



CITY OF NORMAN, OK
BOARD OF PARKS COMMISSIONERS MEETING
Development Center, Room A, 225 N. Webster Ave., Norman, OK 73069
Thursday, September 03, 2026 at 5:30 PM

AGENDA

It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, relation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please call 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

MINUTES

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

BOARD OF PARK COMMISSIONERS REGULAR MEETING MINUTES OF JUNE 4, 2026

DISCUSSION ITEMS

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

ACTION ITEMS

3. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF LAND OR FEE IN LIEU OF PARK LAND FOR THE RE-PLAT OF CEDAR LANE ADDITION
4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM SOONER THEATRE
5. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE APPOINTMENT OF NORMAN RESIDENTS TO THE SOONER THEATRE MASTER PLAN STEERING COMMITTEE.

- [6.](#) CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM MOORE-LINDSAY HISTORICAL HOUSE MUSEUM
- [7.](#) CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM HEALTHY LIVING NORMAN
- [8.](#) CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF A FUNDING DISBURSEMENT FOR FYE 2027: TO THE NORMAN FIREHOUSE ARTS CENTER, INC. IN THE AMOUNT DESCRIBED IN THE STAFF REPORT, PURSUANT TO THE PROCESS OUTLINED IN THE LEASE AGREEMENT, CONTRACT K-2627-25, AND FYE 2027 BUDGET ALLOCATION BY CITY COUNCIL, TO ASSIST WITH THE OPERATION OF THE FIREHOUSE ART CENTER.

REPORTS

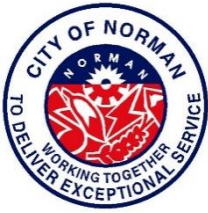
- [9.](#) NORMAN FORWARD UPDATE
- [10.](#) DIVISION UPDATE
- [11.](#) CAPRA UPDATE

MISCELLANEOUS ITEMS

PUBLIC COMMENT

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

ADJOURNMENT



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09/03/2026

REQUESTER: Jason Olsen

PRESENTER: Jason Olsen, Director of Parks & Recreation

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

BOARD OF PARK COMMISSIONERS REGULAR MEETING MINUTES OF JUNE 4, 2026

Norman Board of Parks Commissioners
June 4, 2026

Item 1.

The Norman Board of Parks Commissioners of the City of Norman, Cleveland County, State of Oklahoma, met in a Regular Session in the Development Center Conference Room A, on the 4th day of June, 2026, at 5:35 p.m., and notice of the agenda of the meeting was posted at the Development Center Building at 225 N. Webster Avenue and on the City website at least 24 hours prior to the beginning of the meeting.

ROLL CALL

Present: Chair Sheriff and Commissioners Fagin, Isacksen, Nanny, Usry, Wright and Wyckoff

Absent: Commissioners Davison and Tedder-Loffland

City Officials

Present: Jason Olsen, Director of Parks and Recreation
James Briggs, Park Development Manager
Jeff Moody, Event & Media Coordinator
Mitchell Richardson, Recreation Manager
Wade Thompson, Parks Manager
AshLynn Wilkerson, Assistant City Attorney
Karla Sitton, Administrative Technician IV

ITEM 1, being:

CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF MINUTES FROM THE APRIL 2, 2026, PARK BOARD REGULAR MEETING

Commissioner Wyckoff made the motion, and Commissioner Isacksen seconded to approve the Regular Park Board minutes of April 2, 2026. The vote was taken with the following results:

YEAH: Chair Sheriff and Commissioners Fagin, Isacksen, Nanny, Usry, Wright and Wyckoff

NAY: None

ITEM 2, being:

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

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

- Proclamation P-2526-40: Kids To Parks Day, Saturday, May 16, 2026 at Cherry Creek Park
- Proclamation P-2526-43: Proclaiming the Third Weekend in May, 2026, as Norman Arts Festival Weekend
- Proclamation P-2526-44: Proclaiming the Month of May 2026, as Bike Month and Friday, May 15, 2026, as Bike-To-Work Day
- Ordinance O-2526-67: Transient Guest Room Tax, Clarify Certain Definitions and Provide a Clearer Process for Documenting Exemptions from the Tax
- Resolution R-2526-149: Transferring \$45,000 from the Westwood Tennis Center Improvements Project to the Westwood Golf Course Driving Range Renovation Project

ITEM 3, being:

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

Mr. Andy Couch from the Firehouse Art Center (FAC) presented the Firehouse Art Center's Pollinator Garden Project to the Board. The garden, designed by Matt Goad, was donated as an in-kind service valued at \$3,000.

Artist Savannah Tallbear will paint the mural for \$4,515. FAC received a \$15,000 grant from the Kirkpatrick Family Fund and an \$8,000 Cost Share Conservation Grant from the Oklahoma Department of Wildlife & Conservation and the U.S. Fish & Wildlife Service. He said the Parks and Recreation Department is providing an in-kind donation valued at \$10,000 for concrete repairs and landscaping. Mr. Couch showed pictures of the proposed mural to the Board. He said the total project expenses amount to \$36,000, while total donations and contributions amount to \$26,000.

Commissioner Isacksen asked if the mural would be painted on the ground (concrete), and Mr. Couch said yes. Chair Sheriff asked how long the mural would last, and Mr. Couch said 5 to 10 years. Commissioner Wyckoff said the project is beautiful!

Staff recommends accepting the donations for the Pollinator Garden Project, as well as the Parks and Recreation Staff providing \$10,000 in-kind services for concrete repair and landscaping.

Commissioner Usry made the motion, and Commissioner Wyckoff seconded to accept the donations for the Pollinator Garden Project and \$10,000 in-kind services for concrete repair and landscaping by the Parks and Recreation Staff. The vote was taken with the following results:

YEAH:	Chair Sheriff and Commissioners Fagin, Isacksen, Nanny, Usry, Wright and Wyckoff
NAY:	None

ITEM 4, being:

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

Mr. Jason Olsen, Director of Parks and Recreation, stated that Chair Sheriff has requested the Board to discuss the issue of homeless encampments in public city parks. If deemed appropriate, the Board should consider sending a letter to the Mayor and City Council expressing their concerns. The letter would urge the adoption of ordinances or policies to prevent encampments in public city parks and to establish clear procedures for addressing such situations when they arise. Staff presented a proposed letter, and the Board discussed and requested a few modifications: first, to change the date of the letter to June 4, 2026; second, to include the word “recently” while removing the phrase “this week” from paragraph three (3). The revised section should read, “...Lawton recently adopted similar measures.” Commissioner Fagin felt the matter was highly sensitive and needed to be addressed appropriately. The Board concurred, stressing the importance of compassionate action. Commissioner Nanny felt that the proposed Parks Rules and Policies the Board will discuss in the next agenda item do not address encampments, whereas City Ordinances allow immediate police enforcement if necessary.

Commissioner Wyckoff made the motion, and Commissioner Wright seconded, sending a letter to the Mayor and City Council with proposed edits, expressing concerns about homeless encampments in public city parks, and establishing clear procedures for addressing such situations when they arise. The vote was taken with the following results:

YEAH:	Chair Sheriff and Commissioners Fagin, Isacksen, Nanny, Usry, Wright and Wyckoff
NAY:	None

ITEM 5, being:

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

The Board reviewed and discussed the updated Park Rule and Policy Manual. Prior to the meeting, Commissioner Isacksen submitted the following changes/requests to include:

1. Section 2.1 (c) Definitions and Terminology, removing the bold and underline in the word **complexes**
2. Section 2.2.1 Park Hours, second paragraph: add the word *open* to "...park areas to be *open* and closed..."
3. Section 2.2.1, vi, Westwood Park: change the word Season to Seasonal
4. Section 2.2.2, Prohibits Acts and Items: change the word Prohibits to Prohibited
5. Section 2.3.5 (a), Dog Parks, first paragraph, third sentence: change the word *are* to *is* "...Use of the dog parks *is* subject to..."
6. Section 2.5.2.3, (c), ii, Aquatics Center, Prohibited Uses: change word *are* to *is* "...Horse or equestrian use *is* prohibited..."
7. Section 2.5.2.3,(f), iii, Aquatics Center, Environmental Protection and Wildlife Safety: remove [text partially cut off]

Additional requests by the Board include:

1. Add a date to the manual
2. Add park hours/verbiage to Section 2.5.3 Recreation Centers, i.e., 12th Avenue Recreation Center: *"The Director or designee shall have the authority to establish and/or modify departmental facilities or operate hours for recreation, community centers, and departmental facilities."*
3. Clarify that non-revenue-generating activities are not prohibited, i.e., petition signature collection
4. Define *The Starter* in Section 2.5.2.1 (d), III, Golf Course, Rules of Play, Group Size and Pairing, third sentence, *defined as the course official or staff member stationed at the first tee who manages the flow of golfers.*

Staff noted that "appropriate attire" for golf means no attire that could damage the course or be indecent. Although there was initial consideration to postpone the vote, the Board ultimately decided to approve the updated Parks & Recreation Policy & Rules Manual with the edits and additions. Mr. Olsen said no action or forwarding to the Council is required.

Commissioner Wyckoff made the motion, and Commissioner Fagin seconded to approve the updated Parks & Recreation Policy & Rules Manual with the edits and additions. The vote was taken with the following results:

YEAH:	Chair Sheriff and Commissioners Fagin, Isacksen, Nanny, Usry, Wright and Wyckoff
NAY:	None

ITEM 6, being:

NORMAN FORWARD UPDATE

Mr. Olsen said the Eagle Cliff, Northeast Lions, and Sutton Place Parks Playground Projects are nearing completion, and dedication/ribbon cutting will be scheduled soon. He said staff will notify the Board of the dates so that they can attend. Bluestem Park continues to make progress, and an anticipated opening/ribbon cutting will be late summer or early fall. Mr. Olsen said that work continues on the master plans for Griffin and Reaves Parks, the Adult Wellness and Education Center (AWE), and the Young Family Athletic Center (YFAC), and we are awaiting price estimates for each. He also noted that having updated master plans will facilitate progress if a Norman Forward 2 vote is proposed and approved by Norman citizens. Mr. Olsen announced that the \$600,000 TSET grant has been secured and will be used to install a new Kidspace at Reaves Park. He stated that Leathers, the designer of the current Kidspace, is likely to be the designer for the new project as well. He also mentioned that there is consideration for a community-built project to replace it, similar to the community involvement seen during the 1999 Kidspace project. Mr. Olsen stated that the new project will preserve the original ceramic tiles from 1989, with new tiles to be created and installed next to them. He also mentioned that the wooden planks from the current Kidspace will be offered to families. Although the Miracle Field is not included in the TSET grant, it is anticipated to be a high-priority item that may receive funding from a separate source.

ITEM 7, being:

DIVISION UPDATE

Mr. James Briggs, Park Development Manager, said that work continues on the Bishop Creek Eco Park Project, including seedling planting, fencing, and installation of educational signage. He said the focus is on growing native plants, including tree seedlings, to replace those that were removed. The landscaping for the Gray Street Two-Way Project has been switched from standard planting to a native plant palette, and Park Development will assist with the installation. The landscape median on Main Street in front of Panera Bread will also be converted to a native landscape. Mr. Briggs said sod has been laid at the Reaves Park pond to prevent erosion. Commissioner Fagin asked if the pond is a detention pond and Staff said yes it functions as such. Mr. Briggs said the Traffic Division is being consulted to adjust traffic flow and signage for vehicle entry and exit on the Timberdale side of Reaves Park. Forestry efforts include new plantings at Eagle Cliff Park, and staff is working on a revision of the City's Tree Ordinance, which will be presented to Council for review. Mr. Briggs said the RFQ for the Sooner Theatre master plan received 11 proposals from qualified firms, with the goal being the scope of expansion and renovation within a set budget. The master plan will be packaged with others for a future public vote, i.e., Norman Forward 2. The city is close to acquiring the deed for South Lake Park, which will be the last of the Norman Forward new neighborhood park projects. Once the developer completes the final work, the park design will be submitted to the Board for approval.

Mr. Wade Thompson, Parks Manager, said multiple park maintenance projects are underway, including repairing a slab, and removing and reinstalling a retaining wall and handrail at Royal Oaks Park. He said the splash pads at Colonial Estates and Andrews Parks are operational, and vector monitoring for mosquitoes is fully active for the season. Mr. Thompson said the staff has been removing the older playground at Eagle Cliff Park since the new playground was installed. He said crews are helping to get Reaves Park ready for the Fourth of July event, assisting with laying sod around the new playgrounds and installing a chain-link fence at the Young Family Athletic Center (YFAC) sand volleyball courts.

Mr. Mitchell Richardson, Recreation Manager, announced that the Westwood Family Aquatic Center (WWFAC) is now open for summer and operating smoothly. He shared that a series of events is scheduled at Westwood Park, including "Let It Glow," the Westwood Park Golf Academy, which begins on June 16, 2026, and runs through July, the World's Largest Swim Lesson, Zumba Under the Stars, and the Junior Guard Games, where regional junior guard camps will compete at the Westwood facility. Mr. Richardson also noted that there is a full schedule of events planned for June and July, with a special emphasis on the America 250 Fourth of July celebration. The June events include the Fishing Derby at Griffin Park and the Juneteenth Festival at Legacy Park. For July, the planned activities feature the Water Lantern Festival at Legacy Park, Outdoor Movie Night at Reaves Park, the 51st Annual Westwood Invitational Golf Tournament, a Wiffle Ball Home Run Derby at Reaves Park, the Firecracker 5K, a Red, White, and Blue swim at WWFAC, and the Norman Fourth Fest 250th Celebration at Reaves Park. Mr. Richardson said the YFAC is booked with various camps and programs that will run every week throughout the summer, including volleyball, basketball, pickleball, and speed/athletic training.

ITEM 8, being:

CAPRA UPDATE

Mr. Mitchell Richardson, Recreation Manager, said the Parks and Recreation Department has made significant progress on the CAPRA accreditation, particularly in chapters 3, 4, 6, and 9. He said chapter 9 is Risk Management and includes all risk management materials, including emergency action plans, risk assessment, and training records. Staff is working with the Safety Manager and Human Resources to update materials, such as emergency evacuation routes and procedures for new types of emergencies. Mr. Richardson said the plans for Westwood Family Aquatic Center (WWFAC) and the Young Family Athletic Center (YFAC) are complete, with work ongoing for 12th Avenue Recreation Center and Little Axe Community Center.

MISCELLANEOUS ITEMS

Commissioner Wyckoff said the Lahoma Grove Garden, the new public greenspace in the 200 block of South Lahoma, is beautiful. Staff said it was a project completed by the Division of Environmental Resilience and Sustainability (DoERS). DoERS transformed the flood-prone property along Imhoff Creek to reduce flood risk, restore the creek's natural function, and enhance neighborhood conditions. Looking ahead, the City plans to host community classes and workshops using the space as an outdoor learning site to explore topics such as native landscaping, stormwater management, and flood risk reduction.

Chair Sheriff thanked staff for promptly addressing a pool issue at the Adult Wellness and Education (AWE) Center.

PUBLIC COMMENT

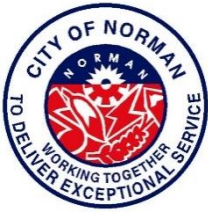
None.

ADJOURNMENT

Chair Sheriff adjourned the meeting at 6:38 p.m.

Passed and approved this _____ of _____ 2026

Sherrel Sheriff, Chair



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09/03/2026

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Jason Olsen, Director of Parks & Recreation

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

DISCUSSION:

The City of Norman City Council held Regular meetings in August 2026 to consider several items related to the Parks and Recreation Department. Staff has included those previously approved City Council agenda items to keep you informed and up to date.

City of Norman, OK

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



Meeting Agenda

Book 1 of 2

Tuesday, August 11, 2026

6:30 PM

DIRECTOR OF PARKS AND RECREATION

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

City Council

David Gandesbery, Ward 1, Jacy Deck, Ward 2, Robert Bruce, Ward 3, Helen
Grant, Ward 4, Trey Kirby, Ward 5, Kyle Steele, Ward 6, Kimberly Blodgett,
Ward 7, Scott Dixon, Ward 8,
Mayor Stephen Tyler Holman.



CITY OF NORMAN, OK CITY COUNCIL REGULAR MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, August 11, 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, NORMAN TAX INCREMENT FINANCE AUTHORITY, AND NORMAN PARKING AND TRANSIT AUTHORITY

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

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

AWARDS AND PRESENTATIONS

PROCLAMATIONS

1. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2627-5: PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING AUGUST 19TH, 2026, AS WORLD HUMANITARIAN DAY 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 2 through Item 26 be placed on the consent docket.

APPROVAL OF MINUTES

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

CITY COUNCIL MEETING MINUTES OF MAY 26, 2026; JUNE 9, 2026; AND JULY 7, 2026.

NORMAN UTILITIES AUTHORITY MEETING MINUTES OF MAY 26, 2026; JUNE 9, 2026; AND JULY 7, 2026.

NORMAN MUNICIPAL AUTHORITY MEETING MINUTES OF MAY 26, 2026; JUNE 9, 2026; AND JULY 7, 2026.

NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING MINUTES OF MAY 26, 2026; JUNE 9, 2026; AND JULY 7, 2026.

NORMAN PARKING AND TRANSIT AUTHORITY MEETING MINUTES OF MAY 26, 2026; JUNE 9, 2026; AND JULY 7, 2026.

CITY COUNCIL SPECIAL MEETING MINUTES OF MAY 5, 2026; JUNE 2, 2026; JUNE 9, 2026, BUDGET ADOPTION; JUNE 9, 2026; AND JULY 7, 2026.

CITY COUNCIL STUDY SESSION MEETING MINUTES OF MAY 19, 2026.

CITY COUNCIL CONFERENCE MEETING MINUTES OF APRIL 28, 2026, AND MAY 26, 2026.

First Reading Ordinance

3. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-44 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, REPEALING ORDINANCE O-2122-10, AND AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A PART OF THE NORTH HALF (N/2) OF SECTION TWENTY-SIX (26), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND REINSTATING THE A-2, RURAL AGRICULTURAL DISTRICT ZONING FOR THE SAME; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3766 EAST ROBINSON STREET; WARD 5)

4. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-54 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR MINI-WAREHOUSE IN THE C-2, GENERAL COMMERCIAL DISTRICT, FOR THE TRACT OF LAND BEING A PART OF GOVERNMENT LOT 8 IN SECTION TWO (2), TOWNSHIP EIGHT (8) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1 VAN BUREN STREET; WARD 2)

5. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-73 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE TRACT OF LAND BEING A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST AND THE WEST HALF (W/2) OF SECTION TWO (2), TOWNSHIP EIGHT (8) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, AND A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST AND THE NORTHWEST QUARTER (NW/4) OF SECTION TWO (2), TOWNSHIP EIGHT (8) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, AND A TRACT OF LAND LYING IN THE NORTHWEST QUARTER (NW/4) OF SECTION TWO (2), TOWNSHIP EIGHT (8) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, RM-6, MEDIUM DENSITY APARTMENT DISTRICT, AND A-1, GENERAL AGRICULTURAL DISTRICT, AND PLACE SAME IN THE A-2, RURAL AGRICULTURAL DISTRICT AND PROVIDING FOR THE SEVERABILITY THEREOF. (WEST OF I-35 AND SOUTH OF W LINDSEY ST AND 36TH AVE SW; WARD 3)

6. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-74 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND IN THE WEST HALF OF SECTION SEVEN (7), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA AND BEING A PORTION OF LOT ONE (1), BLOCK ONE (1) OF CANADIAN TRAILS ADDITION AS RECORDED IN BOOK 15, PAGES 39 AND 40, PLAT RECORDS OF CLEVELAND COUNTY, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (801 S CANADIAN TRAILS DRIVE; WARD 2)
7. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-75 UPON FIRST READING BY TITLE:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE HIGHLAND LOTS 5-13 BLK 4, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM R-3, MULTI-FAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (314 E. HAYES STREET; WARD 4)

Appointments

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

ADA CITIZEN'S ADVISORY COMMITTEE

TERM: 06-23-26 TO 05-28-29, KELLI FREEMAN - WARD 6
 TERM: 06-23-26 TO 05-28-29, VICTOR LONG - WARD 4
 TERM: 06-23-26 TO 05-28-29, TOM BURKE - WARD 4
 TERM: 06-23-26 TO 05-28-29, CHRIS NANNY - WARD 1
 TERM: 06-23-26 TO 05-28-29, SARAH HALL - WARD 3

HUMAN RIGHTS COMMISSION

TERM: 06-23-26 TO 07-13-29, POLLY HENDERSON- WARD 1
 TERM: 06-23-26 TO 07-13-29, AISHA ALI, WARD 3
 TERM: 06-23-26 TO 07-13-29, ROMINA NAVARRO VEGA - WARD 6

PUBLIC SAFETY OVERSIGHT COMMITTEE

TERM: 08-11-26 TO 02-10-27, REBECCA BEAN - WARD 4

Reports/Communications

9. CONSIDERATION OF SUBMISSION, ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR REJECTION OF RECEIPT OF THE CITY MANAGER'S CONTRACT AND CHANGE ORDER REPORT AND DIRECTING THE FILING THEREOF.

Surplus

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

Easement

11. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF EASEMENT E-2627-6 THROUGH E-2627-19: TEMPORARY DRIVEWAY EASEMENTS E-2627-8, E-2627-9, E-2627-11, E-2627-13, E-2627-14, E-2627-18 AND E-2627-19; TEMPORARY CONSTRUCTION EASEMENTS E-2627-10, E-2627-12, E-2627-16, AND E-2627-17; PERMANENT EASEMENTS E-2627-6, E-2627-7, AND E-2627-15; AND THE FILING THEREOF IN THE AMOUNT OF \$8,475.00 FOR THE LINDSEY STREET SPECIAL CORRIDOR PROJECT FROM PICKARD AVENUE TO ELM AVENUE AS OUTLINED IN THE STAFF REPORT. (WARD 4 AND 7)

Certificate of Survey

12. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF NORMAN RURAL CERTIFICATE OF SURVEY COS-2627-1: FOR NUGENT ESTATES, EASEMENT E-2627-5 AND A VARIANCE IN THE WIDTH OF A PRIVATE ROAD FROM TWENTY-FEET TO TWELVE-FEET, (GENERALLY LOCATED ON THE EAST SIDE OF 84TH AVENUE S.E. AND ONE-QUARTER OF A MILE NORTH OF STATE HIGHWAY 9 (WARD 5).

Conveyance of Deed

13. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF TRANSFER OF 0.67 ACRES FROM THE OKLAHOMA DEPARTMENT OF TRANSPORTATION TO THE CITY OF NORMAN, FOR REAL PROPERTY TO BE USED AS PARK LAND IN CONJUNCTION AT ADKINS CROSSING PARK AND THE POTENTIAL NORMAN FORWARD RIVER PARK.

14. CONSIDERATION FOR APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CERTIFICATE OF PLAT CORRECTION CPC-2627-1: FOR VILLAS AT ASHTON GROVE, SECTION ONE, A PLANNED UNIT DEVELOPMENT, (GENERALLY LOCATED ON THE EAST SIDE OF 48TH AVENUE N.W. AND ONE-QUARTER MILE NORTH OF WEST ROCK CREEK ROAD) (WARD 8).

Contracts

15. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT THREE TO CONTRACT K-1213-125 WITH TYLER TECHNOLOGIES IN THE AMOUNT OF \$259,650 AND ADDITIONAL RECURRING COST OF \$67,000 ANNUALLY, FOR THE POLICE DEPARTMENT TO MIGRATE/UPGRADE TO THE TYLER ENTERPRISE RECORDS MANAGEMENT SYSTEM PLATFORM / APPLICATIONS WHICH WAS APPROVED IN THE FYE 2027 BUDGET AS OUTLINED IN THE STAFF REPORT.
16. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT TWO TO CONTRACT K-1718-51: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND GARVER ENGINEERS IN THE AMOUNT OF \$65,585 FOR DESIGN SERVICES FOR A TRAFFIC SIGNAL AT THE INTERSECTION OF 36TH AVENUE NW AND BART CONNER DRIVE AS OUTLINED IN THE STAFF REPORT. (WARD 8)
17. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE FINAL ACCEPTANCE OF CONTRACT K-2526-151: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND GAMETIME, FOR THE BLUESTEM PARK PLAYGROUND PROJECT AND FINAL PAYMENT OF \$224,999.94.
18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-28: AN ENTERPRISE AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC., (ESRI) TO PROVIDE SOFTWARE AND SOFTWARE MAINTENANCE AND SUPPORT FOR THE CITY OF NORMAN'S ENTERPRISE GEOGRAPHIC INFORMATION SYSTEM (GIS) IN THE AMOUNT OF \$120,300 PER YEAR FOR A PERIOD OF THREE YEARS.
19. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-39 BY AND BETWEEN THE CITY OF NORMAN/NORMAN UTILITIES AUTHORITY AND BURLINGTON NORTHERN SANTA FE (BNSF) RAILWAY COMPANY IN THE AMOUNT OF \$7,400 FOR THE MAIN STREET RAILROAD CROSSING ASSOCIATED WITH THE JAMES GARNER WATER LINE REPLACEMENT FROM DUFFY TO MAIN PROJECT. (WARD 4)

26. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2627-21: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ADOPTING THE FISCAL YEAR ENDING 2027 CITY COUNCIL HANDBOOK.

NON-CONSENT ITEMS

Second Reading Ordinance

27. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-64 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE NORTHRIDGE INDUSTRIAL PARK SECTION 7 LOT 8A AKA LOTS 8 AND 9 BLK 2, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM I-1, LIGHT INDUSTRIAL DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3201 DESKIN DRIVE; WARD 8)

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

20. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-40 BY AND BETWEEN THE CITY OF NORMAN/NORMAN UTILITIES AUTHORITY AND BURLINGTON NORTHER SANTA FE (BNSF) RAILWAY COMPANY IN THE AMOUNT OF \$7,400 FOR THE RAILROAD CROSSING BETWEEN APACHE AND LINN ASSOCIATED WITH THE JAMES GARNER WATER LINE REPLACEMENT FROM DUFFY TO MAIN. (WARD 4)
21. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-42: A GRANT FROM THE OKLAHOMA HIGHWAY SAFETY OFFICE (OHSO) IN THE AMOUNT OF \$67,967.00 TO BE USED BY THE POLICE DEPARTMENT TO CONDUCT HIGH-VISIBILITY ENFORCEMENT, SATURATION PATROLS, INFORMATION/EDUCATION CAMPAIGNS DIRECTED TOWARD TRAFFIC SAFETY, AND PARTICIPATE IN OHSO MOBILIZATIONS; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.
22. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-43: A PROJECT AGREEMENT WITH THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE CONSTRUCTION OF THE LINDSEY STREET SPECIAL CORRIDOR PROJECT FROM PICKARD AVENUE TO ELM AVENUE AND ADOPTION OF RESOLUTION R-2627-22 ADOPTING THE ODOT PROJECT AGREEMENT; AND APPROPRIATION OF FUNDS. (WARD 4 AND 7)

Resolutions

23. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-9: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$29,728.40 FROM REFUNDS / REIMBURSEMENTS MISCELLANEOUS ACCOUNTS TO PAY FOR REPAIRS TO CITY OF NORMAN PROPERTY DAMAGED BY OTHER DRIVERS IN TRAFFIC COLLISIONS.
24. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-18: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AND THE NORMAN MUNICIPAL AUTHORITY APPROPRIATING \$411,814 FROM THE STREET MAINTENANCE BOND FUND BALANCE TO THE BOND ARBITRAGE PROJECT TO REPAY THE REBATE LIABILITY TO THE UNITED STATES TREASURY, INTERNAL REVENUE SERVICE (IRS), AS OUTLINED IN THE STAFF REPORT.
25. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF R-2627-20: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING \$19,468 FROM THE CAPITAL FUND, GENERAL OBLIGATION BOND BALANCE TO THE 24TH AVENUE NE BRIDGE REPLACEMENT PROJECT DESIGN ACCOUNT FOR THE DESIGN OF THE 24TH AVENUE NE BRIDGE OVER UNNAMED TRIBUTARY TO ROCK CREEK BOND PROJECT. (WARD 6)

File Attachments for Item:

13. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF TRANSFER OF 0.67 ACRES FROM THE OKLAHOMA DEPARTMENT OF TRANSPORTATION TO THE CITY OF NORMAN, FOR REAL PROPERTY TO BE USED AS PARK LAND IN CONJUNCTION AT ADKINS CROSSING PARK AND THE POTENTIAL NORMAN FORWARD RIVER PARK.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/11/2026

REQUESTER: Jason Olsen, Director of Parks and Recreation

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF TRANSFER OF 0.67 ACRES FROM THE OKLAHOMA DEPARTMENT OF TRANSPORTATION TO THE CITY OF NORMAN, FOR REAL PROPERTY TO BE USED AS PARK LAND IN CONJUNCTION AT ADKINS CROSSING PARK AND THE POTENTIAL NORMAN FORWARD RIVER PARK.

BACKGROUND:

The Oklahoma Department of Transportation (ODOT) owns a parcel of land adjacent to Adkins Crossing Park. This property presents an opportunity for the City of Norman Parks Department to expand park amenities, improve connectivity, and enhance environmental stewardship in the area. Acquisition of this land aligns with the goals of Norman Forward due to its location next to the possible River Park area and the Parks & Recreation Master Plan.

DISCUSSION:

City staff have identified the ODOT parcel as a strategic addition to the area around Adkins Crossing Park and the connection to the potential Norman Forward River Park. Potential uses include expanded improved trail access, stormwater management enhancements, and habitat restoration. If the deed is accepted by Council, Park staff will coordinate with community stakeholders, and relevant city departments to develop a plan for integrating the property into the park system.

RECOMMENDATION:

Staff recommend acceptance of the ODOT deed for the property adjacent to Adkins Crossing Park and the Norman Forward River Park for future use as parkland.

-K-2627-47-

ODOT FORM: 46-ADL (SURPLUS)

[THIS SPACE IS FOR RECORDERS USE ONLY]

REVISED: 02 / 2026

OKLAHOMA
Transportation

AFTER RECORDING, Oklahoma Department of Transportation | Right-of-Way & Utilities Division
PLEASE RETURN TO: 200 N.E. 21st Street | Oklahoma City, OK 73105

This instrument is exempt from the Documentary Stamp Tax requirements contained in: 68 O.S. 2021 § 3201 [68 O.S. 2021 § 3202(11)]

QUITCLAIM DEED

Cleveland County

SAP-311

Parcel 02

Page 1 of 5

THIS INDENTURE, made this 17 day of July, 2026, A.D. between the State of Oklahoma, ex rel., Oklahoma Department of Transportation, party of the first part, and the **City of Norman**, party of the second part, **WITNESSETH:**

That said party of the first part, in consideration of the sum of One and No/100 Dollars (\$1.00) and other valuable consideration to it in hand paid, the receipt of which is hereby acknowledged, except for and subject to any existing utility easements, licenses or permits and subject to the reservations and exceptions made hereinafter, does hereby quitclaim, grant, bargain, sell and convey unto the **City of Norman**, Mailing Address: P.O. Box 370, Norman, OK 73070, party of the second part, all its rights, title, interest, estate, and every claim and demand, both at law and in equity, in and to all the following described property, to wit:

(See "Exhibit A")

together with all and singular the hereditaments and appurtenances thereunto belonging.

SUBJECT HOWEVER, that in the event the party of the second part, the **City of Norman**, of the herein described tract of land, failure to continue public ownership and use, ownership shall revert to the party of the first part, the **State of Oklahoma, ex rel., Oklahoma Department of Transportation**, or its assigns, free and clear of any claims of the party of the second part and the part of the second part shall ensure that the said tract is restored to a condition equal to or better than it's condition when reconveyed to the party of the first part, and;

SUBJECT HOWEVER, and that Grantee, by acceptance of this deed and its recordation, agrees and acknowledges that this conveyance is made expressly subject to all leases, utility agreements, easements, and other encumbrances of record.

TO HAVE AND TO HOLD the above described premises unto the said party of the second part, its successors and assigns forever, so that neither the State of Oklahoma, ex rel., Oklahoma Department of Transportation or any person in its name and behalf, shall or will hereafter claim or demand any right or title to the said premises or any part thereof; but they and everyone of them shall by these presents be excluded and forever barred and said premises shall be subject to the rights of any existing utility easements, licenses or permits which may presently be occupying said right-of-way. The intent of this instrument is to convey under Title 69 Oklahoma Statutes (2021), Section 501(C), any and all of the Oklahoma Department of Transportation's rights, title, and interest, as a direct result of the formal removal of the former SH-9 & SH-74 rights-of-way from the State Highway System by Agenda Item No. 588 on December 06, 1954 by the Oklahoma Transportation Commission.

ODOT FORM: 46-ADL (SURPLUS)

[THIS SPACE IS FOR RECORDERS USE ONLY]

REVISED: 02 / 2026

QUITCLAIM DEED**SAP-311 | Parcel 02****Cleveland County****Page 2 of 5**

IN WITNESS WHEREOF, the said party of the first part has hereunto set its hand the said date and year first written above.

APPROVED AS TO FORM
AND LEGALITY



Mitch Surret
Deputy General Counsel

07/17/2026

STATE OF OKLAHOMA, ex rel.,
DEPARTMENT OF TRANSPORTATION

Daniel Nguyen (Jul 20, 2026 13:39:16 CDT)

Daniel Nguyen; PE
Director of Project Delivery

07/20/2026

ODOT FORM: 46-ADL (SURPLUS)

[THIS SPACE IS FOR RECORDERS USE ONLY]

REVISED: 02 / 2026

QUITCLAIM DEED
SAP-311 | Parcel 02**Cleveland County**
Page 3 of 5State of Oklahoma)
) §
Oklahoma County)

Before me, the undersigned Notary Public in and for this state, on this 20 day of July, 2026, personally appeared Daniel Nguyen; PE, to me known to be the Director of Project Delivery, of the State of Oklahoma, ex rel., Oklahoma Department of Transportation, and the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that he executed the same in his capacity as Director of Project Delivery of the State of Oklahoma, ex rel., Oklahoma Department of Transportation, as his free and voluntary act and deed, and as the free and voluntary act and deed as such Director of Project Delivery of the State of Oklahoma, ex rel., Oklahoma Department of Transportation for the uses and purposes therein set forth.

Witness my hand and seal the day and year above last written.

My Commission Number: **20003334**My Commission Expires: **March 28, 2028**

Notary Public

State of Oklahoma)
) §
Oklahoma County)

Before me, the undersigned Notary Public in and for this state, on this 20 day of July, 2026, certify that the preceding or attached document (**QUITCLAIM DEED**), containing Five (5) pages is a true and correct copy of an electronic document printed by me or under my supervision, and that, at the time of printing, no security features present on the electronic document indicated any changes or errors in an electronic signature or other information in the electronic document since its creation or execution.

Witness my hand and seal the day and year above last written.

My Commission Number: **20003334**My Commission Expires: **March 28, 2028**

Notary Public

ODOT FORM: 46-ADL (SURPLUS)

[THIS SPACE IS FOR RECORDERS USE ONLY]

REVISED: 02 / 2026

QUITCLAIM DEED

SAP-311 | Parcel 02

Cleveland County

Page 4 of 5

Additional Signatures

CITY OF NORMAN

Approved as to form and legality this 6 day of August, 2026.
City Attorney's OfficeBy: _____
Mayor

ATTEST:

City Clerk

K-2627-47

ODOT FORM: 46-ADL (SURPLUS)

[THIS SPACE IS FOR RECORDERS USE ONLY]

REVISED: 02 / 2026

QUITCLAIM DEED**Cleveland County****SAP-311 | Parcel 02****Page 5 of 5**

Exhibit "A"

A strip, piece, or parcel of land lying in part of lots 7, 8, and 9 of the SE/4 of Section 2, T8N, R3W in Cleveland County, Oklahoma. Said parcel of land being described by metes and bounds as follows:

BEGINNING at a point 1937.10 feet south of the northeast corner of said quarter section; thence running west 70.00 feet; thence S 45°00'00" W to the east bank of the South Canadian River; thence southeasterly along the east bank of said river to the east line of said Section 2; thence north along said east line to the **POINT OF BEGINNING**.

Containing 0.67 ac., more or less.



Legend

- ODOT 24th Ave SW Property
- City Park Land
- Potential Park Land

Adkin's Crossing Park



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

0 400 Feet

WARRANTY DEED

THIS INDENTURE, Made this 22nd day of November A. D., 1926, between
Norman Canadian Bridge Co., a corporation,

of Cleveland County, in the state of Oklahoma, of the first part, and State of Oklahoma.

of the second part.

WITNESSETH, That said part Y of the first part, in consideration of the sum of

One DOLLARS
 and other valuable consideration,
 the receipt of which is hereby acknowledged, do SS by these presents grant, bargain, sell and convey, unto said part Y
 of the second part heirs and assigns, all of the following described Real Estate, situated in the county of

and State of Oklahoma, to-wit:

A strip, piece or parcel of land lying in Lots five (5) and six (6) and the
 $\frac{N}{2}$ of the SW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 11, T 8 N, R 3 W in McClain County, Okla.
 Said parcel of land being a right-of-way 100 feet in width, 50 feet on ei-
 ther side of the center line of the survey for Oklahoma State Aid Project
 No. 311. said parcel of land being further described by its center line as
 follows: Beginning at a point on the south end of the present Norman Toll
 Bridge, Station 425 + 00 of said survey, thence S 36° 52' W a distance of
 965 feet to a point on the south line of the $\frac{N}{2}$ of the SW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of
 said Section 11, Station 415 + 35 of said survey. Containing 2.23 acres,
 more or less, in addition to present right-of-way.

A L S O

A part of lots seven (7), eight (8) and nine (9) of the Southeast quarter
 of Section two (2), Township Eight (8) North of Range three (3) west of the
 Indian Meridian in Cleveland County, Okla, described as follows: Beginning
 at a point 1937.1 feet south of the northeast corner of said quarter sec-
 tion, thence running west 70 feet; thence south 45° west to the East bank
 of the South Canadian River, thence southeasterly along the East bank of
 said River to the East line of said Section two (2), thence North along said
 East line to the point of beginning. Containing two-thirds of one acre,
 more or less.

(except one barn building owned by Wiley Hill and A.W.
 Boshears)

TO HAVE AND TO HOLD THE SAME—together with all and singular the tenements, hereditaments and appurten-
 ances thereunto belonging, or in anywise appertaining, forever.

And said grantor for itself, its

heirs, executors or administrators do es hereby covenant, promise and agree to and with said part Y of the
 second part, that at the delivery of these presents it is lawfully seized in its own right
 of an absolute and indefeasible estate of inheritance, in fee simple, of and in all and singular the above-granted and described
 premises, with all the appurtenances; that the same are free, clear, discharged and unincumbered of and from all former and
 other grants, titles, charges, estates, judgments, taxes, assessments and incumbrances of what nature or kind soever:

and that it will warrant and forever defend the title to the same unto said part Y of the second part its
successors
 heirs or assigns, against said part Y of the first part, its heirs, and all and every person or persons whomsoever,
 lawfully claiming or to claim the same.

IN WITNESS WHEREOF Said part Y of the first part ha s hereunto set its hand the day
 and year first above written.

WITNESSES:

Attest:

Secretary.

Norman Canadian Bridge Co., a corp.

By

Vice President.

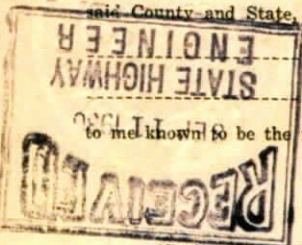
State of Oklahoma }
Cleveland County } ss.

Item 13.

Item 2.

Before me _____, a _____ in and for

said County and State, on this _____ day of _____, 19____, personally appeared



_____ and _____
to me known to be the identical person 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.

(Seal) WITNESS my hand and _____ seal the day and year above set forth.

My commission expires _____, 19____

Notary Public.

State of Oklahoma }
Cleveland County } ss.

Before me _____, a Notary Public in and for said County and State on this

_____ day of _____, 19____, personally appeared _____

to me known to be the identical person who executed the within and foregoing instrument, and _____

_____ to me known to be the identical person who executed the within and foregoing instrument

by _____ mark in my presence and in the presence of _____

and _____ witnesses, and the said _____

_____ and _____

acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the use and
purposes therein set forth.

My commission expires _____, 19____

Notary Public

WARRANTY DEED
General Form

FROM

Norman Canadian Br. Co.

COMPARED

TO

State of Okla

2-8N-3W

11-22-26

McClain County, ss.

This instrument was filed for record on the

14 day of Dec 1924

at 8 o'clock P.M., and duly recorded

in Book 64 on Page 360

Fee \$

B. Mendenhall
County Clerk.

By _____
Deputy.

State Highway Comm

STATE OF OKLAHOMA
CLEVELAND COUNTY, ss.

This instrument was filed for record on the

20 day of Sep 1930

at 8 o'clock P.M., and duly recorded

in Book 87 on page 100 Fee \$

E. B. McClain, County Clerk

6997

Witness my hand and official seal the day and year last

above written.

Before me, the undersigned, a notary public in
and for said county and State, on this 22nd day of November, 1926.
personally appeared C.D. Adams to me known to be the identical person
who subscribed the name of the maker thereof to the within and foregoing
instrument as its Vice President and acknowledged to me that he executed
the same as his free and voluntary act and deed and as the free and vol-
untary act and deed of such corporation for the uses and purposes there-
in set forth.

OFFICE OF THE DIRECTOR
DEPARTMENT OF HIGHWAYS
STATE OF OKLAHOMA

Item 2.

November 8, 1954

TO: MR. STOLDT

FROM: MR. BITTLE

SUBJECT: Cleveland-McClain Counties - SH 9 and SH 74
Changes in the State Highway System

That the Commission approve the following changes in the State Highway System in order that it will conform to new construction:

Remove from the System:

Old SH 9 and SH 74 beginning at the northwest corner of Sec. 36, T9N, R3W, thence south and southwesterly to present junction of SH 9 and SH 74 just west of the old South Canadian River Bridge, a total distance of 2.8 miles.

Redesignate:

SH 74 as SH 9 beginning at the northwest corner of Sec. 36, T9N, R3W, thence west 0.5 mile.

Redesignate:

SH 9 as SH 74 beginning at the present junction of SH 9 and SH 74 just south of old South Canadian River Bridge and extending west 0.4 mile.

Add to the System:

New SH 9 and SH 74 beginning at the one-quarter corner between Sec. 26 and 35, T9N, R3W, and extending south on new construction across the South Canadian River bridge to a junction with present SH 9, a total distance of 2.8 miles.

Add to the System:

SH 74-A beginning at the southwest corner of Sec. 36, T9N, R3W, and extending west 0.2 mile.

MR. BITTLE

COMMISSION MEETING December 6, 1954 ITEM No. 588

THE ABOVE ITEM IS-

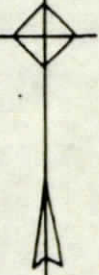
APPROVED

COMMENTS:

DISTRIBUTION:

MR. Winfrey
Berry
Hyatt
McClain
McClain
McClain
McClain
McClain

C. A. STOLDT
DIRECTOR



PROPOSED ADDITION TO SH SYSTEM [REDACTED]
PRESENT SH SYSTEM [REDACTED]
PROPOSED DELETION TO SH SYSTEM [REDACTED]

File Attachments for Item:

17. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE FINAL ACCEPTANCE OF CONTRACT K-2526-151: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND GAMETIME, FOR THE BLUESTEM PARK PLAYGROUND PROJECT AND FINAL PAYMENT OF \$224,999.94.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/11/2026

REQUESTER: James Briggs, Park Development Manager

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE FINAL ACCEPTANCE OF CONTRACT K-2526-151: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND GAMETIME, FOR THE BLUESTEM PARK PLAYGROUND PROJECT AND FINAL PAYMENT OF \$224,999.94.

BACKGROUND:

On February 24, 2026, the City Council approved RFP Number 2526-20 for the Bluestem Park Playground Project. This project was funded as part of the NORMAN FORWARD New Neighborhood Park Construction Program. The project scope included a proposal to provide and install a new playground as part of the creation of this new park south of The Links apartment community in south Norman.

All bidders were asked to maximize the stated budget, provide shade over a majority of the new equipment, and install a synthetic turf impact-attenuating surface, as is done for all of our new neighborhood playgrounds. Other work at the new park site includes construction of a perimeter walking trail, new park furnishings, a large picnic pavilion, a half-court basketball court, soccer goals, a sand volleyball area and shade trees; and will be done by other contractors. After a review of proposals submitted by a dozen different playground vendors who complied with the requirements of the RFP, it was decided to award the project to Gametime.

DISCUSSION:

On March 10, 2026, City Council awarded Contract Number K-2526-151 for the Bluestem Park Playground Project to Gametime, for \$224,999.94; and work began on-site, once the new equipment was shipped in May 2026. Work proceeded throughout the spring, as weather allowed. No partial pay requests were submitted during this period. One lump sum payment request will cover all costs once it is complete.

On July 24, 2026, the City of Norman Parks staff inspected the Bluestem Park Playground Project and found it complete per specifications.

RECOMMENDATION:

It is recommended that the City Council accept the Bluestem Park Playground Project as complete and authorize final payment in the amount of \$224,999.94 to Gametime. Funding is available for this project in the NORMAN FORWARD New Neighborhood Park Construction Project (Account 51798830-46101; Project NFP104).

City of Norman, OK

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



Meeting Agenda

Tuesday, August 25, 2026

6:30 PM

DIRECTOR OF PARKS AND RECREATION

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

City Council

**David Gandesbery, Ward 1, Jacy Deck, Ward 2, Robert Bruce, Ward 3, Helen
Grant, Ward 4, Trey Kirby, Ward 5, Kyle Steele, Ward 6, Kimberly Blodgett,
Ward 7, Scott Dixon, Ward 8,
Mayor Stephen Tyler Holman.**



CITY OF NORMAN, OK CITY COUNCIL REGULAR MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, August 25, 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, NORMAN TAX INCREMENT FINANCE AUTHORITY, AND NORMAN PARKING AND TRANSIT AUTHORITY

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

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

COUNCIL ANNOUNCEMENTS

APPROVAL OF MINUTES

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

CITY COUNCIL STUDY SESSION MEETING MINUTES OF JUNE 16, 2026.

CITY COUNCIL BUSINESS AND COMMUNITY AFFAIRS COMMITTEE MEETING MINUTES OF MAY 7, 2026.

CITY COUNCIL OVERSIGHT COMMITTEE MEETING MINUTES OF MAY 14, 2026, AND JUNE 11, 2026.

CONSENT DOCKET

This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 2 through Item 21 be placed on the consent docket.

Appointments

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

ECONOMIC DEVELOPMENT ADVISORY BOARD

TERM: 08-13-26 TO 08-13-29, HAILEY HOPPER - WARD 4

TERM: 08-25-26 TO 08-13-29, ELIZABETH FOREMAN - WARD 6

ANIMAL WELFARE OVERSIGHT COMMITTEE

TERM: 08-25-26 TO 05-27-29, RACHEL HOPKIN - WARD 5

DEVELOPMENT OVERSIGHT COMMITTEE FOR TIF DISTRICT 2

TERM: 04-10-26 TO 04-10-29, STEVEN MCDANIEL - WARD 3

Reports/Communications

3. CONSIDERATION OF SUBMISSION, ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR REJECTION OF RECEIPT OF THE CITY MANAGER'S CONTRACT AND CHANGE ORDER REPORT AND DIRECTING THE FILING THEREOF.
4. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF JULY 31, 2026, AND DIRECTING THE FILING THEREOF.

5. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORT FOR THE MONTH OF JULY 2026.
6. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CITY'S APPLICATION FOR PERMISSION TO CARRY ITS OWN RISK WITHOUT WORKERS' COMPENSATION INSURANCE IN THE AMOUNT OF \$1,000.

Certificate of Survey

7. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF NORMAN RURAL CERTIFICATE OF SURVEY COS-2526-3: FOR ROADRUNNER ESTATES, A VARIANCE IN THE MINIMUM FRONT SETBACK WIDTH REQUIREMENT FROM 330' TO 275.98' FOR TRACTS 1 AND 2 AND A VARIANCE IN THE TEN ACRES REQUIREMENT FROM 10 ACRES TO 9.61 ACRES FOR TRACTS 1 AND 2 (GENERALLY LOCATED ONE-HALF MILE EAST OF 48TH AVENUE N.E. ON THE NORTH SIDE OF ALAMEDA STREET). (WARD 5)

Release of Easement

8. CONSIDERATION OF AWARDED, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE RELEASE OF EASEMENT RE-2627-20, FOUND IN BOOK 316, PAGE 188 (WATER) AND THE RELEASE OF EASEMENT RE-2627-21 FOUND IN BOOK 404, PAGE 290 (WATER) WITHIN THE PROPERTY PLATTED AS BLOCK 1, THE SECOND STATE UNIVERSITY ADDITION (LOCATED AT 310 EAST BOYD STREET) (WARD 4).

Final Plat

9. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-2: FINAL PLAT FOR BELLATONA ADDITION, SECTION 5. (GENERALLY LOCATED ON THE NORTH SIDE OF STATE HIGHWAY 9 AND EAST OF 36TH AVENUE SE) (WARD 5).
10. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF FP-2627-3: FINAL PLAT/FINAL SITE DEVELOPMENT PLAN FOR ST. JAMES PARK SECTION 7 ADDITION, A PLANNED UNIT DEVELOPMENT, (GENERALLY LOCATED ON THE NORTH SIDE OF CEDAR LANE ROAD AND ONE-HALF MILE EAST OF CLASSEN BOULEVARD) (WARD 5).

Contracts

11. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RATIFICATION OF CONTRACT TASK ORDER NUMBER ONE, TWO AND THREE TO CONTRACT K-2425-79: TO COLLECT STORM DEBRIS BETWEEN THE CITY OF NORMAN OKLAHOMA AND T.F.R ENTERPRISES, INC., AND BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT.

12. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-63: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA AND ELLSWORTH CONSTRUCTION OKC, L.L.C., REDUCING THE CONTRACT AMOUNT BY \$71,794.78 FOR A REVISED AMOUNT OF \$661,071.62, THE FINAL ACCEPTANCE OF CONTRACT AND FINAL PAYMENT OF \$33,053.58 FOR THE STREET MAINTENANCE BOND PROGRAM - FYE 2026 URBAN RECONSTRUCTION PROJECT (WARDS 2 AND 3)
13. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF WORK ORDER PW1 TO ON-CALL CONTRACT K-2526-71: BY AND BETWEEN THE CITY OF NORMAN AND COWAN GROUP ENGINEERING, L.L.C., IN THE AMOUNT OF \$194,500 FOR THE PRELIMINARY STUDY AND CONCEPTUAL DESIGN REPORT FOR THE MAIN STREET TWO-WAY PROJECT AND BUDGET TRANSFERS AS OUTLINED IN THE STAFF REPORT. (WARD 4)
14. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-4: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND INNOVATIVE ROADWAY SOLUTIONS, L.L.C., IN THE AMOUNT OF \$538,180.62 FOR THE FYE 2027 STREET MAINTENANCE BOND - PREVENTATIVE MAINTENANCE PROJECT, PERFORMANCE BOND B-2627-7; STATUTORY BOND B-2627-8; MAINTENANCE BOND MB-2627-4, AND ADOPTION OF RESOLUTION R-2627-2 GRANTING TAX-EXEMPT STATUS (WARDS 8 AND 3).
15. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2627-25: BY AND BETWEEN THE CITY OF NORMAN AND THE NORMAN FIREHOUSE ART CENTER, LOCATED AT 444 SOUTH FLOOD AVENUE, FOR THE USE OF THE FIREHOUSE ART CENTER IN LIONS PARK FOR AN INITIAL ONE (1) YEAR TERM WITH AN OPTION OF FIVE (5) FIVE (5) YEAR RENEWAL TERMS FOR A MAXIMUM TERM OF TWENTY-FIVE (25) YEARS FROM THE INITIAL TERM.
16. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-32: BY AND BETWEEN THE CITY OF NORMAN AND THE PERFORMING ARTS STUDIO, INC. D/B/A THE DEPOT FOR THE USE OF THE SANTA FE TRAIN STATION, LOCATED AT 200 SOUTH JONES AVE., FOR AN INITIAL ONE (1) YEAR TERM WITH AN OPTION OF FIVE (5) FIVE (5) YEAR RENEWAL TERMS FOR A MAXIMUM TERM OF TWENTY-FIVE (25) YEARS FROM THE INITIAL TERM.
17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-36: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND BECK DESIGN, IN THE AMOUNT OF \$92,000 FOR THE SOONER THEATRE MASTER PLAN PROJECT.

18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-37: A SUPPLEMENTAL PROJECT MAINTENANCE, FINANCING, AND RIGHT-OF-WAY AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT), FOR THE INSTALLATION OF A TRAFFIC SIGNAL AT 36TH AVENUE NW WITH BART CONNER DRIVE PROJECT AND ADOPTION OF RESOLUTION R-2627-19 (Ward 8).
19. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-45: BY AND BETWEEN THE CITY OF NORMAN AND COWAN GROUP ENGINEERING, L.L.C., FOR DESIGN ENGINEERING OF THE 48TH AVENUE NW PHASE 2 PROJECT – ROCK CREEK ROAD TO TECUMSEH ROAD IN THE AMOUNT OF \$503,750 FOR THE 2019 BOND PROJECT. (WARD 3, WARD 8)

Resolutions

20. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-16: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING \$18,797.31 APPROPRIATION OF FUNDS FROM RISK MANAGEMENT MISCELLANEOUS REIMBURSEMENTS/REFUNDS ACCOUNT TO REPAIR AND REPLACE TRAFFIC SIGNAL EQUIPMENT OR TRAFFIC SIGNS DAMAGED IN TRAFFIC COLLISIONS (CITYWIDE).
21. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF R-2627-23: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO SUPPORT A JOINT GRANT APPLICATION WITH THE CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY, DBA EMBARK, AND THE CITY OF EDMOND TO THE UNITED STATES DEPARTMENT OF TRANSPORTATION'S FFY2026 INNOVATIVE COORDINATED ACCESS AND MOBILITY PILOT PROGRAM (ICAM) FOR PLANNING FOR REGIONAL PARATRANSIT SERVICE; AND EXPRESSING ITS COMMITMENT TO SEEK FUNDING FOR THE LOCAL MATCH (\$10,000) IF SUCH A GRANT IS AWARDED AND PROJECT APPROVED.

NON-CONSENT ITEMS

Public Hearings

22. PUBLIC HEARING REGARDING ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT IN THE AMOUNT OF \$55,456 TO THE CITY OF NORMAN, THE MOORE POLICE DEPARTMENT, AND THE CLEVELAND COUNTY SHERIFF'S OFFICE FROM THE UNITED STATES DEPARTMENT OF JUSTICE/BUREAU OF JUSTICE ASSISTANCE (DOJ/BJA) THROUGH THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) PROGRAM WITH NORMAN'S PORTION OF \$35,325 TO BE USED BY THE NORMAN POLICE DEPARTMENT FOR FORENSIC EQUIPMENT REPAIR/RECALIBRATION, ADVANCED SPECIALTY TRAINING (AND ASSOCIATED TRAVEL) AND DIGITAL SIGNAGE; CONTRACT K-2627-47; AND BUDGET APPROPRIATION FROM THE SPECIAL GRANT FUND BALANCE AS OUTLINED IN THE STAFF REPORT.

Second Reading Ordinance

23. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-44 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, REPEALING ORDINANCE O-2122-10, AND AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A PART OF THE NORTH HALF (N/2) OF SECTION TWENTY-SIX (26), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND REINSTATING THE A-2, RURAL AGRICULTURAL DISTRICT ZONING FOR THE SAME; AND PROVIDING FOR THE SEVERABILITY THEREOF. (3766 EAST ROBINSON STREET; WARD 5)
24. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-54 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR MINI-WAREHOUSE IN THE C-2, GENERAL COMMERCIAL DISTRICT, FOR THE TRACT OF LAND BEING A PART OF GOVERNMENT LOT 8 IN SECTION TWO (2), TOWNSHIP EIGHT (8) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1 VAN BUREN STREET; WARD 2)
25. CONSIDERATION OF AWARDING, ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2627-1: PRELIMINARY PLAT FOR VAN BUREN SELF-STORAGE, GENERALLY LOCATED SOUTH AND WEST OF THE INTERSECTION OF 24TH AVENUE S.W. AND VAN BUREN STREET (WARD 2).

26. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-73 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE TRACT OF LAND BEING A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST AND THE WEST HALF (W/2) OF SECTION TWO (2), TOWNSHIP EIGHT (8) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, AND A TRACT OF LAND LYING IN THE SOUTHWEST QUARTER (SW/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST AND THE NORTHWEST QUARTER (NW/4) OF SECTION TWO (2), TOWNSHIP EIGHT (8) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, AND A TRACT OF LAND LYING IN THE NORTHWEST QUARTER (NW/4) OF SECTION TWO (2), TOWNSHIP EIGHT (8) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, RM-6, MEDIUM DENSITY APARTMENT DISTRICT, AND A-1, GENERAL AGRICULTURAL DISTRICT, AND PLACE SAME IN THE A-2, RURAL AGRICULTURAL DISTRICT AND PROVIDING FOR THE SEVERABILITY THEREOF. (WEST OF I-35 AND SOUTH OF W LINDSEY ST AND 36TH AVE SW; WARD 3)
27. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-74 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A TRACT OF LAND IN THE WEST HALF OF SECTION SEVEN (7), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, NORMAN, CLEVELAND COUNTY, OKLAHOMA AND BEING A PORTION OF LOT ONE (1), BLOCK ONE (1) OF CANADIAN TRAILS ADDITION AS RECORDED IN BOOK 15, PAGES 39 AND 40, PLAT RECORDS OF CLEVELAND COUNTY, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (801 S CANADIAN TRAILS DRIVE; WARD 2)
28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-75 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE HIGHLAND LOTS 5-13 BLK 4, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM R-3, MULTI-FAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (314 E. HAYES STREET; WARD 4)

Resolutions

- 29.** CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2627-31: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA EXPRESSING SUPPORT FOR THE OKLAHOMA TURNPIKE AUTHORITY'S CONSTRUCTION OF INTERCHANGES ALONG THE SOUTH EXTENSION TURNPIKE LIMITED TO LOCATIONS AT TECUMSEH ROAD, ALAMEDA STREET, AND ETOWAH ROAD, AND REQUESTING ADDITIONAL COMMUNITY-FOCUSED ENHANCEMENTS INCLUDING SOUND BARRIERS, ENHANCED LANDSCAPING, AND LAND, FUNDING, AND/OR EQUIPMENT TO ASSIST FIRST RESPONDERS IN THE PROTECTION OF RESIDENTS, PROPERTY AND TRAVELERS.

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:

15. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2627-25: BY AND BETWEEN THE CITY OF NORMAN AND THE NORMAN FIREHOUSE ART CENTER, LOCATED AT 444 SOUTH FLOOD AVENUE, FOR THE USE OF THE FIREHOUSE ART CENTER IN LIONS PARK FOR AN INITIAL ONE (1) YEAR TERM WITH AN OPTION OF FIVE (5) FIVE (5) YEAR RENEWAL TERMS FOR A MAXIMUM TERM OF TWENTY-FIVE (25) YEARS FROM THE INITIAL TERM.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/25/2026

REQUESTER: Jason Olsen, Parks and Recreation Director

PRESENTER: Jason Olsen, Parks and Recreation Director

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2627-25: BY AND BETWEEN THE CITY OF NORMAN AND THE NORMAN FIREHOUSE ART CENTER, LOCATED AT 444 SOUTH FLOOD AVENUE, FOR THE USE OF THE FIREHOUSE ART CENTER IN LIONS PARK FOR AN INITIAL ONE (1) YEAR TERM WITH AN OPTION OF FIVE (5) FIVE (5) YEAR RENEWAL TERMS FOR A MAXIMUM TERM OF TWENTY-FIVE (25) YEARS FROM THE INITIAL TERM.

BACKGROUND:

The Norman Firehouse Art Center, located at 444 South Flood Avenue ("NFAC"), has facilitated art programs and art education inside Lions Park since 1970.

DISCUSSION:

The proposed lease agreement will replace the current lease agreement, Contract K-8384-48, executed July 3, 1984. It establishes updated terms for the City's continued partnership with Norman Firehouse Art Center, Inc., a nonprofit organization that provides arts and crafts education to the Norman community.

Key provisions include:

- **Term:** The lease commences upon approval and continues until June 30, 2027, with automatic five-year renewals for up to 25 years unless terminated as outlined in the agreement.
- **Rent:** The NFAC will pay \$1.00 per year, along with other valuable consideration. This is consistent with other cultural facility agreements and reflects the City's commitment to supporting arts and cultural programming.
- **Operations:** The NFAC is responsible for management, programming, custodial care, and staffing. The City may provide funding assistance through separate annual funding agreements, subject to Council approval.

- **Supportive Funding:** Annual operational funding may be allocated by the Board of Park Commissioners based on a written funding proposal submitted each August, with distributions made by October 31.
- **Maintenance & Repairs:** The City maintains structural, mechanical, electrical, plumbing, HVAC, alarm systems, landscaping, and pest control. The NFAC manages routine repairs, custodial care, and emergency repairs under \$500.
- **Reporting & Transparency:** The NFAC must provide annual reports and financial records and comply with the Oklahoma Open Records Act.
- **Termination:** The agreement includes provisions for termination for cause, convenience, or non-renewal, with appropriate notice and return of property.
- **Other Provisions:** The lease outlines insurance requirements, indemnification, compliance with applicable laws, nondiscrimination, and City oversight (including ex officio membership on the NFAC Board).

This lease ensures the NFAC remains a vibrant community asset, provides clarity on operational responsibilities, and maintains transparency and accountability for public funding and facility use. Approval of this agreement will support the ongoing delivery of arts education and cultural programming in Norman.

RECOMMENDATION:

It is recommended that the City Council approve Contract K-2627-25 with the Norman Firehouse Art Center, Inc., for the use of the Firehouse Art Center in Lions Park for the Parks and Recreation Department.

LEASE AGREEMENT

This Lease Agreement made and entered into this _____ day of _____, 2026 (the "Effective Date"), by and between the City of Norman, Oklahoma, a municipal corporation, hereinafter called the "Lessor," and the Norman Firehouse Art Center, Inc., a non-profit corporation offering services to the Norman community relating to arts and crafts education, hereinafter called the "Lessee."

WITNESSETH:

WHEREAS, Lessor is the owner of property and improvements located at 444 South Flood Avenue, Norman, Cleveland County, Oklahoma, which property it has agreed to lease to Lessee for the term, uses and purposes and in accordance with all of the provisions hereof; and

WHEREAS, Lessee has agreed to lease from Lessor the above-described property for the term, uses and purposes and in accordance with all the provisions hereof; and

WHEREAS, the Parties hereto desire to replace the current lease agreement (Contract K-8384-48) executed on July 3, 1984, with this Lease Agreement, thereby making such former Contract K-8384-48 null and void.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the parties hereto agree as follows:

PROPERTY COVERED BY THIS LEASE

The property, of which Lessor is the owner, covered by this lease is 444 South Flood Avenue, Norman, Cleveland County, Oklahoma, which contains the building known as the Firehouse Art Center, further depicted on Exhibit A attached hereto and incorporated herein.

TERM

The Initial Term of this Agreement shall commence on the Effective Date and continue until June 30, 2027. This Agreement shall renew automatically on July 1, 2027, for a five (5) year term, unless terminated pursuant to the provisions set forth herein (the "First Renewal Term"). Following expiration of the First Renewal Term, this Agreement shall renew automatically for an additional four (4) separate, consecutive five (5) year terms (each a "Renewal Term"), unless terminated pursuant to the provisions set forth herein, for a maximum contract term of twenty (25) years from July 1, 2027.

USES

The Property is let to Lessee by Lessor for the purpose of serving as a facility for the development of arts and crafts education and exhibition of artistic endeavors for Lessee.

RENT

In consideration of the use, occupancy and possession of the Property by Lessee, Lessee agrees to pay and Lessor agrees to accept in the sum of One Dollar (\$1.00) and other valuable consideration per year, payable in advance of or on the Effective Date, and on a like day each successive year thereafter.

Any change and any expansion of the Property must be approved in advance in writing by Lessor.

OPERATIONS

Lessee shall be solely responsible for the conduct and management of the Firehouse Art Center within the Property and shall furnish all equipment, tools and supplies necessary for the proper conduct of the events and activities at the Firehouse Art Center. Lessee shall be responsible for all custodial care of the building. Lessee shall employ a qualified person as the director of the Firehouse Art Center to advise and assist in the arrangement of events and the arrangement and display of the articles used and placed on display in the Firehouse Art Center. Nothing in this provision shall be construed to prevent Lessee from requesting City funds to assist in the conduct of its activities.

Lessor may provide funding assistance to Lessee for the operation of the Firehouse Art Center in accordance with annual budget requests submitted to the Council of the City of Norman, with any such Council approved funding assistance to be provided through separate Funding Disbursement Agreements.

SUPPORTIVE FUNDING

Lessor shall disperse supportive funding to Lessee to be used solely for the operational costs, which may include costs of utilities, of the Firehouse Art Center. The amount of such supportive funding shall be determined by the Board of Park's Commissioners (the "Board") at their regularly scheduled meeting in August of each year. Lessee shall deliver a written proposal to the Board demonstrating the extent of the need for financial support for the upcoming year. The Board will allocate supportive funding to Lessee from the Lessor's designated pool of funding designed to support all of Lessor's Community and Cultural Centers. Lessor shall disperse the allocated amount of supportive funding within thirty (30) day's of the Board's decision at the August meeting.

UTILITIES

Lessee shall be solely responsible for all utility costs, including but not limited to, water, sewer, trash, electricity, natural gas, and telephone and internet during the Term of this Agreement.

REPAIRS AND MAINTENANCE

- (a) *Lessor's obligations.* Lessor shall provide or arrange for the provision of electrical, heating, ventilating, and air conditioning systems maintenance. At all times, Lessor, or its agents, contractors, or other designee, will maintain, operate, and keep in good repair and working

order (i) all structural elements (such as exterior walls, load bearing elements, foundations, roofs, and structural columns or floors) of the Property, (ii) all mechanical, electrical, and plumbing systems that serve the Property, and (iii) fire and security alarms. Lessor shall also provide pest control and landscaping services for the Property. Lessor shall respond to written requests for maintenance by Lessee within ten (10) days of such request with an expected timeline for requested maintenance work.

- (b) *Lessee's obligations.* Except for maintenance as provided in Section (a) above, Lessee shall be obligated, without cost to Lessor, to maintain the Property and fixtures in good appearance, repair, and safe condition consistent with good business practices, industry standards, and in accordance with all applicable laws, rules, and regulations. All injury, breakage, or damage to the Property caused by any negligent or willful act or omission of Lessee or its agents, employees, officers, contractors, licensees, or invitees shall be repaired or replaced at Lessee's expense. Lessee shall also be responsible for any emergency repairs that arise outside of business hours where the cost of such repair is estimated to be Five Hundred Dollars (\$500.00) or less.

If Lessor determines that any maintenance of the Property for which Lessee is responsible is not satisfactory, Lessor shall so notify the Lessee in writing. If said maintenance is not performed within fifteen (15) days after receipt of the written notice, Lessor shall have the right to perform the maintenance and Lessee agrees to reimburse Lessor within thirty (30) days for the associated costs.

Lessee shall provide oral and written notice to Lessor upon discovery of any hazardous or dangerous or potentially hazardous or potentially dangerous condition(s) in the Property. Any hazardous or potentially hazardous condition in the Property caused by Lessee shall be fixed, removed, and/or disposed of immediately by Lessee, its agents, contractors, or other designee.

ALTERATIONS AND IMPROVEMENTS

Lessee shall not install, erect, change, alter, or make any improvements or alterations to the Property without the prior written consent of Lessor. Any improvements or alterations will be performed by Lessor or by persons approved by Lessor in writing prior to the improvements, alterations or changes to the Property.

LESSOR'S RIGHTS

Lessor, or its agents, shall have the right to enter the leased premises at any time and from time to time to examine the same or to make alterations and repairs, or for any purpose which it may deem necessary for the operation or maintenance of the building. Lessor shall provide ten (10) days' notice to Lessee prior to performing any alterations, repairs or associated maintenance, except in the event of an emergency requiring immediate access. If Lessor deems closure is warranted and necessary to perform such maintenance or repair operations, Lessor shall coordinate such closure

with Lessee to ensure minimal impact to Lessee's operations while still responsibly and efficiently maintaining the Property. Lessor specifically retains the right to use or lease the Property in any way it desires which will not unreasonably interfere with Lessee's use of the Property, subject to mutual agreement of the parties, with Lessee's agreement not to be unreasonably withheld.

Lessee agrees that the Lessor's Director, or their designee, shall be an ex-officio member of the Lessee's Board of Directors. The Director, or their designee, shall be notified of any Board of Director meetings and shall receive a schedule of any pre-set Board of Director meetings for the calendar year within forty-five (45) days of the start of each calendar year.

INDEMNIFICATION

Lessee agrees to indemnify and hold harmless the Lessor, its officers, agents and employees from and against all liability for injuries or death to persons, legal expense or damage to property caused by Lessee's, its agents or employees management and operation of the Firehouse Art Center; provided, however, that Lessee shall not be liable for injury, damage or loss occasioned by the sole negligence of the Lessor, its agents or employees. Lessee shall indemnify and hold harmless the Lessor, its officers, agents and employees from and against all claims, damages, suits, expenses, liability or proceedings of any kind whatsoever, including, without limitation, Worker's Compensation claims of or by anyone whomever, in any way resulting from, or arising out of, Lessee's acts, omissions or operations under or in connection with this Agreement or management and operation of the Firehouse Art Center. It is understood that this indemnity and hold harmless provision is not limited by the insurance required under this Agreement.

NOTWITHSTANDING ANYTHING TO THE CONTRARY SET FORTH IN THIS LEASE, NEITHER PARTY SHALL BE LIABLE FOR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL LOSSES OR DAMAGES, FOR LOST REVENUES OR LOST PROFITS, OR FOR ANY OTHER SPECIAL, INCIDENTAL, PUNITIVE, EXEMPLARY OR SIMILAR DAMAGES, IN EACH CASE ARISING OUT OF, RELATING TO OR RESULTING FROM (A) AN ACTUAL OR ALLEGED DEFAULT OR BREACH OF THIS LEASE, (B) THE OBLIGATIONS CONTEMPLATED UNDER THIS LEASE OR (C) THE RELATIONSHIP OF THE PARTIES HEREUNDER, IN EACH CASE EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND EACH PARTY HEREBY EXPRESSLY, IRREVOCABLY AND UNCONDITIONALLY RELEASES THE OTHER PARTY THEREFROM

INSURANCE

The Lessee shall, at its own expense, keep in force insurance of the following types, naming the Lessor as co-insured, and in not less than the following amounts, issued by a company or companies licensed to do business in Oklahoma and is of sound and adequate financial responsibility, against all liabilities arising out of or in connection with the Lessee's use of the Property, except when caused by the Lessor's sole negligence or that of its agents or employees, and shall furnish to the Lessor certificates evidencing such insurance subject to the limitations in

respect to the Lessor's sole negligence and the Lessee shall furnish a certificate to the effect that such insurance shall not be changed or cancelled without ten (10) days' prior notice to the Lessor, said notice shall be written and shall be given by the Lessee, to wit:

- (a) Worker's Compensation Insurance as prescribed by State Statute, if applicable.
- (b) Provide liability insurance for both personal injury and property damage in limits prescribed by the Oklahoma Tort Claims Act (51 O.S. § 151 et seq.) and subsequent revisions thereto.

RECORDKEEPING AND REPORTING

Lessee shall supply an annual report to Lessor's Director and the Council of the City of Norman, through the Board of Parks Commissioners, no later than the first day of August of each contract term. The annual report shall include:

- (a) A narrative of the previous year's activity;
- (b) Lessee's mission statement and goals;
- (c) Lessee's beginning and ending fund balance;
- (d) Lessee's budget, which shall include revenue, maintenance, operating, and capital costs;
- (e) A detailed record of the previous year's expenditures, specifically highlighting how the supportive funding under this Agreement was utilized;
- (f) Lessee's current record of board members and officers, including those who can authorize expenditures;
- (g) Either an audit or tax documents for the previous year;
- (h) A copy of Lessee's Bylaws; and
- (i) Lessee's price schedule for the Firehouse Art Center, including but not limited to, admission fees, class and program fees, and rental fees.

Lessee acknowledges that Lessor is subject to the Oklahoma Open Records Act, 51 O.S. 24A.1 et seq, as amended from time to time. Lessee agrees to comply and abide by the Oklahoma Open Records Act and shall submit copies of its agendas for and minutes from its meetings to Lessor within a reasonable time following posting or completion of such documents.

All detailed records associated with the operation and management of the Firehouse Art Center shall be made available for review within ten (10) days by Lessee upon request from Lessor. Lessee agrees to maintain all financial records associated with the operation and management of the Firehouse Art Center for a period of seven (7) years. These financial records shall be maintained in such detail as to account for gross receipts and expenditures for all significant operational activity.

TERMINATION

For Cause: 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 its material duties or

obligations under this Agreement. The defaulting party shall have sixty (60) days after written notice is given, specifying the event of default under the Agreement, to cure the default. If the default is not cured to the complete satisfaction of the non-defaulting party, such party may terminate the Agreement.

For Convenience: Lessor may terminate this Agreement for any reason upon 150 days' written notice to Lessee. If the Lessor is cancelling this Agreement prior to the proposed effective date of cancellation, the Lessee shall be afforded a hearing before the Board of Park Commissioners, if requested in writing. The results of such hearing shall not be binding on the Lessor as constituting a limitation upon its power to cancel this Agreement. Notwithstanding the above, the parties understand that Lessor is subject to annual appropriations by the Norman City Council, and, as such, the Lessor may terminate this Agreement at any time should there be insufficient appropriations for any contract term.

Notice of non-renewal: Either party may terminate the continuation of this Agreement by providing written notice of its intention not to renew the Agreement at least ninety (90) days prior to the expiration (June 30) of the then current agreement year.

Upon the expiration or termination of this Lease Agreement, Lessee shall return the Property to Lessor in substantially the same condition as existed at the commencement of the lease term, reasonable wear and tear excepted. Lessee shall remove all of its personal equipment, property and other effects therefrom within forty-five business days (45) days from the expiration or termination of this Agreement, during which Lessor will provide Lessee with reasonable access to the Property for such purpose. In the event Lessee does not remove all of its personal effects within such timeline, Lessor may take possession of such items and utilize or dispose of them in Lessor's sole discretion without any liability to Lessee.

NOTICE

Any notice, demand, or other communication under this Agreement shall be sufficiently given or delivered when it is delivered personally, or within three (3) business days after it is deposited in the United States mail, registered or certified mail, postage prepaid, return receipt requested, to:

Lessor: Director of Parks and Recreation
 225 N. Webster Ave.
 Norman, OK 73070

Lessee: Norman Firehouse Art Center Inc., President
 444 S Flood Ave.
 Norman, OK 73069

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of the parties hereto.

MISCELLANEOUS

- (a) *Counterparts*: This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute the same instrument.
- (b) *Severability*: If any provision of this Agreement is determined to be unenforceable, invalid, or illegal, then the enforceability, validity, and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.
- (c) *Entire Agreement; Amendments*: This Agreement constitutes the entire agreement among the parties hereto and may not be amended or modified, except in writing, signed by each of the parties hereto.
- (d) *Governing Law; Venue*: This Agreement shall be governed and construed in accordance with the laws of the United States of America and the State of Oklahoma. The venue for any action under this Agreement shall be in the District Court of Cleveland County, Oklahoma, or the United States District Court for the Western District of Oklahoma. The parties agree to submit to the subject matter and personal jurisdiction of said court.
- (e) *Force Majeure*: Neither party shall be responsible nor liable for any delays or failures in performance from any cause beyond its reasonable control, including, but not limited to acts of God, changes to law or regulations, embargoes, war, terrorist acts, acts or omissions of a third party, riots, fires, earthquakes, floods, power blackouts, strikes, or weather events.
- (f) *Binding Effect*: All the terms, covenants and conditions hereof shall be binding upon and inure to the benefit of the respective successors and assigns of the parties hereto.
- (g) *Compliance with Laws*: Lessee shall be responsible for complying with all applicable federal, state, and local laws, rules, and regulations.
- (h) *Assignment and Sublease*: This Agreement shall not be assigned nor sublet by Lessee without the prior written consent of Lessor.
- (i) *Authority*: Each party hereto has the legal right, power and authority to enter into this Agreement. Each party's execution, delivery and performance of this Agreement has been duly authorized, and no other action is requisite to the valid and binding execution, delivery and performance of this Agreement, except as expressly set forth herein
- (j) *Nondiscrimination*: Lessee agrees that it will not discriminate on the basis of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex.

- (k) *Non-waiver*: No failure on the part of either party to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial exercise by either party of any right hereunder preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to either party at law or in equity.
- (l) The provisions of this Lease Agreement shall supersede all former leases and agreements between the parties hereto, except for the most recent Funding Disbursement Agreement (K-2324-41).

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 an electronic signature is valid and shall have the same force and effect as an original signature.

LESSEE: NORMAN FIREHOUSE ART CENTER, INC.

BY: Allison Lee Palmer
President

ATTEST:

Pia Mahan
Secretary

LESSOR: 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 10 day of August, 2026.

[Signature]
City Attorney

EXHIBIT A



File Attachments for Item:

16. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-32: BY AND BETWEEN THE CITY OF NORMAN AND THE PERFORMING ARTS STUDIO, INC. D/B/A THE DEPOT FOR THE USE OF THE SANTA FE TRAIN STATION, LOCATED AT 200 SOUTH JONES AVE., FOR AN INITIAL ONE (1) YEAR TERM WITH AN OPTION OF FIVE (5) FIVE (5) YEAR RENEWAL TERMS FOR A MAXIMUM TERM OF TWENTY-FIVE (25) YEARS FROM THE INITIAL TERM.

File Attachments for Item:

16. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-32: BY AND BETWEEN THE CITY OF NORMAN AND THE PERFORMING ARTS STUDIO, INC. D/B/A THE DEPOT FOR THE USE OF THE SANTA FE TRAIN STATION, LOCATED AT 200 SOUTH JONES AVE., FOR AN INITIAL ONE (1) YEAR TERM WITH AN OPTION OF FIVE (5) FIVE (5) YEAR RENEWAL TERMS FOR A MAXIMUM TERM OF TWENTY-FIVE (25) YEARS FROM THE INITIAL TERM.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/25/2026

REQUESTER: Jason Olsen, Parks and Recreation Director

PRESENTER: Jason Olsen, Parks and Recreation Director

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-32: BY AND BETWEEN THE CITY OF NORMAN AND THE PERFORMING ARTS STUDIO, INC. D/B/A THE DEPOT FOR THE USE OF THE SANTA FE TRAIN STATION, LOCATED AT 200 SOUTH JONES AVE., FOR AN INITIAL ONE (1) YEAR TERM WITH AN OPTION OF FIVE (5) FIVE (5) YEAR RENEWAL TERMS FOR A MAXIMUM TERM OF TWENTY-FIVE (25) YEARS FROM THE INITIAL TERM.

BACKGROUND:

The City owns the historic Santa Fe Train Station ("The Depot") located at 200 South Jones Avenue. The Performing Arts Studio, Inc. d/b/a The Depot ("Lessee") has leased and operated the facility under Contract K-0304-98 executed on December 9, 2003. The proposed agreement will replace the current lease and updates terms and responsibilities to support ongoing cultural programming and facility preservation.

DISCUSSION:

The proposed lease agreement updates and replaces the current lease agreement, Contract K-0304-98, and defines the continued partnership between the City of Norman and the Performing Arts Studio, Inc. d/b/a The Depot. The Lessee operates inside the historic Santa Fe Train Station at 200 South Jones Avenue and provides performing arts programming, cultural activities, and public instruction for the Norman community.

Key provisions include:

- **Term:** The lease commences upon approval and continues until June 30, 2027, with automatic five-year renewals for up to 25 years unless terminated as outlined in the agreement.
- **Rent:** Lessee will pay \$1.00 per year, along with other valuable consideration. This is consistent with other cultural facility agreements and reflects the City's commitment to supporting arts and cultural programming.

- **Operations:** The Lessee will continue offering performing arts and cultural instruction while remaining open during Amtrak operational hours. The Lessee maintains custodial duties and program management. The City may provide funding assistance through separate annual funding agreements, subject to Council approval.
- **Supportive Funding:** Annual operational funding may be allocated by the Board of Park Commissioners based on a written funding proposal submitted each August, with distributions made by October 31.
- **Maintenance Responsibilities:** The City maintains structural, mechanical, electrical, plumbing, HVAC, alarm systems, landscaping, and pest control. The Lessee manages routine repairs, custodial care, and emergency repairs under \$500.
- **Reporting & Transparency:** The Lessee must provide annual reports and financial records and comply with the Oklahoma Open Records Act.
- **Termination:** The agreement includes provisions for termination for cause, convenience, or non-renewal, with appropriate notice and return of property.
- **Other Provisions:** The lease outlines insurance requirements, indemnification, compliance with applicable laws, nondiscrimination, and City oversight (including ex officio membership on the Lessee's Board).

Approval of the agreement supports the continued preservation of a significant historic facility while ensuring the Depot remains an active cultural venue for performance, education, and community engagement.

RECOMMENDATION:

It is recommended that the City Council approve Contract K-2627-32 with the Performing Arts Studio, Inc. d/b/a The Depot for the use of the Santa Fe Train Station for the Parks and Recreation Department.

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LEASE AGREEMENT

This Lease Agreement made and entered into this _____ day of _____, 2026 (the "Effective Date"), by and between the City of Norman, Oklahoma, a municipal corporation, hereinafter called the "Lessor," and the Performing Arts Studio, Inc. d/b/a The Depot, an Oklahoma non-profit corporation, hereinafter called the "Lessee."

WITNESSETH:

WHEREAS, Lessor is the owner of property and improvements located at 200 South Jones Avenue, Cleveland County, Oklahoma, hereinafter called the "Property," which it has agreed to lease to Lessee for the term, uses and purposes and in accordance with all of the provisions hereof; and

WHEREAS, Lessee has agreed to lease from Lessor the Property for the term, uses and purposes and in accordance with all the provisions hereof; and

WHEREAS, the Parties hereto desire to replace the current lease agreement (Contract K-0304-98) executed on December 9, 2003, with this Lease Agreement, thereby making such former Contract K-0304-98 null and void.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the parties hereto agree as follows:

PROPERTY COVERED BY THIS LEASE

The Property, of which Lessor is the owner, covered by this lease is 200 South Jones Avenue, Cleveland County, Oklahoma, which contains the old Santa Fe Train Station, now known as the Depot.

TERM

The Initial Term of this Agreement shall commence on the Effective Date and be effective until June 30, 2027. Thereafter, this Agreement shall renew automatically on July 1, 2027, for a five (5) year term, unless terminated pursuant to the provisions set forth herein (the "First Renewal Term"). Following expiration of the First Renewal Term, this Agreement shall renew automatically for an additional four (4) separate, consecutive five (5) year terms (each a "Renewal Term"), unless terminated pursuant to the provisions set forth herein, for a maximum contract term of twenty (25) years from July 1, 2026.

USES

The Property is let to Lessee by Lessor for the purpose of: 1) preserving and maintaining the Property as a historic landmark, and 2) providing performing arts and other related cultural and civic activities and instruction to the general public.

RENT

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In consideration of the use, occupancy and possession of the Property by Lessee, Lessee agrees to pay and Lessor agrees to accept in the sum of One Dollar (\$1.00) and other valuable consideration per year, payable in advance of or on July 1, 2026, and on a like day each successive year thereafter.

Any change and any expansion of the Property must be approved in advance in writing by Lessor.

OPERATIONS

Lessee shall be solely responsible for the conduct and management of the Depot within the Property and shall ensure it is open and operational to the public during Amtrak operational hours. Lessee is permitted to charge and collect fees associated with the provision of the performing arts and other related cultural and civic activities at the Depot. Lessee shall be responsible for all custodial care of the building. Nothing in this provision shall be construed to prevent Lessee from requesting City funds to assist in the conduct of its activities.

Lessor may provide funding assistance to Lessee for the operation of the Depot in accordance with annual budget requests submitted to the Council of the City of Norman, with any such Council approved funding assistance to be provided through separate Funding Disbursement Agreements.

SUPPORTIVE FUNDING

Lessor shall disperse supportive funding to Lessee to be used solely for the operational costs, which may include costs of utilities, of the Depot. Such operational costs shall be the items specifically described in the written proposal for supportive funding, and Lessee agrees any supportive funding received shall be used only for such purposes. Any supportive funding not used for such operational costs will be subject to return to the City. The amount of supportive funding shall be determined by the Board of Park's Commissioners (the "Board") at their regularly scheduled meeting in September of each year. Lessee shall deliver a written proposal to the Board, no later than August 30 of the respective supportive funding year, demonstrating the extent of the need for financial support for the operational costs of the upcoming year. The Board will allocate supportive funding to Lessee from the Lessor's designated pool of funding designed to support all of Lessor's Community and Cultural Centers. Lessor shall disperse the allocated amount of supportive funding on or before October 31 of the respective supportive funding year.

UTILITIES

Lessee shall be solely responsible for all utility costs, including but not limited to, water, sewer, trash, electricity, natural gas, and telephone and internet during the Term of this Agreement.

REPAIRS AND MAINTENANCE

- (a) *Lessor's obligations.* Lessor shall provide or arrange for the provision of electrical, heating, ventilating, and air conditioning systems maintenance. At all times, Lessor, or its agents, contractors, or other designee, will maintain, operate, and keep in good repair and working order (i) all structural elements (such as exterior walls, load bearing elements, foundations,

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roofs, and structural columns or floors) of the Property, (ii) all mechanical, electrical, and plumbing systems that serve the Property, and (iii) fire and security alarms. Lessor shall also provide pest control and landscaping services for the Property. Lessor shall respond to written requests for maintenance by Lessee within ten (10) days of such request with an expected timeline for requested maintenance work.

- (b) *Lessee's obligations.* Except for maintenance as provided in Section (a) above, Lessee shall be obligated, without cost to Lessor, to maintain the Property and fixtures in good appearance, repair, and safe condition consistent with good business practices, industry standards, and in accordance with all applicable laws, rules, and regulations. All injury, breakage, or damage to the Property caused by any negligent or willful act or omission of Lessee or its agents, employees, officers, contractors, licensees, or invitees shall be repaired or replaced at Lessee's expense. Lessee shall also be responsible for any emergency repairs that arise outside of business hours where the cost of such repair is estimated to be Five Hundred Dollars (\$500.00) or less.

If Lessor determines that any maintenance of the Property for which Lessee is responsible is not satisfactory, Lessor shall so notify the Lessee in writing. If said maintenance is not performed within fifteen (15) days after receipt of the written notice, Lessor shall have the right to perform the maintenance and Lessee agrees to reimburse Lessor within thirty (30) days for the associated costs.

Lessee shall provide oral and written notice to Lessor upon discovery of any hazardous or dangerous or potentially hazardous or potentially dangerous condition(s) in the Property. Any hazardous or potentially hazardous condition in the Property caused by Lessee shall be fixed, removed, and/or disposed of immediately by Lessee, its agents, contractors, or other designee.

ALTERATIONS AND IMPROVEMENTS

Lessee shall not install, erect, change, alter, or make any improvements or alterations to the Property without the prior written consent of Lessor. Any improvements or alterations must be performed by Lessor or by persons approved by Lessor in writing prior to the improvements, alterations or changes to the Property, and such improvements, alterations or changes shall be supervised by Lessor to ensure the historical integrity of the Property is maintained.

LESSOR'S RIGHTS

Lessor, or its agents, shall have the right to enter the leased premises at any time and from time to time to examine the same or to make alterations and repairs, or for any purpose which it may deem necessary for the operation or maintenance of the building. Lessor shall provide ten (10) days' notice to Lessee prior to performing any alterations, repairs or associated maintenance, except in the event of an emergency requiring immediate access. If Lessor deems closure is warranted and necessary to perform such maintenance or repair operations, Lessor shall coordinate such closure

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with Lessee to ensure minimal impact to Lessee's operations while still responsibly and efficiently maintaining the Property. Lessor specifically retains the right to use or lease the Property in any way it desires which will not unreasonably interfere with Lessee's use of the Property, subject to mutual agreement of the parties, with Lessee's agreement not to be unreasonably withheld.

Lessee agrees that the Lessor's Director, or their designee, shall be an ex-officio member of the Lessee's Board of Directors. The Director, or their designee, shall be notified of any Board of Director meetings and shall receive a schedule of any pre-set Board of Director meetings for the calendar year within forty-five (45) days of the start of each calendar year.

INDEMNIFICATION

Lessee agrees to indemnify and hold harmless the Lessor, its officers, agents and employees from and against all liability for injuries or death to persons, legal expense or damage to property caused by Lessee's, its agents or employees management and operation of the Depot; provided, however, that Lessee shall not be liable for injury, damage or loss occasioned by the sole negligence of the Lessor, its agents or employees. Lessee shall indemnify and hold harmless the Lessor, its officers, agents and employees from and against all claims, damages, suits, expenses, liability or proceedings of any kind whatsoever, including, without limitation, Worker's Compensation claims of or by anyone whomever, in any way resulting from, or arising out of, Lessee's acts, omissions or operations under or in connection with this Agreement or management and operation of the Depot. It is understood that this indemnity and hold harmless provision is not limited by the insurance required under this Agreement.

NOTWITHSTANDING ANYTHING TO THE CONTRARY SET FORTH IN THIS LEASE, NEITHER PARTY SHALL BE LIABLE FOR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL LOSSES OR DAMAGES, FOR LOST REVENUES OR LOST PROFITS, OR FOR ANY OTHER SPECIAL, INCIDENTAL, PUNITIVE, EXEMPLARY OR SIMILAR DAMAGES, IN EACH CASE ARISING OUT OF, RELATING TO OR RESULTING FROM (A) AN ACTUAL OR ALLEGED DEFAULT OR BREACH OF THIS LEASE, (B) THE OBLIGATIONS CONTEMPLATED UNDER THIS LEASE OR (C) THE RELATIONSHIP OF THE PARTIES HEREUNDER, IN EACH CASE EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND EACH PARTY HEREBY EXPRESSLY, IRREVOCABLY AND UNCONDITIONALLY RELEASES THE OTHER PARTY THEREFROM.

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respect to the Lessor's sole negligence and the Lessee shall furnish a certificate to the effect that such insurance shall not be changed or cancelled without ten (10) days' prior notice to the Lessor, said notice shall be written and shall be given by the Lessee, to wit:

- (a) Worker's Compensation Insurance as prescribed by State Statute, if applicable.
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- (d) Lessee's budget, which shall include revenue, maintenance, operating, and capital costs;
- (e) A detailed record of the previous year's expenditures, specifically highlighting how the supportive funding under this Agreement was utilized;
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- (g) Either an audit or tax documents for the previous year;
- (h) A copy of Lessee's Bylaws; and
- (i) Lessee's price schedule for the Depot, including but not limited to, admission fees, class and program fees, and rental fees.

Lessee acknowledges that Lessor is subject to the Oklahoma Open Records Act, 51 O.S. 24A.1 et seq, as amended from time to time. Lessee agrees to comply and abide by the Oklahoma Open Records Act and shall submit copies of its agendas for and minutes from its meetings to Lessor within a reasonable time following posting or completion of such documents.

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notice is given, specifying the event of default under the Agreement, to cure the default. If the default is not cured to the complete satisfaction of the non-defaulting party, such party may terminate the Agreement.

For Convenience: Lessor may terminate this Agreement for any reason upon 150 days' written notice to Lessee. If the Lessor is cancelling this Agreement prior to the proposed effective date of cancellation, the Lessee shall be afforded a hearing before the Board of Park Commissioners, if requested in writing. The results of such hearing shall not be binding on the Lessor as constituting a limitation upon its power to cancel this Agreement. Notwithstanding the above, the parties understand that Lessor is subject to annual appropriations by the Norman City Council, and, as such, the Lessor may terminate this Agreement at any time should there be insufficient appropriations for any contract term.

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Upon the expiration or termination of this Lease Agreement, Lessee shall return the Property to Lessor in substantially the same condition as existed at the commencement of the lease term, reasonable wear and tear excepted. Lessee shall remove all of its personal equipment, property and other effects therefrom within forty-five business days (45) days from the expiration or termination of this Agreement, during which Lessor will provide Lessee with reasonable access to the Property for such purpose. In the event Lessee does not remove all of its personal effects within such timeline, Lessor may take possession of such items and utilize or dispose of them in Lessor's sole discretion without any liability to Lessee.

NOTICE

Any notice, demand, or other communication under this Agreement shall be sufficiently given or delivered when it is delivered personally, or within three (3) business days after it is deposited in the United States mail, registered or certified mail, postage prepaid, return receipt requested, to:

Lessor: Director of Parks and Recreation
 225 N. Webster Ave.
 Norman, OK 73070

Lessee: The Performing Arts Studio, Inc., President
 200 S. Jones Ave.
 Norman, OK 73069

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of the parties hereto.

MISCELLANEOUS

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- (a) *Counterparts*: This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute the same instrument.
- (b) *Severability*: If any provision of this Agreement is determined to be unenforceable, invalid, or illegal, then the enforceability, validity, and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.
- (c) *Entire Agreement; Amendments*: This Agreement constitutes the entire agreement among the parties hereto and may not be amended or modified, except in writing, signed by each of the parties hereto.
- (d) *Governing Law; Venue*: This Agreement shall be governed and construed in accordance with the laws of the United States of America and the State of Oklahoma. The venue for any action under this Agreement shall be in the District Court of Cleveland County, Oklahoma, or the United States District Court for the Western District of Oklahoma. The parties agree to submit to the subject matter and personal jurisdiction of said court.
- (e) *Force Majeure*: Neither party shall be responsible nor liable for any delays or failures in performance from any cause beyond its reasonable control, including, but not limited to acts of God, changes to law or regulations, embargoes, war, terrorist acts, acts or omissions of a third party, riots, fires, earthquakes, floods, power blackouts, strikes, or weather events.
- (f) *Binding Effect*: All the terms, covenants and conditions hereof shall be binding upon and inure to the benefit of the respective successors and assigns of the parties hereto.
- (g) *Compliance with Laws*: Lessee shall be responsible for complying with all applicable federal, state, and local laws, rules, and regulations.
- (h) *Assignment and Sublease*: This Agreement shall not be assigned nor sublet by Lessee without the prior written consent of Lessor.
- (i) *Authority*: Each party hereto has the legal right, power and authority to enter into this Agreement. Each party's execution, delivery and performance of this Agreement has been duly authorized, and no other action is requisite to the valid and binding execution, delivery and performance of this Agreement, except as expressly set forth herein.
- (j) *Nondiscrimination*: Lessee agrees that it will not discriminate on the basis of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex.

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- (k) *Non-waiver*: No failure on the part of either party to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial exercise by either party of any right hereunder preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to either party at law or in equity.
- (l) The provisions of this Lease Agreement shall supersede all former leases and agreements between the parties hereto, except for the most recent Funding Disbursement Agreement (K-2526-22).

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 an electronic signature is valid and shall have the same force and effect as an original signature.

LESSEE: THE PERFORMING ARTS STUDIO, INC.

BY: 

President

ATTEST:


Secretary

LESSOR: 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 August, 2026.


City Attorney

File Attachments for Item:

17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-36: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND BECK DESIGN, IN THE AMOUNT OF \$92,000 FOR THE SOONER THEATRE MASTER PLAN PROJECT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/25/2026

REQUESTER: Jason Olsen, Director of Parks and Recreation

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2627-36: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND BECK DESIGN, IN THE AMOUNT OF \$92,000 FOR THE SOONER THEATRE MASTER PLAN PROJECT.

BACKGROUND:

The Sooner Theatre is located at 101 East Main Street and is a part of the City of Norman's Park System as a Cultural Center. This beloved live performance venue opened its doors in 1929. Eventually, it came into the city's possession in the 1980s, after a group of citizens bought the building from the architect (Harold Gimeno) to save it from demolition. Soon after, it was gifted to the city and treated as a preservation project. After a round of initial restoration work, the Sooner Theatre was reopened as a performance space and has operated since the mid-1990s.

The Sooner Theatre has received many upgrades over the years to keep it "modern" in technical production, maximize limited space, maintain HVAC, electrical, telecom/internet services, and preserve historical furnishings, fixtures, above-stage rigging, and fire protection throughout the building. The list of major future improvements to the existing theatre and the idea of adding a second space attached to the west side of the building will include modern accessibility standards, such as an elevator, the proper number of restrooms, and accessible routes throughout both buildings, which are anticipated to end up as a multi-million dollar project.

The current configuration of the sound and light operation boards also needs to be relocated, which will improve production value and enable the balcony to be sold for more shows once those staff stations are moved off the balcony. Improvements to the lighting, stage, and wing space are also needed. The space works as-is, but is very limited in how many shows it can accommodate and how large each show can be in any season.

After decades of use to produce high-level live performances that draw thousands of people each month downtown for hours of entertainment, dining, and shopping as part of the overall experience of producing, rehearsing, and then presenting a live performance, the staff has

determined that it is time to plan for the next 100 years at Sooner Theatre, starting with this Master Planning design phase.

DISCUSSION:

In May 2026, the Request for Qualifications (RFQ-2526-51) for Professional Design Services for the Sooner Theatre Improvements Master Plan was advertised in the Norman Transcript and on the City of Norman website. The RFQ was picked up by several Architecture firms throughout the state and region. Complete proposals were received from fifteen design teams.

The Review committee shortlisted five firms for interviews and subsequently recommended engaging the services of the team led by Beck Design of Oklahoma City for this project. The Beck team is comprised of Beck Design (Architects), along with Fisher Dachs (Theatre Consultants), Kirkegaard (Acoustical Engineers), Alvine Engineering (Mechanical & Electrical Engineering), Kimley-Horn (Civil Engineering), and Walter P. Moore (Structural Engineers), with Beck Design also handling the cost estimating for the project in-house, as they do for all of their theater projects.

The process we intend to use to develop the master plan will include utilizing a project steering committee, a public input process, and review by the Norman Board of Park Commissioners, Parks and Recreation Staff, and City Council. A vital part of the plan will be to obtain a current opinion of probable costs, funding sources, and a phasing plan to help craft the scope of any construction project(s) resulting from this study. After negotiating the project scope with Beck, we have settled on a broad-reaching conceptual planning process for the venue that will include a major building addition that keeps the current historic interior of the theatre in-tact with many modern tech upgrades, while also creating accessible restrooms, dressing rooms, stage access and access to new spaces such as a smaller "Black Box" theatre, scene shop with materials storage space and some additional office space and an elevator for access to the second floor of the original building and any new additional space.

The contract with Beck includes a schedule of input meetings, design work, and deliverables, which will give the city a clear vision for renovating the facility into this immensely popular cultural entertainment space.

A more detailed breakdown of each task, along with proposed dates for all meetings, workshops, public presentations, and document deliveries, is included in the attached contract documents (Attachment A to Contract K-2627-36). We have also included a proposed project schedule (Attachment B) and a Fee Schedule for the various disciplines involved in this conceptual phase (Attachment C). Additional Design work can be done in future phases once a construction budget and funding source are finalized.

Staff recommends awarding Contract Number K-2627-36 to Beck Design, in the total amount of \$92,000.00 for the Sooner Theatre Master Plan Project. The proposed funding will come from the proposed appropriation of the Room Tax Account Fund Balance.

RECOMMENDATION NO.1: It is recommended that the City Council appropriate funds in the amount of \$92,000 from the Parks and Recreation reserve in the Room Tax Fund Balance (23-29000) into the Sooner Theatre Master Plan Project (2379442; Project RT0092)

RECOMMENDATION NO. 2: It is recommended that the City Council approve Contract Number K-2627-36 to Beck Design, in the total amount of \$92,000.00 for the Sooner Theatre Master Plan Project. Funding is available from the Sooner Theatre Master Plan project account established for this project (account 2379442-46201; project RT0092--\$92,000).

AGREEMENT FOR PROFESSIONAL ARCHITECTURE SERVICES

This Agreement is entered into between the City of Norman ("Owner"), an Oklahoma municipal corporation, and Beck Associates Architects, PLLC d/b/a Beck Design ("Architect"), an Oklahoma professional limited liability company.

WITNESSETH:

WHEREAS, Owner intends to create a Master Plan for the Sooner Theatre, located at 101 East Main Street, Norman, Oklahoma, as specified in the RFQ No. 2526-51 issued by the City of Norman, and

WHEREAS, Owner requires design services, including a public input process, preliminary report and design documents, revised final conceptual design drawings, report narrative, phasing proposal, and opinion of probable costs in connection with the Sooner Theatre Master Plan Project (the "Services"), and

WHEREAS, Architect is prepared to provide the Services.

NOW THEREFORE, in consideration of the promises contained in this Agreement, Owner and Architect agree as follows:

ARTICLE 1 - TERM

The Effective Date of this Agreement shall be August 25, 2026, and shall last until successful completion of the Services, as determined by Owner, unless otherwise earlier terminated pursuant to the provisions set forth herein.

ARTICLE 2 - SERVICES TO BE PERFORMED BY ARCHITECT

Architect shall perform the Services, as described in: 1) "Exhibit A—Master Planning Design Services," attached hereto and incorporated herein; and 2) the City's RFQ No. 2526-51 on file in the office of the City Clerk of the City of Norman and made part of this Agreement as if fully written in detail herein or attached thereto. Additional Services may be provided after execution of this Agreement, without invalidating the Agreement. Except for services required due to the Architect's negligence or other failure to perform, any Additional Services provided in accordance with this Section 2 shall entitle the Architect to an equitable adjustment in the compensation provided in Article 5. Architect shall not perform Additional Services without prior authorization from the Owner. Additional Services shall not be authorized except by a written amendment to this Agreement.

ARTICLE 3 - SCHEDULE

Architect shall exercise its reasonable efforts to perform the Services according to the "Anticipated Schedule" section described in Exhibit A—Master Planning Design Services, and as may be modified by mutual agreement of the parties.

ARTICLE 4 - GOVERNING LAW; VENUE

This Agreement shall be governed and construed in accordance with the laws of the United States of America and the State of Oklahoma. The venue for any action under this Agreement shall be in the District Court of Cleveland County, Oklahoma, or the United States District Court for the Western District of Oklahoma. The parties agree to submit to the subject matter and personal jurisdiction of said court. The parties agree to submit to the subject matter and personal jurisdiction of said court. The parties shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, indemnity or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law.

ARTICLE 5 - COMPENSATION

Owner shall pay Architect in accordance with the fee schedule attached hereto and incorporated herein as "Exhibit B—Fee Schedule." Invoices shall be due and payable within thirty (30) days of receipt. Owner shall give prompt written notice to Architect of any disputed amount and shall pay the undisputed amount, such disputed amounts to be paid once resolved between the parties. Architect reserves the right to payment of any disputed amount and its acceptance of the undisputed amount shall not be deemed to waive any right to full payment.

ARTICLE 6 - OWNER'S RESPONSIBILITIES

Owner shall provide the Architect any maps, plans or records available from the Owner's files or as described in Exhibit A—Master Planning Design Services. The Architect shall be entitled to rely on the accuracy and completeness of the information and services furnished by the Owner. Owner will provide timely review of plans, reports and other documents submitted by Architect.

ARTICLE 7 - STANDARD OF CARE

Architect shall exercise the same degree of care, skill and diligence in the performance of the Services as is ordinarily possessed and exercised by a professional Architect, currently practicing, under similar circumstances at the same time and location the Services are provided ("Standard of Care"). The Architect shall correct the Services which fail to satisfy this Standard of Care. No warranty, express or implied is included in this Agreement or in any drawing, specifications, report or opinion produced pursuant to this Agreement.

ARTICLE 8 - LIABILITY AND INDEMNIFICATION

8.1 General. Having considered the potential liabilities that may exist during the performance of the Services, the benefits of the Project, and the Architect's fee for the Services, and in consideration of the promises contained in this Agreement, Owner and Architect agree to allocate and limit such liabilities in accordance with this Article.

8.2 Indemnification.

- a. Owner agrees to be responsible for its own negligent acts and omissions and those of its employees and agents as provided by the Oklahoma Governmental Tort Claims Act, 51 O.S. § 151, et seq., as amended.
- b. Architect agrees to indemnify, defend and hold harmless Owner, and its officers, employees, and agents from and against any and all liability for costs, losses, damages, liabilities, expenses, demands, and judgments, including court costs and attorney's fees, which may arise out of Architect's performance of the Agreement, except to the extent such are caused by the negligence of the City.
- c. 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 Architect shall in no event be deemed a waiver of any of the provisions of this indemnity provision. None of the foregoing provisions shall deprive either party of any action, right, or remedy otherwise available at common law.

8.3 Employee Claims. Each party shall indemnify the other against legal liability for damages arising out of claims by its employees.

8.4 Consequential Damages. To the fullest extent permitted by applicable law, neither party shall be liable to the other for any special, indirect or consequential damages resulting in any way from the performance of the Services.

8.5 Survival. Upon completion of all Services, obligations and duties provided for in this Agreement, or if this Agreement is terminated for any reason, the terms and conditions of this Article 8 shall survive.

8.6 Unanticipated Hazardous Materials. In the event hazardous material or waste is encountered by Architect during the course of performing its Services, and conditioned upon the fact that Owner did not previously advise Architect of the existence thereof, then and in that event:

- a. Owner and Architect agree that the scope of services, schedule and any cost estimates shall be adjusted and compensation to Architect shall increase as is reasonably necessary. If the discovery of hazardous substances requires Architect to take immediate measures to protect health and safety, Architect agrees to notify Owner within a reasonable time following such discovery, that Architect's Services have been suspended and will not resume until the hazardous condition has been removed. In addition to any required adjustments in the scope of services and cost estimate, Owner agrees to reimburse Architect for the reasonable costs of implementing measures to protect health and safety.
- b. Owner shall indemnify, defend and hold Architect, its officers, directors, agents, servants and employees, harmless from any claim, demand or action brought by any third party which is based upon injury or damage caused by said hazardous material or waste.
- c. Notwithstanding anything in this Agreement to the contrary, Architect shall have no responsibility for the discovery, presence, handling, identification, remediation, disposal, or removal of hazardous materials or toxic substances on or around the Project.

ARTICLE 9 - INSURANCE

During the performance of the Services under this Agreement, Architect shall maintain the following insurance:

- 9.1 General Liability insurance with a combined single limit of not less than \$1,000,000 for each occurrence and \$2,000,000 annual aggregate.
- 9.2 Automobile Liability insurance not required for this Agreement. No auto use included for work herein.
- 9.3 Workers Compensation insurance in accordance with statutory requirements and Employers' Liability Insurance with a limit of \$500,000 for each occurrence.
- 9.4 Professional Liability Insurance, with a limit of \$1,000,000 per claim and annual aggregate.

Architect shall furnish Owner certificates of insurance which shall include a provision that such insurance shall not be canceled by the Insurer without at least thirty (30) days written notice (ten (10) days' notice in the case of unpaid premium) to Owner. All Project contractors shall be required to include Owner and Architect as additional insureds on their General Liability Insurance policies.

ARTICLE 10 - LIMITATIONS OF RESPONSIBILITY

Architect shall not be responsible for: (1) construction means, methods, techniques, sequences, procedures or safety precautions and programs in connection with the Project, (if any); (2) the failure of any contractor, subcontractor, vendor or other Project participant, not under contract with or otherwise under the authority of Architect, to fulfill contractual responsibilities to the Owner or to comply with federal, state or local laws, regulations, and codes; or (3) procuring permits, certificates and licenses required for any construction (if any—none anticipated) unless such responsibilities are expressly assigned to Architect in Exhibit A—Master Planning Design Services.

ARTICLE 11 - OPINIONS OF COST AND SCHEDULE

Since Architect 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, Architect's opinion of probable costs and of Project schedules shall be made on the basis of experience and qualifications as a professional Architect. Architect does not guarantee that proposals, bids or actual Project costs will not vary from Architect's costs estimates.

ARTICLE 12 – OWNERSHIP AND REUSE OF DOCUMENTS

Upon Owner's request, Architect shall furnish Owner with specified drawings and/or data in electronic format. All documents, including but not limited to, drawings, specifications and computer software prepared by Architect pursuant to this Agreement 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 extensions of the Project or on any other project.

Except as otherwise provided herein, Instruments of Service prepared by Architect and furnished to Owner as part of the Services shall become the property of Owner; provided, however, that Architect shall have the unrestricted right to their use. Architect shall retain its copyright and ownership rights in its design, drawing details, specifications, models, methods, processes, data bases, computer software, and other proprietary property and information. Intellectual property developed, utilized, or modified in the performance of the Services shall remain the property of Architect.

Survival. Upon completion of all Services, obligations and duties provided for in this Agreement, or if this Agreement is terminated for any reason, the terms and conditions of this Article 12 shall survive

ARTICLE 13 - TERMINATION

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. The non-performing party shall have fifteen (15) calendar days from the date 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 Architect. Architect shall terminate or suspend performance of the Services on a schedule acceptable to Owner. If termination or suspension is for Owner's convenience, Owner shall pay Architect for all the Services performed to the date of the notice of termination, amount not to exceed the fee amount due for the portion of the Services rendered to such date, whether complete or incomplete, and reasonable termination or suspension expenses. Upon restart, an equitable adjustment shall be made to Architect's compensation.

ARTICLE 14 - DELAY IN PERFORMANCE

Neither Owner nor Architect shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riot and other civil disturbances; strikes, work slowdowns and other labor disturbances; sabotage; judicial restraint; and 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 Architect under this Agreement.

Should such circumstances occur, the non-performing 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 15 - COMMUNICATIONS

Any communication required by this Agreement shall be made in writing to the address specified below:

Architect:

Casey Tarp, AIA, NCARB, LEED®AP
Managing Partner
Beck Design
204 North Robinson Ave., Suite 2600
Oklahoma City, OK 73102
405-232-2007
Email: ctarp@beckdesign.com

Owner:

Jason Olsen
Director
City of Norman—Parks and Recreation
225 N Webseter Ave.
Norman, OK 73069
405-366-5471
Email: jason.olsen@normanok.gov

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Architect and Owner.

ARTICLE 16 – DISPUTES

In the event of a dispute between Owner and Architect 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 17 – NON-WAIVER

No failure on the part of either party to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial exercise by either party of any right hereunder preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to either party at law or in equity.

ARTICLE 18 - SEVERABILITY

If any provision of this Agreement is determined to be unenforceable, invalid, or illegal, then the enforceability, validity, and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.

ARTICLE 19 – ENTIRE AGREEMENT; AMENDMENTS

This Agreement, together with the Exhibits expressly identified herein, represents the entire and integrated agreement between Owner and Architect. It supersedes all prior and contemporaneous communications, representations and agreements, whether oral or written, relating to the subject matter of this Agreement. This Agreement may not be amended or modified, except in writing, signed by each of the parties hereto.

ARTICLE 20 - SUCCESSORS AND ASSIGNS

Owner and Architect 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 21 - AUTHORITY

Each party hereto has the legal right, power and authority to enter into this Agreement. Each party's execution, delivery, and performance of this Agreement has been duly authorized, and no other action is requisite to the valid and binding execution, delivery, and performance of this Agreement, except as expressly set forth herein.

ARTICLE 22 - ASSIGNMENT

This Agreement shall not be assigned by either party without prior written consent of the other party, said consent not to be unreasonably withheld. Nothing contained in this Article shall prevent Architect from engaging independent consultants, associates and subcontractors to assist in the performance of the Services. Any such assignment shall be void unless the assignee assumes all rights, duties, and obligations of the assigning party, including any payment obligations for amounts owed prior to and after the date of the assignment.

ARTICLE 23 - NONDISCRIMINATION

Architect agrees that it will not discriminate on the basis of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex.

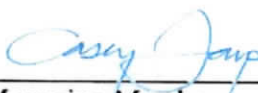
ARTICLE 24 - NO THIRD PARTY RIGHTS

The Services provided for in this Agreement are for the sole use and benefit of Owner and Architect. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than Owner and Architect.

Contract No. K-2627-36

IN WITNESS WHEREOF, the parties hereunto set their hands and seal as of the Effective Date. 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.

ARCHITECT: BECK ASSOCIATES ARCHITECTS, PLLC

BY: 
Managing Member

ATTEST:


Secretary

OWNER: 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 August, 2026.


City Attorney

EXHIBIT A
Master Planning Design Services

July 20, 2026

Mr. Jason Olsen, Director
 City of Norman Parks and Recreation
 225 N. Webster Ave.
 Norman, OK 73069

Mr. James Briggs, LLA
 Park Development Manager
 City of Norman Parks and Recreation
 225 N. Webster Ave.
 Norman, OK 73069

RE: Sooner Theatre Master Plan
 Proposal for Master Planning Design Services (Revised 8.17.26)

Dear Jason and James

Beck Design is pleased to submit this proposal for Architectural Design Services for the **Sooner Theatre Improvements and Master Plan**.

PROJECT DESCRIPTION AND UNDERSTANDING

The City of Norman wishes to make several ADA improvements to the historic Sooner Theatre in downtown Norman. Accessibility improvements will benefit patrons, performers, and staff.

A building expansion to the west is anticipated. It would include a black box multipurpose performance space, new restrooms, accessibility upgrades, dressing rooms, a scene shop, and concession areas. Additional potential spaces include offices, rehearsal rooms, and workrooms.

Site improvements, interior renovations, and technology upgrades will also be included.

SCOPE OF SERVICES

The project goal is the creation of a **Master Plan** illustrating conceptual building addition floor plans, interior renovations to the existing Sooner Theatre and a conceptual cost estimate of all site and building improvements and additions as detailed below.

Conceptual Master Plan

The Design team will:

- We will review all available existing plans and drawings provided by the City of Norman related to the Sooner Theatre. These will form the basis of our Design Documents.
- We will review all available soil and survey data provided by the City of Norman related to recent projects in close proximity to this project.
- Attend programming meetings with the City and the project Steering Committee to develop the space program and understand the building requirements.
- Perform a preliminary code review and determine any regulatory requirements that could affect the design of the west addition.

NEW YORK
 287 Park Avenue South, Suite 213
 New York, New York 10010
 917.522.1703

OKLAHOMA CITY
 110 Robinson Ave, Suite 2600
 Oklahoma City, Oklahoma 73102
 405.232.7007

TULSA
 110 West 7th Street, Suite 710
 Tulsa, Oklahoma 74119
 918.583.5300



- Create a conceptual floor plan of all levels of the theatre and the addition.
- Retain the services of Civil, Structural, Mechanical, Electrical, Theatrical, and Acoustical engineers to provide design narratives and cost implications of the Work.
- Create a written project analysis and description that includes all design requirements, phasing, project goals, and technical attributes.
- Provide a conceptual cost estimate for all work documented in the project analysis.

PROJECT MEETINGS AND PRESENTATIONS

- Project kick-off meeting
 - Introductions and general discussion of project requirements and administration processes
- Meet with City Staff and Steering Committee
 - Programming meeting and conceptual design workshop
- Public Presentation of the conceptual plan
- Review of the overall Master Plan with the Steering Committee
- Present Master Plan to the Park Board
- Present Master Plan to the City Council

The Theatre consultant will attend an initial project meeting plus 2 additional meetings scheduled at the discretion of the City.

ASSUMPTIONS AND OWNER REQUIREMENTS

- Copies of any original drawings for the Sooner Theatre if available.
- The City will provide any available soil and survey data related to recent projects in the vicinity of this project.
- Test for hazardous materials as required. The Architect shall have no responsibility for the discovery, presence, handling, removal, or disposal of, or exposure of persons to, hazardous material or toxic substances in any form at the Project site.
- Documents for any prior renovations or improvements if available.
- Copies of City Contracts and engineering standards for review by the Project Team.

ANTICIPATED SCHEDULE

The schedule is based on timely reviews and begins with the Notice to Proceed. Any delay in the execution of the Contract has the potential to shift or delay the schedule.

- | | |
|---|------------|
| • Notice to Proceed (contract approval) | 8.24.2026 |
| • Project Kickoff | 8.31.2026 |
| • Meet with City Staff/Steering Committee | 9.8.2026 |
| • Public Presentation of conceptual plans | 10.5.2026 |
| • Master Plan review with Committee | 10.12.2026 |
| • Present Master Plan to Park Board | 11.5.2026 |
| • Present Plan to City Council | 11.10.2026 |

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110 West 7th Street, Suite 710
Tulsa, Oklahoma 74119
918.583.5300



DELIVERABLES AND WORK PRODUCT

The Design Team shall provide the following:

- Conceptual Floor Plans with up to 2 revisions.
- We will produce a draft list of spaces and associated net square footages for spaces that are clearly new, like the black box and scene shop.
- Conceptual Site Plans
- Longitudinal section of the theatre (audience chamber and stage) showing options for the front of house and balcony rail lighting positions
- Using an orchestra level seating plan, we will show a sound mix/lighting position as well as any recommended adjustments to the current wheelchair seating accommodation.
- Phasing diagrams
- (2) photo-realistic renderings (views chosen by the Steering Committee)
- Written Project report describing all design narratives and project assumptions
- Conceptual Cost Estimate. The cost estimate will be high-level with probable costs based on square footages and projects of similar scope and character.
- (4) printed sets of the Master Plan documents will be provided as well as digital copies.

COMPENSATION

The compensation for professional services shall be: **\$92,000.**

This includes the work of the Architect, the Theatre consultant, the MEP engineer, the Structural engineer, the Acoustician and the Civil engineer. The Design team will develop the drawings to a level that will allow the development of a conceptual cost estimate.

An additional 10% contingency is suggested for changes or additional work above that which is described above. Contingency shall be **\$9,200.**

Fee Schedule: See Attachment A

ADDITIONAL SERVICES

If Additional Services, exceeding those listed above, are necessary and a scope of work can be clearly defined, a fixed fee will be submitted for approval. In the event the scope of work is undefined, following Owner approval, the work will be billed on an hourly basis. If additional site visits are required of the Theatre consultant, they will be compensated as an additional service.

If additional soil and survey data is required to complete the Conceptual Phase of the project, Beck will solicit costs and provide the Owner for approval.

REIMBURSABLE EXPENSES

Reimbursable expenses incurred by Beck Design and our consultants will be billed at a multiple of 1.10 times the expense and will include the following:

- Transportation to the project site and pre-authorized out-of-town travel expenses in connection with the Project

NEW YORK
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OKLAHOMA CITY
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- Expense of long-distance communications, reproductions, plots, courier and shipping fees, handling and delivery of Instruments of Service;
- Additional Renderings, models, mock-ups, and presentation materials prepared for and requested by the Owner;

Complete services will be billed monthly and are due and payable within 30 days of invoice date.

We look forward to working with the City of Norman and Sooner Theatre on this project. Thank you for the opportunity.

If you have any questions, please contact me.
Sincerely,

Casey Tarp AIA
Managing Partner, Beck Design

Accepted by: _____

Date: _____

Attachment A

NEW YORK
287 Park Avenue South, Suite 213
New York, New York 10010
917.522.1703

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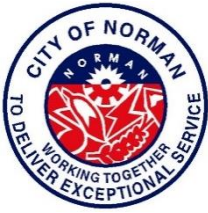
**EXHIBIT B
Fee Schedule**

TEAM MEMBER	FEE
Alvine Engineering (Mechanical and Electrical Engineering)	\$12,000
Kimley Horn (Civil Engineering)	\$8,000
Kirkegaard (Acoustical Engineer)	\$6,350
Fisher Dachs (Theatre consultant)	\$30,000
Walter P Moore (Structural Engineer)	\$7,000
Beck Design (Architectural Services)	\$28,650
Total Fee	\$92,000

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New York, New York 10010
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TULSA
110 West 7th Street, Suite 710
Tulsa, Oklahoma 74119
918.583.5300



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09/03/2026

REQUESTER: James Briggs, Park Development Manager

PRESENTER: James Briggs, Park Development Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF LAND OR FEE IN LIEU OF PARK LAND FOR THE RE-PLAT OF CEDAR LANE ADDITION

BACKGROUND:

Cedar Lane Addition is located in Section 16, in Township 8 North, Range 2 West of the Indian Meridian. It is bounded by Cedar Lane Road on the north, Post Oak on the south, and 12th Ave. SE on the west and the BNSF Railroad on the east. It is east of Eagle Cliff Addition and just north of Cobblestone Creek Golf Course. The original preliminary plat for Cedar Lane was submitted to the Park Board in 2005. At that time, there were 861 single-family residential lots in this addition for a total required parkland dedication of 5.6935 acres. A public parkland decision was approved at that time. In 2015, the development was split into two—Cedar Lane and Monterey Additions. The original land decision was retained, with each of the two additions contributing part of the land required by ordinance. That land is now Songbird Park, located just south of Cedar Lane Road in the area originally shown in the 2005 plat, serving both Monterey and Cedar Lane residents.

When Cedar Lane Addition was originally platted, a large amount of land on the south half of the development was not proposed as R-1 housing. That preliminary plat showed a few large lots that, due to their size, were exempt from providing parkland and thus were not considered in the park board decision back then. That area has now been redesigned for development as 183 new lots or R-1 single-family housing, as shown on the re-plat (attached). Based on those numbers, the additional housing would require 1.1987 acres of public park land, and double that amount for private park land. The revised plat does show several areas of “open space”, including the dry area around the large detention pond in the south end of the development, and a low-sloping tree-covered area in the middle of the addition. However, neither of these is proposed as “Parkland,” and no park-like development is shown in any of the green/open spaces. The new R-1 units will also provide \$13,725 in neighborhood park development fees and the same amount in community park development fees as building permits are issued, according to our current ordinances.

DISCUSSION:

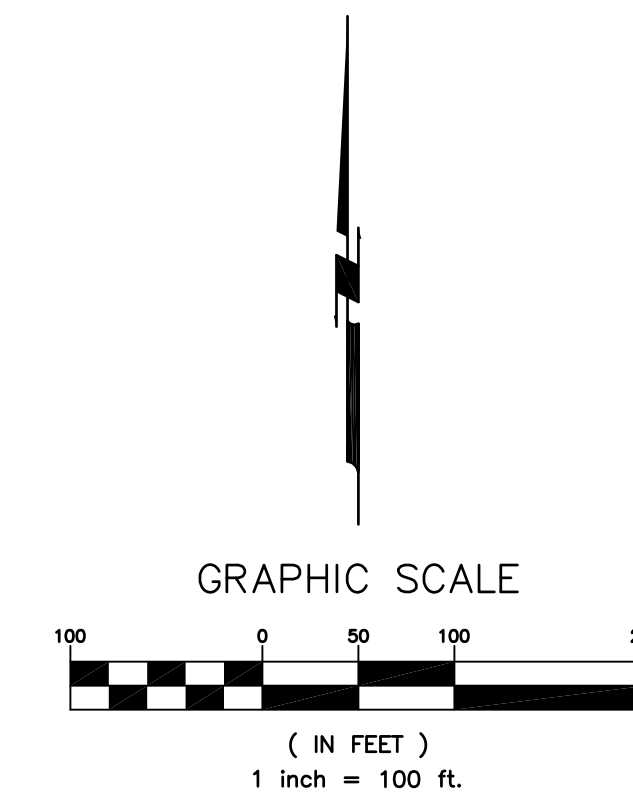
The replat of Cedar Lane Addition shows street and sidewalk connections throughout the new housing sections to the original Cedar Lane single-family area, which includes Songbird Park on Skylar's Way (see Map). The developer is proposing to pay a Fee-In-Lieu of Land for the additional R-1 housing while also leaving a large amount of land in this replatted area as open/green space. Since Songbird is a large neighborhood park with multiple amenities, such as a large playground, walking trail, large gazebo, full-court basketball area, practice soccer field, and extensive tree cover and natural habitat, the staff is willing to support this proposal. That fee, plus the additional park development fees collected with the building permits for the new housing, can be used to make additional improvements at Songbird Park. There are several other parks in the other housing additions in the area (Eagle Cliff, Links, Southlake/St James, and Pebblebrook) for residents of those additions to use, which reduces the burden on Songbird to serve residents in Cedar Lane and Monterey as those neighborhoods are built.

RECOMMENDATION:

City Staff recommends that the Norman Board of Park Commissioners accept a fee-in-lieu-of-land decision for the re-plat of Cedar Lane Addition.

PRELIMINARY PLAT OF CEDAR LANE

A PART OF SECTION 16, T-8-N, R-2-W, I.M.
CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA



LEGAL DESCRIPTION

Basis of bearing used N 89°21'42" E along the North line of said Northwest Quarter (NW/4) of Section Sixteen (16), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, State Plane Coordinate System, Oklahoma South Zone, City of Norman survey control network.

A tract of land in Section Sixteen (16), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, more particularly described as follows:

COMMENCING at the Northwest corner of the Northwest Quarter (NW/4) of said Section Sixteen (16);
Thence N 89°21'42" E along the North line of said Northwest Quarter (NW/4), a distance of 2,619.70 feet to a point on the West right-of-way line of the BNSF Railroad;
Thence S 27°44'54" E along the West right-of-way line of the BNSF Railroad, a distance of 86.35 feet;
Thence along the West right-of-way line of the BNSF Railroad, on a curve to the right with an arc length of 644.31 feet, a radius of 5,664.36 feet, a chord bearing of S 24°32'44" E, and a chord length of 643.98 feet;
Thence S 21°16'13" E along the West right-of-way line of the BNSF Railroad, a distance of 1,752.55 feet to the POINT OF BEGINNING;
Thence continuing S 21°16'13" E along the West right-of-way line of the BNSF Railroad, a distance of 3,165.40 feet to a point on the South line of said Section 16;
Thence along the South line of said Section 16 South 89°37'50" West a distance of 2,038.39 feet;
Thence North 00°05'51" West a distance of 2,478.81 feet; Thence South 89°13'13" West a distance of 437.04 feet; Thence South 00°12'21" East a distance of 177.25 feet; Thence South 89°07'44" West a distance of 891.74 feet; Thence North 00°16'07" West a distance of 327.14 feet; Thence North 89°16'55" East a distance of 102.16 feet; Thence North 00°12'17" West a distance of 488.66 feet; Thence North 89°21'41" East a distance of 239.89 feet; Thence North 00°38'23" West a distance of 122.59 feet; Thence North 89°21'37" East a distance of 417.14 feet; Thence North 00°38'23" West a distance of 6.45 feet; Thence North 89°21'37" East a distance of 271.86 feet; Thence South 00°38'23" East a distance of 348.00 feet; Thence South 89°21'37" West a distance of 341.89 feet; Thence South 00°38'23" East a distance of 268.87 feet; Thence North 89°16'55" East a distance of 656.62 feet; Thence North 00°38'23" West a distance of 5.00 feet; Thence North 89°21'37" East a distance of 159.39 feet; Thence on a non-tangent curve to the right with an arc length of 99.31 feet, a radius of 130.00 feet, a chord bearing of S 22°31'25" W and a chord length of 96.91 feet; Thence North 00°38'23" West a distance of 115.07 feet; Thence North 89°21'37" East a distance of 60.00 feet; Thence North 00°38'23" West a distance of 86.00 feet; Thence North 89°21'37" East a distance of 658.51 feet; Thence North 89°43'27" East a distance of 60.00 feet to the POINT OF BEGINNING;
Said tract having an area of 5,082,436.7514 Square Feet, 116.68 Acres, more or less.

AND

BASIS OF BEARINGS: North 89°26'54" East, being the North Line of said Section 16;

A tract of land lying in Section Sixteen (16), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, being more particularly described as follows:

BEARING at the Northwest Corner of the Northwest Quarter (NW/4) of said Section 16, Thence North 89°21'42" East along the North line of said NW/4, a distance of 410.00 feet to a point on the west boundary of said NW/4; Thence North 00°38'23" West a distance of 130.00 feet to a point on the west boundary of said NW/4; Thence South 00°38'23" East a distance of 389.50 feet; Thence South 22°31'25" West a distance of 130.00 feet; Thence South 89°43'27" West a distance of 389.50 feet to a point on the West line of said NW/4; Thence along the West line of said NW/4 North 00°13'28" West a distance of 407.85 feet to the Point of Beginning. Said tract contains 4.5475 acres more or less.

EXISTING ZONING FOR SUBJECT PROPERTY

R-1 RESIDENTIAL: 147.00 ACRES
R-1 RESIDENTIAL LOTS: 533
PUD SINGLE FAMILY: 49 ACRES
PUD SINGLE FAMILY LOTS: 31
C-1 COMMERCIAL: 4.55 ACRES
C-1 COMMERCIAL LOTS: 1

PROPOSED ZONING FOR SUBJECT PROPERTY

R-1 RESIDENTIAL: 108.98 ACRES
R-1 RESIDENTIAL LOTS: 556
C-1 COMMERCIAL: 4.55 ACRES
C-1 COMMERCIAL LOTS: 1
A-2 RURAL AGRICULTURAL: 8.15 AC

OWNER/DEVELOPER:
CEDAR LANE, LLC
P.O. BOX 5166
NORMAN, OK 73070

ENGINEER:
ARC ENGINEERING
CONSULTANTS, LLC
STEVE ROLLINS, P.E.
1355 DEER CREEK ROAD
EDMOND, OK 73012

SURVEYOR:
OKLAHOMA SURVEY
COMPANY
RYAN DOUDICAN, R.P.L.S.
3121 E. SORGHUM MILL
ROAD, EDMOND, OK 73034

Arc Engineering Consultants, LLC
1355 DEER CREEK ROAD
EDMOND, OK 73012
STEVE ROLLINS, P.E.
PHONE (405) 598-0212
CITY OF NORMAN SURVEY CONTROL NETWORK

CEDAR LANE
1355 DEER CREEK ROAD
NORMAN, CLEVELAND CO, OKLAHOMA

PRELIMINARY PLAT

REVISIONS	NO.	DESCRIPTION	DATE
DRAWN BY:	SDR		
CHECKED BY:	SDR		
APPROVED BY:	SDR		

PROJECT NUMBER:
26-004
DATE:
05-01-26
SCALE:
(HORIZ.) 1"=100'
(VERT.) N/A

SHEET NUMBER
1 of 2

CEDAR LANE

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(s) in the plat of CEDAR LANE; 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 engineer, corrective maintenance may be performed by the governing jurisdiction with costs assessed to and born upon said property owner(s). Officials representing the engineering division, 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 engineering division, public works department, property owner(s) may construct improvements within the easement, provided the improvement does not interfere with the function of the detention facility.

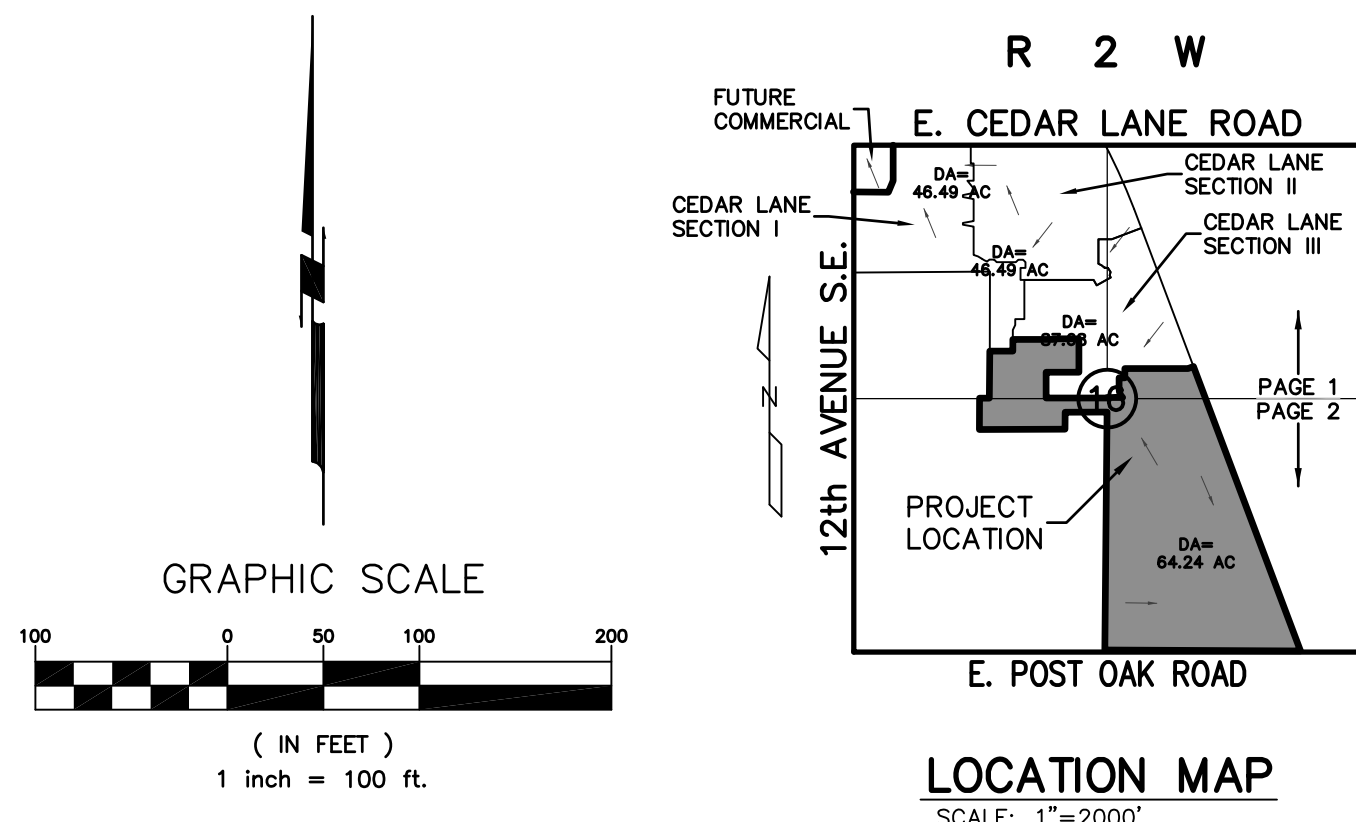
GENERAL NOTES

1. MAINTENANCE OF THE COMMON AREAS AND/OR PRIVATE DRAINAGE EASEMENTS IN CEDAR LANE SHALL BE THE RESPONSIBILITY OF THE PROPERTY OWNERS ASSOCIATION. NO STRUCTURES, STORAGE OF MATERIAL, GRADING, FILL OR OTHER OBSTRUCTIONS, INCLUDING FENCES, EITHER TEMPORARY OR PERMANENT, SHALL BE PLACED WITHIN THE DRAINAGE RELATED COMMON AREAS AND/OR DRAINAGE EASEMENTS SHOWN. CERTAIN AMENITIES SUCH AS, BUT NOT LIMITED TO, WALKS, BENCHES, PIERS, AND DOCKS SHALL BE PERMITTED IF INSTALLED IN A MANNER TO MEET THE REQUIREMENTS SPECIFIED ABOVE.
2. MAINTENANCE OF THE COMMON AREAS AND/OR PRIVATE DRAINAGE EASEMENTS IN CEDAR LANE SHALL BE THE RESPONSIBILITY OF THE PROPERTY OWNERS ASSOCIATION. NO STRUCTURES, STORAGE OF MATERIAL, GRADING, FILL OR OTHER OBSTRUCTIONS, INCLUDING FENCES, EITHER TEMPORARY OR PERMANENT, SHALL BE PLACED WITHIN THE DRAINAGE RELATED COMMON AREAS AND/OR DRAINAGE EASEMENTS SHOWN. CERTAIN AMENITIES SUCH AS, BUT NOT LIMITED TO, WALKS, BENCHES, PIERS, AND DOCKS SHALL BE PERMITTED IF INSTALLED IN A MANNER TO MEET THE REQUIREMENTS SPECIFIED ABOVE.
3. SIDEWALKS ON EACH LOT ALONG LOCAL AND COLLECTOR STREETS ARE REQUIRED AND MUST BE INSTALLED PRIOR TO THE ISSUANCE OF ANY OCCUPANCY PERMITS.
4. ALL EXISTING BUILDINGS TO BE REMOVED.
5. THE CROSS HATCHED LOTS WILL BE AVAILABLE FOR CONSTRUCTION ONCE THE ACTIVE OIL WELLS HAVE STOPPED PRODUCING. THE WELLS HAVE BEEN PLUGGED AND THE RADIUS HAS BEEN REDUCED TO 45 FEET PER CITY OF NORMAN SPECIFICATIONS. UNTIL SUCH TIME, LOTS CAN BE USED AS ACCESS TO THE WELL SITE.
6. THE CURRENT OIL WELL OPERATOR WILL BE RESPONSIBLE FOR ADEQUATELY FENCING THE WELL SITE, CONSTRUCTION OF ANY LEASE ROADS AND APPROACHES, PIPELINE RELOCATIONS, OR ELECTRIC LINE RELOCATIONS. THE DEVELOPER WILL BE FINANCIALLY RESPONSIBLE FOR THE CONSTRUCTION OF ANY LEASE ROADS, APPROACHES, FENCING, PIPELINE RELOCATIONS, OR ELECTRIC LINE RELOCATIONS.
7. INSTALL CASING PIPE FOR ALL OIL PIPELINE ROAD CROSSINGS

MATCH LINE
SEE SHEET 2 of 2

PRELIMINARY PLAT OF CEDAR LANE

A PART OF SECTION 16, T-8-N, R-2-W, I.M.
CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA



LEGAL DESCRIPTION

Base of bearing used N 89°21'42" E along the North line of said Northwest Quarter (NW/4) of Section Sixteen (16), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma. State Plane Coordinate System, Oklahoma South Zone, City of Norman survey control network.

A tract of land in Section Sixteen (16), Township Eight (8) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, more particularly described as follows:

COMMENCING at the Northwest corner of the Northwest Quarter (NW/4) of said Section Eight (8); Thence N 89°21'42" E along the North line of said Northwest Quarter (NW/4), a distance of 2,619.70 feet to a point on the West right-of-way line of the BNSF Railroad; Thence S 27°44'54" E along the West right-of-way line of the BNSF Railroad, a distance of 86.35 feet; Thence along the West right-of-way line of the BNSF Railroad, on a curve to the right with an arc length of 844.31 feet, a radius of 5,664.36 feet, a chord bearing of S 24°30'44" E and a chord length of 643.96 feet; Thence S 21°16'33" E along the West right-of-way line of the BNSF Railroad, a distance of 1,792.55 feet to the POINT OF BEGINNING; Thence continuing S 21°16'33" E along the West right-of-way line of the BNSF Railroad, a distance of 3,165.40 feet to a point on the South line of said Section 16; Thence along the South line of said Section 16 South 89°37'50" West a distance of 2,038.39 feet; Thence North 07°05'51" West a distance of 2,478.61 feet; Thence South 89°13'13" West a distance of 437.04 feet; Thence North 07°10'21" East a distance of 177.25 feet; Thence South 89°07'44" West a distance of 89.74 feet; Thence North 00°16'07" West a distance of 327.14 feet; Thence North 89°16'55" East a distance of 102.16 feet; Thence North 07°12'17" West a distance of 488.66 feet; Thence North 89°21'41" East a distance of 238.89 feet; Thence North 07°38'23" West a distance of 122.59 feet; Thence North 89°21'37" East a distance of 417.14 feet; Thence North 07°38'23" West a distance of 6.45 feet; Thence North 89°21'37" East a distance of 271.86 feet; Thence North 07°38'23" East a distance of 348.00 feet; Thence South 89°21'37" West a distance of 341.89 feet; Thence South 07°38'23" East a distance of 268.87 feet; Thence North 89°16'50" East a distance of 636.62 feet; Thence North 07°38'23" West a distance of 5.00 feet; Thence North 89°21'37" East a distance of 159.39 feet; Thence on a non-tangent curve to the right with an arc length of 99.31 feet, a radius of 130.00 feet, a chord bearing of N 22°31'25" W and a chord length of 96.93 feet; Thence North 07°38'23" West a distance of 115.07 feet; Thence North 89°21'37" East a distance of 60.00 feet; Thence North 07°38'23" West a distance of 96.00 feet; Thence North 89°21'37" East a distance of 658.51 feet; Thence North 68°43'27" East a distance of 60.00 feet to the POINT OF BEGINNING.

Said tract having on area of 5,082,436.7514 Square Feet, 116.68 Acres, more or less.

GENERAL NOTES:

- MANDATORY PROPERTY OWNERS ASSOCIATION IS REQUIRED.
- MAINTENANCE OF THE COMMON AREAS AND/OR PRIVATE DRAINAGE EASEMENTS IN CEDAR LANE SHALL BE THE RESPONSIBILITY OF THE PROPERTY OWNERS ASSOCIATION. NO STRUCTURES, STORAGE OF MATERIAL, GRADING, FILL OR OTHER OBSTRUCTIONS, INCLUDING FENCES, OTHER TEMPORARY OR PERMANENT, SHALL BE PLACED WITHIN THE DRAINAGE RELATED COMMON AREAS AND/OR DRAINAGE EASEMENTS SHOWN. CERTAIN AMENITIES SUCH AS, BUT NOT LIMITED TO, WALKS, BENCHES, TREES, AND DOGS SHALL BE PERMITTED IF INSTALLED IN A MANNER TO MEET THE REQUIREMENTS SPECIFIED ABOVE.
- SIDEWALKS ON EACH LOT ALONG LOCAL AND COLLECTOR STREETS ARE REQUIRED AND MUST BE INSTALLED PRIOR TO THE ISSUANCE OF ANY OCCUPANCY PERMITS.
- ALL EXISTING BUILDINGS TO BE REMOVED.
- THE CROSS HATCHED LOTS WILL BE AVAILABLE FOR CONSTRUCTION ONCE THE ACTIVE OIL WELLS HAVE STOPPED PRODUCING, THE WELLS HAVE BEEN PLUGGED AND THE RADIUS HAS BEEN REDUCED TO 45 FEET PER CITY OF NORMAN SPECIFICATIONS. UNTIL SUCH TIME, LOTS CAN BE USED AS ACCESS TO THE WELL SITE.
- THE CURRENT OIL WELL OPERATOR WILL BE RESPONSIBLE FOR ADEQUATELY FENCING THE WELL SITE, CONSTRUCTION OF ANY LEASE ROADS AND APPROACHES, PIPELINE RELOCATIONS, OR ELECTRIC LINE RELOCATIONS. THE DEVELOPER WILL BE FINANCIALLY RESPONSIBLE FOR THE CONSTRUCTION OF ANY LEASE ROADS, APPROACHES, FENCING, PIPELINE RELOCATIONS, OR ELECTRIC LINE RELOCATIONS.
- INSTALL CASTING PIPE FOR ALL OIL PIPELINE ROAD CROSSINGS.

EXISTING ZONING FOR SUBJECT PROPERTY

R-1 RESIDENTIAL: 147.00 ACRES
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PUD SINGLE FAMILY: 49 ACRES
PUD SINGLE FAMILY LOTS: 31
C-1 COMMERCIAL: 4.55 ACRES
C-1 COMMERCIAL LOTS: 1

PROPOSED ZONING FOR SUBJECT PROPERTY

R-1 RESIDENTIAL: 108.98 ACRES
R-1 RESIDENTIAL LOTS: 556
C-1 COMMERCIAL: 4.55 ACRES
C-1 COMMERCIAL LOTS: 1
A-2 RURAL AGRICULTURAL: 8.15 AC

OWNER/DEVELOPER:
CEDAR LANE, LLC
P.O. BOX 5156
NORMAN, OK 73070

ENGINEER:
ARC ENGINEERING
CONSULTANTS, LLC
STEVE ROLLINS, P.E.
135 DEER CREEK ROAD
EDMOND, OK 73012

Arc Engineering Consultants, LLC
135 DEER CREEK ROAD
EDMOND, OK 73012
PHONE (405) 598-0012
SPRILL@ARCENGINEERS.COM



CEDAR LANE
12th AVE. SE & CEDAR LANE RD.
NORMAN, CLEVELAND CO, OKLAHOMA
PRELIMINARY PLAT

REVISIONS	NO.	DESCRIPTION	DATE
DRAWN BY:	SDR		
CHECKED BY:	SDR		
APPROVED BY:	SDR		

PROJECT NUMBER:
26-004
DATE:
05-06-26

SCALE:
(HORIZ.) 1"=100'
(VERT.) N/A

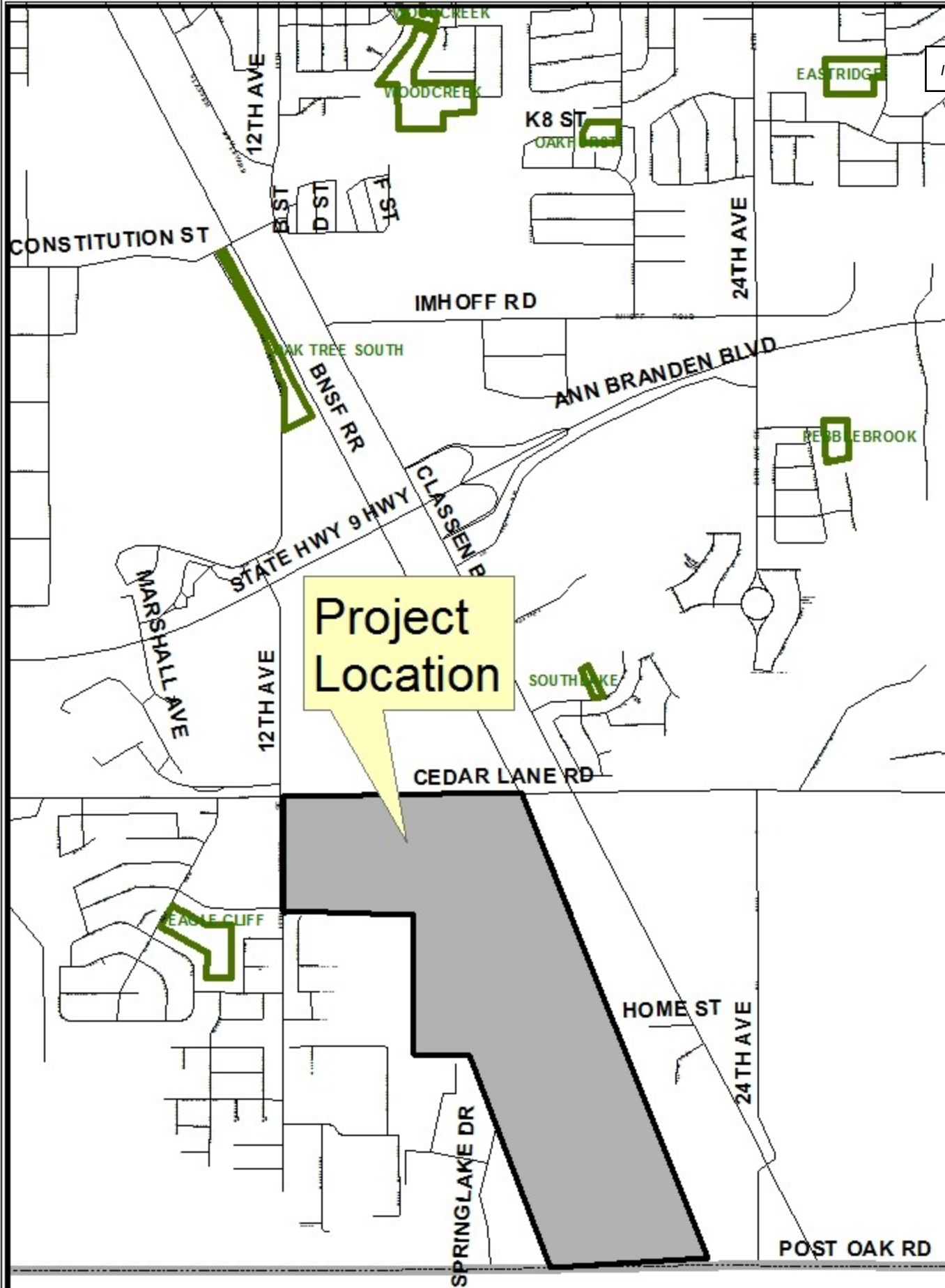
SHEET NUMBER
2 of 2

CEDAR LANE



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(s) in the plat of CEDAR LANE; 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 engineer, corrective maintenance may be performed by the governing jurisdiction with costs assessed to and born upon said property owner(s). Officials representing the engineering division, 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 engineering division, public works department, property owner(s) may construct improvements within the easement, provided the improvement does not interfere with the function of the detention facility.



Project Location for Cedar Lane PUD



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09/03/2026

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Jennifer Heavner Baker, Executive Director, Sooner Theatre

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM SOONER THEATRE

DISCUSSION:

The Sooner Theatre opened its doors for the first time in 1929 as the region's first movie theatre built to show talking pictures. Local architect Harold Gimeno spared no expense in building the Spanish Gothic-style building, spending over \$200,000. For nearly 50 years, The Sooner Theatre served as the most popular movie theatre in the area until the mid-1970s, when multiplexes gained popularity and the single-screen Sooner could no longer keep up with demand. In 1975, the Sooner Theatre closed and remained dark – nearly lost to the wrecking ball – until 1979, when a dedicated group of citizens refused to let the theater be lost and appealed to the City of Norman under the aegis of the non-profit organization The Sooner Theatre of Norman, Inc.

The City agreed to purchase the theatre and lease it to the organization. After the first phase of restoration, the Sooner Theatre reopened its doors in 1982 as a community performing arts center.

The Sooner Theatre has become a beacon of light in the community's historic downtown Walker Arts District, impacting the lives of audiences and children each year.

RECOMMENDATION:

Staff recommends submitting the Sooner Theatre annual report to the City Council once the Board of Park Commissioners has accepted it.

THE SOONER THEATRE OF NORMAN, INC.

Item 4.

ANNUAL REPORT FY 2025-26





LOOKING BACK, PLANNING AHEAD Item 4.

This report highlights our most recent completed Fiscal Year, beginning July 1, 2025 and ending June 30, 2026..

THE NUMBERS TELL THE STORY

Last year, the City of Norman invested \$88,381 in funding for salaries at The Sooner Theatre. This amount represented 5.5% of our total budget in FY '25, which was \$1,608,406 and 23.8% of our contributed income, which for FY 2026 was \$371,300.

We are incredibly grateful to the City of Norman for the municipal funding, and we want you to know how proud we are to be stewards of The Sooner Theatre building.

More than 13,000 audience members attended Sooner Theatre events in person during FY '26.

They spent, on average, \$49.36 per person in our community, with an economic impact of \$651,058. That number does not include audiences who viewed Sooner Theatre messaging online or through our social media channels, which was estimated at 2,625,121. In addition, parents of the hundreds of students enrolled at The Studio of The Sooner Theatre contribute to the economic impact created by The Sooner Theatre by purchasing dance clothes, dance shoes, makeup, hair and wig products and anything else needed. They also frequent restaurants and coffee shops in downtown Norman each week while they wait for students. And, the theatre purchases lumber, fabric and supplies locally to build every set and costume for every show. **Last year, we saw 1378 enrolled in more than 75 camps and classes** at The Studio of The Sooner Theatre **and gave \$81,167 back in scholarships for tuition to 384 students** who could otherwise not afford to participate.

According to the Norman Economic Development Coalition, the input from our salary base and contracted instructors, shows **an economic impact of nearly \$3,000,000.00** in the community annually. We are so proud of the impact we make on the Norman community and on communities surrounding Norman. And, we are extremely grateful for community leaders who understand the impact the arts have on our community!

THE SOONER THEATRE OF NORMAN

The Sooner Theatre is listed on the National Registry of Historic Places and is truly a Norman landmark. The theater building is owned by the City of Norman. The Board and Staff of The Sooner Theatre of Norman Inc., are proud "stewards" of the management and activities of the facility, and have made significant investments of time, effort and resources to assure the survival of The Sooner - Norman's Premier Performing Arts Venue and Academy.

OUR MISSION

The mission of The Sooner Theatre is to change lives, offer diverse perspectives and create a cultural connection to the community through the performing arts and arts education.

OUR VISION STATEMENT

Our vision is to create a space for instilling creativity and passion for the arts, while providing a place for students to find their voices. We promote inclusion and healing through the arts and elevate the quality of life by providing diverse performing arts opportunities for all ages in our community.

OUR FUNCTION STATEMENTS

PRESENT quality theatrical productions

PROVIDE quality performing arts instruction for students ages 3-18

PROVIDE a quality venue for the presentation of cultural, artistic, educational and community development activities that improve the quality of life for our citizens and to **SERVE** as an historic anchor for the development of partnerships with other arts and business entities to create a revitalized, downtown arts district for Norman.

ACCESSIBILITY MATTERS

We are continuously working with the city on ensuring arts are accessible to all, and realize that many of our issues around mobile accessibility in the theater are challenges the city is working with us to address. We have spoken to the City of Norman about getting hearing assisted devices and we can print or email large-print programs on request for those with vision impairment. We also work with groups whose clients may be from under-served populations, including the United Way, Transition House, Norman Public Schools and others. We send information on programming and scholarships to all public elementary schools for distribution to all families in the Norman Public Schools. Theatre doesn't work if we cannot tell stories with ALL types of people and characters to and for ALL people.





THE SOONER THEATRE BOARD OF DIRECTORS

President, Anne Cape, McAfee & Taft

Vice President, Kristi Pate, Retired Educator

Treasurer, Stephanie Keller, Eide Bailly

Secretary, Jerry Lessley, University of Oklahoma

Past President, Dorion Billups, University of Oklahoma

Tiffany Bodenhamer, American Fidelity

Kerri Brackin, Oil & Gas

Lawrence Carter, MD, Peak Performance

Ta'Nia Gaines, Eide Bailly

Lindsay Hawkins, OU K20 Center

Debbie Kelleher, Retired Educator

Beth Pepper, Eide Bailly

Susan Vassilakos, Community Volunteer

Sarah Williams, Non-Profit Data Consultant

Vicki Worster, Total Compliance HR

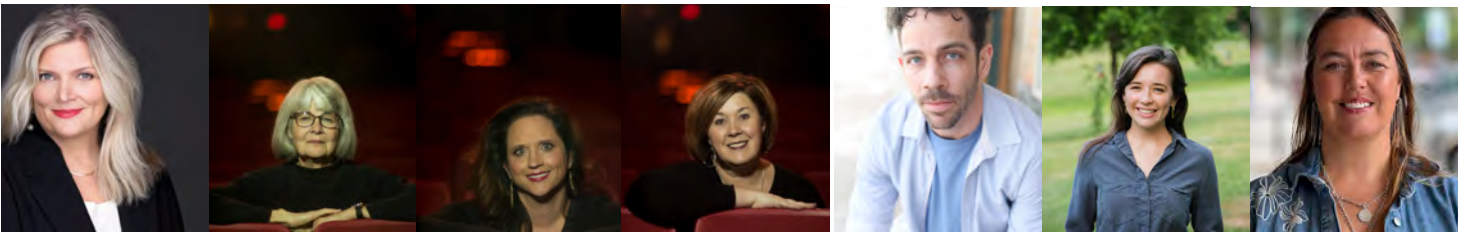
Advisory Members

Jason Olsen, City of Norman

Mark Ledbetter, Armstrong Bank

Tom Cooper, Vision Bank

Chuck Thompson, Armstrong Bank



SOONER THEATRE STAFF

Jennifer Heavner Baker, Executive Director

Erin Stevens, Business Manager

Nicki Kraisky, Business Manager (part-time)

Nancy Coggins, PR & Development Director

Meghan Martens, House Manager

and Social Media Coordinator

Erin Stevens, Finance Manager

Tish Willis, Studio Manager

Brandon Adams, Artistic Director

Production Manager position - open

STAFFING

Our mission, function and program direction have, each year, been approved by the City

administration, and Municipal money has been provided for The Sooner to have a firm “base” for staffing the facility, and on which to build its activities. According to Theatre Facts, A Report on Practices and Performances in the American Nonprofit Theatre, a typical theatre our size, with a similar County population, and the same amount of programming will have 10 full time employees. Our current staff manages both The Sooner Theatre and The Studio of The Sooner Theatre with 6 full-time and 1 part-time employees. We also utilize the Federal Work Study program at OU, when the opportunity arises. The Sooner Theatre utilizes contract labor for teachers, directors, choreographers, music directors, musicians and accompanists.

USE OF PAST CITY OF NORMAN FUNDING

Salaries 2003/2004 \$86,847.27	Salaries 2015-2016 \$195,934.77
Salaries 2004/2005 \$94,534.36	Salaries 2016-2017 \$205,467.27
Salaries 2005/2006 \$108,541.76	Salaries 2017-2018 \$235,314.47
Salaries 2006/2007 \$141,000.00	Salaries 2018-2019 \$243,693.22
Salaries 2007-2008 \$146,473.00	Salaries 2019-2020 \$254,486.07
Salaries 2008-2009 \$187,202.00	Salaries 2020-2021 \$243,408
Salaries 2009-2010 \$184,516.00	Salaries 2021-2022 \$253,017
Salaries 2010-2011 \$190,950.00	Salaries 2022-2023 \$275,071
Salaries 2011-2012 \$194,600.00	Salaries 2023-2024 \$310,990
Salaries 2012-2013 \$168,832.83	Salaries 2024-2025 \$367,021
Salaries 2013-2014 \$197,617.35	Salaries 2025-2026 \$390,867
Salaries 2014-2015 \$197,425.55	

The Municipal money we received in the amount of **\$88,318** in FY 2025 was approximately **22.6%** of our payroll expenses (FY 2026).

Because we receive this money from the City of Norman, we are able to allocate other funding in our budget to programming that supports under-served populations in our community, including scholarships provided to students who otherwise would be unable to participate in performing arts programs due to cost, training instructors to provide specialized instruction for special needs students, and to participate in partnerships with community groups including CCFI and Assistance League to identify and give access to underserved populations.

The Sooner Theatre's **earned revenue includes tickets to productions, tuition for classes** at our Studio, as well as rentals and concession sales. **Percentage of total budget** (\$1,608,406) from **ticketing was 21%, tuition revenue was 38.7%, rentals and concessions is 2.3%, and contributed revenue donations/fundraisers was 23%** of our total budget.



THEATRE ACTIVITY

Our programs serve **quality of life** needs in the areas of culture, education, theatre and music for an increasing number of citizens. Our product tells what we stand for, what we want to offer the community and how well we know our business. At The Sooner Theatre, we host professional artists to first-timers and foster performers from 3 years old on up. Our presentations reflect our mission, our image and ultimately, they determine our survival. We embrace the fact that we are not just "Community Theatre" but "Theatre for the Community".

More than 13,000 people walked through our doors last year and we were able to track ticket sales to **116 Oklahoma zip codes and 35 out-of-state!** We hope you agree that The Sooner Theatre grants a major return for the City's investment.



In 2002, our Board of Directors approved a programming portfolio consisting of **seven initiatives**.

1. THE MAIN EVENT SERIES is The Sooner Theatre's concert series.

2026 offering - Tomorrow, Tonight - An Evening With Elvie Ellis

2. SOONER STAGE PRESENTS is The Sooner Theatre's self-produced theatrical series.

2026-2027 Season: Les Miserables, ELF The Musical
Tickets to Sooner Stage Presents Theatrical productions range from \$12.50-\$35 dependent on discounts.

3. THE STUDIO OF THE SOONER THEATRE is The Sooner Theatre's performing arts academy. The Sooner Theatre's Theatre Arts Education program impacts hundreds of children ages 3-18 each year by providing outstanding performing arts education in a warm and welcoming environment. Year-round classes follow the Norman Public Schools schedule. Fall classes begin in September and offer cumulative learning concluding in April. Summer camps are held in June and July.



The Sooner Theatre's education program began in 2003 with one summer camp production that served 31 children. **Our total enrollment in 2025-2026 was 1378 (up 68% in the last four years) from across the metro area.** The program has evolved into a year-round performing arts school with training in the areas of musical theatre, acting, voice, and dance, as well as troupes that perform at various events throughout the community. We also make it a point to bring in experts



in our industry to present Master Classes to our students, and have hosted Broadway performers, National Tour performers, TV personalities, Broadway casting directors, and many others.

Studio students have been seen in many regional productions, including the OKC Philharmonic's *The Christmas Show*, OU productions, singing for the Thunder and Texas Motor Speedway, in many commercials and films and on hit Nickelodeon and Netflix series! Sooner Theatre students were also chosen as the munchkins in the National Tour of *The Wizard of Oz*, Winthrop in *The Music Man in Concert* with Shirley Jones, and Studio students were featured as walk-on roles in the Broadway tours of both *Camelot* and *Waitress*.

In January of FY'26, **Studio of The Sooner Theatre students attended the Junior Theatre Festival** in Atlanta for the 11th year, where our students were selected to present





a NEW WORK onstage and attended workshops with 7000 theatre students from across the country. **They performed Dreamworks Trolls JR for all 7000 attendees from the United States, United Kingdom, China, New Zealand and Australia!**

BEYOND THE STAGE

There is no question that the productions of The Sooner Theatre are magical. The lights, the sound, the costumes, the sets and the talent we are lucky enough to work with - both community theatre and our youth educational productions. But, you might not be aware of all the things that happen ***Beyond The Stage***.

Scholarships

Last fiscal year, The Studio of The Sooner Theatre **gave \$81,167 in scholarships** to 384 students who could otherwise not afford to participate in performing arts classes and camps. That is a 18% increase in scholarship awards over the previous fiscal year.

Special Needs Classes

We are excited to offer classes for special needs students. Our **Sooner Spotlights** class pairs middle and high school-age students with special needs with a student from The Studio's ambassador performance troupes to learn songs and dances. We also have a class whose name says it all - **Sooner Legends!** This group of teens and adults with Down syndrome will change your outlook on life. They are the most joyful, excited group of people you will ever meet. And, they can DANCE! **We serve many other differently-abled students in our regular classes including those on the spectrum, hearing disabled, vision disabled and mobility limited students.**



Tuition for Studio camps and classes ranges from \$150 for a one-week summer camp to \$680 for a school year production class. **We normally give back approx. 20% of our annual tuition** revenue in scholarships. For fiscal year 2026, total tuition revenue was \$561,289, and **scholarships given totaled \$81,167, which funded 384 instances of tuition and/or fees** over the last year, which is actually 17% of our tuition revenue returned as scholarships.

4. SPECIAL EVENTS

We held our highly anticipated Murder Mystery fundraiser in February 2026, and were so excited to have audiences and community volunteer performers help support the theatre! Murder Mystery is our annual fundraising dinner and show written, directed by and starring volunteers in our community. Murder Mystery 2026 raised \$52,739 for The theatre's operations and programs. The Voice of The Heartland, our other fundraising event is a bi-annual vocal competition featuring talented singers from around the region. VOTH is scheduled for September 14 & 15, 2026.



Item 4.

5. RENTAL ACTIVITIES

Community organizations and individuals have the opportunity to rent the theatre for their activities, meetings or performances on the rare occurrences we have available dates on our calendar.. Our rental revenue for 2025-26 was \$4300 mainly due to a lack of available dates for rentals on our calendar in both the theatre and Studio spaces.



Rental rates are approximately \$800-\$1000 per day for use of the theatre. We also rent the Studio event space for \$300-\$1200 per day.

Example of community rentals

- Various Community Churches
- Hispanic Flamenco Ballet
- Julia's Academy of International Dance
- Norman Chamber of Commerce
- Various Weddings & Engagements
- Pageants
- Norman Music Festival
- Various Dance Recitals
- Transition House's June Bug Jam
- Norman Police Academy
- OU School of Musical Theatre

6. SOONER CINEMA is The Sooner Theatre's film and video offerings.

We do not offer a film series at this time, we but normally host several events each year that do show films, including Norman Music Festival, Norman Film Festival, Moore-Norman Technology Center's Red Carpet Film Festival and Earth Rebirth Film Festival (as our production schedule allows).

7. OUTREACH AND DEVELOPMENT is our program designed to "give back". In addition to our programming, The Sooner is deeply rooted in the community.

Our Outreach and Development includes:

Partnering with United Way's Celebrity Sing, Citizen's Advisory Council, Norman Convention and Visitors Bureau, The Norman Public School's Gifted Council and the Norman Arts Council. We are represented at the Norman Downtowner's Association, Norman Arts Council's Roundtable, Norman Rotary, the United Way Cabinet, Assistance League, Norman Public Schools PTA, Norman Chamber of Commerce Board and several other organizations.

Our Studio Ambassador Performance Troupes, made up of 3rd-12th grade students, also perform regularly in the community. These troupes and soloists have performed for thousands of audience members at various events including: The Norman Music Festival, The Rodeo Opry, The OKC Thunder, OKC Arts Council's Opening Night, OKC Festival of the Arts, The State Fair of Oklahoma, Holiday Open Houses for the Norman Assistance League, Public School assemblies, Devon Arts Day, the 2009 Mayor's Convention, NAC Arts Explosion, The OKC Philharmonic, Allied Arts, The 100th Anniversary of the Depot, Norman Music Festival, Kids for Kids Sake, Earth Day, Texas Motor Speedway, the Andy Roddick Tennis Exposition, Norman's Centennial Follies, Lyric Theatre, Jewel Box Theatre, University of Central Oklahoma, OMEA All State Chorus, Oklahoma City's Centennial Parade, Norman Christmas Parade, Norman Public Schools, Oklahoma Summer Arts Institute, Norman Chamber of Commerce, May Fair, June Bug Jam, The Chocolate Festival, OEC's Annual Meeting and many more!

THEATRE 55



This year, we began partnership with Healthy Living Norman to produce a production of *Guys and Dolls* SR featuring a cast of 47 senior performers ranging in age from 50 to 84, many of whom took the stage for the first time in their lives! The experience produced overwhelmingly positive health and wellness outcomes for adults age 50 and older. Based on surveys completed by 24 participants, the production demonstrated meaningful benefits across physical, emotional, social, cognitive, and quality-of-life measures. Participants reported exceptionally high levels of satisfaction, inclusion, mental engagement, friendship, confidence, and overall quality of life. The results suggest that community musical theater is an effective wellness intervention that promotes healthy aging while creating meaningful opportunities for lifelong

learning, creativity, physical activity, and social connection.

You can see the growth our educational programming has had over especially the last few years. Because of such rapid and expansive growth, we have had to focus both staff and physical resources toward that program, but all initiatives are very important to our organization.

AWARDS AND HONORS

- Jennifer Baker was named Honorable Mention for the 2026 American Theatre Wing's Tony Award for Excellence in Music Theatre Education (June 2026)
- Jennifer Baker was awarded the Governor's Arts Award in Education for her impact on this community and state in January 2026
- Jennifer Baker was named a Freddie G Fellow through iTheatrics (January 2025)
- The Sooner Theatre is **one of three** Norman arts organizations who are current Allied Arts member agencies.
- The Sooner Theatre was the **first (and only, so far) arts organization** to have been awarded the Norman Rotary Clubs' Le Tour De Vin grant and the Impact Oklahoma grant funding capital projects.
- In August 2020, The Sooner Theatre was named as the Oklahoma Center for Non-profits' **ONE Award winner for Arts and Humanities.**

OTHER SOURCES OF INCOME

In addition to the Municipal money, our other sources of income are from our annual Murder Mystery and Voice Of The Heartland Fundraisers, Corporate Sponsorships, Business and personal donations, program advertising, grants from foundations and other granting organizations, ticket revenues from performances, tuition revenue from our camps and classes and rental fees, both at the theatre and Studio.

Total earned revenue for FY 2025 was \$938,699, which accounted for 73% of our budget. Contributed (donated) income made up the remaining 27% of the budget.

"What we put on the stage is not only what the public sees – it is what we are."

-Thomas Wolf



Thank you for all you do to support the programs, productions, concerts and events of The Sooner Theatre!

We are very fortunate to live in a community who understands the value and the impact of the arts on its citizens.

We could not do what we do without you!

The Sooner Theatre of Norman Inc

Statement of Financial Position
As of Jun 30, 2026

Item 4.

	Total
Assets	
Current Assets	
Bank Accounts	
1000 Armstrong Bank-Operations	39,782.98
1001 Armstrong Bank-Payroll	2,297.06
1002 Sooner Theatre STARS	11,327.57
1003 Studio Capital Campaign	51,976.04
1004 Theatre Petty Cash Bank	115.00
1005 Concession Sweet Shoppe Petty Cash Bank	500.00
1006 Box Office Petty Cash Bank	300.00
1007 Irrevocable Commercials Letter of Credit Account	1,815.00
9999 Clearing Account	15.00
Total for Bank Accounts	\$108,128.65
Accounts Receivable	
1100 Accounts Receivable	-2.00
Total for Accounts Receivable	-\$2.00
Other Current Assets	
1102 Other Accounts Receivable	1,391.55
1300 Prepaid Expenses	\$0.00
1300.1 January Prepaid Expenses	513.90
1300.10 October Prepaid Expenses	513.90
1300.11 November Prepaid Expenses	9,752.90
1300.12 December Prepaid Expenses	11,688.65
1300.13 JTF Prepaid Expenses	1,750.00
1300.15 Murder Mystery Prepaid Expenses	0.00
1300.2 February Prepaid Expenses	5,330.00
1300.3 March Prepaid Expenses	3,450.81
1300.4 April Prepaid Expenses	3,454.75
1300.5 May Prepaid Expenses	0.00
1300.6 June Prepaid Expenses	0.00
1300.7 July Prepaid Expenses	20,930.88
1300.8 August Prepaid Expenses	513.90
1300.9 September Prepaid Expenses	513.90
Total for 1300 Prepaid Expenses	\$58,413.59
Undeposited Funds	0.00
Total for Other Current Assets	\$59,805.14
Total for Current Assets	\$167,931.79
Fixed Assets	
1500 Building Improvements (Leasehold)	0.00
1501 Furniture & Fixtures	16,690.95
1502 Equipment	3,760.12
1503 Sound Equipment	41,649.04

The Sooner Theatre of Norman Inc

Statement of Financial Position
As of Jun 30, 2026

Item 4.

	Total
1504 Light Equipment	86,048.95
1505 Computer Equipment	7,646.35
1506 Intangible Assets, Website	16,500.00
1520 110 East Main St. Owned Studio	
1520.1 Building (110 E Main Studio)	1,736,077.17
1520.2 Furniture & Fixtures (@ Studio)	8,394.50
1520.3 Equipment (@ Studio)	17,924.61
Total for 1520 110 East Main St. Owned Studio	\$1,762,396.28
1599 Accumulated Depreciation	-710,306.80
Total for Fixed Assets	\$1,224,384.89
Other Assets	
1900 Communities Foundation of Oklahoma Endowment Fund	1,857.30
1900.1 Communities Foundation of Oklahoma Liability Fund	0.00
1901 CFO Endowment Receivable account	-69.52
Total for Other Assets	\$1,787.78
Total for Assets	\$1,394,104.46
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	5,939.51
Total for Accounts Payable	\$5,939.51
Credit Cards	
2001.1 Jennifer Amazon Business Amex -PARENT ACCOUNT 2003	2,272.72
2002 Armstrong Credit Cards	
Jennifer Mastercard x2912 (new) (deleted)	-133.60
Nancy Mastercard X6771 (deleted)	41.49
Tish Armstrong Credit Card x7639 (deleted)	49.44
Total for 2002 Armstrong Credit Cards	-\$42.67
2003 Lowe's Pro Line of Credit	1,016.64
Total for Credit Cards	\$3,246.69
Other Current Liabilities	
1350 Deferred Revenue	
1350.13 Deferred JTF Revenue	835.00
1350.15 Murder Mystery Deferred Revenue	0.00
1350.3 March Deferred Revenue	0.00
1350.7 July Deferred Revenue	3,938.05
1350.8 August Deferred Revenue	3,192.00
Total for 1350 Deferred Revenue	\$7,965.05
2200 Prior Years FY25 Uncleared liabilities	1,280.00
Total for Other Current Liabilities	\$9,245.05
Total for Current Liabilities	\$18,431.25

The Sooner Theatre of Norman Inc

Statement of Financial Position
As of Jun 30, 2026

Item 4.

	Total
Long-term Liabilities	
2801 Republic Bank-Loan # 75020415	921,567.49
Total for Long-term Liabilities	\$921,567.49
Total for Liabilities	\$939,998.74
Equity	
3000 Opening Balance Equity	1,544,715.08
Retained Earnings	-919,362.90
Net Revenue	-171,246.46
Total for Equity	\$454,105.72
Total for Liabilities and Equity	\$1,394,104.46

The Sooner Theatre of Norman Inc

Statement of Activity
July, 2025-June, 2026

Item 4.

	Total
Revenue	
4000 Show Income	1,851.35
4000.1 Ticket Sales (OLD)	294,934.13
4010 Sales of Misc Show production goods	121.00
4050 Studio Income	\$170.00
4050.1 Studio Tuition	472,975.67
4050.10 Studio Supplies and Material	7,733.00
4050.2 Studio Fees and Surcharges	9,530.00
4050.3 Studio Apparel and Merchandise	1,480.00
4050.4 Private Instruction Income	600.00
4050.5 Showcase Income and Production Fee	41,035.00
4050.6 Ticket Sales through Studio category	595.00
4050.7 Studio Advertising and Sponsorship Rev	3,600.25
4050.8 Studio Event Center Rental Income	3,245.00
4050.9 Misc Studio Income	567.04
4050.99 Studio Account Credits	0.00
4150 Education Trips	\$950.00
4150.1 NYC Trip Income	116,481.10
4150.2 JTF Trip Income	76,685.00
Total for 4150 Education Trips	\$194,116.10
Total for 4050 Studio Income	\$735,647.06
4100 Advertising and Sponsorships - General	7,632.49
4200 Sweet Shoppe Income	\$31,984.50
4202.9 Camp Punch Card and Summer Camps for Sweet Shoppe	160.00
Total for 4200 Sweet Shoppe Income	\$32,144.50
4250 Rental Income	1,055.00
4350 STARS	40,115.02
6999 Contributed Income	
4400 Donations	\$5,000.00
4400.1 Individual Giving Donations	50,550.15
4400.2 Corporate Gifting and Sponsorships	12,258.00
4400.4 Scholarship Donations	9,335.00
Total for 4400 Donations	\$77,143.15
4450 Grant Income	
4450.2 State Grant Income	75,101.49
4450.3 Local Government Grant Income	117,861.25
4450.4 Other Foundations Grants	48,289.15
Total for 4450 Grant Income	\$241,251.89

The Sooner Theatre of Norman Inc

Statement of Activity
July, 2025-June, 2026

Item 4.

	Total
4600 Fundraiser Income	
4600.1 Murder Mystery Fundraiser	\$0.00
4600.11 Murder Mystery Ticket	43,177.51
4600.12 Murder Mystery Tips & Donations	8,561.70
4600.13 Murder Mystery Silent Auction donations	1,000.00
Total for 4600.1 Murder Mystery Fundraiser	\$52,739.21
Other Fundraising (4600.3)	166.00
Total for 4600 Fundraiser Income	\$52,905.21
Total for 6999 Contributed Income	\$371,300.25
Total for Revenue	\$1,484,800.80
Cost of Goods Sold	
5010 Sweet Shoppe-COGS	21,725.66
Total for Cost of Goods Sold	\$21,725.66
Gross Profit	\$1,463,075.14
Expenditures	
4021.1 Endowment Fund Expense	13.89
6000 Marketing	31,455.51
6010 Hospitality- General	\$7,128.41
6010.1 Show Hospitality	10,715.09
6010.2 Professional Development / Retreat Expenses	2,448.14
Total for 6010 Hospitality- General	\$20,291.64
6020 Accounting Fees	25,435.64
6030 Bank and Credit Card Fees	\$904.01
6030.1 Loan 75020415 Interest Expense	74,395.46
6030.2 Kindful Processing Fees	1,113.95
6030.3 SS Square Fees	773.26
Total for 6030 Bank and Credit Card Fees	\$77,186.68
6040 Contract Labor	4,325.00
6050 Studio Expenses	
6000.2 Studio Marketing	5,177.00
6050.1 Instructor Fees Contract Labor	120,700.99
6050.2 Education Supplies	524.29
6050.3 Music and Score Materials Fees	571.95
6050.4 Studio Dues & Subscriptions	2,847.36
6050.5 Studio CC Processing & Financial Fees	
6030.4 SafeSave Processing Fees	26,588.79
Total for 6050.5 Studio CC Processing & Financial Fees	\$26,588.79
6050.6 Miscellaneous Studio Expense	15,068.31
6050.7 Studio Hospitality Expenses	922.89
6050.8 Studio show and general supplies	5,933.61
6050.9 6050.9 Summer Camp and Stage	6,137.45
6070.3 Studio Cleaning and Janitorial & Cleaning Contract Labor	13,672.76

The Sooner Theatre of Norman Inc

Statement of Activity
July, 2025-June, 2026

Item 4.

	Total
6110.2 Office Supplies Studio	7,488.86
6150.2 Studio Security Services	1,125.00
6150.4 Studio Pest Control	325.65
6150.5 Studio Repairs and Maintenance	5,146.57
Total for 6050 Studio Expenses	\$212,231.48
6051 Dues and Licenses	\$6,322.95
6051.1 Software Security	598.75
6051.2 Software Website	583.00
6051.3 General Software	5,894.69
Total for 6051 Dues and Licenses	\$13,399.39
6060 Insurance	37,641.90
6070 Cleaning and Janitorial	\$2,035.64
6070.1 Custodial Services Businesses	1,240.00
6070.2 Cleaning Services - Contract Labor	9,703.00
Total for 6070 Cleaning and Janitorial	\$12,978.64
6080 Salaries	482,402.06
6110 Office Supplies	\$7,382.43
6111 Mailing and Postage	250.95
Total for 6110 Office Supplies	\$7,633.38
6120 Technical Supplies	11,446.68
6130 Professional Fees	2,700.00
6135 Education Trip Costs	
6135.1 JTF Trip & Show Costs	\$71,283.46
6135.1.1 JTF Trip Instructors Cost Contract Labor	9,300.00
Total for 6135.1 JTF Trip & Show Costs	\$80,583.46
6135.2 NYC Trip Costs	120,787.17
Total for 6135 Education Trip Costs	\$201,370.63
6140 Rent	\$3,203.95
6141 Equipment Rental	23,300.15
Total for 6140 Rent	\$26,504.10
6150 Repairs & Maintenance	\$5,235.79
6150.1 Security Services	1,135.00
6150.3 Pest Control	418.00
Total for 6150 Repairs & Maintenance	\$6,788.79
6160 Telephone & Internet	\$5,094.05
6160.1 Telephone and Internet Theatre	7,586.69
6160.2 Telephone and Internet Studio	3,861.37
Total for 6160 Telephone & Internet	\$16,542.11
6170 Utilities	
6170.1 Utilities Theatre	7,692.82
6170.2 Utilities Studio	12,247.07
Total for 6170 Utilities	\$19,939.89

The Sooner Theatre of Norman Inc

Statement of Activity
July, 2025-June, 2026

Item 4.

	Total
6200 Show Costs	\$13,704.10
6000.1 Show Marketing & Print	24,419.30
6200.1 Show Purchases Props, Sets & Materials	39,237.85
6200.2 Show Costume Purchases	46,475.76
6200.3 Show & Music Licensing Fees	37,861.45
6200.5 Show Performers & Other contract labor	
6200.4 Security for Shows Contract Labor	4,210.00
6200.51 Artistic Show Labor	77,784.69
6200.52 Technical Show Labor	77,331.75
Total for 6200.5 Show Performers & Other contract labor	\$159,326.44
6220 Youth Shows Expenses	
6222 Young Producers (July/Aug)	
6222.2 Young Producers Costumes	-32.46
Total for 6222 Young Producers (July/Aug)	-\$32.46
6229 Summer Camps (June)	
6229.5 Summer Camps Performers and Labor	
6229.51 Summer Camps Artistic Labor	750.00
Total for 6229.5 Summer Camps Performers and Labor	\$750.00
Total for 6229 Summer Camps (June)	\$750.00
Total for 6220 Youth Shows Expenses	\$717.54
Total for 6200 Show Costs	\$321,742.44
6300 Community Outreach Expenses	7,241.85
6350 STARS Expenses	\$13,096.45
6350.1 STARS Square Processing Fees	1,157.82
6350.2 STARS Hospitality	9,921.29
6350.3 STARS COS	12,419.88
6350.4 STARS Change Bank	1,830.00
Total for 6350 STARS Expenses	\$38,425.44
6600 Fundraiser Expenses	
6600.1 Murder Mystery Expenses	\$1,666.84
6000.3 Murder Mystery Marketing	1,237.18
6600.11 Murder Mystery Show Supplies	1,150.99
6600.12 Murder Mystery Processing fees	37.64
6600.13 Murder Mystery Contract Labor	5,442.00
6600.14 Murder Mystery Show Catering	18,959.00
6600.15 Murder Mystery Cast Hospitality	1,025.52
Total for 6600.1 Murder Mystery Expenses	\$29,519.17
6600.2 VOTH Expenses	940.00
Total for 6600 Fundraiser Expenses	\$30,459.17
6900 Miscellaneous Expenses	249.32
Total for Expenditures	\$1,608,405.63
Net Operating Revenue	-\$145,330.49

The Sooner Theatre of Norman Inc

Statement of Activity
July, 2025-June, 2026

Item 4.

	Total
Other Revenue	
4900 Misc Income	\$55.58
4900.1 Credit Card Rewards	725.92
Total for 4900 Misc Income	\$781.50
6420 Interest Income	1,429.43
6430 ERC payment	55,580.36
Total for Other Revenue	\$57,791.29
Other Expenditures	
6510 Interest Expense	187.86
6520 Sales Tax	23,786.40
6800 Depreciation Expense	59,733.00
Total for Other Expenditures	\$83,707.26
Net Other Revenue	-\$25,915.97
Net Revenue	-\$171,246.46

Sooner Theatre, Inc.
Financial Statements and Independent Auditor's Report Thereon
For the Year Ended June 30, 2025

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Item 4.

INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
of Sooner Theatre, Inc.

Opinion

We have audited the accompanying financial statements of Sooner Theatre, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2025, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Sooner Theatre, Inc. as of June 30, 2025, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Sooner Theatre, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Sooner Theatre, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Sooner Theatre, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Sooner Theatre, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.



Russell & Associates, CPAs, P.C.
Oklahoma City, Oklahoma
April 20, 2026

Sooner Theatre
Statement of Financial Position
For the Year Ended June 30, 2025

ASSETS

Current Assets:

Cash and Cash Equivalents	263,909.77
Prepaid Expenses	42,934.32
Total Current Assets	306,844.09

Non-Current Assets:

Equipment & Fixtures	1,909,371.80
Accumulated Depreciation	(650,573.80)
Net Property & Equipment	1,258,798.00
TOTAL ASSETS	\$ 1,565,642.09

LIABILITIES AND NET ASSETS

Current Liabilities:

Accounts Payable	526.63
Current Portion of Long-Term Debt	37,363.42
Total Current Liabilities	37,890.05

Non-Current Liabilities:

Note Payable, Net of Current Portion	922,238.11
Total Liabilities	960,128.16

Net Assets:

Without Donor Restrictions	605,513.93
TOTAL LIABILITIES & NET ASSETS	\$ 1,565,642.09

The accompanying notes are an integral part of these financial statements.

Sooner Theatre
Statement of Activities
For the Year Ended June 30, 2025

Item 4.

Revenues, Gains, and Other Support

Program Service Revenues:

Production Revenue	
Main Event	301,220.53
The Studio Revenue	
Tuition	571,042.34
Other Shows	68,196.30
Rentals	9,100.00
Sweet Shoppe	30,293.06
Advertising	6,467.22
Total Program Service Revenues	986,319.45

Contributions:

Donations	98,569.20
Grants	200,164.12
Fundraisers	29,936.21
Total Contributions	328,669.53

Other Income:

Interest Income	1,512.36
Miscellaneous	83,118.04
Total Other Income	84,630.40

Total Revenues, Gains, and Other Support	1,399,619.38
--	--------------

Expenses

Program: Theatre	410,530.38
Program: Studio	496,387.01
Fundraising	226,187.37
General & Administrative	252,581.25
Total Expenses	1,385,686.01

Change in Net Assets	13,933.37
Net Assets, Beginning of Year	591,580.56
Net Assets, End of Year	\$ 605,513.93

The accompanying notes are an integral part of these financial statements.

Statement of Functional Expenses
For the Year Ended June 30, 2025

Item 4.

	Program Services			General &	
	Theatre	Studio	Fundraising	Administrative	Total
Salaries	76,560.50	130,659.34	56,044.05	103,756.73	367,020.62
Bank and Credit Card Fees	201.30	19,981.62	-	-	20,182.92
Community Outreach	-	465.31	-	-	465.31
Concessions	18,819.94	-	-	-	18,819.94
Contract Labor	7,430.00	-	-	-	7,430.00
Dues, Fees, & Licenses	-	-	-	9,139.89	9,139.89
Equipment Lease	1,858.23	3,171.28	1,360.26	2,518.31	8,908.08
Hospitality	2,427.89	4,143.48	1,777.27	3,290.34	11,638.98
Insurance	8,436.10	14,397.18	6,175.42	11,432.81	40,441.51
Interest/Finance Expenses	-	65,825.74	-	-	65,825.74
Janitorial Services	-	-	-	9,472.79	9,472.79
Marketing	159,264.43	-	-	-	159,264.43
Miscellaneous	-	-	-	28,667.39	28,667.39
Office	-	-	-	12,777.12	12,777.12
Professional Expenses	-	-	-	8,890.00	8,890.00
Production	261,811.58	-	-	-	261,811.58
Repairs & Maintenance	7,051.97	-	-	-	7,051.97
Studio Costs	-	223,246.63	-	-	223,246.63
Taxes - Real Estate/Sales	-	-	-	26,214.50	26,214.50
Telephone/Internet	-	-	-	12,893.92	12,893.92
Training & Professional Development	668.15	1,140.28	489.10	905.49	3,203.02
Utilities	-	-	-	20,628.37	20,628.37
Total Expenses Before Depreciation:	544,530.09	463,030.86	65,846.10	250,587.66	1,323,994.71
Depreciation	30,845.65	30,845.65	-	-	61,691.30
Total Functional Expenses	\$ 575,375.74	\$ 493,876.51	\$ 65,846.10	\$ 250,587.66	\$ 1,385,686.01

The accompanying notes are an integral part of these financial statements.

Sooner Theatre
Statement of Cash Flows
For the Year Ended June 30, 2025

CASH FLOWS FROM OPERATING ACTIVITIES

Change in Net Position	13,933.36
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities:	
Increase (Decrease) in Depreciation	61,691.30
Decrease (Increase) in Accounts Receivable	2,111.44
Increase (Decrease) in Accounts Payable	(8,514.12)
Decrease (Increase) in Prepaid Expenses	(30,054.98)
Increase (Decrease) in Accrued Liabilities	(8,318.81)
Net Cash Provided by Operating Activities	\$ 30,848.19

CASH FLOWS FROM FINANCING ACTIVITIES

Principal Payments on Long-Term Debt	(35,189.10)
Net Change in Cash	(4,340.91)
Cash and Cash Equivalents at Beginning of Year	268,250.68
Cash and Cash Equivalents at End of Year	\$ 263,909.77

The accompanying notes are an integral part of these financial statements.

NOTE 1- PRINCIPAL ACTIVITY AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

The Sooner Theatre of Norman, Inc. (Organization) is a private, nonprofit organization formed to provide culture, entertainment, and educational opportunities for the community, by operating a financially sound performing arts center and by maintaining its historical integrity and character. The Sooner Theatre offers a full season of community theatre productions, concerts (as they are available), year-round classes, camps, and full productions for students in the Studio of The Sooner Theatre in an additional location, rental venue options for community events, and participates in multiple outreach performances at events and festivals throughout the region, all while preserving the historic character of the theatre.

The Organization is supported through contributions, grants, admissions, studio tuition and rental income.

Financial Statement Presentation

The financial statements are presented in accordance with the Financial Accounting Standards Board (FASB) Accounting Standards Codification Topic ASC 958 (previously Statement of Financial Accounting Standards (SFAS) No. 117, Financial Statements of Non-for-Profit Organizations), which requires the Organization to report net assets based on the existence or absence of donor-imposed restrictions. Under these standards, the Organization is required to report information regarding its financial position and activities according to two classes of net assets: without donor restrictions and with donor restrictions.

The financial statements of the Organization are prepared using the accrual method of accounting and accordingly reflect all significant receivables, payables, and other liabilities, net assets and revenues and expenses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Organization are classified as follows:

Without Donor Restriction -

Board designated - Net assets not subject to donor-imposed stipulations but has been designated by the board for a particular purpose.

Undesignated - Net assets available for the various programs and administration of the Organization.

With Donor Restrictions – Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Organization and/or the passage of time. When a restriction expires, net assets with donor restrictions are reclassified to without donor restriction net assets and reported in the statement of activities as net assets released from restrictions.

All contributions are considered available for unrestricted use, unless restricted by the donor or subject to other legal restrictions.

Contributions

Gifts of cash and other assets are reported as restricted support if they are received with donor stipulation that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, with donor restrictions net assets are reclassified to without donor restriction net assets and reported in the statement of activities as net assets released from restrictions. With donor restrictions net assets whose restrictions are met in the year received are recorded in the financial statement as unrestricted assets.

Concentrations of Credit Risks

Financial instruments that potentially expose the Organization to concentrations of credit risk consist of cash and short-term promises to give. The Organization maintains cash at high-quality financial institutions and accounts at each institution are insured by the Federal Deposit Insurance Corporation up to \$250,000. At June 30, 2024, the Organization's uninsured cash balances total \$0.

Cash and Cash Equivalents

For purpose of the statement of cash flows, cash includes interest bearing saving and checking accounts.

Receivables

Promises to give are reported in accordance with FASB Accounting Standards Codification Topic ASC 958, which requires the Organization to record unconditional promises to give as revenue when the promise is made. Conditional promises to give are recognized when the conditions have been met. As of June 30, 2025, there were no promise to give.

Accounts receivables are stated at the amount management expects to collect from outstanding balances. Management uses the specific write off method for probably uncollectible accounts based on aging. After reviewing the balances that are still outstanding, management uses reasonable collection efforts before the accounts are written off as bad debt expenses.

Property and Equipment

Property and equipment are recorded at cost. Equipment purchases with an estimated useful life exceeding one year and more than two thousand five hundred (\$2,500) are considered capital expenditures. Depreciation is computed using the straight-line method over the estimated useful lives of 5 to 39 years. Depreciation expense for 2025 was \$61,691. Capital asset activity for the year was as follows:

	Beginning Balance	Additions	Subtractions	Ending Balance
Property & Equipment				
Building	1,732,577.17	-	-	1,732,577.17
Furniture & Fixtures	8,394.50	-	-	8,394.50
Sound Equipment	41,649.04	-	-	41,649.04
Light Equipment	80,920.01	-	-	80,920.01
Computer Equipment	7,646.35	-	-	7,646.35
Other Equipment	21,684.73	-	-	21,684.73
Total Property & Equipment	1,892,871.80	-	-	1,892,871.80
Intangible Property				
Website	16,500.00	-	-	16,500.00
Total Capital Assets	1,909,371.80	-	-	1,909,371.80
Less: Accumulated Depreciation	(588,882.50)	(61,691.30)		(650,573.80)
Net Capital Assets	\$ 1,320,489.30	\$ (61,691.30)	\$ -	\$ 1,258,798.00

Donated Supplies and Services

The Organization records the value of donated facilities, services, and supplies when there is an objective basis available to measure their value. Such donations are reflected as in-kind contributions in the accompanying statements at their estimated values at the date of receipt. Volunteers regularly donated their time to the Organization's program services. These amounts do not qualify for recording in the financial statements in accordance with FASB Accounting Standards Codification Topic ASC 958. A substantial number of volunteers who serve on the Board of Directors and many committees donate significant amounts of their time. No amount has been reflected in the statements for these services. No objective basis is available to measure the value of such services.

Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amount of revenues and expenses during the reporting period. Actual result could differ from those estimates.

Income Taxes

The Organization has been granted tax exempt status under Section 501(c)(3) of the Internal Revenue Code and, therefore, has no provision for federal income taxes. In addition, the Organization qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization other than a private foundation under Section 509(a)(2).

Functional Expenses

The cost of providing various programs and activities have been summarized on functional expense basis in the Statement of Activities and in the Statement of Functional Expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Presentation of Sales Tax

The Organization collects sales tax from certain customers and remits the entire amount to the appropriate governmental entities. The Organization's accounting policy is to include the tax collected as revenues and expenses when taxes are remitted to appropriate agencies.

New Accounting Pronouncements

On August 18, 2016, the FASB issued ASU 2016-14, *Not-for-Profit Entities (Topic 958) - Presentation of Financial Statements of Not-for-Profit Entities*. The Organization has adjusted the presentation of its financial statements accordingly. The new standards change the following aspects of the Organization's financial statements:

- The temporarily restricted and permanently restricted net assets classes have been combined into a single net asset class called *net assets with donor restrictions*.
- The unrestricted net asset class has been renamed net assets without donor restrictions.
- The financial statements include a new disclosure about liquidity and availability of resources (Note 2).

June 2018, the FASB issued ASU 2018-08, *Not-for-Profit Entities (Topic 958) - Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. This pronouncement assist entities in 1) evaluating whether transactions should be account for as contributions (nonreciprocal transactions) within the scope of Topic 958, Not-for-Profit Entities, or as exchange (reciprocal) transactions subject to other guidance and 2) determining whether a contribution is conditional. As a result, it enhances comparability of financial information among not-for-profit entities. The new standards changed the following aspects of the Organization's financial statements:

Conditional contributions are not recorded until donor-imposed barrier has been overcome and there is a right of return to the contributor for assets transferred. Prior standards, allowed conditional contributions to be recorded as unconditional if the future event on which it depends has only a remote chance of not occurring.

NOTE 2 - AVAILABILITY AND LIQUIDITY MANAGEMENT

The following reflects the Organization's financial assets as of the statement of financial position date, reduced by amounts not available for general use because of the contractual or donor-imposed restrictions within one year of the statement of financial position and board designations.

Cash and Cash Equivalents - \$263,910

Pledges and Accounts Receivable, Net - \$0

Cash was available to meet 2.4 months of operating expenses, which totals \$110,333

NOTE 3 - COMPENSATED ABSENCES

Employees of the Organization accrue vacation payroll benefits based on their employment status and tenure. Employees accrue annual leave at a maximum of 10-18 hours per month depending on their years of employment and are allowed to carry over no more than 40 hours into a new year.

NOTE 4 - FUNDRAISING ACTIVITIES

The Organization hosts an annual Murder Mystery Dinner Fundraiser and a biennial event, The Voice of the Heartland fundraiser. The revenues from these events are reported on the Statement of Activities as revenue from Special Events. Direct and indirect costs associated with these activities are reported on the Statement of Activities as Expenses from Fundraising Services.

NOTE 5 - ADVERTISING COSTS

Sooner Theatre uses advertising to promote its programs and productions among the audiences it serves. Advertising costs are expensed as incurred. Advertising expenses for the year ended June 30, 2025 were \$159,264 and reported as marketing on the statement of functional expenses.

NOTE 6 - BENEFICIAL INTEREST IN ASSETS HELD BY OTHERS

The Organization has transferred to the Communities Foundation of Oklahoma (CFO), which is holding the funds in an endowed component fund ("Fund", under the control of the Communities Foundation of Oklahoma (CFO). As of June 30, 2025, the CFO Fund totaled \$1,574. The purpose of the Fund is to provide financial support to the Organization. Accordingly, the Organization has reflected the Fund at CFO as beneficial interest in assets held by other in the accompanying statement of financial position. All contributions to the Fund will be permanent assets of the Fund. The CFO Fund is invested as part of pooled investments at the CFO and will therefore receive a proportionate share of income and capital appreciation/loss. Disbursements are made at the discretion of the CFO.

As of June 30, 2025, the Organization has an additional investment with CFO for \$1,647 that includes contributions made by others for the benefit of the Organization. The CFO board has the power to modify the donor's stipulations under certain circumstances as the CFO board monitors the changing needs of the community. As such, this amount is not included as an asset, but distributions are recorded as contributions when received. Distributions are calculated as 5% of the market value of the fund, average over eight quarters.

NOTE 7 - SOONER THEATRE BUILDING LEASE

In July 1984, the Sooner Theatre of Norman, Inc. and the City of Norman, Oklahoma entered into a lease agreement for operating and possession of the Sooner Theatre building, a historical site, for the purpose of providing a public place for the holding of events promoting culture, entertainment, education or public service of interest and benefit to the community at large. The term of the lease is 99 years, with an annual fee of one dollar per year. The City of Norman is responsible for the repairs and maintenance of the building and shall furnish at its expense the following utilities: water, sewer, trash, electricity, and natural gas. Sooner Theatre, Inc. is responsible to furnish equipment, tools, and supplies required for maintenance and upkeep, as well as supervising the custodial care of the building.

NOTE 8 - LONG TERM DEBT

The Organization has secured a note payable with a financial institution. The note carries an interest rate of 5.0%. Activity on this item during the year ended June 30, 2025 is summarized below:

Loan #	PMT	Beginning Balance	Principal Paid	Interest Paid	Ending Balance
75020415	7,820.15	994,790.63	35,189.10	58,652.70	959,601.53

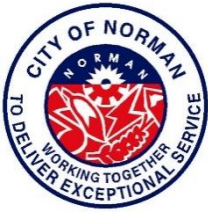
Amounts required to amortize this obligation are as follows:

	Principal	Interest	Total
2026	46,927.46	46,914.34	93,841.80
2027	49,328.36	44,513.44	93,841.80
2028	51,852.09	41,989.71	93,841.80
2029	54,504.93	39,336.87	93,841.80
2030	57,293.51	36,548.29	93,841.80
2031-2035	333,553.07	135,655.93	469,209.00
2036-2039	366,142.11	42,009.87	408,151.98
	<u>\$ 959,601.53</u>	<u>\$ 386,968.45</u>	<u>\$ 1,346,569.98</u>

NOTE 9 - SUBSEQUENT EVENTS

The Organization has evaluated subsequent event through the date which the financial statements were made available to be issued.





CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09-03-2026

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 THE APPOINTMENT OF NORMAN RESIDENTS TO THE SOONER THEATRE MASTER PLAN STEERING COMMITTEE.

BACKGROUND:

The Sooner Theatre is located at 101 East Main Street and is a part of the City of Norman's Park System as a Cultural Center. This beloved live performance venue opened its doors in 1929. Eventually, it came into the city's possession in the 1980s, after a group of citizens bought the building from the architect (Harold Gimeno) to save it from demolition. Soon after, it was gifted to the city and treated as a preservation project. After a round of initial restoration work, the Sooner Theatre was reopened as a performance space and has operated since the mid-1990s.

After decades of use to produce high-level live performances that draw thousands of people each month downtown for hours of entertainment, dining, and shopping as part of the overall experience of producing, rehearsing, and then presenting a live performance, the staff has determined that it is time to plan for the next 100 years at Sooner Theatre, starting with a Master Planning design phase.

DISCUSSION:

In May 2026, the Request for Qualifications (RFQ-2526-51) for Professional Design Services for the Sooner Theatre Improvements Master Plan was advertised in the Norman Transcript and on the City of Norman website. Complete proposals were received from fifteen design teams.

The Review committee shortlisted five firms for interviews and subsequently recommended engaging the services of the team led by Beck Design of Oklahoma City for this project. The process we intend to use to develop the master plan will include utilizing a project Steering Committee, a public input process, and review by the Norman Board of Park Commissioners, Parks and Recreation Staff, and City Council. A vital part of the plan will be to obtain a current opinion of probable costs, funding sources, and a phasing plan to help craft the scope of any construction project(s) resulting from this study.

The contract with Beck includes a schedule of input meetings, design work, and deliverables, which will give the city a clear vision for renovating the facility into this immensely popular cultural entertainment space.

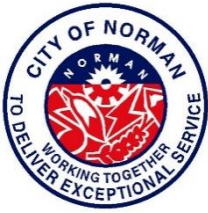
On August 25, 2026, the Council approved Contract Number K-2627-36 to Beck Design in the total amount of \$92,000.00 for the Sooner Theatre Master Plan Project. The proposed funding will come from the proposed appropriation of the Room Tax Account Fund Balance.

Norman Board of Park Commissioners - Sooner Theatre Steering Committee

Mayor Nominee:	Nicholas Bartell
Ward 4 Nominee:	Julius Manda Shae Dickinson
Park Board Chair Nominee:	Brad Benson
Parks Director Nominee:	Lee Hall
Sooner Theatre Nominee:	Leslie Clowners
Park Board Ex Efficio:	Kristina Wycoff

RECOMMENDATION:

It is recommended that the Board of Park Commissioners approve the above list of Norman residents for the Sooner Theatre Master Plan Steering Committee.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09/03/2026

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Amy Pence, Manager, Moore-Lindsay Historical House Museum

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM MOORE-LINDSAY HISTORICAL HOUSE MUSEUM

DISCUSSION:

The Moore-Lindsay Historical House Museum is operated by the Cleveland County Historical Society (CCHS), and their mission is to research, preserve, and publicize the history of Cleveland County, Oklahoma. The Moore-Lindsay Historical House Museum is a beautiful Victorian home that depicts the history of Norman from approximately 1890 to 1910. In the 1970s, when citizens in cities and towns across the United States became concerned about the deteriorating condition of older historical homes in their areas, many state and city governments formed historical preservation committees to help organize the preservation of homes and designate historic districts. Norman was one of those communities. The mayor of Norman set up the "Mayor's Committee on Historic Preservation" with the goal to back citizen's efforts to preserve the history of Norman through its architecture. Working with members of the Historical Society, the city of Norman purchased the Moore-Lindsay House at 508 N. Peters in 1973. Soon after the purchase, the City allocated funds to renovate the House to its original Victorian style, which represents the early settlement and statehood of Oklahoma. The historical house opened in 1975. The Moore-Lindsay House offers guided tours, events and exhibits and curates a welcoming, engaging, educational experience of the history of Norman, Cleveland County, and Oklahoma Territory.

RECOMMENDATION:

Staff recommends submitting the Moore-Lindsay Historical House Museum annual report to City Council once the Board of Park Commissioners accepts the annual report.



508 N. Peters Avenue • Norman, OK 73069

405-321-0156 • mlhbmuseum@gmail.com

www.normanmuseum.org

FY 2025-26 Annual Report

prepared August 2026

Board of Directors

Riley Million
President

John Hughes
Vice-President

Ashley Evans
Treasurer

Carley Veal
Secretary

Barbara Million
Historian

Malia Bennett

Dawn Jackson

Robertson Million

Mae D. Cox
Board Member Emeritus

Vernon Maddux
Board Member Emeritus

Sue Schrems
Board Member Emeritus

James Briggs
Ex-officio, City Staff

Staff

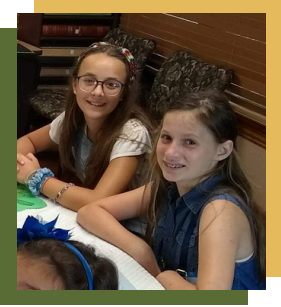
Savannah Miller
Museum Director

The Moore-Lindsay Historical House Museum (MLHHM) opened in 1975 as the Norman-Cleveland County Historical Museum, the result of a collaboration between the City of Norman and the Cleveland County Historical Society (CCHS). The museum is housed in a beautiful Victorian-style home that was built in 1899 and is a prime example of the success that middle-class families found in Oklahoma Territory. The Historical Society is proud to continue to serve as stewards of the historical house, which is listed on the National Register of Historic Places.



CCHS Mission Statement

The Cleveland County Historical Society seeks to research, preserve, and publicize the history of Cleveland County and its people.



MLHHM Mission Statement

The Moore-Lindsay House seeks to curate a welcoming, engaging, and educational experience of the history of Norman, Cleveland County, and Oklahoma Territory.



Organizational Goals

Organization

Enhance operational efficiency, improve accessibility, and maximize the potential of the museum's physical spaces by reassessing current usage, improving organization, and repurposing under-used areas.

Exposure

Attract visitors, especially those from out-of-state, by promoting the museum as a must-see local attraction, highlighting the unique history of Cleveland County, and offering tailored experiences for visiting families, in order to increase tourism engagement, boost attendance, and expand its regional reach.

Community Engagement

Grow a dedicated volunteer base and recruit high-performing board members by promoting meaningful opportunities to support the museum's mission through education, events, preservation, and daily operations.

Professional Cooperation

Partner with other museums, schools, and cultural institutions to create collaborative educational experiences, share resources, expand audiences, and cross-promote events. These partnerships will enhance the museum's offerings, entice new audiences, and foster long-term relationships between the museum and other educational and cultural institutions.

For more information, view our full strategic plan at www.normanmuseum.org/strategicplan.

Programming

In FY 25-26, the Moore-Lindsay Historical House Museum (MLHHM) and Cleveland County Historical Society (CCHS) have continued to create a quality visitor experience and pursue the mission of presenting, preserving, and publicizing Cleveland County's history. **Throughout the past year, the museum has presented two exhibits, three micro-exhibits, ten events, sixteen children's camps or workshops, and twelve educational workshops for adults. Additionally, we have hosted fifteen on-demand educational programs (field trips, educational group tours, and private workshops).**

Exhibits

- 2025 Annual Exhibit: "History & Heritage"

Micro-Exhibits

- Halloween 2025: "Domestic Killers: Dangers of the Victorian Home"
- Christmas 2025: "Victorian Christmas Traditions"
- Valentines 2026: "Anonymously Yours... Vicious Verses and Victorian Valentines"

Events

- Trick-or-Treat at the Moore-Lindsay House
- Annual Christmas Open House
- Tartan Day Celebration
- 3 Paranormal Investigations

Education & Outreach

- Children's Summer History Camp Series (12 sessions)
- Children's Spring Break History Camp Series (2 sessions)
- 6 Handmade Soap Workshops
- 5 Embroidery Workshops
- 5 Watercolor Workshops
- On-demand programming: 19 field trips, educational group tours, private workshops, community meetings, and outreach events

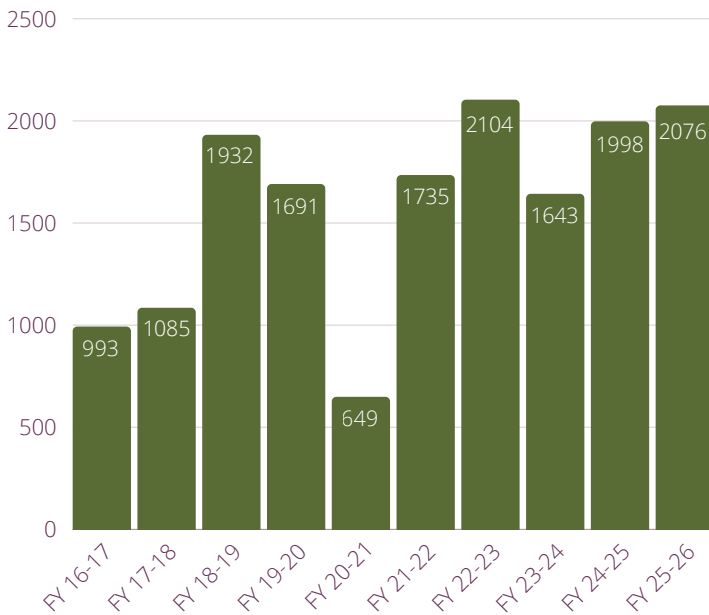
Coming in FY 26-27

Museum staff has planned 4 exhibits or micro-exhibits, 10 events, and 30 Education & Outreach programs and in FY 26-27. Staff will also conduct On-Demand Education & Outreach as requested by local schools, homeschool groups, clubs, and other organizations; 20+ such programs are expected in this fiscal year.

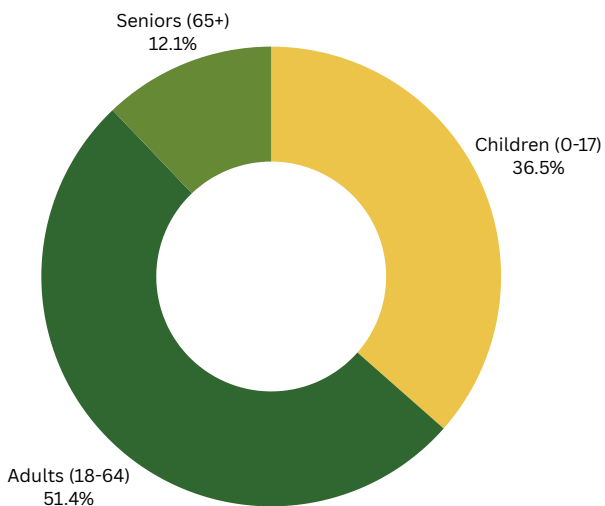
Participants

In FY 25-26 the Moore-Lindsay House welcomed 2000 visitors. The museum benefitted from the assistance of 22 volunteers and 1 intern, with a total of 333 work hours donated.

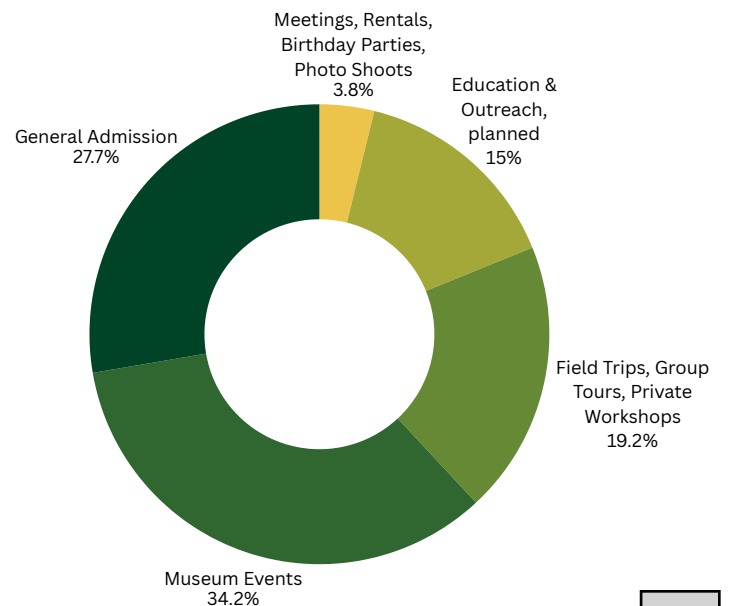
Visitor Numbers



Visitor Ages



Attendance Reasons



Fees & Income

Museum Admission:

Adults & Teens: \$5

Children 12 & under: free

Children's workshops & camps: \$10

Adult workshops: varied, \$20-50

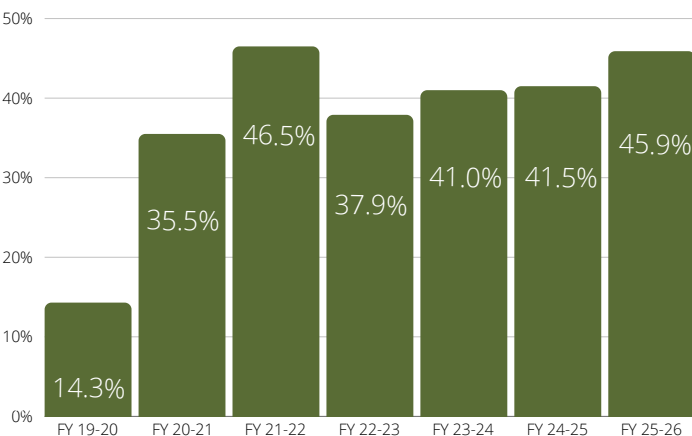
Photographer Fees: \$50/hour

Rental Fee: \$50/hour

Birthday Party Package: \$150

The MLHHM charges a \$5 admission fee for museum visitors over the age of 12. In order to keep the museum as accessible as possible, admission is free for children, SNAP card holders, and CCHS members. Additionally, admission is free for everyone on the first Friday of every month, and the MLHHM is a Blue Star Museum, providing free admission for active service military and their families in the summer. MLHHM camps and workshops are priced at \$10 per person for children's classes and \$20-50 per person for adult programming.

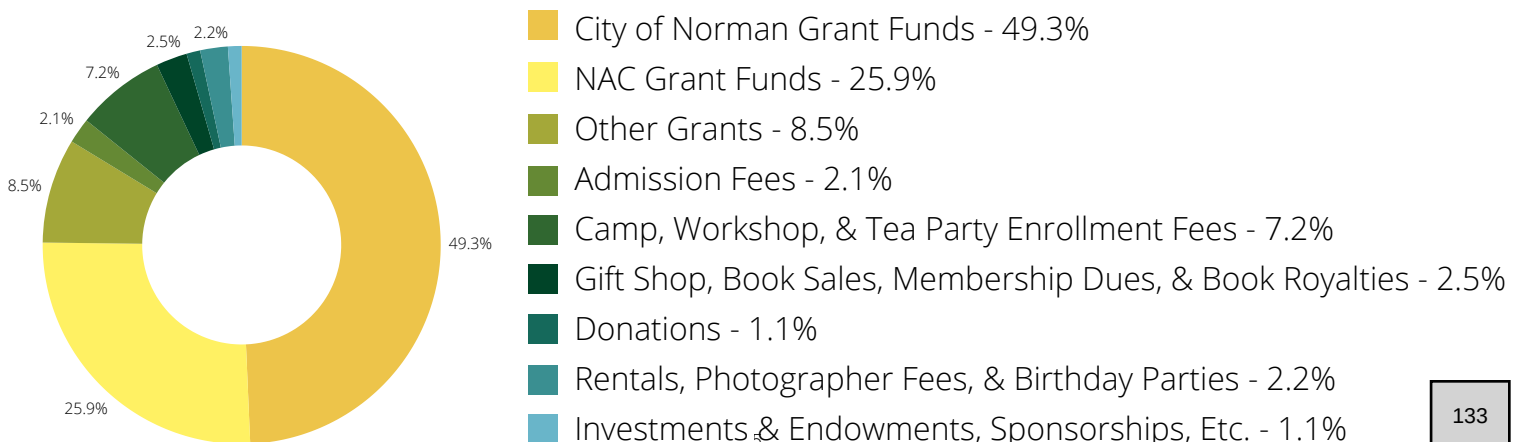
Percentage of Expenditures Paid By Non-City Funds FY 18-19 - FY 26-25



Additional income sources include the museum gift shop, grants, royalties on CCHS books, fundraisers, and grants. The historical house can be rented by photographers for use as a photography set, the property can be rented out for small events, and the museum also offers a birthday party package; all of these offerings bring in supplemental funds to support museum programming.

CCHS continues to seek additional fundraising and grant opportunities to support the museum's operations. In FY 25-26, CCHS was honored to receive a \$5000 grant and \$1000 sponsorship from OEC. The MLHHM is proud to be the recipient of a FY 25-26 & FY 26-27 general support grant from the Norman Arts Council for \$26,000.00.

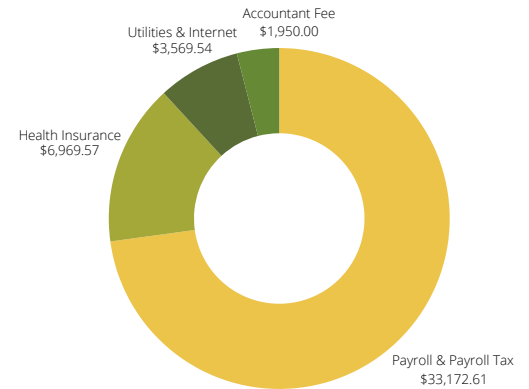
Percentage of Total Income Source, FY 25-26



Use of FY 24-25 City Funds

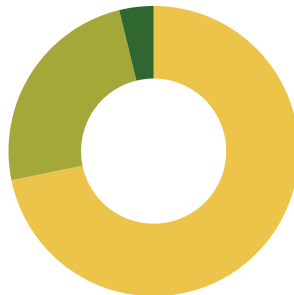
In FY 25-26, CCHS received \$50,000 from the City of Norman. These funds are used to pay for the basic necessities of running the museum: the museum manager's salary and health insurance, the assistant manager's hourly wage, the cost of utilities and internet for the building, and fees for the accountant who handles museum payroll and taxes. This frees up funding from other sources to cover the costs of museum programming and necessary supplies. These items totaled \$39,431.15 in FY25-26; excess funds remain in that account. At this time, it would be impossible to continue operating the museum without this essential funding.

FY 24-25 City Grant Funds



Projected Use of FY 25-26 City Funds

Payroll & Payroll Taxes: \$47,050
 Utilities & Internet: \$16,000
 Accountant Fees: \$2,500
Total: \$65,550



CCHS FY 25-26 Financial Statement

Funds Balance Report

Account	Beginning of FY25-26	End of FY25-26
Unrestricted Assets		
City of Norman Grant Fund	\$9,575.58	\$14,671.40
CCHS Operating Fund	\$5,208.97	\$15,053.75
NAC Grant Fund	\$2,532.59	\$8,742.78
Insurance Fund	\$3,422.37	\$2,469.02
CCHS Books Account	\$1,258.68	\$258.68
PayPal	\$68.62	\$0.00
Total Unrestricted Assets	\$22,066.81	\$41,195.63
Restricted Assets		
Carpenter's Lace Restoration Fund	\$1,095.41	\$1,095.41
CD	\$52,605.92	\$55,347.66
OCCF Endowment Fund	\$24,530.29	\$26,763.60
Total Restricted Assets	\$78,231.62	\$83,206.67
Total Assets	\$100,298.43	\$124,402.30



CCHS FY 25-26 Financial Statement, Cont'd

FY 2025-26 Income

City of Norman Grant Funds	\$50,000
Other Grants	\$31,000
Admission Fees	\$1,859
Camp, Workshop, & Tea Party Enrollment Fees	\$6,531
Gift Shop, Book Sales & Royalties, Member	\$2,283
Donations	\$1,008
Rentals, Photographer Fees, & Birthday Parties	\$2,026
Investments & Endowments, Sponsorships, Etc	\$3,742
Total Income	\$98,449.24

FY 2025-26 Expenses

Payroll & Payroll Taxes	\$33,173
Manager's Health Insurance	\$6,970
CCHS Insurance Policies	\$1,672
Off-site Storage	\$1,256
Contract Labor	\$7,072
Utilities & Internet	\$3,570
Supplies	\$1,939
Programming	\$7,936
Professional Development	\$203
Gift Shop	\$2,129
Marketing	\$4,137
Website and Software	\$741
Banking and Transaction Fees	\$972
Miscellaneous	\$109
	\$71,877.46

Budget Shortfall or Overage:	overage
	\$26,571.78

FY 2026-27 Budget

	PROJECTED BUDGET
INCOME	2026/2027
City Grant	\$50,000
Other Grants	\$32,400
Admission Fees	\$2,000
Camp, Workshop, & Tea Party Enrollment Fees	\$7,000
Gift Shop, Book Sales & Royalties, Membership Dues	\$2,500
Donations	\$1,500
Rentals, Photographer Fees, & Birthday Parties	\$1,200
Investments, Endowments, Sponsorships, Etc.	\$3,000
TOTAL INCOME	\$99,600
	PROJECTED BUDGET
EXPENSES	2026/2027
Payroll & Payroll Taxes	\$48,005
CCHS Insurance Policies	\$2,000
Off-site Storage	\$1,300
Contract Labor	\$8,000
Utilities & Internet	\$16,000
Supplies	\$2,000
Programming	\$12,000
Professional Development	\$1,000
Gift Shop	\$2,000
Marketing	\$4,000
Archive	\$1,000
Website and Software	\$1,000
Banking and Transaction Fees	\$500
Miscellaneous	\$785
TOTAL EXPENSES	\$99,590



Board of Directors

Voting Board Members

Riley Million - President

Term Ends Feb. 2027

312 S. Mercedes Dr., Norman, OK 73069
405-546-8426 skatoad1@netscape.net

John Hughes - Vice President

Term Ends Feb. 2027

602 N. Jones Ave., Norman, OK 73069
281-910-7974 jchfenris@gmail.com

Carley Veal - Secretary

Term Ends Feb. 2027

514 Boulder Ct., Norman, OK 73072
405-501-8139 carleyveal@gmail.com

Ashley Evans - Treasurer

Term Ends Feb. 2027

4116 Beechwood Dr., Norman, OK 73072
501-513-7081 catladyevans@gmail.com

Barbara Million - Historian

Term Ends Feb. 2027

409 Foreman Ave., Norman, OK 73069
405-364-6747 beelemillion@gmail.com

Malia Bennett

No Term Limit

13168 Eastridge Dr., OKC, OK 73170
405-514-8394 maliakatherinebennett@gmail.com

Dawn Jackson

No Term Limit

6211 Crooked Oak Dr., Norman, OK 73026
405-410-8851 dawnweatherwax@yahoo.com

Robertson Million

No Term Limit

1100 Oak Tree Ave., Norman, OK 73072
405-546-8425 robomillion@yahoo.com

Non-Voting Board Members

Savannah Miller - Museum Director

Ex-Officio, no term limit

2751 Meadowbrook Dr., Norman, OK 73072
405-227-2886 mlhbmuseum@gmail.com

Vacant - Museum Asst. Mngr.

Ex-Officio, no term limit

James Briggs - City of Norman

Ex-Officio, no term limit

225 N. Webster Ave., Norman, OK 73069
405-366-5480 james.briggs@normanok.gov

Mae Cox - Emeritus Member

Lifetime Position

922 Barbour Ave., Norman, OK 73069
405-321-1617 mae@coxok.com

Sue Schrems - Emeritus Member

Lifetime Position

1128 Riviera Dr., Norman, OK 73072
405-420-1356 sschrems1@gmail.com

Vernon Maddux - Emeritus Member

Lifetime Position

3210 N. Northshore Blvd., Wichita, KS 67205
405-669-7597 vmadd@sbcglobal.net

Record Maintenance & Expenditure Authorization

Financial Record Maintenance:

- Ashley Evans, CCHS Board Treasurer
 - maintains records of bank accounts, investments, & CCHS income and expenses
- Savannah Miller, Museum Director
 - maintains records of grant funds, gift shop funds, donations, PayPal account, & MLHHM income and expenses
- Heather Koonce, CCHS Accountant
 - oversees and verifies all financial recordkeeping, handles payroll and state and federal taxes

Expenditure Approval:

- Board of Directors, by majority vote
 - any expenses of any amount
- Executive Committee, by majority vote
 - comprised of President, Vice President, and Treasurer
 - any single expense up to \$300
- Riley Million, CCHS Board President
 - any single expense up to \$150
- Ashley Evans, CCHS Board Treasurer
 - any single expense up to \$150
- Savannah Miller, Museum Director
 - any single expense up to \$100
 - expenditure of grant funds, following board-approved budget for said grant



2024 Form-990-EZ

8/21/26, 10:04 AM

Cleveland County Historical Society - Full Filing - Nonprofit Explorer - ProPublica

efile Public Visual Render	ObjectId: 202641329349203124 - Submission: 2026-05-11	TIN: 73-1051970
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Form **990EZ**Department of the Treasury
Internal Revenue Service**Short Form****Return of Organization Exempt From Income Tax**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

2025Open to
Public
Inspection

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990EZ for instructions and the latest information.**A** For calendar year **2025**, or tax year beginning **01 - 01** **2025**, and ending **12 - 31** , **20 25****B** Check if applicable:

- ☐ Address change
☐ Name change
☐ Initial return
☐ Final return/terminated
☐ Amended return
☐ Application pending

C Name of organization

CLEVELAND COUNTY HISTORICAL SOCIETY

% ASHLEY EVANS

Number and street (or P. O. box, if mail is not delivered to street address) Room/suite
508 NORTH PETERS AVENUECity or town, state or province, country, and ZIP or foreign postal code
NORMAN, OK 73069**D** Employer identification number

73-1051970

E Telephone number**F** Group Exemption Number**G** Accounting Method: ☒ Cash ☐ Accrual Other (specify) _____**I** Website: _____**J** Tax-exempt status (check only one) - ☒ 501(c)(3) ☐ 501(c)() (Insert no.) ☐ 4947(a)(1) or ☐ 527**H** Check ☒ required to attach Schedule B (Form 990, 990-EZ, or 990-PF).**K** Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other _____**L** Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ \$ 93,685**Part I** **Revenue, Expenses, and Changes in Net Assets or Fund Balances** (see the instructions for Part I)Check if the organization used Schedule O to respond to any question in this Part I ☒

Revenue	1	Contributions, gifts, grants, and similar amounts received	1	79,427
	2	Program service revenue including government fees and contracts	2	
	3	Membership dues and assessments	3	120
	4	Investment income	4	2,636
	5a	Gross amount from sale of assets other than inventory	5a	
	5b	Less: cost or other basis and sales expenses	5b	
	5c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	
	6	Gaming and fundraising events		
	a	Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	
b	Gross income from fundraising events (not including \$ _____ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b		
c	Less: direct expenses from gaming and fundraising events	6c		
d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d		
7a	Gross sales of inventory, less returns and allowances	7a		
b	Less: cost of goods sold	7b		
7c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c		
8	Other revenue (describe in Schedule O)	8	11,502	
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8	9	93,685	
Expenses	10	Grants and similar amounts paid (list in Schedule O)	10	
	11	Benefits paid to or for members	11	
	12	Salaries, other compensation, and employee benefits	12	40,926
	13	Professional fees and other payments to independent contractors	13	10,747
	14	Occupancy, rent, utilities, and maintenance	14	2,248
	15	Printing, publications, postage, and shipping	15	187
	16	Other expenses (describe in Schedule O)	16	23,138
17	Total expenses. Add lines 10 through 16	17	77,246	
Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)	18	16,439
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	109,191
	20	Other changes in net assets or fund balances (explain in Schedule O)	20	
	21	Net assets or fund balances at end of year. Combine lines 18 through 20	21	125,630

For Paperwork Reduction Act Notice, see the separate instructions.

Part II Balance Sheets (see the instructions for Part II)Check if the organization used Schedule O to respond to any question in this Part II ☒

	(A) Beginning of year		(B) End of year
22 Cash, savings, and investments	105,755	22	122,964
23 Land and buildings	0	23	0
24 Other assets (describe in Schedule O)	5,076	24	4,004
25 Total assets	110,831	25	126,968
26 Total liabilities (describe in Schedule O).	1,640	26	1,338
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	109,191	27	125,630

Part III Statement of Program Service Accomplishments (see the instructions for Part III)Check if the organization used Schedule O to respond to any question in this Part III ☐

What is the organization's primary exempt purpose?

TO PRESERVE HISTORICAL STUDY

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

28 TO PROMOTE KNOWLEDGE AND INTEREST IN HISTORICAL STUDY OF CLEVELAND COUNTY OKLAHOMA(Grants \$) If this amount includes foreign grants, check here ☐**29**(Grants \$) If this amount includes foreign grants, check here ☐**30**(Grants \$) If this amount includes foreign grants, check here ☐**31** Other program services (describe in Schedule O)(Grants \$) If this amount includes foreign grants, check here ☐**32** Total program service expenses (add lines 28a through 31a)**Expenses**

(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

28a 16,439**29a****30a****31a****32** 16,439**Part IV List of Officers, Directors, Trustees, and Key Employees** (list each one even if not compensated; see the instructions for Part IV)Check if the organization used Schedule O to respond to any question in this Part IV. ☐

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
John Hughes	5.00	0	0	0
Vice President				
Carley Veal	5.00	0	0	0
Secretary				
Ashley Evans	5.00	0	0	0
Treasurer				
Riley Million	5.00	0	0	0
President				
Barbara Million	5.00	0	0	0
Historian				

Form 990-EZ (2025)

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in theInstructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V ☐

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O		No
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O. See instructions.		No
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?		No
b If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O		
c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e)		

notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III		35c		No
36	Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N	36		No
37a	Enter amount of political expenditures, direct or indirect, as described in the instructions.	37a		
b	Did the organization file Form 1120-POL for this year?	37b		No
38a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?	38a		No
b	If "Yes," complete Schedule L, Part II and enter the total amount involved	38b		
39	Section 501(c)(7) organizations. Enter:			
a	Initiation fees and capital contributions included on line 9	39a		
b	Gross receipts, included on line 9, for public use of club facilities	39b		
40a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ; section 4912 ; section 4955			
b	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I	40b		No
c	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958			
d	Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization			
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T	40e		No
41	List the states with which a copy of this return is filed. OK			
42a	The organization's books are in care of <u>Ashley Evans</u> Telephone no. <u>(405) 364-9647</u>			
	Located at <u>508 NORTH PETERS AVENUE NORMAN, OK</u> ZIP + 4 <u>73069</u>			
b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country: _____	42b	Yes	No
	See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).			
c	At any time during the calendar year, did the organization maintain an office outside the U.S.? If "Yes," enter the name of the foreign country: _____	42c		No
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 - Check here ☐ and enter the amount of tax-exempt interest received or accrued during the tax year	43		
44a	Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44a	Yes	No
b	Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44b		No
c	Did the organization receive any payments for indoor tanning services during the year?	44c		No
d	If "Yes," to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	44d		
45a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	45a		No
45b	Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)	45b		No

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46	Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I.	46	Yes	No
				No

Part VI Section 501(c)(3) Organizations Only

All section 501(c)(3) organizations must answer questions 47- 49b and 52, and complete the tables for lines 50 and 51.
Check if the organization used Schedule O to respond to any question in this Part VI. ☐

47	Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year?		Yes	No

If "Yes," complete Schedule C, Part II

47	No
48	No
49a	No
49b	

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E**49a** Did the organization make any transfers to an exempt non-charitable related organization?**b** If "Yes," was the related organization a section 527 organization?**50** Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
NONE				

f Total number of other employees paid over \$100,000**51** Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation
NONE		

d Total number of other independent contractors each receiving over \$100,000.**52** Did the organization complete Schedule A? **NOTE.** All section 501(c)(3) organizations must attach a completed Schedule A☒ Yes ☐ No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer ASHLEY EVANS Treasurer		Date 2026-05-11	
	Officer's name and title			
	Preparer's name HEATHER KOONCE	Preparer's signature	Date 2026-05-11	Check ☒ If self-employed
	Firm's name Heather Koonce CPA		Firm's EIN 88-3357740	
Paid Preparer Use Only	Firm's address 4500 Watkins Road Norman, OK 730721537		Phone no. (405) 245-2247	

May the IRS discuss this return with the preparer shown above? See instructions ☒ Yes ☐ No

Form 990-EZ (2025)

Thank you for your support of

the
Moore-Lindsay
Historical House Museum

We are proud to be a part of
Norman's thriving arts and
humanities community.

We are so grateful for the support
provided by the City of Norman, and we
are so lucky to be in a city that recognizes
the value of the arts and humanities in
building quality of life for its citizens.





CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09/03/2026

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Katherine Leidy, Branch Director, Healthy Living Norman

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE ANNUAL REPORT FROM HEALTHY LIVING NORMAN

DISCUSSION:

Healthy Living Norman operates the Adult Wellness and Education (AWE) Center, a 32,000 square foot facility that serves as a hub of wellness activities.

The AWE furthers the citizen-initiated Norman Forward mission to fund and create quality of-life projects for the Community. The goal of the wellness center is to embody and provide programs under one roof to improve the quality of life for adults 50 and above in the Norman Community. The AWE has a natatorium; arts and crafts rooms; a demonstration kitchen; fitness center; and outdoor pickleball and offers health screenings and seminars and events.

RECOMMENDATION:

Staff recommends submitting the Healthy Living Norman annual report to City Council once the Board of Park Commissioners accepts the annual report.

Statement of Activity by Month
Healthy Living Center Norman, Inc.
2026 BUDGET

Distribution account	January	February	March	April	May	June	July	August	September	October	November	December	Total
Income													
4100 Contributions													
4102 Corporate Sponsorships	5,000.00	2,000.00	2,000.00	2,000.00	4,000.00	5,000.00	4000	1700			3,000.00	4000	32,700.00
4103 Individual Donations	500	500	500	500	500	500	500	500	500	500	500	500	6,000.00
4104 Grants	8,550.00	2300	2300	2300	2300	2300	12,500.00	6,250.00	5000	5,000.00	5,000.00	6,250.00	60,050.00
Total for 4100 Contributions	14,050.00	4,800.00	4,800.00	4,800.00	6,800.00	7,800.00	17,000.00	8,450.00	5,500.00	5,500.00	8,500.00	10,750.00	\$98,750.00
4200 Other Income	0	0	0	0	0	0	0	0	0	0	0	0	0.00
4201 Art Class Income	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	3,400.00	40,800.00
4203 Guest Pass/Rplcmnt Scan Cards	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	1,080.00
4204 Educational Fees	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	560.00	6,720.00
4205 Program Guide Sponsorship	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4206 Group Ex Fees	196.00	196.00	196.00	196.00	196.00	196.00	196.00	196.00	196.00	196.00	196.00	196.00	2,352.00
4207 Merchandise Income	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	1,680.00
4209 Beverage Station	384.00	384.00	384.00	384.00	384.00	384.00	384.00	384.00	384.00	384.00	384.00	384.00	4,608.00
Total for 4200 Other Income	4,770.00	4,770.00	4,770.00	4,770.00	4,770.00	4,770.00	4,770.00	4,770.00	4,770.00	4,770.00	4,770.00	4,770.00	\$57,240.00
4300 Membership Payments	46,295.96	39,418.85	40,232.65	38,099.32	39,659.21	39,303.51	42,138.74	41,013.55	41,955.26	44,376.35	44,656.41	44,018.18	501,167.98
4301 Tivity/IND	4,958.73	8,481.05	9,522.21	9,829.49	13,640.46	877.46	14,612.52	15,004.46	6,990.83	10,745.45	9,630.84	12,009.74	116,303.21
4302 Chickasaw	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	140.00	210.00	210.00	1,820.00
Total for 4300 Membership Payments	51,394.69	48,039.89	49,894.86	48,068.80	53,439.67	40,320.96	56,891.26	56,158.00	49,086.09	55,261.80	54,497.25	56,237.92	\$619,291.19
4400 Personal Trainers	3,000.00	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00	3,000.00	3,000.00	3,000.00	2,900.00	2,900.00	35,200.00
4600 Rental Income													
4602 Room Rental Income	0	100	0	100	0	200	0	200	0	200	0	200	1,000.00
Total for 4600 Rental Income	0.00	100.00	0.00	100.00	0.00	200.00	0.00	200.00	0.00	200.00	0.00	200.00	\$1,000.00
4700 Lease Income													
4702 Select Physical Therapy	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00
4704 Massage Therapist	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Total for 4700 Lease Income	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	\$18,000.00
4800 Special Events Income	0.00	750.00	750.00	500.00	1,000.00	500.00	2,000.00	5,000.00	4,000.00	6,000.00	18,000.00	1,500.00	40,000.00
Total for Income	74,714.69	62,859.89	64,614.86	62,638.80	70,409.67	57,990.96	85,061.26	79,078.00	67,856.09	76,231.80	90,167.25	77,857.92	\$869,481.19
Cost of Goods Sold													
5000 Cost of Goods Sold	250.00		250		250		250		250		250	250.00	1,750.00
Total for Cost of Goods Sold	250.00	0.00	250.00	0.00	250.00	0.00	250.00	0.00	250.00	0.00	250.00	250.00	\$1,750.00
Gross Profit	74,464.69	62,859.89	64,364.86	62,638.80	70,159.67	57,990.96	84,811.26	79,078.00	67,606.09	76,231.80	89,917.25	77,607.92	\$867,731.19
Expenses													
5800 Special Events Expense	2,000.00	2,500.00	4,000.00	2,300.00	900.00	200.00	900.00	700.00	1,000.00	1,000.00	5,400.00	900.00	21,800.00
6000 Marketing	2,550.00	3,500.00	3,000.00	2,550.00	2,550.00	2,000.00	2,550.00	4,000.00	2,750.00	2,750.00	2,000.00	2,750.00	32,950.00
6001 Social media	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	180.00
6002 Listing fees	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	144.00

Total for 6000 Marketing	2,577.00	3,527.00	3,027.00	2,577.00	2,577.00	2,027.00	2,577.00	4,027.00	2,777.00	2,777.00	2,027.00	2,777.00	\$33,274.00
6100 Office Supplies	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	420.00	5,040.00
6102 LPI/GloFox Expense	495.00	495.00	495.00	495.00	495.00	495.00	495.00	495.00	495.00	495.00	495.00	495.00	5,940.00
6103 Art Class Supplies	1,165.00	1,165.00	1,165.00	1,165.00	1,165.00	1,165.00	1,165.00	1,165.00	1,165.00	1,165.00	1,165.00	1,165.00	13,980.00
6104 Education/Training Expense	355	355	355	355	355	355	355	355	355	355	355	355	4,260.00
6105 Postage		25		20		50.00			20			50.00	165.00
6106 Group Fitness/GX	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,800.00
6107 Group Fitness Exercise Expense	50	50	50	50	50	50	50	50	50	50	50	50	600.00
6200 Gas/Mileage Expense	170.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	170.00	2,040.00
6203 Meals & Entertainment	30	30	30	30	30	30	30	30	30	30	30	30	360.00
6204 Volunteer/Staff Appreciation	200.00	200.00	200.00	1,300.00	1,500.00	200.00	100.00	100.00	1400	200.00	800.00	5,500.00	11,700.00
6300 Repairs & maintenance	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	13,200.00
6301 IT Services	1,084.00	1,084.00	1,084.00	1,084.00	1,084.00	1,084.00	1,084.00	1,084.00	1,084.00	1,084.00	1,084.00	1,084.00	13,008.00
6302 Cleaning Service	750	750	750	750	750	750	950.00	750	750	750	860.00	1,050.00	9,610.00
Total for 6300 Repairs & maintenance	2,934.00	2,934.00	2,934.00	2,934.00	2,934.00	2,934.00	3,134.00	2,934.00	2,934.00	2,934.00	3,044.00	3,234.00	\$35,818.00
6400 Business License and Permits	1323	400.00				160.00		1,400.00	140.00		1,400.00		4,823.00
6500 Bank Charges & Fees													0.00
6600 Materials Expense	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	7,500.00
6601 Beverage Station	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Total for 6600 Materials Expense	1,125.00	1,125.00	1,125.00	1,125.00	1,125.00	1,125.00	1,125.00	1,125.00	1,125.00	1,125.00	1,125.00	1,125.00	\$13,500.00
6700 Phone, Cable, Internet Expense	1,095.00	1,095.00	1,095.00	1,095.00	1,095.00	1,095.00	1,095.00	1,095.00	1,095.00	1,095.00	1,095.00	1,095.00	13,140.00
6900 Insurance Expense	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	21,600.00
7000 Payroll	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	472,036.80
													0.00
Total for 7000 Payroll	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	39,336.40	\$472,036.80
7100 Employee Benefits	4,655.56	4,545.02	4,167.60	4,315.08	4,393.18	6,135.83	5,855.74	5,667.03	5,667.03	5,864.44	5,667.03	5,630.16	62,563.70
7200 Dues & Subscription	567.00	190.00	190.00	190.00	255.00	230.00	250.00	255.00	395.00	304.00	385.00	1,655.00	4,866.00
7300 Professional Fees	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	7,200.00
7400 Contract Labor Expense	2,334.00	2,334.00	2,334.00	2,334.00	2,334.00	2,334.00	2,334.00	2,334.00	2,334.00	2,334.00	2,334.00	2,334.00	28,008.00
7500 Accounting Fees	0	0	0	3,000.00	0	0	15000	0	0	0	0	0	18,000.00
7700 Equipment Expense	700	0	100	0	100	0.00	50	0	50	0	50	0	1,050.00
7800 Pool Supplies	0	150.00	0	150	0.00	150	0.00	150	0.00	150.00	0	150	900.00
7900 Legal Fees	0	0	0	0	0	0	0	0	0	0	0	0	0.00
8200 Membership Refunds	0	25	0	25	0	25	0.00	25	0	0	0	0	100.00
9000 Payroll Taxes	3,933.64	3,933.64	3,933.64	3,933.64	3,933.64	3,933.64	3,933.64	3,933.64	3,933.64	3,933.64	3,933.64	3,933.64	47,203.68
Total for Expenses	68,015.60	67,555.06	67,677.64	69,870.12	65,718.22	65,170.87	80,925.78	68,317.07	67,442.07	66,288.48	71,832.07	72,955.20	\$831,768.18
Net Operating Income	6,449.09	-4,695.17	-3,312.78	-7,231.32	4,441.45	-7,179.91	3,885.48	10,760.93	164.02	9,943.32	18,085.18	4,652.72	\$35,963.01
Other Income	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Expenses	0	0	0	0	0	0	0	0	0	0	0	0	0
Net Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Income	6,449.09	-4,695.17	-3,312.78	-7,231.32	4,441.45	-7,179.91	3,885.48	10,760.93	164.02	9,943.32	18,085.18	4,652.72	\$35,963.01

HEALTHY LIVING NORMAN

Annual Report to the City of Norman

Board of Parks Commissioners

September 3, 2025

Section 1 - Annual Activities

Programming at the Adult Wellness & Education Center is based on the Six Dimensions of Wellness and supporting healthy aging in our community.

Between July 1, 2025 and June 30, 2026, Healthy Living Norman has offered:



- 2908 Fitness classes (attendance: 39,477)
 - Land classes in group fitness room
 - Water classes in the natatorium
 - Pickleball clinics
 - Boot camps & workshops
 - Line dancing & adult ballet
 - Senior Fitness Challenge program
 - Swimming Lessons
- 622 Art classes (attendance: 4,671)
 - Fine art: sketching, drawing, painting
 - Pottery
 - Fused Glass
 - Textiles: felting, embroidery, crochet, knitting, quilting
 - Jewelry making
 - Basket weaving
 - Specialty classes
 - Crafts
- 1154 Educational classes, recreational activities, and events
 - Music & performing arts
 - Dancing
 - Cultural programming
 - Health & mental health
 - Health screenings
 - Support groups
 - Book clubs
 - Opera club & Gilbert & Sullivan Appreciation Society
 - Gardening Club at our Dimensions of Wellness Garden at the Cleveland County Master Gardeners Demonstration Garden
 - Nutrition education
 - Safety

- Cooking & baking classes
- Finance & Legal topics
- General interest
- Culture
- OU Osher Lifelong Learning lectures
- Monthly Veterans programs
- Recreational games
- Singo with ArchWell Health

Special Events and Programming have included

- July 2025
 - Dog Days of Summer programming (art, therapy dogs)
 - Summer games tournaments
 - Tanabata Japanese Star Festival
 - Norman parks photography contest
- August 2025
 - Wellness Expo
 - Summer Beach themed programming
 - Beach Bash (dance with live band)
 - Book signing with local illustrators
- September 2025
 - Healthy Aging Month programming
 - AWEsome 6x6 Art Exhibit kickoff
- October 2025
 - Hispanic Heritage Month programming
 - Halloween Dance with live band
 - Pumpkin decorating contest
 - Opening of AWEsome 6x6 Art Exhibit
 - Floating sound immersion event
- November 2025
 - Second Anniversary Murder Mystery Gala
 - Veterans Day celebration
 - Native American Heritage Month programming
 - National Family Caregivers Month programming
 - Holiday Art Market
 - AWEpera Chorus performance
- December 2025
 - Holiday Art Market & Workshops

- Nutcracker Tea Party
- Christmas & winter holiday activities
- Launch of new digital literacy program
- January 2026
 - Elvis Week programming
 - Hygge (Danish practice of cozy togetherness) programming
 - New Year fitness workshops
- February 2026
 - Black History Month programming
 - Mardi Gras Dance party
 - Beatlemania activities
 - Heart Health Month programming
 - SOUPer Bowl fundraiser
- March 2026
 - A Way to Wellness healthy lifestyle series
 - Added Joy in Motion group dance program
 - International Women's Month programming
 - Spring Art & Craft market
 - National Caregivers Appreciation Day
 - Fall Prevention workshops
 - Entry in Norman's Mardi Gras Parade – awarded trophy for best dance group!
- April 2026
 - Awesome 6x6 Community Art Exhibit kickoff
 - Earth Day programming
 - AWEpera Chorus spring performance
- May 2026
 - Senior Prom
 - Mother's Day Tea Party
 - Guys and Dolls Senior auditions (new collaboration with The Sooner Theatre)
- June 2026
 - Juneteenth Celebration
 - Father's Day Car Show & Coffee Social
 - Guys and Dolls Senior performances
 - Health screenings
 - Promoted summer water walking at Westwood Family Aquatic Center

Regular Events

- Mornings with the Professor with OU Osher Lifelong Learning Institute

- Monday night Drummin' Up Wellness African drumming with Tiffany Couch
- Singo with ArchWell Health
- Karaoke
- Open Line Dancing
- Gardening at our Dimensions of Wellness Garden at the Cleveland County Master Gardeners Demonstration Garden
- Veterans coffee socials 2x per month

We are a host site for Aging Services Inc.'s Title III senior congregate lunch program.

Our Transportation Roundtable continues to advocate for greater access to transportation to wellness resources for older adults and adults with disabilities.

We are supporting older adults' participation in Oklahoma Senior Games by sharing information about the games, helping organize member teams, and hosting the Senior Fitness Challenge event in October. Members are competing in individual and team events in the 2026 games.

Section 2 - Mission Statement & Goals

MISSION

To promote the health and well-being
of adults aged 50 and older
by providing opportunities for
physical activity, social engagement,
and lifelong learning at the
Adult Wellness and Education Center.

GOALS

- Increase member participation numbers.
- Continue to expand visual art, STEM and performing arts programming in 2026/2027.

Section 3 - Membership Fees

- Individual Membership: \$35 per month
- Family Membership for additional individual in the household: \$25 per month
- Members with Silver & Fit (Global Health, Blue Cross Blue Shield): reimburses Healthy Living Norman \$9 per visit up to \$36 per month (4 visits)
- Members with Renew Active (United Healthcare): reimburses Healthy Living Norman \$3 per visit up to \$30 per month (10 visits)
- Members with Silver Sneakers (Medicare Advantage or Medicare Supplement Plan): reimburses Healthy Living Norman \$3 per visit up to \$21 per month (7 visits)
- Members with HealthChoice insurance: \$30 per month
- Chickasaw Nation Members: free membership paid by the Chickasaw Nation
- Sliding Scale Fee based on Federal Poverty Guidelines:
 - Households below 100% of FPG - \$10 per month
 - Households between 100% and 200% of FPG - \$15 per month
- Veterans: \$30 per month
- A limited number of scholarships are available on a case-by-case basis.
- Day Pass (guests 50+) \$10 per person

Corporate and Group memberships for those 50+ are available for a negotiated fee based on membership numbers and other factors established by the Board of Directors.

Current Corporate Memberships at \$30 per person per month:

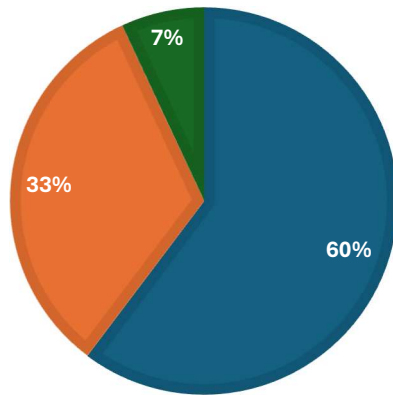
- University of Oklahoma
- Norman Regional Health System
- State of Oklahoma
- Norman Public Schools
- NRH Cardio Rehab Patients (membership is for 3 months)

- City of Norman Employee Membership: \$25 per month

Exceptions to the above policy may be made on a case-by-case basis as determined by the Board President or other Board Appointed Designee.

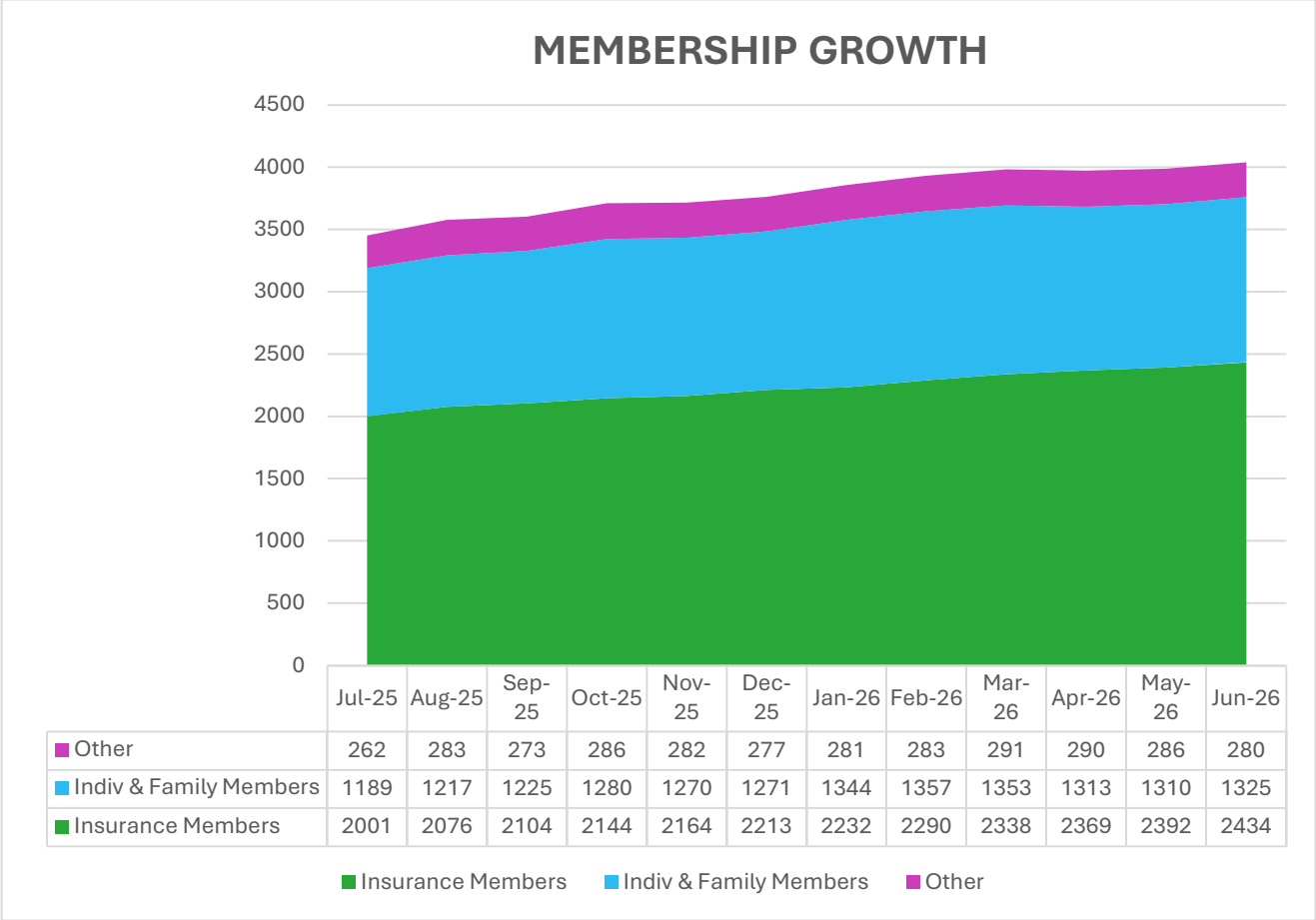
MEMBERSHIP TYPE (JUNE 2026)

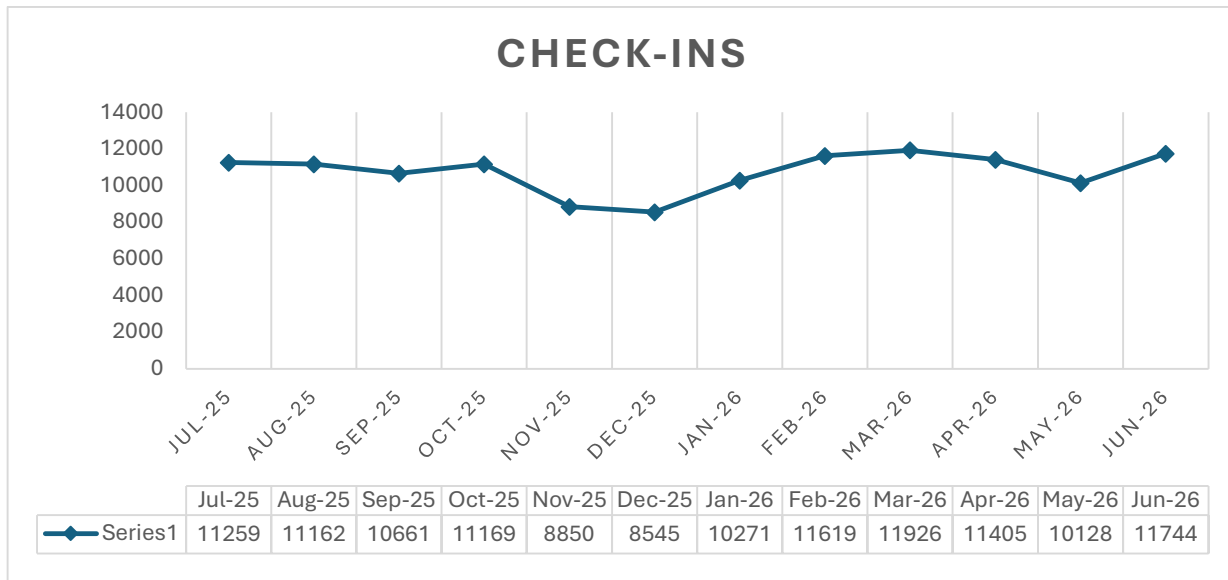
■ Insurance 60% ■ Individual/Family 33% ■ Other 7%



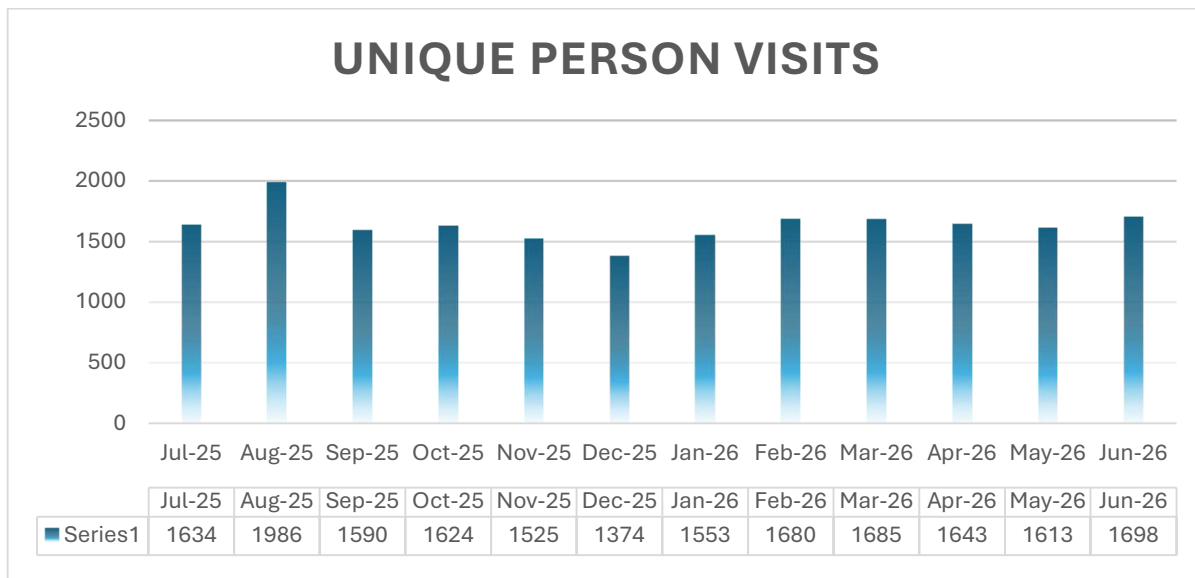
Section 4 – Participation

As of June 30, 2026, we had 4,039 active members (ahead of our goal of reaching 4,000 members by December 2026).



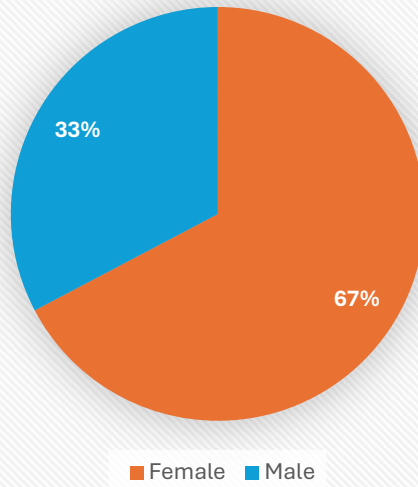


There were a total of 128,739 check-ins between July 1, 2025 and June 30, 2026.



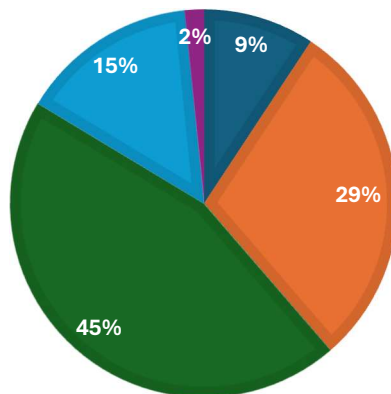
This chart represents unduplicated individual member visits by month. Average 43% of membership.

Gender



MEMBERS BY AGE (MEDIAN AGE 71)

■ 50–59 (9%) ■ 60–69 (29%) ■ 70–79 (45%) ■ 80–89 (15%) ■ 90–99 (2%)



Section 5 - Revenue

See attachment.

Section 6 - Beginning & Ending Fund Balance

Healthy Living Center Norman, Inc.

Balance sheet

As of Jun 30, 2026

	TOTAL
Assets	
Current Assets	
Bank Accounts	
1000 United Business Free (8570) - 1	123.94
United Business Free (7600) - 2	88,004.62
Total for Bank Accounts	\$88,128.56
Accounts Receivable	\$0.00
Total for Current Assets	\$88,128.56
Fixed Assets	
1200 Furniture and Equipment	19,067.42
Total for Fixed Assets	\$19,067.42
Total for Assets	\$107,195.98
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2000 Payroll Liabilities	-113,529.22
2200 Deferred Revenue - Grants	0.00
2210 Deferred Revenue - Corporate Sponsorships	0.00
2220 Deferred Revenue - Chickasaw	94,785.00
Total for Other Current Liabilities	-\$18,744.22
Total for Current Liabilities	-\$18,744.22
Total for Liabilities	-\$18,744.22
Equity	
3200 Retained Earnings	54,023.95
Net Revenue	71,916.25
Total for Equity	\$125,940.20
Total for Liabilities and Equity	\$107,195.98

Section 7 - Annual Budget

See attachment.

Section 8 – Officers & Expenditure Authorization

Current record of officers:

- Lynne Miller, President
- William Scanlon, Vice-President
- Paulette Black, Secretary
- Linda Price, Treasurer

President Lynne Miller, Treasurer Linda Price, Executive Director Katherine Leidy, and Business Manager Tricia Forbes have authorization for expenditures.

Section 9 – Books & Records

Those responsible for maintaining Healthy Living Norman books and records:

Katherine Leidy

Executive Director
Healthy Living Norman

Tricia Forbes

Business Manager
Healthy Living Norman

Section 10 - Tax Affirmation

Healthy Living Norman is filing yearly tax returns.

Section 11 - Board Members

Healthy Living Center Norman, Inc. 226/2027 Board of Directors

Lynne Miller, President

(term expires 2027)
Retired, Former Mayor of Norman, OK
801 48th Ave. SE
Norman, OK 73026
405-834-3009
lmillerstuart@gmail.com

Greg Heiple, Director

(term expires 2028)
Financial Planner
218 E. Eufaula St.
Norman, OK 73069
405-447-5535
gregheiple@gmail.com

Bill Scanlon, Vice President

(term expires 2027)
Retired, Former Norman City Councilor
3001 Harwich Ct.
Norman, OK 73071
405-579-1679
scanlonwa@aol.com

Gale Llewellyn Hobson, PhD, Director

(term expires 2029)
Psychologist
517 S. Flood Ave.
Norman, OK 73069
405-202-5557
gale_hobson_phd@hotmail.com

Paulette Black, Secretary

(term expires 2027)
420 Tecumseh Ridge Ct.
Norman, OK 73071
405-823-4912
pauletteblack828@gmail.com

Elaine Purvis, Director

(term expires 2028)
VP & Chief Strategy Officer
Norman Regional Health System
3300 Healthplex Pkwy.
Norman, OK 73072
405-307-2210
epurvis@nrh-ok.com

Linda Price, Treasurer

(term expires 2027)
Retired, City of Norman City Planner
Norman, OK
405-306-0372
ljrprice@gmail.com

Jason Olsen, City of Norman Liaison

Director
Parks & Recreation Department
City of Norman
201 W. Gray St., Building C
Norman, OK 73069
405-366-5472
Jason.olsen@normanok.gov

Patrick Chesley, Director

(term expires 2029)
Attorney
2213 Westpark Dr.
Norman, OK 73069
405-364-6962
patrickchesley51@gmail.com

Katherine Leidy

Executive Director
Healthy Living Norman
602 N. Findlay Ave.
Norman, OK 73071
405- 857-7390
katherine@healthylivingnorman.com

Amy Davenport, Director

(term expires 2028)
University of Oklahoma
1401 Asp Ave., Room 170
Norman, OK 73019-2142
405-209-2842
amydavenport@ou.edu

Member Feedback

“The atmosphere when you walk in the building is among the most powerful antidotes to depression and loneliness.” – Ben Keppel, 66

“It gives me a place to go to feel connected and included. Also a place to nurture a healthy lifestyle. Garden Club has opened avenues that have allowed me to expand my participation in the community and increase my social network.” – Charlotte Trout, 69

“Coming to the AWE means friendship, activities, structure, and freedom. I am a social person and love to be involved with people.” – Richa Barnes, 88

“What I like best about participating in activities at the AWE is making new friends, fellowship, getting stronger, limber, and moving better. I went from a walker to a cane to no assistance.” – Carmen Laredo, 66

“Coming to the AWE means doing what you love no matter your age.” – Barbara Ozinga, 90

“My husband and I joined together almost 2 years ago. We did a variety of activities. My love of 44 years passed in March. I have continued to come to the AWE to stay connected as my grief journey is difficult. Thank you for the support here.” - Pam Cook, 81

“I wasn’t going out hardly at all. Once I joined I was socializing & getting exercise both! Made a big difference in my well being.” - Virginia Dembinski, 69

“I am stronger and healthier than when I started. It is a wonderful community.” - Peggy Alexander, 72

“AWE has added to my husband’s and my life with a joyful and welcoming environment. Since his stroke he has agreed to accompany me to various art classes and that has opened us both up to new adventures.” - Stephanie McCullough-Lawler, 61

Healthy Living Center No
Statement of Activity by
July, 2025-June, 2026

	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025
Revenue						
4100 Contributions						
4102 Corporate Sponsorships					3,000.00	
4103 Individual Donations	186.59			100.00	2,780.00	2,080.24
4104 Grants	6,250.00	14,740.00		4,000.00	10,487.00	4,500.00
Total for 4100 Contributions	6,436.59	14,740.00	\$0.00	4,100.00	16,267.00	6,580.24
4200 Other Income						
4201 Art Class Income	4,059.50	2,984.22	2,904.77	5,227.81	2,068.15	3,218.32
4203 Guest Pass/Rplcmnt Scan Cards	110.00	90.00	59.80	90.00	40.00	66.13
4204 Educational Fees	1,549.55	616.29	406.69	630.98	139.86	418.41
4205 Program Guide Sponsorship			100.00			
4206 Group Ex Fees	278.60			128.74	21.04	20.00
4207 Merchandise Income	108.00	152.72	38.00	130.00	120.25	
4209 Beverage Station	467.29	406.27	359.62	326.27	264.54	334.92
Total for 4200 Other Income	6,572.94	4,249.50	3,868.88	6,533.80	2,653.84	4,057.78
4300 Membership Payments	41,312.49	40,209.36	41,132.61	43,506.23	43,780.79	43,155.08
4301 Tivity/IND	14,326.00	14,710.25	6,853.75	10,534.75	9,442.00	11,774.25
4302 Chickasaw	140.00	140.00	140.00	140.00	210.00	210.00
Total for 4300 Membership Payments	55,778.49	55,059.61	48,126.36	54,180.98	53,432.79	55,139.33
4400 Personal Trainers	3,980.00	3,887.00	3,367.50	3,124.75	2,744.75	2,615.00
4600 Rental Income						
4602 Room Rental Income	85.00	43.00	2,060.00	229.00	40.00	460.00
Total for 4600 Rental Income	85.00	43.00	2,060.00	229.00	40.00	460.00
4700 Lease Income						
4702 Select Physical Therapy	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
4704 Massage Therapist	400.00	400.00	500.00	500.00	500.00	1,000.00
Total for 4700 Lease Income	1,400.00	1,400.00	1,500.00	1,500.00	1,500.00	2,000.00
4800 Special Events Income	4,155.00	5,873.93	575.00	6,918.15	13,551.98	1,460.00
Total for Revenue	78,408.02	85,253.04	59,497.74	76,586.68	90,190.36	72,312.35
Cost of Goods Sold						
5000 Cost of Goods Sold		140.55		670.99		196.20
Total for Cost of Goods Sold	\$0.00	140.55	\$0.00	670.99	\$0.00	196.20
Gross Profit	78,408.02	85,112.49	59,497.74	75,915.69	90,190.36	72,116.15
Expenditures						
5800 Special Events Expense	883.67	643.26	1,082.00	1,707.03	5,314.51	891.86
6000 Marketing	2,530.93	3,618.37	2,697.84	2,692.45	1,867.64	2,681.56
6001 Social media		10.00				
6002 Listing fees						
Total for 6000 Marketing	2,530.93	3,628.37	2,697.84	2,692.45	1,867.64	2,681.56
6100 Office Supplies	226.74	391.19	359.66	270.94	413.48	301.52
6102 LPI/GloFox Expense		495.00	495.00	495.00	495.00	495.00
6103 Art Class Supplies	1,726.00	485.90	753.28	835.26	371.48	777.48
6104 Education/Training Expense	597.86	137.29	93.97	50.46	1,144.73	300.00
6105 Postage						23.40
6106 Group Fitness/GX	30.98	186.27	68.06			321.74
6200 Gas/Mileage Expense		81.09				18.15
6203 Meals & Entertainment		145.70				
6204 Volunteer/Staff Appreciation	48.61	51.76		151.81	776.45	1,398.60
6300 Repairs & maintenance						
6301 IT Services	1,768.37	971.77	971.77	971.77	1,379.65	971.77
6302 Cleaning Service	189.74				109.75	285.49
Total for 6300 Repairs & maintenance	1,958.11	971.77	971.77	971.77	1,489.40	1,257.26
6400 Business License and Permits		1,373.75	137.67		1,365.00	
6500 Bank Charges & Fees	67.61	64.26	55.52	43.62	70.22	
6600 Materials Expense	773.01	897.56	517.75	967.38	828.63	1,036.65
6601 Beverage Station	578.43	573.15	580.85	495.76	526.92	567.41
Total for 6600 Materials Expense	1,351.44	1,470.71	1,098.60	1,463.14	1,355.55	1,604.06

6700 Phone, Cable, Internet Expense	1,091.14	1,087.44	1,092.33	1,089.07	1,089.00	1,090.63
6900 Insurance Expense	941.66	941.66			2,949.50	2,239.00
7000 Payroll	33,291.31	32,477.99	33,945.66	34,681.04	35,190.16	33,564.83
7100 Employee Benefits	5,855.74	5,667.03	5,667.03	5,864.44	5,667.03	5,630.16
7200 Dues & Subscription	204.40	214.39	354.39	263.16	343.13	1,253.40
7300 Professional Fees	535.00	570.00	1,633.83	575.00	860.00	550.00
7400 Contract Labor Expense	262.50	820.00	725.00	2,412.50	2,237.50	2,350.00
7700 Equipment Expense						
7800 Pool Supplies	51.86		138.88	85.61		
7900 Legal Fees	1,698.75	750.00	2,931.25			
8200 Membership Refunds	100.00					
9000 Payroll Taxes	1,447.79	4,510.00	3,124.11	3,242.49	3,254.56	3,245.20
Total for Expenditures	54,902.10	57,164.83	57,425.85	56,894.79	66,254.34	59,993.85
Net Operating Revenue	23,505.92	27,947.66	2,071.89	19,020.90	23,936.02	12,122.30
Net Revenue	23,505.92	27,947.66	2,071.89	19,020.90	23,936.02	12,122.30

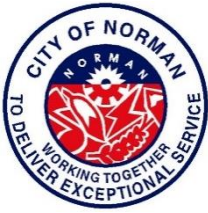
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rman, Inc.
Month

Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	Total
2,500.00					1,400.00	6,900.00
30.00	1,358.72	272.00		95.00	146.00	7,048.55
11,101.00	2,579.25	2,529.00	2,886.75	3,244.50	3,646.50	65,964.00
13,631.00	3,937.97	2,801.00	2,886.75	3,339.50	5,192.50	\$79,912.55
2,664.74	5,231.78	6,133.57	3,987.45	3,392.03	3,830.97	45,703.31
110.00	70.00	170.00	150.00	180.00	100.00	1,235.93
250.54	79.31	260.80	125.00	225.00	156.44	4,858.87
						100.00
35.00	66.13	427.64	315.00	75.00	75.00	1,442.15
20.00	67.81	57.47	136.08	60.00	58.45	948.78
277.64	300.72	319.13	344.47	331.03	341.09	4,072.99
3,357.92	5,815.75	7,368.61	5,058.00	4,263.06	4,561.95	\$58,362.03
47,054.24	44,314.89	43,103.44	44,362.22	44,665.28	44,152.23	520,748.86
12,858.25	5,807.25	11,041.00	6,620.00	21,147.25	5,913.75	131,028.50
210.00	245.00	245.00	245.00	245.00	245.00	2,415.00
60,122.49	50,367.14	54,389.44	51,227.22	66,057.53	50,310.98	\$654,192.36
2,968.00	3,302.00	3,026.00	3,937.50	3,247.00	3,953.00	40,152.50
51.00			400.00			3,368.00
51.00	\$0.00	\$0.00	400.00	\$0.00	\$0.00	\$3,368.00
1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00
	500.00	500.00	500.00	500.00	500.00	5,800.00
1,000.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	\$17,800.00
101.00	1,532.30	180.00	2,780.26	916.00	111.24	38,154.86
81,231.41	66,455.16	69,265.05	67,789.73	79,323.09	65,629.67	\$891,942.30
						1,007.74
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,007.74
81,231.41	66,455.16	69,265.05	67,789.73	79,323.09	65,629.67	\$890,934.56
82.80	1,395.86	944.68	1,363.12	1,096.62	1,045.96	16,451.37
2,522.90	2,775.76	3,683.14	2,811.12	2,611.80	2,482.06	32,975.57
		13.98	7.82	5.10	24.86	61.76
	50.00					50.00
2,522.90	2,825.76	3,697.12	2,818.94	2,616.90	2,506.92	\$33,087.33
603.04	241.66	368.87	626.96	343.90	308.14	4,456.10
495.00	495.00	495.00	495.00	495.00	495.00	5,445.00
1,107.20	1,520.47	984.15	1,001.25	485.98	779.80	10,828.25
475.00	278.51	53.30	39.58	107.53	103.44	3,381.67
			15.60			39.00
19.54		1,133.29	380.05			2,139.93
		47.67				146.91
						145.70
377.59	92.81	116.77		39.98	37.24	3,091.62
85.98			\$0.00	230.00		315.98
971.77	261.31	1,793.37	971.77	971.77	1,051.77	13,056.86
	141.55		750.00	891.77		2,368.30
1,057.75	402.86	1,793.37	1,721.77	2,093.54	1,051.77	\$15,741.14
867.01	661.50	661.50	75.00		33.50	5,174.93
						301.23
487.07	194.33	551.14	494.25	347.97	89.12	7,184.86
480.84	586.20	727.22	511.27	320.72	562.12	6,510.89
967.91	780.53	1,278.36	1,005.52	668.69	651.24	\$13,695.75

1,089.00	1,106.05	1,107.68	1,106.05	1,102.35	1,105.61	13,156.35
3,508.56	1,496.58	1,496.56	1,496.56	1,496.56	1,568.56	18,135.20
32,619.14	38,108.20	38,961.99	38,373.71	36,102.33	38,698.10	426,014.46
5,394.40	5,297.74	5,260.87	5,448.15	5,260.87	5,260.87	66,274.33
432.40	363.33	253.40	253.40	263.39	402.39	4,601.18
1,250.00	580.00	557.73	653.00	743.00	777.00	9,284.56
475.00	100.00	725.00	287.50	50.00	500.00	10,945.00
129.30						129.30
	96.60	20.60	119.23			512.78
						5,380.00
	105.00					205.00
2,951.19	3,485.87	1,645.33	3,802.61	9,268.52	1,671.86	41,649.53
56,424.73	59,434.33	61,603.24	61,083.00	62,235.16	56,997.40	\$710,413.62
24,806.68	7,020.83	7,661.81	6,706.73	17,087.93	8,632.27	\$180,520.94
24,806.68	7,020.83	7,661.81	6,706.73	17,087.93	8,632.27	\$180,520.94

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CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09/03/2026

REQUESTER: Jason Olsen, Director of Parks and Recreation

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF A FUNDING DISBURSEMENT FOR FYE 2027: TO THE NORMAN FIREHOUSE ARTS CENTER, INC. IN THE AMOUNT DESCRIBED IN THE STAFF REPORT, PURSUANT TO THE PROCESS OUTLINED IN THE LEASE AGREEMENT, CONTRACT K-2627-25, AND FYE 2027 BUDGET ALLOCATION BY CITY COUNCIL, TO ASSIST WITH THE OPERATION OF THE FIREHOUSE ART CENTER.

BACKGROUND:

During the budgeting process for fiscal year 2026-2027 (FYE 2027), the City Council allocated an amount of \$380,043.00 to contribute to Arts, Culture, and Event Organizations, with individual distributions from said allocation to be issued by the Board of Parks Commissioners (the "Board") at their regularly scheduled meeting in August of each year. Organizations are required to apply to the Board for funding disbursements and demonstrate the extent of financial support requested for the upcoming funding year.

DISCUSSION:

The FYE 2027 funding disbursement for the Firehouse Art Center is recommended by staff at \$140,400.00, including \$110,000 for operational support and \$ 30,400 for utilities. This amount was determined by making an eight percent (8%) cut to the funding support received for the last funding year, plus an allocation of \$30,000 for utilities support. An eight percent (8%) cut was utilized, as that is what was used to determine the overall funding pool available for these organizations, as compared to the previous funding year allocation, by the City Council in the FYE 2027 budget process. The Firehouse Art Center received \$151,257.40 in supportive funding and utilities assistance in the previous funding year.

RECOMMENDATION:

Staff recommends that the Board of Park Commissioners allocate supportive funding in the amount of \$140,400.00 to the Firehouse Art Center for FYE 2027. Such supportive funding is to be memorialized in a separate Funding Disbursement Agreement to be approved and adopted by the City Council.



The City of **NORMAN**

225 N. Webster Ave.
Norman, Oklahoma 73069

PARKS AND RECREATION
Phone: 405-366-5472
Fax: 405-366-5470

Item 8.

August 31, 2026

This letter serves as the Firehouse Art Center's formal Letter of Intent for supportive funding consideration for Fiscal Year Ending (FYE) 2027, pursuant to the established Parks Board application and allocation process.

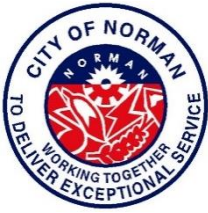
For FYE 27, the City Council approved \$380,043 for organizations that receive operational support through the Parks Board, including the Veterans' Day Parade, Firehouse Art Center (FAC), Historical Museum, Sooner Theatre, The Depot, Norman Music Festival, and other qualifying cultural and community organizations. This represents an 8% reduction from the total amount allocated in FYE 26, including utilities but excluding capital maintenance projects.

This year, staff recommends that the Firehouse Art Center receive \$110,400 in operational support, along with an additional \$30,000 in utility funding provided directly by the City of Norman.

Please do not hesitate to reach out with any questions related to the proposed allocations.

Sincerely,

Jason Olsen
Director of Parks and Recreation
City of Norman



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09/03/2026

REQUESTER: Jason Olsen

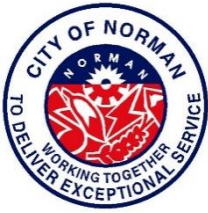
PRESENTER: Jason Olsen, Director of Parks & Recreation

ITEM TITLE: NORMAN FORWARD UPDATE

DISCUSSION:

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

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



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09/03/2026

REQUESTER: Karla Sitton, Administrative Tech IV

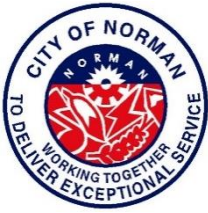
PRESENTER: Jason Olsen, Director of Parks & Recreation

ITEM TITLE: DIVISION UPDATE

DISCUSSION:

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

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



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 09/03/2026

REQUESTER: Karla Sitton, Administrative Tech IV

PRESENTER: Cyriacus Igwilo, Interim Recreation Manager

ITEM TITLE: CAPRA UPDATE

DISCUSSION:

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