt Ferris – Discipline)
IAFF Grievance FYE-24 – (Non-Emergency Call Back)
IAFF Grievance FYE-24 – (Failure to Staff Personnel)
IAFF Grievance FYE-25 – (Failure to Follow Progressive Discipline)
IAFF Grievance FYE-25 – (Paid Convention Leave)
IAFF Grievance FYE-26 – (Health Insurance)
IAFF Grievance FYE-26 – (Health Insurance – Cosmetic GLP-1)
IAFF Grievance FYE-27 – (Health Insurance Premiums)
IAFF Grievance FYE-27 – (Danny Busacco – Vehicle Collision)

B. **Equal Employment Opportunity Commission (EEOC)**

Kerr v. City of Norman – Charge No. 564-2026-01009
Stevens v. City of Norman – Charge No. 564-2026-02059 – Mediation held on September 30, 2026. No resolution to date.

C. **Contested Unemployment Claims (OESC)**

Rena M. Frakes – Lack of Work
Briana Jones – Employer Response submitted to OESC on September 15, 2026, claiming Claimant does not qualify for benefits due to resignation.

MUNICIPAL COURT PROSECUTIONS

The chart below represents cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through September 2026. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

	ADULT CASES			JUVENILE CASES			COURT SESSIONS		
Month	FYE 25	FYE 26	FYE 27	FYE 25	FYE 26	FYE 27	FYE 25	FYE 26	FYE 27
JULY	359	514	451	25	10	17	11	11	10
AUG	493	585	460	6	18	22	13	13	13
SEPT	395	473	499	11	11	18	10	13	12
OCT	420	440		13	14		10	11	
NOV	246	356		15	13		6	7	

	ADULT CASES			JUVENILE CASES			COURT SESSIONS		
DEC	314	378		13	13		8	8	
JAN	419	489		11	20		12	13	
FEB	318	450		0	4		6	13	
MAR	464	493		16	2		10	8	
APR	621	581		3	20		11	14	
MAY	546	523		10	16		12	12	
JUNE	463	578		15	15		10	13	
TOTALS / YTD	4,858	5,860	1,410	138	156	57	119	145	35

WORKERS' COMPENSATION COURT

A total of 16 cases were pending during the month of September 2026. During the month one Joint Petition Settlement and one Court Order were approved by the City Council. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission/Court of Existing Claims. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE 27 CASES	FYE 26 CASES	FYE 25 CASES	FYE24 CASES
Fire	Suppression	8	1	6	8	3
Parks/Rec	Facility Maintenance				1	
Parks/Rec.	Park Maintenance			1		
Police	Patrol	4		3		2
Police	Staff Services	1		1		
Public Works	Street Maintenance				1	
Public Works	Fleet	1			1	1
Public Works	Storm Water					2
Utilities	Water Reclamation	1		1		
Utilities	Sanitation	1		1		
TOTALS		16	1	13	11	8

List of Pending Cases

Boxford, Steven Lee v. City of Norman, CM-2022-03698 N
(Police, Patrol, Master Police Officer, Left Shoulder, Neck, Left Hand, Left Arm, Left Hip, Right Knee + Other – Left Side of Face, Left Eye + Reinjury 11/26/25 Aggravation Left Arm + Psych Overlay)

Burright, Justin v. City of Norman, CM-2026-01674 M
(Fire, Suppression/Firefighter, Neck and Left Knee)

Edwards, Brian v. City of Norman, CM-2025-05523 H
(Fire, Suppression, Fire Captain, L Shoulder, Right Knee, Lower Back+Right Hip)

Gober, Allen v. City of Norman, CM-2025-06478 L
(Utilities, Sanitation, SWI, Right Knee)

Hackbarth, Justin William v. City of Norman, CM3-2026-02947J
(PD, Patrol, Sergeant, Head, Neck, Whole Back, Both Shoulders, Arms, Hands, Legs, Hips, Feet, Psychological Overlay, Body System, Multiple Parts, Whole Body, Other Disfigurement)

Helling, Blane v. City of Norman, CM-2026-03608 Y
(Fire, Suppression, Firefighter, Left Hip

Lewis, Brian K. v. City of Norman, CM-2022-02245 H
(Fire, Suppression, Fire Driver Engineer, Neck, Back UNS, Left Knee, Left Leg)
Littleton, Charles v. City of Norman, CM-2025-06298 P
(Fire, Suppression, Fire Driver Engineer, Other – Cancer, Body As Whole
Massie, Nathan v. City of Norman, CM-2024-03408 H
(Public Works, Fleet, Service Technician, Neck + Lower Back, Ears+Bilateral Ears and Lumbar as Consequential Injuries, Middle Back + Both Shoulders, Both Arms + Consequential Psych Overlay; Bilateral Shoulders & Bilateral Arms as Consequential Injuries+Consequential Esophagus & Left Hand
McDanel, Grant v. City of Norman, CM3-2026-03095F
(FD, Suppression, Firefighter, Left Shoulder)
Moring, Barry v. City of Norman, CM-25-00042 J
(Fire, Suppression, Fire Captain, Cancer, Body as a Whole
Newell, Richard v. City of Norman, CEC-2022-15014 H
(Request to Reopen – Change in Condition for the Worse)
(Police, Narcotics, Master Police Officer-Sergeant, Right Knee)
Paczosa, Donald v. City of Norman, CM-2026-00253K
Parks, Park Maintenance, Maintenance Worker II, Neck, Whole Back, Left Hand, Left Arm
A Joint Petition Settlement in the above claim was approved by the City Council on September 8, 2026, and will no longer appear on the monthly report.
Simons, Michael v. City of Norman, CM-2024-04104 L
(Fire, Suppression, Firefighter, Right Knee)
Steele, Spencer v. City of Norman, CM-2025-06362 H
(Police, Patrol, Master Police Officer, Cervical Spine, Thoracic Spine, Lumbar Spine)
Steele, Spencer v. City of Norman, CM-2025-06683 Q
(Police, Patrol, Master Police Officer, Left Foot, Right Shoulder, Whole Back, Both Knees, Consequential to Altered Gate)
A Court Order in the above claim was approved by the City Council on September 8, 2026, and will no longer appear on the monthly report.
Sterling, James v. City of Norman, CM-2026-00346K
(Utilities, Water Reclamation Facility, Heavy Equipment Operator, Head, Whole Back, Right Shoulder, Right Eye, Right Arm, Right Hand)
Wansick, Brandon Kyle v. City of Norman, CM-2025-06855 A
(Police, Staff Services, Sergeant, Both Legs)

TORT CLAIMS

The following is a breakdown of the Tort Claims activity through September 2026.

DEPARTMENT	FYE 27 Month	FYE 27 YTD	FYE 26 YTD	FYE 25 YTD	FYE 24 YTD
Animal Control		1		1	
Finance – IT				1	
Fire			3		2
Legal					
Other			4	4	5
Parks	1	3	2	9	2
Planning		1	2	2	
Police		4	11	3	9
Public Works – other			1	2	2
Public Works – Stormwater					
Public Works – Engineering				1	
Public Works – Streets		1	9	13	13
Utilities – other					2
Utilities – Water		3	10	5	5
Utilities – Sanitation	2	3	11	11	11
Utilities – Sewer	1	1	6	8	10
TOTAL CLAIMS	**4**	**17**	**59**	**60**	**61**

CURRENT CLAIM STATUS	FYE 27 TO DATE	FYE 26	FYE 25	FYE 24
Claims Filed	17	59	61	61
Claims Open and Under Consideration	3	0	0	0
Claims Not Accepted Under Statute/Other	0	1	2	1
Claims Paid Administratively	4	19	23	26
Claims Paid Through Council Approval	0	0	6	5
Claims Resulting in a Lawsuit for FY	0	5	4	1
Claims Barred by Statute (No Further Action Allowed)	0	22	26	28
Claims in Denied Status (Still Subject to Lawsuit)	10	12	0	0

MUNICIPAL COURT 8

MUNICIPAL COURT
MONTHLY REPORT
SEPTEMBER - FY '27

CASES FILED

	FY 27 SEPTEMBER	FY 27 Y-T-D	FY 26 SEPTEMBER	FY 26 Y-T-D
Traffic	1,133	3,402	918	3,668
Non-Traffic	384	1,081	367	1,043
SUB TOTAL	1,517	4,483	1,285	4,711
Parking	1,177	2,884	917	2,094
GRAND TOTAL	2,694	7,367	2,202	6,805

CASES DISPOSED

	FY 27 SEPTEMBER	FY 27 Y-T-D	FY 26 SEPTEMBER	FY 26 Y-T-D
Traffic	1,149	3,390	1,134	4,187
Non-Traffic	319	970	254	774
SUB TOTAL	1,468	4,360	1,388	4,961
Parking	1,082	2,370	802	1,646
GRAND TOTAL	2,550	6,730	2,190	6,607

REVENUE

	FY 27 SEPTEMBER	FY 27 Y-T-D	FY 26 SEPTEMBER	FY 26 Y-T-D
Traffic	$106,107.52	$328,468.94	$144,909.77	$456,094.90
Non-Traffic	$ 21,497.80	$ 74,754.61	$ 18,576.46	$ 66,847.78
SUB TOTAL	$127,605.32	$403,223.55	$163,486.23	$522,942.68
Parking	$ 37,420.00	$ 80,946.00	$ 26,850.00	$ 59,730.00
GRAND TOTAL	$165,025.32	$484,169.55	$190,336.23	$582,672.68

MUNICIPAL COURT - MONTHLY REPORT
September 2026

JUVENILE COMMUNITY SERVICE PROGRAM

Due to a vacancy in program staff, juveniles located and worked community service projects on their own.

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 32 new cases and closed 33 cases during the month of September 2026. 11 Mediations were held.

PARKS AND RECREATION 9

SEPTEMBER 2026
RECREATION DIVISION
MONTHLY REPORT

Little Axe Community Center: During September, our after-school program had 22 children enrolled, with an average of 16 attending each day. Our food pantry continued each Monday, with donations from Harps that help us provide food to families and community members. We also continued our partnership with the library by offering fun activities for children and families. The arts and crafts, story times, and other activities gave everyone a chance to be creative, learn, and enjoy time together. Our partnership with Little Axe School also continued through the Work Adjustment Training (WAT) program. Little Axe High School students came to the center to work on job skills and gain valuable experience. Our OHCE group also held its monthly meeting, making small baby blankets to donate to the hospital.

12th Avenue Recreation Center: This month, the After School Program had 36 students each day. The Master Gardeners of Norman visited the center multiple times, helping the campers with their center gardening. On September 6th, a one-day camp was held in observance of Labor Day weekend and a Teacher Work Day. Manually paid weekly memberships through Rec.us continued successfully. September's Nerf Night was held on Friday the 25th, and went off smoothly.

Irving Recreation Center: This month at Irving, we had a total of 255 visits, averaging 14 students per visit. We played many different classroom games with our dry-erase boards and iPads. We gained three new campers this month!

Whittier Recreation Center: The center continued its after-school program, with 7 students enrolled. Technician Langston Reynolds had his last day with the City on Thursday, September 3rd. Temilade Adesuyi has been doing a tremendous job as the group's lead while we continue to search for staff to assist throughout the school year.

FACILITY ATTENDANCE:	Month	Year to Date
Little Axe Community Center	570	1,427
12th Avenue Recreation Center	1,220	4,041
Irving Recreation Center	255	771
Whittier Recreation Center	122	639
Reaves Center	300	900
Tennis Center	3,503	9.694

September FY27 PARK MAINTENANCE DIVISION				
SAFETY REPORT	**FY27 MTD**	**FY27 YTD**	**FY26 MTD**	**FY26 YTD**
On-The-Job Injuries	0	1	0	6
Vehicle Accidents	0	0	0	0
Employee responsible	0	0	0	0
ROUTINE ACTIVITIES	**Total Man Hours**		**Total Man Hours**	
Ballfield Maintenance	**28**	**79.00**	28	527.75
Big Mowing	**60**	**482.00**	182.75	1676.75
Bike Racks	**8**	**53.00**	0	161.75
Carpentry/Project Building	**94**	**110.00**	62	329.50
Chemical Spraying/Fertilization	**66**	**265.00**	93.5	1225.75
Christmas Setup/Repair/Removal	**0**	**42.00**	0	1749.00
Concrete/Masonry	**204**	**216.00**	0	436.75
Dirt/Sand/Mulch/Gravel Work	**491.5**	**764.50**	101.5	964.25
Equipment Maintenance/Service	**51**	**271.25**	122.5	1267.00
Equipment Repair	**129.5**	**375.75**	122.5	1426.00
Equipment Transport	**4**	**15.00**	0	85.75
Events	**184.25**	**497.25**	0	1806.75
Fence Repairs	**22**	**85.75**	16	223.25
Homeless Camp Cleanup	**0**	**0.00**	7.5	284.25
Landscape Maintenance	**119.5**	**290.50**	21	1756.75
Material Hauling	**17**	**45.00**	53	522.75
Office Work/Planning/Supervision	**333**	**997.00**	228	3470.00
Painting	**0**	**0.00**	0	136.00
Park Tree Work	**629.75**	**1527.75**	302.75	3305.50
Playground Inspection	**73.25**	**171.75**	27	591.75
Playground Maintenance	**105.75**	**285.00**	36	1961.00
Powerwashing	**80.5**	**134.50**	12.5	297.50
Purchasing Parts/Supplies	**231**	**343.50**	6	2201.25
Recycling	**9**	**17.00**	0	114.25
Restroom Maintenance	**0**	**0.50**	24	101.00
Seasonal City Cleanups	**37**	**72.00**	0	583.00

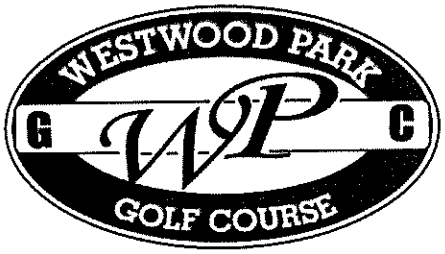
Seeding/Sodding	**47.75**	**47.75**	73.5	575.50
Sign Maintenance/Flags	**6**	**97.75**	42	418.00
Snow/Ice Removal/Ice Melt	**2**	**60.00**	0	346.00
Sprinkler Maintenance	**0**	**0.00**	248.5	1441.50
Street Tree Work/Storm Damage	**255.5**	**706.50**	17	1669.75
Stump Grinding	**52**	**1183.00**	0	798.25
Trail Maintenance	**12**	**107.25**	56	342.75
Training (Safety/CEU's)	**86.75**	**93.75**	23.5	417.25
Trash Maintenance	**107.75**	**476.75**	295	1597.25
Trim Mowing	**348.25**	**1217.25**	720.75	5778.25
Vandalism Repair	**368.25**	**2048.00**	1	3165.00
Vector Control	**26**	**27.75**	24	202.50
Watering	**3**	**114.00**	60.5	128.50
Welding	**60.5**	**150.00**	3	147.00
Shopping Carts (by cart, not hours)	**6**	**23**	45	196.00

YOUNG FAMILY ATHETIC CENTER 9A

YOUNG FAMILY ATHLETIC CENTER
SEPTEMBER 2026

	FYE 2027 MTD	FYE 2027 YTD
YFAC Memberships	$5,560.00	$58,468.10
YFAC Day Passes	$2,033.00	$8,215.00
YFAC Gym Passes	$0.00	$0.00
YFAC Aqua Class/Camp	$50.00	$1,550.00
YFAC GYM Class/Camp	$250.00	$15,475.00
YFAC Misc Class/Camp	$0.00	$135.00
YFAC POOL Rental	$685.00	$20,688.30
YFAC GYM Rental	$27,686.40	$76,976.40
YFAC MISC Rental	$895.00	$1,490.00
YFAC POOL Tournament	$0.00	$0.00
YFAC GYM Tournament	$0.00	$10,490.00
YFAC Leases	$0.00	$0.00
YFAC Other Revenue/Advertising	$13,527.45	$13,527.45
YFAC Leagues	$0.00	$2,505.00
YFAC Special Events	$0.00	$0.00
YFAC Concession	$10,238.94	$57,856.65
Other Revenue/Investment	$230.82	$933.34
TOTAL INCOME	**$61,156.61**	**$268,310.24**
YFAC GYM Expenditures	$11,190.17	$52,993.62
YFAC POOL Expenditures	$16,028.97	$58,792.42
EXPENDITURES	**$27,219.14**	**$111,786.04**
Income vs. Expenditures	$33,937.47	$156,524.20

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9B



SEPTEMBER 2026

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	SEPT FYE 27	SEPT FYE 26
Regular Green Fees	1007	1068
Senior Green Fees	396	505
Junior Fees	231	438
School Fees (high school golf team players)	29	48
Youth on Course Fee	59	0
Annual Fees (Regular, Senior & Junior Members)	543	584
Employee Comp Rounds	146	152
Golf Passport Rounds	88	0
9-Hole Green Fee	311	340
2:00 Fees	233	302
Dusk Fees or 5:00 Fees	92	162
PGA Comp Rounds	1	4
*Rainchecks (not counted in total round count)	20	25
Misc Promo (bday, plyrs cards, OU student & military)	44	72
Green Fee Adjustments (fee difference on rainchecks)	70	6
Total Rounds (*not included in total round count)	**3250**	**3681**
% change from FY '26	-11.71%	
Range Tokens	**3168**	**4538**
% change from FY '26	-30.19%	
Golf Carts		
18 - Hole Golf Carts	169	189
1/2 18 - Hole Golf Carts	1282	1399
9 - Hole Golf Carts	55	78
½ 9 - Hole Golf Carts	383	383
Total Carts	**1889**	**2049**
% change from FY '26	-7.81%	
TOTAL REVENUE	**$188,258.85**	**$ 213,801.85**
% change from FY '26	-11.95%	

AUGUST 2026
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT

SAFETY REPORT				
	FY 2027	FY 2027	FY 2026	FY 2026
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0
FINANCIAL INFORMATION				
	FY 2027	FY 2027	FY 2026	FY 2065
	MTD	YTD	MTD	YTD
Green Fees	$58,063.38	$185,640.85	$65,210.13	$193,482.64
Driving Range	$15,840.00	$47,454.00	$22,678.00	$67,084.00
Cart Rental	$32,836.69	$105,928.48	$34,367.78	$106,844.91
Golf Classes	$0.00	$0.00	$0.00	$96.00
Golf Shop Rentals	$287.27	$1,075.91	$592.79	$1,709.77
USGA Handicap Fees	$0.00	$0.00	$0.00	$0.00
Golf Cart Capital	$2,357.86	$7,538.13	$2,529.74	$7,615.06
Golf Merchandise	$25,539.65	$70,017.19	$27,402.17	$86,915.34
Restaurant	$18,061.66	$71,641.93	$27,223.29	$82,999.49
Golf Membership	$34,810.12	$70,920.05	$33,483.06	$63,186.39
Interest Earnings	$462.22	$1,300.71	$314.89	$2,160.95
TOTAL INCOME	**$188,258.85**	**$561,517.25**	**$213,801.85**	**$612,094.55**
Expenditures	$160,173.89	$146,251.87	$151,237.00	$484,516.83
Income vs Expenditures	$28,084.96	$415,265.38	$62,564.85	$127,577.72
Rounds of Golf	3,250	10,562	3,681	11,223

The irrigation system is operating optimally. We did have some sprinkler head clogs but, all is good. The robots for fairways and driving have been working optimally. We continue to work on tree debris cleanup. Removing stumps, pulling down hanger limbs and removing damaged trees from the July 4th storms.

SEPTEMBER 2026
WESTWOOD FAMILY AQUATIC CENTER

FINANCIAL INFORMATION	FY 2027 MTD	FY 2027 YTD	FY 2026 MTD	FY 2026 YTD
Swim Pool Passes	$0.00	$14,015.00	$0.00	$3,330.00
Swim Pool Gate Admission	$22,485.00	$241,477.00	$1,630.00	$222,234.00
Swim Lesson Fees	$0.00	$11,952.50	$0.00	$7,080.00
Swim Pool Rental	$5,037.50	$50,737.50	$0.00	$47,860.68
Swim Pool Classes	$135.00	$620.00	$50.00	$410.00
Swim Pool Merchandise Sales	$11.00	$746.27	$21.15	$936.12
Swim Pool Concessions	$6,927.58	$105,026.07	$4,808.31	$113,997.83
TOTAL INCOME	**$34,596.08**	**$424,574.34**	**$6,509.46**	**$522,445.34**
Expenditures	$88,865.01	$601,865.14	$66,176.17	$582,112.05
Income vs Expenditures	-$54,268.93	-$177,290.80	-$59,666.71	-$59,666.71

ATTENDANCE INFORMATION	FY 2027 MTD	FY 2027 YTD	FY 2026 MTD	FY 2026 YTD
Pool Attendance		56,889	1,224	50,829
Adult Lap Swim Morning/Night		116	9	87
Water Walkers		1,647	154	1,317
Toddler Time		1,116	-	1,026
Water Fitness		84	20	136
Swim Team		139	-	156
Scuba Rentals		0	0	0
Scuba Participants		52	10	54
Swim Lesson		244	-	346
Private Swim Lessons		16	-	19
Special Events		2,250	175	1,926
Party/Rentals		59	-	74
TOTAL FY 2027 ATTENDANCE		**62,612**	**1,592**	**55,970**

ATTENDANCE INFORMATION MAY 2026 TO SEPTEMBER 2026

Pool Attendance	99,660
Adult Lap Swim Morning/Nigh	157
Water Walkers	2,096
Toddler Time	1,606
Water Fitness	111
Swim Team	398
Scuba Rentals	0
Scuba Participants	80
Swim Lesson	886
Private Swim Lessons	47
Special Events	3,591
Party/Rentals	100
TOTAL ATTENDANCE	**108,732**

FACILITY MAINTENANCE 9C

No reports were submitted for September 2026.

ACCESSIBILITY & CULTURE 9D

ACCESSIBILITY & CULTURE
SEPTEMBER 2026

Accessibility:

Complaints	Resolutions

Culture:

Employee Resource Groups (ERGs): LGBTQ+ Alliance's next meeting is to be determined. The Alliance of Black Employees (ABE) next meeting is to be determined.

Grants: Additional grants/funding for the Parks & Recreation Department continue to be researched.

Committees:

Human Rights Commission (HRC) – The monthly meeting took take place on Monday, September 28, 2026, at City Hall. The commission discussed the upcoming 2027 Interfaith Breakfast. Commissioners also reviewed the updated rubric and questions for the 2026 Human Rights Award and the action plan for the upcoming year. Several suggestions were brought up and discussed for possible Mr. & Mrs. Henderson recognition in the City of Norman. The next regular meeting is scheduled for Monday, October 26, 2026, at City Hall.

ADA Citizen's Advisory Committee – The quarterly meeting took place on Monday, September 14, 2026. Updates on the Transit Program and FY26 and FY26 Concrete Projects were given. Fiscal year 2026 ended with 26,067 riders, which is a 842 or 3.3% increase compared to fiscal year 2025. For Fiscal year 2027 the approved sidewalk projects total is $460,000. The next quarterly meeting is scheduled for Monday, December 14, 2026, at City Hall.

Cleveland County disABILITY Coalition – The monthly meeting took place on Tuesday, September 1, 2026, at United Way. The purpose of the Cleveland County disABILITY Coalition is to increase awareness of all disabilities, to identify community needs and to develop solutions to those needs. Updates from the ADA Committee and Transportation were given. The speaker this month was Alex Taussig from the Department of Rehabilitation Services - Services for the Blind and Visually Impaired which they provide the following:

- Organization Overview: Provide rehabilitation teachers that provide everyday living assistance. They service all Oklahoma area but have Vibe program only in Oklahoma City, Tulsa, and Muskogee at the School for the blind. Norman is still able to use service. They have 10 assistors and 3 rehab teachers
- Programs & Activities: Assist with walking with cane, gardening, cooking, accessible option, and help getting a job.

- Community Engagement: End of program graduation is given, events, and community gatherings.

Announcements:

- Next ADA Citizen's Advisory Committee is September 14th at City Hall.

The next meeting is scheduled for Tuesday, October 6, 2026, at United Way.

PLANNING AND COMMUNITY DEVELOPMENT 10

September 2026 Residential Permit Activity

Category	Permit	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Valuation
Multi-Family, Addition / Alteration	PRAD202604248	2026-09-28	401 12TH AVE SE	80	RM-6	1	TRIAD 2	MARISSA SHARP	$ 8,950.00
	1								**$ 8,950.00**
Multi-Family, Fire	PRFI202603864	2026-09-03	220 W SYMMES ST		CCFB	4	LARSH'S FIRST ADD D L	BDY REAL ESTATE 2 LLC	$ 19,887.00
	PRFI202603866	2026-09-03	211 W SYMMES ST		CCFB	4	LARSH'S FIRST ADD D L	211 W SYMMES LLC	$ 38,291.00
	2								**$ 58,178.00**
Multi-Family, New Multi-Unit Residential	PRMU202405459	2026-09-21	2273 36TH AVE NW	17251	SPUD	8	PRAIRIE CREEK ADD SEC 5	HAMPTON HOMES, LLC	$ 6,000,000.00
	PRMU202405919	2026-09-21	2275 36TH AVE NW	17085	SPUD	8	PRAIRIE CREEK ADD SEC 5	HAMPTON HOMES, LLC	$ 7,200,000.00
	PRMU202405920	2026-09-21	2261 36TH AVE NW	15459	SPUD	8	PRAIRIE CREEK ADD SEC 5	HAMPTON HOMES, LLC	$ 7,200,000.00
	3								**$ 20,400,000.00**
Multi-Family, Repair	PRDB202604092	2026-09-10	1357 12TH AVE NE		RM-6	6	LAKECREST ESTATES	TZ SERVICES LLC	$ 100,000.00
	PRDB202604192	2026-09-16	1600 ANN BRANDEN BLVD		RM-6	5	RENAISSANCE ADDITION	DASON FIRE & WATER RESTORATION INC	$ 40,000.00
	2								**$ 140,000.00**
Residential, Accessory Dwelling Unit	PRADU202602702	2026-09-08	1208 WOODLAND DR	690	R-1	4	WOODLAND ADD CORR	DOUG SWITZER	$ 70,000.00
	PRADU202603995	2026-09-25	4306 BAXTER LN	1501	A-2	5	RIDGELINE ESTATES	JAMES PADDLEFORD JR	$ 188,500.00
	2								**$ 258,500.00**
Residential, Accessory Structure	PRAB202602521	2026-09-25	2725 120TH AVE NE	1600	A-2	5	H & L 2	BOBBY D OLIVER SR	$ 3,000.00
	PRAB202603490	2026-09-16	11450 TORRANS LN	1260	A-2	5	TORRANS ADD	LEN TAUER	$ 24,000.00
	PRAB202603761	2026-09-17	10505 JERICHO RD	1080	A-2	5	RED ROCK RIDGE COS	BETTER BARNS	$ 30,000.00
	PRAB202603883	2026-09-23	1523 WILSHIRE AVE	288	R-1	2	WESTLAND ADD	TUFF SHED INC	$ 22,413.00
	PRAB202603887	2026-09-14	4700 RIDGEWAY PL	1291	RE	8	GRANDVIEW EST NORTH 2	CA MCCARTY CONSTRUCTION LLC	$ 95,000.00
	PRAB202604071	2026-09-21	1015 TARKINGTON DR	288	RE	5	FLAMING OAKS EST ADD	IVAN MACEDO	$ 2,000.00
	PRAB202604078	2026-09-15	602 E ACRES ST	288	R-2	4	NORMAN O T	TERESA SUZANNE BORUM	$ 6,000.00
	PRAB202604172	2026-09-18	1204 WESTLAWN DR	300	R-1	2	EDGEMERE 3RD ADD	IRONLEAF DESIDN AND BUILD	$ 24,000.00
	PRAB202604187	2026-09-21	2725 120TH AVE NE	800	A-2	5	H & L 2	BOBBY D OLIVER SR	$ 2,000.00
	PRAB202604218	2026-09-23	900 82ND AVE SE	260	RE	5	THUNDERBIRD EST ADD	DARREL CLARK	$ 20,000.00
	PRAB202604351	2026-09-29	3901 ANNALANE DR	192	R-1	8	WARWICK ADD SEC 4	MARK DANIELS	$ 3,000.00
	11								**$ 231,413.0**

September 2026 Residential Permit Activity

Residential, Addition / Alteration	PRAD202602520	2026-09-25	2725 120TH AVE NE	320	A-2	5	H & L 2	BOBBY D OLIVER SR	$	2,500.00
	PRAD202603165	2026-09-17	705 SCOTTS BLUFF	216	R-1	3	WILLOWBEND 3	KUMAR ENNAMURI	$	10,000.00
	PRAD202603394	2026-09-28	764 DEANS ROW AVE	4566	CCFB	4	LARSH'S UNIVERSITY ADD	DOMINION HOMES INC	$	700,000.00
	PRAD202603817	2026-09-01	2682 BRENTWOOD DR	80	R-1	2	NORMANDY PARK	CORNERSTONE CONSTRUCION INC	$	5,703.00
	PRAD202603840	2026-09-02	709 CHAUTAUQUA AVE	320	R-2	4	REEDS ADD	EISEL ROOFING & CONSTRUCTION	$	250,000.00
	PRAD202603911	2026-09-10	4312 HUNTLEIGH CT	300	R-1	3	BROOKHAVEN 5TH	JOSEPH CHRISTIAN	$	20,000.00
	PRAD202603926	2026-09-18	817 MOCKINGBIRD LN	2810	R-1	4	LINCOLN TERRACE ADD	KEVIN R FRANK	$	40,000.00
	PRAD202603961	2026-09-10	3012 SUMMIT HILL RD	169	R-1	1	SUMMIT LAKES ADD SEC 5	SUNROOMS & MORE	$	36,806.00
	PRAD202603983	2026-09-23	4101 BRIARCREST DR	1500	R-1	3	BROOKHAVEN 3RD	ALAINA LEGENDRE	$	150,000.00
	PRAD202604085	2026-09-23	3311 WOODSBORO DR	319	R-1	8	CROSSROADS WEST 3	FINE LINE FINISHES OKLAHOMA	$	60,000.00
	PRAD202604132	2026-09-28	525 W SYMMES ST	600	R-1	4	WAGGONER'S TR FIRST ADD	KRITTENBRINK GROUP	$	250,000.00
	PRAD202604160	2026-09-17	4610 DERBY DR	20	RE	8	STABLE RUN	GREGORY SARTIN	$	2,700.00
	PRAD202604163	2026-09-17	3908 PRESTON CT	216	R-1	3	CHERRY CREEK SEC 2	SUNROOMS & MORE	$	46,205.00
	13								**$**	**1,573,914.00**
Residential, Demolition	PRDE202504591	2026-09-04	214 E BEAL ST		R-3	4	NORMAN O T	CEDARLAND HOMES LLC		N/A
	PRDE202603746	2026-09-04	766 JENKINS AVE		R-3	4	LARSH'S UNIVERSITY ADD	TOTAL DEMOLITION		N/A
	PRDE202603975	2026-09-16	9651 E ETOWAH RD		A-2	5	NOT SUBDIVIDED	VANCE HOOPER		N/A
	3									**N/A**
Residential, Manufactured Home	PRMF202603900	2026-09-28	11504 LAGO VISTA RD	2040	A-2	5	LAGO VISTA	KYLE GRAY	$	232,000.00
	1								**$**	**232,000.00**
Residential, Manufactured Home Replacement	PRMF202603544	2026-09-03	10601 E INDIAN HILLS RD	1216	A-2	5	CLINKENBEARD ACRES	MARCY A SCOTT	$	50,000.00
	1								**$**	**50,000.00**
Residential, New Single Family Dwelling	PRSF202603659	2026-09-03	3030 PESCARA DR	3209	PUD	1	SIENA SPRINGS ADD. SEC. 2	DP GAMBLE HOMES INC	$	320,000.00
	PRSF202603679	2026-09-02	4208 CROWNED CIRCLE	2067	R-1	7	EAGLE CLIFF WEST SEC 01	HOME CREATIONS INC	$	289,240.00
	PRSF202603700	2026-09-28	4212 CROWNED CIRCLE	1690	R-1	7	EAGLE CLIFF WEST SEC 01	HOME CREATIONS INC	$	236,600.00
	PRSF202603718	2026-09-09	7601 96TH AVE NE	6446	A-2	5	BLANDFORD BLUFF COS	JORDAN CHAVEZ	$	810,000.00
	PRSF202603757	2026-09-02	4111 CARAWAY LN	2685	R-1	5	BELLATONA ADD SEC 4	HOME CREATIONS INC	$	395,900.00
	PRSF202603799	2026-09-11	3817 CASSIDY DR	2841	PUD	7	FLINT HILLS ADD SEC 02	IDEAL HOMES OF NORMAN LP	$	299,000.00
	PRSF202603806	2026-09-22	3920 MONTELENA CT	4486	R-1	3	BROOKHAVEN NO 41 ADDITION	MAJESTIC FINE HOMES LLC	$	800,000.00

September 2026 Residential Permit Activity

	PRSF202603822	2026-09-01	3709 BLACK MESA RD	3260	PUD	6	RED CANYON RANCH SEC 6	IDEAL HOMES OF NORMAN, LP	$	388,000.00
	PRSF202603850	2026-09-10	2501 60TH AVE NW	7638	A-2	3	NOT SUBDIVIDED	JAYV CONSTRUCTION LLC	$	1,250,000.00
	PRSF202603994	2026-09-25	4306 BAXTER LN	3667	A-2	5	RIDGELINE ESTATES SURVEY	JAMES PADDLEFORD JR	$	461,500.00
	PRSF202604047	2026-09-17	3026 PESCARA DR	3159	PUD	1	SIENA SPRINGS ADD SEC 2	DP GAMBLE HOMES INC	$	313,740.00
	PRSF202604057	2026-09-22	4415 FOUNTAIN VIEW DR	5979	R-1	8	FOUNTAIN VIEW ADD SEC 1	DENALI HOMES LLC	$	823,600.00
	PRSF202604061	2026-09-15	3902 EUREKA DR	1969	PUD	8	FLINT HILLS SEC 2	IDEAL HOMES OF NORMAN LP	$	180,740.00
	PRSF202604113	2026-09-28	500 TYLER DR	2369	R-1	6	ALAMEDA PARK ADD SEC 3	SHERIDAN HOMES LLC	$	282,840.00
	PRSF202604114	2026-09-28	504 TYLER DR	2417	R-1	6	ALAMEDA PARK ADD SEC 3	SHERIDAN HOMES LLC	$	280,740.00
	PRSF202604118	2026-09-17	1519 EUREKA ST	2688	PUD	8	FLINT HILLS ADDITION SEC 2	IDEAL HOMES OF NORMAN LP	$	270,340.00
	PRSF202604194	2026-09-24	4513 LAS COLINAS LN	3099	R-1	8	LAS COLINAS ADD SEC 1	LANDMARK FINE HOMES LP	$	570,000.00
	PRSF202604216	2026-09-29	3007 ISABELLA RD	4240	R-1	8	LAS COLINAS ADD SEC 1	STONEWALL HOMES LLC	$	950,000.00
	PRSF202604358	2026-09-29	3304 DRAGONFLY RD	4258	PUD	6	FROST CREEK	STONEWALL HOMES LLC	$	700,000.00
	19								**$**	**9,622,240.00**
Residential, New Two Family	PRDU202603771	2026-09-04	2525 E LINDSEY ST	2400	PUD	1	MISSION NORMAN ADDITION	COLONY FINE HOMES	$	336,000.00
	PRDU202604112	2026-09-25	1322 TORTOISE WOOD RD	3787	RM-6	5	TURTLE CROSSING PHASE 2	COLONY FINE HOMES	$	234,541.00
	PRDU202604125	2026-09-30	1330 TORTOISE WOOD RD	2345	RM-6	5	TURTLE CROSSING PHASE 2	COLONY FINE HOMES	$	403,480.00
	PRDU202604127	2026-09-30	1341 TORTOISE WOOD RD	2345	RM - 6	5	TURTLE CROSSING PHASE 2	COLONY FINE HOMES	$	403,480.00
	4								**$**	**1,377,501.00**
Residential, Pool	PRPO202602603	2026-09-17	3121 MILLBURY RD	836	PUD	6	THE VINEYARD PHASE II	STEVE A STILE	$	55,000.00
	PRPO202603848	2026-09-10	7900 E ROBINSON ST	600	A - 2	5	BAREFOOT MEADOWS COS	MARCO FIGUEROA	$	70,000.00
	PRPO202603937	2026-09-10	2015 ALLORA CT	240	R-1	5	SUMMIT VALLEY ADD SEC 2	PLEASANT POOLS	$	56,000.00
	PRPO202603969	2026-09-14	1909 PECAN MESA RD	1280	A-2	6	COTTONWOODS FLATS ESTATES COS	FOX POOLS OF CENTRAL OK	$	233,020.00
	PRPO202604062	2026-09-16	4231 MIDDLEFIELD CT	506	R-1	3	BROOKHAVEN NO.34 ADDITION	ARTISTIC POOLS	$	99,000.00
	PRPO202604183	2026-09-23	519 BASIN WAY	459	PUD	6	PINE CREEK ADD	SIGNATURE CUSTOM POOLS	$	95,000.00
	6								**$**	**608,020.00**
Residential, Repair	PRDB202604145	2026-09-24	2312 MORGAN DR		R-1	2	WESTWOOD EST NORTH ADD	S & W RENTAL INVESTMENTS LLC	$	25,000.00
	PRDB202604287	2026-09-22	2328 PARKLAND WAY	300	R-1	2	WESTWOOD EST NORTH ADD	LEGACY ROOFING	$	42,000.00
	PRDB202604320	2026-09-23	307 E HUGHBERT ST		R-3	4	JONES ADD J A	TERRY SUTTON	$	5,000.00
	3								**$**	**72,000.00**

September 2026 Residential Permit Activity

Residential, Storm Shelter	PRSS202603936	2026-09-09	300 RAMSEY CT	R-1	3	CAMBRIDGE ADD	OZ SAFEROOMS TECHNOLOGIES, INC	$	10,800.00
	PRSS202603979	2026-09-03	2034 DELPHINE DR	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA LLC	$	2,450.00
	PRSS202603997	2026-09-04	3719 EUREKA DR	PUD	8	FLINT HILLS SEC 2	IDEAL HOMES OF NORMAN LP	$	3,000.00
	PRSS202604031	2026-09-22	440 S PICKARD AVE	R-1	4	FRICK ADD	RICHARD JONES	$	7,600.00
	PRSS202604051	2026-09-09	3017 RED CEDAR WAY	PUD	8	GREENLEAF TRAILS ADD SEC 12	FLATSAFE TORNADO SHELTERS	$	4,400.00
	PRSS202604059	2026-09-10	2819 CLIFTON TER	R-1	1	VARENNA LANDING ADD SEC 1	ADAM GREGORY DREAMMAKER	$	2,700.00
	PRSS202604124	2026-09-11	2100 MANDERLY CT	R-1	5	BELLATONA ADD SEC 1	POOL, DAVID WAYNE & JULIE ANNE	$	3,600.00
	PRSS202604213	2026-09-17	2806 DUNHAM DR	R-1	1	SUMMIT LAKES ADD SEC 12	GROUND ZERO SHELTERS	$	3,995.00
	PRSS202604214	2026-09-17	2829 DUNHAM DR	R-1	1	SUMMIT LAKES ADD SEC 12	GROUND ZERO SHELTERS	$	3,995.00
	PRSS202604215	2026-09-16	2910 SUMMIT TERRACE DR	R-1	1	SUMMIT LAKES ADD SEC 12	GROUND ZERO SHELTERS	$	3,995.00
	PRSS202604221	2026-09-17	2618 RICHARDSON DR	R-1	1	MEADOWOOD ESTATES ADD	FLATSAFE TORNADO SHELTERS	$	2,800.00
	PRSS202604224	2026-09-17	3007 ISABELLA RD	R-1	8	LAS COLINAS ADD SEC 1	STORM SAFE SHELTERS	$	4,850.00
	PRSS202604230	2026-09-17	2802 DUNHAM DR	R-1	1	SUMMIT LAKES ADD SEC 12	GROUND ZERO SHELTERS	$	3,995.00
	PRSS202604240	2026-09-18	3028 PINECREST ST	R-1	6	SHADOW LAKE	MARY E JOHNSON	$	6,500.00
	PRSS202604247	2026-09-24	2927 WILLOW CREEK DR	R-1	6	WOODCREST ESTATES 3	LYDIA WELCH	$	3,500.00
	PRSS202604266	2026-09-21	5660 SHADY LN	A-2	8	BLUE LAKES ADD	GROUND ZERO SHELTERS	$	4,395.00
	PRSS202604318	2026-09-23	4004 CHAMBERLYNE WAY	R-1	8	WARWICK ADD SEC 7	PAUL VERMILLION	$	5,000.00
	PRSS202604359	2026-09-25	3304 DRAGONFLY RD	PUD	6	FROST CREEK	STORM SAFE SHELTERS	$	4,850.00
	18							**$**	**82,425.00**
Total	**89**							**$**	**34,715,141.00**

September 2026 Residential Permit Activity

Category	Permits	Valuation
Multi-Family, Addition / Alteration	1	$ 8,950.00
Multi-Family, Fire	2	$ 58,178.00
Multi-Family, New Multi-Unit Residential	3	$ 20,400,000.00
Multi-Family, Repair	2	$ 140,000.00
Residential, Accessory Dwelling Unit	2	$ 258,500.00
Residential, Accessory Structure	11	$ 231,413.00
Residential, Addition / Alteration	13	$ 1,573,914.00
Residential, Demolition	3	N/A
Residential, Manufactured Home	1	$ 232,000.00
Residential, Manufactured Home Replacement	1	$ 50,000.00
Residential, New Single Family Dwelling	19	$ 9,622,240.00
Residential, New Two Family	4	$ 1,377,501.00
Residential, Pool	6	$ 608,020.00
Residential, Repair	3	$ 72,000.00
Residential, Storm Shelter	18	$ 82,425.00
Total	**89**	**$ 34,715,141.00**

September 2026 Non-Residential Permit Activity

Category	Permit	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Tenant	Valuation
Commercial, Addition / Alteration	PRAD202603126	2026-09-25	601 MEADOW RIDGE RD	4720	A-2	3	NOT SUBDIVDED- NPS	MANHATTAN CONSTRUCTION COMPANY	NORMAN PUBLIC SCHOOLS	$ 2,043,750.00
	PRAD202603214	2026-09-25	600 PARKSIDE RD	3979	A-2	3	NOT SUBDIVIDED - TRUMAN ELEMENTARY	MANHATTAN CONSTRUCTION COMPANY	NORMAN PUBLIC SCHOOLS	$ 694,375.00
	PRAD202603703	2026-09-01	2900 OAK TREE AVE	4325	PUD	7	OAKTREE APARTMENTS ADD	RC CONTRACTORS	TAILWIND GROUP	$ 600,000.00
	PRAD202603798	2026-09-25	430 N BERRY RD	2400	C-1	2	SUNSET ADD	LEE, YENCHING	LEE, YENCHING	$ 50,000.00
	PRAD202603952	2026-09-14	1024 24TH AVE NW	2236	C-1	2	WESTPORT PROFESSIONAL PARK 4	TMG CONSTRUCTION MANGAGEMENT INC	TACO BELL	$ 230,000.00
	PRAD202603962	2026-09-11	908 26TH AVE NW	100	C-2	2	WESTPORT PROFESSIONAL PARK 2	A BETTER CONSTRUCTION CO	QUIST CONSULTANTS	$ 27,000.00
	PRAD202603976	2026-09-14	2324 24TH AVE NW	2000	PUD	8	UNIVERSITY NORTH PARK SEC VI	ROB ELLIOTT	CNS JEWELRY AND WATCH REPAIR	$ 92,000.00
	7									**$ 3,737,125.00**
Commercial, Demolition	PRDE202603668	2026-09-02	2301 WESTPARK DR		C-2	2	WESTRIDGE OFFICE PARK	K & M DIRT SERVICES LLC		N/A
	PRDE202603988	2026-09-04	6221 INTERSTATE DR		A-2	8	MELTON ADD	MIDWEST WRECKING CO		N/A
	2									**N/A**
Commercial, Fire	**4**									**$ 30,000.00**
Commercial, New Commercial Building	PRNR202602438	2026-09-04	4801 W MAIN ST	14650	C-2	3	CAMBRIDGE 6	CHRIS BARNES	CNS JEWELRY AND WATCH REPAIR	$ 1,250,000.00
	1									**$ 1,250,000.00**
Total	**14**									**$ 5,017,125.00**

September 2026 Non-Residential Permit Activity

Category	Permits	Valuation
Commercial, Addition / Alteration	7	$ 3,737,125.00
Commercial, Demolition	2	N/A
Commercial, Fire	4	$ 30,000.00
Commercial, New Commercial Building	1	$ 1,250,000.00
Total	**15**	**$ 5,017,125.00**

Monthly Permit Activity-September 2026

Group	Category	Permit	2026 Permits	2026 Valuation	2025 Permits	2025 Valuation
RESIDENTIAL	Multi-Family, Addition / Alteration		25	$9,997,950.00		
	Multi-Family, Demolition		1			
	Multi-Family, Fire		11	$299,080.00	7	$584,859.00
	Multi-Family, Foundation Only		1	$1,500,000.00		
	Multi-Family, New Multi-Unit Residential		8	$88,006,800.00	10	$28,358,198.00
	Multi-Family, Repair		2	$140,000.00	3	$230,000.00
	Residential, Accessory Dwelling Unit		12	$1,633,000.00	12	$1,248,679.60
	Residential, Accessory Structure		90	$4,208,250.00	97	$3,925,523.74
	Residential, Addition / Alteration		95	$9,097,396.01	101	$8,796,531.51
	Residential, CarPort		21	$224,133.00	20	$133,341.00
	Residential, Demolition		41	$45,000.00	26	$20,000.00
	Residential, Fire		6	$69,302.00	7	$87,285.00
	Residential, Manufactured Home		6	$804,228.00	17	$2,462,971.63
	Residential, Manufactured Home Replacement		1	$50,000.00	5	$781,999.00
	Residential, New Single Family Dwelling		243	$110,931,488.00	320	$121,734,859.50
	Residential, New Town House		2	$1,205,000.00		
	Residential, New Two Family (duplex)		15	$4,730,983.00	2	$1,228,000.00
	Residential, Pool		49	$4,515,953.00	84	$6,693,668.93
	Residential, Repair		21	$2,211,993.02	11	$672,308.09
	Residential, Solar		10	$199,818.70	55	$1,717,166.22
	Residential, Storm Shelter		169	$741,148.50	296	$1,831,866.00
	Residential, Water Well		8		16	
	Townhouse, Fire		1	$12,000.00		
	Total		**838**	**$240,673,523.23**	**1,089**	**$180,507,257.22**
NON-RESIDENTIAL	Commercial, Accessory Structure		6	$530,000.00	2	$16,010.00
	Commercial, Addition / Alteration		78	$25,448,851.39	95	$39,244,891.42
	Commercial, Demolition		10	$84,000.00	17	$80,500.00
	Commercial, Fire		74	$8,763,102.25	99	$19,403,117.76
	Commercial, Foundation Only		3	$7,135,000.00	3	$2,664,597.00
	Commercial, New Commercial Building		28	$40,040,000.00	44	$95,234,570.90
	Commercial, RCF/RDCF		2		4	
	Commercial, Repair		2	$1,040,000.00	4	$518,835.40
	Commercial, Solar		5	$1,072,364.98	4	$1,096,544.00
	Commercial, Utilities WM		3		3	
	Commercial, Water Well		1			
	Total		**212**	**$84,113,318.62**	**275**	**$158,259,066.48**
OTHER ACTIVITY	# of New Dwelling Units		573		494	
	All Field Inspections		15,620		20,145	
	Certificate of Completion (CC)		2,506		3,342	
	Certificate of Occupancy (CO)		369		681	
	Demo # of Dwelling Units		104		21	
	Demolition		1			
	Electrical Permit		1,013		1,109	
	Fire		1			
	Garage Sale		584		781	
	Lot Line Adjustment		10			
	Mechanical Permit		930		1,191	
	Paving (PRIVATE PROPERTY)		59	$1,241,622.00	95	$3,457,274.00
	Plumbing Permit		1,176		1,388	
	Public Works		249	$11,753,334.79	266	$12,361,415.08
	Sign		170	$64,000.00	181	$111,375.00
	Solar				1	
	Structure Moving		10		29	$300,000.00
	Temporary Structure		16		22	
	Utilities WM		17		5	
	Total		**23,408**	**$13,058,956.79**	**29,751**	**$16,2**
Total			**24,458**	**$337,845,798.64**	**31,115**	**$354,996,387.78**

POLICE 11

NORMAN POLICE DEPARTMENT

MONTHLY DEPARTMENT OVERVIEW

@normanokpd

SEPTEMBER | 2026

MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED OFFENSES	2026	5-YEAR AVERAGE	2025
MURDER	0	1	0
SEXUAL ASSAULTS	17	20	13
ROBBERY	3	4	5
AGGRAVATED ASSAULTS	14	23	17
BURGLARY OF BUILDING	28	40	20
LARCENY/THEFT	167	227	197
MOTOR VEHICLE THEFT	7	33	22
ARSON	1	1	2
KIDNAPPING	1	2	4
FRAUD/FORGERY	63	76	64
DUI/APC	24	30	32
PUBLIC INTOXICATION	63	56	46
RUNAWAYS	34	32	30
DRUG VIOLATIONS	46	55	50
THREATS/HARASSMENT	40	49	44
VANDALISM	52	80	55
OTHER	603	638	621
TOTAL REPORTED OFFENSES	**1,163**	**1,364**	**1,222**
TOTAL ARRESTS:	**696**	**700**	**697**
PROTECTIVE CUSTODY:	30	80	40
TOTAL CASE REPORTS*	**899**	**1,095**	**1,018**

	2026	5-YEAR AVERAGE	2
COLLISIONS	**213**	**210**	**221**
FATALITY	0	1	2
INJURY	30	31	32
NON-INJURY	183	178	187
NUMBER OF PEOPLE INJURED	39	43	46
CITATIONS & WARNINGS	**5,247**	**2,812**	**3,388**
TRAFFIC CITATIONS	1,068	508	844
TRAFFIC WARNINGS	3,003	1,209	1,646
PARKING CITATIONS & WARNINGS	1,176	1,095	898

COMMUNICATIONS CENTER ACTIVITY OVERVIEW

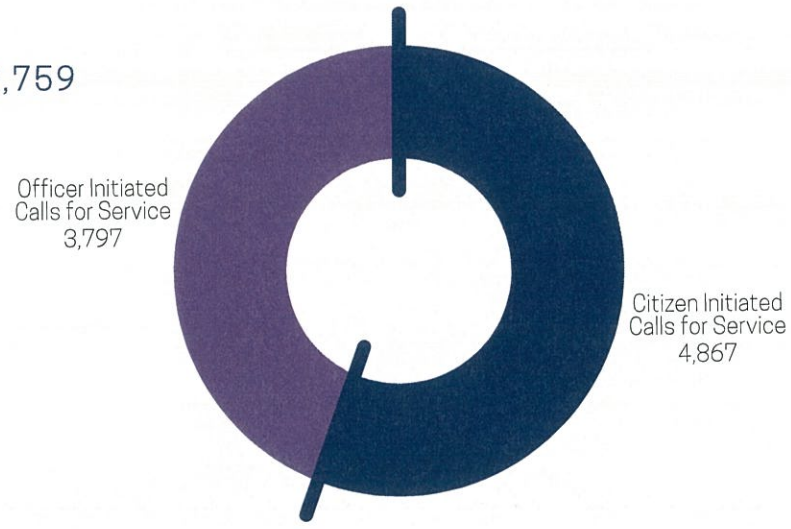
911 CALLS TAKEN: 6,615

NON-EMERGENCY CALLS TAKEN: 14,974

TOTAL INCOMING CALLS: 22,546
TOTAL CALLS FOR SERVICE GENERATED: 12,759

POLICE CALLS FOR SERVICE: 8,664
- OFFICER INITIATED: 3,797
- CITIZEN INITIATED: 4,867

OTHER CAD ACTIVITY:
- NORMAN FIRE: 1,907
- EMSSTAT: 2,188



TOP FIVE POLICE CALLS FOR SERVICE

1. DISTURBANCE / DOMESTIC: 510
2. CONTACT A SUBJECT: 503
3. WELFARE CHECK: 448
4. PARKING PROBLEM: 435
5. ALARM : 346

INVESTIGATIONS ACTIVITY

CASES OPEN DURING REPORTING PERIOD: 271

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 106

CASES CLOSED DURING REPORTING PERIOD: 387
- CLEARED BY ARREST / WARRANT: 18
- CLEARED BY EXCEPTION: 15
- COP FOLLOW-UP: 1
- DEACTIVATED: 300
- DEACTIVATED DUE TO STAFFING: 20
- MISSING PERSONS RECOVERED: 11
- REFERRED INTERNALLY: 11
- UNFOUNDED: 11

ANIMAL WELFARE

- INTAKES: 271
- LIVE RELEASES: 314
- LIVE OUTCOME RATE: 96%
- ANIMALS FOSTERED: 113
- VOLUNTEER HOURS: 226

RECORDS

- CUSTOMER SERVICE CONTACTS: 2,343
  - IN-PERSON CONTACTS: 753
  - PHONE CONTACTS: 802
  - EMAIL CONTACTS: 788

DEPARTMENT STAFFING

- AUTHORIZED COMMISSIONED: 184
- ACTUAL EMPLOYED: 179
- AVAILABLE FOR ASSIGNMENT: 159**

- AUTHORIZED PROFESSIONAL STAFF: 76
- ACTUAL EMPLOYED: 71
- AVAILABLE FOR ASSIGNMENT: 70**

This number is less than reported crime due to multiple offenses occurring or being reported as part of one case report.

***This number reflects personnel available for assignment. This does not include individuals on non-discretionary leave, in the police academy, or in field training.*

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report
September 2026

IN SHELTER ANIMAL COUNTS

	2025			2026			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	82	124	206	59	122	181	(25)	-12%
Ending	84	134	218	59	95	154	(64)	-29%

ANIMAL INTAKES

	2025			2026			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	112	113	225	62	72	134	(91)	-40%
Owner Relinquish	14	26	40	19	36	55	15	38%
Owner Intended Euth	0	0	0	0	0	0	0	
Transfer In	0	13	13	15	13	28	15	115%
Other Intakes*	5	0	5	2	44	46	41	820%
Returned Animal	7	8	15	5	3	8	(7)	-47%
TOTAL LIVE INTAKES	138	160	298	103	168	271	(27)	-9%

*Confiscate, Protective Custody, Born in Shelter, and all other infrequent entries

OTHER STATISTICS

	2025	Total	2026	Total	Comparisons Difference	Percent
Wildlife Collected (DOA)	0	0	0	0	0	
Dog Collected (DOA)	0	0	1	1	1	
Cat Collected (DOA)	2	2	3	3	1	50%
Wildlife Transferred	0	0	0	0	0	
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	0	0	0	0	0	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	2	2	2	2	0	0%
Intake Pigs	0	0	0	0	0	
Intake Other	15	15	3	3	(12)	-80%
TOTAL OTHER ITEMS	19	19	9	9	(10)	-53%

LENGTH OF STAY (DAYS)

	2025	2026
Dog	18	16
Cat	12	17

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	81	18	0	99

Norman Animal Welfare Monthly Statistical Report
September 2026

LIVE ANIMAL OUTCOMES

	2025			2026			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	58	119	177	42	97	139	(38)	-21%
Return To Owner	40	7	47	24	2	26	(21)	-45%
Transferred Out	25	16	41	36	40	76	35	85%
Returned to Field	0	38	38	0	53	53	15	39%
Returned to Owner in Field	10	0	10	20	0	20		
TOTAL LIVE OUTCOMES	133	180	313	122	192	314	1	0%

OTHER ANIMAL OUTCOMES

	2025			2026			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	6	6	1	1	2	(4)	-67%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	11	8	19	2	7	9	(10)	-53%
Owner Intended Euth	0	0	0	4	1	5	5	
TOTAL OTHER OUTCOMES	11	14	25	7	9	16	(9)	-36%

TOTAL OUTCOMES

	2025			2026			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	133	180	313	122	192	314	1	0%
Total Other Outcomes	11	14	25	7	9	16	(9)	-36%
TOTAL OUTCOMES	144	194	338	129	201	330	(8)	-2%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	0	5		5	56%
Medical - Injured	0	2		2	22%
Behavior - Aggressive	1	0		1	11%
Behavior - Other	1	0		1	11%
TOTAL EUTHANASIA	2	7	0	9	

MONTHLY LIVE RELEASE RATE

2025	2026
92.6%	96.6%

Live Outcomes / (Total Outcomes - Owner Int Euth)

PUBLIC WORKS 12

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
September 2026

ENGINEERING DIVISION
DEVELOPMENT

The Development Manager processed one (1) preliminary plat, one (1) final plat, one (1) release of deferral for City Council. The Development Engineer reviewed fifteen (15) sets of construction plans and two (2) punch list items. There were 132 permits reviewed and/or issued. Fees were collected in the amount of $20,857.71.

CAPITAL PROJECTS:
2019 Transportation Bond Projects;

On April 2, 2019, the citizens of Norman voted in favor of a Bond Issue to finance the local share of nineteen (19) transportation improvement projects. The projects currently underway are the Gray Street Two-Way Project that consists of the conversion of Gray Street from a one-way street to a two-way street between University Avenue and Porter Avenue and the Jenkins Avenue Project that consists of widening and reconstruction of Jenkins Avenue between Imhoff Road and Lindsey Street.

Gray Street Two-Way Conversion – University Boulevard to Porter Avenue:

The Oklahoma Department of Transportation conducted a bid opening on March 21, 2024, for the Gray Street Two-Way 2019 Bond Project. The lowest bidder was Ellsworth Construction, LLC of Oklahoma City, Oklahoma. ODOT awarded the project on April 1, 2024. Construction started on Monday, August 5, 2024, and there were 360 calendar days in the project. The contract time has expired, and the contractor is being charged $1,300 per day liquidated damages until the project is complete. The Oklahoma Department of Transportation is administering the construction of this project, with the assistance of WSB.

Proposed improvements include:

- New sidewalks, landscaping, and pedestrian safety improvements
- Conversion to reverse angle parking for on-street spaces
- New decorative roadway lighting
- Decorative paving elements
- New curb and gutter
- Modified decorative traffic signals
- Revised signing and striping for two-way operation
- Reconstruction of the James Garner Avenue intersection
- New gates and controls for two-way operation of the railroad crossing

Gray Street was fully opened to two-way traffic on Sunday, May 31st at 4:30 am, after BNSF completed their testing of the railroad crossing and opened it to traffic.

The contractor's activities this month were as follows:

- Continued correction of sidewalks, etc. to ensure ADA compliance and to repair cracked or damaged concrete
- Completed all striping
- Backfilled to correct ponding near James Garner Avenue

- Installed topsoil in all areas to be planted or sodded
- Began adding fertilizer in areas to be sodded
- Began installing sod
- Began final cleanup and redressing of staging area
- Plants for landscaping are expected to be delivered in early October with trees to be planted in November to coincide with optimal planting seasons

Jenkins Avenue 2019 Bond Project:

The Oklahoma Department of Transportation conducted a bid opening on October 10, 2024, for the Jenkins Avenue 2019 Bond Project. The low bidder was Silver Star Construction Company, Inc. of Moore, Oklahoma. ODOT awarded the project on November 4, 2024. Construction started on Monday, March 3, 2025. There are 540 calendar days in the project, which will likely require approximately 2 years to complete, taking into account weather days. The Oklahoma Department of Transportation is administering the construction of this project.

Proposed improvements include:

- New 4-lane roadway with raised median
- Realignment of Imhoff Road and Constitution Street with a new roundabout
- Realigned Timberdell Road intersection
- New 4-legged intersection at Stinson Street
- New decorative traffic signals at Timberdell Road and Stinson Street intersections
- New 10-foot multi-use trails and sidewalks
- Landscaping
- Pedestrian safety improvements
- Improved storm drainage pipeline system

Beginning Monday, April 6, 2026, traffic was shifted to the newly completed northbound lanes on Jenkins Avenue so that Phase 3, which includes the west half of Jenkins Avenue from Reaves Park Road to the north project limits near Lindsey Street could be reconstructed. The contractor's activities this month on Phase 3 were as follows:

- Finished Jenkins Avenue concrete pavement in southbound between Lindsey Street and Reaves Park Road
- Finished all side street concrete pavement on the west side of Jenkins Avenue
- Started OU 8-foot-wide sidewalk installation on the west side of Jenkins Avenue
- Started traffic signal base installation at Timberdell Road

Saxon Industrial Park Phase III:

The City of Norman and Norman Economic Development Coalition (NEDC) have been collaborating since 2015 in support of an economic development project in Saxon Industrial

Park that will make another 47.43 acres available for industrial development. This project is intended to capitalize on federal funds to expand City infrastructure in this industrial area to allow for expansion of existing businesses and promote new businesses.

The City of Norman contracted with SMC Consulting, P.C. to develop a preliminary plat for approximately 47.43 acres of land generally located south of State Highway 9 between Technology Place and Saxon Park. The contract for the design of the roadway project was approved by Norman City Council on April 14, 2020, and was completed on June 30, 2025. The City of Norman Streets Division is constructing the roadway project. The project began on December 5, 2025, and is anticipated to be complete by late fall 2026.

Proposed improvements include:

- New asphalt roadway that connects Technology Place, John Saxon Boulevard and 36th Avenue SE
- New storm sewer, sanitary sewer and water line infrastructure

During September 2026, the Streets Division continued roadway grading in preparation for the installation of concrete curb and gutter. The division continued constructing storm sewer inlet structures and roadway storm sewer crossings. In October, the selected stabilization agent will be applied to stabilize the roadway subgrade in preparation for the next phase of construction. Progress during September continued to be impacted by storm cleanup efforts following the severe storm that affected Norman in July, requiring the Streets Division to temporarily shift its focus to emergency response and debris removal.

Sidewalk Programs:

12th Ave NE and W Brooks Street Sidewalk Project

This project is complete.

State Highway 9 Multi Use Path

This project is 80% funded through an ACOG grant. This project will include the construction of a 10' wide Multi Use Path from 48th Avenue SE to 72nd Avenue SE along the north side of State Highway 9. Oklahoma Department of Transportation conducted a bid opening on November 20, 2025, and after review awarded the contract to Ellsworth Construction Inc. Construction began in May 2026. During the month of September, the contractor has installed storm drain, box culverts, Multi Use Path Concrete and construction of the retaining wall has begun with approximately 450 feet completed of 1716 feet total.

Street Maintenance Bond Programs:

FYE 2026 Street Maintenance Bond Urban Concrete Pavement 1

The FYE 2026 Urban Concrete Pavement 1 bids were opened on August 21, 2025. Eight bids were received and the contract was awarded on October 14, 2025, to Arroyo's Concrete LLC, in the amount of $1,043,546.00. The project consists of concrete pavement rehabilitation for

the following locations: Wyckham Place from Brookhaven Boulevard to the end of the cul-de-sac, Rosewood Drive from Dakota Street to Crestmont Street, Crestmont Street from 24th Ave NW to Mercedes Drive, Sundown Drive from Forest Drive to Iowa Street, Foreman Avenue from Holiday Drive to Main Street, and Richmond Drive from Brooks Street to the end of the cul-de-sac. During the month of September 2026, the contractor has been working on Sundown Drive.

FYE 2026 Street Maintenance Bond Urban Concrete Pavement 2

The FYE 2026 Urban Concrete Pavement 2 bids were opened on August 21, 2025. Eight bids were received and the contract was awarded on October 14, 2025, to Arroyo's Concrete LLC, in the amount of $1,150,517.00. The project consists of concrete pavement rehabilitation for the following locations: 26th Ave NW Location from Hemphill Drive to 26th Avenue, Parkway Drive from Interstate Drive to 26th Avenue NW, Hemphill Drive from 24th Avenue NW to 26th Avenue NW, Westwood Drive from Sundown Drive to Fairway Drive, Sundown Drive from Dakota Street to Westwood Drive, Connelly Lane from Pickard Avenue to the end of the cul-de-sac, Whispering Pines Drive from Pickard Avenue to Whispering Pines Circle, Willow Lane from Pickard Avenue to Fairfield Drive, and Houston Avenue from Louise Lane to Lindsey Street. During the month of September 2026, the contractor finished working on Houston Avenue. This contract will be presented to the City Council for Final Acceptance in the upcoming scheduled meetings.

FYE 2026 Robinson Street and Interstate Drive Concrete and Asphalt Pavement

The FYE 2026 Robinson Street and Interstate Drive Concrete and Asphalt Pavement Project bids were opened on March 12, 2026. Nine bids were received and the contract was awarded on March 28, 2026, to Silver Star Construction Company Inc., in the amount of $2,754,948.00. The project consists of concrete pavement removal, soil stabilization and concrete placement and asphalt patching, milling, and asphalt overlay for the following locations: Robinson St from Loma Dr to Canterbury St, and Interstate Dr from Rock Creek Rd to Mt Williams Dr. The project is anticipated to be complete by September 2026, as the Interstate Drive phase of work required more extensive repairs than originally planned. During the month of September 2026, the contractor finished working on the overlay of Interstate Drive and concrete placement of Brookhaven Boulevard intersection with Robinson Street and is currently spot repairing Interstate Drive.

Bridge Bond Program:

The 24th Avenue SW Bridge Rehabilitation over Merkle Creek Project bids were opened on May 28, 2026. Three bids were received, and the contract was awarded on June 23, 2026, to Redlands Contracting LLC, in the amount of $569,864.00. The project involves the removal

of the existing damaged concrete and pedestrian facilities, stabilizing the embankment, and placing new concrete deck, improving bridge structure and extending the concrete box for improved drainage. The 24th Avenue SW bridge is located between Terrace Place, George L Cross Drive and Bud Wilkinson Drive SW, over Merkle Creek. During the month of September 2026, the contractor finished the southbound pavement removal and is currently working on the installation of pedestrian facility railing and pavement striping.

TRANSIT AND PARKING DIVISION
PUBLIC TRANSIT

Microtransit Pilot Program with Via Transportation – Norman On-Demand

Following guidance from the Council Community Planning and Transportation Committee, staff are preparing to request proposals this autumn for the continuation of microtransit service beyond the pilot program.

Transit Monthly Performance

EMBARK Norman (fixed-route) ridership for August 2026 was 46,954, a +5,262 or 12.62% increase compared to August 2025. Year to date EMBARK Norman ridership as of the end of August 2026 is 90,389, a +7,922 or 9.60% increase compared to the same period last year.

EMBARK Plus Norman (paratransit) ridership for August 2026 was 2,308, a +282 or 13.92% increase compared to August 2025. Year to date EMBARK Plus Norman ridership as of the end of August 2026 is 4,515, a +369 or 8.90% increase compared to the same period last year.

Norman On-Demand (microtransit) ridership for August 2026 was 1,888, a -752 or 28.49% decrease compared to August 2025. Year to date Norman On-Demand ridership as of the end of August 2026 is 3,430, a -2,002 or 36.86% decrease compared to the same period last year.

More details are available in the EMBARK Norman and the Norman On-Demand monthly performance reports which are routinely provided to the Community Planning and Transportation Committee and are available anytime by request.

Federal Transit Administration Triennial Review

Transit agencies receiving federal funds are subject to mandatory evaluations, conducted by the Federal Transit Administration (FTA) every three years, to ensure compliance with federal rules and statutes. This review includes 21 different management compliance areas including an examination of 57 procurement system elements, a financial management oversight review, and a physical site visit. The City's second such review as a transit agency was completed this year. The Final Report of this Triennial Review, received September 8, 2026, stated there were no deficiency findings. This exceptional outcome was celebrated with a press release dated September 21, 2026, which was also included in the monthly employee newsletter.

STREET DIVISION

Concrete Projects

- Street concrete crews worked at West Acres Railroad Crossing repairing curb & gutter, walking trail and lane dividers. This repair required 26.50 cubic yards of concrete and repaired 105.50 square yards.
- Street concrete crews worked at 3115 Wood Valley Road. This repair required 11 cubic yards of concrete and repaired 39.54 square yards.
- Street concrete crews worked at Technology Place. This repair required 7 cubic yards of drainage structure.

Asphalt Projects

- Streets paving crews worked Tecumseh Rd and 24th Ave NW to complete an asphalt repair. The asphalt deep patch required 10.44 tons to complete the repair.
- Streets paving crews worked 11129 Timberline Drive to complete an asphalt repair. The asphalt deep patch required 21.75 tons to complete the repair.

Roadside Operations

- Routine pothole patching operations used over 14.58 tons of asphalt material in September 2026.

Roadside Mowing Operations

- The Streets Mowing Crew completed the fifth pass of citywide mowing routes in September, mowing over 40 miles. Mowing operations have been substantially reduced due to dry conditions producing slow vegetation growth and budget concerns created by rising fuel prices.

Storm Debris Removal Operations

Streets Division staff, in response to the July 4th wind event facilitated debris removal and disposal operations. During September 2026, the debris removal is substantially complete with roughly 121,000 Cubic Yards of debris removed. Crews are working to finish grinding at the Ladd Road debris site before moving to grind remaining materials at Franklin Road debris management site.

STORMWATER DIVISION
STORMWATER MAINTENANCE

Resident Contacts

The Stormwater Division received 21 calls for new work order requests, and 22 work orders were closed.

Floodplain Permit Committee

The Floodplain Permit Committee met one time in September 2026. Three applications were approved.

Infrastructure Maintenance

- Assisted Streets division with installation of stormwater inlet box replacement at 2600 John Saxon Boulevard.
- Responded to ground voids at multiple locations through installation of safety measures and backfilling.
- Checked and cleared 191 storm inlets, including a shopping cart from Colonial North Creek.
- Removed 1.5 tons of debris from storm inlets.

Channel Maintenance

- Stormwater mowing crew completed 456,640 square feet of drainage mowing and removed 102.25 tons of channel debris in September 2026.

Urban Street Sweeping and Camera Van Operation

- 384 lane miles were swept in September, resulting in the removal of approximately 68.39 tons of debris.
- The Camera Crew captured and mapped 145 linear feet of Stormwater pipes.

Okie Stormwater Locate Operations

- Stormwater locator responded to 71 locate requests in September 2026.

FLEET DIVISION

Fleet Light Shop Operations

- Fleet Light shop inventory for September 2026 includes 603 total assets
- Parts cost in the Light shop for September 2026 was $33,350.13

Fleet Heavy Shop Operations

- Fleet Heavy shop inventory for September 2026 includes 288 total assets
- Parts cost in the Heavy Shop for September 2026 was $116,759.93

Fleet EVT Shop Operations

- Fleet EVT Shop asset inventory for September 2026 includes 47 total assets
- Parts costs at the Fleet EVT shop for September 2026 were $13,350.32

Fleet Transit Shop Operations

- Fleet Transit Shop asset inventory for September 2026 includes 47 total assets
- Parts costs at the Fleet Transit shop for September 2026 were $19,687.38

Fleet Fuel

- For the month of September 2026, the consumption of Unleaded gasoline was 34,572 gallons, Diesel fuel 33,201 gallons, and CNG 125,791 gallons
- The total monthly cost of fuel was $280,193

Fleet Maintenance

For the month of September 2026, Fleet staff completed 826 number of work orders

- 417 were for preventative maintenance
- 408 were for corrective repairs
- 1 was for warranty repair

Fleet Productivity

For the month of September 2026, Fleet staff had 3216 direct labor hours, and total productivity was 76.6%.

TRAFFIC DIVISION

Citizen Contacts

- Traffic Division received 138 citizen inquiries and 138 were completed

Traffic Studies

- 8 requests were received for traffic studies of various types
- 8 number of traffic studies were completed

Engineering Review

- Completed 44 reviews including subdivision plats, construction traffic control plans, traffic impact studies

Signing and Striping Operations

The Traffic Signing and Striping section completed:

- 131.50 hours of paint striping
- 0 installations of pavement markings (arrows, stop bars, crosswalks, etc.)
- 37 responses to damage to Stop or Yield signs
- 51 responses to lower priority signs
- 24 responses to street name signs

Traffic Signal Operations

The Traffic Signal section completed:

- 14 intersection traffic signal preventative maintenance performed
- 9 locations with reported signal malfunctions were repaired
- Traffic locator responded to 3,734 number of locate requests

On The Job Injuries

- 0 work hours were lost due to on-the-job injuries

UTILITIES 13

Monthly Report

September 2026

LINE MAINTENANCE:

Waterline Capital Projects

- Beaumont Drive – 100%
- 1357 12th NE Avenue – 100%
- Crest Court – 100%
- Barb Court – 100%
- Page Street – 100%
- Crail Drive – 0% Hold – Pending Lead Survey

Staff has completed the Crest Court project. Staff has completed the 12th AVE NE project. Staff has completed the Beaumont project. Staff has completed the Page Street project. Crail Project materials have been ordered – project on hold pending lead surveys. Ashton Grove project has been completed. Sutton Place project has been completed. Park Hill lift station pumps have been installed.

Water Line Breaks Total – 19 in September
Water Lines Hit by Contractor – 2

Sewer Line Data

- Total obstruction service requests September - 13
- Private Plumbing: 11
- City Infrastructure: 2
- Sanitary Sewer Overflows: 1 on private side, 2 on city side

Lift Station D Flows:

- Days – 30
- Average daily flow: 1.083 MGD
- Total Monthly flow: 32.499 MG

WASTEWATER PROJECTS:

WRF Reuse Pilot Study (WW0317) – Project is a pilot study designed to consider treatment alternatives to produce highly treated effluent at the WRF suitable for Indirect Potable Reuse (IPR) by discharging it into Lake Thunderbird to supplement Norman's available raw water supply. NUA approved a contract with Garver LLC on February 11, 2020 to design the pilot project for various alternative treatment processes to determine if reuse is feasible and, if so, to recommend the best and most economic treatment technologies for the implementation of a reuse program. In July 2020, NUA approved Amendment No. 1 to Garver's contract which consolidated all pilot study tasks, including procurement/rental of treatment equipment for alternative treatment trains, temporary construction/installation of pilot study equipment and eventual removal of all pilot study equipment, into Garver's contract. During the remainder of 2020, Garver completed pilot study design, and during winter 2020/2021 and spring 2021, temporary construction of Phase I treatment trains, which consisted of one train using an Aqua Nereda patented process and one train using a modified University of Cape Town (mUCT) process was completed. By June 2021, both trains had been commissioned and were operating as intended. As a result, WRF and Garver staff were able to commence the Phase I testing and sampling regimens. In November 2021 and February 2022, skids and trailers containing advanced tertiary processes that were to be pilot tested as part of Phase II and Phase III, respectively, were delivered; temporary construction needed to place them into service was completed; and Phase II and Phase III testing and sampling regimens commenced. Phases I, II, and III and all associated testing and sampling were completed as of June 1, 2022, and Garver's construction subcontractor completed removal of all temporary process equipment by late summer 2022. A first draft copy of the engineering report was submitted for review in December 2022. A second draft was submitted to NUA and, informally, to Oklahoma Department of Environmental Quality (ODEQ) in March 2023. For the rest of 2023, Garver convened regular meetings with ODEQ to review the draft report findings and conclusions in detail, and on

March 18, 2024, ODEQ issued a letter of "support" for the results of the pilot study. Upon receiving ODEQ's letter and as per their Contract, Garver submitted their draft final report to an "Independent Advisory Panel" consisting of independent industry experts who will review results and recommendations, deliberate among themselves, and, finally, issue recommendations regarding the report and its conclusions. A technical orientation with the panel members, NUA, and Garver convened on August 28, 2024. This was followed by a half-day workshop on December 17, 2024 during which Garver described the finer details of the pilot test, the data obtained, and their conclusions, and ended with an extended question and answer session. On March 4, 2025, NWRI submitted their final report in the form of a technical memorandum. The report generally concurred with Garver's conclusions but included some recommendations for making any future IPR process as robust as practical. Neither Garver nor NUA had any comments on NWRI's final report so this project is now considered complete. During the month of January 2026, Garver prepared final signed and sealed versions of the report for NUA's files. Copies were submitted to NUA during February 2026.

In December 2019, NUA learned that Bureau of Reclamation (BOR) had approved a grant of up to $700,000 that would pay up to 25% of all costs incurred on this project. Grant contract was approved by NUA and BOR and fully executed in September 2021. As of March 2023, all funds authorized by this Grant have been received by City of Norman. During the month of August 2026, NUA worked on preparing final reports for BOR to close out this grant. These reports should be completed and submitted in September 2026.

In October 2021, NUA learned that it has been awarded a second grant from BOR, a green infrastructure grant to evaluate what role a constructed wetland could play in further improving quality of stormwater and/or effluent water entering Lake Thunderbird as part of the future reuse program that is the subject of the pilot study. This grant includes $209,824 worth of in-kind funds from various federal agency resources to be expended in (Federal) Fiscal Years 2022 through 2024 for research and investigations, and grant can be extended with additional funds added in future years as conclusions are reached and recommendations made based on the work done during the initial years' funding. The project was officially kicked off in early November 2021, and work (research and data gathering) is ongoing. A workshop to review alternatives and select the best convened in August 2024. No additional funding has been authorized for FYE 2025 and beyond so project work will not progress to a pilot sized wetland or a wetland design, but some funding in the original grant has not yet been exhausted and compilation of deliverables including a final report and conclusions is still ongoing so the team continues to meet on a semi-regular basis to discuss and coordinate.

Since the next step of the IPR process could include the design and construction of a demonstration scale constructed treatment wetland, Norman staff has been largely focused during this phase of the project on creating a conceptual plan for such a wetland atop the existing, capped City of Norman Landfill adjacent to the Norman WRF. In July 2026, Norman staff prepared and presented a detailed powerpoint to the larger project team and several invited guests that served to summarize the entire Green Infrastructure grant project with a particular focus on the proposed demonstration wetland at the old landfill site, and the presentation was well received. During the month of September 2026, Norman Utilities Department staff continued to assist with preparation of maps, graphics and powerpoint slides for final project report, and working with the smaller breakout team focusing on the demonstration scale constructed treatment wetland and continuing to improve details of the conceptual design. Efforts on the final report will continue through the Fall of 2026 and may go beyond that time depending on future actions and/or grant opportunities that may arise.

In April 2022, NUA learned that a third grant from BOR associated with possible IPR had been authorized. The third grant was an applied science grant for $148,339 to create a Predictive Lake Optimization Tool (PLOT) for Lake Thunderbird. The PLOT will use weather and climatological data and forecasts and data specific to Lake Thunderbird and its watershed to create a preliminary model that will furnish predictions on the theoretical best times, quantities, and manner for adding supplemental IPR flows to the lake. This would allow both for the best possible economic evaluation of infrastructure alternatives for a future IPR program but also for the efficient management of such a future IPR program if/when one is implemented. A resolution authorizing acceptance of the grant was approved by City Council in September 2022, and a Contract with Garver in the amount of $196,190 (of which $148,339.00 would be reimbursable from BOR Applied Science Grant) was approved by City Council on March 14, 2023. During the remainder of 2023 and continuing into the Spring of 2024, Garver and their subconsultants completed research and created the PLOT, and, on June 11, 2024, they convened a workshop presenting the preliminary conclusions. Based on the workshop, Norman requested that additional information and analysis be provided to clarify some minor questions. Once these questions were resolved, an additional workshop with Bureau of Reclamation (BOR) and Central Oklahoma Master Conservancy District (COMCD) staff convened on August 15, 2024. Garver addressed all

questions raised in this workshop and made a standing offer to BOR and COMCD for them to use the PLOT tool t analyze historical droughts that are part of an unrelated grant project on which they are working. All direct work on this project is complete, and the PLOT tool remains available for NUA use as needed. During August 2025, NUA drew down remaining grant funds and filed final paperwork to close out the grant.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF Dewatering Centrifuge Replacement (WW0326) – Project will replace dewatering centrifuges at WRF. Existing centrifuges are approaching the end of their useful lives, and, consequently, they need excessive maintenance, regular major repairs and increasing polymer feed rates to achieve necessary sludge quality. Moreover, poor service provided by manufacturer often results in extended downtime before necessary repairs are completed. NUA approved a Contract with Garver, LLC on December 8, 2020 to prepare a design to replace centrifuges, and design for this project commenced immediately thereafter. Throughout 2021, manufacturers of several different dewatering technologies ran demonstration tests that were observed by Garver, WRF and NUA Engineering staff, and WRF and NUA Engineering staff also made several site visits to wastewater treatment plants in the region to observe equipment by other manufacturers/technologies in operation. Based on these demonstrations and site visits, Garver issued a Final Version of the Preliminary Engineering Report in November 2021 recommending hydraulic drive centrifuges as the technology for this project. During winter and spring 2022, Garver and NUA met with representatives from most of the reputable centrifuge manufacturers in the industry to learn more about their equipment and, just as importantly, to learn about their manufacturing and service infrastructure. Based on these meetings, three (3) manufacturers were approved for inclusion in the bidding documents.

Garver completed and submitted 60% design documents for review in August 2022 and 90% design documents in January 2023 with design review meetings convening two weeks after each submission. In March 2023, ODEQ Permit to Construct application was submitted to ODEQ and the permit was issued in April 2023. Also, in April 2023, NUA learned that it has been approved for a federal community funding grant for FYE September 30, 2024 in the amount of $5,000,000.00 for this project. However, because the Federal Budget for FY 2024 is not yet approved, funds for the grant have not been earmarked and EPA has not allocated them, and there is no certainty on when or if these funds will be approved. Because of the critical nature of this project and based on conversations with EPA and with grant experts at Garver, it has been determined that the best course of action for Norman Utilities Authority is to bid the project now and include all requirements for EPA Community Grant projects in the bidding documents. EPA has advised that, as long as the contract meets their requirements for the grant, we can apply for the funds at whatever time in the future they are officially allocated. EPA should then be able to approve "after the fact" and Norman Utilities can seek reimbursement for funds already spent at that point.

Based on further discussions, an additional concern arose based on the fact that until funding is approved by Congress, exact details is grant requirements will remain uncertain. Garver advised and EPA Community Grant staff affirmed that, for grants issued up to and including Fiscal Year 2024, if project is receiving funding via another Federal Program and project meets requirements of that program, EPA Community Grants will approve project on that basis. As a result, NUA has applied for and received a Clean Water State Revolving Fund (CWSRF) loan from Oklahoma Water Resources Board (OWRB). The loan request was worded to also cover other planned projects at the WRF so, assuming EPA Community Grant is eventually made, the CWSRF loan funds will be directed to those other projects as well. OWRB has advised that, as with the EPA Community Grant, the project could start before the loan was granted. Then, once approved, NUA could immediately start seeking reimbursement for all work completed on the project prior to loan approval. It should also be noted that the use of CWSRF loans for upcoming capital projects at the WRF was recommended by the Raftelis report for upcoming wastewater capital spending.

Based on the above-described EPA Community Grant and CWSRF loan processes and timing and the critical nature of this project, NUA chose to proceed with bidding and obtain reimbursement from EPA and/or CWSRF when those financial instruments were approved. As a result, project was advertised on August 30, 2023 and bids were opened on Thursday, October 19, 2023. Crossland Heavy Contractors were deemed the lowest and best Bidder with a base bid in the amount of $3,320,000, and Contract was awarded at the November 28, 2023 Council Meeting. Pre-Work Meeting convened in December 2023. Notice to Proceed was issued in January 2024, and shop drawing approval and procurement processes commenced immediately thereafter.

In March 2024, NUA received confirmation that the EPA Community Funding Grant in the amount of $5,000,000 had been officially authorized and funded. However, the grant included a strict Buy America Build America (BABA) clause while the project bidding documents and thus the resultant contract with Crossland Heavy Contractors did not include this requirement. Between April and June 2024, NUA convened numerous meetings with EPA and Garver to determine the appropriate path forward that would allow NUA to accept this grant. Based on EPA input, NUA requested a "Technical Correction" from EPA that would allow some or all funding from the grant to be expended on other critical projects at the WRF, and, in September 2024, EPA officially approved the "Technical Correction". This will allow the grant funds to be expended on the WRF Blower Replacement and WRF Laboratory Renovation, and New Maintenance Facility projects (details on both projects are updated elsewhere in this report), while this project will now be funded using a combination of internally-generated funds and the CWSRF loan.

During June 2025, GEA and Crossland completed testing, commissioning and training for Centrifuge No. 1. During August 2025, Crossland did the same for Centrifuge No. 2, and both centrifuges are now in service. However, due to capacity issues associated with the existing sludge pumps that feed the centrifuges and a segment of the existing conveyor that transports dewatered-biosolids to sludge-hauling trucks, neither centrifuge had previously been testing to its maximum capacity as required by the contract. During October 2025, Crossland was able to complete a temporary fix that addressed the capacity issues sufficiently to allow them to successfully test both centrifuges to their maximum capacity. Since the Contract included a 30-day operations test, this meant that NUA was able to take beneficial possession of the centrifuges as of November 19, 2025. Between December 2025 and May 2026, Crossland worked on punchlist, which was completed as of May 19, 2026, and they have demobilized from the project site temporarily.

Garver had previously been directed to prepare specifications both new sludge pumps and a new conveyor that will sufficiently increase system capacity to allow each centrifuge to comfortably operate at their design capacity. On March 10, 2026, Amendment No. 1 to Garver's contract in the net amount of $14,495 for a revised contract total of $429,495 was approved by City Council. This amendment will reimburse Graver for associated design costs not covered by their original contract, was approved by City Council. Garver completed this design efforts in April 2026 and drawings were forwarded to Crossland for proposal preparation. During the month of September, Garver approved shop drawings for the new conveyor and also continued to assist Norman staff with procurement of the sludge pumps, which will be purchased by Norman Utilities Authority and installed by Crossland under the change order discussed below.

Crossland has agreed to remain under contract to complete the additional work described above, and on June 9, 2026, a change order in the amount of $250,497 was approved by City Council increasing Crossland's contract to $3,613,310.68. During the month of September, fabrication of the conveyor equipment commenced. Delivery is tentatively scheduled for late winter 2027. Procurement of the sludge pumps should be complete before the end of 2026, and, like the conveyor, delivery should also occur during late winter 2027. Installation of all equipment should then be complete by early Spring 2027.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF New Maintenance Storage Building (WW0318) and WRF Main Control Building Renovation (WW0325): - These two projects are being designed under a single design contract and are anticipated to be bid as a single project, so they will be updated as a single project as well. Due to plant improvements projects over the past two decades, space formerly used for spare part storage and maintenance work has gradually been incorporated into plant operations space, leaving a shortage of viable storage and work space. Project WW0318 will cover the construction of a new pre-engineered Maintenance Building for spare part storage and other critical maintenance activities to offset space lost in existing facilities since the main building was commissioned.

The Main Control Building at the WRF was constructed in 1982 and, while some building systems have been replaced and/or upgraded since then, many of the original interior and exterior finishes and fixtures as well as the main laboratory have not been replaced, updated, or renovated since original construction and are now nearing the end of their useful lives. Project WW0325 will renovate existing building and update layout and building systems as well as expand and renovate the laboratory to meet current standards.

Greeley Hansen (now TYLin) was selected as the Architect for these two projects, and their Contract in the amount $384,000 of was approved on June 8, 2021. A design kickoff meeting convened in late June 2021. Greeley Hansen submitted a draft Preliminary Engineering Report (PER) in November 2021 and, after a review meeting later in November 2021, they submitted a final PER in late January 2022.

In March 2022, NUA elected to defer construction of this project for one fiscal year to FY 2023 for budgetary reasons. For this reason, while Construction Manager at Risk (CMaR) was originally the project delivery method, the project will instead be delivered by a traditional Design/Bid/Build method with Greeley Hansen completing a bid-ready final design during the remainder of 2022 and early 2023 with project bidding in Spring 2023. On January 9, 2024, Amendment No. 1 in the amount of $50,601 was executed with Greeley Hansen to reimburse them for the impact on design and bidding phases of the work associated with this change from CMaR to Design/Bid/Build.

During August 2022, Greeley Hansen submitted 95% design documents. At time of submittal, it was agreed that a design review meeting would convene in February/March 2023 so that all comments and corrections noted can be addressed at one time just prior to advertisement, which was then projected to occur in May 2023. Since that time, the decision was made to further defer construction of this project and the associated final design review meeting.

As noted above in the discussion for WRF Dewatering Centrifuge Replacement (WW0326) project, NUA received an EPA Community Funding Grant in the amount of $5,000,000 for that project. For several reasons, a request for a "Technical Correction" was made to EPA to allow for the grant funds to be instead allocated to this project (and the WRF Blower Replacement project which is discussed elsewhere in this report). This request was approved by EPA in September 2024. During the month of September 2025, EPA indicated that the grant was formally awarded to Norman Utilities Authority to fund this project. As of this date, funds are available for drawing upon as soon as construction on this project commences.

The EPA grant included additional conditions that will impact the bidding and construction of the project. In order to meet these conditions, revisions to the bidding documents will be required. As a result, Amendment No. 2, in the amount of $147,700 was negotiated with Greeley Hansen and approved on March 24, 2026. This increased Greeley and Hansen's contract to $587.301.

During April 2026, a "re-kickoff" meeting convened with Greeley Hansen and Norman staff and final design work is now ongoing. Greeley Hansen submitted 98% design documents in mid-June 2026 and a final design review meeting convened on July 1, 2026 and final comments were submitted to Greeley Hansen later in July. During the month of September, Greeley Hansen largely completed addressing comments that arose during design review. Their proposed amendment for additional design services for several items requested during final design review that, in their opinion, were not covered by their original contract, is under negotiation, and approval is anticipated in October 2026. Building permit submissions would follow in late Fall 2026. As soon as permits are approved, project will be ready for bid, likely in December 2026. This should allow bids to be opened in early 2027 with construction commencing thereafter and finishing in early 2028.

Engineer: TYLin (formerly Greely and Hansen LLC) (John Schmidt)

Sewer Maintenance Project (SMP) FYE 2024 (WW0337): In 2001, the citizens of Norman approved a five-dollar per month sewer maintenance fee to provide for the systematic replacement of aged and deteriorating neighborhood sewer lines. The Sewer Maintenance Project FYE 2024 (SMP-24) study area is generally bounded by Lindsey Street and Alameda Street and 12th Ave SE and 24th Avenue SE. Project will replace approximately 32,000 LF of 8" and 12" sanitary sewer lines using pipe-bursting techniques and/or cast-in-place pipe lining techniques along with rehabilitation or replacement of 130 manholes.

On August 14, 2025, proposals were received for the design of SMP-24, and, on September 15, 2025, the Norman Utilities Authority Evaluation Committee met and completed evaluation of the proposals. The committee selected Cowan Group (Cowan) of Oklahoma City, OK as the best design engineer for the project, and Cowan was informed on October 1, 2025. On March 24, 2026, City Council approved Contract K-2526-109 in the amount of $344,000 with Cowan.

The design kickoff meeting convened in April 2026 and Preliminary Drawings were submitted for review in late June 2026 and a design review meeting convened in August 2026. Commencing immediately after the meeting and continuing into September 2026, Cowan is preparing a final design for this project. At this time, the intention is to advertise this project as soon as plans and specifications are bid ready, which is anticipated in November 2026. Construction contract would then be awarded in January 2027, and construction would proceed for approximately 20 months thereafter.

Engineer: Cowan Group (TBD)

Lift Station D Condition Assessment (WW0344): The City of Norman wastewater collection is composed of two major sewersheds due to the ridge along the north side of the City which separates the Little River and South Canadian River sewersheds. Wastewater in the South Canadian River sewershed is conveyed by sewer interceptors directly to the Norman Water Reclamation Facility (WRF). Wastewater flows from the Little River sewershed are conveyed by interceptors to Lift Station D which pumps flow into a force main, which, in turn, drains into adequately sized interceptors which then flow to WRF. In recent years, Lift Station D has been experiencing decreasing levels of service, and due to its critical role in Norman's wastewater collection system, Utilities Department proposes to have an engineer complete a thorough condition assessment of all systems and equipment in the Lift Station and make prioritized recommendations for necessary repairs.

For the above reasons, RFP-2526-8 was issued requesting proposals from engineers to perform the assessment of Lift Station D. On August 14, 2025, proposals were received, and, on September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of those proposals. The committee selected Garver of Norman, Oklahoma as the best design engineer for the project. Garver was informed of their selection on October 1, 2025, and, after negotiation of scope and fees, a contract was approved by City Council on April 28, 2026.

In May 2026, a kickoff meeting convened and the initial on-site assessment of Lift Station D was completed. After submitting a draft report in August, an onsite meeting convened in September to discuss and clarify initial questions about it. Garver is currently working on the final condition assessment report, which should be complete in November 2026.

Engineer: Garver (TBD)

WRF Digester #3 Roof Replacement (WW0336): The existing roof for Digester 3 has reached the end of its useful life and has experienced high rates of failure that warrant a project to upgrade the existing facility. Funding in FYE 24 is for an evaluation of Digester 3 and the roof. Future funding will be used to upgrade and rehabilitate the digester to extend the useful life of the asset. The operating impact of this project is that a full rehabilitation or replacement of the digester roof will more efficiently use funds rather than reactively repairing the roof when it fails.

As of May 2024, there will no longer be an exterior plate of metal welded over the leak in the roof of the digester due to safety concerns with respect to the gases escaping the leak. Garver, a consulting engineering firm, is preparing a work order for the internal assessment of the digester.

As of July 2024, the contractor onsite cleaning out another digester will be moving on to removing solids from the storm holding pond at the WRF after the current project, as they were the winning bidder for that project. In June 2024, we were going to solicit a quote for cleaning out Digester #3 after their current project concluded (cleaning out the digester they were originally contracted to clean). This Digester #3 cleanout would have been followed by an internal assessment of the structure's floating roof.

Instead, the WRF has hired staff who are experienced in welding. To save significant costs, we are currently developing a plan to drain the digester over the course of a week. Once the digester is drained, a minimum of two hydrogen sulfide and methane gas detectors (one interior near the proposed welding area and one exterior near the proposed welding area) would be placed as a safety precaution prior to any welding. Once the weld site is deemed

safe from hazardous gases, WRF staff would then weld a steel plate on the exterior of the floating roof's crack to seal the roof again. Sealing the roof would allow for it to be repressurized and "float" once again.

This would be considered a temporary solution with an anticipated lifespan through 2028, when it is anticipated that more funds will be available to develop a more permanent solution, such as a roof replacement.

Following CIP discussions in January 2025, Digester #3 has been moved ahead of Digester #1 in digester cleanout projects. Digester #3 will be cleaned out as early as July 2025 for internal structural assessment of the digester and its roof, as well as to prepare the interior portion of the roof for a temporary fix. July 2025 is the beginning of FY 2026, which is when the next digester cleanout is scheduled. The temporary fix will be welding a metal plate over the exterior portion of the crack in the roof. The permanent roof replacement will likely happen in 2028 when more funds are available for the WRF to execute the full replacement for this CIP project. No changes were made in February with regard to executing the repair. Digester #3 will be cleaned out instead of Digester #1 as early as July. It will not happen earlier than July as the next digester cleanout project is budgeted for FY 26.

In April 2025, a scope and fee for the condition assessment of Digester No. 3's roof was received from Garver. The condition assessment includes an internal visual assessment of the digester roof, and will be used to determine the extent of the repair required.

At the start of FY26, WRF staff will begin preparing for the digester cleanout capital project. During this period, Garver's assessment scope will be finalized and they will be prepared for the internal assessment after the digester is cleaned out.

Bid opening for Digester No. 3 Cleanout occurred on October 2, 2025. Hodges Farms & Dredging, LLC was the lowest bidder at $444,000.

In October 2025, WRF staff investigated methods and processes to reduce the costs of present and future digester cleanouts. For this project, Hodges can install geotubes on the WRF berms to further dewater biosolids (decreasing weight and hauling costs), and WRF staff will investigate draining the digester as much as possible to reduce the volume of biosolids that needs to be cleaned out of the digester.

In November 2025, WRF staff furthered their efforts to reduce the cost of the Digester No. 3 cleanout project by draining as much of the digester's contents as possible. This reduced the volume of biosolids to be removed from the digester from 800,000 gallons to 500,000 gallons. Attempts were made to drain additional material. However, the remaining biosolids were too viscous to drain further.

It is anticipated that WRF or line maintenance staff will attempt to use wash water to break-up the remaining biosolids in the digester and drain them. The project will then be re-bid without the need to remove such a large volume of biosolids, which is the primary cost driver for this project. This is expected to bring this project's expenses more in-line with previous digester cleanout projects.

WRF staff successfully drained more biosolids in January, and the digester cleanout project will be rebid once WRF staff has exhausted the tools and methods available to remove more of the biosolids. In January, the scope and fee for Garver's Digester Assessment was finalized, and it will be executed in February 2026.

The Digester Assessment project with Garver was executed on March 10, 2026. Following this, the Digester Cleanout Project will now be rebid after meeting with WRF staff.

NUA and WRF staff met in late May to discuss plans for rebidding the Digester No. 3 Cleanout. Project is expected to be bid in Summer 2026.

Project is expected to be bid in late October 2026.

Engineer: Garver – On-Call services

Sewer Maintenance Project FYE18 (WW0316): Annual project will replace about 27,800 feet of deteriorated sewer lines with High Density Polyethylene (HDPE) pipe and rehabilitate or replace about 108 manholes. Project area is bounded by Westbrook Terrace to the north, McGee to the west, Highway 9 to the south and Berry Road to the east.

From an email from Parkhill on 12-05-24 the preliminary SMP-18 plans for review are expected before January 1, 2025.

NUA staff had a meeting with the new engineering team assigned to this project at Parkhill on January 30, 2025. From this meeting, plans are expected to be in-hand by mid-February 2025.

Final plans to be in hand on November 17, 2025. Bidding documents to be compiled and advertised in November 2025.

In December 2025, final plans were received, but one sheet still required editing by Parkhill. The specifications for this project are being reviewed by NUA staff, so bid documents can be prepared quickly following receipt and approval of the final plans. Bidding advertisement for this project is anticipated in January 2026.

Bidding for SMP 18 was advertised in late January 2026, and bids will be opened on February 26, 2026.

Bids were opened on February 26, 2026 and Vortex Services, LLC was awarded the base bid, as well as alternate B. A kickoff meeting will now be scheduled, and the timeline for when this work will begin will be established.

The contract with Vortex Services, LLC for the SMP-18 work was executed at the March 24, 2026 City Council Meeting. In April, a change order will be included in this project to include pipe bursting of a 12" sanitary sewer line along W. Brooks Street. The project kickoff for SMP-18 is scheduled for April 8, 2026.

The change order work along W. Brooks Street was completed in May 2026. Mobilization and residential notification for the larger portion of the project began in late May, starting with the project area between Magnolia and W. Imhoff Road.

As of June 2026, work has continued as planned in the SMP-18 Project area. The CIPP subcontractor will continue performing their work in Summer 2026, and Vortex is considering a change of open-cut sub-contractors, as their current open-cut sub may not be able to perform the interceptor replacement work later this summer due to scheduling constraints.

As of July 2026, work is ongoing with pipe bursting. We will need to reevaluate when we would like to perform the open-cut portions of the project as we expected to begin that portion of work in late Summer, but the subcontractor our prime contractor (Vortex) originally had lined up to perform that work is not able to perform the work this Summer. Vortex is currently seeking a local open-cut contractor replacement.

As of August 2026, work continues as scheduled. Cimarron will be performing the open-cut work, and NUA will meet with Vortex staff the week of September 7th to discuss Cimarron's availability to perform the open-cut work.

Through September 2026, work continued without issue in the primary SMP-18 project area.

Engineer: Staff with assistance from Lemke Surveying

Water Reclamation Facility (WRF) PFAS and Microplastics Fate and Transport: New regulations for PFAS are being promulgated by the EPA for drinking water but future regulations for wastewater effluent and biosolids are envisioned as well. To get information ahead of future rules for wastewater, this project will sample for PFAS and microplastics at locations throughout the WRF to determine levels through each process, PFAS formation or removal, and percentages of materials within liquid effluent or biosolids. Funding for this work will be from a loan from the Oklahoma Water Resources Board with 100 percent loan forgiveness (i.e., no ratepayer funds to be used).

The project Kickoff Meeting occurred 7/11/24 at the WRF. Garver to develop a sampling plan based on data received by WRF staff. NUA is also holding meetings with the USGS in August and September to explore additional CEC sampling at no cost to the NUA.

As of the end of November 2024, the sampling plan is in development. Equipment for the biosolids holding bins and plumbing to be acquired in February, after sampling plan review.

In August, NUA staff organized a meeting with USGS Research Hydrologists Michelle Lorah and Jason Masoner, and OU Professor of Civil Engineering and Environmental Sciences Bob Nairn regarding sampling.

As of December 2024, the WRF land application permit and soil testing is being reviewed by Garver to begin finalizing the sampling plan. A review of sampling needs will take place in January 2025.

An onsite meeting with Garver was conducted in January 2025. During this meeting, Garver announced plans to conduct baseline sampling for the liquid and solid treatment trains at the WRF in February 2025. Also occurring in

February 2025, NUA staff will begin mixing biosolids and yard clippings to create Class-A compost, specifically for use in the biosolids troughs that will be created and regularly sampled throughout the duration of this project.

Delays in receiving sampling bottles have pushed sampling of the liquid and solid treatment trains to mid April. Materials for the class-A compost sampling troughs are being procured as the compost develops.

Initial sampling of the solid and liquid trains began in late April and is expected to conclude in May. The Class-A compost being developed for this project is near completion and should be fully developed by the end of May, which is also when the equipment for the Class-A compost troughs is expected to arrive on-site.

The initial sampling is expected to conclude in June with sampling of the solids treatment train. Delivery of materials for construction of the pilot beds is also expected in the month of June 2025.

Delivery of materials has started at the WRF, and the experimental troughs are expected to be completed by the end of July. Sampling to begin after the bins have been constructed.

As of September, results from sampling the solids/liquids treatment trains are still under analysis at Eurofins and the University of Oklahoma. The experimental troughs are assembled, and dry/wet sampling of the troughs will begin in October.

Regular sampling of the experimental troughs has begun and is ongoing. If the weather is unexpectedly dry throughout the Winter and Spring, potable water will be used to simulate rain events, in an effort to sample runoff and leachate.

In November 2025, initial sampling results for PFOS constituents and micro plastics were received. Garver is compiling the data and will present the initial findings in December 2025.

In December 2025, Garver shared their initial findings and suggested that several points in the solids treatment train should be resampled. This was suggested as their initial sampling run of the solids treatment train was concurrent with the installation of new dewatering equipment, and the samples taken at that time are not representative of the current day-to-day operations of the dewatering process. The new samples of the solids train will be taken in January 2026.

Samples of the solids train were taken at the end of January 2026, and samples from the experimental troughs were also taken following the winter storm in January. Regular sampling of the experimental troughs will continue through April 2026.

As all of the remaining sampling of the treatment trains were completed in February 2026. Sampling of the experimental troughs will continue until April 2026.

All lab results with the exception of Microplastics analysis from OU has been received by Garver and they are compiling the results in a final report for the project. A draft of the final report is expected to be received in Summer 2026.

The Final Report Workshop will occur on October 29, 2026. Results indicate that NWRF emergent contaminant concentrations were generally consistent with values reported for municipal WRFs nationwide.

Engineer: Garver (Bryce Callies)

Water Reclamation Facility (WRF) Aeration Blower Replacements: The WRF has been in need of replacing two turbo blowers and outdated centrifugal blowers that supply the aeration basin with air for multiple years. The current turbo blowers have significant issues operating during the hottest portion of the year, and their replacements are already on-site. It is expected for the winning contractor to quickly install the new turbo blowers, but it could take upwards of a year or more to procure the other centrifugal blowers being replaced. This project also includes intake improvements for the turbo blowers and point repairs for leaks along the aeration main. Garver is the consultant on this project, and as of May 30 2024 bid opening, Crossland Heavy submitted the lowest bid, but bid award is still pending review.

In June 2024, EPA funding was authorized for this project. The authorization of the funding source is significant as this project must now meet all of the EPA requirements for funding. The project was bid with anticipation of using these funds, and now that funding is secured the project may proceed as anticipated.

Preconstruction meeting occurred on July 30, 2024 at the WRF. Crossland Construction Contractors produced a schedule of work beginning in late Fall for the install of the Turbo Blowers. Lead times for electrical components for

the centrifugal blowers are a driving factor for their installation not beginning until Winter of 2025. Crossland will be onsite at the WRF in August to verify measurements and confirm their construction sequence planning.

As of August 2024, installation of the turbo blowers is expected to begin in late November or early December in 2024.

This project is expected to be funded with EPA funds and a Resolution before the Norman City Council on October 8, 2024 will be presented to convert this project to be fully funded by the EPA (80% EPA, 20% City fund match required).

On October 14, 2024 Crossland Heavy repaired the leak in the blower main line, which was a base bid item. This was originally expected to be done in November, and this expedient repair has put them ahead of schedule. Crossland is currently working on removal and replacement of the first turbo blower, which may be completed in November instead of December.

As of the end of November 2024, the first turbo blower has been placed on its concrete pedestal and delays in electrical equipment has prevented finalization of the installation of the blower. Even with this delay, the project is still expected to be on schedule, with both turbo blowers installed by the end of February 2025.

As of December 2024, the project has experienced no further delays and the first turbo blower is still on pace to have its installation completed by the end of February 2025.

As of January 2025, the complete installation of the first turbo blower and WRF staff blower training is expected to occur in mid to late February 2025.

As of March 2025, installation of Turbo Blower No. 5 is nearly complete. Turbo Blowers No. 5 and 6 will be tied into the WRF's Supervisory Control and Data Acquisition System (SCADA) in April 2025, and will be followed by testing, training, and then release.

As of April 2025, the network tie-in of Turbo Blowers No. 5 and 6 require an additional site visit from Atlas Copco to complete the work. Once this work is performed, Garver will then perform a site visit to connect Turbo Blowers No. 5 and 6 to the WRF's SCADA system.

Atlas Copco performed their final site visit in May, and Garver is expected to complete the SCADA Integration in June 2025. Final commissioning of the turbo blowers is expected to be done following this integration.

The centrifugal blowers are expected to be delivered in late July or early August. In the meantime, Crossland Heavy and Atlas Copco are working on adjusting the automated controls for the turbo blowers to fit WRF staff needs.

At the end of July 2025, Atlas Copco was procuring a new Rover for the aeration blowers at the WRF. The Rover will collect operational and system data of the blowers, which will then be used to diagnose and resolve existing issues with automation of the new turbo blowers.

As of August 29, 2025. Atlas Copco will be sending personnel to the WRF to resolve the automation control issues before mid September. VFDs for the centrifugal blowers nos. 1, 2, 3, and 4 have been received and VFD installation will begin on centrifugal blowers no. 1 and 2 in early September.

The issues with the turbo blower automation controls were resolved in September, and both turbo blowers are now fully installed and functioning properly. The centrifugal blower delivery has been delayed until October 28th. Install of the centrifugal blowers will begin once they arrive.

The centrifugal blowers arrived in late October and installation began in early November. The week of November 17, 2025 WRF staff will be trained on the use of the new centrifugal blowers.

In late November 2025, Centrifugal Blower No. 1 and 2 were installed. Centrifugal Blowers No. 3 and 4 will be installed in December, while training for the new blowers will be conducted in early January.

In December 2025, Centrifugal Blowers No. 3 and 4 were installed. The controls for the Centrifugal Blowers and their compatibility with the new Turbo Blowers will be finalized in January, followed by WRF staff training.

As of January 2026, all blowers are installed, but full integration into the SCADA controls has not been completed. Work for this project is anticipated to be completed in March 2026.

In February 2026, an issue was identified with the variable frequency drive (VFD) in the new Centrifugal Blower No. 3 that produced a fault. A replacement VFD will be delivered in March, and once installed, the 30-day period

operational period will begin. Upon the completion of that period, Crossland Heavy will request a document indicating substantial completion of the project.

In May 2026, Norman IT staff and Garver SCADA integration staff met onsite to resolve network communication issues between the new blowers and the existing SCADA system. Following this meeting, the 30-day period for determining substantial completion will begin after a final meeting between Norman IT staff and Garver in June 2026.

As of June 16, 2026 all faults in the centrifugal blowers have been resolved by Garver and Norman IT staff. The equipment must operate continuously without fault for a 30-day period before we can begin the final acceptance process.

As of July 2026, the blower equipment has performed continuously without fault beyond the required 30-day period. However, NUA hasn't began the Final Acceptance process yet as there are still punch list items remaining.

On July 20, 2026, condensation was discovered in one of the MCC electrical cabinets. City staff and Garver engineers met onsite to discuss a resolution to that issue, and another meeting regarding the MCC cabinets will be held with Crossland heavy with respect to ensuring the issue is resolved, and how the work will be warrantied.

The MCC cabinets have been warrantied and final acceptance of this project will be executed at the October 27th City Council Meeting.

Engineer: Garver (Michael Nguyen)

Ashton Grove Lift Station Basin Study (WW0341):

On April 9, 2024, the Norman Utilities Authority approved Contract K-2324-168 with Dukes Root Control, Inc. for $118,794.72 to assess sewer line conditions in the Ashton Grove Lift Station Basin, located east of 48th Avenue NW and south of West Rock Creek Road. The study includes several forms of assessment, including utilizing a sewer line rapid assessment tool (SLRAT) for line assessment, manhole inspections, and flow tracking using 36 iTrackers to be placed in manholes throughout the project area.

All assessments and field work completed in May 2024. During the 60-day iTracker period, the City has experienced several heavy rainfall events and will only need a 60-day period for the study instead of a 90-day period to gather sufficient inflow data.

As of July 18, all field work has been completed and iTrackers collected. Project report anticipated in late August or early September.

As of August 2024, deliverables are expected in early September with a follow-up deliverables presentation by Duke's soon after in September.

Deliverables presentation occurred on September 24, 2024. Deliverables presentation included SLRAT, manhole inspection, and iTracker results. City Staff to review deliverables and identify future actions for identified problem areas in October 2024.

During the Southwest American Water Works Association Conference, Peter met with Brian Conroy from Duke's in regard to inadequate data produced from several iTrackers in the project period. A follow-up meeting will be held in November to discuss what Duke's will do to resolve the gap in data.

Following discussion with Duke's staff, NUA produced a spreadsheet detailing the data issues with specific iTracker units. A follow-up meeting will be held with Duke's to determine how this issue may be compensated.

In a discussion regarding the meeting needs, a discrepancy between the Duke's iTracker flow out of the Ashton Grove Basin and NUA flow monitoring devices very near to the Ashton Grove Basin was discussed. The NUA flow values are to be given to Duke's for their evaluation and included in a January 2025 meeting.

Following the January 2025 meeting, Duke's reviewed the provided flow data and requested a February follow-up meeting so they can provide more details on the data provided and the study's performance. The goal of a more

detailed data analysis is to identify specific areas in Ashton Grove for smoke testing to detect infiltration and inflow issues.

In the second meeting with Duke's they identified two keys areas that are candidates for smoke testing.

Duke's will perform smoke testing in the Ashton Grove area in late October 2025. The smoke testing will cover 10,000 linear feet of sanitary sewer line and will be focused on areas identified as having potential infiltration and inflow issues from the basin study.

The smoke testing was performed and completed on October 22, 2025. Duke's will transmit deliverables for the smoke testing on November 17, 2025. Deliverables will include any defects found and noted during the smoke testing.

Following the November deliverables meeting with Duke's, NUA staff requested a technical follow-up meeting to further discuss the severity of the defects found during smoke testing. This meeting will occur in December 2025.

The technical follow-up did not happen in December 2025 due to scheduling conflicts, and it is anticipated to occur in January or February 2026.

A technical follow-up to the smoke testing deliverables meeting was conducted in January 2026. The meeting assisted in identifying manhole and appurtenance defect repair priorities, but the results did not clearly indicate the primary source of inflow and infiltration into the Ashton Grove basin.

Following the technical follow-up in January 2026, NUA will compile a list of significant manhole defects from the report, and will begin to repair them with respect to the severity of the defects.

No current updates for June 2026

SE Norman Lift Station Payback (WW0306): Staff has recently updated the wastewater model to project flows generated from full build-out of the Destin Landing Development in SE Norman. A series of interceptors as well as one large lift station with flow equalization can eliminate one existing and three proposed lift stations in southeast Norman. This project will estimate project costs, assign wastewater generation estimates to undeveloped properties to be serviced, and prorate payback costs per parcel based on wastewater generation projections. Developers might initially fund the lift station and/or the NUA with a portion of the funding paid back as additional areas develop. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, staff selected Search, Inc. to prepare the sewer service area study and evaluate its potential as a payback project. This project was placed on hold while staff worked through the AIM Comprehensive Land Use Plan and associated wastewater master plan. With the completion of these efforts, staff will begin to incorporate the new projects into the long-term capital plan.

Bishop Creek Interceptor Project (WW0174): Project will replace or parallel approximately 20,600 feet of existing sewer interceptors in the in the Bishop Creek wastewater basin to accommodate the full build-out wastewater flows. The project area generally lies between Highway 9 and Constitution and between Jenkins and Classen Boulevard. This project was placed on hold while staff worked through the AIM Comprehensive Land Use Plan and associated wastewater master plan. With the completion of these efforts, staff will begin to incorporate the new projects into the long-term capital plan.

WATER PROJECTS:

Lindsey Tower Resurfacing (WA0182): The Lindsey Tower is an elevated water storage tank at the intersection of E. Lindsey Street and Classen Boulevard that was originally built nearly 100 years ago to serve Norman's potable water system. However, as Norman's potable water system expanded over the years, the system also changed and, in 2014, it was determined that Lindsey Tank no longer had the hydraulic characteristics necessary to function as viable potable water storage for Norman's system. However, because of the potential for Lindsey Tower to be used as dedicated storage for a non-potable reuse system and due to desire from stakeholders to keep the structure, demolition was put on hold. Interest from an external entity to have their logo on the tank, in addition to a desire from NUA to

preserve the condition of the tank for potential future use, has led to the need to get updated bids for recoating Lindsey Tower.

A contract with Coastal Windforce for engineering services in the amount of $90,000 associated with this project was approved on July 14, 2026. Bids for resurfacing the exterior of Lindsey Tower were opened on July 14, 2026, and TMI was deemed the lowest and best bidder with a bid of $532,200. City Council Authorized award of this contract to TMI on July 21, 2026. On July 28, 2026, City Council approved a contract with Dr. Pepper to place two logos on Lindsey Tower, which is part of TMI's contract. During the month of September, TMI completed powerwashing and applying prime and intermediate coats to all surfaces of tank. They also applied the finish coat on the legs and bowl of tank. During the month of October 2026, TMI should apply finish coat to the tank and roof including two Dr Pepper logos on the tank. Final acceptance should follow in November.

Robinson Water Line: 24th Ave NE to 12th Ave NE (WA0242) – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24thAve NE to 12thAve NE. The contract was approved by NUA on November 26, 2019, and project kickoff meeting was held January 14th, 2020. On May 6, 2020, a preliminary plan review meeting convened with NUA and Jacobs staff in attendance, and updated preliminary plans were approved in August 2020. In February 2021, 65% plans and specifications were submitted, and, after review by NUA and additional investigations by Jacobs, the 65% plans were approved in late 2021 with a revised alignment that included 900 LF of pipeline being installed in the southernmost traffic lane of E. Robinson Avenue.

During April 2022, the decision was made to defer construction on this project until at least Fiscal Year 2023/24. From that point, it was agreed that Jacobs could schedule final design work and easement acquisition at a pace intended to synchronize completion of final design, receipt of permit, and purchase of all easements with this revised construction schedule. However, Jacobs encountered issues with their chosen alignment, largely associated with a previously-unidentified and currently-unused OG&E easement along Robinson Avenue in front of large, adjacent properties owned by the United States Department of Veterans Affairs and J.D. McCarty. OG&E has now given formal authorization for Norman Utilities to encroach on their easement as needed for this project so preparation of final plans and easement acquisitions can now proceed.

Due to the critical nature of the project and the delayed progress in finalizing design for bid, meetings convened between NUA and Jacobs on January 6 and February 20, 2025. In these meetings, Jacobs and NUA committed to close coordination and working together toward the goal of completing final design as well as obtaining easements and permits in order to advertise the project in Summer of 2025. During April 2025, engineering and line maintenance staff reviewed current design documents, walked the alignment, and convened a review meeting on April 18, 2025. The major recommendation arising from this review was to move as much of the alignment as practical and acceptable into Robinson Avenue. As a result, a meeting convened with Norman Utilities Engineering, Utilities Line Maintenance and Public Works staff on June 26, 2025, and Public Works staff approved moving alignment into Robinson. Immediately following the meeting, NUA's final comments on drawings (which included a new alignment largely in Robinson) were forwarded to Jacobs. Between October 2025 and January 2026, NUA and Jacobs negotiated a Contract Amendment to reimburse for additional fees associated with this revised alignment. On March 24, 2026, Amendment No. 1 in the amount of $121,687 which increased Jacobs' contract to $401,934, was approved by City Council.

A "re-kickoff" meeting convened in April 2026, and design work re-commenced immediately thereafter. During the month of July, final survey and geotechnical borings were completed for revised alignment, and Jacobs nearly completed their 95% design of the revised alignment. The revised 95% design was submitted for Norman review in August 2026 and a review meeting convened in September. Norman's comments included some fairly substantial revisions, and Jacobs will likely require the month of October to address them all. Permit submissions would then follow in November. Depending on time required for permit review, project should be ready for bidding by January 2027. If this schedule is maintained, contract will be awarded to lowest and best bidder in March 2027 and construction will proceed until early 2028.

Engineer: Jacobs Engineering (Lisa Cox, PE)

Robinson Water Line: 12thAve NE to Porter (WA0242 – Phase VI) – On August 14, 2025, Proposals were received for Project WA0242, Phase V and Phase VI, the final two segments of the Robinson Avenue 30" Water Line, which, upon

completion, will increase transmission capacity between the Norman WTP and the west side of Norman. On September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of the proposals. The committee selected Ardurra of Oklahoma City, OK as the best design engineer for the Phase V, 12th Ave NE to Porter segment. During October 2025, a meeting to discuss contract scope convened, and an initial scope and budget proposal was received in late December 2025. During September 2026, a final contract price in the amount of $517,420 was agreed upon. Contract will be submitted for City Council approval in October, and upon approval, a kick off meeting will be scheduled and design work will commence immediately thereafter. Based on contract, project should be ready for bid in late spring 2027. If project is immediately bid, construction should commence during the summer of 2027 and be complete in spring 2028.

Engineer: Ardurra (TBD)

Urban Area Water Line Replacements (WA0381): On August 14, 2025, Proposals were received for Project WA0381, Various Urban Area Water Line Replacements, which consists of the replacement of approximately 3,200 LF of 6" and 8" water lines that have reached the end of their useful lives and the replacement of lead service lines. On September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of those proposals. The committee selected Parkhill of Oklahoma City, OK as the best design engineer for the project. Parkhill was informed of their acceptance on October 1, 2025. Contract K-2526-115 in the amount of $73,400 was approved by City Council on February 24, 2026.

A design kickoff meeting convened during March 2026. Preliminary design was submitted for review, and a review meeting convened during May 2026. During July 2026, 95% plans were completed and submitted for Norman review, and a design review meeting convened in August 2026. Final plans are anticipated in October 2026. Bid schedule will be coordinated with other projects, but if it is advertised immediately upon receipt of final plans, construction contract would be awarded before the end of 2026, and construction will proceed during the first half of 2027.

Engineer: Parkhill (Sara Senyondo)

Westwood Estates Water Line Replacements (WA0387): On August 14, 2025, Proposals were received for Project WA0387, Westwood Estates Water Line Replacements, which consists of the replacement of approximately 10,000 LF of 6" and 8" water lines that have reached the end of their useful lives and replacement of lead service lines in Westwood Estates east of 24th Ave between Crestmont and Dakota. On September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of those proposals. The committee selected Benham of Oklahoma City, OK as the best design engineer for the project. Contract K-2526-108 in the amount of $170,000 was approved by City Council on February 24, 2026. A design kickoff meeting convened in April 2026, and preliminary plans were submitted for review in late August 2026. A review meeting is anticipated for early October 2026. Project should be ready for bidding in early 2027, but the actual bid schedule will be coordinated with other projects. If it is immediately advertised, Bids would be opened and a construction contract should be awarded to the lowest and best bidder by March 2027. Construction would then likely proceed through the summer of 2027.

Engineer: Benham (TBD)

Carter Avenue Area Water Line Replacements (WA0388): On August 14, 2025, Proposals were received for Project WA0388, Carter Avenue Area Water Line Replacements, which consists of approximately 5,300 LF of 6" and 12" water lines that have reached the end of their useful lives and replacement of lead service lines along and adjacent to Carter Avenue between Acres and Robinson. On September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of those proposals. The committee selected Halff of Oklahoma City, OK as the best design engineer for the project. Halff was informed of their acceptance on October 1, 2025, and after negotiations, a contract was approved by City Council on April 14, 2026. A design kickoff meeting convened in late April 2026 and preliminary plans were submitted for review during July 2026. A design review meeting convened in August 2026, and all comments were furnished in September 2026. It is currently anticipated that this will be ready for bidding by the end of 2026, but the actual bidding schedule will be coordinated with other projects. If it is immediately advertised, a construction contract should be awarded to the low bidder by March 2027. Construction would then likely proceed into the summer of 2027.

Engineer: Halff (TBD)

Water Treatment Plant Various Improvements (WA0390): In 2006, the Norman Utilities Authority (NUA) approved a design contract with Carollo Engineers Inc. (Carollo) for design of critical improvements at the Water Treatment Plant (WTP) as well as for the expansion of plant capacity from 14 million gallons per day (MGD) to 17 MGD. This project, Water Treatment Plant Phase I Expansion, was bid in July 2009 and completed in 2011. In 2012, a follow up contract with Carollo was approved for additional critical improvements focused on addressing taste and odor issues at the WTP. The resultant project, Water Treatment Plant Phase II Improvements, was bid in March 2017 and construction was completed in 2020. As part of these two projects, Carollo identified other necessary but less critical upgrades that should be undertaken at the plant. In addition, once the upgraded processes constructed as part of the Phase I and Phase II project were placed into service, other processes in need of upgrade were exposed. As a result, a new project, Project WA0390, Water Treatment Plant Various Improvements, was created to address these various upgrades, which include:

- SCC Clarifier 3 Rehabilitation
- Filter Building HVAC and Roof Rehabilitation
- Ozone System Improvements — Modified monitoring and sampling
- Ozone System Improvements — 2 25-ton chillers
- On-Site Sodium Hypochlorite Generation System Improvements
- Combined Filter Effluent Sample Piping
- Chloramine Improvements
-

Regarding the WTP's SCC Clarifier 3 that is being rehabilitated, Clarifier No. 3 at the Norman Water Reclamation Facility (WRF) is the same model as the SCC Clarifier 3 at the WTP and it is also in need of rehabilitation. Given that the two clarifiers are of the same construction, dimensions and vintage, it made economic sense to include the rehabilitation of WRF Clarifier 3 in this project as well.

In addition, in 2015, Norman voters approved a rate increase to fund improvements to Norman's water supply, including expansion of Norman's well field. In 2016, NUA executed a contract with Carollo to furnish engineering services associated with this well field expansion. The well field expansion project included the evaluation and selection of ten (10) new well sites but, in order to ensure project could be completed within available budget, the original construction project included nine (9) wells and well houses. This project was bid in 2018 and the wells were accepted and placed into service in 2023. The project was completed under budget with sufficient remaining funds to construct the 10th well. For continuity reasons, Carollo will also design the well and well station for this well under this contract with permitting, bidding and construction administration to be performed by City Staff.

NUA has also recently experienced a failure of its Well No. 43. Since Carollo is preparing the design for one well, it made economic sense to also have them prepare a design for a re-drilled Well No. 43 at the same time under this project. As for the well described above, this project will be designed by Carollo with permitting, bidding and construction administration to be performed by City Staff.

Contract K-2526-17 for Carollo in the amount of $1,271,525 was approved by City Council on October 28, 2025. A kickoff meeting convened in November 2025 and design is now ongoing. 95% design documents for well drilling and well house construction were submitted for Norman review in June 2026 and July 2026, respectively, and a review meeting convened for both in July 2026. Bid documents for well drilling project were completed in September 2026, and project will be advertised in October and should be awarded to a well driller in November. Wells should be drilled by February 2027.

Bid Documents for well houses should be delivered in October 2026. Bidding for this project will be coordinated with the well drilling work so bidding may not commence until early 2027 so contract can be awarded in February 2027 as the well drilling is being completed. Well house construction would then continue through spring 2027. Wells should be ready for service in time for summer peak season.

Preliminary plans for WTP Improvements were submitted in July 2026, and review meetings convened in August and September 2026. Final design is now ongoing and bidding documents are anticipated to be complete in February 2027. Bidding would then proceed through March 2027 with a contract awarded to the lowest and best bidder in April 2027. Construction would then continue for approximately 1 year.

Engineer: Carollo (Dan Ethington)

Tecumseh Water Line Replacement (WA0380): The existing 24-inch water line along Tecumseh Road is a vital component of the Norman water distribution system. The crossing of Interstate 35 is a portion that is extremely deep and is not able to be worked on by City staff due to this depth. This project will replace the pipe generally from Flood Avenue to Journey Parkway to provide more reliable and maintainable water service to the area and for transmission of water under Interstate 35. This project will also replace several ductile iron laterals along this corridor. Contract was executed on February 27, 2024. Proposed alignment was reviewed and comments sent back to Plummer in May 2024. Next steps are to meet with Public Works on the timing of Tecumseh Road Widening Project from 24th to Flood, in an effort to determine the best window to replace the waterline along that section of road.

A meeting with ODOT occurred in June 2024, with ODOT accepting the proposed alignment. The next steps in this project are to execute the alignment survey and begin geotechnical assessment of the soil near I-35.

As of July 2024, the alignment survey is to be scheduled in September, with 30% plan development to follow the survey.

The alignment survey was completed in September 2024, and the 30% plans are currently in development. The survey yielded no unexpected findings.

In October 2024, Peter was informed that the Plummer engineers on the project, Alan Swartz and Tayler Kent, were leaving Plummer. A follow-up meeting was held to discuss the status of the project, and Robert Weinert, the engineer replacing Alan Swartz as the lead was introduced. Robert is a seasoned engineer and has worked on large projects for NUA in the past (Robinson Phase I and II WL Replacement).

A technical memorandum is expected in late November, with the 30% plans pushed back to early December.

The technical memorandum was received in December with 35% plans, and is being reviewed by NUA staff.

As of January 2025, the 35% plans are still under review. Utilities staff met with Public Works in February 2025 to ensure there are no future conflicts with projects Public Works has planned in the same area.

NUA staff to meet with Plummer in early April to review Plummer's response to NUA's comments on 30% plans. Following this meeting, Plummer will begin working on 60% plan set.

As of April 2025, Plummer continues to work on the 60% plans.

In late May 2025, Utilities staff received the final Technical Memorandum from Plummer. 60% plans are expected in June or July 2025.

Plummer provided an update at the end of January to let City Staff know that the 65% and the subsequent 95% plans will be completed by July or late August.

NUA staff met with Plummer engineers on August 15, 2025 about finalizing the 65% plans. Plans are expected in September.

In September 2025, the need for additional survey along the I-35 crossing was identified. Plummer will perform the additional survey work, as well as procure easement documentation for two buildings in the project alignment under an amendment for this project that will be executed in November 2025.

The amendment for additional survey was approved in the November 25, 2025 City Council Meeting. Plummer will now conduct the additional survey, and procure the easement documentation for the two buildings in the project alignment.

In December 2025, Plummer continued to develop the 65% plans and has proceeded with the additional survey amendment. 65% plans are anticipated in the first quarter of 2026.

Plummer delivered the 65% plans in the second week of February 2026, and these plans and specifications were reviewed and commented on by NUA staff.

Staff met with Plummer to discuss comments regarding the 65% plans on March 23, 2026.

As of May 2026, Plummer is discussing the currently proposed alignment with ODOT with regard to how and where it crosses 1-35. ODOT has plans for a new 1-35 exit/entrance in the future at Tecumseh and 1-35 that may affect the alignment.

Final plans have been received and staff will be meeting with Plummer on July 13, 2026 for a review workshop.

Following the final workshop in July, staff are working with Plummer on construction permit submissions at both ODEQ and ODOT. This project is expected to be ready to bid in November or December 2026.

Final Plans were received on September 4, 2026. Once ODEQ has finished their review, this project can be bid out. The anticipated bidding period is December 2026.

Plans are still under ODEQ review as of the end of September 2026.

Engineer: Plummer *(Robert Weinert)*

Danfield Water Line Replacement (WA0379): This project will replace the existing 6 and 8-inch lines running along Danfield from where it intersects Brookhaven Blvd on the south the north to where it intersects the same street to the north. The existing lines are ductile iron pipe that are 40-50 years old and have experienced a significant amount of corrosion that have impacted water service to the development. The project is approximately 4,000 linear feet. The final design will also include waterline replacement of all five cul-de-sacs located in this section of Danfield. As of the first week in February, design for the Master Alignment has been completed. As of the first week in March 2024, design is underway. Design phase completion is expected in late April 2024. Follow-up with Parkihill on May 7, 2024 has design phase expected completion on May 17.

Plans were received on Monday October 7, 2024 and are currently under review by Norman Utilities Staff.

Staff has completed review of plans and bid documents are being prepared while Parkhill addresses NUA comments on the design.

From a 12-5-24 update email, NUA expects to receive the completed plans by January 1, 2025.

The Parkhill engineer on this project has moved to a different company and a meeting with the new project manager at Parkhill will take place in January 2025. As the initial plans were already received by NUA and returned to Parkhill with NUA comments to address, the final plans are expected to come in January or February 2025. NUA staff will meet with the new project manager in January to determine how close Parkhill is to tendering final plans.

During the meeting with the new Parkhill team assigned to this project, Parkhill determined the final plans will be ready by mid-February. Bid specifications are being prepared and bidding is slated to be advertised in March.

Bids were received and opened on May 1, 2025. The lowest bid received was from Southwest Water Works, LLC in the amount of $1,585,350. The contract is expected to be awarded at the City Council regular meeting on June 10.

Construction to begin on this project on November 12, 2025, and notification of construction work to Brookhaven residents will be sent on October 13, 2025.

Construction began on November 12, 2025, and the project continues to progress as-scheduled.

Construction on this project continued through the month of December 2025 without any significant delays. This project is still progressing as-scheduled.

Construction is complete for the original project scope. Change Order No. 1 was approved on March 24, 2026, to complete the water line replacement necessitated by a Public Works sidewalk project.

As of May 2026, work for the project has been completed and final payment will be rendered in the June 23, 2026 City Council Meeting.

Final acceptance and final payment was approved at the June 23, 2026 City Council meeting for this project.

Engineer: Parkhill (Sean Price)

Advanced Metering Infrastructure (WA0351): The City of Norman has an aged water meter population and current and improvement technology have improved such that advanced metering infrastructure would provide significant benefits for the City and its customers. The implementation of this technology will reduce staff requirements for the reading of meters and will ensure more timely and accurate readings. With daily water usage information accessible for staff and the customer, customers will be able to be notified of leaks and better understand how water is used at their property. This will also help with water conservation efforts and billing resolutions. In addition to water metering improvements, the system and technology will also be leveraged to the maximum extent possible for monitoring the water system and other City needs. The consultant has completed the assessment phase of the project. The procurement phase, specifically the generation of the Request for Proposal, began in November. In May 2022, the Bureau of Reclamation notified staff that the City was awarded a $500,000 grant under the Watersmart program or a $2,000,000 grant under the Bipartisan Infrastructure Law program. Upon direction from City Council, staff is moving forward with this project to fully implement the project. Request for Proposal (RFP) 2223-13 was issued on August 25, 2022. Proposals were received. Three vendors were short-listed and interviews were completed November 15-17, 2022. The top-ranked vendor was selected and contract negotiations are underway. A waiver from the BOR was received and the project is now moving forward with contracts awarded on April 9, 2024. The formal implementation kickoff was held in June. Radio network is installed and meters are communicating and reading on the system. Integration work for software is ongoing. Meter upgrades are about 99.5 percent complete and approximately 43,000 meters have been upgraded to date. Additional inventory was received in June and the contractor is replacing the previous meters. Meters are currently planned to be fully installed in September. The Customer Engagement Portal became active on June 24, 2026, and the active customer portal accounts just went above 13,700 or just under 30 percent of the customers.

Consultant: E Source (Alyssa Pourciau)

Well Field Blending and Future Groundwater Treatment Site (WA0214):

This project will determine the best location, layout, and treatment processes for blending and treating the 41 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines ($NHCL_2$) should be found throughout all parts of the system in the future. In addition, maximum contaminant levels (MCLs) of total chromium and arsenic may be lowered by EPA, and a new MCL for hexavalent chromium may be established in the future, thus requiring additional treatment for the groundwater wells. NUA entered into a contract with Carollo Engineering, Inc. on June 22, 2021 in the amount of $95,090 to develop preliminary layouts for the future build-out of the facility including immediate needs and future treatment processes. The Notice to Proceed date was set for June 29, 2021 and a kick-off meeting and site field investigations are scheduled to be held on July 21, 2021. Staff met with SRB, LLC this month to obtain assistance for acquiring the land needed for the blending location which includes review of property records, survey and map, and negotiation assistance. A Purchase Order was created for $16,200 for these services, and a 28-acre parcel of land was approved to be purchased by Council on February 22, 2022 in the amount of $800,000. This 28-acres, which became for sale in 2021, is located near a potential site that was evaluated as being in a more favorable location based on the layout of our wellfield, as indicated by a hydraulic model conducted by Plummer Associates, LLC. A final Technical Memo was received from Carollo in August 2022 and was sent to Plummer. This memo will be utilized by Plummer to determine the layout and modeling needed for the preliminary disinfection system. The engineering contract with Plummer for design of the disinfection system was approved by Council on October 11, 2022 in the amount of $528,900. Staff had a kick-off meeting on November 1, 2022 with engineers. Staff held the chlorine demand and disinfection byproducts testing on December 19, 2022 at the WTP. No DBPs were detected and demand was very low, as expected. An additional sum of $49,286 was added to the contract for work needed to improve the design following public comments. The Planning Committee and City Council approved the revised platting/zoning for the location. The Engineering Report has been submitted to the ODEQ for review. The Engineer has completed the final design for the project. The ODEQ has approved the Engineering Report; the bidding documents have been submitted for the ODEQ Construction Permit..

Site Evaluation Engineer: Carollo Engineering, Inc. (Tom Crowley & Rebecca Poole)

Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)
Disinfection System Engineer: Plummer Associates (Jason Laubaucher)

Well Line Extensions (WA0214):
The Groundwater Treatment Facility (GWTF) is currently under design to provide disinfection and disinfectant residual to better protect the quality of the water for customers. In order to get water to the facility for chemical addition, water extensions from the well fields are necessary. Additionally, sections of line are proposed to ensure increased resiliency by eliminating single points of failure in the water network feeding the proposed GWTF. This project includes the extension of approximately 13,000 linear feet of 12, 16, and 24-inch water lines.

On July 17, 2025, the Norman Utilities Authority (NUA) issued Request for Qualifications (RFQ) 2526-8 to engineering firms for various projects. Several firms were selected for various projects but Plummer Associates, Inc. (PAI) was selected for the water well line extensions.

Engineer: Plummer Associates, Inc. (Chris Ferguson)

Lead Service Line Inventory and Replacement (WA0384): The recent Lead and Copper Rule Revision will require new measures for utilities to comply with the rule. Specifically included within this proposed funding are 1) Inventory of approximately 5,000 service lines, 2) Distribution of pitchers to 20,000 locations, and 3) testing of 20,000 locations resulting from any disturbance. Costs for the inventory continue until completed. Reduced costs for the pitchers and testing are proposed in later years since the Advanced Water Metering project will be completed. Line Maintenance has continued to complete service line inventories and, based on the results of the surveys and discussions with the ODEQ, the estimated number of unknowns was reduced to approximately 4,500 services. The final inventory was submitted to the DEQ on October 16, 2024. Service line verification was completed for Norman schools and as requested by Voda.AI for their analysis. Staff is working with Voda regarding the updated analysis for potential presentation to the ODEQ.

James Garner Ave Waterline Replacement from Main to Duffy (WA0338): This project will replace the aging 6, 8, 12, and 16-inch waterlines between Main Street and Duffy Street along James Garner Avenue in conjunction with the Public Works Department James Garner Avenue Streetscape project currently being designed by Cowan Group Engineering, LLC. The waterlines in this area are over 50 years old and have experienced failures that disrupt water service and traffic flows. Replacement of these waterlines prior to the surface improvements will ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work. NUA entered into a contract with Cowan Group Engineering, LLC in the amount of $93,800 on June 22, 2021. A kick-off meeting was held on February 15, 2022 after 60% streetscape plans were completed. Additional items were added to the project so an amendment will be brought to City Council for approval. This project will be completed in combination with the Public Works project to reduce overall restoration costs and impacts to the public. Project was bid but was over budget for the roadway portion of the work. Project advertised for bidding and bids were opened on June 11, 2026. Contract award to Southwest Water Works, LLC occurred on June 23, 2026. Work is ongoing with the 8-inch line along James Garner completed up to Linn and the 16-inch line installed between Duffy and Symmes.

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

Jenkins Avenue Waterline Replacement (WA0353): This project will replace approximately 2,500 feet of existing 6-inch waterline with new 12-inch waterline in concert with the planned widening of Jenkins Avenue through the City of Norman Public Works Department. This project will also design a 1,000-foot extension of the Segment D transmission line recommended by the 2003 water mater plan. In addition, this project will install a non-potable reuse line from Imhoff Road to Constitution Street. Freese and Nichols, Inc. is currently under contract with Public Works to design the widening on Jenkins Avenue and also the intersection improvements at Jenkins Avenue/Constitution Street/Imhoff Street, so staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this waterline project in order to ensure a cohesive design for both street improvements and the new water lines in this area. The contract with Freese and Nichols was approved by council on April 27, 2021 in the amount of $95,740. Staff had a project kick-off meeting with engineers on May 27, 2021. Public Works will be combining the waterline work into the ODOT streetscape project. This will save money in restoration costs and allow for a shorter construction period for the entire project. ODOT has bid the project and awarded contract. Water line installation on this project is currently

ongoing with all of the 12-inch water line installed from Timberdell to Lindsey. The 24-inch water line installation began in August 2026 and the installation was completed to the south side of Imhoff with only testing remaining to tie the line into service. All water line installation is complete for this project.

Water Line Desktop Condition Assessment (WA0337): This contract provides for our consultant, Voda.AI, to complete a desktop condition assessment of the water lines within the distribution system. Each segment of water line within the City's database will be evaluated and scored for both likelihood and consequence of failure using information from GIS databases such as pipe age, material, soil conditions, and other factors relevant to pipe reliability. To prove their model's validity for our system, the model will be set up using historical data and the analysis will then be performed and compared against actual results for a test year. Staff have been working with the consultant to provide data and working through data cleanup. Initial results were provided in November. Staff reviewed the information in December and had modifications/corrections. Updated information provided and staff have reviewed the information. The project will be continued for the next 4 years with the information used as an input to identify future projects. Results for FYE 26 have been received and staff is utilizing information to create future projects.

Consultant: Voda.AI

Flood Water Line from Franklin to Huettner (WA0338): The existing 12-inch water line along Flood Avenue has experienced multiple failures impacting service to customers. This line was installed in the 1950s, and the segment from Robinson Street to Franklin Road was replaced 2022. However, the segment from Franklin Road northward has not yet been replaced. This project will replace the line from Franklin Road north to Huettner Road which is the southern extent of the area to be impacted by the interchange modifications for the East-West OTA Connector at Interstate 35. The project includes the replacement of approximately 3,500 linear feet of 12-inch water line to improve system reliability and reduce future maintenance needs.

Consultant: STV

SANITATION CAPITAL PROJECTS:

Compost Facility Scale House (SA0019):
This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water and sanitary sewer for staff in charge of coordinating with customers. This building will also replace the prefabricated building purchased in 2003 that has become severely deteriorated and inadequate. Based on the project scope, staff appointed TriCore Group, LLC as the engineer responsible for design and bidding services. City Council approved the contract with TriCore Group in the amount of $30,500 on May 11, 2021. Staff met with Engineers on March 4, 2022 to discuss preliminary plans. It was determined that a permanent building be built, rather than a prefabricated building, to better accommodate operations. In order to do this, Engineers had to subcontract an architect for the design of the building. An amendment to the contract for architectural services was approved by Council on April 12, 2022, which increased the cost of engineering services to $39,000. The engineer requested an increase of $4,000 to the contract in order to pay for redesign of the architectural plans. Staff is working on revisions to the contract to approve a final contract amount of $43,000. Staff received final plans and specifications from the engineers on September 6, 2022 and are reviewing before starting the bid process. Planning reviewed the current set of plans and sent their comments on June 23, 2023. These were forwarded to the Engineer for incorporation to the final plan set. A quote for access control and cameras (Convergint) and low voltage (TransTel) was obtained by IT in June. The Engineer sent a revised set of plans this month. Upon review, there are pay items missing for concrete and asphalt work, as well as details and specifications missing for the storm shelter and other important components. Comments from Planning were not incorporated and a revised specifications book has not been sent. Updated plans and specifications are currently being prepared by TriCore. As of the first week in March 2024, City of Norman comments on the plans and specifications are currently being addressed by TriCore prior to entering the bidding phase of this project.

A discussion with Tricore took place on October 2, 2024 and they requested for Norman Utilities Staff to begin compiling bid documents. Bid documents are expected to be completed in November with the bidding process beginning in December. This project doesn't have the same priority as projects with federal or state funding window

constraints such as the WRF Aeration Blowers and Biosolids CEC project, or projects that will have a greater impact on Norman residents such as the Danfield WL Replacement and SMP-18, which have all required significant input from the NUA in the period originally designated for producing the bid documents in October.

This project is expected to go out for bid in January or early February 2025. A request was made for Tricore to tender plans to Development Services for review while the bidding documents are finalized and the bidding process begins.

The project went out for bid in January and bid opening will be on March 20, 2025. As of March 2025, received bids are being evaluated before proceeding.

Following the evaluation of bids, Contract and Bonds have been sent to the lowest bidder WL McNatt & Company in the amount of $1,787,506. This exceeds the budget for this project, and a change order has been negotiated and sent to WL McNatt & Co., reducing the scope of work on this project to bring costs into alignment with budgetary constraints. The contract and change order for this project is expected to be awarded and approved in the last City Council regular meeting in May.

Contract was awarded at the May 27, 2025 City Council Regular Meeting and contract documents signed by CoN personnel were received on June 4, 2025. A preconstruction meeting will be held in June 2025 where a construction schedule will be set.

As of July 2025, submittals are undergoing the approval process with mobilization to follow.

As of October 2025, submittals are being reviewed by City Staff. Construction will not begin until submittals have been reviewed and approved.

As of November 2025, submittals have been reviewed and approved. Work will begin on the compost facility scale house in late November or early December.

The contractor is reviewing the grading plan CAD files before breaking ground on the project. The work will begin the second week of December 2025.

On December 29, 2025 construction began for this project. Construction began with pouring the foundation of the new compost facility building, and the facility has remained open during this portion of the construction.

In January 2026, the contractor completed the pour of the scale house foundation. Change Order No. 2 was executed on March 10, 2026, to provide supplemental structural engineering plan sheets as well as additional metal structural materials for the roof. Work on the project is currently ongoing.

As of May 2026, the metal framing has been completed and WL McNatt is now working on integrating electrical utilities while completing the non-metal portion of framing the new building.

In July 2026, the sidewalk surrounding the building and the remaining concrete driveway was poured. WL McNatt worked with OG&E on scheduling the installation of the new transformer for the new compost building. The electrical install work is expected to take place in late August or September.

In August 2026, OG&E received payment for their electrical infrastructure work, but the work has not yet been scheduled by OG&E.

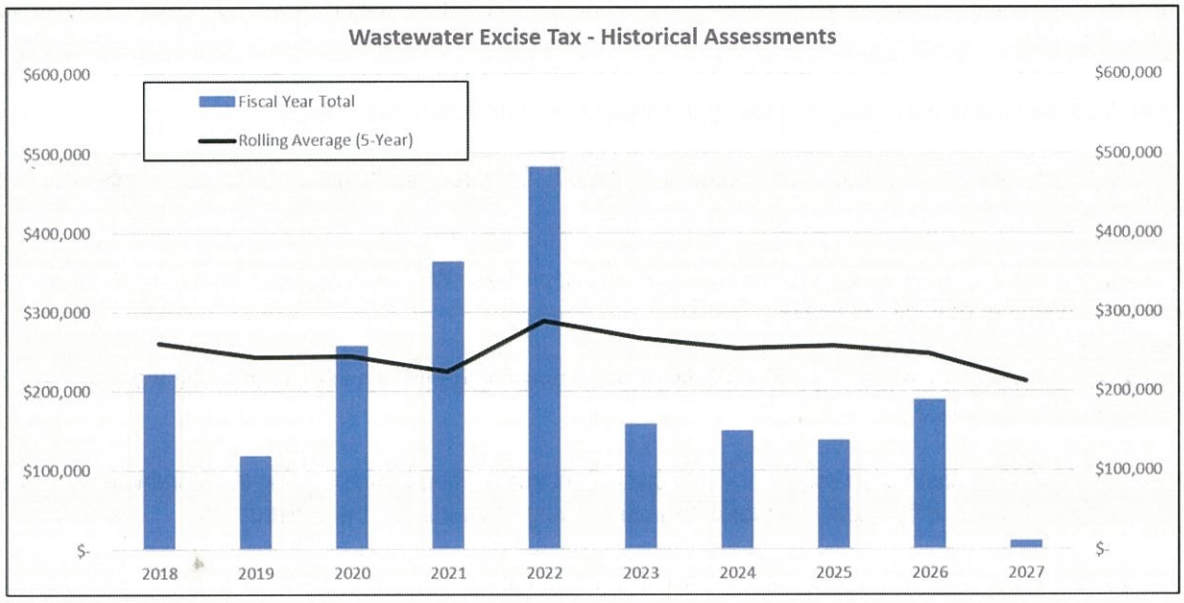
OG&E has completed most of their work, but need to connect the building to the infrastructure they installed. Concrete pours for the driveway will occur in October, as well as installation of access controls and security measures.

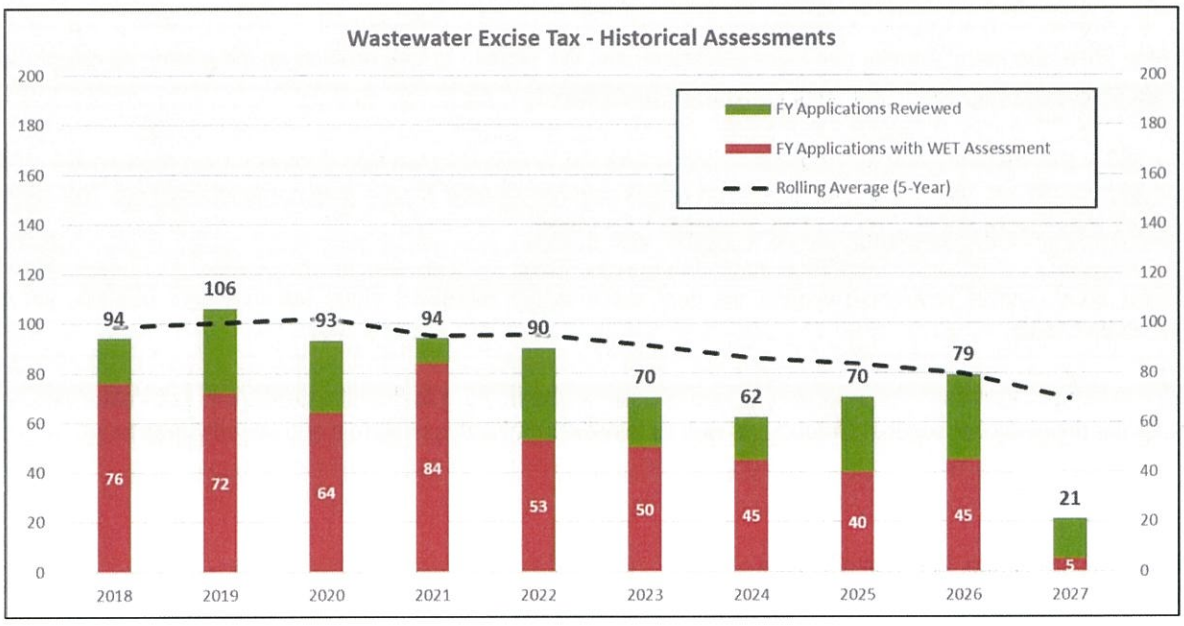
Engineer: TriCore Group, LLC (Greg Vance)

Sanitation Cost-of-Service Study (SA0025): This study will complete a financial evaluation of the Sanitation Fund. Raftelis, who has performed several financial studies for the Utilities Department, was selected to complete this work. Under this contract, Raftelis will evaluate the overall financial condition of the Sanitation fund amidst increasing costs. In summary, this study will develop a financial plan based on historical revenues and anticipated operating and capital expenditures, assess costs for service for various customer classes and services provided to sanitation customers, evaluate the current rate structure and prepare recommended modifications or increases to eliminate customer class subsidies and/or meet requirements for the financial plan; and present information to City Council. Contract was awarded by City Council on January 23, 2024. Raftelis will provide an updated report with additional information requested by Council for rural recycling.

Wastewater Excise Tax – Non-Residential:

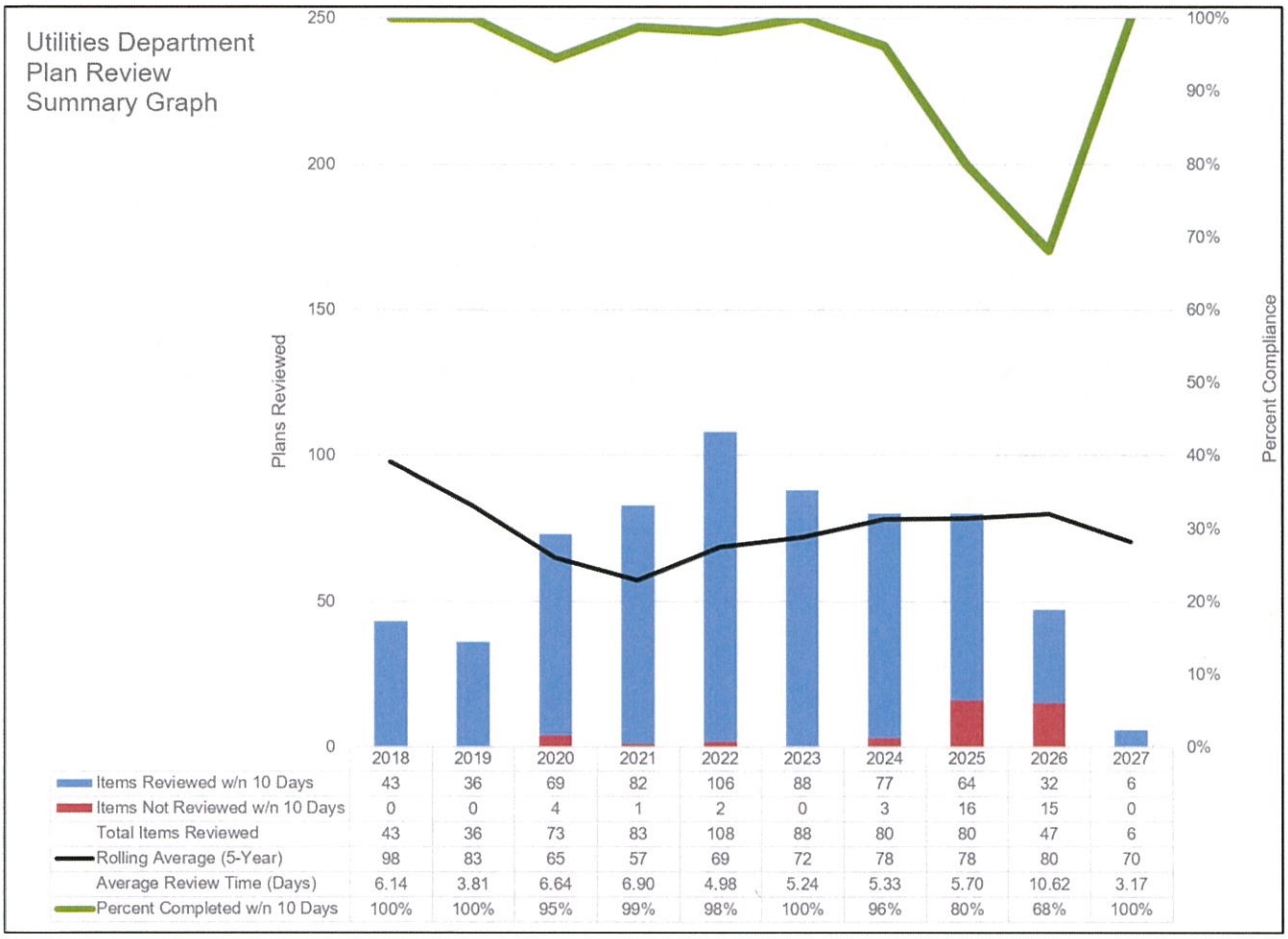
WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on seven commercial entities last month. One application was determined to increase wastewater flows over the previous use of the site. For the fiscal year, 19 commercial properties have been reviewed and a total of $8,991.73 has been assessed to the entities that will increase wastewater flows for their respective property. Below are graphs showing the amount assessed and the number reviewed.





PLAN REVIEW:

One plan set was reviewed this past month. Staff has reviewed 5 plans for the current fiscal year with an average review time of 1 day and with 100 percent of plans reviewed within 10 days.



	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Items Reviewed w/n 10 Days	43	36	69	82	106	88	77	64	32	6
Items Not Reviewed w/n 10 Days	0	0	4	1	2	0	3	16	15	0
Total Items Reviewed	43	36	73	83	108	88	80	80	47	6
Rolling Average (5-Year)	98	83	65	57	69	72	78	78	80	70
Average Review Time (Days)	6.14	3.81	6.64	6.90	4.98	5.24	5.33	5.70	10.62	3.17
Percent Completed w/n 10 Days	100%	100%	95%	99%	98%	100%	96%	80%	68%	100%

RECOUPMENT PROJECTS:

1. NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of $697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.
2. Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.
3. North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is $0.00 of potential $61,177.
4. 36th Avenue NW Waterline Payback: Payback project established 08/24/99 for 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Total payback to date is $65,123.
5. 24th Avenue NW Waterline Payback: Payback project established 04/22/08 for 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Medcore billed $27,212 on 04/15/20; total payback to date is $87,074 of original project cost of $346,134.

6. Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of $15,717.09 paid 12/15/15; total of $15,717.09 paid to date and will be returned to Links at end of fiscal year. Payback funds returned to Links in January 2018. Links check reissued in July 2019 as previous check was never cashed.
7. Interstate Drive Waterline Payback: NUA approved payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the Final Payback resolution approved 12/10/19. Hudiburg Subaru billed $28,540 on 04/24/20 and UNP was billed $32,963 for detention pond on 04/24/20.
8. Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Ruby Grant Waterline Payback project approved by Council 12/10/19; construction of 12-inch waterline is nearing completion. Battison Honda is considering new development along Interstate Drive north of Franklin Road that will connect to the Ruby Grant Waterline.

Private Water Well Permits Issued

No well permits issued in September 2026.

DIVISION OF ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY

MONTHLY REPORT

SEP 2026

FY 2027, Q1

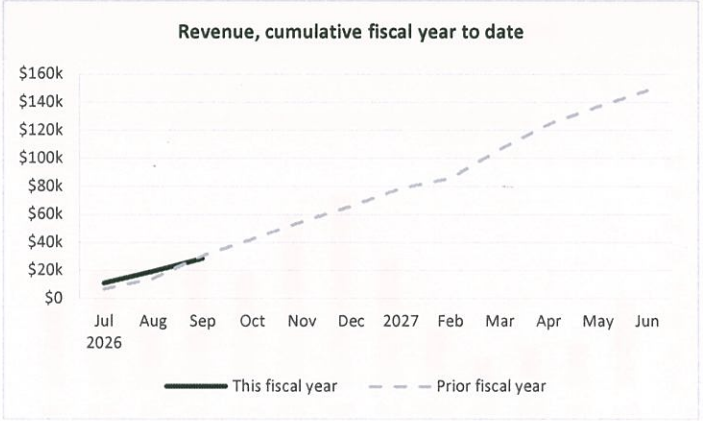
METRIC	SEP 2026		CHANGE	FY 2027 TO DATE	12-MONTH ROLLING
Source: DoERS_Monthly_Data.xlsx via Power Query	*this month*	*same month, prior year*	*vs. prior year*	*Jul 2026-Sep 2026 (3 months)*	*Oct 2025-Sep 2026*
STORMWATER - CONSTRUCTION SITES					
Inspections conducted	96	96	0.0%	298	1,204
Active construction sites	93	92	+1.1%	*n/a*	*n/a*
Earth change permits issued	1	4	-75.0%	3	37
Enforcement actions - total	0	0	-	0	0
STORMWATER - INDUSTRIAL SITES					
Inspections conducted	1	-	-	3	-
Active industrial sites	4	-	-	*n/a*	*n/a*
Industrial permits issued	0	-	-	0	-
Enforcement actions - total	0	-	-	0	-
MS4 PROGRAM					
Public inquiries received - total	25	27	-7.4%	88	369
By channel received					
Action Center	4	2	+100.0%	22	90
PW Stormwater	0	0	-	2	10
Direct calls	10	8	+25.0%	16	84
Other channels	11	17	-35.3%	45	182
By subject					
Inquiries tagged as a complaint	-	-	-	-	-
MCM 3 - outfall inspections	0	0	-	0	64
MCM 5 - post-construction inspections	0	0	-	138	267
MCM 6 - good housekeeping inspections	0	0	-	0	24

METRIC	SEP 2026		CHANGE	FY 2027 TO DATE	12-ROLLING
Source: DoERS_Monthly_Data.xlsx via Power Query	*this month*	*same month, prior year*	*vs. prior year*	*Jul 2026-Sep 2026 (3 months)*	*Oct 2025-Sep 2026*
PRETREATMENT / FATS, OILS AND GREASE (FOG)					
FOG inspections	32	34	-5.9%	99	337
Food license approvals	2	2	0.0%	7	28
Grease removed from interceptors (gal)	35,000	101,645	-65.6%	164,925	963,662
SIU inspections	1	17	-94.1%	1	1
SIU sites sampled	0	0	-	0	31
Table II monitoring completed	0%	0%	*n/a*	*n/a*	*n/a*
Table III monitoring completed	0%	0%	*n/a*	*n/a*	*n/a*
HOUSEHOLD HAZARDOUS WASTE					
Cars served - total	78	74	+5.4%	255	2,062
Material collected - total (lb)	4,057	4,308	-5.8%	15,532	132,151
Motor oil collected (gal)	275	463	-40.6%	940	4,106
Antifreeze collected (gal)	0	205	-100.0%	155	755
Cooking oil collected (lb)	0	0	-	0	-
Tires collected (ea)	612	343	+78.4%	972	3,507
Sharps disposals	8	16	-50.0%	25	-
Swap shop visits	7	12	-41.7%	24	85
Reusables collected (lb)	155	68	+127.9%	419	-
Reusable items added to swap shop (ea)	95	49	+93.9%	95	-
Reusable items taken from swap shop (ea)	91	93	-2.2%	91	-
Disposal cost per car served ($), period basis	*n/a*	*n/a*	*n/a*	*n/a*	$ 23.39
Pounds collected per car served	52.01	58.22	-10.7%	60.91	64.09
REVENUE					
FOG program	$ 500.00	$ 100.00	$ 4.00	$ 1,150.00	$ 21,900.00
Industrial surcharge	$ 8,474.08	$ 16,013.79	$ (0.47)	$ 27,070.23	$ 124,219.22
Lab analysis recovery	$ -	$ -	-	$ -	-
Industrial discharge permit fees	-	$ -	-	-	-
Earth change permit fees	-	-	-	$ 110.00	-
Industrial stormwater permit fees	-	-	-	$ -	-
Fertilizer applicator fees	-	-	-	$ -	-
Annual construction permit fees	-	-	-	-	-
Annual industrial permit fees	-	-	-	-	-
TOTAL REVENUE	$ 8,974.08	$ 16,113.79	$ (0.44)	$ 28,330.23	$ 146,229.22
SUSTAINABILITY					
Food waste diverted (lb)	591	387	+52.9%	1,860	6,121
Solar generation - total (kWh)	245,974	257,411	-4.4%	808,004	3,059,872
CO2 emissions avoided (tons)	177.9	186.2	-4.4%	584.5	2,213.5
OUTREACH AND PUBLIC EDUCATION					
Outreach events hosted - total	8	-	-	8	-

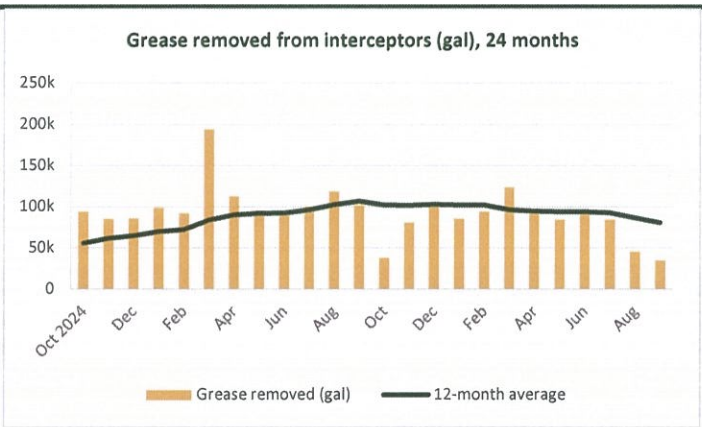
METRIC	SEP 2026		CHANGE	FY 2027 TO DATE	12-[illegible] ROLLING
Source: DoERS_Monthly_Data.xlsx via Power Query	*this month*	*same month, prior year*	*vs. prior year*	*Jul 2026-Sep 2026 (3 months)*	*Oct 2025-Sep 2026*
Outreach impressions made	2,400	-	-	2,644	-
WATERSHED BASED PLAN - LAKE THUNDERBIRD					
Cleanup events hosted	-	2	-	-	-
Cleanup volunteers	-	41	-	-	-
Trash removed at cleanups (lb)	-	0	-	-	-
Trash removed by trash boom (lb)	-	-	-	-	-
Rain barrels sold within the watershed	0	-	-	0	-
All rain barrels sold, watershed and outside	0	0	-	0	104

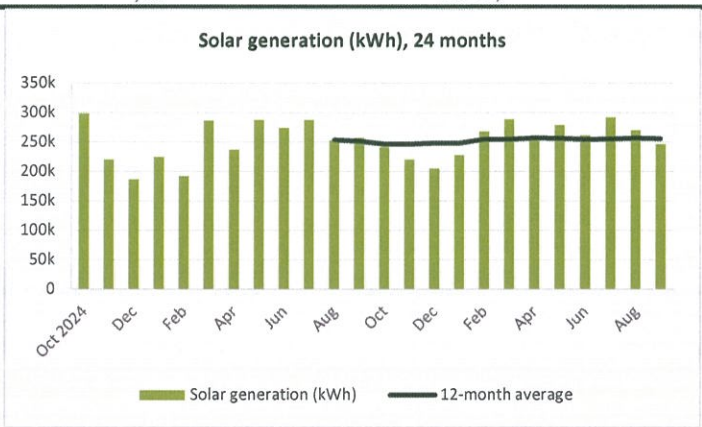
TRENDS

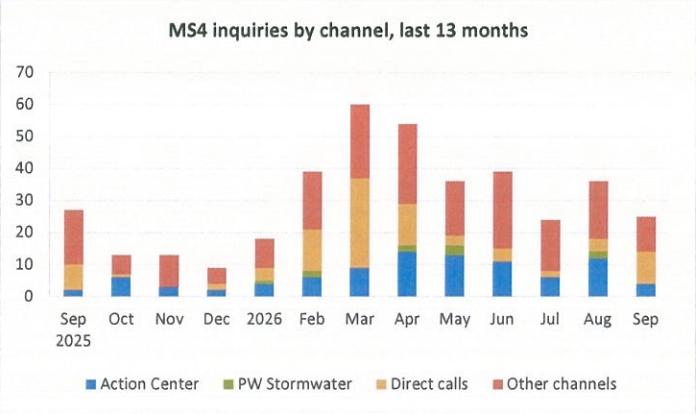




METRIC	SEP 2026		CHANGE	FY 2027 TO DATE	12-ROLLING
Source: DoERS_Monthly_Data.xlsx via Power Query	*this month*	*same month, prior year*	*vs. prior year*	*Jul 2026-Sep 2026 (3 months)*	*Oct 2025-Sep 2026*







ENVIRONMENTAL CONTROL ADVISORY BOARD - ACTIVITIES

Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research.
Beginning planning stages for MCPA review
Deciding on new topics for concentration
Working on recommendations for lighting best practices
Colin Zink spoke about the City's Urban Forestry Master Plan.

DIVISION ACTIVITIES

On September 1-2, Loudenback and Deborah attended the OKRA Conference
On September 2, JD, Jerry and Aaron Easter attended the DOL Committee meeting to clarify requirements surrounding fire line backflow assemblies
On September 8, Loudenback, Katrina and Chao met with community members to organize Monarhcs in the Park
On September 8, Loudenback attended a City Council recognition fpr {athways for Pollinators & People
On September 9, JD, Jerry, and Chao met with Anthony Purinton and Aaron Easter to discuss the September 2nd DOL meeting and next steps for CCC program
On September 10, Loudenback and Chao attended a ribbon cutting for the Bishop Creek Ecopark and Rain Garden

METRIC	SEP 2026		CHANGE	FY 2027 TO DATE	12-ROLLING
Source: DoERS_Monthly_Data.xlsx via Power Query	*this month*	*same month, prior year*	*vs. prior year*	*Jul 2026-Sep 2026 (3 months)*	*Oct 2025-Sep 2026*
On September 12, Chao and Deborah conducted a Blue Thumb big picking event at the DC					
On September 14, Loudenback attended the Development Review Team meeting					
On September 19, Loudenback and Chao conducted a Ruby Grant volunteer cleanup event					
On September 21-22, Loudenback attended the OFMA conference in Tulsa					
On September 23, Paul gave an introductory FOG training to DoERS					
On September 24, DoERS attended a monarch tagging training hosted by the Oklahoma Monarch Society					
On September 24, DoERS and Parks put on a ribbon cutting celebrating the pollinator gardens and Rick Stinnet mural outside City Hall					
On September 27, DoERS and Parks hosted a 5k and the Monarchs in the Parks festival at Ruby Grant					
On September 24, DoERS attended a monarch tagging training hosted by the Oklahoma Monarch Society					
On September 24, DoERS and Parks put on a ribbon cutting celebrating the pollinator gardens and Rick Stinnet mural outside City Hall					
On September 27, DoERS and Parks hosted a 5k and the Monarchs in the Parks festival at Ruby Grant					

UPCOMING ACTIVITIES
10/17 Sutton Wilderness Trail and Tree
10/25 LT workshop and cleanup event
10/30 Spooky Sustainability Scramble
11/7 Colonial Estates Cleanup
11/14 E-waste collection

ONGOING PROJECTS
BOR Grant for Carrington Lakes _ LTWA
Sequoyah Trails Pond retrofit
Line Maintenance Buildng solar project

CITY OF NORMAN
DEPARTMENT OF UTILITIES
LINE MAINTENANCE DIVISION

MONTHLY PROGRESS REPORT
WATER MAINTENANCE

	FYE 2027		FYE 2026	
September 2026	MONTH	YTD	MONTH	YTD
New Meter Sets:	**29**	**112**	**38**	**86**
Number Short Sets	29	112	38	85
Number Long Sets	0	0	0	1
Average Meter Set Time	5.93	6.19	6.43	6.18
Number of Work Orders:				
Service Calls	403	1,415	523	1,522
Meter Resets	0	0	0	3
Meter Removals	2	17	5	22
Meter Changes	11	38	14	48
Locates Completed	649	1,865	545	1,899
Number of Water Main Breaks	19	45	18	45
Average Time Water Off	3.32	2.42	1.15	1.49
Number of Water Leaks	64	171	127	224
Fire Hydrants:				
New	0	0	1	1
Replaced	2	4	1	2
Maintained	94	299	79	269
Number of Valves Exercised	202	530	167	401
Feet of Main Construction	0	0	340	340
Hours of Main Construction	0	0	332	332
Meter Changeovers	0	0	0	0
OJI's	0	0	0	2
Hours Flushing/Testing New Mains	18.53	57	19	69
Hours Worked Outside of Division	0.00	0.00	0	0

CITY OF NORMAN
DEPARTMENT OF UTILITIES
LINE MAINTENANCE DIVISION

MONTHLY PROGRESS REPORT
SEWER MAINTENANCE

	FYE 2027		FYE 2026	
September 2026	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	2	5	1	5
Property Owner Responsibility	11	43	21	52
TOTAL	13	48	22	57
Number of Feet of Sewer Cleaned:				
Cleaned	80,152	205,694	111,204	285,667
Rodded	961	9,059	1,545	7,099
Foamed	10,109	61,384	60,012	60,012
SL-RAT	9	9	0	0
TOTAL	**91,231**	**276,146**	**172,761**	**352,778**
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	1
Obstruction	0	0	0	0
Private	1	3	0	3
Other (Lift Station, Line Break, etc.)	2	2	0	0
Total Overflows	**3**	**5**	**0**	**4**
Feet of Sewer Lines Televised	31,690	89,910	26,276	92,765
Locates Completed	308	937	303	927
Manholes:				
Inspected	1,165	3,434	1,504	3,852
New	0	0	0	0
Raised	1	3	3	27
Repaired	4	8	1	13
Feet of Sewer Lines Replaced/Repaired	3.00	17.00	12	40
Hours Worked at Lift Station	58.15	136.17	42	115
Hours Worked for Other Departments	12.41	19.60	7.95	14.95
OJI's	0	2	1	1
Square Feet of Concrete	0	0	0	198
Average Response Time (Minutes)	21.00	28.38	32.00	24.32
Number of Claims	0.00	0.00	0.00	0.00

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
September 1-30 2026

Flow Statistics

	FYE 2027		FYE 2026	
	This Month	YTD	This Month	YTD
Total Influent Flow (M.G.)	293.4	892.4	324.4	1013.1
Total Effluent Flow (M.G.)	288.9	878.6	320.7	933.1
Influent Peak Flow (MGD)	12.1	12.2	16.8	16.8
Effluent Peak Flow (MGD)	12.0	12.4	12.0	14.0
Daily Avg. Influent Flow (MGD)	9.8	9.9	10.8	11.0
Daily Avg. Effluent Flow (MGD)	9.6	9.8	10.7	10.1
Precipitation (inches)	0.6	15.4	1.4	16.2

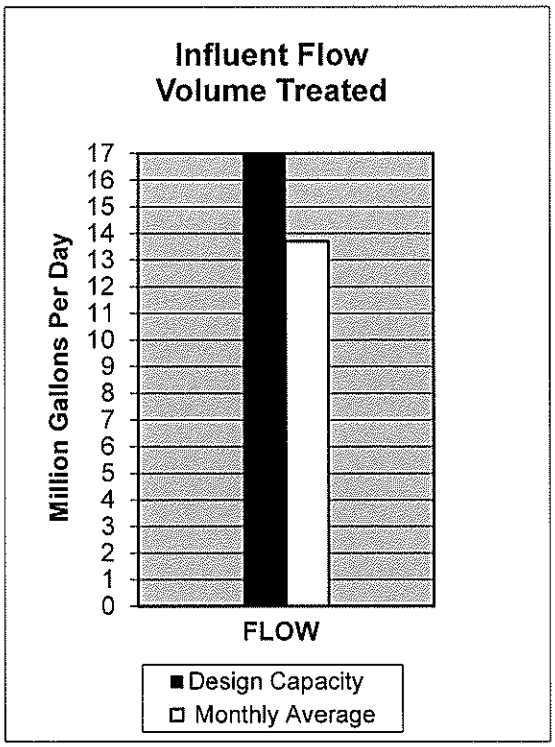
Discharge Monitoring Report Stats	EPA minimum percentage removal 85%	
5 day CBOD:	Avg.	Avg.
Influent Total (mg/l)	137	195
Effluent Carbonaceous Total	2.3	3
Percent Removal	98.3	98.5
Total Suspended Solids:		
Influent (mg/L)	231	210
Effluent (mg/L)	4.3	8
Percent Removal	98.1	96.2
Dissolved Oxygen:		
Influent (min)	0.6	0.5
Effluent (min)	8.1	8.5
pH		
Influent (Low)	6.05	6.63
(High)	7.06	7.06
Effluent (Low)	6.78	6.78
(High)	7.54	7.25
Ammonia Nitrogen		
Influent (mg/L)	34.5	29.9
Effluent (mg/L)	0.3	7.3
Percent Removal	99.1	91.3

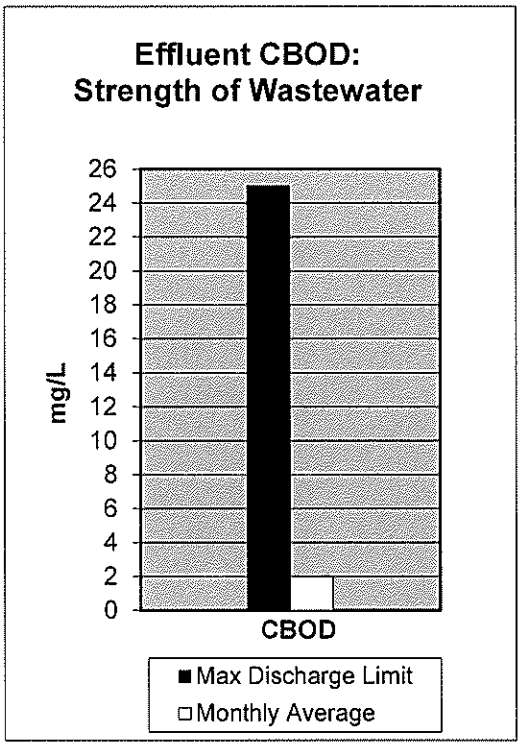
Utilities

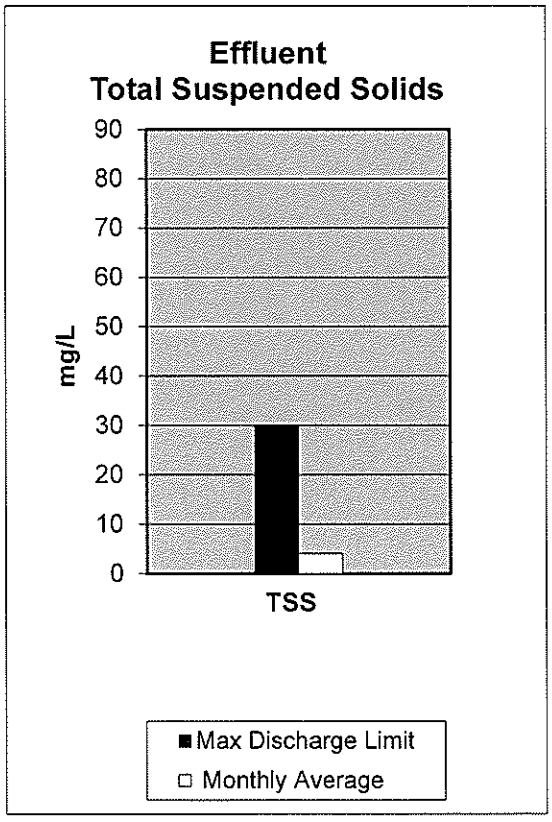
Electrical				
Total kWh Used (Plant wide)	401,960	1,128,472	415,320	1,323,680
Aeration Blowers,WSL&Headworks	145,000	393,200	145,200	447,800
UV Facility	74,000	212,800	71,400	210,400
Natural Gas				
Total cubic feet/day (plant wide)	317,000	1,156,000	222,000	688,000
Public Education (Tours)	20	20	2	19
Total Attendees for FYE 26	20	20		19
OU Golf Course	14.1	37.9		21.6

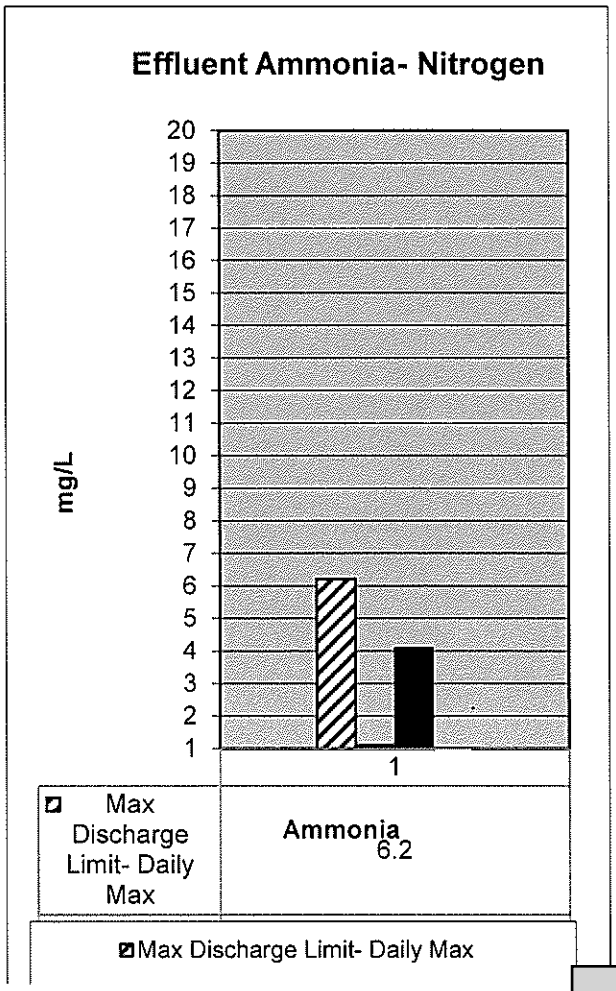
E.coli Geometeric Mean for September 2026 **79 MPN** (Limit is 126)

CITY OF NORMAN
WATER RECLAMATION FACILITY
September 2026









Comments here

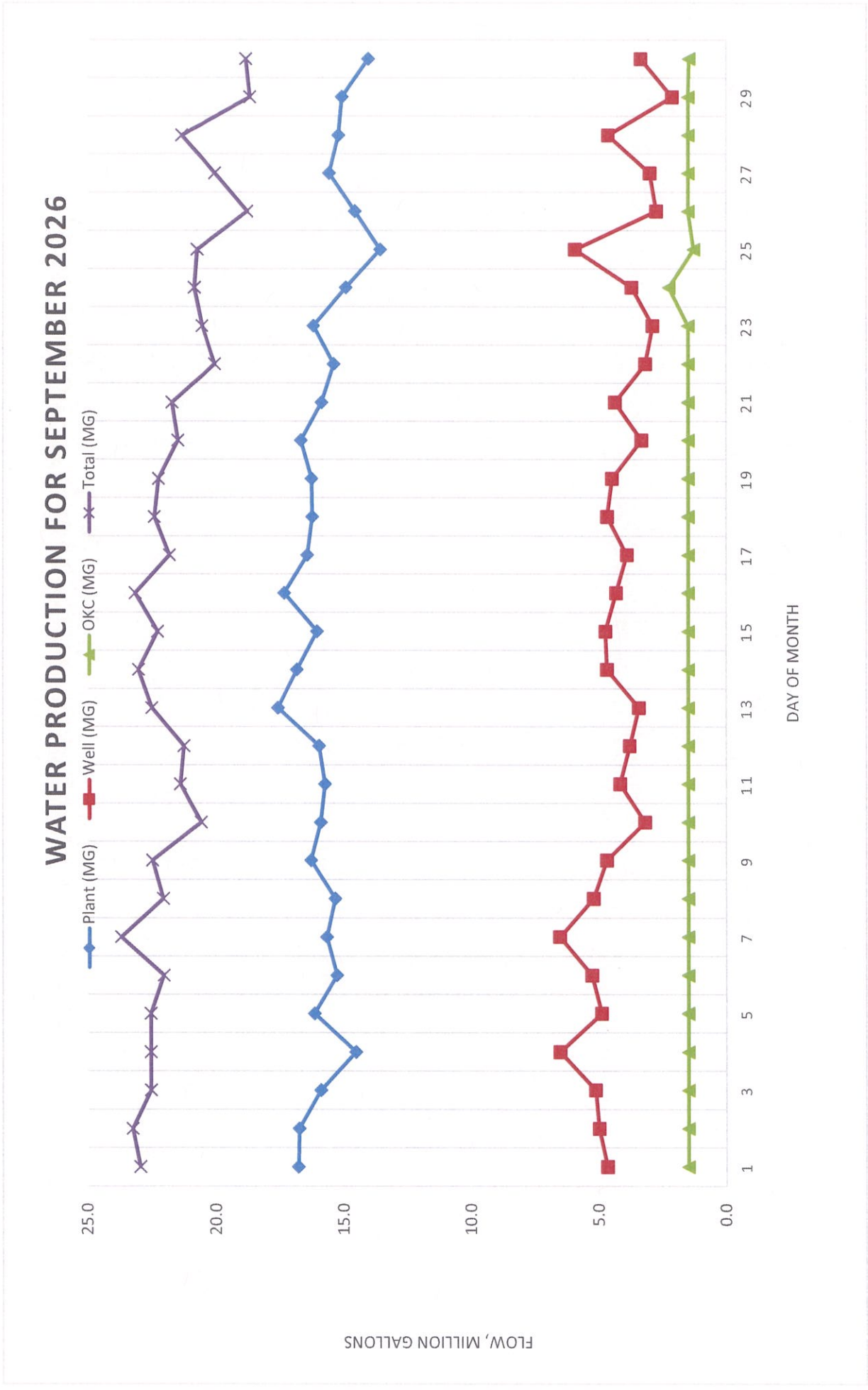
CITY OF NORMAN, OKLAHOMA
DEPARTMENT OF UTILITIES

MONTHLY PROGRESS REPORT

WATER TREATMENT DIVISION **MONTH: September-2026**

	FYE 2027		FYE 2026	
Water Supply	This month	Year to date	This month	Year to date
Plant Production (MG)	473.95	1403.31	449.75	1337.21
Well Production (MG)	128.51	348.73	31.94	172.07
Oklahoma City Water Used (MG)	45.47	138.35	29.98	92.04
Total Water Produced (MG)	647.92	1890.38	511.67	1601.33
Average Daily Production	21.60	20.55	17.06	17.41
Peak Day Demand				
Million Gallons	23.69	23.89	19.53	21.14
Date	9/7/2026	8/24/2026	9/15/2025	8/18/2025
System Capacity (see note 1)	30.34	30.34	30.34	30.34
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note 1: 2024- system capacity updated to reflect actual firm capacity from all sources				
Costs				
Plant	$832,923.83	$2,429,514.26	$747,771.64	$2,207,690.38
Wells	$315,706.16	$825,823.33	$210,656.10	$648,891.08
OKC	$188,487.63	$481,630.13	$109,603.99	$327,067.27
Total	$1,337,117.62	$3,736,967.72	$1,068,031.73	$3,183,648.73
Cost per Million Gallons				
Plant	$1,757.42	$1,731.28	$1,662.62	$1,650.97
Wells	$2,456.69	$2,368.12	$6,595.37	$3,771.07
OKC	$4,145.68	$3,481.34	$3,656.15	$3,553.38
Total	$2,063.70	$1,976.84	$2,087.34	$1,988.13
Water Quality				
Bacterial Samples in Compliance	100	300	100	300
Bacterial Samples out of Compliance	0	0	0	0
Total number of inquiries (Note 2)	1	3	1	4
Total number of complaints (Note 2)	5	28	11	17
Number of complaints per 1000 service connections	0.12	0.68	0.27	0.41
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	1	3	1	5
Public Education				
Number of tours conducted	4	6	6	9
Number of people on tours	78	94	80	124

Notes:
Central Power performed annual maintenance and load bank tasting on Emergency Generator
Jarred Chandler completed the of cleaning of Lagoon 4
Replaced E33 Bayoxide media at the Well 31 arcenic treatment system


WATER PRODUCTION FOR SEPTEMBER 2026
Plant (MG)
Well (MG)
OKC (MG)
Total (MG)
25.0
20.0
15.0
10.0
5.0
0.0
FLOW, MILLION GALLONS
1
3
5
7
9
11
13
15
17
19
21
23
25
27
29
DAY OF MONTH

COMPOST MONTHLY REPORT

SEPTEMBER 2026

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	237.42
LANDFILL TIPPING FEE'S	$ 21.75
SAVINGS FROM NOT DUMPING AT LANDFILL:	$ 5,163.89

TONS BROUGHT IN BY PUBLIC:	1,760.00
TONS BROUGHT IN BY CONTRACTORS :	5,856.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	1,000.00
LANDFILL TIPPING FEE'S	$ 21.75
SAVINGS FROM NOT DUMPING AT LANDFILL:	$ 187,398.00

TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	$ 192,561.89

REVENUE COLLECTED FROM COMPOST SALES:	**$0.00**
REVENUE COLLECTED FROM GATE SALES:	**$7,320.00**

TOTAL TONS COLLECTED	**8,853.42**

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.	**100**	
ROAD & CHANNEL	**0**	
LINE MAINTENANCE	**0**	
STREET DEPT.	**50**	
WATER TREATMENT	**0**	
MURPHY PRODUCTS OKC	**0**	
SELF LOADING BIN	**100**	
DRYING BEDS	**1,500**	
COMPOST SOLD BY CUBIC YARDS	**0**	
MULCH SOLD BY CUBIC YARDS	**1,000**	
TOTAL:	**2,750**	**0**

CURBSIDE MONTHLY RECYCLING REPORT

Sep-26

PROGRAM STATISTICS	
	AVERAGE MONTH
SET OUT/PARTICIPATION RATE:	98%
AVERAGE TONS PER DAY :	12.40
POUNDS PER HOME:	11.96

COMMODITY BY TON		
	% of Total	**TONS**
ALUMINUM BEVERAGE CAN	2.10%	9.65
#1 PET	5.50%	25.26
NEWS	0.00%	0
GLASS CONTAINERS	5.72%	26.27
MIX PAPER	33.40%	153.42
PLASTIC FILM	0.57%	2.62
#2 NATURAL	0.90%	4.13
#2 COLOR	1.10%	5.05
#3-#7	0.00%	0
METAL	0.82%	3.77
RIGIDS	0.89%	4.09
TIN-STEEL SCRAP	3.30%	15.16
TRASH	28.30%	130
OCC	17.40%	79.93
TOTAL	**100.00%**	**459.35**

	MONTH
SERVICE CALLS (MISSES)	9
HOUSESIDE	0
REMINDER	0
SCATTERED	0
MISC.	2
REPAIR	
NEW	
ADD	
MISSING	
EXCHANGE	
REPLACE	
PICK UP	
TOTAL CALLS	11.00

	MONTH
LANDFILL COST AVOIDANCE	$9,990.86

SANITATION DIVISION PROGRESS REPORT

SUMMARY 2026

	FYE 27 MONTH	YR-TO-DATE
Vehicle Accidents	**0**	0
On The Job Injuries	**0**	0
Bulk Pickups	**49**	294
Refuse Complaints	**112**	672
New Polycarts Requests	**72**	432
Polycarts Exchanges	**11**	66
Additional Polycart Requests	**101**	606
Replaced Stolen Polycarts	**11**	66
Replaced Damaged Polycarts	**45**	270
Polycarts Repaired	**25**	150

MONTHLY TRANSFER STATION REPORT
September 2026

	TONS PER MONTH	REVENUE PER MONTH
O.U.	446.06	$27,646.80
STANDARD GATE	526.96	$49,219.00
RESIDENTIAL	506.00	$43,084.48
MATTRESS		$100.00
TOTALS:	1,479.02	$120,050.28

		MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.		414.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.		7703.66
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.		0.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:		0.00
TOTAL LOADS BROUGHT TO LANDFILLS:		414.00
GRAND TOTAL TONS TO LANDFILLS		7,703.66
DISPOSAL COST PER TON (OKC)		$21.75
TIPPING FEE'S FOR DUMPING AT OKC:		$167,554.61
GRAND TOTAL TIPPING FEE'S		$167,554.61
# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:		632.00
# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:		3677.74
# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:		421.00
# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:		2670.56
TOTAL LOADS BROUGHT TO TRANSFER STATION:		1053.00
TOTAL TONS BROUGHT TO TRANSFER STATION:		6348.30
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:		159.77
TOTAL TONS RECEIVED AT TRANSFER STATION		6508.07

Drop Center Report September 2026

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	$ Diverted
ALUMINUM:	$950.00	$0.00	0	0	0%	$21.75	723.53	$15,736.78
PLASTICS:	$0.00	$0.00						
STEEL CANS:	$0.00	$0.00						
MIXED OFFICE PAPER:	$0.00	$0.00						
CARDBOARD:	$20.00	$0.00						

RECYCLING CENTER DATA:	#9	Westwood	Hollywood	Transfer				
	TONS	TONS	Tons	Tons	Total Tons	PRO/FEE	Revenues	Net
ALUMINUM:	0.45	0.11	0.47	0.05	1.08	$0.00	$1,026.00	$1,026.00
PLASTICS:	2.81	0.93	2.92	0.2	6.86	$0.00	$0.00	$0.00
STEEL CANS:	0.45	0.11	0.47	0.05	1.08	$0.00	$0.00	$0.00
MIXED OFFICE PAPER:	1.8	1.85	2.73	0	6.38	$0.00	$0.00	$0.00
CARDBOARD:	71.52	38.95	106.26	12.26	228.99	$0.00	$4,579.80	$4,579.80
RECYCLING CENTER TOTALS:	77.03	41.95	112.85	12.56	244.39	$0.00	$5,605.80	$5,605.80

Commercial Cardboard Containers		Compactors		Glass	
TONS	Revenues	TONS	Revenues	TONS	Revenues
197.5	$3,950.00	17.16	$343.20	24.91	$0.00

Expenses	Average hrly+ benefits		$26.78		
	Cage Rolloff	Cardboard	Occ Compact	MXD Office	Total
Hours	50	197.5	0	14	261.5
Labor $	$1,339.00	$5,289.05	$0.00	$374.92	$7,002.97
Vehicle cost					$0.00

Customer Revenue
$12,264.09

Total All Recycle and Cardboard	
Tons	Revenues
483.96	$9,899.00

Total Recycle Only	
Tons	Revenues
40.31	$1,026.00

Total Cardboard	
Tons	Revenues
443.65	$8,873.00

Revenue	Income	Expense	Net
	$22,163.09	$7,002.97	$ 15,160.12

File Attachments for Item:

9. CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF $250 FROM FIRST CHRISTIAN CHURCH TO THE CITY OF NORMAN SOCIAL SERVICES DIVISION REVENUE ACCOUNT TO PURCHASE REPLACEMENT BIRTH CERTIFICATES AND STATE IDENTIFICATION CARDS AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/26

REQUESTER: Amanda Sherf, Social Services Manager

PRESENTER: Amanda Sherf, Social Services Manager

ITEM TITLE: CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF $250 FROM FIRST CHRISTIAN CHURCH TO THE CITY OF NORMAN SOCIAL SERVICES DIVISION REVENUE ACCOUNT TO PURCHASE REPLACEMENT BIRTH CERTIFICATES AND STATE IDENTIFICATION CARDS AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT

BACKGROUND:

Section 12-111 of the City Code requires that the City Council accept all donations valued greater than $250 received by the City prior to the use or disbursement of same. Therefore, it is requested that Council review and consider the following item for acceptance and use by the City of Norman Social Services Division.

DISCUSSION:

First Christian Church has chosen the City of Norman Social Services Division to be the recipient of a $250 donation. The money will be deposited into the Social Services Division's revenue account to be used to purchase replacement birth certificates and state identification cards.

RECOMMENDATION:

It is recommended that City Council accept the donation of $250 from First Christian Church and deposit into Donation – Organization (Account 109-363373).

It is further recommended that the funds be appropriated to Professional Services – Community Intervention (Account 10110110-44029) to be used for replacement birth certificates and identification cards.

File Attachments for Item:

10. CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT AND CONTRACT K-2627-99 IN THE AMOUNT OF $737,870 FUNDED BY THE FIRST RESPONDER'S COMPREHENSIVE ADDICTION AND RECOVERY ACT FOR THE FIRE DEPARTMENT, AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Justin Garrett

PRESENTER: Justin Garrett, EMS Director

ITEM TITLE: CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT AND CONTRACT K-2627-99 IN THE AMOUNT OF $737,870 FUNDED BY THE FIRST RESPONDER'S COMPREHENSIVE ADDICTION AND RECOVERY ACT FOR THE FIRE DEPARTMENT, AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

On July 1st, 2026, the SAMHSA (Substance Abuse and Mental Health Services Administration), opened a grant opportunity funded by the First Responders Comprehensive Addiction and Recovery Act ("FR-CARA"). This short 26-day window was the designated application period for entities to submit proposals for training first responders and communities in administering and distributing opioid reversal medications, as well as points of contact for future treatment.

DISCUSSION:

The FR-CARA Grant would provide the Norman Fire Department and its regional partners with resources to strengthen the community's response to opioid overdoses and substance use disorders. Through this grant, first responders would receive specialized training in overdose recognition, naloxone administration, emerging drug threats such as fentanyl and xylazine, and connecting individuals to treatment and recovery services. The program would also expand the availability of lifesaving naloxone for individuals and families after an overdose, allow EMS providers to initiate buprenorphine in appropriate circumstances, and establish connections between overdose survivors and ongoing behavioral health and recovery support. Norman Fire Department would lead this regional effort in partnership with eight other Oklahoma EMS and fire agencies, helping create a coordinated system of care that serves both urban and rural communities. Ultimately, the grant would strengthen our first responders' ability to save lives, provide immediate treatment and support, and connect individuals experiencing addiction with the resources they need for long-term recovery.

Out of the anticipated $34.7 million in funding, the City of Norman, along with program partners, was awarded $737,870, Award Number 1H79TI089485-01. This award reflects multi-

year funding with two 12-month incremental periods (9/30/2026 - 9/29/2028) within the budget period (09/30/26 – 09/29/2030).

RECOMMENDATION:

It is recommended that City Council approve and accept the First Responders-Comprehensive Addiction and Recovery Act Grant (Contract K-2627-99) in the amount of $737,870. It is further recommended that $737,870 be appropriated from the Capital Fund Balance (account 50-29000), deposited to HHS Health & Human Svc Grant when received (account 226-333361), and allocated to the FR CARA Grant project (GF0090) in the following expenditure accounts:

22664116-42001 Salaries Full-Time	$72,834.00
22664116-43117 Other Supplies/Material-Medical	$54,600.00
22664116-43199 Other Supplies-Miscellaneous	$41,861.00
22664116-44604 Employee Travel-Workshops/Seminars	$21,640.00
22664116-44754 Miscellaneous Svs-Pass-Thru Reimb	$368,935.00
22664116-44755 Miscellaneous Svs-Subrecipient	$178,000.00

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration
Center for Substance Abuse Treatment

Notice of Award
FAIN# H79TI089485
Federal Award Date
09/17/2026

Recipient Information

1. Recipient Name
CITY OF NORMAN
201 W GRAY ST
NORMAN, OK 73069

2. Congressional District of Recipient
04

3. Payment System Identifier (ID)
1736005350A1

4. Employer Identification Number (EIN)
736005350

5. Data Universal Numbering System (DUNS)

6. Recipient's Unique Entity Identifier
MTD4M7LKSKJ4

7. Project Director or Principal Investigator
Justin Garrett

Justin.Garrett@normanok.gov
405-626-4263

8. Authorized Official
Justin Garrett
Justin.Garrett@normanok.gov
405-626-4263

Federal Agency Information

9. Awarding Agency Contact Information
Linda Kim
Grants Specialist
linda.kim@samhsa.hhs.gov
240-276-1865

10. Program Official Contact Information
Carlo Domingo
Program Official
carlo.domingo@samhsa.hhs.gov
(240) 276-1904

Federal Award Information

11. Award Number
1H79TI089485-01

12. Unique Federal Award Identification Number (FAIN)
H79TI089485

13. Statutory Authority
Section 546 of the PHS Act (Title 42 USC 290ee-1 First Resp)

14. Federal Award Project Title
Oklahoma Prehospital Addiction Care Consortium

15. Assistance Listing Number
93.490

16. Assistance Listing Program Title
Center for Substance Abuse Treatment Projects of Regional and National Significance

17. Award Action Type
New Competing

18. Is the Award R&D?
No

Summary Federal Award Financial Information	
19. Budget Period Start Date 09/30/2026 **– End Date** 09/29/2028	
20. Total Amount of Federal Funds Obligated by this Action	$737,870
20a. Direct Cost Amount	$696,009
20b. Indirect Cost Amount	$41,861
21. Authorized Carryover	
22. Offset	
23. Total Amount of Federal Funds Obligated this budget period	$737,870
24. Total Approved Cost Sharing or Matching, where applicable	$0
25. Total Federal and Non-Federal Approved this Budget Period	$737,870
26. Project Period Start Date 09/30/2026 **– End Date** 09/29/2030	
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period	$737,870

28. Authorized Treatment of Program Income
Additional Costs

29. Grants Management Officer - Signature
Rosalie Vega

30. Remarks

Acceptance of this award, including the "Terms and Conditions," is acknowledged by the recipient when funds are drawn down or otherwise requested from the grant payment system.

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Notice of Award

First Responders-Comprehensive Addiction and Recov **Issue Date:** 09/17/2026

Department of Health and Human Services
Substance Abuse and Mental Health Services Administration

Center for Substance Abuse Treatment

Award Number: 1H79TI089485-01
FAIN: H79TI089485
Program Director: Justin Garrett

Project Title: Oklahoma Prehospital Addiction Care Consortium

Organization Name: CITY OF NORMAN

Authorized Official: Justin Garrett

Authorized Official e-mail address: Justin.Garrett@normanok.gov

Budget Period: 09/30/2026 – 09/29/2028
Project Period: 09/30/2026 – 09/29/2030

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of $737,870 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to CITY OF NORMAN in support of the above referenced project. This award is pursuant to the authority of Section 546 of the PHS Act (Title 42 USC 290ee-1 First Resp) and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Award recipients may access the SAMHSA website at www.samhsa.gov (click on "Grants" then SAMHSA Grants Management), which provides information relating to the Division of Payment Management System, HHS Division of Cost Allocation and Postaward Administration Requirements. Please use your grant number for reference.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact your Grants Management Specialist and your Government Project Officer listed in your terms and conditions.

Sincerely yours,
Rosalie Vega
Grants Management Officer
Division of Grants Management
Rosalie.Vega@samhsa.hhs.gov
See additional information below

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SECTION I – AWARD DATA – 1H79TI089485-01

Award Calculation (U.S. Dollars)	
Personnel(non-research)	$59,700
Fringe Benefits	$13,134
Travel	$21,640
Supplies	$54,600
Contractual	$178,000
Other	$368,935
Direct Cost	$696,009
Indirect Cost	$41,861
Approved Budget	$737,870
Federal Share	$737,870
Cumulative Prior Awards for this Budget Period	$0
AMOUNT OF THIS ACTION (FEDERAL SHARE)	$737,870

SUMMARY TOTALS FOR ALL YEARS				
BUDGET PERIOD	**BUDGET PERIOD DATES**			**TOTAL AMOUNT**
1	09/30/2026 - 09/29/2028			$737,870
	INCREMENTAL PERIOD	**INCREMENTAL PERIOD DATES**	**INCREMENTAL AMOUNTS FOR BUDGET PERIOD 1**	
	1-A*	(09/30/2026 - 09/29/2027)	$368,935	
	1-B	(09/30/2027 - 09/29/2028)	$368,935	
2				$387,060
3				$395,006

Note: Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

Fiscal Information:

CFDA Number:	93.490
EIN:	1736005350A1
Document Number:	26TI89485A
Fiscal Year:	2026

IC	**CAN**	**Amount**
TI	C96N058	$737,870

IC	CAN	2026	2028	2029
TI	C96N058	$737,870	$387,060	$395,006

TI Administrative Data:
PCC: FRCARA26 / **OC:** 4145

SECTION II – PAYMENT/HOTLINE INFORMATION – 1H79TI089485-01

Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM). Inquiries regarding payment should be directed to: The Division of Payment Management System, PO Box 6021, Rockville, MD 20852, Help Desk Support – Telephone Number: 1-877-614-5533.

The HHS Inspector General maintains a toll-free hotline for receiving information concerning fraud, waste, or

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abuse under grants and cooperative agreements. The telephone number is: 1-800-HHS-TIPS (1-800-447-8477). The mailing address is: Office of Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington, DC 20201.

SECTION III – TERMS AND CONDITIONS – 1H79TI089485-01

This award is based on the application submitted to, and as approved by, SAMHSA on the above-title project and is subject to the terms and conditions incorporated either directly or by reference in the following:

a. The grant program legislation and program regulation cited in this Notice of Award.
b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
c. 2 CFR 200 and 2 CFR 300 as applicable.
d. The HHS Grants Policy Statement.
e. This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income:
Use of program income – Additive: Recipients will add program income to funds committed to the project to further eligible project objectives. Sub-recipients that are for-profit commercial organizations under the same award must use the deductive alternative and reduce their subaward by the amount of program income earned.

SECTION IV – TI SPECIAL TERMS AND CONDITIONS – 1H79TI089485-01

REMARKS

Federal Terms and Conditions for SAMHSA Grant Awards

This document outlines the federal terms and conditions applicable to your Substance Abuse and Mental Health Services Administration (SAMHSA) grant award. Please review these requirements carefully to ensure compliance throughout the life of the award.

Accepting the Award
By drawing funds from the Department of Health and Human Services (HHS) Payment Management System (PMS), the recipient acknowledges acceptance of the award's terms and conditions and agrees to comply with all requirements.

HHS requires recipients to draw down funds within the first 30 days of the period of performance to indicate acceptance of the award. If the recipient fails to draw down funds or provide an acceptable written justification for the delay within this 30-day period, SAMHSA may take action to amend or withdraw the award offer.

Once an award is accepted by the recipient, the contents of this NoA are legally binding unless and until modified by a revised NoA signed by the Grants Management Officer (GMO).

Declining or Negotiating the Award
If the recipient cannot accept the award terms, the recipient's Authorized Organizational Representative (AOR) must notify the GMO in writing before drawing down any funds, and no later than thirty (30) days after receiving this NoA.

Alignment with SAMHSA Mission and Strategic Priorities
The recipient of this award must implement any funds awarded under this NOFO to advance program goals or agency priorities in alignment with the agency priorities at SAMHSA's Strategic Priorities when authorized by the program statute.

Use of Supplies and Services for Harm Reduction Activities
SAMHSA recipients are prohibited from using Federal funds, directly or indirectly, including through cost-sharing, matching funds, or subsequent reimbursement, to support so-called "harm reduction" or "safe consumption" efforts that facilitate illegal drug use.

Grant funds may not be used to purchase, distribute, or support drug paraphernalia as defined by law. This includes, but is not limited to, syringes or needles for illicit drug injection; pipes or supplies for safer smoking kits; fentanyl test strips or any other substance test kits, including xylazine and medetomidine test strips*; distribute any other drug paraphernalia or supplies that promote or facilitate drug use not listed here; purchase or distribute any other drug paraphernalia or supplies that promote or facilitate drug use not listed as acceptable in the Dear Colleague Letter: Updated Funding Guidance for Grantees on Supplies and Services (April 24, 2026). Funds also may not support overdose hotlines whose primary purpose is to enable drug use by providing real-time virtual or phone-based accompaniment.

These restrictions do not prohibit funding for legally permissible, evidence-based activities, such as the distribution of life-saving overdose prevention and response services, including purchase/distribution of naloxone or nalmefene and/or other infectious disease prevention services.

Failure to comply with the programmatic requirements in these letters: Dear Colleague Letter: Executive Order on Ending Crime and Disorder on America's Streets America's Streets and the Dear Colleague Letter: Updated Funding Guidance for Grantees on Supplies and Services (April 24, 2026) (which provides updated guidance for grantees on the supplies and services previously defined under harm reduction that can be supported with SAMHSA funding), may result in enforcement actions consistent with 2 CFR 200.339 and 2 CFR 200.340 and the terms and conditions of this award.

_____
**This prohibition does not apply to law enforcement, emergency medical services, public health officials, or healthcare professionals using drug testing technologies in the regular course of discharging their professional duties, or as specifically authorized by the program statute.*

Appropriate Use of Funds for Medication-Assisted Treatment (MAT) / Medications for Opioid Use Disorder (MOUD)
As referenced in the Dear Colleague Letter: Updated Guidance on Medication-Assisted Treatment (MAT) and Medications for Opioid Use Disorder (MOUD), SAMHSA funding should be used to provide comprehensive treatment and recovery support services rather than medication-only models for opioid use disorder. Services should include medications, where clinically indicated, in conjunction with psychosocial and other treatment and recovery support services. Funding can also be used to support individualized tapering and discontinuation of medications when clinically indicated.

Upon achieving stability in treatment and building sufficient recovery support, and at least annually, clinicians should engage in a discussion with patients to assess treatment and recovery goals and the continued use of medications. Continuation should be evaluated on an individual basis, taking into consideration progress toward treatment goals, stability in treatment, recovery capital, and patient preference.

When a shared decision to discontinue medication is made, discontinuation should be a gradual process with intensified support and monitoring to guard against resumption of drug use and done in the context of ongoing comprehensive care.

SAMHSA funding should be used to provide training to clinicians and other behavioral health providers on the clinically appropriate use of medications in the treatment of substance use disorders, including options for safe tapering and discontinuation when clinically indicated, and regular, at least annual, reviews for continuing treatment. This training should include strategies to support shared decision-making by ensuring patients are fully informed of the risks and benefits of medication treatment initiation, continuation, and discontinuation. Training must ensure providers educate patients about and facilitate access to comprehensive substance use treatment and recovery support services.

Training should include tools to support the development of individualized comprehensive treatment plans with patients that include consideration of medication treatment duration, and tapering and discontinuation, as clinically indicated based on the patient's individual circumstances, recovery, and preferences.

Failure to comply with the programmatic requirements found in: Dear Colleague Letter: Updated Guidance on Medication-Assisted Treatment (MAT) and Medications for Opioid Use Disorder (MOUD), may result in

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enforcement actions consistent with 2 CFR 200.339 and 2 CFR 200.340 and the terms and conditions of this award.

Antidiscrimination Compliance Requirement
By applying for or accepting federal funds from HHS, recipients certify compliance with all federal antidiscrimination laws and these requirements and that complying with those laws is a material condition of receiving federal funding streams. Recipients are responsible for ensuring subrecipients, contractors, and partners also comply.

Civil Rights Compliance Requirement
The Applicant hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964, as amended (codified at 42 USC 2000d et seq.), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 80); Section 504 of the Rehabilitation Act of 1973, as amended (codified at 29 USC 794), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 84); Title IX of the Education Amendments of 1972, as amended (codified at 20 USC 1681 et seq.), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 86); The Age Discrimination Act of 1975, as amended (codified at 42 USC 6101 et seq.), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 91); and Section 1557 of the Patient Protection and Affordable Care Act, as amended (codified at 42 USC 18116), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 92).

Title IX Compliance Requirement
By accepting this award, including the obligation, expenditure, or drawdown of award funds, recipient certifies as follows:

- Recipient is compliant with Title IX of the Education Amendments of 1972, as amended, 20 USC 1681 et seq., including the requirements set forth in Presidential Executive Order 14168 titled Defending Women From Gender Ideology Extremism and Restoring Biological Truth to the Federal Government, and Title VI of the Civil Rights Act of 1964, 42 USC 2000d et seq., and Recipient will remain compliant for the duration of the Agreement.
- The above requirements are conditions of payment that go to the essence of the Agreement and are therefore material terms of the Agreement.
- Payments under the Agreement are predicated on compliance with the above requirements, and therefore Recipient is not eligible for funding under the Agreement or to retain any funding under the Agreement absent compliance with the above requirements.
- Recipient acknowledges that this certification reflects a change in the government's position regarding the materiality of the foregoing requirements and therefore any prior payment of similar claims does not reflect the materiality of the foregoing requirements to this Agreement.
- Recipient acknowledges that a knowing false statement relating to Recipient's compliance with the above requirements and/or eligibility for the Agreement may subject Recipient to liability under the False Claims Act, 31 USC 3729, and/or criminal liability, including under 18 USC 287 and 1001.

Compliance with Court Orders
Any term or condition in this NoA, including those incorporated by reference, that HHS is enjoined by court order from imposing or enforcing shall not apply or be enforced as to any recipient or subrecipient to which that court order applies and while that court order is in effect.

Termination
This award is subject to the termination provisions at 2 CFR 200.340. Pursuant to 2 CFR 200.340, the recipient agrees by accepting this award that continued funding for the award is contingent upon the availability of appropriated funds, recipient satisfactory performance, compliance with the Terms and Conditions of the award, and may also otherwise be terminated, to the extent authorized by law, if the agency determines that the award no longer effectuates program goals or agency priorities.

1. Budget and Funding Overview - Multi-Year Award

Award Approval

- This Notice of Award (NoA) conditionally approves the budget submitted on **07/22/2026**.
- This award reflects multi-year funding for **two** 12-month incremental periods within the budget period **9/30/2026 - 9/29/2028**.
    - See Section 1 table, **SUMMARY TOTALS FOR ALL YEARS**, to identify the authorized amount for the current incremental period 1-A.
    - Remaining incremental period amounts are placed in budget category OTHER and are not authorized for use in the current incremental period.

Incremental Period Compliance

- Recipients must ensure that funds are spent within the 12-month incremental period specified in the NoA according to the approved budget.

2. Regulatory Requirements

This award is subject to any applicable provisions of 2 CFR 200 and 2 CFR 300.

3. Key Personnel

Effort Limitations

- Total effort across all funding sources (federal and non-federal) for any individual may not exceed 100% level of effort.

Definition of Key Personnel

- Key Personnel are essential staff or consultants/subrecipients who must be part of the project regardless of whether they receive a salary or compensation from the project.

Designated Key Personnel

- For this program, the following role(s) are designated as Key Personnel:
    - Project Director (PD) - (minimum 25% level of effort (LOE))
    - Project Coordinator - (minimum 50% LOE)
- The identified PD for this program is listed in item #7 Project Director or Principal Investigator on the cover page of the NoA. If the individual identified on the NoA is incorrect, you must submit a post-award amendment for a change in Key Personnel via eRA Commons.

Key Personnel Changes Requiring Approval
Any changes to Key Personnel, including:

- The proposal of new staff in a Key Personnel role, or
- A separation from the project for three months or longer, or
- A reduction in effort of 25% or more

Note: Hiring Key Personnel before receiving formal approval is at the recipient's own risk.

4. Reporting Requirements - Multi-Year Award

All reports must be submitted by the deadlines outlined below. Late submissions may result in additional consequences, including denial of future funding or unilateral project closeout.

A. Federal Financial Report (FFR/SF-425)

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- **Due:** Annually, no later than 90 days after the end of each incremental period
- **Submission Method:** Via the Payment Management System (PMS)
- **Requirements:**
  - Recipients must request appropriate PMS user access
  - Reports sent by email or uploaded to eRA Commons will not be accepted
  - See Instructions for FFR Submission (must be logged in to PMS to access)

B. Programmatic Progress Report (PPR)

- **Due:** Annually, no later than 90 days after the end of each incremental period
- **Submission Method:** Via eRA Commons
- **Requirements:** Content must align with the Reporting Requirements section of the NOFO. *As outlined in the Reporting Requirements Section of the NOFO, First Responders-Comprehensive Addiction and Recovery Act (FR-CARA) recipients are required to submit an Annual Programmatic Progress Report (PPR) in eRA Commons using the OMB-approved CSAP-PPR template. The PPR must be submitted in eRA by December 28 following the end of each budget period. The PPR should summarize all grant activities conducted during the reporting period and must include:*
  Updates on key personnel, budget, or project changes (as applicable);
  Progress achieving goals and objectives and implementing evaluation activities;
  Progress implementing required activities and selected allowable activities, including accomplishments, challenges and barriers, and adjustments made to address these challenges; and
  Problems encountered serving the populations of focus and efforts to overcome them.

C. Final Reports (for Closeout)

- **Due:** Within 120 days after the project period ends
- **Required Reports:**
  - Final Federal Financial Report (Final FFR/SF-425) via PMS
  - Final Progress Report (FPR) via eRA Commons - *NOTE: A separate annual PPR is not required for the final budget period. Instead, recipients must submit a Final PPR within 120 days after the end of the project period. The Final PPR must be cumulative and summarize activities and accomplishments for the entire project period.*
  - Tangible Personal Property Report (Final TPPR Report SF-428-B and SF-428-S, as applicable) via eRA Commons
- **Consequences for Failure to Submit Acceptable Final Reports:**
  - Unilateral closeout by SAMHSA
  - Reporting recipient's material failure to comply with the terms and conditions of the Federal award in SAM.gov (Responsibility/Qualification Records)
  - Impact on eligibility for future federal funding or other enforcement actions as appropriate (refer to 2 CFR 200.339)
- **Closeout Liquidation Period:**
  - All obligations must be liquidated no later than 120 days after the project period end date
  - After one hundred twenty (120) days, the PMS account is automatically locked. SAMHSA does not approve payment requests after the one hundred twenty (120) day liquidation of obligations period; late drawdown requests occurring after the 120 days will be denied.
- Additional closeout information and instructions on submitting reports are available at SAMHSA Grant Closeout

5. Government Performance and Results Act (GPRA) Compliance

Data Collection and Performance Measurement

All SAMHSA recipients are required to collect and report evaluation data to ensure the effectiveness and efficiency of its programs under the Government Performance and Results (GPRA) Modernization Act of 2010 (P.L. 111-352). Recipients must comply with the performance goals, milestones, and expected outcomes as reflected in the NOFO and are required to submit data via SAMHSA's Performance Accountability and Reporting System (SPARS).

SAMHSA's performance measurement tools have been updated to comply with Presidential Executive

Orders.

6. Financial Management Standards

Recipients must maintain financial systems that:

- Track sources and uses of federal funds
- Compare actual expenditures to approved budgets
- Keep federal funds separate from other funds (no commingling)
- Ensure that all costs charged to awards are:
    - Allowable
    - Allocable
    - Reasonable
    - Necessary
    - Consistently applied in accordance with **2 CFR 200 and 2 CFR 300** as applicable

7. Consequences for Noncompliance

Failure to comply with terms and conditions may result in:

- Withholding of payments
- Disallowance of costs
- Suspension or termination of the award
- Denial of future funding

Remedies for noncompliance are governed by 2 CFR 200.339.

8. Post Award Amendments and Responses

All responses to award terms and post award amendment requests must be submitted in eRA Commons. For instructions, see SAMHSA Post Award Amendments.

9. Standard Terms and Conditions

Recipients must comply with:

- The **HHS Grants Policy Statement** (current version)
- **2 CFR 200** and **2 CFR 300**
- **SAMHSA Standard Terms and Conditions** in effect at the time of award

All prior terms and conditions remain in effect unless formally revised or removed by the Grants Management Officer.

SPECIAL TERMS

Risk Assessment, Audit & Oversight

SAMHSA may perform an administrative review of your organization's financial management systems, policies, procedures, records, and compliance with federal requirements. If the review discloses material weaknesses or other financial management concerns, grant funding may be restricted in accordance with 2 CFR part 200 and 2 CFR part 300, as applicable. The restriction will affect your organization's ability to

withdraw funds from the Payment Management System account, until the concerns are addressed.

SPARS

Performance Data Reporting Requirements

All SAMHSA grant recipients are required to collect and report certain data so that SAMHSA can meet its obligation under the Government Performance and Results Act (GPRA) Modernization Act of 2010. These data are submitted using SAMHSA's Performance and Accountability Reporting System (SPARS).

As outlined in the Data Collection, Performance Measurement, and Performance Assessment section of the NOFO, FR-CARA recipients are required to establish annual performance targets and report quarterly progress toward achieving those targets. Recipients are required to report these performance data in SAMHSA s Performance Accountability and Reporting System (SPARS) using the CSAP Online Reporting Tool (CORT) for FR-CARA.

Annual targets reports (ATRs) are due in SPARS by October 31 each year. Quarterly performance reports (QPRs) are due at the end of the month following the end of each reporting period. See below summarizing the CORT reporting requirements.

CORT Performance Data Reporting Requirements:
Annual Targets Report (ATR)
Frequency: Annual
Reporting Period: Oct 1 Sept 30
Due Date: Oct 31

Quarterly Performance Report (QPR)
Frequency: Quarterly

- Quarter 1:
  Reporting Period: Oct 1 Dec 31
  Due Date: Jan 31
- Quarter 2:
  Reporting Period: Jan 1 Mar 31
  Due Date: Apr 30
- Quarter 3:
  Reporting Period: Apr 1 June 30
  Due Date: July 31
- Quarter 4:
  Reporting Period: July 1 Sept 30
  Due Date: Oct 31

Recipients are responsible for ensuring that all performance data submitted through SPARS are complete, accurate, and submitted by the required due dates.

In addition, recipients are required to submit the program-specific work plans identified below:
Work Plan Requirements:
Evaluation Plan: Due April 30, 2027
Evaluation Reports: Due annually by Oct 31

Recipients should maintain current work plans and annual performance targets throughout the project period and update them, as needed, in accordance with guidance from their Government Project Officer (GPO).

Reporting tools, instructions, and guidance are available on the SAMHSA Performance Measures webpage and in the SPARS Resources section. Training and technical assistance on SPARS data collection and reporting will be provided after award.

An additional cross-site evaluation may be required to build the evidence base for this program. If a cross-site evaluation is required, recipients are required to participate fully in all aspects of the evaluation. This may include collection of additional client-level data and participation of subrecipients. Details on the evaluation, including type of evaluation and research questions, will be provided if such an evaluation is required.

Version: 201 - 12/14/2023 2:33 PM | Generated on: 9/17/2026 12:29 AM

SPARS training and technical assistance will be provided post award.

SPECIAL CONDITIONS

Revised SF-424

By **10/30/2026**, submit the following via eRA Terms Tracker:

- **Revised SF-424:** The SF-424 should be completed with the Project Director (PD) name and contact information listed in Section 8f, and the Authorized Representative listed in Section 21. Per the NOFO, the Authorized Representative should not be the same individual as the PD in Line 8f. Note other individuals who may be registered in a Signing Official (SO) capacity for your organization in eRA. A blank SF-424 and instructions can be accessed in the Grants.gov Forms Repository.

All responses to award terms and conditions must be submitted as PDF documents in eRA Commons. For more information on how to respond to tracked terms and conditions please refer to https://www.samhsa.gov/grants/grants-training-materials under heading *How to Respond to Terms and Conditions.*

Revised Detailed Budget/Narrative

By **10/30/2026**, submit the following via eRA Terms Tracker:

Revised Detailed Budget with Justification - Revise the budget to address the following:

- **B. FRINGE BENEFITS @ 22%:** If not a Federally approved rate, recipients must provide a detailed % breakdown of the full rate. Separate any specified fixed/lump fringe amounts for each individual in accordance with their time and effort allocation on this grant.
- **C. TRAVEL @ $21,640:**
  - Separate each trip by line item specifying purpose, name of the event if applicable, location, staff names, and dates (note: all staff whether direct costs or in-kind must be included in the budget).
  - To ensure reasonableness, recipient s must apply their own written travel policies or GSA rates.
  - All non-staff travel costs charged to the grant must be placed in the H. Other cost category supported by the same details.
- **E. SUPPLIES**
  - ***Buprenorphine @ $6900***: Update your narrative justification to ensure compliance with NOFO requirements.
  - ***Naloxone Leave Behind Kit Inserts*** @ $2000: Review narrative details and clarify where necessary to ensure compliance with current harm reduction guidance.
  - ***Training materials @ $4500***: Clarify the reference to a quantity of 9 and provide an anticipated breakdown of supplies needed for each in-person training.
  - ***Promotional materials @ $4500***: Remove this cost as SAMHSA funds cannot be used to purchase promotional items (see *FY2026 NOFO SAMHSA Application Guide - Section G: Standard Funding Restrictions*)
  - ***LMS @ $6000***: Explain the nature of this cost and provide a cost breakdown as applicable given the total requested.
  - ***Technology and software for program staff @ $5000:*** Typically such items are classified as indirect costs given a shared organizational purpose/benefit. If otherwise and keeping in mind staff time & effort allocation, demonstrate your organization's determination of each of these costs to ensure consistent treatment across all federal awards and revise accordingly. In addition, identify staff associated with this one-time cost and provide a breakdown as applicable
- **F. CONTRACTUAL (*8 EMS/Fire Dept subawardees*)**
  - ***Other, Stipend @ $10,000 each subawardee***: Provide a detailed cost breakdown to understand how funds will be allocated across different expenses and activities. Also, given the stipend amount and to ensure subawardee compliance with all requirements in using grant funds, clearly outline the expected scope of work, deliverables and level of effort required from the

subawardees for your program implementation in Year #1.

NOTE: *These funds identified above should not be expended until the requested revisions have been submitted, approved, and removed by a revised Notice of Award.*

All responses to award terms and conditions must be submitted as PDF documents in eRA Commons. For more information on how to respond to tracked terms and conditions please refer to https://www.samhsa.gov/grants/grants-training-materials under heading *How to Respond to Terms and Conditions.*

Required Key Personnel (Project Coordinator)

Per the Notice of Funding Opportunity, Key Personnel for this program include:

- **Project Director** with a minimum level of effort of **25%**
- **Project Coordinator** with a minimum level of effort of **50%**

The Project Coordinator role was noted as "to be hired" in your application.

By **10/30/2026**, submit via eRA Commons a post award amendment request for a **Change in Key Personnel**.

For submission requirements and instructions, refer to the SAMHSA website.

Note: Hiring Key Personnel before receiving formal approval is at the recipient's own risk

Participant Protection Concern(s)

The Committee reviewed the applicant organization s plans for ensuring confidentiality and SAMHSA participant protection and expressed concerns that the applicant organization did not address the following two Confidentiality and SAMHSA Participant Protection elements: 1. Fair Selection of Participants and 2. Absence of Coercion.

By **10/30/2026**, submit a response addressing the **two Participant Protection Concern elements** stated above via eRA Commons.

The response needs to be uploaded via eRA Commons (more information can be found at https://www.samhsa.gov/grants/grants-training-materials specifically, How to Respond to Terms and Conditions in the Notice of Award). All grant funds are available for this project except for those funds directly related to Participant Protection issues as outlined in the NOFO.

Grant funds may not be spent for project activities that are related to any or all of the applicable Participant Protection components listed in Section C of the SAMHSA NOFO Application Guide until the Participant Protection Special Condition response is reviewed and approved by the CSAP Participant Protection Officer and a revised Notice of Award is issued. Contact your GPO for any questions or additional guidance on responding to the above concerns.

All responses to award terms and conditions must be submitted as PDF documents in eRA Commons. For more information on how to respond to tracked terms and conditions please refer to https://www.samhsa.gov/grants/grants-training-materials under the heading *How to Respond to Terms and Conditions.*

Submit Certification Regarding Lobbying / Disclosure of Lobbying Activities

By **10/30/2026**, submit via eRA Terms Tracker: **Certification Regarding Lobbying/Disclosure of Lobbying Activities Form**.

- The **Certification Regarding Lobbying form (Grants.gov Lobbying Form)** was not included with the application package. Please submit a signed copy of the form.

- If your organization participates in lobbying activities, submit the **Disclosure of Lobbying Activities (SF-LLL)** form.
- To download the forms, access Grants.gov Forms Repository/SF-424 Family (search for Grants.gov Lobbying Form or SF-LLL)

All responses to award terms and conditions must be submitted as .pdf documents in eRA Commons. For more information on how to respond to tracked terms and conditions, please refer to https://www.samhsa.gov/grants/grants-training-materials under heading *How to Respond to Terms and Conditions*.

Multi-Year Award Requirements

These conditions apply to grants entering subsequent Incremental Periods only.

1. Multi-Year Budget Documentation Submission

Submission Details

- **Due Date:** April 30, 2027
- **Submission Method:** Submit via eRA Commons
- **Period:** Incremental Period 1-B (9/30/2027 - 9/29/2028)
- **Required Document: Detailed Budget and Narrative Justification with SF424A**
  - All costs must be clearly identified, justified, and in alignment with project goals
  - Include calculations and narrative justifications for each federal and non-federal expenditure
- **Recommendation:** Use the SAMHSA Budget Template for optimal formatting
- **Support:** Visit the SAMHSA website https://www.samhsa.gov/grants/grants-training-materials ("How to Respond to Terms and Conditions")

2. Multi-Year Program Narrative Submission

Submission Details

- **Due Date:** April 30, 2027
- **Submission Method:** Submit via eRA Commons
- **Period:** Incremental Period 1-B (9/30/2027 - 9/29/2028)
- **Required Document: Program Narrative**
  - Include project implementation timeline
  - Report anticipated milestones for new incremental period
  - Connect expected outcomes to requested funding
- **Support:** Visit https://www.samhsa.gov/grants/grants-training-materials ("How to Respond to Terms and Conditions")

Staff Contacts:

Carlo Domingo, Program Official
Phone: (240) 276-1904 **Email:** carlo.domingo@samhsa.hhs.gov

Linda Kim, Grants Specialist
Phone: 240-276-1865 **Email:** linda.kim@samhsa.hhs.gov

File Attachments for Item:

11. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF EASMENT E-2627-32, E-2627-33, E-2627-38: TEMPORARY DRIVEWAY EASEMENT E-2627-33; PERMANENT EASEMENTS E-2627-32 AND E-2627-38; AND THE FILING THEREOF IN THE AMOUNT OF $92,341.00 FOR THE FRANKLIN ROAD BRIDGE OVER LITTLE RIVER BOND PROJECT AS OUTLINED IN THE STAFF REPORT.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Joseph Taylor, Staff Engineer

PRESENTER: Scott Sturtz, Public Works Director

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF EASMENT E-2627-32, E-2627-33, E-2627-38: TEMPORARY DRIVEWAY EASEMENT E-2627-33; PERMANENT EASEMENTS E-2627-32 AND E-2627-38; AND THE FILING THEREOF IN THE AMOUNT OF $92,341.00 FOR THE FRANKLIN ROAD BRIDGE OVER LITTLE RIVER BOND PROJECT AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

On October 10, 2023, the citizens of Norman voted in favor of a $50 million bridge replacement and rehabilitation bond issue. The projects listed in the bond are intended to be completed with bond funds. However, federal funds will be pursued at every opportunity. Please see the attached project list and map showing the project locations.

On October 11, 2023, City staff advertised Request for Proposal RFP 2324-29 to solicit Consulting Engineering Services for the bond projects still requiring design. The selection committee consisting of three (3) City staff (Joseph Hill – Streets Program Manager, Jeff Fordice – Capital Projects Engineer, and Brandon Brooks – Capital Projects Engineer) and two (2) citizens (Mike Zorba and Tyler McManaman), shortlisted eight (8) consultant teams for interviews held on January 18, 2024. Also present at the interviews were the acting City Engineer and the City Auditor. The five (5) consultant teams selected after interviews to complete the design on these projects are:

- Garver, Norman
- H.W. Lochner, Oklahoma City
- MKEC, Oklahoma City
- Aguirre & Fields, Oklahoma City
- CEC, Oklahoma City

These consultants are being assigned the various projects by City staff based on capacity, performance during the interview process, and capabilities of their firm to complete a specific project.

On April 9, 2024, City Council awarded the contract for design of the Franklin Road Bridge over Little River located 0.1 miles west of 36th Avenue Northeast to H.W. Lochner.

DISCUSSION:

Right-of-way necessary for the Franklin Road Bridge over Little River Bond Project consists of three (3) separate easements on two (2) parcels. Pinnacle Management Group, LLC (Pinnacle) oversaw and reviewed the appraisal of each parcel and assisted the City staff in the preparation of offer letters to each property owner affected, based on the appraised values and damages. The easements are needed to properly relocate utilities, complete grading, and construct driveways.

The offer letters were sent on February 4, 2026, and contained information identifying the required easements and encouraged each property owner to consider donating the property. City staff and Pinnacle have met with the affected property owners to answer questions and aid them in understanding the right-of-way acquisition process, as well as the effect it will have on their properties.

This item is for the acceptance of two (2) parcels consisting of three (3) easements, totaling $92,341. The secured easements are for Parcel 1 and Parcel 2. Of the $84,541 for the permanent easement on Parcel 1, $73,141 is payment for any and all damages to the acquired land. Funds for right-of-way acquisition are available in the Franklin Road Bridge over Litter River Bond Project (Account No. 50595367-46001, Project No. BP0613-Land).

For land acquisition of this nature, City policy requires compliance with the Federal Acquisition and Relocation Act. Property owners are provided with ample opportunities to negotiate the sale of land to be used for public right-of-way. Property owners may donate their property, or they may be compensated for fair market value. Council must approve and accept all land acquisitions.

The three (3) easements for the Franklin Road Bridge over Little River Bond Project are being brought to City Council tonight for consideration of approval on Parcel 1 and Parcel 2.

Easement No.	Grantors	Document	Cost
E-2627-33	The Estate of Toby Keith Covel and Patricia Anne Covel	Temporary Driveway Easement- 850.01 sq. ft.	Donated
		Sub-Total	$0.00
E-2627-32	The Estate of Toby Keith Covel and Patricia Anne Covel	Right-of-Way Easement- 33,300 sq. ft.	$84,541.00
E-2627-38	Franklin Road Farms, LLC	Right-of-Way Easement- 22,500 sq. ft.	$7,800.00
		Sub-Total	$92,341.00

RECOMMENDATION:

Staff recommend the above-described easements be accepted, and that payments be authorized and the filing be directed thereof, where appropriate.

Project: Franklin Road Bridge
Job #: K-2324-153
Parcel #: 1

Permanent Roadway EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That The Estate of Toby Keith Covel, deceased and Tricia A. Covel a/k/a Patricia Anne Covel, a single person

of Cleveland County, State of Oklahoma, hereinafter called the Grantors (whether one or more), for and in consideration of the sum of ten and 00/100 dollars ----------($ 10.00) and other good, valuable and sufficient considerations, do hereby grant, bargain, sell, convey and dedicate unto the City of Norman, Oklahoma hereinafter called the Grantee, a perpetual easement over, under, and across the following described lots or parcels of land, to-wit:

See Attachment "A" – Legal Description

See Attachment "B" – Map

For the same considerations hereinbefore recited, this easement is granted for the purpose of enabling said Grantee, its officers, agents, contractors, and employees, now or at any time in perpetuity and at its discretion, to go upon, construct, build, maintain, and regulate a public roadway of facilities necessary and incidental thereto, including the airspace above and removal of any and all dirt, rock, gravel, sand and other road building materials, reserving and excepting unto said Grantors the mineral rights therein provided, however, that any explorations or development of said reserved mineral rights shall not directly or indirectly interfere with the use of said land for the purposes herein granted; and reserving unto said Grantors the right of ingress and egress to said public highway from the remaining lands of the Grantors.

To have and to hold said above described premises unto the said City of Norman, Oklahoma free, clear and discharged from any and all claims of damages or injury that may be sustained directly or indirectly to the remaining lands of the Grantors by reason of the construction and maintenance of a public roadway and all roadway excavations, embankments, structures, bridges, drains, sight distance of safety areas and other facilities that may now or hereafter be, in the discretion of the grantee, necessary for the construction and maintenance of a public roadway and incidental facilities over, across or along the above described tract of land; the supervision and control of said public roadway to be in such municipality, county or other agency of the State of Oklahoma as has or may have jurisdiction thereof by the laws of the State of Oklahoma; and said Grantee, its officers, agents, contractors and employees are hereby granted free access to said property for the purpose of entering upon, constructing, maintaining or regulating the use of said public roadway and incidental facilities.

Said Grantors hereby covenant and warrant that at the time of delivery of these presents they are the owners in fee simple of the above-described premises and that same are free and clear of all liens and claims whatsoever, except _____.

The undersigned Grantors hereby designate and appoint Patricia Anne Covel as agent to execute the claim and receive the compensation herein named.

IN WITNESS WHEREOF, the Grantors herein named have hereunto set their hands and seals this the 29 day of September, 2026.

Patricia A. Covel
Patricia Anne Covel, Personal Representative of the Estate of Toby Keith Covel, deceased

Patricia A. Covel
Patricia Anne Covel

R/W Form 48
Revised 12-10

Individual Acknowledgement

State of Oklahoma)
) §
County of Cleveland)

Before me, A Notary Public in and for this State, on this 29 day of September, 2026, personally appeared Patricia Anne Covel as Personal Representative of the Estate of Toby Keith Covel, deceased and Patricia Anne Covel

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that she executed the same as her free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: May 27, 2028
Commission No. 08005509

Stacey Riley
Notary Public

STACEY RILEY
Notary Public - State of Oklahoma
Commission Number 08005509
My Commission Expires May 27, 2028

Individual Acknowledgement

State of _____)
) §
County of _____)

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: _____
Commission No. _____

_____
Notary Public

Trust/LLC/Corporation Acknowledgment

State of _____)
) §
County of _____)

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: _____
Commission No. _____

_____
Notary Public

Trust/LLC/Corporation Acknowledgment

State of _____)
) §
County of _____)

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: _____
Commission No. _____

_____
Notary Public

E-2627-32

STATE OF OKLAHOMA)

) ss.

COUNTY OF CLEVELAND)

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this 20 day of October, 2026.

_____

CITY ATTORNEY

E-2627-32

PROJECT NO. K-2324-153
PARCEL 1
ATTACHMENT "A"

ATTACHMENT "A"

A TRACT OF LAND BEING A PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION TEN (10), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA. SAID TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID NORTHEAST QUARTER (NE/4), THENCE S 89°33'06" W ON THE NORTH LINE OF SAID NORTHEAST QUARTER (NE/4) A DISTANCE OF 377.24 FEET; THENCE S 0°26'54" E A DISTANCE OF 33.00 FEET TO A POINT ON THE SOUTH STATUTORY RIGHT-OF-WAY OF E FRANKLIN RD, SAID POINT BEING THE **POINT OF BEGINNING**.

THENCE S 75°41'43" W A DISTANCE OF 154.50 FEET;

THENCE S 89°33'06" W ON A LINE PARALLEL TO AND 37.00 FEET SOUTH OF THE SOUTH STATUTORY RIGHT-OF-WAY OF E FRANKLIN RD A DISTANCE OF 750.00 FEET;

THENCE N 76°35'32" W A DISTANCE OF 154.50 FEET TO A POINT ON SAID SOUTH STATUTORY RIGHT-OF-WAY LINE;

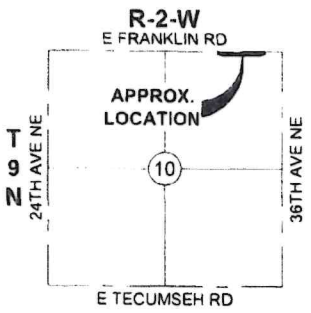
THENCE N 89°33'06" E ON SAID SOUTH STATUTORY RIGHT-OF-WAY LINE A DISTANCE OF 1,050.00 FEET BACK TO THE **POINT OF BEGINNING**.

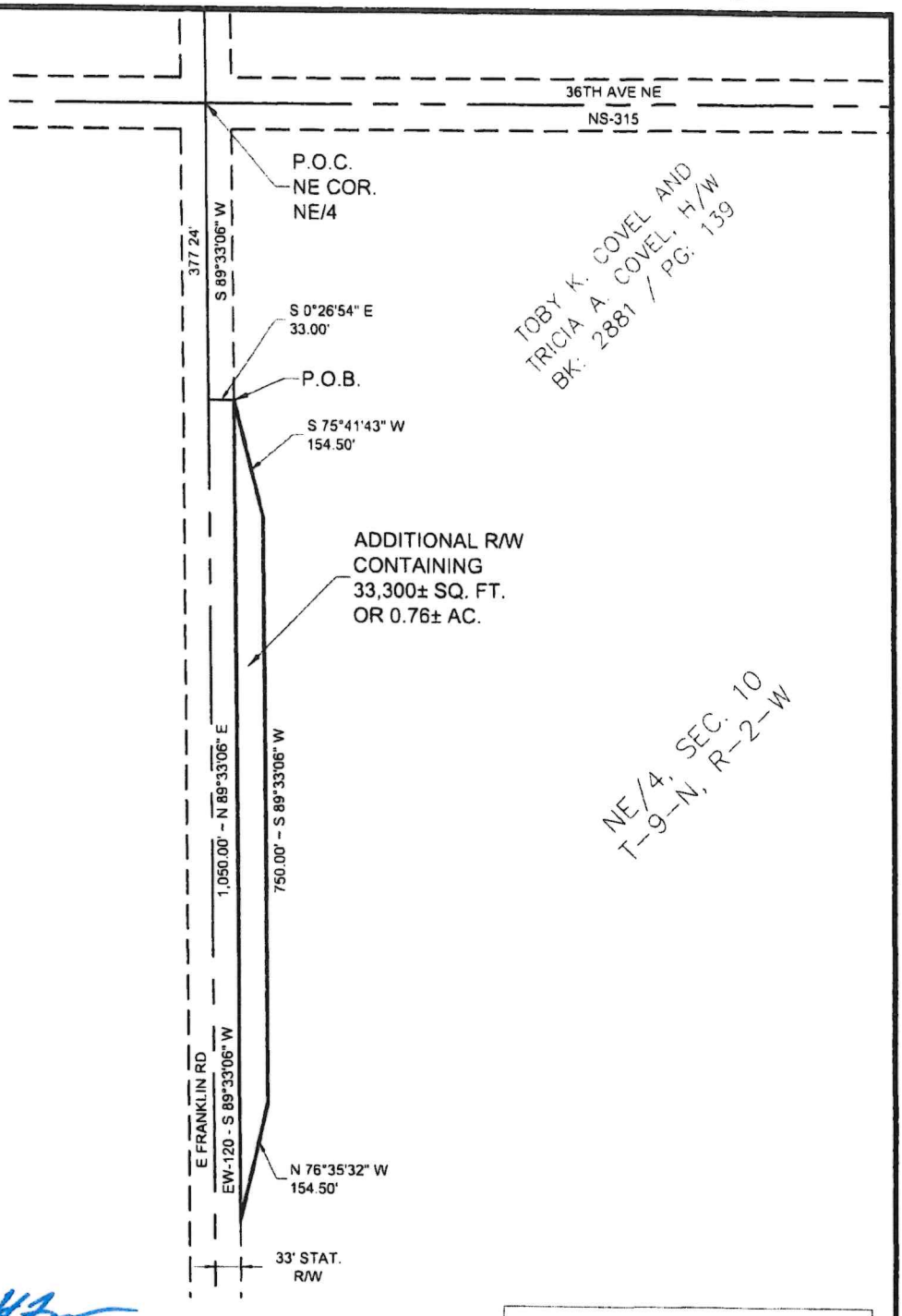
CONTAINING 33,300.00 SQUARE FEET OR 0.76 ACRES OF LAND, MORE OR LESS.

BASIS OF BEARINGS:
GRID NORTH BASED ON NAD 83 OKLAHOMA
STATE PLANE COORDINATE SYSTEM SOUTH ZONE

THIS DESCRIPTION WAS PREPARED BY:
JOSEPH H. FARMER, PLS #1799
FRONTIER LAND SURVEYING, CA #7232

E-2627-32





1" = 200'

LICENSED PROFESSIONAL LAND SURVEYOR
JOSEPH H. FARMER
7-11-25
1799
OKLAHOMA

BASIS OF BEARINGS:
GRID NORTH BASED ON NAD 83 OKLAHOMA
STATE PLANE COORDINATE SYSTEM SOUTH ZONE

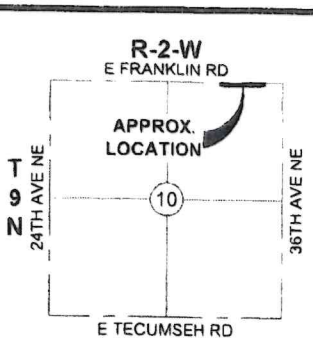
LEGEND
PARCEL
EXISTING RIGHT-OF-WAY
PROPERTY LINE
SECTION LINE
QUARTER SECTION LINE

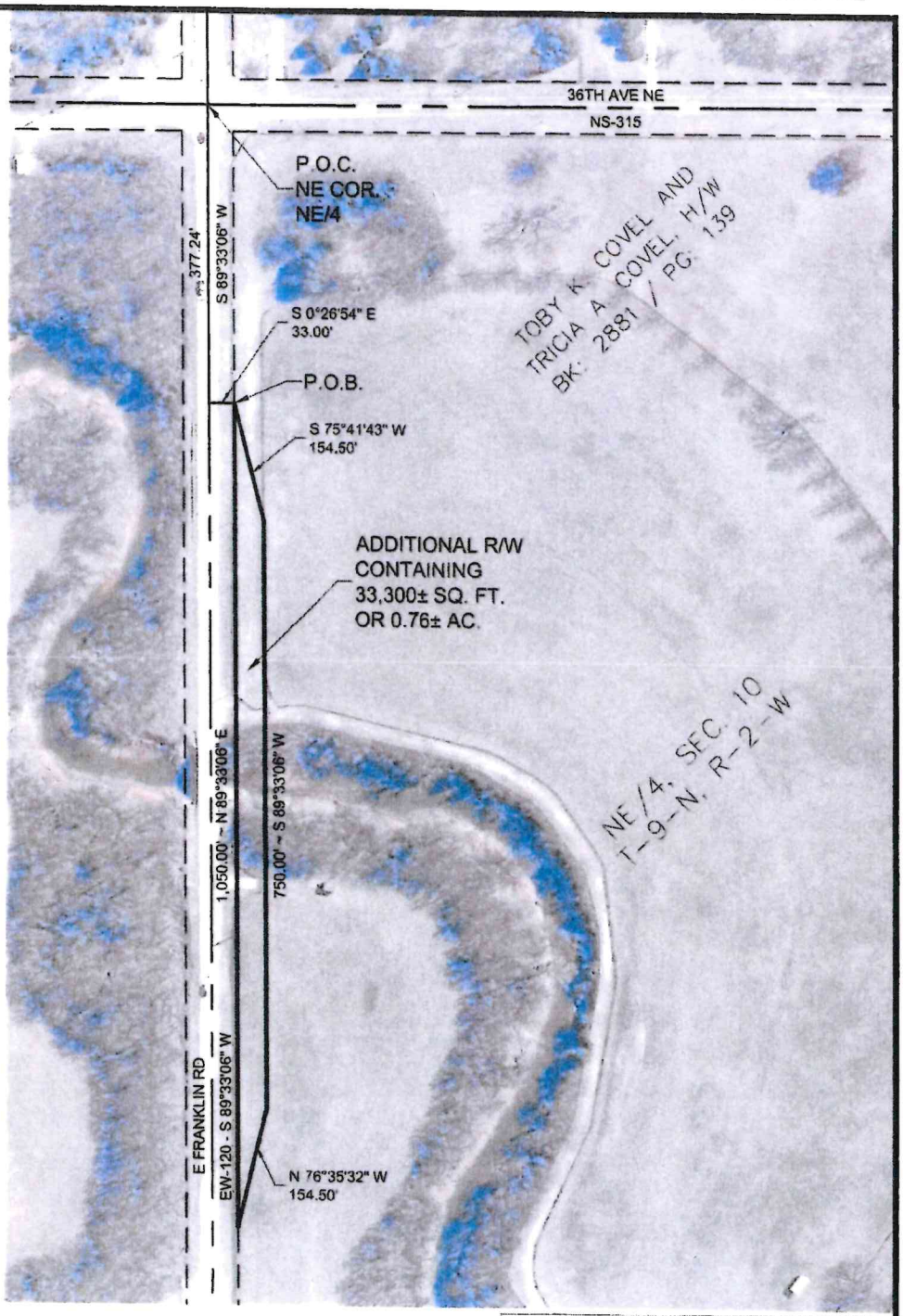
THIS DESCRIPTION WAS PREPARED BY:
JOSEPH H. FARMER, PLS #1799
FRONTIER LAND SURVEYING, CA #7232

THIS SKETCH IS NOT A BOUNDARY SURVEY. IT IS INTENDED TO SHOW THE CONFIGURATION OF ADDITIONAL RIGHT-OF-WAY. IT SHOULD NOT BE USED TO LOCATE PROPERTY LINES AND DOES NOT MEET THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

PROJECT NO. 24-0050	ATTACHMENT "B"	frontier LAND SURVEYING CA #7232	ATTACHMENT
DRAWN BY: CGK	PROJECT NO. K-2324-153	P.O. BOX 7197 EDMOND, OK 73083	B
DATE: 07/09/2025	PARCEL 1	405.285.0433	

E-2627-32





1" = 200'

BASIS OF BEARINGS:
GRID NORTH BASED ON NAD 83 OKLAHOMA
STATE PLANE COORDINATE SYSTEM SOUTH ZONE

LEGEND
- PARCEL
- EXISTING RIGHT-OF-WAY
- PROPERTY LINE
- SECTION LINE
- QUARTER SECTION LINE

THIS DESCRIPTION WAS PREPARED BY:
JOSEPH H. FARMER, PLS #1799
FRONTIER LAND SURVEYING, CA #7232

THIS SKETCH IS NOT A BOUNDARY SURVEY. IT IS INTENDED TO SHOW THE CONFIGURATION OF ADDITIONAL RIGHT-OF-WAY. IT SHOULD NOT BE USED TO LOCATE PROPERTY LINES AND DOES NOT MEET THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

PROJECT NO. 24-0050	PROJECT NO. K-2324-153 PARCEL 1	frontier LAND SURVEYING CA #7232	ATTACHMENT
DRAWN BY: CGK		P.O. BOX 7197 EDMOND, OK 73083	
DATE: 07/09/2025		405.285.0433	

E-2627-33

Project: Franklin Road Bridge
Job #: K-2324-153
Parcel #: Temp 2

TEMPORARY DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT the Estate of Toby Keith Covel, deceased and Tricia A. Covel a/k/a Patricia Anne Covel, a single person of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

See attached Exhibit "A" – Legal Description

The sole purpose of this easement is to grant to the City of Norman, Oklahoma and the Transportation Commission the right to enter upon the above described tract of land for the purpose of constructing a driveway entrance to accommodate said premises to the construction or reconstruction of the roadway adjacent thereto; including the right to use and remove any and all dirt, rock gravel, sand and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, _____ she is the _____ owner(s) in fee simple of the above-described tract.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 29 September day of _____, 2026.

Patricia Anne Covel, Personal Representative of the Estate of Toby Keith Covel, deceased

Patricia Anne Covel

R/W Form 43 City
Revised 02-07

Individual Acknowledgement

State of Oklahoma)
) §
County of Cleveland)

Before me, A Notary Public in and for this State, on this 29 day of September, 2026, personally appeared Patricia Anne Covel as Personal Representative of the Estate of Toby Keith Covel, deceased and Patricia Anne Covel

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that she executed the same as her free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: May 27, 2028
Commission No. 08005509

Stacey Riley
Notary Public

STACEY RILEY
Notary Public - State of Oklahoma
Commission Number 08005509
My Commission Expires May 27, 2028

Individual Acknowledgement

State of Oklahoma)
) §
County of)

Before me, in and for this State, on this day of , , personally appeared

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that executed the same as free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires:
Commission No.

Notary Public

Trust/LLC/Corporation Acknowledgment

State of Oklahoma)
) §
County of)

Before me, in and for this State, on this day of , , personally appeared to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its , and acknowledged to me that executed the same as free and voluntary act and deed, and as the free and voluntary act and deed of the for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires:
Commission No.

Notary Public

Trust/LLC/Corporation Acknowledgment

State of Oklahoma)
) §
County of)

Before me, in and for this State, on this day of , , personally appeared to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its , and acknowledged to me that executed the same as free and voluntary act and deed, and as the free and voluntary act and deed of the for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires:
Commission No.

Notary Public

E-2627-33

STATE OF OKLAHOMA)

) ss.

COUNTY OF CLEVELAND)

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this 20 day of October, 2026.

_____

CITY ATTORNEY

PROJECT NO. K-2324-153
TEMP 2
ATTACHMENT "A"

ATTACHMENT "A"

A TRACT OF LAND BEING A PART OF THE NORTHEAST QUARTER (NE/4) OF SECTION TEN (10), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA. SAID TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID NORTHEAST QUARTER (NE/4), THENCE S 89°33'06" W ON THE NORTH LINE OF SAID NORTHEAST QUARTER (NE/4) A DISTANCE OF 377.24 FEET; THENCE S 0°26'54" E A DISTANCE OF 33.00 FEET TO A POINT ON THE SOUTH STATUTORY RIGHT-OF-WAY OF E FRANKLIN RD; THENCE S 75°41'43" W A DISTANCE OF 154.50 FEET; THENCE S 89°33'06" W ON A LINE PARALLEL TO AND 37.00 FEET SOUTH OF THE SOUTH STATUTORY RIGHT-OF-WAY OF E FRANKLIN RD A DISTANCE OF 183.09 FEET; TO THE **POINT OF BEGINNING**.

THENCE S 0°26'54" E A DISTANCE OF 25.00 FEET;

THENCE S 89°33'06" W ON A LINE PARALLEL TO AND 62.00 FEET SOUTH OF THE SOUTH STATUTORY RIGHT-OF-WAY OF E FRANKLIN RD A DISTANCE OF 34.00 FEET;

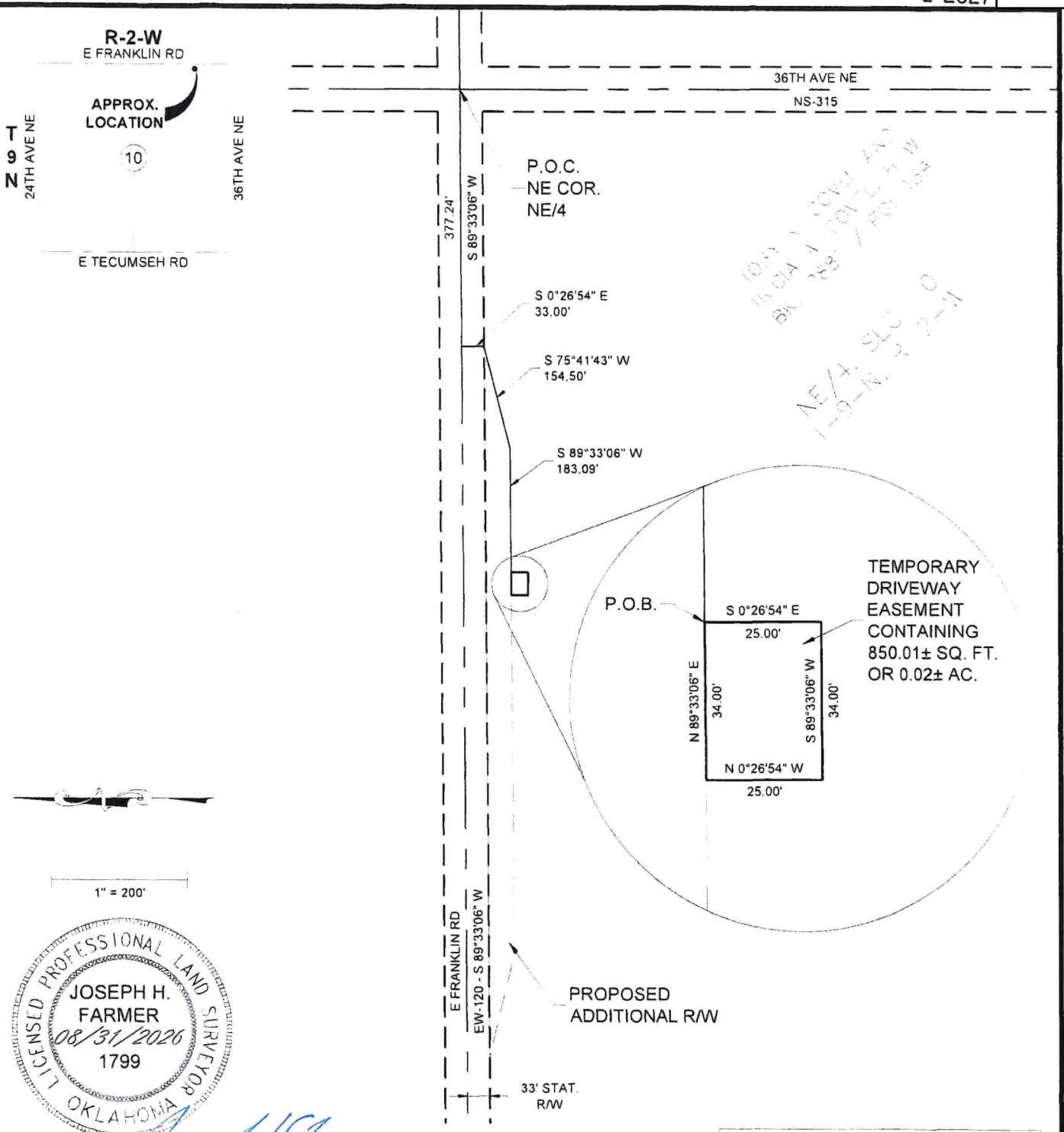
THENCE N 0°26'54" W A DISTANCE OF 25.00 FEET;

THENCE N 89°33'06" E ON A LINE PARALLEL TO AND 37.00 FEET SOUTH OF THE SOUTH STATUTORY RIGHT-OF-WAY OF E FRANKLIN RD DISTANCE OF 34.00 FEET BACK TO THE **POINT OF BEGINNING**.

CONTAINING 850.01 SQUARE FEET OR 0.02 ACRES OF LAND, MORE OR LESS.

BASIS OF BEARINGS:
GRID NORTH BASED ON NAD 83 OKLAHOMA
STATE PLANE COORDINATE SYSTEM SOUTH ZONE

THIS DESCRIPTION WAS PREPARED BY:
JOSEPH H. FARMER, PLS #1799
FRONTIER LAND SURVEYING, CA #7232



LICENSED PROFESSIONAL LAND SURVEYOR
JOSEPH H. FARMER
08/31/2026
1799
OKLAHOMA

BASIS OF BEARINGS:
GRID NORTH BASED ON NAD 83 OKLAHOMA
STATE PLANE COORDINATE SYSTEM SOUTH ZONE

LEGEND
PARCEL
EXISTING RIGHT-OF-WAY
PROPERTY LINE
SECTION LINE
QUARTER SECTION LINE

THIS DESCRIPTION WAS PREPARED BY:
JOSEPH H. FARMER, PLS #1799
FRONTIER LAND SURVEYING, CA #7232

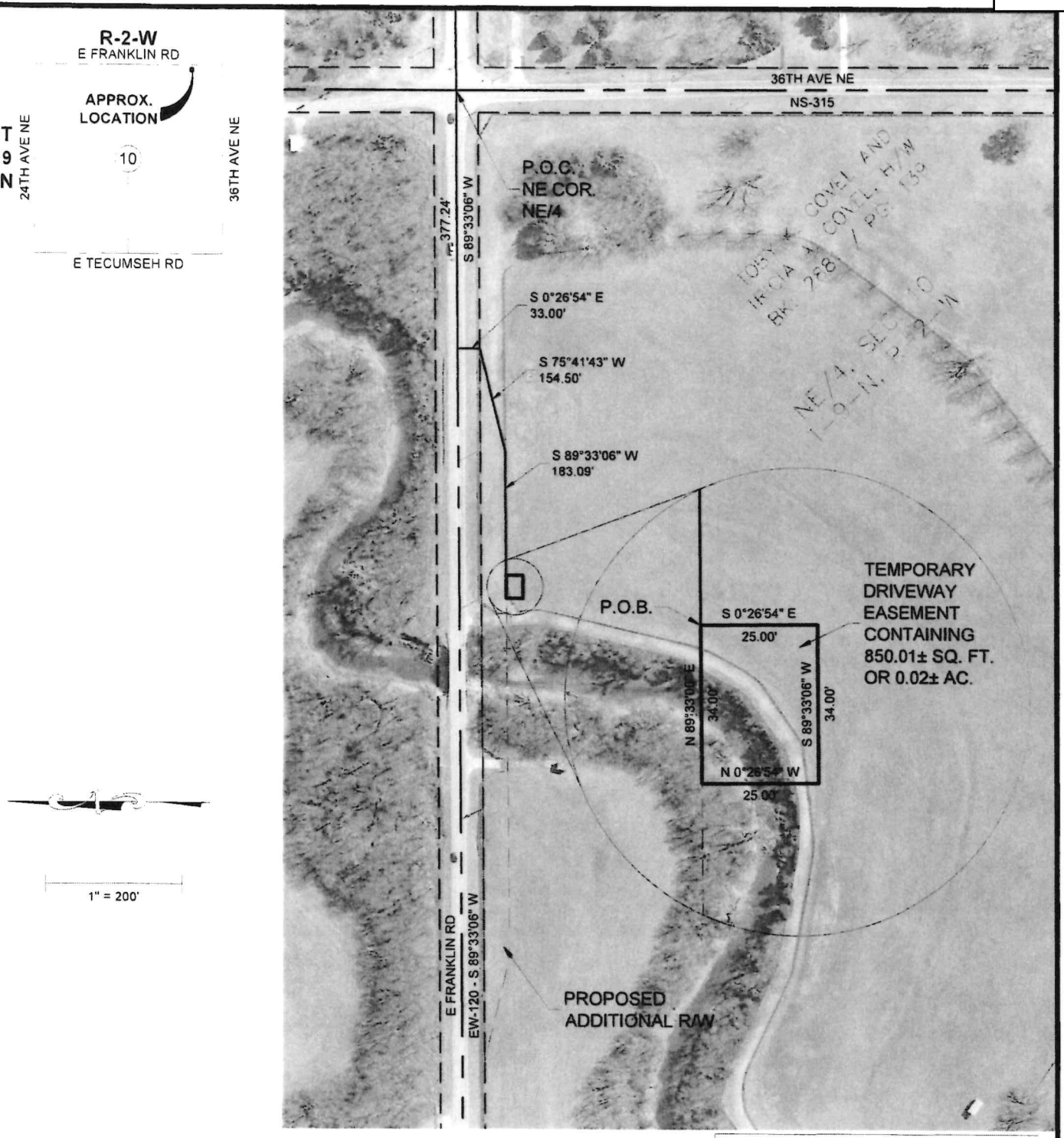
THIS SKETCH IS NOT A BOUNDARY SURVEY. IT IS INTENDED TO SHOW THE CONFIGURATION OF TEMPORARY DRIVEWAY EASEMENT. IT SHOULD NOT BE USED TO LOCATE PROPERTY LINES AND DOES NOT MEET THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

PROJECT NO.	24-0050
DRAWN BY:	ACK
DATE:	08/31/2026

ATTACHMENT "B"
PROJECT NO. K-2324-153
TEMP 2

frontier LAND SURVEYING
CA #7232
P.O. BOX 7197
EDMOND, OK 73083
405.285.0433

ATTACHMENT B



BASIS OF BEARINGS:
GRID NORTH BASED ON NAD 83 OKLAHOMA
STATE PLANE COORDINATE SYSTEM SOUTH ZONE

LEGEND
PARCEL
EXISTING RIGHT-OF-WAY
PROPERTY LINE
SECTION LINE
QUARTER SECTION LINE

THIS DESCRIPTION WAS PREPARED BY:
JOSEPH H. FARMER, PLS #1799
FRONTIER LAND SURVEYING. CA #7232

THIS SKETCH IS NOT A BOUNDARY SURVEY. IT IS INTENDED TO SHOW THE CONFIGURATION OF TEMPORARY DRIVEWAY EASEMENT. IT SHOULD NOT BE USED TO LOCATE PROPERTY LINES AND DOES NOT MEET THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

PROJECT NO. 24-0050
DRAWN BY: ACK
DATE: 08/31/2026

PROJECT NO. K-2324-153
TEMP 2

frontier LAND SURVEYING
CA #7232
P.O. BOX 7197
EDMOND, OK 73083
405.285.0433

ATTACHMENT

The City of
NORMAN
PUBLIC WORKS DEPARTMENT
225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070
ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

SUMMARY OF ACQUISITION

CITY: Norman Project: K-2324-153 - Franklin Road Bridge Replacement Project PARCEL(S) 1, Temp 2

PROPERTY LOCATION: Section 10, Township 9N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

The Estate of Toby Keith Covel, deceased and Patricia Anne Covel
101 N. Robinson Ave., Ste 700
Oklahoma City, OK 73102

ASSIGNMENT: Patricia Anne Covel

MORTGAGES AND LIENS: None

IMPROVEMENTS: None

DAMAGES: None

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Permanent Roadway Easement for Parcel 1 for 0.76 Acres
Temporary Construction Easement for Parcel Temp 2 for 0.02 Acres

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $84,541.00

BUYER AND SELLER AGREE:

Payment includes ANY AND ALL DAMAGES to ACQUIRED land.
The City is not responsible for constructing right-of-way fence.

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of $84,541.00 to Patricia Anne Covel

Patricia Anne Covel, Personal Representative of the Estate of Toby Keith Covel, deceased — DATE 9/29/26

Patricia Anne Covel — DATE 9/29/26

ACQUISITION AGENT
Alex David — DATE 9.30.26

RW FORM ACQ 220

Project: Franklin Road Bridge
Job #: K-2324-153
Parcel #: 2

Permanent Roadway EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That Franklin Road Farms, LLC, an Oklahoma limited liability company

of Cleveland County, State of Oklahoma, hereinafter called the Grantors (whether one or more), for and in consideration of the sum of ten and 00/100 dollars ----------($ 10.00) and other good, valuable and sufficient considerations, do hereby grant, bargain, sell, convey and dedicate unto the City of Norman, Oklahoma hereinafter called the Grantee, a perpetual easement over, under, and across the following described lots or parcels of land, to-wit:

See Attachment "A" – Legal Description

See Attachment "B" – Map

For the same considerations hereinbefore recited, this easement is granted for the purpose of enabling said Grantee, its officers, agents, contractors, and employees, now or at any time in perpetuity and at its discretion, to go upon, construct, build, maintain, and regulate a public roadway of facilities necessary and incidental thereto, including the airspace above and removal of any and all dirt, rock, gravel, sand and other road building materials, reserving and excepting unto said Grantors the mineral rights therein provided, however, that any explorations or development of said reserved mineral rights shall not directly or indirectly interfere with the use of said land for the purposes herein granted; and reserving unto said Grantors the right of ingress and egress to said public highway from the remaining lands of the Grantors.

To have and to hold said above described premises unto the said City of Norman, Oklahoma free, clear and discharged from any and all claims of damages or injury that may be sustained directly or indirectly to the remaining lands of the Grantors by reason of the construction and maintenance of a public roadway and all roadway excavations, embankments, structures, bridges, drains, sight distance of safety areas and other facilities that may now or hereafter be, in the discretion of the grantee, necessary for the construction and maintenance of a public roadway and incidental facilities over, across or along the above described tract of land; the supervision and control of said public roadway to be in such municipality, county or other agency of the State of Oklahoma as has or may have jurisdiction thereof by the laws of the State of Oklahoma; and said Grantee, its officers, agents, contractors and employees are hereby granted free access to said property for the purpose of entering upon, constructing, maintaining or regulating the use of said public roadway and incidental facilities.

Said Grantors hereby covenant and warrant that at the time of delivery of these presents they are the owners in fee simple of the above-described premises and that same are free and clear of all liens and claims whatsoever, except None.

The undersigned Grantors hereby designate and appoint itself as agent to execute the claim and receive the compensation herein named.

IN WITNESS WHEREOF, the Grantors herein named have hereunto set their hands and seals this the 7 day of October, 2026.

Franklin Road Farms LLC

Janet L Bradford

Name: Janet Bradford

Title: Manager

Individual Acknowledgement

State of _____)
) §
County of_____)

Before me, _____ in and for this State, on this ____ day of _____ , _____ , personally appeared _____ _____ _____ to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: _____ _____
Commission No. _____ Notary Public

Individual Acknowledgement

State of _____)
) §
County of_____)

Before me, _____ in and for this State, on this ____ day of _____ , _____ , personally appeared _____ _____ _____ to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: _____ _____
Commission No. _____ Notary Public

Trust/LLC/Corporation Acknowledgment

State of Oklahoma)
) §
County of Cleveland)

Before me, A Notary Public in and for this State, on this 7 day of October , 2026 , personally appeared Janet Bradford to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Manager , and acknowledged to me that she executed the same as her free and voluntary act and deed, and as the free and voluntary act and deed of the LLC for the uses and purposes therein set forth.

ALEX DAVIS NOTARY PUBLIC #18003563 EXP. 04/09/30 STATE OF OKLAHOMA

Witness my hand and seal the day and year last above written.

My Commission expires: 4.9.30
Commission No. 18003563
Notary Public

Trust/LLC/Corporation Acknowledgment

State of _____)
) §
County of_____)

Before me, _____ in and for this State, on this ____ day of _____ , _____ , personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ for the uses and purposes therein set forth.

Witness my hand and seal the day and year last above written.

My Commission expires: _____
Commission No._____ _____
Notary Public

STATE OF OKLAHOMA)

) ss.

COUNTY OF CLEVELAND)

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this 20 day of October, 2026.

CITY ATTORNEY

PROJECT NO. K-2324-153
PARCEL 2
ATTACHMENT "A"
REVISED 09/17/2025

ATTACHMENT "A"

A TRACT OF LAND BEING A PART OF THE SOUTHEAST QUARTER (SE/4) OF SECTION THREE (3), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA. SAID TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SOUTHEAST QUARTER (SE/4), THENCE S 89°33'06" W ON THE SOUTH LINE OF SAID SOUTHEAST QUARTER (SE/4) A DISTANCE OF 377.24 FEET; THENCE N 0°26'54" W A DISTANCE OF 33.00 FEET TO A POINT ON THE NORTH STATUTORY RIGHT-OF-WAY LINE OF E FRANKLIN RD, SAID POINT BEING THE **POINT OF BEGINNING**.

THENCE N 80°59'10" W A DISTANCE OF 152.07 FEET;

THENCE S 89°33'06" W ON A LINE PARALLEL TO AND 25.00 FEET NORTH OF THE NORTH STATUTORY RIGHT-OF-WAY LINE OF E FRANKLIN RD A DISTANCE OF 750.00 FEET;

THENCE S 80°05'21" W A DISTANCE OF 152.07 FEET TO A POINT ON SAID NORTH STATUTORY RIGHT-OF-WAY LINE;

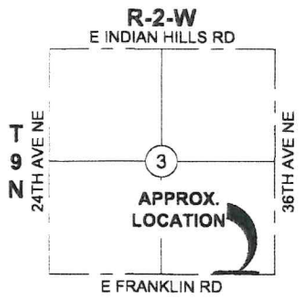
THENCE N 89°33'06" E ON SAID NORTH STATUTORY RIGHT-OF-WAY LINE A DISTANCE OF 1,050.00 FEET BACK TO THE **POINT OF BEGINNING**.

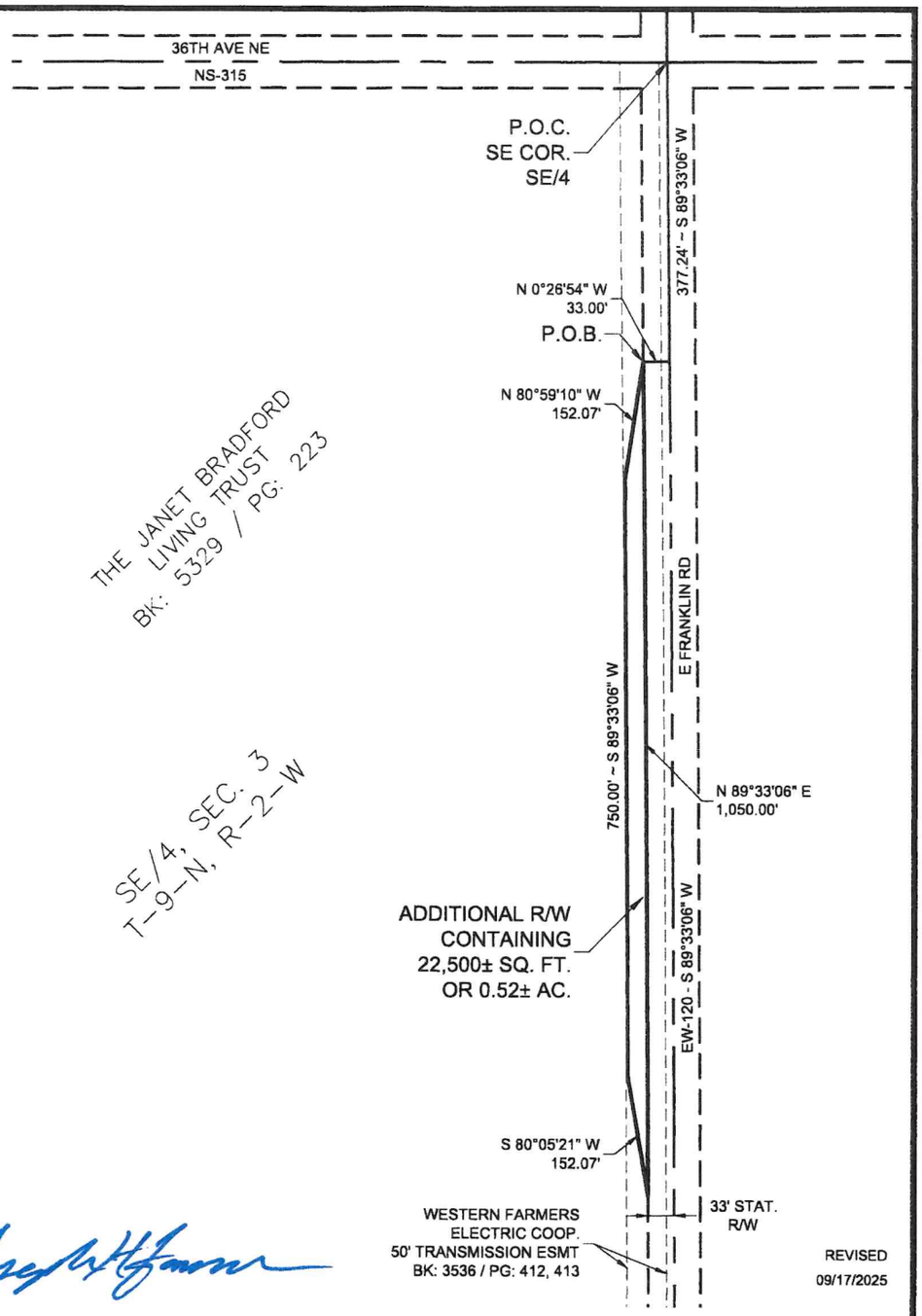
CONTAINING 22,500.04 SQUARE FEET OR 0.52 ACRES OF LAND, MORE OR LESS.

BASIS OF BEARINGS:
GRID NORTH BASED ON NAD 83 OKLAHOMA
STATE PLANE COORDINATE SYSTEM SOUTH ZONE

THIS DESCRIPTION WAS PREPARED BY:
JOSEPH H. FARMER, PLS #1799
FRONTIER LAND SURVEYING, CA #7232

E-2627-38





1" = 200'

REVISED
09/17/2025

LICENSED PROFESSIONAL LAND SURVEYOR
JOSEPH H.
FARMER
9-17-25
1799
OKLAHOMA

LEGEND

PARCEL	
EXISTING RIGHT-OF-WAY	
PROPERTY LINE	
SECTION LINE	
QUARTER SECTION LINE	

BASIS OF BEARINGS:
GRID NORTH BASED ON NAD 83 OKLAHOMA
STATE PLANE COORDINATE SYSTEM SOUTH ZONE

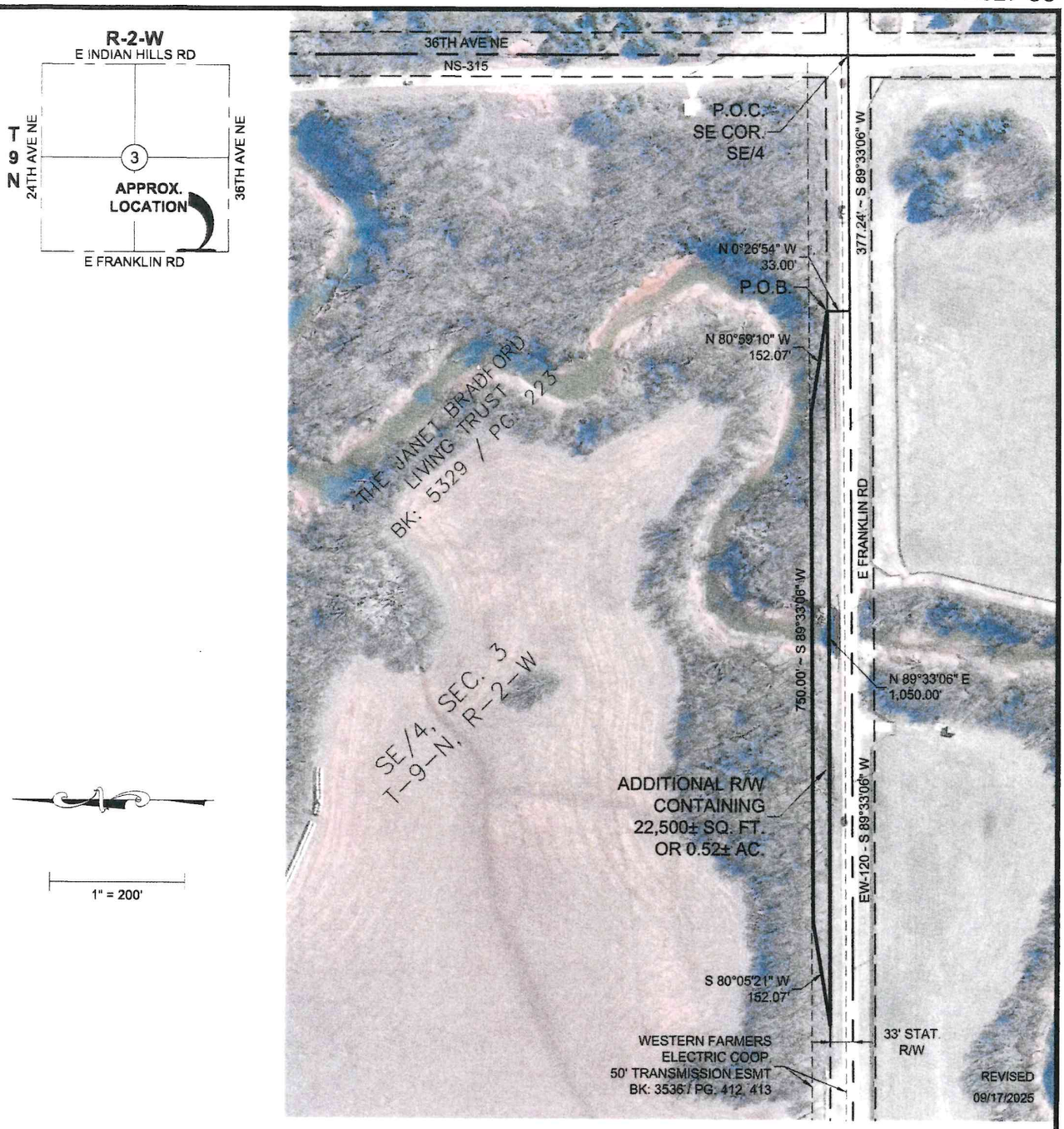
THIS REVISION SUPERSEDES
ANY PREVIOUS REVISIONS

THIS DESCRIPTION WAS PREPARED BY:
JOSEPH H. FARMER, PLS #1799
FRONTIER LAND SURVEYING, CA #7232

THIS SKETCH IS NOT A BOUNDARY SURVEY. IT IS INTENDED TO SHOW THE CONFIGURATION OF TEMPORARY RIGHT-OF-WAY. IT SHOULD NOT BE USED TO LOCATE PROPERTY LINES AND DOES NOT MEET THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

PROJECT NO. 24-0050	ATTACHMENT "B"	frontier LAND SURVEYING CA #7232	ATTACHMENT
DRAWN BY: ABB	PROJECT NO. K-2324-153	P.O. BOX 7197 EDMOND, OK 73083 405.285.0433	B
DATE: 09/17/2025	PARCEL 2		

E-2627-38



BASIS OF BEARINGS:
GRID NORTH BASED ON NAD 83 OKLAHOMA
STATE PLANE COORDINATE SYSTEM SOUTH ZONE

THIS DESCRIPTION WAS PREPARED BY:
JOSEPH H. FARMER, PLS #1799
FRONTIER LAND SURVEYING, CA #7232

THIS REVISION SUPERSEDES
ANY PREVIOUS REVISIONS

LEGEND

PARCEL	———
EXISTING RIGHT-OF-WAY	— — — — —
PROPERTY LINE	———
SECTION LINE	———
QUARTER SECTION LINE	———

THIS SKETCH IS NOT A BOUNDARY SURVEY. IT IS INTENDED TO SHOW THE CONFIGURATION OF TEMPORARY RIGHT-OF-WAY. IT SHOULD NOT BE USED TO LOCATE PROPERTY LINES AND DOES NOT MEET THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

PROJECT NO. 24-0050	PROJECT NO. K-2324-153	frontier LAND SURVEYING CA #7232	ATTACHMENT
DRAWN BY: ABB	PARCEL 2	P.O. BOX 7197 EDMOND, OK 73083 405.285.0433	
DATE: 09/17/2025			

The City of
NORMAN

PUBLIC WORKS DEPARTMENT

225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070

ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

SUMMARY OF ACQUISITION

CITY: Norman Project: K-2324-153 PROJECT: Franklin Road Bridge Replacement Project PARCEL(S) 2

PROPERTY LOCATION: Section 3, Township 9N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

Franklin Road Farms, LLC
3001 E Franklin Rd
Norman, OK 73071

ASSIGNMENT: Franklin Road Farms, LLC

MORTGAGES AND LIENS: None

IMPROVEMENTS: None

DAMAGES: Parcel 2 – 0.52 Acres of Permanent Roadway Easement

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Permanent Roadway Easement for Parcel 2 for 0.52 Acres

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $7,800.00

BUYER AND SELLER AGREE:

Payment includes ANY AND ALL DAMAGES to ACQUIRED land.
The City IS NOT responsible for constructing right-of-way fence.
The guardrail will extend from the project beginning and connect to the new bridge railing on the north side of Franklin Road. At the east end of the bridge, the guardrail will begin again at the bridge end and extend to the project ending point. Roadway paving will be extended for the guardrail widening. Behind the guardrail, the side slopes will be increased to a 1:3 or 1:2 slope, dependent upon drainage and existing terrain. The increase of side slopes will begin past the required guardrail length of need. Riprap or flexamat ditch liner will be placed along the slope behind the guardrail limits. Slope stabilization placement will be adjusted to facilitate future maintenance access for the City of Norman.

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of $7,800.00 to Franklin Road Farms, LLC

Franklin Road Farms, LLC

Janet L Bradford
Name: Janet Bradford
Title: Manager

10·7·26
DATE

ACQUISITION AGENT
Alex David

10·7·26
DATE

J/P No.: N/A
Project: K-2324-153
City: Norman
Parcel: 2

Business Certification and Affidavit

I, Janet Bradford as Manager do hereby state that I have the legal authority to act on behalf of Franklin Road Farms, LLC and to grant, convey, bargain or sell any real property and conduct any other legal business transactions.

Janet L Bradford
Name: Janet Bradford
Title: Manager

10.7.26
Date

STATE OF Oklahoma)
) ss.
COUNTY OF Cleveland)

Before me, a Notary Public in and of this State, on this 7 day of October, 2026, personally appeared Janet Bradford, to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Manager and acknowledged to me that she executed the same as her free and voluntary act and deed of the LLC, for the uses and purposes therein set forth.

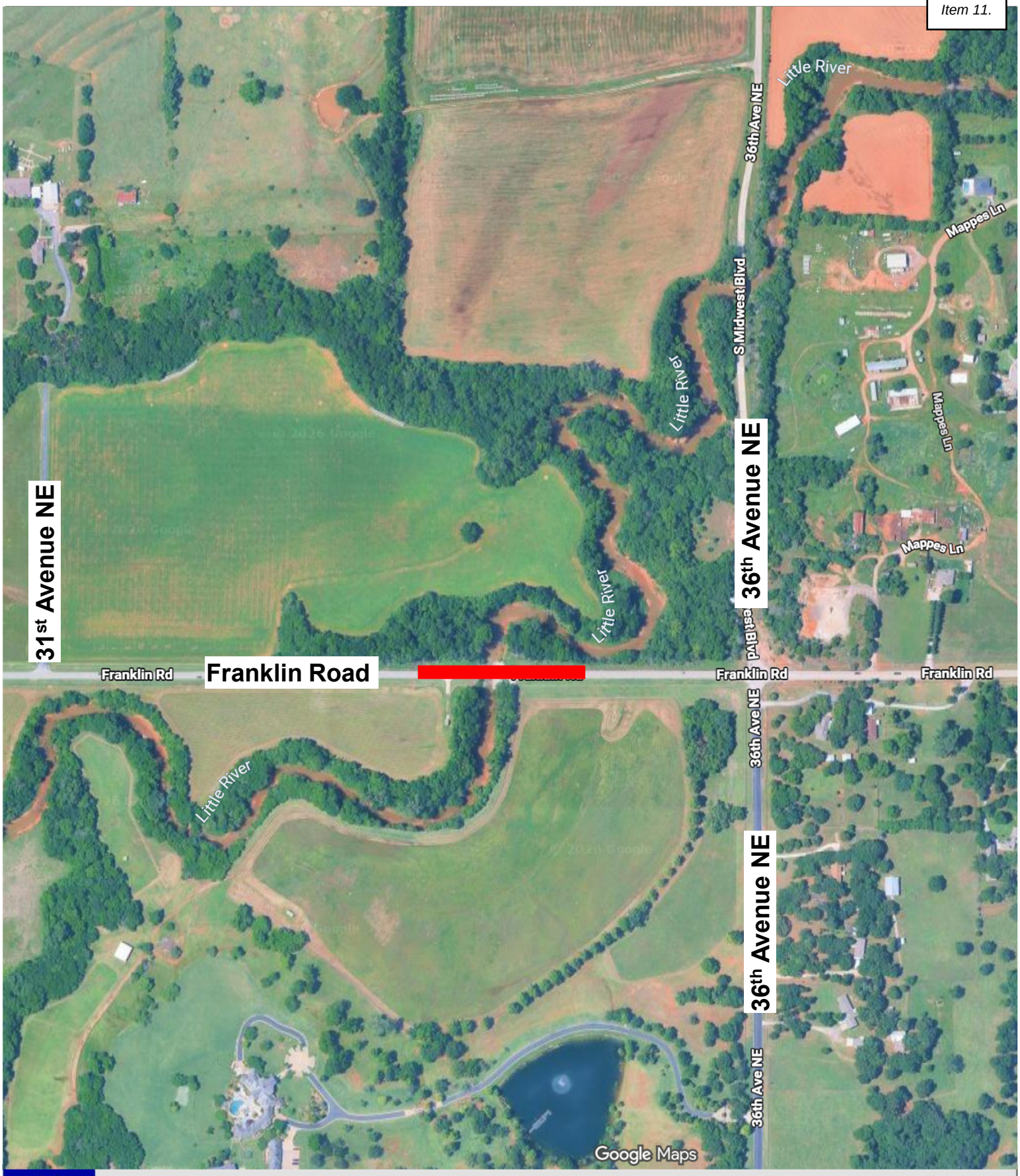
Witness my hand and seal the day and year above written.

Notary Public

My Commission Expires: 4.9.30

My Commission No.: 18003563

ALEX DAVID NOTARY PUBLIC STATE OF OKLAHOMA #18003563 EXP. 04/09/30



Franklin Road Bridge over Little River
Bond Project
Location Map

N

File Attachments for Item:

12. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-5: FINAL PLAT/FINAL SITE DEVELOPMENT PLAN FOR SPRINGS AT FLINT HILLS, SECTION 2, A PLANNED UNIT DEVELOPMENT (GENERALLY LOCATED 650-FEET WEST OF 12TH AVENUE N.W. AND ONE-QUARTER OF A MILE NORTH OF TECUMSEH ROAD) (WARD 6)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/26

REQUESTER: Ken Danner, Subdivision Development Manager

PRESENTER: Scott Sturtz, Director of Public Works

ITEM TITLE: CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-5: FINAL PLAT/FINAL SITE DEVELOPMENT PLAN FOR SPRINGS AT FLINT HILLS, SECTION 2, A PLANNED UNIT DEVELOPMENT (GENERALLY LOCATED 650-FEET WEST OF 12TH AVENUE N.W. AND ONE-QUARTER OF A MILE NORTH OF TECUMSEH ROAD) (WARD 6)

BACKGROUND:

This item is a final plat for Springs at Flint Hills, Section 2, a Planned Unit Development and is generally located 650 feet west of 12th Avenue N.W. and one-quarter of a mile north of Tecumseh Road.

City Council, at its meeting of November 28, 2023, adopted Ordinance No. O-2021-9 placing this property in the Planned Unit Development District and removing it from PUD, Planned Unit Development District. In addition, City Council approved the preliminary plat for Flint Hills Addition, a Planned Unit Development. This property consists of 11.12 acres and forty-eight (48) single-family residential lots.

The Norman Development Committee, at its meeting of October 5, 2026, reviewed and approved the program of public improvements and final plat/final site development plan for Springs at Flint Hills, Section 2, a Planned Unit Development and recommended that the final plat/final site development plan be submitted to City Council for consideration.

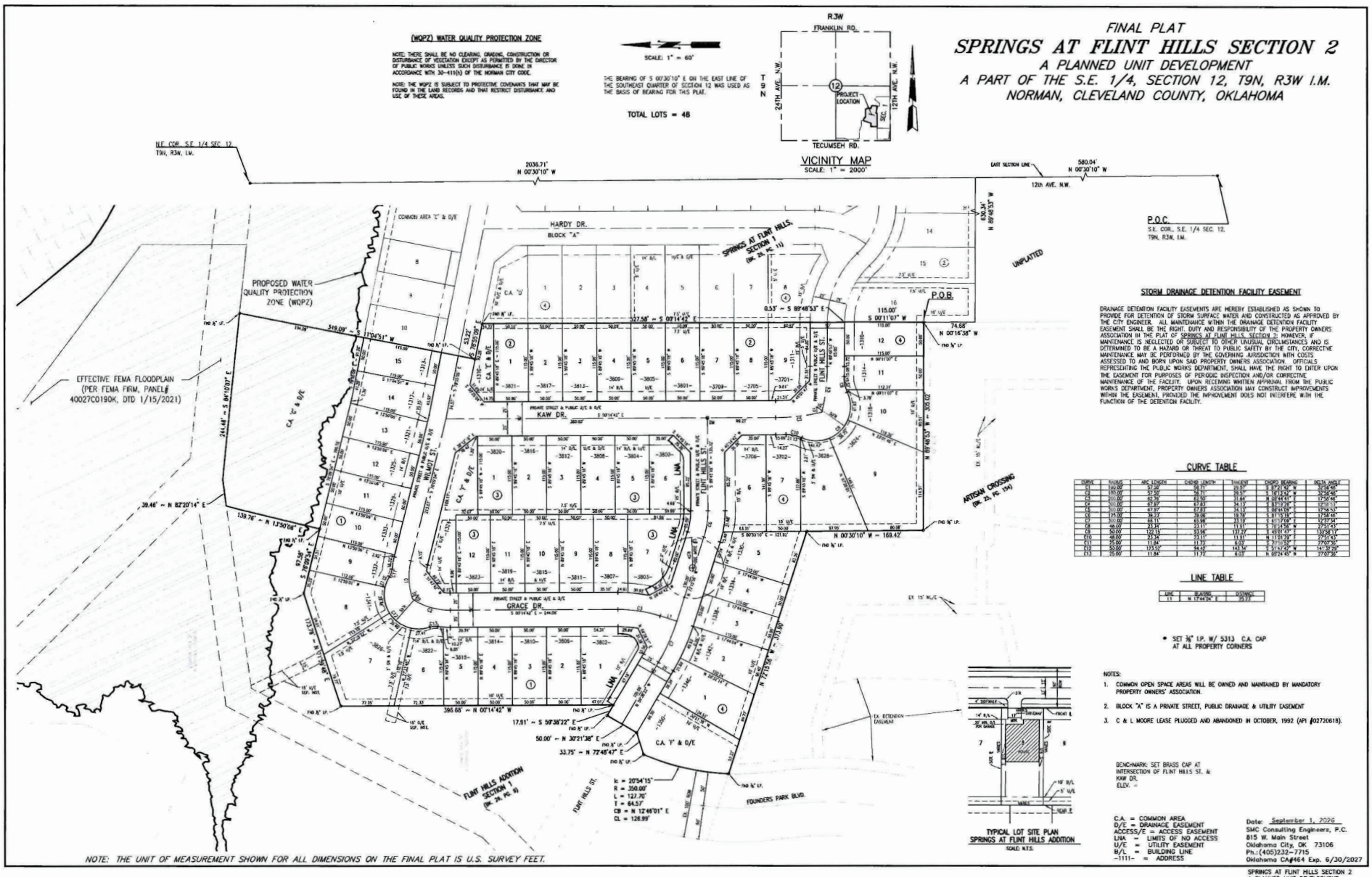
DISCUSSION:

Construction plans have been reviewed by staff for the required improvements for this property. The improvements consist of sanitary sewer, water mains with fire hydrants, drainage including detention facilities and street paving. Streets are private but will be constructed to City standards and will be maintained by the Property Owners Association.

Private park land will be dedicated and maintained by the Property Owners Association.

RECOMMENDATION:

The final plat is consistent with the preliminary plat. Based upon the above information, staff recommends approval of the final plat/final site development plan and the filing of the final plat/final site development plan subject to receipt of $16,363.45 for traffic impact fees and completion and acceptance of all required public improvements or bonding the public improvements and authorize the Mayor to sign the final plat.


FINAL PLAT
SPRINGS AT FLINT HILLS SECTION 2
A PLANNED UNIT DEVELOPMENT
A PART OF THE S.E. 1/4, SECTION 12, T9N, R3W I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA
(WQPZ) WATER QUALITY PROTECTION ZONE
NOTE: THERE SHALL BE NO CLEARING, GRADING, CONSTRUCTION OR DISTURBANCE OF VEGETATION EXCEPT AS PERMITTED BY THE DIRECTOR OF PUBLIC WORKS UNLESS SUCH DISTURBANCE IS DONE IN ACCORDANCE WITH 30-411(h) OF THE NORMAN CITY CODE.
NOTE: THE WQPZ IS SUBJECT TO PROTECTIVE COVENANTS THAT MAY BE FOUND IN THE LAND RECORDS AND THAT RESTRICT DISTURBANCE AND USE OF THESE AREAS.
SCALE: 1" = 60'
THE BEARING OF S 00°30'10" E ON THE EAST LINE OF THE SOUTHEAST QUARTER OF SECTION 12 WAS USED AS THE BASIS OF BEARING FOR THIS PLAT.
TOTAL LOTS = 48
R3W
FRANKLIN RD.
T 9 N
24TH AVE. N.W.
12TH AVE. N.W.
PROJECT LOCATION
SEC. 12
TECUMSEH RD.
VICINITY MAP
SCALE: 1" = 2000'
NE COR. S.E. 1/4 SEC. 12 T9N, R3W, I.M.
2636.71' N 00°30'10" W
EAST SECTION LINE
580.04' N 00°30'10" W
12th AVE. N.W.
P.O.C. S.E. COR., S.E. 1/4 SEC. 12, T9N, R3W, I.M.
630.34' N 89°48'53" W
UNPLATTED
P.O.B.
74.68' N 00°16'38" W
115.00' S 00°11'07" W
0.53' ~ S 89°48'53" E
HARDY DR.
BLOCK "A"
SPRINGS AT FLINT HILLS SECTION 1 (BK. 24, PG. 11)
COMMON AREA 'C' & D/E
PROPOSED WATER QUALITY PROTECTION ZONE (WQPZ)
EFFECTIVE FEMA FLOODPLAIN (PER FEMA FIRM, PANEL# 40027C0190K, DTD 1/15/2021)
349.09' ~ S 11°04'51" W
244.48' ~ S 84°10'07" E
39.46' ~ N 82°20'14" E
138.76' ~ N 13°50'06" E
97.58' ~ S 76°09'34" E
396.68' ~ N 00°14'42" W
527.58' ~ S 89°14'42" E
305.02' ~ N 89°48'53" W
KAW DR.
GRACE DR.
FLINT HILLS ST.
ARTISAN CROSSING (BK. 25, PG. 134)
N 00°30'10" W ~ 169.42'
N 77°15'58" W ~ 203.60'
17.51' ~ S 59°38'22" E
50.00' ~ N 30°21'38" E
33.75' ~ N 72°48'47" E
C.A. 'F' & D/E
EX. DETENTION EASEMENT
FLINT HILLS ADDITION SECTION 1 (BK. 24, PG. 9)
Ic = 20°54'15"
R = 350.00'
L = 127.70'
T = 64.57'
CB = N 12°46'01" E
CL = 126.99'
FOUNDERS PARK BLVD.
STORM DRAINAGE DETENTION FACILITY EASEMENT
DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN TO PROVIDE FOR DETENTION OF STORM SURFACE WATER AND CONSTRUCTED AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY EASEMENT SHALL BE THE RIGHT, DUTY AND RESPONSIBILITY OF THE PROPERTY OWNERS ASSOCIATION IN THE PLAT OF SPRINGS AT FLINT HILLS, SECTION 2; HOWEVER, IF MAINTENANCE IS NEGLECTED OR SUBJECT TO OTHER UNUSUAL CIRCUMSTANCES AND IS DETERMINED TO BE A HAZARD OR THREAT TO PUBLIC SAFETY BY THE CITY, CORRECTIVE MAINTENANCE MAY BE PERFORMED BY THE GOVERNING JURISDICTION WITH COSTS ASSESSED TO AND BORN UPON SAID PROPERTY OWNERS ASSOCIATION. OFFICIALS REPRESENTING THE PUBLIC WORKS DEPARTMENT, SHALL HAVE THE RIGHT TO ENTER UPON THE EASEMENT FOR PURPOSES OF PERIODIC INSPECTION AND/OR CORRECTIVE MAINTENANCE OF THE FACILITY. UPON RECEIVING WRITTEN APPROVAL FROM THE PUBLIC WORKS DEPARTMENT, PROPERTY OWNERS ASSOCIATION MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY.
CURVE TABLE
LINE TABLE
• SET ½" I.P. W/ 5313 C.A. CAP AT ALL PROPERTY CORNERS
NOTES:
1. COMMON OPEN SPACE AREAS WILL BE OWNED AND MAINTAINED BY MANDATORY PROPERTY OWNERS' ASSOCIATION.
2. BLOCK "A" IS A PRIVATE STREET, PUBLIC DRAINAGE & UTILITY EASEMENT
3. C & L MOORE LEASE PLUGGED AND ABANDONED IN OCTOBER, 1992 (API #02720618).
BENCHMARK: SET BRASS CAP AT INTERSECTION OF FLINT HILLS ST. & KAW DR. ELEV. =
TYPICAL LOT SITE PLAN SPRINGS AT FLINT HILLS ADDITION
SCALE: N.T.S.
C.A. = COMMON AREA
D/E = DRAINAGE EASEMENT
ACCESS/E = ACCESS EASEMENT
LNA = LIMITS OF NO ACCESS
U/E = UTILITY EASEMENT
B/L = BUILDING LINE
-1111- = ADDRESS
Date: September 1, 2026
SMC Consulting Engineers, P.C.
815 W. Main Street
Oklahoma City, OK 73106
Ph.:(405)232-7715
Oklahoma CA#464 Exp. 6/30/2027
SPRINGS AT FLINT HILLS SECTION 2
A PLANNED UNIT DEVELOPMENT
FINAL PLAT
SHEET 2 OF 2
NOTE: THE UNIT OF MEASUREMENT SHOWN FOR ALL DIMENSIONS ON THE FINAL PLAT IS U.S. SURVEY FEET.

PRELIMINARY PLAT
FLINT HILLS ADDITION
A PLANNED UNIT DEVELOPMENT
A PART OF THE S.E. 1/4, SECTION 12, T9N, R3W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA
VICINITY MAP
FLINT HILLS ADDITION
TECUMSEH RD. & 12TH AVE. NW
NORMAN, OKLAHOMA
SMC
PRELIMINARY PLAT
NOTES:
LOT COUNT
OPEN ACTIVE RECREATION AREA (1.24 ac ±)
OPEN ACTIVE RECREATION AREA (1.24 ac ±)
APPROXIMATE LOCATION OF WSP2 MITIGATION AREA
APPROVED BASE LOCATION OF WSP2 MITIGATION AREA
PROPOSED LOWER DETENTION POND
PROPOSED LOWER DETENTION POND
PROPOSED UPPER DETENTION POND
WSP2 MITIGATION AREA
COMMERCIAL
INDUSTRIAL/OFFICE
TEMPORARY PARK SIGN
TEMPORARY PARK SIGN
TECUMSEH RD.
12TH AVE.

DEVELOPMENT COMMITTEE

FINAL PLAT
FP-2627-5

DATE:
October 5, 2026

STAFF REPORT

ITEM: Consideration of a Final Plat for **SPRINGS AT FLINT HILLS ADDITION, SECTION 2, A PLANNED UNIT DEVELOPMENT**.

LOCATION: Generally located 650 feet west of 12th Avenue N.W. and one-quarter of a mile north of Tecumseh Road.

INFORMATION:

1. Owners. Landmark Land Company, L.L.C.
2. Developer. Landmark Land Company, L.L.C.
3. Engineer. SMC Consulting Engineers, P.C.

HISTORY:

1. October 18, 1961. City Council adopted Ordinance No. 1312 annexing this property into the Norman Corporate City Limits without zoning.
2. December 19, 1961. Planning Commission recommended to City Council that this property be placed in A-2, Rural Agricultural District.
3. January 23, 1962. City Council adopted Ordinance No. 1339 placing this property in A-2, Rural Agricultural District.
4. February 4, 2010. The Norman Board of Parks Commissioners, on a vote of 7-1, recommended private park with a combination of active and passive land for Founders Park Addition, a Planned Unit Development.
5. February 11, 2010. Planning Commission, on a vote of 7-0, postponed for sixty (60) days a request to amend the NORMAN 2025 Land use and Transportation Plan from Future Urban Service Area to Current Urban Service Area and from Industrial Designation to Low Density Residential Designation, Medium Density Residential Designation, Commercial Designation, Office Designation, Industrial Designation and Open Space Designation.
6. February 11, 2010. Planning Commission, on a vote of 7-0, postponed for sixty (60) days a request to rezone this property from A-2, Rural Agricultural District to PUD, Planned Unit Development.
7. February 11, 2010. Planning Commission, on a vote of 7-0, postponed for sixty (60) days the preliminary plat for Founders Park Addition, A Planned Unit Development.

8. April 8, 2010. Planning Commission, on a vote of 4-3-1, recommended amendment of the NORMAN 2025 Land Use and Transportation Plan to place this property in the Current Urban Service Area from Future Urban Service Area and from Industrial Designation to Low Density Residential Designation, Medium Density Residential Designation, Commercial Designation, Office Designation, Industrial Designation and Open Space Designation.

9. April 8, 2010. Planning Commission, on a vote of 4-3-1, recommended that this property be placed in the Planned Unit Development PUD and removed from A-2, Rural Agricultural District.

10. April 8, 2010. Planning Commission, on a vote of 4-3-1, recommended to City Council the approval of the preliminary plat for Founders Park Addition, a Planned Unit Development.

11. June 8, 2010. City Council approved amending the NORMAN 2025 Land Use and Transportation Plan to place this property in the Current Urban Service Area from Future Urban Service Area and from Industrial Designation to Low Density Residential Designation, Medium Density Residential Designation, Commercial Designation, Office Designation, Industrial Designation and Open Space Designation.

12. June 8, 2010. City Council adopted Ordinance No. O-0910-17 placing this property in the Planned Unit Development (PUD) and removing it from A-2, Rural Agricultural District.

13. June 8, 2010. City Council approved the preliminary plat for Founders Park Addition, a Planned Unit Development.

14. May 31, 2017. The City Development Committee approved the preliminary plat for Founders Park Addition, a Planned Unit Development for an additional five (5) years.

15. October 29, 2020. City Council amended the NORMAN 2025 Land Use and Transportation Plan from Low Density Residential, Medium Residential, Commercial, Office Industrial and Open Space Designations to Mixed Use Designation for approximately 139.43 acres.

16. October 29, 2020. City Council adopted Ordinance No. O-2021-9 amending Ordinance No. O-1516-36 placing this property in PUD, Planned Unit Development and removing it from PUD, Planned Unit Development.

17. October 29, 2020. City Council approved the preliminary plat for Flint Hills Addition, a Planned Unit Development.

IMPROVEMENT PROGRAM:

1. Fire Hydrants. Fire hydrants will be installed in accordance with approved plans. Their locations have been reviewed by the Fire Department.

2. Permanent Markers. Permanent markers will be installed prior to filing of final plat.

3. Sanitary Sewers. The sanitary sewer mains will be installed in accordance with approved plans and City and Oklahoma Department of Environmental Quality standards.

4. Sidewalks Sidewalks will be constructed adjacent to the interior streets. Sidewalks will be constructed adjacent to proposed common areas.

5. Drainage. Proposed privately maintained detention facilities will be constructed to serve this development. With the use of a detention/retention pond, downstream properties will not be impacted.

6. Streets. Private streets constructed to City standards will serve this proposed gated development.

7. Water Mains. Water mains will be installed in accordance with approved plans and City and Department of Environmental Quality standards.

PUBLIC DEDICATIONS:

1. Easements. All required easements are dedicated to the City on the final plat.

2. Rights-of-Way. The interior streets are private and will be maintained by the Property Owners Association.

SUPPLEMENTAL MATERIAL: Copies of a location map, preliminary plat and final site development/final plat are attached.

DEVELOPMENT COMMITTEE COMMENTS: This final plat consists of 11.12 acres and forty-eight (48) single-family lots. It will use interior private streets as a gated development.

It has been determined a traffic impact fee is required in the amount of $16,363.45.

Private park land has been provided.

The final plat is consistent with the approved preliminary plat.

APPLICATION FOR
DEVELOPMENT COMMITTEE
ACTION

Date: 9/01/26

Part I: To be Completed by Applicant:

1. Applicant(s):
Landmark Land Company, LLC

Signature of Applicant(s):
Christopher D. Anderson, P.E. (as agent for applicant)

Telephone Number and Address:
SMC Consulting Engineers, PC
815 West Main, Oklahoma City, OK 73106
405.232.7715

2. Project Name and Legal Description:
Springs at Flint Hills Section 2

3. Action Request of Development Committee:

Request Development Committee approve the program of improvements and final plat to present to City Council for consideration

Part II: To Be Completed by Development Committee:

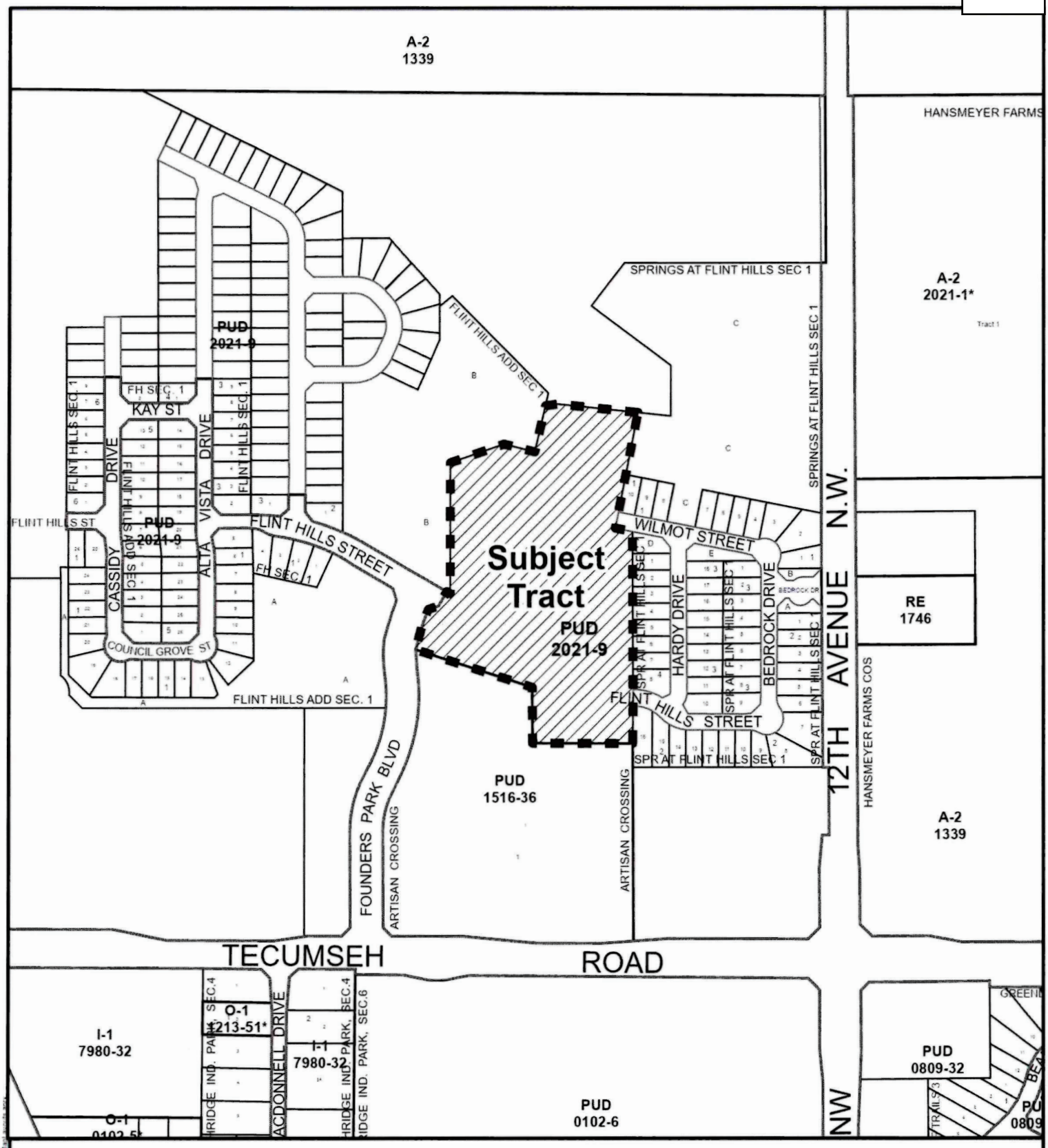
Development Committee Met on: October 5, 2026

Development Committee Findings:
The engineer for the owners has requested the Development Committee approve the program of public improvements and final site development plan / final plat for Springs at Flint Hills Section 2, a Planned Unit Development.

Development Committee Recommendations:
The Development Committee recommends City Council approve the final site development plan / final plat for Springs at Flint Hills Section 2, a Planned Unit Development and direct the forbearing of the final plat subject to completion of public improvements or bonding public improvements

Record of Acceptance:

	Yes	No		Yes	No
Director of Public Works	☒	☐	Director of Planning	☒	☐
for Director of Utilities	☒	☐	Planning Services Manager	☒	☐
City Engineer	☒	☐	Subdivision Development Manager	☒	☐



Location Map

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

N W E S

October 5, 2026

0 200 400 Ft.

Subject Tract

File Attachments for Item:

13. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-6: FINAL PLAT FOR NORMAN GROUNDWATER FACILITY INCLUDING THE DEFERRAL OF PAVING, DRAINAGE AND SIDEWALKS IN CONNECTION WITH EAST TECUMSEH ROAD (LOCATED AT 4020 EAST TECUMSEH ROAD APPROXIMATELY ONE-HALF MILE EAST OF 36TH AVENUE N.E. ON THE SOUTH SIDE OF EAST TECUMSEH ROAD) (WARD 5).

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/26

REQUESTER: Ken Danner, Subdivision Development Manager

PRESENTER: Scott Sturtz, Director of Public Works

ITEM TITLE: CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-6: FINAL PLAT FOR NORMAN GROUNDWATER FACILITY INCLUDING THE DEFERRAL OF PAVING, DRAINAGE AND SIDEWALKS IN CONNECTION WITH EAST TECUMSEH ROAD (LOCATED AT 4020 EAST TECUMSEH ROAD APPROXIMATELY ONE-HALF MILE EAST OF 36TH AVENUE N.E. ON THE SOUTH SIDE OF EAST TECUMSEH ROAD) (WARD 5).

BACKGROUND:

This item is a final plat for Norman Groundwater Facility located at 4020 East Tecumseh Road.

City Council, at its meeting of March 25, 2025, adopted Ordinance No. O-2425-25 placing this property in the Special Use for Municipal Use in the RE, Residential Dwelling District. At its same meeting, City Council approved the preliminary plat for Norman Groundwater Facility. This property consists of 28.27 acres and one lot for the Utilities Department.

The Norman Development Committee, at its meeting on October 5, 2026, reviewed and approved the site plan and final plat for the Norman Groundwater Facility and recommended that the site plan and final plat be submitted to City Council for consideration. In addition, the Development Committee recommended deferral of street paving, drainage and sidewalk improvements in connection with Tecumseh Road.

DISCUSSION:

Construction plans have been reviewed by staff for the required public improvements for this property. Approximately 741 feet of street paving, drainage and sidewalks in connection with 12th Avenue N.W are required. Section 30-602 (b) (1) (2). a. b. c. and d. of the City Code establishes a method of deferring public improvements under the following situations: (a) where incompatible grades exist; (b) where there are inadequate or a lack of connecting facilities; (c) where construction of the improvement would not immediately function for its intended use; or (d) where such improvement would be replaced by a planned future project. The Utilities Department is required to post a certificate of deposit with the City in a special account to be

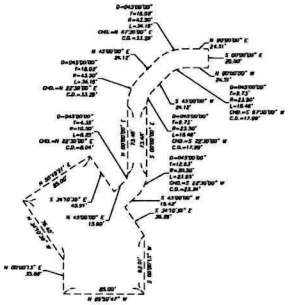
used with a future paving, drainage and sidewalk project or at such time as development occurs adjacent to the property.

RECOMMENDATION:

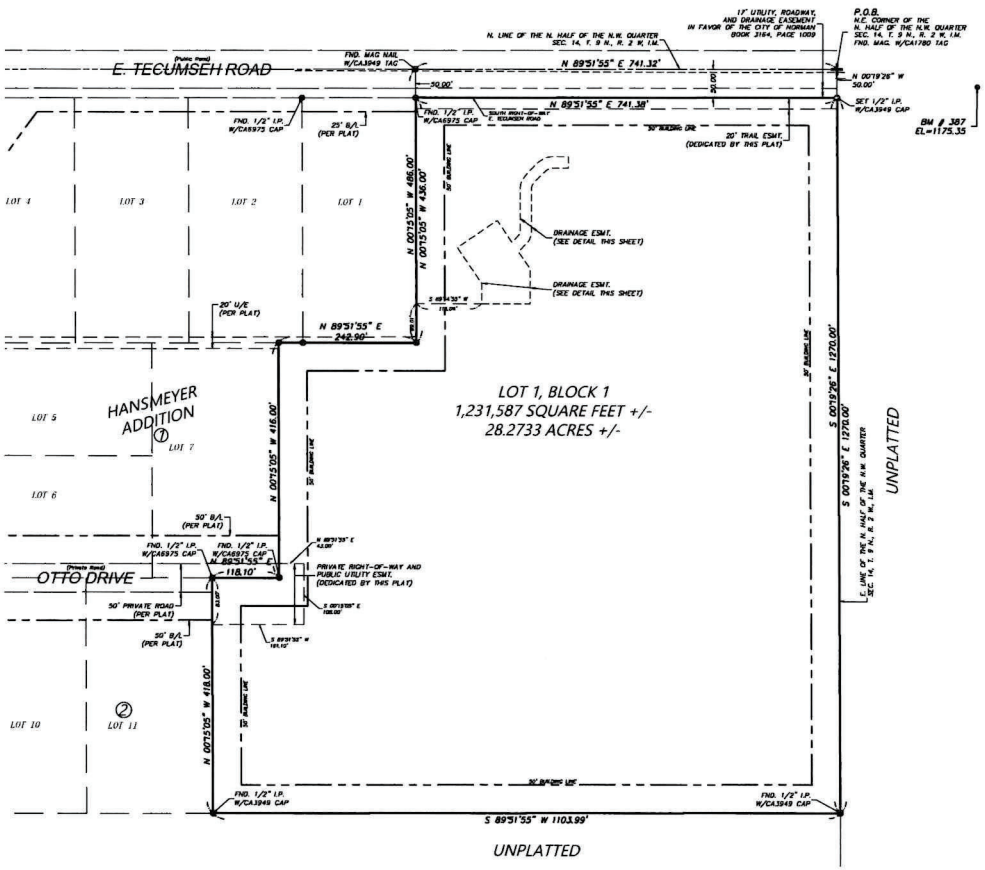
The final plat is consistent with the preliminary plat. Based upon the above information, staff recommend approval of the site plan and final plat and the filing of the final plat subject to receipt of $180,000 for the deferral of street paving, drainage and sidewalk improvements in connection with Tecumseh Road and authorize the Mayor to sign the final plat.

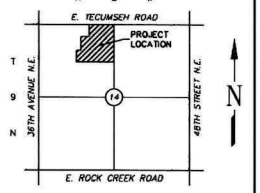
FINAL PLAT
NORMAN GROUNDWATER FACILITY

BEING PART OF THE N/2-NW/4, SEC. 14, T9N, R2W, I.M.,
AN ADDITION TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA



DRAINAGE ESMT. DETAIL
(DEDICATED BY THIS PLAT)
SCALE: 1" = 60'





LOCATION MAP
NOT TO SCALE

NOTES:

1. THE BEARING OF NORTH 89°37'52" WEST AS SHOWN ALONG THE SOUTH LINE OF BLOCK ONE, HARBOR SOUTH ADDITION TO THE CITY OF OKLAHOMA CITY, CLEVELAND COUNTY, OKLAHOMA, RECORDED IN BOOK 26 OF PLATS, PAGE 51, CLEVELAND COUNTY CLERKS OFFICE, WAS USED AS THE BASIS OF BEARINGS FOR THIS PLAT.
2. UNLESS SHOWN OTHERWISE PROPERTY CORNERS ARE SET 1/2" IRON PINS WITH CA3949 CAPS OR SET MAG NAILS WITH CA3949 TAGS.
3. EASEMENTS SHOWN HEREON BY SPECIFIC RECORDING INFORMATION ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE NOT DEDICATED AS A PART OF THIS PLAT.
4. EASEMENTS DEDICATED PURSUANT TO THIS PLAT ARE ONLY THOSE THAT LIE WITHIN THE PLAT BOUNDARY AND ARE DESIGNATED AS (DEDICATED BY THIS PLAT).
5. UNIT OF MEASURE FOR THIS PLAT IS THE US SURVEY FOOT.
6. THIS PLAT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.

STORM DRAINAGE DETENTION FACILITY EASEMENT

DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN TO PROVIDE FOR DETENTION OF STORM SURFACE WATER AND CONSTRUCTED AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY EASEMENT SHALL BE THE RIGHT, DUTY AND RESPONSIBILITY OF THE PROPERTY OWNER IN THE PLAT OF NORMAN GROUNDWATER FACILITY, HOWEVER, IF MAINTENANCE IS NEGLECTED OR SUBJECT TO OTHER UNUSUAL CIRCUMSTANCES AND IS DETERMINED TO BE A HAZARD OR THREAT TO PUBLIC SAFETY BY THE CITY, CORRECTIVE MAINTENANCE MAY BE PERFORMED BY THE GOVERNING JURISDICTION WITH COSTS ASSESSED TO AND BORN UPON SAID PROPERTY OWNER. OFFICIALS REPRESENTING THE PUBLIC WORKS DEPARTMENT, SHALL HAVE THE RIGHT TO ENTER UPON THE EASEMENT FOR PURPOSES OF PERIODIC INSPECTION AND/OR CORRECTIVE MAINTENANCE OF THE FACILITY. UPON RECEIVING WRITTEN APPROVAL FROM THE PUBLIC WORKS DEPARTMENT, PROPERTY OWNER MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY.

LEGAL DESCRIPTION:

A tract of land being a part of the North Half of the Northwest Quarter (N/2 NW/4) of Section Fourteen (14), Township Nine (9) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, being more particularly described as follows:

BEGINNING at the Northeast corner of said N/2 NW/4;

THENCE South 00°19'26" East, along the east line of said N/2 NW/4, a distance of 1320.00 feet to the Southeast corner of said N/2 NW/4;

THENCE South 89°51'55" West, along the south line of said N/2 NW/4, a distance of 1103.99 feet (1108.00 feet record) to the Southeast corner of Block 2, Lot 11, HANSMEYER ADDITION;

THENCE North 00°15'05" West, along the east line of said Lot 11, a distance of 418.00 feet to a point on the south line of Block 1, Lot 7, HANSMEYER ADDITION, said point also being the Northwest corner of Block 2, Lot 11;

THENCE North 89°51'55" East, along the south line of said Block 1, Lot 7, a distance of 118.10 feet to the Southeast corner of said Lot 7;

THENCE North 00°15'05" West, along the east line of said Lot 7, a distance of 416.00 feet to a point on the south line of Block 1, Lot 2, said point also being the Northeast corner of Lot 7;

THENCE North 89°51'55" East, along the south line of Block 1, Lots 1 and 2, a distance of 242.90 feet to the Southeast corner of said Lot 1;

THENCE North 00°15'05" West, along the east line of said Lot 1, a distance of 486.00 feet to a point on the north line of the Northwest Quarter of Section 14;

THENCE North 89°51'55" East, along said north line, a distance of 741.32 feet (747.00 feet record) to the POINT OF BEGINNING.

Said described tract of land contains an area of 1,231,587 square feet or 28.2733 acres, more or less.

PRIMARY
HORIZONTAL / VERTICAL CONTROL

HORIZONTAL DATUM:
ALL INVERSE/TIE COORDINATE AND DISTANCE VALUES SHOWN ARE U.S. SURVEY FEET.
OKLAHOMA STATE PLANE SOUTH ZONE (4502) (LAMBERT)
ALL CONTROL POINTS ARE BASED ON EXISTING CITY OF NORMAN SURVEY CONTROL. NORMAN MONUMENT STATION NO. 366 WAS USED AS THE BASIS FOR ALL HORIZONTAL CONTROL.

VERTICAL DATUM:
ALL VERTICAL ELEVATION VALUES ARE SHOWN IN FEET.
(NAVD 88, GEOID 03)
NORMAN MONUMENT STATION NO. 366 WAS USED AS THE BASIS FOR ALL VERTICAL CONTROL.

MONUMENTS:
POINT NO. NORMAN 366
DESCRIPTION: 4" BRASS CAP
N 2429949.439
E 2154151.091
Z 1174.63

BM # 387
4" CITY OF NORMAN BRASS CAP IN CONCRETE
ELEV= 1175.35

LEGEND

P.O.C.	POINT OF COMMENCING
P.O.B.	POINT OF BEGINNING
FND.	FOUND
I.P.	IRON PIN
REC.	RECORD
U/E	UTILITY EASEMENT

GRAPHIC SCALE
(IN FEET)
1 inch = 100 ft.

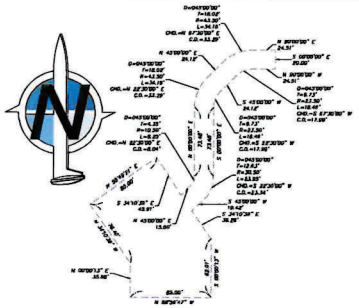
NORMAN GROUNDWATER FACILITY
SRB #117,853

SMITH ROBERTS BALDISCHWILER LLC
ENGINEERING
SURVEYING
PLANNING
OKLAHOMA CITY
NORMAN

SHEET: 2 OF 2

PRELIMINARY PLAT
NORMAN GROUNDWATER FACILITY

BEING PART OF THE N/2-NW/4, SEC. 14, T9N, R2W, I.M.,
AN ADDITION TO THE CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA



PROP. DRAINAGE ESMT. DETAIL
SCALE: 1" = 60'

PRIMARY
HORIZONTAL / VERTICAL CONTROL

HORIZONTAL DATUM:

ALL HORIZONTAL COORDINATE AND DISTANCE VALUES SHOWN ARE U.S. SURVEY FEET.

OKLAHOMA STATE PLANE SOUTH ZONE NAD83 (CORS96)

ALL CONTROL POINTS ARE BASED ON EXISTING CITY OF NORMAN SURVEY CONTROL. NORMAN MONUMENT STATION NO. 306 WAS USED AS THE BASIS FOR ALL HORIZONTAL CONTROL

VERTICAL DATUM:

ALL VERTICAL ELEVATION VALUES ARE SHOWN IN FEET.

BASED ON GEOID 03

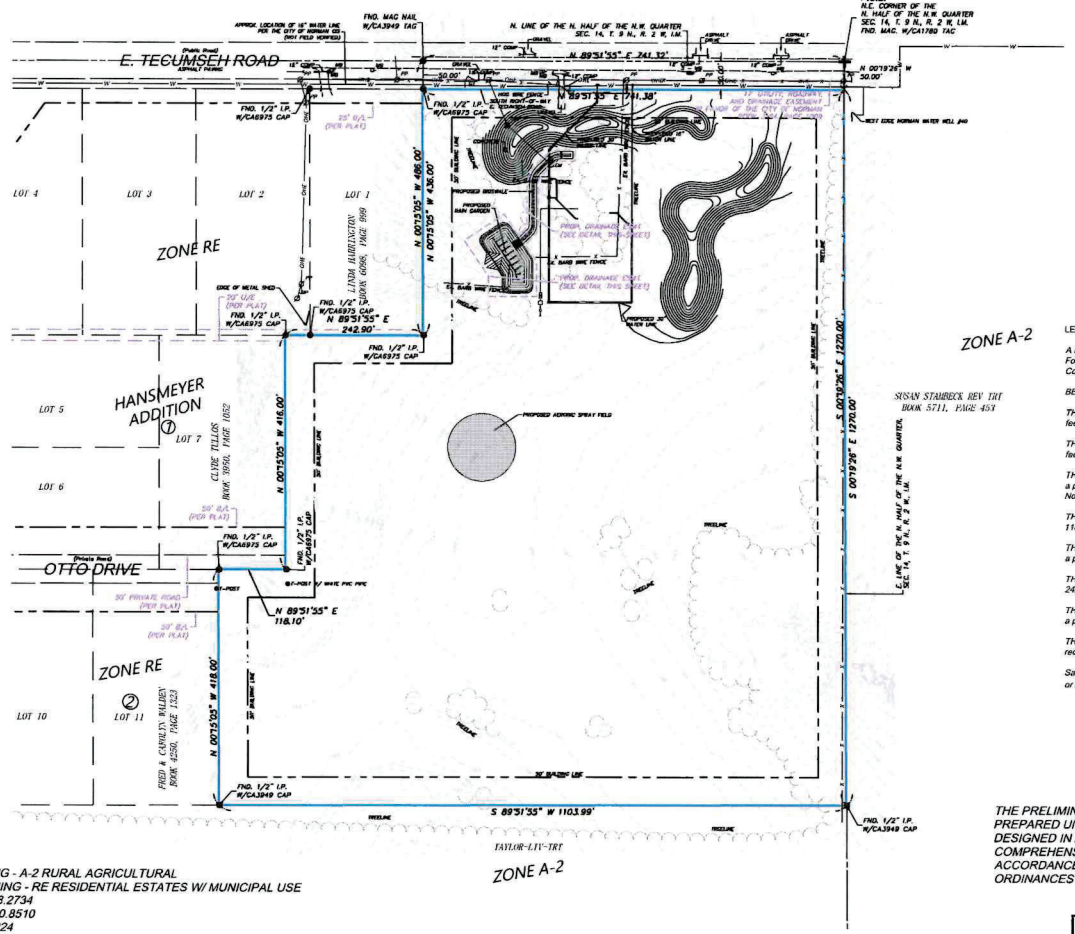
NORMAN MONUMENT STATION NO. 306 WAS USED AS THE BASIS FOR ALL VERTICAL CONTROL

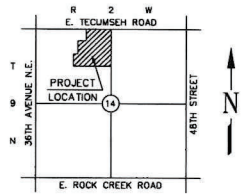
MONUMENTS:

POINT NO. NORMAN 306

DESCRIPTION: 3" BRASS CAP

N 1022099.420
E 2136313.995
ELEV 1169.63





LOCATION MAP
NOT TO SCALE

LEGAL DESCRIPTION

A tract of land being a part of the North Half of the Northwest Quarter (N/2 NW/4) of Section Fourteen (14), Township Nine (9) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, being more particularly described as follows:

BEGINNING at the Northeast corner of said N/2 NW/4;

THENCE South 00°19'26" East, along the east line of said N/2 NW/4, a distance of 1320.00 feet to the Southeast corner of said N/2 NW/4;

THENCE South 89°51'55" West along the south line of said N/2 NW/4, a distance of 1103.99 feet (1108.00 feet record) to the Southeast corner of Block 2, Lot 11, HANSMEYER ADDITION;

THENCE North 00°15'05" West, along the east line of said Lot 11, a distance of 418.00 feet to a point on the south line of Block 1, Lot 7, HANSMEYER ADDITION, said point also being the Northwest corner of Block 2, Lot 11;

THENCE North 89°51'55" East, along the south line of said Block 1, Lot 7, a distance of 118.10 feet to the Southeast corner of said Lot 7;

THENCE North 00°15'55" West, along the east line of said Lot 7, a distance of 416.00 feet to a point on the south line of Block 1, Lot 2, said point also being the Northeast corner of Lot 7;

THENCE North 89°51'55" East, along the south line of Block, Lots 1 and 2, a distance of 242.90 feet to the Southeast corner of said Lot 1;

THENCE North 00°15'05" West, along the east line of said Lot 1, a distance of 486.00 feet to a point on the north line of the Northwest Quarter of Section 14;

THENCE North 89°51'55" East, along said north line, a distance of 741.32 feet (741.00 feet record) to the POINT OF BEGINNING.

Said described tract of land contains an area of 1,231,587 square feet or 28.2733 acres, more or less.

OWNER:
NORMAN UTILITIES AUTHORITY
201 W. GRAY STREET
NORMAN, OKLAHOMA 73069

SURVEYOR:
JUSTIN SMITH, PLS
SRB, LLC
100 N.E. 5TH STREET
OKLAHOMA CITY, OKLAHOMA 73104

GRAPHIC SCALE

100 0 50 100 200
(IN FEET)
1 inch = 100 ft.

LEGEND

P.O.C.	POINT OF COMMENCING
P.O.B.	POINT OF BEGINNING
FND.	FOUND
I.P.	IRON PIN
REC.	RECORD
U/E	UTILITY EASEMENT

EXISTING ZONING - A-2 RURAL AGRICULTURAL
PROPOSED ZONING - RE RESIDENTIAL ESTATES W/ MUNICIPAL USE
GROSS AREA=28.2734
STREET R-O-W=0.8510
NET AREA=27.4224
TOTAL LOTS=1
PUBLIC LOCAL STREET= 0 L.F.

THE PRELIMINARY PLAT HAS BEEN PREPARED UNDER MY SUPERVISION & DESIGNED IN ACCORDANCE WITH THE COMPREHENSIVE PLAN AND IN ACCORDANCE TO CITY OF NORMAN ORDINANCES AND REGULATIONS.

DECEMBER 19, 2024

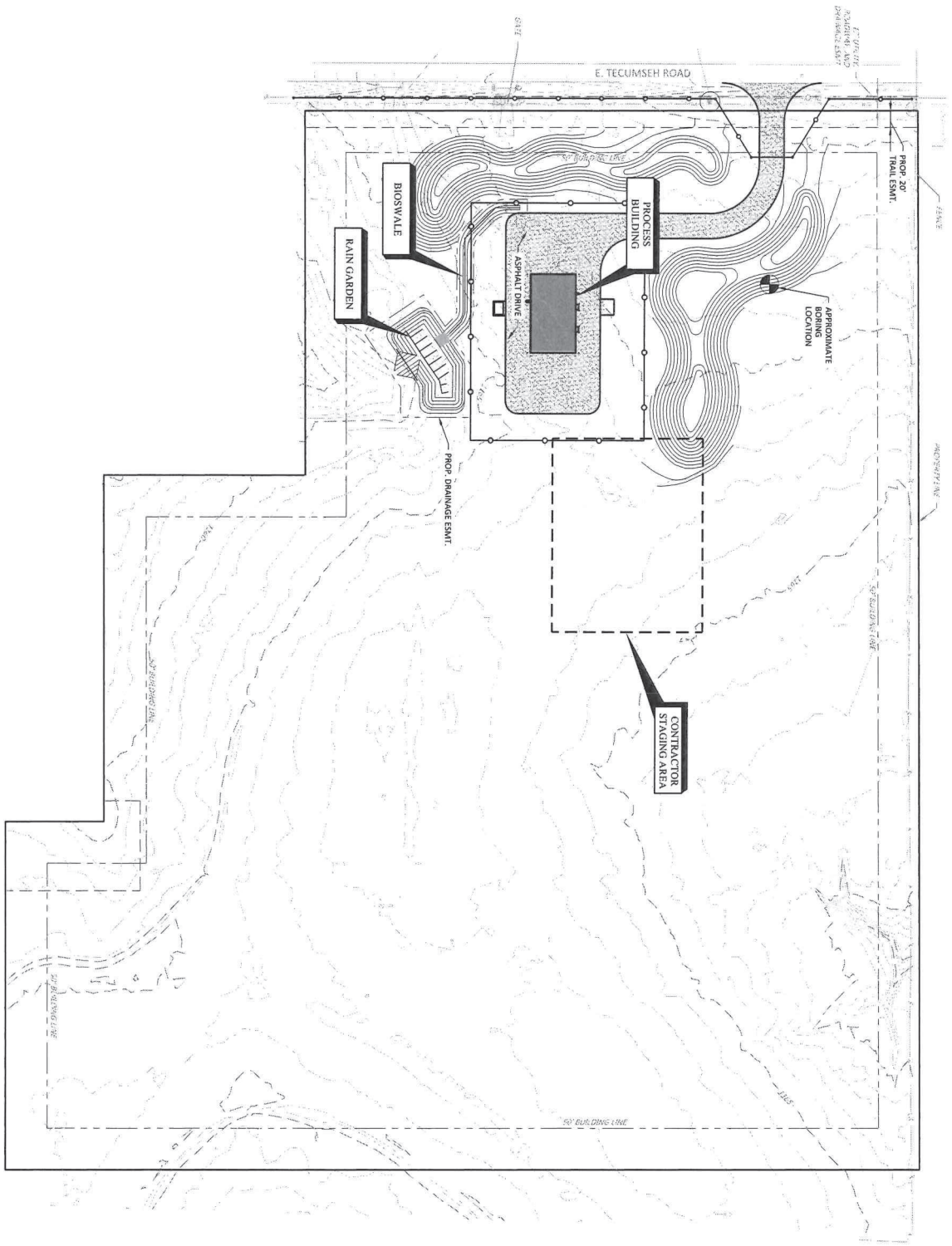
THIS DOCUMENT IS PRELIMINARY IN NATURE AND IS NOT A FINAL SIGNED AND SEALED DOCUMENT

SMITH ROBERTS BALDISCHWILER, LLC
SRB
ENGINEERING
SURVEYING
PLANNING

OKLAHOMA CITY
100 N.E. 5th Street
Oklahoma City, Oklahoma 73104
T 405.840.7044
F 405.840.9176
www.srb-okc.com

NORMAN
2500 McGee Drive
Suite 108
Norman, OK 73072
T 405.419.2200
F 405.419.2220
info@srb-okc.com

CERTIFICATE OF AUTHORIZATION NO. 8965 EXPIRES JUNE 30 2025



NOTES:

1. REFER TO G-003 FOR ADDITIONAL NOTES.
2. PRESERVE TREES NOT DISPLACED BY PERMANENT FACILITIES ADDED AS PART OF THE WORK IN ACCORDANCE WITH STANDARD DETAIL-262.
3. SOIL BORING LOCATIONS ON THIS SHEET ARE APPROXIMATE. REFER TO CONTRACT DOCUMENTS FOR GEOTECHNICAL REPORT NUMBER 023037-00 PREPARED BY ENVIROTECH ENGINEERING AND ISSUED ON FEBRUARY 15, 2023.

CITY OF NORMAN, OKLAHOMA
GROUNDWATER TREATMENT PLANT
GROUNDWATER DISINFECTION AND CHLORAMINATION

GENERAL
SITE PLAN

NO.	DATE	REVISION	BY

City of Norman
Building an Inclusive Community

PLUMMER
531 COUCH DR, STE 200 | OKLAHOMA CITY, OK 73102
405.440.2725 | OKLAHOMA FIRM NO. 1097

THESE DOCUMENTS ARE FOR INTERIM REVIEW AND ARE NOT INTENDED FOR CONSTRUCTION, BIDDING, OR PERMIT PURPOSES.
JASON LAUBACHER
OKLAHOMA P.E. NO. 33527
DATE: 2/5/2025

IF THIS BAR DOES NOT MEASURE ONE INCH, DRAWING IS NOT TO LABELED SCALE

DESIGNED J. HIBBARD
DRAWN G. SCHILLING
CHECKED J. LAUBACHER
REVIEWED A. DAVIS

Proj. No. 1115-010-01
Dwg. No. G-006
Seq.

PRINTED: 2/5/2025 4:03 PM C:\Users\gschilling\DC\ACCDocs\Plummer Associates\1115-010-01_Norman_Groundwater\Project Files\Plummer\Sheets\General\SitePlan.dwg SAVED: 2/5/2025 3:55 PM SAVED BY: Gschilling USER: Schilling, Gaylon

DEVELOPMENT COMMITTEE

FINAL PLAT
FP-2627-6

DATE:
October 5, 2026

ITEM: Consideration of a Final Plat for **NORMAN GROUNDWATER FACILITY**.

LOCATION: Located at 4020 East Tecumseh Road (approximately ½ mile east of 36th Avenue N.E. on the south side of Tecumseh Road).

INFORMATION:

1. Owner. City of Norman – Norman Utilities Authority.

2 Developer. City of Norman – Norman Utilities Authority.

3 Engineer. SBR, Engineering Surveying Planning.

HISTORY:

1. October 18, 1961. City Council adopted Ordinance No. 1312 annexing this property into the City of Norman Corporate City Limits without zoning.

2. December 12, 1961. City Council adopted Ordinance No. 1322 placing this property in the A-2, Rural Agricultural District.

3. August 4, 1970. City Council adopted Ordinance No. 2299 placing this property in the RE, Residential Estates Dwelling District and removing it from A-2, Rural Agricultural District.

4. February 13, 2025. Planning Commission, on a vote of 8-0, recommended to City Council removing this property from Very Low Residential and Country Residential Designations and placing this property in Institutional Designation.

5. February 13, 2025. Planning Commission, on a vote of 8-0, recommended to City Council that this property be placed in Special Use for Municipal Use in the RE, Residential Estates Dwelling District.

6. February 13, 2025. Planning Commission, on a vote of 8-0, recommended to City Council that the preliminary plat for Norman Groundwater Facility be approved.

7. March 25, 2025. City Council amended the NORMAN 2025 Land Use and Transportation Plan removing this property from Very Low Residential and Country Residential Designations and placing this property in the Institutional Designation

8. March 25, 2025. City Council adopted Ordinance No. O-2425-25 placing this property in the Special Use for Municipal Use in the RE, Residential Dwelling District.

9. March 25, 2025. City Council approved the preliminary plat for Norman Groundwater Facility.

IMPROVEMENT PROGRAM:

1. Fire Hydrants. Fire hydrants will be installed in accordance with approved plans and City Standards. Their locations will be reviewed by the Fire Department.

2. Sanitary Sewers. Private individual sewage system will be installed in accordance with approved plans and City and State Department of Environmental Quality standards.

3. Storm Sewers. Storm water run-off will be conveyed to a proposed privately-maintained detention facility.

4. Streets. Staff is recommending deferral of street improvements for Tecumseh Road.

5. Water Mains. There is an existing water main adjacent to Tecumseh Road.

PUBLIC DEDICATIONS:

1. Easements. All required easements are dedicated to the City on the final plat.

2. Rights-of-Way. Street rights-of-way are dedicated to the City on the final plat.

SUPPLEMENTAL MATERIAL: Copies of a location map, preliminary plat, site plan and final plat are attached.

DEVELOPMENT COMMITTEE COMMENTS:

Department of Utilities staff has requested the Development Committee approve the site plan and final plat for Norman Groundwater Facility and submit the site plan and final plat to City Council for consideration.

The final plat consists of 28.27 acres and one (1) lot.

Staff is recommending deferral of street paving and drainage structures in connection with Tecumseh Road. The estimate for the public improvements is $180,000. A certificate of deposit/cash surety will be required after City Council approval.

The final plat is consistent with the preliminary plat.

APPLICATION FOR
DEVELOPMENT COMMITTEE
ACTION

Date: 9/4/26

Part I: To be Completed by Applicant:

1. Applicant(s):
Norman Utilities Authority

Signature of Applicant(s):

Telephone Number and Address:
(405) 366-5443
201 W Gray – C
Norman OK, 73069

2. Project Name and Legal Description:
Norman Groundwater Facility

3. Action Request of Development Committee:
.Approval of Site Plan and Final Plat for Council approval

Part II: To Be Completed by Development Committee:

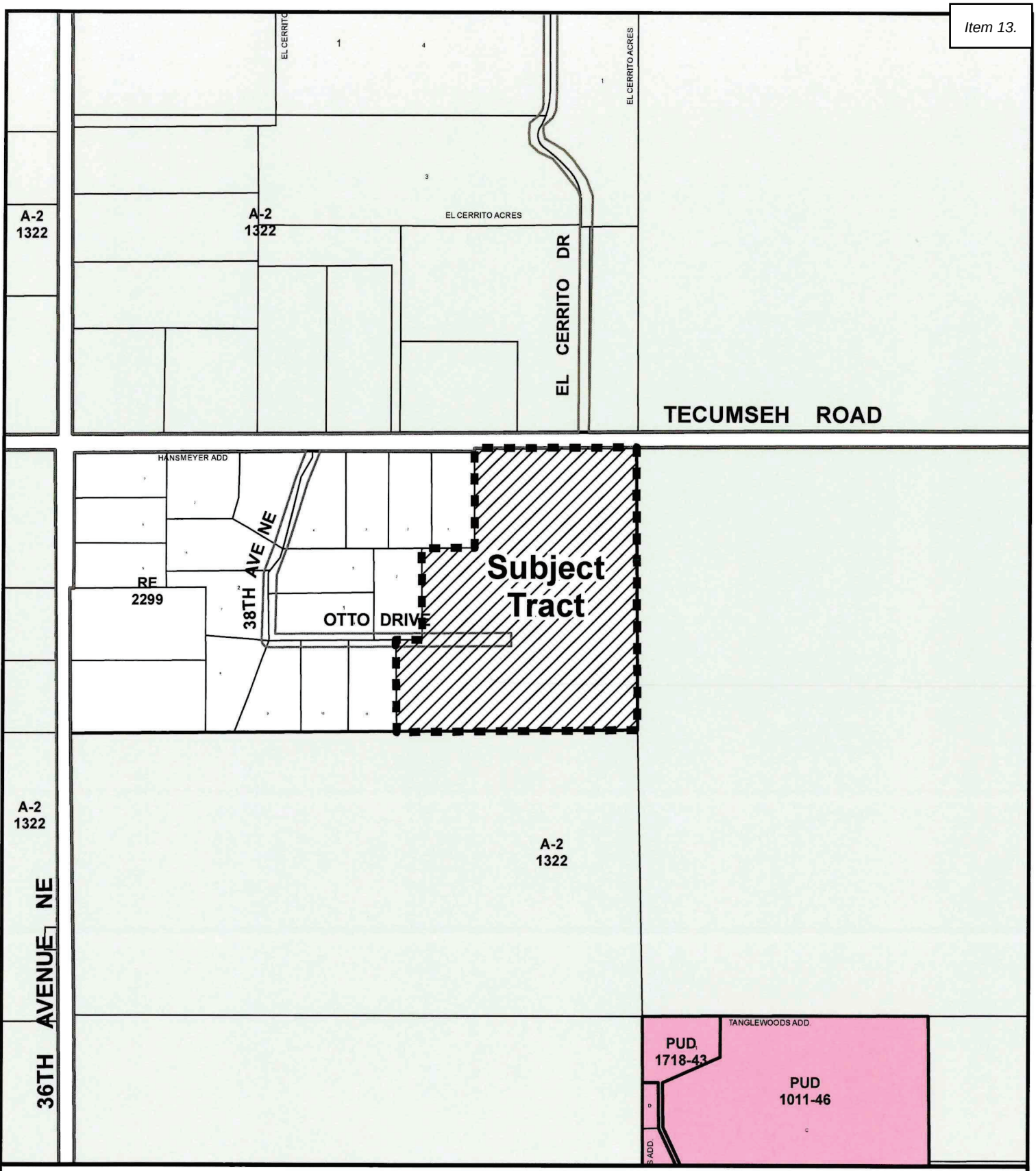
Development Committee Met on: October 5, 2026

Development Committee Findings:
Utilities staff has requested the Development Committee approve the site plan and final plat for Norman Groundwater facility and submit the site plan and feinal plat to City Council for consideration.

Development Committee Recommendations:
The Development Committee recommends the City Council defer street paving for Tecumseh Road and approval of the site plan and final plat.

Record of Acceptance:

	Yes	No		Yes	No
Director of Public Works	☒	☐	Director of Planning	☒	☐
Director of Utilities	☒	☐	Planning Services Manager	☒	☐
City Engineer	☒	☐	Subdivision Development Manager	☒	☐



Location Map

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

N
W E
S

January 3, 2025

0 300 600 Ft.

Subject Tract

Zoning

on-site\city\departments\GIS\ArcGIS10 MapTemplates\8x11_LocationMapArcMap10.mxd

File Attachments for Item:

14. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-7: FINAL PLAT FOR SUMMIT VALLEY ADDITION, SECTION 4. (GENERALLY LOCATED ONE-HALF MILE NORTH OF STATE HIGHWAY 9 AND 330-FEET WEST OF 36TH AVENUE SE) (WARD 5).

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/26

REQUESTER: Ken Danner, Subdivision Development Manager

PRESENTER: Scott Strutz, Director of Public Works

TITLE: CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-7: FINAL PLAT FOR SUMMIT VALLEY ADDITION, SECTION 4. (GENERALLY LOCATED ONE-HALF MILE NORTH OF STATE HIGHWAY 9 AND 330-FEET WEST OF 36TH AVENUE SE) (WARD 5).

BACKGROUND:

This item is a final plat for Summit Valley Addition, Section 4, and is generally located north of State Highway No. 9 and west of 36th Avenue S.E.

City Council, at its meeting of October 14, 2003, adopted Ordinance No. O-0304-15, placing this property in R-1, Single Family Dwelling District. The Development Committee reapproved the preliminary plat for Summit Valley August 27, 2021. The final plat consists of 42.11 acres, 65 single-family residential lots. There are 281 residential lots and several large open space lots to be maintained by the Property Owners Association. The Norman Development Committee, on October 5, 2026, approved the program of public improvements and final plat and submits the final plat for Summit Valley Addition, Section 4 to City Council for consideration.

DISCUSSION:

Construction plans have been reviewed for the required public improvements for this property. These improvements consist of water mains with fire hydrants, sanitary sewer mains, paving, drainage and sidewalks. A warranty deed for park land has been filed of record fulfilling park land requirements for Summit Valley plats.

STAFF RECOMMENDATIONS:

Based on the above information, Staff recommends acceptance of the public dedications, approval of the final plat and filing of the final plat, subject to completion of public improvements or bonding the public improvements.

FINAL PLAT
SUMMIT VALLEY ADDITION SECTION 4
A PART OF THE E/2, SECTION 3, T8N, R2W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA

LEGAL DESCRIPTION:

A tract of land lying in the East Half (E/2) of Section Three (3), Township Eight North (T8N), Range Two West (R2W), of the Indian Meridian, Norman, Cleveland County, Oklahoma, being more particularly described as follows:

COMMENCING at the Southeast corner of the SE/4 of said Section 3; THENCE North 00°44'06"West along the East line of said SE/4 a distance of 475.69 feet to a point on the property line of the filed final plat of SUMMIT VALLEY ADDITION (as filed in Book 20 of Plats, Page 170-171); THENCE along the boundary of said final plat the following two (2) courses;

1) North 89°26'49"West a distance of 330.26 feet;
2) North 00°44'46"West a distance of 554.88 feet to the POINT OF BEGINNING;

THENCE continuing along said boundary the following three (3) courses:

1) North 89°59'49" West a distance of 108.41 feet;
2) North 36°51'02" West a distance of 159.27 feet;
3) South 73°51'25" West a distance of 207.79 feet to the Southeast corner of Lot 1, Block 8 of the filed final plat of SUMMIT VALLEY ADDITION SECTION 2 (as filed in Book 24 of Plats, Page 32-33);

THENCE along the boundary of said final plat the following sixteen (16) courses:

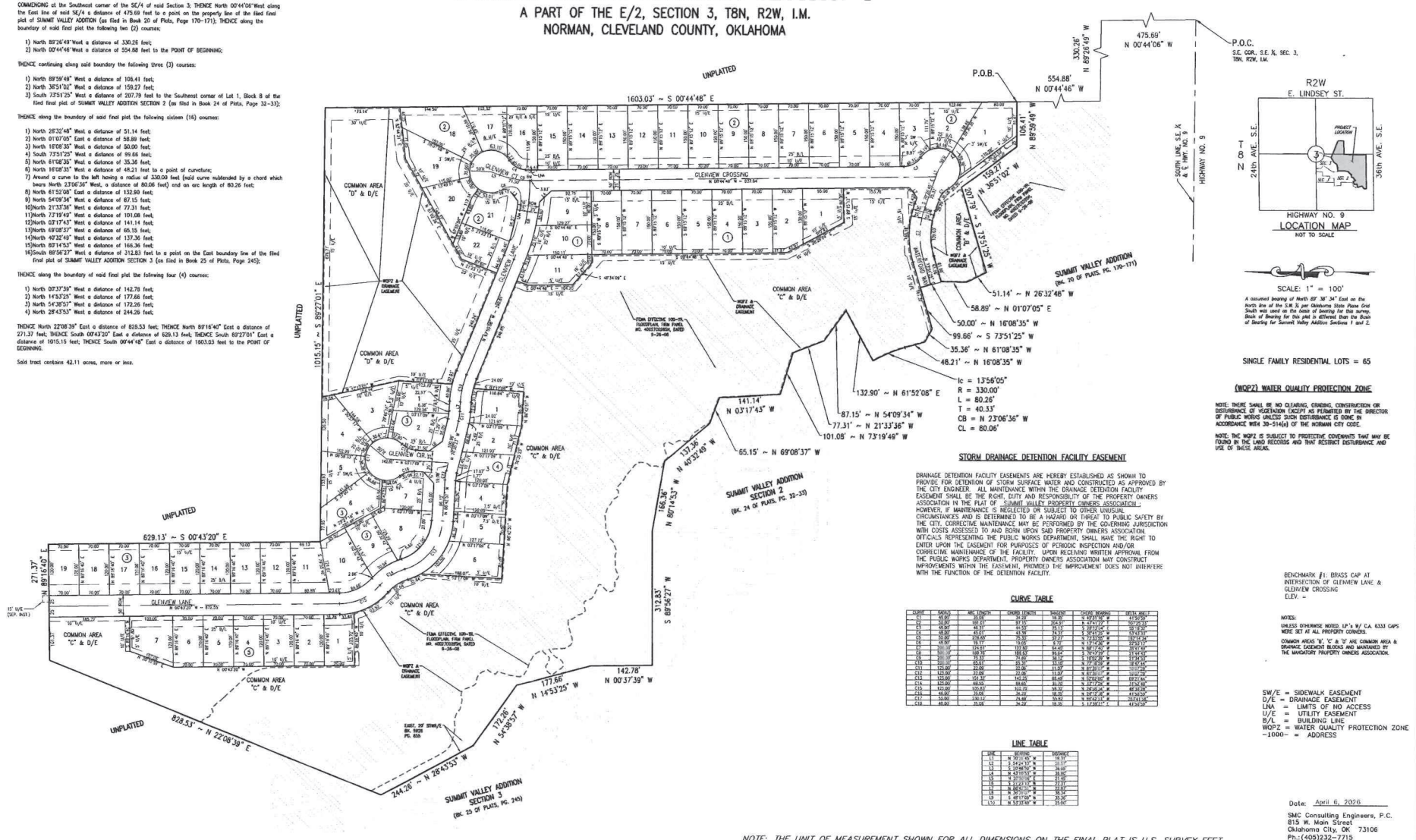
1) North 26°32'48" West a distance of 51.14 feet;
2) North 01°07'05" East a distance of 58.89 feet;
3) North 16°08'35" West a distance of 50.00 feet;
4) South 73°51'25" West a distance of 99.66 feet;
5) North 61°08'35" West a distance of 35.36 feet;
6) North 16°08'35" West a distance of 48.21 feet to a point of curvature;
7) Around a curve to the left having a radius of 330.00 feet (said curve subtended by a chord which bears North 23°06'36" West, a distance of 80.06 feet) and an arc length of 80.26 feet;
8) North 61°52'08" East a distance of 132.90 feet;
9) North 54°09'34" West a distance of 87.15 feet;
10) North 21°33'36" West a distance of 77.31 feet;
11) North 73°19'49" West a distance of 101.08 feet;
12) North 03°17'43" West a distance of 141.14 feet;
13) North 69°08'37" West a distance of 65.15 feet;
14) North 40°32'49" West a distance of 137.36 feet;
15) North 80°14'53" West a distance of 166.36 feet;
16) South 89°56'27" West a distance of 312.83 feet to a point on the East boundary line of the filed final plat of SUMMIT VALLEY ADDITION SECTION 3 (as filed in Book 25 of Plats, Page 245);

THENCE along the boundary of said final plat the following four (4) courses:

1) North 00°37'39" West a distance of 142.78 feet;
2) North 14°53'25" West a distance of 177.66 feet;
3) North 54°38'57" West a distance of 172.26 feet;
4) North 28°43'53" West a distance of 244.26 feet;

THENCE North 22°08'39" East a distance of 828.53 feet; THENCE North 89°16'40" East a distance of 271.37 feet; THENCE South 00°43'20" East a distance of 629.13 feet; THENCE South 89°27'01" East a distance of 1015.15 feet; THENCE South 00°44'48" East a distance of 1603.03 feet to the POINT OF BEGINNING.

Said tract contains 42.11 acres, more or less.



LOCATION MAP
NOT TO SCALE

SCALE: 1" = 100'

A assumed bearing of North 89° 38' 34" East on the north line of the S.W. ¼ per Oklahoma State Plane Grid South was used as the base of bearing for this survey. Basis of Bearing for this plat is different than the Basis of Bearing for Summit Valley Addition Sections 1 and 2.

SINGLE FAMILY RESIDENTIAL LOTS = 65

(WQPZ) WATER QUALITY PROTECTION ZONE

NOTE: THERE SHALL BE NO CLEARING, GRADING, CONSTRUCTION OR DISTURBANCE OF VEGETATION EXCEPT AS PERMITTED BY THE DIRECTOR OF PUBLIC WORKS UNLESS SUCH DISTURBANCE IS DONE IN ACCORDANCE WITH 30-514(e) OF THE NORMAN CITY CODE.

NOTE: THE WQPZ IS SUBJECT TO PROTECTIVE COVENANTS THAT MAY BE FOUND IN THE LAND RECORDS AND THAT RESTRICT DISTURBANCE AND USE OF THESE AREAS.

STORM DRAINAGE DETENTION FACILITY EASEMENT

DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN TO PROVIDE FOR DETENTION OF STORM SURFACE WATER AND CONSTRUCTED AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY EASEMENT SHALL BE THE RIGHT, DUTY AND RESPONSIBILITY OF THE PROPERTY OWNERS ASSOCIATION IN THE PLAT OF "SUMMIT VALLEY PROPERTY OWNERS ASSOCIATION"; HOWEVER, IF MAINTENANCE IS NEGLECTED OR SUBJECT TO OTHER UNUSUAL CIRCUMSTANCES AND IS DETERMINED TO BE A HAZARD OR THREAT TO PUBLIC SAFETY BY THE CITY, CORRECTIVE MAINTENANCE MAY BE PERFORMED BY THE GOVERNING JURISDICTION WITH COSTS ASSESSED TO AND BORN UPON SAID PROPERTY OWNERS ASSOCIATION. OFFICIALS REPRESENTING THE PUBLIC WORKS DEPARTMENT, SHALL HAVE THE RIGHT TO ENTER UPON THE EASEMENT FOR PURPOSES OF PERIODIC INSPECTION AND/OR CORRECTIVE MAINTENANCE OF THE FACILITY. UPON RECEIVING WRITTEN APPROVAL FROM THE PUBLIC WORKS DEPARTMENT, PROPERTY OWNERS ASSOCIATION MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY.

CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	TANGENT	CHORD BEARING	DELTA ANGLE
C1	60.00'	20.88'	34.29'	18.35'	N 49°31'38" W	43°50'39"
C2	50.00'	101.61'	87.15'	304.91'	N 42°41'25" E	116°25'33"
C3	60.00'	46.31'	44.52'	24.11'	S 38°12'04" E	55°04'07"
C4	48.00'	42.01'	43.98'	14.31'	S 50°41'29" W	50°08'07"
C5	50.00'	228.68'	75.33'	37.27'	N 73°53'58" E	157°04'14"
C6	48.00'	43.17'	41.73'	23.30'	N 17°14'28" W	51°31'17"
C7	330.13'	124.61'	123.90'	62.60'	N 80°17'49" W	21°37'49"
C8	330.13'	69.76'	69.63'	34.99'	N 70°47'29" W	12°06'12"
C9	330.13'	27.37'	27.36'	13.72'	N 76°52'28" W	4°45'04"
C10	330.13'	69.63'	69.51'	34.99'	N 82°46'58" W	12°05'04"
C11	330.13'	27.09'	27.08'	13.57'	N 88°39'01" W	4°42'04"
C12	125.00'	22.88'	22.85'	11.47'	N 84°31'09" W	10°29'28"
C13	125.00'	101.30'	98.55'	54.80'	N 63°08'05" W	46°26'26"
C14	125.00'	69.52'	68.62'	35.72'	N 32°27'28" W	31°52'46"
C15	125.00'	129.82'	123.78'	71.30'	N 29°12'28" E	59°30'50"
C16	60.00'	20.68'	34.29'	18.35'	N 49°31'38" W	43°50'39"
C17	50.00'	130.16'	96.88'	50.82'	S 89°42'14" E	149°11'16"
C18	60.00'	20.68'	34.29'	18.35'	S 17°38'51" E	43°50'39"

LINE TABLE

LINE	BEARING	DISTANCE
L1	N 76°11'45" W	15.19'
L2	S 39°31'15" W	15.19'
L3	S 39°48'15" W	39.65'
L4	N 43°19'51" W	35.80'
L5	N 39°31'08" E	23.45'
L6	S 12°43'11" W	27.17'
L7	N 86°04'11" W	52.82'
L8	N 39°31'08" E	56.34'
L9	S 48°17'08" W	25.30'
L10	N 53°35'49" W	55.00'

BENCHMARK #1: BRASS CAP AT INTERSECTION OF GLENVIEW LANE & GLENVIEW CROSSING
ELEV. =

NOTES:
UNLESS OTHERWISE NOTED I.P.'s W/ C.A. 6333 CAPS WERE SET AT ALL PROPERTY CORNERS.

COMMON AREAS 'B', 'C' & 'D' ARE COMMON AREA & DRAINAGE EASEMENT BLOCKS AND MAINTAINED BY THE MANDATORY PROPERTY OWNERS ASSOCIATION.

SW/E = SIDEWALK EASEMENT
D/E = DRAINAGE EASEMENT
LNA = LIMITS OF NO ACCESS
U/E = UTILITY EASEMENT
B/L = BUILDING LINE
WQPZ = WATER QUALITY PROTECTION ZONE
-1000- = ADDRESS

NOTE: THE UNIT OF MEASUREMENT SHOWN FOR ALL DIMENSIONS ON THE FINAL PLAT IS U.S. SURVEY FEET.

Date: April 6, 2026

SMC Consulting Engineers, P.C.
815 W. Main Street
Oklahoma City, OK 73106
Ph.:(405)232-7715
Oklahoma CA#464 Exp.: 6-30-2027

PRELIMINARY PLAT

SUMMIT VALLEY ADDITION

A PLANNED UNIT DEVELOPMENT
A PART OF SECTION 3, T8N, R2W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA

LEGAL DESCRIPTION:

Tracts of land lying in the Southeast Quarter (SE/4) and Northeast Quarter (NE/4) of Section Three (3), Township Eight North (T8N), Range Two West (R2W), of the Indian Meridian, Norman, Cleveland County, Oklahoma, being more particularly described as follows:

TRACT 1

COMMENCING at the Southwest corner of said SE/4; THENCE North 00°34'17" West along the West of said SE/4 for a distance of 1316.56 feet to the POINT OF BEGINNING;

THENCE continuing along said West line North 00°34'17" W for a distance of 500.60 feet to the South west corner of Lot 1, Block 1 in SUMMIT VALLEY ADDITION SECTION 2, an addition to the City of Norman, recorded in Plat Book 24, Page 32, said point being POINT "A"; THENCE continuing along the Southerly boundary of said addition the following nine (9) courses:

1) North 89°25'43" East a distance of 120.00 feet;
2) South 00°34'17" East a distance of 10.23 feet;
3) North 89°25'43" East a distance of 170.00 feet;
4) South 00°34'17" East a distance of 198.01 feet;
5) South 89°25'55" East a distance of 348.41 feet to a point on a non-tangent curve
6) Around a curve to the left having a radius of 230.00 feet (said curve subtended by a chord which bears South 08°47'30" West for a distance of 75.28 feet) with an arc length of 75.62 feet;
7) South 00°37'38" East a distance of 21.78 feet;
8) North 89°22'21" East for a distance of 200.00 feet;
9) South 00°37'38" East for a distance of 197.88 feet;

THENCE North 89°26'57" West a distance of 824.47 feet to the POINT OF BEGINNING. Said tract contains 6.41 acres, more or less.

TRACT 2

COMMENCING at said POINT A; THENCE North 00°37'48" West a distance of 141.91 feet to the POINT OF BEGINNING;

THENCE North 00°34'17" West along the West line of said SE/4 a distance of 674.13 feet to the Northwest corner of said SE/4, said point also being the Southwest corner of the NE/4 of said Section 3; THENCE North 01°51'46" West along the West line of said NE/4 a distance of 1668.13 feet; THENCE North 88°56'34" East a distance of 1293.77 feet; THENCE South 00°43'39" East a distance of 1680.88 feet; THENCE South 89°27'01" East a distance of 1015.15 feet; THENCE South 00°44'48" East a distance of 1603.03 feet; THENCE North 89°59'53" West a distance of 106.42 feet; THENCE North 36°50'54" West a distance of 158.27 feet; THENCE South 73°51'25" West a distance of 207.80 feet; THENCE North 28°32'48" West a distance of 51.14 feet to the Southeast corner of Lot 1, Block 8 of the final plat of SUMMIT VALLEY ADDITION SECTION 2 (as filed in Book 24 of Plats, Page 32-33); THENCE along the boundary of said final plat the following Thirty (30) courses:

1) North 01°07'28" East a distance of 58.89 feet;
2) North 16°08'25" West a distance of 50.00 feet;
3) South 72°51'25" West a distance of 99.87 feet;
4) North 61°08'25" West a distance of 25.36 feet;
5) North 16°08'25" West a distance of 48.21 feet to a point of curvature;
6) Around a curve to the left having a radius of 330.00 feet (said curve subtended by a chord which bears North 23°06'36" West, a distance of 80.06 feet) and an arc length of 80.26 feet;
7) North 61°52'08" East a distance of 132.80 feet;
8) North 54°09'24" West a distance of 87.15 feet;
9) North 21°32'36" West a distance of 77.21 feet;
10) North 72°19'45" West a distance of 101.68 feet;
11) North 03°17'15" West a distance of 141.14 feet;
12) North 89°08'37" West a distance of 85.15 feet;
13) North 40°32'49" West a distance of 137.36 feet;
14) North 80°14'57" West a distance of 166.56 feet;
15) South 89°54'27" West a distance of 312.83 feet;
16) South 00°37'38" East a distance of 30.70 feet;
17) South 89°22'21" West a distance of 180.00 feet;
18) South 00°37'38" East a distance of 28.44 feet;
19) North 59°40'08" West a distance of 260.16 feet;
20) North 30°25'58" East a distance of 20.00 feet;
21) North 59°33'01" West a distance of 130.00 feet;
22) North 30°25'58" East a distance of 93.26 feet;
23) North 59°33'01" West a distance of 175.42 feet;
24) South 28°24'28" West a distance of 21.48 feet;
25) South 68°14'25" West a distance of 107.23 feet to a point on a non-tangent curve;
26) Around a curve to the left having a radius of 230.00 feet (said curve subtended by a chord which bears North 83°25'05" West, a distance of 16.18 feet) and an arc length of 16.18 feet;
27) North 44°33'06" West a distance of 32.33 feet;
28) North 82°34'33" West a distance of 51.38 feet;
29) South 41°08'56" West a distance of 27.64 feet;
30) North 89°56'53" West a distance of 93.80 feet to the POINT OF BEGINNING.

Said tract contains 99.42 acres, more or less.

Total of said tracts of land is 105.83 acres, more or less.

SCALE: 1" = 100'

LOT COUNT

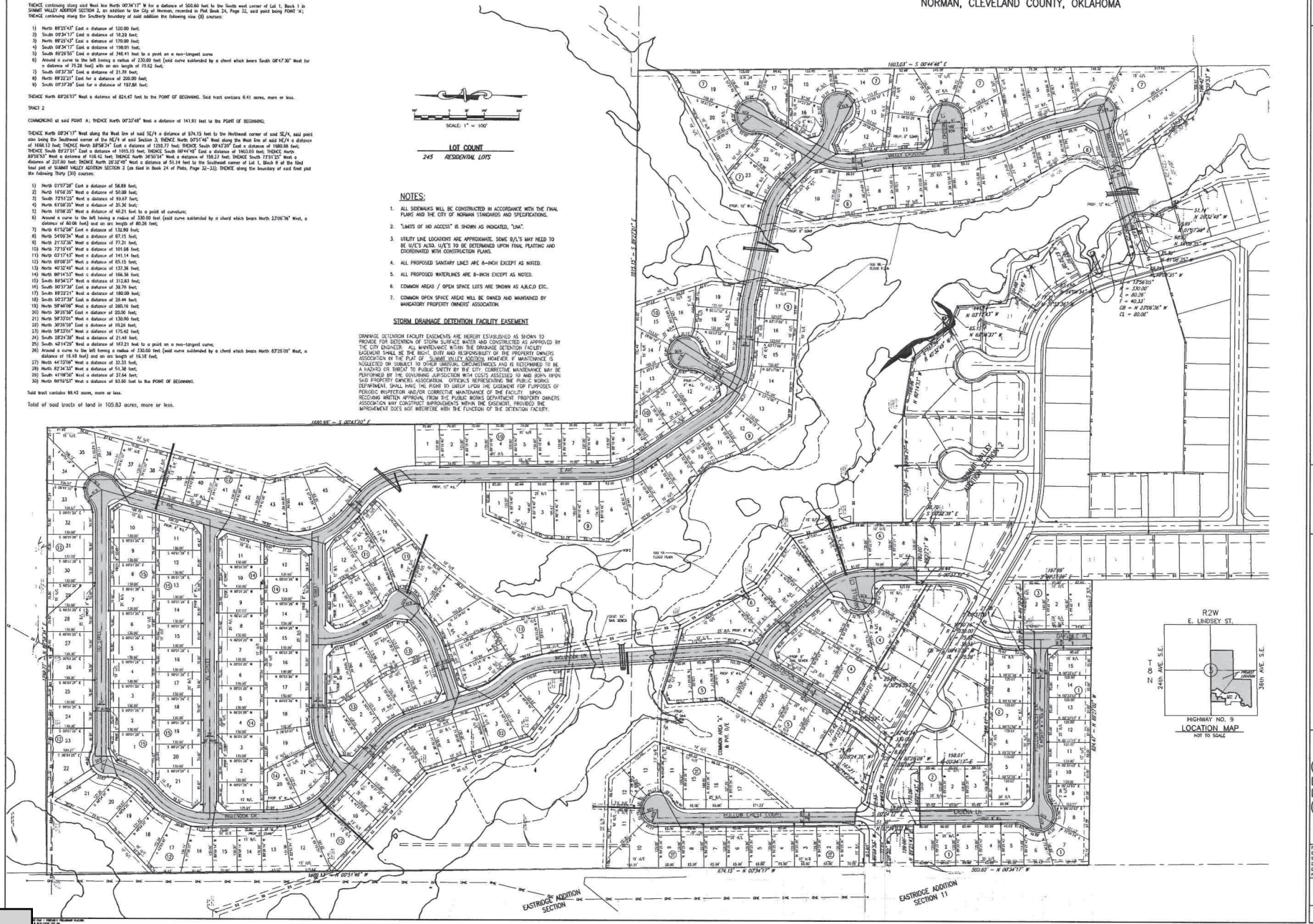
245 RESIDENTIAL LOTS

NOTES:

1. ALL SIDEWALKS WILL BE CONSTRUCTED IN ACCORDANCE WITH THE FINAL PLANS AND THE CITY OF NORMAN STANDARDS AND SPECIFICATIONS.
2. "LIMITS OF NO ACCESS" IS SHOWN AS INDICATED, "LNA".
3. UTILITY LINE LOCATIONS ARE APPROXIMATE. SOME B/L'S MAY NEED TO BE U/E'S ALSO. U/E'S TO BE DETERMINED UPON FINAL PLATTING AND COORDINATED WITH CONSTRUCTION PLANS.
4. ALL PROPOSED SANITARY LINES ARE 8-INCH EXCEPT AS NOTED.
5. ALL PROPOSED WATERLINES ARE 8-INCH EXCEPT AS NOTED.
6. COMMON AREAS / OPEN SPACE LOTS ARE SHOWN AS A,B,C,D ETC.
7. COMMON OPEN SPACE AREAS WILL BE OWNED AND MAINTAINED BY MANDATORY PROPERTY OWNERS' ASSOCIATION.

STORM DRAINAGE DETENTION FACILITY EASEMENT

DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN TO PROVIDE FOR DETENTION OF STORM SURFACE WATER AND CONSTRUCTED AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY EASEMENT SHALL BE THE RIGHT, DUTY AND RESPONSIBILITY OF THE PROPERTY OWNERS ASSOCIATION IN THE PLAT OF SUMMIT VALLEY ADDITION. HOWEVER, IF MAINTENANCE IS NEGLECTED OR SUBJECT TO OTHER UNUSUAL CIRCUMSTANCES AND IS DETERMINED TO BE A HAZARD OR THREAT TO PUBLIC SAFETY BY THE CITY, CORRECTIVE MAINTENANCE MAY BE PERFORMED BY THE GOVERNING JURISDICTION WITH COSTS ASSESSED TO AND BORN UPON SAID PROPERTY OWNERS ASSOCIATION. OFFICIALS REPRESENTING THE PUBLIC WORKS DEPARTMENT, SHALL HAVE THE RIGHT TO ENTER UPON THE EASEMENT FOR PURPOSES OF PERIODIC INSPECTION AND/OR CORRECTIVE MAINTENANCE OF THE FACILITY. UPON RECEIVING WRITTEN APPROVAL FROM THE PUBLIC WORKS DEPARTMENT, PROPERTY OWNERS ASSOCIATION MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY.



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DESIGNED BY:
SMC CONSULTING ENGINEERS, P.C.
815 W. MAIN
OKLAHOMA CITY, OKLAHOMA 73106
PHONE: (405) 232-7715

OWNER/DEVELOPER:
SUMMIT VALLEY DEVELOPMENT
1203 BROOKHAVEN BLVD.
NORMAN, OK 73072
PHONE: (405) 329-0256

NOT VALID FOR CONSTRUCTION
CHRISTOPHER D. ANDERSON 16288 OKLAHOMA REGISTERED ENGINEER
VALIDS SIGNED IN THIS BLOCK

SUMMIT VALLEY ADDITION
HWY. 9 & 36th AVE. S.E.
NORMAN, OKLAHOMA

SMC Consulting Engineers, P.C.
815 W. Main, Oklahoma City, OK 73106
PH: 405-232-7715 Fax: 405-232-7399
DRAWING CERTIFICATE OF AUTHORIZATION NO. CA 1460 EXP. DATE 06/30/2021

PROJECT NO.: 4211.09
DATE: 7/31/20
SCALE: 1" = 100'
DRAWN BY: B.E.E.
ENGINEER: CHRISTOPHER D. ANDERSON
P.E. NUMBER: 16288

PRELIMINAR

SHEET NO.
1

DEVELOPMENT COMMITTEE

FINAL PLAT
FP-2627-7

DATE:
October 5, 2026

ITEM: Consideration of a Final Plat for **SUMMIT VALLEY ADDITION, SECTION 4**.

LOCATION: Generally located one-half mile north of State Highway No. 9 and one-half mile east of 24th Avenue S.E.

INFORMATION:

1. Owner. Summit Valley Development L.L.C., by Cies Properties Inc.

2 Developer. Summit Valley Development L.L.C., by Cies Properties Inc.

3 Engineer. SMC Consulting Engineers, P.C.

HISTORY:

1. October 18, 1961. City Council adopted Ordinance No. 1314 annexing this property into the Corporate City Limits.

2. December 12, 1961. City Council adopted Ordinance No. 1322 placing this property in the A-2, Rural Agricultural District.

3. August 7, 2003. The Norman Board of Parks Commissioners, on a vote of 8-0, recommended to City Council that park land dedication be required for Summit Valley Addition.

4. August 14, 2003. Planning Commission, on a vote of 7-0, recommended to City Council that the Norman 2020 Land Use and Transportation Plan be amended from Very Low Density Residential Designation to Low Density Residential Designation.

5. August 14, 2003. Planning Commission, on a vote of 7-0, recommended to City Council that this property be placed in R-1, Single Family Dwelling District and removing it from A-2, Rural Agricultural District.

6. October 14, 2003. City Council amended the Norman 2020 Land Use and Transportation Plan from Very Low Density Residential to Low Density Residential Designation.

HISTORY (CON'T)

7. October 14, 2003. City Council adopted Ordinance No. O-0304-15 placing this property in R-1, Single Family Dwelling District and removing it from A-2, Rural Agricultural District.

8. October 14, 2003. City Council approved the preliminary plat for Summit Valley Addition.

9. August 14, 2008. Planning Commission, on a vote of 8-0, recommended to City Council the approval of the revised preliminary plat for Summit Valley Addition.

10. September 23, 2008. City Council approved the revised preliminary plat for Summit Valley Addition.

11. May 12, 2011. Planning Commission, on a vote of 9-0, recommended to City Council that the preliminary plat for Summit Valley Addition be approved.

12. June 21, 2011. City Council approved the preliminary plat for Summit Valley Addition.

13. July 13, 2013. Planning Commission, on a vote of 6-0, recommended to the City Council that the revised preliminary plat for Summit Valley Addition be approved.

14. August 27, 2013. City Council approved the revised preliminary plat for Summit Valley Addition.14, 2003,

15. August 27, 2021. The Norman Development Committee approved the preliminary plat for Summit Valley Addition.

IMPROVEMENT PROGRAM:

1. Fire Hydrants. Fire hydrants will be installed in accordance with approved plans. Their locations have been approved by the Fire Department.

2. Permanent Markers. Permanent markers will be installed prior to filing of the final plat.

3. Sanitary Sewers. Sanitary sewer mains will be installed in accordance with approved plans and City and State Department of Environmental Quality standards. An existing lift station and off peak holding area will be utilized. The property owners association is responsible for maintenance cost of the lift station until such time it is no longer needed.

IMPROVEMENT (CON'T)

4. Sidewalks. Sidewalks will be constructed on each lot prior to occupancy. Sidewalks adjacent to Common Areas will be installed prior to the filing of the final plat with the Cleveland County Clerk

5. Storm Sewers. Storm water and appurtenant drainage structures will be installed in accordance with approved plans and City drainage standards. Runoff will be conveyed to privately-maintained detention facilities located throughout the property. A mandatory property owners association has been established.

6. Streets. Streets will be constructed in accordance with approved plans and City paving standards.

7. Water Main. Water mains will be installed in accordance with approved plans and City and State Department of Environmental Quality standard.

8. WQPZ. This property contains the Water Quality Protection Zone within Common Area "A". However, there are no proposed residential lots within the WQPZ. Covenants will be required for the maintenance and protection of the WQPZ.

9. Flood Plain. There is flood plain within Common Areas.

PUBLIC DEDICATIONS:

1. Easements. All required easements are dedicated to the City on the final plat.

2. Rights-of-Way. Street rights-of-way are dedicated to the City on the final plat.

SUPPLEMENTAL MATERIAL: Copies of a location map and final plat are attached.

DEVELOPMENT COMMITTEE COMMENTS:

The engineer for the developer has requested the Development Committee review and approve the program of public improvements and the final plat for Summit Valley Addition, Section 4 and submit it to City Council for consideration.

The final plat consists of 42.11 acres and 65 single-family residential lots. With the previous platting of Summit Valley Additions, there are 151 single-family residential lots filed of record. There are approximately 179 R-1, single-family residential lots remaining to be final platted in Summit Valley Addition for a total of 396 single-family lots.

Required park land has been dedicated to the Department of Parks and Recreation.

The final plat is consistent with the preliminary plat as approved by the Development Committee.

APPLICATION FOR
DEVELOPMENT COMMITTEE
ACTION

Date: 6/22/2026

Part I: To be Completed by Applicant:

1. Applicant(s):
Summit Valley Development, LLC

Signature of Applicant(s):
Chris Anderson, P.E. (as agent for Applicant)

Telephone Number and Address:
SMC Consulting Engineers, P.C.
815 W. Main St.
Oklahoma City, OK 73106 (405) 232-7715

2. Project Name and Legal Description:
Summit Valley Section 4

3. Action Request of Development Committee:
Request Development Committee approve the program of improvements and final plat and submit to City Council for consideration.

Part II: To Be Completed by Development Committee:

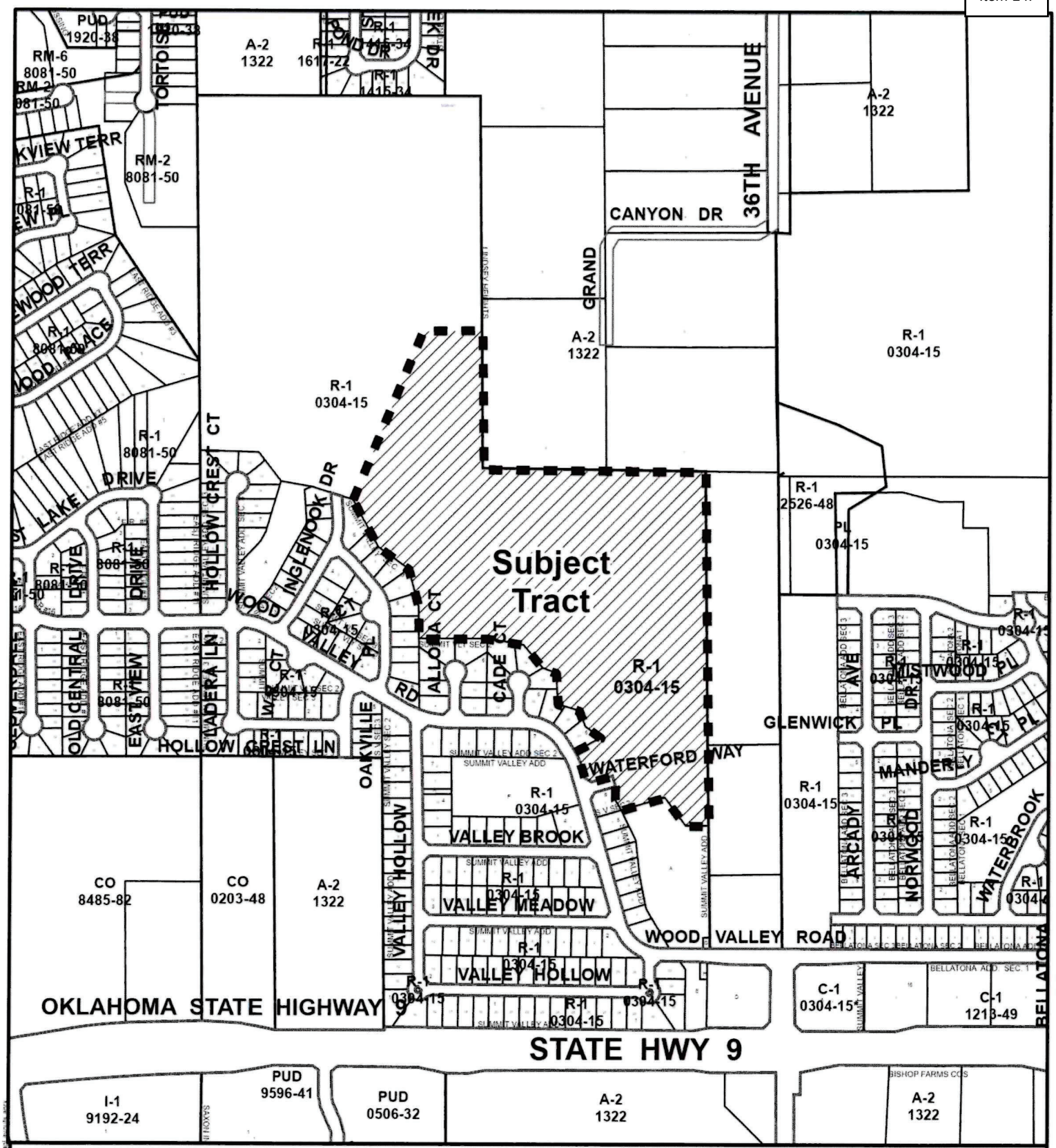
Development Committee Met on: October 5, 2026

Development Committee Findings:
The engineer for the owners has requested the Development Committee approve the program of public improvements and final plat for Summit Valley Section 4 and submit the final plat to City Council for consideration.

Development Committee Recommendations:
The Development Committee recommends City Council approve the final plat for Summit Valley Section 4 and direct the filing of the final plat subject to completion of public improvements or bonding of public improvements

Record of Acceptance:

	Yes	No		Yes	No
Director of Public Works	☑	☐	Director of Planning	☑	☐
Director of Utilities	☒	☐	Planning Services Manager	☑	☐
City Engineer	☒	☐	Subdivision Development Manager	☒	☐



Location Map

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

N W E S

October 5, 2026

0 300 600 Ft.

Subject Tract

File Attachments for Item:

15. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2223-129: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND BLUEPEAK BTS BORROWER, L.L.C., D/B/A BLUEPEAK, FOR A NON-EXCLUSIVE AGREEMENT TO PROVIDE CABLE SERVICES AND A CABLE SYSTEM IN THE CITY OF NORMAN.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Rick Knighton, City Attorney

PRESENTER: AshLynn Wilkerson, Assistant City Attorney

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2223-129: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND BLUEPEAK BTS BORROWER, L.L.C., D/B/A BLUEPEAK, FOR A NON-EXCLUSIVE AGREEMENT TO PROVIDE CABLE SERVICES AND A CABLE SYSTEM IN THE CITY OF NORMAN.

BACKGROUND:

Bluepeak currently has an active Cable Television Agreement, Contract K-2223-129, with the City to provide Cable Services and a Cable System in the City. Bluepeak, in anticipation of forthcoming service expansions, has requested an amendment to their current Cable Television Agreement to extend the term and account for a permissible intracompany transfer.

DISCUSSION:

The City Attorney's Office assisted with the updating and negotiation of this contract amendment. This amendment only modifies the current agreement by:

1. extending the term of the agreement for five years from the date of execution (original expiration was March 2028);
2. accounts for the intracompany transfer of the Franchise Permit and Agreement (from Clarity Telecom, L.L.C., d/b/a Bluepeak Fiber to Bluepeak BTS Borrower, L.L.C., d/b/a Bluepeak), as is permissible in Section 3(D) "Nature of Agreement" in Contract K-2223-129; and
3. updates notice information for the parties.

All other duties and obligations between the parties remain the same as is contained in K-2223-129, approved by Council on March 14, 2023. The amendments contained are not any more or less burdensome than what exists in similar agreements between the city and other Cable Services or IP-enabled Video Services

RECOMMENDATION:

Staff recommends approval of Amendment One (K-2223-1291) to Contract K-2223-129.

Contract K-2223-129-1

AMENDMENT TO CABLE TELEVISION AGREEMENT AND PERMIT

This Amendment ("Amendment") to the Cable Television Agreement, Contract K-2223-129, and associated non-exclusive Permit (defined below) is between the City of Norman, Oklahoma, ("City") and Bluepeak BTS Borrower, LLC d/b/a Bluepeak, ("Bluepeak") and is entered into as of this _____ day of _____, 2026.

Recitals

A. The City granted a non-exclusive Franchise and Permit, as detailed in the Cable Television Agreement, Contract K-2223-129, to Clarity Telecom, LLC (d/b/a Bluepeak Fiber), passed, approved, adopted and accepted by the last signature date of the parties on March 14, 2023 (the "Agreement").

B. Via an "intracompany transfer", as permitted by Section 3(D) (Nature of Agreement) of the Agreement, the non-exclusive Franchise and Permit was transferred by Clarity Telecom, LLC to Bluepeak BTS Borrower, LLC (d/b/a Bluepeak). For convenience, the term "Clarity" under the Agreement, the Permit, and this Amendment shall refer to Clarity Telecom, LLC (as it relates to the period prior to the date of transfer of the Permit) and to Bluepeak BTS Borrower, LLC (d/b/a Bluepeak) (as it relates to the period from and after the date of transfer of the Permit). All other capitalized terms used in this Amendment without definition shall have the meanings assigned to them in the Agreement.

Amendments

1. **Amendment of Term of Agreement.** Section 1 (Term of Agreement) of the Agreement is hereby deleted and replaced with the following:

   "1. This non-exclusive Agreement shall take effect the last date of the signature of this Amendment by the City and by Clarity and shall be effective for a term of five (5) years thereafter. Prior to the end of this term, the parties agree to enter into good faith negotiations regarding possible renewal and/or modification and/or extension of this Agreement subject to Clarity's right to commence renewal proceedings under Applicable Law."

2. **Acknowledgment of Notice of Transfer of Permit**. The City acknowledges that Clarity Telecom, LLC properly transferred the Agreement and Permit to Bluepeak BTS Borrower, LLC (d/b/a/ Bluepeak) as permitted by Section 3(D) (Nature of Agreement) of the Agreement.

3. **Updated Notice Information**. Section 12 (Notices) of the Agreement is updated to add the following notice information for the parties:

   For City:

   Copy to: rick.knighton@normanok.gov

   For Clarity/Bluepeak:

   Copy to: Bluepeak BTS Borrower, LLC (d/b/a Bluepeak)
   4600 South Ulster, Suite 1300
   Denver, CO 80237
   Attn: Legal Notices

   Email Copy to: compliance.team@mybluepeak.com

4. **Effect of Amendment**. The Agreement and Permit shall remain in full force and effect except as modified by this Amendment.

In Witness Whereof, the parties hereunto set their hands and seals the date first above written. The parties agree that they may conduct the transaction by electronic means and hereby state that electronic signature is valid and shall have the same force and effect as an original signature.

BLUEPEAK BTS BORROWER, LLC:

BY: _____
Title: CBDO

ACKNOWLEDGEMENT

STATE OF CO)
) ss:
COUNTY OF Denver)

Before me, the undersigned, a Notary Public in and for said County and State, this 14th day of October, 2026, personally appeared Michael Henry to me known to be the identical person who executed the foregoing, and acknowledged to me that he/she executed the same as free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal the day and year last above written.

Bernard J Cardell Jr
Notary Public

My commission expires:

03-06-2030

BERNARD J CARDELL JR.
Notary Public
State of Colorado
Notary ID # 20264008831
My Commission Expires 03-06-2030

CITY OF NORMAN:

APPROVED this _____ day of _____, 2026 by the Norman City Council.

BY: _____
Mayor

ATTEST:

_____
City Clerk

Approved as to form and legality this 20 day of October, 2026.

_____
City Attorney

File Attachments for Item:

16. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER SIX TO CONTRACT K-2324-35: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND THIRKETTLE CORPORATION DBA UTILIUSE, DECREASING THE CONTRACT BY $537,998.19 FOR A REVISED CONTRACT AMOUNT OF $16,289,786.42 FOR THE MASTER SERVICES AGREEMENT FOR THE ADVANCED WATER METER INFRASTRUCTURE PROJECT, FINAL ACCEPTANCE OF THE PROJECT, AND FINAL PAYMENT IN THE AMOUNT OF $394,130.99. (CITYWIDE)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Nathan Madenwald, P.E., Utilities Engineer

PRESENTER: Nathan Madenwald, P.E., Utilities Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER SIX TO CONTRACT K-2324-35: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND THIRKETTLE CORPORATION DBA UTILIUSE, DECREASING THE CONTRACT BY $537,998.19 FOR A REVISED CONTRACT AMOUNT OF $16,289,786.42 FOR THE MASTER SERVICES AGREEMENT FOR THE ADVANCED WATER METER INFRASTRUCTURE PROJECT, FINAL ACCEPTANCE OF THE PROJECT, AND FINAL PAYMENT IN THE AMOUNT OF $394,130.99. (CITYWIDE)

BACKGROUND:

The City of Norman water system includes approximately 43,000 water meters that measure water usage for water and sewer billing purposes. The majority of the meters were manually read by meter readers and less than five percent of meters were read using automated meter reading. As the number of meters have increased, staffing levels were not proportionally increased to account for the increased numbers. Insufficient staffing levels can result in missed reads or inaccurate reads that impact customer service and billing revenues. Additionally, the majority of the water meters in Norman had aged past their expected useful life and warranted replacement.

The current state of the water industry is such that Advanced Metering Infrastructure (AMI) has become more commonplace and is being implemented by more utilities. With AMI, meters are now being read remotely using radio infrastructure on water towers multiple times per day. With this new system, the following benefits are being realized:

1. Meter reads occur regularly ensuring more accurate billing;
2. Improved customer service since usage data is more available to the customer and leak or usage alerts can be configured to notify the customer more timely;
3. Aged meters were replaced with new, more accurate meters; and
4. Staff are no longer required to read each meter manually and can be used for other work efforts.

On June 8, 2021, the Norman Utilities Authority (NUA) approved Contract K-2021-75 with E Source. This contract included work to complete the Assessment Phase of the project and confirm that the NUA had a positive business case to implement Advanced Water Meter Infrastructure. This information was presented to the NUA/City Council on September 28, 2021. Amendment No. 1 to the contract was approved on October 26, 2021, to provide consulting services through the procurement phase of the project. Amendment No. 2 to the contract was approved on December 13, 2022, to provide consulting services through the implementation phase of the project

Request for Proposal RFP-2223-13 was issued on August 26 and September 1, 2022, to prospective vendors. Five proposals were received in accordance with RFP-2223-13 and were reviewed by a City evaluation team. Three proposers were short-listed for the project and were interviewed on November 15-17, 2022. Thirkettle Corporation, dba Utiliuse, (Utiliuse) was unanimously selected as the best vendor. Contract K-2324-35 was approved on April 9, 2024.

A grant from the United States Bureau of Reclamation (USBOR) was received by the NUA on February 14, 2023, in the amount of $2,000,000. With this funding, additional purchasing limitations were required and these were referenced within RFP-2223-13. Specifically, Build America Buy America (BABA) was required which created challenges for the industry since no vendors can meet the requirements (including the five proposers on this project). As such, contracting was delayed until a waiver was issued allowing the use of materials not meeting BABA requirements. This waiver was issued on February 15, 2024, and was applicable to all water metering projects with USBOR funding.

Additionally, a loan from the Oklahoma Water Resources Board under Clean Water State Revolving Fund was obtained on November 4, 2022. The total funding received was $15,000,000 for use on the Advanced Water Metering Project.

DISCUSSION:

The Advanced Water Metering Project or Meter Infrastructure Program (MIP) was kicked off in June 2024. During the course of the project, several modifications to the scope of the project were necessary for successful completion of the project. Change Order Nos. 1-5 were approved as follows:

1. Change Order No. 1 – Approved on December 6, 2024, and was a net zero change order. This change order included additional units for meter programming for staff, GPS locating of meter installs, deletion of call center services, and deletion of separate storage for project materials.
2. Change Order No. 2 – Approved on July 3, 2025, and decreased the contract amount by $25.63. This change order modified meter amounts and type for meters 3-inch and larger, increased quantities for retrofits, added to new items for modified meter lids and couplings for service line repairs, and reduced the setter installation quantity.
3. Change Order No. 3 – Approved on December 16, 2025, and decreased the contract amount by $31.56. This change order added additional single and dual radio endpoints to the project, Spanish language modifications for the customer portal, additional special job hours for large meter installation, and decrease quantities for meter setter installation and box replacements.

4. Change Order No. 4 – Approved on April 15, 2026, and decreased the contract by $65.95. This change order added the migration of customers currently signed up in the City portal to the new Silverblaze customer portal thereby maintaining continuity of customer service and payments and decreased meter box replacements.
5. Change Order No. 5 – Approved on July 2, 2026, and decreased the contract by $4.50. This change order authorized the purchase of additional quantities of meters for the project and decreased meter box replacements.

The proposed Change Order No. 6 modifies existing pay item quantities to match field or project conditions. In addition, the change order reflects a transfer of ownership of the forklift purchased by the contractor for the project to the NUA, which is being transferred in lieu of the contractor completing minor cosmetic repairs within the Line Maintenance Facility that occurred during the contractor's use of the facility. This change order is a decrease in the contract of $537,998.19 for a revised overall contract amount of $16,289,786.42. The final claim has been received with $394,130.99 due to the contractor.

RECOMMENDATION 1:

Staff recommends approval of Change Order No. 6 Contract K-2324-35 with Thirkettle Corporation dba Utiliuse for the Master Services Agreement decreasing the contract by $537,998.19 for a revised overall contract amount of $16,289,786.42 for the Advanced Water Metering Infrastructure project (Project WA0351/WB0351).

RECOMMENDATION 2:

Staff recommends acceptance of the project and payment of the final claim in the amount of $394,130.99.

Change Order #6 for Meter Infrastructure Program (MIP)

Utiliuse
16914 Alamo Parkway, Bldg. 2, Selma, TX 78154
Phone: (210) 967-6300 Fax: (210) 967-6305

Project Name: Meter Infrastructure Program (MIP) **Change Order No.:** 6
Project No: K-2324-35 **Change Order Date:** 10/20/2026

BETWEEN:	
Contractor	Client
Utiliuse 16914 Alamo Parkway Building 2 Selma, TX 78154	Norman Utility Authority 225 N Webster Avenue Norman, OK 73069

Project Completion:	☐ The date of Substantial Completion shall be (Extended/Reduced) by _____ (XX) days with a new Substantial Completion Date of _____.
	☐ The Contract Completion Date will be (Extended/Reduced) by _____ (XX) days with a new Contract Completion Date of _____.
	☒ **No Change**

Ref #	Description	Unit Price (USD)	Current Contract Quantity	Proposed Incr/Decr	Revised Contract Total	Net Change (USD)
ADD – 146	Forklift *	$0.00	0	1	$0.00	$0.00
ADD – 147	Credit for Damaged Product (95 3/4" iPERLs, 20 1" iPERLs, 2 520M Smartpoints)	($14,502.20)	0	1	($14,502.20)	($14,502.20)
Pricing Summary Line 12	Water Endpoints: 520M Single Port SmartPoint Radio Transmitters	$105.00	41051	(1)	$4,310,250.00	($105.00)
Pricing Summary Line 14	Carson-Brooks 2200-18 Lid, Year Two: Alternate, DFW Meter Box Lid Only	$25.00	3120	(2752)	$9,200.00	($68,800.00)
Pricing Summary Line 15	Carson-Brooks 1324 Lid, Year One: Alternate, DFW Meter Box Lid Only	$66.65	5	(5)	$0.00	($333.25)
Pricing Summary Line 16	Carson-Brooks 1324 Lid, Year Two: Alternate, DFW Meter Box Lid Only	$66.65	48	(48)	$0.00	($3,199.20)
Pricing Summary Line 17	Carson-Brooks 1730 Lid, Year One: Alternate, DFW Meter Box Lid Only	$116.70	6	(6)	$0.00	($700.20)
Pricing Summary Line 18	Carson-Brooks 1730 Lid, Year Two: Alternate, DFW Meter Box Lid Only	$116.70	56	(56)	$0.00	($6,535.20)

Change Order #6 for Meter Infrastructure Program (MIP)

Utiliuse
16914 Alamo Parkway, Bldg. 2, Selma, TX 78154
Phone: (210) 967-6300 Fax: (210) 967-6305

Pricing Summary Line 36	Network Deployment Contingency	$50,000.00	1	(1)	$0.00	($50,000.00)
Pricing Summary Line 49	Harris Refresher Training per section 2.8 of Harris SOW	$11,500.00	1	(1)	$0.00	($11,500.00)
Pricing Summary Line 59	NovusCenter Work Order Data Fee	$1.65	43877	(1225)	$70,375.80	($2,021.25)
Pricing Summary Line 60	NovusCenter Data Review Fee	$1.88	43877	(1225)	$80,185.76	($2,303.00)
Pricing Summary Line 63	Annual M400 Basestation Protection Plan (Extended Warranty)	$1,750.00	6	(6)	$0.00	($10,500.00)
Pricing Summary Line 67	Project Management, Year Two: Utiliuse Overall Project Management, Monthly Fee	$8,000.00	12	(2)	$80,000.00	($16,000.00)
Pricing Summary Line 71	Travel Expense Contingency	$25,000.00	1	(0.983)	$423.41	($24,576.59)
Pricing Summary Line 78	Waste & Debris Disposal, Year One: Monthly Rental Fee for One (1) 8-Yard Trash Container with Weekly Pickup, and One (1) 8-Yard Recycling Container with Twice-Weekly Pickup	$324.89	1	(1)	$0.00	($324.89)
Pricing Summary Line 79	Waste & Debris Disposal, Year Two: Monthly Rental Fee for One (1) 8-Yard Trash Container with Weekly Pickup, and One (1) 8-Yard Recycling Container with Twice-Weekly Pickup	$324.89	12	(12)	$0.00	($3,898.68)
Pricing Summary Line 87	Print and Mailing Services (Pre-Install Postcards), Year Two: 6" X 9" Postcard 130# Gloss Cover, Full Color, Double Sided, First Class Presort Postage	$1.07	40416	(8393)	$34,264.61	($8,980.51)

Change Order #6 for Meter Infrastructure Program (MIP)

Utiliuse
16914 Alamo Parkway, Bldg. 2, Selma, TX 78154
Phone: (210) 967-6300 Fax: (210) 967-6305

Pricing Summary Line 91	Hazardous Waste Removal, Price Per Pound Disposal Fee for Existing Radios	$3.75	3750	(3750)	$0.00	($14,062.50)
Pricing Summary Line 92	Construction Project Sign as per OWRB Requirements	$3,613.87	1	(1)	$0.00	($3,613.87)
Pricing Summary Line 93	3/4" Water Meter Exchange with SmartPoint Installation and Activation	$56.33	38857	(972)	$2,134,062.05	($54,752.76)
Pricing Summary Line 94	1" Water Meter Exchange with SmartPoint Installation and Activation	$56.39	1406	(11)	$78,664.05	($620.29)
Pricing Summary Line 95	1.5" Water Meter Exchange with SmartPoint Installation and Activation	$281.25	654	11	$187,031.25	$3,093.75
Pricing Summary Line 96	2" Water Meter Exchange with SmartPoint Installation and Activation	$312.50	781	(80)	$219,062.50	($25,000.00)
Pricing Summary Line 97	3" Water Meter Exchange with SmartPoint Installation and Activation	$500.00	62	(10)	$26,000.00	($5,000.00)
Pricing Summary Line 98	4" Water Meter Exchange with SmartPoint Installation and Activation	$687.50	22	(14)	$5,500.00	($9,625.00)
Pricing Summary Line 99	6" Water Meter Exchange with SmartPoint Installation and Activation	$875.00	9	(1)	$7,000.00	($875.00)
Pricing Summary Line 100	8" Water Meter Exchange with SmartPoint Installation and Activation	$1,250.00	13	(1)	$15,000.00	($1,250.00)
Pricing Summary Line 101	Drill Hole in Existing Metal Meter Box Lid (in Warehouse w/ lid seed stock)	$11.50	30783	2058	$377,671.50	$23,667.00
Pricing Summary Line 102	Meter Box – Lid Installation Only	$5.20	3267	(206)	$15,917.20	($1,071.20)
Pricing Summary Line 105	Add-On: Drill Hole in Existing Plastic Meter Box Lid	$6.91	8168	(6158)	$13,889.10	($42,551.78)
Pricing Summary Line 106	Add-On: Confined Space Entry Add On Pricing	$441.18	120	(64)	$24,706.08	($28,235.52)

Change Order #6 for Meter Infrastructure Program (MIP)

Utiliuse
16914 Alamo Parkway, Bldg. 2, Selma, TX 78154
Phone: (210) 967-6300 Fax: (210) 967-6305

Pricing Summary Line 107	Add-On: Sensus Ally Remote Disconnect Installation	$6.24	90	(13)	$480.48	($81.12)
Pricing Summary Line 109	SmartPoint Installation & Activation Only (Pit-Set, Price Per Port Activated)	$37.50	2200	(274)	$72,225.00	($10,275.00)
Pricing Summary Line 110	Setter Installation: Meter Resetter / Riser Installation Only	$39.10	938	(936)	$78.20	($36,597.60)
Pricing Summary Line 113	Box Replacement (in Concrete, Asphalt, Pavers, or Similar)	Time & Material	820	(820)		$0.00
Pricing Summary Line 114	Box Replacement (in Dirt, Gravel, Landscaping, Grass, Area with Tree Roots, or Similar): Water Meter Box Adjustment, Removal, or Repalcement in Dirt, (5/8" - 1" Only)	$95.05	584	(313)	$25,758.55	($29,750.65)
Pricing Summary Line 117	Plumbing Services	Time & Material	410	(410)		$0.00
Pricing Summary Line 118	Install Replacement Inline Valve - 3/4"	Time & Material	200	(200)		$0.00
Pricing Summary Line 119	Install Replacement Inline Valve - 1"	Time & Material	100	(100)		$0.00
Pricing Summary Line 120	Install Replacement Inline Valve - 1.5"	Time & Material	10	(10)		$0.00
Pricing Summary Line 121	Install Replacement Inline Valve - 2"	Time & Material	10	(10)		$0.00
Pricing Summary Line 131	Dewatering Meter Vault	$100.00	25	(25)	$0.00	($2,500.00)
Pricing Summary Line 132	1.5"-2" meter flange replacement	$120.00	100	(100)	$0.00	($12,000.00)
Pricing Summary Line 134	DFW DFW14AMR-AF Lids	$42.50	1200	(480)	$30,600.00	($20,400.00)
Pricing Summary Line 135	6" Fireline Water Meter Exchange with SmartPoint Installation/Activation	$2,125.00	2	(2)	$0.00	($4,250.00)

Change Order #6 for Meter Infrastructure Program (MIP)

Utiliuse
16914 Alamo Parkway, Bldg. 2, Selma, TX 78154
Phone: (210) 967-6300 Fax: (210) 967-6305

Pricing Summary Line 138	Add-On: Field Deployment Special Job Hours	$200.00	200	(119)	$16,200.00	($23,800.00)
Pricing Summary Line 144	4" CORDONEL - 14" LL	$4,722.22	3	(3)	$0.00	($14,166.66)

* In exchange for waiving liability for damages to the facility

Original "Utiliuse" Contract Sum:	$ 16,827,912.23
Change Order #1	$ 0.00
Change Order #2 (Increase/Decrease):	$ (25.63)
Change Order #3 (Increase/Decrease):	$ (31.56)
Change Order #4 (Increase/Decrease):	$ (65.95)
Change Order #5 (Increase/Decrease):	$ (4.50)
Change Order #6 (Increase/Decrease):	$ (537,998.17)
Total Revised Contract Sum:	$ 16,289,786.42

All parties hereby agree to accept the changes herein, including the previously established scope of work forms and attachments of the contract work to be performed by the Contractor. This Change Order shall be incorporated into and made part of the original Agreement. All predefined scope, general terms, and conditions from the original Agreement shall apply. No other terms and conditions, written or implied, shall govern this Change Order unless expressly agreed to by both parties in writing.

SUBMITTED BY CONTRACTOR: _____ Date: 10/20/26
Chris Newville, Manager - Utiliuse

APPROVED AS FOR FORM AND LEGALITY: _____ Date: 10/22/26
City Attorney

ACCEPTED BY NORMAN UTILITIES AUTHORITY: _____ Date: _____
Chairman

LICENSED PROFESSIONAL ENGINEER
NATHAN M. MADEWALD
23416
10/21/26
OKLAHOMA

CO6 - Final Change Order

Final Audit Report 2026-10-20

Created:	2026-10-20
By:	Chris Newville (chris.newville@aqua-metric.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAI7P1v5hirfXuJn-aqh9ztAFh0jRg-LdW

"CO6 - Final Change Order" History

Document created by Chris Newville (chris.newville@aqua-metric.com)
2026-10-20 - 9:14:36 PM GMT- IP address: 72.131.208.142

Document emailed to Chris Newville (chris.newville@utiliuse.com) for signature
2026-10-20 - 9:14:41 PM GMT

Email viewed by Chris Newville (chris.newville@utiliuse.com)
2026-10-20 - 9:14:49 PM GMT- IP address: 3.92.8.212

Document e-signed by Chris Newville (chris.newville@utiliuse.com)
Signature Date: 2026-10-20 - 9:31:35 PM GMT - Time Source: server- IP address: 72.131.208.142 - Signature Appearance Selected: IMAGE

Agreement completed.
2026-10-20 - 9:31:35 PM GMT

INVOICE

Utiliuse
4050 Flat Rock Dr.
Riverside, CA 92505
TEL: 951-637-1400

Invoice Number: N620201
Invoice Date: 10/20/2026
Shipment Number:
Order Number: 0079085
Order Date: 5/15/2024
Salesperson: 0015
Customer: NORMAN

Bill To:
City of Norman
Attn: Nathan Madenwald, Gay Webb
225 Main Street
Norman, Oklaoma 76071

Ship to:
City of Norman
225 Main Street
Norman, Oklaoma 76071

Customer PO	Ship Via	Delivery Method	Terms	Project
PG2023 0000002			NET 30	

Quantity Shipped	Quantity BKO	Product	Unit price	Total tax excluded
5	0	HANDHELD PROGRAMMING DEVICE: TRIMBLE TDC600	1,675.00	8,375.00
5	0	SENSUS COMMANDLINK II BLUETOOTH DEVICE	584.00	2,920.00
0	0	3/4" SL IPERL TR/PL METER	110.00	0.00
0	0	1" IPERL TR/PL METER	171.11	0.00
50	0	1 1/2" OMNI R2 TR/PL METER	400.00	20,000.00
-1	0	6" OMNI T2 TURBO TR/PL METER	3,372.22	-3,372.22
0	0	520M SINGLE PORT SMARTPOINT RADIO TRANSMITTERS	105.00	0.00
-0.02	0	TRAVEL AND EXPENSES, YEAR ONE	25,000.00	-423.41
1	0	PROFESSIONAL SERVICES YEAR ONE: MILESTONE 3: COMPLETION OF INTEGRATIONS	29,000.00	29,000.00
1	0	PROFESSIONAL SERVICES YEAR ONE: MILESTONE 4: COMPLETION OF TRAINING	21,750.00	21,750.00
1	0	PROFESSIONAL SERVICES YEAR ONE: MILESTONE 5: COMPLETION OF UAT	21,750.00	21,750.00
803	0	NOVUSCENTER WORK ORDER DATA FEE	1.65	1,324.95
803	0	NOVUSCENTER DATA REVIEW FEE	1.88	1,509.64
3	0	PROJECT MANAGEMENT, YEAR TWO: UTILIUSE OVERALL PROJECT MANAGEMENT, MONTHLY FEE	8,000.00	24,000.00
0.02	0	TRAVEL EXPENSE CONTINGENCY	25,000.00	423.41
1	0	24-MONTH MAINTENANCE BOND	36,870.04	36,870.04
324	0	3/4" WATER METER EXCHANGE WITH SMARTPOINT INSTALLATION AND ACTIVATION	56.33	18,250.92
295	0	1" WATER METER EXCHANGE WITH SMARTPOINT INSTALLATION AND ACTIVATION	56.39	16,635.05
80	0	1.5" WATER METER EXCHANGE WITH SMARTPOINT INSTALLATION AND ACTIVATION	281.25	22,500.00
76	0	2" WATER METER EXCHANGE WITH SMARTPOINT INSTALLATION AND ACTIVATION	312.50	23,750.00
9	0	3" WATER METER EXCHANGE WITH SMARTPOINT INSTALLATION AND ACTIVATION	500.00	4,500.00
1	0	6" WATER METER EXCHANGE WITH SMARTPOINT INSTALLATION AND ACTIVATION	875.00	875.00
2058	0	DRILL HOLE IN EXISTING METAL METER BOX LID (IN WAREHOUSE W/ LID SEED STOCK)	11.50	23,667.00
56	0	METER BOX – LID INSTALLATION ONLY	5.20	291.20
295	0	ADD-ON: DRILL HOLE IN EXISTING PLASTIC METER BOX LID	6.91	2,038.45
3	0	ADD-ON: CONFINED SPACE ENTRY ADD ON PRICING	441.18	1,323.54
39	0	ADD-ON: SENSUS ALLY REMOTE DISCONNECT INSTALLATION	6.24	243.36
18	0	SMARTPOINT INSTALLATION & ACTIVATION ONLY (PIT-SET, PRICE PER PORT ACTIVATED)	37.50	675.00
37	0	BOX REPLACEMENT (DIRT, GRAVEL, LANDSCAPING, GRASS, ROOTS, OR SIMILAR): WATER METER BOX ADJUSTMENT, REMOVAL, OR REPALCEMENT IN DIRT, (5/8 - 1 ONLY)	95.05	3,516.85
1	0	6" CORDONEL WATER METER	7,950.00	7,950.00
1	0	AUS CUSTOMER ENGAGEMENT PORTAL - SPANISH SUPPORT	8,750.00	8,750.00
38	0	ADD ON: FIELD DEPLOYMENT SPECIAL JOB HOURS	200.00	7,600.00
1	0	AUS Customer Engagement Portal - Migration of User Data from Link Portal to Silver Blaze	20,750.00	20,750.00
1	0	Restock Fee: 6" OMNI T2 Turbo TR/PL Meter	843.05	843.05
1	0	4" CORDONEL - 20" LL	4,722.22	4,722.22
144	0	1" IPERL TR/PL Meter	290.56	41,840.64
50	0	1 1/2" OMNI R2 TR/PL Meter	675.67	33,783.50
1	0	FORKLIFT	0.00	0.00
1	0	CREDIT	-14,502.20	-14,502.20

Tax excluded line total	**394,130.99**
TAX EXCLUDED TOTAL	**394,130.99**
Sales Tax	0
TOTAL TAX INCLUDED	**394,130.99**
GRAND TOTAL	**394,130.99**

Contractor's Application For Payment No. 8

		Application Period Ending: September 30, 2026	Application Date: October 20, 2026
To (Owner):	Norman Utilities Authority	From (Contractor): Utiliuse	Via (Engineer)
Owner's Project No.:	WA0351	Contractor's Project No.: 0079085	Engineer's Project No.: N/A
Project / Contract:	Meter Infrastructure Program		

Application for Payment
Approved Change Order Summary

Number	Additions	Deductions
1	$ 75,418.05	$ (75,418.05)
2	$ 439,454.57	$ (439,480.20)
3	$ 193,031.51	$ (193,063.07)
4	$ 20,750.00	$ (20,815.95)
5	$ 298,669.50	$ (298,674.00)
6	$ 26,760.75	$ (564,758.92)
TOTALS	$ 1,054,084.38	$ (1,592,210.19)
NET CHANGE BY CHANGE ORDERS	$	(538,125.81)

1. ORIGINAL CONTRACT PRICE	$	16,827,912.23
2. NET CHANGE BY CHANGE ORDERS	$	(538,125.81)
3. CURRENT CONTRACT PRICE (Line 1 ± 2)	$	16,289,786.42
4a. TOTAL VALUE of WORK PERFORMED	$	16,289,786.42
b. STORED MATERIALS	$	-
c. TOTAL OF WORK & MATERIALS (4a + 4b)	$	16,289,786.42
5. RETAINAGE (None):	$	-
6. AMOUNT ELIGIBLE TO DATE (Line 4c - Line 5)	$	16,289,786.42
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	$	15,895,655.43
8. AMOUNT DUE THIS APPLICATION (Line 6 - Line 7)	$	**394,130.99**
9. BALANCE TO FINISH PLUS RETAINAGE (Line 3 - 4c + 5)	$	(0.00)

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: _____ Date: 10/20/2026

Payment of: $394,130.99 (Line 8 or other amount)

is recommended by: _____ (Engineer) 10/21/26 (Date)

Payment of: $394,130.99 (Line 8 or other amount)

is approved by: _____ (Owner) 10/21/26 (Date)

	City Account Numbers	Amount
1)	LINE #1 - BOR GRANT	$0.00
2)	LINE # 2 - OWRB LOAN	$394,130.99
3)		
4)		
5)		

OWNER'S PROJECT NUMBER: WA0351
PERIODIC PAY ESTIMATE NUMBER: 8
APPLICATION PERIOD ENDING: September 30, 2026
APPLICATION DATE: October 20, 2026
PERCENT COMPLETE: 100.00

PERIODIC PAY ESTIMATE FOR:

Meter Infrastructure Program

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)
		CURRENT CONTRACT				TOTAL THIS PERIOD		PREVIOUS TOTAL		TOTAL TO DATE			
Item No	Description	Quantity	Units	Unit Cost	Total Cost	Quantity	Total Cost	Quantity	Total Cost	Quantity	Total Cost	%	Fund/Acct
1	Collector/Router: M400B2 Base Station with SPM-900	6		$22,300.00	$133,800.00			6	$133,800.00	6.00	$133,800.00	100.00	
2	Handheld Programming Device: Trimble TDC600 Handheld with USB "C" to USB "Female"	5		$1,675.00	$8,375.00	5	$8,375.00			5.00	$8,375.00	100.00	
3	Sensus CommandLink II Bluetooth Device	5		$584.00	$2,920.00	5	$2,920.00			5.00	$2,920.00	100.00	
4	3/4" SL iPERL TR/PL Meter	37999		$110.00	$4,179,890.00			37999	$4,179,890.00	37,999.00	$4,179,890.00	100.00	
5	1" iPERL TR/PL Meter	1406		$171.11	$240,580.66			1406	$240,580.66	1,406.00	$240,580.66	100.00	
6	1 1/2" OMNI R2 TR/PL Meter	654		$400.00	$261,600.00	50	$20,000.00	604	$241,600.00	654.00	$261,600.00	100.00	
7	2" OMNI R2 TR/PL Meter	469		$461.11	$216,260.59			469	$216,260.59	469.00	$216,260.59	100.00	
8	3" OMNI T2 Turbo TR/PL Meter	16		$961.11	$15,377.76			16	$15,377.76	16.00	$15,377.76	100.00	
9	4" OMNI T2 Turbo TR/PL Meter	14		$1,872.22	$26,211.08			14	$26,211.08	14.00	$26,211.08	100.00	
10	6" OMNI T2 Turbo TR/PL Meter	5		$3,372.22	$16,861.10	-1	($3,372.22)	6	$20,233.32	5.00	$16,861.10	100.00	
11	8" OMNI T2 Turbo TR/PL Meter	11		$5,722.22	$62,944.42			11	$62,944.42	11.00	$62,944.42	100.00	
12	Water Endpoints: 520M Single Port SmartPoint Radio Transmitters	41050		$105.00	$4,310,250.00			41050	$4,310,250.00	41,050.00	$4,310,250.00	100.00	
13	Carson-Brooks 2200-18 Lid, Year One: Alternate, DFW Meter Box Lid Only	32		$25.00	$800.00			32	$800.00	32.00	$800.00	100.00	
14	Carson-Brooks 2200-18 Lid, Year Two: Alternate, DFW Meter Box Lid Only	368		$25.00	$9,200.00			368	$9,200.00	368.00	$9,200.00	100.00	
15	Carson-Brooks 1324 Lid, Year One: Alternate, DFW Meter Box Lid Only	0		$66.65						0.00	$0.00	0.00	
16	Carson-Brooks 1324 Lid, Year Two: Alternate, DFW Meter Box Lid Only	0		$66.65						0.00	$0.00	0.00	
17	Carson-Brooks 1730 Lid, Year One: Alternate, DFW Meter Box Lid Only	0		$116.70						0.00	$0.00	0.00	
18	Carson-Brooks 1730 Lid, Year Two: Alternate, DFW Meter Box Lid Only	0		$116.70						0.00	$0.00	0.00	
19	3/4" SL Ally Remote Disconnect TR/PL Meter	90		$388.89	$35,000.10			90	$35,000.10	90.00	$35,000.10	100.00	
20	NICOR Read-Rite Model B30, Rectangular, ANSI Tier 15 Polymer Lid, 13.75"X23.125"X2.0" No Lock. Black, Water logo, thru-hole Sensus Recess PNB30NLBLKWAThS			$85.88						0.00	$0.00	0.00	
21	NICOR Read-Rite Model B36, Rectangular, ANSI Tier 15 Polymer Lid, 17.5"X30.5"2.0", No Lock, Black, Water Logo, thru-hole Sensus Recess PNB36NLBLKWAThS			$140.00						0.00	$0.00	0.00	
22	1 1/2" OMNI T2 TR/PL Meter			$441.18						0.00	$0.00	0.00	
23	2" OMNI T2 TR/PL Meter			$1,029.41						0.00	$0.00	0.00	
24	1 1/2" OMNI C2 TR/PL Meter			$1,264.71						0.00	$0.00	0.00	
25	2" OMNI C2 TR/PL Meter	312		$1,458.82	$455,151.84			312	$455,151.84	312.00	$455,151.84	100.00	
26	3" OMNI C2 TR/PL Meter	46		$1,847.06	$84,964.76			46	$84,964.76	46.00	$84,964.76	100.00	
27	4" OMNI C2 TR/PL Meter	8		$3,211.76	$25,694.08			8	$25,694.08	8.00	$25,694.08	100.00	
28	6" OMNI C2 TR/PL Meter	3		$5,547.06	$16,641.18			3	$16,641.18	3.00	$16,641.18	100.00	
29	8" OMNI C2 TR/PL Meter	3		$8,958.82	$26,876.46			3	$26,876.46	3.00	$26,876.46	100.00	
30	Basestation Installation: Boyd EST 33.211514,-97.474577	1		$16,350.00	$16,350.00			1	$16,350.00	1.00	$16,350.00	100.00	
31	Basestation Installation: Brookhaven EST 33.233211,-97.502906	1		$16,350.00	$16,350.00			1	$16,350.00	1.00	$16,350.00	100.00	
32	Basestation Installation: Cascade EST 33.257757,-97.493725	1		$16,350.00	$16,350.00			1	$16,350.00	1.00	$16,350.00	100.00	
33	Basestation Installation: HPP EST 33.236811,-97.399853	1		$16,350.00	$16,350.00			1	$16,350.00	1.00	$16,350.00	100.00	
34	Basestation Installation: Lindsey Tower 33.203699,-97.433603	1		$16,350.00	$16,350.00			1	$16,350.00	1.00	$16,350.00	100.00	
35	Basestation Installation: Robinson EST 33.234085,-97.452605	1		$16,350.00	$16,350.00			1	$16,350.00	1.00	$16,350.00	100.00	
36	Network Deployment Contingency	0		$50,000.00						0.00	$0.00	0.00	
37	RNI SaaS Setup Fee	1		$24,375.00	$24,375.00			1	$24,375.00	1.00	$24,375.00	100.00	
38	Backhaul Modem Setup Fee (MS BH NON NAAS)	6		$1,000.00	$6,000.00			6	$6,000.00	6.00	$6,000.00	100.00	
39	RNI Core Education	1		$5,500.00	$5,500.00			1	$5,500.00	1.00	$5,500.00	100.00	
40	Systems Integration Services, Year One: Sensus RNI to Harris SmartWorks MDM Integration	1		$15,000.00	$15,000.00			1	$15,000.00	1.00	$15,000.00	100.00	
41	One-Time Setup Fee:	1		$25,000.00	$25,000.00			1	$25,000.00	1.00	$25,000.00	100.00	
42	Project Management, Year One: All Harris Professional Services	1								0.00	$0.00	0.00	
43	Milestone 1: Reseller's Notice to Proceed	1		$80,500.00	$80,500.00			1	$80,500.00	1.00	$80,500.00	100.00	
44	Milestone 2: Software Installation	1		$80,500.00	$80,500.00			1	$80,500.00	1.00	$80,500.00	100.00	
45	Milestone 3: Completion of Integrations	1		$64,400.00	$64,400.00			1	$64,400.00	1.00	$64,400.00	100.00	
46	Milestone 4: Completion of Training	1		$48,300.00	$48,300.00			1	$48,300.00	1.00	$48,300.00	100.00	
47	Milestone 5: Completion of UAT	1		$48,300.00	$48,300.00			1	$48,300.00	1.00	$48,300.00	100.00	
48	Harris Additional Post Go-Live Training (40-Hours)	1		$11,500.00	$11,500.00			1	$11,500.00	1.00	$11,500.00	100.00	
49	Harris Refresher Training Per section 2.8 of Harris SOW	0		$11,500.00						0.00	$0.00	0.00	
50	Travel and Expenses, Year One:	1		$25,000.00	$25,000.00	-1.7%	($423.41)	1	$25,423.41	1.00	$25,000.00	100.00	
51	Professional Services Year One: Advanced Utility Systems CEP Deployment	1								0.00	$0.00	0.00	
52	Milestone 1: Reseller's Notice to Proceed	1		$36,250.00	$36,250.00			1	$36,250.00	1.00	$36,250.00	100.00	
53	Milestone 2: Software Installation	1		$36,250.00	$36,250.00			1	$36,250.00	1.00	$36,250.00	100.00	
54	Milestone 3: Completion of Integrations	1		$29,000.00	$29,000.00	1	$29,000.00			1.00	$29,000.00	100.00	

Item No	Description	CURRENT CONTRACT				TOTAL THIS PERIOD		PREVIOUS TOTAL		TOTAL TO DATE			
		Quantity	Units	Unit Cost	Total Cost	Quantity	Total Cost	Quantity	Total Cost	Quantity	Total Cost	%	Fund/Acct
55	Milestone 4: Completion of Training	1		$21,750.00	$21,750.00	1	$21,750.00			1.00	$21,750.00	100.00	
56	Milestone 5: Completion of UAT	1		$21,750.00	$21,750.00	1	$21,750.00			1.00	$21,750.00	100.00	
57	Flat File Exchange Set-Up, Year One: NovusCenter WOMS Setup Fee for IDA Phase	1		$7,500.00	$7,500.00			1	$7,500.00	1.00	$7,500.00	100.00	
58	Flat File Exchange Set-Up, Year Two: NovusCenter WOMS Setup Fee for Full Deployment	1		$7,500.00	$7,500.00			1	$7,500.00	1.00	$7,500.00	100.00	
59	NovusCenter Work Order Data Fee	42652		$1.65	$70,375.80	803	$1,324.95	41849	$69,050.85	42,652.00	$70,375.80	100.00	
60	NovusCenter Data Review Fee	42652		$1.88	$80,185.76	803	$1,509.64	41849	$78,676.12	42,652.00	$80,185.76	100.00	
61	Sensus Annual Hosted RNI SaaS Fee Year One, Water Only - IDA Phase of (557) Services	1		$8,138.89	$8,138.89			1	$8,138.89	1.00	$8,138.89	100.00	
62	Sensus Annual Backhaul SaaS Fee Year One	6		$1,000.00	$6,000.00			6	$6,000.00	6.00	$6,000.00	100.00	
63	Annual M400 Basestation Protection Plan (Extended Warranty)	0		$1,750.00						0.00	$0.00	0.00	
64	Harris SmartWorks Year One (Due at Milestone 2: Software Installation)	1		$100,571.11	$100,571.11			1	$100,571.11	1.00	$100,571.11	100.00	
65	AUS Customer Engagement Portal Year One (Due at Milestone 2: Software Installation)	1		$81,733.33	$81,733.33			1	$81,733.33	1.00	$81,733.33	100.00	
66	Project Management, Year One: Utiliuse Overall Project Management, Monthly Fee	12		$16,000.00	$192,000.00			12	$192,000.00	12.00	$192,000.00	100.00	
67	Project Management, Year Two: Utiliuse Overall Project Management, Monthly Fee	10		$8,000.00	$80,000.00	3	$24,000.00	7	$56,000.00	10.00	$80,000.00	100.00	
68	Item 5: Technical Consultant - Network Integration for IDA, Monthly Fee - Budgeted at a 15% Allocation for the IDA Phase Only	12		$7,000.00	$84,000.00			12	$84,000.00	12.00	$84,000.00	100.00	
69	Project Management, Year One: Installation Field Deployment Management, Montly Fee	1		$11,000.00	$11,000.00			1	$11,000.00	1.00	$11,000.00	100.00	
70	Project Management, Year Two: Installation Field Deployment Management, Montly Fee	12		$16,500.00	$198,000.00			12	$198,000.00	12.00	$198,000.00	100.00	
71	Travel Expense Contingency	0.0169364		$25,000.00	$423.41	0.0169364	$423.41			0.02	$423.41	100.00	
72	Storage, Staging, and Heavy Equipment, Year One: Pallet Jack and All-Terrain Forklift									0.00	$0.00	0.00	
73	Pallet Jack	1		$878.57	$878.57			1	$878.57	1.00	$878.57	100.00	
74	All Terrain Forklift	1		$55,000.00	$55,000.00			1	$55,000.00	1.00	$55,000.00	100.00	
75	Storage, Staging, and Heavy Equipment, Year Two:									0.00	$0.00	0.00	
76	Pickup and Delivery of (6) 8' x 40' Storage Containers	0		$4,824.86						0.00	$0.00	0.00	
77	Monthly Rental Fee for (6) 8' x 40' Storage Containers	0		$3,902.47						0.00	$0.00	0.00	
78	Waste & Debris Disposal, Year One: Monthly Rental Fee for One (1) 8-Yard Trash Container with Weekly Pickup, and One (1) 8-Yard Recycling Container with Twice-Weekly Pickup	0		$324.89						0.00	$0.00	0.00	
79	Waste & Debris Disposal, Year Two: Monthly Rental Fee for One (1) 8-Yard Trash Container with Weekly Pickup, and One (1) 8-Yard Recycling Container with Twice-Weekly Pickup	0		$324.89						0.00	$0.00	0.00	
80	Call Center, Year One:									0.00	$0.00	0.00	
81	Programming and Training Fee	0		$1,103.57						0.00	$0.00	0.00	
82	Monthly Fee for 1,000 Minutes Each Additional Minute Subject to an Additional $1.50 per Minute	0		$1,618.57						0.00	$0.00	0.00	
83	Call Center, Year Two: Monthly Fee for 1,000 Minutes Each Additional Minute Subject to an Additional $1.50 per Minute	0		$1,618.57						0.00	$0.00	0.00	
84	Mobilization, Year One: IDA Phase Mobilization	1		$3,676.48	$3,676.48			1	$3,676.48	1.00	$3,676.48	100.00	
85	Mobilization, Year Two: Full Deployment Mobilization	1		$471,280.28	$471,280.28			1	$471,280.28	1.00	$471,280.28	100.00	
86	Print and Mailing Services (Pre-Install Postcards), Year One: 6" X 9" Postcard 130# Gloss Cover, Full Color, Double Sided, First Class Presort Postage	557		$1.41	$785.37			557	$785.37	557.00	$785.37	100.00	
87	Print and Mailing Services (Pre-Install Postcards), Year Two: 6" X 9" Postcard 130# Gloss Cover, Full Color, Double Sided, First Class Presort Postage	32023		$1.07	$34,264.61			32023	$34,264.61	32,023.00	$34,264.61	100.00	
88	Print Services (41,000 Post-Install Door Hangers), Year One: 4.25" x 11" Standard Door Hanger 100# Gloss Cover with Aqueous Coat, Full Color, Double Sided	1		$10,692.86	$10,692.86			1	$10,692.86	1.00	$10,692.86	100.00	
89	24-Month Performance and Payment Bond	1		$80,748.21	$80,748.21			1	$80,748.21	1.00	$80,748.21	100.00	
90	24-Month Maintenance Bond	1		$36,870.04	$36,870.04	1	$36,870.04			1.00	$36,870.04	100.00	
91	Hazardous Waste Removal, Price Per Pound Disposal Fee for Existing Radios	0		$3.75						0.00	$0.00	0.00	
92	Construction Project Sign as per OWRB Requirements	0		$3,613.87						0.00	$0.00	0.00	
93	3/4" Water Meter Exchange with SmartPoint Installation and Activation	37885		$56.33	$2,134,062.05	324	$18,250.92	37561	$2,115,811.13	37,885.00	$2,134,062.05	100.00	
94	1" Water Meter Exchange with SmartPoint Installation and Activation	1395		$56.39	$78,664.05	295	$16,635.05	1100	$62,029.00	1,395.00	$78,664.05	100.00	
95	1.5" Water Meter Exchange with SmartPoint Installation and Activation	665		$281.25	$187,031.25	80	$22,500.00	585	$164,531.25	665.00	$187,031.25	100.00	
96	2" Water Meter Exchange with SmartPoint Installation and Activation	701		$312.50	$219,062.50	76	$23,750.00	625	$195,312.50	701.00	$219,062.50	100.00	
97	3" Water Meter Exchange with SmartPoint Installation and Activation	52		$500.00	$26,000.00	9	$4,500.00	43	$21,500.00	52.00	$26,000.00	100.00	
98	4" Water Meter Exchange with SmartPoint Installation and Activation	8		$687.50	$5,500.00			8	$5,500.00	8.00	$5,500.00	100.00	
99	6" Water Meter Exchange with SmartPoint Installation and Activation	8		$875.00	$7,000.00	1	$875.00	7	$6,125.00	8.00	$7,000.00	100.00	
100	8" Water Meter Exchange with SmartPoint Installation and Activation	12		$1,250.00	$15,000.00			12	$15,000.00	12.00	$15,000.00	100.00	
101	Drill Hole in Existing Metal Meter Box Lid (in Warehouse w/ lid seed stock)	32841		$11.50	$377,671.50	2058	$23,667.00	30783	$354,004.50	32,841.00	$377,671.50	100.00	
102	Meter Box – Lid Installation Only	3061		$5.20	$15,917.20	56	$291.20	3005	$15,626.00	3,061.00	$15,917.20	100.00	
103										0.00	$0.00	0.00	
104										0.00	$0.00	0.00	
105	Add-On: Drill Hole in Existing Plastic Meter Box Lid	2010		$6.91	$13,889.10	295	$2,038.45	1715	$11,850.65	2,010.00	$13,889.10	100.00	
106	Add-On: Confined Space Entry Add On Pricing	56		$441.18	$24,706.08	3	$1,323.54	53	$23,382.54	56.00	$24,706.08	100.00	
107	Add-On: Sensus Ally Remote Disconnect Installation	77		$6.24	$480.48	39	$243.36	38	$237.12	77.00	$480.48	100.00	
108	Add-On: RTU Fee	0		$10.00						0.00	$0.00	0.00	
109	SmartPoint Installation & Activation Only (Pit-Set, Price Per Port Activated)	1926		$37.50	$72,225.00	18	$675.00	1908	$71,550.00	1,926.00	$72,225.00	100.00	
110	Setter Installation: Meter Resetter / Riser Installation Only	2		$39.10	$78.20			2	$78.20	2.00	$78.20	100.00	
111	Box Cleaning (By Hand): Clean Existing Meter Box By Hand	0		$46.33						0.00	$0.00	0.00	
112	Box Cleaning (By Vacuum Truck): Clean Existing Meter Box with Vacuum Truck	0		$58.19						0.00	$0.00	0.00	

Item No	Description	CURRENT CONTRACT				TOTAL THIS PERIOD		PREVIOUS TOTAL		TOTAL TO DATE			
		Quantity	Units	Unit Cost	Total Cost	Quantity	Total Cost	Quantity	Total Cost	Quantity	Total Cost	%	Fund/Acct
113	Box Replacement (in Concrete, Asphalt, Pavers, or Similar)	0		Time & Material						0.00		0.00	
114	Box Replacement (in Dirt, Gravel, Landscaping, Grass, Area with Tree Roots, or Similar) Water Meter Box Adjustment, Removal, or Repalcement in Dirt, (5/8" - 1" Only)	271		$95.05	$25,758.55	37	$3,516.85	234	$22,241.70	271.00	$25,758.55	100.00	
115	Box Reset (in Concrete, Asphalt, Pavers, or Similar)	0		Time & Material						0.00		0.00	
116	Box Reset (in Dirt, Gravel, Landscaping, Grass, Area with Tree Roots, or Similar)	0		Time & Material						0.00		0.00	
117	Plumbing Services	0		Time & Material						0.00		0.00	
118	Install Replacement Inline Valve - 3/4"	0		Time & Material						0.00		0.00	
119	Install Replacement Inline Valve - 1"	0		Time & Material						0.00		0.00	
120	Install Replacement Inline Valve - 1.5"	0		Time & Material						0.00		0.00	
121	Install Replacement Inline Valve - 2"	0		Time & Material						0.00		0.00	
122	New Meter Testing - 3/4": In-Shop New Meter Testing	0		$62.50						0.00	$0.00	0.00	
123	New Meter Testing - 1": In-Shop New Meter Testing	0		$93.75						0.00	$0.00	0.00	
124	New Meter Testing - 1.5": In-Shop New Meter Testing	0		$250.00						0.00	$0.00	0.00	
125	New Meter Testing - 2": In-Shop New Meter Testing	0		$250.00						0.00	$0.00	0.00	
126	New Meter Testing - 3": In-Shop New Meter Testing	0		$375.00						0.00	$0.00	0.00	
127	GPS Service Location (within 1-3 meter(s) of water meter)	1		$66,382.05	$66,382.05			1	$66,382.05	1.00	$66,382.05	100.00	
128	6" OMNI F2 Turbo TR/PL Meter	2		$8,666.67	$17,333.34			2	$17,333.34	2.00	$17,333.34	100.00	
129	Water Endpoints: 520M Dual Port SmartPoint Radio Transmitters	1296		$229.41	$297,315.36			1296	$297,315.36	1,296.00	$297,315.36	100.00	
130	Installer Business Cards/Packet (100 Ct)	1		$18.75	$18.75			1	$18.75	1.00	$18.75	100.00	
131	Dewatering Meter Vault	0		$100.00						0.00	$0.00	0.00	
132	1.5"-2" meter flange replacement	0		$120.00						0.00	$0.00	0.00	
133	Meter coupling replacement	75		$45.00	$3,375.00			75	$3,375.00	75.00	$3,375.00	100.00	
134	DFW DFW14AMR-AF Lids	720		$42.50	$30,600.00			720	$30,600.00	720.00	$30,600.00	100.00	
135	6" Fireline Water Meter Exchange with SmartPoint Installation/Activation	0		$2,125.00						0.00	$0.00	0.00	
136	6" Cordonel Water Meter	1		$7,950.00	$7,950.00	1	$7,950.00			1.00	$7,950.00	100.00	
137	AUS Customer Engagement Portal - Spanish Support	1		$8,750.00	$8,750.00	1	$8,750.00			1.00	$8,750.00	100.00	
138	Add On: Field Deployment Special Job Hours	81		$200.00	$16,200.00	38	$7,600.00	43	$8,600.00	81.00	$16,200.00	100.00	
139	AUS Customer Engagement Portal - Migration of User Data from Link Portal to Silver Blaze	1		$20,750.00	$20,750.00	1	$20,750.00			1.00	$20,750.00	100.00	
140	Restock Fee: 6" OMNI T2 Turbo TR/PL Meter	1		$843.05	$843.05	1	$843.05			1.00	$843.05	100.00	
141	3/4" SL iPERL TR/PL Meter	768		$160.00	$122,880.00			768	$122,880.00	768.00	$122,880.00	100.00	
142	1" iPERL TR/PL Meter	144		$290.56	$41,840.64	144	$41,840.64			144.00	$41,840.64	100.00	
143	1 1/2" OMNI R2 TR/PL Meter	50		$675.67	$33,783.50	50	$33,783.50			50.00	$33,783.50	100.00	
144	4" CORDONEL - 14" LL	0		$4,722.22						0.00	$0.00	0.00	
145	4" CORDONEL - 20" LL	1		$4,722.22	$4,722.22	1	$4,722.22			1.00	$4,722.22	100.00	
146	Forklift	1		$0.00		1	$0.00			1.00	$0.00	100.00	
147	Credit	1		($14,502.20)	($14,502.20)	1	($14,502.20)			1.00	($14,502.20)	100.00	
	TOTALS				$16,289,786.42		$394,130.99		$15,895,655.43		$16,289,786.42	100.00	

Stored Material Summary

Contractor's Application

	Application Period Ending:	September 30, 2026			Project #:	WA0351			
	Application Date:	October 20, 2026			Pay Estimate Number	8			
A	B	C	D		E		F		G
Invoice No.	Bid Line Item	Materials Description	Stored Previously		Stored this Month		Incorporated in Work		Materials Remaining in Storage ($) (D + E - F)
			Date (Mo./Yr.)	Amount ($)	Amount ($)	Subtotal (D+E)	Date (Mo./Yr.)	Amount ($)	
						$ -			$ -
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CITY OF NORMAN
Purchasing Division
Post Office Box 370
Norman, Oklahoma 73070

INVOICE AFFIDAVIT

State of Texas) P.O. No. PG2023 0000002

County of Guadalupe County) Invoice No. N620201

Amount $394,130.99

IN ACCORDANCE WITH OKLAHOMA STATUTES TITLE 74, SECTION 3110 AND TITLE 62, SECTION 310.9, THIS FORM MUST BE COMPLETED AND SUBMITTED BEFORE ANY INVOICE OVER $25,000 CAN BE PROCESSED FOR PAYMENT.

The undersigned person (architect, contractor, supplier, engineer, or supervisory official), of lawful age, being duly sworn, on oath says that this (invoice, claim or contract) is true and correct and that s(he) is authorized to submit the invoice pursuant to a contract or purchase offer. Affiant further states that the (work, services, or materials) as shown by this invoice have been (completed or supplied) in accordance with the plans, specifications, orders or requests furnished the affiant. Affiant further states that s(he) has made no payment, given or donated or agreed to pay, give or donate, either directly or indirectly, to any elected official, officer or employee of the City of Norman, of money, directly or indirectly, any other thing of value to obtain payment of the invoice or procure award of this contract or purchase order pursuant to which an invoice is submitted.

Thirkettle Corp DBA Utiliuse
Company Name

By: Architect, Contractor, Supplier, Engineer or Supervisory Official

Subscribed and sworn to before me this 20th day of October , 20 26

Xerenna Zuniga
Notary Public (or Office having Power to Administer Oaths)

My Commission expires 07-14-2027

XERENNA ZUNIGA
Notary Public, State of Texas
My Comm. Exp. 07-14-2027
ID No. 13445589-1

File Attachments for Item:

17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2324-172: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND CROSSLAND HEAVY CONTRACTORS, INC., DECREASING THE CONTRACT BY $85,134.48 FOR A REVISED CONTRACT AMOUNT OF $2,874,865.52, AND ADDING 206 CALENDAR DAYS TO THE CONTRACT TIME FOR THE WATER RECLAMATION FACILITY AERATION BLOWER REPLACEMENTS PROJECT, FINAL ACCEPTANCE OF THE PROJECT, AND FINAL PAYMENT IN THE AMOUNT OF $143,743.28.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Peter Wolbach, Staff Engineer – Utilities

PRESENTER: Peter Wolbach, Staff Engineer – Utilities

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2324-172: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND CROSSLAND HEAVY CONTRACTORS, INC., DECREASING THE CONTRACT BY $85,134.48 FOR A REVISED CONTRACT AMOUNT OF $2,874,865.52, AND ADDING 206 CALENDAR DAYS TO THE CONTRACT TIME FOR THE WATER RECLAMATION FACILITY AERATION BLOWER REPLACEMENTS PROJECT, FINAL ACCEPTANCE OF THE PROJECT, AND FINAL PAYMENT IN THE AMOUNT OF $143,743.28.

BACKGROUND:

The Norman Water Reclamation Facility (WRF) required replacement of the blowers used to provide aeration to the treatment process, along with repairs to the existing aeration distribution system. The project included installation of two Owner-provided turbo blowers, replacement of four existing multistage centrifugal blowers, repair of an existing buried air pipe, and associated electrical and mechanical improvements.

On July 9, 2024, the Norman Utilities Authority approved Contract K-2324-172 with Crossland Heavy Contractors, Inc. in the amount of $2,960,000 for construction of the WRF Aeration Blower Replacements project (WW0332). The contract included a $100,000 allowance for miscellaneous work authorized by the Owner and Engineer during construction.

DISCUSSION:

Proposed Change Order No. 1 is the final change order for the project and reconciles the unused balance of the project allowance following completion of the work. The change order decreases the contract amount by $85,134.48, reflecting the unused portion of the $100,000 allowance.

Change Order No. 1 will decrease the total contract amount from $2,960,000 to $2,874,865.52. No additional contract time is associated with this change order. Change Order No. 1 also adds 206 calendar days necessary for completion of the project due to material deliveries and third-party integrations. The revised contract completion date is September 23, 2026.

Construction of the project is complete. The Engineer and staff recommend final acceptance of the project and authorization of final payment to Crossland Heavy Contractors, Inc. in the amount of $143,743.28.

RECOMMENDATION 1:
Staff recommends approval of Change Order No. 1 (final) to Contract K-2324-172, project WW0332, with Crossland Heavy Contractors, Inc.

RECOMMENDATION 2:
Staff recommends final acceptance of the project and payment of the final claim in the amount of $143,743.28.

NORMAN UTILITIES AUTHORITY
CITY OF NORMAN
CLEVELAND COUNTY, OKLAHOMA

DATE:
CHANGE ORDER NO.: One (1) - Final
CONTRACT NO.: K-2324-172
PROJECT: WW0332 WRF Aeration Blower Replacements
CONTRACTOR: Crossland Heavy Contractors
501 South East Ave., Columbus, KS 66725

	Contract Time		Contract Amount	
ORIGINAL:	600	calendar days	$2,960,000.00	
PREVIOUS CHANGE ORDERS:	0	calendar days	$0.00	
THIS CHANGE ORDER:	206	calendar days	-$85,134.48	-2.88%
REVISED AMOUNT:	806	calendar days	$2,874,865.52	

ORIGINAL START DATE: July 9, 2024
ORIGINAL COMPLETION DATE: March 1, 2026
PREVIOUS COMPLETION DATE: March 1, 2026
NEW COMPLETION DATE: September 23, 2026

DESCRIPTION:	Increase / Decrease
Item 1: Reduction of project allowance that was determined to not be necessary for the project.	-$85,134.48
Item 2: Additional 206 calendar days of contract time to accommodate equipment delays, warranty-related issues, and SCADA integration performed by parties outside the General Contractor's control.	$0.00
Crossland Heavy Contractors agrees to complete the work as amended and modified by Change Order No. 1 as described above.	

STATE OF OKLAHOMA
COUNTY OF OKLAHOMA
MITCH RALSTON
10/20/2026

MITCH RALSTON NOTARY # 25008898 EXP. 07/28/29 PUBLIC STATE OF OKLAHOMA

SUBMITTED BY CONTRACTOR: Crossland Heavy Contractors — Date: 10/19/26

RECOMMENDED BY ENGINEER: Michael Nguyen, PE, Garver — Date: 10/20/26

APPROVED AS TO FORM AND LEGALITY: City Attorney — Date: 10/20/26

ACCEPTED BY NORMAN UTILITIES AUTHORITY: Chairman — Date:

Change Order No. 1
Contract **K-2324-172**
Attachment 1

BASE BID ITEMS	Description	Units	Original Contract Amount	Unit Price	Original Contract Amount	Proposed Quantity Increase/ Decrease	Cost Increase / Decrease	Percent Change
1	All Work as defined in the Contract Documents for the installation of the Owner provided turbo blowers	1	1	$ 575,000.00	$ 575,000.00	0	$0.00	0%
2	All work as defined in the Contract documents for the location and fixing of the existing buried air pipe, including mobilization, excavation, air leakage location, demolition, furnish and install fittings and/or spool piece, equipment, tools, site restoration and related items.	1	1	$ 135,000.00	$ 135,000.00	0	$0.00	0%
3	Allowance 1 for Work Change Directives (miscellaneous work on a change authorization basis) required during completion of this project to be used solely at the direction of the Owner and Engineer.	1	1	$ 100,000.00	$ 100,000.00	-0.85	-$85,134.48	-85%
SUBTOTAL					**$ 810,000.00**	.	**-$85,134.48**	**-10.51%**

ADDITIVE BID ITEMS								
Additive Bid Alternative No.1	Add Replacement of existing Multistage Centrifugal Blower #3 and #4 with new blowers as outlined in Contract Drawings.	1	1	$ 1,075,000.00	$ 1,075,000.00	0	$0.00	0%
Additive Bid Alternative No.2	Add Replacement of existing Multistage Centrifugal Blower #1 and #2 with new blowers as outlined in Contract Drawings.	1	1	$ 1,075,000.00	$ 1,075,000.00	0	$0.00	0%
SUBTOTAL					**$2,150,000.00**		**$ -**	**0.00%**

Original Contract Amount	**$ 2,960,000.00**	Percent Change
Change Order No. 1	$ (85,134.48)	-2.88%
Final Contract Amount	**$ 2,874,865.52**	

GARVER

www.GarverUSA.com

October 6, 2026

Peter Wolbach
Staff Engineer – Utilities
201 W Gray St. #C
Norman, OK 73069

Re: Norman WRF Blower Replacement Project
WW0332

Mr. Wolbach,

The Water Reclamation Facility Blower Replacement Project had an underrun of project allowance following the completion of the project. The total contract amount left on the project is $85,134.48.

We concur with the recommendation to accept the project as constructed by Crossland Heavy Contractors, Inc. as the scope of work has been completed as outlined in the Contract Documents. We recommend accepting the reduction of cost through Change Order No. 1 in the amount of $85,134.48. This Change Order No. 1 would reduce the contract price from $2,960,000.00 to $2,874,865.52.

Sincerely,

GARVER
Michael Nguyen

CROSSLAND
HEAVY CONTRACTORS

408 NE 145th Place
Edmond, OK 73013
tel 405.748.5043
fax 405.748.7214

Application for Payment

Project Name: Norman WRF Blower Replacement

Project Number: WW0332

Application Number: #16.1

Payment Dates: 03/01/2026 - 09/23/2026

Engineer: Garver

List of Enclosed Items:

1. Cover Page
2. Application For Payment
3. Material Summary

APPLICATION & CERTIFICATE FOR PAYMENT

CROSSLAND
HEAVY CONTRACTORS

501 S. East Avenue P.O. Box 350
Columbus, Kansas 66725
t 620.429.1410
f 620.429.2977

DATE: 10/21/2026

RE: WARNING REGARDING OWNER EFT PAYMENTS ON THIS PROJECT

Dear Owner:

ELECTRONIC FUNDS TRANSFER FRAUD ADVISORY; PAYMENT INSTRUCTIONS:

Electronic funds transfer ("EFT") fraud is on the rise. If you receive an email or other message containing EFT transfer instructions on this project, regardless of the purported sender, it is very likely an attempted scam. **Do not follow the instructions and do not respond to the email.** Examples of email scams include messages that appear to be from someone at Crossland Heavy Contractors but are not. For example, the email may be from "heavy_contractors.com" or "heavyc0ntractors.com" rather than "heavycontractors.com". If you have any questions about any email or other message you have received concerning payments on this project, please call our office headquarters in Columbus Kansas and ask to speak directly with Matt Kitchen, Treasury Manager - Office phone: 620-429-1414/Cell: 620-210-2038, or Holly Rhodes, Controller - Cell: 620-762-0928.

Please also advise all of your employees or agents who are or may in the future be involved in making payments on this project of this warning. Any one person on your team who is not aware of this danger could cause payments to be transferred to a scammer. All payments made by any form of EFT, including but not limited to wire transfer or ACH, must be made by using instructions that were provided to you separately prior to or at the time the Project Contract for Construction was executed by you and Crossland Heavy Contractors, Inc. **This information will not change for the duration of the contract unless via change order executed by both parties.**

Because Crossland will expect payments on the Project per the Contract terms regardless of payments made to scammers, you may want to consider this issue in your overall risk management considerations and make sure your insurance products cover any cyber risk to funding this project.

In the event you make project payments by check, please send checks to the following address. **This information will not change for the duration of the contract unless via change order executed by both parties:**

Crossland Heavy Contractors, Inc.
Attn: Accounts Receivable
501 S. East Ave.,
P.O. Box 350
Columbus, KS 66725

Please let us know if you have any questions.

Sincerely,

APPLICATION AND CERTIFICATE FOR PAYMENT

Owner: Norman Utilities Authority, 201-C West Gray, Norman, OK 73070
Project Name: WW0332 - WRF Blower Replacement
Contract No. K-2324-172 PO No. 24015781
Start Date: July 19, 2024 End Date: September 28, 2026

Contractor: Crossland Heavy Contractors Inc.
Address: 501 South East Ave., Columbus, KS 66725

Application No. 16-FINAL Application Date: September 28, 2026

For the period: March 1, 2026 thru September 28, 2026 , inclusive.

CONTRACTOR'S APPLICATION FOR PAYMENT

1	Original Contract Amount			$2,874,865.52
2	Net Change by Change Order(s)			$0.00
3	Revised Contract Amount (Line 1 + Line 2)			$2,874,865.52
4	Total Completed To Date			$2,874,865.52
5	Stored Materials This Date			$0.00
6	Total Completed and Stored (Line 4 + Line 5)			$2,874,865.52
7	Retainage:			
	a Completed Work at	0%	of Line 4	$0.00
	b Stored Materials at	0%	of Line 5	$0.00
	Total Retainage (Lines 7a + 7b)			$0.00
8	Total Earned Less Retainage (Line 6 less Line 7)			$2,874,865.52
9	Previous Payments:			
	a Previously Paid to Contractor			$1,522,958.03
	b Previously Paid to Vendors			$1,208,164.22
	Total Previously Paid (Lines 9a + 9b)			$2,731,122.25
10	Amount Due This Estimate			
	a Invoices to be Paid by NUA (new materials stored)			$0.00
	b Amount Due to Contractor			$143,743.27
	Total Amount Due This Estimate (Line 8 less Line 9)			$143,743.27
11	Balance to Complete, Including Retainage			$0.00

The undersigned Contractor certifies that to the best of the Contrcator's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were isssued and payments received from the Owner, and that current payment shown is now due.

Contractor: Crossland Heavy Contractors Inc.

By: _____ Date: 10/21/26

Kayla O'Brien, Sr. Project Accountant

State of: Kansas

County of: Cherokee

Subscribed and sworn to before me this

21 day of Oct, 2026

Notary Public: _____

NOTARY NAME

My Commission expires: 12-21-29

DENISE LUCIAN
Notary Public - State of Kansas
My Appt. Expires 12-21-29

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: $143,743.27

Engineer: Garver

By: _____ Date: 10/21/2026

Michael Nguyen, P.E., Project Manager

Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

APPROVAL OF THE OWNER

Owner: Norman Utilities Authority

By: _____ Date: 10/21/26

Peter Wolbach, Staff Engineer

INVOICE AFFIDAVIT

State of: Kansas

County of: Cherokee

P. O. No. 24015781

Invoice No. 16-FINAL

Amount $143,743.27

The undersigned Contractor, of lawful age, being duly sworn, on oath says that this invoice or claim is true and correct and that (s)he is authorized to submit the invoice pursuant to an approved Contract. Affiant further states that the work as shown by this invoice has been completed in accordance with the plans, specifications furnished the Affiant. Affiant further states that (s)he has made no payment, given, or donated or agreed to pay, give or donate, either directly or indirectly, to any elected official, officer or employee of the City of Norman, or money or any other thing of value to obtain payment of the invoice or procure award of this Contract order pursuant to which an invoice is submitted.

Contractor: Crossland Heavy Contractors Inc.

By: Kayla OB

Kayla O'Brien, Sr. Project Accountant

Subscribed and sworn to before me this

21 day of Oct, 2026

Notary Public: Denise Lucian

My Commission expires: 12-21-29

DENISE LUCIAN
Notary Public - State of Kansas
My Appt. Expires 12-21-29

THIS FORM MUST BE COMPLETED AND SUBMITTED BEFORE ANY INVOICE OVER $25,000.00 CAN BE PROCESSED FOR PAYMENT.

WW0332 - WRF Blower Replacement			**Payment Request No.**		**16-FINAL**		**Period Ending:**	**09/28/26**	
Crossland Heavy Contractors Inc.			**Work Completed**				**Page 1 of 3**		
501 South East Ave., Columbus, KS 66725									
Bid Item	Description	Qty.	Units	Unit Price	Total Price	Amount Current	Amount Previous	Amount To Date	% Complete
001	Mobilization	1	LS	$75,000.00	$75,000.00	$0.00	$75,000.00	$75,000.00	100.0%
002	Performance and Payment Bonds	1	LS	$53,000.00	$53,000.00	$0.00	$53,000.00	$53,000.00	100.0%
003	Start-Up/Commissioning	1	LS	$10,000.00	$10,000.00	$0.00	$10,000.00	$10,000.00	100.0%
004	Demolition of Existing Turboblowers	1	LS	$60,000.00	$60,000.00	$0.00	$60,000.00	$60,000.00	100.0%
005	Specialty Coatings	1	LS	$12,000.00	$12,000.00	$0.00	$12,000.00	$12,000.00	100.0%
006	Installation of New Turboblowers	1	LS	$70,000.00	$70,000.00	$0.00	$70,000.00	$70,000.00	100.0%
007	Installation of Process Piping	1	LS	$295,000.00	$295,000.00	$0.00	$295,000.00	$295,000.00	100.0%
008	Demolition of Air Piping	1	LS	$35,000.00	$35,000.00	$0.00	$35,000.00	$35,000.00	100.0%
009	Installation of New Piping Tees	1	LS	$100,000.00	$100,000.00	$0.00	$100,000.00	$100,000.00	100.0%
010	Miscellaneous Allowance	1	LS	$100,000.00	$100,000.00	$0.00	$14,865.52	$14,865.52	14.9%
	SUBTOTAL				**$810,000.00**	**$0.00**	**$724,865.52**	**$724,865.52**	**89.5%**
ADD ALTERNATE 1 (CENTRIFUGALS 3 AND 4)									
011	Mobilization	1	LS	$30,000.00	$30,000.00	$0.00	$30,000.00	$30,000.00	100.0%
012	Start-Up/Commissioning	1	LS	$10,000.00	$10,000.00	$0.00	$10,000.00	$10,000.00	100.0%
013	Demolition of Blowers 3 and 4	1	LS	$90,000.00	$90,000.00	$0.00	$90,000.00	$90,000.00	100.0%
014	Installation of Blowers 3 and 4	1	LS	$945,000.00	$945,000.00		$945,000.00	$945,000.00	100.0%
	SUBTOTAL				**$1,075,000.00**	**$0.00**	**$1,075,000.00**	**$1,075,000.00**	**100.0%**
ALTERNATE BID 2 (HDD)									
015	Mobilization	1	LS	30,000	30,000	$0.00	$30,000.00	$30,000.00	100.0%
016	Start-Up/Commissioning	1	LS	10,000	10,000	$0.00	$10,000.00	$10,000.00	100.0%
017	Demolition of Blowers 3 and 4	1	LS	90,000	90,000	$0.00	$90,000.00	$90,000.00	100.0%
018	Installation of Blowers 3 and 4	1	LS	945,000	945,000	$0.00	$945,000.00	$945,000.00	100.0%
	SUBTOTAL				**$1,075,000.00**	**$0.00**	**$1,075,000.00**	**$1,075,000.00**	**100.0%**
CHANGE ORDER NO. 1									
0	Reduction of project allowance that was determined to not be necessary	1	LS	-85,134	-85,134	$0.00	$0.00	$0.00	0.0%
	SUBTOTAL				**-$85,134.48**	**$0.00**	**$0.00**	**$0.00**	**0.0%**
	TOTAL				**$2,874,865.52**	**$0.00**	**$2,874,865.52**	**$2,874,865.52**	**100%**

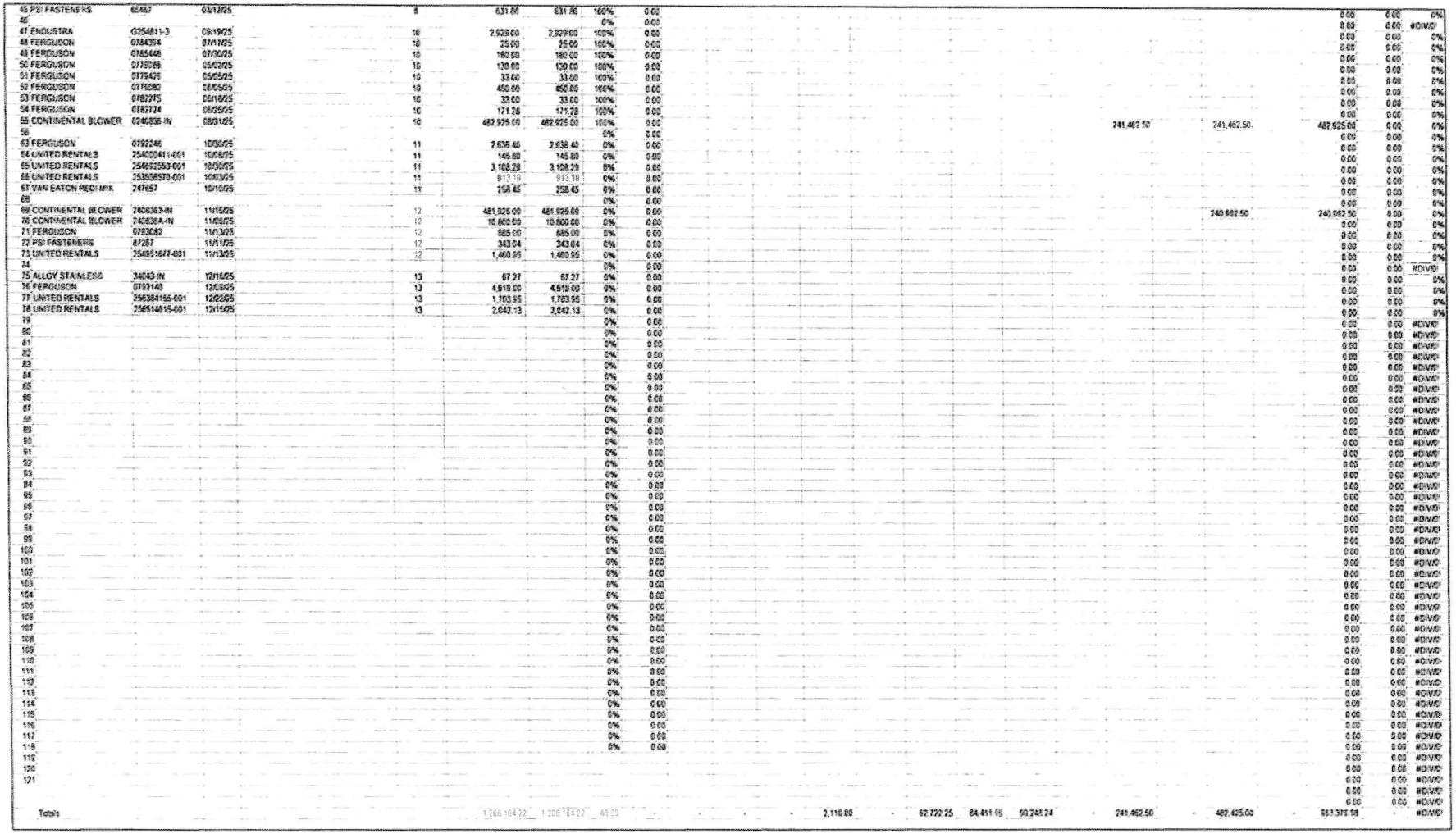
MATERIAL SUMMARY

WW6332 - WRF Blower Replacement
Cleveland Heavy Contractors Inc.

Payment Request No. 15-FINAL
Materials Summary

Period Ending 09/26/25
Page 5 of 3

Item	Supplier	Invoice Number	Invoice Date	Description	Pay Estimate	Invoice Total	Total Amount Paid	% Paid	Invoice Balance	Est. #1 Materials Installed	Est. #2 Materials Installed	Est. #3 Materials Installed	Est. #4 Materials Installed	Est. #5 Materials Installed	Est #6 Materials Installed	Est #8 Materials Installed	Est #9 Materials Installed	Est #10 Materials Installed	Est #11 Materials Installed	Est #12 Materials Installed	Est #13 Materials Installed	Est #14 Materials Installed	Materials Installed	Materials Remaining	% Remaining
1	ENDUSTRA	G743802-4.3	05/06/24		1	11,672.50	11,672.50	100%	0.00						5,838.25		5,838.25						11,672.50	0.00	0%
2								0%	0.00														0.00	0.00	0%
3	CRIMSON STEEL	IN-G723639	10/25/24		3	800.00	800.00	100%	0.00														0.00	0.00	0%
4	WARREN CAT	871069011	10/07/24		3	(853.00)	(853.00)	100%	0.00														0.00	0.00	0%
5	WARREN CAT	870955011	10/07/24		3	(633.00)	(633.00)	100%	0.00														0.00	0.00	0%
6	WARREN CAT	87095501	09/30/24		3	633.00	633.00	100%	0.00														0.00	0.00	0%
7	WARREN CAT	871069011	09/30/24		3	853.00	853.00	100%	0.00														0.00	0.00	0%
8	WARREN CAT	870955012	10/07/24		3	633.00	633.00	100%	0.00														0.00	0.00	0%
9	WARREN CAT	87201201	10/25/24		3	2,734.00	2,734.00	100%	0.00														0.00	0.00	0%
10	WARREN CAT	871069012	10/07/24		3	853.00	853.00	100%	0.00														0.00	0.00	0%
11	UNITED RENTALS	240186682-001	10/17/24		3	597.94	597.94	100%	0.00														0.00	0.00	0%
12	UNITED RENTALS	240359080-001	10/22/24		3	100.00	100.00	100%	0.00														0.00	0.00	0%
13								0%	0.00														0.00	0.00	0%
14	C&C METALS	6370-2197	11/07/24		4	8,101.00	8,101.00	100%	0.00														0.00	0.00	0%
15	CORE & MAIN	V975442	11/01/24		4	(1,337.92)	(1,337.92)	100%	0.00														0.00	0.00	0%
16	CORE & MAIN	V934846	11/01/24		4	1,337.92	1,337.92	100%	0.00														0.00	0.00	0%
17	CORE & MAIN	V945669	11/04/24		4	1,337.92	1,337.92	100%	0.00														0.00	0.00	0%
18	CORE & MAIN	V976157	11/07/24		4	1,337.92	1,337.92	100%	0.00														0.00	0.00	0%
19	WARREN CAT	87201101	10/31/24		4	3,629.00	3,629.00	100%	0.00														0.00	0.00	0%
20	FERGUSON	0765186	11/05/24		4	2,878.40	2,878.40	100%	0.00														0.00	0.00	0%
21	FERGUSON	0768258	11/06/24		4	1,084.68	1,084.68	100%	0.00														0.00	0.00	0%
22	FERGUSON	0768257	11/19/24		4	275.92	275.92	100%	0.00														0.00	0.00	0%
23	SUNBELT RENTLS	163090534-0001	11/15/24		4	460.00	460.00	100%	0.00														0.00	0.00	0%
24	SUNBELT RENTLS	163070406-0001	11/18/24		4	184.40	184.40	100%	0.00														0.00	0.00	0%
25	UNITED RENTALS	241132581-001	11/20/24		4	1,914.68	1,914.68	100%	0.00														0.00	0.00	0%
26	VAN EATON READI MIX	234281	11/12/24		4	787.50	787.50	100%	0.00														0.00	0.00	0%
27								0%	0.00														0.00	0.00	0%
28	WARREN CAT	872011311	12/16/24		5	(1,580.00)	(1,580.00)	100%	0.00														0.00	0.00	0%
29	WARREN CAT	872011021	12/16/24		5	(1,580.00)	(1,580.00)	100%	0.00														0.00	0.00	0%
30	WARREN CAT	87201103	12/06/24		5	1,820.00	1,820.00	100%	0.00														0.00	0.00	0%
31	WARREN CAT	872011021	11/26/24		5	3,359.00	3,359.00	100%	0.00														0.00	0.00	0%
32	FERGUSON	0767757	12/10/24		5	12,615.00	12,615.00	100%	0.00						12,615.00								12,615.00	0.00	0%
33	FERGUSON	0770497	12/13/24		5	25,278.00	25,278.00	100%	0.00				2,110.00		23,168.00								25,278.00	0.00	0%
34	SUNBELT RENTLS	163490309-0001	12/04/24		5	630.00	630.00	100%	0.00														0.00	0.00	0%
35	UNITED RENTALS	241545641-001	12/03/24		5	1,044.90	1,044.90	100%	0.00														0.00	0.00	0%
36								0%	0.00														0.00	0.00	#DIV/0!
37	CORE & MAIN	W224875	01/06/25		6	1,982.46	1,982.46	100%	0.00														0.00	0.00	0%
38	FERGUSON	0772641	01/31/25		6	7,650.00	7,650.00	100%	0.00														0.00	0.00	0%
39	FERGUSON	0766043	12/30/24		6	1,962.00	1,962.00	100%	0.00														0.00	0.00	0%
40								0%	0.00														0.00	0.00	#DIV/0!
41	FERGUSON	0767215	02/27/25		7	105,514.99	105,514.99	100%	0.00						21,103.00	84,411.99	84,411.99						189,926.98	0.00	0%
42	FERGUSON	0772618	02/13/25		7	3,960.00	3,960.00	100%	0.00														0.00	0.00	0%
43								0%	0.00														0.00	0.00	#DIV/0!
44	FERGUSON	0773035	02/05/25		8	7,650.00	7,650.00	100%	0.00														0.00	0.00	0%



45 PSI FASTENERS	65467	03/12/25		8	631.86	631.86	100%	0.00									0.00	0.00	0%
46							0%	0.00									0.00	0.00	#DIV/0!
47 ENDUSTRA	G254811-3	09/19/25		10	2,929.00	2,929.00	100%	0.00									0.00	0.00	0%
48 FERGUSON	0784394	07/11/25		10	25.00	25.00	100%	0.00									0.00	0.00	0%
49 FERGUSON	0785448	07/30/25		10	180.00	180.00	100%	0.00									0.00	0.00	0%
50 FERGUSON	0779086	05/02/25		10	130.00	130.00	100%	0.00									0.00	0.00	0%
51 FERGUSON	0779426	05/05/25		10	33.00	33.00	100%	0.00									0.00	0.00	0%
52 FERGUSON	0779082	05/05/25		10	450.00	450.00	100%	0.00									0.00	0.00	0%
53 FERGUSON	0782775	05/16/25		10	33.00	33.00	100%	0.00									0.00	0.00	0%
54 FERGUSON	0782724	05/25/25		10	171.28	171.28	100%	0.00									0.00	0.00	0%
55 CONTINENTAL BLOWER	0240836-IN	08/31/25		10	482,925.00	482,925.00	100%	0.00							241,462.50	241,462.50	482,925.00	0.00	0%
56							0%	0.00									0.00	0.00	0%
63 FERGUSON	0792246	10/30/25		11	2,638.40	2,638.40	0%	0.00									0.00	0.00	0%
64 UNITED RENTALS	254000411-001	10/08/25		11	145.80	145.80	0%	0.00									0.00	0.00	0%
65 UNITED RENTALS	254692563-001	10/30/25		11	3,108.29	3,108.29	0%	0.00									0.00	0.00	0%
66 UNITED RENTALS	253556573-001	10/03/25		11	913.19	913.19	0%	0.00									0.00	0.00	0%
67 VAN EATON READI MIX	247457	10/10/25		11	258.45	258.45	0%	0.00									0.00	0.00	0%
68							0%	0.00									0.00	0.00	0%
69 CONTINENTAL BLOWER	240836-IN	11/15/25		12	481,925.00	481,925.00	0%	0.00								240,962.50	240,962.50	0.00	0%
70 CONTINENTAL BLOWER	240836A-IN	11/26/25		12	10,800.00	10,800.00	0%	0.00									0.00	0.00	0%
71 FERGUSON	0793082	11/13/25		12	685.00	685.00	0%	0.00									0.00	0.00	0%
72 PSI FASTENERS	67267	11/11/25		12	343.04	343.04	0%	0.00									0.00	0.00	0%
73 UNITED RENTALS	254951677-001	11/13/25		12	1,460.95	1,460.95	0%	0.00									0.00	0.00	0%
74							0%	0.00									0.00	0.00	#DIV/0!
75 ALLOY STAINLESS	34043-IN	12/16/25		13	67.27	67.27	0%	0.00									0.00	0.00	0%
76 FERGUSON	0793143	12/05/25		13	4,619.00	4,619.00	0%	0.00									0.00	0.00	0%
77 UNITED RENTALS	256384155-001	12/22/25		13	1,703.95	1,703.95	0%	0.00									0.00	0.00	0%
78 UNITED RENTALS	256514615-001	12/15/25		13	2,042.13	2,042.13	0%	0.00									0.00	0.00	0%
79							0%	0.00									0.00	0.00	#DIV/0!
80							0%	0.00									0.00	0.00	#DIV/0!
81							0%	0.00									0.00	0.00	#DIV/0!
82							0%	0.00									0.00	0.00	#DIV/0!
83							0%	0.00									0.00	0.00	#DIV/0!
84							0%	0.00									0.00	0.00	#DIV/0!
85							0%	0.00									0.00	0.00	#DIV/0!
86							0%	0.00									0.00	0.00	#DIV/0!
87							0%	0.00									0.00	0.00	#DIV/0!
88							0%	0.00									0.00	0.00	#DIV/0!
89							0%	0.00									0.00	0.00	#DIV/0!
90							0%	0.00									0.00	0.00	#DIV/0!
91							0%	0.00									0.00	0.00	#DIV/0!
92							0%	0.00									0.00	0.00	#DIV/0!
93							0%	0.00									0.00	0.00	#DIV/0!
94							0%	0.00									0.00	0.00	#DIV/0!
95							0%	0.00									0.00	0.00	#DIV/0!
96							0%	0.00									0.00	0.00	#DIV/0!
97							0%	0.00									0.00	0.00	#DIV/0!
98							0%	0.00									0.00	0.00	#DIV/0!
99							0%	0.00									0.00	0.00	#DIV/0!
100							0%	0.00									0.00	0.00	#DIV/0!
101							0%	0.00									0.00	0.00	#DIV/0!
102							0%	0.00									0.00	0.00	#DIV/0!
103							0%	0.00									0.00	0.00	#DIV/0!
104							0%	0.00									0.00	0.00	#DIV/0!
105							0%	0.00									0.00	0.00	#DIV/0!
106							0%	0.00									0.00	0.00	#DIV/0!
107							0%	0.00									0.00	0.00	#DIV/0!
108							0%	0.00									0.00	0.00	#DIV/0!
109							0%	0.00									0.00	0.00	#DIV/0!
110							0%	0.00									0.00	0.00	#DIV/0!
111							0%	0.00									0.00	0.00	#DIV/0!
112							0%	0.00									0.00	0.00	#DIV/0!
113							0%	0.00									0.00	0.00	#DIV/0!
114							0%	0.00									0.00	0.00	#DIV/0!
115							0%	0.00									0.00	0.00	#DIV/0!
116							0%	0.00									0.00	0.00	#DIV/0!
117							0%	0.00									0.00	0.00	#DIV/0!
118							0%	0.00									0.00	0.00	#DIV/0!
119																	0.00	0.00	#DIV/0!
120																	0.00	0.00	#DIV/0!
121																	0.00	0.00	#DIV/0!
																	0.00	0.00	#DIV/0!
Totals					1,266,184.22	1,266,184.22	48.09	-	-	-	2,110.00	-	62,722.25	84,411.99	59,248.24	241,462.50	482,925.00	563,376.58	-	#DIV/0!

23 September 2026

CROSSLAND
HEAVY CONTRACTORS
408 NE 145th Place
Edmond, OK 73013
tel 405.748.5043
fax 405.748.7214

Michael Nguyen
Garver
226 W Gray Street
Norman, OK 73069

Subj: Norman WRF Aeration Basin Blower Replacement
WW0332
Final Completion

Mr. Nguyen,

This letter serves as Crossland Heavy Contractors' (CHC's) formal request for final completion on the WW0332 Norman Blower Replacement Project.

As of today, September 23, 2026, CHC has completed all requirements necessary for the project to be deemed complete, including the punchlist and resolution of the water infiltration concerns within the electrical gear.

A pay application will follow, requesting release of retainage.

We understand our warranty responsibilities as outlined in the contract documents.

Should you have any questions, please contact me at 417.350.2977.

Respectfully,

Becca Spencer
Project Manager
Crossland Heavy Contractors, Inc.

File Attachments for Item:

18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2526-114: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND KIMLEY-HORN AND ASSOCIATES, INC., INCREASING THE CONTRACT AMOUNT BY $37,600 TO $272,500 FOR ADDITIONAL ENGINEERING SERVICES FOR THE FLOOD AVENUE WATER LINE REPLACEMENT PROJECT, BOYD STREET TO ROBINSON STREET (WARD 4).

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: October 27, 2026

REQUESTER: Peter Wolbach, Staff Engineer – Utilities

PRESENTER: Peter Wolbach, Staff Engineer – Utilities

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2526-114: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND KIMLEY-HORN AND ASSOCIATES, INC., INCREASING THE CONTRACT AMOUNT BY $37,600 TO $272,500 FOR ADDITIONAL ENGINEERING SERVICES FOR THE FLOOD AVENUE WATER LINE REPLACEMENT PROJECT, BOYD STREET TO ROBINSON STREET (WARD 4).

BACKGROUND:

Existing water lines along Flood Avenue between Boyd Street and Robinson Street are aging and have experienced increased maintenance and failure concerns. The project includes replacement of approximately 7,800 linear feet of 6-inch and 8-inch water mains to improve system reliability and reduce future maintenance needs.

On February 10, 2026, the Norman Utilities Authority (NUA) approved Contract K-2526-114 with Kimley-Horn and Associates, Inc. (Kimley-Horn), in the amount of $234,900, for engineering services for the Flood Avenue Water Line Replacement project (WA0391). The original contract includes preliminary and final design, bidding services, limited construction administration, and as-built record documents.

DISCUSSION:

Amendment No. 1 provides additional engineering services necessary to design additional water line replacement, confirm subsurface conditions, and utility locations. The amendment includes the following:

1. Extension of the water line design south along Flood from Boyd Street to Cruce Street to replace the remaining iron pipe;

2. Geotechnical borings and an associated geotechnical report; and

3. Subsurface Utility Engineering (SUE) investigation at locations to confirm underground utility locations.

Amendment No. 1 increases the contract amount by $37,600, from $234,900 to $272,500. Funding for this work will be from the Waterline Replacement – Flood Avenue from Boyd Street to Robinson Street design account (31996683-46201 / Project WA0391), which has an available balance of $40,100.

RECOMMENDATION:

Staff recommends that NUA approve Amendment No. 1 to Contract K-2526-114 between the NUA and Kimley-Horn and Associates, Inc., increasing the contract by $37,600 for a revised contract amount of $272,500 for additional engineering services for the project Waterline Replacement – Flood Avenue from Boyd Street to Robinson Street (WA0391).

AMENDMENT NO. 1
TO CONTRACT K-2526-114
FOR
ENGINEERING SERVICES

This Amendment No. 1 dated this 7 day of October 2026 is made a part of Contract K-2526-114 (Agreement) dated February 10, 2026, between the Norman Utilities Authority (OWNER) and Kimley Horn and Associates, Inc. (ENGINEER) for professional engineering services.

1. The times for the performance of ENGINEER's services of said Agreement are amended as set forth in Attachment A, attached hereto and incorporated by reference herein.

2. The Scope of Services of ENGINEER of said Agreement are amended and supplemented as described in Attachment B, attached hereto and incorporated by reference herein.

3. The method of payment for services rendered by ENGINEER shall be set forth in Attachment C, attached hereto and incorporated by reference herein.

Acceptance of the terms of this Amendment is acknowledged by the following authorized signatures of the parties to the Agreement. All other particulars in the original Agreement, and not specifically referenced in this Amendment No. 1 remain in effect and unchanged.

IN WITNESS WHEREOF, OWNER and ENGINEER have executed this AGREEMENT.

DATED this 7 day of October 2026.

TERESA J. GUNSOLUS
Notary Public, State of Texas
Comm. Expires 12-27-2028
Notary ID 130943032

Kimley-Horn and Associates, Inc. - ENGINEER

ATTEST

By: Aaron K. Rader, P.E.

Title: Senior Vice President

Teresa J Gunsolus

Teresa J Gunsolus

Norman Utilities Authority- OWNER

APPROVED as to form and legality this 22 day of Oct, 2026.

City Attorney

APPROVED by the Trustees of the Norman Utilities Authority this _____ day of _____, 2026.

ATTEST

By: _____

Title: _____

_____

_____

_____

ATTACHMENT A

SCHEDULE

ENGINEER shall complete and submit Final Plans within 60 days following approval of Amendment No. 1.

ENGINEER shall perform Bidding Services during the Bidding Phase of the project to be scheduled by the OWNER.

ENGINEER shall perform Limited Construction Administration for the duration of the construction contract including any amendments or changes applicable to the portion of work for the project.

ENGINEER shall submit as-built record documents within 30 days of receipt of inspector's field copy.

ATTACHMENT B

SCOPE OF SERVICES

DESCRIPTION OF PROJECT

The general scope of work for this project will be the development of construction plans for the water line replacement along N Flood Avenue, between W Robinson Street and W Boyd Street. All design and construction requirements of the City of Norman will be followed for the replacement of approximately 8,000 linear feet of 6-inch and 8-inch water lines. It is understood the scope of work will encompass, but not be limited to: research of existing public and private utility owners; development of a preliminary construction plans; identification of potential construction issues and preliminary estimated construction costs; participation in a preliminary review meeting with staff and other stakeholders; conduct utility conferences with all effected utility line owners; completion of final construction plans for review; participate in a final review meeting with staff; prepare bid documents for the owner to advertise and take competitive bids; provide limited construction administration support services; and the culmination of the project by the delivery of as-built plans.

SERVICES ADDED BY AMENDMENT NO. 1

1. Provide final design, bidding support, limited construction administration, and as-built services for the water line replacement along Flood Avenue from Boyd to Cruce to connect into existing PVC water line.
2. A total of 6 Geotechnical bores of up to 15 feet of depth and corresponding geotechnical report to be provided in bidding documents
    a. A brief description of the proposed project,
    b. A description of the site surface and subsurface conditions encountered during the field investigation.
    c. A summary of the field exploration and laboratory testing programs,
    d. Groundwater observations in the boreholes
3. Complete SUE Level B land survey of 4 locations in Norman, Oklahoma utilizing Radio-detection electronic locating equipment to establish the underground locations of utilities to confirm design before bidding

Services within the original Agreement, if not specifically modified herein, shall be required.

ATTACHMENT C

COMPENSATION

The OWNER shall pay the ENGINEER for completion of the SERVICES of each task total as identified in subject Amendment No. 1, in accordance with the amounts stated below:

Task	Description	Original Agreement	Amendment No. 1	Total
1.0	Preliminary Engineering	$103,900	$0	$103,900
2.0	Final Design	$75,000	$37,600	$112,600
3.0	Bidding	$15,000	$0	$15,000
4.0	Limited Construction Administration	$19,000	$0	$19,000
5.0	As-Built Drawings/Documents	$7,000	$0	$7,000
6.0	Additional Services	$15,000	$0	$15,000
	Total	**$234,900**	**$37,600**	**$272,500**

File Attachments for Item:

19. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-147: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND SOUTHWEST WATER WORKS, L.L.C., INCREASING THE CONTRACT BY $264,075.00 FOR A REVISED CONTRACT AMOUNT OF $2,753,085.00 FOR THE JAMES GARNER WATER LINE REPLACEMENT PROJECT FROM DUFFY TO MAIN. (WARD 4)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Nathan Madenwald, Utilities Engineer

PRESENTER: Nathan Madenwald, Utilities Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-147: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND SOUTHWEST WATER WORKS, L.L.C., INCREASING THE CONTRACT BY $264,075.00 FOR A REVISED CONTRACT AMOUNT OF $2,753,085.00 FOR THE JAMES GARNER WATER LINE REPLACEMENT PROJECT FROM DUFFY TO MAIN. (WARD 4)

BACKGROUND:

The Public Works Department is moving forward with the James Garner Avenue Streetscape project which will improve this corridor including new paving and sidewalks from Andrews Park south to Duffy Street. This project was designed by Cowan Group Engineering, L.L.C., (Cowan Group).

Water lines located within this corridor are over 50 years old and have experienced failures that disrupt water service and also traffic flows for this important street corridor. Replacement of these water lines prior to the surface improvements would ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work.

Contract K-2021-130 was approved by the Norman Utilities Authority (NUA) on June 18, 2021, in the amount of $97,300 to provide engineering service for the James Garner Water Line project with Cowan Group Engineering, L.L.C. (Cowan). Amendment Number 1 to design a separate project for the water line replacement and relocation was approved on January 13, 2026. Staff opened bids June 11, 2026, and Contract K-2526-147 was approved by the Norman Utilities Authority on June 23, 2026, with Southwest Water Works, L.L.C. for the James Garner Water Line Replacement project.

DISCUSSION:

The proposed Change Order One includes the increase of existing pay items to complete a water line extension to eliminate a 2-inch line and the replacement of the 12-inch line along W Comanche Street from James Garner Blvd to S Sante Fe Avenue. The line on W Comanche

Street has experienced multiple failures and is located under paving and impacts the commercial corridor when failures occur.

The proposed change order will be funded from the Classen/Flood/RR Water Line Replacement construction account (31996683-46101; Project WA0338) which has an available balance of $4,659,635.03 sufficient to fund the change order amount of $264,075.00.

RECOMMENDATION:

Staff recommends the NUA approve Change Order No. 1 with Southwest Water Works, L.L.C., increasing the contract by $264,075.00 for a revised contract amount of $2,753,085.00 for the James Garner Water Line Replacement from Duffy to Main (project WA0338).

NORMAN UTILITIES AUTHORITY
CITY OF NORMAN
CLEVELAND COUNTY, OKLAHOMA

DATE:
CHANGE ORDER NO.: One (1)
CONTRACT NO.: K-2526-147
PROJECT: WA0338 - James Garner WL Replacement from Duffy to Main
CONTRACTOR: Southwest Water Works, LLC
201 NW 132nd Street, Norman, OK 73114

	Contract Time		Contract Amount	
ORIGINAL:	240	calendar days	$2,489,010.00	
PREVIOUS CHANGE ORDERS:	0	calendar days	$0.00	
THIS CHANGE ORDER:	30	calendar days	$264,075.00	10.61%
REVISED AMOUNT:	270	calendar days	$2,753,085.00	

ORIGINAL START DATE: July 15, 2026
ORIGINAL COMPLETION DATE: March 12, 2027
PREVIOUS COMPLETION DATE: March 12, 2027
NEW COMPLETION DATE: April 11, 2027

DESCRIPTION:	Increase / Decrease ($)
Item 1: Modify existing pay items for additional work along Comanche Street adjacent to the project.	259,075.00
Item 2: Additional pay item CO1-1 necessary to complete the work along Comanche Street.	5,000.00
Southwest Water Works, LLC agrees to complete the work as amended and modified by Change Order No. 1 as described above.	

SUBMITTED BY CONTRACTOR: Southwest Water Works, LLC Date: 10-14-2026

RECOMMENDED BY ENGINEER: Sean Fairbairn, PE Date: 10-20-2026

LICENSED PROFESSIONAL ENGINEER SEAN FAIREAIRN 26901 OKLAHOMA

APPROVED AS TO FORM AND LEGALITY: City Attorney Date: 10/22/26

ACCEPTED BY NORMAN UTILITIES AUTHORITY: Chairman Date:

Change Order No. 1
Contract K-2526-147
Attachment 1

Bid Item	Description	Units	Original Contract Amount	Unit Price	Original Contract Amount	Proposed Quantity Increase/ Decrease	Cost Increase / Decrease	Percent Change
W1	16 INCH DIAMETER C900 PVC BY OPEN CUT (DR-18)	LF	3,295	$ 200.00	$ 659,000.00		$0.00	0%
W2	16 INCH DIAMETER C900 PVC BY BORING WITH STEEL ENCASEMENT (DR-18)	LF	180	$ 1,000.00	$ 180,000.00		$0.00	0%
W3	12 INCH DIAMETER C900 PVC BY OPEN CUT (DR-18)	LF	253	$ 185.00	$ 46,805.00	515	$95,275.00	204%
W4	12 INCH DIAMETER C900 PVC BY BORING WITH STEEL ENCASEMENT (DR-18)	LF	110	$ 750.00	$ 82,500.00		$0.00	0%
W5	8 INCH DIAMETER C900 PVC BY OPEN CUT (DR-18)	LF	848	$ 135.00	$ 114,480.00		$0.00	0%
W6	6-INCH DIAMETER C900 PVC BY OPEN CUT (DR-18)	LF	185	$ 125.00	$ 23,125.00	100	$12,500.00	54%
W7	16-INCH X 16-INCH TEE (MJ)	EA	1	$ 4,750.00	$ 4,750.00		$0.00	0%
W8	16-INCH X 12-INCH TEE (MJ)	EA	5	$ 4,750.00	$ 23,750.00		$0.00	0%
W9	16-INCH X 8-INCH TEE (MJ)	EA	2	$ 5,250.00	$ 10,500.00		$0.00	0%
W10	16-INCH X 6-INCH TEE (MJ)	EA	10	$ 2,800.00	$ 28,000.00		$0.00	0%
W11	12-INCH X 12-INCH TEE (MJ)	EA	1	$ 2,750.00	$ 2,750.00	2	$5,500.00	200%
W12	8-INCH X 6-INCH TEE (MJ)	EA	1	$ 1,350.00	$ 1,350.00		$0.00	0%
W13	8-INCH X 8-INCH TEE (MJ)	EA	1	$ 1,000.00	$ 1,000.00		$0.00	0%
W14	16-INCH X 12-INCH TAPPING SLEEVE	EA	1	$ 4,250.00	$ 4,250.00		$0.00	0%
W15	12-INCH X 8-INCH TAPPING SLEEVE	EA	1	$ 3,750.00	$ 3,750.00		$0.00	0%
W16	16-INCH X 11.25 DEGREE BEND (MJ)	EA	3	$ 2,750.00	$ 8,250.00		$0.00	0%
W17	8-INCH X 11.25 DEGREE BEND (MJ)	EA	1	$ 650.00	$ 650.00		$0.00	0%
W18	16-INCH X 22.5 DEGREE BEND (MJ)	EA	3	$ 2,750.00	$ 8,250.00		$0.00	0%
W19	12-INCH X 22.5 DEGREE BEND (MJ)	EA	1	$ 1,500.00	$ 1,500.00		$0.00	0%
W20	8-INCH X 22.5 DEGREE BEND (MJ)	EA	1	$ 750.00	$ 750.00		$0.00	0%
W21	16-INCH X 45 DEGREE BEND (MJ)	EA	20	$ 3,250.00	$ 65,000.00		$0.00	0%
W22	12-INCH X 45 DEGREE BEND (MJ)	EA	13	$ 1,250.00	$ 16,250.00		$0.00	0%
W23	8-INCH X 45 DEGREE BEND (MJ)	EA	8	$ 850.00	$ 6,800.00		$0.00	0%
W24	6-INCH X 45 DEGREE BEND (MJ)	EA	8	$ 450.00	$ 3,600.00	1	$450.00	13%
W25	6-INCH X 90 DEGREE BEND (MJ)	EA	1	$ 700.00	$ 700.00		$0.00	0%
W26	12-INCH X 90 DEGREE BEND (MJ)	EA	1	$ 1,350.00	$ 1,350.00		$0.00	0%
W27	16-INCH CUT & PLUG W/ CAP	EA	8	$ 1,500.00	$ 12,000.00		$0.00	0%
W28	12-INCH CUT & PLUG W/ CAP	EA	8	$ 750.00	$ 6,000.00	2	$1,500.00	25%
W29	8-INCH CUT & PLUG W/ CAP	EA	1	$ 750.00	$ 750.00		$0.00	0%
W30	6-INCH CUT & PLUG W/ CAP	EA	7	$ 750.00	$ 5,250.00	2	$1,500.00	29%
W31	16-INCH BUTTERFLY VALVE & VALVE BOX	EA	12	$ 7,000.00	$ 84,000.00		$0.00	0%
W32	12-INCH GATE VALVE & VALVE BOX	EA	7	$ 3,750.00	$ 26,250.00	1	$3,750.00	14%
W33	8-INCH GATE VALVE & VALVE BOX	EA	4	$ 3,500.00	$ 14,000.00		$0.00	0%
W34	6-INCH GATE VALVE & VALVE BOX	EA	5	$ 2,000.00	$ 10,000.00	3	$6,000.00	60%
W35	WET CONNECTION (16-INCH)	EA	5	$ 3,500.00	$ 17,500.00		$0.00	0%
W36	WET CONNECTION (12-INCH)	EA	7	$ 1,500.00	$ 10,500.00	2	$3,000.00	29%
W37	WET CONNECTION (8-INCH)	EA	1	$ 1,250.00	$ 1,250.00		$0.00	0%
W38	WET CONNECTION (6-INCH)	EA	5	$ 1,000.00	$ 5,000.00	3	$3,000.00	60%
W39	2" AIR RELEASE VALVE & VAULT	EA	1	$ 8,500.00	$ 8,500.00		$0.00	0%
W40	FIRE HYDRANT ASSEMBLY	EA	10	$ 6,250.00	$ 62,500.00	3	$18,750.00	30%
W41	WATER SERVICE SPLICE	EA	14	$ 1,000.00	$ 14,000.00		$0.00	0%
W42	1" SINGLE SHORT WATER SERVICE	EA	7	$ 1,800.00	$ 12,600.00	2	$3,600.00	29%
W43	1.5" SINGLE SHORT WATER SERVICE	EA	1	$ 4,250.00	$ 4,250.00		$0.00	0%
W44	1" SINGLE SHORT WATER SERVICE W. 3/4" METERS	EA	14	$ 1,650.00	$ 23,100.00	4	$6,600.00	29%
W45	1" SINGLE LONG WATER SERVICE W. 3/4" METERS	EA	5	$ 2,000.00	$ 10,000.00	3	$6,000.00	60%
W46	2" SINGLE SHORT WATER SERVICE W. 3-3/4" METERS	EA	2	$ 4,800.00	$ 9,600.00	4	$19,200.00	200%
W47	RELOCATE WATER METER	EA	1	$ 1,000.00	$ 1,000.00		$0.00	0%
W48	SOLID SLAB SODDING	SY	3,000	$ 5.00	$ 15,000.00		$0.00	0%
W49	REMOVE & REPLACE CONCRETE CURB & GUTTER	LF	700	$ 75.00	$ 52,500.00	50	$3,750.00	7%
W50	REMOVE & REPLACE CONCRETE PAVEMENT	SY	500	$ 185.00	$ 92,500.00	300	$55,500.00	60%
W51	REMOVE & REPLACE ASPHALT PAVEMENT	SY	1,200	$ 190.00	$ 228,000.00	50	$9,500.00	4%
W52	REMOVE & REPLACE GRAVEL	SY	600	$ 75.00	$ 45,000.00		$0.00	0%
W53	REMOVE & REPLACE STAMPED ASPHALT	SY	20	$ 350.00	$ 7,000.00		$0.00	0%
W54	REMOVE & REPLACE CONCRETE SIDEWALK	SY	600	$ 110.00	$ 66,000.00	20	$2,200.00	3%
W55	REMOVAL OF FIRE HYDRANT	EA	5	$ 750.00	$ 3,750.00	2	$1,500.00	40%
W56	REMOVE & RESET SIGN	EA	1	$ 1,000.00	$ 1,000.00		$0.00	0%
W57	REMOVE & REPLACE DRAINAGE INLET	EA	1	$ 3,500.00	$ 3,500.00		$0.00	0%
W58	STANDARD FLEXAMAT	SF	200	$ 8.00	$ 1,600.00		$0.00	0%
W59	MOBILIZATION/DEMOBILIZATION AND INSURANCE (5% MAX)	LSUM	1	$ 85,000.00	$ 85,000.00	0.1	$8,500.00	10%
W60	CONSTRUCTION STAKING AND AS-BUILT SURVEY	LSUM	1	$ 25,000.00	$ 25,000.00		$0.00	0%
W61	COLOR AUDIO/VIDEO RECORDING, PRE-POST CONSTRUCTION	LSUM	1	$ 25,000.00	$ 25,000.00		$0.00	0%
W62	CONSTRUCTION TRAFFIC CONTROL	LSUM	1	$ 65,000.00	$ 65,000.00	0.1	$6,500.00	10%
W63	SITE CLEARING AND GRUBBING	LSUM	1	$ 25,000.00	$ 25,000.00		$0.00	0%
W64	TEMPORARY EROSION AND SEDIMENT CONTROL	LSUM	1	$ 15,000.00	$ 15,000.00	0.1	$1,500.00	10%
W65	DISINFECTION AND TESTING	LSUM	1	$ 25,000.00	$ 25,000.00	0.1	$2,500.00	10%
W66	RAILROAD FLAGGING (WATERLINE)	LSUM	1	$ 50,000.00	$ 50,000.00		$0.00	0%
W67	RAILROAD INSURANCE (WATERLINE)	LSUM	1	$ 15,000.00	$ 15,000.00		$0.00	0%
W68	REMOVAL OF PIPE	LF	160	$ 25.00	$ 4,000.00		$0.00	0%
W69	8"X6" REDUCER	EA	2	$ 1,000.00	$ 2,000.00		$0.00	0%
SUBTOTAL					**$ 2,489,010.00**		**$259,075.00**	**10.41%**
CHANGE ORDER PAY ITEMS								
CO1-1	12-INCH X 6-INCH TEE	EA	0	$2,500.00	$0.00	2	$ 5,000.00	N/A
SUBTOTAL					**$0.00**		**$ 5,000.00**	**0.20%**

Original Contract Amount	**$**	**2,489,010.00**	
Change Order No. 1	*$*	*264,075.00*	*10.61%*
Final Contract Amount	**$**	**2,753,085.00**	



James Garner WL Replacement - Comanche St. CO#1

Map Produced by the City of Norman Geographic Information System.

The City of Norman assumes no responsibility for errors or omissions in the information presented.

0 100 200 Feet

October 14, 2026

N W E S

Existing Water Mains

New James Garner WL

Comanche St. Change

File Attachments for Item:

20. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-65: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MKEC ENGINEERING, INC. IN THE AMOUNT OF $170,000.00 FOR THE DESIGN OF THE CREEKSIDE DRIVE BRIDGE REPLACEMENT OVER UNNAMED CREEK BOND PROJECT AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (WARD 1)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Joseph Hill, Streets Program Manager

PRESENTER: Scott Sturtz, Public Works Director

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-65: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MKEC ENGINEERING, INC. IN THE AMOUNT OF $170,000.00 FOR THE DESIGN OF THE CREEKSIDE DRIVE BRIDGE REPLACEMENT OVER UNNAMED CREEK BOND PROJECT AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (WARD 1)

BACKGROUND:

On October 10, 2023, the citizens of Norman voted in favor of a $50 million bridge replacement and rehabilitation bond issue. The projects listed in the bond are intended to be completed with bond funds. However, federal funds will be pursued at every opportunity. Please see the attached project list and map showing the project locations.

On October 11, 2023, City staff advertised Request for Proposal RFP 2324-29 to solicit Consulting Engineering Services for the bond projects still requiring design. The selection committee, consisting of three (3) City staff (Joseph Hill – Streets Program Manager, Jeff Fordice – Capital Projects Engineer, and Brandon Brooks – Capital Projects Engineer) and two (2) citizens, shortlisted eight (8) consultant teams for interviews held on January 18, 2024. Also present at the interviews were the acting City Engineer and the City Auditor. The five (5) consultant teams selected after interviews to complete the design on these projects are:

- Garver, Norman
- EGIS USA Inc, Oklahoma City (formerly known as H.W. Lochner)
- MKEC Engineering, Inc., Oklahoma City
- Aguirre & Fields, Oklahoma City
- CEC, Oklahoma City

These consultants are being assigned the various projects by City staff based on capacity, performance during the interview process, and capabilities of their firm to complete a specific project.

Tonight's agenda item is to award the contract for design of Creekside Drive Bridge Rehabilitation over Unnamed Creek located 0.2 miles south of Lindsey Street.

DISCUSSION:

The Creekside Drive Bridge rehabilitation includes repairing pedestrian facilities, roadway pavement, railing, stream channel, and roadway work necessary to tie the existing road into the rehabilitated bridge.

Once the design is completed, MKEC will assist with the necessary environmental permitting. City staff anticipates a 2030 bid opening with construction estimated to take approximately 9 months to complete.

MKEC's Scope of Services includes:

- Environmental Permitting
- Design Plan submittals at 30%, 60%, 90% and Final Plan stages
- Bidding Assistance
- As Built Drawing Services

Funds are available to pay for these design services in the amount of $170,000.00 in the Capital Fund, General Obligation Bond, Series 2024A Fund Balance (Account 50-29000). However, the funds will need to be appropriated into the project Design Account (BP0875, Account 50595367-46201)

If approved, MKEC will begin work immediately on the critical path items.

RECOMMENDATION 1:

Staff recommends an appropriation in the amount of $170,000.00 from the Capital Fund, General Obligation Bond, Series 2024A Fund Balance (Account 50-29000) to the Creekside Drive Bridge Rehabilitation project (BP0875 Design, Account 50595367-46201).

RECOMMENDATION 2:

Staff recommends approval of Contract K-2627-65 between the City of Norman and MKEC Engineering, Inc in the amount of $170,000.00 for the design of the Creekside Drive Bridge Rehabilitation Bond Project.

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is entered into between The City of Norman (OWNER) and MKEC Engineering Inc (CONSULTANT) for the following reasons:

1. OWNER intends to rehabilitate the Creekside Drive bridge, NBI 20394 (the Project); and,

2. OWNER requires certain professional survey, design, analysis and engineering services in connection with the Project (the SERVICES); and,

3. CONSULTANT is prepared to provide the SERVICES.

In consideration of the promises contained in this AGREEMENT, OWNER and CONSULTANT agree as follows:

ARTICLE 1 - EFFECTIVE DATE
The effective date of this AGREEMENT shall be ___ day of _____, 2026.

ARTICLE 2 - GOVERNING LAW
This AGREEMENT shall be governed by the laws of the State of Oklahoma.

ARTICLE 3 - SCOPE OF SERVICES
CONSULTANT shall provide the SERVICES described in Attachment A, Scope of Services.

ARTICLE 4 - SCHEDULE
CONSULTANT shall exercise its reasonable efforts to perform the SERVICES described in Attachment A according to the Schedule set forth in Attachment B.

ARTICLE 5 - COMPENSATION
OWNER shall pay CONSULTANT in accordance with Attachment C, Compensation.
Invoices shall be due and payable upon receipt. OWNER shall give prompt written notice of any disputed amount and shall pay the remaining amount.

ARTICLE 6 - OWNER'S RESPONSIBILITIES
OWNER shall be responsible for all matters described in Attachment D, Owner's Responsibilities. OWNER hereby represents that it owns the intellectual property rights in any plans, documents or other materials provided by OWNER to CONSULTANT. If OWNER does not own the intellectual property rights in such plans, documents or other materials, prior to providing same to CONSULTANT, OWNER shall obtain a license or right to use, including the right to sublicense to CONSULTANT. OWNER hereby grants CONSULTANT the right to use the intellectual property associated with plans, documents or other materials it owns or has the right to use for the limited purpose of performing the SERVICES. OWNER represents that CONSULTANT'S use of such documents will not infringe upon any third parties' rights.

ARTICLE 7 - STANDARD OF CARE

The same degree of care, skill, and diligence shall be exercised in the performance of the SERVICES as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this AGREEMENT or in any drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the SERVICES.

ARTICLE 8 -INDEMNIFICATION AND LIABILITY

Indemnification. To the extent permitted by law, including the Constitution of the State of Oklahoma, the CONSULTANT and the OWNER each hereby agree to defend, indemnify, and hold harmless the other party, its officers, servants, and employees, from and against any and all liability, loss, damage, cost, and expense (including attorneys' fees and accountants' fees) caused by an error, omission, or negligent act of the indemnifying party or its subcontractors, if any, in the performance of SERVICES under this AGREEMENT. The indemnity provided by the CONSULTANT in this regard shall extend in favor of the OWNER to any and all liability, loss, damage, cost, and expense (including attorneys' fees and accountants' fees) caused by an error, omission, or negligent act of any subconsultant hired by CONSULTANT for the Project. The CONSULTANT and the OWNER each agree to promptly serve notice on the other party of any claims arising hereunder, and shall cooperate in the defense of any such claims. This indemnity is not limited except as provided by applicable Oklahoma law. The acceptance by OWNER or its representatives of any certification of insurance providing for coverage other than as required in this AGREEMENT to be furnished by the CONSULTANT shall in no event be deemed a waiver of any of the provisions of this indemnity provision. None of the foregoing provisions shall deprive the OWNER of any action, right, or remedy otherwise available to the OWNER at common law.

Survival. The terms and conditions of this Article shall survive completion of the SERVICES, or any termination of this AGREEMENT.

ARTICLE 9 - INSURANCE

During the performance of the SERVICES under this AGREEMENT, CONSULTANT shall maintain the following insurance:

a) General Liability Insurance, with a limit of $1,000,000 per occurrence and $2,000,000 annual aggregate.
b) Automobile Liability Insurance, with a combined single limit of $1,000,000 for each person and $1,000,000 for each accident.
c) Workers' Compensation Insurance in accordance with statutory requirements and Employers' Liability Insurance, with a limit of $500,000 for each occurrence.
d) Professional Liability Insurance, with a limit of $1,000,000 per claim and annual aggregate.

CONSULTANT shall, upon written request, furnish OWNER certificates of insurance which shall include a provision that such insurance shall not be canceled without at least thirty days' written notice to OWNER. OWNER shall require all Project contractors to include OWNER, CONSULTANT, and its parent company, affiliated and subsidiary entities, directors, officers and employees, as additional insureds on their General and Automobile Liability insurance policies, and to indemnify both OWNER and CONSULTANT, each to the same extent.

ARTICLE 10 - LIMITATIONS OF RESPONSIBILITY

CONSULTANT shall not be responsible for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the PROJECT that are outside of CONSULTANT's reasonable control and/or Scope of Services set forth in Attachment A; (b) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to, or otherwise under the control of the CONSULTANT, to fulfill contractual responsibilities to OWNER or to comply with federal, state, or local laws, regulations, and codes; or (c) procuring permits, certificates, and licenses required for any construction unless such procurement responsibilities are specifically assigned to CONSULTANT in Attachment A, Scope of Services. In the event the OWNER requests the CONSULTANT to execute any certificates or other documents, the proposed language of such certificates or documents shall be submitted to the CONSULTANT for review at least 15 days prior to the requested date of execution. The CONSULTANT shall not be required to execute any certificates or documents that in any way would, in CONSULTANT's sole judgment, (a) increase the CONSULTANT'S legal or contractual obligations or risks beyond the terms of this agreement; (b) require knowledge, services or responsibilities beyond the scope of this AGREEMENT; or (c) result in the CONSULTANT having to certify, guarantee or warrant the existence of conditions whose existence CONSULTANT cannot reasonably ascertain.

ARTICLE 11 - OPINIONS OF COST AND SCHEDULE

Because the CONSULTANT has no control over the cost of labor, materials, or equipment furnished by others, or over the resources provided by others to meet project schedules, the CONSULTANT's opinion of probable costs and of project schedules shall be made on the basis of experience and qualifications as a practitioner of its profession. The CONSULTANT does not guarantee that proposals, bids, or actual project costs will not vary from the CONSULTANT'S cost estimates or that actual schedules will not vary from the CONSULTANT'S projected schedules.

ARTICLE 12 - REUSE OF DOCUMENTS

All documents, including, but not limited to, plans, drawings, and specifications prepared by CONSULTANT as deliverables pursuant to the Attachment A, Scope of Services are instruments of service in respect to the PROJECT. They are not intended or represented to be suitable for reuse by OWNER or others on modifications or extensions of the PROJECT or on any other project. Any reuse without prior written verification or adaptation by THE CONSULTANT for the specific purpose intended will be at OWNER'S sole risk and without liability or legal exposure to CONSULTANT.

ARTICLE 13 - OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

Except as otherwise provided herein, documents, drawings, and specifications prepared by CONSULTANT and furnished to OWNER as part of the SERVICES shall become the property of OWNER; provided, however, that CONSULTANT shall have the unrestricted right to their use. CONSULTANT shall retain its copyright and ownership rights in its design, drawing details, specifications, data bases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the SERVICES shall remain the property of CONSULTANT.

ARTICLE 14 - TERMINATION AND SUSPENSION

This AGREEMENT may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this AGREEMENT; provided, however, the nonperforming party shall have 14 calendar days from the receipt of the termination notice to cure or to submit a plan for cure acceptable to the other party. OWNER may terminate or suspend performance of this AGREEMENT for OWNER'S convenience upon written notice to CONSULTANT. CONSULTANT shall terminate or suspend performance of the SERVICES on a

schedule acceptable to OWNER, and OWNER shall pay CONSULTANT for all the SERVICES performed. Upon restart of suspended SERVICES, an equitable adjustment shall be made to CONSULTANT'S compensation and the project schedule.

ARTICLE 15 - DELAY IN PERFORMANCE

Neither OWNER nor CONSULTANT shall be considered in default of this AGREEMENT for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. For purposes of this AGREEMENT, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and delay in or inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either OWNER or CONSULTANT under this AGREEMENT. CONSULTANT shall be granted a reasonable extension of time for any delay in its performance caused by any such circumstances. Should such circumstances occur, the nonperforming party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this AGREEMENT.

ARTICLE 16 - NOTICES

Any notice required by this AGREEMENT shall be made in writing to the address specified below:

OWNER:

Joseph Hill
Streets Program Manager
City of Norman
P.O. Box 370
Norman, OK 73070

CONSULTANT

MKEC Engineering Inc
Greg Sparks
Principal
205 NW 63rd St, Suite 240
Oklahoma City, OK 73116

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of OWNER and CONSULTANT.

ARTICLE 17 - DISPUTES

In the event of a dispute between OWNER and CONSULTANT arising out of or related to this AGREEMENT, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation. Should such negotiation or mediation fail to resolve the dispute, either party may pursue resolution of the dispute as allowed by applicable law and regulation. During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

ARTICLE 18 - EQUAL EMPLOYMENT OPPORTUNITY

CONSULTANT hereby affirms its support of affirmative action and that it abides by the provisions of the "Equal Opportunity Clause" of Section 202 of Executive Order 11246 and other applicable

laws and regulations, including the City of Norman's policies and provisions. The CONSULTANT affirms its policy to recruit and hire employees without regard to race, age, color, religion, sex, sexual preference/orientation, gender identity or expression, marital status or familial status, including marriage to a person of the same sex, citizen status, national origin or ancestry, place of birth, presence of a disability or status as a Veteran of the Vietnam era or any other legally protected status. It is CONSULTANT'S policy to treat employees equally with respect to compensation, advancement, promotions, transfers and all other terms and conditions of employment. The CONSULTANT further affirms completion of applicable governmental employer information reports including the EEO-1 and VETS-1 00 reports, and maintenance of a current Affirmative Action Plan as required by Federal regulations.

ARTICLE 19 - WAIVER

A waiver by either OWNER or CONSULTANT of any breach of this AGREEMENT shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

ARTICLE 20 - SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this AGREEMENT or the occurrence of any event rendering any portion or provision of this AGREEMENT void shall in no way affect the validity or enforceability of any other portion or provision of this AGREEMENT. Any void provision shall be deemed severed from this AGREEMENT, and the balance of this AGREEMENT shall be construed and enforced as if it did not contain the particular portion or provision held to be void.

ARTICLE 21 - INTEGRATION

This AGREEMENT, including Attachments A, B, C, and D incorporated by this reference, represents the entire and integrated AGREEMENT between OWNER and CONSULTANT. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this AGREEMENT.

ARTICLE 22 - SUCCESSORS AND ASSIGNS

OWNER and CONSULTANT each binds itself and its successors, executors, administrators, permitted assigns, legal representatives and, in the case of a partnership, its partners, to the other party to this AGREEMENT and to the successors, executors, administrators, permitted assigns, legal representatives, and partners of such other party in respect to all provisions of this AGREEMENT.

ARTICLE 23 - ASSIGNMENT

Neither OWNER nor CONSULTANT shall assign any rights or duties under this AGREEMENT without the prior written consent of the other party,; provided, however, CONSULTANT may assign its rights to payment without OWNER'S consent. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this AGREEMENT. Nothing contained in this Article shall prevent CONSULTANT from engaging independent CONSULTANTS, associates, and subcontractors to assist in the performance of the SERVICES.

ARTICLE 24 - NO THIRD PARTY RIGHTS

The SERVICES provided for in this AGREEMENT are for the sole use and benefit of OWNER and CONSULTANT. Nothing in this AGREEMENT shall be construed to give any rights or benefits to anyone other than OWNER and CONSULTANT.

ARTICLE 25 – ACKNOWLEDGEMENT

If CONSULTANT has 10 or more full-time employees during the term of this Agreement, and this Agreement has a value of one hundred thousand dollars ($100,000) or more, CONSULTANT hereby represents, warrants, covenants to the OWNER that, in accordance with and pursuant to 21 O.S. § 1289.31 AND 74 O.S. § 12001 (i) it does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association, or is not boycotting an energy company and (ii) will not discriminate against a firearm entity or firearm trade association, or boycott an energy company, during the term of this Agreement.

IN WITNESS WHEREOF, OWNER and MKEC Engineering Inc have executed this AGREEMENT.

DATED this ____ day of _____, 2026.

The City of Norman (OWNER)	MKEC Engineering Inc (CONSULTANT)
Signature _____	Signature _____
Name _____	Name Matt Bengtson
Title _____	Title President
Date _____	Date 09/21/2026
Attest:	Attest: Max Sutton
_____ City Clerk	Max Sutton Secretary

Approved as to form and legality this 12 day of Oct 2026.

Elizabeth Muckala
City Attorney

ATTACHMENT A
SCOPE OF SERVICES

Article 3 of the AGREEMENT is amended and supplemented to include the following agreement of the parties. CONSULTANT shall, except as otherwise provided for herein, furnish all Engineering services, labor, equipment, and incidentals (SERVICES) as required for this AGREEMENT.

DESCRIPTION OF PROJECT

This project is located on Creekside Drive approximately 0.2 miles south of Lindsey Street. The purpose of this project is to rehabilitate the existing load posted bridge carrying Creekside Drive over an unnamed creek.

DESIGN SERVICES

The following design services shall align with the tasks set forth in **Attachment C – Compensation**.

1. Roadway / Street

The project length is approximately 300 feet. Creekside Drive is classified as a local street. The existing roadway is asphalt and is approximately 30' wide with 2'-8" combination curb and gutter. The new roadway section will be 30' wide with with 2'-8" combination curb and gutter with a 4" barrier curb. There will be traffic rail that transitions to curb. No additional R/W is anticipated for permanent construction. The roadway will be closed to through traffic, but local access will be maintained throughout construction.

Roadway design will follow the City of Norman Engineering Design Criteria as well as the 2018 AASHTO Policy of Geometric Design of Highways and Streets, the 2011 AASHTO Roadside Design Guide, and the 2009 Manual on Uniform Traffic Control Devices (MUTCD). Detailed construction plans shall meet the City of Norman standards for submittal.

2. Traffic

a. Traffic Control
Creekside Drive will be closed to thru traffic during construction. Traffic Control Plans will be prepared with a signed detour.

b. Signing and Striping
Signing and striping plans will be prepared in accordance with the latest City of Norman and ODOT standards.

3. Bridge / Structural

The existing bridge was built in 1983, is a single 32' I-beam span and is skewed 65 degrees and is load posted at 14 tons. The superstructure (deck and beams) will be replaced to eliminate the load posting. The substructure has a condition rating of 6, or satisfactory, and can be left in place. The clear roadway will match the existing curb and

gutter street, while the overall width will be 45'-0". The overall width of 45'-0" allows for a traffic barrier to separate the traffic lanes from 4'-0" wide sidewalks on both sides of the bridge and a pedestrian railing on the outside of the sidewalks. The traffic barrier will transition into the curb to eliminate the need for W-beam guardrail.

a. Hydraulic Design
The existing bridge will be evaluated by a hydrology & hydraulic study in accordance with City of Norman Engineering Design Criteria and the ODOT Drainage Manual. The bridge is located in a FEMA Flood Zone X.

b. Structural Design
The structural design of the bridge will be in accordance with the AASHTO LRFD Bridge Design Specifications, 9th Edition and ODOT Bridge Division policies.

4. Survey

The survey limits will extend 350' north of the existing bridge and 350' south of the existing bridge along Creekside Drive. The survey will extend approximately 50' on each side from the center of the road. The survey of the creek will extend 300' upstream and 300' downstream of the existing bridge.

Within the limits of the survey the following information will be collected:

- Set a minimum of 2 control points/benchmarks for vertical and horizontal purposes
- derived from GPS static observation, OPUS solution, VRS Network, or existing control if provided.
- Topographical survey will include all the following existing surface features: roads, curbs, drives, sidewalks, buildings, finished floor at thresholds, signs, fences, walls, tree lines, flowerbeds, all visible drainage structures and flow lines, and visible or marked utilities.
- Tree cover will be annotated by coverage being dense or sparse within those areas.
- Trees located on the south side of the road, south of the white fence, within the survey footprint will be individually located.
- All utility companies servicing the project area will be contacted thru "CALL OKIE-811" 14 days prior to field survey.
- All utility information field collected will be placed in the CAD drawing.
- Storm sewer manholes, sanitary sewer manholes, water valve rims and inverts will be measured for depth (to the connection outside of survey limits).
- Cross-sections at interval grid to produce contours at 1.0' minimum density.
- Right-of-way, property lines and ownerships will be established using a title company.

5. Environmental Clearance

MKEC will provide environmental mitigation measures as required in the plans and provide any support documentation for CC Environmental to obtain all environmental permits or requirements, including 404 permit and OWRB permit as applicable.

6. Right-Of-Way (R/W)

No right-of-way (R/W) will be acquired for this project. Right-of-way acquisition services are not included in this contract.

7. Utilities

a. Utility Map (color-coded)
CONSULTANT will provide a color-coded set of plan and profile sheets to OWNER for each affected utility company to coordinate the necessary utility relocations.

b. Utility Relocation Coordination
OWNER will coordinate the relocation of utilities as required for the project and will request written approval from all utility companies as to the accuracy of all facilities on the plans.

c. Utility Meetings
CONSULTANT will attend utility relocation meetings with each utility. The meeting will be coordinated by the City of Norman. The OWNER will prepare the meeting minutes.

d. Utility Relocation Plan Review
CONSULTANT will review utility relocation plans to ensure there are no conflicts with proposed construction of the project. OWNER will coordinate sending CONSULTANT'S comments to the utility company.

e. Utility Relocation Design
The design of OWNER owned utility relocations is not anticipated for this project. If the design or relocation of OWNER-owned utilities is necessary, services will be added to the agreement by written amendment.

8. Construction

a. Bidding
The OWNER will assume primary responsibility for the bidding/award process for the project. The CONSULTANT will prepare an electronic file for bidding purposes, attend one pre-bid meeting, and serve the OWNER in a support role during the bidding/award process. Additionally, the CONSULTANT shall answer questions from possible contractors, including the development of written responses to questions received.

b. Construction Support
CONSULTANT shall attend any scheduled Pre-Construction Meeting and will be available throughout construction to answer questions, including formal Requests for Information (RFIs) and assist the OWNER as necessary, helping to resolve any complications or conflicts that may arise. If shop drawings are to be produced during construction, CONSULTANT will be available to assist the OWNER in review. CONSULTANT shall attend regularly scheduled progress meetings, as required.

c. Construction Management/Testing
Construction Management and Testing are not included in this contract.

d. Record Drawings
Record Drawings will be prepared and submitted to the OWNER based upon field documents provided by the construction administrator.

MEETINGS

The CONSULTANT shall schedule monthly design progress meetings or conference calls with the OWNER to discuss current project status, upcoming milestones, and any issues arising on the project.

DESIGN CRITERIA

The design and plans shall conform to current (at the time of bidding) Federal, State of Oklahoma, City of Norman, and American Association of State Highway and Transportation Officials (AASHTO) policies and standards unless modified in writing at the direction of the OWNER.

DELIVERABLES

The CONSULTANT shall provide monthly project status updates that include (but are not limited to) opinion of probable cost updates, schedule updates, action items, and the anticipated submittal date for upcoming milestones. CONSULTANT shall make available all design calculations upon request. CONSULTANT shall complete thorough quality control reviews prior to the submittal of all deliverables.

1. **Design Plans – 30/60/90 Milestone Schedule**

   a. **Plan Requirements**
   Plan submissions will be an 11x17 (half size) PDF file

   b. **30% Plans and Engineering Report**

   The 30% Submittal will include, but is not limited to, the following:
   - Title Sheet
   - Typical Section
   - Plan and Profile Sheets
   - Drainage Area Map
   - Bridge General Plan & Elevation
   - Survey Data Sheets including Utility Data Sheets
   - Cross Sections
   - Preliminary Estimate of Earthwork
   - Opinion of Probable Construction Cost
   - Updated Design Schedule
   - Bridge Hydraulic Report
     - PDF file
   - Engineering Report
     - PDF file

   The engineering report will summarize the project scope, approach and design considerations. Proposed solutions will be presented in the report along with

estimates and a recommendation. The content of the deliverable will be coordinated with City staff.

c. 60% Plans

The 60% Preliminary Design Submittal will include, but is not limited to, the following:

- Title Sheet
- Typical Section
- Drainage Area Map
- Storm Water Management Plan
- Plan and Profile Sheets
- Bridge General Plan and Elevation
- Traffic Control/Sequencing Plans
- Estimate of Earthwork
- Survey Data Sheets including Utility Data Sheets
- Cross Sections
- Opinion of Probable Construction Cost
- Updated Design Schedule

d. 90% Plans

- Title Sheet
- Typical Section
- Pay Item Lists and Notes
- Summary Sheets
- Drainage Area Map
- Storm Water Management Plan
- Erosion Control Sheets
- Plan and Profile Sheets
- Bridge General Plan and Elevation
- Signing and Striping Sheets
- Final Estimate of Earthwork
- Survey Data Sheets Including Utility Data Sheets
- Final Cross Sections
- Detail Sheets
- Environmental Mitigation Notes
- Sequence of Construction & Traffic Control Plans
- Opinion of Probable Construction Cost

e. Final Plans, Specifications, and Estimate

- Title Sheet
- Typical Section
- Pay Item Lists and Notes
- Summary Sheets
- Drainage Area Map
- Storm Water Management Plan
- Erosion Control Sheets
- Plan and Profile Sheets
- Bridge General Plan and Elevation

- Signing and Striping Sheets
- Final Estimate of Earthwork
- Survey Data Sheets Including Utility Data Sheets
- Final Cross Sections
- Detail Sheets
- Environmental Mitigation Notes
- Sequence of Construction & Traffic Control Plans
- Final Opinion of Probable Construction Cost
- Bid Documents and/or Documentation as required by OWNER or bidding agency

ADDITIONAL SERVICES NOT INCLUDED

- Full time construction inspection or observation.
- Construction surveying or surveying as-built conditions.
- Property Acquisition
- Traffic Study
- Appraisals – Negotiations & Acquisitions
- GIS mapping services or assistance with these services
- Providing renderings, model or mock-ups
- Utility Relocation Design

City of Norman
Contract No.: K-2627-65

ATTACHMENT B
PROJECT SCHEDULE

Article 4 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

It is understood and agreed that the date of beginning, rate of progress, and the time of completion of SERVICES under this AGREEMENT are essential provisions of this AGREEMENT. It is further understood and agreed that the services under this AGREEMENT shall commence upon execution of the AGREEMENT between OWNER & CONSULTANT and after receipt of a written Notice to Proceed from CONSULTANT. The parties mutually agree that time is of the essence in the performance of this AGREEMENT in order for OWNER to have advantage of existing funding. CONSULTANT agrees to provide SERVICES for each phase of PROJECT as stated in Attachment A – Scope of Services, in accordance with the time frame as stated below:

TASK/MILESTONE	ANTICIPATED COMPLETION DATE
Notice to Proceed	October 20, 2026
Complete Survey	60 days after NTP
Submit 30% Plans and Engineering Report	280 days after NTP
Submit 60% Plans	390 days after NTP
Submit 90% Plans	420 days after NTP

The parties further agree that CONSULTANT will meet this schedule using standards and procedures for their submissions consistent with those currently used by Engineers/Surveyors practicing in Oklahoma. This schedule excludes the governing agency review time (except as provided above) and any time lost while CONSULTANT is waiting for direction either by government agency or OWNER, and any excusable delays as described in Article 15 of the AGREEMENT.

Dates indicated are dependent upon timely review by OWNER and other factors beyond direct control of CONSULTANT.

ATTACHMENT C
COMPENSATION

Article 5 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

The CONSULTANT agrees to perform the SERVICES identified in **Attachement A – Scope of Services**, in accordance with the limitations and conditions set forth in the AGREEMENT to pay an amount not to exceed $170,000 unless changed or modified by a mutually executed contract amendment between the OWNER and the CONSULTANT.

The OWNER shall pay the CONSULTANT for completion of the SERVICES of each task identified in **Attachment A – Scope of Services**, in accordance with the amounts stated below:

DESIGN TASK	COMPENSATION
Task 1 – Roadway / Street	$63,000
Task 2 – Bridge / Structural	$78,000
Task 3 – Survey	$13,000
Task 4 – Environmental Clearance	$12,000
Task 5 – Construction	$4,000
Task 6 – Additional Items (Not Included)	$0
TOTAL COMPENSATION	$ 170,000

ATTACHMENT D
OWNER'S RESPONSIBILITIES

Article 6 of the AGREEMENT is amended and supplemented to include the following agreement of the parties.

I. OWNER RESPONSIBILITIES

1. Owner shall furnish to CONSULTANT all available information pertinent to PROJECT including previous reports, and any other data relative to design and construction of PROJECT.
2. OWNER shall be responsible for all permit fees.
3. OWNER shall examine all studies, reports, sketches, estimate specifications, plan drawings, proposals and any other documents presented by the CONSULTANT and render in writing decisions pertaining thereto within a reasonable time so as not to delay SERVICES of CONSULTANT.
4. OWNER shall designate in writing a person to act as its representative in respect to the work to be performed under this AGREEMENT, and such person shall have complete authority to transmit instructions, receive information, interpret and define OWNER's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the services covered by this AGREEMENT.
5. OWNER shall furnish assistance in locating existing OWNER-owned underground utilities and expediting their relocation in preparation for construction.
6. OWNER shall provide for meeting facilities (or arrange for meeting facilities) for all PROJECT meetings with OWNER or Public Meetings in connection with PROJECT.

II. SPECIAL RESPONSIBILITIES

1. OWNER shall furnish to CONSULTANT traffic studies as may be required for by ACOG, ODOT, and/or FHWA for consideration of PROJECT funding and/or PROJECT letting.
2. OWNER shall furnish Certificates of Title, Appraisals, and Right-of-Way Acquisition necessary for utility relocations and/or proposed construction of PROJECT.

Signatory Notarization

STATE OF KS, COUNTY OF SG, SS:

Before me, the undersigned, a Notary Public in and for said Matt Bengtson of the MKEC Engineering Inc, its President, to me known to be the identical person(s) who executed the foregoing Agreement for Professional Services for Contract No. K-2627-65 and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal this 9th day of Oct., 2026.

My Commission Expires: 4-25-30

Notary Public: Julie A. Baker

JULIE A. BAKER
Notary Public - State of Kansas
My Appt. Expires 4-25-30



Map produced by the City of Norman
Geographic Information System

The City of Norman assumes no
Responsibility for errors or omissions
in the information presented.

2023 Bridge Maintenance Bond
Creekside Drive Bridge Rehabilitation over Unnamed Creek

N

File Attachments for Item:

21. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-79 AND A GRANT THROUGH THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS (ACOG) OF FEDERAL TRANSIT ADMINISTRATION 5303 FUNDING IN THE AMOUNT OF $100,000 TO BE USED FOR ELIGIBLE TRANSIT PLANNING ACTIVITIES WITHIN THE CENTRAL OKLAHOMA TRANSPORTATION MANAGEMENT AREA (TMA) AS IDENTIFIED IN THE FY2027 UNIFIED PLANNING WORK PROGRAM (UPWP).

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Taylor Johnson, AICP, Transit and Parking Program Manager

PRESENTER: Scott Sturtz, P. E., Public Works Director

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-79 AND A GRANT THROUGH THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS (ACOG) OF FEDERAL TRANSIT ADMINISTRATION 5303 FUNDING IN THE AMOUNT OF $100,000 TO BE USED FOR ELIGIBLE TRANSIT PLANNING ACTIVITIES WITHIN THE CENTRAL OKLAHOMA TRANSPORTATION MANAGEMENT AREA (TMA) AS IDENTIFIED IN THE FY2027 UNIFIED PLANNING WORK PROGRAM (UPWP).

BACKGROUND:

The City of Norman took over the operations of the City public transportation system on June 1, 2019, from the University of Oklahoma. On June 27, 2019, the City of Norman was recognized by the Federal Transit Administration (FTA) as an eligible recipient of federal transit funds for the Norman Urbanized Area. As a part of this transition of operations, the City of Norman also replaced the University's CART program for regional transportation planning activities.

The Association of Central Oklahoma Governments (ACOG) serves as the Metropolitan Planning Organization (MPO) for the Central Oklahoma Transportation Management Area (TMA), providing a multi-government, multi-agency body for carrying out a continuing, coordinated, comprehensive program of multimodal transportation system planning. The Unified Planning Work Program (UPWP) is a description of the proposed multimodal transportation planning activities to be conducted in the ACOG MPO area during FY 2026 (July 1, 2025, to June 30, 2026). This program is administered by ACOG, in accordance with a Memorandum of Understanding between ACOG, the Oklahoma Department of Transportation (ODOT), the Central Oklahoma Transportation and Parking Authority (COTPA), and the City of Norman (Norman-Transit).

The UPWP is prepared annually and serves as a basis for requesting federal planning funds from the U.S. Department of Transportation, as well as a management tool for scheduling, budgeting, and monitoring the planning activities of the participating entities. The City of Norman cooperatively works with ACOG, ODOT, and COTPA on the planning efforts outlined in the annual Unified Planning Work Program (UPWP), which includes development and

implementation of the ACOG MPO Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).

FTA 5303 funds are apportioned to states for metropolitan planning by formula, based on proportion of population and then sub-allocated to MPOs. These funds are available for eligible planning activities such as increasing safety and security, supporting economic vitality, and enhancing the integration and connectivity of the transportation system among other eligible activities.

DISCUSSION:

The fiscal year 2026-2027 (FY 2026) ACOG MPO UPWP budgets a total of $125,000 (of which $100,000/80% is federal and $25,000/20% is local match) in FTA 5303 funding to the City of Norman for various tasks. As outlined in the UPWP, these tasks could include:

- Providing data on route and service changes for the annual Network Monitoring Report;
- Studying alternative modes and alignments and evaluating the same for social, economic, and environmental impacts;
- Evaluating, implementing, and monitoring performance of bus route services and changes and reviewing the impact of any changes;
- Planning for fleet replacement and expansion as necessary for service;
- Developing and maintaining both print and digital route formats of both individual routes and system maps;
- Pursuing marketing strategies to retain and expand ridership such as developing real-time rider tools, advertising implementation of planned service changes, and promoting transit service to the community; and
- Facilitating bus route accessibility by identifying issues, improving accessibility at bus stops, and monitoring deployment of e-scooter technologies to ensure safety for all users of the public right of way.

The FTA 5303 funds will be used to reimburse staff time to accomplish these planning activities. Those expenses are already budgeted in FYE 2027 in the Transit and Parking Fund in the salaries and benefits accounts. Subsequently, the local match will be derived from these same accounts.

RECOMMENDATION 1:

Staff recommends acceptance of the FTA 5303 Grant Funding in the amount of $100,000 for eligible transit planning activities within the Central Oklahoma Transportation Management Area (TMA) as identified in the FY2027 Unified Planning Work Program (UPWP).

RECOMMENDATION 2:

Staff recommends approval of Contract K-2627-79.

RECOMMENDATION 3:

Staff recommends recording receipt of the grant of $100,000 into the Public Transit Fund, Other Revenue-Federal Grants (Account 275-333252).

CONTRACT

BY AND BETWEEN THE

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

AND

THE CITY OF NORMAN

The parties of this Contract are the Association of Central Oklahoma Governments (ACOG) and the City of Norman (NORMAN). The parties may be referred to individually as PARTY or collectively as PARTIES. The parties agree to the following terms and conditions.

The term of this CONTRACT is for Fiscal Year 2027, effective July 1, 2026, and ending on June 30, 2027. This CONTRACT reaffirms the Metropolitan Transportation Planning process in the Central Oklahoma Transportation Management Area (TMA). Frequent reference will be made in this CONTRACT to the Oklahoma Department of Transportation (ODOT) and the Federal Transit Administration (FTA).

ACOG shall award a grant to NORMAN in an amount not to exceed $100,000. NORMAN shall provide local matching funds of $25,000.

A. SCOPE OF SERVICES

A.1. Unified Planning Work Program

This CONTRACT provides NORMAN the FTA 5303 funding for transit planning activities within the TMA as identified in the FY 2027 Unified Planning Work Program (UPWP).

A.1.a. The activities to be conducted and financed during the CONTRACT period are prescribed in the FY 2026 UPWP. The UPWP details the tasks, work responsibilities, costs, and funding sources of each activity to be undertaken within the TMA. Approval of the UPWP by the PARTIES, the ACOG MPO Policy Committee, and FTA will constitute acceptance of the UPWP as a part of this CONTRACT, subject to the financing provisions of Section B herein.

A.1.b. The grant funds shall be used for the purpose of grant management, multimodal planning, long-range plan implementation, transit software, related transit consultant work, and other activities as listed in the FY 2027 UPWP.

A.2. Funding

The intention of ACOG in awarding these FTA 5303 funds is to maintain the comprehensive, continuing, and cooperative transportation planning process in order to provide the most desirable multimodal transportation system that is compatible with community goals and at minimum expense.

A.2.a. The State of Oklahoma considers ACOG a subrecipient of the federal funds it receives as reimbursement under this CONTRACT.

A.2.b. CFDA Number: 20.505 (Metropolitan Transportation Planning and State and Non-Metropolitan Planning and Research).

NORMAN shall provide ACOG progress reports regarding the planning work status of the FTA 5303 funds. Progress reports on the use of the 5303 funds shall be submitted quarterly and may be combined with NORMAN's regular quarterly UPWP progress reports. The final progress report shall be submitted on or before July 15, 2027.

A.4. Inspection of Work

ACOG shall be accorded proper facilities for review and inspection of the work hereunder and shall at all reasonable times have access to the premises, to all reports, presentations, books, records, correspondence, instructions, receipts, vouchers, memoranda, and any other materials of every description which ACOG considers pertinent to the work hereunder. The PARTIES will fully inform each other in the event of any review and inspection of work specified hereunder by other than PARTIES. ACOG shall maintain the responsibility of review and concurrence in all techniques and methodology utilized.

A.5. Records

NORMAN shall maintain accounting records and other evidence pertaining to the costs incurred under this CONTRACT. This data will be made available for inspection by ACOG, at all reasonable times at the respective offices during the contract period and for three years after the date of the final payment of Federal funds to ACOG with respect to the study. Copies of such records shall be furnished at cost to ACOG.

The books, records, and documents of NORMAN, insofar as they relate to money received under this CONTRACT, shall be maintained for a period of three (3) full years from the date of the final payment and shall be subject to audit at any reasonable time and upon reasonable notice by ACOG, ODOT and/or FTA, the Oklahoma State Auditor and Inspector, or their duly appointed representatives.

A.6. Ownership of Data

The ownership of the data collected under this CONTRACT, together with reports, brochures, summaries, and all other materials of every description derived therefrom, shall be vested in both PARTIES, subject to the applicable Federal and State laws and regulations.

A.7. Information and Reports

Unless otherwise required by law, all information, reports, proposals, brochures, summaries, written conclusions, graphic presentations, and similar materials developed by NORMAN and/or its consultants and financed in whole or in part by ACOG, shall be submitted to ACOG for review upon its public release, presentation, dissemination, publication, or other distribution. The distribution of such information and reports, whether draft or final and including the UPWP, to any unit of the FTA shall be made through ACOG only.

A.8. Publication Provisions

NORMAN shall be free to copyright material developed under this CONTRACT with the provision that ACOG and FTA reserve a royalty-free, nonexclusive, and irrevocable License to reproduce, publish or otherwise use, and to authorize others to use, the work for Government purposes. All reports published pursuant to this CONTRACT shall contain a credit reference to the FTA; such as "prepared in cooperation with the U.S. Department of Transportation, Federal Transit Administration."

B. GRANT CONTRACT TERMS

B.1. Funding Amount

The financing set forth in this CONTRACT shall not exceed $100,000 in FTA funds and shall be on the basis of direct and indirect actual auditable cost as stated in 23 CFR Chapter 1, §420.113 and the provisions of the

"Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 Code of Federal Regulations (CFR) 200 Subpart E.

B.2. Funding Period

The provisions of this CONTRACT shall become effective on the first day of July 2026, or on the day this Federal-aid project is authorized by FTA, whichever comes later. This CONTRACT shall be effective until all FTA funds provided under B.1. have been expended or June 30, 2027, whichever comes first.

B.3. Matching Funds

The funds provided by ACOG pursuant to this CONTRACT is eighty percent (80%) of total actual auditable costs. The remaining twenty percent (20%) of the funds are to be provided by NORMAN.

B.4. Funding Availability

ACOG presently has funds available, allocated through the FTA and administered by ODOT, which may be used to facilitate Metropolitan Transportation Planning. Contingent upon the continued availability of such funds, ACOG shall participate in the planning effort to be conducted within the TMA boundary as detailed in the UPWP.

C. PAYMENT TERMS AND CONDITIONS

C.1. Limitation of Liability

The maximum liability of ACOG pursuant to this CONTRACT shall not exceed $100,000.

C.2. Payment Methodology

NORMAN shall only be reimbursed for tasks as detailed Section A.1.b. and the FY 2027 UPWP. NORMAN shall submit invoices accompanied by bills of sale and documentation as further described in Sections C.3. Payments for services described in the UPWP and this CONTRACT for cooperative funding shall be disbursed by ACOG on the basis of monthly billings from NORMAN showing the total actual costs incurred in conformance with the UPWP.

C.3. Invoice Requirements

NORMAN shall invoice ACOG digitally with supporting documentation as required by ACOG. The documentation shall be submitted to:

ACOG
Attn: Jennifer Sebesta, Transportation Planning Services
4205 N. Lincoln Blvd.
Oklahoma City, OK 73105
Telephone: 405-234-2264
Email: jsebesta@acogok.org

C.3.a. Each invoice shall be similar to the example provided by ACOG and shall clearly and accurately detail the following required information:

1. Invoice date and billing period
2. Contract number (FTA-5303-2027-03, assigned by ACOG to this CONTRACT)
3. NORMAN Federal Employer Identification Number
4. NORMAN remittance address
5. NORMAN contact (name, phone, and/or email address for the individual to contact with invoice questions)

6. Complete itemization of reimbursement requested, which shall include documentation of paid expenses and shall include each of the following:
    a. Itemized bill of sale showing dates of sale/service
    b. Itemized invoices for any costs for which reimbursement is requested
    c. Total reimbursement amount requested

C.3.b. Each invoice shall be accompanied by a brief, narrative report describing the tasks that were completed during the billing period.

C.4. Invoice Timing and Limitations

An invoice from NORMAN to ACOG pursuant to this CONTRACT shall include only reimbursement requests for actual expenditures as described in Section A.1.b. and C.2. of this CONTRACT subject to the liability limits as described in Section C.1.

C.4.a. All invoices for reimbursement must be received by ACOG no later than July 15, 2027.

C.4.b. NORMAN's failure to provide all invoices to ACOG as required shall result in NORMAN being deemed ineligible for reimbursement of those invoices under this CONTRACT, and any and all financial and legal liabilities related to this CONTRACT shall be upon NORMAN and not the responsibility or liability of ACOG.

C.5. Payment of Invoice

ACOG shall, within 90 days of receipt of invoices for allowable costs relating to the tasks outlined in Section A.1.b., review and process invoices as well as requests reimbursement from ODOT for NORMAN's expenditures. Once ODOT has provided reimbursement for NORMAN's expenditures, ACOG shall issue payment to NORMAN.

C.6. Unallowable Costs

Travel expenses are not eligible for reimbursement pursuant to this CONTRACT. NORMAN's invoice(s) shall be subject to reduction for amounts for travel expenses included in any invoice from NORMAN. Any such reductions shall be at the sole discretion of ACOG.

C.7. Disputes Related to Finances

In the event of disagreement between the PARTIES relative to the eligibility of NORMAN's financial participation in any work item or items contained in the UPWP, the details of such disagreement shall be forwarded to both the Executive Director of ACOG and the Administrator of NORMAN who jointly shall attempt to resolve the issue.

C.8. Audit

As part of this CONTRACT, NORMAN agrees to provide ACOG with a Single Audit performed in accordance with the "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR 200 Subpart F to ensure compliance with federal and state laws, regulations, and provisions of the CONTRACT. The Single Audit will be performed by an independent auditor in accordance with generally accepted government auditing standards covering financial audits. If federal or state exceptions are found, the PARTIES will resolve the outstanding issues as provided under Section C.7.

D. TERMS AND CONDITIONS

D.1. Required Approvals

Neither PARTY is bound by this CONTRACT until it is approved by the appropriate government entity legal signatory in accordance with applicable laws and regulations.

This CONTRACT, together with the following attachments, represents the entire and integrated agreement between the PARTIES relating to the subject matter contained herein, and supersedes any and all prior understandings, representations, negotiations, and discussions between the PARTIES relating hereto, whether written or oral.

D.3. Modification or Amendment

This CONTRACT shall not be modified, amended, altered, or supplemented except by an instrument in writing signed on behalf of the PARTIES hereto and executed with the same formalities observed in the execution of this CONTRACT.

D.4. Communications and Contacts

All demands, requests, or other communications which may be or are required to be given, served, or sent by either PARTY to the other pursuant to the CONTRACT shall be in writing and shall be deemed to have been properly given or sent:

If intended for ACOG, by electronic transmission to jsebesta@acogok.org, or by mail, addressed to ACOG at:

Association of Central Oklahoma Governments
Attn: Jennifer Sebesta, Transportation Planning Services
4205 N. Lincoln Blvd.
Oklahoma City, OK 73105

If intended for NORMAN, by electronic transmission to taylor.johnson@normanok.gov or by mail addressed to NORMAN at:

City of Norman
Attn: Taylor Johnson – Transit and Parking Program Manager
1310 Da Vinci Street
Norman, OK 73069

D.5. Termination

This CONTRACT was entered into by the PARTIES because of their mutual accord that the comprehensive, continuing, and cooperative transportation planning process provided herein was necessary. Either PARTY may terminate its interest and its obligation under this CONTRACT by giving thirty (30) days notice in writing to the other PARTY, it being understood that such termination may be adverse to the interests of the other PARTY. In the event of such termination, NORMAN shall deliver at cost to ACOG all items mentioned in Sections A.3., A.4., and A.7. of this CONTRACT within thirty (30) calendar days following the effective termination date.

D.6. Use of Consultants

Under the terms of pursuant to this CONTRACT, NORMAN may engage qualified consultants to perform certain duties on its behalf. All contracts with other parties for services within the scope of this CONTRACT shall be justified, in writing, by NORMAN and retained with project records as outlined in Section A.5.

D.7. Compliance

NORMAN and ACOG agree to adhere to the terms and conditions of this CONTRACT, to include all attachments hereto.

NORMAN warrants that it has not employed or retained any company or person specifically to solicit or secure this CONTRACT, and that it has not paid or agreed to pay any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this CONTRACT. For breach or violation of this warranty ACOG shall have the right to annul this CONTRACT without liability, or at its discretion, to deduct from the CONTRACT price or consideration, or otherwise recover, the full amount of such fee, commission, percentage brokerage fee, gift, or contingent fee.

D.9. Governing Laws and Regulations

NORMAN and its subcontractors shall comply with all Federal, State, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any court or administrative bodies or tribunals in any nature affecting the performance of this CONTRACT including worker compensation laws, minimum and maximum salary and wage statutes and regulations. When required, NORMAN shall furnish ACOG with satisfactory proof of its compliance therewith.

This CONTRACT shall be governed and construed in accordance with the laws of the State of Oklahoma.

D.10. Binding Effect

This CONTRACT shall be binding upon and inure to the benefit of the PARTIES and shall be binding upon their successors, to the extent allowed by law.

D.11. Force Majeure

The obligations of the PARTIES to this CONTRACT are subject to prevention by causes beyond the PARTIES' control including, but not limited to, acts of God, riots, wars, epidemics, or any other similar cause.

D.12. Liability

NORMAN, ACOG, and FTA mutually recognize that each PARTY is a governmental entity subject to the provisions of their respective Governmental Tort Claims Act (51 O.S. § 151 et seq.). The PARTIES hereby mutually agree that each is and may be held severally liable for any and all claims, demands, and suits in law or equity, of any nature whatsoever, paying for damages or otherwise, arising from any negligent act or omission of any of their respective employees, agents or officers which may occur during the prosecution or performance of this Agreement to the extent provided in the Governmental Tort Claims Act, without waiving any of the PARTY's defenses, exemption or sovereignty. Each PARTY agrees to severally bear all costs of investigation and defense of claims arising under the Governmental Tort Claims Act and any judgments which may be rendered in such cause to the limits provided by law. Nothing in this section shall be interpreted or construed to waive any legal defense which may be available to a PARTY or any exemption, limitation or exception which may be provided by the Governmental Tort Claims Act.

D.13. Severability

If any provision, clause or paragraph of this contract or any document incorporated by reference shall be determined invalid by a court of competent jurisdiction, such determination shall not affect the other provisions, clauses, or paragraphs of this contract which is not affected by the determination. The provisions, clauses, or paragraphs and any documents incorporated by reference are declared severable and the invalidation of any such provision, clause, paragraph, or document incorporated by reference shall not affect the remaining provisions, clauses, paragraphs, and documents incorporated by reference which shall continue to be binding and of full legal efficacy.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the last date written below.

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

By: _____ Date: September 25, 2026
Mark W. Sweeney, AICP, Executive Director

REVIEWED for form and legality.

By: _____ Date: September 25, 2026
Pete White, ACOG General Counsel

THE CITY OF NORMAN

By: _____ Date: _____
Mayor

ATTEST:

By: _____
City Clerk

APPROVED as to form and legality this _____ day of _____, 2026.

By: _____
City Attorney

EXHIBIT A

Federal-Aid Eligibility Certification

The undersigned hereby certifies to the best of their knowledge and belief:

1. That they are the fully authorized agent of the Prospective Participant in this project which involves, federal funding and has full knowledge and authority to make this certification

2. That, neither the Prospective Participant nor any person associated therewith in the capacity of director, officer, manager, auditor, or accountant, nor any person in a position involving the administration of federal funds:

    a. Is currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency; and

    b. Has been suspended, debarred, voluntarily excluded, or determined ineligible by any federal agency within the past three (3) years; and

    c. Has a proposed debarment pending; and

    d. Has been indicted, convicted, or had a civil judgement rendered against any of the aforementioned by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three years, except:

If none, so state by entering the word “none”: _____

_____ _____

City of Norman Date

EXHIBIT B
(page 1 of 2)

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion –Lower Tier Covered Transactions

This certification applies to subcontractors, material suppliers, vendors, and other lower tier participants.

- Appendix B of 49 CFR Part 29 -

Appendix B --

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospect lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

EXHIBIT B
(page 2 of 2)

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion –Lower Tier Covered Transactions

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

EXHIBIT C
(page 1 of 2)

Nondiscrimination of Employees

During the performance of this contract, NORMAN, for itself, its assignees, and successors in interest hereby covenants and agrees as follows:

1. NORMAN and its subcontractors shall provide equal employment opportunities for all qualified persons within the limitations hereinafter set forth, and shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, or handicap.

2. That any subcontract entered into by NORMAN for performance of any portion of the work covered under this Contract shall incorporate all of the provisions of this Special Provision, "Nondiscrimination of Employees," and the same shall be appended to said subcontract and incorporated therein by reference.

3. NORMAN shall refrain from "discriminatory practices," as hereinafter defined. It is a discriminatory practice for NORMAN to:

    a. Fail or refuse to hire, to discharge or otherwise to discriminate against an individual with respect to compensation or the terms, conditions, privileges or responsibilities or employment, because of race, color, religion, sex, national origin, age, or handicap
    b. Limit, segregate, or classify an employee in a way which would deprive or tend to deprive an individual of employment opportunities or otherwise adversely affect the status of an employee, because of race, color, religion, sex, national origin, age, or handicap
    c. Discriminate against an individual because of race, color, religion, sex, national origin, age or handicap, in admission to, or employment in, any program established to provide apprenticeship, on-the-job training or retraining
    d. Publish or cause to be printed or published any notice or advertisement relating to employment by NORMAN indicating a preference, limitation, specification, or discrimination, based on race, color, religion, sex, national origin, age or handicap, except where such preference, limitation, specification or discrimination based on religion, sex or national origin is a bona fide occupational qualification for employment
    e. Retaliate or discriminate against a person because said person has opposed a discriminatory practice, or because said person has made a charge, filed a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing under Chapter 21, Title 25, Oklahoma Statutes, 1991.
    f. Aid, abet, incite, or coerce a person to engage in a discriminatory practice
    g. Willfully interfere with the performance of a duty or the exercise of a power by the Oklahoma Human Rights Commission or one of its members or representatives

EXHIBIT C
(page 2 of 2)

Nondiscrimination of Employees

h. Willfully obstruct or prevent a person from complying with the provisions of Chapter 21, Title 25, Oklahoma Statutes, 1991
i. Attempt to commit, directly or indirectly, a discriminatory practice, as defined herein and as defined in Chapter 21, Title 25, Oklahoma Statutes, 1991

4. NORMAN further agrees to refrain from discrimination by reason of race, color, religion, sex, national origin, age, or handicap, against any persons, firm or corporation furnishing independent contract labor or materials to NORMAN in the performance of this Contract.

5. Sanctions for Noncompliance - In the event NORMAN violates or refuses to abide by any of the provisions herein set forth, ACOG reserves the right and option to:

   a. Withhold payments to NORMAN until NORMAN furnishes satisfactory evidence of compliance and correction of all violations
   b. Cancel, terminate, or suspend the Contract, in whole or in part, without further liability to ACOG other than payment for work performed up to the effective date of cancellation or termination of the contract.
   c. Report all violations, which are not corrected by NORMAN within such time as is specified by ACOG in its notice of violation, to the Oklahoma Human Rights Commission for such further proceedings as said Commission deems reasonable and necessary.

6. Immediately upon notification of Contract award, NORMAN shall submit to ACOG's Internal Equal Employment Officer a list by number, percentage, and position, including the identifying minority group employees who will be actively engaged in the Contract performance.

7. NORMAN hereby agrees to be bound by and subject itself to the provisions of Title 29, Code of Federal Regulations, Parts 1601-1605, inclusive, insofar as the same have been adopted by the Oklahoma Human Rights Commission for governing procedural matters concerning the administrative operations, functions, duties, and responsibilities of said Commission.

8. NORMAN further agrees to be bound by and be subject to any and all laws, statutes, or regulations of administrative agencies of the State of Oklahoma, pertaining to employment practices in contracts being funded either in whole or in part with funds of the State of Oklahoma, and to the requirements of any and all laws, statutes or regulations of administrative agencies of the State of Oklahoma, and to the requirements of any and all laws, statutes or regulations of administrative agencies of the State of Oklahoma pertaining to equal employment opportunity and nondiscrimination requirements in such contracts and public projects being so funded.

EXHIBIT D
(page 1 of 2)

Oklahoma Department of Transportation Disadvantaged Business/Women's Business Enterprises Policy Statement

It is the policy of the Oklahoma Department of Transportation to ensure that Disadvantaged Business/Women's Enterprises (DBE/WBE) as defined in 49 CFR Part 23 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with federal funds under this CONTRACT. Consequently, the DBE/WBE (formerly MBE) requirements of 49 CFR Part 23 apply to this CONTRACT.

The Oklahoma Department of Transportation or its Consultants which are recipients of Federal-aid funds agree to ensure that disadvantaged business/women's enterprises as defined in 49 CFR Part 23 have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with federal funds provided under this CONTRACT. In this regard, the Oklahoma Department of Transportation, ACOG, NORMAN, and Consultants shall take all necessary and reasonable steps in accordance with 40 CFR Part 23 to ensure that disadvantaged business/women's business enterprises have the maximum opportunity to compete for and perform contracts. The Oklahoma Department of Transportation, ACOG, NORMAN, and Consultants shall not discriminate on the basis of race, color, national origin, religion, or sex in the award and performance of Oklahoma Department of Transportation assisted contracts.

Failure to carry out the requirements set forth above shall constitute a breach of contract and, after the notification of the Oklahoma Department of Transportation, may result in termination of the contract by the recipient or other such remedy as the recipient deems appropriate.

EXHIBIT D
(page 2 of 2)

Oklahoma Department of Transportation Contracting with Small and Minority Firms, Women's Business Enterprise, and Labor Surplus Area Firms

1. It is national policy to award a fair share of contracts to small and minority business firms. Accordingly, affirmative steps must be taken to assure that small and minority businesses are utilized when possible as sources of supplies, equipment, and services. Affirmative steps shall include the following:

   a. Including qualified small and minority business on solicitation lists.

   b. Assuring that small and minority businesses are solicited whenever they are potential sources.

   c. When economically feasible, dividing total requirements into smaller tasks or quantities so as to permit maximum small and minority business participation.

   d. Where the requirement permits, establishing delivery schedules which will encourage participation by small and minority business.

   e. Using the services and assistance of the Small Business Administration, the Office of Minority Business Enterprise of the Department of Commerce and the Community Services Administration as required.

   f. If any subcontracts are to be let, requiring the prime contractor to take the affirmative steps in (a) through (e) above.

2. Grantees shall take similar appropriate affirmative action in support of women's business enterprises.

3. Grantees are encouraged to procure goods and services from labor surplus areas.

4. Grantor agencies may impose additional regulations and requirements in the foregoing areas only to the extent specifically mandated by statute or presidential direction.

EXHIBIT E

Certification for Federal-Aid Contracts

The undersigned certifies, to the best of their knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard Form-LLL, "Disclosure Forms to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards in excess of $100,000, at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

_____ _____

City of Norman Date

Signatory Notarization

STATE OF Oklahoma, COUNTY OF Oklahoma, SS:

Before me, the undersigned, a Notary Public in and for said Mark W. Sweeney of the Association of Central Oklahoma Governments, its Executive Director, to me known to be the identical person(s) who executed the foregoing grant of easement and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal this 25th day of September 2026.

My Commission Expires: 6/17/28

Notary Public: Beverly K. Garner

BEVERLY K GARNER
NOTARY PUBLIC
STATE OF OKLAHOMA
Commission # 16005909 Expires 06/17/28

File Attachments for Item:

22. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-92: A PUBLIC TRANSIT REVOLVING FUND AGREEMENT BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT) DISTRIBUTING A MAXIMUM AMOUNT OF FUNDS IN AN AMOUNT NOT-TO-EXCEED FOUR HUNDRED THIRTY-SIX THOUSAND, NINE HUNDRED THIRTY-ONE DOLLARS ($436,931) TO BE USED FOR ESTABLISHING, EXPANDING, IMPROVING, AND MAINTAINING THE CITY OF NORMAN'S URBAN PUBLIC MASS TRANSPORTATION SERVICES.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Taylor Johnson, AICP, Transit and Parking Program Manager

PRESENTER: Scott Sturtz, P. E., Public Works Director

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-92: A PUBLIC TRANSIT REVOLVING FUND AGREEMENT BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT) DISTRIBUTING A MAXIMUM AMOUNT OF FUNDS IN AN AMOUNT NOT-TO-EXCEED FOUR HUNDRED THIRTY-SIX THOUSAND, NINE HUNDRED THIRTY-ONE DOLLARS ($436,931) TO BE USED FOR ESTABLISHING, EXPANDING, IMPROVING, AND MAINTAINING THE CITY OF NORMAN'S URBAN PUBLIC MASS TRANSPORTATION SERVICES.

BACKGROUND:

69 O.S. § 4301 creates in the State of Oklahoma Treasury a revolving fund called the "Public Transit Revolving Fund" for the Oklahoma Department of Transportation (ODOT) to be used for the purpose of establishing, expanding, improving, and maintaining rural and urban public transportation services. Eligible entities to apply for disbursement of such funds are defined as those entities receiving federal financial assistance through the Federal Transit Administration's (FTA) Block Grant for Urbanized Areas and Formula Grant Program for Areas other than Urbanized Areas under 49 U.S.C. §§ 1607a and 1614, and other public mass transportation programs provided by municipalities or others which have submitted an audited financial statement showing total reported vehicle revenue mileage for the prior year to ODOT.

On May 22, 2019, the Governor of Oklahoma designated the City of Norman to be the direct recipient of federal funds to be used for the provision of public transportation services effective upon the date the FTA formally approves the City eligible to receive such federal funds. On June 20, 2019, the FTA formally designated the City to be the direct recipient of such federal public transportation funds. As a result of this designation by the FTA, the City is also eligible to receive disbursement of funds from the Oklahoma Department of Transportation (ODOT) Public Transit Revolving Fund to be used to establish, expand, improve, and maintain its public transportation system.

DISCUSSION:

Each year, entities must have their previous fiscal year's vehicle revenue mileage audited to include in their applications to ODOT. The City did have a mileage audit performed by Forvis Mazars, for fiscal year 2026. After ODOT reviewed all applications, the City of Norman was approved for an amount not to exceed $436,931 to be distributed in fiscal year 2027. This agreement provides that such disbursement shall be distributed in three billings on or after November 1, 2026, February 1, 2027, and June 1, 2027.

This amount is a 90% increase over last year's distributed funds ($228,986) to the City. The increase is a result of the Oklahoma legislature increasing the amount of funding for the Public Transit Revolving Fund in fiscal year 2027, as well as the City including the mileage from the Norman On-Demand microtransit program for the first time. The amount distributed can fluctuate from year to year based on how many miles are submitted by each agency and the amount of funding available. It should be noted that contrary to the Revolving Fund name, the funds distributed are not required to be paid back.

This Agreement further provides that the City of Norman certifies that at least fifty percent (50%) of the funding provided by this agreement shall be spent for services for the elderly and disabled. Norman's paratransit service, known as EMBARK Plus, fulfills these criteria.

Funds distributed pursuant to this agreement shall be deposited into the Public Transportation and Parking Fund, Other Revenue/State Grant Reimbursements (account 275-331380).

RECOMMENDATION:

Staff recommends approval of Contract K-2627-92.

STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION
STATE PUBLIC TRANSIT REVOLVING FUND PROGRAM
STATE FISCAL 2027
PROJECT NO: STPTRF-9025(609), JOB PIECE NO. 26110(22),
CLEVELAND COUNTY
AGREEMENT NO. RF2027-03

This Agreement made and entered into by and between the Oklahoma Department of Transportation, hereinafter called the "**DEPARTMENT**", acting for and on behalf of the State of Oklahoma, the Governor's designee for the administration of the State Public Transit Revolving Fund and the **City of Norman**, hereinafter referred to as the "**AGENCY**", for the purpose of providing financial assistance pursuant to the Public Transit Revolving Fund, Section 4031 of Title 69 of the Oklahoma Statutes, as amended, hereinafter referred to as the "**FUND**", and subject to the following terms and conditions. The above stated parties to this contract will hereinafter be referred to collectively, as the **PARTCIPANT** or **PARTICIPANTS.**

WITNESSETH:

WHEREAS, Section 4031 of Title 69 of the Oklahoma Statutes created a revolving fund for the DEPARTMENT designated as the "Public Transit Revolving Fund" for the purpose of establishing, expanding, improving and maintaining rural and urban public transportation services; and,

WHEREAS, $17,139,222.00 has been allocated to the FUND for establishing, expanding, improving and maintaining rural and urban public mass transportation services; and,

WHEREAS, Ninety-five percent or $16,282,260.00 of the aforementioned FUND is available to existing public mass transportation programs; and,

WHEREAS, Eligible entities shall be defined as those entities receiving federal financial assistance through the Federal Transit Administration's Block Grant for Urbanized Areas and Formula Grant Program for Areas Other Than Urbanized Areas, 49 U.S. C., Sections 1607a and 1614, respectively, and other public mass transportation programs provided by entities, municipalities, and community action programs which have submitted an audited financial statement showing total reported vehicle revenue mileage for the prior year to the **DEPARTMENT**; and,

WHEREAS, The DEPARTMENT has determined that the AGENCY is an eligible entity to participate in the aforementioned FUND; and,

WHEREAS, The **DEPARTMENT** desires to distribute said FUND to eligible existing public mass transportation providers. The PARTICIPANTS hereto agree as follows:

SECTION 1: PURPOSE OF AGREEMENT

The purpose of this Agreement is to state the terms, conditions and mutual understanding of the parties as to the manner in which the distribution of monies from the State Public Transit Revolving Fund is to be carried out.

SECTION 2: PROGRAM SCOPE

The funding allocated from the Public Transit Revolving Fund by the DEPARTMENT is budgeted for the purpose of establishing, expanding, improving and maintaining rural and urban public mass transportation service; available funds may also be used for local share or matching funds for the purpose of federal capital or operating grants. Prior to the allocation of funds from the Public Transit Revolving Fund, each eligible entity desiring monies from the Public Transit Revolving Fund shall provide to the Department, a proposed budget outlining the proposed use of the monies for the corresponding fiscal year. Any eligible entity not submitting a proposed budget shall be deemed to waive any claim to available funds from the Public Transit Revolving Fund for the corresponding fiscal year. All funds distributed among the eligible entities shall be audited to ensure compliance with applicable law and the latest available audited financial statement shall be provided to the DEPARTMENT.

Eligible entity receiving funds from the Public Transit Revolving Fund shall expend a minimum of fifty percent (50%) of their allocated funding for services for the Elderly and the Disabled. Available program funds shall not be subject to the Central Purchasing Act, Section 85.1 et seq. of Title 74 of the Oklahoma Statutes. However, any equipment purchased with available funds, shall be subject to the Central Purchasing Act added by Laws 1990, c. 250, § 3, operative July 1, 1990 as amended.

SECTION 3: TIME FOR PERFORMANCE

This Agreement shall be in effect for a period, which will commence on the date indicated that the DEPARTMENT has executed this Agreement and extend through June 30, 2027. It is understood and agreed upon between the parties hereto that the DEPARTMENT is subject to certain funding restrictions which prevent the DEPARTMENT from making a commitment that obligates the DEPARTMENT to pay any funds beyond the aforementioned Agreement period.

SECTION 4: COMPENSATION

The DEPARTMENT agrees to distribute said monies to the AGENCY on the basis of three billings. The first billing of $145,644.00 shall be payable on or after November 1, 2026. The second billing shall be for $145,644.00, payable on or after February 1, 2027. The final payment shall be for $145,643.00 and shall be due on or after June 1, 2027. The maximum amount of funds available to the AGENCY under this Agreement shall not exceed FOUR HUNDRED THIRTY-SIX THOUSAND NINE HUNDRED THIRTY-ONE DOLLARS ($436,931.00). Unused funds at the end of the contract period will go back into the general Revolving fund to be redistributed the following fiscal year.

Compensation for services performed under this Agreement will be based on the number of vehicle revenue miles of service provided, using the AGENCY's actual audited vehicle revenue mileage records. A vehicle revenue mile shall be defined as a mile operated by vehicles available for public transportation services. Deadhead miles shall not be eligible for reimbursement and are defined as miles traveled while moving a revenue vehicle in other than revenue service. A revenue vehicle shall be defined as a vehicle used to provide public mass transportation services for which remuneration is normally required. The DEPARTMENT shall not be obligated to provide funding to the

AGENCY beyond the limits of funds available in the FUND for the corresponding fiscal year.

The DEPARTMENT will make three payments to the AGENCY based upon properly prepared invoices supplied by the DEPARTMENT and executed by the AGENCY.

The mileage upon which payment is to be made shall be that mileage reported by the AGENCY to the United States Secretary of Transportation, as required by U.S.C., Section 1611, as amended, or as reported on the DEPARTMENT's approved data intake form for the previous year. Other eligible public mass transit services provided by entities, municipalities, and community action programs shall submit an audited financial statement showing total reported mileage for the prior year to the DEPARTMENT as described in the Program Scope section of this agreement. The DEPARTMENT, based on evidence provided by the applicant, shall determine if any entity meets the criteria of being a public transit program and therefore to take part in the FUND. The vehicle revenue miles for all eligible entities shall be added together to form a total. This total vehicle revenue mileage shall be divided into the total dollars available in the FUND to arrive at a per mile rate to be used to calculate the maximum amount of funds available to each eligible entity for the fiscal year.

SECTION 5: CHANGE MODIFICATIONS

No changes or alterations, modification or amendment of any term or condition of this Agreement shall be effective unless reduced to writing and executed with same formalities that are observed in the execution of this Agreement.

SECTION 6: GOVERNING LAWS AND REGULATIONS

This Contract shall be governed and implemented in accordance with the laws of the State of Oklahoma and the applicable rules, regulations, policies, and procedures of the Oklahoma Transportation Commission. Venue for any action to construe or have enforced any provision of this Contract shall be in the District Court of Oklahoma County, State of Oklahoma.

SECTION 7: DISPUTE RESOLUTION

The parties hereto have entered into this Contract in the State of Oklahoma and the laws of the State of Oklahoma shall apply. The parties agree to bargain in good faith in direct negotiation to achieve resolutions of any dispute and, if such efforts are unsuccessful, to retain a neutral mediation service to mediate the dispute prior to filing court action. Mediation shall be conducted in the Oklahoma City area and the costs of such mediation shall be borne equally by the parties. If mediation is not successful, venue for any action brought to enforce the terms of this Contract shall be Oklahoma County, State of Oklahoma. Each party shall bear any costs and attorney fees incurred by that party in such litigation.

SECTION 8: ACCESS TO RECORDS AND AUDIT REQUIREMENT

The AGENCY and its subcontractors shall maintain all books, documents, papers, accounting records, instructions receipts, vouchers, memoranda and other evidence pertaining to funding associated with this agreement and to make such materials available at its respective offices at all reasonable times, during the agreement period and for three (3) years from the date of final payment under the agreement. The AGENCY shall permit inspections by representatives of the Department, and if requested, to the State Auditor and Inspector, or any other authorized representatives of the state governments.

The AGENCY hereby certifies that all records shall be maintained in accordance with generally accepted accounting principles and shall conform to the standards set forth in the U.S. Department of Transportation 49 CFR Part 18, "*Uniform Administration Requirements for Grants and Cooperative Agreements to State and Local Government"*, as amended.

SECTION 9: THIRD PARTY AGREEMENTS

Unless otherwise authorized in writing by the DEPARTMENT, the AGENCY shall not assign any portion of this Agreement by executing any subcontract, amendment or change order thereto, or obligate itself in any manner with any third party with respect to its rights and responsibilities under this Agreement.

SECTION 10: TERMINATION

The DEPARTMENT may terminate the project and cancel this Agreement by giving thirty (30) days written notice if the continuation of the program, in the DEPARTMENT's opinion, would not produce beneficial results commensurate with the further expenditure of funds.

The DEPARTMENT may, by written notice to the AGENCY, terminate this Agreement for any of the following reasons:

1. The AGENCY discontinues providing transportation services as outlined within their proposal. The AGENCY takes any action pertaining to this Agreement without the approval of the DEPARTMENT and which, under the conditions established by this Agreement, would have required the approval of the DEPARTMENT.

2. The DEPARTMENT determines that the AGENCY is not utilizing available funds as outlined in Section 4031 of Title 69 of the Oklahoma Statutes.

3. The commencement, execution, or timely completion by the AGENCY is, for any reason, rendered improbably, impossible, or illegal.

4. The AGENCY shall be in default under any prevision of this Agreement.

5. By mutual agreement and consent of the PARTICIPANTS hereto this Agreement may be terminated.

6. Termination of the FUND will result in immediate expiration of this Agreement.

SECTION 11: COVENANT AGAINST CONTINGENT FEES

The AGENCY warrants that it has not employed or retained any company or person specifically to solicit or secure this Agreement, and that it has not paid or agreed to pay any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the DEPARTMENT shall have the right to annul this Agreement without liability.

SECTION 12: EQUAL EMPLOYMENT OPPORTUNITY

In connection with the execution of this Agreement, the AGENCY shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age or national origin. The AGENCY shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, age or national origin. Such actions shall include, but not be limited to, the following: employment; upgrading, demotion or transfer; recruitment or advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The AGENCY further agrees to insert similar provisions in all subcontracts, except subcontracts for standard commercial supplies or raw materials.

SECTION 13: TITLE VI – CIVIL RIGHT ACT OF 1964

The AGENCY shall comply with all requirements imposed by Title VI of the Civil Rights Act of 1964 (P.L. 88-352), the Regulations of the Department of Transportation issued thereunder (CFR Title 49, Subtitle A, Part 21 as amended), and the assurances by the CONTRACTOR pursuant thereto.

SECTION 14: HOLD HARMLESS CLAUSE

The AGENCY shall hold harmless the DEPARTMENT from all claims and liability due to its negligent acts or omissions or the negligent acts or omissions of its subcontractors, agents or employee under this Agreement, including but not limited to negligent injury or damage to persons or property and the interference with the contract rights of others.

SECTION 15: PRIOR UNDERSTANDING

This Agreement incorporates and reduces to writing all prior understandings, promises, agreements, commitments, covenants, or conditions, and constitutes the full and complete understanding and contractual relationship of the PARTICIPANTS.

SECTION 16: SERVICES TO THE ELDERLY AND THE DISABLED

By executing this Agreement, the AGENCY does hereby certify that, at a minimum, fifty percent (50%) of the funding provided by this agreement shall be spend for services for the elderly and the Disabled.

SECTION 17: INSURANCE

The AGENCY shall obtain and maintain for the duration of the Agreement from a licensed carrier duly authorized to offer policies of liability insurance and to do business in the State of Oklahoma, an insurance policy in the face amount of not less than one million dollars ($1,000,000). Said insurance policy is to protect the AGENCY against claims and suits in law or equity, alleging negligence on the part of said AGENCY, his agents or employees and demands for compensation for damages to either persons or property.

The AGENCY shall further obtain in amounts as specified by law, Worker's Compensation Insurance for all persons employed by the AGENCY, said policy to be obtained from a company authorized to provide such insurance in the State of Oklahoma.

The AGENCY shall provide the DEPARTMENT, for the inclusion in the agreement file, copies of certificates of insurance evidencing coverage as to both workers' compensation and liability, said copies to be furnished to the DEPARTMENT within five (5) working days of execution of this Agreement.

SECTION 18: GOVERNING LAW AND REGULATIONS

This Agreement shall be governed and construed in accordance with the laws of the State of Oklahoma and the applicable rules, regulation, policies and procedures of the Oklahoma Transportation Commission.

SECTION 19: HEADINGS

Article headings used in this Agreement are inserted for convenience of reference only and shall not be deemed a part of this Agreement for any purpose.

SECTION 20: BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the DEPARTMENT and the AGENCY and shall be binding upon their successors and subject to the limitation of Oklahoma Law.

SECTION 21: SEVERABILITY

This agreement shall be construed in conformation with the Constitution and Laws of the State of Oklahoma. The provisions of this agreement shall be considered as several. In the event that any provision of the agreement is determined by a court of competent jurisdiction, to be contrary to the Constitution of Law of the State of Oklahoma, such finding shall not invalidate the remaining provisions of this agreement if the same shall permit completion of work set forth in this contract. Venue for any action to construe or have

enforced any provision of this agreement shall be in District Court of Oklahoma County, State of Oklahoma.

SECTION 22: NOTICE

All notices, demands requests or other communications which may be or are required to be given, served or sent by either party to the other pursuant to this Agreement shall be in writing and shall be deemed to have been properly given or sent:

If intended for the DEPARTMENT, by mailing by first class mail, by registered or certified mail, with postage prepaid, addressed to:

Office of Mobility & Public Transit
Department of Transportation
200 N.E. 21st Street Room, C – 1B
Oklahoma City, OK 73105-3204

If intended for the AGENCY, by mailing by first class mail, by registered or certified mail, with postage prepaid, addressed to:

City of Norman
P.O. Box 370
Norman, OK 73070

EXECUTION OF AGREEMENT

IN WITNESS HEREOF, the Deputy Director, pursuant to authority vested in them by the State Transportation Commission, has here into subscribed their name as Deputy Director of the Oklahoma Department of Transportation and City of Norman. has executed same pursuant to authority prescribed by law. The official execution date for the CONTRACTOR and the DEPARTMENT contract is the latest signature on this page.

FOR THE AGENCY

City of Norman

_____ _____
Stephen Holman Federal Tax I. D. Number
Mayor

State of: OKLAHOMA) ss:
County of: CLEVELAND)

Subscribed and sworn to before me this _____ day of _____, 2026

_____ _____
Notary Public Commission Expiration Date

AFFIX SEAL _____

Commission Number

FOR THE DEPARTMENT

STATE OF OKLAHOMA DEPARTMENT OF TRANSPORTATION

REVIEWED AND RECOMMENDED FOR APPROVAL

_____
Jared Schwennesen, Manager Date
Office of Mobility & Public Transit

APPROVED AS TO FORM

_____
David Miley Date
Assistant General Counsel

_____
Dawn Sullivan Date
Deputy Director

STATUTORY CERTIFICATION

The undersigned hereby certifies to the following statutory requirements:

A. Pursuant to Title 74 O.S. § 85.22, I certify:

1. I am the duly authorized agent of the contractor, for the purpose of certifying facts pertaining to the existence of collusion among and between bidders and suppliers and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in connection with the prospective acquisition;

2. I am fully aware of the facts and circumstances surrounding the acquisition or making of the bid to which this statement relates and have been personally and directly involved in events leading to the acquisition or submission of such bid; and

3. Neither the business entity that I represent in this certification nor anyone subject to the business entity's direction or control has been a party:

   a. to any collusion among bidders or suppliers in restraint of freedom of competition by agreement to bid or contract at a fixed price or to refrain from bidding or contracting,

   b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor

   c. to any discussions between bidders or suppliers and any state official concerning exchange of money or other thing of value for special consideration in connection with the prospective contract.

B. I certify pursuant to 74 OS §85.22, if awarded the contract, whether competitively bid or not, neither the business entity I represent nor anyone subject to the business entity's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of this state any money or other thing of value, either directly or indirectly, in procuring the contract to which this statement relates.

C. I certify pursuant to Title 74 O.S. § 85.42, that no person who has been involved in any manner in the development of this Agreement while employed by the State of Oklahoma shall be employed to fulfill any of the services provided under this contract.

D. That, to the best of my knowledge and belief, the contractor has not previously entered into a contract with the Oklahoma Department of Transportation or any other agency of the State of Oklahoma which could result in a substantial duplication of the services required by this contract.

E. That the contractor has registered and fully participates in the Status Verification System, as required by Title 25 O.S. § 1313(B)(1), to verify the work eligibility status of all new employees of the contractor.

F. In full compliance with Title 74 O.S. § 582, the contractor certifies that the contractor is not currently engaged in a boycott of goods or services from Israel.

Certified by the contractor's authorized representative, DATED: _____

CERTIFIER_____

File Attachments for Item:

23. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2627-94: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, THE NORMAN PARKING AND TRANSIT AUTHORITY, AND HILLTOP SECURITIES, INC FOR THE PROVISION OF FINANCIAL ADVISOR SERVICES RELATED TO THE DESIGN, DEVELOPMENT, AND CONSTRUCTION OF PARKING STRUCTURES IN NORMAN.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Darrel Pyle, City Manager

PRESENTER: Darrel Pyle, City Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2627-94: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, THE NORMAN PARKING AND TRANSIT AUTHORITY, AND HILLTOP SECURITIES, INC FOR THE PROVISION OF FINANCIAL ADVISOR SERVICES RELATED TO THE DESIGN, DEVELOPMENT, AND CONSTRUCTION OF PARKING STRUCTURES IN NORMAN.

BACKGROUND:

The City of Norman regularly uses municipal financial advisors for its bond transactions. Parking studies over the years have indicated the need for several parking garage facilities in Norman and Council has expressed support for exploring the financial feasibility of these structures. Parking structures bring unique financing challenges. Co-bond counsel David Floyd recommended that the City bring on a municipal financial advisor that specializes in financing parking structures.

DISCUSSION:

Contract K-2627-94 is a municipal advisory agreement between the City, the Norman Parking and Transit Authority and Hilltop Securities. Hilltop will provide financial consulting services with regard to the issuance or incurrence of debt related to the design, development and construction of parking structures in Norman. Similarly to the City's other municipal financial advisors, the primary method of funding for the services will be from bond proceeds as they are issued. (see Section C of the agreement for rate information). The agreement will remain effective for three years unless otherwise terminated.

RECOMMENDATION:

Staff recommends approval of Contract K-2627-94.

Michael Newman
Senior Managing Director
Public Finance

September 18, 2026

City Council of the City of Norman, Oklahoma
201 West Gray Street
Norman, Oklahoma 73069

Re: Municipal Advisory Agreement (the "Agreement")

Dear City Council:

We are pleased to set forth the terms of the retention of Hilltop Securities Inc. ("Hilltop") by the City of Norman, Oklahoma and the Norman Parking and Transit Authority (together, the "City") as its municipal advisor with regard to the issuance or incurrence of debt related to the design, development, and construction of parking structures in the City of Norman, Oklahoma. The City has requested that Hilltop perform the services described herein, and upon its written request in conjunction and cooperation with the City's longstanding financial advisor, Municipal Finance Services, Inc.. Capitalized terms shall have the meanings ascribed to such terms in this Agreement.

A. Services. Hilltop will provide the financial consulting services set forth below, as directed by the City:

Debt Management and Financial Implementation for New Issuance

1. ***Survey and Analysis***. Surveying the financial resources of the City in connection with its capacity to authorize, issue or incur and service the contemplated indebtedness related to the design, development and construction of parking structures in the City of Norman, Oklahoma. This survey would be expected to include an analysis of any existing debt and its structure as compared with the existing and projected sources of revenues which may be pledged to secure payment of debt service. In the event revenues of existing or projected facilities operated by the City are to be pledged to repayment of the contemplated issuance, the survey would be expected to take into account any outstanding indebtedness payable from such revenues, additional revenues to be available from any proposed rate increases, and additional revenues resulting from improvements to be financed by the contemplated issuance, as projected by consultants engaged by the City.

2. ***Future Financings***. In connection with the contemplated issuance, considering and analyzing future financing needs as projected by City staff and consultants, if any, engaged by the City.

3. ***Recommendations***. Making recommendations to the City on the contemplated issuance or incurrence of indebtedness, including such elements as the date of issue, interest payment dates, schedule of principal maturities, options for prepayment, security provisions, and such other provisions as may be appropriate.

Hilltop Securities Inc.
6100 Fairview Suite 550
Charlotte, North Carolina 28210

mobile 469.830.2185
michael.newman@hilltopsecurities.com
HilltopSecurities.com

4. ***Market Information***. Advising the City of Hilltop's view of current bond market conditions, other related forthcoming bond issues and general information (including applicable economic data) which might normally be expected to influence interest rates or bidding conditions relevant to setting an appropriate date and time for the sale of the issuance.

5. ***Method of Sale***. Evaluating the particular financing being contemplated, giving consideration to the complexity, market acceptance, rating, size and structure in order to make a recommendation as to an appropriate method of sale, and:

a. If the issuance is to be sold by a competitive sale, upon written direction of the City work collaboratively with Municipal Finance Services, Inc. as follows:

(1) Supervising the sale of the municipal securities;

(2) Disseminating information to prospective bidders, organizing such informational meetings as may be necessary, and facilitating prospective bidders' efforts in making timely submission of proper bids;

(3) Assisting the staff of the City in coordinating the receipt of bids, the safekeeping of good faith checks and the tabulation and comparison of submitted bids;

(4) Advising the City regarding the best bid and provide advice regarding acceptance or rejection of the bids; and

(5) Obtaining CUSIP numbers on behalf of the City.

b. If the issuance is to be sold by negotiated sale:

(1) Recommending for the City's final approval and acceptance of one or more investment banking firms, as sole underwriter or as managers of an underwriting syndicate, for the purpose of negotiating the purchase of the municipal securities;

(2) Cooperating, together with Municipal Finance Services Inc. upon written request of the City, with and assisting any selected sole or managing underwriter and its counsel, as well as any disclosure counsel retained by the City, in connection with the preparation of any preliminary or final official statement or offering memorandum. Hilltop will cooperate with and assist the underwriters in the preparation of a bond purchase contract, an underwriters' agreement and other related documents;

(3) Assisting the staff of the City in the safekeeping of any good faith checks and providing a cost comparison to the then-current market of expenses, interest rates and prices which are proposed by the underwriters;

(4) Advising the City on the fairness of the price offered by the underwriters;

(5) Advising the City in connection with any terms and conditions it may wish to establish with respect to order priorities and other similar matters relating to the underwriting of the new issuance;

(6) If the new issuance will have a retail order period, advising the City on retail eligibility criteria and other features of the retail order period and reviewing information provided by the underwriters to the City in connection with retail orders received; and

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(7) Reviewing required disclosures by underwriters to the City relating to their role as underwriter, conflicts of interest, material terms and risks of the issuance, and any other matters, and provide any appropriate advice to the City in connection with such disclosures.

6. ***Offering Documents for Competitive Offerings***. Coordinating the preparation of the notice of sale and bidding instructions, preliminary official statement (including cooperating with and assisting any disclosure counsel retained by the City), official bid form and such other documents as may be required and submitting all such documents to the City for examination, approval and certification. After such examination, approval and certification, Hilltop shall provide the City, and at the written direction of the City, Municipal Finance Services, Inc., with a supply of all such documents sufficient to its needs and distribute sets of the same to prospective bidders for the municipal securities. The City also shall provide copies of the final official statement to the winning bidder purchasing the municipal securities in the MSRB-designated electronic format and in accordance with the notice of sale and bidding instructions promptly after the City approves the final official statement for distribution.

7. ***Credit Ratings***. Making recommendations to the City on the advisability of obtaining one or more credit ratings for the issuance and, when directed by the City, coordinating the preparation of such information as may be appropriate for submission to any rating agency. In those cases where the advisability of personal presentation of information to a rating agency may be indicated, Hilltop will arrange for such personal presentations, utilizing such composition of representatives from the City as may be approved or directed by the City.

8. ***Trustee, Paying Agent, Registrar, Professionals and Other Transaction Participants***. Provide advice to the City in the selection of a trustee and/or paying agent/registrar, legal, accounting or other professionals, and other transaction participants relating to any issuance, and assisting in the negotiation of agreements pertinent to these services and the fees incident thereto.

9. ***Financial Publications***. When appropriate, advise financial publications of the forthcoming sale of the municipal securities and provide them with all pertinent information.

10. ***Consultants***. After consulting with and receiving directions from the City, arranging for such reports and opinions of recognized independent consultants as may be appropriate for the successful marketing of the issuance.

11. ***Auditors***. In the event formal verification by an independent auditor of any calculations incident to the issuance of indebtedness is required, making arrangements for such services.

12. ***Issuer Meetings***. Attending meetings of the governing body of the City, its staff, representatives or committees as requested when Hilltop may be of assistance or service and matters within the scope of this engagement are to be discussed.

13. ***Printing***. Coordinating all work incident to printing or final production, physical or electronic, of the offering documents.

14. ***Bond Counsel***. Maintaining liaison with bond counsel in the preparation of all legal documents pertaining to the authorization, sale and issuance of the municipal securities.

15. ***Delivery of the Municipal Securities***. As soon as a bid for the purchase of a competitive issuance is accepted by the City or the bond purchase contract for a negotiated issuance is signed by the City, coordinating the efforts of all concerned to the end that the municipal securities may be delivered and paid for as expeditiously as possible and assisting the City in

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the preparation or verification of final closing figures incident to the delivery of the municipal securities.

16. ***Debt Service Schedule; Authorizing Resolution***. After the closing of the sale and delivery of the issuance, delivering to the City a schedule of annual debt service requirements for the issuance and, in coordination with bond counsel, assuring that the paying agent/registrar and/or trustee has been provided with a copy of the authorizing ordinance, order or resolution.

17. ***Continuing Disclosure***. Provide advice to the City with regard to its continuing disclosure undertakings for its new issuances and its selection of a dissemination agent under its continuing disclosure undertakings; provided that, upon the mutual agreement of the City and Hilltop, Hilltop may serve as dissemination agent under one or more of the City's continuing disclosure undertakings upon such terms as the parties shall agree, with such service as dissemination agent being expressly excluded from the scope of this Agreement.

18. **Bank Financing**. Advising the City of Hilltop's view of the current bank market conditions, assisting in the preparation and distribution of Requests for Proposals for bank financing, review and analyze bank proposals, and together with counsel to the City assist in negotiations with banks and the setting of documentation of such facilities.

Baseline Advice on Outstanding Issuances of Municipal Securities.

1. ***Exercising Calls***. Provide advice and assistance to the City with regard to exercising any calls of outstanding municipal securities unrelated to a refunding of such securities.

2. ***Refundings and Tender Offers***. Provide advice to the City with regard to opportunities for refundings of outstanding issuances or to make tender offers for outstanding issuances, whether by means of a new issuance, bank loans, or other funds of the City, including serving as advisor in connection with the specific transaction through which such refunding or tender offer is affected.

3. ***Continuing Disclosure***. Provide advice to the City with regard to continuing disclosure undertakings for outstanding issuances; processes, policies and procedures to comply with continuing disclosure undertakings; and coordination of continuing disclosure obligations arising from different continuing disclosure undertakings for its various issuances.

B. Additional Services. In addition to the services set forth and described in Section A herein, Hilltop agrees to make available to the City the following services, when so requested by the City and subject to the agreement by the City and Hilltop regarding the compensation, if any, to be paid for such services, it being understood and agreed that the services set forth in this Section B shall require further agreement as to the compensation to be received by Hilltop for such services:

1. **Capital Improvements Programs.** Provide advice and assistance in the development of any capital improvements programs of the City related to parking structures.

2. **Long-Range Planning.** Provide advice and assistance in the development of other long-range financing plans of the City for parking structures.

3. **Post-Sale Services.** Subsequent to the sale and delivery of debt instruments, review the transaction and transaction documentation with legal counsel for the City, and upon written request of the City Municipal Finance Advisors, Inc., Bond Counsel, auditors and other experts and consultants retained by the City and assist in developing appropriate responses to legal processes, audit procedures, inquiries, internal reviews and similar matters.

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C. Consideration. The fees due to Hilltop in connection with the Municipal Advisory Services set forth in Section A hereof is as follows:

1. General Obligation Bonds

    a. Base Fee: 0.25 of 1.0% ($2.50 per $1,000) of the principal amount, with a minimum fee of $5,000 and a maximum fee of $12,500, payable and contingent upon closing of the transaction.

    b. Expenses: Reimbursement of verified out-of-pocket expenses not to exceed $500 per bond issue. The printing and distribution of the Notice of Sale and Preliminary and Financial Official Statement would be additional expenses paid by the City.

2. Revenue Bonds

    a. Base Fee: 0.35 of 1.0% ($3.50 per $1,000) of the principal amount, with a minimum fee of $10,000 and a maximum fee of $60,000, payable and contingent upon closing of the transaction.

    b. Expenses: Reimbursement of verified out-of-pocket expenses not to exceed $1,000 per bond issue. The printing and distribution of the Notice of Sale and Preliminary and Financial Official Statement would be additional expenses paid by the City.

The payment of charges for municipal advisory services related to the issuance or incurrence of indebtedness shall be contingent upon the delivery of the issuance or incurrence of indebtedness and shall be due at the time that the securities are delivered, or indebtedness is incurred by the City absent the express prior written approval of the City.

The City shall also reimburse Hilltop for any direct, reasonable expenses associated with the provision of municipal advisory services, (i) unrelated to the issuance of General Obligation Bonds or Revenue Bonds and (ii) in the event an issuance of General Obligation Bonds or Revenue Bonds fails to close, which expenses shall not be contingent upon the issuance of securities or incurrence of indebtedness, within thirty days of receipt of an invoice therefor.

D. Provision of Information.

The City agrees that, in connection with the performance of the obligations of Hilltop hereunder, it will provide available, accurate, to the extent possible, and complete information, to the fullest extent possible, and cooperate with and provide to Hilltop all reasonable information and data concerning the City that Hilltop reasonably requests (collectively, the "Information"). The City further agrees that it will provide Hilltop with reasonable access to its officers, directors, employees, legal counsel and independent accountants to the extent Hilltop deems appropriate.

The City acknowledges and agrees that, in rendering its services hereunder, Hilltop will be using and relying on the Information and the representations of the City, and that Hilltop does not assume responsibility for the accuracy or completeness of the Information or any other information which it may receive regarding the City. The City may indicate, with respect to Information prepared by third parties, that the City makes no representation as to the accuracy and completeness of such Information.

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All advice (written or oral) given by Hilltop in connection with this Agreement is intended solely for the benefit and use of the City, and no such advice shall be used for any other purpose or be reproduced, disseminated, quoted from or referred to at any time, in any manner or for any purpose, nor shall any public references to Hilltop be made by the City without the prior written consent of Hilltop (which consent shall not be unreasonably withheld), except to the extent such disclosure, reproduction, or dissemination is required by law.

E. Confidential Information.

Hilltop agrees to keep confidential all information that constitutes "material non-public information" as construed under the Securities and Exchange Act of 1934, as amended, except as required by law or as contemplated by the terms of this Agreement. Notwithstanding anything herein to the contrary, Hilltop may disclose any information to its agents and advisors whenever Hilltop determines that such disclosure is necessary or advisable to provide the services contemplated hereunder.

F. Disclaimer of Responsibility for Acts of the City and Indemnification.

The obligations of Hilltop set forth in this Agreement consist solely of the services identified herein. In no event shall this Agreement require Hilltop to act as an agent of the City otherwise to represent or make decisions for the City. All final decisions with respect to acts of the City or its affiliates, whether or not made pursuant to or in reliance on information or advice furnished by Hilltop hereunder, shall be those of the City or such affiliates. To the extent allowed by law, the City will indemnify and hold Hilltop and its officers, directors, employees, affiliates and agents harmless against any losses, claims, damages or liabilities (collectively, "Losses") to which Hilltop or any of them may become subject in connection with the services rendered by Hilltop under this Agreement, except to the extent such Losses are directly attributable to the gross negligence or willful misconduct of Hilltop, and will reimburse Hilltop for any legal or other expenses reasonably incurred by it in connection with investigating, settling or defending any action or claim in connection therewith.

Notwithstanding the foregoing, in any event regardless of the cause of action, HilltopSecurities' total liability (including loss and expense) to the City in the aggregate shall not exceed the gross amount of fees received by HilltopSecurities pursuant to this agreement. The limitations of liability set forth in this agreement are fundamental elements of the basis of the bargain between HilltopSecurities and the City, and the pricing for the services set forth above reflect such limitations.

G. Applicable Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Oklahoma without regard to the principles of conflicts of laws thereof and shall inure to the benefit of and be binding upon Hilltop, the City and their respective legal successors and assigns.

H. No Continuing Waiver. The waiver by any party of any provision or breach of this Agreement shall not operate as or be construed to be a waiver of any other provision hereof or of any other breach of any provision hereof.

I. Severability of Provisions. The provisions of this Agreement shall be considered severable in the event that any of such provisions are held by a court of competent jurisdiction to be invalid, void or otherwise unenforceable, and the remaining provisions hereof shall remain enforceable to the fullest extent permitted by law.

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J. Entire Agreement. This Agreement contains the entire agreement between the City and Hilltop with respect to the subject matter hereof. This Agreement may not be amended, changed, modified or discharged, nor may any provision hereof be waived, except by an instrument in writing.

K. Assignment. This Agreement may not be assigned by any party without the prior written consent of the other party.

L. No Third-Party Beneficiaries. The City acknowledges and agrees that Hilltop has been retained to act as municipal advisor to the City, and that the City's engagement of Hilltop is understood and agreed that Hilltop will act under this Agreement as an independent contractor with obligations to the City.

M. Amendments and Modifications. No amendment or modification of this Agreement shall be effective unless in writing executed by the parties to this Agreement.

N. Term of Engagement. This agreement shall become effective as of the date executed by the City as set forth on the signature page hereof and, unless terminated by either party pursuant to the terms hereof, shall remain in effect thereafter for a period of three (3) years from such date. Such term shall be subject to extension upon the mutual agreement of the City and Hilltop. Unless the City or Hilltop shall notify the other party in writing at least thirty (30) days in advance of the applicable anniversary date that this Agreement will not be renewed, this Agreement will be automatically renewed on the third anniversary of the date hereof for an additional one year period and thereafter will be automatically renewed on each anniversary date for successive one year periods.

This agreement may be terminated with or without cause by the City or Hilltop upon the giving of at least thirty (30) days' prior written notice to the other party of its intention to terminate, specifying in such notice the effective date of such termination. In the event of such termination, it is understood and agreed that only the amounts due to Hilltop for services provided and expenses incurred prior to the date of termination will be due and payable. No penalty will be assessed for termination of this agreement.

O. Required Disclosures

1. The City hereby acknowledges receipt of, and has read and understands the content of, the Disclosure Statement of Municipal Advisor (the "Disclosure Statement"), attached hereto as Appendix A, current as of the date of this agreement, setting forth disclosures by Hilltop Securities Inc. of material conflicts of interest, if any, and of any legal or disciplinary events required to be disclosed pursuant to MSRB Rule G-42(b) and (c)(ii). The Disclosure Statement also describes how Hilltop Securities Inc. addresses or intends to manage or mitigate any disclosed conflicts of interest, as well as the specific type of information regarding, and the date of the last material change, if any, to the legal and disciplinary events required to be disclosed on Forms MA and MA-I filed by Hilltop Securities Inc. with the SEC.

2. By executing this Agreement, the City hereby waives any conflicts of interest disclosed by Hilltop Securities Inc. in the Disclosure Statement as of the date of this Agreement. In the event of any action or event which may result in a conflict of interest, or the appearance thereof, Hilltop Securities shall promptly advise the City of such, as soon as having knowledge of such conflict or appearance thereof, and seek the waiver of such conflict or appearance thereof by the City, which consent shall be granted or withheld in the sole discretion of the City. In the event the City declines to waive the conflict, or appearance thereof, this contract shall terminate in accordance with the provisions set forth herein.

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3. By executing this agreement, the City consents, for the full term of this agreement, to the electronic delivery of the Disclosure Statement at no cost to the City, in lieu of delivery of hard copy. The Disclosure Statement may be delivered by email to the City at such email address as the City may hereafter provide in writing to Hilltop.

P. Notices. All notices required of this Agreement shall be sent by certified mail, return receipt requested, and if sent to the City, shall be mailed to:

Mr. Darrel Pyle
City Manager
City of Norman, Oklahoma
201 West Gray Street
Norman, Oklahoma 73069

And if sent to Hilltop, shall be mailed to:

Mr. Michael Newman
Senior Managing Director
Hilltop Securities Inc.
6100 Fairview Suite 550
Charlotte, North Carolina 28210

Q. Miscellaneous. The heading preceding the several articles and sections hereof are solely for convenience of reference and shall not constitute a part of this Agreement or affect its meaning, construction or effect. The terms of this Agreement are for the exclusive benefit of the parties to this Agreement and shall not create any right or obligation in any person or entity not a signatory hereto. None of the terms of this Agreement shall be construed against the drafting party solely by reason of drafting of terms of the Agreement.

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IN WITNESS WHEREOF, the parties have executed this Agreement as of the ____ day of _____, 2026.

Hilltop Securities Inc.



By: _____
Michael Newman
Senior Managing Director

City of Norman, Oklahoma

By_____
Stephen T. Holman
Mayor
City of Norman, Oklahoma

ATTEST:

_____
City Clerk

Norman Parking and Transit Authority

By_____
Stephen T. Holman
Chairperson
Norman Parking and Transit Authority

ATTEST:

_____
Secretary

Approved the ___ day of _____ as to form and legality.

_____
City Attorney/General Counsel

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City of Norman, Oklahoma

Appendix A

Municipal Advisory Disclosure Statement



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MUNICIPAL ADVISOR DISCLOSURE STATEMENT

This disclosure statement ("Conflict Disclosures") is provided by **Hilltop Securities Inc.** ("the Firm") to you the **City of Norman, Oklahoma** (the "City") in connection with our current municipal advisory agreement, ("the Agreement"). These Conflict Disclosures provide information regarding conflicts of interest and legal or disciplinary events of the Firm that are required to be disclosed to the Client pursuant to MSRB Rule G-42(b) and (c)(ii).

PART A – Disclosures of Conflicts of Interest

MSRB Rule G-42 requires that municipal advisors provide to their clients disclosures relating to any actual or potential material conflicts of interest, including certain categories of potential conflicts of interest identified in Rule G-42, if applicable.

Material Conflicts of Interest – The Firm makes the disclosures set forth below with respect to material conflicts of interest in connection with the Scope of Services under the Agreement with the Firm, together with explanations of how the Firm addresses or intends to manage or mitigate each conflict.

General Mitigations – As general mitigations of the Firm's conflicts, with respect to all of the conflicts disclosed below, the Firm mitigates such conflicts through its adherence to its fiduciary duty to Client, which includes a duty of loyalty to Client in performing all municipal advisory activities for Client. This duty of loyalty obligates the Firm to deal honestly and with the utmost good faith with Client and to act in Client's best interests without regard to the Firm's financial or other interests. In addition, because the Firm is a broker-dealer with significant capital due to the nature of its overall business, the success and profitability of the Firm is not dependent on maximizing short-term revenue generated from individualized recommendations to its clients but instead is dependent on long-term profitably built on a foundation of integrity, quality of service and strict adherence to its fiduciary duty. Furthermore, the Firm's municipal advisory supervisory structure, leveraging our long-standing and comprehensive broker-dealer supervisory processes and practices, provides strong safeguards against individual representatives of the Firm potentially departing from their regulatory duties due to personal interests. The disclosures below describe, as applicable, any additional mitigations that may be relevant with respect to any specific conflict disclosed below.

I. Affiliate Conflict. The Firm, directly and through affiliated companies, provides or may provide services/advice/products to or on behalf of clients that are related to the Firm's advisory activities within the Scope of Services outlined in the Agreement. Hilltop Securities Asset Management (HSAM), a SEC-registered affiliate of the Firm, provides post issuance services including arbitrage rebate and treasury management. The Firm's arbitrage team verifies rebate and yield restrictions on the investments of bond proceeds on behalf of clients in order to meet IRS restrictions. The treasury management division performs portfolio management/advisor services on behalf of public sector clients. The Firm, through affiliate Hilltop Securities Asset Management (HSAM), provides a multi-employer trust tailor-made for public entities which allows them to prefund Other Post-Employment Benefit liabilities. The Firm has a structured products desk that provides advice to help clients mitigate risk though investment management, debt management and commodity price risk management products. These products consist of but are not limited to swaps (interest rate, currency, commodity), options, repos, escrow structuring and other securities. Continuing Disclosure services provided by the Firm work with issuers to assist them in meeting disclosure requirements set forth in SEC rule 15c2-12. Services include but are not limited to ongoing maintenance of issuer compliance, automatic tracking of issuer's annual filings and public notification of material events. The Firm administers government

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investment pools. These programs offer governmental entities investment options for their cash management programs based on the entities specific needs. The Firm and the aforementioned affiliate's business with a client could create an incentive for the Firm to recommend to a client a course of action designed to increase the level of a client's business activities with the affiliates or to recommend against a course of action that would reduce or eliminate a client's business activities with the affiliates. This potential conflict is mitigated by the fact that the Firm and affiliates are subject to their own comprehensive regulatory regimes.

II. **PlainsCapital Bank Affiliate Conflict.** The Firm, directly and through affiliated companies, provides or may provide services/advice/products to or on behalf of clients that are related to the Firm's advisory activities within the Scope of Services outlined in the Agreement. Affiliate, PlainsCapital Bank, provides banking services to municipalities including loans and custody. The Firm and the aforementioned affiliate's business with a client could create an incentive for the Firm to recommend to a client a course of action designed to increase the level of a client's business activities with the affiliates or to recommend against a course of action that would reduce or eliminate a client's business activities with the affiliates. This potential conflict is mitigated by the fact that the Firm and affiliates are subject to their own comprehensive regulatory regimes.

III. **Other Municipal Advisor or Underwriting Relationships.** The Firm serves a wide variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of Client. For example, the Firm serves as municipal advisor to other municipal advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to Client. These other clients may, from time to time and depending on the specific circumstances, have competing interests, such as accessing the new issue market with the most advantageous timing and with limited competition at the time of the offering. In acting in the interests of its various clients, the Firm could potentially face a conflict of interest arising from these competing client interests. In other cases, as a broker-dealer that engages in underwritings of new issuances of municipal securities by other municipal entities, the interests of the Firm to achieve a successful and profitable underwriting for its municipal entity underwriting clients could potentially constitute a conflict of interest if, as in the example above, the municipal entities that the Firm serves as underwriter or municipal advisor have competing interests in seeking to access the new issue market with the most advantageous timing and with limited competition at the time of the offering. None of these other engagements or relationships would impair the Firm's ability to fulfill its regulatory duties to Client.

IV. **Secondary Market Transactions in Client's Securities.** The Firm, in connection with its sales and trading activities, may take a principal position in securities, including securities of Client, and therefore the Firm could have interests in conflict with those of Client with respect to the value of Client's securities while held in inventory and the levels of mark-up or mark-down that may be available in connection with purchases and sales thereof. In particular, the Firm or its affiliates may submit orders for and acquire Client's securities issued in an Issue under the Agreement from members of the underwriting syndicate, either for its own account or for the accounts of its customers. This activity may result in a conflict of interest with Client in that it could create the incentive for the Firm to make recommendations to Client that could result in more advantageous pricing of Client's bond in the marketplace. Any such conflict is mitigated by means of such activities being engaged in on customary terms through units of the Firm that operate independently from the Firm's municipal advisory business, thereby reducing the likelihood that such investment activities would have an impact on the services provided by the Firm to Client under this Agreement.

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V. Broker-Dealer and Investment Advisory Business. The Firm is dually registered as a broker-dealer and an investment advisor that engages in a broad range of securities-related activities to service its clients, in addition to serving as a municipal advisor or underwriter. Such securities-related activities, which may include but are not limited to the buying and selling of new issue and outstanding securities and investment advice in connection with such securities, including securities of Client, may be undertaken on behalf of, or as counterparty to, Client, personnel of Client, and current or potential investors in the securities of Client. These other clients may, from time to time and depending on the specific circumstances, have interests in conflict with those of Client, such as when their buying or selling of Client's securities may have an adverse effect on the market for Client's securities, and the interests of such other clients could create the incentive for the Firm to make recommendations to Client that could result in more advantageous pricing for the other clients. Furthermore, any potential conflict arising from the firm effecting or otherwise assisting such other clients in connection with such transactions is mitigated by means of such activities being engaged in on customary terms through units of the Firm that operate independently from the Firm's municipal advisory business, thereby reducing the likelihood that the interests of such other clients would have an impact on the services provided by the Firm to Client.

VI. Compensation-Based Conflicts. Fees that are based on the size of the issue are contingent upon the delivery of the Issue. While this form of compensation is customary in the municipal securities market, this may present a conflict because it could create an incentive for the Firm to recommend unnecessary financings or financings that are disadvantageous to Client, or to advise Client to increase the size of the issue. This conflict of interest is mitigated by the general mitigations described above.

Fees based on a fixed amount are usually based upon an analysis by Client and the Firm of, among other things, the expected duration and complexity of the transaction and the Scope of Services to be performed by the Firm. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, the Firm may suffer a loss. Thus, the Firm may recommend less time-consuming alternatives or fail to do a thorough analysis of alternatives. This conflict of interest is mitigated by the general mitigations described above.

Hourly fees are calculated with, the aggregate amount equaling the number of hours worked by Firm personnel times an agreed-upon hourly billing rate. This form of compensation presents a potential conflict of interest if Client and the Firm do not agree on a reasonable maximum amount at the outset of the engagement, because the Firm does not have a financial incentive to recommend alternatives that would result in fewer hours worked. This conflict of interest is mitigated by the general mitigations described above.

PART B – Disclosures of Information Regarding Legal Events and Disciplinary History

MSRB Rule G-42 requires that municipal advisors provide to their clients certain disclosures of legal or disciplinary events material to its client's evaluation of the municipal advisor or the integrity of the municipal advisor's management or advisory personnel.

Accordingly, the Firm sets out below required disclosures and related information in connection with such disclosures.

I. Material Legal or Disciplinary Event. The Firm discloses the following legal or disciplinary events that may be material to Client's evaluation of the Firm or the integrity of the Firm's management or advisory personnel:

- For related disciplinary actions please refer to the Firm's BrokerCheck webpage.

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- From July 2011 to October 2015, Hilltop failed to submit required MSRB Rule G-32 information to EMMA in connection with 122 primary offerings of municipal securities for which the Firm served as placement agent. During the period January 2012 to September 2015, the Firm failed to provide MSRB Rule G-17 letters to issuers in connection with 119 of the 122 offerings referenced above. From October 2014 to September 2015, the Firm failed to report on Form MSRB G-37 that it had engaged in municipal securities business as placement agent for 45 of these 122 offerings. This failure was a result of a misunderstanding by one branch office of Southwest Securities. Hilltop discovered these failures during the merger of FirstSouthwest and Southwest Securities and voluntarily reported them to FINRA. The Firm paid a fine of $100,000 for these self-reported violations.

- In connection with a settlement on July 9, 2021 , the U.S. Securities and Exchange Commission found that, between January 2016 and April 2018, the Firm bought municipal bonds for its own account from another broker-dealer and that, on occasion during that time period, the other broker-dealer mischaracterized the Firm's orders when placing them with the lead underwriter. The SEC found that, among other things, the Firm lacked policies and procedures with respect to how stock orders were submitted for new issues bonds to third parties, including the broker-dealer that mischaracterized the Firm's orders. The SEC found violations of MSRB Rules G-27, G-17, and SEC rule 15B(c)(1) and a failure to reasonably supervise within the meaning of Section 15(b)(4)(E) of the Securities Exchange Act of 1934. The Firm was censured and ordered to pay disgorgement of $206,606, prejudgment interest of $48,587 and a penalty of $85,000.

- On August 14, 2024, the Securities and Exchange Commission ("SEC") entered into a settlement order with Hilltop Securities Inc. ("Hilltop") to settle an administrative action finding that Hilltop failed to (1) maintain and preserve off-channel communications related to Hilltop's broker-dealer business, as well as related to recommendations made or proposed to be made and advice given or proposed to be given with respect to Hilltop's investment advisory business; and (2) reasonably supervise its personnel with a view to preventing or detecting certain of its personnel's aiding and abetting violations of certain provisions of the federal securities laws. Hilltop admitted to the facts in the settlement order, acknowledged its conduct violated the federal securities laws, and agreed to: (a) a cease-and-desist order, (b) a censure, (c) payment of a civil monetary penalty in the amount of $1,600,000, and (d) certain undertakings related to the retention of electronic communications.

II. How to Access Form MA and Form MA-I Filings. The Firm's most recent Form MA and each most recent Form MA-I filed with the SEC are available on the SEC's EDGAR system at Forms MA and MA-I. The SEC permits certain items of information required on Form MA or MA-I to be provided by reference to such required information already filed by the Firms in its capacity as a broker-dealer on Form BD or Form U4 or as an investment adviser on Form ADV, as applicable. Information provided by the Firm on Form BD or Form U4 is publicly accessible through reports generated by Broker Check at http://brokercheck.finra.org/, and the Firm's most recent Form ADV is publicly accessible at the Investment Adviser Public Disclosure website at http://www.adviserinfo.sec.gov/. For purposes of accessing such BrokerCheck reports or Form ADV, click previous hyperlinks.

PART C – MSRB Rule G-10 Disclosure

MSRB Rule G-10 covers Investor and Municipal Advisory Client education and protection. This rule requires that municipal advisors make certain disclosures to all municipal advisory clients. This communication is a disclosure only and does not require any action on your part. The disclosures are noted below.

1. Hilltop Securities Inc. is registered with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board as a Municipal Advisor.
2. You can access the website for the Municipal Securities Rulemaking Board at www.msrb.org
3. The Municipal Securities Rulemaking Board has posted a municipal advisory client brochure. A copy of the brochure is attached to the memo. This link will take to you to the electronic version MA_Client_Brochure.

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PART D – Future Supplemental Disclosures

As required by MSRB Rule G-42, this Municipal Advisor Disclosure Statement may be supplemented or amended, from time to time as needed, to reflect changed circumstances resulting in new conflicts of interest or changes in the conflicts of interest described above, or to provide updated information with regard to any legal or disciplinary events of the Firm. The Firm will provide Client with any such supplement or amendment as it becomes available throughout the term of the Agreement.

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File Attachments for Item:

24. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2627-57: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $205,000 FROM THE CAPITAL FUND BALANCE TO THE HOMELESS SHELTER FACILITY PROJECT FOR IMPROVEMENTS TO THE EXISTING NORMAN WARMING SHELTER FACILITY.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Jason Olsen, Director of Parks and Recreation

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2627-57: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $205,000 FROM THE CAPITAL FUND BALANCE TO THE HOMELESS SHELTER FACILITY PROJECT FOR IMPROVEMENTS TO THE EXISTING NORMAN WARMING SHELTER FACILITY.

BACKGROUND:

The emergency temporary homeless shelter was opened in the winter of 2021, in a City-owned warehouse located at 109 West Gray Street. The shelter was originally established as a temporary warming shelter for approximately two months during the winter months. However, due to the continued need for emergency shelter services, the facility has remained in operation year-round. It has provided a safe place for individuals experiencing homelessness to stay overnight for the past four years.

In 2026, voters approved a bond issue to construct a permanent homeless shelter facility immediately south of the privately-operated Food and Shelter facility on Reed Avenue. Although the bond issue was passed, it is currently awaiting review in court before the project can proceed. Until the permanent facility can be constructed and placed into service, the City intends to continue providing an appropriate and safe location for the existing shelter operation.

In late Spring of 2026, the Oklahoma State Fire Marshal inspected the current shelter facility at 109 W. Gray Street. The building is not equipped with a fire sprinkler suppression system. Following the inspection, the State Fire Marshal determined that the facility had exceeded the intended use and duration as a temporary shelter. The City was given a specified timeframe to install a fire suppression and fire alarm system, or to discontinue operation of the shelter.

The existing building at 109 W. Gray Street is not well-suited for installing the required fire protection systems, and the cost of bringing the building into compliance would not be reasonable given its current configuration and condition.

City staff identified the adjacent City-owned property at 113 W. Gray Street, also known as the Couch Building, as a more suitable location for the shelter operation. The Couch Building is a

standalone structure with intact firewalls and a layout that will allow the required fire sprinkler and fire alarm systems to be installed more efficiently and economically.

Relocating the shelter operation from 109 W. Gray to 113 W. Gray Street will provide a safer, more appropriate facility while allowing the city to maintain emergency shelter services until the permanent shelter can be constructed and brought into operation.

DISCUSSION:

After evaluating the condition of the Couch Building (113 W. Gray Street), in June of 2026, staff have determined that remodeling the facility will require up to $175,000 to prepare it for use as the emergency homeless shelter. The cost, along with the plan, was presented to the City Council that same month at a Council Conference with a consensus to proceed with this plan. On July 4th, a strong storm with high winds that hit the Norman area caused significant damage to an HVAC unit on the Gray Street buildings, along with some minor electrical damage. The replacement of that unit and the repair of the damage added an extra $30,000 to the project, bringing the total to $205,000.

Approval of this funding is necessary to provide a safe, code-compliant facility for the shelter's continued operation. The remodeling will allow the city to address the requirements identified by the Oklahoma State Fire Marshal, including installing the necessary fire suppression and fire alarm systems, while making the building suitable for continued shelter operations.

The $205,000 investment is also intended to be a practical use of City resources. The Couch Building is already City-owned, eliminating the need to acquire or lease another property. Its existing construction, including intact firewalls and a standalone configuration, makes it significantly better suited for the required improvements than the current shelter building at 109 W. Gray Street. Investing in the Couch Building will allow the City to make the necessary safety improvements without incurring a substantial cost to build a facility that is not well-suited to the required fire protection systems.

Additionally, the permanent homeless shelter approved through the 2026 bond issue is still awaiting review through the court system and will require additional time for design, construction, and completion. The City intends to maintain a safe and operational shelter during this interim period. The proposed remodel will provide the City with a reasonable solution to meet the immediate safety requirements while continuing to provide shelter services until the permanent facility is available.

RECOMMENDATION:

It is recommended that the City Council Approve Resolution Number R-2627-57 in the amount of $205,000 to appropriate funds from the Capital Fund Balance (50-29000) into the Homeless Shelter Facility project (BG0099, 50193365-46101 Construction), to be used for the Norman Warming Shelter Improvements described herein.

Resolution

R-2627-57

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $205,000 FROM THE CAPITAL FUND BALANCE TO THE HOMELESS SHELTER FACILITY PROJECT FOR IMPROVEMENTS TO THE EXISTING NORMAN WARMING SHELTER FACILITY.

§ 1. WHEREAS, the City's emergency homeless shelter, located at 109 West Gray Street, was established as a temporary winter warming shelter in 2021 and has remained in operation year-round for approximately four years due to the continued need for emergency shelter services; and

§ 2. WHEREAS, the Oklahoma State Fire Marshal recently determined that the 109 West Gray Street facility had exceeded its intended use and duration as a temporary shelter and requires fire suppression and fire alarm systems to continue operating, which would not be practical or cost-effective given the building's condition and configuration; and

§ 3. WHEREAS, the City-owned Couch Building at 113 West Gray Street has been identified as a more suitable location for the shelter operation, with its standalone configuration and intact firewalls allowing the required fire protection improvements to be completed more efficiently and economically; and

§ 4. WHEREAS, the City intends to appropriate $205,000 from the Capital Fund Balance to remodel the Couch Building and address required life-safety and regulatory improvements, allowing emergency shelter services to continue safely until the permanent shelter facility approved through the 2026 bond issue is constructed and operational.

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

§ 5. That the following transfer be made for the reasons stated above.

Losing Account	Gaining Account	Amount
Capital Fund Balance Account: 50-29000	Homeless Shelter Facility project BG0099 Account: 50193365-46101	$205,000

PASSED AND APPROVED this 27th day of October 2026.

_____

Mayor, Stephen T. Holman

ATTEST:

_____

City Clerk

File Attachments for Item:

25. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-62: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $44,018.36 FROM REFUNDS / REIMBURSEMENTS MISCELLANEOUS ACCOUNTS TO PAY FOR REPAIRS TO CITY OF NORMAN VEHICLES DAMAGED BY OTHER DRIVERS IN TRAFFIC COLLISIONS.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Ryan J. Riddel

PRESENTER: Ryan J. Riddel, Assistant City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-62: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $44,018.36 FROM REFUNDS / REIMBURSEMENTS MISCELLANEOUS ACCOUNTS TO PAY FOR REPAIRS TO CITY OF NORMAN VEHICLES DAMAGED BY OTHER DRIVERS IN TRAFFIC COLLISIONS.

BACKGROUND:

Funding is required to repair City property that is damaged by other drivers in traffic collisions. Part of this funding is received from the City's vendor, Alternative Claims Management (ACM), who pursues payment from the other driver's auto insurance policy when a City vehicle is damaged. When insurance is not available, funds can be received from restitution through criminal court matters.

This item requests appropriation of these types of payments that have been received by the City.

DISCUSSION:

Reimbursement has been received for the following incidents:

On September 24, 2024, a Transit Division vehicle (Bus 5-2304) received damage when it was struck by another driver who failed to stop at a STOP sign. Shelter Insurance determined their driver was at fault and payment for damage costs, loss of use, and diminished value was collected by ACM and remitted to the City in the amount of $4,935.35.

On September 17, 2025, a Transit Division vehicle (Bus 5-2332) received damage when it was struck by another driver who failed to allow enough room to pass. Gallagher Basset insurance determined their driver was at fault and payment for damage costs was collected by ACM and remitted to the City in the amount of $25,000.

On September 23, 2017, a Police Department vehicle (Unit 1123) received damage when it was struck by another driver who was impaired. Allstate insurance determined their driver was at fault and after the City received payment for damage costs, a loss of use payment was collected by ACM and remitted to the City in the amount of $770.40.

On June 26, 2026, a Police Department vehicle (Unit 1212) received damage when it was struck by another driver who made an improper left turn. State Farm insurance determined their driver was at fault and payment for damage costs was collected by ACM and remitted to the City in the amount of $2,982.41.

On June 19, 2017, a Fire Department vehicle (Unit 7) was struck by another driver who changed lanes unsafely. Geico insurance determined their driver was at fault and a payment for diminished value was collected by ACM and remitted to the City in the amount of $250.

On March 7, 2026, a Police Department vehicle (Unit 1214) received damage during the pursuit of a reckless driver. Oklahoma Farm Bureau insurance determined their driver was at fault and payment for damage costs was collected by ACM and remitted to the City in the amount of $9,664.92.

On April 7, 2024, a Police Department vehicle (Unit 1215) received damage during the pursuit of an impaired driver. Restitution was granted by the court and payments were ordered. The City received $207.64 each for August and September 2026, for a total remittance of $415.28.

The collections outlined above, which total $44,018.36, were received by the City and forwarded for deposit into the Refunds/Reimbursements Miscellaneous Risk Management account. Staff now submits this request to reimburse the Transit Division for bus repair expenses as well as to place funds into the Fleet vehicle repair account for the other damaged City vehicles.

RECOMMENDATION:

Staff recommends approval of Resolution R-2627-62 for the appropriation of the following amounts to reimburse repair expenses of City of Norman vehicles:

$29,935.35 from Risk Management Fund, Refunds/Reimbursements (Account 439-365264) to Public Transit Fund, Transit Maintenance & Repair Services-Auto (Account 27550276-44201); and

$14,083.01 from Risk Management Fund, Refunds/Reimbursements (Account 439-365264) to Miscellaneous Services/Uninsured Losses (Account 43330104-44798).

Resolution

R-2627-62

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $44,018.36 FROM REFUNDS / REIMBURSEMENTS MISCELLANEOUS ACCOUNTS TO PAY FOR REPAIRS TO CITY OF NORMAN VEHICLES THAT WERE DAMAGED BY OTHER DRIVERS IN TRAFFIC COLLISIONS.

§ 1. WHEREAS, Alternative Claims Management (ACM) assists the City of Norman to collect insurance funds when a City vehicle is damaged by another driver during an auto collision; they have remitted $43,603.08 to the City; and

§ 2. WHEREAS, the City receives restitution payments from the District Attorney's Office when an incident is referred to District Court and no insurance was in place; they have remitted $415.28 to the City; and

§ 3. WHEREAS, reimbursement from these sources was received by the City of Norman in the total amount of $44,018.36. These funds were forwarded for deposit into the City's Refunds / Reimbursements Miscellaneous account; and

§ 4. WHEREAS, these funds should be appropriated to the City Transit Division account and to the City Fleet Division account so reimbursement of vehicle repair expenses can be made;

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

§ 5. THAT the following appropriations be made as follows:

Account Name	Losing Account	Gaining Account	Amount
Transit – Maint. & Repair Services	439-365264	27550276-44201	$29,935.35
Misc. Serv – Uninsured Losses	439-365264	43330104-44798	$14,083.01
		Total	$44,018.36

PASSED AND ADOPTED this 27th day of October 2026.

_____
Stephen T. Holman, Mayor

ATTEST:

_____
Jamie Meyer, City Clerk

MEMORANDUM

DATE: September 25, 2026

TO: Darrel Pyle, City Manager

FROM: Ryan J. Riddel, Assistant City Attorney

SUBJECT: City of Norman Debt Recovery for Fleet Vehicle Damage

The City of Norman has contracted with Alternative Claims Management (ACM) to collect insurance reimbursement when a City vehicle is damaged by another driver. Attached is a check from ACM, in the total amount of $4,935.35, which represents reimbursement from an insurance company for the incident described below. This payment includes "loss of use" and "diminished value" that was over and above the estimated repair costs.

Please advise if you need additional information.

Vehicle Unit	Incident Date	Insurance Co.	Repair Estimate	This Payment
Bus 5-2304	9/24/2024	Shelter Mutual	$2,231.68	$4,935.35
PD Report	**Insured**	**Repair Status**	**Collection Status**	
24-69798	A. Holmes	Completed	Closed	

Attachments: copy of check from ACM, repair estimate, NPD Incident Report

9-28-26
Date

Signature

☑ APPROVED
☐ DISAPPROVED

By:
☑ Darrel Pyle, City Manager
☐ Shannon Stevenson, Assistant City Manager

To be completed by Legal Dept.:
This memo and check was routed to Clint Mercer, Director of Finance, on 10/1/26 with copies to:

Scott Sturtz, Director of Public Works
Taylor Johnson, Transit and Parking Program Manager
Jason Huff, Transit Planner and Grants Specialist
Mike White, Fleet Program Manager
Jeff Parker, Transit Repair Supervisor
Jennell James, Fleet Service Writer
Jamie Vaughn, Treasury Support Supervisor

PAY TO THE ORDER OF NORMAN POLICE DEPARTMENT $ 4935.35

Four Thousand Nine Hundred Thirty-Five and 35/100 DOLLARS

VOID AFTER 90 DAYS

JobID DHS5N4, PieceID 009012, Page 01 of 01, Feed Inserts 00000000, File Page 9583 of 1

MEMORANDUM

DATE: September 25, 2026

TO: Darrel Pyle, City Manager

FROM: Ryan J. Riddel, Assistant City Attorney

SUBJECT: City of Norman Debt Recovery for Fleet Vehicle Damage

The City of Norman has contracted with Alternative Claims Management (ACM) to collect insurance reimbursement when a City vehicle is damaged by another driver. Attached is a check from ACM, in the total amount of $25,000, which represents reimbursement from an insurance company for the incident described below. This total equals the insurance policy's maximum coverage amount at the time of the incident.

Please advise if you need additional information.

Vehicle Unit	Incident Date	Insurance Co.	Repair Estimate	Payment Amount
Bus 5-2332	9/17/2025	Gallagher Basset	$34,030.78	$25,000.00
PD Report	**Insured**	**Repair Status**	**Collection Status**	
25-69293	OK Schools	Completed	Closed	

Attachments: copy of check from ACM, repair estimate, NPD Incident Report

9-28-26
Date

Signature

☑ APPROVED
☐ DISAPPROVED

By:
☑ Darrel Pyle, City Manager
☐ Shannon Stevenson, Assistant City Manager

To be completed by Legal Dept.:
This memo and check was routed to Clint Mercer, Director of Finance, on 10/1/26, with copies to:

Scott Sturtz, Director of Public Works
Taylor Johnson, Transit and Parking Program Manager
Jason Huff, Transit Planner and Grants Specialist
Mike White, Fleet Program Manager
Jeff Parker, Transit Repair Supervisor
Jennell James, Fleet Service Writer
Jamie Vaughn, Treasury Support Supervisor

PAY TO THE ORDER OF NORMAN POLICE DEPARTMENT

$ 25000.00

Twenty-Five Thousand and 00/100 DOLLARS

VOID AFTER 90 DAYS

JobID DHR87A, PieceID 009229, Page 01 of 01, Feed Inserts 00000000, File Page 9748 of

Bus 5-2332
9/17/25

Sent by Bill.com, LLC. U.S. Patent No. 8,521,626

MEMORANDUM

DATE: September 25, 2026

TO: Darrel Pyle, City Manager

FROM: Ryan J. Riddel, Assistant City Attorney

SUBJECT: City of Norman Debt Recovery for Fleet Vehicle Damage

The City of Norman has contracted with Alternative Claims Management (ACM) to collect insurance reimbursement when a City vehicle is damaged by another driver. Attached is a check from ACM, in the total amount of $770.40, which represents reimbursement from an insurance company for the incident described below.

Please advise if you need additional information.

Vehicle Unit	Incident Date	Insurance Co.	Repair Estimate	Payment Amount
PD-1123	9/23/2017	Allstate	Paid	$ 770.40
PD Report	**Insured**	**Repair Status**	**Collection Status**	
17-70606	J. Genson	(Loss of Use Only)	Open	

Attachments: copy of check from ACM, NPD Incident Report

9-28-26
Date

Signature

☑ APPROVED
☐ DISAPPROVED

By:
☑ Darrel Pyle, City Manager
☐ Shannon Stevenson, Assistant City Manager

To be completed by Legal Dept.:
This memo and check was routed to Clint Mercer, Director of Finance, on 10/1/26 kf, with copies to:

Kevin Foster, Chief of Police
Chad Vincent, Major, Police Department
Monteshia Brakhage, PD Admin Tech
Jamie Vaughn, Treasury Support Supervisor
Mike White, Fleet Program Manager
Mark Delgado, Light Repair Supervisor
Jennell James, Fleet Service Writer

PAY TO THE ORDER OF NORMAN POLICE DEPARTMENT $ 770.40

Seven Hundred Seventy and 40/100 DOLLARS

VOID AFTER 90 DAYS

JobID DHFUP8, PieceID 008966, Page 01 of 01, Feed Inserts 00000000, File Pa



Sent by Bill.com, LLC. U.S. Patent No. 8,521,626

MEMORANDUM

DATE: October 6, 2026

TO: Darrel Pyle, City Manager

FROM: Ryan J. Riddel, Assistant City Attorney

SUBJECT: City of Norman Debt Recovery
Norman Police Department Vehicle Unit 1212

The City of Norman has contracted with Alternative Claims Management (ACM) to collect insurance reimbursement when a City vehicle is damaged by another driver. Attached is a check from ACM, in the total amount of $2,982.41, for the incident described below. This payment includes estimated repair expenses, loss of use, and diminished value costs.

Please advise if you need additional information.

Vehicle Unit	Incident Date	Insurance Co.	Repair Estimate	Payment Amount
PD-1212	6/26/26	State Farm	$ 1,177.68	$ 2,982.41
PD Report	**Insured**	**Repair Status**	**Collection Status**	
26-46172	M. Bailey	Repaired	Closed	

Attachments: copy of check from ACM, repair estimate, NPD Incident Report

10/07/2026
Date

Signature

☑ APPROVED
☐ DISAPPROVED

By: ☐ Darrel Pyle, City Manager
☑ Shannon Stevenson, Assistant City Manager

To be completed by Legal Dept.:
This memo and check were routed to Kim Coffman, Chief Accountant, on 10/7/26, with copies to:

Kevin Foster, Chief of Police
Chad Vincent, Major, Police Department
Monteshia Brakhage, PD Admin Tech
Karley German, Treasury Support Supervisor
Mike White, Fleet Program Manager
Mark Delgado, Light Repair Supervisor
Jennell James, Fleet Service Writer

PAY TO THE ORDER OF NORMAN POLICE DEPARTMENT $ 2982.41

Two Thousand Nine Hundred Eighty-Two and 41/100 DOLLARS

VOID AFTER 90 DAYS

JobID DHV2D9, PieceID 008990, Page 01 of 01, Feed Inserts 00000000, File Page 957

Sent by Bill.com, LLC. U.S. Patent No. 8,521,626

MEMORANDUM

DATE: September 25, 2026

TO: Darrel Pyle, City Manager

FROM: Ryan J. Riddel, Assistant City Attorney

SUBJECT: City of Norman Debt Recovery for Fleet Vehicle Damage

The City of Norman has contracted with Alternative Claims Management (ACM) to collect insurance reimbursement when a City vehicle is damaged by another driver. Attached is a check from ACM, in the total amount of $9,914.92, which represents reimbursement from insurance companies for the incidents described below. Please advise if you need additional information.

Vehicle Unit	Incident Date	Insurance Co.	Repair Estimate	Payment Amount
FD-7	6/19/2017	Geico	Paid	$250.00
PD Report	**Insured**	**Repair Status**	**Collection Status**	
17-43189	R. Duff	(Diminished Value)	Closed	

Vehicle Unit	Incident Date	Insurance Co.	Repair Estimate	Payment Amount
PD-1214	3/7/2026	Okla. Farm Bureau	$9,192.92	$9,664.92
PD Report	**Insured**	**Repair Status**	**Collection Status**	
26-16188	(juvenile)	Totaled	Closed	

Total Collected	$9,914.92

Attachments: copy of check from ACM, repair estimates, NPD Incident Reports

9-28-26
Date

Signature

☑ APPROVED
☐ DISAPPROVED

By: ☑ Darrel Pyle, City Manager
☐ Shannon Stevenson, Assistant City Manager

To be completed by Legal Dept.:
This memo and check was routed to Clint Mercer, Director of Finance, on 10/1/26, with copies to:

Kevin Foster, Chief of Police
Chad Vincent, Major, Police Department
Monteshia Brakhage, PD Admin Tech
Jamie Vaughn, Treasury Support Supervisor
Mike White, Fleet Program Manager
Mark Delgado, Light Repair Supervisor
Jennell James, Fleet Service Writer

PAY TO THE ORDER OF NORMAN POLICE DEPARTMENT $ 9914.92

Nine Thousand Nine Hundred Fourteen and 92/100 DOLLARS

VOID AFTER 90 DAYS

JobID DHOO9F, PieceID 0091144, Page 01 of 01, Feed Inserts 00000000, Fil

04BIL122579

Sent by Bill.com, LLC. U.S. Patent No. 8,521,626

MEMORANDUM

DATE: October 5, 2026

TO: Clint Mercer, Director of Finance

FROM: Sarah Encinias, Legal Admin Tech

SUBJECT: City of Norman Debt Recovery
Restitution for Damage to Police Vehicle Unit 1215

The Cleveland County District Court has ordered restitution for damage that occurred to a Norman Police Department vehicle where insurance monies could not be collected. Payments are collected by the District Attorney's Office and are then sent to the City as reimbursement.

Attached are two (2) payments received by the City for the incident described below. Please advise if further information is needed regarding these payments.

Vehicle Unit	Incident Date	Court Case	Name	Total to Finance
PD-1215	4/7/2024	CM-24-732	E. Barnes	$415.28
		Check Date	Check ID	Payment Amount
		8/11/26	7102593	$207.64
		9/9/26	7102738	$207.64

Attachment

cc: Kevin Foster, Chief of Police
Chad Vincent, Major, Police Department
Monteshia Brakhage, PD Admin Tech

Mike White, Fleet Program Manager
Mark Delgado, Light Repair Supervisor
Jennell James, Fleet Service Writer

Kim Coffman, Chief Accountant
Karley German, Treasury Support Supervisor
Ryan Riddel, Assistant City Attorney

Cleveland County District Attorney

City of Norman
Type: OD-701

[redacted]

Voucher number: 7102593
Date: 8/11/2026
Amount: **207.64**

[redacted]

Pay To The Order Of

City of Norman

$207.64

Exactly two hundred seven dollars and sixty-four cents

For:

City of Norman
201 W. Gray St
Norman, OK 73069

[redacted]

Cleveland County District Attorney

City of Norman
Type: OD-701

Voucher number: 7102738
Date: 9/9/2026
Amount: **207.64**

[redacted]

Pay To The Order Of

City of Norman

$207.64

Exactly two hundred seven dollars and sixty-four cents
For:

City of Norman
201 W. Gray St
Norman, OK 73069

File Attachments for Item:

26. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-7 UPON FIRST, SECOND AND FINAL READING BY TITLE: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, ADDING SECTION 24-510 TO CHAPTER 24 OF THE CODE OF THE CITY OF NORMAN; PROHIBITING CAMPING AND THE ESTABLISHMENT OF ENCAMPMENTS ON PUBLIC PROPERTY; PROHIBITING OBSTRUCTION OF PUBLIC SIDEWALKS, TRAILS, EASEMENTS, AND ACCESS ROUTES; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: Rickey J. Knighton II

PRESENTER: Rickey J. Knighton II, City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2627-7 UPON FIRST, SECOND AND FINAL READING BY TITLE: AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, ADDING SECTION 24-510 TO CHAPTER 24 OF THE CODE OF THE CITY OF NORMAN; PROHIBITING CAMPING AND THE ESTABLISHMENT OF ENCAMPMENTS ON PUBLIC PROPERTY; PROHIBITING OBSTRUCTION OF PUBLIC SIDEWALKS, TRAILS, EASEMENTS, AND ACCESS ROUTES; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

BACKGROUND

The proposed ordinance establishes reasonable regulations governing camping and encampments on City-owned public property while ensuring that public sidewalks, trails, rights-of-way, parks, easements, and other public facilities remain safe, accessible, and available for their intended public use.

The City has experienced situations in which unauthorized encampments and the accumulation of personal property on public property have interfered with pedestrian access, impeded accessibility for individuals with disabilities, created sanitation concerns, increased fire risks, damaged public infrastructure, and limited the public's ability to use parks, sidewalks, and trails. The ordinance is intended to address these concerns through content-neutral regulations that apply to all persons regardless of housing status.

DISCUSSION

The proposed ordinance prohibits camping and the establishment of campsites on public property except in connection with City-sponsored or City-approved events. It also prohibits storing personal property in a manner that constitutes a campsite or interferes with the intended public use of public property.

In addition, the ordinance prohibits substantial obstruction of sidewalks, trails, public entrances, easements, and ADA-accessible routes. A violation occurs only when a reasonable path of travel

is obstructed or access is materially impaired, thereby focusing enforcement on conduct that interferes with public access rather than incidental or temporary use of public spaces.

The ordinance includes several important exceptions. It does not apply to permitted events, City-approved recreational activities, emergency response activities, persons experiencing medical emergencies, or conduct protected by federal or state law, including lawful expressive activity.

Recognizing that enforcement often involves individuals experiencing homelessness or other hardships, the ordinance encourages a measured enforcement approach. When reasonably practicable and consistent with public safety, the City should provide notice before removing a campsite and allow individuals an opportunity to voluntarily remove personal property. The ordinance further authorizes coordination with shelters, outreach organizations, and service providers to connect affected individuals with available assistance. Immediate action remains authorized where necessary to address imminent threats to public health or safety.

Enforcement options are flexible and include warnings, notices of violation, citations, or other lawful enforcement actions. The ordinance also authorizes the removal of unauthorized campsites and associated debris in accordance with applicable law and City policy.

An emergency clause has been added to the ordinance. If Council desires to enact the ordinance by emergency, it can be done by separate vote on the emergency clause. The affirmative votes of 6 Councilmembers are required to adopt the emergency clause.

RECOMMENDATION

Staff recommends approval of the ordinance prohibiting camping and the establishment of encampments on public property.

ORDINANCE NO. O-2627-7

AN ORDINANCE OF THE CITY OF NORMAN, OKLAHOMA, ADDING SECTION 24-510 TO CHAPTER 24 OF THE CODE OF THE CITY OF NORMAN; PROHIBITING CAMPING AND THE ESTABLISHMENT OF ENCAMPMENTS ON PUBLIC PROPERTY; PROHIBITING OBSTRUCTION OF PUBLIC SIDEWALKS, TRAILS, EASEMENTS, AND ACCESS ROUTES; PROVIDING EXCEPTIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

§ 1. **WHEREAS**, Public parks, sidewalks, trails, easements, rights-of-way, and other public properties are intended for the use and enjoyment of all members of the public.

§ 2. **WHEREAS**, encampments and camping activities on public property may create conditions that interfere with public access, impede compliance with the Americans with Disabilities Act, increase fire hazards, contribute to the accumulation of trash and human waste, damage public property, and create health and safety concerns.

§ 3. **WHEREAS**, the City has a substantial governmental interest in maintaining public property in a safe, clean, accessible, and sanitary condition for all residents and visitors.

§ 4. **WHEREAS**, the City further finds that public sidewalks, trails, entrances, and access routes must remain open and reasonably accessible to pedestrians, including persons with disabilities.

§ 5. **WHEREAS**, the purpose of this ordinance is to protect public health, safety, welfare, accessibility, and the intended public use of public property while encouraging individuals in need of assistance to access available shelter and support services.

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

§ 6. That the Norman City Code be amended by adding thereto a new section to Article 24-V OFFENSES AGAINST PROPERTY, "§ 24-510" titled "Camping on Public Property" to read as follows:

24-510 Camping on Public Property

(a) For purposes of this section:

(1) "Camp" or "Camping" means residing or dwelling temporarily in a place with shelter, bedding, sleeping equipment, personal property, or other

materials indicating an intent to remain overnight or for an extended period.

(2) "Campsite" means any location where camping occurs or where bedding, sleeping bags, tents, tarps, temporary structures, personal belongings, cooking equipment, or similar items are arranged or stored in a manner reasonably indicating an intent to camp.

(3) "Public Property" means any property owned, leased, controlled, or maintained by the City, including parks, trails, sidewalks, rights-of-way, easements, medians, public facilities, and vacant municipal property.

(b) Camping

(1) No person shall camp or maintain a campsite on public property except in connection with a city-sponsored or city-approved special event.

(2) No person shall store personal property on public property in a manner that constitutes a campsite or that interferes with the intended public use of the property.

(c) Obstruction of Public Access

(1) No person shall sit, lie, sleep, place personal property, or otherwise obstruct a public sidewalk, trail, public entrance, easement, or ADA-accessible route in a manner that substantially interferes with pedestrian passage.

(2) A violation occurs only when a reasonable path of travel is obstructed or access is materially impaired.

(d) Exceptions

This ordinance shall not apply to:

(1) Permitted events authorized by the City;

(2) City-approved recreational or community activities;

(3) Emergency response activities undertaken by law enforcement, fire, and emergency medical personnel, including mutual aid responders acting in their official capacities;

(4) Persons experiencing a medical emergency; and

(5) Conduct expressly protected by federal or state law, including lawful expressive activity that does not otherwise violate this ordinance.

(e) Notice and Outreach

(1) Prior to removal of a campsite, the City should, when reasonably practicable and consistent with public safety, provide notice and an opportunity to voluntarily remove personal property.

(2) The City shall coordinate with service providers, shelters, outreach organizations, and other agencies to offer available assistance to individuals affected by enforcement activities.

(3) Nothing herein shall prevent immediate action where necessary to address an imminent threat to public health or safety.

(f) Enforcement

(1) Any person violating this ordinance may be issued a warning, notice of violation, citation, or other lawful enforcement action.

(2) The City may remove unauthorized campsites and associated debris from public property in accordance with applicable law and City policy.

§ 7. **SEVERABILITY CLAUSE**. If any section, subsection, sentence, clause, phrase, portion of this ordinance is for any reason held invalid or unconstitutional by any court or administrative agency of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such finding shall not affect the validity of the remaining portions thereof.

§ 8. **EMERGENCY.** An emergency is hereby declared to exist for the preservation of the public peace, health, safety, and welfare by reason whereof this Ordinance shall take effect immediately upon its adoption and publication.

§ 9. **REPEAL OF CONFLICTING ORDINANCES**. That all ordinances or parts of ordinances in conflict herewith be and the same are now expressly repealed.

ADOPTED this _____ day of

_____, 2026.

_____
Stephen Tyler Holman, Mayor

NOT ADOPTED this _____ day of

_____, 2026.

_____
Stephen Tyler Holman, Mayor

ATTEST:

_____
City Clerk

File Attachments for Item:

27. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2627-16 ON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, FIXING THE COMPENSATION OF THE CITY AUDITOR CONSISTENT WITH REQUIREMENTS FOR THE CITY MANAGER'S COMPENSATION IN ARTICLE XVIII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; DECLARING AN EMERGENCY AND PROVIDING FOR THE EFFECTIVE DATE FOR COMPENSATION TO BEGIN; AND PROVIDING FOR THE SEVERABILITY THEREOF.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: City Council

PRESENTER: Rickey J. Knighton II, City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2627-16 ON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, FIXING THE COMPENSATION OF THE CITY AUDITOR CONSISTENT WITH REQUIREMENTS FOR THE CITY MANAGER'S COMPENSATION IN ARTICLE XVIII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; DECLARING AN EMERGENCY AND PROVIDING FOR THE EFFECTIVE DATE FOR COMPENSATION TO BEGIN; AND PROVIDING FOR THE SEVERABILITY THEREOF.

BACKGROUND:

In August 2022, the voters of Norman approved an amendment to the City's Charter creating the position of City Auditor to be an employee of the City Council, serving in an at-will capacity, and hired, supervised, and managed by the City Council. Voters recently approved additional changes to the Charter dealing with qualifications for the position. Council directed Staff to post the position with the revised qualifications and seek applicants. After conducting interviews and discussing the applicants, Council directed Staff to offer the position to Deborah Rohrbough. Ordinance O-2627-16 is presented to Council for the purpose of adoption of the compensation structure for this position, consistent with the City Manager and City Attorney compensation ordinances.

DISCUSSION:

The compensation set forth in Ordinance O-2627-16 is consistent with Council direction. The employment contract will be submitted as a companion item with adoption of the ordinance on Second and Final Reading on October 27, 2026. Ms. Rohrbough is anticipated to begin her position with the City of Norman in early November. In order for the ordinance to be effective when she begins her employment, an emergency clause is included which will require a separate vote of Council for final adoption.

RECOMMENDATION:

Ordinance O-2627-16 is submitted for Council consideration.

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, FIXING THE COMPENSATION OF THE CITY AUDITOR CONSISTENT WITH REQUIREMENTS FOR THE CITY MANAGER'S COMPENSATION IN ARTICLE XVIII, SECTION 1, OF THE CHARTER OF THE CITY OF NORMAN; DECLARING AN EMERGENCY AND PROVIDING FOR THE EFFECTIVE DATE FOR COMPENSATION TO BEGIN; AND PROVIDING FOR THE SEVERABILITY THEREOF.

§ 1. WHEREAS, Section 1 of Article XVIII of the Charter of the City of Norman, Oklahoma, does provide that the City Council shall fix, by Ordinance, the compensation of the City Manager; and

§ 2. WHEREAS, Norman voters approved amendments to its Charter in August 2022, adding the position of City Auditor as an at-will employee of the City Council; and

§ 3. WHEREAS, after interviewing three qualified candidates, direction was given to the City Manager and City Attorney to bring a contract and ordinance forward appointing Deborah Rohrbough as the City Auditor; and

§ 4. WHEREAS, Council will consider Contract K-2627-82 during the same meeting it will consider this Ordinance O-2627-16 on Second and Final Reading; and

§ 5. WHEREAS, Ms. Rohrbough is able to begin her position as City Auditor on November 2, 2026, and as a result, an emergency clause is included with this Ordinance to ensure it goes into effect when she begins her employment with the City of Norman.

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

§ 6. That the salary and compensation of the City Auditor shall be and are hereby fixed at: an annual base salary of $137,622.94; a contribution to a qualified deferred compensation account in an amount equal to 15% per annum of annual base salary; a City-provided cell phone with monthly service and fees paid for by the City; standard employee health & dental benefits, term life insurance in the amount of $140,000; premium payments for short-term and long-term disability coverage; and a City contribution to a qualified retirement account in an amount that is equivalent to that provided for other non-union City employees; all pursuant to the terms and conditions of Contract K-2627-82.

§ 7. Emergency Clause and Effective Date. It is necessary for the immediate preservation of the peace, health, and safety of the City, and the inhabitants thereof, that the provisions of this Ordinance become operative prior to thirty days post-adoption, and therefore, an emergency is hereby declared to exist and this Ordinance shall be in full force and effect when Ms. Rohrbough begins her employment with the City of Norman after the passage and approval of this Ordinance by the Council on October 27, 2026.

§ 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.

ADOPTED this _____ day of

_____, 2026.

_____
Mayor

NOT ADOPTED this _____ day of

_____, 2026.

_____
Mayor

ATTEST:

_____
City Clerk

File Attachments for Item:

28. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2627-82: AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE NORMAN UTILITIES AUTHORITY, THE NORMAN MUNICIPAL AUTHORITY, THE NORMAN TAX INCREMENT FINANCE AUTHORITY, THE NORMAN ECONOMIC DEVELOPMENT AUTHORITY, THE PARKING AND TRANSIT AUTHORITY AND DEBORAH ROHRBOUGH, SETTING FORTH THE TERMS AND CONDITIONS OF EMPLOYMENT AS THE CITY AUDITOR.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 10/27/2026

REQUESTER: City Council

PRESENTER: Rick Knighton, City Attorney

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2627-82: AN EMPLOYMENT AGREEMENT BETWEEN THE CITY OF NORMAN, OKLAHOMA, THE NORMAN UTILITIES AUTHORITY, THE NORMAN MUNICIPAL AUTHORITY, THE NORMAN TAX INCREMENT FINANCE AUTHORITY, THE NORMAN ECONOMIC DEVELOPMENT AUTHORITY, THE PARKING AND TRANSIT AUTHORITY AND DEBORAH ROHRBOUGH, SETTING FORTH THE TERMS AND CONDITIONS OF EMPLOYMENT AS THE CITY AUDITOR.

BACKGROUND:

In August 2022, the voters of Norman approved an amendment to the City's Charter creating the position of City Auditor to be an employee of the City Council, serving in an at-will capacity, and hired, supervised, and managed by the City Council. Voters recently approved additional changes to the Charter dealing with qualifications for the position. Council directed Staff to post the position with the revised qualifications and seek applicants. After conducting interviews and discussing the applicants, Council directed Staff to offer the position to Deborah Rohrbough. Ordinance O-2627-16 is also on the Council's agenda for the purpose of adoption of the compensation structure for this position, consistent with the City Manager and City Attorney compensation ordinances.

DISCUSSION:

This employment contract is submitted as a companion item with adoption of Ordinance O-2627-16. The terms of the contract are consistent with discussions with Council. Ms. Rohrbough will begin her position with the City of Norman on November 2, 2026.

RECOMMENDATION:

Contract K-2324-76 is submitted for Council consideration.

CITY AUDITOR EMPLOYMENT AGREEMENT

This Agreement, made and entered into on this October 27, 2026, by and between the City of Norman, Oklahoma, a municipal corporation, the Norman Utilities Authority, the Norman Municipal Authority, the Norman Tax Increment Finance Authority, the Norman Economic Development Authority, and the Norman Parking and Transit Authority, the City of Norman being the sole beneficiary of each Authority (hereinafter collectively called "Employer"), and Deborah Rohrbough, (hereinafter called "Employee"), both of whom understand and agree as follows:

Section 1: Term

This Agreement shall remain in full force and effect from the Effective Date until terminated by the Employer or Employee as provided in this Agreement subject to sufficient appropriation of funds required under this Agreement for each fiscal year.

Section 2: Duties

A. Employer employs the Employee as City Auditor, to perform the duties specified in the City of Norman Charter, Code of Ordinances, policies, and in the laws of the State of Oklahoma and the United States, and to perform other legally permissible and proper duties, as the Mayor and City Council shall from time to time assign. Upon appointment by the City Council, Employee shall serve as the City Auditor "at will" of the Mayor and City Council as approved by the Norman City Charter.

Section 3: Compensation

A. Base Salary: Employer agrees to pay Employee an annual base salary of $137,622.94 payable in installments at the same time that the other employees of Employer are paid.

B. Qualified Deferred Compensation Account (§457 Plan) Contribution: Employer shall make contributions as additional salary fifteen percent (15%) per annum of annual base salary into a qualified deferred compensation account (457 Plan), payable in equal installments on each regularly scheduled payroll date.

C. In addition, consideration shall be given on an annual basis to an increase in compensation dependent on the results of the performance evaluation conducted under the provisions of Section 18 of this Agreement. Increased compensation can be in the form of a salary increase and/or performance incentive and/or an increase in benefits.

Section 4: Fringe Benefits

A. The Employer agrees to provide fringe benefits to the Employee in the same manner as set forth in Section 600, Fringe Benefits of the City of Norman

Personnel Manual, as may be amended from time to time, unless otherwise provided herein.

B. The Employer agrees to put into force and to make required premium payments for short-term and long-term disability coverage for the Employee.

C. The Employer shall pay the amount of premium due for term life insurance in the amount of one (1) times Employee's Annual Earnings. The Employer shall own the life insurance policy and the life insurance policy shall be in the name of the Employee and the Employee shall have the right to name the beneficiary of the life insurance policy.

Section 5: Vacation and Sick Leave

A. Employee will accrue additional vacation leave at a rate of 8 hours per month (for a maximum of 28 days per year) and sick leave at the same rate as other regular, non-union employees with the same tenure as set forth in the City's Personnel Manual. Maximum accrual rates of all leave will be subject to the same rules and regulations as other regular, non-union employees as set forth in the City's Personnel Manual.

B. In the event the Employee's employment is terminated, either voluntarily or involuntarily by either party, the Employee shall be compensated for all accrued vacation leave and sick leave compensation as provided in Section 702.5 of the City's Personnel Manual.

Section 6: Automobile

Employee is expected to use the Employee's own vehicle in the performance of the Employee's duties. When the Employee is required to use the Employee's own vehicle for City business, not including transportation to and from work, the Employer will reimburse the Employee according to the IRS standard mileage rates for the current tax year. On an annual basis, Employee is to provide Employer with proof of insurance on the vehicle being used and evidence of a valid Oklahoma driver's license.

Section 7: General Business Expenses

A. Employer agrees to budget and pay for reasonable travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions to adequately continue the professional development of Employee and to pursue necessary official functions for Employer, including but not limited to such national, regional, state, and local governmental groups and committees in which Employee will serves as a member.

B. Employer also agrees to budget and pay for reasonable distance learning programs, and travel and subsistence expenses of Employees for short courses,

institutes, and seminars that are necessary for the Employee's professional development and maintenance of any of the Employee's required continuing education obligations and for the good of the Employer.

C. Employer recognizes that certain expenses of a non-personal but job related nature will be incurred by Employee, and agrees to reimburse or to pay for those general expenses. These expenses may include meals where Employer business is being discussed or conducted and participation in social events of various organizations when representing the Employer. These expenditures are subject to annual budget constraints as well as state and Employer ethics and purchasing policies. The Finance Director is authorized to disburse moneys to pay these expenses upon receipt of duly executed expense or petty cash vouchers, receipts, statements or personal affidavits.

D. The Employer acknowledges the value of having Employee participate and be directly involved in local civic clubs or organizations. Accordingly, to the extent Employer does so for the City Manager or other Council appointees or senior managers, Employer shall pay for the reasonable membership fees and/or dues to enable the Employee to become an active member in local civic clubs or organizations.

E. Recognizing the importance of constant communication and maximum productivity, Employer shall provide Employee a mobile phone for the Employee to perform Employee's duties and to maintain communication with Employer's staff and officials as well as other individuals who are doing business with Employer.

Section 8. Relocation Expenses

Employer agrees to reimburse Employee in an amount up to $15,000 for standard and customary expenses related to the cost of moving to Norman, including packing, transport, storage, insurance, and unpacking of household goods and personal effects. Requests for reimbursement or payment should be supported by receipt or invoice in accordance with City policy.

Section 9. Involuntary Termination

A. For the purpose of this agreement, involuntary termination shall occur when:

1. The majority of the governing body votes to terminate the Employee in accordance with Article VIII of the City Charter at a properly posted and duly authorized meeting of the governing body.

2. If the Employer or citizens act to amend any provisions of the Charter pertaining to the role, powers, duties, authority, responsibilities of the Employee's position that substantially changes the form of government or the duties of the Employee, the Employee shall have the right to declare that such amendments constitute termination.

3. If the Employer reduces the base salary, compensation or any other financial benefit of the Employee in an amount in excess of ten percent (10%) of the monetary value, such action shall constitute a breach of this agreement and will be regarded as a termination.

4. If the Employee resigns at the request of the Employer, whether formal or informal, then the Employee may declare a termination as of the date of the request.

5. In those situations where a breach of contract can be cured, breach of contract declared by either party will be subject to a 30-day cure period for either Employee or Employer. Written notice of a breach of contract shall be provided in accordance with the provisions of Section 16.

B. The Employer may terminate the Employee with or without good cause at any time.

C. Employer must pay severance as described below to the Employee when employment is involuntarily terminated, unless the basis for involuntarily termination is conviction of a crime which constitutes moral turpitude; commitment of material professional misconduct by Employee, the object of which is Employee's direct or indirect financial gain; or a long term physical or mental inability of Employee to perform the duties and functions of the position.

1. Employer shall provide a minimum severance payment equal to all amounts then due and owing to the Employee, including payments for accrued and unused leave as provided in Section 6.B. above, plus twelve (12) month's salary at the then current rate of pay, less customary payroll deductions. This severance shall be paid in lump sum or in a continuation of compensation on the existing biweekly basis, at the Employee's option.

2. For a period of one year following termination, the Employer shall pay the cost to continue the following benefits:

   i. Health, wellness and dental insurance for the employee and all dependents as provided in Section 5(A), after which time, Employee will be provided access to health insurance pursuant to the Consolidated Omnibus Budget Reconciliation Act ("COBRA").

   ii. Life insurance as provided in Section 5(C).

   iii. Short-term and long-term disability as provided in Section 5(B).

   iv. Any other available benefits to which the Employee is entitled under this Agreement.

3. The termination and severance of Employee shall be in accordance with a

"Separation Agreement" agreed to by Employer and Employee which shall include a full release by Employee of Employer and all present or former City Council members, Trustees, officers, agents, servants, attorneys or employees of Employer.

Section 10: Resignation

Nothing in this Agreement shall prevent, limit or interfere with the right of the Employee to resign at anytime. In the event the Employee desires to resign employment, the Employee shall give written notice to the Employer at least thirty (30) days prior to separation. The Employer shall have no obligation to pay Employee any further compensation after the expiration of the notice period. Upon the effective date of resignation, the Employer shall pay to the Employee all accrued leave to which Employee is entitled under this Agreement. Failure to give the required thirty-day notice constitutes a waiver and forfeiture of pay for all accrued leave.

Upon the separation of the employment relationship under Section 9 or 10, the Employee agrees to return to Employer all access codes, keys, passwords, documents, files, records, computers, printers, work product and other materials coming into Employee's possession as an employee of Employer.

Section 11: Hours of Work

The Employee acknowledges the proper performance of the duties of the Employee will require the Employee to generally observe normal business hours and will also often require the performance of necessary services outside of normal business hours. The Employee agrees to devote such additional time as is necessary for the full and proper performance of the Employee's duties and that the compensation herein provided includes compensation for the performance of all such services. However, the Employer intends that reasonable time off be permitted the Employee, such as is customary for exempt employees so long as the time off does not interfere with the normal conduct of the office of the Employee.

The Employee will devote full time and effort to the performance of the Employee's duties, and shall remain in the exclusive employ of the Employer during the term of this Agreement, unless otherwise provided herein. The Employer encourages the Employee to accept invitations to speaking engagements, writing or other opportunities to communicate with the community, subject to the rules regarding confidentiality to make use of and share data and information with relevant persons and groups, and encourages the Employee to participate in pertinent seminars, groups, associations and organizations, as well as in informational meetings with those individuals whose particular skills, expertise, or backgrounds would serve to improve the capacity of the Employee to perform the Employee's Duties.

Section 12. Ethical Commitments

Employee shall not endorse candidates, make financial contributions, sign or circulate petitions, or participate in fundraising activities for individuals seeking or holding elected office in the governing body, nor seek or accept any personal enrichment or profit derived from confidential information, or holding office, or misuse of public time. Employer shall support Employee in keeping these commitments by refraining from any order, direction or request that would require Employee to undertake any of the aforementioned activities. Specifically, neither the governing body nor any individual member thereof shall request Employee to endorse any candidate, make any financial contribution, sign or circulate any petition, or participate in any fund-raising activity for individuals seeking or holding elected office, nor to handle any matter involving personnel on a basis other than fairness, impartiality and merit.

Section 13. Outside Activities

The employment provided for by this Agreement shall be the Employee's primary employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the Employer and the community, the Employee may elect to accept limited teaching, consulting or other business opportunities with the understanding that such arrangements must neither constitute interference with nor a conflict of interest with the Employee's responsibilities under this Agreement. Any outside consulting or business opportunities shall be subject to prior approval by the Employer and must comply with Article VIII, Section 4 of the Norman Charter.

Section 14: Indemnification

In addition to any requirement of Federal, State or Local Law, and to the extent permitted by law, Employer shall indemnify, defend, and hold Employee harmless against any and all claims (even if the allegations are without merit) or judgments for damages or injunctive relief arising from, related to, or connected with any tort, professional liability claim or demand or any other claim, whether civil, criminal, administrative, arbitrative or investigative, arising out of any alleged act or omission by Employee occurring in the performance of Employee's duties or resulting from the exercise of judgment or discretion by Employee in connection with the performance of his or her duties or responsibilities, unless the act or omission involved willful or wanton misconduct or acts taken outside the course and scope of Employee's duties for the Employer. In the event that the provision of legal representation by Employer may reasonably present a legal conflict of interest, the Employee may request independent legal representation at Employer's expense, and Employer may not unreasonably withhold approval of such request subject to an agreement between Employer and outside legal counsel on an hourly rate of compensation and other terms and conditions of the representation. Legal representation provided by Employer for Employee shall extend until a final unappealable determination of the legal action. In the event independent legal representation is provided to the Employee, any settlement of any claim against Employee may not be made without prior approval of the Employer. Employee recognizes that Employer shall have the right to compromise any claim against Employee for which Employer is providing the defense.

Section 15: Other Terms and Conditions of Employment

The Employer, upon agreement with Employee, may fix other terms and conditions of employment, as it may determine from time to time, provided such terms and conditions are not inconsistent with or in conflict with any provisions of law.

The Employer understands that in addition to approving this Agreement and any modifications thereof, it must also adopt an ordinance fixing the compensation of the City Auditor. Failure to do so will constitute a breach of this agreement.

Section 16: Notices

Notice pursuant to this Agreement may be given by personal service, by email, by nationally recognized courier, or by depositing in the custody of the United States Postal Service, postage prepaid, and addressed as follows:

Employer: City of Norman
Attn: Mayor
201 W. Gray Street
Norman, OK 73069

Employee: Deborah Rohrbough
Address as maintained in employee records

Notice shall be deemed given as of the date of personal service or email, as of the date of delivery by courier, or as the date five days after the date of deposit in the custody of the United States Postal Service.

Section 17: General Provisions

A. Merger. This written Agreement contains all the terms and conditions agreed upon by the parties, and no other agreement, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either of the parties, or to vary any of the terms contained in this Agreement.

B. Amendments. The Employer and Employee by mutual written agreement may amend this agreement. Such amendments shall be incorporated into and made a part of this agreement.

C. Assignment. This Agreement may not be assigned by either party without the written consent of the other party.

D. Jurisdiction. This Agreement shall be governed by the laws of the State of Oklahoma, and the venue of any action under this Agreement shall lie with the District Court of Cleveland County or the United States District Court for the

Western District of Oklahoma.

E. Severability. If this Agreement contains any unlawful provision not an essential part of the Agreement and which shall not appear to have been a controlling or material inducement to the making of this Agreement, the unlawful provision shall be deemed of no effect and shall, upon agreement by the parties, be deemed stricken from the Agreement without affecting the binding force of the remainder.

Section 18. Performance Evaluation

A. Employer should annually review the performance of the Employee subject to a process, form, criteria, and format for the evaluation which shall be mutually agreed upon by the Employer and Employee. The annual evaluation process, at a minimum, shall include the opportunity for both parties to: (1) conduct a formulary session where the governing body and the Employee meet first to discuss goals and objectives of both the past twelve (12) month performance period as well as the upcoming twelve (12) month performance period, (2) following that formulary discussion, prepare a written evaluation of goals and objectives for the past and upcoming year, (3) next meet and discuss the written evaluation of these goals and objectives, and (4) present a written summary of the evaluation results to the Employee. The final written evaluation should be completed and delivered to the Employee within 30 days of the initial formulary evaluation meeting.

B. The evaluation of the Employee shall at all times be conducted in executive session of the governing body and shall be considered confidential to the extent permitted by law. Nothing herein shall prohibit the Employer or Employee from sharing the content of the Employee's evaluation with their respective legal counsel.

C. In the event the Employer determines that the evaluation instrument, format and/or procedure are to be modified by the Employer, such modifications shall be adopted by the Employer at least three (3) months before being used to evaluate the Employee's performance.

D. Annually, the Employer and the Employee shall define such goals and performance objectives that they determine necessary for the proper operation of the Employer's organization in the attainment of the Employer's policy objectives, and the Employer and the Employee shall further establish a relative priority among those various goals and objectives to be reduced to writing. The annual performance reviews and evaluations shall be reasonably related to the Employee's written job description and shall be based, in whole or in part, on goals for the Employee's performance that are jointly developed and adopted by the Employer and the Employee.

Section 19: Effective Date of Agreement

This Agreement shall be effective on October 27, 2026.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date and year first written above.

EMPLOYER

By: _____
Mayor Stephen Tyler Holman, City of Norman

Attest:

_____
Jamie Meyer, City Clerk

Approved as to form and legality this ___ day of _____, 2026.

_____
Rickey J. Knighton II, City Attorney/General Counsel

EMPLOYEE

By: _____
Deborah Rohrbough