# CITY OF NORMAN, OK
# CITY COUNCIL REGULAR MEETING - AMENDED
**Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069**
**Tuesday, May 26, 2026 at 6:30 PM**

# AMENDED 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**

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

**COUNCIL ANNOUNCEMENTS**

## CONSENT DOCKET

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

## APPROVAL OF MINUTES

2. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MINUTES AS FOLLOWS:
   CITY COUNCIL MEETING MINUTES OF MAY 12, 2026.

   NORMAN UTILITIES AUTHORITY MEETING MINUTES OF MAY 12, 2026.

   NORMAN MUNICIPAL AUTHORITY MEETING MINUTES OF MAY 12, 2026.

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

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

   CITY COUNCIL CONFERENCE MEETING MINUTES OF MAY 12, 2026.

**First Reading Ordinance**

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

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

**Reports/Communications**

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

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

**Surplus**

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

**Bids**

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

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

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

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

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

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

**Acceptance of Funds**

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

**Resolutions**

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

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

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

**Easement**

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

**Contracts**

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

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

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

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

**NON-CONSENT ITEMS**

**Public Hearings**

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

**Resolutions**

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

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

**Second Reading Ordinance**

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

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

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

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

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

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

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

**MISCELLANEOUS COMMENTS**

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

**ADJOURNMENT**

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/26

**REQUESTER:** AshLynn Wilkerson, Assistant City Attorney

**PRESENTER:** AshLynn Wilkerson, Assistant City Attorney

**ITEM TITLE:** RECOGNITION OF THE 2025-2026 NORMAN YOUTH COUNCIL.

## BACKGROUND:

On February 9, 2010, City Council adopted Resolution R-0910-92 creating the Norman Youth Council to promote civic engagement among youth, give youth a formal role in local decision-making, and offer real world experiences with elected and advisory bodies.

For the second year, the councilors spent the term preparing an advocacy project of their choice. This year, the councilors decided to focus on environmental sustainability. The councilors conducted research, surveyed their peers, toured different City facilities, and had discussions and collaboration with City staff to develop their presentation. Their presentation will detail their perspective on how best to involve the community, specifically Norman's youth, in Norman's environmental sustainability efforts by establishing community events to build and educate on rain gardens.

## DISCUSSION:

Norman Youth Council will provide a presentation on their advocacy project and be recognized by certificate for their participation. The 2025-2026 Norman Youth Councilors are Eden Bales, Lila Bales, Britton Carroll, Anika Dehadrai, Katie Evans, Madhav Jayachand, Jamie Kang, Heesu Kim, Emerson Merrick, Eliot Michalski, Carolyn Ringus, Victoria Sun, and Carter Thomas.

## RECOMMENDATION:

Staff recommends the above councilors be presented with a certificate by Mayor Stephen T. Holman and the City Council.

**File Attachments for Item:**

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

CITY COUNCIL MEETING MINUTES OF MAY 12, 2026.

NORMAN UTILITIES AUTHORITY MEETING MINUTES OF MAY 12, 2026.

NORMAN MUNICIPAL AUTHORITY MEETING MINUTES OF MAY 12, 2026.

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

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

CITY COUNCIL CONFERENCE MEETING MINUTES OF MAY 12, 2026.

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Jamie Meyer, Interim City Clerk

**PRESENTER:** Jamie Meyer, Interim City Clerk

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

CITY COUNCIL MEETING MINUTES OF MAY 12, 2026.

NORMAN UTILITIES AUTHORITY MEETING MINUTES OF MAY 12, 2026.

NORMAN MUNICIPAL AUTHORITY MEETING MINUTES OF MAY 12, 2026.

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

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

CITY COUNCIL CONFERENCE MEETING MINUTES OF MAY 12, 2026.

# CITY OF NORMAN, OK
# CITY COUNCIL REGULAR MEETING
**Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069**
**Tuesday, May 12, 2026 at 6:30 PM**

## MINUTES

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers in the Municipal Building, on Tuesday, May 12, 2026 at 6:30 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

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

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### CALL TO ORDER

Mayor Holman called the meeting to order at 6:44 p.m.

### ROLL CALL

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

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Holman.

## AWARDS AND PRESENTATIONS

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

**Item 1 has been postponed to May 26, 2026.**

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## PROCLAMATIONS

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

   Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 2 Peacock.

   Participants in discussion:
   1. Mr. Jason Olsen, Director of Parks and Recreation thanked Council and made comments.
   2. Ms. Megan Phelan, Park Planner thanked Council and made comments.
   3. Mr. Maxwell Norman made comments.
   4. Ms. Isabel Norman made comments.

   Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

   **Receipt of Proclamation P-2526-40 was Acknowledged.**

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3. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-42: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE WEEK OF MAY 17 THROUGH MAY 23, 2026 AS PUBLIC WORKS WEEK IN THE CITY OF NORMAN.

   Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 2 Peacock.

   Participants in discussion:
   1. Mr. Scott Sturtz, Director of Public Works, thanked Council and made comments.

   Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

   **Receipt of Proclamation P-2526-42 was Acknowledged.**

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 2 Peacock.

Participants in discussion:

1. Ms. Carrie Hendricks, CEO/Founder of the Norman Arts Festival, thanked Council and made comments.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Receipt of Proclamation P-2526-43 was Acknowledged.**

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 2 Peacock.

Participants in discussion:

1. Mr. John Sharp, Association of Central Oklahoma Governments Deputy Director, thanked Council and made comments.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Receipt of Proclamation P-2526-44 was Acknowledged.**

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6. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-45: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MAY 2026, AS ASIAN AMERICAN, NATIVE HAWAIIAN, AND PACIFIC ISLANDER HERITAGE MONTH IN THE CITY OF NORMAN.

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 2 Peacock.

Participants in discussion:

1. Mr. Bruce Xu, Asian American Student Association at OU, thanked Council and made comments.
2. Ms. Ashley Wigglesworth, Norman High School Receptionist, thanked Council and made comments.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Receipt of Proclamation P-2526-45 was Acknowledged.**

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7. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-46: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MAY 2026, AS MENTAL HEALTH AWARENESS MONTH IN THE CITY OF NORMAN.

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 2 Peacock.

Participants in discussion:

1. Ms. Kitrena Hime, Director of Counseling and Advocacy at Norman Public Schools, thanked Council and made comments.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Receipt of Proclamation P-2526-46 was Acknowledged.**

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## COUNCIL ANNOUNCEMENTS

Ward 1 - Councilmember Gandesbery
Councilmember Gandesbery highlighted a $4 million Hitachi investment in Norman, recognized the Red Dirt Collective's community programs and sixth anniversary, and wished the Norman Regional Health System a happy 80th birthday.

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Ward 2 - Councilmember Peacock
Councilmember Peacock recognized Councilmember Gandesbery for his volunteer cleanup efforts at Food and Shelter and praised his dedication to the community.

*

Ward 3 - Councilmember Bruce
Councilmember Bruce thanked residents for their continued communication through face-to-face conversations, emails, phone calls, and text messages.

*

Ward 4 - Councilmember Grant
Councilmember Grant discussed youth involvement in City priorities, highlighted the Norman Arts Festival's youth focus, and addressed ongoing homelessness and housing challenges in Norman. She encouraged collaboration among community organizations, faith-based groups, and government partners to help address shelter and encampment issues.

*

Ward 5 - Councilmember Kirby
Councilmember Kirby encouraged residents to support local farms and small businesses throughout the ward and highlighted several local businesses and vendors, while emphasizing the importance of supporting local commerce.

*

Ward 7 - Councilmember Blodgett
Councilmember Blodgett promoted an upcoming blood drive on May 13, 2026, from 10:00 a.m. to 6:00 p.m., at Riverwind Casino. She expressed her appreciation for the Kids to Parks Day proclamation and shared the opening day for Westwood Family Aquatic Center on May 23, 2026.

*

Ward 8 - Councilmember Dixon
Councilmember Dixon recognized the Norman High School girls' soccer team's successful season. He congratulated Dr. Brent Norwood for his appointment to the Economic Development Advisory Board, and Laura Doughty and Jason Bingham for their reappointments to the Norman Library Board.

*

Council Announcements continued:

Mayor Holman

Mayor Holman recognized the Norman High boys and girls soccer team's success during the state playoff semifinals. He announced the upcoming Police Memorial Service at Legacy Park on Friday May 15, 2026, at 9:30 a.m., and discussed continued City conversations regarding homelessness, encampments, public transit, infrastructure, and TIF policy. The Mayor also congratulated graduating students from the University of Oklahoma and all local schools.

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**CONSENT DOCKET**

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Items 8 through 23 were placed on the Consent Docket.**

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## APPROVAL OF MINUTES

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

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

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

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

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

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

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

   CITY COUNCIL CONFERENCE MEETING MINUTES OF APRIL 28, 2026.

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

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

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

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**The minutes were Approved.**

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**First Reading Ordinance**

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

   Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

   Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

   **Ordinance O-2526-30 was Adopted on First Reading by Title.**

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

    Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

    Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

    **Ordinance O-2526-53 was Adopted on First Reading by Title.**

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Ordinance O-2526-39 was Adopted on First Reading by Title.**

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Ordinance O-2526-51 was Adopted on First Reading by Title.**

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Ordinance O-2526-52 was Adopted on First Reading by Title.**

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Ordinance O-2526-66 was Adopted on First Reading by Title.**

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Ordinance O-2526-67 was Adopted on First Reading by Title.**

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## Appointments

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

ECONOMIC DEVELOPMENT ADVISORY BOARD
TERM: 05-12-26 TO 08-13-27 BRENT NORWOOD – WARD 8
HUMAN RIGHTS COMMISSION
TERM 05-12-26 TO 07-13-27 ASHLEY KRIVOHLAVEK – WARD 7
NORMAN PUBLIC LIBRARY BOARD
TERM 05-01-26 TO 05-01-29 JODY FOOTE – WARD 3
TERM 05-01-26 TO 05-01-29 LAURA DOUGHTY – WARD 8
TERM 05-01-26 TO 05-01-29 JASON BINGHAM – WARD 8

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**The Appointments were Approved.**

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## Donation

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**The Donation was Accepted.**

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**Contracts**

**Acting as the Norman Utilities Authority**

18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-118: BY AND BETWEEN NORMAN UTILITIES AUTHORITY AND RJN GROUP, INC., IN THE AMOUNT OF $172,960 TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE FISCAL YEAR ENDING 2022 SEWER MAINTENANCE PROJECT AND THE BUDGET TRANSFER AS OUTLINED IN THE STAFF REPORT. (WARDS 2 AND 8)

Motion made by Trustee Ward 4 Grant, Seconded by Trustee Ward 6 Hinkle.

Voting Yea: Chairman Holman, Trustee Ward 1 Gandesbery, Trustee Ward 2 Peacock, Trustee Ward 3 Bruce, Trustee Ward 4 Grant, Trustee Ward 5 Kirby, Trustee Ward 6 Hinkle, Trustee Ward 7 Blodgett, Trustee Ward 8 Dixon

**Contract K-2526-118 and Budget Appropriation were Approved.**

*****

**Acting as the Norman Utilities Authority**

19. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-165: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND RAFTELIS FINANCIAL CONSULTANTS, INC., IN THE AMOUNT OF $123,975 TO PROVIDE CONSULTING SERVICES FOR THE WATER AND WASTEWATER CONNECTION FEE AND COST-OF-SERVICE STUDY AND BUDGET APPROPRIATIONS AS OUTLINED IN THE STAFF REPORT. (CITY)

Motion made by Trustee Ward 4 Grant, Seconded by Trustee Ward 6 Hinkle.

Voting Yea: Chairman Holman, Trustee Ward 1 Gandesbery, Trustee Ward 2 Peacock, Trustee Ward 3 Bruce, Trustee Ward 4 Grant, Trustee Ward 5 Kirby, Trustee Ward 6 Hinkle, Trustee Ward 7 Blodgett, Trustee Ward 8 Dixon

**Contract K-2526-165 and Budget Appropriation were Approved.**

20. CONSIDERATION OF APPROVAL, ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-169 AND PROJECT RESOLUTION R-2526-140: A PROJECT MAINTENANCE, FINANCING, AND RIGHT-OF-WAY AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT), FOR REFLECTORIZED BACKPLATES UPGRADES PHASE 2. (CITY)

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Contract K-2526-169 was Approved and Project Resolution R-2526-140 was Adopted.**

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Contract K-2526-172 and Budget Appropriation were Approved and Project Resolution R-2526-143 was Adopted.**

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## Resolutions

### Acting as the City Council and the Norman Municipal Authority

22. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-142: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AND THE NORMAN MUNICIPAL AUTHORITY TRANSFERRING $41,000 FROM THE STREET MAINTENANCE BOND (GENERAL OBLIGATION BOND SERIES 2023B) FUND BALANCE TO ROBINSON STREET PROJECTS LOCATED BETWEEN 60TH AVENUE NE AND 72ND AVENUE N.E. AND 72ND AVENUE N.E. AND 84TH AVENUE N.E. AS OUTLINED IN THE STAFF REPORT. (WARD 5)

    Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

    Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

    **Resolution R-2526-142 was Adopted.**

*****

23. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-144: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING A CAPITAL PROJECT FOR NORMAN TRANSIT CENTER IMPROVEMENTS; TRANSFERRING $62,140.28 FROM THE TRANSIT CENTER CONCRETE PAVEMENT PROJECT (TR0128) TO THE NORMAN TRANSIT CENTER IMPROVEMENTS PROJECT (TR0130); AND APPROPRIATING $18,757.00 FROM THE PUBLIC TRANSPORTATION FUND 27 BALANCE.

    Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

    Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

    **Resolution R-2526-144 was Adopted.**

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## NON-CONSENT ITEMS

### Public Hearings

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Participants in discussion:

1. Ms. Lisa Krieg, CDBG Grants Manager
2. Ms. Tara Reynolds CDBG Financial Management Analyst
3. Ms. Heidi Smith Ward 5, proponent
4. Ms. Mary Katherine Long Ward 2, proponent
5. Mr. Caleb McGee Ward 4, proponent

**The Public Hearing was Conducted.**

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**The Public Hearing was Closed.**

Motion made by Councilmember Ward 2 Peacock, Seconded by Councilmember Ward 4 Grant.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Submittal of the application to the United States Housing and Urban Development Office was Approved.**

*****

25. CONSIDERATION AND AWARDING OF THE BID FOR THE PURCHASE OF $10,000,000 GENERAL OBLIGATION BONDS, SERIES 2026A OF THE CITY OF NORMAN, OKLAHOMA, AND VOTE TO AWARD SAID BONDS TO THE LOWEST BIDDER COMPLYING WITH THE NOTICE OF SALE AND INSTRUCTIONS TO BIDDERS OR TO REJECT ALL BIDS.

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Participants in discussion:

1. Mr. Clint Mercer, Finance Director
2. Ms. Mayumi Windler Ward 2, asked questions
3. Mr. Stephen Ellis Ward 4, asked questions

**The Bid was awarded to TD Financial Products, L.L.C., as the Lowest and Best Bidder Meeting Specifications.**

*****

26. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-61 UPON FIRST, SECOND AND FINAL READING: AN ORDINANCE PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2026A IN THE SUM OF $10,000,000 BY THE CITY OF NORMAN, OKLAHOMA, AUTHORIZED AT AN ELECTION DULY CALLED AND HELD FOR SUCH PURPOSE; PRESCRIBING FORM OF BONDS; PROVIDING FOR REGISTRATION THEREOF; DESIGNATING THE REGISTRAR FOR THE ISSUE; PROVIDING FOR LEVY OF AN ANNUAL TAX FOR THE PAYMENT OF PRINCIPAL AND INTEREST ON THE BONDS AND FIXING OTHER DETAILS OF THE ISSUE; APPROVING THE FORMS OF A CONTINUING DISCLOSURE AGREEMENT AND AN OFFICIAL STATEMENT; AUTHORIZING EXECUTIONS AND ACTIONS NECESSARY FOR THE ISSUANCE AND DELIVERY OF THE BONDS; AND DECLARING AN EMERGENCY.

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 2 Peacock.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Ordinance O-2526-61 was Adopted upon First Reading by Title.**

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Participants in discussion

1. Mr. Stephen Ellis Ward 4 made comments.

**Ordinance O-2526-61 was Adopted Upon Second Reading Section by Section.**

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 2 Peacock.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Voting Nay: Councilmember Ward 3 Bruce

**Emergency clause in Section 10 of Ordinance O-2526-61 was Approved.**

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 2 Peacock.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Voting Nay: Councilmember Ward 3 Bruce

**Ordinance O-2526-61 was Adopted Upon Final Reading as a Whole.**

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27. CONSIDERATION AND AWARDING OF THE BID FOR THE PURCHASE OF $17,000,000 GENERAL OBLIGATION BONDS, SERIES 2026B OF THE CITY OF NORMAN, OKLAHOMA, AND VOTE TO AWARD SAID BONDS TO THE LOWEST BIDDER COMPLYING WITH THE NOTICE OF SALE AND INSTRUCTIONS TO BIDDERS OR TO REJECT ALL BIDS.

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Participants in discussion
1. Mr. Clint Mercer, Finance Director
2. Ms. Cindy Rogers Ward 4 made comments.

**The Bid was awarded to TD Financial Products, L.L.C., as the Lowest and Best Bidder Meeting Specifications.**

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28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF ORDINANCE O-2526-62 UPON FIRST, SECOND AND FINAL READING: AN ORDINANCE PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES 2026B IN THE SUM OF $17,000,000 BY THE CITY OF NORMAN, OKLAHOMA, AUTHORIZED AT AN ELECTION DULY CALLED AND HELD FOR SUCH PURPOSE; PRESCRIBING FORM OF BONDS; PROVIDING FOR REGISTRATION THEREOF; DESIGNATING THE REGISTRAR FOR THE ISSUE; PROVIDING FOR LEVY OF AN ANNUAL TAX FOR THE PAYMENT OF PRINCIPAL AND INTEREST ON THE BONDS AND FIXING OTHER DETAILS OF THE ISSUE; APPROVING THE FORMS OF A CONTINUING DISCLOSURE AGREEMENT AND AN OFFICIAL STATEMENT; AUTHORIZING EXECUTIONS AND ACTIONS NECESSARY FOR THE ISSUANCE AND DELIVERY OF THE BONDS; AND DECLARING AN EMERGENCY.

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Ordinance O-2526-62 was Adopted upon First Reading by Title.**

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 2 Peacock.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Ordinance O-2526-62 was Adopted Upon Second Reading Section by Section.**

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 2 Peacock.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Voting Nay: Councilmember Ward 3 Bruce

**Emergency clause in Section 10 of Ordinance O-2526-62 was Approved.**

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Voting Nay: Councilmember Ward 3 Bruce

**Ordinance O-2526-62 was Adopted Upon Final Reading as a Whole.**

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29. CONSIDERATION AND AWARDING OF THE BID FOR THE PURCHASE OF $8,000,000 GENERAL OBLIGATION BONDS, SERIES 2026C OF THE CITY OF NORMAN, OKLAHOMA, AND VOTE TO AWARD SAID BONDS TO THE LOWEST BIDDER COMPLYING WITH THE NOTICE OF SALE AND INSTRUCTIONS TO BIDDERS OR TO REJECT ALL BIDS.

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**The Bid was awarded to Robert W. Baird and Company, Inc., as the Lowest and Best Bidder Meeting Specifications.**

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

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Voting Nay: Councilmember Ward 3 Bruce

**Ordinance O-2526-63 was Adopted upon First Reading by Title.**

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

**Ordinance O-2526-63 was Adopted Upon Second Reading Section by Section.**

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Voting Nay: Councilmember Ward 3 Bruce

**Emergency clause in Section 10 of Ordinance O-2526-63 was Approved.**

Item 30 continued:

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 2 Peacock, Councilmember Ward 4 Grant, Councilmember Ward 5 Kirby, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Blodgett, Councilmember Ward 8 Dixon

Voting Nay: Councilmember Ward 3 Bruce

**Ordinance O-2526-63 was Adopted Upon Final Reading as a Whole.**

*****

**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.*

Stephen Ellis - Ward 4
Mr. Ellis urged Council to delay enforcement actions at the Francis Cate Park encampment. He encouraged the City to use enforcement discretion until alternative solutions are available.

*

Mayumi Windler - Ward 2
Ms. Windler expressed concerns about the City's increasing use of bonds to finance projects and questioned the long-term impact of additional debt. She also noted that the City Attorney should represent the City as a whole.

*

Megan Straughan - Ward 2
Ms. Straughan, a social worker, spoke in support of unhoused residents and urged Council not to remove the encampments without alternative housing options.

*

Ella Crenshaw - Ward 6
Ms. Crenshaw stated that tent encampments can be managed safely and sanitarily with the proper resources. She encouraged the City to allow unhoused residents to remain in place.

*

Marguerite Larson - Ward 6
Ms. Larson emphasized the community and support systems formed within unhoused encampments and expressed concern that relocating residents disrupts those connections. She encouraged compassionate solutions.

*

Miscellaneous Comments, continued

Cindy Rogers - Ward 4
Ms. Rogers discussed concerns with the proposed TIF Ordinance. She raised concerns about economic analysis, staffing capacity, and potential impacts on school funding.

*

Derek Hal – Ward 4
Mr. Hal spoke on behalf of the unhoused at Francis Cate Park, stating that residents are working together to maintain cleanliness, safety, and accountability within the encampment.

*

Brooklyn Bills - Ward 4
Ms. Bills described efforts by residents to establish rules, maintain cleanliness, and address concerns, emphasizing that stability is needed to move toward permanent housing.

*

Cara Tate – Ward 4
Ms. Tate shared her experience with homelessness and re-entry and efforts to access housing and mental health services. She urged the City not to force relocation and asked for expanded temporary shelter options.

*

Nancy McCormick - Ward 4
Ms. McCormick thanked the Council and community, noting residents are working together to improve conditions and remain accountable. She expressed hope for future stable housing.

*****

**ADJOURNMENT**

The Meeting was Adjourned at 9:17 p.m.

ATTEST:

_____ _____

City Clerk Mayor Stephen T. Holman

# CITY OF NORMAN, OK
# CITY COUNCIL CONFERENCE

**Municipal Building, Executive Conference Room, 201 West Gray, Norman, OK 73069**
**Tuesday, May 12, 2026 at 5:00 PM**

## MINUTES

The City Council Conference of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Tuesday, May 12, 2026 at 5:00 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

*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.*

### CALL TO ORDER

The Mayor called the meeting to order at 5:00 p.m.

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

OTHERS PRESENT
Mr. Darrel Pyle, City Manager
Ms. Shannon Stevenson, Assistant City Manager
Mr. Rick Knighton, City Attorney
Mr. Jason Olsen, Director of Parks and Recreation
Ms. Jane Hudson, Planning and Community Development Director
Ms. Lisa Krieg, CDBG Grants Manager
Ms. Kathryn Walker, Assistant City Attorney
Mr. Clint Mercer, Finance Director
Ms. Jamie Meyer, Interim City Clerk

Ms. Amanda Sherf, Outreach Coordinator
Mr. Brent Barbour, Norman Police Department
Mr. Lee McWhorter, Norman Police Department

## AGENDA ITEMS

1. DISCUSSION REGARDING ORDINANCE O-2526-66: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ADDING ARTICLE 12-VII TO THE CITY CODE CREATING PROCEDURES FOR THE CREATION AND IMPLEMENTATION OF TAX INCREMENT FINANCE DISTRICTS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

   Presenter: Ms. Kathryn Walker, Assistant City Attorney

   Ms. Walker provided an overview of the proposed ordinance establishing formal procedures for the creation and implementation of Tax Increment Finance (TIF) districts within the City of Norman. She explained that current Oklahoma law automatically qualifies historic preservation, reinvestment, and enterprise areas for TIF eligibility without requiring a traditional "but for" analysis. The proposed ordinance would implement additional local standards and evaluation criteria, even in areas that are already statutorily eligible.

   Ms. Walker reviewed proposed language requiring analysis of whether development and economic growth would be difficult, but possible, without TIF assistance and whether projects align with City goals. She referenced Griffin as an example of a property where development may occur without assistance but where TIF could support affordable housing, infrastructure improvements, and redevelopment consistent with community priorities.

   Additional provisions discussed included evaluating whether TIF is the most appropriate financing tool, whether projects are expected to increase taxable value within five years, and whether projects would provide a positive net fiscal impact on the City. Ms. Walker also explained that the ordinance would establish enhanced economic and risk analyses, stakeholder review committees, and Economic Development Advisory Board (EDAB) review prior to proceeding through the statutory review process required by the Oklahoma Local Development Act.

   Council discussed concerns related to preserving dedicated sales tax revenues and reviewed proposed language limiting sales tax capture to non-dedicated sales tax revenue only. Discussion also included concerns regarding small, project-specific TIF districts versus broader redevelopment areas, as well as comparisons to practices used in Oklahoma City.

   Councilmembers discussed citizen involvement in the review process and the importance of stakeholder education and transparency. Additional discussion included the possibility of requiring a supermajority Council vote for future TIF approvals. Ms. Walker advised that such a requirement would likely require a Charter amendment rather than an ordinance change.

   Questions were also raised regarding the extent of enterprise zone coverage in Norman, the role of third-party financial analysis, and whether other Oklahoma municipalities have codified requirements beyond those required by the Local Development Act.

   Staff noted the ordinance was scheduled for first reading and could proceed to second reading on May 26, although Council retained the option to postpone further consideration if additional discussion was needed.

   *****

2. DISCUSSION REGARDING ORDINANCE O-2526-67: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING ARTICLE 12-V, TRANSIENT GUEST ROOM TAX, SECTIONS 12-501, 12-503 AND 12-504 OF THE CITY CODE TO CLARIFY CERTAIN DEFINITIONS AND PROVIDE A CLEARER PROCESS FOR DOCUMENTING EXEMPTIONS FROM THE TRANSIENT GUEST ROOM TAX; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Presenter: Ms. Kathryn Walker, Assistant City Attorney

Ms. Walker presented proposed amendments to the City's Transient Guest Room Tax ordinance intended to clarify definitions and improve procedures for documenting tax exemptions prior to the July 1, 2026, rate increase.

Ms. Walker explained that portions of the ordinance had become outdated and did not adequately account for modern lodging practices. Proposed revisions included changes to the definition of "hotel" and removal of outdated language related to bedroom counts that historically tied into inspection requirements and zoning provisions.

Additional discussion focused on clarifying exemptions for government employees, nonprofit organizations, and permanent residents. Ms. Walker explained that confusion had arisen regarding how residents demonstrate eligibility for exemptions and noted that the current ordinance language from 1980 required exemption certificates from the Finance Director, which is no longer practical in an online reservation environment.

Staff explained that hotels currently utilize reporting forms documenting all exemptions claimed and that the updated process would require guests to provide proof of exemption at the point of sale, such as identification showing a Norman address, government payment documentation, or nonprofit exemption documentation.

Council discussed concerns from residents who reported hotels refusing to recognize exemptions. Staff stated that residents have been directed to contact either the Finance Department or the City Action Center to resolve those situations. Councilmembers also suggested placing explanatory information regarding exemptions on the City's website to improve public awareness.

Questions were raised regarding the impact of the ordinance changes on local bed-and-breakfast establishments. Ms. Walker stated that staff did not anticipate any substantive impact on existing operations and indicated the changes were primarily clarifications and cleanup items.

3. DISCUSSION REGARDING HOMELESS CAMPS IN PUBLIC PARKS.

Presenter: Mr. Darrel Pyle, City Manager

Mr. Pyle led a discussion regarding homeless encampments in public parks, specifically addressing conditions at Francis Cate Park following the clearing of the encampment behind Food and Shelter.

Mr. Pyle explained that the City's current ordinances prohibit overnight stays in parks, creating enforcement challenges for both Code Enforcement and the Norman Police Department. He also noted that Francis Cate Park is located on leased state-owned land that is required to remain a municipal park under the terms of the lease agreement, raising concerns that continued encampment activity could jeopardize the City's leasehold interest.

Item 3, continued

Staff discussed ongoing efforts to address homelessness through outreach and shelter expansion rather than repeated enforcement and cleanup operations. Mr. Pyle stated that the City is currently engaged in a continual cycle of removing encampments, cleaning sites, and seeing camps relocate elsewhere without a long-term solution.

Discussion focused on the recently approved permanent shelter project funded through the voter-approved $8 million bond authorization and the approximately 18-month timeline anticipated for construction of the new facility. Staff presented the possibility of temporarily expanding capacity at the existing shelter site as a more practical short-term solution.

Council discussed several potential options, including temporarily relocating encampments to City-owned property near the future shelter site, partnering with private landowners, working with churches and faith-based organizations, and establishing additional outreach resources. Staff advised that the City-owned shelter property is expected to enter active surveying and utility work soon and that sewer infrastructure issues and DEQ concerns may make temporary encampments at that location unsafe and impractical.

Councilmember Grant discussed House Bill 3985, the "Safe Neighborhood Act," recently signed into law, which could expose municipalities to legal liability related to homeless encampments. Discussion also included the lack of available housing resources, long waiting lists for Section 8 housing assistance, and federal funding limitations impacting local housing agencies.

Staff introduced Amanda Sherf, the City's new Outreach Team Coordinator, and discussed ongoing coordination with nonprofit partners, the Continuum of Care, and the Norman Police Department's PACE team. Staff emphasized the importance of outreach and relationship-building efforts but acknowledged the continued difficulty of balancing humanitarian concerns, public safety, infrastructure limitations, and current City and State legal requirements.

Councilmembers expressed interest in continuing discussions regarding long-term sheltering solutions, coordinated outreach efforts, partnerships with community organizations, and future winter-weather emergency planning.

**ADJOURNMENT**

The meeting was adjourned at 6:34 p.m.

ATTEST:

City Clerk

Mayor

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** CCR LINN, L.L.C.

**PRESENTER:** Jane Hudson, Planning and Community Development Director

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

| | |
|---|---|
| **APPLICANT/REPRESENTATIVE** | CCR LINN, L.L.C./Rieger Sadler Joyce, L.L.C. |
| **LOCATION** | 126 W Apache Street |
| **WARD** | 4 |
| **CORE AREA** | Yes |
| **EXISTING ZONING** | Center City Form-Based Code District, Urban Residential Frontage |
| **EXISTING LAND USE DESIGNATIONS** | Urban High |
| **CHARACTER AREA** | Core Neighborhood |
| **PROPOSED ZONING** | CCPUD, Center City Planned Unit Development |
| **PROPOSED LAND USE** | No Change |

**REQUESTED ACTION** Rezoning to a Center City Planned Unit Development

**SUMMARY:**

The applicant, CCR LINN, L.L.C., requests a new Center City Planned Unit Development (CCPUD) for the lot located at 126 W Apache Street to allow the development of a residential duplex, as outlined in Appendix B of the Center City Form-Based Code (CCFBC).

The proposal for this site is to construct a 2,517 square foot, three-story duplex as illustrated in Exhibit B, Proposed Site Development Plan, within the CCPUD Narrative. The CCPUD proposes a duplex-style structure with two residential units with six bedrooms per unit. The proposed duplex will be set five feet from the side property lines. The applicant proposes eight angled parking spaces located off the alleyway, behind the required Parking Setback Line, along with two on-street parking spaces. At grade, Open Space will be provided as indicated in Exhibit B, Proposed Site Development Plan. The Parking Setback Line will remain as shown on the CCFBC Regulating Plan.

**EXISTING CONDITIONS:**

**SIZE OF SITE:** 0.16 Acres

**SURROUNDING PROPERTIES**

| | Subject Property | North | East | South | West |
|---|---|---|---|---|---|
| Zoning (BFS) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) |
| Land Use | Urban High | Urban High | Urban High | Urban High | Urban High |
| | Duplex | Duplex and CCFBC Duplex | CCFBC Duplex | Single-Family Detached with garage apartment and CCFBC Multi-family structure | CCFBC Multi-family structure |

**ZONING DESIGNATIONS**

**CCFBC, Center City Form-Based Code**

The goal of Norman Center City Vision Project and Plan was to reset the conversation and provide guidance for future development and redevelopment in Center City.1 This CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.

The CCFBC shall be applied to new, infill development, and redevelopment within the district both in order to achieve the vision set forth for the Center City and to provide a mechanism for implementing the following specific goals, using both public and private sector investments:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.
- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods;

The creation of transit- and pedestrian-oriented development and redevelopment is dependent on three factors: density, diversity of uses, and design. This Code places greatest emphasis on design, or physical form, because of its importance in defining neighborhood and district character. All places evolve—density and uses can be expected to change over time as the area continues to grow and mature.

**LAND USE DESIGNATION**

**Urban High (UH)**

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population. Gross densities in any single development should be greater than 12 units per acre.

**CHARACTER AREA DESIGNATIONS**

**Core Neighborhood Areas**

The Core Neighborhood is a focal point of the city, the traditional central business district, with a concentration of activities such as general retail, service commercial, professional office, mixed-density housing, mixed-use spaces, and appropriate public and open space easily accessible by pedestrians. This area frames the University of Oklahoma campus.

The Core Neighborhood encompasses all historic districts and some existing neighborhood planning areas. One notable aspect of this area is the reinvestment that has been occurring over the past decade.

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less.

**NEAREST PUBLIC PARK**

Centennial Park is located approximately a third of a mile to the northwest of the development site. Legacy Trail Park is located approximately a quarter of a mile east of the development site. Each of these parks can be accessed using available sidewalks and crosswalks along the streets.

## PROCEDURAL REQUIREMENTS:

**PRE-DEVELOPMENT: PD26- 9 April 23, 2026**

Two neighbors were present who expressed concerns regarding the lack of sufficient parking for the number of bedrooms proposed in the duplex, which would further exacerbate the parking issues on the street. They also had stormwater runoff concerns with the request for increased impervious surface allowance for this development. The neighbors also mentioned the design was not aesthetically pleasing.

**BOARD OF PARKS COMMISSIONERS:**

This property does not require platting; therefore, dedication of parkland or fee in-lieu of parkland dedication is not required.

## REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

**CITY DEPARTMENTS**

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering*
4. Transportation Engineer
5. Planning*
6. Utilities

**FIRE DEPARTMENT**

*Fire codes will be addressed at the building permit stage.*

**BUILDING REVIEW**

*Building codes and all applicable trades will be addressed at the building permit stage.*

**PUBLIC WORKS/ENGINEERING***

*The subject property is already platted.*

*The requested 69% impervious surface requires engineered solutions with an Operations and Maintenance Manual along with a drainage report and a Site Grading Plan. At the time of the writing of this staff report these required items had not been submitted. Additionally, the applicant requested an exemption from the requirement in CCFBC to provide engineered solutions to account for the runoff created by the increase in impervious coverage over 65%. Engineered solutions have been installed successfully on many prior projects.*

**TRANSPORTATION ENGINEER**

*A traffic impact analysis is not required for this project.*

**PLANNING***

**ZONING CODE CONSIDERATIONS**
**Purpose – CCPUD, Center City Planned Unit Development**

**Appendix B**

**SEC. 520 CENTER CITY PLANNED UNIT DEVELOPMENT**
A. Statement of Purpose: It is the intent of this section to provide an alternative zoning district for the Center City Area as defined in the Center City Form-Based Code (CCFBC). This Center City Planned Unit Development District (CCPUD) is specifically catering to the Center City Area because of the size of lots, the lack of vacant land and other distinguishing characteristics in this area that make the use of the existing PUD regulations not feasible. The CCPUD encourages developments that create the character of development envisioned in the CCFBC.

Specifically, the purposes of this section are to:

1. Provide an alternative zoning district to the CCFBC where a property owner proposes a development that does not meet the strict regulations required in the CCFBC.
2. Provide open space/street space that is compatible with the concepts of the CCFBC.
3. Provide comprehensive and innovative planning and design for a development which is consistent and compatible with surrounding developments.
4. Provide more efficient and economic use of land resulting in an urban/pedestrian environment.
5. Provide complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use.
6. Encourage developments that achieve community goals, such as, but not limited to, aging in place, or affordable housing, or other emerging trends in housing, that may not be able to meet all the required elements of the City Form-Based Code.

*The applicant is requesting a CCPUD to allow for the development of a three-story duplex with six bedrooms per unit. The applicant proposes a housing type already frequently utilized, and which is not contributing to creative alternatives. Applicant proposes to increase pervious coverage while requesting exemptions from providing engineered solutions, LIDs or an engineered drainage report verifying lack of negative impact on surrounding properties. This proposal is **inconsistent** with the purpose of the CCPUD process.*

**Uses Permitted**

- The proposed rezoning would allow for a three-story residential duplex with six bedrooms per dwelling unit. A complete list of uses can be found within the attached CCPUD Narrative as Exhibit C.

*The applicant requests rezoning to a CCPUD to allow for the construction of a three-story duplex with six bedrooms per unit. The CCFBC requires a minimum of three dwelling units in this area of the Urban Residential Frontage. The CCFBC allows three bedrooms per dwelling unit by right; additional bedrooms above three require either a request for a Special Use Permit or a CCPUD. The applicant submitted a CCPUD Narrative and Site Development Plan to meet the proposed desired development.*

*The project fronts onto W. Apache Street and is located south of the central business district and north of the University of Oklahoma Campus. To the east and the north of the subject tract are duplexes constructed in 2017 under the CCFBC and designated Townhouse/Small Apartment Building Form Standard at that time. To the west and south are multifamily structures constructed in 2017 under the Townhouse/Small Apartment CCFBC Building Form Standard. There is a single-family structure with a garage apartment to the north and single-family house to the south of the subject tract.*

*The proposed development is **inconsistent** with the 2023 CCFBC in regard to the minimum required dwelling units and the maximum number of bedrooms per dwelling unit allowed by right, as it proposes two dwelling units instead of three, and six bedrooms per dwelling unit instead of three.*

**Area Regulations**

- The CCPUD proposes a three-story duplex to be constructed along the Required Build Line, as prescribed by the CCFBC Regulating Plan. The duplex is proposed to have five-foot setbacks from the east and west property lines.

*The applicant proposes a duplex with five-foot side setbacks. With these setbacks, the structure will not meet the CCFBC requirement to set the façade at 100% of the Required Building Line (RBL). Additionally, the applicant is requesting to allow 2'4" offset from the RBL instead of the CCFBC allowed maximum amount of 24".*

*The proposed structure will be set at the existing RBL with a 28-inch offset allowance for jogs and articulation of the façade. This façade placement is similar to the front setback found with the adjacent properties. The proposed five-foot side setbacks are consistent with the structures located to the east of the subject tract, which were built under the 2017 CCFBC and were not required to build at 100% of the RBL and instead were constructed with five-foot setbacks. The current 2023 CCFBC Building Form Standard for Urban Residential requires new structure to set at the RBL for 100% of RBL length. The proposed duplex is **inconsistent** with the area regulations regarding the RBL Siting requirement, a major design element of the Center City Form-Based Code. However, the proposed structure will match the structures to the east of this parcel built under an older CCFBC regulations in regard to side setbacks.*

**Height Regulations**

- The proposed three-story duplex as shown on the proposed elevations drawing, Exhibit D.

*The CCFBC requires a minimum of two-stories and allows a maximum of five stories in this area of the Urban Residential Building Form Standard. The proposed three-story duplex is **consistent** with the height regulations of the CCFBC.*

**Open Space/Impervious Surface Coverage**

- Open Space will be located on the Property in the locations depicted on the CCPUD Site Development Plan. The CCPUD Narrative proposes a maximum of 70% impervious surface coverage. The CCPUD Site Development Plan proposes impervious surface coverage in the amount of 4,853 square feet of the 7,000 square foot lot or 69.32% impervious surface coverage.

*The CCFBC for Urban Residential requires a minimum of 15% of the buildable area, defined as the area behind the RBL, to be provided as Private Open Space. In this case, a minimum of 975 square feet of Private Open Space is required. The CCPUD Site Development Plan shows 1,404 square feet or 21.60% of the buildable area is designated as Private Open Space. The CCPUD Narrative states that a minimum of 15% Open Space will be maintained on this lot. The proposed Open Space exceeds the CCFBC minimum requirement.*

*The CCFBC has a maximum impervious surface coverage of 65% in Urban Residential Frontage. The CCFBC permits impervious surface coverage above 65% with the use of Low Impact Development engineered solutions. In this case, the applicant is proposing a maximum 70% impervious surface coverage for the subject tract without any engineered solutions. This does not meet the CCFBC requirements nor the Engineering Standards.*

*The CCPUD Narrative and Site Development Plan proposes impervious surface coverage which is **inconsistent** with CCFBC impervious surface coverage regulations and Public Works Engineering Standards maximum allowed impervious surface without engineered solutions.*

**Landscaping**

- The CCPUD Narrative states that the site will meet the CCFBC regulations regarding Open Space tree and Street Tree requirements. The CCPUD Site Plan shows four trees located adjacent to the parking lot in the designated Open Space area and two Street Trees in the Tree Lawn.

*The CCFBC requires one tree for every 800 square feet of Private Open Space. In this case, there is 1,404 square feet of Open Space which would require two trees. The proposed CCPUD Site Development Plan proposes four trees in the rear yard which exceeds the CCFBC requirements. The proposed Street Trees shown on the Site Development Plan meet the CCFBC requirements.*

*The proposed landscaping meets and exceeds the CCFBC requirements and is therefore **consistent** with the regulations.*

**Traffic Access, Circulation, Parking, and Sidewalks**

- Traffic circulation and access to the Property shall be allowed in the manner shown on the CCPUD Site Development Plan.
- The existing front driveway will be removed, as required by the CCFBC regulations.
- A six-foot sidewalk will be installed along W. Apache Street as shown on the Site Development Plan.
- Eight parking spaces off the alleyway and two on-street parking spaces are proposed with this CCPUD.

*The Site Development Plan proposes access off the alleyway as required by the CCFBC regulations. The proposed six-foot sidewalk in the front meets the City's sidewalk requirement.*

*The CCPUD Narrative proposes a duplex with six bedrooms in each dwelling unit. The CCFBC parking regulations require a parking space for each bedroom resulting in twelve parking spaces being required. With only ten parking spaces proposed with this CCPUD, eight on-site and two on-street parking spaces, the proposed development is **inconsistent** with the CCFBC parking regulations.*

**Lighting**

- The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

*Lighting within the development will be **consistent** with applicable City regulations.*

**Signage**

- All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

*The proposed development will be **consistent** with the regulations under CCFBC Sign standards.*

**Screening**

- Perimeter fencing with a maximum height of eight feet is allowed by the CCPUD Narrative, but none is shown on the CCPUD Site Development Plan. The CCPUD Narrative proposes a street wall with a height of five feet along the RBL on each side of the proposed structure. The street wall is illustrated in the included elevation drawings on Exhibit D.

*The CCFBC regulations require a minimum Street Wall of not less than five feet in height along the RBL frontage that is not otherwise occupied by a building. In this case, the CCPUD is proposing five-foot brick street walls along the RBL from the edge of the building to the side property lines which meets the CCFBC requirement. The proposed allowance for perimeter fencing and street walls meets the CCFBC requirements. For these reasons, the screening and fencing are **consistent** with the regulations.*

**COMPREHENSIVE PLAN CONSIDERATIONS**

**Character Area Policies**
**General Policies**

Residential Policies

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposed duplex will utilize brick, stoop, and façade design as shown in Exhibit D of the CCPUD Narrative which are similar to adjacent properties and will blend with the designs in the redeveloping neighborhood on West Apache Street. The CCPUD submitted elevations proposes to differentiate the two attached dwelling units of the duplex by utilizing different brick colors.*

*The CCPUD proposal for a duplex with six bedrooms in each unit, seeks to return to a housing type prevalent in the Center City pre-2019 and is a different housing type from the recently*

*built multi-family developments constructed under the revised 2023 CCFBC. The adopted amendments of 2019 and 2023 of the CCFBC sought to encourage a variety of housing types and limit the repetition of multibedroom duplex units. However, the proposed duplex is a residential building with a design that blends with the existing adjacent property.*

*The proposed development is **inconsistent** with the Character Area General Residential Policies because it seeks a housing type already frequently available in other areas near the University of Oklahoma Campus outside the Center City Form-Based Code District.*

**Core Neighborhood Areas Policies**

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
  - Address the impacts of parking and access:
    - Off-street parking should be screened from public right-of-way, and placed in the rear of the lot for all development.
    - For residential development, access to garages and parking pads are encouraged from a rear loaded alley.
    - Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.
    - Reflects the scale and characters of surrounding properties:
      - Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighboring properties.
    - Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
    - Encourage activation of the street space along arterials with pedestrian amenities.
- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited but can be accommodated as long as scale transitions and architectural elements achieve continuity.

*The CCFBC requires one parking space per bedroom. In this case, a total of twelve parking spaces is required. The CCPUD Proposed Site Development Plan shows eight parking spaces in the proposed parking lot off the alleyway and two on-street parking along W Apache Street.*

*Since the proposed CCPUD does not fully address the impact of the parking by supplying sufficient parking, the proposed development is **inconsistent** with the Core Neighborhood Character Area policies.*

**Land Use Development Policies**

**Urban High Policies**

- Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building spacing and separation of uses. This area is intended to create opportunities for economic activities, attracting a city-wide audience, and place residents closer to services and jobs.
- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

*The proposed development consists of a three-story brick structure with two dwelling units. The proposed duplex meets the gross density of 12 units per acre. For this reason, the development is **consistent** with the Urban High Land Use policy.*

**Building Types**

- Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.
- Mixed-use buildings including retail, work-spaces, and residences are most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate.

*The proposed development features a three-story building, which is a common residential building height found in the surrounding developing Center City. The proposed duplex is a housing type sought by the Urban High Land Use designation. Since the CCPUD is proposing a duplex with a similar height and design, the proposed development is **consistent** with the Urban High Land Use policy for Building Types.*

**Site Design**

- The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Multi-unit developments without connections to neighboring properties and uses weakens the development pattern and should be limited or avoided altogether.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*A six-foot sidewalk is proposed along W Apache Street with this development request. This will match the width of the existing adjacent sidewalk to the east. The proposed sidewalk will connect to the existing sidewalk system in the Center City, allowing residents pedestrian access to the University of Oklahoma and the central business district. Furthermore, the*

*applicant proposes a stoop which will connect residents to the sidewalk system and encourage active pedestrian transportation.*

*The CCFBC requires a maximum of 65% impervious coverage unless Low Impact Development engineered solutions are proposed to mitigate the effects of the additional impervious surface coverage. In this case the applicant is seeking relief from impervious surface requirements and does not propose the utilization of any low-impact development techniques to mitigate stormwater. For this reason, the development is **inconsistent** with the Urban High Land Use policies.*

**Transportation**

- This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

*The development site is located half a mile north of the University of Oklahoma's Campus and a third of a mile south of Main Street in the central business district. Additionally, there is an Embark bus stop one tenth of a mile to the west of the subject tract. Due to its location and available network of sidewalks, the proposed development has the opportunity for a pedestrian only mode of transportation.*

*The development is **consistent** with the Urban High Land Use policy.*

**Utility Access**

- A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the lot split process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The proposed development has existing water and sewer access. The development is **consistent** with Utility Access policies.*

**Public Space**

- Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should be commonly integrated into public and private projects.

*The existing development proposes the installation of a six-foot sidewalk which will link to the public sidewalks found in Center City providing walkable access to the University of Oklahoma Campus, Campus Corner, and the central business district. This residential duplex development is **consistent** with the Urban High Land Use policy regarding Public Space.*

**Neighborhood and/or Special Area Plans**

*This location **is not** within a Neighborhood or Special Planning Area*.

**UTILITIES**

**AIM NORMAN PLAN CONFORMANCE**

*Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.*

**SOLID WASTE MANAGEMENT**

*Proposed development meets requirements for City streets and provides access for solid waste services. Polycarts are shown on the Site Plan and are adequate for servicing the duplex.*

**WATER/WASTEWATER AVAILABILITY**

**Water Availability**

*Adequate capacity within the water system exists to serve the proposed development. Existing water service(s), if not to be reused, must be abandoned at the water main. If existing service(s) is to be reused, it must have materials identified.*

**Wastewater Availability**

*Adequate capacity within the wastewater system exists to serve the proposed development. Existing sewer service(s), if not to be reused, must be abandoned at the sewer main.*

**DISCUSSION:**

The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This proposal will provide additional residential units to this area of Norman in the form of a duplex.

The CCPUD Narrative proposes amendments to allow for the development of a three-story duplex with six bedrooms in each dwelling unit. Since 2019, amendments to the CCFBC have sought to limit the multi-bedroom housing type, while encouraging a variety of housing types. This CCPUD is proposing a multi-bedroom duplex and seeks relief from the required minimum twelve parking spaces, required mitigation solutions for increased impervious surface coverage, and CCFBC Siting requirements. However, the proposed structure will continue several of the essential CCFBC design elements seen along West Apache Street, including building the façade to the Required Build Line, façade articulation differences between the two units, and street walls along the RBL.

**CONCLUSION:**

Staff forwards this request for Center City Planned Unit Development and Ordinance O-2526-58 for consideration by City Council.

**PLANNING COMMISSION STAFF REPORT UPDATE:**

The applicant submitted a revised CCPUD Narrative and Site Plan at the Planning Commission meeting. The following items were modified:

- The revised CCPUD Site Plan site calculations show a reduction in building size from 2,517 sq. ft. to 2,162 sq. ft.
- The revised CCPUD Site Plan has ten tandem parking spaces instead of eight angled parking spaces originally proposed. A variance for parking is no longer needed.

- The revised CCPUD Site Plan proposes 58.93% impervious surface area, a decrease from the originally proposed 69.32%. With this decrease in impervious surface coverage, the required Low Impact Development engineered solutions for impervious surface over 65% are no longer needed. A request for a variance to impervious surface coverage requirements is no longer necessary.
- The revised CCPUD Site Plan shows an increase in Open Space from 21.60% to 29.83% of the buildable area. This meets the CCFBC requirement of 15% Open Space.
- The revised CCPUD Site Plan reduced the number of trees from four to two in the Open Space. While this does not exceed the CCFBC tree requirements, it still meets the CCFBC requirements of two trees.
- With the new tandem parking spaces, there will be no designated space for setting polycarts to be serviced.

**PLANNING COMMISSION RESULTS:** At their meeting of May 14, 2026, the Planning Commission recommended approval of Ordinance O-2526-58 by a vote of 7-0.

O-2526-58

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

§ 1. WHEREAS, CCR LINN, LLC, the owners of the hereinafter described property, have made application to have the subject property removed from CCFBC, Center City Form Based Code, Urban Residential Frontage, and placed in a CCPUD, Center City Planned Unit Development; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on May 14, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

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

§ 4. That Section 36-201 of Chapter 36 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from CCFBC, Center City Form Based Code, Urban Residential Frontage, and place the same in a CCPUD, Center City Planned Unit Development, to wit:

Lots Nineteen (19) and Twenty (20), in Block Three (3), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

§ 5. Further, pursuant to the provisions of Section 36-540 Appendix B of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the CCPUD Narrative dated May 14, 2026, and supporting documentation, which are made a part hereof.

§ 6. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this _____ day of _____, 2026.

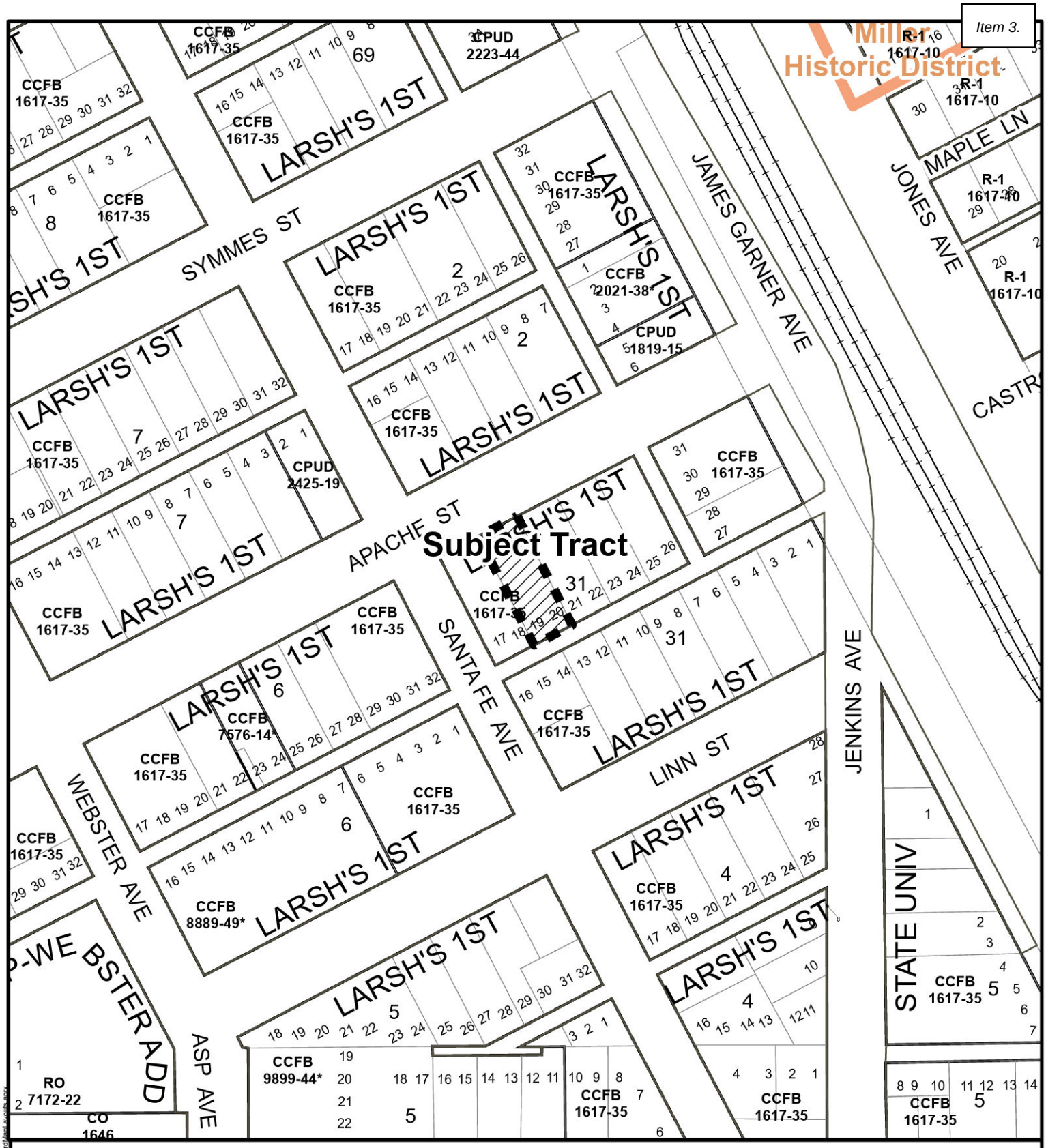
_____
(Mayor)

ATTEST:

_____
(City Clerk)

NOT ADOPTED this _____day of _____, 2026.

_____
(Mayor)




# Location Map

Subject Tract

N
W E
S

April 2, 2026

0 75 150 Ft.

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.

\\CONJISILON\cityldepartments\GIS_PRO_Layout\Templates\Standard\Map Layouts.aprx

# 126 West Apache

***A Center City Planned Unit Development***

Applicant: CCR LINN LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May 14, 2026

PREPARED BY:

**RIEGER SADLER JOYCE**

136 Thompson Drive

Norman, Oklahoma 73069

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A. Permissible Uses
B. Development Criteria
C. CCFBC Variances

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A. Legal Description of the Property
B. Site Development Plan
C. Allowable Uses
D. Exterior Elevations

## I. INTRODUCTION

A. **Background and Intent**. This Center City Planned Unit Development ("**CCPUD**") is proposed by CCR LINN LLC (the "**Applicant**") for the property located at 126 W. Apache Street, Norman, Oklahoma, more particularly described on **Exhibit A** (the "**Property**"). The Property contains approximately 0.16 acres. This CCPUD is intended to put forth the parameters for the development of the Property to allow for the construction of a townhouse style structure with two (2) residential units with a maximum of six (6) bedrooms per unit. This CCPUD will allow for a relaxation of the CCFBC's specific development and design criteria applicable to the Property in order to allow the Applicant to utilize the site for multi-family residential development offering new dwelling units in close proximity to the University of Oklahoma.

B. **Development Team**. The Applicant and owner of the Property is CCR LINN LLC. The design for the project has been prepared by Nathan Lofties, with Creative Home Designs.

## II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. **Location**. The Property is an approximately 7,000 square foot parcel located south of W. Apache Street, between S. Webster Ave and S. Santa Fe Ave. The specific location is illustrated on the Site Development Plan, attached hereto as **Exhibit B**.

B. **Existing Land Use and Zoning**. The Property is located in the Center City Form Based Code ("**CCFBC**") District, Urban Residential BFS. The Property currently contains a single-family residential house.

C. **Elevation and Topography.** The Property is essentially flat with little to no elevation change throughout.

D. **Drainage**. The Property is generally flat and drains to W. Apache St. and the alleyway on the South.

E. **Utility Services**. All necessary utilities for this project (including water, sewer, gas, telecommunications, and electric) are currently located within the necessary proximity to serve the Property, or they will be extended by the Applicant, as necessary.

F. **Fire Protection Services**. Fire protection services will be provided by the City of Norman Fire Department and by the owner of the Property where required by building and fire protection codes.

G. **Traffic Circulation and Access**. W. Apache St. is located on the North boundary of the Property, and the public alleyway is located along the South boundary of the Property. Vehicle access is currently gained from an existing driveway off of Apache St., which will be removed under this CCPUD. An existing public sidewalk is located along W. Apache St.

## III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the terms of this CCPUD and the exhibits attached hereto and incorporated herein by reference, subject to adjustments or modifications allowed pursuant to Appendix B, Section 520(F), Administration, of the CCFBC, as may be amended from time to time. This CCPUD permits the development of a three-story structure containing two (2) dwelling units, each with a maximum of six (6) bedrooms, in accordance with the terms contained herein.

### A. Allowable Uses.

A list of the allowable uses for the Property is attached hereto as **Exhibit C**.

### B. Development Criteria.

1. **Siting.** The proposed Site Development Plan for the Property is concurrently submitted with this CCPUD as **Exhibit B** and shall be incorporated herein as an integral part of this CCPUD. The building façade and street walls shall be built to the required building line ("**RBL**") located ten (10') feet off of the front property line for 100% of the RBL length, provided that for purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Additionally, as shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan, but in no event shall any elements be allowed to extend into the right-of-way. The Property shall be developed in substantial conformance with the Site Development Plan, subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

2. **Building Height**. The buildings to be constructed on the Property shall be three (3) stories, as shown on the proposed elevations attached hereto as **Exhibit D**. The first floor finished ceiling height shall be nine (9') feet. The second story finished floor height shall be ten (10') feet six (6") inches. The second story finished ceiling height shall be nineteen (19') feet four (4") inches. The third story finished floor height shall be twenty (20') feet eight (8") inches. The third story finished ceiling height shall be twenty-nine (29') feet eight (8") inches. The top ridge from grade shall be thirty-nine (39') feet eight (8") inches. All enumerated heights are also listed on the proposed elevations and are subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

3. **Elements**. The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto. Exterior materials shall comply with the requirements of Section 402(J), Architectural Materials (exteriors), of the CCFBC, as may be amended from time to time. Fenestration shall comply with the requirements of Sections 403 of the CCFBC, as may be amended from time to time.

4. **Sanitation**. Sanitation services for the Property shall be consistent with the City of Norman's applicable sanitation standards and regulations, as amended from time to time. Poly cart service is planned to provide sanitation service to the lot. Poly carts may be stored in the side yard setback area, as shown on the Site Development Plan.

5. **Signage**. All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

6. **Traffic access and sidewalks**. Traffic circulation and access to the Property shall be allowed in the manner shown on the Site Development Plan and will meet the City of Norman Engineering Design Standards. A six (6') foot public sidewalk along West Apache will be installed.

7. **Lighting**. The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

8. **Open Space**. Open space is preserved to the extent feasible by maintaining the useable five (5') foot side yards, retaining substantial useable open space within the front yard of the Property, and by limiting the impervious coverage in the rear of the Property as depicted on the attached Site Development Plan. The Property shall have a maximum of 65% impervious coverage. Private Open Area is depicted on the Site Development Plan, including the decks, and constitutes over 20% of the buildable area of the Property. Notwithstanding the foregoing, in no case shall Open Space be less than 15% of the Property.

9. **Parking**. Parking is provided in the manner shown on the attached Site Development Plan. The Applicant will provide ten (10) parking spots at the rear of the Property, as well as two (2) on street inset parking spots, as shown on the Site Development Plan.

10. **Landscaping.** Landscaping will be installed and meet Part 4. G. Open Space and Section 504. B Street Trees of the CCFBC. Any trees to be planted shall be of a species that is listed in Section 506 of the CCFBC, as amended thereafter, or otherwise approved by the City of Norman Forester, City of Norman Ordinance, or appropriate City of Norman staff member.

11. **Drainage**. The Property will meet Section Part 8. Site Development Requirements and any other City drainage ordinances. Drainage will be directed into the existing storm sewer main on Apache Street and to the alleyway on the South of the Property.

12. **Fencing and Street Walls**. Fencing with a maximum height of eight (8') feet is permissible but not required on the Property. Street walls shall be utilized between the building and the property line in the manner shown on the Site Development Plan. One pedestrian entry gate no wider than five (5') feet shall be permitted, but not required, within the proposed street wall. The street wall shall be not less than five (5') feet in height nor greater than twelve (12') feet in height along any RBL frontage that is not otherwise occupied by the building.

**C. CCFBC Variances.**

The Property shall be developed in accordance with the terms of this CCPUD and the exhibits attached hereto and incorporated by reference. For convenience purposes, a summary of the variances sought from the CCFBC follows:

1. **Six Bedrooms Per Unit**. Each unit is allowed to contain a maximum of six (6) bedrooms as this is an area that is appropriate for added density. This CCPUD will allow for a development that can provide thoughtfully designed residential units closely located to the University of Oklahoma, which is much needed.

2. **Unit Minimum**. The Property is allowed to contain a minimum of two (2) dwelling units. The Property will contain appropriate density through a greater number of bedrooms in each unit.

3. **Setbacks**. As shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building.

4. **Siting**. For purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan.

# EXHIBIT A

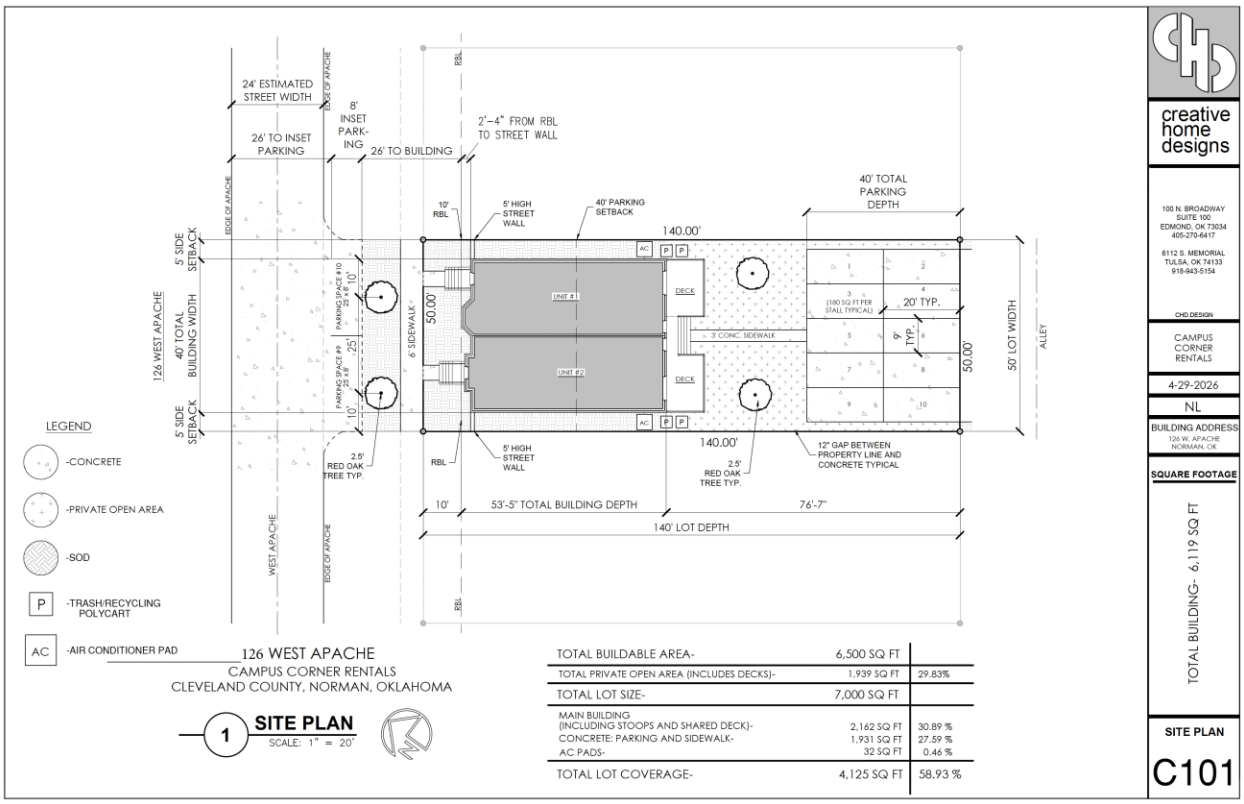
## LEGAL DESCRIPTION OF THE PROPERTY

Lots Nineteen (19) and Twenty (20), in Block Three (3), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

# EXHIBIT B

## PROPOSED SITE DEVELOPMENT PLAN

***Full Size PDF Documents Submitted to City Staff***



# EXHIBIT C
# ALLOWABLE USES

Allowable Uses:

**Residential Dwelling Units:**
The Property may contain two (2) units with a maximum of six (6) bedrooms per unit, totaling twelve (12) bedrooms on the Property.

## Use Table

*The use table included below, as may be amended from time to time, identifies the uses allowed within this CCPUD. References to Additional Regulations refer to provisions of the CCFBC (as such may be amended from time to time) and shall be applied to the Property if such use is requested on the Property, except that no additional regulations will be applied to any Residential Uses on the Property.*

| USE CATEGORY | | Urban Residential | | Additional Regulations |
|---|---|---|---|---|
| | | Ground Story | Upper Story | |
| | | | | |
| **RESIDENTIAL** | Household Living | ✓ | ✓ | Sec. 704.B.1-2; 704.J, K. |
| | Group Living | ✓ | ✓ | |
| | | | | |
| **COMMERCE** | Office | ✓ | | Sec. 704.D.1-2 |
| | Overnight Lodging | ✓ | ✓ | Sec. 704.E.1-3 |
| | Recreation/Entertainment | | | Sec. 704.F.1-5 |
| | Vehicle Sales | | | Sec. 704.F. 6 |
| | Passenger Terminal | | | |
| | Child Care Center | | | See Part 9. Definitions |
| | Family Day Care Home | ✓ | ✓ | See Part 9. Definitions |
| | Retail Sales & Service | ✓ | | Sec. 704.F.2, 6, 7 |
| | Restaurant/Bar/Lounge/Tavern | | | Sec. 704.F.1-5 |
| | Art Studio/Artisinal Manufacturing | ✓ | | Sec. 704.F.7 |
| | Research & Development | | | |
| | Self-service storage | | | |
| | Auto Repair | | | Sec. 704.G. |
| | | | | |
| **CIVIC** | See *Part 9. Definitions* | ✓ | | Sec. 704.C. |

Key: ✓= Permitted  Blank Cell = Not Permitted

# EXHIBIT D

## EXTERIOR ELEVATIONS

***Full Size PDF Documents Submitted to City Staff***




FRONT ELEVATION

1/4"=1'-0"



# 126 West Apache

***A Center City Planned Unit Development***

Applicant: CCR LINN LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May ~~1~~14, 2026

PREPARED BY:

**RIEGER SADLER JOYCE**

136 Thompson Drive

Norman, Oklahoma 73069

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## I. INTRODUCTION

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B. **Development Team**. The Applicant and owner of the Property is CCR LINN LLC. The design for the project has been prepared by Nathan Lofties, with Creative Home Designs.

## II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. **Location**. The Property is an approximately 7,000 square foot parcel located south of W. Apache Street, between S. Webster Ave and S. Santa Fe Ave. The specific location is illustrated on the Site Development Plan, attached hereto as **Exhibit B**.

B. **Existing Land Use and Zoning**. The Property is located in the Center City Form Based Code ("**CCFBC**") District, Urban Residential BFS. The Property currently contains a single-family residential house.

C. **Elevation and Topography.** The Property is essentially flat with little to no elevation change throughout.

D. **Drainage**. The Property is generally flat and drains to W. Apache St. and the alleyway on the South.

E. **Utility Services**. All necessary utilities for this project (including water, sewer, gas, telecommunications, and electric) are currently located within the necessary proximity to serve the Property, or they will be extended by the Applicant, as necessary.

F. **Fire Protection Services**. Fire protection services will be provided by the City of Norman Fire Department and by the owner of the Property where required by building and fire protection codes.

G. **Traffic Circulation and Access**. W. Apache St. is located on the North boundary of the Property, and the public alleyway is located along the South boundary of the Property. Vehicle access is currently gained from an existing driveway off of Apache St., which will be removed under this CCPUD. An existing public sidewalk is located along W. Apache St.

## III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the terms of this CCPUD and the exhibits attached hereto and incorporated herein by reference, subject to adjustments or modifications allowed pursuant to Appendix B, Section 520(F), Administration, of the CCFBC, as may be amended from time to time. This CCPUD permits the development of a three-story structure containing two (2) dwelling units, each with a maximum of six (6) bedrooms, in accordance with the terms contained herein.

### A. Allowable Uses.

A list of the allowable uses for the Property is attached hereto as **Exhibit C**.

### B. Development Criteria.

1. **Siting.** The proposed Site Development Plan for the Property is concurrently submitted with this CCPUD as **Exhibit B** and shall be incorporated herein as an integral part of this CCPUD. The building façade and street walls shall be built to the required building line ("**RBL**") located ten (10') feet off of the front property line for 100% of the RBL length, provided that for purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Additionally, as shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan, but in no event shall any elements be allowed to extend into the right-of-way. The Property shall be developed in substantial conformance with the Site Development Plan, subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

2. **Building Height**. The buildings to be constructed on the Property shall be three (3) stories, as shown on the proposed elevations attached hereto as **Exhibit D**. The first floor finished ceiling height shall be nine (9') feet. The second story finished floor height shall be ten (10') feet six (6") inches. The second story finished ceiling height shall be nineteen (19') feet four (4") inches. The third story finished floor height shall be twenty (20') feet eight (8") inches. The third story finished ceiling height shall be twenty-nine (29') feet eight (8") inches. The top ridge from grade shall be thirty-nine (39') feet eight (8") inches. All enumerated heights are also listed on the proposed elevations and are subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

3. **Elements**. The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto. Exterior materials shall comply with the requirements of Section 402(J), Architectural Materials (exteriors), of the CCFBC, as may be amended from time to time. Fenestration shall comply with the requirements of Sections 403 of the CCFBC, as may be amended from time to time.

4. **Sanitation**. Sanitation services for the Property shall be consistent with the City of Norman's applicable sanitation standards and regulations, as amended from time to time. Poly cart service is planned to provide sanitation service to the lot. Poly carts may be stored in the side yard setback area, as shown on the Site Development Plan.

5. **Signage**. All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

6. **Traffic access and sidewalks**. Traffic circulation and access to the Property shall be allowed in the manner shown on the Site Development Plan and will meet the City of Norman Engineering Design Standards. A six (6') foot public sidewalk along West Apache will be installed.

7. **Lighting**. The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

8. **Open Space**. Open space is preserved to the extent feasible by maintaining the useable five (5') foot side yards, retaining substantial useable open space within the front yard of the Property, and by limiting the impervious coverage in the rear of the Property as depicted on the attached Site Development Plan. The Property shall have a maximum of ~~70~~65% impervious coverage. Private Open Area is depicted on the Site Development Plan, including the decks, and constitutes over 20% of the buildable area of the Property. Notwithstanding the foregoing, in no case shall Open Space be less than 15% of the Property.

9. **Parking**. Parking is provided in the manner shown on the attached Site Development Plan. The Applicant will provide ~~eight~~ ten (10~~8~~) parking spots at the rear of the Property, as well as two (2) on street inset parking spots, as shown on the Site Development Plan. ~~This CCPUD permits a variance from the number of parking spots that would be required by the current CCFBC.~~

10. **Landscaping.** Landscaping will be installed and meet Part 4. G. Open Space and Section 504. B Street Trees of the CCFBC. Any trees to be planted shall be of a species that is listed in Section 506 of the CCFBC, as amended thereafter,

or otherwise approved by the City of Norman Forester, City of Norman Ordinance, or appropriate City of Norman staff member.

11. **Drainage**. The Property will meet Section Part 8. Site Development Requirements and any other City drainage ordinances. Drainage will be directed into the existing storm sewer main on Apache Street and to the alleyway on the South of the Property.

12. **Fencing and Street Walls**. Fencing with a maximum height of eight (8') feet is permissible but not required on the Property. Street walls shall be utilized between the building and the property line in the manner shown on the Site Development Plan. One pedestrian entry gate no wider than five (5') feet shall be permitted, but not required, within the proposed street wall. The street wall shall be not less than five (5') feet in height nor greater than twelve (12') feet in height along any RBL frontage that is not otherwise occupied by the building.

**C. CCFBC Variances.**

The Property shall be developed in accordance with the terms of this CCPUD and the exhibits attached hereto and incorporated by reference. For convenience purposes, a summary of the variances sought from the CCFBC follows:

1. **Six Bedrooms Per Unit**. Each unit is allowed to contain a maximum of six (6) bedrooms as this is an area that is appropriate for added density. This CCPUD will allow for a development that can provide thoughtfully designed residential units closely located to the University of Oklahoma, which is much needed.

2. **Unit Minimum**. The Property is allowed to contain a minimum of two (2) dwelling units. The Property will contain appropriate density through a greater number of bedrooms in each unit.

~~3. **Parking**. The Applicant will provide eight (8) on-site parking spaces, as well as two (2) on street inset parking spots, as shown on the Site Development Plan.~~

~~4. **Impervious**. The Property shall have a maximum of 70% impervious coverage.~~

~~5.~~3. **Setbacks**. As shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building.

~~6.~~4. **Siting**. For purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan.

# EXHIBIT A

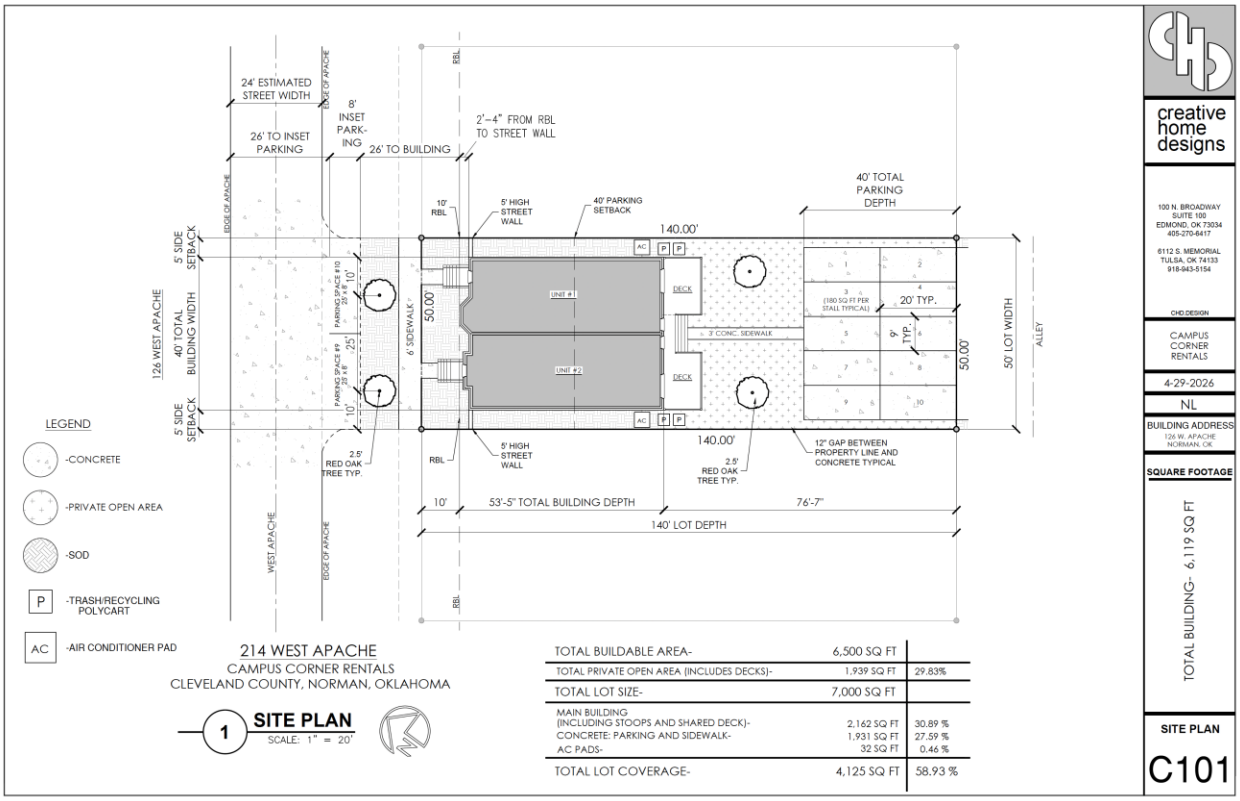
## LEGAL DESCRIPTION OF THE PROPERTY

Lots Nineteen (19) and Twenty (20), in Block Three (3), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

# EXHIBIT B

## PROPOSED SITE DEVELOPMENT PLAN

***Full Size PDF Documents Submitted to City Staff***



# EXHIBIT C
# ALLOWABLE USES

Allowable Uses:

**Residential Dwelling Units:**
The Property may contain two (2) units with a maximum of six (6) bedrooms per unit, totaling twelve (12) bedrooms on the Property.

## Use Table

*The use table included below, as may be amended from time to time, identifies the uses allowed within this CCPUD. References to Additional Regulations refer to provisions of the CCFBC (as such may be amended from time to time) and shall be applied to the Property if such use is requested on the Property, except that no additional regulations will be applied to any Residential Uses on the Property.*

| USE CATEGORY | | Urban Residential | | Additional Regulations |
|---|---|---|---|---|
| | | Ground Story | Upper Story | |
| | | | | |
| **RESIDENTIAL** | Household Living | ✓ | ✓ | Sec. 704.B.1-2; 704.J, K. |
| | Group Living | ✓ | ✓ | |
| | | | | |
| **COMMERCE** | Office | ✓ | | Sec. 704.D.1-2 |
| | Overnight Lodging | ✓ | ✓ | Sec. 704.E.1-3 |
| | Recreation/Entertainment | | | Sec. 704.F.1-5 |
| | Vehicle Sales | | | Sec. 704.F. 6 |
| | Passenger Terminal | | | |
| | Child Care Center | | | See Part 9. Definitions |
| | Family Day Care Home | ✓ | ✓ | See Part 9. Definitions |
| | Retail Sales & Service | ✓ | | Sec. 704.F.2, 6, 7 |
| | Restaurant/Bar/Lounge/Tavern | | | Sec. 704.F.1-5 |
| | Art Studio/Artisinal Manufacturing | ✓ | | Sec. 704.F.7 |
| | Research & Development | | | |
| | Self-service storage | | | |
| | Auto Repair | | | Sec. 704.G. |
| | | | | |
| **CIVIC** | See *Part 9. Definitions* | ✓ | | Sec. 704.C. |

Key: ✓= Permitted  Blank Cell = Not Permitted

# EXHIBIT D

## EXTERIOR ELEVATIONS

***Full Size PDF Documents Submitted to City Staff***




FRONT ELEVATION

1/4"=1'-0"



# 126 West Apache

***A Center City Planned Unit Development***

Applicant: CCR LINN LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May 1, 2026

PREPARED BY:

**RIEGER SADLER JOYCE**

136 Thompson Drive

Norman, Oklahoma 73069

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B. Development Criteria
C. CCFBC Variances

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B. Site Development Plan
C. Allowable Uses
D. Exterior Elevations

## I. INTRODUCTION

A. **Background and Intent**. This Center City Planned Unit Development ("**CCPUD**") is proposed by CCR LINN LLC (the "**Applicant**") for the property located at 126 W. Apache Street, Norman, Oklahoma, more particularly described on **Exhibit A** (the "**Property**"). The Property contains approximately 0.16 acres. This CCPUD is intended to put forth the parameters for the development of the Property to allow for the construction of a townhouse style structure with two (2) residential units with a maximum of six (6) bedrooms per unit. This CCPUD will allow for a relaxation of the CCFBC's specific development and design criteria applicable to the Property in order to allow the Applicant to utilize the site for multi-family residential development offering new dwelling units in close proximity to the University of Oklahoma.

B. **Development Team**. The Applicant and owner of the Property is CCR LINN LLC. The design for the project has been prepared by Nathan Lofties, with Creative Home Designs.

## II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. **Location**. The Property is an approximately 7,000 square foot parcel located south of W. Apache Street, between S. Webster Ave and S. Santa Fe Ave. The specific location is illustrated on the Site Development Plan, attached hereto as **Exhibit B**.

B. **Existing Land Use and Zoning**. The Property is located in the Center City Form Based Code ("**CCFBC**") District, Urban Residential BFS. The Property currently contains a single-family residential house.

C. **Elevation and Topography.** The Property is essentially flat with little to no elevation change throughout.

D. **Drainage**. The Property is generally flat and drains to W. Apache St. and the alleyway on the South.

E. **Utility Services**. All necessary utilities for this project (including water, sewer, gas, telecommunications, and electric) are currently located within the necessary proximity to serve the Property, or they will be extended by the Applicant, as necessary.

F. **Fire Protection Services**. Fire protection services will be provided by the City of Norman Fire Department and by the owner of the Property where required by building and fire protection codes.

G. **Traffic Circulation and Access**. W. Apache St. is located on the North boundary of the Property, and the public alleyway is located along the South boundary of the Property. Vehicle access is currently gained from an existing driveway off of Apache St., which will be removed under this CCPUD. An existing public sidewalk is located along W. Apache St.

## III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the terms of this CCPUD and the exhibits attached hereto and incorporated herein by reference, subject to adjustments or modifications allowed pursuant to Appendix B, Section 520(F), Administration, of the CCFBC, as may be amended from time to time. This CCPUD permits the development of a three-story structure containing two (2) dwelling units, each with a maximum of six (6) bedrooms, in accordance with the terms contained herein.

### A. Allowable Uses.

A list of the allowable uses for the Property is attached hereto as **Exhibit C**.

### B. Development Criteria.

1. **Siting.** The proposed Site Development Plan for the Property is concurrently submitted with this CCPUD as **Exhibit B** and shall be incorporated herein as an integral part of this CCPUD. The building façade and street walls shall be built to the required building line ("**RBL**") located ten (10') feet off of the front property line for 100% of the RBL length, provided that for purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Additionally, as shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan, but in no event shall any elements be allowed to extend into the right-of-way. The Property shall be developed in substantial conformance with the Site Development Plan, subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

2. **Building Height**. The buildings to be constructed on the Property shall be three (3) stories, as shown on the proposed elevations attached hereto as **Exhibit D**. The first floor finished ceiling height shall be nine (9') feet. The second story finished floor height shall be ten (10') feet six (6") inches. The second story finished ceiling height shall be nineteen (19') feet four (4") inches. The third story finished floor height shall be twenty (20') feet eight (8") inches. The third story finished ceiling height shall be twenty-nine (29') feet eight (8") inches. The top ridge from grade shall be thirty-nine (39') feet eight (8") inches. All enumerated heights are also listed on the proposed elevations and are subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

3. **Elements**. The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto. Exterior materials shall comply with the requirements of Section 402(J), Architectural Materials (exteriors), of the CCFBC, as may be amended from time to time. Fenestration shall comply with the requirements of Sections 403 of the CCFBC, as may be amended from time to time.

4. **Sanitation**. Sanitation services for the Property shall be consistent with the City of Norman's applicable sanitation standards and regulations, as amended from time to time. Poly cart service is planned to provide sanitation service to the lot. Poly carts may be stored in the side yard setback area, as shown on the Site Development Plan.

5. **Signage**. All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

6. **Traffic access and sidewalks**. Traffic circulation and access to the Property shall be allowed in the manner shown on the Site Development Plan and will meet the City of Norman Engineering Design Standards. A six (6') foot public sidewalk along West Apache will be installed.

7. **Lighting**. The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

8. **Open Space**. Open space is preserved to the extent feasible by maintaining the useable five (5') foot side yards, retaining substantial useable open space within the front yard of the Property, and by limiting the impervious coverage in the rear of the Property as depicted on the attached Site Development Plan. The Property shall have a maximum of 70% impervious coverage. Private Open Area is depicted on the Site Development Plan, including the decks, and constitutes over 20% of the buildable area of the Property. Notwithstanding the foregoing, in no case shall Open Space be less than 15% of the Property.

9. **Parking**. Parking is provided in the manner shown on the attached Site Development Plan. The Applicant will provide eight (8) parking spots at the rear of the Property, as well as two (2) on street inset parking spots, as shown on the Site Development Plan. This CCPUD permits a variance from the number of parking spots that would be required by the current CCFBC.

10. **Landscaping.** Landscaping will be installed and meet Part 4. G. Open Space and Section 504. B Street Trees of the CCFBC. Any trees to be planted shall be of a species that is listed in Section 506 of the CCFBC, as amended thereafter,

or otherwise approved by the City of Norman Forester, City of Norman Ordinance, or appropriate City of Norman staff member.

11. **Drainage**. The Property will meet Section Part 8. Site Development Requirements and any other City drainage ordinances. Drainage will be directed into the existing storm sewer main on Apache Street and to the alleyway on the South of the Property.

12. **Fencing and Street Walls**. Fencing with a maximum height of eight (8') feet is permissible but not required on the Property. Street walls shall be utilized between the building and the property line in the manner shown on the Site Development Plan. One pedestrian entry gate no wider than five (5') feet shall be permitted, but not required, within the proposed street wall. The street wall shall be not less than five (5') feet in height nor greater than twelve (12') feet in height along any RBL frontage that is not otherwise occupied by the building.

**C. CCFBC Variances.**

The Property shall be developed in accordance with the terms of this CCPUD and the exhibits attached hereto and incorporated by reference. For convenience purposes, a summary of the variances sought from the CCFBC follows:

1. **Six Bedrooms Per Unit**. Each unit is allowed to contain a maximum of six (6) bedrooms as this is an area that is appropriate for added density. This CCPUD will allow for a development that can provide thoughtfully designed residential units closely located to the University of Oklahoma, which is much needed.

2. **Unit Minimum**. The Property is allowed to contain a minimum of two (2) dwelling units. The Property will contain appropriate density through a greater number of bedrooms in each unit.

3. **Parking**. The Applicant will provide eight (8) on-site parking spaces, as well as two (2) on street inset parking spots, as shown on the Site Development Plan.

4. **Impervious**. The Property shall have a maximum of 70% impervious coverage.

5. **Setbacks**. As shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building.

6. **Siting**. For purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan.

# EXHIBIT A

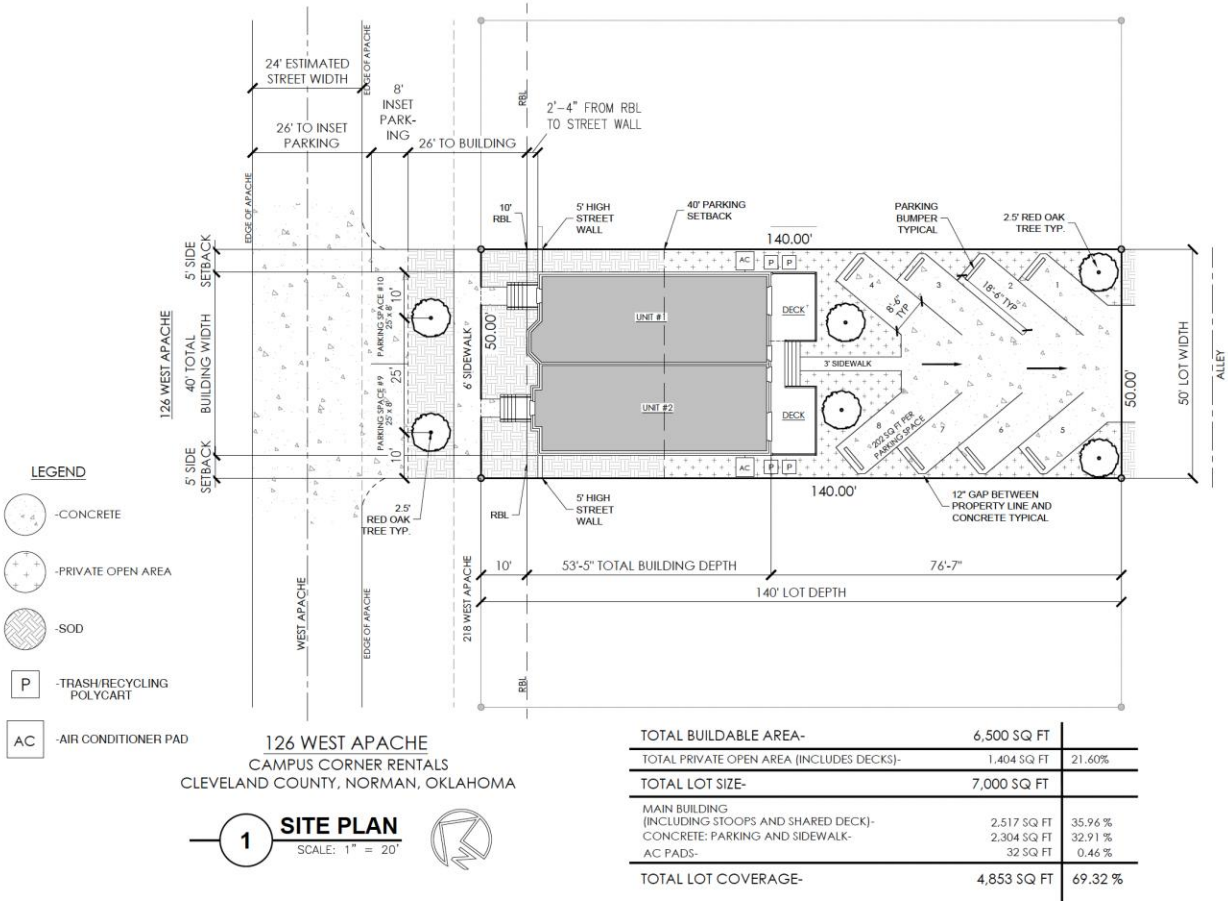
## LEGAL DESCRIPTION OF THE PROPERTY

Lots Nineteen (19) and Twenty (20), in Block Three (3), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

# EXHIBIT B

## PROPOSED SITE DEVELOPMENT PLAN

***Full Size PDF Documents Submitted to City Staff***




126 WEST APACHE
CAMPUS CORNER RENTALS
CLEVELAND COUNTY, NORMAN, OKLAHOMA

1 SITE PLAN
SCALE: 1" = 20'

| | | |
|---|---|---|
| TOTAL BUILDABLE AREA- | 6,500 SQ FT | |
| TOTAL PRIVATE OPEN AREA (INCLUDES DECKS)- | 1,404 SQ FT | 21.60% |
| TOTAL LOT SIZE- | 7,000 SQ FT | |
| MAIN BUILDING (INCLUDING STOOPS AND SHARED DECK)- | 2,517 SQ FT | 35.96 % |
| CONCRETE: PARKING AND SIDEWALK- | 2,304 SQ FT | 32.91 % |
| AC PADS- | 32 SQ FT | 0.46 % |
| TOTAL LOT COVERAGE- | 4,853 SQ FT | 69.32 % |

# EXHIBIT C
# ALLOWABLE USES

Allowable Uses:

**Residential Dwelling Units:**
The Property may contain two (2) units with a maximum of six (6) bedrooms per unit, totaling twelve (12) bedrooms on the Property.

## Use Table

*The use table included below, as may be amended from time to time, identifies the uses allowed within this CCPUD. References to Additional Regulations refer to provisions of the CCFBC (as such may be amended from time to time) and shall be applied to the Property if such use is requested on the Property, except that no additional regulations will be applied to any Residential Uses on the Property.*

| USE CATEGORY | | Urban Residential | | Additional Regulations |
|---|---|---|---|---|
| | | Ground Story | Upper Story | |
| | | | | |
| **RESIDENTIAL** | Household Living | ✓ | ✓ | Sec. 704.B.1-2; 704.J, K. |
| | Group Living | ✓ | ✓ | |
| | | | | |
| **COMMERCE** | Office | ✓ | | Sec. 704.D.1-2 |
| | Overnight Lodging | ✓ | ✓ | Sec. 704.E.1-3 |
| | Recreation/Entertainment | | | Sec. 704.F.1-5 |
| | Vehicle Sales | | | Sec. 704.F. 6 |
| | Passenger Terminal | | | |
| | Child Care Center | | | See Part 9. Definitions |
| | Family Day Care Home | ✓ | ✓ | See Part 9. Definitions |
| | Retail Sales & Service | ✓ | | Sec. 704.F.2, 6, 7 |
| | Restaurant/Bar/Lounge/Tavern | | | Sec. 704.F.1-5 |
| | Art Studio/Artisinal Manufacturing | ✓ | | Sec. 704.F.7 |
| | Research & Development | | | |
| | Self-service storage | | | |
| | Auto Repair | | | Sec. 704.G. |
| | | | | |
| **CIVIC** | See *Part 9. Definitions* | ✓ | | Sec. 704.C. |

Key: ✓= Permitted  Blank Cell = Not Permitted

# EXHIBIT D

## EXTERIOR ELEVATIONS

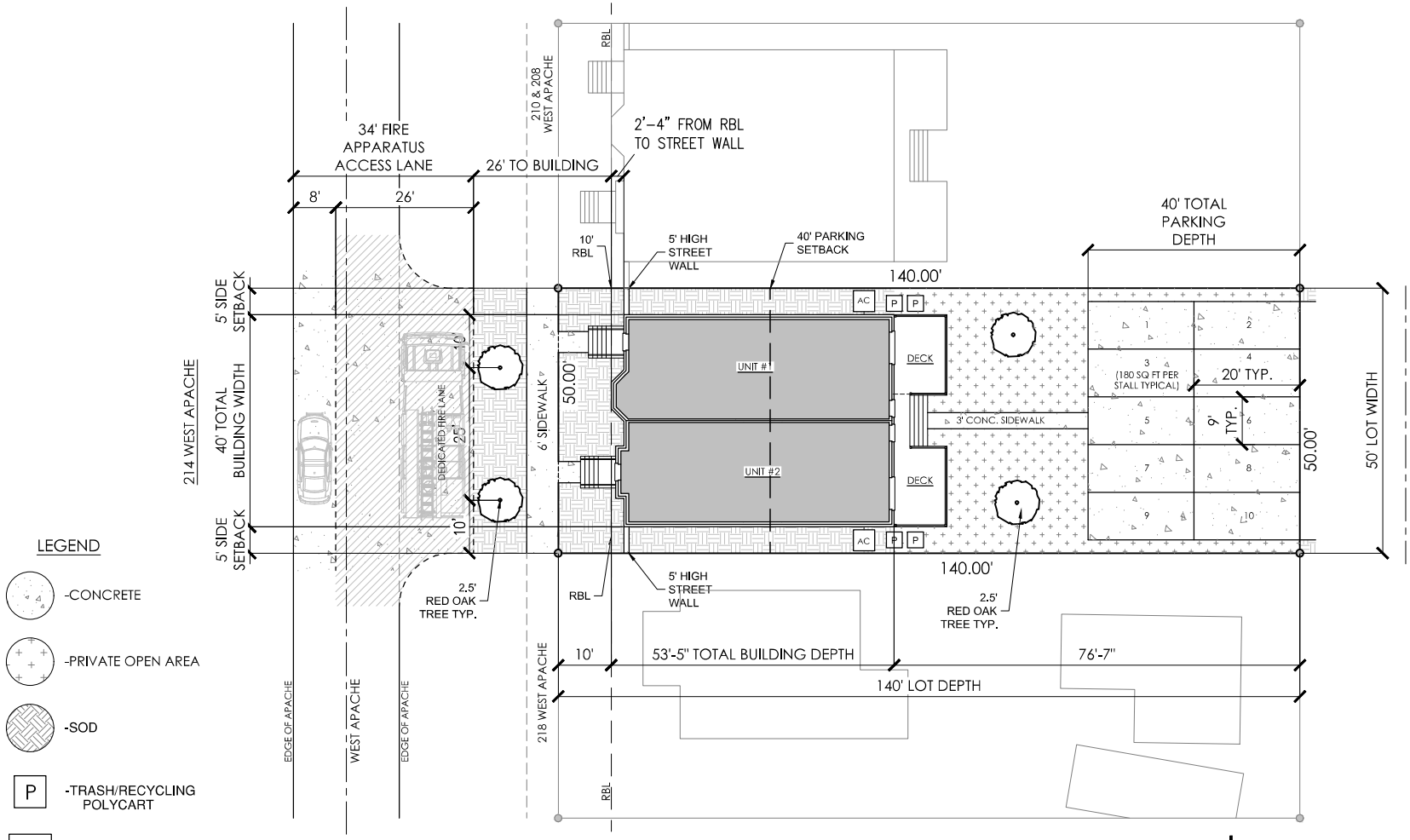
***Full Size PDF Documents Submitted to City Staff***




FRONT ELEVATION

1/4"=1'-0"






LEGEND

- -CONCRETE
- -PRIVATE OPEN AREA
- -SOD
- P -TRASH/RECYCLING POLYCART
- AC -AIR CONDITIONER PAD

## 214 WEST APACHE

CAMPUS CORNER RENTALS
CLEVELAND COUNTY, NORMAN, OKLAHOMA

1 **SITE PLAN**
SCALE: 1" = 20'

| | | |
|---|---|---|
| TOTAL BUILDABLE AREA- | 6,500 SQ FT | |
| TOTAL PRIVATE OPEN AREA (INCLUDES DECKS)- | 1,939 SQ FT | 29.83% |
| TOTAL LOT SIZE- | 7,000 SQ FT | |
| MAIN BUILDING (INCLUDING STOOPS AND SHARED DECK)- | 2,162 SQ FT | 30.89 % |
| CONCRETE: PARKING AND SIDEWALK- | 1,931 SQ FT | 27.59 % |
| AC PADS- | 32 SQ FT | 0.46 % |
| TOTAL LOT COVERAGE- | 4,125 SQ FT | 58.93 % |

creative home designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417

6112 S. MEMORIAL
TULSA, OK 74133
918-943-5154

CHD.DESIGN

CAMPUS CORNER RENTALS

5-7-2026

NL

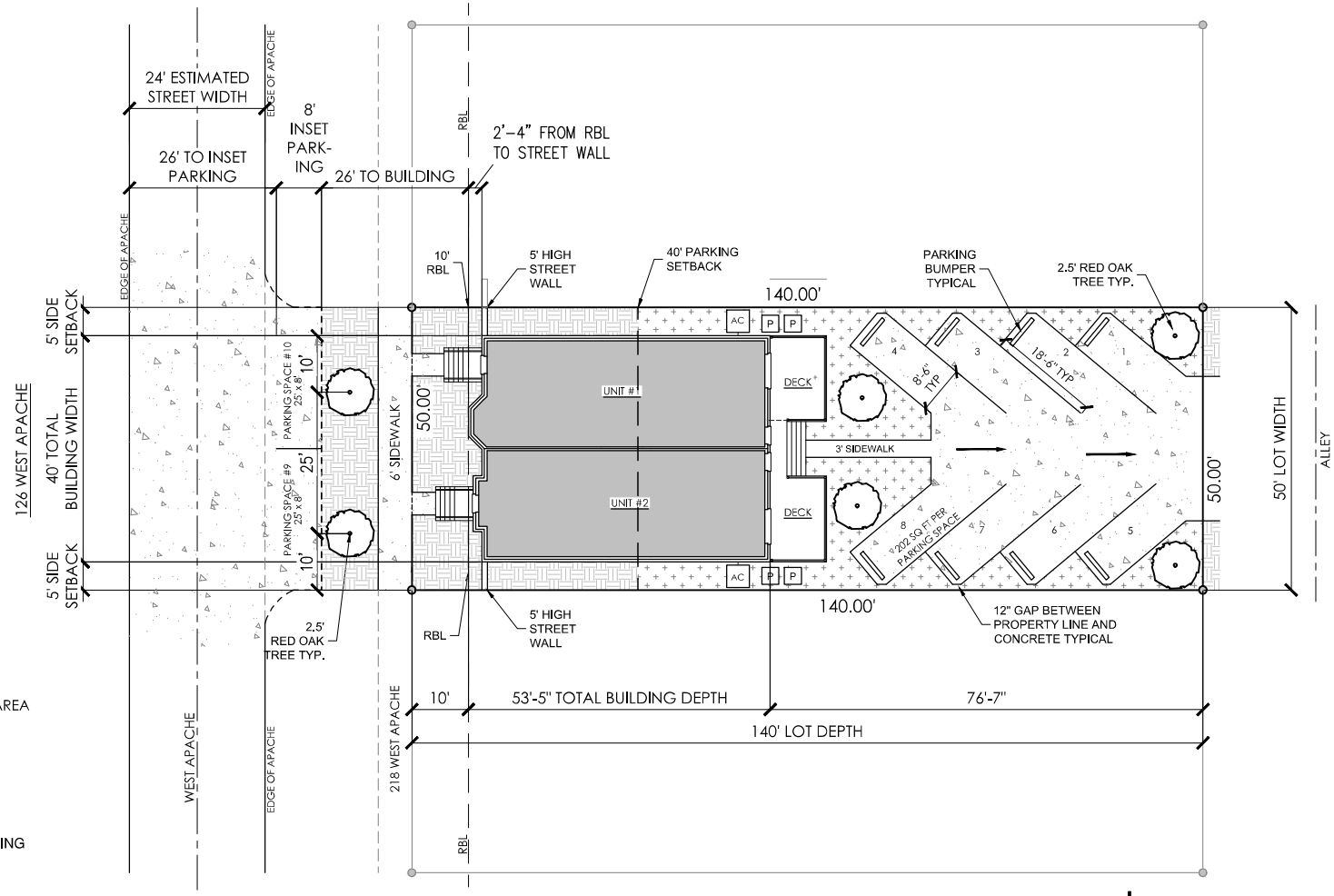
BUILDING ADDRESS
214 W. APACHE
NORMAN, OK

**SQUARE FOOTAGE**

TOTAL BUILDING- 6,119 SQ FT

**SITE PLAN**

C101




LEGEND

- -CONCRETE
- -PRIVATE OPEN AREA
- -SOD
- P -TRASH/RECYCLING POLYCART
- AC -AIR CONDITIONER PAD

## 126 WEST APACHE

CAMPUS CORNER RENTALS
CLEVELAND COUNTY, NORMAN, OKLAHOMA

1 **SITE PLAN**
SCALE: 1" = 20'

| | | |
|---|---|---|
| TOTAL BUILDABLE AREA- | 6,500 SQ FT | |
| TOTAL PRIVATE OPEN AREA (INCLUDES DECKS)- | 1,404 SQ FT | 21.60% |
| TOTAL LOT SIZE- | 7,000 SQ FT | |
| MAIN BUILDING (INCLUDING STOOPS AND SHARED DECK)- | 2,517 SQ FT | 35.96 % |
| CONCRETE: PARKING AND SIDEWALK- | 2,304 SQ FT | 32.91 % |
| AC PADS- | 32 SQ FT | 0.46 % |
| TOTAL LOT COVERAGE- | 4,853 SQ FT | 69.32 % |

creative home designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417

6112 S. MEMORIAL
TULSA, OK 74133
918-943-5154

CHD.DESIGN

CAMPUS CORNER RENTALS

4-29-2026

NL

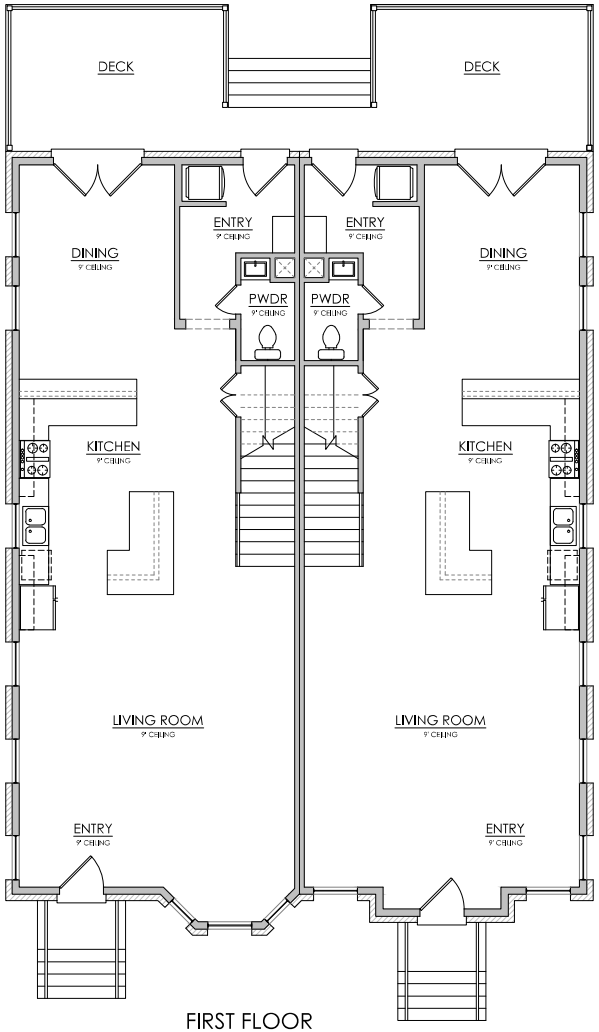
BUILDING ADDRESS
126 W. APACHE
NORMAN, OK

**SQUARE FOOTAGE**

TOTAL BUILDING- 6,119 SQ FT

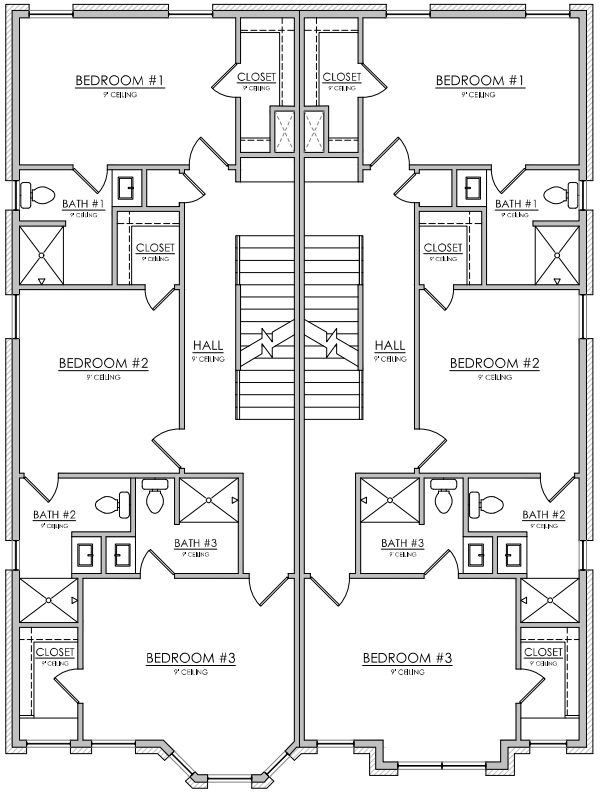
**SITE PLAN**

C101




FIRST FLOOR

1/4"=1'-0"




SECOND FLOOR

1/4"=1'-0"

NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM

creative home designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417

6112 S. MEMORIAL DR
TULSA OK 74133
918-943-5154

CHD.DESIGN

CAMPUS CORNER RENTALS

4-29-2026

NL

WOODS

BUILDING ADDRESS

126 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

FLOOR PLAN

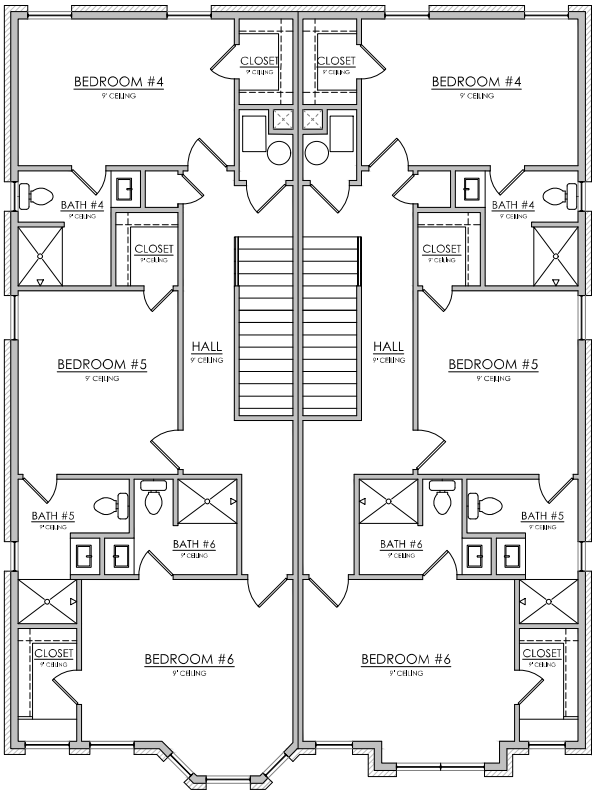
A101




| UNIT #1 | UNIT #1 | UNIT #2 | UNIT #2 |
|---|---|---|---|
| GROUND STORY WINDOW FENESTRATION | UPPER STORY WINDOW FENESTRATION | GROUND STORY WINDOW FENESTRATION | UPPER STORY WINDOW FENESTRATION |
| 35.91% | 28.70% | 37.79% | 27.08% |

FRONT ELEVATION

1/4"=1'-0"




THIRD FLOOR

1/4"=1'-0"

NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM

creative home designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417

6112 S. MEMORIAL DR
TULSA OK 74133
918-743-5154

CHD.DESIGN

CAMPUS CORNER RENTALS

4-29-2026

NL

WOODS

BUILDING ADDRESS

126 W. APACHE
NORMAN, OK

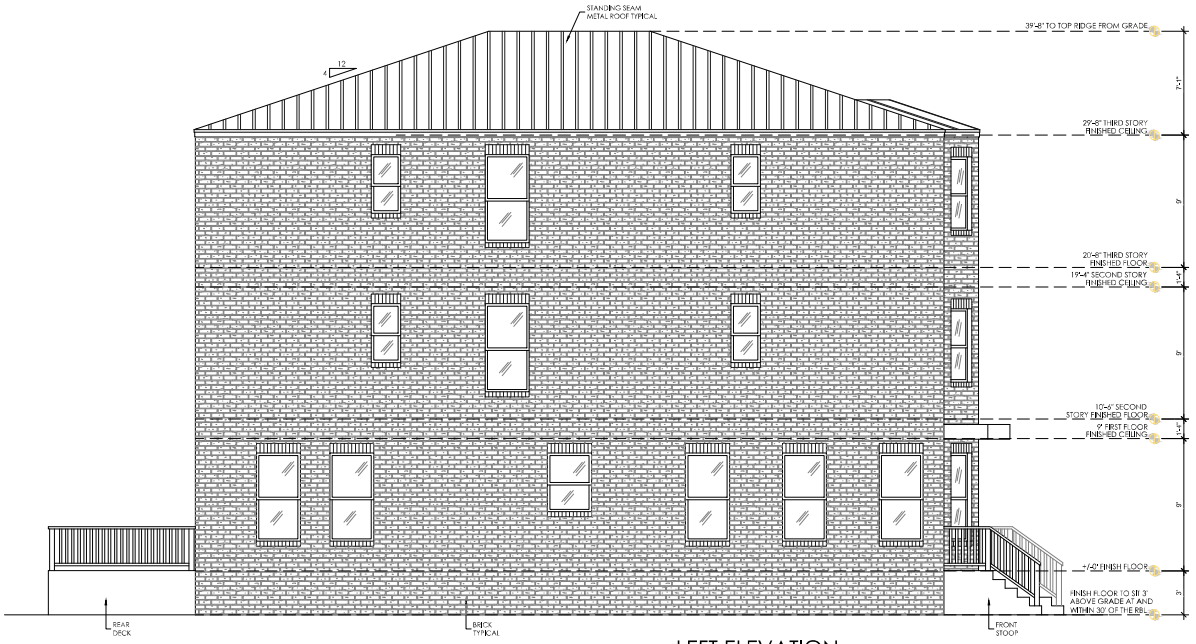
SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

ELEVATIONS/ FLOOR PLAN

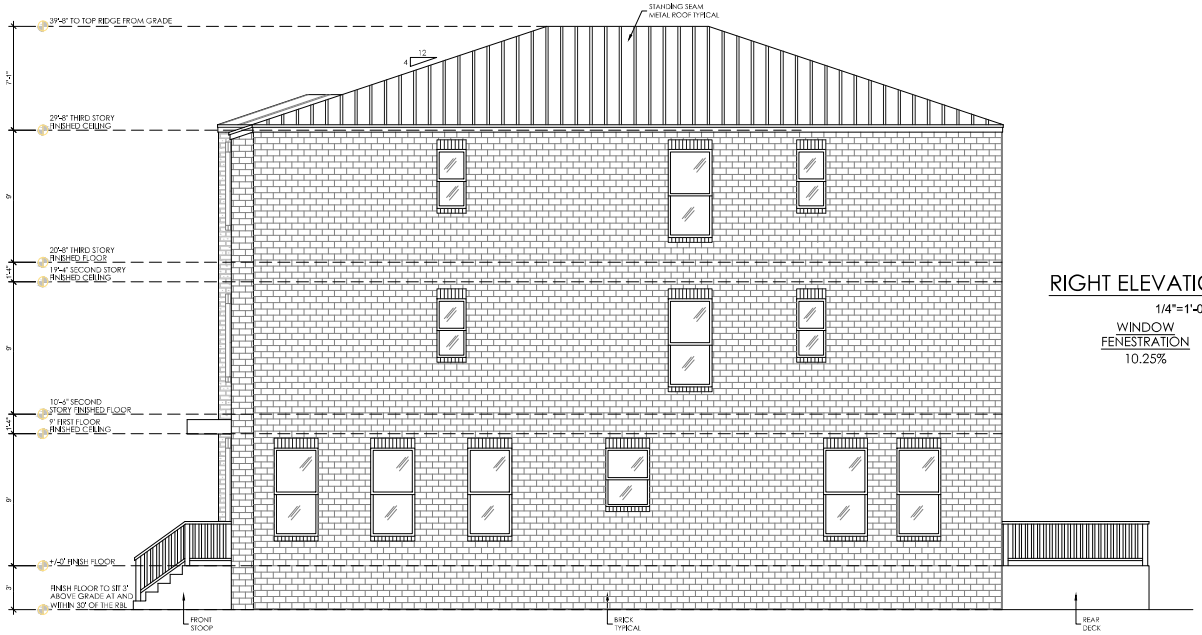
A102

NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM




LEFT ELEVATION
1/4"=1'-0"

WINDOW FENESTRATION
10.25%




RIGHT ELEVATION
1/4"=1'-0"

WINDOW FENESTRATION
10.25%

creative home designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
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TULSA OK 74133
918-943-5154

CHD.DESIGN

CAMPUS CORNER RENTALS

4-29-2026

NL

WOODS

BUILDING ADDRESS

126 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

ELEVATIONS

A103

**Applicant:** CCR LINN, LLC.

**Project Location:** 126 W Apache St.

**Case Number:** PD26-9

**Time:** 5:30 p.m.

**Applicant Representative:**
Gunner Joyce and Libby Smith, Reiger Joyce Sadler LLC

**Attendees:**
Jon Velie
Pam Battle Velie

**City Staff:**
Anais Starr, Planner II

**Application Summary:**
The applicant requests rezoning to a CCPUD, Center City Planned Unit Development, for this 0.16-acre property in order to develop a three-story duplex with six bedrooms in each dwelling unit.

**Neighbors' Comments/Concerns/Responses:**
Two residents were in attendance and asked questions related to the project. The residents raised questions about the lack of sufficient parking for the number of bedrooms proposed in this duplex development. Gunner Joyce responded that parking was an issue for the entire City Center, and parking solutions for the CCFBC District were needed. The residents pointed out that a duplex with 12 bedrooms would always have more than 12 residents associated with this development on a daily basis, as friends and family of the residents would need to park. Another concern raised by a resident was the additional runoff with the development of this parcel as there are stormwater issues in this area. Mr. Joyce responded that the property owner wanted to request 70% impervious coverage, which is slightly over the allowed maximum impervious surface area of 65%.

A resident stated that the structures were "aesthetically unpleasant" and requested Mr. Joyce to pass this information on to the applicant. Mr. Joyce stated he would pass the information on to the owner.

CITY OF NORMAN, OK

# STAFF REPORT

**MEETING DATE:** 05/14/2026

**REQUESTER:** CCR LINN, LLC

**PRESENTER:** Anais Starr, Planner II

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

| | |
|---|---|
| **APPLICANT/REPRESENTATIVE** | CCR LINN, LLC/Rieger Sadler Joyce, LLC |
| **LOCATION** | 126 W Apache Street |
| **WARD** | 4 |
| **CORE AREA** | Yes |
| **EXISTING ZONING** | Center City Form-Based Code District, Urban Residential Frontage |
| **EXISTING LAND USE DESIGNATIONS** | Urban High |
| **CHARACTER AREA** | Core Neighborhood |
| **PROPOSED ZONING** | CCPUD, Center City Planned Unit Development |
| **PROPOSED LAND USE** | No Change |
| **REQUESTED ACTION** | Rezoning to a Center City Planned Unit Development |

**SUMMARY:**
The applicant, CCR LINN, LLC, requests a new Center City Planned Unit Development (CCPUD) for the lot located at 126 W Apache Street to allow the development of a residential duplex, as outlined in Appendix B of the Center City Form-Based Code (CCFBC).

The proposal for this site is to construct a 2,517 square foot, three-story duplex as illustrated in Exhibit B, Proposed Site Development Plan, within the CCPUD Narrative. The CCPUD proposes a duplex-style structure with two residential units with six bedrooms per unit. The proposed duplex will be set five feet from the side property lines. The applicant proposes eight angled parking spaces located off the alleyway, behind the required Parking Setback Line, along with two on-street parking spaces. At grade, Open Space will be provided as indicated in Exhibit B, Proposed Site Development Plan. The Parking Setback Line will remain as shown on the CCFBC Regulating Plan.

**EXISTING CONDITIONS:**

**SIZE OF SITE:** 0.16 Acres

**SURROUNDING PROPERTIES**

| | Subject Property | North | East | South | West |
|---|---|---|---|---|---|
| Zoning (BFS) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) |
| Land Use | Urban High | Urban High | Urban High | Urban High | Urban High |
| | Duplex | Duplex and CCFBC Duplex | CCFBC Duplex | Single-Family Detached with garage apartment and CCFBC Multi-family structure | CCFBC Multi-family structure |

**ZONING DESIGNATIONS**
**CCFBC, Center City Form-Based Code**
The goal of Norman Center City Vision Project and Plan was to reset the conversation and provide guidance for future development and redevelopment in Center City.1 This CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.
The CCFBC shall be applied to new, infill development, and redevelopment within the district both in order to achieve the vision set forth for the Center City and to provide a mechanism for implementing the following specific goals, using both public and private sector investments:

- Capitalize on public investment in existing infrastructure.

- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.
- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods;

The creation of transit- and pedestrian-oriented development and redevelopment is dependent on three factors: density, diversity of uses, and design. This Code places greatest emphasis on design, or physical form, because of its importance in defining neighborhood and district character. All places evolve—density and uses can be expected to change over time as the area continues to grow and mature.

**LAND USE DESIGNATION**

**Urban High (UH)**

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population. Gross densities in any single development should be greater than 12 units per acre.

**CHARACTER AREA DESIGNATIONS**

**Core Neighborhood Areas**

The Core Neighborhood is a focal point of the city, the traditional central business district, with a concentration of activities such as general retail, service commercial, professional office, mixed-density housing, mixed-use spaces, and appropriate public and open space easily accessible by pedestrians. This area frames the University of Oklahoma campus.

The Core Neighborhood encompasses all historic districts and some existing neighborhood planning areas. One notable aspect of this area is the reinvestment that has been occurring over the past decade.

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less.

**NEAREST PUBLIC PARK**

Centennial Park is located approximately a third of a mile to the northwest of the development site. Legacy Trail Park is located approximately a quarter of a mile east of the development site. Each of these parks can be accessed using available sidewalks and crosswalks along the streets.

## PROCEDURAL REQUIREMENTS:

**PRE-DEVELOPMENT: PD26-9 April 23, 2026**

Two neighbors were present who expressed concerns regarding the lack of sufficient parking for the number of bedrooms proposed in the duplex, which would further exacerbate the parking issues on the street. They also had stormwater runoff concerns with the request for increased impervious surface allowance for this development. The neighbors also mentioned the design was not aesthetically pleasing.

**BOARD OF PARKS COMMISSIONERS:**

This property does not require platting; therefore, dedication of parkland or fee in-lieu of parkland dedication is not required.

## REVIEW COMMENTS:

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

**CITY DEPARTMENTS**

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering*
4. Transportation Engineer
5. Planning*
6. Utilities

**FIRE DEPARTMENT**

*Fire codes will be addressed at the building permit stage.*

**BUILDING REVIEW**

*Building codes and all applicable trades will be addressed at the building permit stage.*

**PUBLIC WORKS/ENGINEERING***

*The subject property is already platted.*

*The requested 69% impervious surface requires engineered solutions with an Operations and Maintenance Manual along with a drainage report and a Site Grading Plan. At the time of the writing of this staff report these required items had not been submitted. Additionally, the applicant requested an exemption from the requirement in CCFBC to provide engineered solutions to account for the runoff created by the increase in impervious coverage over 65%. Engineered solutions have been installed successfully on many prior projects.*

**TRANSPORTATION ENGINEER**

*A traffic impact analysis is not required for this project.*

**PLANNING***

**ZONING CODE CONSIDERATIONS**

**Purpose – CCPUD, Center City Planned Unit Development**

**Appendix B**

**SEC. 520 CENTER CITY PLANNED UNIT DEVELOPMENT**

A. Statement of Purpose: It is the intent of this section to provide an alternative zoning district for the Center City Area as defined in the Center City Form-Based Code (CCFBC). This Center City Planned Unit Development District (CCPUD) is specifically catering to the Center City Area because of the size of lots, the lack of vacant land and other distinguishing characteristics in this area that make the use of the existing PUD regulations not feasible. The CCPUD encourages developments that create the character of development envisioned in the CCFBC.

Specifically, the purposes of this section are to:

1. Provide an alternative zoning district to the CCFBC where a property owner proposes a development that does not meet the strict regulations required in the CCFBC.
2. Provide open space/street space that is compatible with the concepts of the CCFBC.
3. Provide comprehensive and innovative planning and design for a development which is consistent and compatible with surrounding developments.
4. Provide more efficient and economic use of land resulting in an urban/pedestrian environment.
5. Provide complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use.
6. Encourage developments that achieve community goals, such as, but not limited to, aging in place, or affordable housing, or other emerging trends in housing, that may not be able to meet all the required elements of the City Form-Based Code.

*The applicant is requesting a CCPUD to allow for the development of a three-story duplex with six bedrooms per unit. The applicant proposes a housing type already frequently utilized, and which is not contributing to creative alternatives. Applicant proposes to increase pervious coverage while requesting exemptions from providing engineered solutions, LIDs or an engineered drainage report verifying lack of negative impact on surrounding properties. This proposal is* ***inconsistent*** *with the purpose of the CCPUD process.*

**Uses Permitted**

- The proposed rezoning would allow for a three-story residential duplex with six bedrooms per dwelling unit. A complete list of uses can be found within the attached CCPUD Narrative as Exhibit C.

*The applicant requests rezoning to a CCPUD to allow for the construction of a three-story duplex with six bedrooms per unit. The CCFBC requires a minimum of three dwelling units in this area of the Urban Residential Frontage. The CCFBC allows three bedrooms per dwelling unit by right; additional bedrooms above three require either a request for a Special Use Permit or a CCPUD. The applicant submitted a CCPUD Narrative and Site Development Plan to meet the proposed desired development.*

*The project fronts onto W. Apache Street and is located south of the central business district and north of the University of Oklahoma Campus. To the east and the north of the subject tract*

*are duplexes constructed in 2017 under the CCFBC and designated Townhouse/Small Apartment Building Form Standard at that time. To the west and south are multifamily structures constructed in 2017 under the Townhouse/Small Apartment CCFBC Building Form Standard. There is a single-family structure with a garage apartment to the north and single-family house to the south of the subject tract.*

*The proposed development is **inconsistent** with the 2023 CCFBC in regard to the minimum required dwelling units and the maximum number of bedrooms per dwelling unit allowed by right, as it proposes two dwelling units instead of three, and six bedrooms per dwelling unit instead of three.*

**Area Regulations**

- The CCPUD proposes a three-story duplex to be constructed along the Required Build Line, as prescribed by the CCFBC Regulating Plan. The duplex is proposed to have five-foot setbacks from the east and west property lines.

*The applicant proposes a duplex with five-foot side setbacks. With these setbacks, the structure will not meet the CCFBC requirement to set the façade at 100% of the Required Building Line (RBL). Additionally, the applicant is requesting to allow 2'4" offset from the RBL instead of the CCFBC allowed maximum amount of 24".*

*The proposed structure will be set at the existing RBL with a 28-inch offset allowance for jogs and articulation of the façade. This façade placement is similar to the front setback found with the adjacent properties. The proposed five-foot side setbacks are consistent with the structures located to the east of the subject tract, which were built under the 2017 CCFBC and were not required to build at 100% of the RBL and instead were constructed with five-foot setbacks. The current 2023 CCFBC Building Form Standard for Urban Residential requires new structure to set at the RBL for 100% of RBL length. The proposed duplex is **inconsistent** with the area regulations regarding the RBL Siting requirement, a major design element of the Center City Form-Based Code. However, the proposed structure will match the structures to the east of this parcel built under an older CCFBC regulations in regard to side setbacks.*

**Height Regulations**

- The proposed three-story duplex as shown on the proposed elevations drawing, Exhibit D.

*The CCFBC requires a minimum of two-stories and allows a maximum of five stories in this area of the Urban Residential Building Form Standard. The proposed three-story duplex is **consistent** with the height regulations of the CCFBC.*

**Open Space/Impervious Surface Coverage**

- Open Space will be located on the Property in the locations depicted on the CCPUD Site Development Plan. The CCPUD Narrative proposes a maximum of 70% impervious surface coverage. The CCPUD Site Development Plan proposes impervious surface coverage in the amount of 4,853 square feet of the 7,000 square foot lot or 69.32% impervious surface coverage.

*The CCFBC for Urban Residential requires a minimum of 15% of the buildable area, defined as the area behind the RBL, to be provided as Private Open Space. In this case, a minimum of 975 square feet of Private Open Space is required. The CCPUD Site Development Plan shows*

*1,404 square feet or 21.60% of the buildable area is designated as Private Open Space. The CCPUD Narrative states that a minimum of 15% Open Space will be maintained on this lot. The proposed Open Space exceeds the CCFBC minimum requirement.*

*The CCFBC has a maximum impervious surface coverage of 65% in Urban Residential Frontage. The CCFBC permits impervious surface coverage above 65% with the use of Low Impact Development engineered solutions. In this case, the applicant is proposing a maximum 70% impervious surface coverage for the subject tract without any engineered solutions. This does not meet the CCFBC requirements nor the Engineering Standards.*

*The CCPUD Narrative and Site Development Plan proposes impervious surface coverage which is **inconsistent** with CCFBC impervious surface coverage regulations and Public Works Engineering Standards maximum allowed impervious surface without engineered solutions.*

**Landscaping**

- The CCPUD Narrative states that the site will meet the CCFBC regulations regarding Open Space tree and Street Tree requirements. The CCPUD Site Plan shows four trees located adjacent to the parking lot in the designated Open Space area and two Street Trees in the Tree Lawn.

*The CCFBC requires one tree for every 800 square feet of Private Open Space. In this case, there is 1,404 square feet of Open Space which would require two trees. The proposed CCPUD Site Development Plan proposes four trees in the rear yard which exceeds the CCFBC requirements. The proposed Street Trees shown on the Site Development Plan meet the CCFBC requirements.*

*The proposed landscaping meets and exceeds the CCFBC requirements and is therefore **consistent** with the regulations.*

**Traffic Access, Circulation, Parking, and Sidewalks**

- Traffic circulation and access to the Property shall be allowed in the manner shown on the CCPUD Site Development Plan.
- The existing front driveway will be removed, as required by the CCFBC regulations.
- A six-foot sidewalk will be installed along W. Apache Street as shown on the Site Development Plan.
- Eight parking spaces off the alleyway and two on-street parking spaces are proposed with this CCPUD.

*The Site Development Plan proposes access off the alleyway as required by the CCFBC regulations. The proposed six-foot sidewalk in the front meets the City's sidewalk requirement.*

*The CCPUD Narrative proposes a duplex with six bedrooms in each dwelling unit. The CCFBC parking regulations require a parking space for each bedroom resulting in twelve parking spaces being required. With only ten parking spaces proposed with this CCPUD, eight on-site and two on-street parking spaces, the proposed development is **inconsistent** with the CCFBC parking regulations.*

**Lighting**

- The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

*Lighting within the development will be **consistent** with applicable City regulations.*

**Signage**

- All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

*The proposed development will be **consistent** with the regulations under CCFBC Sign standards.*

**Screening**

- Perimeter fencing with a maximum height of eight feet is allowed by the CCPUD Narrative, but none is shown on the CCPUD Site Development Plan. The CCPUD Narrative proposes a street wall with a height of five feet along the RBL on each side of the proposed structure. The street wall is illustrated in the included elevation drawings on Exhibit D.

*The CCFBC regulations require a minimum Street Wall of not less than five feet in height along the RBL frontage that is not otherwise occupied by a building. In this case, the CCPUD is proposing five-foot brick street walls along the RBL from the edge of the building to the side property lines which meets the CCFBC requirement. The proposed allowance for perimeter fencing and street walls meets the CCFBC requirements. For these reasons, the screening and fencing are **consistent** with the regulations.*

**COMPREHENSIVE PLAN CONSIDERATIONS**

**Character Area Policies**
**General Policies**

Residential Policies

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposed duplex will utilize brick, stoop, and façade design as shown in Exhibit D of the CCPUD Narrative which are similar to adjacent properties and will blend with the designs in the redeveloping neighborhood on West Apache Street. The CCPUD submitted elevations proposes to differentiate the two attached dwelling units of the duplex by utilizing different brick colors.*

*The CCPUD proposal for a duplex with six bedrooms in each unit, seeks to return to a housing type prevalent in the Center City pre-2019 and is a different housing type from the recently built multi-family developments constructed under the revised 2023 CCFBC. The adopted amendments of 2019 and 2023 of the CCFBC sought to encourage a variety of housing types*

*and limit the repetition of multibedroom duplex units. However, the proposed duplex is a residential building with a design that blends with the existing adjacent property.*

*The proposed development is **inconsistent** with the Character Area General Residential Policies because it seeks a housing type already frequently available in other areas near the University of Oklahoma Campus outside the Center City Form-Based Code District.*

**Core Neighborhood Areas Policies**

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
    - Address the impacts of parking and access:
        - Off-street parking should be screened from public right-of-way, and placed in the rear of the lot for all development.
        - For residential development, access to garages and parking pads are encouraged from a rear loaded alley.
        - Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.
        - Reflects the scale and characters of surrounding properties:
            - Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighboring properties.
        - Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
        - Encourage activation of the street space along arterials with pedestrian amenities.
- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited but can be accommodated as long as scale transitions and architectural elements achieve continuity.

*The CCFBC requires one parking space per bedroom. In this case, a total of twelve parking spaces is required. The CCPUD Proposed Site Development Plan shows eight parking spaces in the proposed parking lot off the alleyway and two on-street parking along W Apache Street.*

*Since the proposed CCPUD does not fully address the impact of the parking by supplying sufficient parking, the proposed development is **inconsistent** with the Core Neighborhood Character Area policies.*

**Land Use Development Policies**

**Urban High Policies**

- Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building spacing and separation of uses. This area is intended to create opportunities for economic activities, attracting a city-wide audience, and place residents closer to services and jobs.
- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

*The proposed development consists of a three-story brick structure with two dwelling units. The proposed duplex meets the gross density of 12 units per acre. For this reason, the development is **consistent** with the Urban High Land Use policy.*

**Building Types**

- Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.
- Mixed-use buildings including retail, work-spaces, and residences are most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate.

*The proposed development features a three-story building, which is a common residential building height found in the surrounding developing Center City. The proposed duplex is a housing type sought by the Urban High Land Use designation. Since the CCPUD is proposing a duplex with a similar height and design, the proposed development is **consistent** with the Urban High Land Use policy for Building Types.*

**Site Design**

- The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Multi-unit developments without connections to neighboring properties and uses weakens the development pattern and should be limited or avoided altogether.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*A six-foot sidewalk is proposed along W Apache Street with this development request. This will match the width of the existing adjacent sidewalk to the east. The proposed sidewalk will connect to the existing sidewalk system in the Center City, allowing residents pedestrian access to the University of Oklahoma and the central business district. Furthermore, the applicant proposes a stoop which will connect residents to the sidewalk system and encourage active pedestrian transportation.*

*The CCFBC requires a maximum of 65% impervious coverage unless Low Impact Development engineered solutions are proposed to mitigate the effects of the additional impervious surface coverage. In this case the applicant is seeking relief from impervious surface requirements and does not propose the utilization of any low-impact development techniques to mitigate stormwater. For this reason, the development is **inconsistent** with the Urban High Land Use policies.*

**Transportation**

- This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

*The development site is located half a mile north of the University of Oklahoma's Campus and a third of a mile south of Main Street in the central business district. Additionally, there is an Embark bus stop one tenth of a mile to the west of the subject tract. Due to its location and available network of sidewalks, the proposed development has the opportunity for a pedestrian only mode of transportation.*

*The development is **consistent** with the Urban High Land Use policy.*

**Utility Access**

- A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the lot split process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The proposed development has existing water and sewer access. The development is **consistent** with Utility Access policies.*

**Public Space**

- Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should be commonly integrated into public and private projects.

*The existing development proposes the installation of a six-foot sidewalk which will link to the public sidewalks found in Center City providing walkable access to the University of Oklahoma Campus, Campus Corner, and the central business district. This residential duplex development is **consistent** with the Urban High Land Use policy regarding Public Space.*

**Neighborhood and/or Special Area Plans**

*This location **is not** within a Neighborhood or Special Planning Area.*

**UTILITIES**

**AIM NORMAN PLAN CONFORMANCE**

*Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.*

**SOLID WASTE MANAGEMENT**

*Proposed development meets requirements for City streets and provides access for solid waste services. Polycarts are shown on the Site Plan and are adequate for servicing the duplex.*

**WATER/WASTEWATER AVAILABILITY**

**Water Availability**

*Adequate capacity within the water system exists to serve the proposed development. Existing water service(s), if not to be reused, must be abandoned at the water main. If existing service(s) is to be reused, it must have materials identified.*

**Wastewater Availability**

*Adequate capacity within the wastewater system exists to serve the proposed development. Existing sewer service(s), if not to be reused, must be abandoned at the sewer main.*

**DISCUSSION:**

The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This proposal will provide additional residential units to this area of Norman in the form of a duplex.

The CCPUD Narrative proposes amendments to allow for the development of a three-story duplex with six bedrooms in each dwelling unit. Since 2019, amendments to the CCFBC have sought to limit the multi-bedroom housing type, while encouraging a variety of housing types. This CCPUD is proposing a multi-bedroom duplex and seeks relief from the required minimum twelve parking spaces, required mitigation solutions for increased impervious surface coverage, and CCFBC Siting requirements. However, the proposed structure will continue several of the essential CCFBC design elements seen along West Apache Street, including building the façade to the Required Build Line, façade articulation differences between the two units, and street walls along the RBL.

**CONCLUSION:**

Staff forwards this request for Center City Planned Unit Development and Ordinance O-2526-58 to Planning Commission for consideration and a recommendation to the City Council.

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** 208Apache, L.L.C.

**PRESENTER:** Jane Hudson, Planning and Community Development Director

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

| | |
|---|---|
| **APPLICANT/REPRESENTATIVE** | 208Apache, L.L.C./Rieger Sadler Joyce, L.L.C. |
| **LOCATION** | 214 W Apache Street |
| **WARD** | 4 |
| **CORE AREA** | Yes |
| **EXISTING ZONING** | Center City Form-Based Code District, Urban Residential Frontage |
| **EXISTING LAND USE DESIGNATIONS** | Urban High |
| **CHARACTER AREA** | Core Neighborhood |
| **PROPOSED ZONING** | CCPUD, Center City Planned Unit Development |
| **PROPOSED LAND USE** | No Change |

**REQUESTED ACTION** Rezoning to a Center City Planned Unit Development

**SUMMARY:**

The applicant, 208Apache L.L.C., requests a Center City Planned Unit Development (CCPUD) for the lot located at 214 W Apache Street to allow the development of a residential duplex, as outlined in Appendix B of the Center City Form-Based Code (CCFBC).

The proposal for this site is to construct a 2,517 square foot, three-story duplex as illustrated in Exhibit B, Site Development Plan. The CCPUD proposes a duplex-style structure with two residential units with six bedrooms per unit. The proposed duplex will set five feet from the side property lines. The applicant proposes eight angled parking spaces located off the alleyway, behind the required Parking Setback Line. At grade Open Space will be provided as indicated in Exhibit B, Site Development Plan. The Parking Setback Line will remain as shown on the CCFBC Regulating Plan.

**EXISTING CONDITIONS:**

**SIZE OF SITE:** 0.16 Acres

**SURROUNDING PROPERTIES**

| | Subject Property | North | East | South | West |
|---|---|---|---|---|---|
| Zoning (BFS) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) |
| Land Use | Urban High | Urban High | Urban High | Urban High | Urban High |
| Current Use | Undeveloped lot | Single-Family Detached and CCFBC Multi-family | CCFBC Duplex | CCFBC Multi-family | Single-Family Detached |

**ZONING DESIGNATION**

**CCFBC, Center City Form-Based Code**

The goal of Norman Center City Vision Project and Plan was to reset the conversation and provide guidance for future development and redevelopment in Center City. The CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.

The CCFBC shall be applied to new, infill development, and redevelopment within the district both in order to achieve the vision set forth for the Center City and to provide a mechanism for implementing the following specific goals, using both public and private sector investments:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.

- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods;

The creation of transit- and pedestrian-oriented development and redevelopment is dependent on three factors: density, diversity of uses, and design. This Code places greatest emphasis on design, or physical form, because of its importance in defining neighborhood and district character. All places evolve—density and uses can be expected to change over time as the area continues to grow and mature.

**LAND USE DESIGNATION**

**Urban High (UH)**

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population. Gross densities in any single development should be greater than 12 units per acre.

**CHARACTER AREA DESIGNATIONS**

**Core Neighborhood Areas**

The Core Neighborhood is a focal point of the city, the traditional central business district, with a concentration of activities such as general retail, service commercial, professional office, mixed-density housing, mixed-use spaces, and appropriate public and open space easily accessible by pedestrians. This area frames the University of Oklahoma campus.

The Core Neighborhood encompasses all historic districts and some existing neighborhood planning areas. One notable aspect of this area is the reinvestment that has been occurring over the past decade.

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less.

**NEAREST PUBLIC PARK**

Centennial Park is located approximately a quarter of a mile northwest of the development site. Legacy Trail Park is located approximately a third of a mile east of the development site. Each of these parks can be accessed using available sidewalks and crosswalks along the streets.

**PROCEDURAL REQUIREMENTS:**

**PRE-DEVELOPMENT: PD26-10 April 23, 2026**

Two neighbors were present at the pre-development meeting. They expressed concerns regarding the lack of sufficient parking for the proposed number of bedrooms in this

development. They also had stormwater runoff concerns since lot coverage would be increased on this vacant site and would be over the 65% maximum allowed. The neighbors stated the design was not aesthetically pleasing.

**BOARD OF PARKS COMMISSIONERS:**
This property does not require platting; therefore, dedication of parkland or fee in-lieu of parkland dedication is not required.

**REVIEW COMMENTS:**
This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

**CITY DEPARTMENTS**
1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering*
4. Transportation Engineer
5. Planning*
6. Utilities

**FIRE DEPARTMENT**

*Fire codes for building construction will be addressed at the building permit stage.*

**BUILDING REVIEW**

*Building codes and all applicable trades will be addressed at the building permit stage.*

**PUBLIC WORKS/ENGINEERING***

*The subject property is already platted. The applicant has an approved Lot Line Adjustment, which separated this lot from the original parcel.*

*The requested 69% impervious surface requires engineered solutions with an Operations and Maintenance Manual along with a drainage report and a Site Grading Plan. At the time of the writing of this staff report these required items had not been submitted. Additionally, the applicant requested an exemption from the requirement in CCFBC to provide engineered solutions to account for the runoff created by the increase in impervious coverage over 65%. Engineered solutions have been installed successfully on many prior projects.*

**TRANSPORTATION ENGINEER**

*A traffic impact analysis is not required for this project. At the time of building permit, the proposed inset fire lane will be required to be signed and marked indicating there is no parking allowed.*

**PLANNING**

**ZONING CODE CONSIDERATIONS**
**Purpose – CCPUD, Center City Planned Unit Development**

## Appendix B

### SEC. 520 CENTER CITY PLANNED UNIT DEVELOPMENT

A. Statement of Purpose: It is the intent of this section to provide an alternative zoning district for the Center City Area as defined in the Center City Form-Based Code (CCFBC). This Center City Planned Unit Development District (CCPUD) is specifically catering to the Center City Area because of the size of lots, the lack of vacant land and other distinguishing characteristics in this area that make the use of the existing PUD regulations not feasible. The CCPUD encourages developments that create the character of development envisioned in the CCFBC.

Specifically, the purposes of this section are to:

1. Provide an alternative zoning district to the CCFBC where a property owner proposes a development that does not meet the strict regulations required in the CCFBC.
2. Provide open space/street space that is compatible with the concepts of the CCFBC.
3. Provide comprehensive and innovative planning and design for a development which is consistent and compatible with surrounding developments.
4. Provide more efficient and economic use of land resulting in an urban/pedestrian environment.
5. Provide complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use.
6. Encourage developments that achieve community goals, such as, but not limited to, aging in place, or affordable housing, or other emerging trends in housing, that may not be able to meet all the required elements of the City Form-Based Code.

*The applicant is requesting a CCPUD to allow for the development of a three-story duplex with six bedrooms per unit. The applicant proposes a housing type already frequently utilized, and which is not contributing to creative alternatives. Applicant proposes to increase pervious coverage while requesting exemptions from providing engineered solutions, LIDs or an engineered drainage report verifying lack of negative impact on surrounding properties. This proposal is **inconsistent** with the purpose of the CCPUD process.*

### Uses Permitted

- The proposed rezoning would allow for a three-story residential duplex with six bedrooms per dwelling unit. A complete list of uses can be found within the attached CCPUD Narrative as Exhibit C.

*The applicant requests rezoning to a CCPUD to allow for the construction of a three-story duplex with six bedrooms per unit. The CCFBC requires a minimum of three dwelling units in this area of the Urban Residential Frontage. The CCFBC allows three bedrooms per dwelling unit by right; additional bedrooms above three require either a request for a Special Use Permit or a CCPUD. The applicant submitted a CCPUD Narrative and Site Development Plan to meet the proposed desired development.*

*The project fronts onto W. Apache Street and is located south of the central business district and north of the University of Oklahoma Campus. To the east of the subject tract is a duplex constructed in 2017 under the CCFBC and designated Townhouse/Small Apartment Building Form Standard at that time. To the north is a single-family structures and a multifamily*

*structure built under the 2023 CCFBC. To the south is a new apartment building constructed under the 2023 CCFBC.*

*The proposed development is **inconsistent** with the 2023 CCFBC in regard to the minimum required dwelling units and the maximum number of bedrooms per dwelling unit allowed by right.*

**Area Regulations**

- The CCPUD proposes a three-story duplex to be constructed along the Required Build Line, as prescribed by the CCFBC Regulating Plan. The duplex is proposed to have five-foot setbacks from the east and west property lines.

*The applicant proposes a duplex with five-foot side setbacks. With these setbacks, the structure will not meet the CCFBC requirement to set the façade at 100% of the Required Building Line (RBL). Additionally, the applicant is requesting to allow 2'4" offset from the RBL instead of the CCFBC allowed maximum amount of 24".*

*The proposed structure will be set at the existing RBL with a 28-inch offset allowance for jogs and articulation of the facade. This façade placement is similar to the front setback found with the adjacent property to the east. The proposed five-foot side setbacks are consistent with the structure located to the east of the subject tract, which was built under the 2017 CCFBC. The property to the west of the subject tract is a single-family house built in the 1920s or 1930s and has the typical 25' front setback and five-foot side setbacks. The current 2023 CCFBC for Urban Residential maintains this requirement, that a new structure is to set at the RBL for 100% of their length. The proposed duplex is **inconsistent** with the area regulations regarding the Siting requirement along the RBL, a major design element of the Center City Form-Based Code. However, the proposed structure will match the new structures found on the block that were built under older CCFBC regulations in regard to side setbacks.*

**Height Regulations**

- The proposed three-story duplex is shown on the proposed elevations drawing, Exhibit D.

*The CCFBC requires a minimum of two-stories and allows a maximum of five stories in this area of the Urban Residential Building Form Standard. The proposed three-story duplex is **consistent** with the height regulations of the CCFBC.*

**Open Space/Impervious Surface Coverage**

- Open Space will be located on the Property in the locations depicted on the CCPUD Site Development Plan. The CCPUD Narrative proposes a maximum of 70% impervious surface coverage. The CCPUD Site Development Plan proposes impervious surface coverage in the amount of 4,853 square feet of the 7,000 square foot lot or 69.32% impervious surface coverage.

*The CCFBC for Urban Residential requires a minimum of 15% of the buildable area, defined as the area behind the RBL, to be provided as Private Open Space. In this case, a minimum of 975 square feet of Private Open Space is required. The CCPUD Site Development Plan shows 1,404 square feet or 21.60% of the buildable area is designated as Private Open Space. The CCPUD Narrative states that a minimum of 15% Open Space will be maintained on this lot. The proposed Open Space exceeds the CCFBC minimum requirement.*

*The CCFBC has a maximum impervious surface coverage of 65% in Urban Residential Frontage. The CCFBC permits impervious surface coverage above 65% with the use of Low Impact Development engineered solutions. In this case, the applicant is proposing a maximum 70% impervious surface coverage for the subject tract without proposing any engineered solutions. This does not meet the CCFBC requirements.*

*The CCPUD Narrative and Site Development Plan proposes impervious surface coverage which is **inconsistent** with CCFBC impervious surface coverage regulations.*

**Landscaping**

- The CCPUD Narrative states that the site will meet the CCFBC regulations regarding Open Space tree and Street Tree requirements. The CCPUD Site Plan shows four trees located adjacent to the parking lot in the designated Open Space area and two Street Trees in the Tree Lawn.

*The CCFBC requires one tree for every 800 square feet of Private Open Space. In this case, there is 1,404 square feet of Open Space which would require two trees. The proposed CCPUD Site Development Plan proposes four trees in the rear yard which exceeds the CCFBC requirements. The proposed Street Trees shown on the Site Development Plan meet the CCFBC requirements.*

*The proposed landscaping meets and exceeds the CCFBC requirements and is therefore **consistent** with the regulations.*

**Traffic Access, Circulation, Parking, and Sidewalks**

- Traffic circulation and access to the Property shall be allowed in the manner shown on the CCPUD Site Development Plan.
- The existing front driveway approach will be removed, as required by the CCFBC regulations.
- A six-foot sidewalk will be installed along W. Apache Street as shown on the Site Development Plan.
- Eight parking spaces off the alleyway are proposed with this CCPUD.

*The Site Development Plan proposes access off the alleyway as required by the CCFBC regulations. The proposed six-foot sidewalk meets the City's sidewalk requirement.*

*The CCPUD Narrative proposes a duplex with six bedrooms in each dwelling unit. The CCFBC parking regulations require a parking space for each bedroom resulting in twelve required parking spaces. The CCPUD Narrative and Site Development Plan propose only eight parking spaces. For this reason, this proposed development is **inconsistent** with the CCFBC parking regulations.*

**Lighting**

- The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

*Lighting within the development will be **consistent** with applicable City regulations.*

**Signage**

- All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

*The proposed development will be **consistent** with the regulations under CCFBC Sign standards.*

**Screening**

- Perimeter fencing with a maximum height of eight feet is allowed by the CCPUD Narrative, but none is shown on the CCPUD Site Development Plan. The CCPUD Narrative proposes a street wall with a height of five feet along the RBL on each side of the proposed structure. The street wall is illustrated in the included elevation drawings on Exhibit D.

*The CCFBC regulations require a minimum Street Wall of not less than five feet in height along the RBL frontage that is not otherwise occupied by a building. In this case, the CCPUD is proposing five-foot brick street walls along the RBL from the edge of the building to the side property lines which meets the CCFBC requirement. The proposed allowance for perimeter fencing and street walls meets the CCFBC requirements. For these reasons, the screening and fencing are **consistent** with the regulations.*

**COMPREHENSIVE PLAN CONSIDERATIONS**

**Character Area Policies**
**General Policies**

Residential Policies

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposed duplex will utilize brick, stoop, and façade design as shown in Exhibit D which are similar to adjacent properties and will blend with the designs in the redeveloping neighborhood on W Apache Street. The CCPUD submitted elevations proposing to differentiate the two units of the duplex by utilizing different brick colors.*

*The CCPUD proposal for a duplex with six bedrooms in each unit seeks to return to a housing type prevalent in the Center City pre-2019 and is a different housing type from the recently built multi-family developments constructed under the revised 2023 CCFBC. The adopted amendments of 2019 and 2023 of the CCFBC sought to encourage a variety of housing types and limit the repetition of multibedroom duplex units. However, the proposed duplex is a residential building with a design that blends with the existing adjacent property.*

*The proposed development is **inconsistent** with the Character Area General Residential Policies because it seeks a housing type already frequently available in other areas near the University of Oklahoma Campus outside the Center City Form-Based Code District.*

**Core Neighborhood Areas Policies**

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
  - Address the impacts of parking and access:
    - Off-street parking should be screened from public right-of-way, and placed in the rear of the lot for all development.
    - For residential development, access to garages and parking pads are encouraged from a rear loaded alley.
    - Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.
    - Reflects the scale and characters of surrounding properties:
      - Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighboring properties.
    - Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
    - Encourage activation of the street space along arterials with pedestrian amenities.
- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited but can be accommodated as long as scale transitions and architectural elements achieve continuity.

*The CCFBC requires one parking space per bedroom. In this case, a total of twelve parking spaces is required. The CCPUD Site Plan shows eight parking spaces in the proposed parking lot off the alleyway.*

*Since the proposed CCPUD does not fully address the impact of the parking by supplying sufficient parking, the proposed development is **inconsistent** with the Core Neighborhood Character Area policies.*

**Land Use Development Policies**

**Urban High Policies**

- Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building spacing and separation of uses. This area is intended to create opportunities for economic activities, attracting a city-wide audience, and place residents closer to services and jobs.

- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

*The proposed development consists of a three-story brick structure with two dwelling units. The proposed duplex meets the gross density of 12 units per acre. For this reason, the development is **consistent** with the Urban High Land Use policy.*

**Building Types**

- Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.
- Mixed-use buildings including retail, work-spaces, and residences are most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate.

*The proposed development features a three-story building, which is a common residential building height found in the surrounding developing Center City. The proposed duplex is a housing type sought by the Urban High Land Use designation. Since the CCPUD is proposing a duplex with a similar height and design, the proposed development is **consistent** with the Urban High Land Use policy for Building Types.*

**Site Design**

- The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Multi-unit developments without connections to neighboring properties and uses weakens the development pattern and should be limited or avoided altogether.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*A six-foot sidewalk is proposed along W Apache Street with this development request. This will match the width of the existing adjacent sidewalk to the east. The proposed sidewalk will connect to the existing sidewalk system in the Center City, allowing residents pedestrian access to the University of Oklahoma and the central business district. Furthermore, the applicant proposes a stoop which will connect residents to the sidewalk system and encourage active pedestrian transportation.*

*The CCFBC requires a maximum of 65% impervious coverage unless Low Impact Development engineered solutions are proposed to mitigate the effects of the additional impervious surface coverage. In this case the applicant is seeking relief from impervious*

*surface requirements and does not propose the utilization of any low-impact development techniques to mitigate stormwater. For this reason, the development is **inconsistent** with the Urban High Land Use policies.*

**Transportation**

- This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

*The development site is located half a mile north of the University of Oklahoma's South Oval and a third of a mile south of Main Street in the central business district. Additionally, there is an Embark bus stop 0.07 mile from the subject tract. Due to its location and available network of sidewalks, the proposed development has the opportunity for a pedestrian only mode of transportation.*

*The development is **consistent** with the Urban High Land Use policy.*

**Utility Access**

- A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the lot split process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The proposed development has existing water and sewer access. The development is **consistent** with Utility Access policies.*

**Public Space**

- Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should be commonly integrated into public and private projects.

*The existing development proposes the installation of a six-foot sidewalk which will link to the public sidewalks found in Center City providing walkable access to the University of Oklahoma Campus, Campus Corner and the central business district. This residential duplex development is **consistent** with the Urban High Land Use policy regarding Public Space.*

**Neighborhood and/or Special Area Plans**

*This location **is not** within a Neighborhood or Special Planning Area*.

**UTILITIES**

**AIM NORMAN PLAN CONFORMANCE**

*Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.*

**SOLID WASTE MANAGEMENT**

*Proposed development meets requirements for City streets and provides access for solid waste services. Polycarts are shown on the Site Plan and are adequate for servicing the duplex.*

**WATER/WASTEWATER AVAILABILITY**

**Water Availability**

*Adequate capacity within the water system exists to serve the proposed development. Existing water service(s), if not to be reused, must be abandoned at the water main. If existing service(s) is to be reused, it must have materials identified.*

**Wastewater Availability**

*Adequate capacity within the wastewater system exists to serve the proposed development. Existing sewer service(s), if not to be reused, must be abandoned at the sewer main.*

**DISCUSSION:**

The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This proposal will provide additional residential units to this area of Norman in the form of a duplex.

The CCPUD Narrative proposes amendments to allow for the development of a three-story duplex with six bedrooms in each dwelling unit. Since 2019, amendments to the CCFBC have sought to limit the multi-bedroom housing type, while encouraging a variety of housing types. This CCPUD is proposing a multi-bedroom duplex and seeks relief from: minimum twelve parking spaces requirement, required mitigation solutions for increased impervious surface coverage, and CCFBC Siting requirements. However, the proposed structure will continue several of the essential CCFBC design elements seen along West Apache Street, including building the façade to the Required Build Line, façade articulation differences between the two units, and the street walls along the RBL.

**CONCLUSION:**

Staff forwards this request for Center City Planned Unit Development and Ordinance O-2526-59 for consideration by City Council.

**PLANNING COMMISSION STAFF REPORT UPDATE:**

The applicant submitted a revised CCPUD Narrative and Site Plan at the Planning Commission meeting. The following items were modified:

- The revised CCPUD Site Plan site calculations show a reduction in building size from 2,517 sq. ft. to 2,162 sq. ft.
- The revised CCPUD Site Plan shows ten tandem parking spaces instead of the eight angled parking spaces originally proposed. At this time, two inset parking spaces on Apache Street cannot be proposed due to fire codes. The applicant has revised the CCPUD Narrative to request a variance for ten parking spaces instead of the CCFBC-required twelve parking spaces. The Narrative states that once the inset parking spaces are able to meet city codes, they will be established.
- The revised CCPUD Site Plan proposes a 58.93% impervious surface area, a decrease from the originally proposed 69.32%. With this decrease in impervious surface

coverage, the required Low Impact Development engineered solutions for impervious surface over 65% are no longer needed. A request for a variance to impervious surface coverage requirements is no longer necessary.

- The revised CCPUD Site Plan shows an increase in Open Space from 21.60% to 29.83% of the buildable area. This meets the CCFBC requirement of 15% Open Space.
- The revised CCPUD Site Plan reduced the number of trees from four to two in the Open Space. While this does not exceed the CCFBC tree requirements, it still meets the CCFBC requirements of two trees.
- With the new tandem parking spaces, there will be no designated space for setting polycarts to be serviced.

**PLANNING COMMISSION RESULTS:** At their meeting of May 14, 2026, the Planning Commission recommended approval of Ordinance O-2526-59 by a vote of 6-1.

O-2526-59

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

§ 1. WHEREAS, 208Apache, LLC, the owners of the hereinafter described property, have made application to have the subject property removed from CCFBC, Center City Form Based Code, Urban Residential Frontage, and placed in a CCPUD, Center City Planned Unit Development; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on May 14, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

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

§ 4. That Section 36-201 of Chapter 36 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from CCFBC, Center City Form Based Code, Urban Residential Frontage, and place the same in a CCPUD, Center City Planned Unit Development, to wit:

Lots Twenty-Five (25) and Twenty-Six (26), in Block Six (6), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

§ 5. Further, pursuant to the provisions of Section 36-540 Appendix B of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the CCPUD Narrative dated May 14, 2026, and supporting documentation, which are made a part hereof.

§ 6. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this _____ day of _____, 2026.

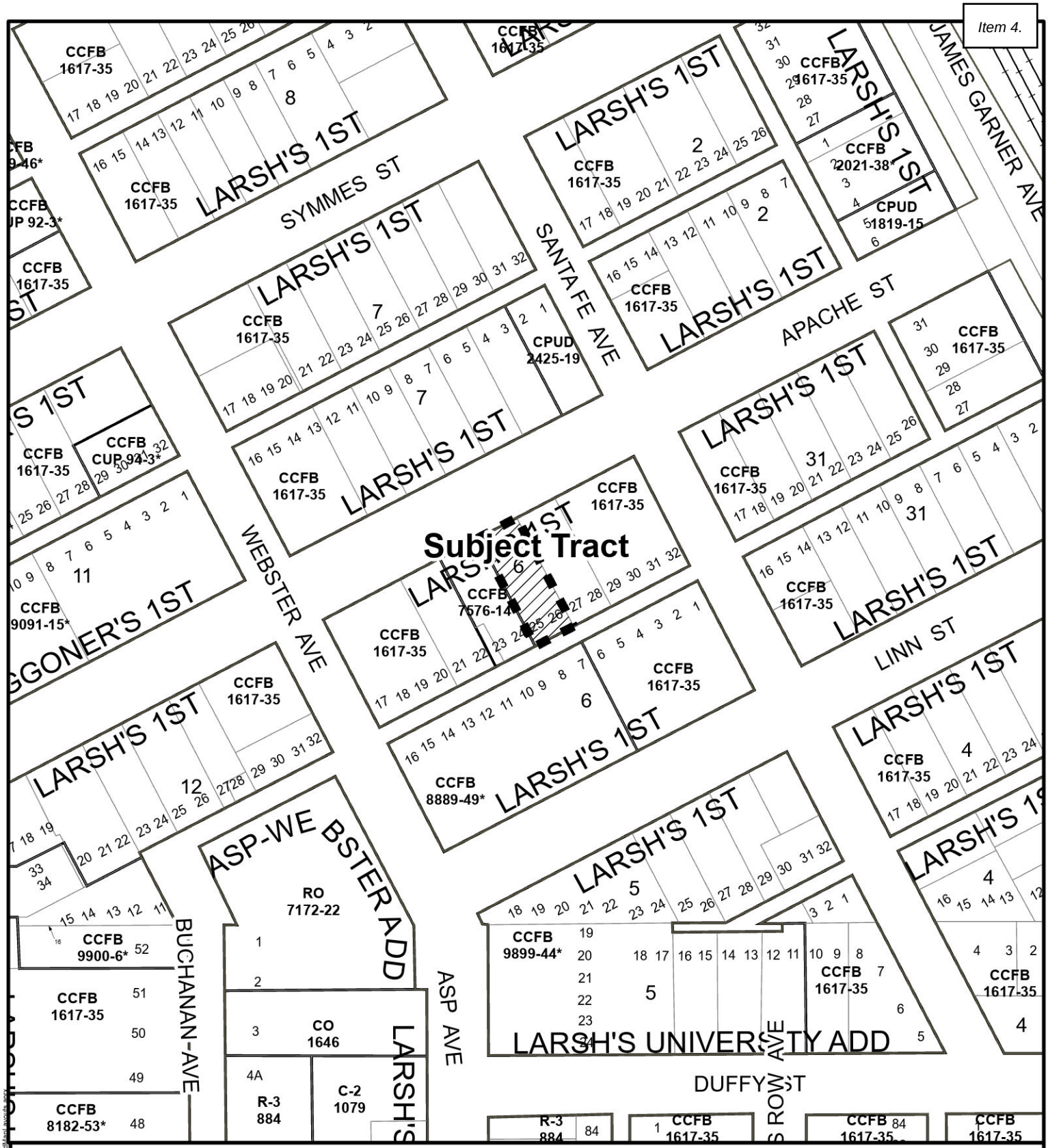
_____
(Mayor)

ATTEST:

_____
(City Clerk)

NOT ADOPTED this _____day of _____, 2026.

_____
(Mayor)




# Location Map

Subject Tract

April 2, 2026

0 75 150 Ft.

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.

# 214 West Apache

***A Center City Planned Unit Development***

Applicant: 208Apache LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May 14, 2026

PREPARED BY:

**RIEGER SADLER JOYCE**

136 Thompson Drive

Norman, Oklahoma 73069

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A. Legal Description of the Property
B. Site Development Plan
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D. Exterior Elevations

## I. INTRODUCTION

A. **Background and Intent**. This Center City Planned Unit Development ("**CCPUD**") is proposed by 208Apache LLC (the "**Applicant**") for the property located at 214 W. Apache Street, Norman, Oklahoma, more particularly described on **Exhibit A** (the "**Property**"). The Property contains approximately 0.16 acres. This CCPUD is intended to put forth the parameters for the development of the Property to allow for the construction of a townhouse style structure with two (2) residential units with a maximum of six (6) bedrooms per unit. This CCPUD will allow for a relaxation of the CCFBC's specific development and design criteria applicable to the Property in order to allow the Applicant to utilize the site for an in-fill multi-family residential development offering new dwelling units in close proximity to the University of Oklahoma.

B. **Development Team**. The Applicant and owner of the Property is 208Apache LLC. The design for the project has been prepared by Nathan Lofties, with Creative Home Designs.

## II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. **Location**. The Property is an approximately 7,000 square foot parcel located south of W. Apache Street, between S. Webster Ave and S. Santa Fe Ave. The specific location is illustrated on the Site Development Plan, attached hereto as **Exhibit B**.

B. **Existing Land Use and Zoning**. The Property is located in the Center City Form Based Code ("**CCFBC**") District, Urban Residential BFS. Currently, there is no residential structure on the Property.

C. **Elevation and Topography.** The Property is essentially flat with little to no elevation change throughout.

D. **Drainage**. The Property is generally flat and drains to W. Apache St. and the alleyway on the South.

E. **Utility Services**. All necessary utilities for this project (including water, sewer, gas, telecommunications, and electric) are currently located within the necessary proximity to serve the Property, or they will be extended by the Applicant, as necessary.

F. **Fire Protection Services**. Fire protection services will be provided by the City of Norman Fire Department and by the owner of the Property where required by building and fire protection codes.

G. **Traffic Circulation and Access**. W. Apache St. is located on the North boundary of the Property, and the public alleyway is located along the South boundary of the Property. Vehicle access is currently gained from an existing driveway off of Apache St., which will be removed under this CCPUD. An existing public sidewalk is located along W. Apache St.

## III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the terms of this CCPUD and the exhibits attached hereto and incorporated herein by reference, subject to adjustments or modifications allowed pursuant to Appendix B, Section 520(F), Administration, of the CCFBC, as may be amended from time to time. This CCPUD permits the development of a three-story structure containing two (2) dwelling units, each with a maximum of six (6) bedrooms, in accordance with the terms contained herein.

### A. Allowable Uses.

A list of the allowable uses for the Property is attached hereto as **Exhibit C**.

### B. Development Criteria.

1. **Siting.** The proposed Site Development Plan for the Property is concurrently submitted with this CCPUD as **Exhibit B** and shall be incorporated herein as an integral part of this CCPUD. The building façade and street walls shall be built to the required building line ("**RBL**") located ten (10') feet off of the front property line for 100% of the RBL length, provided that for purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Additionally, as shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan, but in no event shall any elements be allowed to extend into the right-of-way. The Property shall be developed in substantial conformance with the Site Development Plan, subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

2. **Building Height**. The buildings to be constructed on the Property shall be three (3) stories, as shown on the proposed elevations attached hereto as **Exhibit D**. The first floor finished ceiling height shall be nine (9') feet. The second story finished floor height shall be ten (10') feet six (6") inches. The second story finished ceiling height shall be nineteen (19') feet four (4") inches. The third story finished floor height shall be twenty (20') feet eight (8") inches. The third story finished ceiling height shall be twenty-nine (29') feet eight (8") inches. The top ridge from grade shall be thirty-nine (39') feet eight (8") inches. All enumerated heights are also listed on the proposed elevations and are subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

3. **Elements**. The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto. Exterior materials shall comply with the requirements of Section 402(J), Architectural Materials (exteriors), of the CCFBC, as may be amended from time to time. Fenestration shall comply with the requirements of Sections 403 of the CCFBC, as may be amended from time to time.

4. **Sanitation**. Sanitation services for the Property shall be consistent with the City of Norman's applicable sanitation standards and regulations, as amended from time to time. Poly cart service is planned to provide sanitation service to the lot. Poly carts may be stored in the side yard setback area, as shown on the Site Development Plan.

5. **Signage**. All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

6. **Traffic access and sidewalks**. Traffic circulation and access to the Property shall be allowed in the manner shown on the Site Development Plan and will meet the City of Norman Engineering Design Standards. A six (6') foot public sidewalk along West Apache will be installed.

7. **Lighting**. The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

8. **Open Space**. Open space is preserved to the extent feasible by maintaining the useable five (5') foot side yards, retaining substantial useable open space within the front yard of the Property, and by limiting the impervious coverage in the rear of the Property as depicted on the attached Site Development Plan. The Property shall have a maximum of 65% impervious coverage. Private Open Area is depicted on the Site Development Plan, including the decks, and constitutes over 20% of the buildable area of the Property. Notwithstanding the foregoing, in no case shall Open Space be less than 15% of the Property.

9. **Parking**. Parking is provided in the manner shown on the attached Site Development Plan. The Applicant will provide ten (10) parking spots at the rear of the Property. Notwithstanding the foregoing, two (2) inset parking spaces shall be allowed within the area shown as the dedicated fire lane on the Site Development Plan once use of such spaces become compliant with all applicable ordinances, laws, and regulations of the City. This CCPUD permits a variance from the number of parking spots that would be required by the current CCFBC.

10. **Landscaping.** Landscaping will be installed and meet Part 4. G. Open Space and Section 504. B Street Trees of the CCFBC. Any trees to be planted shall be of a species that is listed in Section 506 of the CCFBC, as amended thereafter, or otherwise approved by the City of Norman Forester, City of Norman Ordinance, or appropriate City of Norman staff member.

11. **Drainage**. The Property will meet Section Part 8. Site Development Requirements and any other City drainage ordinances. Drainage will be directed into the existing storm sewer main on Apache Street and to the alleyway on the South of the Property.

12. **Fencing and Street Walls**. Fencing with a maximum height of eight (8') feet is permissible but not required on the Property. Street walls shall be utilized between the building and the property line in the manner shown on the Site Development Plan. One pedestrian entry gate no wider than five (5') feet shall be permitted, but not required, within the proposed street wall. The street wall shall be not less than five (5') feet in height nor greater than twelve (12') feet in height along any RBL frontage that is not otherwise occupied by the building.

**C. CCFBC Variances.**

The Property shall be developed in accordance with the terms of this CCPUD and the exhibits attached hereto and incorporated by reference. For convenience purposes, a summary of the variances sought from the CCFBC follows:

1. **Six Bedrooms Per Unit**. Each unit is allowed to contain a maximum of six (6) bedrooms as this is an area that is appropriate for added density. This CCPUD will allow for a development that can provide thoughtfully designed residential units closely located to the University of Oklahoma, which is much needed.

2. **Unit Minimum**. The Property is allowed to contain a minimum of two (2) dwelling units. The Property will contain appropriate density through a greater number of bedrooms in each unit.

3. **Parking**. The Applicant will provide ten (10) on-site parking spaces.

4. **Setbacks**. As shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building.

5. **Siting**. For purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan.

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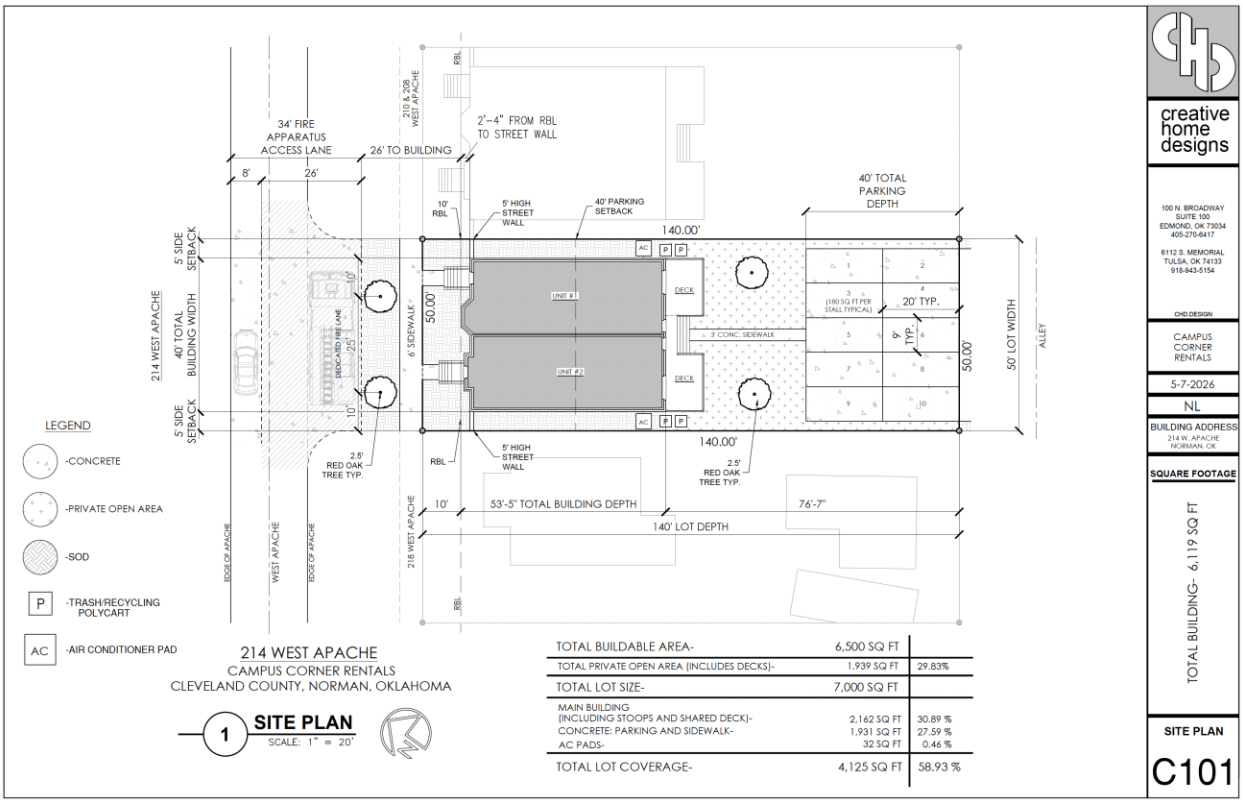
## LEGAL DESCRIPTION OF THE PROPERTY

Lots Twenty-Five (25) and Twenty-Six (26), in Block Six (6), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

# EXHIBIT B

## PROPOSED SITE DEVELOPMENT PLAN

***Full Size PDF Documents Submitted to City Staff***



# EXHIBIT C
# ALLOWABLE USES

Allowable Uses:

**Residential Dwelling Units:**
The Property may contain two (2) units with a maximum of six (6) bedrooms per unit, totaling twelve (12) bedrooms on the Property.

## Use Table

*The use table included below, as may be amended from time to time, identifies the uses allowed within this CCPUD. References to Additional Regulations refer to provisions of the CCFBC (as such may be amended from time to time) and shall be applied to the Property if such use is requested on the Property, except that no additional regulations will be applied to any Residential Uses on the Property.*

| USE CATEGORY | | Urban Residential | | Additional Regulations |
|---|---|---|---|---|
| | | Ground Story | Upper Story | |
| | | | | |
| **RESIDENTIAL** | Household Living | ✓ | ✓ | Sec. 704.B.1-2; 704.J, K. |
| | Group Living | ✓ | ✓ | |
| | | | | |
| **COMMERCE** | Office | ✓ | | Sec. 704.D.1-2 |
| | Overnight Lodging | ✓ | ✓ | Sec. 704.E.1-3 |
| | Recreation/Entertainment | | | Sec. 704.F.1-5 |
| | Vehicle Sales | | | Sec. 704.F. 6 |
| | Passenger Terminal | | | |
| | Child Care Center | | | See Part 9. Definitions |
| | Family Day Care Home | ✓ | ✓ | See Part 9. Definitions |
| | Retail Sales & Service | ✓ | | Sec. 704.F.2, 6, 7 |
| | Restaurant/Bar/Lounge/Tavern | | | Sec. 704.F.1-5 |
| | Art Studio/Artisinal Manufacturing | ✓ | | Sec. 704.F.7 |
| | Research & Development | | | |
| | Self-service storage | | | |
| | Auto Repair | | | Sec. 704.G. |
| | | | | |
| **CIVIC** | See *Part 9. Definitions* | ✓ | | Sec. 704.C. |

Key: ✓= Permitted  Blank Cell = Not Permitted

# EXHIBIT D

## EXTERIOR ELEVATIONS

***Full Size PDF Documents Submitted to City Staff***




| UNIT #1 | UNIT #1 | UNIT #2 | UNIT #2 |
|---|---|---|---|
| GROUND STORY WINDOW FENESTRATION | UPPER STORY WINDOW FENESTRATION | GROUND STORY WINDOW FENESTRATION | UPPER STORY WINDOW FENESTRATION |
| 35.91% | 28.70% | 37.79% | 27.08% |



# 214 West Apache

***A Center City Planned Unit Development***

Applicant: 208Apache LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May ~~7~~14, 2026

PREPARED BY:

**RIEGER SADLER JOYCE**

136 Thompson Drive

Norman, Oklahoma 73069

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A. **Background and Intent**. This Center City Planned Unit Development ("**CCPUD**") is proposed by 208Apache LLC (the "**Applicant**") for the property located at 214 W. Apache Street, Norman, Oklahoma, more particularly described on **Exhibit A** (the "**Property**"). The Property contains approximately 0.16 acres. This CCPUD is intended to put forth the parameters for the development of the Property to allow for the construction of a townhouse style structure with two (2) residential units with a maximum of six (6) bedrooms per unit. This CCPUD will allow for a relaxation of the CCFBC's specific development and design criteria applicable to the Property in order to allow the Applicant to utilize the site for an in-fill multi-family residential development offering new dwelling units in close proximity to the University of Oklahoma.

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A list of the allowable uses for the Property is attached hereto as **Exhibit C**.

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2. **Building Height**. The buildings to be constructed on the Property shall be three (3) stories, as shown on the proposed elevations attached hereto as **Exhibit D**. The first floor finished ceiling height shall be nine (9') feet. The second story finished floor height shall be ten (10') feet six (6") inches. The second story finished ceiling height shall be nineteen (19') feet four (4") inches. The third story finished floor height shall be twenty (20') feet eight (8") inches. The third story finished ceiling height shall be twenty-nine (29') feet eight (8") inches. The top ridge from grade shall be thirty-nine (39') feet eight (8") inches. All enumerated heights are also listed on the proposed elevations and are subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

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5. **Signage**. All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

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7. **Lighting**. The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

8. **Open Space**. Open space is preserved to the extent feasible by maintaining the useable five (5') foot side yards, retaining substantial useable open space within the front yard of the Property, and by limiting the impervious coverage in the rear of the Property as depicted on the attached Site Development Plan. The Property shall have a maximum of ~~70~~65% impervious coverage. Private Open Area is depicted on the Site Development Plan, including the decks, and constitutes over 20% of the buildable area of the Property. Notwithstanding the foregoing, in no case shall Open Space be less than 15% of the Property.

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10. **Landscaping.** Landscaping will be installed and meet Part 4. G. Open Space and Section 504. B Street Trees of the CCFBC. Any trees to be planted shall be of a species that is listed in Section 506 of the CCFBC, as amended thereafter, or otherwise approved by the City of Norman Forester, City of Norman Ordinance, or appropriate City of Norman staff member.

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## C. CCFBC Variances.

The Property shall be developed in accordance with the terms of this CCPUD and the exhibits attached hereto and incorporated by reference. For convenience purposes, a summary of the variances sought from the CCFBC follows:

1. **Six Bedrooms Per Unit**. Each unit is allowed to contain a maximum of six (6) bedrooms as this is an area that is appropriate for added density. This CCPUD will allow for a development that can provide thoughtfully designed residential units closely located to the University of Oklahoma, which is much needed.

2. **Unit Minimum**. The Property is allowed to contain a minimum of two (2) dwelling units. The Property will contain appropriate density through a greater number of bedrooms in each unit.

3. **Parking**. The Applicant will provide ~~eight (8~~ten (10) on-site parking spaces.

~~4. **Impervious**. The Property shall have a maximum of 70% impervious coverage.~~

~~5.~~4. **Setbacks**. As shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building.

~~6.~~5. **Siting**. For purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Furthermore, the stoop and

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# EXHIBIT A

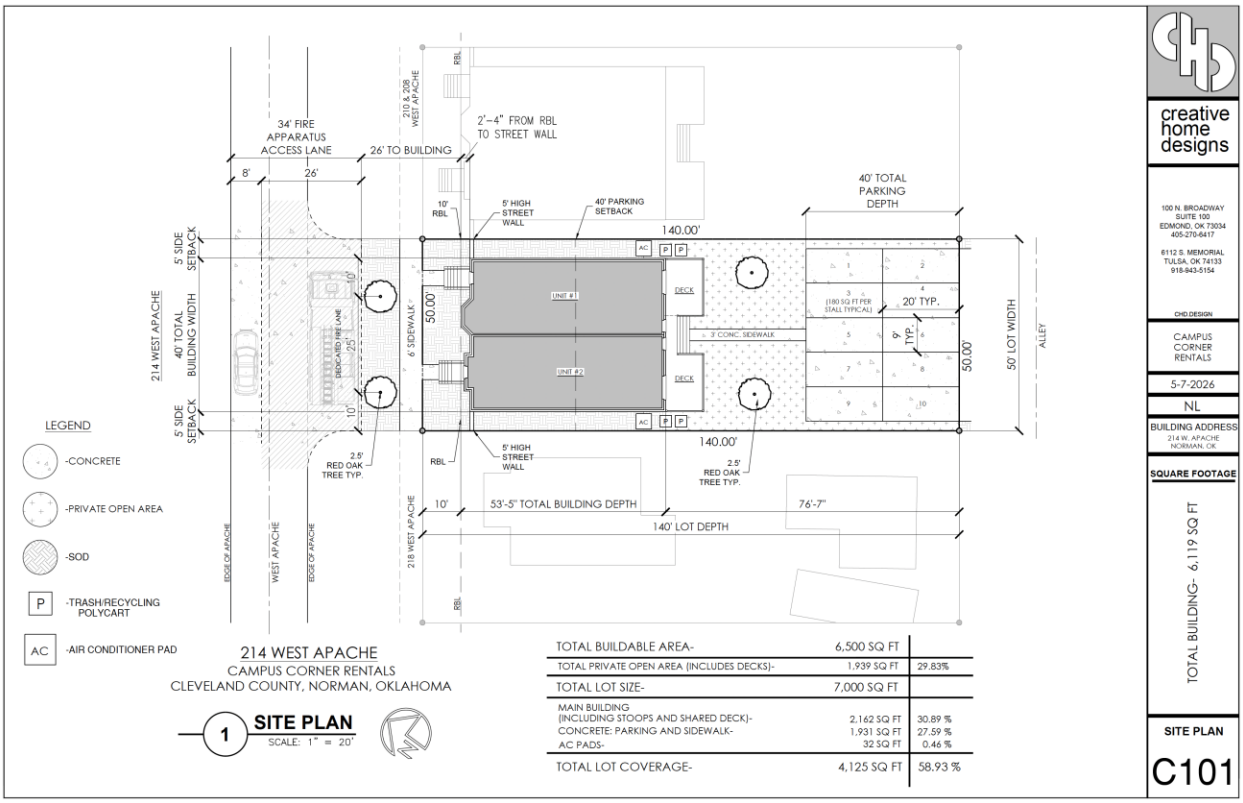
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Lots Twenty-Five (25) and Twenty-Six (26), in Block Six (6), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

# EXHIBIT B

## PROPOSED SITE DEVELOPMENT PLAN

***Full Size PDF Documents Submitted to City Staff***



# EXHIBIT C
# ALLOWABLE USES

Allowable Uses:

**Residential Dwelling Units:**
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## Use Table

*The use table included below, as may be amended from time to time, identifies the uses allowed within this CCPUD. References to Additional Regulations refer to provisions of the CCFBC (as such may be amended from time to time) and shall be applied to the Property if such use is requested on the Property, except that no additional regulations will be applied to any Residential Uses on the Property.*

| USE CATEGORY | | Urban Residential | | Additional Regulations |
|---|---|---|---|---|
| | | Ground Story | Upper Story | |
| | | | | |
| **RESIDENTIAL** | Household Living | ✓ | ✓ | Sec. 704.B.1-2; 704.J, K. |
| | Group Living | ✓ | ✓ | |
| | | | | |
| **COMMERCE** | Office | ✓ | | Sec. 704.D.1-2 |
| | Overnight Lodging | ✓ | ✓ | Sec. 704.E.1-3 |
| | Recreation/Entertainment | | | Sec. 704.F.1-5 |
| | Vehicle Sales | | | Sec. 704.F. 6 |
| | Passenger Terminal | | | |
| | Child Care Center | | | See Part 9. Definitions |
| | Family Day Care Home | ✓ | ✓ | See Part 9. Definitions |
| | Retail Sales & Service | ✓ | | Sec. 704.F.2, 6, 7 |
| | Restaurant/Bar/Lounge/Tavern | | | Sec. 704.F.1-5 |
| | Art Studio/Artisinal Manufacturing | ✓ | | Sec. 704.F.7 |
| | Research & Development | | | |
| | Self-service storage | | | |
| | Auto Repair | | | Sec. 704.G. |
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Key: ✓= Permitted  Blank Cell = Not Permitted

# EXHIBIT D

## EXTERIOR ELEVATIONS

***Full Size PDF Documents Submitted to City Staff***




| UNIT #1 GROUND STORY WINDOW FENESTRATION | UNIT #1 UPPER STORY WINDOW FENESTRATION | UNIT #2 GROUND STORY WINDOW FENESTRATION | UNIT #2 UPPER STORY WINDOW FENESTRATION |
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# 214 West Apache

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Applicant: 208Apache LLC

Application for:

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Submitted April 1, 2026

Revised May ~~7~~14, 2026

PREPARED BY:

**RIEGER SADLER JOYCE**

136 Thompson Drive

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## II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. **Location**. The Property is an approximately 7,000 square foot parcel located south of W. Apache Street, between S. Webster Ave and S. Santa Fe Ave. The specific location is illustrated on the Site Development Plan, attached hereto as **Exhibit B**.

B. **Existing Land Use and Zoning**. The Property is located in the Center City Form Based Code ("**CCFBC**") District, Urban Residential BFS. Currently, there is no residential structure on the Property.

C. **Elevation and Topography.** The Property is essentially flat with little to no elevation change throughout.

D. **Drainage**. The Property is generally flat and drains to W. Apache St. and the alleyway on the South.

E. **Utility Services**. All necessary utilities for this project (including water, sewer, gas, telecommunications, and electric) are currently located within the necessary proximity to serve the Property, or they will be extended by the Applicant, as necessary.

F. **Fire Protection Services**. Fire protection services will be provided by the City of Norman Fire Department and by the owner of the Property where required by building and fire protection codes.

G. **Traffic Circulation and Access**. W. Apache St. is located on the North boundary of the Property, and the public alleyway is located along the South boundary of the Property. Vehicle access is currently gained from an existing driveway off of Apache St., which will be removed under this CCPUD. An existing public sidewalk is located along W. Apache St.

## III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the terms of this CCPUD and the exhibits attached hereto and incorporated herein by reference, subject to adjustments or modifications allowed pursuant to Appendix B, Section 520(F), Administration, of the CCFBC, as may be amended from time to time. This CCPUD permits the development of a three-story structure containing two (2) dwelling units, each with a maximum of six (6) bedrooms, in accordance with the terms contained herein.

### A. Allowable Uses.

A list of the allowable uses for the Property is attached hereto as **Exhibit C**.

### B. Development Criteria.

1. **Siting.** The proposed Site Development Plan for the Property is concurrently submitted with this CCPUD as **Exhibit B** and shall be incorporated herein as an integral part of this CCPUD. The building façade and street walls shall be built to the required building line ("**RBL**") located ten (10') feet off of the front property line for 100% of the RBL length, provided that for purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Additionally, as shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan, but in no event shall any elements be allowed to extend into the right-of-way. The Property shall be developed in substantial conformance with the Site Development Plan, subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

2. **Building Height**. The buildings to be constructed on the Property shall be three (3) stories, as shown on the proposed elevations attached hereto as **Exhibit D**. The first floor finished ceiling height shall be nine (9') feet. The second story finished floor height shall be ten (10') feet six (6") inches. The second story finished ceiling height shall be nineteen (19') feet four (4") inches. The third story finished floor height shall be twenty (20') feet eight (8") inches. The third story finished ceiling height shall be twenty-nine (29') feet eight (8") inches. The top ridge from grade shall be thirty-nine (39') feet eight (8") inches. All enumerated heights are also listed on the proposed elevations and are subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

3. **Elements**. The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto. Exterior materials shall comply with the requirements of Section 402(J), Architectural Materials (exteriors), of the CCFBC, as may be amended from time to time. Fenestration shall comply with the requirements of Sections 403 of the CCFBC, as may be amended from time to time.

4. **Sanitation**. Sanitation services for the Property shall be consistent with the City of Norman's applicable sanitation standards and regulations, as amended from time to time. Poly cart service is planned to provide sanitation service to the lot. Poly carts may be stored in the side yard setback area, as shown on the Site Development Plan.

5. **Signage**. All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

6. **Traffic access and sidewalks**. Traffic circulation and access to the Property shall be allowed in the manner shown on the Site Development Plan and will meet the City of Norman Engineering Design Standards. A six (6') foot public sidewalk along West Apache will be installed.

7. **Lighting**. The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

8. **Open Space**. Open space is preserved to the extent feasible by maintaining the useable five (5') foot side yards, retaining substantial useable open space within the front yard of the Property, and by limiting the impervious coverage in the rear of the Property as depicted on the attached Site Development Plan. The Property shall have a maximum of ~~70~~65% impervious coverage. Private Open Area is depicted on the Site Development Plan, including the decks, and constitutes over 20% of the buildable area of the Property. Notwithstanding the foregoing, in no case shall Open Space be less than 15% of the Property.

9. **Parking**. Parking is provided in the manner shown on the attached Site Development Plan. The Applicant will provide ~~eight~~ ten (10~~8~~) parking spots at the rear of the Property. Notwithstanding the foregoing, two (2) inset parking spaces shall be allowed within the area shown as the dedicated fire lane on the Site Development Plan once such spaces become compliant with all applicable ordinances, laws, and regulations of the City, such as, by way of example, development of the property located directly across the street that results in a widening of West Apache Street or the elimination of on-street parking in this area. This CCPUD permits a variance from the number of parking spots that would be required by the current CCFBC.

10. **Landscaping.** Landscaping will be installed and meet Part 4. G. Open Space and Section 504. B Street Trees of the CCFBC. Any trees to be planted shall be of a species that is listed in Section 506 of the CCFBC, as amended thereafter, or otherwise approved by the City of Norman Forester, City of Norman Ordinance, or appropriate City of Norman staff member.

11. **Drainage**. The Property will meet Section Part 8. Site Development Requirements and any other City drainage ordinances. Drainage will be directed into the existing storm sewer main on Apache Street and to the alleyway on the South of the Property.

12. **Fencing and Street Walls**. Fencing with a maximum height of eight (8') feet is permissible but not required on the Property. Street walls shall be utilized between the building and the property line in the manner shown on the Site Development Plan. One pedestrian entry gate no wider than five (5') feet shall be permitted, but not required, within the proposed street wall. The street wall shall be not less than five (5') feet in height nor greater than twelve (12') feet in height along any RBL frontage that is not otherwise occupied by the building.

**C. CCFBC Variances.**

The Property shall be developed in accordance with the terms of this CCPUD and the exhibits attached hereto and incorporated by reference. For convenience purposes, a summary of the variances sought from the CCFBC follows:

1. **Six Bedrooms Per Unit**. Each unit is allowed to contain a maximum of six (6) bedrooms as this is an area that is appropriate for added density. This CCPUD will allow for a development that can provide thoughtfully designed residential units closely located to the University of Oklahoma, which is much needed.

2. **Unit Minimum**. The Property is allowed to contain a minimum of two (2) dwelling units. The Property will contain appropriate density through a greater number of bedrooms in each unit.

3. **Parking**. The Applicant will initially provide ~~eight~~ ten (10~~8~~) on-site parking spaces.

~~4. **Impervious**. The Property shall have a maximum of 70% impervious coverage.~~

~~5.~~4. **Setbacks**. As shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building.

~~6.~~5. **Siting**. For purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan.

# EXHIBIT A

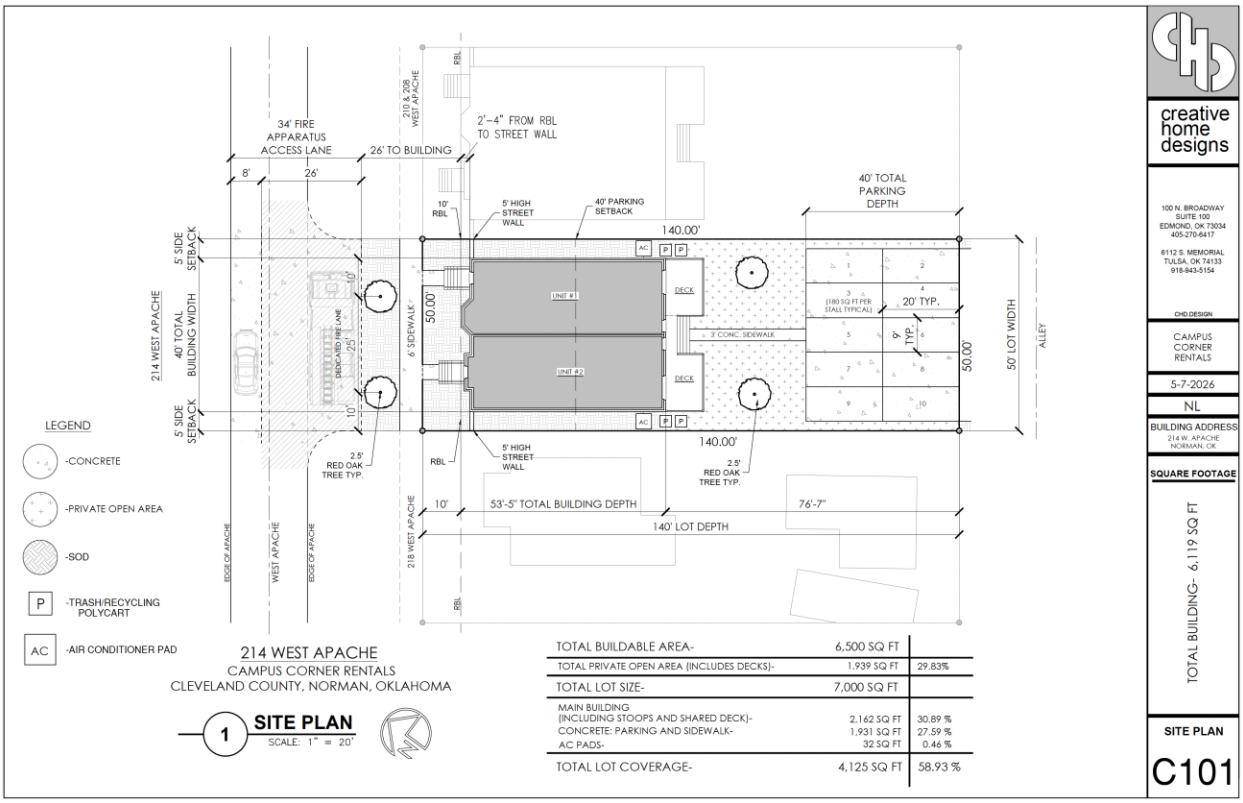
## LEGAL DESCRIPTION OF THE PROPERTY

Lots Twenty-Five (25) and Twenty-Six (26), in Block Six (6), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

# EXHIBIT B

## PROPOSED SITE DEVELOPMENT PLAN

***Full Size PDF Documents Submitted to City Staff***



# EXHIBIT C
# ALLOWABLE USES

Allowable Uses:

**Residential Dwelling Units:**
The Property may contain two (2) units with a maximum of six (6) bedrooms per unit, totaling twelve (12) bedrooms on the Property.

## Use Table

*The use table included below, as may be amended from time to time, identifies the uses allowed within this CCPUD. References to Additional Regulations refer to provisions of the CCFBC (as such may be amended from time to time) and shall be applied to the Property if such use is requested on the Property, except that no additional regulations will be applied to any Residential Uses on the Property.*

| USE CATEGORY | | Urban Residential | | Additional Regulations |
|---|---|---|---|---|
| | | Ground Story | Upper Story | |
| | | | | |
| **RESIDENTIAL** | Household Living | ✓ | ✓ | Sec. 704.B.1-2; 704.J, K. |
| | Group Living | ✓ | ✓ | |
| | | | | |
| **COMMERCE** | Office | ✓ | | Sec. 704.D.1-2 |
| | Overnight Lodging | ✓ | ✓ | Sec. 704.E.1-3 |
| | Recreation/Entertainment | | | Sec. 704.F.1-5 |
| | Vehicle Sales | | | Sec. 704.F. 6 |
| | Passenger Terminal | | | |
| | Child Care Center | | | See Part 9. Definitions |
| | Family Day Care Home | ✓ | ✓ | See Part 9. Definitions |
| | Retail Sales & Service | ✓ | | Sec. 704.F.2, 6, 7 |
| | Restaurant/Bar/Lounge/Tavern | | | Sec. 704.F.1-5 |
| | Art Studio/Artisinal Manufacturing | ✓ | | Sec. 704.F.7 |
| | Research & Development | | | |
| | Self-service storage | | | |
| | Auto Repair | | | Sec. 704.G. |
| | | | | |
| **CIVIC** | See *Part 9. Definitions* | ✓ | | Sec. 704.C. |

Key: ✓= Permitted  Blank Cell = Not Permitted

# EXHIBIT D

## EXTERIOR ELEVATIONS

***Full Size PDF Documents Submitted to City Staff***




| UNIT #1 GROUND STORY WINDOW FENESTRATION | UNIT #1 UPPER STORY WINDOW FENESTRATION | UNIT #2 GROUND STORY WINDOW FENESTRATION | UNIT #2 UPPER STORY WINDOW FENESTRATION |
|---|---|---|---|
| 35.91% | 28.70% | 37.79% | 27.08% |



# 214 West Apache

***A Center City Planned Unit Development***

Applicant: 208Apache LLC

Application for:

Center City Planned Unit Development

Submitted April 1, 2026

Revised May 7, 2026

PREPARED BY:

**RIEGER SADLER JOYCE**

136 Thompson Drive

Norman, Oklahoma 73069

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B. Development Team

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E. Utility Services
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B. Development Criteria
C. CCFBC Variances

**EXHIBITS**

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B. Site Development Plan
C. Allowable Uses
D. Exterior Elevations

## I. INTRODUCTION

A. **Background and Intent**. This Center City Planned Unit Development ("**CCPUD**") is proposed by 208Apache LLC (the "**Applicant**") for the property located at 214 W. Apache Street, Norman, Oklahoma, more particularly described on **Exhibit A** (the "**Property**"). The Property contains approximately 0.16 acres. This CCPUD is intended to put forth the parameters for the development of the Property to allow for the construction of a townhouse style structure with two (2) residential units with a maximum of six (6) bedrooms per unit. This CCPUD will allow for a relaxation of the CCFBC's specific development and design criteria applicable to the Property in order to allow the Applicant to utilize the site for an in-fill multi-family residential development offering new dwelling units in close proximity to the University of Oklahoma.

B. **Development Team**. The Applicant and owner of the Property is 208Apache LLC. The design for the project has been prepared by Nathan Lofties, with Creative Home Designs.

## II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. **Location**. The Property is an approximately 7,000 square foot parcel located south of W. Apache Street, between S. Webster Ave and S. Santa Fe Ave. The specific location is illustrated on the Site Development Plan, attached hereto as **Exhibit B**.

B. **Existing Land Use and Zoning**. The Property is located in the Center City Form Based Code ("**CCFBC**") District, Urban Residential BFS. Currently, there is no residential structure on the Property.

C. **Elevation and Topography.** The Property is essentially flat with little to no elevation change throughout.

D. **Drainage**. The Property is generally flat and drains to W. Apache St. and the alleyway on the South.

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G. **Traffic Circulation and Access**. W. Apache St. is located on the North boundary of the Property, and the public alleyway is located along the South boundary of the Property. Vehicle access is currently gained from an existing driveway off of Apache St., which will be removed under this CCPUD. An existing public sidewalk is located along W. Apache St.

## III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the terms of this CCPUD and the exhibits attached hereto and incorporated herein by reference, subject to adjustments or modifications allowed pursuant to Appendix B, Section 520(F), Administration, of the CCFBC, as may be amended from time to time. This CCPUD permits the development of a three-story structure containing two (2) dwelling units, each with a maximum of six (6) bedrooms, in accordance with the terms contained herein.

### A. Allowable Uses.

A list of the allowable uses for the Property is attached hereto as **Exhibit C**.

### B. Development Criteria.

1. **Siting.** The proposed Site Development Plan for the Property is concurrently submitted with this CCPUD as **Exhibit B** and shall be incorporated herein as an integral part of this CCPUD. The building façade and street walls shall be built to the required building line ("**RBL**") located ten (10') feet off of the front property line for 100% of the RBL length, provided that for purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Additionally, as shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan, but in no event shall any elements be allowed to extend into the right-of-way. The Property shall be developed in substantial conformance with the Site Development Plan, subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

2. **Building Height**. The buildings to be constructed on the Property shall be three (3) stories, as shown on the proposed elevations attached hereto as **Exhibit D**. The first floor finished ceiling height shall be nine (9') feet. The second story finished floor height shall be ten (10') feet six (6") inches. The second story finished ceiling height shall be nineteen (19') feet four (4") inches. The third story finished floor height shall be twenty (20') feet eight (8") inches. The third story finished ceiling height shall be twenty-nine (29') feet eight (8") inches. The top ridge from grade shall be thirty-nine (39') feet eight (8") inches. All enumerated heights are also listed on the proposed elevations and are subject to adjustments or modifications allowed pursuant to Appendix B Section 520(F), Administration, of the CCFBC, as may be amended from time to time.

3. **Elements**. The Property shall be built in accordance with the terms of this CCPUD and the exhibits hereto. Exterior materials shall comply with the requirements of Section 402(J), Architectural Materials (exteriors), of the CCFBC, as may be amended from time to time. Fenestration shall comply with the requirements of Sections 403 of the CCFBC, as may be amended from time to time.

4. **Sanitation**. Sanitation services for the Property shall be consistent with the City of Norman's applicable sanitation standards and regulations, as amended from time to time. Poly cart service is planned to provide sanitation service to the lot. Poly carts may be stored in the side yard setback area, as shown on the Site Development Plan.

5. **Signage**. All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

6. **Traffic access and sidewalks**. Traffic circulation and access to the Property shall be allowed in the manner shown on the Site Development Plan and will meet the City of Norman Engineering Design Standards. A six (6') foot public sidewalk along West Apache will be installed.

7. **Lighting**. The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

8. **Open Space**. Open space is preserved to the extent feasible by maintaining the useable five (5') foot side yards, retaining substantial useable open space within the front yard of the Property, and by limiting the impervious coverage in the rear of the Property as depicted on the attached Site Development Plan. The Property shall have a maximum of 70% impervious coverage. Private Open Area is depicted on the Site Development Plan, including the decks, and constitutes over 20% of the buildable area of the Property. Notwithstanding the foregoing, in no case shall Open Space be less than 15% of the Property.

9. **Parking**. Parking is provided in the manner shown on the attached Site Development Plan. The Applicant will provide eight (8) parking spots at the rear of the Property. This CCPUD permits a variance from the number of parking spots that would be required by the current CCFBC.

10. **Landscaping.** Landscaping will be installed and meet Part 4. G. Open Space and Section 504. B Street Trees of the CCFBC. Any trees to be planted shall be of a species that is listed in Section 506 of the CCFBC, as amended thereafter, or otherwise approved by the City of Norman Forester, City of Norman Ordinance, or appropriate City of Norman staff member.

11. **Drainage**. The Property will meet Section Part 8. Site Development Requirements and any other City drainage ordinances. Drainage will be directed into the existing storm sewer main on Apache Street and to the alleyway on the South of the Property.

12. **Fencing and Street Walls**. Fencing with a maximum height of eight (8') feet is permissible but not required on the Property. Street walls shall be utilized between the building and the property line in the manner shown on the Site Development Plan. One pedestrian entry gate no wider than five (5') feet shall be permitted, but not required, within the proposed street wall. The street wall shall be not less than five (5') feet in height nor greater than twelve (12') feet in height along any RBL frontage that is not otherwise occupied by the building.

**C. CCFBC Variances.**

The Property shall be developed in accordance with the terms of this CCPUD and the exhibits attached hereto and incorporated by reference. For convenience purposes, a summary of the variances sought from the CCFBC follows:

1. **Six Bedrooms Per Unit**. Each unit is allowed to contain a maximum of six (6) bedrooms as this is an area that is appropriate for added density. This CCPUD will allow for a development that can provide thoughtfully designed residential units closely located to the University of Oklahoma, which is much needed.

2. **Unit Minimum**. The Property is allowed to contain a minimum of two (2) dwelling units. The Property will contain appropriate density through a greater number of bedrooms in each unit.

3. **Parking**. The Applicant will provide eight (8) on-site parking spaces.

4. **Impervious**. The Property shall have a maximum of 70% impervious coverage.

5. **Setbacks**. As shown on the Site Development Plan, there shall be a five (5') foot side yard setback on both sides of the building.

6. **Siting**. For purposes of this CCPUD, the building façade and street walls shall be allowed to be set back from the RBL up to a maximum of two (2') feet four (4") inches as shown on the Site Development Plan. Furthermore, the stoop and stairs associated with the front entrance of each unit shall be allowed to extend beyond the RBL in the manner displayed on the Site Development Plan.

# EXHIBIT A

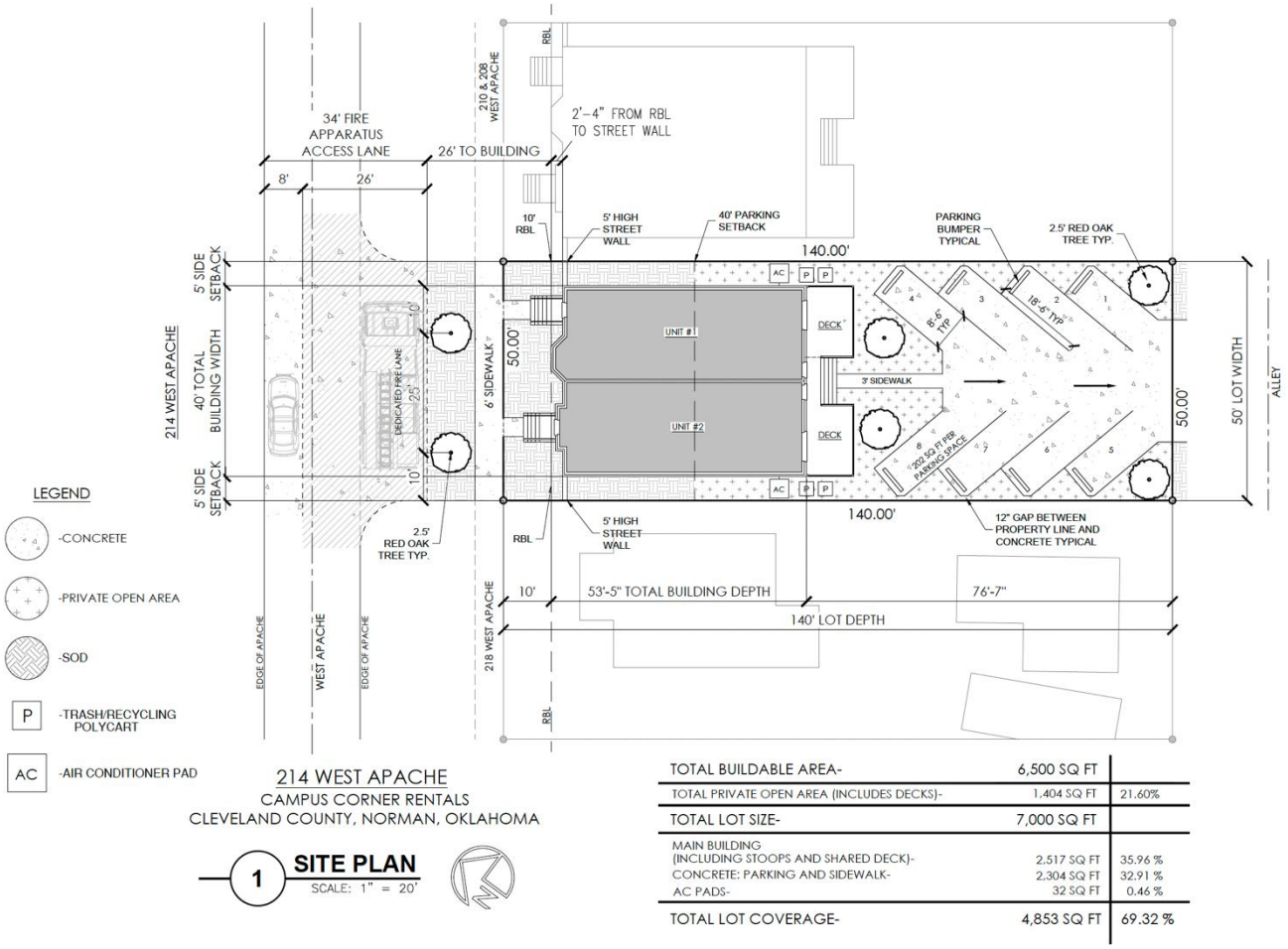
## LEGAL DESCRIPTION OF THE PROPERTY

Lots Twenty-Five (25) and Twenty-Six (26), in Block Six (6), D.L. LARSH'S FIRST ADDITION, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

# EXHIBIT B

## PROPOSED SITE DEVELOPMENT PLAN

***Full Size PDF Documents Submitted to City Staff***




214 WEST APACHE
CAMPUS CORNER RENTALS
CLEVELAND COUNTY, NORMAN, OKLAHOMA

1 **SITE PLAN**
SCALE: 1" = 20'

| | | |
|---|---|---|
| TOTAL BUILDABLE AREA- | 6,500 SQ FT | |
| TOTAL PRIVATE OPEN AREA (INCLUDES DECKS)- | 1,404 SQ FT | 21.60% |
| TOTAL LOT SIZE- | 7,000 SQ FT | |
| MAIN BUILDING (INCLUDING STOOPS AND SHARED DECK)- | 2,517 SQ FT | 35.96 % |
| CONCRETE: PARKING AND SIDEWALK- | 2,304 SQ FT | 32.91 % |
| AC PADS- | 32 SQ FT | 0.46 % |
| TOTAL LOT COVERAGE- | 4,853 SQ FT | 69.32 % |

# EXHIBIT C
# ALLOWABLE USES

Allowable Uses:

**Residential Dwelling Units:**
The Property may contain two (2) units with a maximum of six (6) bedrooms per unit, totaling twelve (12) bedrooms on the Property.

## Use Table

*The use table included below, as may be amended from time to time, identifies the uses allowed within this CCPUD. References to Additional Regulations refer to provisions of the CCFBC (as such may be amended from time to time) and shall be applied to the Property if such use is requested on the Property, except that no additional regulations will be applied to any Residential Uses on the Property.*

| USE CATEGORY | | Urban Residential | | Additional Regulations |
|---|---|---|---|---|
| | | Ground Story | Upper Story | |
| | | | | |
| **RESIDENTIAL** | Household Living | ✓ | ✓ | Sec. 704.B.1-2; 704.J, K. |
| | Group Living | ✓ | ✓ | |
| | | | | |
| **COMMERCE** | Office | ✓ | | Sec. 704.D.1-2 |
| | Overnight Lodging | ✓ | ✓ | Sec. 704.E.1-3 |
| | Recreation/Entertainment | | | Sec. 704.F.1-5 |
| | Vehicle Sales | | | Sec. 704.F. 6 |
| | Passenger Terminal | | | |
| | Child Care Center | | | See Part 9. Definitions |
| | Family Day Care Home | ✓ | ✓ | See Part 9. Definitions |
| | Retail Sales & Service | ✓ | | Sec. 704.F.2, 6, 7 |
| | Restaurant/Bar/Lounge/Tavern | | | Sec. 704.F.1-5 |
| | Art Studio/Artisinal Manufacturing | ✓ | | Sec. 704.F.7 |
| | Research & Development | | | |
| | Self-service storage | | | |
| | Auto Repair | | | Sec. 704.G. |
| | | | | |
| **CIVIC** | See *Part 9. Definitions* | ✓ | | Sec. 704.C. |

Key: ✓= Permitted  Blank Cell = Not Permitted

# EXHIBIT D

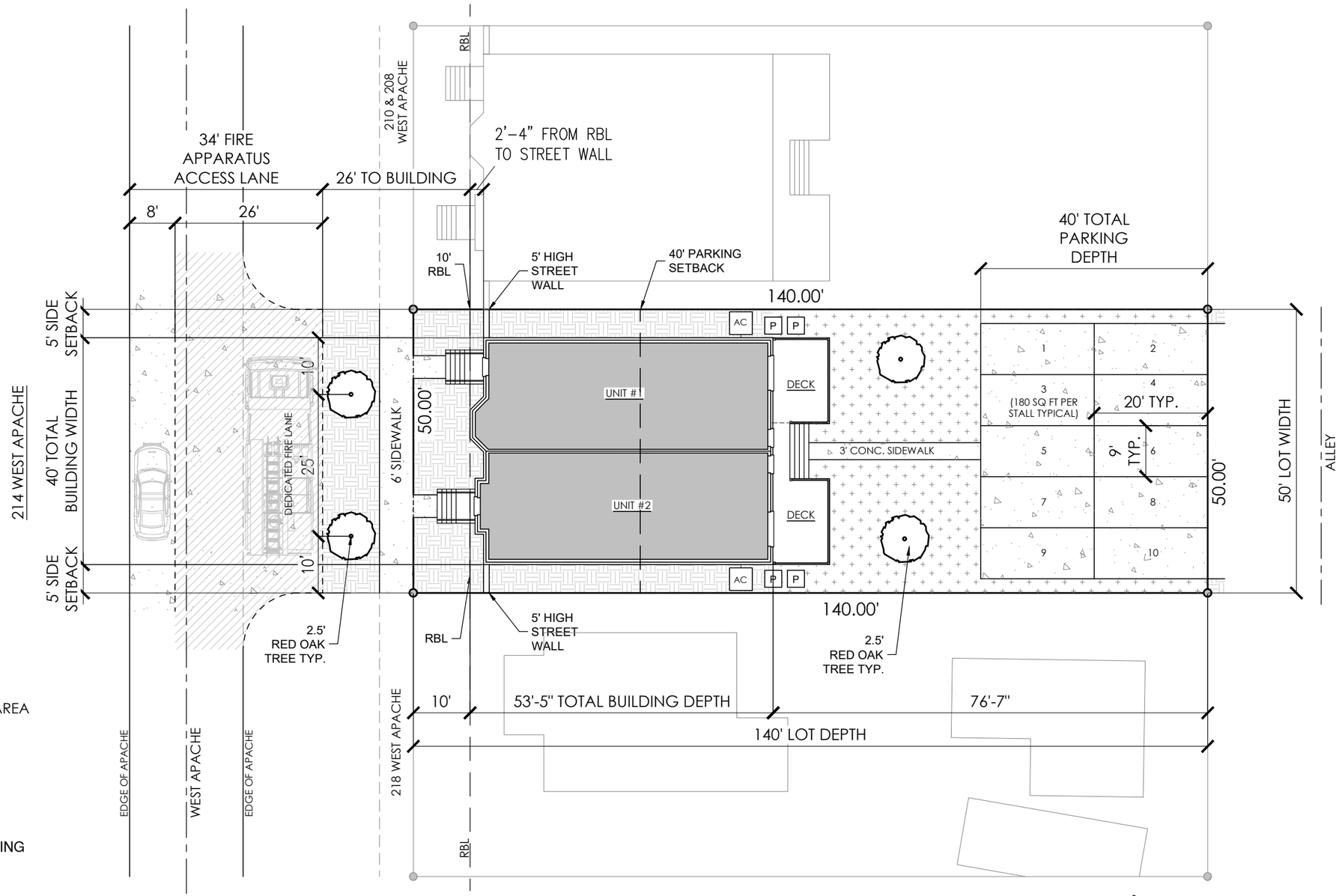
## EXTERIOR ELEVATIONS

***Full Size PDF Documents Submitted to City Staff***




| UNIT #1 GROUND STORY WINDOW FENESTRATION | UNIT #1 UPPER STORY WINDOW FENESTRATION | UNIT #2 GROUND STORY WINDOW FENESTRATION | UNIT #2 UPPER STORY WINDOW FENESTRATION |
|---|---|---|---|
| 35.91% | 28.70% | 37.79% | 27.08% |






LEGEND

-CONCRETE

-PRIVATE OPEN AREA

-SOD

P -TRASH/RECYCLING POLYCART

AC -AIR CONDITIONER PAD

## 214 WEST APACHE

CAMPUS CORNER RENTALS
CLEVELAND COUNTY, NORMAN, OKLAHOMA

1 **SITE PLAN**
SCALE: 1" = 20'

| | | |
|---|---|---|
| TOTAL BUILDABLE AREA- | 6,500 SQ FT | |
| TOTAL PRIVATE OPEN AREA (INCLUDES DECKS)- | 1,939 SQ FT | 29.83% |
| TOTAL LOT SIZE- | 7,000 SQ FT | |
| MAIN BUILDING (INCLUDING STOOPS AND SHARED DECK)- | 2,162 SQ FT | 30.89 % |
| CONCRETE: PARKING AND SIDEWALK- | 1,931 SQ FT | 27.59 % |
| AC PADS- | 32 SQ FT | 0.46 % |
| TOTAL LOT COVERAGE- | 4,125 SQ FT | 58.93 % |

creative home designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417

6112 S. MEMORIAL
TULSA, OK 74133
918-943-5154

CHD.DESIGN

CAMPUS CORNER RENTALS

5-7-2026

NL

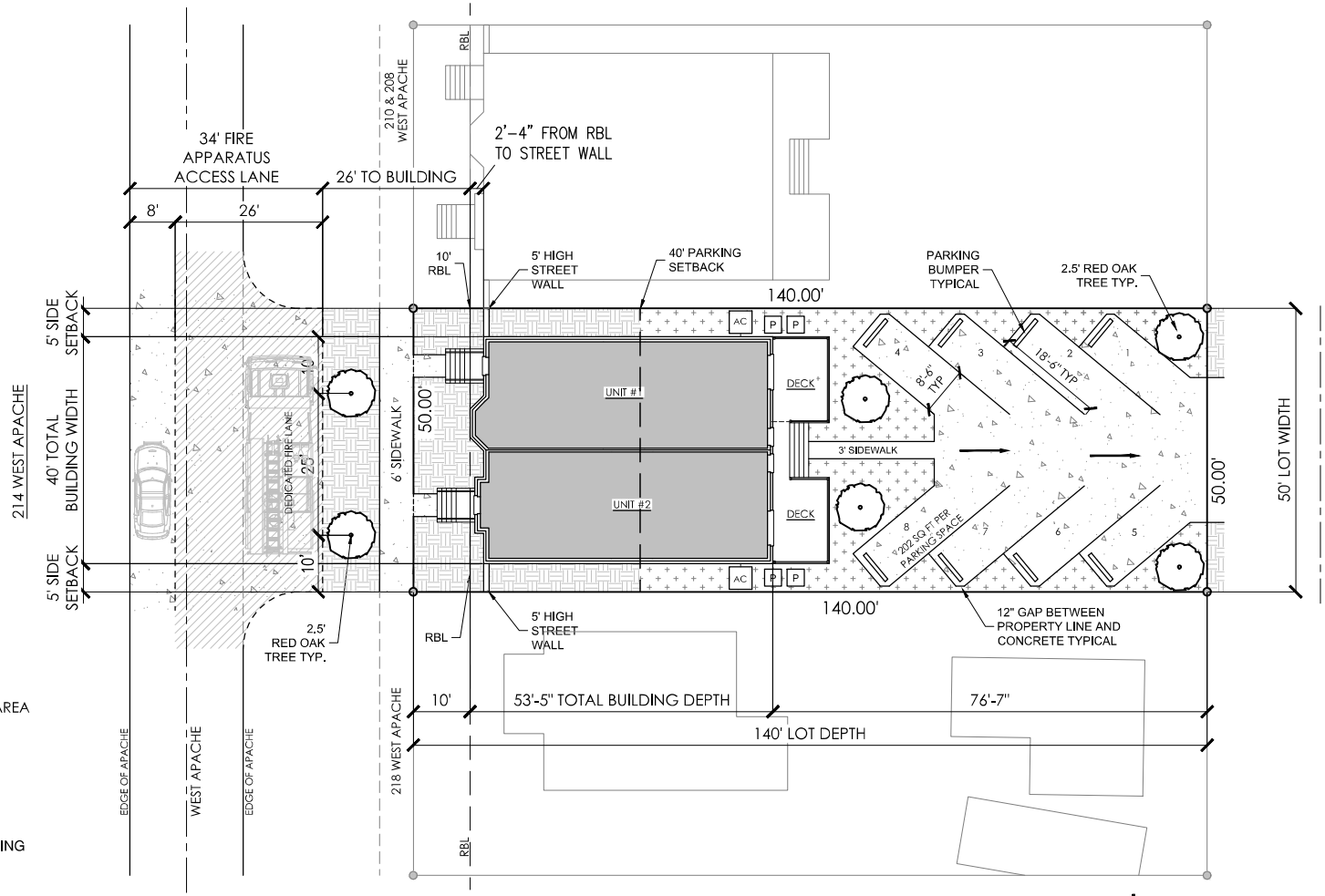
BUILDING ADDRESS
214 W. APACHE
NORMAN, OK

**SQUARE FOOTAGE**

TOTAL BUILDING- 6,119 SQ FT

**SITE PLAN**

C101




LEGEND

- -CONCRETE
- -PRIVATE OPEN AREA
- -SOD
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## 214 WEST APACHE

CAMPUS CORNER RENTALS
CLEVELAND COUNTY, NORMAN, OKLAHOMA

1 **SITE PLAN**
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CHD.DESIGN

CAMPUS CORNER RENTALS

4-29-2026

NL

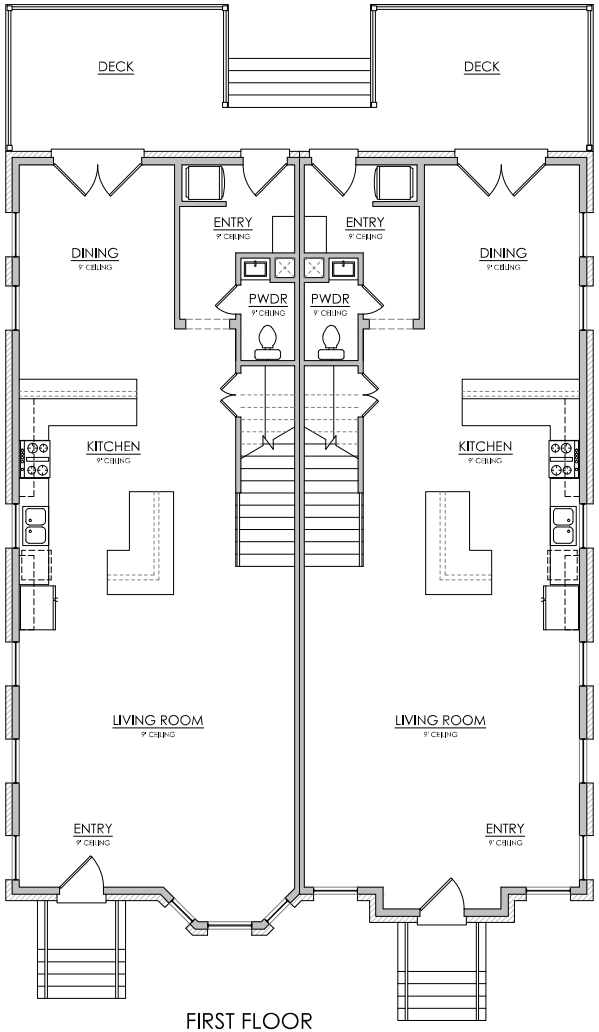
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214 W. APACHE
NORMAN, OK

**SQUARE FOOTAGE**

TOTAL BUILDING- 6,119 SQ FT

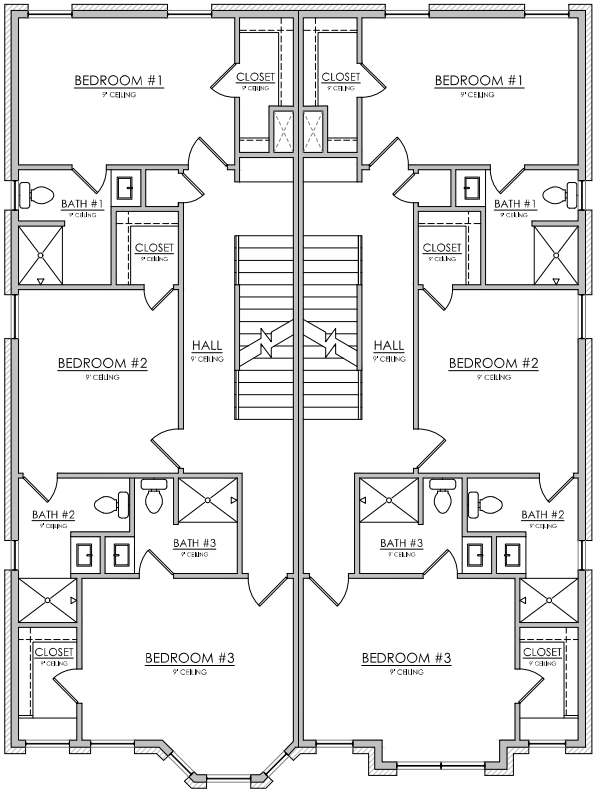
**SITE PLAN**

C101




FIRST FLOOR

1/4"=1'-0"




SECOND FLOOR

1/4"=1'-0"

NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM

creative home designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417

6112 S. MEMORIAL DR
TULSA OK 74133
918-943-5154

CHD.DESIGN

CAMPUS CORNER RENTALS

4-29-2026

NL

WOODS

BUILDING ADDRESS

214 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

FLOOR PLAN

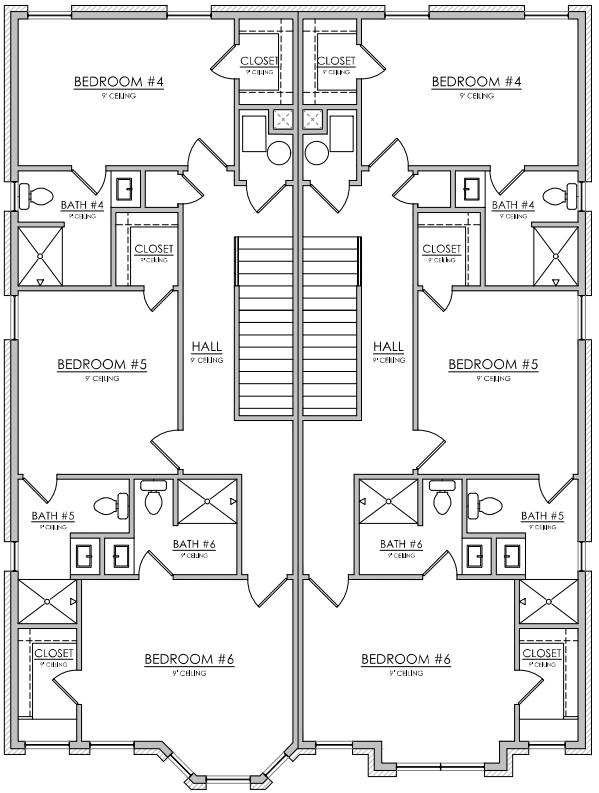
A101




| UNIT #1 | UNIT #1 | UNIT #2 | UNIT #2 |
|---|---|---|---|
| GROUND STORY WINDOW FENESTRATION | UPPER STORY WINDOW FENESTRATION | GROUND STORY WINDOW FENESTRATION | UPPER STORY WINDOW FENESTRATION |
| 35.91% | 28.70% | 37.79% | 27.08% |

FRONT ELEVATION

1/4"=1'-0"




THIRD FLOOR

1/4"=1'-0"

NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM

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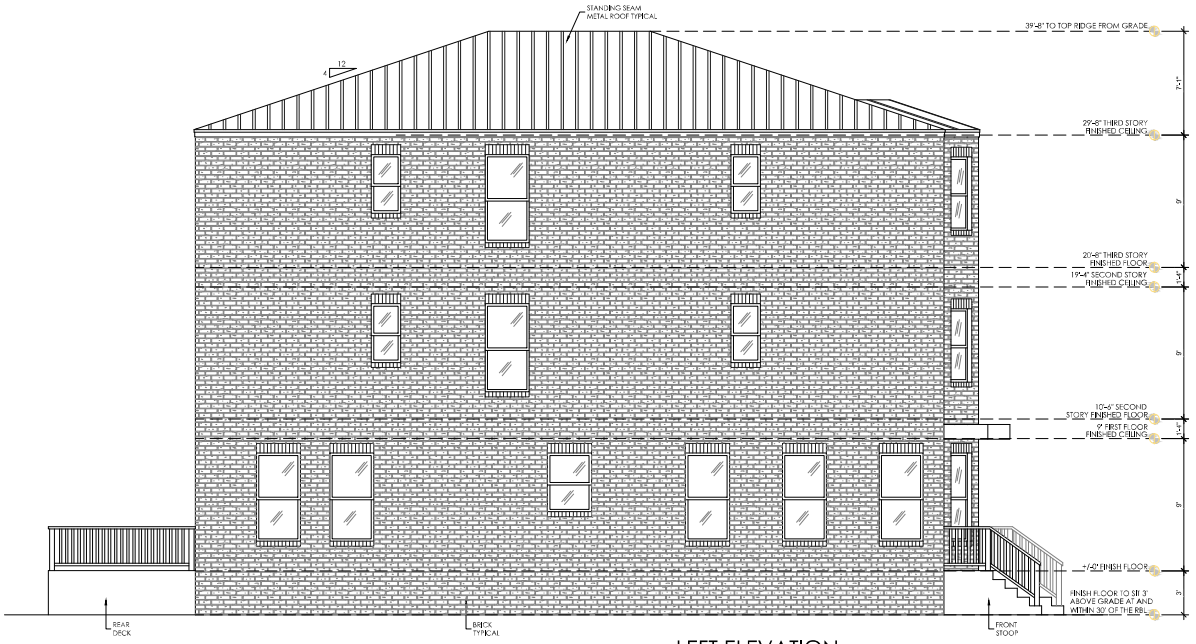
SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

ELEVATIONS/ FLOOR PLAN

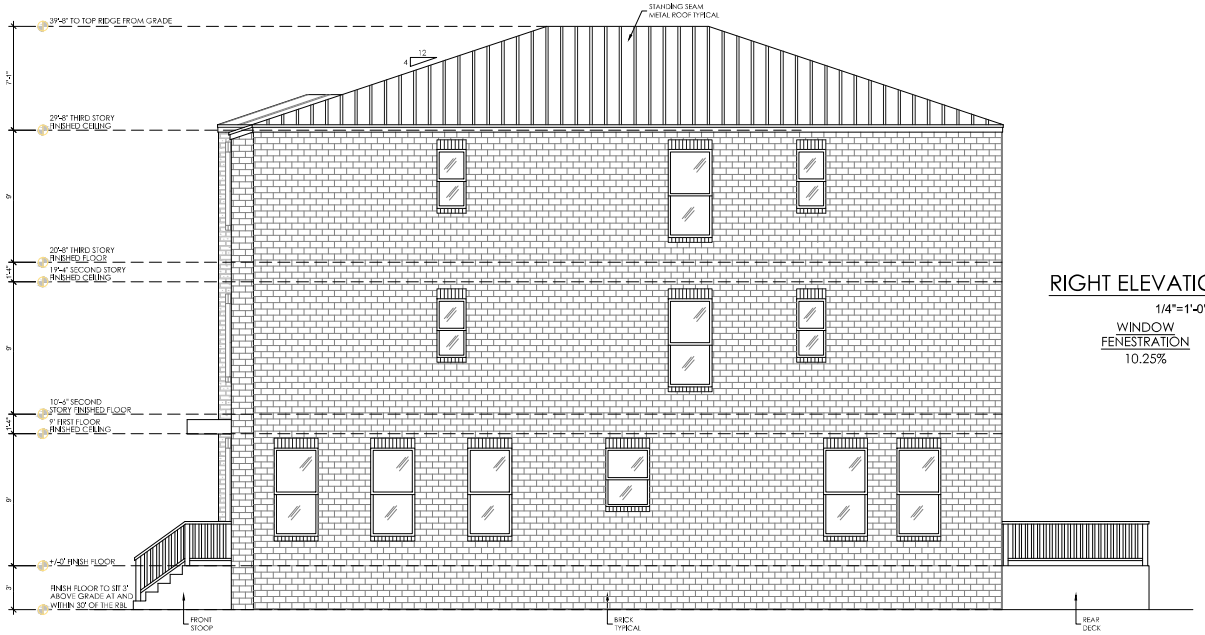
A102

NOTE:
STRUCTURE TO BE CONSTRUCTED WITH
A FIRE SUPPRESSION SPRINKLER SYSTEM




LEFT ELEVATION
1/4"=1'-0"

WINDOW FENESTRATION
10.25%




RIGHT ELEVATION
1/4"=1'-0"

WINDOW FENESTRATION
10.25%

creative home designs

100 N. BROADWAY
SUITE 100
EDMOND, OK 73034
405-270-6417

6112 S. MEMORIAL DR
TULSA OK 74133
918-743-5154

CHD.DESIGN

CAMPUS CORNER RENTALS

4-29-2026

NL

WOODS

BUILDING ADDRESS

214 W. APACHE
NORMAN, OK

SQUARE FOOTAGE

TOTAL BUILDING- 6,119 SQ FT

ELEVATIONS

A103

**Applicant:** 208Apache, LLC.

**Project Location:** 214 W Apache St.

**Case Number:** PD26-10

**Time:** 6:00 p.m.

**Applicant Representative:**
Gunner Joyce and Libby Smith, Reiger Joyce Sadler LLC

**Attendees:**
Jon Velie
Pam Battle Velie

**City Staff:**
Anais Starr, Planner II

**Application Summary:**
The applicant requests rezoning to a CCPUD, Center City Planned Unit Development, for this 0.16-acre property in order to develop a three-story duplex with six bedrooms in each dwelling unit.

**Neighbors' Comments/Concerns/Responses:**
Two residents were in attendance and asked questions related to the project. The residents raised questions about the lack of sufficient parking for the number of bedrooms proposed in this duplex development. Gunner Joyce responded that parking was an issue for the entire City Center, and parking solutions for the CCFBC District were needed. The residents pointed out that a duplex with 12 bedrooms would always have more than 12 residents associated with this development on a daily basis, as friends and family of the residents would need to park. Another concern raised by a resident was the additional runoff with the development of this parcel, since it is currently a vacant lot. Mr. Joyce responded that the property owner wanted to request 70% impervious coverage, which is slightly over the allowed maximum impervious surface area of 65%.

A resident stated that the structures were "aesthetically unpleasant" and requested Mr. Joyce to pass this information on to the applicant. Mr. Joyce stated he would pass the information on to the owner.

CITY OF NORMAN, OK

# STAFF REPORT

**MEETING DATE:** 05/14/2026

**REQUESTER:** 208Apache, LLC

**PRESENTER:** Anais Starr, Planner II

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

| | |
|---|---|
| **APPLICANT/REPRESENTATIVE** | 208Apache, LLC/Rieger Sadler Joyce, LLC |
| **LOCATION** | 214 W Apache Street |
| **WARD** | 4 |
| **CORE AREA** | Yes |
| **EXISTING ZONING** | Center City Form-Based Code District, Urban Residential Frontage |
| **EXISTING LAND USE DESIGNATIONS** | Urban High |
| **CHARACTER AREA** | Core Neighborhood |
| **PROPOSED ZONING** | CCPUD, Center City Planned Unit Development |
| **PROPOSED LAND USE** | No Change |
| **REQUESTED ACTION** | Rezoning to a Center City Planned Unit Development |

**SUMMARY:**

The applicant, 208Apache LLC, requests a Center City Planned Unit Development (CCPUD) for the lot located at 214 W Apache Street to allow the development of a residential duplex, as outlined in Appendix B of the Center City Form-Based Code (CCFBC).

The proposal for this site is to construct a 2,517 square foot, three-story duplex as illustrated in Exhibit B, Site Development Plan. The CCPUD proposes a duplex-style structure with two residential units with six bedrooms per unit. The proposed duplex will set five feet from the side property lines. The applicant proposes eight angled parking spaces located off the alleyway, behind the required Parking Setback Line. At grade Open Space will be provided as indicated in Exhibit B, Site Development Plan. The Parking Setback Line will remain as shown on the CCFBC Regulating Plan.

**EXISTING CONDITIONS:**

**SIZE OF SITE:** 0.16 Acres

**SURROUNDING PROPERTIES**

| | Subject Property | North | East | South | West |
|---|---|---|---|---|---|
| Zoning (BFS) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) | CCFBC (Urban Residential) |
| Land Use | Urban High | Urban High | Urban High | Urban High | Urban High |
| Current Use | Undeveloped lot | Single-Family Detached and CCFBC Multi-family | CCFBC Duplex | CCFBC Multi-family | Single-Family Detached |

**ZONING DESIGNATION**

**CCFBC, Center City Form-Based Code**

The goal of Norman Center City Vision Project and Plan was to reset the conversation and provide guidance for future development and redevelopment in Center City. The CCFBC is intended to implement the purpose and goals of that Plan by providing strong implementation tools for the Center City area.

The CCFBC shall be applied to new, infill development, and redevelopment within the district both in order to achieve the vision set forth for the Center City and to provide a mechanism for implementing the following specific goals, using both public and private sector investments:

- Capitalize on public investment in existing infrastructure.
- Stabilize and strengthen mixed-use commercial centers and residential neighborhoods.
- Create a pedestrian-oriented and multi-modal district.
- Promote, create, and expand housing options.
- Ensure transit-supportive and transit-serviceable development.
- Ensure a complementary relationship with surrounding neighborhoods;

The creation of transit- and pedestrian-oriented development and redevelopment is dependent on three factors: density, diversity of uses, and design. This Code places greatest emphasis on design, or physical form, because of its importance in defining neighborhood and district character. All places evolve—density and uses can be expected to change over time as the area continues to grow and mature.

**LAND USE DESIGNATION**
**Urban High (UH)**
Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population. Gross densities in any single development should be greater than 12 units per acre.

**CHARACTER AREA DESIGNATIONS**
**Core Neighborhood Areas**
The Core Neighborhood is a focal point of the city, the traditional central business district, with a concentration of activities such as general retail, service commercial, professional office, mixed-density housing, mixed-use spaces, and appropriate public and open space easily accessible by pedestrians. This area frames the University of Oklahoma campus.

The Core Neighborhood encompasses all historic districts and some existing neighborhood planning areas. One notable aspect of this area is the reinvestment that has been occurring over the past decade.

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less.

**NEAREST PUBLIC PARK**
Centennial Park is located approximately a quarter of a mile northwest of the development site. Legacy Trail Park is located approximately a third of a mile east of the development site. Each of these parks can be accessed using available sidewalks and crosswalks along the streets.

**PROCEDURAL REQUIREMENTS:**

**PRE-DEVELOPMENT: PD26-10 April 23, 2026**
Two neighbors were present at the pre-development meeting. They expressed concerns regarding the lack of sufficient parking for the proposed number of bedrooms in this development. They also had stormwater runoff concerns since lot coverage would be

increased on this vacant site and would be over the 65% maximum allowed. The neighbors stated the design was not aesthetically pleasing.

**BOARD OF PARKS COMMISSIONERS:**
This property does not require platting; therefore, dedication of parkland or fee in-lieu of parkland dedication is not required.

**REVIEW COMMENTS:**
This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division responded with review comments "inconsistent" with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

**CITY DEPARTMENTS**
1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering*
4. Transportation Engineer
5. Planning*
6. Utilities

**FIRE DEPARTMENT**

*Fire codes for building construction will be addressed at the building permit stage.*

**BUILDING REVIEW**

*Building codes and all applicable trades will be addressed at the building permit stage.*

**PUBLIC WORKS/ENGINEERING***

*The subject property is already platted. The applicant has an approved Lot Line Adjustment, which separated this lot from the original parcel.*

*The requested 69% impervious surface requires engineered solutions with an Operations and Maintenance Manual along with a drainage report and a Site Grading Plan. At the time of the writing of this staff report these required items had not been submitted. Additionally, the applicant requested an exemption from the requirement in CCFBC to provide engineered solutions to account for the runoff created by the increase in impervious coverage over 65%. Engineered solutions have been installed successfully on many prior projects.*

**TRANSPORTATION ENGINEER**

*A traffic impact analysis is not required for this project. At the time of building permit, the proposed inset fire lane will be required to be signed and marked indicating there is no parking allowed.*

**PLANNING**

**ZONING CODE CONSIDERATIONS**
**Purpose – CCPUD, Center City Planned Unit Development**

**Appendix B**

**SEC. 520 CENTER CITY PLANNED UNIT DEVELOPMENT**

A. Statement of Purpose: It is the intent of this section to provide an alternative zoning district for the Center City Area as defined in the Center City Form-Based Code (CCFBC). This Center City Planned Unit Development District (CCPUD) is specifically catering to the Center City Area because of the size of lots, the lack of vacant land and other distinguishing characteristics in this area that make the use of the existing PUD regulations not feasible. The CCPUD encourages developments that create the character of development envisioned in the CCFBC.

Specifically, the purposes of this section are to:

1. Provide an alternative zoning district to the CCFBC where a property owner proposes a development that does not meet the strict regulations required in the CCFBC.
2. Provide open space/street space that is compatible with the concepts of the CCFBC.
3. Provide comprehensive and innovative planning and design for a development which is consistent and compatible with surrounding developments.
4. Provide more efficient and economic use of land resulting in an urban/pedestrian environment.
5. Provide complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use.
6. Encourage developments that achieve community goals, such as, but not limited to, aging in place, or affordable housing, or other emerging trends in housing, that may not be able to meet all the required elements of the City Form-Based Code.

*The applicant is requesting a CCPUD to allow for the development of a three-story duplex with six bedrooms per unit. The applicant proposes a housing type already frequently utilized, and which is not contributing to creative alternatives. Applicant proposes to increase pervious coverage while requesting exemptions from providing engineered solutions, LIDs or an engineered drainage report verifying lack of negative impact on surrounding properties. This proposal is* ***inconsistent*** *with the purpose of the CCPUD process.*

**Uses Permitted**

- The proposed rezoning would allow for a three-story residential duplex with six bedrooms per dwelling unit. A complete list of uses can be found within the attached CCPUD Narrative as Exhibit C.

*The applicant requests rezoning to a CCPUD to allow for the construction of a three-story duplex with six bedrooms per unit. The CCFBC requires a minimum of three dwelling units in this area of the Urban Residential Frontage. The CCFBC allows three bedrooms per dwelling unit by right; additional bedrooms above three require either a request for a Special Use Permit or a CCPUD. The applicant submitted a CCPUD Narrative and Site Development Plan to meet the proposed desired development.*

*The project fronts onto W. Apache Street and is located south of the central business district and north of the University of Oklahoma Campus. To the east of the subject tract is a duplex constructed in 2017 under the CCFBC and designated Townhouse/Small Apartment Building Form Standard at that time. To the north is a single-family structures and a multifamily structure built under the 2023 CCFBC. To the south is a new apartment building constructed under the 2023 CCFBC.*

*The proposed development is **inconsistent** with the 2023 CCFBC in regard to the minimum required dwelling units and the maximum number of bedrooms per dwelling unit allowed by right.*

**Area Regulations**

- The CCPUD proposes a three-story duplex to be constructed along the Required Build Line, as prescribed by the CCFBC Regulating Plan. The duplex is proposed to have five-foot setbacks from the east and west property lines.

*The applicant proposes a duplex with five-foot side setbacks. With these setbacks, the structure will not meet the CCFBC requirement to set the façade at 100% of the Required Building Line (RBL). Additionally, the applicant is requesting to allow 2'4" offset from the RBL instead of the CCFBC allowed maximum amount of 24".*

*The proposed structure will be set at the existing RBL with a 28-inch offset allowance for jogs and articulation of the facade. This façade placement is similar to the front setback found with the adjacent property to the east. The proposed five-foot side setbacks are consistent with the structure located to the east of the subject tract, which was built under the 2017 CCFBC. The property to the west of the subject tract is a single-family house built in the 1920s or 1930s and has the typical 25' front setback and five-foot side setbacks. The current 2023 CCFBC for Urban Residential maintains this requirement, that a new structure is to set at the RBL for 100% of their length. The proposed duplex is **inconsistent** with the area regulations regarding the Siting requirement along the RBL, a major design element of the Center City Form-Based Code. However, the proposed structure will match the new structures found on the block that were built under older CCFBC regulations in regard to side setbacks.*

**Height Regulations**

- The proposed three-story duplex is shown on the proposed elevations drawing, Exhibit D.

*The CCFBC requires a minimum of two-stories and allows a maximum of five stories in this area of the Urban Residential Building Form Standard. The proposed three-story duplex is **consistent** with the height regulations of the CCFBC.*

**Open Space/Impervious Surface Coverage**

- Open Space will be located on the Property in the locations depicted on the CCPUD Site Development Plan. The CCPUD Narrative proposes a maximum of 70% impervious surface coverage. The CCPUD Site Development Plan proposes impervious surface coverage in the amount of 4,853 square feet of the 7,000 square foot lot or 69.32% impervious surface coverage.

*The CCFBC for Urban Residential requires a minimum of 15% of the buildable area, defined as the area behind the RBL, to be provided as Private Open Space. In this case, a minimum of 975 square feet of Private Open Space is required. The CCPUD Site Development Plan shows 1,404 square feet or 21.60% of the buildable area is designated as Private Open Space. The CCPUD Narrative states that a minimum of 15% Open Space will be maintained on this lot. The proposed Open Space exceeds the CCFBC minimum requirement.*

*The CCFBC has a maximum impervious surface coverage of 65% in Urban Residential Frontage. The CCFBC permits impervious surface coverage above 65% with the use of Low Impact Development engineered solutions. In this case, the applicant is proposing a maximum*

*70% impervious surface coverage for the subject tract without proposing any engineered solutions. This does not meet the CCFBC requirements.*

*The CCPUD Narrative and Site Development Plan proposes impervious surface coverage which is **inconsistent** with CCFBC impervious surface coverage regulations.*

**Landscaping**

- The CCPUD Narrative states that the site will meet the CCFBC regulations regarding Open Space tree and Street Tree requirements. The CCPUD Site Plan shows four trees located adjacent to the parking lot in the designated Open Space area and two Street Trees in the Tree Lawn.

*The CCFBC requires one tree for every 800 square feet of Private Open Space. In this case, there is 1,404 square feet of Open Space which would require two trees. The proposed CCPUD Site Development Plan proposes four trees in the rear yard which exceeds the CCFBC requirements. The proposed Street Trees shown on the Site Development Plan meet the CCFBC requirements.*

*The proposed landscaping meets and exceeds the CCFBC requirements and is therefore **consistent** with the regulations.*

**Traffic Access, Circulation, Parking, and Sidewalks**

- Traffic circulation and access to the Property shall be allowed in the manner shown on the CCPUD Site Development Plan.
- The existing front driveway approach will be removed, as required by the CCFBC regulations.
- A six-foot sidewalk will be installed along W. Apache Street as shown on the Site Development Plan.
- Eight parking spaces off the alleyway are proposed with this CCPUD.

*The Site Development Plan proposes access off the alleyway as required by the CCFBC regulations. The proposed six-foot sidewalk meets the City's sidewalk requirement.*

*The CCPUD Narrative proposes a duplex with six bedrooms in each dwelling unit. The CCFBC parking regulations require a parking space for each bedroom resulting in twelve required parking spaces. The CCPUD Narrative and Site Development Plan propose only eight parking spaces. For this reason, this proposed development is **inconsistent** with the CCFBC parking regulations.*

**Lighting**

- The project shall comply with the requirements of the CCFBC under Section 402(N), Lighting & Mechanical, as amended thereafter.

*Lighting within the development will be **consistent** with applicable City regulations.*

**Signage**

- All signage for the Property shall comply with Section 402(M), Signage, of the CCFBC, as amended thereafter.

*The proposed development will be **consistent** with the regulations under CCFBC Sign standards.*

**Screening**

- Perimeter fencing with a maximum height of eight feet is allowed by the CCPUD Narrative, but none is shown on the CCPUD Site Development Plan. The CCPUD Narrative proposes a street wall with a height of five feet along the RBL on each side of the proposed structure. The street wall is illustrated in the included elevation drawings on Exhibit D.

*The CCFBC regulations require a minimum Street Wall of not less than five feet in height along the RBL frontage that is not otherwise occupied by a building. In this case, the CCPUD is proposing five-foot brick street walls along the RBL from the edge of the building to the side property lines which meets the CCFBC requirement. The proposed allowance for perimeter fencing and street walls meets the CCFBC requirements. For these reasons, the screening and fencing are **consistent** with the regulations.*

**COMPREHENSIVE PLAN CONSIDERATIONS**

**Character Area Policies**
**General Policies**

Residential Policies

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential developments should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposed duplex will utilize brick, stoop, and façade design as shown in Exhibit D which are similar to adjacent properties and will blend with the designs in the redeveloping neighborhood on W Apache Street. The CCPUD submitted elevations proposing to differentiate the two units of the duplex by utilizing different brick colors.*

*The CCPUD proposal for a duplex with six bedrooms in each unit seeks to return to a housing type prevalent in the Center City pre-2019 and is a different housing type from the recently built multi-family developments constructed under the revised 2023 CCFBC. The adopted amendments of 2019 and 2023 of the CCFBC sought to encourage a variety of housing types and limit the repetition of multibedroom duplex units. However, the proposed duplex is a residential building with a design that blends with the existing adjacent property.*

*The proposed development is **inconsistent** with the Character Area General Residential Policies because it seeks a housing type already frequently available in other areas near the University of Oklahoma Campus outside the Center City Form-Based Code District.*

**Core Neighborhood Areas Policies**

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
  - Address the impacts of parking and access:
    - Off-street parking should be screened from public right-of-way, and placed in the rear of the lot for all development.
    - For residential development, access to garages and parking pads are encouraged from a rear loaded alley.
    - Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.
    - Reflects the scale and characters of surrounding properties:
      - Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighboring properties.
    - Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
    - Encourage activation of the street space along arterials with pedestrian amenities.
- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited but can be accommodated as long as scale transitions and architectural elements achieve continuity.

*The CCFBC requires one parking space per bedroom. In this case, a total of twelve parking spaces is required. The CCPUD Site Plan shows eight parking spaces in the proposed parking lot off the alleyway.*

*Since the proposed CCPUD does not fully address the impact of the parking by supplying sufficient parking, the proposed development is **inconsistent** with the Core Neighborhood Character Area policies.*

**Land Use Development Policies**

**Urban High Policies**

- Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building spacing and separation of uses. This area is intended to create opportunities for economic activities, attracting a city-wide audience, and place residents closer to services and jobs.
- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

*The proposed development consists of a three-story brick structure with two dwelling units. The proposed duplex meets the gross density of 12 units per acre. For this reason, the development is **consistent** with the Urban High Land Use policy.*

**Building Types**

- Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.
- Mixed-use buildings including retail, work-spaces, and residences are most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate.

*The proposed development features a three-story building, which is a common residential building height found in the surrounding developing Center City. The proposed duplex is a housing type sought by the Urban High Land Use designation. Since the CCPUD is proposing a duplex with a similar height and design, the proposed development is **consistent** with the Urban High Land Use policy for Building Types.*

**Site Design**

- The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Multi-unit developments without connections to neighboring properties and uses weakens the development pattern and should be limited or avoided altogether.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*A six-foot sidewalk is proposed along W Apache Street with this development request. This will match the width of the existing adjacent sidewalk to the east. The proposed sidewalk will connect to the existing sidewalk system in the Center City, allowing residents pedestrian access to the University of Oklahoma and the central business district. Furthermore, the applicant proposes a stoop which will connect residents to the sidewalk system and encourage active pedestrian transportation.*

*The CCFBC requires a maximum of 65% impervious coverage unless Low Impact Development engineered solutions are proposed to mitigate the effects of the additional impervious surface coverage. In this case the applicant is seeking relief from impervious surface requirements and does not propose the utilization of any low-impact development techniques to mitigate stormwater. For this reason, the development is **inconsistent** with the Urban High Land Use policies.*

**Transportation**

- This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

*The development site is located half a mile north of the University of Oklahoma's South Oval and a third of a mile south of Main Street in the central business district. Additionally, there is an Embark bus stop 0.07 mile from the subject tract. Due to its location and available network of sidewalks, the proposed development has the opportunity for a pedestrian only mode of transportation.*

*The development is **consistent** with the Urban High Land Use policy.*

**Utility Access**

- A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the lot split process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The proposed development has existing water and sewer access. The development is **consistent** with Utility Access policies.*

**Public Space**

- Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should be commonly integrated into public and private projects.

*The existing development proposes the installation of a six-foot sidewalk which will link to the public sidewalks found in Center City providing walkable access to the University of Oklahoma Campus, Campus Corner and the central business district. This residential duplex development is **consistent** with the Urban High Land Use policy regarding Public Space.*

**Neighborhood and/or Special Area Plans**

*This location **is not** within a Neighborhood or Special Planning Area.*

**UTILITIES**

**AIM NORMAN PLAN CONFORMANCE**

*Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.*

**SOLID WASTE MANAGEMENT**

*Proposed development meets requirements for City streets and provides access for solid waste services. Polycarts are shown on the Site Plan and are adequate for servicing the duplex.*

**WATER/WASTEWATER AVAILABILITY**

**Water Availability**

*Adequate capacity within the water system exists to serve the proposed development. Existing water service(s), if not to be reused, must be abandoned at the water main. If existing service(s) is to be reused, it must have materials identified.*

**Wastewater Availability**

*Adequate capacity within the wastewater system exists to serve the proposed development. Existing sewer service(s), if not to be reused, must be abandoned at the sewer main.*

**DISCUSSION:**

The proposed development aligns with many of the AIM Norman Land Use and Character Area objectives. This proposal will provide additional residential units to this area of Norman in the form of a duplex.

The CCPUD Narrative proposes amendments to allow for the development of a three-story duplex with six bedrooms in each dwelling unit. Since 2019, amendments to the CCFBC have sought to limit the multi-bedroom housing type, while encouraging a variety of housing types. This CCPUD is proposing a multi-bedroom duplex and seeks relief from: minimum twelve parking spaces requirement, required mitigation solutions for increased impervious surface coverage, and CCFBC Siting requirements. However, the proposed structure will continue several of the essential CCFBC design elements seen along West Apache Street, including building the façade to the Required Build Line, façade articulation differences between the two units, and the street walls along the RBL.

**CONCLUSION:**

Staff forwards this request for Center City Planned Unit Development and Ordinance O-2526-59 to Planning Commission for consideration and a recommendation to the City Council.

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

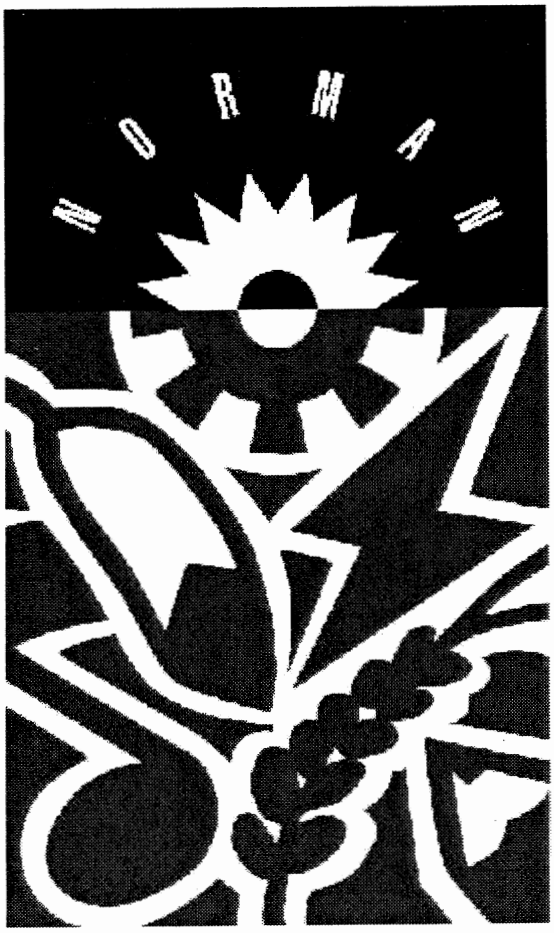
**MEETING DATE:** 05/26/2026

**REQUESTER:** Stacey Parker, Executive Assistant

**PRESENTER:** Stacey Parker, Executive Assistant

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

# City of Norman




# Monthly Departmental Report

## April 2026

# MONTHLY PROGRESS

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CITY CLERK 1

# CITY CLERK

## MONTHLY PROGRESS REPORT
## April 2026

| ACTION CENTER | | | | |
|---|---|---|---|---|
| **DEPARTMENT** | CALLS | CALLS YTD | ADDITIONAL CONTACTS | ADDITIONAL CONTACTS YTD |
| Animal Welfare | 27 | 233 | 3 | 11 |
| Bus Service | 1 | 5 | 1 | 7 |
| CDBG | 6 | 16 | 0 | 13 |
| City Clerk | 127 | 830 | 2 | 17 |
| City Manager/Mayor | 15 | 69 | 2 | 14 |
| City Wide Garage Sale | 0 | 0 | 0 | 0 |
| Code Enforcement | 55 | 472 | 4 | 29 |
| Finance | 3 | 27 | 0 | 1 |
| Fire/Civil Defense | 10 | 50 | 0 | 3 |
| Human Resources | 18 | 127 | 0 | 1 |
| I.T. | 5 | 39 | 0 | 2 |
| Legal | 11 | 71 | 1 | 7 |
| Line Maintenance | 32 | 417 | 1 | 7 |
| Municipal Court | 17 | 115 | 0 | 0 |
| Noise Complaint | 0 | 0 | 0 | 0 |
| Norman Forward Questions | 0 | 0 | 0 | 0 |
| Outreach | 6 | 32 | 1 | 10 |
| Parks & Recreation | 49 | 279 | 3 | 27 |
| Permits/Inspections | 120 | 996 | 0 | 8 |
| Planning | 34 | 186 | 0 | 7 |
| Police/Parking | 34 | 287 | 2 | 36 |
| Public Works | 34 | 179 | 6 | 24 |
| Recycling | 0 | 1 | 0 | 0 |
| Sanitation | 82 | 769 | 4 | 23 |
| Sidewalks | 0 | 0 | 0 | 20 |
| Storm Debris | 0 | 0 | 0 | 0 |
| Storm Water | 15 | 98 | 3 | 23 |
| Streets | 38 | 384 | 4 | 35 |
| Streets Lights | 0 | 9 | 0 | 1 |
| Traffic | 24 | 176 | 1 | 18 |
| Utilities | 138 | 1145 | 5 | 35 |
| WC Questions | 0 | 0 | 0 | 0 |
| WC Violations | 0 | 0 | 0 | 0 |
| **April 2026 Total: 944** | **901** | **7012** | **43** | **379** |

## LICENSES

**52** new business licenses and **641** Renewed licenses. Additionally, **4 Special Event permits** were issued during the month of April. The following is a list of types of business licenses issued in April and YTD totals:

| LICENSE TYPE | NUMBER ISSUED | FYE YTD | LICENSE TYPE | NUMBER ISSUED | FYE YTD |
|---|---|---|---|---|---|
| Beekeeper | 2 | 5 | Retail Beer | 9 | 59 |
| Brewer | 1 | 3 | Retail Spirits Store | 3 | 16 |
| Coin-Operated Devices | 378 | 400 | Retail Wine | 4 | 50 |
| Distiller | 0 | 0 | Salvage Yard | 0 | 0 |
| Food | 94 | 375 | Sidewalk Dining | 3 | 8 |
| Game Machines | 90 | 250 | Solicitor/Peddler (30 day-Outdoor Fixed) | 1 | 32 |
| Impoundment Yard | 2 | 4 | Solicitor/Peddler (60 day-Door to Door) | 8 | 35 |
| Kennel | 5 | 17 | Solicitor/Peddler (one day) | 0 | 0 |
| Massage Therapy/Bodywork Solutions | 33 | 33 | | | |
| Medical Marijuana Dispensary | 7 | 29 | **Special Event** | **4** | **26** |
| Medical Marijuana Grower | 3 | 11 | Strong Beer & Wine/Winemaker | 5 | 16 |
| Medical Marijuana Processor | 2 | 9 | Taxi/Motorbus/Limousine | 0 | 7 |
| Medical Marijuana Testing Laboratory | 0 | 0 | Transient Amusement | 1 | 1 |
| Mixed Beverage | 14 | 57 | Mobile Food (one day) | 1 | 9 |
| Mixed Beverage/Caterer | 9 | 44 | Mobile Food (30 day) | 0 | 8 |
| Pawnbroker | 2 | 4 | Mobile Food (180 day) | 0 | 13 |
| Pedicab | 9 | 33 | Mobile Food (Annual) | 7 | 37 |
| | **651** | **1,274** | **(not including Special Events)** | **42** | **303** |

| NEW ESTABLISHMENT LICENSES | | |
|---|---|---|
| NAME | ADDRESS | LICENSE TYPE(S) |
| Mariah Menzie | 1208 Camden Way | Beekeeper |
| Larsen's Apiary | 1720 Wellesley Court | Beekeeper |
| Massage 7 | 1963 W Lindsey | Massage Therapy/Bodywork Services |
| Rainbow Massage Spa | 1811 Industrial Blvd | Massage Therapy/Bodywork Services |
| Prairie Rose Wellness & Beauty | 120 E Tonhawa, Suite 102 | Massage Therapy/Bodywork Services |
| Sunshine Spa | 1430 W Lindsey | Massage Therapy/Bodywork Services |
| The Middle Path Massage Therapy Studio | 3750 W Main, Unit 5 | Massage Therapy/Bodywork Services |
| Pine Spa | 1035 N Flood Ave | Massage Therapy/Bodywork Services |
| Urban Unwind | 3750 W Main, Unit A | Massage Therapy/Bodywork Services |
| Therapeutic Massage by Mary Elizabeth | 300 W Gray | Massage Therapy/Bodywork Services |
| Green Therapeutic Massage | 227 34th Ave SW | Massage Therapy/Bodywork Services |
| Serenity Reflexology | 927 N Flood | Massage Therapy/Bodywork Services |
| Aroma Therapy | 517 E Robinson | Massage Therapy/Bodywork Services |
| Crystal Palace Massage | 2276 W Main St. | Massage Therapy/Bodywork Services |
| The Massage Artist | 1520 Sothern Heights Ave | Massage Therapy/Bodywork Services |
| Essential Kneads | 602 N Findlay | Massage Therapy/Bodywork Services |

| NEW ESTABLISHMENT LICENSES | | |
|---|---|---|
| NAME | ADDRESS | LICENSE TYPE(S) |
| Susan Grisso Massage Therapy | 607 Morningside Srive | Massage Therapy/Bodywork Services |
| Andrew Dewees Massage Therapy | 1300 McGee, Unit 100A | Massage Therapy/Bodywork Services |
| 7 Spa | 1017 N Flood Ave, Suite A | Massage Therapy/Bodywork Services |
| Body & Soul Rejuvenation | 1225 W Main St | Massage Therapy/Bodywork Services |
| Balanced Body Massage | 207 E Gray St | Massage Therapy/Bodywork Services |
| Altruistic Massage & Yoga | 231 E Gray St. | Massage Therapy/Bodywork Services |
| Altruistic Massage & Yoga | 122 E Eufaula | Massage Therapy/Bodywork Services |
| Knead to Relax Massage Therapy | 1215 Crossroads Blvd. | Massage Therapy/Bodywork Services |
| Madden-Jones LLC | 231 E Gray St. | Massage Therapy/Bodywork Services |
| Pure Wellness Therapeutic Massage | 3058 Classen Blvd | Massage Therapy/Bodywork Services |
| Sunshine Relaxation | 1000 Alameda, Suite 138A | Massage Therapy/Bodywork Services |
| Focus Massage | 2541 W Main, Unit 101 | Massage Therapy/Bodywork Services |
| Balanced Body Solutions | 133 24th Ave NW | Massage Therapy/Bodywork Services |
| Oodelah | 2222 Westpark Drive, Unit A | Massage Therapy/Bodywork Services |
| Willow Tree Wellness Studio | 226 W Gray | Massage Therapy/Bodywork Services |
| The Recovery Standard Lab | 2529 Caribou Court | Massage Therapy/Bodywork Services |
| Le Visage Spa & Wellness | 3540 R.C. Luttrell Drive | Massage Therapy/Bodywork Services |
| Folksy Massage | 2500 McGee Dr | Massage Therapy/Bodywork Services |
| Fusion Bodyworks | 322 E Gray | Massage Therapy/Bodywork Services |
| KUR Industries | 15716 Hde Park Drive | Coin-Operated Vending |
| Pho #1 | 1204 N Interstate Drive | Food Service & Strong Wine Beer |
| Billy Sims BBQ | 1050 N Flood Ave | Food Service |
| Mickey'z Corner | 323 White St. | Food Service |
| Hassler's Café | 333 S Porter Ave | Food Service |

| MOBILE FOOD SERVICE LICENSES | | | |
|---|---|---|---|
| Annual | 180 DAY | 30 DAY | ONE DAY |
| Yum Yum Bites | | | Wabi Sabi Tea House |
| Tacos El Paso | | | |
| Some Like it Tot | | | |
| Manna Wood Fired Pizza | | | |
| Unknown Unlimited | | | |
| Monkey Food Truck | | | |
| Prime Shawarma | | | |

| SOLICITOR/PEDDLER LICENSES | | |
|---|---|---|
| One Day | 30 Day | 60 Day |
| | Aptive Environmental LLC- 20ppl (Door to Door) | 777 Roofing & Construction – 6ppl (Door to Door) |
| | Sooner Bloomers – Temporary Fixed | Hailstone Roofing & Construction – 1 person (Door to Door) |
| | | Copper Creek Consulting (AT&T) – 1 person |

## RECORD REQUESTS RECEIVED

| MONTH | NUMBER RECEIVED | YEAR-TO-DATE |
|---|---|---|
| July | 64 | 64 |
| August | 37 | 101 |
| September | 45 | 146 |
| October | 51 | 197 |
| November | 49 | 246 |
| December | 57 | 303 |
| January | 43 | 346 |
| February | 40 | 386 |
| March | 62 | 448 |
| April | 69 | 517 |
| May | | |
| June | | |

## CLAIMS FILED

| DATE FILED | NAME | JUSTIFICATION | AMOUNT |
|---|---|---|---|
| 04/03/2026 | OK Dept of Transpiration | On 6/11/2025 a CON employee allegedly damaged the bridge at Classen & HWY 9 while operating a city owned tractor | >$25,000 |
| 04/07/2026 | Kang, Juyeon & Ziho | On 3/31/2026 a city owned Sanitation truck allegedly struck the mailbox at 4013 Teton causing damage. | $2,845.00 |
| 04/15/2026 | St. Joseph's Church | On 2/18/2026, the Norman Fire Dept. allegedly broke glass doors at church while on a call. | $487.00 |
| 04/23/2026 | Weeks, Scott & Colleen | On 02/04/2026 at 1316 Vine Street the sewer service was allegedly not reconnected properly therefore causing a sewer back up on the property which a plumber was hired to repair. | $6,550.00 |
| 04/29/2026 | Carroll, Miranda | On 04/18/2026 at 1109 Brandywine while car was parked in parking lot of the apartments, a alleged city owned tree fell on the car causing a total loss. | $9,863.22 |
| 04/30/2026 | Schuerman, Ken | On 04/01/2026 the CON allegedly damaged the sprinkler system while replacing a water main at 5800 Hidden Hill Rd. causing damage to the sprinkler system. | $220.00 |

## SPECIAL SESSION

On April 7, 2026, City Council met in Executive Session to discuss the purchase, lease, acquisition and/or appraisal of real property located generally south of Lindsey Street, North of the Canadian River and on the East and West sides of Interstate I-35 for the Norman Forward Canadian River Park and Trails Project.

On April 14, 2026, City Council met in Executive Session to discuss the acquisition of real property generally located on the East and West sides of 36th Ave NW at the Northern Municipal boundary for the 36th Avenue NW Bond Project Phase III; and pursuant to Oklahoma Statute Title 25, Section 307(B)(4) to discuss the pending investigation of code violations at property located at 4701 N Porter.

## BUSINESS & COMMUNITY AFFAIRS COMMITTEE

On April 2, 2026, the Business and Community Affairs Committee met to discuss community gardening and wild foraging opportunities in Parks.

## COMMUNITY PLANNING & TRANSPORTATION COMMITTEE

On April 23, 2026 the Community Planning & Transportation Committee met to discuss project updates and the East/West Access Oklahoma corridor. Also, there was a presentation of the March Public Transit Report and continued discussion regarding the FYE 2027 Transit Budget.

## FINANCE COMMITTEE

On April 16, 2026, the Finance Committee met to discuss the monthly revenue and expenditure reports and continued discussing the review of the outside agency funding for FYE 2027. Additionally, there was discussion regarding adding additional positions at the Animal Welfare Facility.

## OVERSIGHT COMMITTEE

On April 9, 2026, the Oversight Committee met to discuss updates on the locations and number of Accessory Dwelling Units (ADU) in Norman. Additionally, they discussed the impact of Chiles v. Salazar, 607 U.S. ---,-- S. CT.---, 2020 WL 872307 (2026) on Chapter 8-III of the Norman City Code regarding conversion therapy and continued discussion of the City process when creating a Tax Increment Finance District.

# CITY MANAGER 2

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

# FINANCE 3

CITY OF NORMAN

Department of Finance
Monthly Report – April 2026

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

Treasury Division:

In the month of April, the Treasury Division processed 39,638 payments in person and over the phone, a decrease of -12% from last month. Paymentus (the City's 3rd party processor of online and automated telephone payments) processed 15,417 payments in April, a decrease of -3.5% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of April by -2.9%. Revenues from the City's largest single source of revenue, sales tax, are below target by -1.4% for the year to date and 1.7% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

| | FYE 26 Budget To Date | FYE 26 Actual To Date | FYE 25 Actual To Date | FYE 24 Actual To Date |
|---|---|---|---|---|
| Sales Tax Revenue | $46,902,706 | $46,237,915 | $45,431,814 | $46,036,352 |
| General Fund Revenue | $89,277,944 | $86,662,542 | $85,010,029 | $86,326,805 |
| General Fund Expenses | $95,705,003 | $89,936,593 | $90,361,389 | $91,243,513 |

# Administration Division

| | FYE 26 | | FYE 25 | |
|---|---|---|---|---|
| | April | YTD | April | YTD |
| PERSONNEL HOURS - FULL TIME | | | | |
| Total Regular Hours Available | 320.00 | 2,960.00 | 320.00 | 3,520.00 |
| Total Comp Time Available | 1.75 | 11.00 | 0.50 | 19.50 |
| Total Overtime Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Bonus Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Furlough Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 321.75 | 2,971.00 | 320.50 | 3,539.50 |
| Benefit Hours Taken | 12.00 | 356.25 | 120.00 | 606.25 |
| TOTAL ACCOUNTABLE STAFF HOURS | 309.75 | 2,614.75 | 200.50 | 2,933.25 |
| PERMANENT PART-TIME | | | | |
| Total Regular Hours Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Comp Time Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Overtime Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Bonus Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 0.00 | 0.00 | 0.00 | 0.00 |
| Benefit Hours Taken | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL ACCOUNTABLE STAFF HOURS | 0.00 | 0.00 | 0.00 | 0.00 |
| TEMPORARY | | | | |
| Total Regular Hours Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Overtime Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 0.00 | 0.00 | 0.00 | 0.00 |

# ACCOUNTING 3A

# Accounting Division

| | FYE 26 | | FYE 25 | |
|---|---|---|---|---|
| | April | YTD | April | YTD |
| Total Regular Hours Available | 960.00 | 12,000.00 | 1,120.00 | 12,160.00 |
| Total Comp Time Available | 6.00 | 73.00 | 1.25 | 19.00 |
| Total Overtime Hours | 0.75 | 19.50 | 0.25 | 55.50 |
| Total Bonus Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Furlough Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 966.75 | 12,092.50 | 1,121.50 | 12,234.50 |
| Benefit Hours Taken | 82.25 | 2,013.75 | 122.75 | 1,983.75 |
| TOTAL ACCOUNTABLE STAFF HOURS | 884.50 | 10,078.75 | 998.75 | 10,250.75 |
| PERMANENT PART-TIME | | | | |
| Total Regular Hours Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Comp Time Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Overtime Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Bonus Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 0.00 | 0.00 | 0.00 | 0.00 |
| Benefit Hours Taken | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL ACCOUNTABLE STAFF HOURS | 0.00 | 0.00 | 0.00 | 0.00 |
| TEMPORARY | | | | |
| Total Regular Hours Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Overtime Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 0.00 | 0.00 | 0.00 | 0.00 |

# CITY REVENUE REPORTS 3B

# City Revenue Report

| | FY 26 March | FYE 26 April | Plus/Minus |
|---|---|---|---|
| Total Revenue Received ($) | $5,317,388 | $5,393,485 | $76,097 |
| Utility Payments - Office (#) | 45,067 | 39,638 | (5,429) |
| Utility Payments - Office ($) | $5,080,425 | $4,784,768 | ($295,657) |
| Paymentus (#) | 15,975 | 15,417 | (558) |
| Paymentus ($) | $2,097,101 | $1,870,375 | ($226,726) |
| Lockbox (#) | 7,782 | 6,397 | (1,385) |
| Lockbox ($) | $1,240,657 | $1,005,951 | ($234,706) |
| E-Lockbox (#) | 3,590 | 3,392 | -198 |
| E-Lockbox ($) | 301,917 | 355,381 | $53,464 |
| Bank Draft Payments (#) | 14021 | 12721 | (1,300) |
| Bank Draft Payments ($) | $1,374,954 | $1,327,109 | ($47,845) |
| Utility Deposits (#) | | | $0 |
| Utility Deposits ($) | | | $0 |
| Fix Payments (#) | | | $0 |
| Fix Payments ($) | | | $0 |
| Processed Return Checks (#) | 138 | 158 | 20 |
| Processed Return Checks ($) | ($13,955) | ($15,367) | ($1,413) |
| Other Revenue Transactions (#) | | | $0 |
| Other Revenue Received ($) | | | $0 |
| Accounts Receivable Payments ($) | 19,516 | 784,165 | $764,649 |
| Municipal Court - Fines/Bonds ($) | 251,927 | 243,891 | ($8,036) |
| Municipal Court - Credit Card (#) | 541 | 635 | 94 |
| Municipal Court - Credit Card ($) | 127,379 | 126,239 | (1,140) |
| Building Permits Cash Report ($) | 286,015 | 143,621 | ($142,394) |
| Building Permits Credit Card (#) | 138 | 110 | -28 |
| Building Permits Credit Card ($) | $85,210 | $42,817 | ($42,393) |
| Occupational License - Bldg Insp. ($) | $0 | $0 | $0 |
| Occupational License - Bldg Insp. CC (#) | 0 | 0 | 0 |
| Occupational License - Bldg Insp. CC ($) | $0 | $0 | $0 |
| Business License - City Clerk ($) | 78,710 | 34,810 | ($43,900) |
| Accounts Receivable Billed ($) | $10,152 | $8,982,753 | $8,972,601 |

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

# Budget Services Division

| | FYE 26 | | FYE 25 | |
|---|---|---|---|---|
| | April | YTD | April | YTD |
| PERSONNEL HOURS - FULL TIME | | | | |
| Total Regular Hours Available | 320.00 | 3,520.00 | 320.00 | 3,520.00 |
| Total Comp Time Available | 0.00 | 2.00 | 0.50 | 1.25 |
| Total Overtime Hours | 0.25 | 4.50 | 0.00 | 5.00 |
| Total Bonus Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Furlough Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 320.25 | 3,526.50 | 320.50 | 3,526.25 |
| Benefit Hours Taken | 40.00 | 771.75 | 81.75 | 627.25 |
| TOTAL ACCOUNTABLE STAFF HOURS | 280.25 | 2,754.75 | 238.75 | 2,899.00 |
| PERMANENT PART-TIME | | | | |
| Total Regular Hours Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Comp Time Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Overtime Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Bonus Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 0.00 | 0.00 | 0.00 | 0.00 |
| Benefit Hours Taken | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL ACCOUNTABLE STAFF HOURS | 0.00 | 0.00 | 0.00 | 0.00 |
| TEMPORARY | | | | |
| Total Regular Hours Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Overtime Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 0.00 | 0.00 | 0.00 | 0.00 |

# Treasury Division

| | FYE 26 | | FYE 25 | |
|---|---|---|---|---|
| | April | YTD | April | YTD |
| PERSONNEL HOURS - FULL TIME | | | | |
| Total Regular Hours Available | 680.00 | 8,505.00 | 729.00 | 8,729.00 |
| Total Comp Time Available | 0.00 | 153.50 | 5.50 | 108.25 |
| Total Overtime Hours | 39.25 | 430.25 | 31.00 | 285.75 |
| Total Bonus Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Furlough Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 719.25 | 9,088.75 | 765.50 | 9,123.00 |
| Benefit Hours Taken | 120.00 | 1,841.00 | 85.25 | 1,995.00 |
| TOTAL ACCOUNTABLE STAFF HOURS | 599.25 | 7,247.75 | 680.25 | 7,128.00 |
| PERMANENT PART-TIME | | | | |
| Total Regular Hours Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Comp Time Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Overtime Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Bonus Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 0.00 | 0.00 | 0.00 | 0.00 |
| Benefit Hours Taken | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL ACCOUNTABLE STAFF HOURS | 0.00 | 0.00 | 0.00 | 0.00 |
| TEMPORARY | | | | |
| Total Regular Hours Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Overtime Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 0.00 | 0.00 | 0.00 | 0.00 |

# UTILITY 3C

# Utility Division Activity Report - FYE 2026

| | FYE 26 | | FYE 25 | |
|---|---|---|---|---|
| | April | YTD | April | YTD |
| STATUS REPORT | | | | |
| Regular Utility Accounts Billed | 46,017 | 457,982 | 45,453 | 453,912 |
| New Deposit Ons Billed | 762 | 7,093 | 658 | 7,057 |
| Final Accounts Billed | 781 | 6,643 | 686 | 6,470 |
| TOTAL METERS READ | 47,560 | 471,718 | 46,797 | 467,439 |

# Drive-up Window and Mail Payments - FYE 2026

| | Mar, 2026 | Apr, 2026 |
|---|---|---|
| Mail Payments - Lockbox | 7,782 | 6,397 |
| Mail Payments - E-Lockbox | 3,590 | 3,392 |
| Mail Payments - Office | 465 | 261 |
| **Total Mail Payments - Subtotal** | **11,837** | **10,050** |
| | | |
| Night Deposits | 154 | 117 |
| Paymentus Payments | 15,975 | 15,417 |
| **Without assistance paymnts - Subtotal** | **16,129** | **15,534** |
| | | |
| Office Payments | 2,412 | 2,296 |
| **With assistance payments - Subtotal** | **2,412** | **2,296** |
| | | |
| **Total Payments Processed - Subtotal** | **30,378** | **27,880** |
| | | |
| Bank Draft (ACH) Payments | 14021 | 14021 |
| | | |
| **Total Payments (Utility)** | **44,399** | **41,901** |
| | | |
| **Total Payments** | **60,756** | **55,760** |

# Utility Division

| | FYE 26 | | FYE 25 | |
|---|---|---|---|---|
| | April | YTD | April | YTD |
| PERSONNEL HOURS - FULL TIME | | | | |
| Total Regular Hours Available | 960.00 | 11,944.00 | 1,120.00 | 11,901.00 |
| Total Comp Time Available | 3.75 | 75.75 | 11.00 | 117.75 |
| Total Overtime Hours | 49.00 | 467.00 | 26.75 | 604.75 |
| Total Bonus Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Furlough Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 1,012.75 | 12,486.75 | 1,157.75 | 12,623.50 |
| Benefit Hours Taken | 125.00 | 2,310.75 | 120.75 | 1,794.75 |
| TOTAL ACCOUNTABLE STAFF HOURS | 887.75 | 10,176.00 | 1,037.00 | 10,828.75 |
| PERMANENT PART-TIME | | | | |
| Total Regular Hours Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Comp Time Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Overtime Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Bonus Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 0.00 | 0.00 | 0.00 | 0.00 |
| Benefit Hours Taken | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL ACCOUNTABLE STAFF HOURS | 0.00 | 0.00 | 0.00 | 0.00 |
| TEMPORARY | | | | |
| Total Regular Hours Available | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Overtime Hours | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL HOURS AVAILABLE | 0.00 | 0.00 | 0.00 | 0.00 |

# FIRE DEPARTMENT 4

# NFD Monthly Progress Report
## April 2026

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

| Station 1 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| Engine 1 | 415 | 383 | 1 | 3 | | | 1 | 24 | | 3 |
| Brush 1 | 10 | 7 | | | | | 1 | 1 | | 1 |
| Ladder 1 | 87 | 65 | | 3 | | | 2 | 15 | | 2 |
| **Chief 301 | 88 | 10 | 11 | 3 | 3 | 1 | 1 | 52 | 6 | 1 |
| Station 1 Total | 600 | First-In Calls - 422 / Average Response Time 5:10 | | | | | | | | |

| Station 2 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| Engine 2 | 228 | 4 | 193 | 4 | 5 | 1 | | 17 | 4 | |
| Brush 2 | 7 | 1 | 4 | 1 | | | | | 1 | |
| Ladder 2 | 21 | 2 | 2 | 2 | 1 | | | 14 | | |
| HAZMAT | 63 | 5 | 11 | 4 | 3 | 2 | 1 | 31 | 4 | 2 |
| Station 2 Total | 319 | First-In Calls - 193 / Average Response Time 5:26 | | | | | | | | |

| Station 3 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| Engine 3 | 254 | 5 | 4 | 229 | | | 2 | 11 | | 3 |
| Brush 3 | 6 | 1 | | 4 | | 1 | | | | |
| Station 3 Total | 260 | First-In Calls - 227 / Average Response Time 6:04 | | | | | | | | |

| Station 4 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| Engine 4 | 201 | 2 | 11 | | 170 | | | 10 | 8 | |
| Brush 4 | 6 | | 1 | | 2 | | | 1 | 2 | |
| Tanker 4 | 1 | | | | 1 | | | | | |
| Station 4 Total | 208 | First-In Calls - 169 / Average Response Time 5:34 | | | | | | | | |

| Station 5 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| Engine 5 | 8 | | | | | 5 | 2 | 1 | | |
| EMS Brush 5 | 79 | | | 1 | | 71 | 6 | 1 | | |
| Station 5 Total | 87 | First-In Calls - 69 / Average Response Time 11:15 | | | | | | | | |

| Station 6 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| Engine 6 | 20 | | | | | 6 | 10 | 3 | | 1 |
| EMS Brush 6 | 74 | | | 1 | | 5 | 66 | 1 | | 1 |
| Station 6 Total | 98 | First-In Calls - 66 / Average Response Time 10:26 | | | | | | | | |

| Station 7 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| Rescue 7 | 3 | | | | | | | 3 | | |
| Squad 7 | 228 | 4 | 2 | 2 | 3 | 1 | 1 | 208 | 7 | |
| Rescue Boat 7 | 2 | | | | | | | 2 | | |
| Station 7 Total | 233 | First-In Calls - 207 / Average Response Time 5:22 | | | | | | | | |

| Station 8 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| Engine 8 | 47 | 1 | 1 | | 3 | | | 11 | 31 | |
| Brush 8 | 136 | 1 | 1 | | 5 | | 2 | 10 | 115 | 2 |
| Tanker 8 | 3 | | | | | | | 1 | 2 | |
| Station 8 Total | 186 | First-In Calls - 131 / Average Response Time 6:10 | | | | | | | | |

| Station 9 | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| Engine 9 | 37 | 4 | 1 | 2 | | 1 | 6 | 5 | | 18 |
| EMS Brush 9 | 218 | 8 | 1 | 2 | | 2 | 7 | 5 | | 193 |
| Tanker 9 | 6 | 1 | | 1 | | 1 | 1 | | 1 | 1 |
| **Chief 401 | 55 | 4 | 2 | 7 | | 6 | 7 | 24 | 2 | 3 |
| Station 9 Total | 316 | First-In Calls - 193 / Average Response Time 5:47 | | | | | | | | |

| Fire Prevention | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| Fire Marshal 1 | 5 | | | 1 | | | | 4 | | |
| Fire Marshal 2 | 9 | | 1 | 1 | | | | 5 | | 2 |
| **Fire Marshal 3 | 23 | 1 | 5 | 3 | 2 | 1 | 1 | 10 | | |
| Prev. Totals | 37 | | | | | | | | | |
| **Specialty Units** | | | | | | | | | | |
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| EM3 | 5 | 2 | | | | 1 | | 2 | | |
| EM4 | 2 | | | 1 | | 1 | | | | |
| Specialty Totals | 7 | | | | | | | | | |
| **Notified Units** | | | | | | | | | | |
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| EM1* | 19 | 2 | | 2 | | 1 | | 13 | 1 | |
| EMS1* | 19 | 2 | | 2 | | 1 | | 13 | 1 | |
| NFD3* | 18 | 2 | | 2 | | | | 13 | 1 | |
| Notified Total | 56 | | | | | | | | | |
| **Fire Admin** | | | | | | | | | | |
| | Total # of Responses | District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 |
| NFD2 | 2 | | | | | | | 2 | | |
| | Totals | Total by District | | | | | | | | |
| | 2409 | 517 | 252 | 281 | 198 | 109 | 120 | 511 | 186 | 233 |

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

| Incident Response Type Summary | | |
|---|---|---|
| Incident Type | Total | % of Total |
| Fire | 33 | 1.96% |
| Hazardous Situation | 45 | 2.68% |
| Incident Type Undefined | 17 | 1.01% |
| Medical | 1013 | 60.30% |
| No Emergency | 299 | 17.80% |
| Public Service | 264 | 15.71% |
| Rescue | 6 | 0.36% |
| Incomplete | 3 | 0.18% |
| **Total Incident Count (Unique Calls)** | 1680 | 100.00% |
| **Number of Total Unit Responses** | 2409 | |

| Community Outreach | | |
|---|---|---|
| Tours and Community Events | 12 | Station Tours, Leadership Norman, Music Festival Support, Community Events |

| Burn Permits | | |
|---|---|---|
| Burn Permits Issued | 190 | Conditions were favorable for burning 9 days in April - There was a county burn ban in effect the 1st thru the 7th |

| Training | | |
|---|---|---|
| Total Personnel Training Hours | *1581 | Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, Swiftwater, Peer Support, Elevator |

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

# April 2026 Fire Prevention Activity Summary

## Prevention Department Update and Activities

| | | |
|---|---|---|
| Training | 64 hours | Insurance and Fire, Inspection & Code Enforcement, Drone, Search and Rescue, Fire Origin and Cause |
| Inspections/Re-Inspections | 135 hours | Inspections (163), Violations cited (63), Violations cleared (24), Violations Remaining (39) |
| Smoke Detectors | 10 calls | Check/Install Smoke Detectors/Replace Batteries/Bed Shakers |
| Investigations | 7 | Structure (5), Vehicle (2), Wildland (0), Other (0) |
| Investigative Activities | 45 hours | Fire Investigations, Report Writing, Reviewing Video, Subpoena prep, etc |
| Department Meetings | 22 (21 hours) | Department Meetings, Officers Meetings, Shift Briefings, Evaluations |
| Station & Equipment Maintenance | 43 hours | Daily checks, supplies replenishing, cleaning & organization, drone updates and maintenance |
| Public Service/Education & Special Events | 22 hours | Public Service/Education, Citizen Complaints & Special Events |

## Planning Officer Activities

| Fire Planning Activities | Number | Staff Hours |
|---|---|---|
| Building Plan Reviews/ Fire Protection System Plan Reviews | 60 | 70 |
| Fire Inspections/Re-inspections | 39 | 45 |
| Meetings | 8 | 5 |
| Training (Target Solutions) | 4 | 4 |
| Communication | N/A | 10 |
| **Totals** | | **134** |
| Time Off (VAC, SICK, Holiday) | N/A | 15 |

# EMERGENCY MANAGEMENT DIVISION

April 2026

**Regular Monthly Scheduled Activities**

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

**Outdoor Warning System**

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

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

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

**National Weather Service Weekly Weather Meetings**

Each Monday morning at 10:00 am, the National Weather Service conducts a video call regarding the upcoming weekly weather. A mid-week call is done on Thursday afternoons at 2 pm. Special conference calls are made during times of severe weather as the NWS deems necessary.

This call has the option for video participation and telephone call in. It is primarily for the Emergency Management of jurisdictions, school, State offices involved in EM, Tribes and other entities tasked with severe weather operations. It is not intended for the public nor is this just a weather forecast. This time allows for interaction with the NWS about concerns that directly affect the local jurisdiction so they may better prepare for incoming weather. National Weather Service Storm Spotter Training is located on their website at www.weather.gov/OUN

**South Canadian Amateur Radio Society**
**SCARS (www5nor.org)**

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

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

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

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

**EMERGENCY MANAGEMENT DIVISION**
April 2026

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

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

**Local Emergency Preparedness Committee**

Meets quarterly at the Wellness Center (The Well) under the management of the Cleveland County Emergency Management office. The public is welcome to address any concerns regarding emergency planning or SARA Title III information. The LEPC is part of the oversight for the Citizens CORPS Council of Norman. A report on activities is provided at each meeting. Meetings occur on the first Wednesday of each quarter.

**Emergency Management Activities**

**The Emergency Operations Plan**

Norman EM received approval for funding a third-party vendor to conduct a comprehensive update to the City plan in FY 27. Currently the plan is formatted in the All-Hazards County format. Consideration will be to maintain the format or follow the Community Planning Guide 101 format. The current plan is valid and provides the tasks duties and responsibilities for the City Departments during disaster operations. Emergency Management is responsible for maintenance of the plan. EM received 30 contacts for the writing of the EOP. Of the 30, one asked questions but made no submission. One over bid the allowable amount. Two provided basic information regarding their capabilities but did not submit an actual bid. A committee was formed by the Fire Chief and the RFP's were reviewed and recommendations were made. The Chief will be coordinating with legal on his decision and creation of a contract.

**Plans and Grants**

The mitigation plan has been approved and accepted by City Council. We are awaiting the final FEMA approval. Norman Participates in a County plan. This format strengthens the justification for mitigation projects by showing common hazards of multiple jurisdictions. The FEMA approval was delayed due to a federal shutdown.

Critical facility generator review project. The grant for funding to review the critical facilities need for generators has been completed and submitted to FEMA. The mitigation plan has been completed and submitted to the City Clerk for placing on an agenda item for Council review. The plan was accepted by the Council on January 24, 2026. When the County collects the rest of the approvals it will then go to FEMA for final approval.

**Open Disaster Operations**

The wildfire from March 14, 2025, Fire Mutual Assistance Grant (FMAG). Initial documentation was provided for reimbursement and the process is ongoing. We were advised by OEM that there was a complete data loss of the information that was submitted. They are working with the jurisdiction to recreate the documents. The process will take an undeterminable amount of time.

**Norman Emergency Response Volunteers**

**Special Response Teams Available**

**EMERGENCY MANAGEMENT DIVISION**
April 2026

There are several specialty teams available for response or community preparation events. The Norman EM Unmanned Aerial Vehicle team, the Small Animal Response Team (SmART), The Oklahoma Large Animal Response Team (OLAFR), and The MRC State Stress Response Team (OKSRT, a mental health asset) can support with coordination through Norman EM. SmART received a grant through the OK Health Dept. This grant will assist in training and equipment purchasing. It will be managed by SmART. All the teams are available to Incident Command through dispatch and in coordination with Norman EM.
Norman EM will be requesting a review of the Volunteer program to ensure it is current within City guidelines. The program has existed for twenty years, and process and policy reviews are needed to ensure the protection of the volunteers and the City. This is still on going.

**Red Cross Coordination**

We have dedicated volunteers that can respond quickly to the residents' need for assistance. The primary task is to ensure a burnout family has assistance from the Red Cross if they request it and to stay involved until Red Cross is on scene or the family confirms connection with the Red Cross. In April 2026 NERV responded to 2 burn out residential fires

**Auxiliary Communications**
(AUXCOM)

AUXCOM capability is a work in progress. The Section is operational and developing new capacity for alternate communications means. Recruiting for operators is ongoing. Plans for future budget requests from PSST are being completed. At some point the routing of the antenna coax cables needs corrected. The building design was flawed and has caused increased cost and interface in transmission capability. Lea Greenleaf, our AUXCOM Coordinator, passed away. I have recruited Mike Reid as the new Coordinator. Mike is a medical PA, HAM operator and a member of the Medical Reserve CORPS.

**Events**

The two main events were the OU Annual Medieval Fair that attracted an estimated ~200K visitors for the weekend. The Norman Volunteers provided two medical aid stations, a roaming transport service and various walking aid teams. More than 200 volunteer hours were provided to the event. The OKSmart team conducted animal decontamination training at OSU large animal facility. The event had 20 people in attendance and three staff. It included an actual decontamination site established for small animals, but the training was shortened due to severe weather with tornadic possibilities. Over 150 volunteer hours were involved with this training.



**Response Provided**

2 Red Cross liaison support events occurred in April. Two weather events were monitored by EOC Staff, no damage resulted.

**EOC Operations and Facility**

There needs to be a review committee on the ECOC. 1. To review process and operations 2. T0 review funding for operational needs of EOC. Currently, there is no dedicated funding for

**EMERGENCY MANAGEMENT DIVISION**
April 2026

the EOC and all material items must be covered from an already lean EM Budget. The current PSST is not a functional committee for this purpose.

**Siren Operations**

The system is performing at 98% or better. Current maintenance activities for the system include updating batteries that are more than three years old. Vegetative maintenance and other safety issues as identified. The portable control station has been upgraded and back in the possession of the EOC. IT is continuing to develop a sister control system for testing operations with the intent to move the computer system to the city network. There have been some items identified that have been provided to IT for resolution. Currently there is no static backup control station. The effort to move the radio system to the Harris system will be more than $750,000. EM cannot support the cost when other priorities are critical. If additional security is desired there are less expensive alternatives. There is discussion regarding reducing the base budget for the sirens to only $18,000 for FY 27. The current cost to replace 1/3 of the batteries per maintenance funding per year is $13,800, not including labor of ~$5750.00. This proposed amount would not cover even the minimum of maintenance needs or repairs done throughout the year. The system is eleven years old and component parts are beginning to be replaced if they malfunction. The current base budget provides for average replacement and repair issues and provides for obtaining shelf stock. Reducing the budget will reduce the ability to be maintained at the high rate of efficiency level that it has been operating at.

# HUMAN RESOURCES 5

**HUMAN RESOURCES**
**Monthly Report**
**April 2026**

## HUMAN RESOURCES

Total number of Employees: 1,034
Orientations: 2 – 3 new hires
Terminations: 7

## ADMINISTRATION

- FMLA cases – 2 new case
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
    - 73 birthdays and 62 anniversaries

## BENEFITS

**New Enrollments**: 3

| Benefit Participation | | |
|---|---|---|
| | # | % |
| Medical | 819 | 91% |
| Dental | 819 | 91% |
| Vision | 635 | 70% |
| Disability | 450 | 48% |
| Supplemental Life | 461 | 51% |

*Total Benefit Eligible Population: 872*

| Claims | |
|---|---|
| Rx Claims | $448,585.90 |
| Medical Claims | $987,286.69 |
| Dental Claims | $103,874.29 |

## PERSONNEL ACTIONS

**FTE New Hires – 3** ***Temp/Seasonal – 3** **Total - 6**

| Dept./Div. | Position | Number of Employees |
|---|---|---|
| City Manager | Community Outreach Social Worker | 1 |
| Parks & Rec/YFAC | Lifeguard Leader * | 3 |
| Utilities/Sanitation | Sanitation Worker I | 2 |

**Promotions – 7**

| Dept./Div. | Position | Number of Employees |
|---|---|---|
| Finance/Admin | Chief Accountant/Assistant Director | 1 |
| Parks & Rec/Recreation | Recreation Leader I | 1 |
| Parks & Rec/YFAC | Lifeguard Technician | 1 |
| Utilities/WLM | Crew Chief | 1 |
| Utilities/WLM | Utility Distribution Worker I | 1 |
| Utilities/WTP | Plant Operator D | 1 |
| Utilities/SLM | Utility Collection Worker I | 1 |

**HUMAN RESOURCES**
**Monthly Report**
**April 2026**

**FT/PT Separations – 7** ***Temp/Seasonal Separations –** **Total - 7**

| Dept./Div. | Position | Number of Employees |
|---|---|---|
| Parks & Rec/YFAC | Recreation Leader I | 1 |
| Police/Investigations | Property Custody Technician | 1 |
| Police/Patrol | Police Officer | 1 |
| Public Works/Engineering | Development Engineer | 1 |
| Utilities/Sanitation | Transfer Station Attendant | 1 |
| Utilities/Sanitation | Sanitation Worker II | 1 |
| Utiliites/WLM | Utility Distribution Worker I | 1 |

**TURNOVER STATS – does not include Temp/Seasonal stats**

| Department | No. of Employees | No. of Terminated Employees | Turnover Rate |
|---|---|---|---|
| City Manager | 16 | | 0.00% |
| City Clerk | 6 | | 0.00% |
| Finance | 23 | | 0.00% |
| Fire | 164 | | 0.00% |
| Human Resources | 7 | | 0.00% |
| Information Technology | 19 | | 0.00% |
| Legal Department | 9 | | 0.00% |
| Municipal Court | 12 | | 0.00% |
| Parks & Recreation | 108 | 1 | 0.93% |
| Planning & Comm Dev. | 39 | | 0.00% |
| Police | 260 | 2 | 0.77% |
| Public Works | 125 | 1 | 0.95% |
| Utilities | 164 | 3 | 1.83% |

**RECRUITMENT**

| Positions Requisitioned for Refill by Department/Division (# of vacancies)<br>*included positions are Full Time unless otherwise indicated as Part Time (PT) or Seasonal PT* | |
|---|---|
| **City Clerk** | |
| City Clerk | |
| **Finance** | |
| Treasury Associate | Utility Billing Service Rep |
| **Human Resources** | |
| Benefits Administrator | |
| **Parks & Recreation** | |
| Seasonal PT* Recreation Center Specialist-YFAC GYM | PT* Recreation Leader I-YFAC |
| PT* Lifeguard Leader-YFAC (2) | Seasonal PT* Aquatic Facility Maintenance I |
| PT* Recreation Technician-YFAC | Seasonal PT* Concessions Cashier I |
| PT*Golf Course Attendant | Seasonal PT* Food and Beverage Tech I |
| PT* Tennis Shop Attendant | Seasonal PT* Admissions Clerk I |

**HUMAN RESOURCES**
**Monthly Report**
**April 2026**

| | |
|---|---|
| Seasonal PT* Recreation Center Specialist-Whittier | Seasonal PT* Head Lifeguard |
| Seasonal PT* Slide & Gate Attendant | Seasonal PT*Swim Instructor |
| Seasonal PT* Recreation Center Specialist-Little Axe | Seasonal PT* Deep Water Lifeguard |
| Seasonal PT* Assistant Aquatic Manager | Seasonal PT* Recreation Center Specialisit - YFAC |
| Seasonal PT* Aquatic Facility Maintenance II | PT*Lifeguard Technician-YFAC |
| Maintenance Worker I – Park Maintenance | |
| **Planning** | |
| CDBG Program Technician | |
| **Public Works** | |
| PT* Mechanic Apprentice | Traffic Management Center Operator |
| **Police** | |
| Communication Officer I | Animal Welfare Officer |
| Communications Officer II | |
| **Utilities** | |
| Plant Operator A-D-WTP | Sanitation Worker I |
| Utilities Supervisor | Utility Distribution Worker I |
| Heavy Equipment Operator-WLM | Plant Operator C-WRF |
| Water Maintenance Specialist | Utility Collection Worker I |
| Utility Collection Worker II | |

**Days to fill**

| Full Time Position | Date Posted | Offer Date | Days to fill |
|---|---|---|---|
| Utility Collection Worke I | 3/20/26 | 4/10/26 | 21 days-Later Transfer |
| Sanitation Worker I | 2/20/26 | 4/2/26 | 41 days |
| Sanitation Worker I | 2/20/26 | 4/3/26 | 42 days |
| Communications Officer II | 3/31/26 | 4/27/26 | 27 days-Promoted |
| Communications Officer II | 3/31/26 | 4/27/26 | 27 days-Promoted |
| Crew Chief-WLM | 4/1/26 | 4/21/26 | 21 days-Promoted |
| Police Officer | 10/13/25 | 3/31/26 | 169 days |
| Police Officer | 10/13/25 | 3/31/26 | 169 days |
| Police Officer | 10/13/25 | 4/2/26 | 171 days |
| Police Officer | 10/13/25 | 4/8/26 | 177 days |
| Police Officer | 10/13/25 | 4/8/26 | 177 days |
| Police Officer | 10/13/25 | 4/8/26 | 177 days |
| Police Officer | 10/13/25 | 4/9/26 | 178 days |
| Police Officer | 10/13/25 | 4/9/26 | 178 days |
| Police Officer | 10/13/25 | 4/9/26 | 178 days |
| Police Officer | 10/13/25 | 4/9/26 | 178 days |
| Police Officer | 10/13/25 | 4/13/26 | 182 days |
| Police Officer | 10/13/25 | 4/14/26 | 183 days |
| Utility Distribution Worker II | 3/24/26 | 4/10/26 | 17 days-Promoted |
| Recreation Technician-PPT | 12/12/25 | 4/22/26 | 131 days-Promoted |
| Lifeguard Leader-PPT | 9/8/25 | 4/10/26 | 214 days |
| Lifeguard Leader-PPT | 9/8/25 | 4/10/26 | 214 days |
| Lifeguard Leader-PPT | 9/8/25 | 4/13/26 | 217 days |

*Offer Date reflected for accurate days to fill numbers

*730 registrations/applications to our openings, 9 new requisitions opened.

**HUMAN RESOURCES**
**Monthly Report**
**April 2026**

## SAFETY

### RECORDABLE INJURIES – OSHA

| Department/Division | Nature of Injury | How Sustained | Prognosis | Prevention Method |
|---|---|---|---|---|
| Police | Right foot | Aggravated existing injury stepping out of coms van | Back to work | Caution and awareness |
| Police | Right hand | Injured while restraining suspect | Back to work | Caution and awareness/Use team methods |
| Police | Right calf | Dog bite | Back to work | Caution and awareness/call animal control |
| WLM | Left knee | Lost balance turning wrench and twisted knee | TBD | Caution and awareness |
| Fleet | Lower right ribs | Injured ribs leaning into hood of truck | Back to Work | Use step ladder |
| Fire Dept | Right forearm | Injured arm while moving/lifting patient | TBD | Use team method or lift assist gear |
| Fire Dept | Left hip | Injured while lifting patient | TBD | Use team method or lift assist gear |
| Police | Right knee | Injured while restraining suspect | Back to work | Caution and awareness |

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

| 2026* | 2025 | 2024 |
|---|---|---|
| 8 | 28 | 40 |

**CY2026 is current YTD*

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

| 2026 | 2025 | 2024 |
|---|---|---|
| 26 | 41 | 14 |

### RECORDABLE INJURIES PER CALENDAR YEAR:

| 2026* | 2025 | 2024 |
|---|---|---|
| 14 | 39 | 80 |

**CY2026 is current YTD*

### RECORDABLE INJURIES PER FISCAL YEAR:

| 2026 | 2025 | 2024 |
|---|---|---|
| 29 | 65 | 62 |

# INFORMATION TECHNOLOGY 6

# CITY OF NORMAN

Information Technology Department
Monthly Report –April 2026.

Working projects for the IT Department are as follows:

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

| | | |
|---|---|---|
| Fiber Optic Installation for redundant loop at WTP and EOC | IT and the Utilities Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a redundant loop for the WTP and EOC in case of lost service from the main connection. | Awaiting Approval, Working with Utilities Department, land acquisition complete, right of way in negotiation |
| IT Security training efforts for all network and email users at the City of Norman. | Increase awareness and stay current on all new and rapidly changing cyber-attack methods so that the CON network is protected by every employee who utilizes the network for business. | Ongoing monthly training continues with our cybersecurity education suite, orientation of all new users, as well as penetration testing of the city network, and improvements from the pen test results. |
| Endpoint Security Review | Review current endpoint security appliances and software and make upgrades and improvements as necessary. | Ongoing |
| Print consolidation | Work with outside vendors to consolidate all print, fax, and copy machines in CON facilities. | In Progress estimated full completion in 2027 |
| Automated Meter Infrastructure | Implement and integrate AMI for meter reading and utility billing. | In Progress – customer portal configuration in progress. Communication radios installation is in production. Project more than 90% implemented. |
| Virtualization migration | The city is moving to a new virtualization platform to reduce maintenance costs. | In Planning: The IT Department is testing the new platform, and we hope to have it implemented and |

| | | |
|---|---|---|
| | | functional by the beginning of FYE27. |
| Network Infrastructure Improvements | IT Network Engineer will work closely with the Network and Infrastructure Manager, to review and improve our cabling, switching, and network configuration. | In Progress: The IT Department has been granted access to 5% of the annual capital funds for business-critical software and infrastructure needs. |
| Implementation of Traffic Management Center | The Public Works Department has acquired grant funding for a Traffic Management Solution and will need networking to bring the centers online. | In progress. IT network and security staff are working in two locations to set up and configure networks for the TMC and a backup TMC. |
| Move existing secondary IT Datacenter to new location. | Move all equipment from the current secondary site to a new more robust and secure site. | In Progress: Physical and virtual moves for the data center began May 2024. All moves have been complete, and additional cleanup is ongoing at the old location. |
| VoIP Solution upgrade | The IT Department is working to upgrade our VoIP system. The current system is over 12 years old and requires an upgrade. | In planning. Current plans and evaluations of the system are ongoing as well as finding a funding solution for the upgrade. Estimated implementation 2028 |
| IT inventory system upgrade. | The current IT inventory system is old and mostly manual. The IT Development team is working with the IT Support center to develop an automated tracking system for all IT equipment. | In Progress: Development of the inventory forms and database is currently in progress. |

| | | |
|---|---|---|
| City of Norman Intranet upgrade. | The IT Department is working to upgrade our Intranet and information offered there for internal use. Once complete, important information across various departments will be available for all CoN employees. | In planning. Current plans on data sources, content, content managers, and page development are in the design phase. |

## Support Tickets:

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

## Users Supported:

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

## Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 261,442 attempted incoming emails in April 2026. A total of 224,575 messages were delivered, while 36,867 total incoming messages were considered Spam or hazardous e-mails by our email-filtering appliance and were quarantine or filtered (see **IT Table 3**). This number represents 14% of our inbound mail. This percentage has decreased significantly from previous months because of the IT Department's implementation of a new and more modern appliance. The IT Department has made the decision to block inbound traffic from specific sources with known malicious traffic that constantly tries to affect our network. We continue to monitor and analyze the situation daily. Inbound email messages of this nature mean increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste, reduces productivity, and decreases valuable storage space.

## Web Site:

The City of Norman's web site is hosted, updated and maintained by the IT Department. In April 2026, the City of Norman's web site had 149,933 individual web sessions access the web site for 259,220 total page views. Of those sessions, 89,470 were identified as Users to view content on the city web site (see **IT Table 4a and 4b**). Since its completion in June 2020, the site has had a few major upgrades including a new search feature and this has contributed to more relevant search results. The site boasts a build in engine that allows it to function as an app on mobile devices and tablets.

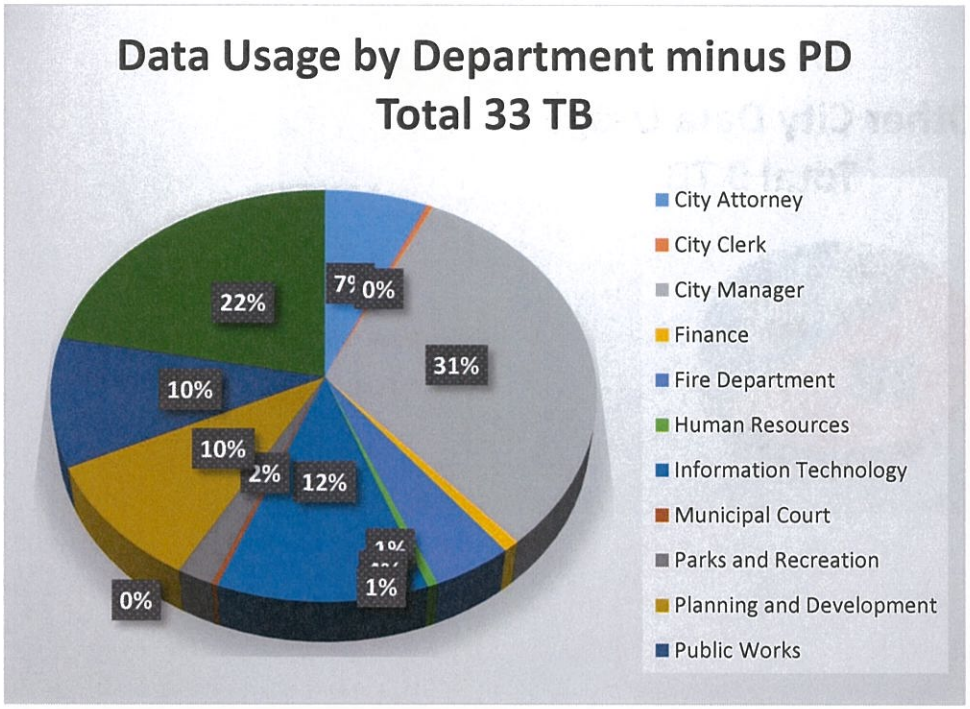
## Data Storage:

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

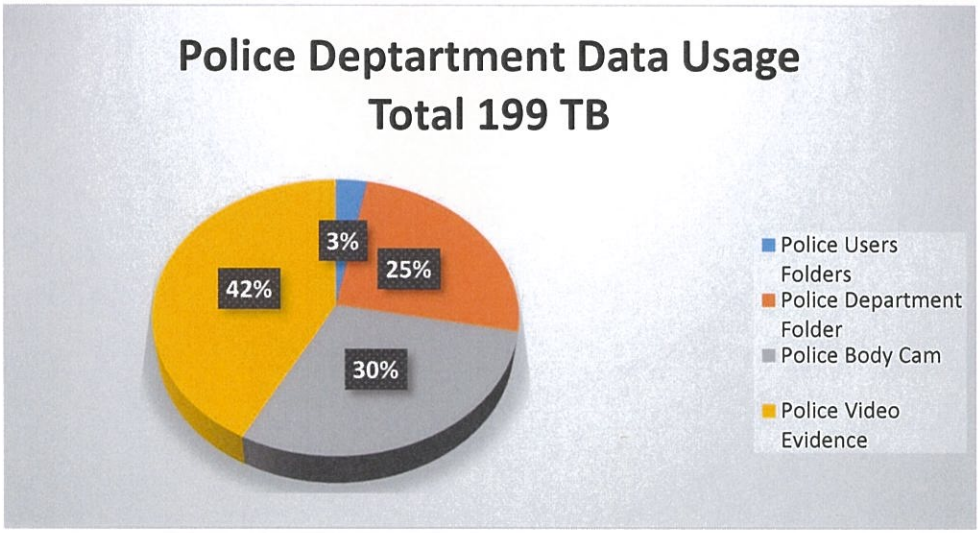
## ERP Project Implementation Progress:

This project began in January of 2018 and was delayed for multiple reasons by the 2020 pandemic. The project's final implementations are complete as of March 2024. The City Council approved approximately $6 Million to replace the outdated software systems that run our daily business operations. Although because of constant efforts to improve this project is never fully complete. The city now has enhanced automated services and web services for our citizen base as well as the employees who conduct business and track their daily work with these systems. The IT Department completed implementation of all major pieces of the ERP business systems software packages. These include Parks and Rec software (x 2), Municipal Court software, Financial Systems software, Utility Billing software, Payroll, Human Resource Management, Work Orders, Time and Attendance, and Planning and Community Services software packages. Daily work continues for these systems as well as additional training, enhancements, and configuration. We will continue to evaluate and enhance each of these systems moving forward. Our current efforts include a review of the HR Systems, post launch troubleshooting of Planning and Community Dev software, and an upgraded Parks and Rec software package to help recreation management. We are also rolling out modules for AMI (Automatic Meter Infrastructure), and integration with a customer portal for Utility Billing Systems software. The IT Department is currently reviewing a new option for Time and Attendance to improve automation of this function.

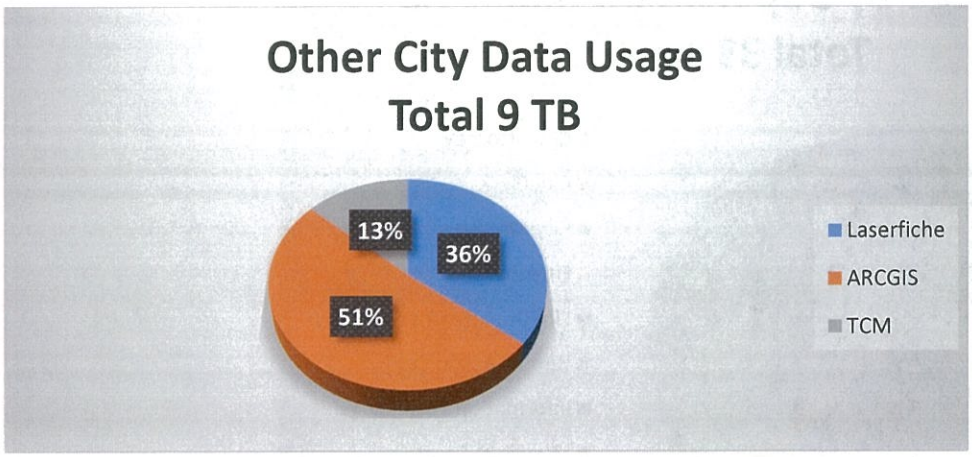
IT Table A



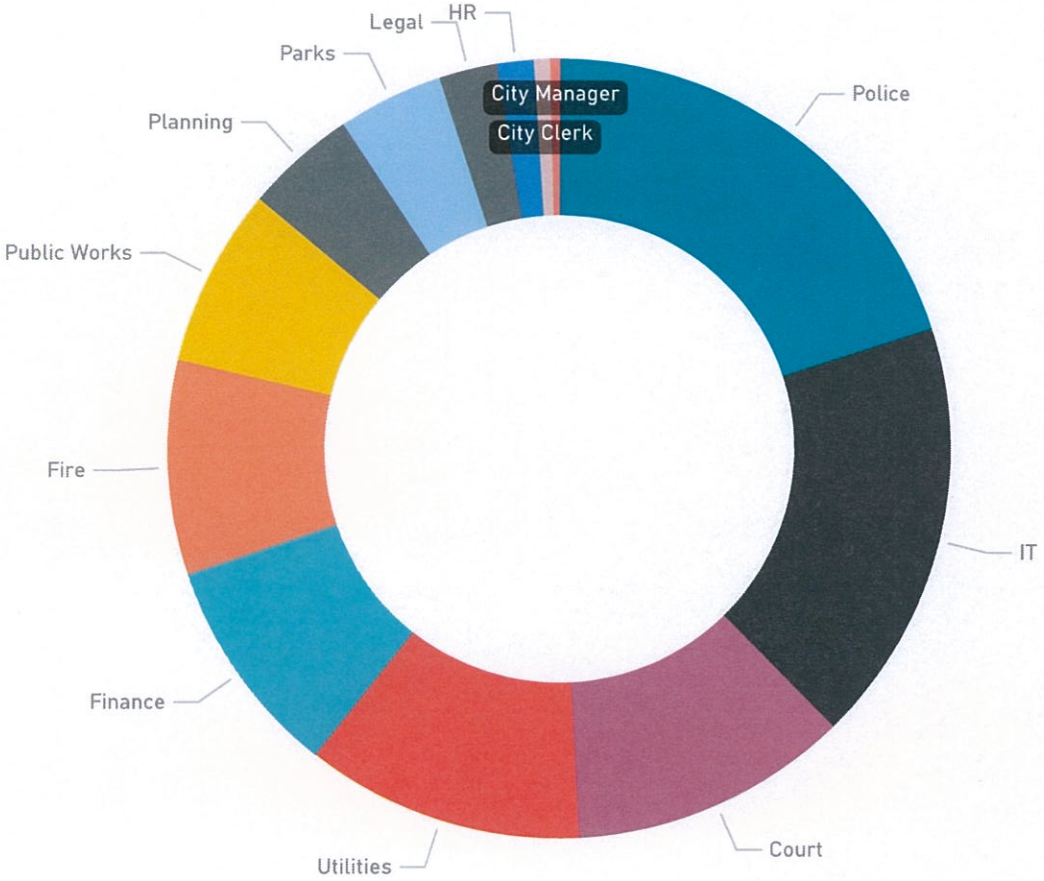

IT Table B



IT Table C


Other City Data Usage
Total 9 TB
13%
36%
51%
Laserfiche
ARCGIS
TCM

## Tickets by Department




### New Tickets

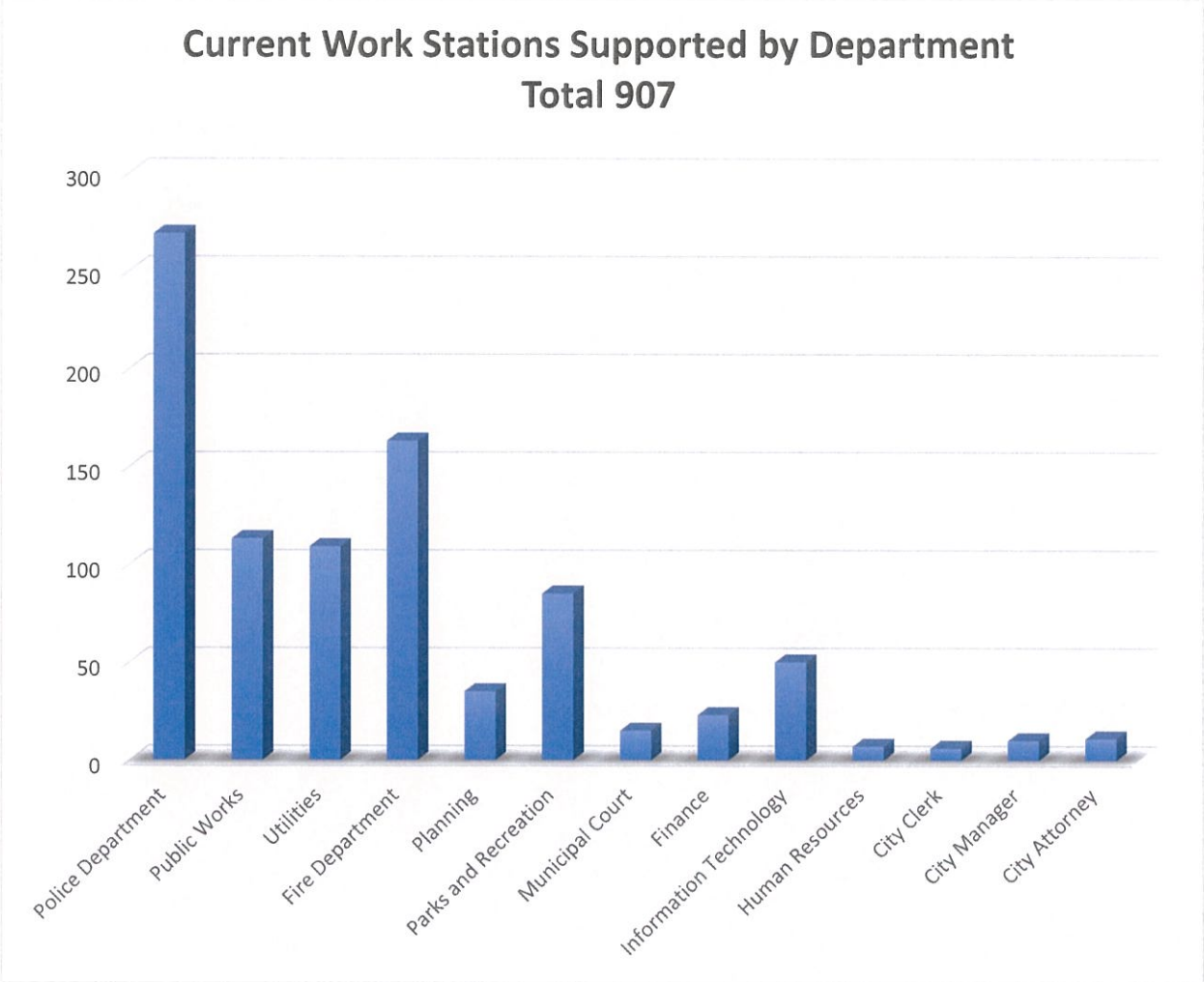
**460**

| Department | Created | Closed |
|---|---|---|
| City Clerk | 3 | 3 |
| City Manager | 2 | 2 |
| Court | 53 | 51 |
| Finance | 42 | 42 |
| Fire | 41 | 38 |
| HR | 7 | 7 |
| IT | 81 | 78 |
| Legal | 11 | 8 |
| Parks | 20 | 16 |
| Planning | 21 | 21 |
| Police | 92 | 81 |
| Public Works | 34 | 32 |
| Utilities | 53 | 51 |
| **Total** | **460** | **419** |

Police had the highest Ticket Count at 92, followed by IT and Utilities. City Manager had the lowest Ticket Count at 2.

Police accounted for 20.00% of Ticket Count.

**Table 2**


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

# Inbound Email Summary

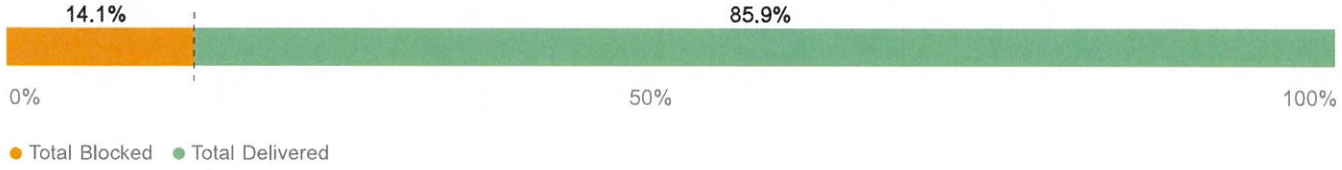
Statistics of messages from external users to internal users and domains.

2026/04/01 00:00:00 - 2026/05/01 00:00:00 (UTC)

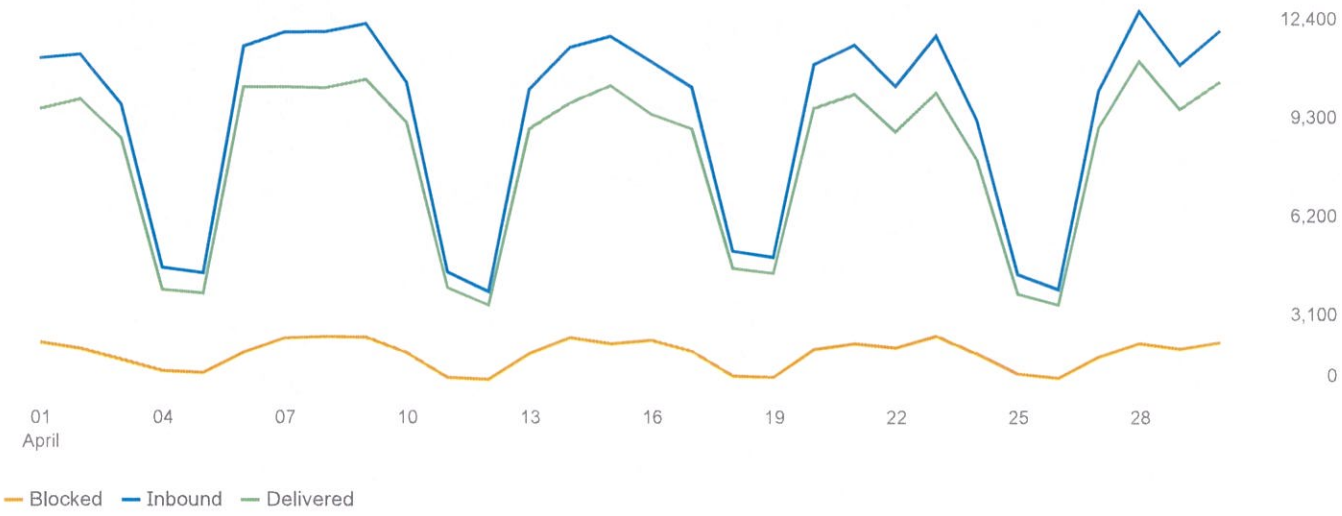
Total Inbound
261,442
↓ 5.5% vs Previous month

Total Blocked
36,867 14.1%
↓ 12.1% vs Previous month

Total Delivered
224,575 85.9%
↓ 4.3% vs Previous month




## Total Inbound, Blocked and Delivered Volume Trend



## Total Blocked by Category

| Category | % of Total Inbound | Messages | vs Previous month |
|---|---|---|---|
| Threats | 1.7% | 4,439 | - 2.2% |
| Spam | 6.5% | 17,102 | - 11.3% |
| Bulk | 0.9% | 2,446 | - 12.0% |
| Others | 4.9% | 12,880 | - 16.0% |
| Total Blocked | 14.0% | 36,867 | - 12.1% |

## Top 5 Inbound Recipients

| Envelope Recipient | Messages(% of Total Inbound) | vs Previous month |
|---|---|---|
| devra.smith@normanok.gov | 3,484 (1.8%) | - 0.6% |
| robert.gruver@normanok.gov | 3,366 (1.7%) | + 3.7% |
| frederick.duke@normanok.gov | 3,232 (1.6%) | - 4.7% |
| sonia.gallegos@normanok.gov | 3,164 (1.6%) | - 3.7% |
| securityteam@normanok.gov | 3,002 (1.5%) | + 6.1% |

## Top 5 Inbound Senders

| Envelope Sender | Messages(% of Total Inbound) | vs Previous month |
|---|---|---|
| noreply@normanok.gov | 14,881 (7.5%) | - 18.9% |
| Pager@ci.norman.ok.us | 10,640 (5.4%) | - 11.7% |
| <no domain> | 6,215 (3.1%) | + 24.9% |
| iadmin@s0u1rnm.vida.local | 4,263 (2.2%) | - 14.3% |
| ISE3@ci.norman.ok.us | 4,238 (2.1%) | + 96.6% |

## Top 5 Inbound Receiving Domains

| Envelope Receiving Domain | Messages(% of Total Inbound) | vs Previous month |
|---|---|---|
| normanok.gov | 240,800 (92.1%) | - 5.2% |
| ci.norman.ok.us | 10,942 (4.2%) | - 1.4% |
| sms.normanok.gov | 9,633 (3.7%) | - 15.8% |
| cucpub.ci.norman.ok.us | 67 (0.0%) | - 6.9% |
| - | - | - |

## Top 5 Inbound Sending Domains

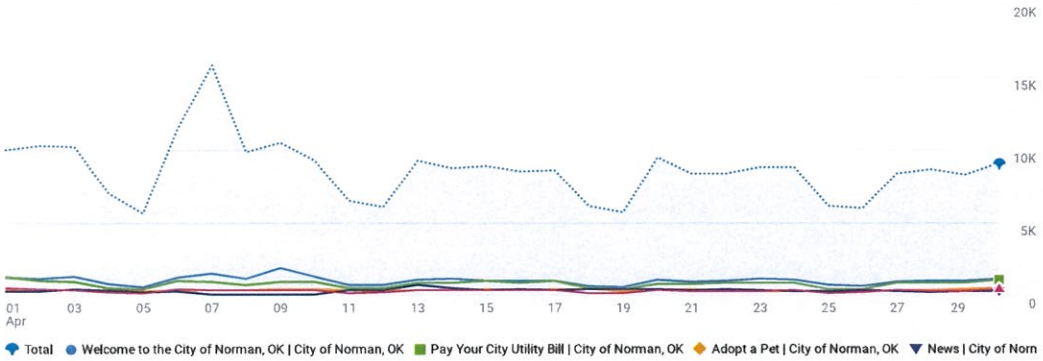
| Envelope Sending Domain | Messages(% of Total Inbound) | vs Previous month |
|---|---|---|
| normanok.gov | 30,101 (12.3%) | - 22.7% |
| ci.norman.ok.us | 15,316 (6.3%) | + 7.4% |
| in.constantcontact.com | 7,926 (3.2%) | - 0.5% |
| us-west-2.amazonses.com | 7,326 (3.0%) | + 84.4% |
| gmail.com | 6,874 (2.8%) | - 18.0% |

All Users | Add comparison | Custom Apr 1 - Apr 30, 2026

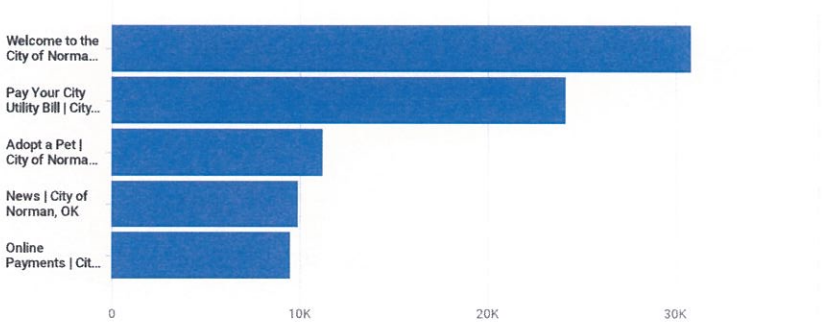
# Monthly Page Views

Add filter

Views by Page title and screen class over time — Day




Views by Page title and screen class




Plot rows | Search... | Rows per page: 10 | Go to: 1 | 1-10 of 2911

| | | Page title and screen class | Views | Active users | Views per active user | Average engagement time per active user | Event count (All events) |
|---|---|---|---|---|---|---|---|
| ☑ | | Total | 259,220<br>100% of total | 89,470<br>100% of total | 2.90<br>Avg 0% | 50s<br>Avg 0% | 757,835<br>100% of total |
| ☑ | 1 | Welcome to the City of Norman, OK \| City of Norman, OK | 30,806 (11.88%) | 16,308 (18.23%) | 1.89 | 16s | 81,438 (10.75%) |
| ☑ | 2 | Pay Your City Utility Bill \| City of Norman, OK | 24,138 (9.31%) | 12,701 (14.2%) | 1.90 | 14s | 87,942 (11.6%) |
| ☑ | 3 | Adopt a Pet \| City of Norman, OK | 11,211 (4.32%) | 4,298 (4.8%) | 2.61 | 45s | 23,131 (3.05%) |
| ☑ | 4 | News \| City of Norman, OK | 9,900 (3.82%) | 9,580 (10.71%) | 1.03 | 2s | 29,740 (3.92%) |
| ☑ | 5 | Online Payments \| City of Norman, OK | 9,490 (3.66%) | 6,262 (7%) | 1.52 | 9s | 22,685 (2.99%) |
| ☐ | 6 | Animal Welfare \| City of Norman, OK | 8,010 (3.09%) | 4,479 (5.01%) | 1.79 | 12s | 24,837 (3.28%) |
| ☐ | 7 | City of Norman's 2026 Residential Spring Clean-Up Information \| City of Norman, OK | 7,885 (3.04%) | 4,341 (4.85%) | 1.82 | 34s | 21,081 (2.78%) |
| ☐ | 8 | Job Opportunities \| City of Norman, OK | 6,512 (2.51%) | 3,401 (3.8%) | 1.91 | 1m 12s | 19,377 (2.56%) |
| ☐ | 9 | Westwood Golf Course \| City of Norman, OK | 4,613 (1.78%) | 2,423 (2.71%) | 1.90 | 30s | 15,006 (1.98%) |
| ☐ | 10 | Trash & Recycling \| City of Norman, OK | 4,036 (1.56%) | 2,796 (3.13%) | 1.44 | 28s | 12,556 (1.66%) |



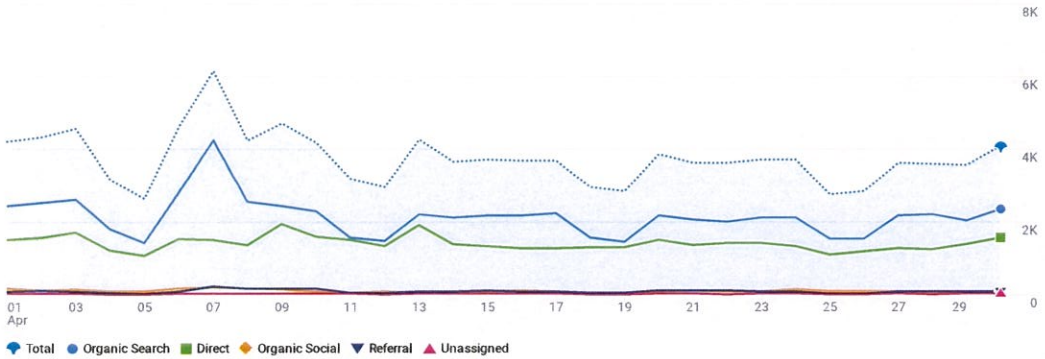
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All Users | Add comparison | Custom Apr 1 - Apr 30, 2026

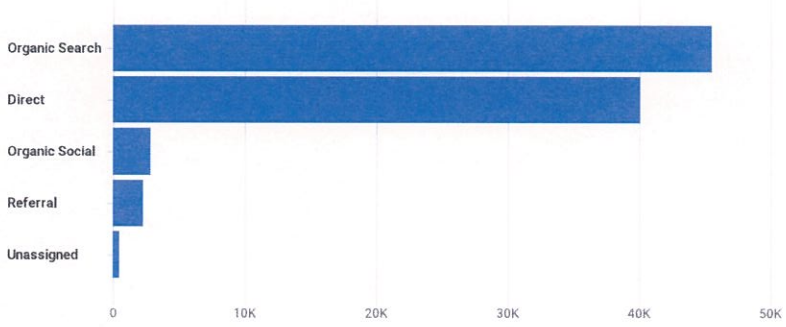
# Monthly Site Traffic

Add filter

Active users by Session primary channel group (Default Channel Group) over time — Day




Active users by Session primary channel group (Default Channel Group)




Plot rows | Search... | Rows per page: 10 | 1-8 of 8

| | | Session primary...Channel Group) | Active users | Sessions | Engaged sessions | Average engagement time per session | Engaged sessions per active user | Events per session | Engagement rate | Event count All events | Session key event rate All events |
|---|---|---|---|---|---|---|---|---|---|---|---|
| ☑ | | Total | 89,470 100% of total | 149,933 100% of total | 70,559 100% of total | 29s Avg 0% | 0.79 Avg 0% | 5.05 Avg 0% | 47.06% Avg 0% | 757,835 100% of total | 0% |
| ☑ | 1 | Organic Search | 45,496 (50.85%) | 95,266 (63.54%) | 55,086 (78.07%) | 37s | 1.21 | 5.43 | 57.82% | 517,278 (68.26%) | 0% |
| ☑ | 2 | Direct | 40,063 (44.78%) | 47,001 (31.35%) | 12,763 (18.09%) | 14s | 0.32 | 4.26 | 27.15% | 200,132 (26.41%) | 0% |
| ☑ | 3 | Organic Social | 2,821 (3.15%) | 3,516 (2.35%) | 1,343 (1.9%) | 16s | 0.48 | 4.25 | 38.2% | 14,947 (1.97%) | 0% |
| ☑ | 4 | Referral | 2,273 (2.54%) | 4,126 (2.75%) | 2,236 (3.17%) | 45s | 0.98 | 5.69 | 54.19% | 23,478 (3.1%) | 0% |
| ☑ | 5 | Unassigned | 461 (0.52%) | 523 (0.35%) | 118 (0.17%) | 33s | 0.26 | 3.74 | 22.56% | 1,954 (0.26%) | 0% |
| ☐ | 6 | Email | 1 (<0.01%) | 3 (<0.01%) | 3 (<0.01%) | 1m 27s | 3.00 | 11.33 | 100% | 34 (<0.01%) | 0% |
| ☐ | 7 | Organic Video | 1 (<0.01%) | 2 (<0.01%) | 1 (<0.01%) | 1m 23s | 1.00 | 4.00 | 50% | 8 (<0.01%) | 0% |
| ☐ | 8 | Paid Social | 0 (0%) | 2 (<0.01%) | 0 (0%) | 0s | 0.00 | 2.00 | 0% | 4 (<0.01%) | 0% |



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**LEGAL 7**

**MONTHLY REPORT - LEGAL DEPARTMENT**
**April 2026 Report**
**(Submitted April 8, 2026)**

## MONTHLY HIGHLIGHTS:

Hutzel v. City of Norman, CJ-2026-624 (R)
This case was filed on April 16, 2026. It seeks declaratory and injunctive relief regarding the proposition approved by the voters on April 7, 2026, that authorizes the issuance of bonds to construct a homeless shelter. A hearing on the City's Motion to Dismiss was held on April 29, 2026. The court granted the City's Motion. Plaintiffs have until May 30, 2026, to appeal.

## LIST OF PENDING CASES:

### UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

### UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

### UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

### OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

### COURT OF CRIMINAL APPEALS

### CLEVELAND COUNTY DISTRICT COURT

A. ***General Lawsuits***

115 W. Main LLC v. Sooner Emerald Dreams LLC, et al., CJ-2024-1318
City v. Arces, CV-2024-3662 (K, M, S)
Armstrong v. City of Norman, CJ-2012-1638 (K)
Bad Day Towing & Recovery v. City of Norman, SD-123,329; CV-2024-2032 (K)
Etter v. City, CJ-2021-731 (K)
Flores v. City of Norman & John Doe, CJ-2021-1051 (K)
Grace v. City of Norman and Crossland Construction Company, Inc., CJ-2025-873 (K, R)
City v. Hodges, CV-2020-2922
Hutzel v. City of Norman, CJ-2026-624 (R)
The Norman Petition Initiative No. 2021-1, CV-2020-2384 (K)
City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)
Norman Hospitality, Inc. v. City, CV-2025-2015 (K, R)

Norman Municipal Authority and City of Norman v. Flintco, LLC, et al, CJ-2024-1343
Pals v. City of Norman et al., CJ-2026-337
Pioneer Library System v. City of Norman *et al.*, CJ-2025-1260 (K, R)
City of Norman v. Red Canyon Ranch Homeowners Association, CV-2026-501
Shaz Investment Group, LLC v. City of Norman, CJ-2021-1044 (K)
Smith et al v. Norman Regional Health System v. City of Norman, CJ-2014-874 (K)
State of Oklahoma Department of Mental Health & Substance Abuse Services Trust (Rex), CV-2025-2582
State of Oklahoma Department of Mental Health & Substance Abuse Services Real Property Trust (McDaniel), CV-2025-3453 (K, P)
University Town Center, LLC v. City of Norman et al, CJ-2024-1405 (K)
Wattie Wolfe Company, Inc. v. City of Norman, et. al., CJ-2025-1366 TB (K, R)
Yoon v. City of Norman, CJ-2025-1114 JV (K, R)

B. ***Condemnation Proceedings***

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

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

City of Norman v. Legacy Property Partners, LLC, CV-2018-249 (K, S)
Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219 (M)
Mortgage Clearing Corporation v. Doiron, et al., CJ-2014-1459 (M)
Katy Construction Co., CV-2024-2213
Orrklahoma Realty – Norman, LLC v. City of Norman et al., CV-2024-2824
First Bank & Trust Co. v. Norman Hospitality, Inc. *et al.*, CJ-2025-749
US Bank National Association v. Porter, et al., CJ-2025-1978 (R)

D. ***Municipal Court Appeals***

None

E. ***Small Claims Court***

None

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

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

## LABOR / ADMINISTRATIVE PROCEEDINGS

A. **Grievance & Arbitration Proceedings**

This office has assisted with the following grievances:

AFSCME Grievance FYE 21-02 – (COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Jerry Younts and Bennie Gilmore – COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Tara Klepper – COVID-19 Leave)
AFSCME Grievance FYE 24-06 – (Malia Ross – Discipline)
AFSCME Grievance FYE-24-09 – (James Salley – Termination)
AFSCME Grievance FYE-26-01 – (Susie Block - Termination)
AFSCME Grievance FYE-26-03 – (Health Insurance)

AFSCME Grievance FYE-26-04 – (Approved Leave)
AFSCME Grievance FYE-26 – (Caroline Whiteside - Discipline)

FOP Grievance FYE-26 – (Kaidee Monroe – Discipline)

IAFF Grievance FYE 21 – (Carl Shanon Smith – Improper Compensation)
IAFF Grievance FYE 23 – (Matt Ferris – Discipline)
IAFF Grievance FYE-24 – (Non-Emergency Call Back)
IAFF Grievance FYE-24 – (Failure to Staff Personnel)
IAFF Grievance FYE-25 – (Failure to Follow Progressive Discipline)
IAFF Grievance FYE-25 – (Paid Convention Leave)
IAFF Grievance FYE-26 – (Health Insurance)

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

Worthley v. City of Norman – Charge No. 564-2025-01069

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

Rena M. Frakes – Lack of Work

## MUNICIPAL COURT PROSECUTIONS

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

| | ADULT CASES | | | JUVENILE CASES | | | COURT SESSIONS | | |
|---|---|---|---|---|---|---|---|---|---|
| Month | FYE 24 | FYE 25 | FYE 26 | FYE 24 | FYE 25 | FYE 26 | FYE 24 | FYE 25 | FYE 26 |
| JULY | 464 | 359 | 514 | 11 | 25 | 10 | 10 | 11 | 11 |
| AUG | 341 | 493 | 585 | 7 | 6 | 18 | 16 | 13 | 13 |
| SEPT | 295 | 395 | 473 | 18 | 11 | 11 | 8 | 10 | 13 |
| OCT | 346 | 420 | 440 | 7 | 13 | 14 | 11 | 10 | 11 |
| NOV | 292 | 246 | 356 | 11 | 15 | 13 | 10 | 6 | 7 |
| DEC | 163 | 314 | 378 | 9 | 13 | 13 | 4 | 8 | 8 |
| JAN | 280 | 419 | 489 | 9 | 11 | 20 | 5 | 12 | 13 |
| FEB | 338 | 318 | 450 | 20 | 0 | 4 | 12 | 6 | 13 |
| MAR | 466 | 464 | 493 | 8 | 16 | 2 | 10 | 10 | 8 |
| APR | 443 | 621 | 581 | 11 | 3 | 20 | 14 | 11 | 14 |
| MAY | 430 | 546 | | 26 | 10 | | 10 | 12 | |
| JUNE | 333 | 463 | | 7 | 15 | | 9 | 10 | |
| TOTALS / YTD | 4,191 | 4,858 | 4,759 | 144 | 138 | 125 | 119 | 119 | 111 |

## WORKERS' COMPENSATION COURT

A total of 19 cases were pending during the month of April 2026. During the month of April, two Joint Petition Settlements and two Court Orders were approved by the City Council. In addition, one amended petition was received. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission/Court of Existing Claims. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

| DEPARTMENT | DIVISION | PENDING CASES | FYE 26 CASES | FYE 25 CASES | FYE24 CASES | FYE23 CASES |
|---|---|---|---|---|---|---|
| Fire | Suppression | 10 | 5 | 8 | 3 | 9 |
| Fire | Prevention | | | | | |
| Parks/Rec | Facility Maintenance | | | 1 | | |
| Parks/Rec. | Park Maintenance | 1 | 1 | | | |
| Parks/Rec | Westwood Pool | | | | | |
| Police | Criminal Investigation | | | | | |
| Police | Patrol | 4 | 2 | | 2 | 1 |
| Police | Staff Services | 1 | 1 | | | |
| Police | Administration | | | | | |
| Public Works | Street Maintenance | | | 1 | | |

| DEPARTMENT | DIVISION | PENDING CASES | FYE 26 CASES | FYE 25 CASES | FYE24 CASES | FYE23 CASES |
|---|---|---|---|---|---|---|
| Public Works | Fleet | 1 | | 1 | 1 | |
| Public Works | Storm Water | | | | 2 | |
| Public Works | Traffic Control | | | | | 1 |
| Utilities | Line Maintenance | | | | | 1 |
| Utilities | Water Reclamation | 1 | 1 | | | |
| Utilities | Sanitation | 1 | 1 | | | 1 |
| **TOTALS** | | 19 | 11 | 11 | 8 | 13 |

***List of Pending Cases***

***Bernhardt, Jefferson B. v. City of Norman, CM-2025-04357 A***
***(Fire, Suppression/Fire Captain, L Knee, (Denied) Whole Body***
***A Court Order in the above claim was approved by the City Council on April 28, 2026 and will no longer appear on the monthly report.***

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

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

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

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

***Hambrick, John v. City of Norman, CM-2023-02469 K***
***(Fire, Suppression, Firefighter, Cancer, Body as Whole)***
***A Court Order in the above claim was approved by the City Council on April 28, 2026 and will no longer appear on the monthly report.***

Lewis, Brian K. v. City of Norman, CM-2022-02245 H
(Fire, Suppression, Fire Driver Engineer, Neck, Back UNS, Left Knee, Left Leg)

Littleton, Charles v. City of Norman, CM-2025-06298 P
(Fire, Suppression, Fire Driver Engineer, Other – Cancer, Body As Whole

Massie, Nathan v. City of Norman, CM-2024-03408 H
(Public Works, Fleet, Service Technician, Neck + Lower Back, Ears+Bilateral Ears and Lumbar as Consequential Injuries, Middle Back + Both Shoulders, Both Arms + Consequential Psych Overlay; Bilateral Shoulders & Bilateral Arms as Consequential Injuries)

***McCawley, Billy v. City of Norman, CM-2025-03486 L***
***(Fire, Suppression, Fire Driver Engineer, Right Shoulder)***
***A Joint Petition settlement in the above claim was approved by the City Council on April 28, 2026 and will no longer appear on the monthly report.***

***Mohrmann, Noel v. City of Norman, CM-2025-02034 P***
***(Fire, Suppression, Fire Driver Engineer, L Shoulder, Left Arm & Left Hand)***
***A Joint Petition settlement in the above claim was approved by the City Council on April 14, 2026 and will no longer appear on the monthly report.***

Moring, Barry v. City of Norman, CM-25-00042 J
(Fire, Suppression, Fire Captain, Cancer, Body as a Whole
Newell, Richard v. City of Norman, CEC-2022-15014 H
(Request to Reopen – Change in Condition for the Worse)
(Police, Narcotics, Master Police Officer-Sergeant, Right Knee)
Paczosa, Donald v. City of Norman, CM-2026-00253K
Parks, Park Maintenance, Maintenance Worker II, Neck, Whole Back, Left Hand, Left Arm
Simons, Michael v. City of Norman, CM-2024-04104 L
(Fire, Suppression, Firefighter, Right Knee)
Steele, Spencer v. City of Norman, CM-2025-06362 H
(Police, Patrol, Master Police Officer, Cervical Spine, Thoracic Spine, Lumbar Spine)
Steele, Spencer v. City of Norman, CM-2025-06683 Q
(Police, Patrol, Master Police Officer, Left Foot, Right Shoulder, Whole Back, Both Knees, Consequential to Altered Gate)
*Sterling, James v. City of Norman,* CM-2026-00346K
(Utilities, Water Reclamation Facility, Heavy Equipment Operator, Head, Whole Back, Right Shoulder, Right Eye, Right Arm, Right Hand
Wansick, Brandon Kyle v. City of Norman, CM-2025-06855 A
(Police, Staff Services, Sergeant, Both Legs

## TORT CLAIMS

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

| DEPARTMENT | FYE 26 Month | FYE 26 YTD | FYE 25 YTD | FYE 24 YTD | FYE 23 YTD |
|---|---|---|---|---|---|
| Animal Control | | | 1 | | 2 |
| Finance – IT | | | 1 | | |
| Fire | 1 | 2 | | 2 | |
| Legal | | | | | |
| Other | | 2 | 4 | 5 | 5 |
| Parks | 1 | 1 | 9 | 2 | 1 |
| Planning | | 2 | 2 | | 1 |
| Police | | 8 | 3 | 9 | 8 |
| Public Works – other | 1 | 1 | 2 | 2 | 5 |
| Public Works – Stormwater | | | | | |
| Public Works – Engineering | | | 1 | | |
| Public Works – Streets | | 6 | 13 | 13 | 8 |
| Utilities – other | | | | 2 | |
| Utilities – Water | | 9 | 5 | 5 | 16 |
| Utilities – Sanitation | 1 | 7 | 11 | 11 | 7 |
| Utilities – Sewer | 1 | 5 | 8 | 10 | 3 |
| **TOTAL CLAIMS** | **5** | **43** | **60** | **61** | **56** |

| CURRENT CLAIM STATUS | FYE 26 TO DATE | FYE 25 | FYE 24 | FYE 23 |
|---|---|---|---|---|
| Claims Filed | 43 | 61 | 61 | 56 |
| Claims Open and Under Consideration | 7 | 0 | 0 | 0 |
| Claims Not Accepted Under Statute/Other | 0 | 2 | 1 | 4 |
| Claims Paid Administratively | 12 | 23 | 26 | 25 |
| Claims Paid Through Council Approval | 0 | 6 | 5 | 2 |
| Claims Resulting in a Lawsuit for FY | 1 | 4 | 1 | 0 |
| Claims Barred by Statute (No Further Action Allowed) | 4 | 26 | 28 | 25 |
| Claims in Denied Status (Still Subject to Lawsuit) | 19 | 0 | 0 | 0 |

# MUNICIPAL COURT 8

# MUNICIPAL COURT
# MONTHLY REPORT
# APRIL - FY '26

## CASES FILED

| | FY 26 APRIL | FY 26 Y-T-D | FY 25 APRIL | FY 25 Y-T-D |
|---|---|---|---|---|
| Traffic | 1,032 | 10,478 | 1,100 | 9,604 |
| Non-Traffic | 300 | 3,059 | 375 | 2,720 |
| SUB TOTAL | 1,332 | 13,537 | 1,475 | 12,324 |
| Parking | 651 | 6,063 | 663 | 7,228 |
| **GRAND TOTAL** | 1,983 | 19,600 | 2,138 | 19,552 |

## CASES DISPOSED

| | FY 26 APRIL | FY 26 Y-T-D | FY 25 APRIL | FY 25 Y-T-D |
|---|---|---|---|---|
| Traffic | 1,157 | 11,281 | 1,374 | 9,031 |
| Non-Traffic | 325 | 2,713 | 333 | 2,691 |
| SUB TOTAL | 1,482 | 13,994 | 1,707 | 11,722 |
| Parking | 656 | 5,380 | 373 | 6,417 |
| **GRAND TOTAL** | 2,138 | 19,374 | 2,080 | 18,139 |

## REVENUE

| | FY 26 APRIL | FY 26 Y-T-D | FY 25 APRIL | FY 25 Y-T-D |
|---|---|---|---|---|
| Traffic | $ 132,269.51 | $ 1,280,780.20 | $ 138,286.17 | $ 946,716.22 |
| Non-Traffic | $ 32,588.28 | $ 258,663.38 | $ 20,632.50 | $ 192,503.47 |
| SUB TOTAL | $ 164,857.79 | $ 1,539,443.58 | $ 158,918.67 | $ 1,139,219.69 |
| Parking | $ 25,020.00 | $ 207,690.00 | $ 21,625.00 | $ 251,404.00 |
| **GRAND TOTAL** | $ 189,877.79 | $ 1,747,133.58 | $ 180,543.67 | $ 1,390,623.69 |

# MUNICIPAL COURT - MONTHLY REPORT
April 2026

## JUVENILE COMMUNITY SERVICE PROGRAM

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

## MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 36 new cases and closed 36 cases during the month of March 2026. 4 Mediations were held.

# PARKS AND RECREATION 9

**Park Development Activities**
**April 2026**

**Neighborhood Parks:**
Crews were busy all month installing new playground equipment at Sutton Place, Eagle Cliff and Northeast Lions Neighborhood Parks. As these projects are completed, we will schedule a ribbon-cutting and re-opening of the parks, since they are all part of the NORMAN FORWARD program of park improvements, funded by the ½% sales tax approved by voters in 2015.

We have also received the equipment and held a pre-work meeting for the playground at the new Bluestem Park south of The Links apartments (behind the south Walmart Supercenter on Classen Boulevard). The park includes this new playground, as well as walking trails, several tree plantings, a sand volleyball area, half-court basketball, practice soccer goals, a picnic shelter and large areas of native plants/wildlife habitat. We will schedule a grand opening later this year, once construction is complete.

**Bishop Creek Eco Park:**
Work continued at the park to prepare for its future ribbon cutting. As the native plants re-grow in many of the areas disturbed by construction, we have hired a company to install a new cedar fence along the northern edge of the park to improve the safety of the area, since the adjacent property's fence includes a barbed wire top and several large trees along the property line which will remain behind our new fence located just inside our property. We are also working on final plans to install educational signage, park furniture, a rain garden water filtration area at the south end of the parking lot and a new pavilion shelter near the park trailhead close to the parking lot.

**Westwood Park:**
Crews worked in April to re-surface the indoor tennis courts at Westwood. The two-court facility is highly used each day throughout the year and had gotten to the point where the surface was playing very fast and some of the line work was beginning to look worn. Also, some minor surfacing cracks were starting to appear; however, they are not cracks in the paving below the surface. The post-tensioned slab poured for the building is still in good shape; but playing surfaces are always on a regular maintenance schedule to keep the player experience at a high level.

**Cultural Facilities:**
A Request for Qualifications was issued for firms wanting to work with the City to create a Master Plan for the Sooner Theatre to help guide us in cost estimating for a future construction project to add adjacent space to the historic building and also upgrade or renovate some of the tech, finishes, use zones and details of the original theatre, built in 1929 from a design by architect Harold Gimeno. An advisory group will work with our chosen firm to determine all of the different physical construction and technology improvements that will carry this unique performance venue into its next 100 years.

We are also working with the Director of the Firehouse Art Center to prepare the sunken patio on the west side of the building to receive a new "floor mural" on

this outdoor space this summer. A grant was awarded to Firehouse for the project, which also includes renovating the plant beds around the new mural to include more native pollinator habitat plantings. A dedication of the completed project will be announced later this summer.

**Community Parks:**

The Norman Streets division is continuing work to build the road in Saxon Park that will connect it with the extension of John Saxon Boulevard that passes through the land west of the park. As that work wraps up, we are preparing a bid packet to let out for construction of the several improvements planned for this Community Park in southeast Norman. That design work is being done by Wallace Design Collective, and will include construction of a restroom and adjoined pavilion structure, a new inclusive community playground, creation of a route into the northeast corner of the park utilizing the pedestrian crossing of State Highway 9 at 36th Avenue SE, and additional parking off the new road segment being done by the street crews.

Work was finished on the Reaves Park pond embankment changes. The work was completed using material excavated from the Imhoff/Constitution/Jenkins Road project to create a higher bank on the south end of the park pond that will better control the discharge of stormwater in the park. The final phase of this project will involve placing sod on the new slopes to prevent erosion, which will be completed in May.

# APRIL 2026 PARK MAINTENANCE DIVISION

| SAFETY REPORT | FY26 MTD | FY26 YTD | FY25 MTD | FY25 YTD |
|---|---|---|---|---|
| On-The-Job Injuries | 0 | 1 | 2 | 6 |
| Vehicle Accidents | 0 | 0 | 0 | 0 |
| Employee responsible | 0 | 0 | 0 | 0 |
| **ROUTINE ACTIVITIES** | **Total Man Hours** | | **Total Man Hours** | |
| Ballfield Maintenance | 0 | 472.75 | 63.5 | 921.50 |
| Big Mowing | 276.75 | 1206.25 | 64 | 1140.00 |
| Bike Racks | 0 | 67.25 | 24 | 106.50 |
| Carpentry/Project Building | 58 | 285.50 | 298 | 1971.75 |
| Chemical Spraying/Fertilization | 99.5 | 1020.75 | 194 | 870.50 |
| Christmas Setup/Repair/Removal | 0 | 1749.00 | 0 | 1377.50 |
| Concrete/Masonry | 6.5 | 436.75 | 80 | 102.00 |
| Dirt/Sand/Mulch/Gravel Work | 87.75 | 864.25 | 88 | 314.00 |
| Equipment Maintenance/Service | 171 | 980.75 | 167.5 | 2609.25 |
| Equipment Repair | 119 | 1179.50 | 128.25 | 499.75 |
| Equipment Transport | 3.25 | 70.25 | 8 | 140.50 |
| Events | 140.5 | 1591.50 | 30.5 | 1466.00 |
| Fence Repairs | 41 | 133.00 | 8 | 347.00 |
| Homeless Camp Cleanup | 1 | 264.25 | 84.75 | 135.00 |
| Landscape Maintenance | 71 | 1531.75 | 101 | 2294.00 |
| Material Hauling | 18 | 439.25 | 47.5 | 749.50 |
| Office Work/Planning/Supervisior | 363.25 | 2840.50 | 199.25 | 1375.75 |
| Painting | 0 | 112.00 | 0 | 162.50 |
| Park Tree Work | 301.5 | 1864.50 | 248.25 | 323.00 |
| Playground Inspection | 46.75 | 1536.50 | 0 | 2362.75 |
| Playground Maintenance | 48.5 | 1798.75 | 301.75 | 1089.50 |
| Powerwashing | 0 | 225.50 | 0 | 39.00 |
| Purchasing Parts/Supplies | 286.5 | 1654.50 | 19.5 | 118.75 |
| Recycling | 7.5 | 93.25 | 0 | 24.00 |
| Restroom Maintenance | 2 | 93.00 | 39 | 262.50 |
| Seasonal City Cleanups | 38 | 544.00 | 71.75 | 314.25 |
| Seeding/Sodding | 196.5 | 526.00 | 142 | 196.50 |

| | | | | |
|---|---|---|---|---|
| Sign Maintenance/Flags | 0 | 219.00 | 102 | 164.25 |
| Snow/Ice Removal/Ice Melt | 72 | 278.00 | 0 | 538.50 |
| Sprinkler Maintenance | 0 | 1441.50 | 201.5 | 1710.25 |
| Street Tree Work/Storm Damage | 214.75 | 1270.00 | 208 | 506.50 |
| Stump Grinding | 56 | 507.75 | 16 | 94.00 |
| Trail Maintenance | 19 | 282.75 | 36 | 363.00 |
| Training (Safety/CEU's) | 32 | 417.25 | 0 | 334.75 |
| Trash Maintenance | 13 | 1497.50 | 359 | 3705.25 |
| Trim Mowing | 342.5 | 5045.25 | 177.5 | 5603.00 |
| Vandalism Repair | 1020.5 | 1668.75 | 2 | 298.00 |
| Vector Control | 33.5 | 176.00 | 0 | 141.50 |
| Watering | 0 | 82.50 | 0 | 151.50 |
| Welding | 2 | 50.00 | 16 | 68.50 |
| Shopping Carts (by cart, not hours | 7 | 182.00 | 13 | 186.00 |

# APRIL 2026
# RECREATION DIVISION
# MONTHLY REPORT

**Little Axe Community Center:** In April, 19 children enrolled in the after-school program, with an average of 14 attending daily. The center worked with Harp's grocery store to secure donations for our weekly food pantry. We also continued our work with Little Axe High School through the student work assessment program. This provides students with the opportunity to build job skills in a supportive environment, while also fostering potential future employees for the City of Norman. Throughout April, the center partnered closely with Pioneer Library to host craft classes, offering creative outlets and learning opportunities for participants of all ages. Additionally, every two weeks, the organization Community Action utilized the center as a meeting space. These gatherings allowed community members to connect and receive assistance with utility bills and other essential services.

**12th Avenue Recreation Center:** This month, 42 students attended the after-school program each day. Weekly renewed memberships through Rec.us continued successfully. On the first of the month, 12th Ave staff put on a center Easter Egg hunt for the Afterschool Program. AARP continued and finished their Senior Tax Program with scheduling assistance from the 12th Ave staff. 12th Avenue held its monthly Nerf Night on the 24th, with around 75 participants showing up. Raffles for the evening included our Chick-fil-A dessert cards and a Main Event Family Fun Pass!

**Irving Recreation Center:** This month, we had a total of 20 enrolled in our program. We had 355 total visits, averaging 16 students per day. Irving staff helped our kids with state testing through activities and homework support. We also got many new books for children still learning to read.

**Whittier Recreation Center:** This month, the center continued with 16 kids enrolled. The kids have enjoyed being challenged by the riddle-of-the-day questions. We have restructured how they earn tickets: they earn more by following our expectations without being asked to. Interest in books has been growing, and we have also started popcorn reading with the kids to strengthen their reading skills. Our two youngest kids (6-year-olds) have been completing worksheets out of our new Brain Quest workbooks, where they have been working on their math and writing.

| **FACILITY ATTENDANCE:** | Month | Year to Date |
|---|---|---|
| Little Axe Community Center | 434 | 5,283 |
| 12th Avenue Recreation Center | 1,341 | 11,842 |
| Irving Recreation Center | 355 | 2,563 |
| Whittier Recreation Center | 257 | 2,591 |
| Reaves Center | 300 | 2,700 |
| Tennis Center | 3,003 | 29,459 |

# YOUNG FAMILY ATHETIC CENTER 9A

**YOUNG FAMILY ATHLETIC CENTER**
**APRIL 2026**

| | FYE 2026 MTD | FYE 2026 YTD |
|---|---|---|
| YFAC Memberships | $35,491.00 | $229,832.00 |
| YFAC Day Passes | $2,152.00 | $5,892.00 |
| YFAC Gym Passes | $0.00 | $18,717.00 |
| YFAC Aqua Class/Camp | $3,500.00 | $5,850.00 |
| YFAC GYM Class/Camp | $0.00 | $43,859.25 |
| YFAC Misc Class/Camp | $0.00 | $49,221.00 |
| YFAC POOL Rental | $300.00 | $71,323.78 |
| YFAC GYM Rental | $52,420.04 | $114,755.66 |
| YFAC MISC Rental | $100.00 | $425.86 |
| YFAC POOL Tournament | $0.00 | $0.00 |
| YFAC GYM Tournament | $2,848.00 | $118,088.00 |
| YFAC Leases | $0.00 | $0.00 |
| YFAC Other Revenue/Advertising | $16,754.23 | $61,530.84 |
| YFAC Leagues | $73,520.00 | $288,446.00 |
| YFAC Special Events | $9,200.00 | $9,200.00 |
| **TOTAL INCOME** | **$196,285.27** | **$1,017,141.39** |
| YFAC GYM Expenditures | $10,678.06 | $130,132.08 |
| YFAC POOL Expenditures | $17,827.01 | $207,091.79 |
| **EXPENDITURES** | **$28,505.07** | **$337,223.87** |
| Income vs. Expenditures | $167,780.20 | $679,917.52 |

# WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9B

**APRIL 2026**

**Westwood Golf Course Division Monthly Progress Report**

| ACTIVITY | APRIL FYE 26 | APRIL FYE 25 |
|---|---|---|
| Regular Green Fees | 1034 | 652 |
| Senior Green Fees | 547 | 371 |
| Junior Fees | 331 | 393 |
| School Fees ( high school golf team players) | 50 | 112 |
| Youth on Course Fee | 92 | 0 |
| Annual Fees (Regular, Senior & Junior Members) | 842 | 333 |
| Employee Comp Rounds | 247 | 144 |
| Golf Passport Rounds | 107 | 0 |
| 9-Hole Green Fee | 417 | 287 |
| 2:00 Fees | 454 | 294 |
| Dusk Fees or 5:00 Fees | 217 | 147 |
| PGA Comp Rounds | 3 | 5 |
| *Rainchecks (not counted in total round count) | 16 | 18 |
| Misc Promo (bday, plyrs cards, OU student & military) | 34 | 29 |
| Green Fee Adjustments (fee difference on rainchecks) | 244 | 0 |
| **Total Rounds** (*not included in total round count) | **4619** | 2767 |
| % change from FY '25 | 66.93% | |
| **Range Tokens** | **0** | 3418 |
| % change from FY '25 | -100.00% | |
| **Golf Carts** | | |
| 18 - Hole Golf Carts | 188 | 175 |
| 1/2 18 - Hole Golf Carts | 1456 | 956 |
| 9 - Hole Golf Carts | 57 | 50 |
| ½ 9 - Hole Golf Carts | 571 | 308 |
| **Total Carts** | **2272** | 1489 |
| % change from FY '25 | 52.59% | |
| **TOTAL REVENUE** | $169,414.63 | $ 135,473.54 |
| % change from FY '25 | 25.05% | |

# APRIL 2026
# WESTWOOD GOLF DIVISION
# MONTHLY PROGRESS REPORT

| SAFETY REPORT | | | | |
|---|---|---|---|---|
| | FY 2026 | FY 2026 | FY 2025 | FY 2025 |
| | MTD | YTD | MTD | YTD |
| Injuries On The Job | 0 | 0 | 0 | 0 |
| City Vehicles Damaged | 0 | 0 | 0 | 0 |
| Vehicle Accidents Reviewed | 0 | 0 | 0 | 0 |
| | | | | |
| **FINANCIAL INFORMATION** | | | | |
| | FY 2026 | FY 2026 | FY 2025 | FY 2025 |
| | MTD | YTD | MTD | YTD |
| Green Fees | $73,436.88 | $515,182.49 | $47,441.91 | $341,622.89 |
| Driving Range | $0.00 | $101,507.00 | $13,664.00 | $100,263.00 |
| Cart Rental | $36,621.13 | $273,952.65 | $22,603.19 | $184,128.54 |
| Golf Classes | $1,728.00 | $1,824.00 | $1,536.00 | $1,536.00 |
| Golf Shop Rentals | $1,071.07 | $4,907.35 | $396.92 | $2,777.60 |
| USGA Handicap Fees | $0.00 | $0.00 | $0.00 | $0.00 |
| Golf Cart Capital | $2,766.18 | $20,447.06 | $1,788.38 | $14,425.01 |
| Golf Merchandise | $19,022.49 | $209,524.23 | $13,639.51 | $153,765.63 |
| Restaurant | $15,796.71 | $190,222.13 | $17,786.08 | $128,544.75 |
| Golf Membership | $18,557.17 | $169,760.41 | $16,363.87 | $115,281.97 |
| Interest Earnings | $415.00 | $5,186.26 | $253.68 | $12,504.12 |
| **TOTAL INCOME** | **$169,414.63** | **$1,492,513.58** | **$135,473.54** | **$1,004,259.60** |
| Expenditures | $117,519.33 | $897,890.70 | $119,643.35 | $1,244,414.54 |
| Income vs Expenditures | $51,895.30 | $594,622.88 | $15,830.19 | -$240,154.94 |
| | | | | |
| Rounds of Golf | 4,619 | 31,875 | 2,767 | 25,603 |

Greens are responding very well. Quality rating of 99%. The irrigation system is operating optimal. We are presently doing our first mowings on most areas. Our new robots to mow fairways are performing very well after 2 mowings. The driving range robot ball pickers and mower are being installed on May 19th. That will completely automate the process of ball retrieval and mowing for the driving range.The driving range in-house renovation project is almost complete. May 12th is the scheduled date for sprigging of the range with Tahoma 31. Soon we will resume on the bunker and grass bunker renovations.

# APRIL 2026
# WESTWOOD FAMILY AQUATIC CENTER
# MONTHLY PROGRESS REPORT

| FINANCIAL INFORMATION | | | | |
|---|---|---|---|---|
| | FY 2026 MTD | FY 2026 YTD | FY 2025 MTD | FY 2025 YTD |
| Swim Pool Passes | $25,375.00 | $51,320.00 | $26,855.00 | $63,670.00 |
| Swim Pool Gate Admission | $0.00 | $222,234.00 | $0.00 | $189,589.00 |
| Swim Lesson Fees | $12,405.00 | $25,575.00 | $13,883.00 | $31,984.00 |
| Swim Pool Rental | $625.00 | $55,485.68 | $2,785.00 | $62,664.68 |
| Swim Pool Classes | $6,070.00 | $6,480.00 | $8,626.00 | $14,264.00 |
| Swim Pool Merchandise Sales | $0.00 | $936.12 | $0.00 | $336.58 |
| Swim Pool Concessions | $0.00 | $135,392.23 | $0.00 | $98,762.76 |
| **TOTAL INCOME** | **$44,475.00** | **$497,423.03** | **$52,149.00** | **$513,420.02** |
| Expenditures | $14,181.47 | $730,457.01 | $48,633.15 | $727,282.02 |
| Income vs Expenditures | $30,293.53 | -$233,033.98 | $3,515.85 | -$213,862.00 |

| ATTENDANCE INFORMATION | FY 2026 MTD | FY 2026 YTD | FY 2025 MTD | FY 2025 YTD |
|---|---|---|---|---|
| Pool Attendance | 0 | 50829 | 0 | 17394 |
| Adult Lap Swim Morning/Night | 0 | 87 | 0 | 3458 |
| Water Walkers | 0 | 1317 | 0 | 922 |
| Toddler Time | 0 | 1026 | 0 | 1127 |
| Water Fitness | 0 | 136 | 0 | 768 |
| Swim Team | 0 | 156 | 0 | 38 |
| Scuba Rentals | 0 | 0 | 0 | 38 |
| Scuba Participants | 0 | 54 | 0 | 340 |
| Swim Lesson | 0 | 346 | 0 | 30 |
| Private Swim Lessons | 0 | 19 | 0 | 5 |
| Special Events | 0 | 1926 | 0 | 11 |
| Party/Rentals | 0 | 74 | 0 | 39663 |
| **TOTAL FY 2025 ATTENDANCE** | **0** | **55970** | **0** | **18921** |

| ATTENDANCE INFORMATION MAY 2025 TO SEPTEMBER 2025 | |
|---|---|
| Pool Attendance | 91,524 |
| Adult Lap Swim Morning/Night | 123 |
| Water Walkers | 1,618 |
| Toddler Time | 1,421 |
| Water Fitness | 323 |
| Swim Team | 428 |
| Scuba Rentals | 0 |
| Scuba Participants | 72 |
| Swim Lesson | 924 |
| Private Swim | 48 |
| Special Events | 3,910 |
| Party/Rentals | 119 |
| **TOTAL ATTENDANCE** | 100,510 |

# FACILITY MAINTENANCE 9C

# Cost by Building with Maint Type

| Building | Maint Type | Total Cost | Labor | Supplies | Equipment | Inventory | Outsourcing | Overhead |
|---|---|---|---|---|---|---|---|---|
| 12TH AVE REC | | 23,223.80 | 0.00 | 0.00 | 0.00 | 23,223.80 | 0.00 | 0.00 |
| CENTER - 1701 | GENERAL | 368.74 | 368.74 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 12TH AVE NE | **Totals:** | 23,592.54 | 368.74 | 0.00 | 0.00 | 23,223.80 | 0.00 | 0.00 |
| A - COURTS - | | 5,244.00 | 0.00 | 0.00 | 0.00 | 5,244.00 | 0.00 | 0.00 |
| 321 N WEBSTER | HVAC | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | PLUMBING | 121.30 | 121.30 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 5,446.16 | 202.17 | 0.00 | 0.00 | 5,244.00 | 0.00 | 0.00 |
| ADULT | | 43,465.62 | 0.00 | 0.00 | 0.00 | 43,465.62 | 0.00 | 0.00 |
| WELLNESS AND | ELECTRICAL | 131.87 | 131.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| EDUCATION | HVAC | 363.90 | 363.90 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| CENTER - 602 N | PLUMBING | 628.22 | 626.72 | 1.50 | 0.00 | 0.00 | 0.00 | 0.00 |
| FINDLAY | **Totals:** | 44,589.60 | 1,122.49 | 1.50 | 0.00 | 43,465.62 | 0.00 | 0.00 |
| AGING | HVAC | 56.25 | 56.25 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| SERVICES - 329 | **Totals:** | 56.25 | 56.25 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ANIMAL | GENERAL | 40.43 | 40.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WELFARE - 3428 | HVAC | 242.60 | 242.60 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| S JENKINS | PLUMBING | 896.71 | 426.54 | 470.17 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 1,179.74 | 709.57 | 470.17 | 0.00 | 0.00 | 0.00 | 0.00 |
| B - POLICE DEPT | | 17,779.58 | 0.00 | 0.00 | 0.00 | 17,779.58 | 0.00 | 0.00 |
| -112 W DAWS | ELECTRICAL | 661.47 | 476.47 | 185.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | GENERAL | 238.20 | 238.20 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | HVAC | 1,101.79 | 1,101.79 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | PLUMBING | 147.13 | 40.43 | 106.70 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 19,928.17 | 1,856.89 | 291.70 | 0.00 | 17,779.58 | 0.00 | 0.00 |
| C - HR, IT - 313 | | 9,311.71 | 0.00 | 0.00 | 0.00 | 9,311.71 | 0.00 | 0.00 |
| N WEBSTER | GENERAL | 60.65 | 60.65 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

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|---|---|---|---|---|---|---|---|---|
| | HVAC | 485.20 | 485.20 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 9,857.57 | 545.85 | 0.00 | 0.00 | 9,311.71 | 0.00 | 0.00 |
| CITY HALL | | 8,917.73 | 0.00 | 0.00 | 0.00 | 8,917.73 | 0.00 | 0.00 |
| | ELECTRICAL | 40.43 | 40.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | GENERAL | 624.09 | 624.09 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | HVAC | 332.70 | 332.70 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | PLUMBING | 161.73 | 161.73 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 10,076.68 | 1,158.95 | 0.00 | 0.00 | 8,917.73 | 0.00 | 0.00 |
| COMMUNITY | ELECTRICAL | 628.70 | 296.70 | 332.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| PARKS | **Totals:** | 628.70 | 296.70 | 332.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| D - | | 14,164.76 | 0.00 | 0.00 | 0.00 | 14,164.76 | 0.00 | 0.00 |
| DEVELOPMENT | ELECTRICAL | 40.43 | 40.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| CENTER - 225 N | GENERAL | 295.21 | 295.21 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WEBSTER | HVAC | 242.60 | 242.60 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | PLUMBING | 248.22 | 141.52 | 106.70 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 14,991.21 | 719.76 | 106.70 | 0.00 | 14,164.76 | 0.00 | 0.00 |
| DEVELOPMENT | | 4,077.03 | 0.00 | 0.00 | 0.00 | 4,077.03 | 0.00 | 0.00 |
| CENTER | **Totals:** | 4,077.03 | 0.00 | 0.00 | 0.00 | 4,077.03 | 0.00 | 0.00 |
| EMERGENCY | | 21,911.12 | 0.00 | 0.00 | 0.00 | 21,911.12 | 0.00 | 0.00 |
| COMMUNCATI | HVAC | 202.17 | 202.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ONS AND | PLUMBING | 356.73 | 161.73 | 195.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| OPERSTIONS | **Totals:** | 22,470.02 | 363.90 | 195.00 | 0.00 | 21,911.12 | 0.00 | 0.00 |
| FACILITY | GENERAL | 40.43 | 40.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| MAINTENANCE - | **Totals:** | 40.43 | 40.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| FIRE | | 4,512.50 | 0.00 | 0.00 | 0.00 | 4,512.50 | 0.00 | 0.00 |
| ADMINISTRATO | PLUMBING | 141.52 | 141.52 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| N - 415 E MAIN | **Totals:** | 4,654.02 | 141.52 | 0.00 | 0.00 | 4,512.50 | 0.00 | 0.00 |
| FIRE STATION 1 - | | 6,985.41 | 0.00 | 0.00 | 0.00 | 6,985.41 | 0.00 | 0.00 |
| 411 E MAIN | **Totals:** | 6,985.41 | 0.00 | 0.00 | 0.00 | 6,985.41 | 0.00 | 0.00 |
| FIRE STATION 2 - | | 2,177.90 | 0.00 | 0.00 | 0.00 | 2,177.90 | 0.00 | 0.00 |
| 2211 W BOYD | HVAC | 28.12 | 28.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | PLUMBING | 130.87 | 80.87 | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 |

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|---|---|---|---|---|---|---|---|---|
| | **Totals:** | 2,336.89 | 108.99 | 50.00 | 0.00 | 2,177.90 | 0.00 | 0.00 |
| FIRE STATION 3 - | | 1,431.14 | 0.00 | 0.00 | 0.00 | 1,431.14 | 0.00 | 0.00 |
| 500 E | HVAC | 28.12 | 28.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| CONSTITUTION | **Totals:** | 1,459.27 | 28.12 | 0.00 | 0.00 | 1,431.14 | 0.00 | 0.00 |
| FIRE STATION 4 - | | 2,745.18 | 0.00 | 0.00 | 0.00 | 2,745.18 | 0.00 | 0.00 |
| 4145 W | HVAC | 28.12 | 28.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ROBINSON | **Totals:** | 2,773.31 | 28.12 | 0.00 | 0.00 | 2,745.18 | 0.00 | 0.00 |
| FIRE STATION 5 - | | 6,503.42 | 0.00 | 0.00 | 0.00 | 6,503.42 | 0.00 | 0.00 |
| 1000 NE 168TH | PLUMBING | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 6,584.29 | 80.87 | 0.00 | 0.00 | 6,503.42 | 0.00 | 0.00 |
| FIRE STATION 6 - | | 1,722.94 | 0.00 | 0.00 | 0.00 | 1,722.94 | 0.00 | 0.00 |
| 7405 E | PLUMBING | 40.43 | 40.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ALAMEDA | **Totals:** | 1,763.37 | 40.43 | 0.00 | 0.00 | 1,722.94 | 0.00 | 0.00 |
| FIRE STATION 7 - | | 11,184.39 | 0.00 | 0.00 | 0.00 | 11,184.39 | 0.00 | 0.00 |
| 2207 GODDARD | **Totals:** | 11,184.39 | 0.00 | 0.00 | 0.00 | 11,184.39 | 0.00 | 0.00 |
| FIRE STATION 8 - | | 6,222.90 | 0.00 | 0.00 | 0.00 | 6,222.90 | 0.00 | 0.00 |
| 3901 36TH AVE | HVAC | 56.25 | 56.25 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NW | PLUMBING | 258.06 | 242.60 | 15.46 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 6,537.21 | 298.85 | 15.46 | 0.00 | 6,222.90 | 0.00 | 0.00 |
| FIRE STATION 9 - | | 6,151.80 | 0.00 | 0.00 | 0.00 | 6,151.80 | 0.00 | 0.00 |
| 3001 E | PLUMBING | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ALAMEDA | **Totals:** | 6,232.67 | 80.87 | 0.00 | 0.00 | 6,151.80 | 0.00 | 0.00 |
| FIRE TRAINING | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| CENTER | **Totals:** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| FIREHOUSE ART | ELECTRICAL | 32.97 | 32.97 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| CENTER - 444 S | **Totals:** | 32.97 | 32.97 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| FLEET | ELECTRICAL | 275.57 | 275.57 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| MAINTENANCE - | HVAC | 101.08 | 101.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1301 DAVINCI | PLUMBING | 141.52 | 141.52 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 518.17 | 518.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Griffin Ball | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fields | **Totals:** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| HOUSEHOLD | | 3,144.26 | 0.00 | 0.00 | 0.00 | 3,144.26 | 0.00 | 0.00 |
| HAZARD WASTE | **Totals:** | 3,144.26 | 0.00 | 0.00 | 0.00 | 3,144.26 | 0.00 | 0.00 |
| HUMAN | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| RESOURCES | **Totals:** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| IRVING | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| RECREATION | **Totals:** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| LINDSEY YARD - | | 13,883.09 | 0.00 | 0.00 | 0.00 | 13,883.09 | 0.00 | 0.00 |
| STORMWATER - | HVAC | 98.43 | 98.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 668 E LINDSEY | **Totals:** | 13,981.53 | 98.43 | 0.00 | 0.00 | 13,883.09 | 0.00 | 0.00 |
| LINDSEY YARD - | ELECTRICAL | 202.17 | 202.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| STREETS - 668 E | **Totals:** | 202.17 | 202.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| LINE | PLUMBING | 181.95 | 181.95 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| MAINTENANCE | **Totals:** | 181.95 | 181.95 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| LIONS PARK - | ELECTRICAL | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 450 S FLOOD | GENERAL | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 161.73 | 161.73 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| LITTLE AXE REC | | 471.96 | 0.00 | 0.00 | 0.00 | 471.96 | 0.00 | 0.00 |
| CENTER - 1000 | HVAC | 84.37 | 84.37 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NE 168TH AVE | **Totals:** | 556.33 | 84.37 | 0.00 | 0.00 | 471.96 | 0.00 | 0.00 |
| MOORE- | ELECTRICAL | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| LINDSAY | **Totals:** | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| MUNICIPAL | | 486.46 | 0.00 | 0.00 | 0.00 | 486.46 | 0.00 | 0.00 |
| COURT | **Totals:** | 486.46 | 0.00 | 0.00 | 0.00 | 486.46 | 0.00 | 0.00 |
| NE LIONS PARK - | GENERAL | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1800 | **Totals:** | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NEIGHBORHOO | GENERAL | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| D PARKS | PLUMBING | 3,183.92 | 929.97 | 2,253.95 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 3,264.79 | 1,010.84 | 2,253.95 | 0.00 | 0.00 | 0.00 | 0.00 |
| NORMAN | HVAC | 121.30 | 121.30 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| INVESTIGATION | PLUMBING | 141.52 | 141.52 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| S CENTER - | **Totals:** | 262.82 | 262.82 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NORMAN | | 2,439.97 | 0.00 | 0.00 | 0.00 | 2,439.97 | 0.00 | 0.00 |

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|---|---|---|---|---|---|---|---|---|
| PUBLIC LIBRARY | HVAC | 342.79 | 342.79 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| - CENTRAL - | PLUMBING | 341.30 | 121.30 | 220.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 103 W ACRES | **Totals:** | 3,124.06 | 464.09 | 220.00 | 0.00 | 2,439.97 | 0.00 | 0.00 |
| NORMAN | | 15,246.98 | 0.00 | 0.00 | 0.00 | 15,246.98 | 0.00 | 0.00 |
| PUBLIC LIBRARY | GENERAL | 101.08 | 101.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| - EAST - 3051 | PLUMBING | 323.47 | 323.47 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ALAMEDA | **Totals:** | 15,671.53 | 424.55 | 0.00 | 0.00 | 15,246.98 | 0.00 | 0.00 |
| Park Contractor | | 977.24 | 0.00 | 0.00 | 0.00 | 977.24 | 0.00 | 0.00 |
| | **Totals:** | 977.24 | 0.00 | 0.00 | 0.00 | 977.24 | 0.00 | 0.00 |
| PARKS | ELECTRICAL | 32.97 | 32.97 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| MAINTENANCE - | HVAC | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1320 DA VINCI | PLUMBING | 40.43 | 40.43 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 154.27 | 154.27 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| PARKS | | 7,231.32 | 0.00 | 0.00 | 0.00 | 7,231.32 | 0.00 | 0.00 |
| MAINTENANCE - | **Totals:** | 7,231.32 | 0.00 | 0.00 | 0.00 | 7,231.32 | 0.00 | 0.00 |
| POLICE | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| SHOOTING | PLUMBING | 101.08 | 101.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| RANGE - 3942 | **Totals:** | 101.08 | 101.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| POLICE | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| STATION | **Totals:** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| REAVES | GENERAL | 28.12 | 28.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| GARDEN | HVAC | 101.08 | 101.08 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| CENTER - 405 E | **Totals:** | 129.21 | 129.21 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| REAVES PARK - | ELECTRICAL | 826.70 | 826.70 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 515 E | **Totals:** | 826.70 | 826.70 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Reeves Ball | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fields | **Totals:** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Rotary Center | | 4,009.77 | 0.00 | 0.00 | 0.00 | 4,009.77 | 0.00 | 0.00 |
| | **Totals:** | 4,009.77 | 0.00 | 0.00 | 0.00 | 4,009.77 | 0.00 | 0.00 |
| RUBY GRANT | PLUMBING | 161.73 | 161.73 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| PARK - 3110 W | **Totals:** | 161.73 | 161.73 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| SANITATION | PLUMBING | 994.15 | 994.15 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

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|---|---|---|---|---|---|---|---|---|
| | **Totals:** | 994.15 | 994.15 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| SANTA FE | ELECTRICAL | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| RAILROAD | **Totals:** | 80.87 | 80.87 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| SHOP TIME | GENERAL | 1,170.39 | 1,170.39 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 1,170.39 | 1,170.39 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| SOONER GOLF | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| COURSE | **Totals:** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| SOONER | ELECTRICAL | 96.05 | 80.87 | 15.18 | 0.00 | 0.00 | 0.00 | 0.00 |
| THEATRE - 101 | GENERAL | 90.43 | 40.43 | 50.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| E MAIN | HVAC | 60.65 | 60.65 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 247.13 | 181.95 | 65.18 | 0.00 | 0.00 | 0.00 | 0.00 |
| TRAFFIC | ELECTRICAL | 161.73 | 161.73 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| CONTROL - | HVAC | 60.65 | 60.65 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 1311 DA VINCI | **Totals:** | 222.38 | 222.38 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TRANSFER | HVAC | 154.27 | 154.27 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| STATION - 3901 | **Totals:** | 154.27 | 154.27 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TRANSIT | PLUMBING | 384.12 | 384.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| CENTER - 320 E | **Totals:** | 384.12 | 384.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TRANSIT/PUBLI | | 25,563.43 | 0.00 | 0.00 | 0.00 | 25,563.43 | 0.00 | 0.00 |
| C SAFETY - 1310 | **Totals:** | 25,563.43 | 0.00 | 0.00 | 0.00 | 25,563.43 | 0.00 | 0.00 |
| WARMING | HVAC | 319.06 | 319.06 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| SHELTER - 109 | PLUMBING | 146.30 | 121.30 | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| W GRAY | **Totals:** | 465.37 | 440.37 | 25.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WATER | ELECTRICAL | 202.17 | 202.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| RECLAMATION - | **Totals:** | 202.17 | 202.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WATER | ELECTRICAL | 838.50 | 323.47 | 515.03 | 0.00 | 0.00 | 0.00 | 0.00 |
| TREATMENT | PLUMBING | 223.30 | 121.30 | 102.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| PLANT - 3000 E | **Totals:** | 1,061.80 | 444.77 | 617.03 | 0.00 | 0.00 | 0.00 | 0.00 |
| WESTWOOD | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| GOLF | **Totals:** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WESTWOOD | | 8,497.10 | 0.00 | 0.00 | 0.00 | 8,497.10 | 0.00 | 0.00 |
| GOLF COURSE - | ELECTRICAL | 202.17 | 202.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 2400 | GENERAL | 141.52 | 141.52 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WESTPORT DR | HVAC | 28.12 | 28.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | PLUMBING | 668.11 | 464.98 | 203.13 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 9,537.02 | 836.79 | 203.13 | 0.00 | 8,497.10 | 0.00 | 0.00 |
| WESTWOOD | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| GRILL | **Totals:** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WESTWOOD | | 4,260.02 | 0.00 | 0.00 | 0.00 | 4,260.02 | 0.00 | 0.00 |
| POOL - 1017 | ELECTRICAL | 81.09 | 61.09 | 20.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| FAIRWAY DR | GENERAL | 231.01 | 161.73 | 69.28 | 0.00 | 0.00 | 0.00 | 0.00 |
| | HVAC | 154.68 | 154.68 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | PLUMBING | 1,545.01 | 624.54 | 920.47 | 0.00 | 0.00 | 0.00 | 0.00 |
| | **Totals:** | 6,271.82 | 1,002.04 | 1,009.75 | 0.00 | 4,260.02 | 0.00 | 0.00 |
| WESTWOOD | | 525.74 | 0.00 | 0.00 | 0.00 | 525.74 | 0.00 | 0.00 |
| TENNIS CENTER | GENERAL | 28.12 | 28.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| - 2420 | HVAC | 28.12 | 28.12 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| WESTPORT DR | **Totals:** | 581.99 | 56.25 | 0.00 | 0.00 | 525.74 | 0.00 | 0.00 |
| WHITTIER | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| RECREATION | **Totals:** | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| YFAC GRILL | | 1,526.81 | 0.00 | 0.00 | 0.00 | 1,526.81 | 0.00 | 0.00 |
| | **Totals:** | 1,526.81 | 0.00 | 0.00 | 0.00 | 1,526.81 | 0.00 | 0.00 |
| YOUNG | GENERAL | 114.70 | 114.70 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| FAMILTY | HVAC | 1,977.17 | 1,977.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| ATHLETIC | PLUMBING | 1,592.71 | 990.62 | 602.09 | 0.00 | 0.00 | 0.00 | 0.00 |
| CENTER - 2201 | **Totals:** | 3,684.58 | 3,082.49 | 602.09 | 0.00 | 0.00 | 0.00 | 0.00 |
| YOUNG FAMILY | | 92,552.62 | 0.00 | 0.00 | 0.00 | 92,552.62 | 0.00 | 0.00 |
| ATHLETIC | **Totals:** | 92,552.62 | 0.00 | 0.00 | 0.00 | 92,552.62 | 0.00 | 0.00 |

# ACCESSIBILITY & CULTURE 9D

# ACCESSIBILITY & CULTURE
# APRIL 2026

## Accessibility:

| Complaints | Resolutions |
|---|---|
| | |

## Culture:

**Employee Resource Groups** (ERGs): LGBTQ+ Alliance's next meeting is to be determined. The Alliance of Black Employees (ABE) held a meeting this month and will be planning to tour the Greenwood Cultural Center.

Hosted a campus wide Easter Egg Hunt for employees.

## Committees:

**Human Rights Commission (HRC)** – The monthly meeting took take place on Monday, April 27, 2026, at City Hall. The commission welcomed the Interim City Clerk to answer questions and the proclamation process for the city. Discussion and action regarding the goals of the commission for the remainder of the year were discussed as well as the ordinance and scope of the commission. The next regular meeting is scheduled for Monday, May 18, 2026, at City Hall.

**ADA Citizen's Advisory Committee** –The next quarterly meeting is scheduled for Monday, June 8, 2026, at City Hall.

**Cleveland County disABILITY Coalition** – The monthly meeting took place on Tuesday, April 7, 2026, at United Way. The purpose of the Cleveland County disABILITY Coalition is to increase awareness of all disabilities, to identify community needs and to develop solutions to those needs. Updates from the ADA Committee and Transportation were given. The presenter for this meeting was Michael Carroll from ABLE Community Based Service. The organization was founded in 1982 as a workshop. It now offers both residential and vocation services with the goal of increasing independence for the participants. Currently, there are 32 clients in the workshop and 26 in the residential program. A video about IDD was shared. An Indian Taco Night will be held on April 10th as a fundraiser.

Upcoming Dates, Events, or Updates:

- 4th Annual Disability Resource Fair | The Well, Norman OK
  Timeframe: Tuesday April 14th, 5:30-7:30pm
- Reminder to get out and vote early

The next meeting is scheduled for Tuesday, May 5, 2026, at United Way.

# PLANNING AND COMMUNITY DEVELOPMENT 10

# Monthly Permit Activity-April 2026

| | | 2026 | | 2025 | |
|---|---|---|---|---|---|
| Group | Category | Permits | Valuation | Permits | Valuation |
| RESIDENTIAL | Multi-Family, Addition / Alteration | 3 | $5,795,000.00 | | |
| | Multi-Family, Fire | 8 | $215,902.00 | 7 | $584,859.00 |
| | Multi-Family, New Multi-Unit Residential | 1 | $2,000,000.00 | 10 | $28,358,198.00 |
| | Multi-Family, Repair | | | 3 | $230,000.00 |
| | Residential, Accessory Dwelling Unit | 6 | $1,049,500.00 | 12 | $1,248,679.60 |
| | Residential, Accessory Structure | 41 | $1,825,165.00 | 97 | $3,925,523.74 |
| | Residential, Addition / Alteration | 44 | $4,608,267.99 | 101 | $8,796,531.51 |
| | Residential, Carport | 11 | $122,300.00 | 20 | $133,341.00 |
| | Residential, Demolition | 11 | $10,000.00 | 26 | $20,000.00 |
| | Residential, Fire | 3 | $30,902.00 | 7 | $87,285.00 |
| | Residential, Manufactured Home | 4 | $549,228.00 | 17 | $2,462,971.63 |
| | Residential, Manufactured Home Replacement | | | 5 | $781,999.00 |
| | Residential, New Single Family Dwelling | 105 | $48,959,628.00 | 320 | $121,734,859.50 |
| | Residential, New Two Family (duplex) | | | 2 | $1,228,000.00 |
| | Residential, Pool | 21 | $2,057,846.00 | 84 | $6,693,668.93 |
| | Residential, Repair | 7 | $780,298.86 | 11 | $672,308.09 |
| | Residential, Solar | 6 | $148,533.70 | 55 | $1,717,166.22 |
| | Residential, Storm Shelter | 99 | $442,019.50 | 296 | $1,831,866.00 |
| | Residential, Water Well | 5 | | 16 | |
| | **Total** | **375** | **$68,594,591.05** | **1,089** | **$180,507,257.22** |
| NON-RESIDENTIAL | Commercial, Accessory Structure | 3 | $36,000.00 | 2 | $16,010.00 |
| | Commercial, Addition / Alteration | 33 | $13,775,848.39 | 95 | $39,244,891.42 |
| | Commercial, Demolition | 1 | | 17 | $80,500.00 |
| | Commercial, Fire | 35 | $2,316,769.01 | 99 | $19,403,117.76 |
| | Commercial, Foundation Only | 2 | $7,100,000.00 | 3 | $2,664,597.00 |
| | Commercial, New Commercial Building | 9 | $12,575,500.00 | 44 | $95,234,570.90 |
| | Commercial, RCF/RDCF | 2 | | 4 | |
| | Commercial, Repair | 1 | $40,000.00 | 4 | $518,835.40 |
| | Commercial, Solar | 4 | $722,290.00 | 4 | $1,096,544.00 |
| | **Total** | **92** | **$36,566,407.40** | **275** | **$158,259,066.48** |
| OTHER ACTIVITY | # of New Dwelling Units | 124 | | 494 | |
| | All Field Inspections | 6,647 | | 20,162 | |
| | Certificate of Completion (CC) | 993 | | 3,342 | |
| | Certificate of Occupancy (CO) | 157 | | 681 | |
| | Demo # of Dwelling Units | 9 | | 21 | |
| | Electrical Permit | 403 | | 1,107 | |
| | Garage Sale | 210 | | 781 | |
| | Lot Line Adjustment | 4 | | | |
| | Mechanical Permit | 349 | | 1,191 | |
| | Paving (PRIVATE PROPERTY) | 29 | $806,725.00 | 95 | $3,457,274.00 |
| | Plumbing Permit | 506 | | 1,388 | |
| | Public Works | 85 | $4,401,176.36 | 266 | $12,361,415.08 |
| | Sign | 76 | $36,000.00 | 181 | $110,875.00 |
| | Solar | | | 1 | |
| | Structure Moving | 2 | | 29 | $300,000.00 |
| | Temporary Structure | 5 | | 22 | |
| | Utilities WM | 6 | | 5 | |
| | **Total** | **9,605** | **$5,243,901.36** | **29,766** | **$16,229,564.08** |
| **Total** | | **10,072** | **$110,404,899.81** | **31,130** | **$354,995,887.78** |

# April 2026 Non-Residential Permit Actvity

| Category | Permit | Date Issued | Address | Sq Ft | Zoning | Ward | Subdivision | Contractor | Tenant | Valuation |
|---|---|---|---|---|---|---|---|---|---|---|
| **Commercial, Accessory Structure** | PRAB202601173 | 2026-04-10 | 4606 E ROCK CREEK RD | 600 | A-2 | 5 | NOT SUBDIVIDED | ROCK CREEK YOUTH CAMP INC | CAMP ROCK CREEK CAMP | $ 10,000.00 |
| | **1** | | | | | | | | | **$ 10,000.00** |
| **Commercial, Addition / Alteration** | PRAD202600181 | 2026-04-23 | 621 SUNRISE ST | 8000 | R-1 | 1 | COLONIAL EST 4 | MILLER TIPPENS | NORMAN PUBLIC SCHOOLS | $ 3,032,166.39 |
| | PRAD202600183 | 2026-04-23 | 621 SUNRISE ST | 1170 | R-1 | 1 | COLONIAL EST 4 | MILLER TIPPENS | NORMAN PUBLIC SCHOOLS-KENNEDY | $ 768,750.00 |
| | PRAD202600695 | 2026-04-06 | 723 ASP AVE | 50 | C-2 | 4 | LARSH'S UNIVERSITY ADD | VIVA MARKET LLC | MARIO ROCHA | $ 500.00 |
| | PRAD202600920 | 2026-04-01 | 2206 TECUMSEH DR | 1941 | PUD | 8 | TECUMSEH RD BUS PARK SEC 2 | SUN CONSTRUCTION SERVICES | DELONG FAMILY CHIROPRACTIC | $ 121,000.00 |
| | PRAD202600964 | 2026-04-06 | 1670 STUBBEMAN AVE | 3200 | RM-2 | 8 | KINGMAN 1 | OMNI CONSTRUCTION LLC | BRIDGES OF NORMAN | $ 100,000.00 |
| | PRAD202600996 | 2026-04-06 | 3408 36TH AVE NW | 2200 | C-1 | 8 | JOLLEY ADDITION | APOLLO BUILDING SYSTEMS INC | FILED NAILS SPA BEAUTY LLC | $ 320,000.00 |
| | PRAD202601382 | 2026-04-28 | 212 N CRAWFORD AVE | 1500 | C-3 | 4 | NORMAN, O T | BILL STEWART CONST LLC | YOGA STUDIO | $ 62,500.00 |
| | **7** | | | | | | | | | **$ 4,404,916.39** |
| **Commercial, Fire** | **10** | | | | | | | | | **$ 114,323.72** |
| **Commercial, Foundation Only** | PRFO202600680 | 2026-04-15 | 3908 ARMSTRONG AVE | 43644 | PUD | 5 | ARMSTRONG BANK CONSOLIDATED PROJECT | TESSERE INC | FREDDY'S FROZEN CUSTARD RESTAURANT | $ 1,600,000.00 |
| | **1** | | | | | | | | | **$ 1,600,000.00** |
| **Commercial, New Commercial Building** | PRNR202600182 | 2026-04-13 | 2411 LEGACY PARK DR | 10590 | PUD | 8 | UNIVERSITY NORTH PARK SEC XXII | TCS CONSTRUCTION | LEGACY SHOPS D (SHELL) | $ 2,145,250.00 |
| | PRNR202600523 | 2026-04-20 | 621 HIGHLAND PKWY | 4389 | SPUD | 4 | WOODSLAWN ADD | D.L. HAYES CONSTRUCTION | 621 HIGHLAND PKWY LLC | $ 150,000.00 |
| | **2** | | | | | | | | | **$ 2,295,250.00** |
| Total | **21** | | | | | | | | | **$ 8,424,490.11** |

## April 2026 Non-Residential Permit Activity

| Category | Permits | Valuation |
|---|---|---|
| Commercial, Accessory Structure | 1 | $ 10,000.00 |
| Commercial, Addition / Alteration | 7 | $ 4,404,916.39 |
| Commercial, Fire | 10 | $ 114,323.72 |
| Commercial, Foundation Only | 1 | $ 1,600,000.00 |
| Commercial, New Commercial Building | 2 | $ 2,295,250.00 |
| Total | 21 | $ 8,424,490.11 |

# April 2026 Residential Permit Activity

| Category | Permit | Date Issued | Address | Sq Ft | Zoning | Ward | Subdivision | Contractor | Valuation |
|---|---|---|---|---|---|---|---|---|---|
| **Multi-Family, Addition / Alteration** | PRAD202600603 | 2026-04-16 | 1401 COLLEGE AVE | 10861 | R-3 | 7 | ALPHA PHI SORORITY | T. SCOTT CONSTRUCTION, LLC | $ 5,619,000.00 |
| | PRAD202601072 | 2026-04-06 | 814 CARDINAL CREEK BLVD | 200 | RM-6 | 7 | CARDINAL CREEK ADD | MILL IRON CROSS CONSTRUCTION LLC | $ 26,000.00 |
| | **2** | | | | | | | | **$ 5,645,000.00** |
| **Multi-Family, Fire** | **2** | | | | | | | | **$ 140,900.00** |
| **Multi-Family, New Multi-Unit Residential** | PRMU202600479 | 2026-04-30 | 223 W MAIN ST | 12153 | CPUD | 4 | NORMAN, O T | WINDSTONE CONSTRUCTION | $ 2,000,000.00 |
| | **1** | | | | | | | | **$ 2,000,000.00** |
| **Residential, Accessory Dwelling Unit** | PRADU202600560 | 2026-04-13 | 5455 HIDEAWAY HOLLOW RD | 676 | A-2 | 5 | NOT SUBDIVIDED | THE PROVIDENCE COMPANY-RAYSON SANCHEZ | $ 144,500.00 |
| | PRADU202600869 | 2026-04-30 | 508 CHAUTAUQUA AVE | 1365 | R-1 | 4 | ROSS'S ADD | OKLAHOMA COATINGS & DESIGN | $ 380,000.00 |
| | PRADU202600967 | 2026-04-06 | 533 S LAHOMA AVE | 700 | R-1 | 4 | ROSS'S ADD | POWER ROOFING & CONSTRUCTION | $ 175,000.00 |
| | PRADU202601081 | 2026-04-10 | 1101 WOODLAND DR | 650 | R-1 | 4 | WOODLAND ADD CORR | DOUG SWITZER | $ 150,000.00 |
| | **4** | | | | | | | | **$ 849,500.00** |
| **Residential, Accessory Structure** | PRAB202600233 | 2026-04-06 | 1303 BRYANT CIR | 1800 | RE | 5 | LEWIS BRYANT ADD 1 | BILLY DEAL | $ 48,100.00 |
| | PRAB202600694 | 2026-04-13 | 3440 MONTILLA CT | 2432 | PUD | 6 | MONTORO RIDGE SEC 1 | IRON BISON HOMES | $ 250,000.00 |
| | PRAB202600758 | 2026-04-21 | 5150 N BROADWAY | 250 | A-2 | 6 | ROLLING MEADOWS COS | MARY ELLEN HICKMAN | $ 10,000.00 |
| | PRAB202601089 | 2026-04-15 | 7503 SPRING VIEW DR | 1391 | RE | 5 | VISTA SPRINGS EST ADD SEC 2 | BENITO NUNEZ | $ 200,000.00 |
| | PRAB202601179 | 2026-04-13 | 1517 S OKLAHOMA AVE | 360 | R-1 | 4 | NOT SUBDIVIDED | JANE PURCELL | $ 10,000.00 |
| | PRAB202601231 | 2026-04-21 | 10901 VALKYRIE | 3480 | A-2 | 5 | NOT SUBDIVIDED | MERL HELTERBRAND | $ 90,000.00 |
| | PRAB202601253 | 2026-04-20 | 2800 LONG LAKE PL | 308 | PUD | 5 | WELLINGTON LAKE ADD SEC 2 | DYLAN-GLIDDENS/SCISSOR TAIL LANDSCAPING | $ 30,000.00 |
| | PRAB202601415 | 2026-04-14 | 5518 WINDSTONE LN | 276 | PUD | 3 | GLENRIDGE ADD SEC 3 | SWIFTCO DEVELOPMENT | $ 15,000.00 |
| | PRAB202601432 | 2026-04-27 | 5740 36TH AVE NW | 1560 | RM-2 | 3 | HERITAGE PLACE II ADD | CLEVE SUDDATH | $ 38,000.00 |
| | PRAB202601528 | 2026-04-23 | 7315 FRANKLIN CT | 900 | A-2 | 5 | NOT SUBDIVIDED | KENNETH FINCHUM | $ 36,000.00 |
| | PRAB202601544 | 2026-04-23 | 4300 48TH AVE NW | 625 | A-2 | 3 | NOT SUBDIVIDED | MCKOW, GENE-LIV TRT | $ 50,000.00 |
| | PRAB202601601 | 2026-04-24 | 608 W FRANKLIN RD | 450 | A-2 | 6 | NOT SUBDIVIDED | RICK NOLLER | $ 6,500.00 |
| | PRAB202601703 | 2026-04-29 | 715 TARKINGTON DR | 200 | RE | 5 | FLAMING OAKS EST ADD | MELISSA HEALEY | $ 6,000.00 |
| | **13** | | | | | | | | **$ 789,600.** |

# April 2026 Residential Permit Activity

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **Residential, Addition / Alteration** | PRAD202503119 | 2026-04-09 | 716 E EUFAULA ST | 500 | R-2 | 4 | NORMAN, O T | BRAD LOWTHER | $ | 25,500.00 |
| | PRAD202504981 | 2026-04-01 | 4909 PULLIN LN | 1234 | A-2 | 6 | NOT SUBDIVIDED | MENDEZ FAMILY CONSTRUCTION | $ | 50,000.00 |
| | PRAD202601197 | 2026-04-17 | 3100 FIREFLY DR | 1300 | PUD | 6 | FROST CREEK | CHRISTOPHER KEY | $ | 150,000.00 |
| | PRAD202601212 | 2026-04-03 | 1119 W SYMMES ST | 125 | R-1 | 4 | WEST PARK ADD | GROUNDWORKS OKC | $ | 15,000.00 |
| | PRAD202601250 | 2026-04-09 | 924 GOSHAWK DR | 220 | R-1 | 7 | EAGLE CLIFF 7 | SOUTHWEST BUILDERS | $ | 33,500.00 |
| | PRAD202601261 | 2026-04-21 | 610 RED CEDAR WAY | 160 | PUD | 8 | GREENLEAF TRAILS ADD SEC 12 | 405 DECKS | $ | 9,975.00 |
| | PRAD202601284 | 2026-04-28 | 812 SIENA SPRINGS DR | 500 | PUD | 1 | SIENA SPRINGS ADD SEC 1 | WILLIAM CHASE RUSSELL | $ | 20,000.00 |
| | PRAD202601323 | 2026-04-17 | 1633 NORMANDIE DR | 3449 | R-1 | 4 | VALLEY VIEW ADD - REPLAT | BIRD DOG CONSTRUCTION | $ | 195,000.00 |
| | PRAD202601450 | 2026-04-20 | 2610 HOLLYWOOD AVE | 75 | R-1 | 2 | FOREST HILLS AMENDED | BIRD DOG CONSTRUCTION | $ | 20,000.00 |
| | PRAD202601611 | 2026-04-24 | 416 KENSINGTON RD | 70 | R-1 | 3 | QUAILBROOK ADD 1 | KEVIN WILSON | $ | 1,500.00 |
| | PRAD202601676 | 2026-04-29 | 3812 MONTELENA CIR | 2139 | R-1 | 3 | BROOKHAVEN NO 41 ADDITION | RIVERSTONE HOMES | $ | 250,000.00 |
| | **11** | | | | | | | | **$** | **770,475.00** |
| **Residential, Carport** | PRCP202600914 | 2026-04-29 | 1124 N FAY AVE | 360 | R-2 | 4 | HIGHLAND ADDITION | JANET PHIPPS | $ | 5,000.00 |
| | PRCP202601178 | 2026-04-21 | 1120 W EUFAULA ST | 480 | R-1 | 4 | WEST PARK ADD | DONNA BUSSEY | $ | 23,000.00 |
| | PRCP202601218 | 2026-04-08 | 1715 RIDGEMONT CIR | 570 | R-1 | 6 | HIGH MEADOWS ADD 4 | TITAN BUILDING CO | $ | 6,650.00 |
| | **3** | | | | | | | | **$** | **34,650.00** |
| **Residential, Manufactured Home** | PRMF202600666 | 2026-04-10 | 6804 108TH AVE NE | 2040 | A-2 | 5 | JOSHUA OAKS ESTATES COS | JAMES DAXTON MARONEY | $ | 100,000.00 |
| | PRMF202601465 | 2026-04-24 | 14002 INDIAN RDG | 1980 | A-2 | 5 | INDIAN HILLS RIDGE ESTATES COS | PRISCILA BRAYN | $ | 30,000.00 |
| | **2** | | | | | | | | **$** | **130,000.00** |
| **Residential, New Single Family** | PRSF202505155 | 2026-04-21 | 7007 144TH AVE NE | 2400 | A-2 | 5 | NOT SUBDIVIDED | EVERETT, CHAD | $ | 336,000.00 |
| | PRSF202600829 | 2026-04-06 | 2709 DUNHAM DR | 3466 | R-1 | 1 | SUMMIT LAKES ADD SEC 12 | APPLE CONSTRUCTION, LLC | $ | 362,200.00 |
| | PRSF202600831 | 2026-04-01 | 2805 DUNHAM DR | 2548 | R-1 | 1 | SUMMIT LAKES ADD SEC 12 | APPLE CONSTRUCTION, LLC | $ | 267,380.00 |
| | PRSF202600832 | 2026-04-06 | 2720 DUNHAM DR | 2363 | R-1 | 1 | SUMMIT LAKES ADD SEC 12 | APPLE CONSTRUCTION, LLC | $ | 292,800.00 |
| | PRSF202600833 | 2026-04-06 | 2724 DUNHAM DR | 2548 | R-1 | 1 | SUMMIT LAKES ADD SEC 12 | APPLE CONSTRUCTION, LLC | $ | 267,380.00 |
| | PRSF202600855 | 2026-04-08 | 4312 DUSTY TRL | 2899 | PUD | 3 | GLENRIDGE ADD SEC 3 | DR HORTON | $ | 343,860.00 |
| | PRSF202600864 | 2026-04-02 | 4616 NORTHFIELDS LN | 4932 | R-1 | 8 | CARRINGTON PLACE ADD SEC 14 | MUIRFIELD HOMES | $ | 595,000.00 |

# April 2026 Residential Permit Activity

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | PRSF202600865 | 2026-04-13 | 4226 DUSTY TRL | 2948 | PUD | 3 | GLENRIDGE ADD SEC 3 | DR HORTON | $ | 334,760.00 |
| | PRSF202600866 | 2026-04-13 | 4218 DUSTY TRL | 3041 | PUD | 3 | GLENRIDGE ADD SEC 3 | DR HORTON | $ | 324,760.00 |
| | PRSF202600952 | 2026-04-09 | 15100 E FRANKLIN RD | 3968 | A-2 | 5 | PEEBLY ESTATES COS | LIBERTY BARNDOS AND CUSTOM HOMES LLC | $ | 380,000.00 |
| | PRSF202600956 | 2026-04-13 | 4222 DUSTY TRL | 3403 | PUD | 3 | GLENRIDGE ADD SEC 3 | DR HORTON | $ | 450,360.00 |
| | PRSF202601199 | 2026-04-20 | 4214 DUSTY TRL | 2683 | PUD | 3 | GLENRIDGE ADD SEC 3 | DR HORTON | $ | 335,000.00 |
| | PRSF202601222 | 2026-04-24 | 3717 FLOYD COX DR | 2600 | RE | 5 | PRIDE 130 | BRAXTON HEARD | $ | 280,000.00 |
| | PRSF202601273 | 2026-04-09 | 3805 CASSIDY DR | 2034 | PUD | 6 | FLINT HILLS ADDITION SECTION 2 | IDEAL HOMES OF NORMAN, LP | $ | 194,040.00 |
| | PRSF202601296 | 2026-04-17 | 3125 PESCARA DR | 3000 | PUD | 1 | SIENA SPRINGS ADD SEC 2 | SKYRIDGE HOMES, INC | $ | 355,820.00 |
| | PRSF202601297 | 2026-04-17 | 3021 ROME TER | 2785 | PUD | 1 | SIENA SPRINGS ADD. SEC. 2 | SKYRIDGE HOMES, INC | $ | 305,900.00 |
| | PRSF202601306 | 2026-04-17 | 518 EXPLORER TRL | 3528 | PUD | 6 | PINE CREEK ADD | LANDMARK FINE HOMES, LP | $ | 500,000.00 |
| | PRSF202601361 | 2026-04-17 | 4201 SHORELINE CIR | 4591 | PUD | 5 | WELLINGTON LAKE ADD A PUD | TURNER & SON HOMES | $ | 627,558.00 |
| | PRSF202601375 | 2026-04-17 | 1508 EUREKA ST | 2347 | PUD | 6 | FLINT HILLS ADDITION SEC 2 | IDEAL HOMES OF NORMAN, LP | $ | 222,740.00 |
| | PRSF202601395 | 2026-04-28 | 1350 36TH AVE SE | 2500 | A-2 | 5 | LINDSEY HEIGHTS | FRED CLARK | $ | 300,000.00 |
| | PRSF202601413 | 2026-04-29 | 3805 BRENTON CIR | 4812 | R-1 | 3 | BROOKHAVEN NO 44 ADDITION | HOMES OF DISTINCTION, INC | $ | 578,320.00 |
| | PRSF202601431 | 2026-04-28 | 6363 120TH AVE NE | 4233 | A-2 | 5 | NOT SUBDIVIDED | MCGREGOR HOMES | $ | 475,000.00 |
| | PRSF202601453 | 2026-04-27 | 3431 BLACKBIRD LN | 6462 | PUD | 6 | FROST CREEK | STONEWALL HOMES, LLC | $ | 1,400,000.00 |
| | PRSF202601537 | 2026-04-24 | 3006 ESCALON DR | 4800 | R-1 | 8 | LAS COLINAS ADD SEC 1 | LANDMARK FINE HOMES, LP | $ | 670,000.00 |
| | PRSF202601564 | 2026-04-24 | 4000 ALTA VISTA DR | 1874 | PUD | 8 | FLINT HILLS SEC 2 | IDEAL HOMES OF NORMAN, LP | $ | 201,000.00 |
| | PRSF202601631 | 2026-04-24 | 503 EXPLORER TRL | 3945 | PUD | 6 | PINE CREEK ADDITION | LANDMARK FINE HOMES, LP | $ | 530,000.00 |
| | **26** | | | | | | | | **$** | **10,929,878.00** |
| **Residential, Pool** | PRPO202600838 | 2026-04-06 | 2601 60TH AVE NW | 850 | A-2 | 5 | NOT SUBDIVIDED | SIGNATURE CUSTOM POOLS | $ | 100,000.00 |
| | PRPO202600845 | 2026-04-06 | 4405 ST ANDREWS CT | 809 | R-1 | 3 | BROOKHAVEN 15TH | SIGNATURE CUSTOM POOLS | $ | 87,400.00 |
| | PRPO202600954 | 2026-04-06 | 609 SHADOW CREST CT | 1885 | R-1 | 3 | SHADOWRIDGE ADD | THOMPSON POOL & PATIO | $ | 100,000.00 |
| | PRPO202601151 | 2026-04-06 | 6435 ALAMEDA ST | 1290 | A-2 | 5 | NOT SUBDIVIDED | CARDINAL AQUATECH POOLS OF OK | $ | 95,000.00 |
| | PRPO202601239 | 2026-04-09 | 1201 MONTEREY DR | 450 | R-1 | 7 | MONTEREY I | AQUATIC DREAMS OKC | $ | 62,000.00 |
| | PRPO202601357 | 2026-04-13 | 902 HOOVER ST | 1000 | R-1 | 4 | BEVEL ADDITION SFP | AQUATIC DESIGNS POOL & SPA | $ | 125,000. |

# April 2026 Residential Permit Activity

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | PRPO202601661 | 2026-04-30 | 3817 DANFIELD LN | 650 | R-1 | 3 | BROOKHAVEN NO 40 | ARTISTIC POOLS | $ 46,000.00 |
| | **7** | | | | | | | | **$ 615,400.00** |
| **Residential, Repair** | PRDB202601263 | 2026-04-06 | 854 BEAUMONT SQ | | PUD | 1 | COLONIAL ESTATES NO15 ADD | HRES MAINTENANCE | $ 5,000.00 |
| | PRDB202601467 | 2026-04-21 | 1101 MISSOURI ST | | R-1 | 4 | FACULTY HEIGHTS ADD | TOTAL ROOF PROTECTION | $ 150,000.00 |
| | PRDB202601572 | 2026-04-21 | 2126 SUMMER DR | | R-1 | 6 | CRESTLAND ESTATES 2ND | COREY STILL | $ 150,000.00 |
| | PRDB202601699 | 2026-04-28 | 1904 CANDLEWOOD DR | | RM-6 | 1 | AMERICANA EST ADD | SILVERBACK ROOFING | $ 220,000.00 |
| | **4** | | | | | | | | **$ 525,000.00** |
| **Residential, Solar** | PRSO202600966 | 2026-04-16 | 10407 CLINKENBEARD RD | | A-2 | 5 | CLINKENBEARD ACRES | TOP NOTCH ELECTRIC | $ 30,000.00 |
| | PRSO202601236 | 2026-04-03 | 1021 LOUISIANA ST | | R-1 | 4 | FACULTY HEIGHTS ADD | OKIE SOLAR | $ 20,000.00 |
| | **2** | | | | | | | | **$ 50,000.00** |
| **Residential, Storm Shelter** | PRSS202601076 | 2026-04-10 | 1903 ITHACA DR | | R-1 | 6 | HALLBROOKE ADD SEC 4 | MINH VO | $ 3,700.00 |
| | PRSS202601157 | 2026-04-09 | 1702 CANTERBURY ST | | R-1 | 2 | WOODSLAWN 3RD ADD | OZ SAFEROOMS | $ 10,800.00 |
| | PRSS202601243 | 2026-04-02 | 2805 DUNHAM DR | | R-1 | 1 | SUMMIT LAKES ADD SEC 12 | GROUND ZERO SHELTERS | $ 3,995.00 |
| | PRSS202601247 | 2026-04-02 | 4113 NICOLE PL | | R-1 | 8 | CASTLEROCK ADD 3 | FLATSAFE TORNADO SHELTERS | $ 4,000.00 |
| | PRSS202601255 | 2026-04-03 | 2207 COTTONWOOD RD | | R-1 | 6 | HALL PARK | DAMON MADRON | $ 8,000.00 |
| | PRSS202601266 | 2026-04-03 | 201 MILLBURY CT | | PUD | 6 | THE VINEYARD PHASE II | JAMIE CRANE | $ 5,400.00 |
| | PRSS202601267 | 2026-04-03 | 2724 DUNHAM DR | | R-1 | 1 | SUMMIT LAKES ADD SEC 12 | GROUND ZERO SHELTERS | $ 3,995.00 |
| | PRSS202601268 | 2026-04-06 | 4001 WORTHINGTON DR | | R-1 | 8 | CASTLEROCK 5 | OKLAHOMA SHELTERS | $ 3,300.00 |
| | PRSS202601269 | 2026-04-09 | 1006 HUNTING HORSE TRL | | R-1 | 6 | WILDWOOD GREEN ADD 1 | DANSBY, J.W. | $ 4,500.00 |
| | PRSS202601307 | 2026-04-07 | 518 EXPLORER TRL | | PUD | 6 | PINE CREEK ADD | LANDMARK FINE HOMES, LP | $ 3,800.00 |
| | PRSS202601308 | 2026-04-13 | 106 E HADDOCK ST | | R-1 | 8 | TULL'S ADD 1 | STORM SAFE SHELTERS | $ 4,000.00 |
| | PRSS202601322 | 2026-04-07 | 417 BASIN WAY | | PUD | 6 | PINE CREEK ADD | IDEAL HOMES OF NORMAN, LP | $ 3,900.00 |
| | PRSS202601338 | 2026-04-08 | 2219 KIMBALL DR | | R-1 | 5 | ST. JAMES PARK SEC 6 | STORM SAFE SHELTERS | $ 4,000.00 |
| | PRSS202601339 | 2026-04-09 | 1400 DEER CHASE DR | | R-1 | 6 | DEERFIELD ADD SEC 5 | OKLAHOMA SHELTERS | $ 4,000.00 |
| | PRSS202601384 | 2026-04-09 | 4312 CONDOR DR | | R-1 | 7 | EAGLE CLIFF SOUTH SEC 5 | FLAT SAFE TORNADO SHELTERS | $ 5,850.00 |
| | PRSS202601399 | 2026-04-14 | 428 WATERFRONT DR | | R-1 | 5 | ROYAL OAKS | REDGUARD DIVERSIFIED STRUCTURES | $ 3,757.0 |

# April 2026 Residential Permit Activity

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | PRSS202601402 | 2026-04-10 | 2103 PARKLAND WAY | R-1 | 2 | WESTWOOD EST NORTH ADD | BE SAFE STORM SHELTERS LLC | $ | 5,500.00 |
| | PRSS202601411 | 2026-04-10 | 801 MANZANO DR | PUD | 1 | SIENA SPRINGS ADD SEC 2 | DP GAMBLE HOMES, INC | $ | 4,500.00 |
| | PRSS202601414 | 2026-04-13 | 2103 PARKLAND WAY | R-1 | 2 | WESTWOOD EST NORTH ADD | RICHARD DAVID TARVER | $ | 4,900.00 |
| | PRSS202601437 | 2026-04-14 | 1807 ZAYDEN LN | R-1 | 7 | CEDAR LANE SEC III | WALTER VIOLETTE | $ | 3,500.00 |
| | PRSS202601506 | 2026-04-24 | 3431 BLACKBIRD LN | PUD | 6 | FROST CREEK | STONEWALL HOMES, LLC | $ | 5,000.00 |
| | PRSS202601521 | 2026-04-23 | 10901 VALKYRIE | A-2 | 5 | NOT SUBDIVIDED | SPRAGUE'S BACKHOE | $ | 7,650.00 |
| | PRSS202601522 | 2026-04-17 | 5515 WINDSTONE DR | PUD | 3 | GLENRIDGE ADD SEC 3 | STORM SAFE SHELTERS | $ | 4,000.00 |
| | PRSS202601530 | 2026-04-20 | 1611 HAWTHORNE CT | R-1 | 2 | COLLEGE MANOR ADD | SARAH DIANE GONZALEZ-MADRID | $ | 3,700.00 |
| | PRSS202601645 | 2026-04-23 | 2040 SIERRA ST | R-1 | 5 | SOUTH LAKE ADD | DOUG GUY | $ | 4,999.00 |
| | PRSS202601697 | 2026-04-27 | 3801 MUIR FOREST WAY | PUD | 6 | RED CANYON RANCH SEC 8 | IDEAL HOMES OF NORMAN, LP | $ | 3,000.00 |
| | PRSS202601750 | 2026-04-30 | 1350 36TH AVE SE | A-2 | 5 | LINDSEY HEIGHTS | FRED CLARK | $ | 7,000.00 |
| | PRSS202601755 | 2026-04-29 | 2901 SUMMIT HOLLOW CIR | R-1 | 1 | SUMMIT LAKES ADD SEC 12 | GROUND ZERO SHELTERS | $ | 2,945.00 |
| | PRSS202601757 | 2026-04-29 | 2905 SUMMIT HOLLOW CIR | R-1 | 1 | SUMMIT LAKES ADD SEC12 | GROUND ZERO SHELTERS | $ | 2,945.00 |
| | **29** | | | | | | | **$** | **136,636.00** |
| **Residential, Water Well** | PRWL202601008 | 2026-04-03 | 1702 180TH AVE SE | A-2 | 5 | | DENNIS ALLEN WATER WELL DRILLING & SERVICES | | N/A |
| | PRWL202601342 | 2026-04-16 | 8308 DRIFTWOOD CIR | RE | 5 | | BARKSDALE WELL SERVICE | | N/A |
| | PRWL202601535 | 2026-04-28 | 10901 VALKYRIE | A-2 | 5 | | DENNIS ALLEN WATER WELL DRILLING & SERVICES | | N/A |
| | **3** | | | | | | | | **N/A** |
| **Total** | **109** | | | | | | | **$** | **22,617,039.00** |

# April 2026 Residential Permit Activity

| Category | Permits | Valuation |
|---|---|---|
| Multi-Family, Addition / Alteration | 2 | $ 5,645,000.00 |
| Multi-Family, Fire | 2 | $ 140,900.00 |
| Multi-Family, New Multi-Unit Residential | 1 | $ 2,000,000.00 |
| Residential, Accessory Dwelling Unit | 4 | $ 849,500.00 |
| Residential, Accessory Structure | 13 | $ 789,600.00 |
| Residential, Addition / Alteration | 11 | $ 770,475.00 |
| Residential, Carport | 3 | $ 34,650.00 |
| Residential, Manufactured Home | 2 | $ 130,000.00 |
| Residential, New Single Family Dwelling | 26 | $ 10,929,878.00 |
| Residential, Pool | 7 | $ 615,400.00 |
| Residential, Repair | 4 | $ 525,000.00 |
| Residential, Solar | 2 | $ 50,000.00 |
| Residential, Storm Shelter | 29 | $ 136,636.00 |
| Residential, Water Well | 3 | N/A |
| Total | 109 | $ 2,617,039.00 |

# POLICE 11

# NORMAN POLICE DEPARTMENT

MONTHLY DEPARTMENT OVERVIEW

@normanokpd

APRIL | 2026

## MONTHLY ACTIVITY OVERVIEW

| SUMMARY OF REPORTED OFFENSES | 2026 | 5-YEAR AVERAGE | 2025 |
|---|---|---|---|
| MURDER | 0 | 0 | 0 |
| SEXUAL ASSAULTS | 19 | 15 | 16 |
| ROBBERY | 2 | 4 | 5 |
| AGGRAVATED ASSAULTS | 18 | 24 | 18 |
| BURGLARY OF BUILDING | 24 | 32 | 28 |
| LARCENY/THEFT | 187 | 195 | 183 |
| MOTOR VEHICLE THEFT | 22 | 28 | 29 |
| ARSON | 0 | 1 | 2 |
| KIDNAPPING | 0 | 1 | 1 |
| FRAUD/FORGERY | 66 | 73 | 74 |
| DUI/APC | 30 | 31 | 34 |
| PUBLIC INTOXICATION | 33 | 50 | 63 |
| RUNAWAYS | 28 | 34 | 47 |
| DRUG VIOLATIONS | 58 | 64 | 81 |
| THREATS/HARASSMENT | 33 | 37 | 36 |
| VANDALISM | 44 | 71 | 53 |
| OTHER | 553 | 625 | 729 |
| **TOTAL REPORTED OFFENSES** | **1,117** | **1,285** | **1,399** |
| **TOTAL ARRESTS:** | **621** | **716** | **820** |
| PROTECTIVE CUSTODY: | 40 | 78 | 65 |
| **TOTAL CASE REPORTS*** | **885** | **1,021** | **1,090** |

| | 2026 | 5-YEAR AVERAGE | 2025 |
|---|---|---|---|
| **COLLISIONS** | **170** | **185** | **183** |
| FATALITY | 0 | 2 | 3 |
| INJURY | 24 | 21 | 19 |
| NON-INJURY | 146 | 162 | 161 |
| NUMBER OF PEOPLE INJURED | 31 | 32 | 31 |
| **CITATIONS & WARNINGS** | **3,324** | **3,027** | **3,722** |
| TRAFFIC CITATIONS | 957 | 878 | 1,066 |
| TRAFFIC WARNINGS | 1,740 | 1,538 | 2,000 |
| PARKING CITATIONS & WARNINGS | 627 | 612 | 656 |

## COMMUNICATIONS CENTER ACTIVITY OVERVIEW

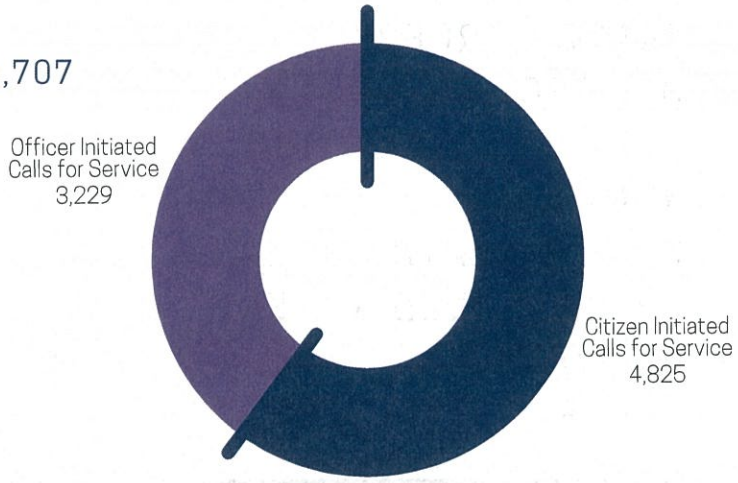
911 CALLS TAKEN: 5,195

NON-EMERGENCY CALLS TAKEN: 14,098

**TOTAL INCOMING CALLS:** 19,293
**TOTAL CALLS FOR SERVICE GENERATED:** 11,707

POLICE CALLS FOR SERVICE: 8,054
- OFFICER INITIATED: 3,229
- CITIZEN INITIATED: 4,825

OTHER CAD ACTIVITY:
- NORMAN FIRE: 1,700
- EMSSTAT: 1,953




## TOP FIVE POLICE CALLS FOR SERVICE

1. CONTACT A SUBJECT: 621
2. DISTURBANCE / DOMESTIC : 526
3. WELFARE CHECK: 452
4. ALARM: 319
5. CHECK AREA: 312

## INVESTIGATIONS ACTIVITY

CASES OPEN DURING REPORTING PERIOD: 141

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 90

CASES CLOSED DURING REPORTING PERIOD: 451
- CLEARED BY ARREST / WARRANT: 13
- CLEARED BY EXCEPTION: 27
- COP FOLLOW-UP: 5
- DEACTIVATED: 255
- DEACTIVATED DUE TO STAFFING: 107
- MISSING PERSONS RECOVERED: 8
- REFERRED INTERNALLY: 23
- UNFOUNDED: 13

## ANIMAL WELFARE

- INTAKES: 269
- LIVE RELEASES: 255
- LIVE OUTCOME RATE: 95%
- ANIMALS FOSTERED: 98
- VOLUNTEER HOURS: 417

## RECORDS

CUSTOMER SERVICE CONTACTS: 2,104
- IN-PERSON CONTACTS: 765
- PHONE CONTACTS: 684
- EMAIL CONTACTS: 655

## DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED: 184
ACTUAL EMPLOYED: 187
AVAILABLE FOR ASSIGNMENT: 165**

AUTHORIZED PROFESSIONAL STAFF: 75
ACTUAL EMPLOYED: 70
AVAILABLE FOR ASSIGNMENT: 69**

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

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

# ANIMAL CONTROL 11A

# Norman Animal Welfare Monthly Statistical Report
# April 2026

## IN SHELTER ANIMAL COUNTS

| | 2025 | | | 2026 | | | Comparisons | |
|---|---|---|---|---|---|---|---|---|
| | Canine | Feline | Total | Canine | Feline | Total | Difference | Percent |
| Beginning | 88 | 38 | 126 | 72 | 50 | 122 | (4) | -3% |
| Ending | 85 | 71 | 156 | 77 | 89 | 166 | 10 | 6% |

## ANIMAL INTAKES

| | 2025 | | | 2026 | | | Comparisons | |
|---|---|---|---|---|---|---|---|---|
| | Canine | Feline | Total | Canine | Feline | Total | Difference | Percent |
| Stray at Large | 92 | 54 | 146 | 91 | 86 | 177 | 31 | 21% |
| Owner Relinquish | 20 | 20 | 40 | 21 | 32 | 53 | 13 | 33% |
| Owner Intended Euth | 1 | 0 | 1 | 0 | 1 | 1 | 0 | 0% |
| Transfer In | 1 | 0 | 1 | 0 | 0 | 0 | (1) | -100% |
| Other Intakes* | 7 | 15 | 22 | 4 | 15 | 19 | (3) | -14% |
| Returned Animal | 14 | 2 | 16 | 14 | 5 | 19 | 3 | 19% |
| TOTAL LIVE INTAKES | 135 | 91 | 226 | 130 | 139 | 269 | 43 | 19% |

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

## OTHER STATISTICS

| | 2025 | Total | 2026 | Total | Comparisons Difference | Comparisons Percent |
|---|---|---|---|---|---|---|
| Wildlife Collected (DOA) | 0 | 0 | 0 | 0 | 0 | |
| Dog Collected (DOA) | 2 | 2 | 1 | 1 | (1) | -50% |
| Cat Collected (DOA) | 2 | 2 | 3 | 3 | 1 | 50% |
| Wildlife Transferred | 0 | 0 | 0 | 0 | 0 | |
| Intake Horses | 0 | 0 | 0 | 0 | 0 | |
| Intake Cows | 0 | 0 | 0 | 0 | 0 | |
| Intake Goats | 0 | 0 | 0 | 0 | 0 | |
| Intake Sheep | 0 | 0 | 0 | 0 | 0 | |
| Intake Rabbits | 0 | 0 | 0 | 0 | 0 | |
| Intake Pigs | 0 | 0 | 0 | 0 | 0 | |
| Intake Other | 2 | 2 | 5 | 5 | 3 | 150% |
| TOTAL OTHER ITEMS | 6 | 6 | 9 | 9 | 3 | 50% |

## LENGTH OF STAY (DAYS)

| | 2025 | 2026 |
|---|---|---|
| Dog | 15 | 12 |
| Cat | 12 | 9 |

## OWNER SURRENDER PENDING INTAKE

| | Canine | Feline | Other | Total |
|---|---|---|---|---|
| Animals | 65 | 10 | 0 | 75 |

# Norman Animal Welfare Monthly Statistical Report
# April 2026

## LIVE ANIMAL OUTCOMES

| | 2025 | | | 2026 | | | Comparisons | |
|---|---|---|---|---|---|---|---|---|
| | Canine | Feline | Total | Canine | Feline | Total | Difference | Percent |
| Adoption | 67 | 42 | 109 | 70 | 45 | 115 | 6 | 6% |
| Return To Owner | 53 | 4 | 57 | 30 | 4 | 34 | (23) | -40% |
| Transferred Out | 0 | 0 | 0 | 21 | 30 | 51 | 51 | |
| Returned to Field | 0 | 28 | 28 | 0 | 14 | 14 | (14) | -50% |
| Returned to Owner in Field | 19 | 0 | 19 | 19 | 22 | 41 | | |
| TOTAL LIVE OUTCOMES | 139 | 74 | 213 | 140 | 115 | 255 | 42 | 20% |

## OTHER ANIMAL OUTCOMES

| | 2025 | | | 2026 | | | Comparisons | |
|---|---|---|---|---|---|---|---|---|
| | Canine | Feline | Total | Canine | Feline | Total | Difference | Percent |
| Died in Care | 0 | 10 | 10 | 0 | 4 | 4 | (6) | -60% |
| Lost in Care | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Shelter Euth | 14 | 3 | 17 | 5 | 4 | 9 | (8) | -47% |
| Owner Intended Euth | 6 | 0 | 6 | 0 | 3 | 3 | (3) | -50% |
| TOTAL OTHER OUTCOMES | 20 | 13 | 33 | 5 | 11 | 16 | (17) | -52% |

## TOTAL OUTCOMES

| | 2025 | | | 2026 | | | Comparisons | |
|---|---|---|---|---|---|---|---|---|
| | Canine | Feline | Total | Canine | Feline | Total | Difference | Percent |
| Total Live Outcomes | 139 | 74 | 213 | 140 | 115 | 255 | 42 | 20% |
| Total Other Outcomes | 20 | 13 | 33 | 5 | 11 | 16 | (17) | -52% |
| TOTAL OUTCOMES | 159 | 87 | 246 | 145 | 126 | 271 | 25 | 10% |

## SHELTER EUTHANASIA DATA

| | Canine | Feline | Other | Total | Percentage |
|---|---|---|---|---|---|
| Medical - Sick | 1 | 2 | 0 | 3 | 33% |
| Medical - Injured | 0 | 2 | 0 | 2 | 22% |
| Behavior - Aggressive | 4 | 0 | 0 | 4 | 44% |
| Behavior - Other | 0 | 0 | 0 | 0 | 0% |
| TOTAL EUTHANASIA | 5 | 4 | 0 | 9 | |

## MONTHLY LIVE RELEASE RATE

| 2025 | 2026 |
|---|---|
| 88.8% | 95.1% |

*Live Outcomes / (Total Outcomes - Owner Int Euth)*

# PUBLIC WORKS 12

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
**April 2026**

**ENGINEERING DIVISION**
**DEVELOPMENT**

The Development Manager processed one (1) preliminary plat for Planning Commission, one (1) preliminary and one (1) final plat for City Council, and (1) plat for the Development Committee. The Development Engineer reviewed fourteen (14) sets of construction plans and zero (0) punch list items. There were 161 permits reviewed and/or issued. Fees were collected in the amount of $48,780.75.

**CAPITAL PROJECTS:**

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

On April 2, 2019, the citizens of Norman voted in favor of a Bond Issue to finance the local share of 19 transportation improvement projects. The Gray Street Two-Way 2019 Bond Project consists of the conversion of Gray Street from a one-way street to a two-way street between University Avenue and Porter Avenue, and the installation of streetscape elements along Gray Street. The intersection with James Garner Avenue will be entirely reconstructed to accommodate the future James Garner Phase 3 2019 Bond Project. In addition to the roadway and streetscape work, improvements are required to the railroad crossing just east of James Garner Avenue. The total construction cost for the project is approximately $7.5 million. Of that, approximately $4.9 million will be paid by federal grants. The remaining $2.6 million will be paid for through the City of Norman 2019 Bond Program.

The Oklahoma Department of Transportation (ODOT) conducted a bid opening on March 21, 2024, for the Gray Street Two-Way 2019 Bond Project. The low bidder was Ellsworth Construction, LLC of Oklahoma City, Oklahoma. ODOT awarded the project on April 1, 2024. Construction started on Monday, August 5, 2024 and there were 360 calendar days in the project. Due to weather, so far, there have been 35 days added to the contract, bringing the total duration to 395 days. Final roadway contract items are now being wrapped up while the BNSF Railroad completes the necessary railroad crossing improvements. The project is now expected to be completed by the end of May 2026. The BNSF Railroad have set a tentative date for the final switch to two-way traffic for May 29, 2026, BNSF Railroad elements are required to begin the two-way traffic. The Oklahoma Department of Transportation is administering the construction of this project, with the assistance of WSB.

Proposed improvements include:

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

As of 4/15/26, 84.49% of the total contract pay application has been expended; and 124.81% of the contract time expired.

The contractor's activities this month were as follows:

- Completed and tested irrigation
- Completed all paving operations
- Continued BNSF railroad crossing modifications
- Completed decorative asphalt stamping and coloring
- Striping and signage substantially complete

**Jenkins Avenue 2019 Bond Project:**

On April 2, 2019, the citizens of Norman voted in favor of a Bond Issue to finance the local share of nineteen (19) transportation improvement projects. The Jenkins Avenue 2019 Bond Project consists of widening and reconstruction of Jenkins Avenue between Imhoff Road and Lindsey Street.

The total construction cost for the project is approximately $15.52 million. Of that, approximately $10.25 million will be paid by federal grants and the remaining $5.27 million will come from the City of Norman 2019 Bond Program.

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

Proposed improvements include:

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

Phase 2 construction, which includes the east half of Jenkins Avenue from Reaves Park Road to the north project limits near Lindsey Street, was substantially completed on Friday, April 3, 2026. Beginning Monday, April 6, 2026, traffic was shifted to the newly completed northbound lanes on Jenkins Avenue so that Phase 3, which includes the west half of Jenkins Avenue from Reaves Park Road to the north project limits near Lindsey Street could be reconstructed. The contractor's activities this month on Phase 3 were as follows:

- Finished pavement removal within the Phase 3 limits on Jenkins Avenue
- Started installing inlets, manholes and storm pipelines from south to north within the Phase 3 limits
- Finished final grading, sod installation and punch list items within the Phase 2 construction area
- Continued grading a portion of the new Constitution Street alignment (Phase 6), located east of Jenkins Avenue and south of Constitution Street

**Saxon Industrial Park Phase III:**

The City of Norman and Norman Economic Development Coalition (NEDC) have been collaborating since 2015 in support of an economic development project in Saxon Industrial Park that will make another 47.43 acres available for industrial development. This project is intended to capitalize on federal funds to expand City infrastructure in this industrial area to allow for expansion of existing businesses and promote new businesses.

NEDC contracted with SMC Consulting, P.C. to develop a preliminary plat for approximately 47.43 acres of land generally located south of State Highway 9 between Technology Place and Saxon Park. The contract for the design of the roadway project was approved by Norman City Council on April 14, 2020.

The City of Norman Streets Division is constructing the roadway project. The project began December 5, 2025, and is anticipated to be complete by the end of summer 2026.

Proposed improvements include:

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

During the month of April, Davenport, Utility Contractor, continued construction on the sanitary sewer and the waterline. They completed waterline construction in April, with the sanitary sewer portion still projected for completion in May. The Norman Streets Division laid sod in some areas where the storm sewer installation

has been completed. They have continued installation of the storm sewer running west to east. In addition, the division has begun roadway grading on the west end of the project. The Norman Streets Division plans to begin roadway construction in May 2026.

**Sidewalk Programs:**

**12th Ave NE and W Brooks Street Sidewalk Project:** This project is 80% funded through an ACOG grant and is being facilitated by ODOT for construction. This project will include new and replacement sidewalks, ramps, and driveways along 12th Avenue NE from East Robinson Street to East Rock Creek Road and Brooks Street from Pickard Avenue to Wylie Road. Plans are complete and bids were advertised by ODOT. Parathon Construction was selected as the contractor for this project and construction began the first week of October with project oversight provided by Hudson Prince Engineering. Through the month of April the contractor has completed the sidewalks, ramps and driveways along 12th Avenue NE, with work along Brooks Street underway and are approximately 25% complete.

**State Highway 9 Multi Use Path** This project is 80% funded through an ACOG grant. This project will include the construction of a 10' wide Multi Use Path from 48th Avenue SE to 72nd Avenue SE along the north side of State Highway 9. Oklahoma Department of Transportation conducted a bid opening on November 20, 2025, and after review awarded the contract to Ellsworth Construction Inc. Construction is under way and the project has 90 calendar days for completion.

**Street Maintenance Bond Programs:**

**FYE 2026 Street Maintenance Bond Urban Concrete Pavement 1**

The FYE 2026 Urban Concrete Pavement 1 bids were opened on August 21, 2025. Eight bids were received and the contract was awarded on October 14, 2025, to Arroyo's Concrete LLC, in the amount of $1,043,546.00. The project consists of concrete pavement rehabilitation for the following locations: Wyckham Place from Brookhaven Boulevard to the end of the cul-de-sac, Rosewood Drive from Dakota Street to Crestmont Street, Crestmont Street from 24th Ave NW to Mercedes Drive, Sundown Drive from Forest Drive to Iowa Street, Foreman Avenue from Holiday Drive to Main Street, and Richmond Drive from Brooks Street to the end of the cul-de-sac. The project is anticipated to be completed by June of 2026. Residents have been notified of the mobilization efforts. The contractor mobilized to the site in April and have begun concrete panel replacements.

**FYE 2026 Street Maintenance Bond Urban Concrete Pavement 2**

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

**FYE 2026 Street Maintenance Bond Urban Reconstruction Project**

The FYE 2026 Urban Reconstruction Project bids were opened on October 2, 2025. Nine bids were received and the contract was awarded on November 25, 2025, to Ellsworth Construction OKC, LLC, in the amount of $732,866.40. The project consists of concrete pavement removal, soil stabilization and concrete placement for the following locations: Danfield Lane, from Danfield Drive to Brookhaven Boulevard, and N. Sherry Avenue, from Main Street to Holiday Street. The project is anticipated to be completed by June of 2026. In April of 2026, the contractor is finishing intersection panel replacements on N. Sherry Avenue. A final site walkthrough will be scheduled for the second week of May.

## TRANSIT AND PARKING DIVISION

### PUBLIC TRANSIT

**Go Norman Transit Plan (City of Norman Transit Long Range Plan Update)**

The Go Norman Transit Plan was approved by resolution by Council on June 22, 2021. Staff are continuing to move forward on the next steps as recommended in the plan. Recent work includes:

*Fleet Maintenance & Vehicle Procurement (upgrades and standardization)*

- City Fleet Maintenance staff continue to ensure that the transit fleet is in operational condition each morning for line up.
  - Of the City's 27 revenue vehicles in the Transit Fleet and not accounting for vehicles which already have replacements authorized or on order, there is only one unit remaining, in the paratransit fleet, which is eligible to be retired and replaced according to FTA useful life standards.
  - On July 28, 2025, a City paratransit cutaway bus, unit 5-2471, was totaled after being struck in a head-on collision with another vehicle actively attempting to elude authorities. As an FTA grant recipient, we are required to either return an amount equal to the remaining federal interest in the unit ($135,255) or transfer that federal interest to the acquisition of a new replacement vehicle under the FTA's Like-Kind Exchange Policy. Council authorized purchase of a replacement for this unit at their January 27, 2026 meeting and staff are moving forward with procurement from TESCO at the quoted price of $192,455. Expected build date is July 2026.

Service Expansion Priorities

Following implementation of the new route network in October 2023, and then increasing the frequency of service on Route 112 (West Lindsey) from 60 minutes to 30 minutes (*priority 2*), City Transit staff continue to review the next priorities recommended by the Go Norman Transit Plan:

- Priority 1: Sunday Service – Proposed Sunday service span and trip frequencies would match current Saturday service levels. Sunday transit service is currently being offered and evaluated as part of the Norman On-Demand microtransit pilot program.
- Priority 3: Increased Frequency on Route 110 – This service expansion upgrades the trip frequency of Route 110 (Main St/24th Ave NW) from 60 minutes to 30 minutes. Following direction from the Council Community Planning and Transportation Committee on October 23, staff included cost estimates for implementation of this priority in the FY27 budget process.
- Priority 4: Implementation of New Route 113 – This service expansion would add a new route in Southeast Norman operating with a 30-minute frequency. The proposed route, as recommended in the plan, would operate along Classen Blvd, Constitution St, Oak Tree Ave, 12th Ave SE, Cedar Ln and then turnaround near Cedar Ln and Classen Blvd.

**Microtransit Pilot Program with Via Transportation – Norman On-Demand**

Funding for fiscal year ending 2026 was approved as a budget amendment, and Council approved contract amendments with Via Transportation and the University of Oklahoma on July 8, 2025 to extend the service through June 30, 2026. Following guidance provided at the February Council Community Planning and Transportation Committee meeting, staff are working with partners at Via and the University of Oklahoma to find and implement cost saving measures for the proposed contract extension for fiscal year ending 2027, which is also expected to be put forward as a budget amendment. More details regarding operations can be found in the attached monthly performance report for this service, named Norman On-Demand.

**Transit Monthly Performance Reports**

Attached are the EMBARK Norman and the Norman On-Demand performance reports for March 2026.

### PARKING

Downtown Parking Changes

Following directions from Council at the February Community Transportation and Planning Committee meeting, staff are implementing requested changes to parking regulations in the downtown area which includes transitioning from metered paid parking to timed parking around the Cleveland County Courthouse and updates to timed parking regulations in the downtown area generally. Four parking pay stations located around the Cleveland County Courthouse were removed April 10, 2026, with a campaign replacing signage occurring simultaneously across multiple days. Corresponding updates to the City website and Parking Management Plan (effective 4/15/2026) have also been completed.

completed the refacing of the upstream face of the dam, began building up the downstream face of the dam, and began installing riprap.

**STORMWATER MAINTENANCE**

WORK ORDER RESPONSE

- Stormwater Division received 34 new work order requests, and 34 work orders were closed.

INFRASTRUCTURE MAINTENANCE

- Completed the final phase of flume replacement at 2305 Regis Court.
- Sealed leaking inlet boxes and behind curb hoods at 1021 Midland Valley Street and 4916 Wellman Way.
- Repaired a washout at N. Webster Avenue and W. Daws Street.

CHANNEL MAINTENANCE

- Removed drainage debris and drifts at Brooks Street and I-35, Colonial Estates Park, and Renaissance Drive.
- Cleaned flume at Sundance Court, 1507 Huron Street, 1233 W. Brooks Street, 1872 Rolling Hills Street, 1561 N. Porter Avenue, and Armory.

URBAN STREET SWEEPING/CAMERA VAN OPERATION

- 426 lane miles were swept in April, resulting in the removal of approximately 113.17 tons of debris.
- The Camera Crew performed spot inspections and performed GPS mapping at various locations around the City.

INLET CLEARING OPERATIONS

- 1,973 inlets were inspected and cleaned in Wards 2, 3, 4, resulting in the removal of approximately 8.5 tons of debris.

**FLEET DIVISION**

The Fleet Management Division Activity Report shows a comprehensive summary of the activity during the month, broken down into three subgroups: Fuel Report, Maintenance Report, and Productivity Report.

**FUEL REPORT**

Purchases: The Inventory fuel and Outside fuel purchases are added together for each category of fuel - Unleaded gasoline, Diesel fuel, and CNG.

Amount Sold: The amount of Inventory fuel and Outside fuel disbursed to city divisions are shown.

Price Per Gallon: For Inventory Purchases, each time a purchase is made the invoice information, such as quantity and total price is receipted into AssetWorks system. The AssetWorks program then tallies the information and decides on a price-per-gallon for that purchase. The monthly high and the monthly low price-per-gallon for unleaded gasoline and diesel fuel are shown.

**MAINTENANCE REPORT**

Repair Parts Sold: This shows the amount of money spent on repair parts for vehicles during the month.

Tires Sold: This shows the amount of money spent on tires for city vehicles during the month.

Total Parts Sold: This is the sum of Repair Parts and Tires Sold added together.

Sublet Repairs: This is the amount spent on outside repairs during the month.

Road Calls: This is the amount of times Fleet was called out to retrieve/repair a vehicle.

Preventative Maintenance Services: This is the number of times a vehicle failed to make the appointed preventative maintenance service and had to be rescheduled.

Total Work Orders: This is the amount of work orders for the entire month.

Year to Date Work Order Total: This is the amount of work orders for the entire year.

**STREET DIVISION**

ASPHALT PROJECTS

- Streets paving crews worked on Sun Valley Drive from 36th Avenue NE to its end to complete an asphalt repair. 446.69 tons were needed to complete the repair.
- Streets paving crews worked on Alameda Street and Ponca Avenue to complete an asphalt repair. The asphalt deep patch required 4.59 tons to complete the repair.
- Streets paving crews worked on Weymouth Way to complete an asphalt repair. The asphalt deep patch required 117.73 tons to complete the repair.

CONCRETE PROJECTS

- 4008 Worthington Drive crews replaced concrete panels that required 24.50 cubic yards of concrete and resulted in over 42 square yards repaired.

ROADSIDE OPERATIONS

- Routine pothole patching operations used approximately 7.60 tons of asphalt.

**STORMWATER DIVISION**

**Lower Imhoff Channel Stabilization Project**

The 2009 Storm Water Master Plan (SWMP) recommended the design and installation of stream bank stabilization along segments of Imhoff Creek. The identified problem in the SWMP is severe bank erosion along both banks beginning at the upstream face of Highway 9 to approximately 2,000 feet upstream of Imhoff Road. The erosion along the banks has caused property fences and trees to fall into the creek. According to a hydraulic report produced by Wood, INC. in 2022, the erosion rate is 6" of bank erosion per year, or approximately 1300 cubic yards of bank erosion per year.

On July 8, 2025, City Council approved Contract K-2526-16 with Cimarron Construction Co., in the amount of $5,499,994.00 for the Lower Imhoff Creek Bank Stabilization Project. This project is to stabilize the eastern bank of the channel utilizing reverse gabion baskets containing a growable media to allow for vegetative cover over time as well as install rock toe revetments on the west bank and install live staked trees to encourage the regrowth of tree canopy in the years that follow the completion of construction. The construction began on September 2, 2025, and has a construction duration of 548 days with an estimated completion in February 2027. The contractor reached substantial completion on Thursday, April 23, 2026. The total construction duration was 228 days. The Lower Imhoff Channel Stabilization Project was scheduled for 548 days.

**Misty Lake Dam Rehabilitation Project**

Misty Lake Dam was reclassified by OWRB as a high-hazard dam on March 16, 2011, followed by an emergency order on March 20, 2015, a hearing on April 14, 2015, and issuance of a Consent Order on July 8, 2015, requiring the POAs to lower the lake level and submit engineering plans. Cardinal Engineering completed plans on May 3, 2019, but due to repair costs estimated between $595,000 and $700,000, the POAs sought assistance from the Developer and the City of Norman, prompting multiple City Council discussions through 2017. Council approved a participation agreement on June 27, 2017, and later Amendment No. 1 on January 1, 2021, granting the City necessary easements. A CMaR was selected through RFQ 2122-11, culminating in an October 12, 2021, contract with Downey Contracting, but the Guaranteed Maximum Price submitted on December 9, 2021 ($1,085,088.90) was rejected. The City then pursued FEMA's High Hazard Potential Dam Grant, and after approving related documents on March 26, 2024, was notified in June 2025 that the project had been awarded $1.15 million, with the City contributing the required local match through already-collected project funds. On June 24, 2025, Council formally accepted the grant under Contract K-2425-137.

Bid documents were advertised on July 30 and August 6, 2025, with four bids opened on August 21, 2025. The low bid was submitted by C-P Integrated Services (C-PI) at $580,672.50, which was 44.9% below the engineer's estimate of $1,053,700. After federal compliance adjustments, including BABAA, Davis-Bacon, and DBE requirements, the contractor confirmed its ability to comply, resulting in a revised contract amount of $750,600.00, which remains nearly $50,000 lower than the next lowest bid and within budget. Construction began on October 14, 2025, with a project duration of 90 days. During the month of April, the contractor

**PRODUCTIVITY REPORT**

Direct Labor Hours: Each mechanic's total direct labor hours are shown. Then the direct labor hours are tallied together. After that the total available hours are shown to assess productivity.

Productivity Goal: When mechanics are productive at 70%, meaning that 70% of their day was spent actually working on vehicles, the City of Norman is in equilibrium. We are able to use the money generated from their direct labor to pay wages, benefits and the utilities. Actual Productivity: This is the average percent of all the mechanics' total productivity during the available working hours for the month.

# ENGINEERING DEVELOPMENT & PERMIT REVIEW

## April 2026

### Subdivision Development

**Planning Commission:**

| | |
|---|---|
| Norman Rural Cert of Survey | 0 |
| Final Plats | 0 |
| Preliminary Plats | 1 |
| Short Form Plat | 0 |
| Center City Form Based Code | 0 |
| Concurrent Constr. Request | 0 |

**City Council:**

| | |
|---|---|
| Norman Rural Cert of Survey | 0 |
| Preliminary Plat | 1 |
| Final Plats | 1 |
| Certificate of Plat Correction | 0 |
| Encroachment | 0 |
| Easements | 0 |
| Closure | 1 |
| Release of Deferral | 0 |

**Development Committee:**

| | |
|---|---|
| Final Plats | 1 |

### Permits Reviewed/Issued

| | |
|---|---|
| Single Family | 26 |
| Commercial | 24 |
| Multi-Family | 5 |
| Addition/Alteration | 11 |
| House Moving | 0 |
| Paving Only | 14 |
| Storage Building | 13 |
| Swimming Pool | 7 |
| Storm Shelters | 29 |
| Public Improvements | 5 |
| Temporary Encroachments | 1 |
| Fire Line Pits/Misc | 8 |
| Franchise Utilities | 17 |
| Flood Plain | 1 |
| **Total Permits** | **161** |

**Fees Collected**

| | April | March | FY Total |
|---|---|---|---|
| Development | $1,460.00 | $4,280.00 | $137,647.53 |
| Permit | $47,320.75 | $3,475.50 | $189,525.95 |
| Grand Total | $48,780.75 | $7,755.50 | $311,154.90 |

| | | | | |
|---|---|---|---|---|
| Construction Plan Review within 10 days | 14 | 10 | 522 | |
| Punch List Within 1 day of Final Inspection | 0 | 0 | 58 | |
| Single Family Permit review within 3 days | 26 | 41 | 36 | 100% of Plan Review Achieved |
| Commercial Permit review within 7 days | 24 | 28 | 310 | |
| Final Plat Review within 10 days | 1 | 4 | 58 | |

EMBARK NORMAN

# PERFORMANCE REPORT

City of Norman
Public Works Department

## Summary of Services Table: March 2026

The table below provides daily averages for the number of passengers carried by many of the services offered by EMBARK Norman. The year-to-date (YTD) figures are cumulative totals.

| EMBARK Norman Service Summary | ADP March FY26 | FY26 YTD | FY25 YTD | | Service Profile | March FY26 | March FY25 |
|---|---|---|---|---|---|---|---|
| Fixed Routes (M-F) | 1,751 | 340,045 | 323,664 | | Weekdays | 22 | 21 |
| Fixed Routes (Sat) | 988 | 32,832 | 32,162 | | Saturdays | 4 | 5 |
| PLUS (M-F) | 118 | 18,462 | 18,060 | | Gamedays | 0 | 0 |
| -Zone 1* | 118 | 18,462 | 13,487 | | Holidays | 0 | 0 |
| -Zone 2** | 0 | 0 | 4,573 | | Weather | 0 | 5 |
| PLUS (Sat)*** | 16 | 692 | 725 | | Fiscal YTD Days | 234 | 229 |
| | | | | | Cal. YTD Days | 81 | 76 |

*Requires ¾ mile
**Zone 2 operated on weekdays until 7pm
***Operates only in Zone 1

### Strategic Performance Measures

| MEASURE | FY 26 YTD | FY 26 Targets | |
|---|---|---|---|
| # of Norman fixed-route passenger trips provided | 372,877 | 500,000 | ● |
| # of Norman paratransit trips provided | 19,154 | 26,000 | ▲ |
| % of on-time Norman paratransit pick-ups | 89.24% | 98.58% | ▲ |
| # of Norman bus passengers per service hour, cumulative | 20.34 | 22.29 | ◆ |
| # of Norman bus passengers per day, average | 1,621 | 800* | ● |
| % of Norman required paratransit pick-ups denied due to capacity | 0.00% | 0.00% | ● |
| % of on-time fixed-route arrivals | 68.63% | 75.00% | ● |

*These targets are not being tracked in LFR but can be found in the KPI spreadsheet.

Norman On-Demand

# Performance Report

City of Norman
Public Works Department

## Microtransit Pilot Program Performance Report — March 2026

### Purpose

This report provides a summary of service performance measures used to evaluate the performance of the Norman On-Demand microtransit transportation system for the City of Norman. The key performance indicator goals were outlined in the request for proposals (RFP) and include average walking distance, maximum walking distance, average rider wait time, maximum rider wait time, and the percentage of ride requests picked up within 20 minutes.

### Service Profile, Hours, and Pricing

Norman On-Demand is a pilot microtransit service which launched for late night and Sunday service in core Norman on August 21, 2023. Norman On-Demand is a turnkey service provided by TransitTech provider Via. The Norman On-Demand app is available on the Apple App Store and the Google Play Store. This service provides access to safe and affordable public transportation through technology, particularly during evening hours and on Sundays when other public transit options are limited. Through a collaboration with the University of Oklahoma, the Norman On-Demand Program also operates the University's SafeRide Program, which is designed to provide safe and free late night transportation to OU students. Because this is a pilot program, there may be changes to service area, hours of operations, or other aspects of the service while the City focuses the program to efficiently serve the needs and desires of our community.

| Service Hours | | Pricing | |
|---|---|---|---|
| Monday-Wednesday | 7pm – 1am | First Passenger | $3.00** |
| Thursday-Saturday | 7pm – 3am* | Each Additional Passenger | $1.00 |
| OU SafeRide: Thursday-Saturday | 10pm – 3am* | OU SafeRide (OU Students using OU email address during SafeRide hours) | Free |
| Sunday | 10am – 6pm | | |

*ADA/Wheelchair Accessible Vehicles available upon request.*

**Outside of the OU fall and spring semesters, Thursday-Saturday service ends at 1am*

***First passenger fare increased from $2 to $3 in August 2025*

### Key Performance Indicator Measures

| Measure | Target | Fiscal Year to Date (YTD) (07/01/25 – 03/31/26) | March | | Year Over Year (YOY) Service |
|---|---|---|---|---|---|
| | | | 2026 | 2025 | |
| Average Walking Distance | <0.10 miles | 0.06 miles | 0.07 miles | 0.06 miles | +14.29% |
| Maximum Walking Distance | 0.25 miles | 0.37 miles | 0.37 miles | 0.35 miles | 0% (no change) |
| Average Rider Wait Time* | <15 min | 21.9 min | 20.8 min | 29.1 min | -28.52% |
| Maximum Rider Wait Time* | 20 min | 105.0 min* | 47.0 min* | 47.0 min* | 0% (no change) |
| Percent of Ride Requests Picked Up in 20min | >80% | 53.30%** | 55.59%** | 31.97%** | +42.49% |

*OU has requested longer available wait times for OU students during SafeRide hours (up to a 2 hour max). This affects the original goal of 20 minutes that was identified in the original Request for Proposals.

**Number of ride requests with 'Completed' status that have a wait time of 20 minutes or less as a percentage of the total number of ride requests with 'Completed' status. This data is skewed by longer available wait times for OU students during SafeRide hours.

## ADDITIONAL PERFORMANCE MEASURES

### Ridership

| Ridership | Fiscal YTD (07/01/25 – 03/31/26) | March | | YOY Service |
|---|---|---|---|---|
| | | 2026 | 2025 | |
| Total Number of Riders | 20,301 | 2,073 | 3,838 | -45.99% |
| Total # of Completed Trips | 14,108 | 1,556 | 2,546 | -38.88% |
| # of Completed Trips Requesting WAV | 157 | 11 | 59 | -81.36% |
| Ridership Per Service Hour (RPSH) | 4.7 | 4.3 | 6.0 | -28.34% |

Norman On-Demand completed 2,073 rides in March 2026, which is a 3.89% decrease from the February 2026 total of 2,157. The fiscal year to date ridership for March FY26 is 20,301 which is a 41.99% decrease from the March FY25 fiscal year to date ridership of 34,997. There were a total of 11 completed trips requesting a WAV or wheelchair accessible vehicle in March 2026. Ridership per service hour (RPSH) is a ratio of the number of riders making use of the service in relation to how much service is being provided (i.e. one vehicle providing one hour of service would be one 'service hour').

### Rider Experience

| Rider Experience | Fiscal YTD (07/01/25 – 03/31/26) | March | | YOY Service |
|---|---|---|---|---|
| | | 2026 | 2025 | |
| Average Ride Duration (in minutes) | 10.8 minutes | 10.7 | 10.8 | -0.93% |
| Average Ride Distance (in miles) | 3.3 miles | 3.1 | 3.2 | -3.13% |
| Average Ride Rating (5 stars scale) | 4.9 stars | 4.9 | 4.9 | 0% (no change) |

Approximately 11.0% of all completed rides during FY26 to date received a rating, of which 96.2% were rated five out of five stars. The system includes an automated feed-back process where all ride ratings with four stars or fewer that have actual written feedback attached are reviewed by customer support agents. Poor ride ratings alone are not categorized as complaints. One complaint were reported to Via in the month of March, representing 0.48 complaints per 1000 rides provided. The single complaint was regarding unprofessional driver behavior.

### Program Engagement and Rider Growth

| Engagement – Service to Date (8/16/23 – 03/31/2026) | | |
|---|---|---|
| App Accounts Created Since Launch | 16,430 | |
| OU Accounts (as of 03/30/2026) | 3,985 | 24.25% |
| Active Accounts* | 11,861 | 72.19% |
| Rider Accounts** | 8,555 | 52.07% |
| Repeat Rider Accounts*** | 6,917 | 42.10% |

**accounts with user engaging w/ ride requests at least once*
***accounts with at least 1 completed ride*
****accounts with at least 2 completed rides*

Since the Norman On-Demand App launched on August 16, 2023, a total of 16,430 individual accounts have been created, which is a 1.90% increase over the February 2026 service to date total of 16,117 and a 32.76% increase over the March 2025 service to date total of 11,048. Of these accounts more than half of them (52.07%) have utilized the service at least once and nearly a third (4,668 or 28.41%) have completed more than five rides. Riders are also able to call 405-643-8638 to schedule rides without using the App.

### Accidents and Vehicles

No accidents or incidents were reported in March, for a total of zero accidents and zero incidents reported in FY26. Four of seven vehicles were in active service during the month of March, which meets the target fleet availability. A Chrysler airbag recall for 2022-2025 Voyager & Pacifica vehicles and an abundance of caution impacted the ability to maintain the use of the full fleet of seven vehicles. Some temporary replacement vehicles were borrowed from another program run by our partner Via and are operating with magnetic side decals instead of full vehicle wraps. Riders have in-app and email messages making them aware and keeping them up to date.

# SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2026

| STREET DIVISION | | | | | |
|---|---|---|---|---|---|
| | FYE 2026 April 2026 | FYE 2026 April 2026 | Year to Date | Year to Date | FYE 2026 |
| **PERFORMANCE INDICATORS** | **ACTUAL** | **PERCENT** | **ACTUAL** | **PERCENT** | **PROJECTED** |
| Respond to all Action Center requests within 24 hour period | 100% | 100% | 365 | 100% | 400 |
| Maintain up to 10 miles of asphalt roadway within capital program for given fiscal year | 0.50 | 5% | 4.5 | 5% | 10 |
| Maintain up to 2,000 square yards of concrete roadway within capital program for given fiscal year | 42 | 2% | 2230 | 112% | 2000 |
| Mow rural and urban routes citywide 8 times per year | 1 | 13% | 5.25 | 66% | 8 |
| Debris Removal – issue notice to proceed/task order within 48 hours of storm event | 0% | 0% | 0 | 0% | 100% |
| Street Maintenance Bond Program - Contract all selected project categories for the bond within the same fiscal year | 0 | 0% | 6 | 120% | 5 |
| Bridge bond program - contract all selected project categories for the bond within the same fiscal year | - | 0% | 5 | 167% | 3 |

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2026

| STORMWATER DIVISION | FYE 2026 Apr, 2026 | FYE 2026 Apr, 2026 | Year to Date | Year to Date | FYE26 |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS** | **ACTUAL** | **PERCENT** | **ACTUAL** | **PERCENT** | **PROJECTED** |
| Respond to stormwater complaints and drainage concerns within 24 hours | 100% | 100% | 100% | 100% | 99% |
| Mechanically sweep 500 curb miles per month (6,000 Annually) | 426 | 85% | 3,199 | 53% | 85% |
| Inspect and clean 100% of the urban drainage inlets three times per year. | 1,973 | 158% | 12,767 | 85% | 65% |
| Mow 2,271,548 square-feet (52 acres) of open drainage ways, six times per year. | 422,844 | 37% | 4,435,776 | 33% | 70% |
| Permit all floodplain activities as appropriate. | 2 | 100% | 27 | 100% | 95% |
| Camera Stormwater Infrastructure to inspect and identify. (4 grids per month) | 0.00 | 0% | 0 | 0% | 85% |
| *Camera map grids identified in FY24. Program is transitioning to proactive inspection. | | | | | |
| Camera Stormwater Infrastructure Inspections (as needed in linear feet) | 11 | N/A | 2,318 | N/A | N/A |
| Repond to 100% of Okie calls within 72 hours of request | 283 | 100% | 2,214 | 100% | 100% |

# PUBLIC WORKS
# FLEET DIVISION
## ACTIVITY REPORT

**April 2026**

IN GALLONS **FYE 2026** **FUEL REPORT**

| | UNLEADED PURCHASED | DIESEL PURCHASED | CNG PURCHASED |
|---|---|---|---|
| Internal pumps | 27,512.00 | 30,078.00 | 32,793.92 |
| Outside - sublet | 680.00 | 369.00 | 2,684.00 |
| **TOTAL** | **28,192.00** | **30,447.00** | **35,477.92** |

| TOTAL Consumption | UNLEADED CONSUMED | DIESEL CONSUMED | CITY CNG CONSUMED | PUBLIC CNG CONSUMED |
|---|---|---|---|---|
| | **23,476.50** | **25,785.30** | **32,793.92** | **2,684.00** |

**FYE 2026 TO DATE CONSUMPTION**

| TOTAL Consumption | UNLEADED CONSUMED | DIESEL CONSUMED | CITY CNG CONSUMED | PUBLIC CNG CONSUMED |
|---|---|---|---|---|
| | **256,045.40** | **280,954.60** | **325,201.35** | **23,695.02** |

| INTERNAL PRICE PER GALLON: | | | | | EXTERNAL PRICE PER GALLON: | | | | |
|---|---|---|---|---|---|---|---|---|---|
| UNLEADED | High | $3.59 | Low | $2.83 | UNLEADED | High | $3.19 | Low | $3.17 |
| DIESEL | High | $4.35 | Low | $3.48 | DIESEL | High | $4.40 | Low | $3.82 |
| CNG | High | $0.63 | Low | $0.63 | CNG | High | $2.10 | Low | $2.10 |

| CONSUMABLE PARTS PURCHASED | |
|---|---|
| REPAIR PARTS | $115,930.98 |
| OILS/FLUIDS | $7,741.48 |
| TIRES | $47,390.08 |
| SUBLET REPAIRS | $0.00 |
| **TOTAL SPENT ALL Parts/Sublet** | **$171,062.54** |

| PUBLIC CNG SALES | |
|---|---|
| Month Total Public CNG Sales | $2,684 |
| FYE 2026 To Date Public Sales | $48,428 |
| **LIFE TO DATE CNG GAS GALLON EQUIVALENT** | |
| Total Sold Gallons Life To Date | 1,145,010 |
| Total Gross Sales Life To Date | $1,726,377 |
| Life To Date CNG Gas Gallon Equivalent | |
| Total Public/City **Through-Put CNG Gallons** @ Station: | 4,327,045 |

| Light Shop | CURRENT MONTH | LAST MONTH | Two Months Ago | YEAR TO DATE |
|---|---|---|---|---|
| ROAD SERVICE | 2 | 0 | 0 | 23 |
| EMERGENCY ROAD CALLS | 7 | 11 | 1 | 88 |
| PM SERVICES | 117 | 112 | 19 | 999 |
| INCLEMENT WEATHER | 0 | 0 | 0 | 1 |
| WORK ORDERS | 186 | 165 | 57 | 1,626 |
| SCHEDULED REPAIRS | 130 | 108 | 55 | 1,102 |
| NON SCHEDULED REPAIRS | 56 | 46 | 1 | 567 |

| Heavy Shop | CURRENT MONTH | LAST MONTH | Two Months Ago | YEAR TO DATE |
|---|---|---|---|---|
| ROAD SERVICE | 3 | 4 | 14 | 77 |
| EMERGENCY ROAD CALLS | 16 | 21 | 18 | 179 |
| PM SERVICES | 51 | 59 | 41 | 471 |
| INCLEMENT WEATHER | 0 | 0 | 0 | 0 |
| WORK ORDERS | 87 | 166 | 158 | 1,491 |
| SCHEDULED REPAIRS | 65 | 51 | 38 | 488 |
| NON SCHEDULED REPAIRS | 22 | 90 | 89 | 854 |

| Transit Shop | CURRENT MONTH | LAST MONTH | Two Months Ago | YEAR TO DATE |
|---|---|---|---|---|
| ROAD SERVICE | 0 | 0 | 0 | 1 |
| EMERGENCY ROAD CALLS | 1 | 0 | 5 | 15 |
| PM SERVICES | 11 | 12 | 90 | 188 |
| INCLEMENT WEATHER | 0 | 0 | 0 | 0 |
| WORK ORDERS | 52 | 59 | 153 | 621 |
| SCHEDULED REPAIRS | 51 | 122 | 90 | 618 |
| NON SCHEDULED REPAIRS | 1 | 0 | 58 | 84 |

| EVT Shop | CURRENT MONTH | LAST MONTH | Two Months Ago | YEAR TO DATE |
|---|---|---|---|---|
| ROAD SERVICE | 0 | 0 | 0 | 2 |
| EMERGENCY ROAD CALLS | 1 | 0 | 3 | 12 |
| PM SERVICES | 16 | 8 | 25 | 94 |
| INCLEMENT WEATHER | 0 | 0 | 0 | 0 |
| WORK ORDERS | 42 | 39 | 66 | 389 |
| SCHEDULED REPAIRS | 37 | 34 | 58 | 342 |
| NON SCHEDULED REPAIRS | 5 | 5 | 5 | 42 |

| COMBINED SHOPS | CURRENT MONTH | LAST MONTH | TWO MONTHS AGO | YEAR TO DATE |
|---|---|---|---|---|
| ROAD SERVICE | 5 | 4 | 14 | 94 |
| EMERGENCY ROAD CALLS | 25 | 32 | 27 | 254 |
| PM SERVICES | 195 | 191 | 175 | 1,607 |
| INCLEMENT WEATHER | 0 | 0 | 0 | 0 |
| WORK ORDERS | 367 | 429 | 434 | 3,722 |
| SCHEDULED REPAIRS | 283 | 315 | 241 | 2,349 |
| NON SCHEDULED REPAIRS | 84 | 141 | 153 | 1,347 |

# FLEET DIVISION
## INVENTORY
## April 2026

**FUEL**

| | | | | | | |
|---|---|---|---|---|---|---|
| WESTWOOD GOLF | 671.4 | gallons | UNLEADED | @ | 1.750 | $ 1,174.95 |
| WESTWOOD GOLF | 938.4 | gallons | DIESEL | @ | 2.010 | $ 1,886.18 |
| NORTH BASE | 4,981.0 | gallons | UNLEADED | @ | 3.590 | $ 17,881.79 |
| NORTH BASE | 5,994.0 | gallons | DIESEL | @ | 4.350 | $ 26,073.90 |
| FIRE STATION #5 | 510.0 | gallons | UNLEADED | @ | 3.170 | $ 1,616.70 |
| FIRE STATION #5 | 500.0 | gallons | DIESEL | @ | 3.820 | $ 1,910.00 |
| FIRE STATION #6 | 230.8 | gallons | UNLEADED | @ | 3.170 | $ 731.64 |
| FIRE STATION #6 | 270.0 | gallons | DIESEL | @ | 3.820 | $ 1,031.40 |
| BULK TANKS | 1,200.0 | gallons | DIESEL | @ | 4.350 | $ 5,220.00 |

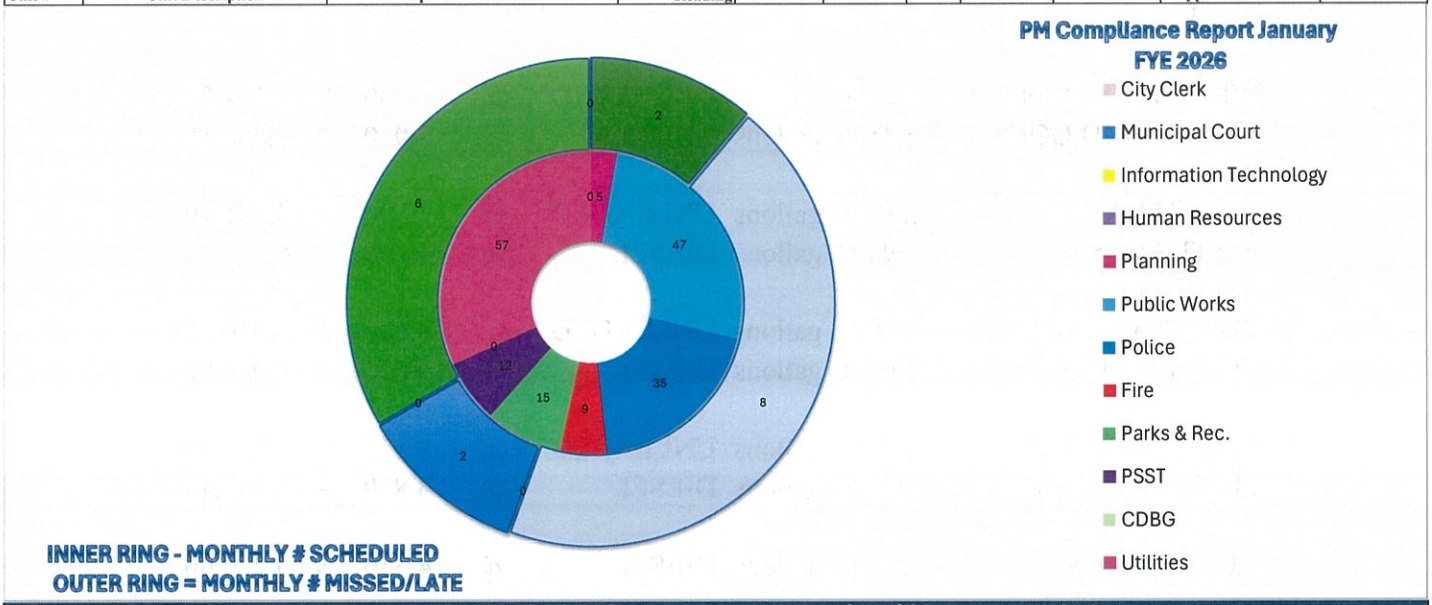
| TOTAL | GALLONS: | DOLLAR: |
|---|---|---|
| UNLEADED | 6,393.2 | $ 21,405.08 |
| DIESEL | 8,902.4 | $ 36,121.48 |

Fleet Management Division
PM Past Due Report

# PUBLIC WORKS FLEET DIVISION
# PM COMPLIANCE DETAIL REPORT
APRIL FYE 2026

Currently Past Due:

| Unit # | Unit Description | Department Division | Current Odometer Reading | Due at Meter or scheduled | Meter Past | | ORIGINAL Scheduled DATE | SHOP | Type of SERVICE | LAST PM DONE |
|---|---|---|---|---|---|---|---|---|---|---|




| Department | Scheduled | Missed/Late | % Late |
|---|---|---|---|
| City Clerk | 0 | 0 | 0.0% |
| Municipal Court | 0 | 0 | 0.0% |
| Information Technology | 0 | 0 | 0.0% |
| Human Resources | 0 | 0 | 0.0% |
| Planning | 5 | 0 | 0.0% |
| Public Works | 47 | 2 | 4.3% |
| Police | 35 | 8 | 22.9% |
| Fire | 9 | 0 | 0.0% |
| Parks & Rec. | 15 | 0 | 0.0% |
| PSST | 12 | 2 | 16.7% |
| CDBG | 0 | 0 | 0.0% |
| Utilities | 57 | 6 | 10.5% |
| **Citywide Total** | **180** | **18** | **10.0%** |

# PUBLIC WORKS FLEET DIVISION
## PM COMPLIANCE REPORT
## APRIL FYE 2026

Industry Standard Compliance: Not To Exceed 5%

| Department/Division | Number of PMs Scheduled | Number of PMs Completed On Time | Number of PMs Completed LATE | Number of PMs Missed | Current % PENDING | YearToDate Non-Compliance Trend |
|---|---|---|---|---|---|---|
| CITY COUNCIL | | | | | 0% | 0% |
| CITY MANAGER | | | | | 0% | 0% |
| BUILDING ADMINISTRATION | | | | | 0% | 0% |
| | | | | | | |
| **MUNICIPAL COURT** | | | | | | |
| MUNICIPAL COURT | | | | | 0% | 0% |
| | | | | | | |
| **INFORMATION TECHNOLOGY** | | | | | | |
| INFORMATION TECHNOLOGY | | | | | 0% | 0% |
| | | | | | | |
| **HUMAN RESOURCES** | | | | | 0% | 0% |
| HUMAN RESOURCES | | | | | 0% | 0% |
| | | | | | 0% | 0% |
| **PLANNING** | | | | | | |
| PLANNING | 3 | 3 | | | 0% | 25% |
| BUILDING INSPECTIONS | | | | | 0% | 0% |
| CODE COMPLIANCE | 2 | 2 | | | 0% | 0% |
| | | | | | | |
| **PUBLIC WORKS** | | | | | | |
| PW ADMIN | | | | | 0% | 0% |
| ENGINEERING | | | | | 0% | 100% |
| STREETS | 13 | 12 | 1 | 1 | 8% | 56% |
| STORMWATER | 8 | 8 | | | 0% | 33% |
| TRAFFIC | 3 | 3 | | | 0% | 58% |
| FLEET | 12 | 12 | | | 0% | 43% |
| TRANSIT | 11 | 11 | | | 0% | 0% |
| | | | | | | |
| **POLICE** | | | | | | |
| ANIMAL CONTROL | 5 | 5 | | | 0% | 62% |
| POLICE ADMINISTRATION | | | | | 0% | 100% |
| POLICE STAFF SERVICES | 5 | 5 | | | 0% | 29% |
| POLICE CRIMINAL INVESTIGATIONS | 5 | 5 | 1 | 1 | 20% | 56% |
| POLICE PATROL | 19 | 15 | 4 | 2 | 11% | 62% |
| POLICE SPECIAL INVESTIGATIONS | 1 | 1 | | | 0% | 50% |
| POLICE EMERGENCY COMMUNICATIONS | | | | | 0% | 0% |
| | | | | | | |
| **FIRE** | | | | | | |
| FIRE ADMINISTRATION | 3 | 3 | | | 0% | 0% |
| FIRE TRAINING | | | | | 0% | 0% |
| FIRE PREVENTION | | | | | 0% | 100% |
| FIRE SUPPRESSION | 4 | 4 | | | 0% | 17% |
| FIRE DISASTER PREPAREDNESS | 2 | 2 | | | 0% | 0% |
| | | | | | | |
| **PARKS & RECREATION** | | | | | | |
| PARK MAINTENANCE | 13 | 13 | | | 0% | 46% |
| PARKS & RECREATION | | | | | 0% | 0% |
| CUSTODIAL | | | | | 0% | 100% |
| FACILITY MAINTENANCE | | | | | 0% | 100% |
| PARKS FORESTRY | 2 | 2 | | | 0% | 0% |
| | | | | | | |
| **PUBLIC SAFETY SALES TAX (PSST)** | | | | | | |
| PSST POLICE PATROL | 3 | 2 | 1 | 1 | 33% | 82% |
| PSST POLICE CRIMINAL INVESTIGATIONS | | | | | 0% | 0% |
| PSST FIRE SUPPRESION | 8 | 8 | | | 0% | 0% |
| PSST SRO | 1 | 1 | | | 0% | 100% |
| | | | | | 0% | 0% |
| **CDBG** | | | | | | |
| PLANNING CDBG | | | | | 0% | 0% |
| | | | | | | |
| **UTILITIES WATER** | | | | | | |
| UTILITIES ADMINISTRATION | | | | | 0% | 0% |
| WATER TREATMENT PLANT | 1 | 1 | | | 0% | 0% |
| WATER PLANT | | | | | 0% | 0% |
| WATER PLANT WELLS | 1 | 1 | | | 0% | 0% |
| WATER PLANT LAB | | | | | 0% | 0% |
| LINE MAINTENANCE ADMIN. | | | | | 0% | 0% |
| WATER LINE MAINTENANCE | 14 | 12 | 2 | 2 | 14% | 62% |
| UTILITIES INSPECTOR | | | | | 0% | 0% |
| | | | | | | |
| **UTILITIES WRF** | | | | | | |
| WRF ADMIN | | | | | 0% | 0% |
| WRF INDUSTRIAL | | | | | 0% | 0% |
| WRF BIOSOLIDS | | | | | 0% | 0% |
| WRF OPERATIONS | 1 | 1 | | | 0% | 50% |
| SEWER LINE MAINTENANCE | 9 | 8 | 1 | 1 | 11% | 61% |
| | | | | | | |
| **UTILITIES SANITATION** | | | | | | |
| SANITATION ADMINISTRATION | | | | | 0% | 0% |
| SANITATION RESIDENTIAL | 14 | 14 | | | 0% | 42% |
| SANITATION COMMERCIAL | 9 | 9 | | | 0% | 28% |
| SANITATION TRANSFER | 6 | 6 | | | 0% | 65% |
| SANITATION COMPOST | 1 | 1 | | | 0% | 50% |
| SANITATION RECYCLE | 1 | 1 | | | 0% | 71% |
| SANITATION YARD WASTE | | | | | 0% | 100% |
| | | | | | 0% | 0% |
| **UTILITIES EVIROMENTAL** | | | | | 0% | 0% |
| ENVIROMENTAL & SUSTAINABILITY | | | | | 0% | 0% |
| **CITYWIDE TOTAL** | **180** | **171** | **10** | **8** | **4%** | **50%** |

**PUBLIC WORKS**
**FLEET DIVISION**
Technician Productivity
Report

**FYE 2026**

April 2026

| | | PRODUCTIVITY | INDIVIDUAL PRODUCTIVITY | | |
|---|---|---|---|---|---|
| MECHANIC | DIRECT LABOR HOURS | GOAL | *ACTUAL* | *DIFFERENCE* | *TOTAL HOURS* |
| 497 | 120.55 | 72% | *68.5%* | *-3.5%* | *176.00* |
| 1554 | 123.37 | 72% | *70.1%* | *-1.9%* | *176.00* |
| 1676 | 77.54 | 72% | *41.6%* | *-30.4%* | *186.50* |
| 2098 | 130.42 | 72% | *74.1%* | *2.1%* | *176.00* |
| 2495 | 128.80 | 72% | *70.1%* | *-1.9%* | *183.75* |
| 2745 | 142.17 | 72% | *80.8%* | *8.8%* | *176.00* |
| 3001 | 116.30 | 72% | *66.1%* | *-5.9%* | *176.00* |
| 3151 | 155.50 | 72% | *88.4%* | *16.4%* | *176.00* |
| 3167 | 117.41 | 72% | *66.7%* | *-5.3%* | *176.00* |
| 3502 | 118.52 | 72% | *67.3%* | *-4.7%* | *176.00* |
| 3968 | 170.83 | 72% | *91.6%* | *19.6%* | *186.50* |
| 4033 | 153.57 | 72% | *83.6%* | *11.6%* | *183.75* |
| 4192 | 174.33 | 72% | *99.1%* | *27.1%* | *176.00* |
| 4303 | 152.07 | 72% | *86.4%* | *14.4%* | *176.00* |
| 4310 | 170.85 | 72% | *89.0%* | *17.0%* | *192.00* |
| 4316 | 119.49 | 72% | *67.9%* | *-4.1%* | *176.00* |
| 4529 | 126.17 | 72% | *71.7%* | *-0.3%* | *176.00* |

| | |
|---|---|
| DIRECT LABOR HOURS | 2297.89 |
| TOTAL AVAILABLE HOURS | 3044.50 |
| PRODUCTIVITY GOAL | 72.0% |
| **ACTUAL PRODUCTIVITY** | **75.5%** |

**CITY OF NORMAN**
**DEPARTMENT OF PUBLIC WORKS-TRAFFIC CONTROL DIVISION**
**MONTHLY PROGRESS REPORT**

| APRIL 2026 | PROJECTED GOAL | THIS MONTH | | | YEAR TO DATE | | |
|---|---|---|---|---|---|---|---|
| | Percentage | Number of Requests | Goal Met | Percentage Met | Number of Requests | Goal Met | Percentage Met |
| Provide initial response to citizen inquiries within 2 days | 100% | 125 | 125 | 100% | 1075 | 1075 | 100% |
| Provide information requested by citizens within 7 days | 95% | 125 | 125 | 100% | 1075 | 1075 | 100% |
| Complete traffic engineering studies within 45 days. | 99% | 0 | 0 | 100% | 17 | 15 | 88% |
| Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days. | 95% | 46 | 46 | 100% | 320 | 320 | 100% |
| Worker Hours Per Gallon of Paint Installed. | 0.80 | Gallons | Worker Hours | Percentage | Gallons | Worker Hours | Percentage |
| | | 0 | 0 | 1.75 | 735 | 369.75 | 0.50 |
| Thermoplastic legend, arrows, stop bars & crosswalks installed. | 4-6 Installations per day per 2 person crew. 100% | Crew Work Days | Total Installations | Average | Crew Work Days | Total Installations | Average |
| | | 1.83 | 30 | 16.39 | 9.23 | 133 | 14.41 |
| Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month. | 100% | Number Performed | Goal Met | Percentage Met | Number Performed | Goal Met | Percentage Met |
| | | 17 | 17 | 100% | 160 | 160 | 100% |
| Response to reports on traffic signal malfunctions within one hour. | 99% | Number of Reports | Goal Met | Percentage Met | Number of Reports | Goal Met | Percentage Met |
| | | 5 | 5 | 100% | 123 | 123 | 100% |
| Response to reports of sign damage: | Percentage | | | | | | |
| ***High Priority*** Stop or Yield Signs within one hour | 99% | 20 | 20 | 100% | 199 | 199 | 100% |
| ***Lower Priority*** all other signs within one day | 90% | 53 | 53 | 100% | 427 | 427 | 100% |
| ***Street Name Signs*** within two weeks | 90% | 38 | 38 | 100% | 364 | 364 | 100% |
| Percent of work hours lost due to on the job injuries. | <.01% | Total Work Hours | Work Hours Lost | Percentage Met | Total Work Hours | Work Hours Lost | Percentage Met |
| | | 3344 | | 0.00 | 62388 | 0 | 0.00 |

# UTILITIES 13

**Monthly Report**

**April 2026**

## LINE MAINTENANCE:

Waterline Capital Projects

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

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

Water Line Breaks Total – 3 in April
Water Lines Hit by Contractor – 1

Sewer Line Data

- Total obstruction service requests April – 16
- Private Plumbing: 16
- City Infrastructure: 0
- Sanitary Sewer Overflows: 0 on private side, 0 on city side

Lift Station D Flows:

- Days – 30
- Average daily flow: 1.281 MGD
- Total Monthly flow: 38.400 MG

## WASTEWATER PROJECTS:

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

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

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

In October 2021, NUA learned that it has been awarded a second grant from BOR, a green infrastructure grant to evaluate what role a constructed wetland could play in further improving quality of stormwater and/or effluent water entering Lake Thunderbird as part of the future reuse program that is the subject of the pilot study. This grant includes $209,824 worth of in-kind funds from various federal agency resources to be expended in (Federal) Fiscal Years 2022 through 2024 for research and investigations, and grant can be extended with additional funds added in future years as conclusions are reached and recommendations made based on the work done during the initial years' funding. The project was officially kicked off in early November 2021, and work (research and data gathering) is ongoing. A workshop to review alternatives and select the best convened in August 2024. No additional funding has been authorized for FYE 2025 so project work will not progress to a pilot sized wetland or a wetland design, but some funding in the original grant has not yet been exhausted and compilation of deliverables including a final report and conclusions is still ongoing so the team continues to meet on a semi-regular basis to discuss and coordinate. During the month of February 2026, Norman Utilities Department staff continued to assist with preparation of maps and graphics for final project report including adding additional detail to draft conceptual layout of a potential demonstration wetland (on the City's old landfill south of the Norman Water Reclamation Facility which could be used by BOR and United States Geological Survey (USGS) to seek further grants to possibly advance a design and potentially construct a demonstration wetland.

In April 2022, NUA learned that a third grant from BOR associated with possible IPR had been authorized. The third grant was an applied science grant for $148,339 to create a Predictive Lake Optimization Tool (PLOT) for Lake Thunderbird. The PLOT will use weather and climatological data and forecasts and data specific to Lake Thunderbird and its watershed to create a preliminary model that will furnish predictions on the theoretical best times, quantities, and manner for adding supplemental IPR flows to the lake. This would allow both for the best possible economic evaluation of infrastructure alternatives for a future IPR program but also for the efficient management of such a future IPR program if/when one is implemented. A resolution authorizing acceptance of the grant was approved by City Council in September 2022, and a Contract with Garver in the amount of $196,190 (of which $148,339.00 would be reimbursable from BOR Applied Science Grant) was approved by City Council on March 14, 2023. During the remainder of 2023 and continuing into the Spring of 2024, Garver and their subconsultants completed research and created the PLOT, and, on June 11, 2024, they convened a workshop presenting the preliminary conclusions. Based on the workshop, Norman requested that additional information and analysis be provided to clarify some minor questions. Once these questions were resolved, an additional workshop with Bureau of Reclamation (BOR) and Central Oklahoma Master Conservancy District (COMCD) staff convened on August 15, 2024. Garver addressed all questions raised in this workshop and made a standing offer to BOR and COMCD for them to use the PLOT tool to analyze historical droughts that are part of an unrelated grant project on which they are working. All direct work on this project is complete, and the PLOT tool remains available for NUA use as needed. During August 2025, NUA drew down remaining grant funds and filed final paperwork to close out the grant.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

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

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

In March 2024, NUA received confirmation that the EPA Community Funding Grant in the amount of $5,000,000 had been officially authorized and funded. However, the grant included a strict Buy America Build America (BABA) clause while the project bidding documents and thus the resultant contract with Crossland Heavy Contractors did not include this requirement. Between April and June 2024, NUA convened numerous meetings with EPA and Garver to determine the appropriate path forward that would allow NUA to accept this grant. Based on EPA input, NUA

requested a "Technical Correction" from EPA that would allow some or all funding from the grant to be expended on other critical projects at the WRF, and, in September 2024, EPA officially approved the "Technical Correction". This will allow the grant funds to be expended on the WRF Blower Replacement and WRF Laboratory Renovation, and New Maintenance Facility projects (details on both projects are updated elsewhere in this report), while this project will now be funded using a combination of internally-generated funds and the CWSRF loan.

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

Garver had previously been directed to prepare specifications both new sludge pumps and a new conveyor that will sufficiently increase system capacity to allow each centrifuge to comfortably operate at their design capacity. On March 10, 2026, Amendment No. 1 to Garver's contract, reimbursing them for associated design costs not covered by their original contract. During the month of April 2026, drawings and specifications for this additional work were completed and forwarded to Crossland for preparation of a cost proposal.

Crossland has agreed to remain under contract to complete the additional work, and in late April submitted a cost proposal, which has been reviewed by both Garver and Norman staff and deemed reasonable. During the month of May 2026, a change order will be prepared to add this work to the Contract and, upon approval by City Council, procurement activities will commence for the extra work. It is now anticipated that the new equipment will be fabricated and delivered in late 2026. In the interim, the dewatering system in its current state, has ample capacity to meet current biosolids production. Project will likely be ready for final acceptance in late 2026.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

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

In March 2022, NUA elected to defer construction of this project for one fiscal year to FY 2023 for budgetary reasons. For this reason, while Construction Manager at Risk (CMaR) was originally the project delivery method, the project will instead be delivered by a traditional Design/Bid/Build method with Greeley Hansen completing a bid-ready final design during the remainder of 2022 and early 2023 with project bidding in Spring 2023. On January 9, 2024, Amendment

No. 1 in the amount of $50,601 was executed with Greeley Hansen to reimburse them for the impact on design and bidding phases of the work associated with this change from CMaR to Design/Bid/Build.

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

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

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

During April 2026, a "re-kickoff" meeting convened with Greely Hansen and Norman staff and final design work is now ongoing. This should allow project to be bid by July 2026 with construction commencing by September 2026 and project completion in September 2027.

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

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

On August 14, 2025, proposals were received for the design of SMP-19, and, on September 15, 2025, the Norman Utilities Authority Evaluation Committee met and completed evaluation of the proposals. The committee selected Cowan Group (Cowan) of Oklahoma City, OK as the best design engineer for the project, and Cowan was informed on October 1, 2025. On March 24, 2026, City Council approved Contract K-2526-109 in the amount of $344,000 with Cowan. During the month of April 2026, a design kickoff meeting convened, and preliminary design is currently ongoing. Project should be ready for bid in August 2026. Construction contract would then be awarded in October 2026, and construction would proceed for approximately 2 years thereafter.

Engineer: Cowan Group (TBD)

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

For the above reasons, RFP-2526-8 was issued requesting proposals from engineers to perform the assessment of Lift Station D. On August 14, 2025, proposals were received, and, on September 15, 2025,

the Norman Utilities Authority Evaluation Committee convened to complete evaluation of those proposals. The committee selected Garver of Norman, Oklahoma as the best design engineer for the project. Garver was informed of their selection on October 1, 2025, and, after negotiation of scope and fees, a contract was approved by City Council on April 28, 2026. During the month of May 2026, a kickoff meeting will convene and initial assessment of Lift Station D will be scheduled.

Engineer: Garver (TBD)

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

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

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

Instead, the WRF has hired staff who are experienced in welding. To save significant costs, we are currently developing a plan to drain the digester over the course of a week. Once the digester is drained, a minimum of two hydrogen sulfide and methane gas detectors (one interior near the proposed welding area and one exterior near the proposed welding area) would be placed as a safety precaution prior to any welding. Once the weld site is deemed safe from hazardous gases, WRF staff would then weld a steel plate on the exterior of the floating roof's crack to seal the roof again. Sealing the roof would allow for it to be repressurized and "float" once again.

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

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

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

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

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

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

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

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

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

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

NUA and WRF staff will meet in April 2026 to discuss plans for rebidding the Digester No. 3 Cleanout.

Engineer: Garver – On-Call services

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

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

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

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

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

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

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

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

Engineer: Staff with assistance from Lemke Surveying

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

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

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

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

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

An onsite meeting with Garver was conducted in January 2025. During this meeting, Garver announced plans to conduct baseline sampling for the liquid and solid treatment trains at the WRF in February 2025. Also occurring in February 2025, NUA staff will begin mixing biosolids and yard clippings to create Class-A compost, specifically for use in the biosolids troughs that will be created and regularly sampled throughout the duration of this project.

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

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

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

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

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

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

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

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

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

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

Engineer: Garver (Bryce Callies)

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

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

Preconstruction meeting occurred on July 30, 2024 at the WRF. Crossland Construction Contractors produced schedule of work beginning in late Fall for the install of the Turbo Blowers. Lead times for electrical components for the centrifugal blowers are a driving factor for their installation not beginning until Winter of 2025. Crossland will be onsite at the WRF in August to verify measurements and confirm their construction sequence planning.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Engineer: Garver (Michael Nguyen)

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

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

## WATER PROJECTS:

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

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

Due to the critical nature of the project and the delayed progress in finalizing design for bid, meetings convened between NUA and Jacobs on January 6 and February 20, 2025. In these meetings, Jacobs and NUA committed to close coordination and working together toward the goal of completing final design as well as obtaining easements and permits in order to advertise the project in Summer of 2025. During April 2025, engineering and line maintenance staff reviewed current design documents, walked the alignment, and convened a review meeting on April 18, 2025. The major recommendation arising from this review was to move as much of the alignment as practical and acceptable into Robinson Avenue. As a result, a meeting convened with Norman Utilities Engineering, Utilities Line Maintenance and Public Works staff on June 26, 2025, and Public Works staff approved moving alignment into Robinson. Immediately following the meeting, NUA's final comments on drawings (which included a new alignment largely in Robinson) were forwarded to Jacobs. Between October 2025 and January 2026, NUA and Jacobs negotiated a Contract Amendment to

reimburse for additional fees associated with this revised alignment. On March 24, 2026, Amendment No. 1 in t amount of $121,687 was approved by City Council.

During the month of April 2026, a "re-kickoff" meeting convened and final design of the new alignment is now ongoing. Per the revised schedule in Amendment No. 1, Permits should be issued and project ready for bid by August 2026. Construction contract should then be awarded by October 2026, and construction should continue until mid-2027.

Engineer: Jacobs Engineering (Lisa Cox, PE)

Robinson Water Line: 12thAve NE to Porter (WA0242 – Phase V) – On August 14, 2025, Proposals were received for Project WA0242, Phase V and Phase VI, the final two segments of the Robinson Avenue 30" Water Line, which, upon completion, will increase transmission capacity between the Norman WTP and the west side of Norman. On September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of the proposals. The committee selected Ardurra of Oklahoma City, OK as the best design engineer for the Phase V, 12th Ave NE to Porter segment. During October 2025, a meeting to discuss contract scope convened, and an initial scope and budget proposal was received in late December 2025. Negotiations are ongoing and should be complete and engineering contract ready to present to City Council for approval in May 2026. Schedule for design, bidding and construction will be formalized as part of negotiations.

Engineer: Ardurra (TBD)

Various Urban Area Water Line Replacements (WA0381): On August 14, 2025, Proposals were received for Project WA0381, Various Urban Area Water Line Replacements, which consists of the replacement of approximately 3,200 LF of 6" and 8" water lines that have reached the end of their useful lives and the replacement of lead service lines. On September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of those proposals. The committee selected Parkhill of Oklahoma City, OK as the best design engineer for the project. Parkhill was informed of their acceptance on October 1, 2025. Contract K-2526-115 in the amount of $73,400 was approved by City Council on February 24, 2026, and a design kickoff meeting convened during March 2026. Preliminary design work is currently ongoing, and contract should be ready for bidding in July 2026 and a construction contract should be awarded to the low bidder in August 2026. Construction would then proceed from August 2026 through the end of 2026.

Engineer: Parkhill (Sara Senyondo)

Westwood Estates Water Line Replacements (WA0387): On August 14, 2025, Proposals were received for Project WA0387, Westwood Estates Water Line Replacements, which consists of the replacement of approximately 10,000 LF of 6" and 8" water lines that have reached the end of their useful lives and replacement of lead service lines in Westwood Estates east of 24th Ave between Crestmont and Dakota. On September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of those proposals. The committee selected Benham of Oklahoma City, OK as the best design engineer for the project. Contract K-2526-108 in the amount of $170,000 was approved by City Council on February 24, 2026. A design kickoff meeting convened in April 2026, and preliminary design work is currently ongoing. Project should be ready for bidding in September 2026 and a construction contract should be awarded to the low bidder in November 2026. Construction would then likely proceed from January 2027 through June 2027.

Engineer: Benham (TBD)

Carter Avenue Area Water Line Replacements (WA0388): On August 14, 2025, Proposals were received for Project WA0388, Carter Avenue Area Water Line Replacements, which consists of approximately 5,300 LF of 6" and 12" water lines that have reached the end of their useful lives and replacement of lead service lines along and adjacent to Carter Avenue between Acres and Robinson. On September 15, 2025, the Norman Utilities Authority Evaluation Committee convened to complete evaluation of those proposals. The committee selected Halff of Oklahoma City, OK as the best design engineer for the project. Halff was informed of their acceptance on October 1, 2025, and after negotiations, a contract was approved by City Council on April 14, 2026. A design kickoff meeting convened in late April 2026 and preliminary design is currently ongoing.

Engineer: Halff (TBD)

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

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

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

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

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

Contract K-2526-17 for Carollo in the amount of $1,271,525 was approved by City Council on October 28, 2025. A kickoff meeting convened in November 2025 and design is now ongoing. It is anticipated that two well projects will be ready for bidding to well drillers in the early summer 2026 with the pumps, piping and appurtenances to follow later in the year. The WTP Various improvements project is expected to be ready for bid by fall of 2026 with construction to follow starting before the end of 2026 and continuing through 2027.

Engineer: Carollo (Dan Ethington)

Tecumseh Water Line Replacement (WA0380): The existing 24-inch water line along Tecumseh Road is a vital component of the Norman water distribution system. The crossing of Interstate 35 is a portion that is extremely deep and is not able to be worked on by City staff due to this depth. This project will replace the pipe generally from Flood Avenue to Journey Parkway to provide more reliable and maintainable water service to the area and for transmission of water under Interstate 35. This project will also replace several ductile iron laterals along this corridor. Contract was

executed on February 27, 2024. Proposed alignment was reviewed and comments sent back to Plummer in May 2024. Next steps are to meet with Public Works on the timing of Tecumseh Road Widening Project from 24th to Flood, in an effort to determine the best window to replace the waterline along that section of road.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Staff met with Plummer to discuss comments regarding the 65% plans on March 23, 2026. ODOT permitting, DEQ permitting and final plans are expected in June 2026.

Engineer: Plummer *(Robert Weinert)*

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

is underway. Design phase completion is expected in late April 2024. Follow-up with Parkihill on May 7, 2024 has design phase expected completion on May 17.

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

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

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

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

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

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

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

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

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

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

Engineer: Parkhill (Sean Price)

Advanced Metering Infrastructure (WA0351): The City of Norman has an aged water meter population and current and improvement technology have improved such that advanced metering infrastructure would provide significant benefits for the City and its customers. The implementation of this technology will reduce staff requirements for the reading of meters and will ensure more timely and accurate readings. With daily water usage information accessible for staff and the customer, customers will be able to be notified of leaks and better understand how water is used at their property. This will also help with water conservation efforts and billing resolutions. In addition to water metering improvements, the system and technology will also be leveraged to the maximum extent possible for monitoring the water system and other City needs. The consultant has completed the assessment phase of the project. The procurement phase, specifically the generation of the Request for Proposal, began in November. In May 2022, the Bureau of Reclamation notified staff that the City was awarded a $500,000 grant under the Watersmart program or a $2,000,000 grant under the Bipartisan Infrastructure Law program. Upon direction from City Council, staff is moving forward with this project to fully implement the project. Request for Proposal (RFP) 2223-13 was issued on August 25, 2022. Proposals were received. Three vendors were short-listed and interviews were completed November 15-17, 2022. The top-ranked vendor was selected and contract negotiations are underway. A waiver from the BOR was received and the project is now moving forward with contracts awarded on April 9, 2024. The formal implementation kickoff was held in June. Radio network is installed and meters are communicating and reading on the system. Integration work for software is ongoing. Meter upgrades are about 98 percent complete and approximately 42,000 meters have been upgraded to date. Additional inventory is necessary to complete installation. Importing reads into production for billing is ongoing as routes are substantially complete. The Customer Engagement Portal is currently in development but roll-out is being pushed further back to better align with completion of the meter installations.

Consultant: E Source (Alyssa Pourciau)

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

This project will determine the best location, layout, and treatment processes for blending and treating the 41 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and

residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines ($NHCL_2$) should be found throughout all parts of the system in the future. In addition, maximum contaminant levels (MCLs) of total chromium and arsenic may be lowered by EPA, and a new MCL for hexavalent chromium may be established in the future, thus requiring additional treatment for the groundwater wells. NUA entered into a contract with Carollo Engineering, Inc. on June 22, 2021 in the amount of $95,090 to develop preliminary layouts for the future build-out of the facility including immediate needs and future treatment processes. The Notice to Proceed date was set for June 29, 2021 and a kick-off meeting and site field investigations are scheduled to be held on July 21, 2021. Staff met with SRB, LLC this month to obtain assistance for acquiring the land needed for the blending location which includes review of property records, survey and map, and negotiation assistance. A Purchase Order was created for $16,200 for these services, and a 28-acre parcel of land was approved to be purchased by Council on February 22, 2022 in the amount of $800,000. This 28-acres, which became for sale in 2021, is located near a potential site that was evaluated as being in a more favorable location based on the layout of our wellfield, as indicated by a hydraulic model conducted by Plummer Associates, LLC. A final Technical Memo was received from Carollo in August 2022 and was sent to Plummer. This memo will be utilized by Plummer to determine the layout and modeling needed for the preliminary disinfection system. The engineering contract with Plummer for design of the disinfection system was approved by Council on October 11, 2022 in the amount of $528,900. Staff had a kick-off meeting on November 1, 2022 with engineers. Staff held the chlorine demand and disinfection byproducts testing on December 19, 2022 at the WTP. No DBPs were detected and demand was very low, as expected. An additional sum of $49,286 was added to the contract for work needed to improve the design following public comments. The Planning Committee and City Council approved the revised platting/zoning for the location. The Engineering Report has been submitted to the ODEQ for review. The Engineer has completed the final design for the project. Staff is currently reviewing.

Site Evaluation Engineer: Carollo Engineering, Inc. (Tom Crowley & Rebecca Poole)
Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)
Disinfection System Engineer: Plummer Associates (Alan Swartz)

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

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

Engineer: Plummer Associates, Inc. (Chris Ferguson)

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

James Garner Ave Waterline Replacement from Main to Duffy (WA0338): This project will replace the aging 6, 8, 12, and 16-inch waterlines between Main Street and Duffy Street along James Garner Avenue in conjunction with the

Public Works Department James Garner Avenue Streetscape project currently being designed by Cowan Group Engineering, LLC. The waterlines in this area are over 50 years old and have experienced failures that disrupt water service and traffic flows. Replacement of these waterlines prior to the surface improvements will ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work. NUA entered into a contract with Cowan Group Engineering, LLC in the amount of $93,800 on June 22, 2021. A kick-off meeting was held on February 15, 2022 after 60% streetscape plans were completed. Additional items were added to the project so an amendment will be brought to City Council for approval. This project will be completed in combination with the Public Works project to reduce overall restoration costs and impacts to the public. Project was bid but was over budget for the roadway portion of the work. The engineering contract has been amended. Bidding documents have been received and staff is currently reviewing.

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

Jenkins Avenue Waterline Replacement (WA0353): This project will replace approximately 2,500 feet of existing 6-inch waterline with new 12-inch waterline in concert with the planned widening of Jenkins Avenue through the City of Norman Public Works Department. This project will also design a 1,000-foot extension of the Segment D transmission line recommended by the 2003 water mater plan. In addition, this project will install a non-potable reuse line from Imhoff Road to Constitution Street. Freese and Nichols, Inc. is currently under contract with Public Works to design the widening on Jenkins Avenue and also the intersection improvements at Jenkins Avenue/Constitution Street/Imhoff Street, so staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this waterline project in order to ensure a cohesive design for both street improvements and the new water lines in this area. The contract with Freese and Nichols was approved by council on April 27, 2021 in the amount of $95,740. Staff had a project kick-off meeting with engineers on May 27, 2021. Public Works will be combining the waterline work into the ODOT streetscape project. This will save money in restoration costs and allow for a shorter construction period for the entire project. ODOT has bid the project and awarded contract. Water line installation on this project is currently ongoing with all of the 12-inch water line installed from Timberdell to Lindsey. Additional work to be completed will be lowerings and extension of the 24-inch line from Constitution past the proposed traffic circle. Water work is completed to the level it can be until the next phase of the project.

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

Consultant: Voda.AI

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

Consultant: STV

## SANITATION CAPITAL PROJECTS:

Compost Facility Scale House (SA0019):

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

A discussion with Tricore took place on October 2, 2024 and they requested for Norman Utilities Staff to begin compiling bid documents. Bid documents are expected to be completed in November with the bidding process beginning in December. This project doesn't have the same priority as projects with federal or state funding window constraints such as the WRF Aeration Blowers and Biosolids CEC project, or projects that will have a greater impact on Norman residents such as the Danfield WL Replacement and SMP-18, which have all required significant input from the NUA in the period originally designated for producing the bid documents in October.

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

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

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

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

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

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

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

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

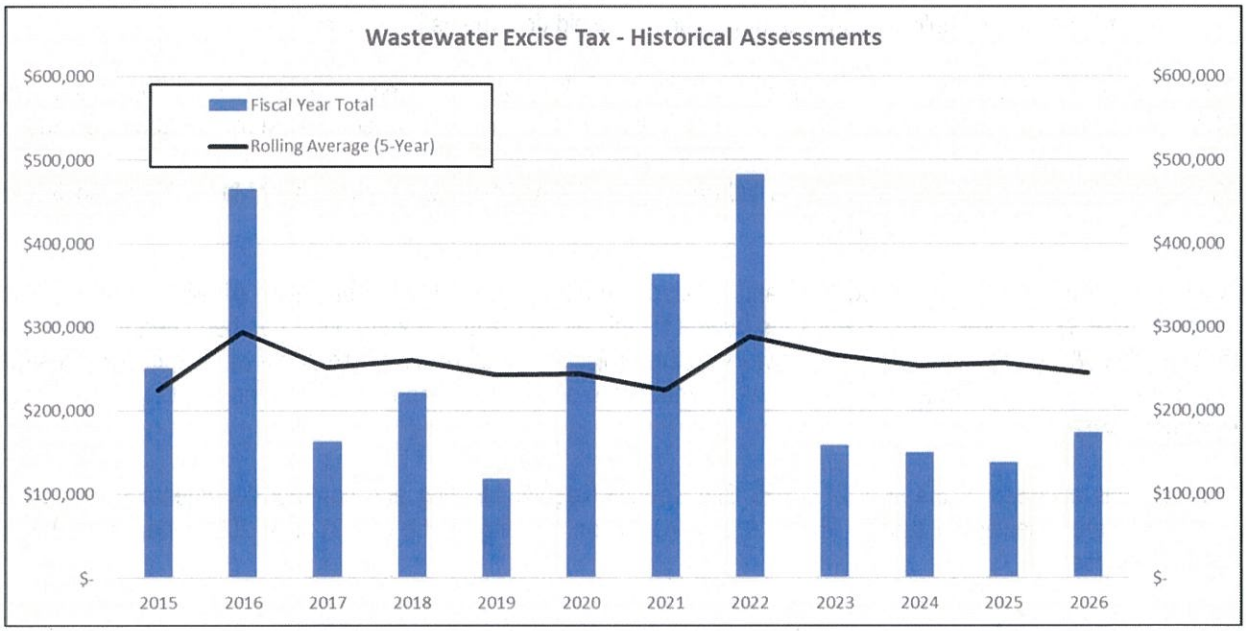
On December 29, 2025 construction began for this project. Construction began with pouring the foundation of the new compost facility building, and the facility has remained open during this portion of the construction.
In January 2026, the contractor completed the pour of the scale house foundation.
Change Order No. 2 was executed on March 10, 2026, to provide supplemental structural engineering plan sheets as well as additional metal structural materials for the roof. Work on the project is currently ongoing.

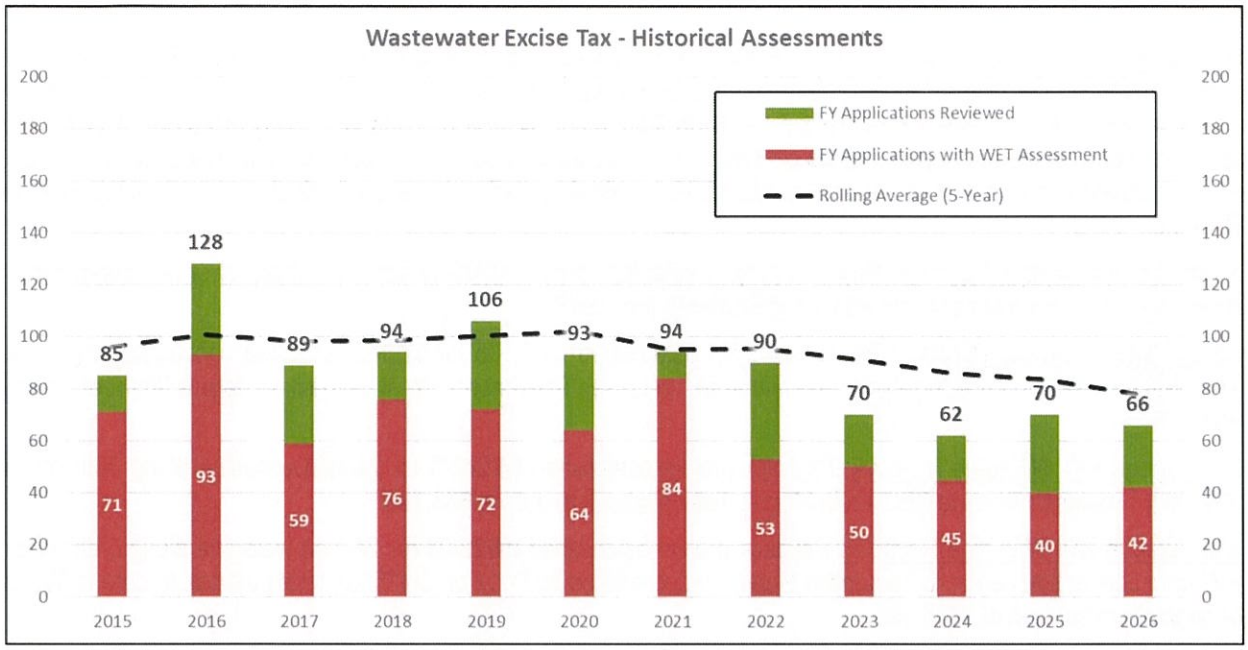
Engineer: TriCore Group, LLC (Greg Vance)

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

**Wastewater Excise Tax – Non-Residential:**

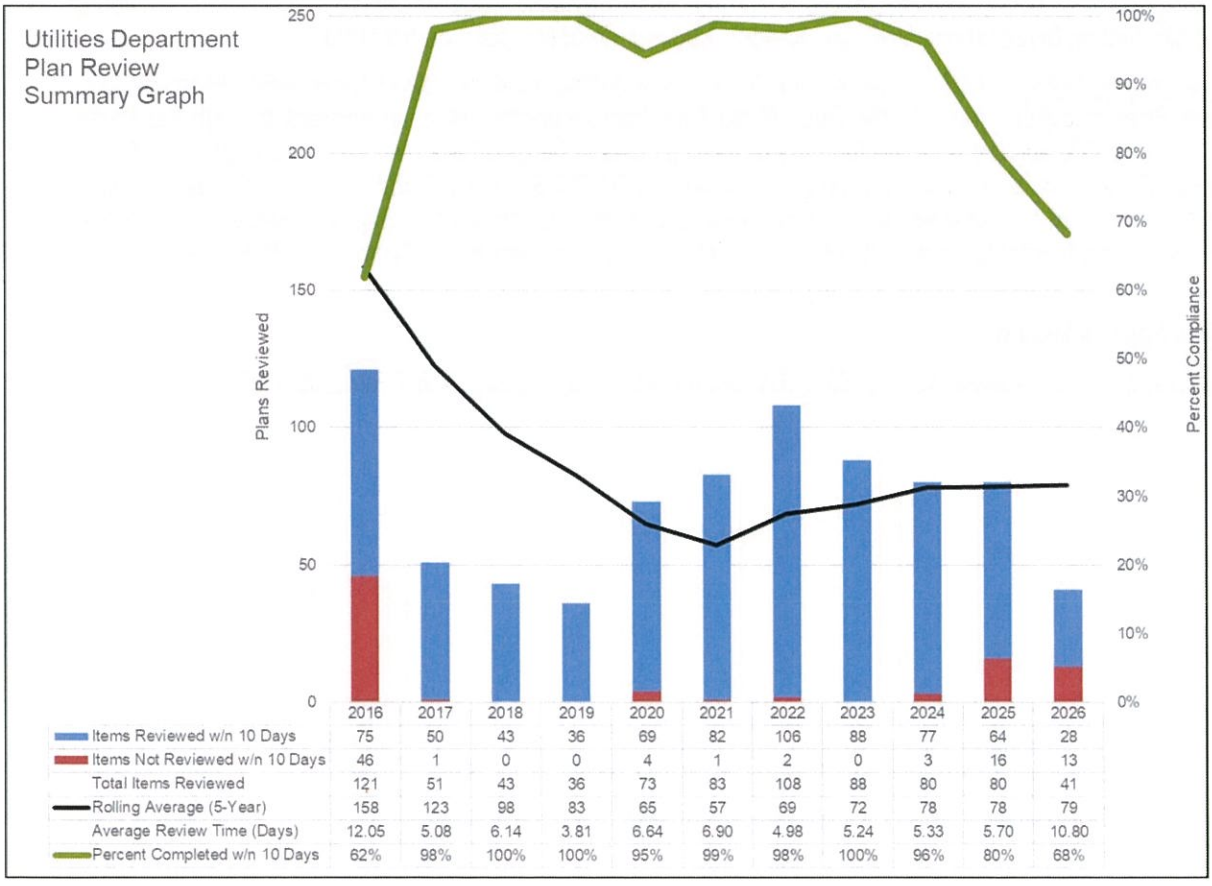
WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on nine commercial entities last month. Seven applications were determined to increase wastewater flows over the previous use of the site. For the fiscal year, 66 commercial properties have been reviewed and a total of $173,145.39 has been assessed to the entities that will increase wastewater flows for their respective property. Below are graphs showing the amount assessed and the number reviewed.






## PLAN REVIEW:

No plan sets were reviewed this past month. Staff has reviewed 41 plans for the current fiscal year with an average review time of 10.80 days and with 68 percent of plans reviewed within 10 days




| | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Items Reviewed w/n 10 Days | 75 | 50 | 43 | 36 | 69 | 82 | 106 | 88 | 77 | 64 | 28 |
| Items Not Reviewed w/n 10 Days | 46 | 1 | 0 | 0 | 4 | 1 | 2 | 0 | 3 | 16 | 13 |
| Total Items Reviewed | 121 | 51 | 43 | 36 | 73 | 83 | 108 | 88 | 80 | 80 | 41 |
| Rolling Average (5-Year) | 158 | 123 | 98 | 83 | 65 | 57 | 69 | 72 | 78 | 78 | 79 |
| Average Review Time (Days) | 12.05 | 5.08 | 6.14 | 3.81 | 6.64 | 6.90 | 4.98 | 5.24 | 5.33 | 5.70 | 10.80 |
| Percent Completed w/n 10 Days | 62% | 98% | 100% | 100% | 95% | 99% | 98% | 100% | 96% | 80% | 68% |

**RECOUPMENT PROJECTS:**

1. NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of $697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.
2. Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.
3. North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is $0.00 of potential $61,177.
4. 36th Avenue NW Waterline Payback: Payback project established 08/24/99 for 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Total payback to date is $65,123.
5. 24th Avenue NW Waterline Payback: Payback project established 04/22/08 for 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Medcore billed $27,212 on 04/15/20; total payback to date is $87,074 of original project cost of $346,134.
6. Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of $15,717.09 paid 12/15/15; total of $15,717.09 paid to date and will be returned to Links at end of fiscal year. Payback funds returned to Links in January 2018. Links check reissued in July 2019 as previous check was never cashed.
7. Interstate Drive Waterline Payback: NUA approved payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the Final Payback resolution approved 12/10/19. Hudiburg Subaru billed $28,540 on 04/24/20 and UNP was billed $32,963 for detention pond on 04/24/20.
8. Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Ruby Grant Waterline Payback project approved by Council 12/10/19; construction of 12-inch waterline is nearing completion. Battison Honda is considering new development along Interstate Drive north of Franklin Road that will connect to the Ruby Grant Waterline.

**Private Water Well Permits Issued**

Three private well permits were issued in April, 2026 (PRWL202601008, PRWL202601342, PRWL202601535)

**DIVISION OF ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY APRIL 2026 SUMMARY**

| | MONTHLY | YEAR-TO-DATE |
|---|---|---|
| **STORMWATER CONSTRUCTION SW** | | |
| INSPECTIONS | 108 | 984 |
| ACTIVE SITES | 101 | 958 |
| CITATIONS | 0 | 0 |
| NOVS | 0 | 0 |
| CDOS | 0 | 0 |
| SWOS | 0 | 0 |
| ECPS | 7 | 40 |
| | | |
| **STORMWATER INDUSTRIAL SW** | | |
| INSPECTIONS | 0 | 4 |
| ACTIVE SITES | 4 | 4 |
| CITATIONS | 0 | 0 |
| NOVS | 0 | 0 |
| CDOS | 0 | 0 |
| SWOS | 0 | 0 |
| ECPS | 0 | 0 |

| **STORMWATER MS4 OPERATIONS** | | |
|---|---|---|
| ACTION CENTER | 14 | 54 |
| PWSTORMWATER | 2 | 6 |
| CALLS | 13 | 77 |
| OTHER | 25 | 140 |
| TOTAL INQUIRIES | 54 | 277 |
| OUTFALL INSPECTIONS | 0 | 64 |
| MCM 5 INSPECTIONS | 0 | 129 |
| MCM 6/P2 INSPECTIONS | 0 | 22 |

| **PRETREATMENT/FATS, OILS, AND GREASE (FOG) PROGRAM** | | |
|---|---|---|
| FOG INSPECTIONS | 25 | 256 |
| FOOD LICENSE APPROVAL | 2 | 23 |
| SIU INSPECTIONS | 0 | 17 |
| SIU SITES SAMPLED | 0 | 32 |
| TABLE II MONITORING (%) | 0% | 100% |
| TABLE III MONITORING (%) | 25% | 50% |

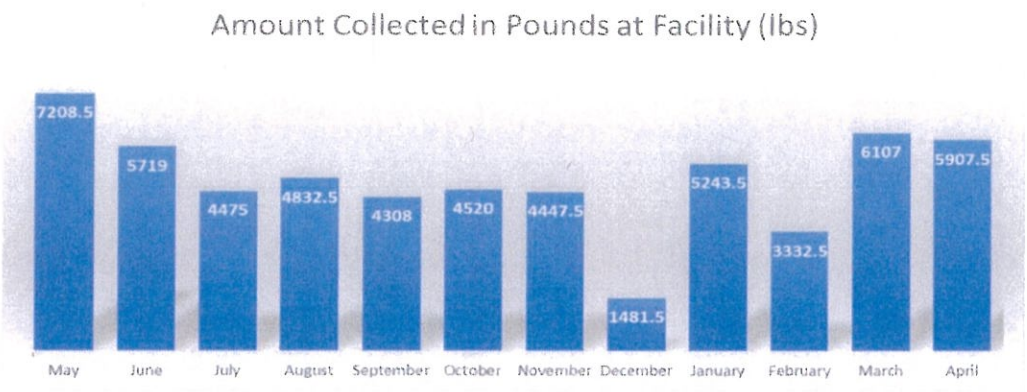
| **HOUSEHOLD HAZARDOUS WASTE** | | |
|---|---|---|
| HHWF: CARS SERVED | 86 | 716 |
| SWAP SHOP VISITS | 7 | 84 |
| OIL DISPOSED | 4095 | 23198 |
| ANTIFREEZE DISPOSED | 1800 | 8640 |
| TIRES DISPOSED | 14040 | 103865 |
| HHW MATERIAL COLLECTED | 5907.5 | 44655 |
| E-WASTE: CARS SERVED | 0 | 806 |
| E-WASTE COLLECTED | 0 | 47536 |
| TOTAL CARS SERVED | 86 | 1506 |
| TOTAL MATERIAL COLLECTED | 5907.5 | 90135.5 |

| REVENUE | | | | |
|---|---|---|---|---|
| FOG PROGRAM | $ | 2,000.00 | $ | 27,200.00 |
| SURCHARGE | $ | 15,871.02 | $ | 96,804.34 |
| LAB ANALYSIS RECOVERY | $ | - | $ | - |
| IND. Dischg. Permit fee | $ | - | $ | - |
| TOTAL | $ | 17,871.02 | $ | 124,004.34 |

| ACTIVITIES |
|---|
| |
| ***ECAB*** |
| Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research. |
| Participated in Earth Day Festival |
| Participated with Rotary Park Artful Inlets |
| Working on efforts to reduce contamination in recycling |
| ***DoERS*** |
| On April 1, discussion was held regarding next steps for the TBLLs. |
| On April 2, Loudenback and Chao participated in Reagan Elementary's Reading Night |
| On April 4, Boteler, Chao and Loudenback facilitated the Native Plant Workshop at the Well. |
| On April 4, Loudenback and Wright facilitated tree planting and cleanup with the Forester at Sutton. |
| On April 7, Loudenback attended the Spring Stormwater Technical Workshop by OFMA |
| On April 7-8, Gates oversaw Table III sampling of WRF |
| O April 9, EPA and OCC visited Bishop Creek and provided funding for the rain garden for Bishop Creek Eco Park. |
| On April 9, the DoERS Team hung the Water's Worth It poster submissions at Uncanny Art House. |
| On April 10, Loudenback, Gonzalez and Epperson facilitated the poster art show at Uncanny Art House during Art Walk. |
| On April 11, the DoERS Team (with Parks) facilitated the Big Event maintenance at several locations. |
| On April 13, Loudenback and Epperson presented to the Norman Newcomers. |
| On April 14, Mattingly, Loudenback and Chao met with students to discuss marketing for water. |
| On April 16-17, The DoERS Team accomplished Artful inlets at Rotary Park with some help from PW and Parks. |
| On April 18, Boteler, Gates, and Loudenback facilitated the Eastwood Park, Bishop Creek clean-up and invasive removal |
| On April 21, Loudenback and Epperson promoted Earth Day Festival on Oklahoma Living. |
| On April 22, Loudenback met with students from Dimensions Academy to talk about sustainability. |
| On April 22, Loudenback, Chao and Boteler attended the APWA luncheon on the ACCESS plan. |
| On April 22, The DoERS Team and NAC celebrated Artful Inlets with a walkthrough and toast. |
| On April 25, Billings and Wright facilitated the Reaves Park cleanup. |
| On April 26, Earth Day Festival was held in Reaves Park. |
| On April 27, Loudenback was elected secretary of LTWA |
| On April 28-29, the DoERS Team facilitated the KOB Affiliate Forum. |
| |

**Upcoming Events:**

May 13 - 2nd Brown Bag
May 16 - Ewaste at Ruby Grant
May 18 - Touch a Truck
May 19 - PW Week at LEAF
May 28 - Operator Certification Class
May 30 - Bug picking and BCWP meeting






CITY OF NORMAN
DEPARTMENT OF UTILITIES
LINE MAINTENANCE DIVISION

MONTHLY PROGRESS REPORT
WATER MAINTENANCE

| | FYE 2026 | | FYE 2025 | |
|---|---|---|---|---|
| April 2026 | MONTH | YTD | MONTH | YTD |
| **New Meter Sets:** | **36** | **329** | **18** | **336** |
| Number Short Sets | 33 | 325 | 18 | 318 |
| Number Long Sets | 3 | 4 | 0 | 18 |
| Average Meter Set Time | 6.19 | 5.67 | 8.36 | 6.21 |
| Number of Work Orders: | | | | |
| Service Calls | 537 | 4,779 | 481 | 5,213 |
| Meter Resets | 2 | 5 | 0 | 4 |
| Meter Removals | 21 | 73 | 0 | 28 |
| Meter Changes | 28 | 223 | 20 | 489 |
| Locates Completed | 477 | 5,440 | 626 | 5,596 |
| Number of Water Main Breaks | 13 | 136 | 9 | 152 |
| Average Time Water Off | 0.54 | 1.55 | 1.33 | 1.51 |
| Number of Water Leaks | 85 | 744 | 44 | 479 |
| Fire Hydrants: | | | | |
| New | 0 | 1 | 0 | 1 |
| Replaced | 3 | 8 | 1 | 9 |
| Maintained | 37 | 647 | 24 | 440 |
| Number of Valves Exercised | 90 | 1,230 | 112 | 1,125 |
| Feet of Main Construction | 0 | 400 | 0 | 0 |
| Hours of Main Construction | 0 | 596 | 0 | 0 |
| Meter Changeovers | 0 | 4 | 0 | 0 |
| OJI's | 0 | 2 | 0 | 6 |
| Hours Flushing/Testing New Mains | 11.22 | 223 | 10 | 110 |
| Hours Worked Outside of Division | 0.00 | 0.00 | 0 | 0 |

CITY OF NORMAN
DEPARTMENT OF UTILITIES
LINE MAINTENANCE DIVISION

MONTHLY PROGRESS REPORT
SEWER MAINTENANCE

| | FYE 2026 | | FYE 2025 | |
|---|---|---|---|---|
| April 2026 | MONTH | YTD | MONTH | YTD |
| | | | | |
| Obstructions: | | | | |
| City Responsibility | 0 | 12 | 6 | 21 |
| Property Owner Responsibility | 16 | 174 | 27 | 204 |
| TOTAL | 16 | 186 | 33 | 225 |
| Number of Feet of Sewer Cleaned: | | | | |
| Cleaned | 97,454 | 857,290 | 114,223 | 1,039,665 |
| Rodded | 6,726 | 42,294 | 4,650 | 40,167 |
| Foamed | 0 | 60,012 | 26,373 | 86,857 |
| SL-RAT | 0 | 17,098 | 9,543 | 26,696 |
| **TOTAL** | **104,180** | **976,694** | **154,789** | **1,193,385** |
| Sewer Overflows: | | | | |
| Rainwater | 0 | 0 | 2 | 2 |
| Grease/Paper/Roots | 0 | 5 | 1 | 3 |
| Obstruction | 0 | 2 | 0 | 1 |
| Private | 0 | 9 | 2 | 3 |
| Other (Lift Station, Line Break, etc.) | 0 | 0 | 0 | 0 |
| **Total Overflows** | **0** | **16** | **5** | **9** |
| Feet of Sewer Lines Televised | 38,099 | 315,774 | 40,973 | 373,387 |
| Locates Completed | 338 | 2,857 | 261 | 2,638 |
| Manholes: | | | | |
| Inspected | 1,268 | 11,267 | 1,362 | 11,934 |
| New | 0 | 1 | 0 | 0 |
| Raised | 0 | 41 | 0 | 21 |
| Repaired | 0 | 24 | 0 | 20 |
| Feet of Sewer Lines Replaced/Repaired | 0.00 | 69.50 | 3 | 30 |
| Hours Worked at Lift Station | 39.65 | 480.20 | 72 | 541 |
| Hours Worked for Other Departments | 4.00 | 30.14 | 22.08 | 66.16 |
| OJI's | 0 | 3 | 0 | 2 |
| Square Feet of Concrete | 0 | 198 | 0 | 0 |
| Average Response Time (Minutes) | 22.00 | 22.81 | 26.00 | 21.90 |
| Number of Claims | 0.00 | 0.00 | 1.00 | 0.00 |

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
April 1-30, 2026

**Flow Statistics**

| | FYE 2026 | | FYE 2025 | |
|---|---|---|---|---|
| | This Month | YTD | This Month | YTD |
| Total Influent Flow (M.G.) | 332.3 | 3182.2 | 461.0 | 3464.6 |
| Total Effluent Flow (M.G.) | 336.4 | 3040.7 | 456.8 | 3401.2 |
| Influent Peak Flow (MGD) | 14.0 | 16.8 | 40.5 | 40.5 |
| Effluent Peak Flow (MGD) | 14.4 | 14.4 | 42.3 | 42.3 |
| Daily Avg. Influent Flow (MGD) | 11.1 | 11.1 | 15.4 | 11.5 |
| Daily Avg. Effluent Flow (MGD) | 11.2 | 11.2 | 15.2 | 11.1 |
| Precipitation (inches) | 7.5 | 46.1 | 26.8 | 78.8 |

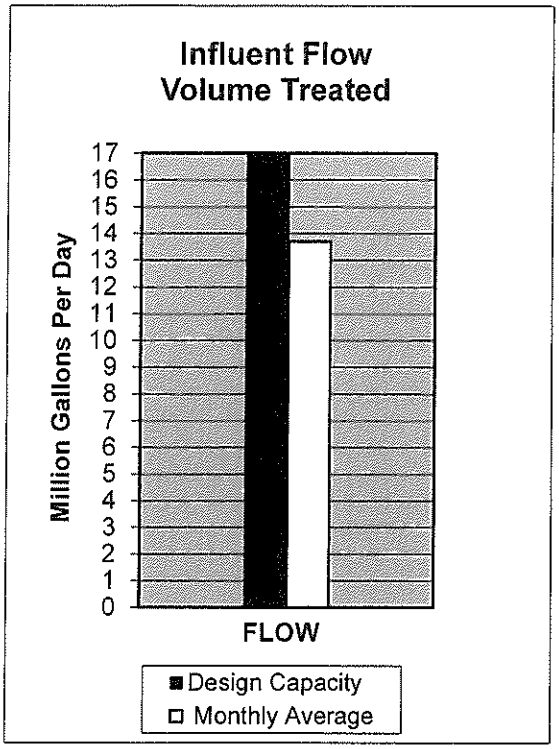
| **Discharge Monitoring Report Stats** | EPA minimum percentage removal 85% | | |
|---|---|---|---|
| 5 day BOD: | Avg. | | Avg. |
| Influent Total (mg/l) | 164 | | 123 |
| Effluent Carbonaceous Total | 3 | | 3 |
| Percent Removal | 98.2 | | 97.6 |
| Total Suspended Solids: | | | |
| Influent (mg/L) | 236 | | 188 |
| Effluent (mg/L) | 6.8 | | 44 |
| Percent Removal | 97.1 | | 76.8 |
| Dissolved Oxygen: | | | |
| Influent (min) | 0.8 | | 0.6 |
| Effluent (min) | 6.6 | | 6.2 |
| pH | | | |
| Influent (Low) | 6.7 | | 7.0 |
| (High) | 8.95 | | 7.4 |
| Effluent (Low) | 6.5 | | 6.7 |
| (High) | 7.12 | | 7.4 |
| Ammonia Nitrogen | | | |
| Influent (mg/L) | 35.2 | | 24.7 |
| Effluent (mg/L) | 0.6 | | 2.2 |
| Percent Removal | 98.3 | | 91.9 |

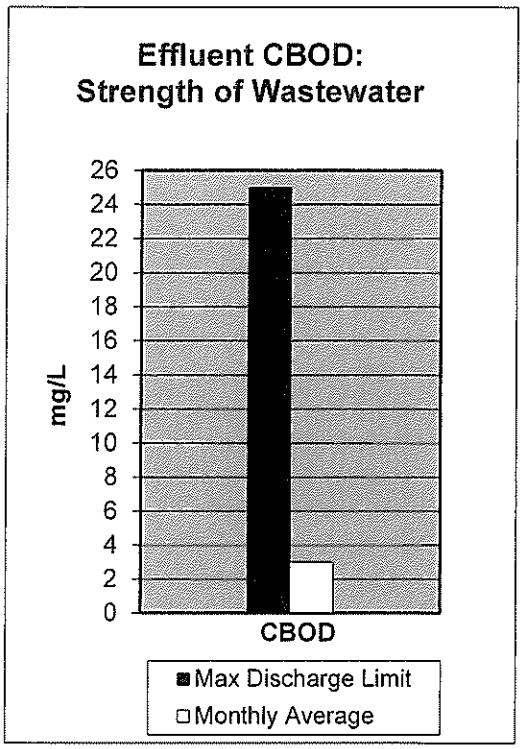
**Utilities**

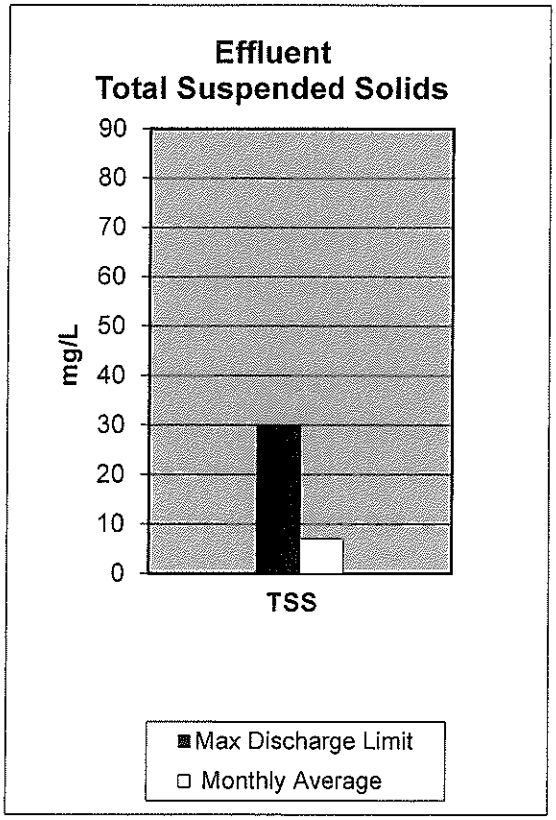
| | | | | |
|---|---|---|---|---|
| Electrical | | | | |
| Total kWh Used (Plant wide) | 366,140 | 4,628,280 | 444,280 | 4,991,380 |
| Aeration Blowers | 137,100 | 1,449,100 | 135,700 | 1,278,200 |
| UV Facility | 50,000 | 585,000 | 56,800 | 702,000 |
| Natural Gas | | | | |
| Total cubic feet/day (plant wide) | 628,000 | 5,342,360 | 552,000 | 4,623,000 |
| Public Education (Tours) | | | 2 | 16 |
| Total Attendees for FYE 26 | | 69 | | 203 |
| OU Golf Course (Pumped) | | | 9.3 | 94.4 |

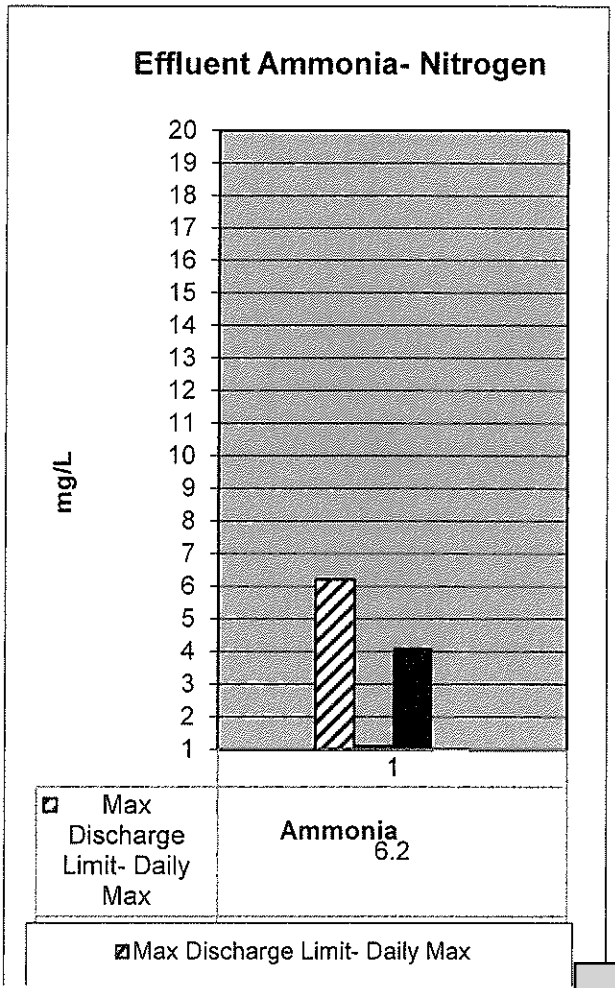
E. coli average for April 2026 **42** MPN (Limit is 630 )

CITY OF NORMAN
WATER RECLAMATION FACILITY
April 2026




Comments here

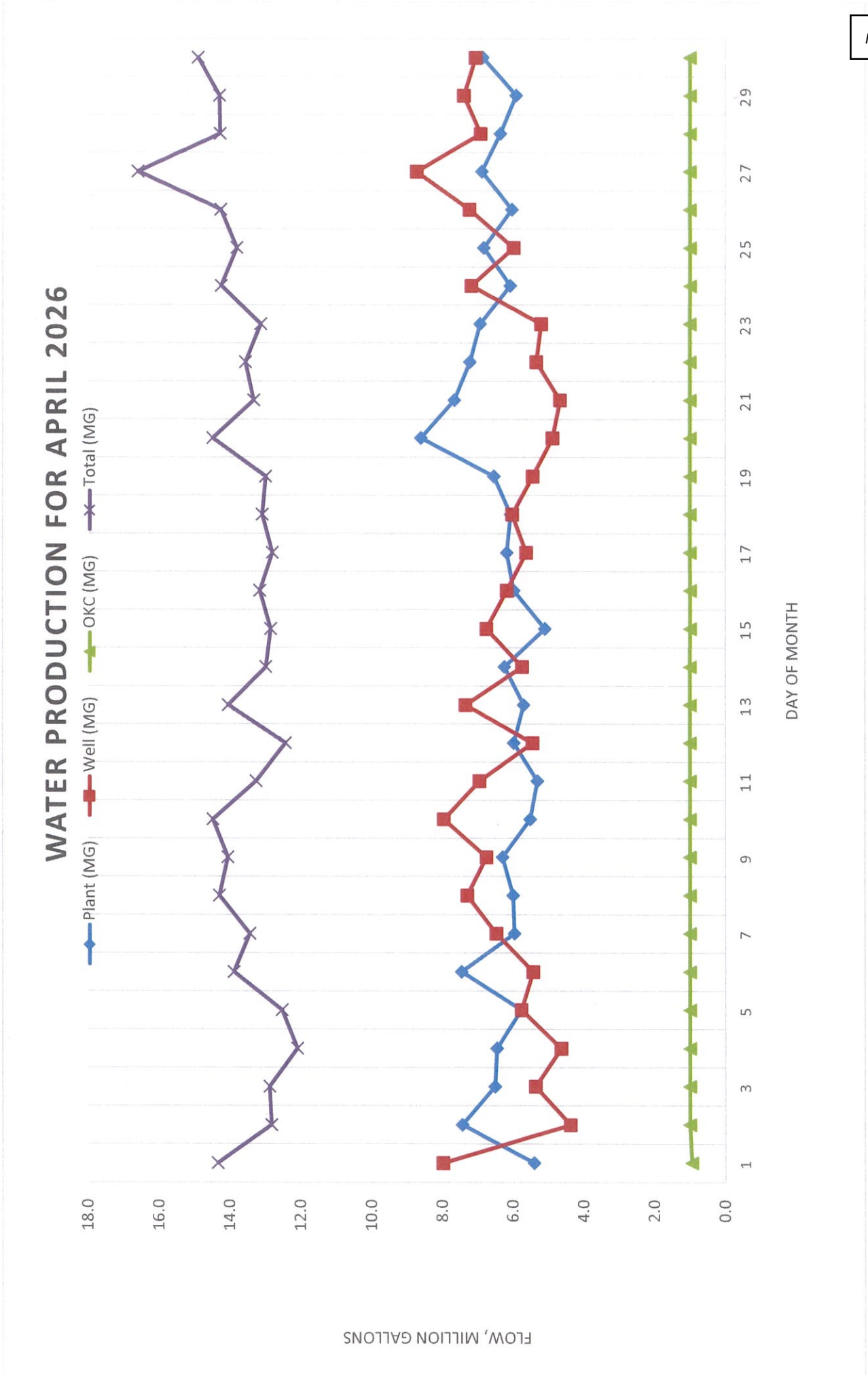
CITY OF NORMAN, OKLAHOMA
DEPARTMENT OF UTILITIES

MONTHLY PROGRESS REPORT

WATER TREATMENT DIVISION — MONTH: April-2026

| | FYE 2026 | | FYE 2025 | |
|---|---|---|---|---|
| **Water Supply** | This month | Year to date | This month | Year to date |
| Plant Production (MG) | 191.27 | 3054.58 | 336.20 | 3394.28 |
| Well Production (MG) | 188.07 | 1006.53 | 32.22 | 819.25 |
| Oklahoma City Water Used (MG) | 29.95 | 303.71 | 30.00 | 300.05 |
| Total Water Produced (MG) | 409.29 | 4364.81 | 398.42 | 4513.58 |
| Average Daily Production | 13.64 | 14.36 | 13.28 | 14.85 |
| **Peak Day Demand** | | | | |
| Million Gallons | 16.61 | 21.14 | 15.96 | 23.15 |
| Date | 4/27/2026 | 8/18/2025 | 4/13/2025 | 8/6/2024 |
| System Capacity (see note 1) | 30.34 | 30.34 | 30.34 | 30.34 |
| Demand Above Capacity (Peak Day) | 0.00 | 0.00 | 0.00 | 0.00 |
| Note 1: 2024- system capacity updated to reflect actual firm capacity from all sources | | | | |
| **Costs** | | | | |
| Plant | $674,611.67 | $7,060,863.05 | $685,863.90 | $6,967,176.23 |
| Wells | $272,301.05 | $2,360,539.71 | $215,298.84 | $2,322,838.10 |
| OKC | $131,226.32 | $1,150,106.15 | $110,017.99 | $1,010,146.17 |
| Total | $1,078,139.04 | $10,571,508.91 | $1,011,180.73 | $10,300,160.50 |
| **Cost per Million Gallons** | | | | |
| Plant | $3,527.07 | $2,311.57 | $2,040.03 | $2,052.62 |
| Wells | $1,447.86 | $2,345.22 | $6,682.77 | $2,835.33 |
| OKC | $4,381.66 | $3,786.91 | $3,667.39 | $3,366.57 |
| Total | $2,634.18 | $2,421.98 | $2,537.98 | $2,282.04 |
| **Water Quality** | | | | |
| Bacterial Samples in Compliance | 100 | 996 | 100 | 1,001 |
| Bacterial Samples out of Compliance | 0 | 16 | 0 | 2 |
| Total number of inquiries (Note 2) | 0 | 7 | 0 | 11 |
| Total number of complaints (Note 2) | 0 | 39 | 3 | 33 |
| Number of complaints per 1000 service connections | 0.00 | 0.95 | 0.07 | 0.77 |
| Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished. | | | | |
| **Safety** | | | | |
| Hours lost to OJI | 0 | 0 | 0 | 28 |
| Hours lost to TTD | 0 | 0 | 0 | 0 |
| Total Hours Lost | 0 | 0 | 0 | 28 |
| Safety Training Sessions Held | 1 | 1 | 0 | 0 |
| **Public Education** | | | | |
| Number of tours conducted | 1 | 16 | 2 | 18 |
| Number of people on tours | 10 | 203 | 17 | 191 |

**Notes:**
Repaired level sensors on Fluorosilicic acid storage and daytank.
Repaired flow meter on MHS pump 1.
Replace SH injector at the Raw water vault and repaired SH leak in lime building.


WATER PRODUCTION FOR APRIL 2026
Plant (MG)
Well (MG)
OKC (MG)
Total (MG)
FLOW, MILLION GALLONS
DAY OF MONTH
18.0
16.0
14.0
12.0
10.0
8.0
6.0
4.0
2.0
0.0
1
3
5
7
9
11
13
15
17
19
21
23
25
27
29

# COMPOST MONTHLY REPORT

## APRIL 2026

| | MONTH |
|---|---|
| TONS BROUGHT IN BY COMPOST CREWS: | 556.62 |
| LANDFILL TIPPING FEE'S | $ 21.75 |
| SAVINGS FROM NOT DUMPING AT LANDFILL: | $ 12,106.49 |

| | |
|---|---|
| TONS BROUGHT IN BY PUBLIC: | 1,000.00 |
| TONS BROUGHT IN BY CONTRACTORS : | 2,128.00 |
| TONS BROUGHT IN BY OTHER CITY DEPARTMENTS: | 500.00 |
| LANDFILL TIPPING FEE'S | $ 21.75 |
| SAVINGS FROM NOT DUMPING AT LANDFILL: | $ 78,909.00 |

| | |
|---|---|
| TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL: | $ 91,015.49 |

| | |
|---|---|
| REVENUE COLLECTED FROM COMPOST SALES: | **$250.00** |
| REVENUE COLLECTED FROM GATE SALES: | **$2,660.00** |

| | |
|---|---|
| TOTAL TONS COLLECTED | **4,184.62** |

| | MULCH CUBIC YDS MONTH | COMPOST CUBIC YDS MONTH |
|---|---|---|
| PARKS DEPT. | 100 | 0 |
| ROAD & CHANNEL | 0 | 0 |
| LINE MAINTENANCE | | 0 |
| STREET DEPT. | 100 | 0 |
| WATER TREATMENT | 0 | 0 |
| MURPHY PRODUCTS OKC | 0 | 0 |
| SELF LOADING BIN | 200 | 200 |
| DRYING BEDS | 1,000 | |
| COMPOST SOLD BY CUBIC YARDS | 0 | 75 |
| MULCH SOLD BY CUBIC YARDS | 1,000 | 0 |
| TOTAL: | 2,400 | 275 |

# CURBSIDE MONTHLY RECYCLING REPORT

**Apr-26**

| PROGRAM STATISTICS | |
|---|---|
| | **AVERAGE MONTH** |
| SET OUT/PARTICIPATION RATE: | 98% |
| | |
| AVERAGE TONS PER DAY : | 15.41 |
| | |
| POUNDS PER HOME: | 17.96 |

| COMMODITY BY TON | | |
|---|---|---|
| | **% of Total** | **TONS** |
| ALUMINUM BEVERAGE CAN | 2.10% | 7.99 |
| #1 PET | 5.50% | 20.93 |
| NEWS | 0.00% | 0 |
| GLASS CONTAINERS | 5.72% | 21.77 |
| MIX PAPER | 33.40% | 127.1 |
| PLASTIC FILM | 0.57% | 2.17 |
| #2 NATURAL | 0.90% | 3.42 |
| #2 COLOR | 1.10% | 4.19 |
| #3-#7 | 0.00% | 0 |
| METAL | 0.82% | 3.12 |
| RIGIDS | 0.89% | 3.39 |
| TIN-STEEL SCRAP | 3.30% | 12.56 |
| TRASH | 28.30% | 107.69 |
| OCC | 17.40% | 66.21 |
| **TOTAL** | **100.00%** | **380.54** |

| | **MONTH** |
|---|---|
| SERVICE CALLS (MISSES) | 5 |
| HOUSESIDE | 0 |
| REMINDER | 0 |
| SCATTERED | 0 |
| MISC. | 0 |
| REPAIR | 6 |
| NEW | 59 |
| ADD | 5 |
| MISSING | 4 |
| EXCHANGE | 0 |
| REPLACE | 3 |
| PICK UP | 38 |
| | |
| | |
| | |
| **TOTAL CALLS** | 120.00 |

| | **MONTH** |
|---|---|
| **LANDFILL COST AVOIDANCE** | $8,276.75 |

# SANITATION DIVISION PROGRESS REPORT

## SUMMARY 2026

| | FYE 26 MONTH | FYE 26 YR-TO-DATE |
|---|---|---|
| **Vehicle Accidents** | **1** | 9 |
| **On The Job Injuries** | **0** | 3 |
| **Bulk Pickups** | **52** | 555 |
| **Refuse Complaints** | **130** | 1164 |
| **New Polycarts Requests** | **75** | 546 |
| **Polycarts Exchanges** | **3** | 47 |
| **Additional Polycart Requests** | **81** | 651 |
| **Replaced Stolen Polycarts** | **15** | 201 |
| **Replaced Damaged Polycarts** | **63** | 516 |
| **Polycarts Repaired** | **24** | 241 |

# MONTHLY TRANSFER STATION REPORT
## April 2026

| | TONS PER MONTH | REVENUE PER MONTH |
|---|---|---|
| O.U. | 430.81 | $25,396.22 |
| STANDARD GATE | 762.39 | $80,088.76 |
| RESIDENTIAL | 440.52 | $13,907.60 |
| MATTRESS | | $25.00 |
| TOTALS: | 1,633.72 | $119,417.58 |

| | | MONTH |
|---|---|---|
| # OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS. | | 491.00 |
| # OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS. | | 9553.01 |
| # OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS. | | 0.00 |
| # OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS: | | 0.00 |
| TOTAL LOADS BROUGHT TO LANDFILLS: | | 491.00 |
| GRAND TOTAL TONS TO LANDFILLS | | 9,553.01 |
| DISPOSAL COST PER TON (OKC) | | $21.75 |
| TIPPING FEE'S FOR DUMPING AT OKC: | | $207,777.97 |
| GRAND TOTAL TIPPING FEE'S | | $207,777.97 |
| # OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS: | | 684.00 |
| # OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS: | | 4232.83 |
| # OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS: | | 772.00 |
| # OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS: | | 3797.71 |
| TOTAL LOADS BROUGHT TO TRANSFER STATION: | | 1456.00 |
| TOTAL TONS BROUGHT TO TRANSFER STATION: | | 8030.54 |
| MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.: | | 119.70 |
| TOTAL TONS RECEIVED AT TRANSFER STATION | | 8150.24 |

# Drop Center Report April 2026

| MONTHLY UNIT PRICES | Revenue per ton | Proc. Fee | LBs Rejected | Tons Rejected | % | LNDFL Fee | Tons Diverted | $ Diverted |
|---|---|---|---|---|---|---|---|---|
| ALUMINUM: | $950.00 | $0.00 | 0 | 0 | 0% | $21.75 | 237.48 | $5,165.19 |
| PLASTICS: | $0.00 | $0.00 | | | | | | |
| STEEL CANS: | $0.00 | $0.00 | | | | | | |
| MIXED OFFICE PAPER: | $0.00 | $0.00 | | | | | | |
| CARDBOARD: | $20.00 | $0.00 | | | | | | |

| RECYCLING CENTER DATA: | #9 | Westwood | Hollywood | Transfer | | | | |
|---|---|---|---|---|---|---|---|---|
| | TONS | TONS | Tons | Tons | Total Tons | PRO/FEE | Revenues | Net |
| ALUMINUM: | 0.4 | 0.2 | 0.65 | 0.05 | 1.3 | $0.00 | $1,235.00 | $1,235.00 |
| PLASTICS: | 2.61 | 0.84 | 3.44 | 0.26 | 7.15 | $0.00 | $0.00 | $0.00 |
| STEEL CANS: | 0.4 | 0.2 | 0.65 | 0.05 | 1.3 | $0.00 | $0.00 | $0.00 |
| MIXED OFFICE PAPER: | 3.76 | 1.64 | 3.52 | 0 | 8.92 | $0.00 | $0.00 | $0.00 |
| CARDBOARD: | 23.83 | 13.61 | 36.09 | 2.44 | 75.97 | $0.00 | $1,519.40 | $1,519.40 |
| RECYCLING CENTER TOTALS: | 31 | 16.49 | 44.35 | 2.8 | 94.64 | $0.00 | $2,754.40 | $2,754.40 |

| Commercial Cardboard Containers | | Compactors | | Glass |
|---|---|---|---|---|
| TONS | Revenues | TONS | Revenues | TONS |
| 43.17 | $863.40 | 4.12 | $82.40 | 24.13 |

| Expenses | Average hrly+ benefits | | $26.78 | | |
|---|---|---|---|---|---|
| | Cage Rolloff | Cardboard | Occ Compact | MXD Office | Total |
| Hours | 52 | 205.5 | 4 | 16 | 277.5 |
| Labor $ | $1,392.56 | $5,503.29 | $107.12 | $428.48 | $7,431.45 |
| Vehicle cost | $700.96 | $2,343.63 | $53.92 | $215.68 | $3,314.19 |

| Customer Revenue |
|---|
| $12,150.38 |

| Total All Recycle and Cardboard | |
|---|---|
| Tons | Revenues |
| 166.06 | $3,700.20 |

| Total Recycle Only | |
|---|---|
| Tons | Revenues |
| 42.8 | $1,235.00 |

| Total Cardboard | |
|---|---|
| Tons | Revenues |
| 123.26 | $2,465.20 |

| Revenue | Income | Expense | Net |
|---|---|---|---|
| | $15,850.58 | $10,745.64 | $ 5,104.94 |

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Kim Coffman, Budget Manager

**PRESENTER:** Kim Coffman, Budget Manager

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

DATE: May 11, 2026

TO: City Council

FROM: Clint Mercer, Finance Director

REVIEWED BY: Kim Coffman, Chief Accountant / Assistant Finance Director

PREPARED BY: Debbie Whitaker, Municipal Accountant III

SUBJECT: Finance Director's Investment Report

| | MONTHLY COMPARISON | | | | | | ANNUAL COMPARISON | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| FUND | MONTHLY BUDGETED INTEREST EARNINGS FYE 26 | MONTHLY INTEREST EARNINGS April 2026 | MONTHLY % INCREASE (DECREASE) | MONTHLY INTEREST % OF PORTFOLIO HOLDINGS | MONTH-END BALANCE April 2026 | MONTHLY % OF PORTFOLIO HOLDINGS | ANNUAL BUDGETED INTEREST EARNINGS FYE26-YTD | INTEREST EARNINGS YTD FYE 26 | YTD % INCREASE (DECREASE) | YTD % PORTFOLIO HOLDINGS |
| GENERAL FUND | $16,752 | $32,205 | 92.25% | 5.73% | 10,838,146 | 4.89% | $167,517 | $313,973 | 87.43% | 5.17% |
| NET REVENUE STABILIZATION | $4,167 | $14,256 | 242.14% | 2.54% | 5,137,255 | 2.32% | $41,667 | $160,293 | 284.70% | 2.64% |
| PUBLIC SAFETY SALES TAX FUND | $4,167 | $6,953 | 66.88% | 1.24% | (1,774,364) | -0.80% | $41,667 | $54,149 | 29.96% | 0.89% |
| HOUSING | N/A | $0 | 100.00% | 0.00% | 3,362,793 | 1.52% | N/A | $1,096 | 100.00% | 0.02% |
| SPECIAL GRANTS FUND | N/A | $10,845 | 100.00% | 1.93% | 10,584,878 | 4.77% | N/A | $153,355 | 100.00% | 2.53% |
| ROOM TAX FUND | $208 | $3,556 | 1606.68% | 0.63% | 1,142,756 | 0.52% | $2,083 | $36,113 | 1633.44% | 0.59% |
| YFAC FUND | $0 | $1,220 | 0.00% | 0.22% | (180,971) | -0.08% | $0 | $4,832 | 0.00% | 0.08% |
| SEIZURES | $42 | $4,563 | 10851.82% | 0.81% | 1,647,945 | 0.74% | $417 | $38,423 | 9121.46% | 0.63% |
| CLEET FUND | N/A | $3 | 100.00% | 0.00% | 586 | 0.00% | N/A | $81 | 100.00% | 0.00% |
| TRANSIT & PARKING FUND | $0 | $0 | 0.00% | 0.00% | 1,702,619 | 0.77% | $0 | $23,158 | 0.00% | 0.38% |
| ART IN PUBLIC PLACES FUND | N/A | $6 | 100.00% | 0.00% | 1,092 | 0.00% | N/A | $67 | 100.00% | 0.00% |
| WESTWOOD FUND | $625 | $438 | -29.96% | 0.08% | 759,144 | 0.34% | $6,250 | $5,186 | -17.02% | 0.09% |
| WATER FUND | $10,000 | $157,324 | 1473.24% | 27.98% | 57,010,158 | 25.71% | $100,000 | $1,593,763 | 1493.76% | 26.26% |
| WASTEWATER FUND | $4,167 | $21,954 | 426.90% | 3.90% | 7,826,632 | 3.53% | $41,667 | $221,873 | 432.50% | 3.66% |
| SEWER MAINTENANCE FUND | N/A | $51,419 | 100.00% | 9.14% | 18,514,938 | 8.35% | N/A | $567,923 | 100.00% | 9.36% |
| DEVELOPMENT EXCISE | $5,833 | $5,827 | -0.11% | 1.04% | 2,006,879 | 0.91% | $58,333 | $63,418 | 8.72% | 1.04% |
| SANITATION FUND | $25,000 | $30,945 | 23.78% | 5.50% | 11,126,636 | 5.02% | $250,000 | $350,669 | 40.27% | 5.78% |
| RISK MANAGEMENT FUND | N/A | $0 | 100.00% | 0.00% | (3,020,129) | -1.36% | N/A | $4,940 | 100.00% | 0.08% |
| CAPITAL PROJECTS FUND | $58,333 | $119,569 | 104.98% | 21.26% | 60,463,016 | 27.27% | $583,333 | $1,430,449 | 145.22% | 23.57% |
| NORMAN FORWARD SALES TAX | $1,250 | $21,843 | 1647.41% | 3.88% | 9,843,121 | 4.44% | $12,500 | $239,811 | 1818.49% | 3.95% |
| PARKLAND FUND | $833 | $2,707 | 224.79% | 0.48% | 978,109 | 0.44% | $8,333 | $29,672 | 256.07% | 0.49% |
| UNP TAX INCREMENT DISTRICT | $0 | $16,957 | 100.00% | 3.02% | 5,963,758 | 2.69% | $0 | $173,635 | 100.00% | 2.86% |
| CENTER CITY TAX INCREMENT DIST | $167 | $20,562 | 0.00% | 3.66% | 7,475,454 | 3.37% | $1,667 | $196,228 | 100.00% | 3.23% |
| SINKING FUND | $2,083 | $35,598 | 1608.72% | 6.33% | 9,032,062 | 4.07% | $20,833 | $367,016 | 1661.68% | 6.05% |
| SITE IMPROVEMENT FUND | N/A | $153 | 100.00% | 0.03% | 57,983 | 0.03% | N/A | $1,809 | 100.00% | 0.03% |
| TRUST & AGENCY FUNDS | N/A | $29 | 100.00% | 0.01% | 11,176 | 0.01% | N/A | $349 | 100.00% | 0.01% |
| ARTERIAL ROAD FUND | N/A | $3,419 | 100.00% | 0.61% | 1,235,504 | 0.56% | N/A | $37,884 | 100.00% | 0.62% |
| | $133,627 | $562,350 | 320.84% | 100.00% | 221,747,175 | 100.00% | $1,336,267 | $6,070,167 | 354.26% | 100.00% |

City funds are invested in interest bearing accounts and investment securities, as directed by the City's Investment Policy. Rates of return on these investments relate directly to current Treasury and Money Market rates. Total funds on deposit of $221.75 million as of 04/30/26 are represented by working capital cash balances of all City funds of approximately $111.91 million, outstanding encumbrances of $41.27 million, General Obligation Bond proceeds of $50.14 million, NUA revenue bond proceeds of $7.49 million, NMA bond proceeds of $5.38 million, and UNP TIF reserve amounts of $5.56 million.

INVESTMENT BY TYPE

April 30, 2026

| LIST BY TYPE | SEC. NO. | PURCHASED | MATURITY | YIELD | EARNED INTEREST | COST | MARKET |
|---|---|---|---|---|---|---|---|
| **Checking | | | | | | | |
| BANK OF OKLAHOMA | GEN'L DEP. | | | 1.90% | $21,163.23 | $14,416,874.69 | $14,416,874.69 |
| BANK OF OKLAHOMA | WARRANTS PAYABLE | | | | | ($2,305,278.27) | ($2,305,278.27) |
| BANK OF OKLAHOMA | PAYROLL | | | | | ($3,821,537.79) | ($3,821,537.79) |
| BANK OF OKLAHOMA | COURT BOND REFUNDS | | | | | $255,842.79 | $255,842.79 |
| BANK OF OKLAHOMA | INSURANCE CLAIMS | | | | | ($539,342.86) | ($539,342.86) |
| BANK OF OKLAHOMA | LOCK BOX | | | | | $1,361,332.21 | $1,361,332.21 |
| BANK OF OKLAHOMA | RETURN CHECKS | | | | | ($16,070.70) | ($16,070.70) |
| BANK OF OKLAHOMA | PARKS | | | | | $0.00 | $0.00 |
| BANK OF OKLAHOMA | FLEXIBLE SPENDING | | | | | ($3,183.14) | ($3,183.14) |
| BANK OF OKLAHOMA | WORKERS COMP | | | | | ($311,109.06) | ($311,109.06) |
| BANK OF OKLAHOMA | CDBG-CV | | | 1.92% | $0.23 | $140.74 | $140.74 |
| **Subtotal | | | | | $21,163.46 | $9,037,668.61 | $9,037,668.61 |
| **Money Market | | | | | | | |
| BANCFIRST-NUA | MONEY MKT. | | | 4.16% | $2,371.83 | $859,185.36 | $859,185.36 |
| BANCFIRST-NMA Room Tax | MONEY MKT. | | | 4.16% | $515.19 | $73,984.78 | $73,984.78 |
| BANCFIRST-NUA Water | MONEY MKT. | | | 4.20% | $16,351.03 | $5,990,520.82 | $5,990,520.82 |
| BANCFIRST-NUA Clean Water | MONEY MKT. | | | 4.16% | $2,025.09 | $639,689.53 | $639,689.53 |
| BANCFIRST-NMA PSST | MONEY MKT. | | | 4.20% | $6,591.52 | $1,891,091.24 | $1,891,091.24 |
| BANCFIRST-NMA Norman Forward | MONEY MKT. | | | 4.20% | $3,640.18 | $3,417,721.55 | $3,417,721.55 |
| BANK OF OKLAHOMA UNP TIF | MONEY MKT. | | | 3.80% | $14,988.32 | $5,559,892.74 | $5,559,892.74 |
| BANK OF OKLAHOMA ARPA | MONEY MKT. | | | 1.92% | $7,899.12 | $4,607,434.97 | $4,607,434.97 |
| BANK OF OKLAHOMA-Westwood | MONEY MKT. | | | 1.92% | $415.00 | $0.00 | $0.00 |
| BANK OF OKLAHOMA-CW | MONEY MKT. | | | 1.92% | $21.75 | $13,589.28 | $13,589.28 |
| BANK OF OKLAHOMA | MONEY MKT. | | | 1.92% | $135.54 | $84,704.36 | $84,704.36 |
| BANK OF OKLAHOMA | MONEY MKT. | | | 1.92% | $93.86 | $58,654.30 | $58,654.30 |
| BANK OF OKLAHOMA-SW | MONEY MKT. | | | 1.92% | $582.47 | $15,804.70 | $15,804.70 |
| BANK OF OKLAHOMA-Opioid Abt | MONEY MKT. | | | 1.92% | $2,245.73 | $1,403,427.13 | $1,403,427.13 |
| BANK OF OKLAHOMA-Misty Lake | MONEY MKT. | | | 1.92% | $1,041.87 | $651,098.94 | $651,098.94 |
| BANK OF OKLAHOMA-Parks | MONEY MKT. | | | 1.92% | $1,156.83 | $837,410.30 | $837,410.30 |
| BANK OF OKLAHOMA-OWRB | MONEY MKT. | | | 1.92% | $76.58 | $76.58 | $76.58 |
| BANK OF OKLAHOMA-2023A | MONEY MKT. | | | 1.92% | $41,076.67 | $25,651,249.67 | $25,651,249.67 |
| BANK OF OKLAHOMA-2023B | MONEY MKT. | | | 1.92% | $21,859.58 | $13,575,054.75 | $13,575,054.75 |
| BANK OF OKLAHOMA-2024A | MONEY MKT. | | | 1.92% | $17,522.75 | $10,917,257.80 | $10,917,257.80 |
| **Subtotal | | | | | $140,610.91 | $76,247,848.80 | $76,247,848.80 |
| **Sweep/Overnight | | | | | | | |
| GOLDMAN SACHS | GOVT SELECT 1237 | | | 3.59% | $2,315.30 | $774,210.35 | $774,210.35 |
| BANK OF OKLAHOMA PORTFOLIO | SHORT TERM | | | 3.44% | $166,896.58 | $62,983,205.41 | $62,983,205.41 |
| OKLAHOMA CLASS | OK-01-0019-0001 | | | 3.68% | $29,242.24 | $10,029,242.24 | $10,029,242.24 |
| **Certificate of Deposit | | | | | | | |
| FIRST FIDELITY BANK | CD | 09/30/25 | 03/31/26 | 3.02% | $629.17 | $250,000.00 | $250,000.00 |
| GREAT NATIONS BANK | CD | 09/30/25 | 09/30/26 | 4.22% | $879.17 | $250,000.00 | $250,000.00 |
| VALLIANCE BANK | CD | 11/30/25 | 11/30/26 | 3.75% | $781.25 | $250,000.00 | $250,000.00 |
| FIRST NATIONAL BANK | CD | 12/28/25 | 12/28/26 | 3.19% | $656.25 | $250,000.00 | $250,000.00 |
| **Subtotal | | | | | $2,945.84 | $1,000,000.00 | $1,000,000.00 |
| **U.S. Treasury Securities/Agency Securities | | | | | | | |
| FNMA Notes | 3135G0K36 | 12/30/25 | 04/24/26 | 3.55% | 11,188.70 | | |
| US T-Notes | 91282CKY6 | 06/30/25 | 06/30/26 | 3.96% | 24,933.11 | 7,500,000.00 | $7,510,725.00 |
| US T-Bills | 912797RF6 | 12/24/25 | 07/09/26 | 3.44% | 13,875.00 | 5,000,000.00 | $4,965,450.00 |
| US T-Notes | 91282CLH2 | 06/30/25 | 08/31/26 | 3.91% | 26,053.86 | 8,000,000.00 | $7,999,840.00 |
| US T-Bills | 912797RS8 | 12/24/25 | 09/03/26 | 3.46% | 13,916.67 | 5,000,000.00 | $4,937,750.00 |
| FFCB | 3133ERP96 | 12/31/24 | 09/24/26 | 4.24% | 26,491.30 | 7,500,000.00 | $7,512,525.00 |
| US T-Bills | 912797SK4 | 12/30/25 | 10/29/26 | 3.47% | 13,916.67 | 5,000,000.00 | $4,910,150.00 |
| US T-Bills | 912797SU2 | 12/30/25 | 11/28/26 | 3.45% | 13,791.79 | 5,000,000.00 | $4,896,650.00 |
| TVA Note | 880591EU2 | 11/26/25 | 02/01/27 | 3.58% | 33,036.10 | 11,175,000.00 | $11,111,414.25 |
| FFCB | 3133ET4Y0 | 01/07/26 | 09/22/28 | 3.52% | 21,972.83 | 7,500,000.00 | $7,427,700.00 |
| | | | | | 199,176.03 | 61,675,000.00 | $61,272,204.25 |
| **TOTAL** | | | | | 562,350.36 | 221,747,175.41 | $210,540,927.07 |

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

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Frederick Duke, Procurement Analyst

**PRESENTER:** Frederick Duke, Procurement Analyst

**ITEM TITLE:** 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.

**BACKGROUND:**

Section 12-301 of the Code of Ordinances of the City of Norman provides that "The City Council must declare surplus or obsolete any supplies, materials, or equipment where the valuation exceeds one thousand dollars ($1,000) prior to the selling of such supplies, materials, or equipment." The Auction will be conducted by either GovDeals and/or Purple Wave. GovDeals nor Purple Wave charge a commission. The City retains 100% of proceeds. GovDeals and Purple Wave charge bidders a premium to bid. All items sold at auction are understood to be sold as is. The auction date is to be determined.

**DISCUSSION:**

The attached list is the supplies, materials, or equipment identified as surplus or obsolete, and is therefore being prepared for sale at auction.

**RECOMMENDATION:**

It is recommended that the attached list of supplies, materials, or equipment be declared surplus or obsolete, and approved for sale at public auction or disposal.

# INVENTORY OF GOODS TO BE AUCTIONED

Department Planning

Signature

Date: 5-14-26

Reviewed by Accounting

5-14-26

| Condition | Item and Year | Detailed Description | Serial Number | City Unit No. | Fixed Asset # |
|---|---|---|---|---|---|
| poor | HP DESIGNJET Z5600 Plotter | HP DESIGNJET Z5600 POSTCRIPT PRINTER | CN7945K00V | | 9229000 |
| Poor | HP Color LaserJet M750 | HP Color LaserJet Enterpirse M750 | CNDCKH14L | | |
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**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Scott Aynes, Line Maintenance Division Manager

**PRESENTER:** Scott Aynes, Line Maintenance Division Manager

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

**BACKGROUND:**

The Water Line Maintenance Division has over 43,000 water meters to maintain and over 650 miles of water distribution lines to keep operational. Copper meter yokes are used in connecting the water meter and residential service lines to the City water main.

Each year, funds are allocated in the amount of $472,859 for Maintenance Supplies-Meter Sets-Repairs (Account No. 31955251-43218), and $90,318 for repair clamps in Maintenance Supplies-Water and Sewer (Account No. 31955251-43216). The funds are used for installation and repair of water meters, repairing of water line breaks, and ground restoration after the repair.

**DISCUSSION:**

Bid 2526-33 provides for competitive bid on the subject materials. Publication of this contract ran two weeks consecutive in the Norman Transcript on March 13, 2026, and March 20, 2026. Bid packets were sent out to seven (7) vendors, with five (5) vendors submitting their sealed bid. Bid packets were opened April 23, 2026. The material needed to make repairs on the older water lines and to set new meters has stayed flat over the year. Bid 2526-33 provides competitive prices for the purchase, on an "as needed" basis for copper meter yokes for water meters. The attached bid tabulation provides a complete accounting of these bids

**RECOMMENDATION:**

Staff recommend awarding Bid 2526-33 to the lowest and best bidders as follows:

**Copper Meter Yokes for Water Meters to Ferguson Waterworks, 1501 S. Central Ave., Oklahoma City, OK 73128** for meter yokes for water meters at $181.00 each.

**BID RECORD**
**City of Norman**

BID: 2526-33

TITLE: Copper Meter Yokes

DATE:04/23/2026

| BIDDER NAME | Copper Meter Yokes: Unit Price | | | | |
|---|---|---|---|---|---|
| 1. American Waterworks Supply Inc | $ 194.49 | $ | $ | $ | $ |
| 2. Ferguson Waterworks | $ 181.00 | $ | $ | $ | $ |
| 3. Oklahoma Contractor Supply | $ 220.00 | $ | $ | $ | $ |
| 4. Utility Technology Services | $ 188.412 | $ | $ | $ | $ |
| 5. Core and Main | $ 183.99 | $ | $ | $ | $ |
| 6. | $ | $ | $ | $ | $ |
| 7. | $ | $ | $ | $ | $ |
| 8. | $ | $ | $ | $ | $ |
| 9. | $ | $ | $ | $ | $ |
| 10. | $ | $ | $ | $ | $ |
| 11. | $ | $ | $ | $ | $ |
| 12. | $ | $ | $ | $ | $ |
| 13. | $ | $ | $ | $ | $ |

Received and Opened by: Fred Dake

Date: 04/23/26

# LINE MAINTENANCE DIVISION – TABULATION OF BIDS

**Copper Meter Yokes**

**Bid 2526-33** **April 23, 2026**

| | American Waterworks Supply, Inc., Norman, OK | Ferguson Waterworks OKC, OK | Oklahoma Contractor Supply OKC, OK | Utility Technology Services OKC, OK | Core and Main OKC, OK | |
|---|---|---|---|---|---|---|
| **Copper Meter Yokes:** Unit Price | $194.49 | $181.00 | $220.00 | $188.412 | $183.99 | |
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# LINE MAINTENANCE DIVISION – TABULATION OF BIDS

**Copper Meter Yokes**

**Bid 2526-33** **April 23, 2026**

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Scott Aynes, Line Maintenance Division Manager

**PRESENTER:** Scott Aynes, Line Maintenance Division Manager

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

**BACKGROUND:**

The Water Line Maintenance Division has over 43,000 water meters to maintain and over 650 miles of water distribution lines to keep operational. The high-density polyethylene (HDPE) meter boxes with lids or HDPE anti-float lids are used to cover the water meter when installing a new meter service.

Each year, funds are allocated in the amount of $472,859 for Maintenance Supplies-Meter Sets-Repairs (Account No. 31955251-43218), and $90,318 for repair clamps in Maintenance Supplies-Water and Sewer (Account No. 31955251-43216). The funds are used for installation and repair of water meters, repairing of water line breaks, and ground restoration after the repair.

**DISCUSSION:**

Bid 2526-34 provides for competitive bid on the subject materials. Publication of this contract ran two weeks consecutive in the Norman Transcript on March 13, 2026, and March 20, 2026. Bid packets were sent out to seven (7) vendors, with five (5) vendors submitting their sealed bid. Bid packets were opened April 23, 2026. The material needed to make repairs on the older water lines and to set new meters has stayed flat over the year. Bid 2526-34 provides competitive prices for the purchase, on an "as needed" basis for meter boxes with lids, and standalone lids. The attached bid tabulation provides a complete accounting of these bids

**RECOMMENDATION:**

Staff recommends awarding Bid 2526-34 to the lowest and best bidders as follows:

**Meter Boxes with HDPE Anti-Float Lids** to Ferguson Waterworks, 1501 S. Central Ave., Oklahoma City, OK 73128 at $83.00 each.

**HDPE Anti-Float Lids** to UTS, 10300 W. Reno Ave., Oklahoma City, OK 73127 at $23.80 each.

**BID RECORD**
**City of Norman**

BID: 2526-34

TITLE: Meter Boxes

DATE:04/23/26

| BIDDER NAME | Standard HDPE Meter Boxes w/HDPE antifloat lids | HDPE Antifloat Lids | | | |
|---|---|---|---|---|---|
| 1. American Waterworks Supply Inc | $ 157.00 | $ 36.00 | $ | $ | $ |
| 2. Ferguson Wateworks | $ 83.00 | $ 24.00 | $ | $ | $ |
| 3. Utility Technology Services | $ 85.60 | $ 23.80 | $ | $ | $ |
| 4. Core and Main | $ 94.51 | $ 27.84 | $ | $ | $ |
| 5. Oklahoma Contractor Supply | $ 100.00 | $ 35.00 | $ | $ | $ |
| 6. | $ | $ | $ | $ | $ |
| 7. | $ | $ | $ | $ | $ |
| 8. | $ | $ | $ | $ | $ |
| 9. | $ | $ | $ | $ | $ |
| 10. | $ | $ | $ | $ | $ |
| 11. | $ | $ | $ | $ | $ |
| 12. | $ | $ | $ | $ | $ |
| 13. | $ | $ | $ | $ | $ |

Received and Opened by: Fred Dake

Date: 04/23/26

# LINE MAINTENANCE DIVISION – TABULATION OF BIDS

**Water Meter Boxes**

**Bid 2526-34** **April 23, 2026**

| | American Waterworks Supply, Inc. | Ferguson Waterworks | Utility Technology Services | Core and Main | Oklahoma Contractor Supply | |
|---|---|---|---|---|---|---|
| Standard HDPE Meter Boxes w/ HDPE antifloat lids | $157.00 | $83.00 | $85.60 | $94.51 | $100.00 | |
| HDPE antifloat lids | $36.00 | $24.00 | $23.80 | $27.84 | $35.00 | |
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**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Scott Aynes, Line Maintenance Division Manager

**PRESENTER:** Scott Aynes, Line Maintenance Division Manager

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

**BACKGROUND:**

The Water Line Maintenance Division has over 43,000 water meters to maintain and over 650 miles of water distribution lines to keep operational. Repair clamps are used to repair ruptured water mains and come in many lengths and diameters and are used according to the specific type and extent of the break.

Each year, funds are allocated in the amount of $472,859 for Maintenance Supplies-Meter Sets-Repairs (Account No. 31955251-43218), and $90,318 for repair clamps in Maintenance Supplies-Water and Sewer Supplies (Account No. 31955251-43216). The funds are used for installation and repair of water meters, repairing of water line breaks, and ground restoration after the repair.

**DISCUSSION:**

Bid 2526-35 provides for competitive bid on the subject materials. Publication of this contract ran two weeks consecutive in the Norman Transcript on March 13, 2026, and March 20, 2026. Bid packets were sent out to seven (7) vendors, with five (5) vendors submitting their sealed bid. Bid packets were opened April 23, 2026. The material needed to make repairs on the older water lines and to set new meters has stayed flat over the year. Bid 2526-35 provides competitive prices for the purchase, on an "as needed" basis for varied repair clamps. The attached bid tabulation provides a complete accounting of these bids

**RECOMMENDATION:**

Staff recommend awarding Bid 2526-35 to the lowest and best bidders as follows:

**Repair Clamps (Category I, VII, XIII, XIV, XXXVIII)** to Utility Technology Services (UTS), 10300 W. Reno Ave., OKC, OK 73127
**Repair Clamps (Category II, IV, X, XV, XXIX, XXXI, XL)** to Ferguson Waterworks, 1501 S. Central Ave., OKC, OK 73128
**Repair Clamps (Category XXX)** to Core & Main, 8401 SW 15th St., OKC, OK 73128
**Repair Clamps (Category III, V, VI, VIII, IX, XI, XII, XVI-XXVIII, XXXII-XXXVII, XXXIX, XLI-XLVI)** to Oklahoma Contractors Supply, PO Box 82125, OKC, OK 73148

| CITY OF NORMAN<br>BID ITEM: Water Line Repair Clamps<br>BID NO: 2526-35<br>DATE: 04/23/2026 | American Waterworks Supply Inc | Ferguson Waterworkds | Utility Technology Services | Core and Main | Oklahoma Contractors Supply | | | |
|---|---|---|---|---|---|---|---|---|
| Category I | $114.31 | $ 57.00 | $50.113 | $ 51.17 | $ 53.02 | $ | $ | $ |
| Category II | $152.36 | $ 57.00 | $ 67.052 | $ 68.47 | $ 57.09 | $ | $ | $ |
| Category III | $190.12 | $ 89.00 | $ 68.598 | $ 70.04 | $ 57.09 | $ | $ | $ |
| Category IV | $301.99 | $ 107.00 | $ 92.794 | $ 94.75 | $ 89.28 | $ | $ | $ |
| Category V | $227.51 | $ 106.00 | $ 69.773 | $ 71.25 | $ 66.58 | $ | $ | $ |
| Category VI | $363.27 | $ 120.00 | $ 100.392 | $ 102.51 | $ 94.64 | $ | $ | $ |
| Category VII | $ 400.65 | $ 182.00 | $ 117.186 | $ 119.66 | $ 134.27 | $ | $ | $ |
| Category VIII | $ 604.34 | $ 225.86 | $ 176.062 | $ 179.77 | $ 173.37 | $ | $ | $ |
| Category IX | $ 760.51 | $ 291.16 | $ 216.206 | $ 220.76 | $ 192.29 | $ | $ | $ |
| Category X | $ 990.14 | $ 78.00 | $ 250.835 | $ 256.12 | $ 242.88 | $ | $ | $ |
| Category XI | $ 2666.59 | $ 123.74 | $ 79.083 | $ 80.75 | $ 77.10 | $ | $ | $ |
| Category XII | $ 427.83 | $ 142.55 | $ 118.041 | $ 121.19 | $ 110.12 | $ | $ | $ |
| Category XIII | $ 488.89 | $ 204.58 | $ 134.938 | $ 137.38 | $ 142.10 | $ | $ | $ |
| Category XIV | $ 692.61 | $ 308.29 | $ 190.227 | $ 194.24 | $ 195.90 | $ | $ | $ |
| Category XV | $ 1136.90 | $ 215.00 | $ 326.309 | $ 333.18 | $ 275.35 | $ | $ | $ |
| Category XVI | $ 730.41 | $ 294.34 | $ 193.021 | $ 197.09 | $ 165.84 | $ | $ | $ |
| Category XVII | $ 1014.34 | $ 352.66 | $ 333.536 | $ 340.55 | $ 233.96 | $ | $ | $ |

Received and Opened Fred Duke

Date 04/23/26

| CITY OF NORMAN<br>BID ITEM: Water line Repair Clamps<br>BID NO: 2526-35<br>DATE: 04/23/26 | American Wateworks Supply Inc | Ferguson Waterworks | Utility Technology Services | Core and Mai | Oklahoma Contractors Supply | | | |
|---|---|---|---|---|---|---|---|---|
| Category XVIII | $ 1204.169 | $ 425.96 | $ 370.083 | $ 377.88 | $ 246.66 | $ | $ | $ |
| Category XIX | $ 1719.48 | $ 484.97 | $ 419.845 | $ 428.69 | $ 322.26 | $ | $ | $ |
| Category XX | $ 1930.66 | $ 623.29 | $ 399.99 | $ 431.10 | $ 369.84 | $ | $ | $ |
| Category XXI | $ 2470.48 | $ 519.42 | $ 445.247 | $ 479.88 | $ 395.13 | $ | $ | $ |
| Category XXII | $ 3713.99 | $ 810.75 | $ 710.227 | $ 765.47 | $ 564.42 | $ | $ | $ |
| Category XXIII | $ 5257.00 | $ 1625.65 | $ 1267.887 | $ 1447.06 | $ 672.05 | $ | $ | $ |
| Category XXIV | $ 9763.00 | $ 8712.93 | $ 2004.621 | $ 2295.00 | $ 1008.73 | $ | $ | $ |
| Category XXV | $ 8796.00 | $ 3904.17 | $ 2170.629 | $ NO BID | $ 1118.75 | $ | $ | $ |
| Category XXVI | $ 11,725.00 | $ 10 387.89 | $ 2646.175 | $ NO BID | $ 1311.99 | $ | $ | $ |
| Category XXVII | $ 15,625.00 | $ 13 799.74 | $ 3173.588 | $ NO BID | $ 1498.19 | $ | $ | $ |
| Category XXVIII | $ 22,360.00 | $ 19550.75 | $ NO BID | $ NO BID | $ 1714.75 | $ | $ | $ |
| Category XXIX | $ 192.00 | $ 72.00 | $ 74.031 | $ 84.89 | $ 72.98 | $ | $ | $ |
| Category XXX | $ 336.00 | $ 99.16 | $ 96.083 | $ 84.89 | $ 95.52 | $ | $ | $ |
| Category XXXI | $ 192.00 | $ 72.00 | $ 74.031 | $ 84.89 | $ 72.98 | $ | $ | $ |
| Category XXXII | $ 336.00 | $ 105.77 | $ 96.083 | $ 109.65 | $ 95.52 | $ | $ | $ |
| Category XXXIII | $ 269.00 | $ 83.05 | $ 91.753 | $ 134.97 | $ 75.40 | $ | $ | $ |
| Category XXXIV | $ 381.00 | $ 115.00 | $ 116.722 | $ 134.97 | $ 103.57 | $ | $ | $ |

Received and Opened Fred Duke

Date 04/23/26

| CITY OF NORMAN<br>BID ITEM: Water Line Repair Clamps<br>BID NO: 2526-35<br>DATE: 04/23/26 | American Waterworks Supply Inc | Ferguson Waterworks | Utility Technology Services | Core and Mai | Oklahoma Contractors Supply | | | |
|---|---|---|---|---|---|---|---|---|
| Category XXXV | $ 269.00 | $ 86.21 | $ 91.753 | $ 134.97 | $ 75.40 | $ | $ | $ |
| Category XXXVI | $ 381.00 | $ 116.03 | $ 116.722 | $ 134.97 | $ 103.57 | $ | $ | $ |
| Category XXXVII | $ 307.00 | $ 94.15 | $ 98.639 | $ 120.00 | $ 87.50 | $ | $ | $ |
| Category XXXVIII | $ 480.00 | $ 155.00 | $ 140.062 | $ 167.95 | $ 141.71 | $ | $ | $ |
| Category XXXIX | $ 307.00 | $ 92.72 | $ 98.639 | $ 120.00 | $ 87.50 | $ | $ | $ |
| Category XL | $ 480.00 | $ 140.00 | $ 140.062 | $ 167.95 | $ 141.71 | $ | $ | $ |
| Category XLI | $ 346.00 | $ 104.12 | $ 100.763 | $ 170.00 | $ 91.23 | $ | $ | $ |
| Category XLII | $ 568.00 | $ 180.00 | $ 157.907 | $ 213.00 | $ 154.44 | $ | $ | $ |
| Category XLIII | $ 346.00 | $ 105.00 | $ 100.763 | $ 170.00 | $ 91.23 | $ | $ | $ |
| Category XLIV | $ 568.00 | $ 175.00 | $ 157.907 | $ 213.00 | $ 154.44 | $ | $ | $ |
| Category XLV | $ 809.00 | $ 250.00 | $ 219.907 | $ 290.00 | $ 214.03 | $ | $ | $ |
| Category XLVI | $ 809.00 | $ 250.00 | $ 219.907 | $ 290.02 | $ 214.03 | $ | $ | $ |
| | $ | $ | $ | $ | $ | $ | $ | $ |
| | $ | $ | $ | $ | $ | $ | $ | $ |
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| | $ | $ | $ | $ | $ | $ | $ | $ |

Received and Opened Fred Dunke

Date 04/23/26

**LINE MAINTENANCE - TABULATION OF BIDS**
**Water Line Repair Clamps**
**BID 2526-35** **April 23,2026**

| | American Waterworks Supply, Inc. | Ferguson Waterworks | Utility Technology Services | Core and Main | Oklahoma Contractors Supply |
|---|---|---|---|---|---|
| Category I<br>2” X 6” | $114.31 | $57.00 | $50.113 | $51.17 | $53.02 |
| Category II<br>4” X 6” | $152.36 | $57.00 | $67.052 | $68.47 | $57.09 |
| Category III<br>4” X 8” | $190.12 | $89.00 | $68.598 | $70.04 | $57.09 |
| Category IV<br>4” X 12” | $301.99 | $67.00 | $92.794 | $94.75 | $89.28 |
| Category V<br>6” X 8” | $227.51 | $106.00 | $69.773 | $71.25 | $66.58 |
| Category VI<br>6” X 12” | $363.27 | $120.00 | $100.392 | $102.51 | $94.64 |
| Category VII<br>6” X 15” | $400.65 | $182.00 | $117.186 | $119.66 | $134.27 |
| Category VIII<br>6” X 20” | $604.34 | $225.86 | $176.062 | $179.77 | $173.37 |
| Category IX<br>6” X 24” | $760.51 | $291.16 | $216.206 | $220.76 | $192.29 |
| Category X<br>6” X 30” | $990.14 | $78.00 | $250.835 | $256.12 | $242.88 |
| Category XI<br>8” X 8” | $266.59 | $123.74 | $79.083 | $80.75 | $77.10 |
| Category XII<br>8” X 12” | $427.83 | $142.55 | $118.041 | $121.19 | $110.12 |

**LINE MAINTENANCE - TABULATION OF BIDS**
**Water Line Repair Clamps**
**BID 2526-35** **April 23,2026**

| | American Waterworks Supply, Inc. | Ferguson Waterworks | Utility Technology Services | Core and Main | Oklahoma Contractors Supply |
|---|---|---|---|---|---|
| Category XIII<br>8” X 15” | $488.89 | $204.52 | $134.938 | $137.38 | $142.10 |
| Category XIV<br>8” X 20” | $692.61 | $308.29 | $190.227 | $194.24 | $195.90 |
| Category XV<br>8” X 30” | $1,136.90 | $215.00 | $326.309 | $333.18 | $275.35 |
| Category XVI<br>12” X 15” | $730.41 | $294.34 | $193.021 | $197.09 | $165.84 |
| Category XVII<br>12” X 20” | $1,014.34 | $352.66 | $333.536 | $340.55 | $233.96 |
| Category XVIII<br>12” X 24” | $1,204.69 | $425.96 | $370.083 | $377.88 | $246.66 |
| Category XIX<br>12” X 30” | $1,719.48 | $484.97 | $419.845 | $428.69 | $322.26 |
| Category XX<br>14” x 20” | $1,930.66 | $623.29 | $399.99 | $431.10 | $369.84 |
| Category XXI<br>16” X 20” | $2,470.48 | $519.42 | $445.247 | $479.88 | $395.13 |
| Category XXII<br>16” X 30” | $3,713.99 | $810.75 | $710.227 | $765.47 | $564.42 |
| Category XXIII<br>24” X 24” | $5,257.00 | $1,625.65 | $1,267.887 | $1447.06 | $672.05 |
| Category XXIV<br>30” X 36” | $9,763.00 | $8,712.93 | $2,004.691 | $2295.00 | $1,008.73 |
| Category XXV<br>36” X 30” | $8,796.00 | $3,904.17 | $2,170.629 | $No bid | $1,118.75 |
| Category XXVI<br>36” X 36” | $11,725.00 | $10,387.89 | $2,646.175 | $No bid | $1,311.99 |

**LINE MAINTENANCE - TABULATION OF BIDS**
**Water Line Repair Clamps**
**BID 2526-35** **April 23,2026**

| | American Waterworks Supply, Inc | Ferguson Waterworks | Utility Technology Services | Core and Main | Oklahoma Contractors Supply |
|---|---|---|---|---|---|
| Section XXVII<br>42" X 36" | $15,675.00 | $13,799.74 | $3,173.588 | $No bid | $1,498.19 |
| Section XXVIII<br>42" X 42" | $22,360.00 | $19,955.75 | $No bid | $No bid | $1,714.75 |
| Category XXIX<br>2"X6" ¾" CC Thread | $192.00 | $72.00 | $74.031 | $84.89 | $72.98 |
| Category XXX<br>2"X 12" ¾" CC Thread | $336.00 | $99.16 | $96.083 | $84.89 | $95.52 |
| Category XXXI<br>2" X 6" 1" CC Thread | $192.00 | $72.00 | $74.031 | $84.89 | $72.98 |
| Category XXXII<br>2" X 12" 1" CC Thread | $336.00 | $105.77 | $96.083 | $109.65 | $95.52 |
| Category XXXIII<br>4" X 8" ¾" CC Thread | $269.00 | $83.05 | $91.753 | $134.97 | $75.40 |
| Category XXXIV<br>4" X 12" ¾" CC Thread | $381.00 | $115.00 | $116.722 | $134.97 | $103.57 |
| Category XXXV<br>4" X 8" 1" CC Thread | $269.00 | $86.21 | $91.753 | $134.97 | $75.40 |
| Category XXXVI<br>4" X 12" 1" CC Thread | $381.00 | $116.03 | $116.722 | $134.97 | $103.57 |
| Category XXXVII<br>6" X 8" ¾" CC Thread | $307.00 | $94.15 | $98.639 | $120.00 | $87.50 |
| Category XXXVIII<br>6" X 15" ¾" CC Thread | $480.00 | $155.00 | $140.062 | $167.95 | $141.71 |
| Category XXXIX<br>6" X 8" 1" CC Thread | $307.00 | $92.72 | $98.639 | $120.00 | $87.50 |
| Category XL<br>6" X 15" 1" CC Thread | $480.00 | $140.00 | $140.062 | $167.95 | $141.71 |

**LINE MAINTENANCE - TABULATION OF BIDS**
**Water Line Repair Clamps**
**BID 2526-35** **April 23,2026**

| | American Waterworks Supply, Inc. | Ferguson Waterworks | Utility Technology Services | Core and Main | Oklahoma Contractors Supply |
|---|---|---|---|---|---|
| Category XLI<br>8” X 8” ¾” CC Thread | $346.00 | $104.12 | $100.763 | $170.00 | $91.23 |
| Category XLII<br>8” X 15” ¾” CC Thread | $568.00 | $180.00 | $157.907 | $213.00 | $154.44 |
| Category XLIII<br>8” X 8” 1” CC Thread | $346.00 | $105.00 | $100.763 | $170.00 | $91.23 |
| Category XLIV<br>8” X 15” 1” CC Thread | $568.00 | $175.00 | $157.907 | $213.00 | $154.44 |
| Category XLV<br>12” X 15” ¾” CC Thread | $809.00 | $250.00 | $219.907 | $290.00 | $214.03 |
| Category XLVI<br>12” X 15” 1” CC Thread | $809.00 | $250.00 | $219.907 | $290.00 | $214.03 |
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**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Scott Aynes, Line Maintenance Division Manager

**PRESENTER:** Scott Aynes, Line Maintenance Division Manager

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

**BACKGROUND:**

The Line Maintenance Division has over 43,000 water meters to maintain and over 650 miles of water distribution lines to keep operational. Screened sand is used for installation and repair of water meters, repairing of water line breaks, and ground restoration after the repair.

Each year, funds are allocated in the amount of $46,695 for Construction Materials-Rock and Sand (account 31955251-43303).

**DISCUSSION:**

Bid 2526-36 provides competitive bid on the subject materials. Publication of this contract ran for two weeks consecutively in the Norman Transcript on March 13, 2026, and March 20, 2026. Bid packets were sent out to eight (8) vendors, with one (1) vendor submitting their sealed bid. Bids were opened April 23, 2026. The increase of price per cubic yard has increased by 12% over last year. The attached bid tabulation provides a complete accounting of the bid.

**RECOMMENDATION:**

Staff recommend awarding Bid 2526-36 to the lowest and best bidder as follows:

**Bob Cunningham, Inc., 26698 Ladd Avenue, Washington, OK 73093** for sand at the lowest and best bidder meeting specifications at $18.50 per cubic yard.

# LINE MAINTENANCE DIVISION – TABULATION OF BIDS

**Sand**

**Bid 2526-36** **April 23, 2026**

| | **Bob Cunningham, Inc., Washington, OK** | | | | | |
|---|---|---|---|---|---|---|
| **Sand**<br>Per cubic yard | $18.50 per cubic yard | | | | | |
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# LINE MAINTENANCE DIVISION – TABULATION OF BIDS

**Sand**

**Bid 2526-36** **April 23, 2026**

**BID RECORD**
**City of Norman**

BID: 2526-36

TITLE: Sand

DATE:04/23/26

| BIDDER NAME | Sand Per cubic yard | | | | |
|---|---|---|---|---|---|
| 1. Bob Cunningham Inc | $ 18.50 | $ | $ | $ | $ |
| 2. | $ | $ | $ | $ | $ |
| 3. | $ | $ | $ | $ | $ |
| 4. | $ | $ | $ | $ | $ |
| 5. | $ | $ | $ | $ | $ |
| 6. | $ | $ | $ | $ | $ |
| 7. | $ | $ | $ | $ | $ |
| 8. | $ | $ | $ | $ | $ |
| 9. | $ | $ | $ | $ | $ |
| 10. | $ | $ | $ | $ | $ |
| 11. | $ | $ | $ | $ | $ |
| 12. | $ | $ | $ | $ | $ |
| 13. | $ | $ | $ | $ | $ |

Received and Opened by: Fred Doke

Date: 04/23/26

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Scott Aynes, Line Maintenance Division Manager

**PRESENTER:** Scott Aynes, Line Maintenance Division Manager

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

**BACKGROUND:**

The Line Maintenance Division has over 43,000 water meters to maintain and over 650 miles of water distribution lines to keep operational. Screened sand is used for installation and repair of water meters, repairing of water line breaks, and ground restoration after the repair.

Each year, funds are allocated in the amount of $46,695 for Construction Materials-Rock and Sand (account 31955251-43303).

**DISCUSSION:**

Bid 2526-37 provides for competitive bid on the subject materials. Publication of this contract ran two weeks consecutively in the Norman Transcript on March 13, 2026, and March 20, 2026. Bid packets were sent out to eight (8) vendors, with one (1) vendor submitting their sealed bid. Bids were opened April 23, 2026. The increase of price per cub yard has increased by 5% over last year. The attached bid tabulation provides a complete accounting of the bid.

**RECOMMENDATION:**

Staff recommend awarding Bid 2526-37 to the lowest and best bidder as follows:

**Bob Cunningham, Inc., 26698 Ladd Avenue, Washington, OK 73093** for screened topsoil at the lowest and best bidder meeting specifications at $41.00 Per Cubic Yard.

**BID RECORD**
**City of Norman**

BID: 2526-37

TITLE: Screened Topsoil

DATE:04/23/2026

| BIDDER NAME | Screened Topsoil Per Cubic Yard | | | | |
|---|---|---|---|---|---|
| 1. Bob Cunningham Inc | $ ~~40.00~~ 41.00 | $ | $ | $ | $ |
| 2. | $ | $ | $ | $ | $ |
| 3. | $ | $ | $ | $ | $ |
| 4. | $ | $ | $ | $ | $ |
| 5. | $ | $ | $ | $ | $ |
| 6. | $ | $ | $ | $ | $ |
| 7. | $ | $ | $ | $ | $ |
| 8. | $ | $ | $ | $ | $ |
| 9. | $ | $ | $ | $ | $ |
| 10. | $ | $ | $ | $ | $ |
| 11. | $ | $ | $ | $ | $ |
| 12. | $ | $ | $ | $ | $ |
| 13. | $ | $ | $ | $ | $ |

Received and Opened by: Fred Duke

Date: 04/23/26

# LINE MAINTENANCE DIVISION – TABULATION OF BIDS

**Screened Topsoil**

**Bid 2526-37** **April 23, 2026**

| | **Bob Cunningham, Inc., Washington, OK** | | | | | |
|---|---|---|---|---|---|---|
| Screened Topsoil | $41.00 Per Cubic Yard | | | | | |
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# LINE MAINTENANCE DIVISION – TABULATION OF BIDS

**Screened Topsoil**

**Bid 2526-37** **April 23, 2026**

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Scott Aynes, Line Maintenance Division Manager

**PRESENTER:** Scott Aynes, Line Maintenance Division Manager

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

**BACKGROUND:**

The Water Line Maintenance Division has over 43,000 water meters to maintain and over 650 miles of water distribution lines to keep operational. Aggregate materials such as rock and sand are used for pipe bedding and are used as select backfill materials for excavations. This practice is in keeping with standards from ASTM, OSHA, AWWA and other professional organizations and complies with standards set forth by the City Engineer.

Each year, funds are allocated in the amount of $46,695 for Const Mat-Rock and Sand (account 31955251-43303).

**DISCUSSION:**

Bid 2526-38 provides for competitive bid on the subject materials. Publication of this contract ran two weeks consecutive in the Norman Transcript on March 13, 2026, and March 20, 2026. Bid packets were sent out to eight (8) vendors, with one (1) vendor submitting their sealed bid. Bids were opened April 23,2026. The material needed to make repairs on the older water lines has increased 25% over the year. The attached bid tabulation provides a complete accounting of the bid.

**RECOMMENDATION:**

Staff recommend awarding Bid 2526-38 to the lowest and best bidders as follows:

**Hillis Services, LLC, 13407 Blanton View Ave., Wayne, OK 73095** for 1 ½' aggregate material (gravel) at a price per ton of $29.00 for delivery.

# LINE MAINTENANCE DIVISION – TABULATION OF BIDS

**Aggregate Material 1 ½" Gravel**

**Bid 2526-38** **April 23, 2026**

| | **Hillis Services LLC Wayne, OK** | | | | | |
|---|---|---|---|---|---|---|
| 1 ½" Aggregate Base - Gravel | $29.00 Per Ton | | | | | |
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**BID RECORD**
**City of Norman**

BID: 2526-38

TITLE: Gravel 1.5" Delivered

DATE:04/23/26

| BIDDER NAME | Aggregate Material 1.5" Unite Price Per Ton | | | | |
|---|---|---|---|---|---|
| 1. Hillis Services | $ 29.00 | $ | $ | $ | $ |
| 2. | $ | $ | $ | $ | $ |
| 3. | $ | $ | $ | $ | $ |
| 4. | $ | $ | $ | $ | $ |
| 5. | $ | $ | $ | $ | $ |
| 6. | $ | $ | $ | $ | $ |
| 7. | $ | $ | $ | $ | $ |
| 8. | $ | $ | $ | $ | $ |
| 9. | $ | $ | $ | $ | $ |
| 10. | $ | $ | $ | $ | $ |
| 11. | $ | $ | $ | $ | $ |
| 12. | $ | $ | $ | $ | $ |
| 13. | $ | $ | $ | $ | $ |

Received and Opened by: Fred Dike

Date: 04/23/26

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Ryan Riddel, Assistant City Attorney

**PRESENTER:** Ryan Riddel, Assistant City Attorney

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

**BACKGROUND:**

An automobile insurance claim was filed by the City of Norman for damage to City Water Well #19 when it was struck by a vehicle that was traveling on US Interstate 35, on July 2, 2025. The driver's insurance company, State Farm, has offered payment for consideration and settlement of all matters related to this incident.

**DISCUSSION:**

On July 2, 2025, a vehicle was traveling northbound on US Interstate 35 when the driver had a medical episode and veered right, departing the roadway completely. His car continued traveling down the grass embankment, through a barrier fence and up the other side to the Service Road. This is when he had a head-on collision with the building which housed City of Norman Water Well #19. The incident rendered the vehicle immobile and emergency crews responded and transported the driver to the hospital. The driver's condition was not documented in the accident report.

City Well House #19 sustained heavy damage to its cinder block building, electronic components, heating elements, and above-ground piping. City staff submitted repair estimates totaling $221,793 to the driver's insurance company, State Farm. State Farm has since notified City staff that the claim was approved however the policy maximum for property damage liability for a single incident are $100,000.

City Attorney staff reviewed this offer and found that this amount of coverage is more than the usual maximum of $25,000. Alternatively, pursuing the entire damage amount through a district court action instead of insurance would be costly and time consuming, with no guarantee of an award amount. Considering this, City Attorney staff now present this item for Council consideration.

If approved, the receipts will be recorded into the Other Revenue-Settlements revenue account (Account No. 319-366250).

**RECOMMENDATION:**

City Attorney staff recommend approval of the proposed settlement in the amount of $100,000, to be issued by State Farm insurance for the incident described above. The release form in which this settlement is offered is attached and, if approved, requires signature by the Mayor.

# Release
## Property Damage Only

**For the Sole Consideration of:**

One Hundred Thousand and 00/100 ($100,000.00) dollars, the receipt and sufficiency of which is hereby acknowledged, the undersigned hereby and forever discharges , his heirs, executors, administrators, agents and assigns and all other persons, firms or corporations liable, or who may be claimed to be liable, none of whom admit liability to the undersigned, but all expressly deny any liability, from any and all claims, demands or suits of any kind on account of and resulting from damage to property caused by an accident which occurred on or about the 2nd day of July, 2025, at or near I-35 Norman OK.

Undersigned hereby declares that the terms of this settlement have been completely read and are fully understood and voluntarily accepted for the purpose of making a full and final compromise adjustment and settlement of any and all claims, disputed or otherwise, on account of the damages above mentioned, and for the express purpose of precluding forever any further or additional claims relating to property damage arising out of the aforesaid accident.

Undersigned hereby accepts draft or drafts as final payment of the consideration set forth above.

This release expressly reserves all rights of the parties released to pursue their legal remedies, if any, against the undersigned, agents and assigns.

**WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.**

**In Witness Whereof,**

I/We have hereunto set my/our hand(s) and seal(s) this _____ day of _____, 20_____.

**The City of Norman:**

By: _____
Stephen Tyler Holman, Mayor

ATTEST:

_____
Jamie Meyer, City Clerk

Approved as to form and legality this 18th day of May, 2026.

_____
City Attorney

# Oklahoma Official Collision Report

MRN 2507004094

Item 14.

| Type | Vehicles | Commercial | Pedestrians | Pedalcyclists | Injuries | Fatalities | Photos Taken | Witness |
|---|---|---|---|---|---|---|---|---|
| Incident | 1 | 0 | 0 | 0 | 1 | 0 | No | No |

Medical Condition

**Overview**

| Location | | | County | City | Latitude | Longitude |
|---|---|---|---|---|---|---|
| S I-35 SERVICE RD at 528 feet North of MARKET PL | | | Cleveland | Norman | 35.29468 | -97.48835 |
| **Date of Collision** | **Day of Week** | **Time of Collision** | **Date of Report** | **Locality** | **Crash Severity** | **Manner of Crash** |
| 07/02/2025 | WEDNESDAY | 12:53 | 07/02/2025 | Business | (C) Possible Injury | Not a Collision Between Two Motor Vehicles |

## Unit 1

| # Occup | Last Name | First Name | MI | SFX |
|---|---|---|---|---|
| 1 | | | | |

| Hit and Run | Non Contact | Address | Phone # |
|---|---|---|---|
| ☐ | ☐ | | |

| Country | City | State | Zip | Date of Birth | Age | Sex |
|---|---|---|---|---|---|---|
| USA | OKLAHOMA CITY | OK | 73102 | Unknown | | M |

| DLN | DL State | DL Class | DL Status |
|---|---|---|---|
| 9 | OK | D/Regular | Unknown |

| Injury Severity | Injury Area | Condition |
|---|---|---|
| (C) Possible Injury | Head | Other |

| Restraint Systems | Air Bag |
|---|---|
| Shoulder and Lap Belt Used | Combination |

| Ejected | Extricated | Phone in Use |
|---|---|---|
| Not Ejected | No | NO |

| Endorsements | Restrictions |
|---|---|
| | |

| Alcohol Suspected | Test Status | Alcohol Method | BAC | Pending |
|---|---|---|---|---|
| NO | Test Not Given | | | |

| Drug Use Suspected | Test Status | Drug Method | Drug Test Results | Pending |
|---|---|---|---|---|
| NO | Test Not Given | | | |

| Citation # | Description | Arrested |
|---|---|---|
| | | |

### Owner Information

| Driver is Owner | Owner Last Name | First Name | MI | SFX |
|---|---|---|---|---|
| ☑ | | | | |

Owner Address (Street, City, State, Zip)

### Vehicle Information

| Year | Make | Model |
|---|---|---|
| 2024 | JEEP | GRAND CHEROKEE L |

| VIN | Color | Plate # | Plate State | Plate Exp |
|---|---|---|---|---|
| | | | OK | 12/2025 |

| Insurance Company | Insurance Phone # | Policy # |
|---|---|---|
| STATE FARM INSURANCE | 9999999999 | |

Vehicle Configuration: (Sport) Utility Vehicle

Special Function: No Special Function

| Vehicle Removal | Removal Location |
|---|---|
| Towed Due to Disabling Damage | Excel Towing |

| Removed By | Contributing Circumstance |
|---|---|
| Excel Towing | None |

| Visibility Obscured By | Driver Distracted By |
|---|---|
| Not Applicable | Not Distracted |

| Traffic Control Device | Traffic Controls Functional |
|---|---|
| No Controls | No Controls |

Contributing Factor 1: Unknown/No Improper Act - No Improper Action By Driver

Contributing Factor 2:

| Pre-Crash Action | Extent of Damage |
|---|---|
| Movements Essentially Straight Ahead | Disabling Damage |

| Surface Type | Speed Involved | Rolled | Burned |
|---|---|---|---|
| Blacktop | NO | NO | NO |

| Trafficway | Direction |
|---|---|
| Two-Way - Divided - Positive Median Barrier | North |

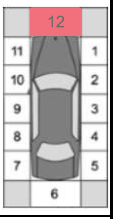
| Alignment | Grade | Total Lanes | Legal Speed |
|---|---|---|---|
| Straight | Level | 3 | 65 |

Most Harmful Event: Other Fixed Object (wall, building, tunnel, etc.)

Sequence of Events: Ran Off Roadway Right, Fence, Other Fixed Object (wall, building, tunnel, etc.)

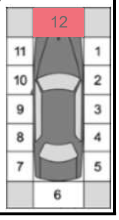
Point of Initial Contact

- ☐ Non-Collision
- ☐ Top
- ☐ Undercarriage
- ☐ Cargo Loss
- ☐ Not at Scene
- ☐ Unknown




Most Damaged Area

- ☐ No Damage
- ☐ Top
- ☐ Undercarriage
- ☐ All Areas
- ☐ Not at Scene




**WARNING - STATE LAW Use of contents for commercial solicitation is unlawful**

# Oklahoma Official Collision Report

MRN 2507004094

Item 14.

| Type | Vehicles | Commercial | Pedestrians | Pedalcyclists | Injuries | Fatalities | Photos Taken | Witness |
|---|---|---|---|---|---|---|---|---|
| Incident | 1 | 0 | 0 | 0 | 1 | 0 | No | No |

Medical Condition

## CMV/LV

No LV/CMV Data Entered.

## Passengers

No Passenger Data Entered.

## EMS

| Unit # | Last Name | First Name | MI | Address (Country, Street, City, State, Zip) |
|---|---|---|---|---|
| 1 | | | | |

| EMS Run # | EMS Agency Name | Transported By | Transported to Medical Facility |
|---|---|---|---|
| EMSTAT 1 | EMSTAT | EMS Ground | Norman Regional |

## Trailers

No Trailer Data Entered.

## Crash Details

| Weather Condition | Light Condition | Road Surface Conditions |
|---|---|---|
| Rain | Daylight | Wet |

| Type of Intersection | Relation to Junction | Interchange Related | Railroad Crossing # |
|---|---|---|---|
| Not an Intersection | Non-Junction | NO | |

Workzone Information

| Type of Work Zone | Location of Work Zone Collision | Workers Present |
|---|---|---|
| | | |

Secondary Crash Information

| Primary Crash Case Number | Any Roadways/Lanes Blocked | Original Collision Start Date | Start Time | Original Collision Cleared Date | Cleared Time |
|---|---|---|---|---|---|
| | | | | | |

| Lane(s) Blocked | Lane Blocked Date | Block Time | Lane Cleared Date | Cleared Time |
|---|---|---|---|---|
| | | | | |

## Property Damage

| Property Owner | Phone Number | Property Owner Address | Property Description |
|---|---|---|---|
| City of Norman | 4053290703 | I35 SVC RD Indian Hills Road | Well House |
| | | | |

## Officers

| Investigating Officer | Agency | Badge | Troop/Division |
|---|---|---|---|
| Nicholas Vinson | OKLAHOMA HIGHWAY PATROL TROOP A | 737 | Troop A |

| Reviewing Officer | Agency | Badge | Troop/Division |
|---|---|---|---|
| Brandon Schneider | OKLAHOMA HIGHWAY PATROL TROOP A | 179 | Troop A |

# Oklahoma Official Collision Report

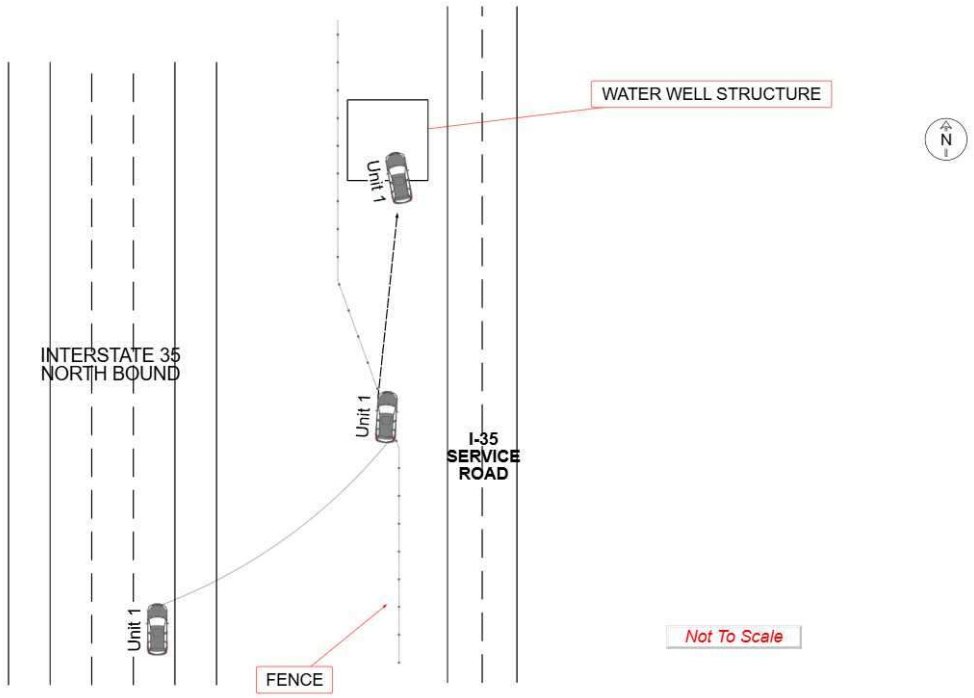
MRN 2507004094

Item 14.

| Type | Vehicles | Commercial | Pedestrians | Pedalcyclists | Injuries | Fatalities | Photos Taken | Witness |
|---|---|---|---|---|---|---|---|---|
| Incident | 1 | 0 | 0 | 0 | 1 | 0 | No | No |

Medical Condition

## Diagram




## Narrative

**Unit 1 was heading north on I35. The driver of Unit 1 experienced and medical episode, departed the roadway to the right and struck a barrier fence. Unit 1 then, struck a water well structure. A.O.I. was approximately .1 miles north of Market Place and approximately 30 feet east of the east edge of I35 northbound. A.O.R. was approximately 45 feet north and approximately 4 feet east of A.O.I.**


Well 19
Write a description for your map.
Google Earth
189 ft



RCS
RYBURN CONSTRUCTION
SOLUTIONS, INC.

August 21, 2025

Ryburn Construction Solutions, Inc submits the following bid to the City of Norman to rebuild the well house next to I35 at the cost of $64,960. This includes all materials and labor to rebuild using the existing foundation.

Respectfully,

Pam Ryburn
Vice President
405-227-1978

37005 County Street 2650• Anadarko, OK 73005 • 405-227-1978 Phone

Material break down to rebuild Norman well house:

Roof: $5950

(includes concrete, rebar, pump truck, hatch)

Foam insulation: $2700

Paint & block filler for interior walls: $950

Block: $22,800

(includes mason, split face block, masonry materials, rebar)

Door: $4520

Labor: $15,600

Overhead: $12,440

**NORMAN UTILITY AUTHORITY**
**Groundwater Wellfield Development**

**BASE BID**

| Item No. | Description | Unit | Estimated Quantity | Unit Price | Amount |
|---|---|---|---|---|---|
| 1 | Project Mobilization | LS | 1 | $ 147,837.00 | $147,837.00 |
| 2 | Site Mobilization: Test Hole | EA | 10 | $ 2,250.70 | $ 22,507.63 |
| 3 | Site Mobilization: Production Well | EA | 6 | $ 7,172.63. | $ 43,035.75 |
| 4 | Pre/Post Construction Videos | EA | 6 | $ 834.00 | $ 5,004.00 |
| 5 | Test Hole (Complete) | VF | 7500 | $ 62.00 | $ 465,000.00 |
| 6 | Test Hole Zone Water Quality Sampling | EA | 70 | $ 3,671.00 | $ 256,970.00 |
| 7 | Monitoring Well (Complete) | EA | 6 | $ 70,911.00 | $ 425,466.00 |
| 8 | Production Well: Gun Perfo-rated (Complete) | EA | 3 | $ 155,712.00 | $ 467,136.00 |
| 9 | Production Well: Screen and Gravel Packed (Complete) | EA | 3 | $ 131,193.00 | $ 393,579.00 |
| 9A | Production Well: Well Screen | VF | 1200 | $93.00 | $ 111,600.00 |
| 10 | Clearing and Grubbing (Production Well Site) | EA | 6 | $ 5,778.00 | $ 34,668.00 |
| 11 | Construction Staking | EA | 6 | $ 5,556.00 | $ 33,336.00 |
| 12 | Production Well: Pump/Motor & Appurtenances | EA | 6 | $ 9,818.00 | $ 58,908.00 |
| 13 | Production Well: Column Pipe | LF | 4500 | $ 19.00 | $ 85,500.00 |
| 14 | Production Well: Submersible Cable | LF | 4500 | $ 3.63 | $ 16,335.00 |
| 15 | Well Site Building (Complete) | EA | 6 | $ 60,998.00 | $ 365,988.00 |
| 16 | Electrical Equipment and Controls (Complete) | EA | 6 | $ 156,833.00 | $ 940,998.00 |
| 17 | Fiberglass Well Head Enclosure (Complete) | EA | 6 | $3,667.00 | $ 22,002.00 |

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Katherine Coffin

**PRESENTER:** David Riesland, Transportation Engineer

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

## BACKGROUND:

The Neighborhood Traffic Management and Calming Program Manual (Manual) was created in December 2003 and was last Amended and Approved by Council, via R-0809-115, on February 24, 2009. There were some internal amendments in 2023, but the Manual has not been brought back to City Council since 2009. With the retirement of key staff members in the time since the adoption in 2009, it is now time to consider updating the Manual with new graphics, to address various typographical errors, and to make the Manual more useful to existing and future staff as well as interested citizens. A copy of the 2009 Amended and Approved Manual, with areas changed identified, is attached.

## DISCUSSION:

An editable document of the Manual could not be located. As such, a new Manual was created from scratch keeping all the information from the old Manual. During the creation of the new Manual, several typographical errors were found and corrected. In addition, all the graphics were updated to include examples from Norman, if possible. Finally, through recent traffic calming inquiries, it was evident that the Manual was not explicit on the requirements in some areas. To avoid confusion among existing staff, future staff, and interested citizens, some items were rewritten for clarity. A copy of the modified 2026 Manual is attached.

## RECOMMENDATION:

Staff recommend approval of Resolution R-2526-145 to Amend the Neighborhood Traffic Management and Calming Manual.

# Resolution

R-2526-145

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING THE NEIGHBORHOOD TRAFFIC MANAGEMENT AND CALMING PROGRAM MANUAL IN ORDER TO CORRECT TYPOGRAPHICAL ERRORS AND TO ADD CLARIFYING INFORMATION FOR STAFF AND INTERESTED CITIZENS.

§ 1. WHEREAS, in 2003, Staff wrote a Neighborhood Traffic Management and Calming Program Manual (Manual) for the City of Norman's Traffic Calming Program; and

§ 2. WHEREAS, Staff responsible for the implementation of the City of Norman's Traffic Calming Program is completely new since the adoption of the original Manual in 2003; and

§ 3. WHEREAS, current Staff discovered a number of typographical and grammatical errors in the 2003 Manual; and

§ 4. WHEREAS, no editable version of the 2003 Manual was located; and

§ 5. WHEREAS, a number of issues with implementation of the Manual has been uncovered by current Staff that need to be addressed to have a better Manual; and

§ 6. WHEREAS, the goal has always been to present a document that can be implementable for years to come and that citizens will clearly understand their role in the Traffic Calming Program.

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

§ 7. That the Council of the City of Norman hereby adopts this revision to the Neighborhood Traffic Management and Calming Program Manual with the latest modification as the City of Norman's reference document for its Traffic Calming Program

.

PASSED AND APPROVED this 26th day of May 2026.

_____

Mayor, Stephen T. Holman

ATTEST:

_____

City Clerk

# NEIGHBORHOOD TRAFFIC MANAGEMENT and CALMING PROGRAM

# CITY of NORMAN OKLAHOMA

**December 2003**
**(REVISED August 2007)**
**(REVISED February 2009)**

**Amended and Approved by Norman City Council by:**
**Resolution R-0809-115, dated February 24, 2009**

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## INTRODUCTION

One of the most persistent and emotional complaints that the City of Norman receives is speeding on residential streets. Each year, there are numerous requests received by City council members and other City administration and staff to "do something" on certain streets where residents have concerns about excessive traffic speeds and/or traffic volumes. Proper street design is essential in encouraging lower speeds, minimizing cut-through traffic, and maintaining the integrity of residential neighborhoods. Through the City platting and development process, new subdivisions are now being designed to avoid long straight stretches of streets which encourage higher speeds. It is on the long stretches of existing streets that most of the speeding complaints are being generated. This report presents a ***Neighborhood Traffic Management and Calming Program (NTMCP)*** aimed at making existing residential streets safer and more liveable. Historically, issues of speeding and cut-through traffic could only be addressed through educational efforts, beefed-up police enforcement, and the unwarranted use of regulatory signs; now, however, physical calming devices have been developed for use when education and enforcement endeavors have failed.

## HISTORICAL RESEARCH

Traffic calming is the combination of both policies and implementation measures that help mitigate the negative impacts to residential streets and neighborhoods caused by motor vehicles. Although traffic calming techniques did not begin to be readily implemented in the United States until the 1980's, there are many examples that have existed for many years in other countries. In Europe and Australia, some of these same techniques even preceded the 1970's. Many of the successful techniques used there are into their second and third generations. Their effectiveness has been proven and many appear to be part of the original street design rather than retrofits.

Traffic calming techniques were developed to reduce speeding problems and heavy flow on residential streets. By making some residential streets more "calm," it makes the neighborhood more liveable. Although "liveable" in terms of a neighborhood does not have a precise definition, feeling safe and secure, interacting with neighbors, and experiencing a sense of home and community identification are certainly some of the characteristics. In essence, when citizens call to request a STOP sign to slow traffic on their street, they are requesting the City to make their street more liveable.

Research has shown a common theme among cities with traffic calming or management programs: there is no single measure, such as STOP signs or speed humps, for solving all traffic problems. Each location has its own unique set of problems that must be analyzed to identify solutions. For this reason, the City of Norman, like several other communities, has developed an extensive toolbox of traffic management and calming tools for customizing solutions.

## CLASSIFICATION OF STREETS

City of Norman streets are classified by their function into three major categories: arterial, collector, and local. These categories are defined as follows:

Arterial: These streets provide for through traffic movement over long distances such as across the city with some access to abutting property. These streets are typically the widest and have the highest speed limits of all of the streets within the city. Within the City of Norman, most arterials have a speed limit of 40 mph or higher.

Collector: These streets provide the connection between arterials and local streets. There is often direct access to abutting properties. These streets provide for medium distance trips such as between neighborhoods. They also collect traffic from the local streets and channel it to the arterial system. Within the City of Norman, most collector streets have a speed limit of 25 mph.

Local: These streets provide for direct access to the residences and for short distance or local traffic movements. Within the City of Norman, most local streets have a speed limit of 25 mph.

Since each city street has an intended purpose related to moving traffic and serving the adjacent land use, the *Neighborhood Traffic Management and Calming Program* must ensure that traffic management measures are compatible with those purposes. Because the installation of calming devices can result, directly or indirectly, in drivers shifting to use an adjacent street as their new route, this is appropriate only if that adjacent street is suitably classified and able to accommodate this traffic. Accordingly, while the majority of traffic management measures in the calming toolbox are appropriate for use on local streets and collectors, fewer (if any) are appropriate on arterials.

Moved section ahead of Classification of Streets

## DEFINITION OF TRAFFIC CALMING

In its August 1999 report, "Traffic Calming – State of the Practice," the subcommittee on traffic calming of the Institute of Transportation Engineers (ITE) defines traffic calming as follows:

> *Traffic calming is the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized street users.*

In explaining its definition, the ITE subcommittee distinguishes traffic calming from route modification, traffic control devices, and streetscaping. Traffic calming measures rely on the laws of physics rather than human psychology to slow down traffic. Route modification measures, such as street closures and turn restrictions, do not change driver behavior (i.e. speed), but simply modify driver routing options. Traffic control devices, notably STOP signs and speed limit signs, are regulatory measures that require enforcement. Street trees, street lighting, striping, and other streetscape elements, while complementary to traffic calming, do not directly compel drivers to slow down. By contrast, engineered traffic calming measures are intended to be self-enforcing.

## OBJECTIVES

The overall objectives for the *Neighborhood Traffic Management and Calming Program* are:

> To implement measures, either physical or psychological, that will reduce speeding and affect driver behavior to improve the liveability and quality of life in residential neighborhoods;
>
> To preserve and enhance pedestrian and bicycle access to neighborhood destinations;
>
> To encourage citizen involvement in neighborhood calming and, in the process, provide an opportunity for neighbors to interact and create a positive community atmosphere; and
>
> To make fair and efficient use of City resources in prioritizing projects to balance the needs of the neighborhood with that of the entire community.

Traffic calming techniques work best when incorporated into a neighborhood traffic management program. Successful programs include good traffic data collection, a thorough planning process, community participation, and local authority support. Because residents are the main initiators of traffic calming requests, they need to be part of the process as much as possible.

## NEIGHBORHOOD TRAFFIC CALMING PROCESS

Step 1 – Reporting the problem (Initial Contact)

Upon initial contact made by a resident, property owner, or homeowners association, inquiring about traffic calming in a neighborhood, City staff will mail to the requester an information packet that describes the traffic calming program, application process, and the criteria used to establish eligibility.

After reading the information, if residents are still interested in the program, they must write out a formal request and return it to the City. The purpose of this written request is to initiate the *NTMCP* process and to formally request a traffic study be conducted to see if the neighborhood meets the *NTMCP* criteria; it is not a petition for traffic calming measures (that comes later in the process). The written request requires a written description of the residents' concerns and requires signatures from residents of at least four (4) different households in the impacted area that share the same traffic concerns .

Step 2 – Traffic Study

Upon receipt of a formal written request by a neighborhood, the City Traffic Control Division will schedule a traffic study in the neighborhood. Traffic studies are usually conducted during the school year unless unique circumstances, as determined by the City Traffic Engineering staff, exist. To be eligible to participate in the *NTMCP*, certain speed and traffic volume criteria must be met.

Step 3 – Pre-Calming Measures

If the trouble location meets the speed and volume criteria, City staff will first suggest possible solutions that do not involve the use of physical controls or impediments on the street. These include:

- Traffic Signing and Pavement Markers - Traffic Engineering staff will review all of the traffic signing and pavement markers in the area. If necessary, staff will install additional signing and striping.

- Traffic Enforcement Actions - The traffic data study will include raw counts of traffic volumes and vehicle speeds over a 72-hour period and will categorize these numbers into the time of day that they occurred. This data will be forwarded to the Norman Police Department for their increased patrol visibility and more strategic enforcement efforts.

- Radar Speed Trailer Deployment - This is a temporary device that is primarily used to educate motorists regarding the fact that they may be exceeding the posted speed limit.

Step 4 - Follow-up Data Collection

If one or more of the Pre-Calming Measures is implemented, the City Traffic Control Division will wait approximately three to six months and then collect additional speed/volume data. The new data will be analyzed to determine if the Pre-Calming Measure was successful. If the measure was successful in terms of bringing the numbers below the criteria thresholds, then the process will end at this point. If the measure was not successful, i.e. the location continues to exceed speed/volume thresholds, City staff will move on to explore the more self-enforcing types of traffic calming devices.

Step 5 - Presentation of Specific Traffic Calming Plan

If the results of the traffic studies still indicate that the neighborhood meets the *NTMCP* criteria, a meeting with residents in the neighborhood will be held by City staff. At this meeting, City staff will discuss the *NTMCP* process, give a brief summary about traffic calming devices previously tried in the City of Norman and in other communities, show the results of the traffic studies, present a Specific Traffic Calming Plan for the neighborhood, and solicit residents' input for modifications to the plan. Although residents not living directly on a potentially "calmed" street would not vote on a support petition for a traffic calming project, they may have an indirect interest and should be invited to this neighborhood meeting where the traffic calming plan is presented and discussed.

Step 6 - Petition Process

After the public meeting, and with original or modified Specific Traffic Calming Plan agreed upon, City staff will prepare a petition to be signed by residents and business owners adjacent to and surrounding the street being "calmed." A map showing the location of the traffic calming measures and the petition boundary area will also be included. This petition must document that at least 60% of all households and businesses within the petition boundary area support the Specific Traffic Calming Plan. All properties within the affected area must be accounted for (either with signature in support of plan, or without signature in opposition to plan) or by written statement by circulator why a specific property was not represented. Only one signature per household is allowed. Petitions must be completed and returned to the City within one (1) year from the date they were provided to the neighborhood coordinator or they will expire.

Petition Eligibility

Residences either fronting or otherwise directly adjacent to the street containing the calming devices will be eligible to sign the support petition for the calming project. Recognizing that every neighborhood is configured differently and that the impact of a calming project is more direct for those residents along the corridor itself, City staff will look for opportunities, such as including residents on intersecting cul-de-sacs, to expand the voting area allowed on the support petition. For a device placed in an intersection, such as a traffic circle, residences within a 300' radius of such device will also be eligible to sign. Signers can be either the property owner or his/her agent. Renters can sign, but with the understanding that the property owner could possibly reverse his/her tenant's vote. City staff will make reasonable effort to find and contact local property owners during the verification process, but will accept the renter's signature if proof of residency

via utility record or other official document can be verified. The signature of any official representative of a business, church, school, homeowner's association clubhouse, etc. will be accepted for non-residential petitioners. Only valid petitioners, as described above, will be allowed to register petition support. 60% of eligible petitioners is necessary to support a calming project containing calming devices.

Step 7 - Implementation and Funding

Having verified the signatures on the petition, City staff will finalize traffic calming plans, prepare cost estimates, and enter into an agreement with a contractor to perform the work. Upon completion of work, City crews will install striping and signing. Traffic calming projects are funded primarily from public funding; however, when public funds are not available, private funding is a possibility. Any private funding must be collected on a volunteer only basis and presented to the City of Norman prior to construction.

Step 8 - Follow-up Evaluation

When construction of a traffic calming project is totally finished, the City Traffic Control Division will conduct a final traffic study to evaluate the effectiveness of the calming device(s). Additionally, City staff will send out a Feedback Survey to neighborhood residents as part of the evaluation process.

Step 9 - Landscaping

Landscaping of areas created by traffic calming, if needed, will be the responsibility of the neighborhood involved. City staff will prepare a Landscaping Agreement setting forth requirements and guidelines for the homeowners association, or other neighborhood group, accepting responsibility for the landscaping and its future maintenance. Hook-ups for utility services (e.g. water and power) may be provided in the construction phase of the project to facilitate maintenance efforts, but metering of utilities shall be initiated and paid for by the neighborhood group responsible for landscaping and its maintenance in compliance with City of Norman regulations and permits.

## QUALIFYING CRITERIA

To qualify for the *Neighborhood Traffic Management and Calming Program*, a neighborhood residential street must meet the following minimum criteria:

- 85th Percentile Speed of vehicles on roadway > 8 mph over posted speed limit
  and
- Average Daily Traffic (ADT) > 600 vehicles/day (vpd).

If number of reported speed-related accidents in 3-year period > 5 accidents, this can be used as a substitute criterion in lieu of either the speed or volume requirement. It is important to recognize that special circumstances, including lack of sidewalks or proximity to parks or schools, in some neighborhoods may justify lower qualifying thresholds. These neighborhoods may be considered for the more permanent, self-enforcing type devices, but still must meet the following minimum criteria:

- 85th Percentile Speed of vehicles on roadway > 7 mph over posted speed limit
  and
- Average Daily Traffic (ADT) > 500 vehicles/day (vpd).

NOTE: **85th Percentile Speed** is that speed below which 85% of all traffic units travel. It is an accepted principle that the majority of drivers on a roadway select safe and proper speeds based on roadway and traffic conditions. For determining a speeding problem on a specific roadway, the 85th percentile speed is often used because it is on the high end of a "normal" bell curve distribution. Typically, recorded speeds above the 85th percentile occur much less frequently than the speeds below it because the highest speeds are often erroneous readings or the result of a few drivers who are either unperceptive of roadway conditions or irresponsible. The generally accepted traffic engineering practice is to set speed limits at the nearest increment to the 85th percentile speed unless other considerations such as accidents and real dangers not perceivable by drivers may indicate the need for a lower speed limit. Since speed limits are generally set using the 85th percentile, it is expected that 15% of the vehicles will exceed the speed limit on a regular basis.

## EXCLUDED ROUTES

The use of certain traffic calming devices will be restricted on public transit routes. Devices of the speed hump genre will not be used on these routes.

On routes designated as "emergency routes" by emergency responders such as the Fire Department and ambulance services, only "drive around" type traffic calming devices, such as traffic circles and offset (divided) speed tables, will be allowed. These routes are those on which calming devices would delay emergency responders from meeting their target response times.

## PRIORITIZATION OF PROJECTS

For the purpose of prioritizing projects competing for traffic calming dollars, points are assigned based on the following point system:

No. of mph that the qualifying 85th Percentile Speed is over posted speed limit

| | |
|---|---|
| > 8 to 10 mph | = 6 points |
| >10 to 12 mph | = 7 points |
| >12 to 14 mph | = 8 points |
| > 14 to 15 mph | = 9 points |
| > 15 mph | = 10 points |

If no. of mph that the 95th Percentile Speed is over posted speed limit > 15 mph = 5 points

Average Daily Traffic (ADT):

| | |
|---|---|
| >600 to 900 vpd | = 3 points |
| >900 to 1,100 vpd | = 4 points |
| >1,100 to 1,500 vpd | = 5 points |
| >1,500 vpd | = 6 points |

No. of reported speed-related accidents: (last 3-year period)

| | |
|---|---|
| 0 – 1 | = 1 point |
| 2 – 3 | = 2 points |
| 4 – 5 | = 3 points |
| 6 – 10 | = 5 points |
| >10 | = 7 points |

Pedestrian generators: (only 1 category per project)

| | |
|---|---|
| School in petition area | = 4 points |
| Hospital in petition area | = 3 points |
| Park or non-home day care center on street | = 2 points |
| Other (shopping area, convenience store, church, commercial businesses, etc.) on street | = 1 point |
| No sidewalks on both sides of street | = 2 points (max.) |

Overwhelming neighborhood petition support: > 90 % = 1 point

Competing projects are ranked according to their sums of the above assigned points. Projects not funded may be considered for the next funding cycle, but will have to undergo the prioritization process again.

## IMPACTS OF TRAFFIC CALMING DEVICES

Overall Effectiveness –

The physical actions of calming devices are almost always successful (to varying degrees) in forcing traffic to behave in an intended fashion. In most cases, these devices can achieve the desired result by utilizing a one-time capital expenditure and very low ongoing maintenance costs.

Effect on Emergency Vehicles Response Times –

Creating bumps, dips, and sharp curves is precisely the objective being sought by many of the calming devices and, of course, these maneuvers can negatively impact emergency vehicles response times. It is believed, however, that these delays are minimal and, in most situations, can be tolerated. Quantitatively, research shows that both vertical and horizontal displacement devices can delay ambulances and fire trucks from 2 to 10 seconds per device. It is important in the engineering of these devices that locations and sizes of these types of devices be carefully considered to mitigate such delays. Where applicable, "test" runs of emergency vehicles will be made before installation of permanent devices.

Loss of Parking –

It is often necessary to prohibit on-street parking in the immediate vicinity of certain traffic calming devices in order to accommodate the realigned vehicle path. In these cases, the adjacent residents should be aware that a loss of on-street parking in front of their residences will occur.

Aesthetic Impacts –

While some traffic calming devices can have favorable aesthetic impacts and enhance neighborhoods when beautifully landscaped, others can be, by their nature, somewhat unsightly. Some devices, e.g. speed humps, most often pose no opportunity for the incorporation of aesthetics and could actually have negative visual impacts. In fact, virtually all traffic calming actions require signs, striping, and reflective devices which may not be construed as aesthetically pleasing to all residents. In the end, however, most residents feel that this is a minor trade-off for the calming benefits they are receiving.

## REMOVAL OF TRAFFIC CALMING DEVICES

Devices installed for the purpose of calming traffic in residential areas may be removed or significantly modified only when all of the following criteria have been met:

At least 75% of the residents and/or property owners (one signature per residence) living within 600' of the device in question must agree, by petition, to remove it.

The calming device must have been in place twelve months or longer before being considered for removal.

The City Traffic Engineer agrees that its removal will not affect the overall effectiveness of the calming efforts in the neighborhood.

Funding, either from City or private residential sources, must be available to restore or modify the device.

## DESCRIPTION OF TRAFFIC MANAGEMENT and CALMING TOOLS

1. ***Police Presence in Neighborhood*** (see Figure 1)
   Positioning of a police vehicle on a street as a visible means of enforcement to discourage speeding.

2. ***Police Enforcement*** (see Figure 2)
   At the request of the Traffic Control Division, the Norman Police Department deploys a radar enforcement unit to issue citations in a neighborhood during certain strategic times to discourage speeding.

3. ***Radar Trailer*** (see Figure 3)
   A non-enforcing, temporary measure to increase driver awareness about speeding in which a portable radar speed meter mounted beside a street measures vehicle speeds and displays speed on a board.

4. ***Neighborhood Radar Monitoring*** (see Figure 4)
   A hand-held radar gun is made available, with instructions provided by City staff, to certain trained residents to determine the amount of speeding and who is speeding in the neighborhood.

5. ***Automated Speed Enforcement*** (see Figure 5)
   A street installation of a camera and radar determines if a car is exceeding the speed limit, takes a picture of vehicle's license plate, and a ticket is mailed to the vehicle owner.

6. ***Gateway*** (see Figure 6)
   A special entrance feature to a neighborhood that narrows a street at its entrance and includes a sign and landscaping, and sometimes a median and a change of pavement texture.

7. ***Striping Narrow Lanes*** (see Figure 7)
   A measure by which pavement striping is used to create narrow 10 feet wide lanes to give drivers a feel of a narrower street that does not lend itself to high speeds.

8. ***Choker / Choker Island*** (see Figure 8)
   A modification of an existing curb section (or a stand alone landscape strip beside the existing curb) that "chokes" or reduces the street width at an intersection, mid-block, or other street segment to slow down traffic.

9. ***Angled Slow Points*** (see Figure 9)
   A modification of an existing curb section that is used in conjuction with another one, slightly offset, on the opposite side of the street to create a narrow, angled path that makes oncoming traffic want to yield and thus slow down.

10. ***Divided Angled Slow Points*** (see Figure 10)
    A modification of an existing curb section that is used in conjunction with another one, slightly offset, on the opposite side of the street, and with a center island, to create a narrow, angled path that slows down vehicles.

11. ***Neckdowns (Curb Bulb-outs)*** (see Figure 11)
    A modification of existing curbs at intersections that reduces street width to slow down traffic and shortens pedestrian crossing distances.

12. ***Center Island Median*** (see Figure 12)
    A curbed stand alone strip, usually landscaped, placed in the middle of a street as an "island" that divides traffic into narrower lanes to slow down the vehicles.

13. ***Chicane (Serpentine)*** (see Figure 13)
    Long, realignment modifications of street curbs that alternate from one side of the street to the other, creating S-shaped curves that discourage speeding in order to navigate.

14. ***Traffic Circle*** (see Figure 14)
    A circular, raised island, usually landscaped, placed in an intersection to prevent speeding through the intersection by impeding straight through movements and forcing drivers to slow down to go around it.

15. ***Raised Crosswalk*** (see Figure 15)
    A raised plateau of roadway, usually installed at street intersections, that vertically deflects vehicles causing traffic to slow down, and enhances pedestrian safety.

16. ***Rumble Strips*** (see Figure 16)
    "Dots" or rough strips glued to pavement causing tire "rumble" that alert drivers to heighten their awarenesss by slowing down.

17. ***Speed Humps*** (see Figure 17)
    14' long parabolic shaped mounds of paving or pre-fabricated material placed across a roadway that cause a vertical shift in a crossing vehicle resulting in its driver slowing down.

18. ***Speed Tables*** (see Figure 18)
    22' long raised mounds of paving or pre-fabricated material, consisting of a flat middle section and parabolic end sections, placed across a roadway that cause a vertical shift in a crossing vehicle resulting in its driver slowing down.

19. ***Speed Cushions*** (see Figure 19)
    10' long mounded sections of pre-fabricated material placed across the roadway and spaced approximately 3' apart that cause a vertical shift in a crossing vehicle resulting in its driver slowing down.

20. ***Turn Restriction Barrier*** (see Figure 20)
A physical barrier constructed in the form of a concrete median barrier, closely-spaced row of flexible delineator posts, or, simply delineators glued to the pavement surface that is installed to prevent vehicles from making certain movements in and out of residential streets.

21. ***Diagonal Diverter*** (see Figure 21)
A physical barrier between diagonally opposite corners of a four-legged intersection, thus creating two unconnected L-shaped intersections for the purpose of reducing speeds and diverting traffic elsewhere.

22. ***Half Closure (Semi-Diverter)*** (see Figure 22)
A partial street closing effectuated by a significant curb extension or bulb-out at an intersection that physically prevents a straight through movement of traffic across the intersecting street.

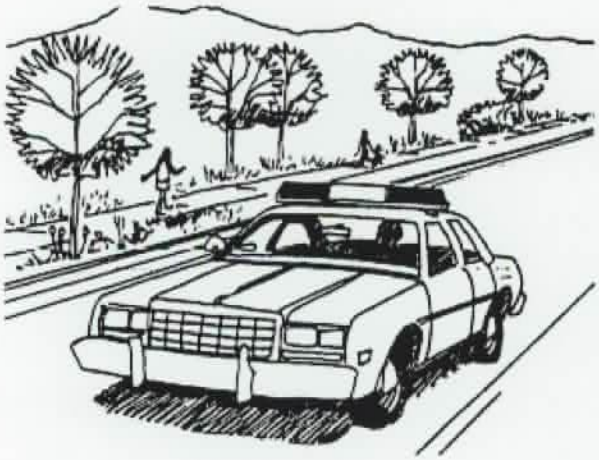
23. ***Mid-Block Road Closure*** (see Figure 23)
Back-to-back cul-de-sacs created by closing a street mid-block using a landscaped area for the purpose of reducing speeds and eliminating through traffic.

24. ***Complete Road Closure*** (see Figure 24)
A street closure created by a landscaped area at the end of a block, formed as a cul-de-sac for turn-around purposes, to prevent cut through traffic and to virtually eliminate speeding on closed street.

25. ***Offset (Divided) Speed Table*** (see Figure 25)
A pair of 22' long raised mounds of paving, separated so that emergency vehicles can go around them, each consisting of a flat middle section with parabolic end sections and placed in opposite direction lanes so as to cause a vertical shift in a crossing vehicle resulting in its driver slowing down.

*Figure 1*

| *Police Presence in Neighborhood* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Shows an enforcement presence | City resources needed to deploy units |
| Drivers may slow down fearing enforcement | Residents quickly realize that mere presence of police does not result in speeding citations |



Typically, all figures were updated or changed to show applications in Norman

*Figure 2*

| *Police Enforcement* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Visible enforcement reduces speeding | Benefits are usually short term |
| Driver awareness about speeding is increased | |
| Enforcement flexible - any time of day | |
| Effect can be quick | |





*Figure 3*

| *Radar Trailer* | |
|---|---|
| **Advantages** | **Disadvantages** |
| An effective public relations and educational tool | Not an enforcement tool |
| Usually effective where radar trailer is located | Benefits are usually short term |







*Figure 4*

| *Neighborhood Radar Monitoring* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effect on speeders limited to sight distance of radar gun | Not an enforcement tool |
| An effective public relations and educational tool | Requires training |
| Neighbors feel they are part of the solution | |
| Possibilty of long-term effects as residents interact with each other | |



*Figure 5*

| *Automated Speed Enforcement* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Very effective once public is aware of the automated enforcement | Residents may not like the "Big Brother is watching you" feeling |
| Cost effective – private companies will install and maintain equipment | May be some legality concerns |



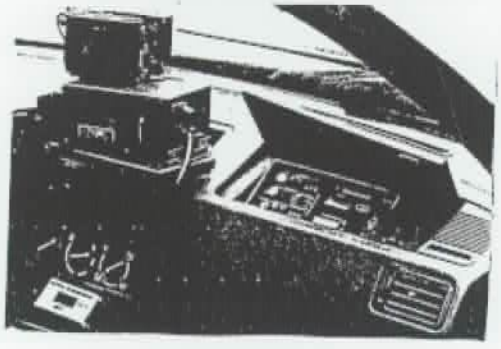


*Figure 6*

| *Gateway* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Creates an identity to a neighborhood | Increased maintenance costs |
| Creates added streetscape area for landscaping or monuments | Can impede legitimate truck movements |
| Discourages truck entry | |



*Figure 7*

| *Striping Narrow Lanes* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Changes can be quickly implemented | Increases regular maintenance |
| Striping can be easily modified | Residents don't perceive as a speed control tool |
| Speeds decreased and safety improved by positively guiding drivers | |

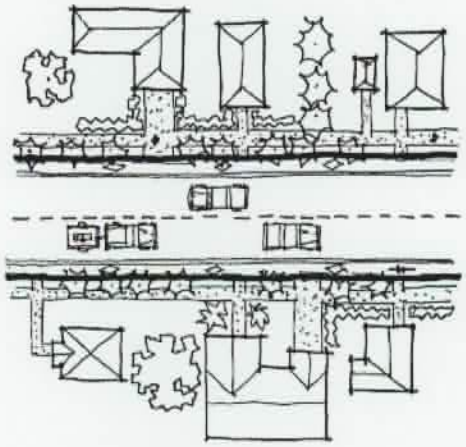


*Figure 8*

| *Choker / Choker Island* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Slight slowing is normal result | Potential object for motorist to run into |
| Shorter pedestrian crossing distances | May impede bicycle mobility and safety |
| Creates added streetscape area for landscaping | Can impede legitimate truck movements |
| Can discourage truck entry | May require drainage modifications |

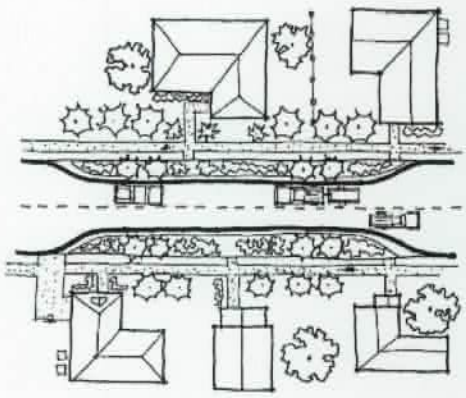
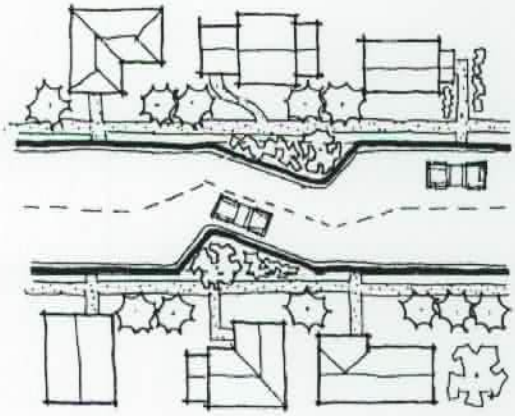




*Figure 9*

| *Angled Slow Points* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces vehicle speeds | Loss of on-street parking |
| No significant impedance to emergency vehicles | Regular landscaping maintenance needed |
| Creates added streetscape area for landscaping | Potential for head-on collisions |



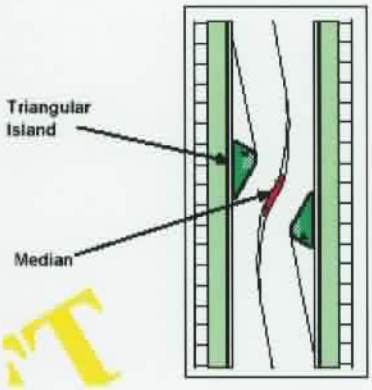



*Figure 10*

| *Divided Angled Slow Points* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces vehicle speeds | Loss of on-street parking |
| No significant impedance to emergency vehicles | Regular landscaping maintenance needed |

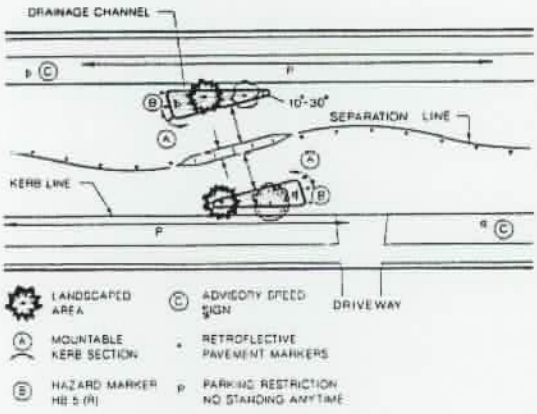


*Figure 11*

| *Neckdowns (Curb Bulb-outs)* | |
|---|---|
| **Advantages** | **Disadvantages** |
| May be aesthetically pleasing if landscaped | Increased landscaping maintenance |
| Shorter pedestrian crossing distances | Landscaping could cause sight triangle problems |

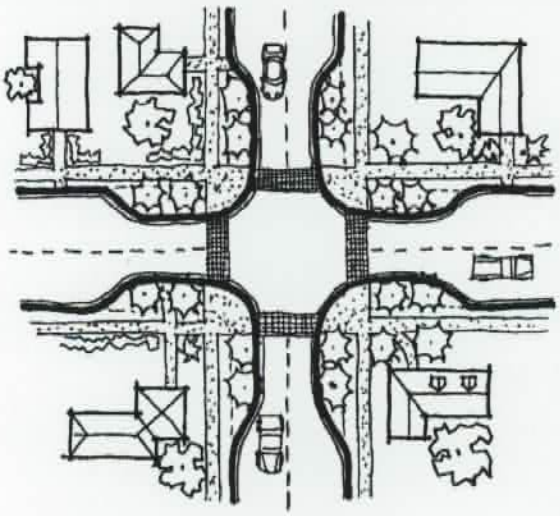


*Figure 12*

| *Center Island Median* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces opportunities for head-on accidents | Loss of on-street parking |
| May be aesthetically pleasing if landscaped | Can restrict certain convenient turns |



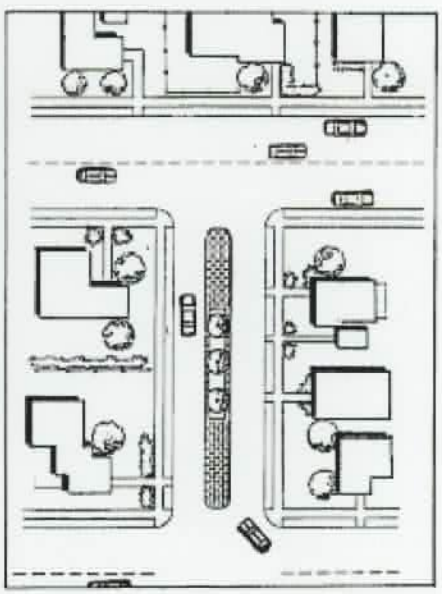
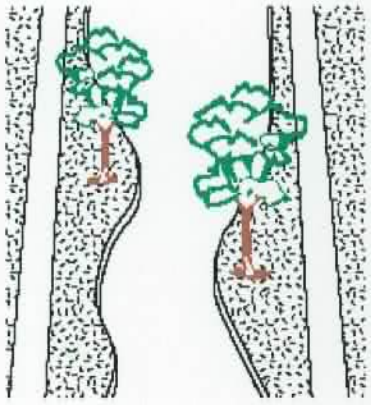


*Figure 13*

| *Chicane (Serpentine)* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces vehicle speeds | Increased landscaping maintenance |
| May reduce through traffic volumes | Significant loss of on-street parking |
| | Emergency vehicles mildly effected |



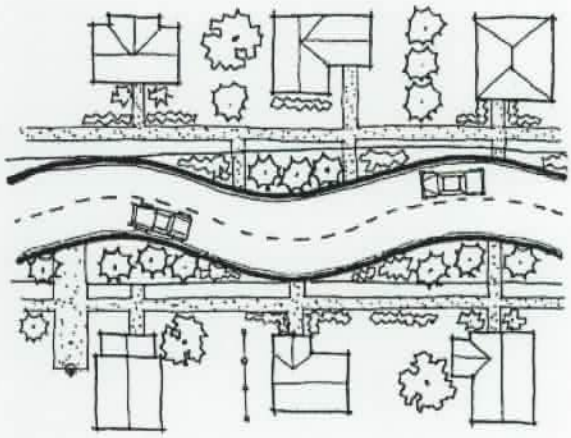
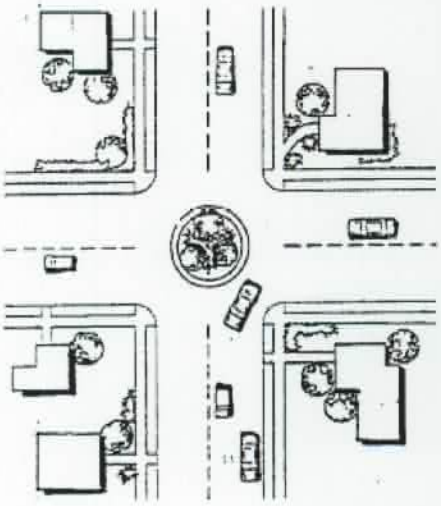


*Figure 14*

| *Traffic Circle* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Noticeable reduction of speeds | May increase accidents until drivers used to it |
| Aesthetically pleasing when landscaped | Pedestrians/bicyclists must adjust change of crossing patterns |



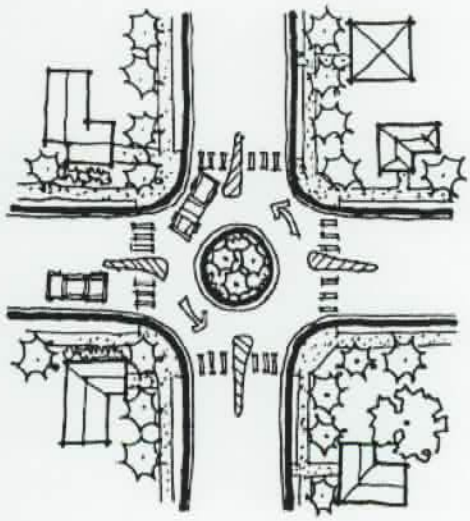


*Figure 15*

| *Raised Crosswalk* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effective speed reduction | Affects emergency vehicle response time |
| Can be aesthetically pleasing | Expensive to construct and maintain |
| Improves pedestrian safety | Could cause drainage problems |

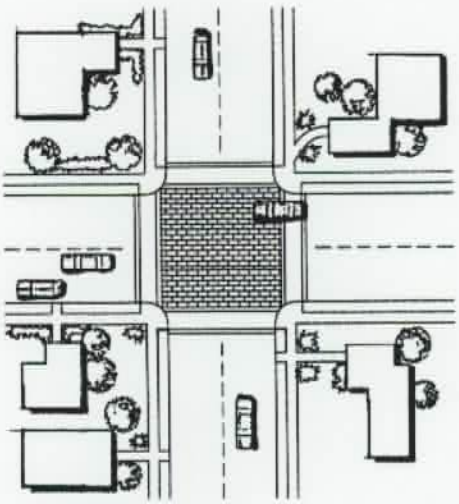


*Figure 16*

| *Rumble Strips* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Driver's attention alerted to heighten safety | High noise level for adjacent residents |
| Slight speed reduction | Regular maintenance needed |
| Low cost installation | |

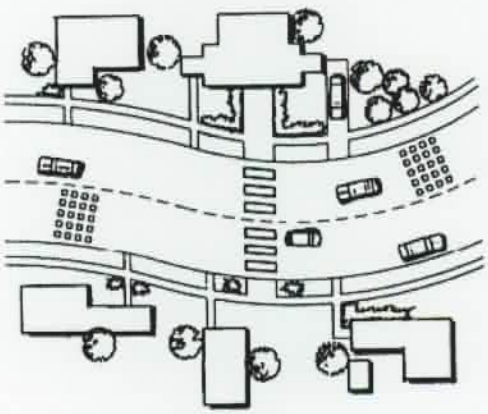


*Figure 17*

| *Speed Humps* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effective speed reduction | Affects emergency vehicle response time |
| Can shift cut-through traffic elsewhere | Jars vehicles |
| | May be increased noise |



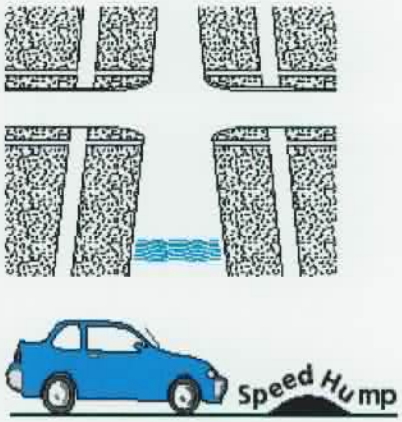



*Figure 18*

| *Speed Tables* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effective speed reduction | Affects emergency vehicle response time |
| Can shift cut-through traffic elsewhere | Jars vehicles |
| | May be increased noise |

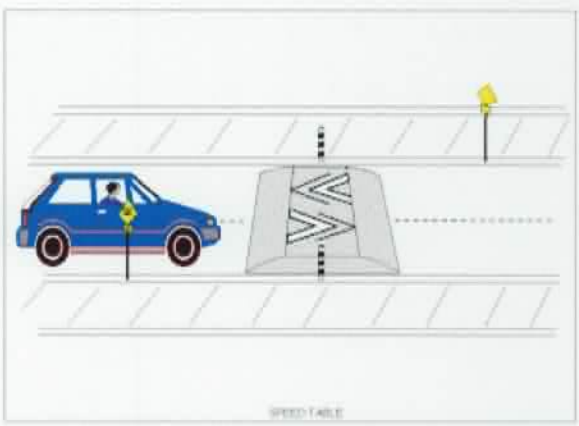




*Figure 19*

| *Speed Cushions* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effective speed reduction | Jars vehicles |
| Can shift cut-through traffic elsewhere | May be increased noise |
| | Not too aesthetic |



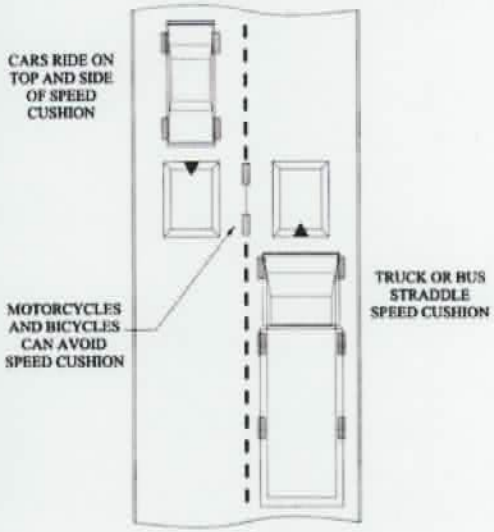



*Figure 20*

| *Turn Restriction Barrier* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Intersections safer by reducing number of conflicting movements | Little speed reduction |
| Can reduce traffic volumes and accidents | Gives residents fewer turning options |

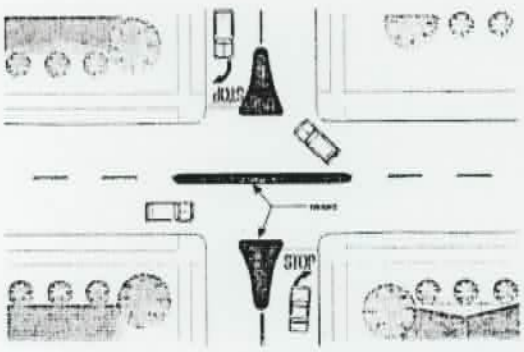


*Figure 21*

| *Diagonal Diverter* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces speeds and volumes | Can shift volume problems elsewhere |
| Reduces accidents by reducing number of conflicting movements | Gives residents fewer path options |
| Has lesser impact on traffic circulation than complete street closure | |

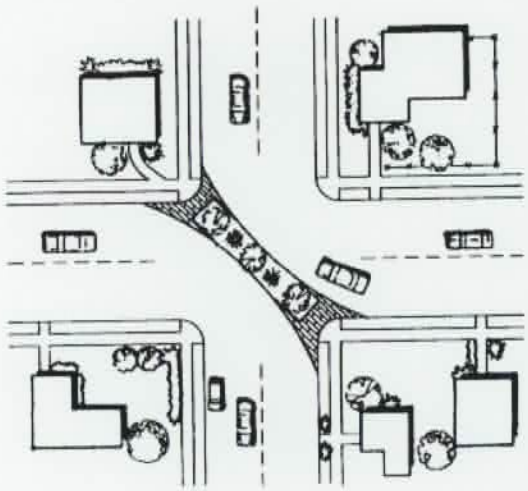


*Figure 22*

| *Half Closure (Semi-Diverter)* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces cut-through traffic | Increased landscaping maintenance |
| May reduce traffic speeds | Easy to go around, especially at night |

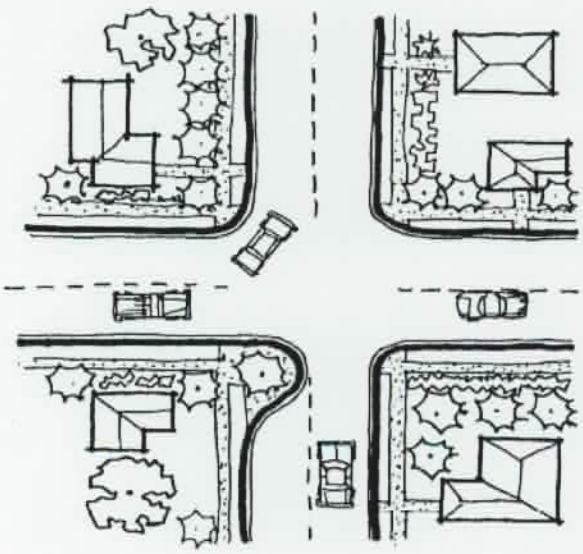


*Figure 23*

| *Mid-Block Road Closure* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Eliminates cut-through traffic | Can shift volume problems elsewhere |
| Reduces speeds in vicinity of closure | Increased landscaping maintenance |
| | Impedes emergency access |
| | Loss of on-street parking |

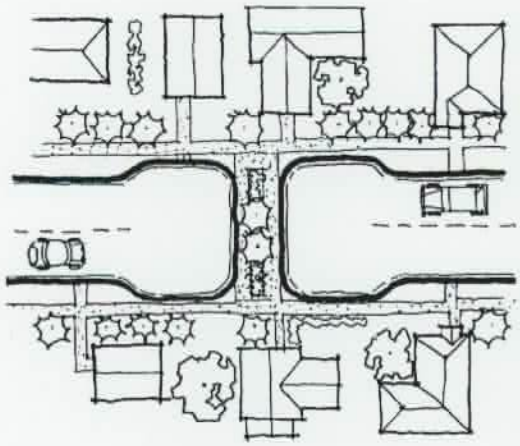


*Figure 24*

| *Complete Road Closure* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Eliminates speeding traffic | Impedes emergency access |
| Effective volume reduction | Gives residents fewer path options |
| Can be aesthetically pleasing when landscaped | Can shift volume problems elsewhere |
| Safer for children | |

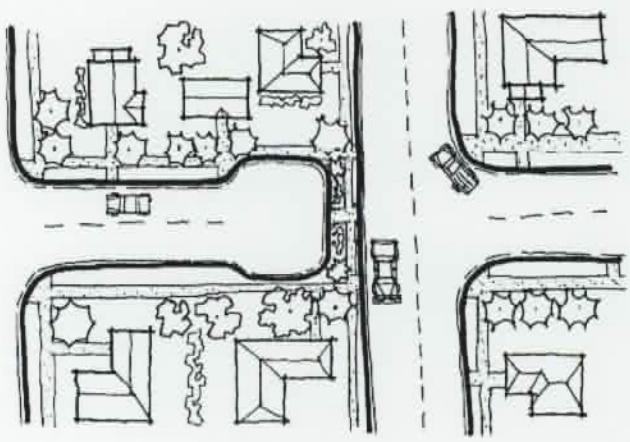
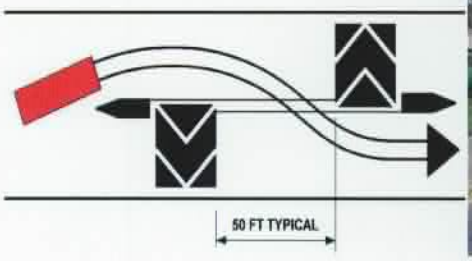


*Figure 25*

| *Offset (Divided) Speed Table* | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effective speed reduction | Jars vehicles |
| Can shift cut-through traffic elsewhere | May be increased noise |
| Minimal delay for emergency vehicles | |
| Emergency vehicles can go around tables | |






# NEIGHBORHOOD TRAFFIC MANAGEMENT and CALMING PROGRAM

# CITY of NORMAN OKLAHOMA

**December 2003**
**(REVISED August 2007)**
**(REVISED February 2009)**
**(REVISED May 2026)**
**Amended and Approved by Norman City Council by:**
**Resolution R-2526-145, dated May 26, 2026**

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## INTRODUCTION

One of the most persistent and emotional complaints that the City of Norman receives is speeding on residential streets. Each year, numerous requests are received by City council members and other City administration and staff to "do something" on certain streets where residents have concerns about excessive traffic speeds and/or traffic volumes. Proper street design is essential in encouraging lower speeds. minimizing cut-through traffic and maintaining the integrity of residential neighborhoods. Through the City platting and development process, new subdivisions are being designed to avoid long straight stretches of streets which encourage higher speeds. It is on the long stretches of existing streets that most of the speeding complaints are being generated. This report presents a ***Neighborhood Traffic Management and Calming Program (NTMCP)*** aimed at making existing residential streets safer and more livable. Historically, issues of speeding and cut-through traffic could only be addressed through educational efforts, enhanced police enforcement, and the unwarranted use of regulatory signs; now, however, physical calming devices have been developed for use when education and enforcement endeavors fail.

## HISTORICAL RESEARCH

Traffic calming is the combination of policies and implementation measures that help mitigate the negative impacts of poor motor vehicle operations on residential streets and neighborhoods. Although implementation of traffic calming techniques did not begin in the United States until the 1980's, there are examples that have existed for many years in other countries. In Europe and Australia, some of these same techniques even preceded the 1970's. Many of the successful techniques used by these other countries are now into their second and third generations. Their effectiveness has been proven, and many appear to be part of the original street design rather than retrofits.

Traffic calming techniques were developed to reduce speeding problems and heavy flow on residential streets. By making some residential streets more "calm," it makes the neighborhood more livable. Although "livable" in terms of a neighborhood does not have a precise definition. Feeling safe and secure, interacting with neighbors, and experiencing a sense of home and community identification are certainly some of the characteristics. In essence, when citizens call to request a STOP sign to slow traffic on their street, they are requesting the City to make their street more livable.

Research has shown a common theme among cities with traffic calming or management programs: there is no single measure, such as STOP signs or speed humps, for solving all traffic problems. Each location has its own unique set of problems that must be analyzed to identify solutions. For this reason, the City of Norman, like several other communities, has developed an extensive toolbox of traffic management and calming tools for customizing solutions.

## DEFINITION OF TRAFFIC CALMING

In its August 1999 report, "Traffic Calming- State of the Practice," the subcommittee on traffic calming of the Institute of Transportation Engineers (ITE) defines traffic calming as follows:

> *Traffic calming is the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized transportation system users.*

In explaining its definition, the ITE subcommittee distinguishes traffic calming from route modification, traffic control devices, and streetscaping. Traffic calming measures rely on the laws of physics rather than human psychology to reduce traffic speed. Route modification measures, such as street closures and tum restrictions, do not change driver behavior (e.g. speed), but simply modify driver routing options. Traffic control devices, notably STOP signs and speed limit signs, are regulatory measures that require enforcement. Street trees, street lighting, striping, and other streetscape elements, while complementary to traffic calming, do not directly compel drivers to slow down. By contrast, engineered traffic calming measures are intended to be self-enforcing.

## CLASSIFICATION OF STREETS

City of Norman streets are classified by their function into three major categories: arterial, collector, and local. These categories are defined as follows:

Arterial: These streets provide for through traffic movement over long distances such as across the city with some access to abutting property. These streets are typically the widest and have higher speed limits than other street types. Within the City of Norman, most arterials have a speed limit of 40 mph or higher.

Collector: These streets provide the connection between arterials and local streets. There is often direct access to abutting properties. These streets provide for medium distance trips such as between neighborhoods. They also collect traffic from the local streets and channel it to the arterial system. Within the City of Norman, most collector streets have a speed limit of 25 mph.

Local: These streets provide direct access to the residences and for short distance or local traffic movements. Within the City of Norman, most local streets have a speed limit of 25 mph.

Since each city street has an intended purpose related to moving traffic and serving the adjacent land use, the *Neighborhood Traffic Management and Calming Program* must ensure that traffic management measures are compatible with those purposes. Because the installation of calming devices can result, directly or indirectly, in drivers shifting to use an adjacent street as their new route, this is appropriate only if the adjacent street is suitably classified and able to accommodate this traffic. Accordingly, while most traffic management measures in the calming toolbox are appropriate for use on residential local and collector streets, fewer (if any) are appropriate on arterials.

## OBJECTIVES

The overall objectives for the *Neighborhood Traffic Management and Calming Program* are:

- To implement measures, either physical or psychological, that will reduce speeding and affect driver behavior to improve the livability and quality of life in residential neighborhoods;

- To preserve and enhance pedestrian and bicycle access to neighborhood destinations;

- To encourage citizen involvement in neighborhood calming and, in the process, provide an opportunity for neighbors to interact and create a positive community atmosphere; and

- To make fair and efficient use of City resources in prioritizing projects to balance the needs of the neighborhood with those of the entire community.

Traffic calming techniques work best when incorporated into a neighborhood traffic management program. Successful programs include good traffic data collection, a thorough planning process, community participation, and local authority support. Because residents should be the initiators of traffic calming requests, they need to be part of the process as much as possible.

## NEIGHBORHOOD TRAFFIC CALMING PROCESS

Step 1 – **Reporting the Problem (Initial Contact)**

Upon initial contact made by a resident, property owner, or homeowners association, inquiring about traffic calming in a neighborhood, City staff will send the requester an information packet that describes the traffic calming program, application process, and the criteria used to establish eligibility. In addition, the requestor will receive a copy of a sample written request and an informational brochure.

After reading the information, if residents maintain interest in the program, they must write a formal request and return it to the City. The purpose of this written request is to initiate the *NTMCP* process and to formally request a traffic study be conducted to see if the neighborhood meets the criteria. The written request is not a petition for traffic calming

measures (that comes later in the process). The written request requires a description of the residents' concerns and requires signatures, addresses, and dates from at least four (4) different households in the impacted area that share the same traffic concerns.

Step 2 – **Traffic Study**

Upon receipt of a formal written request from a neighborhood, the City Traffic Control Division will schedule a traffic study in the neighborhood. Traffic studies are usually conducted during the school year unless unique circumstances, as determined by City Traffic Engineering staff, exist. To be eligible to participate in the *NTMCP,* certain speed and traffic volume criteria must be met.

Step 3 – **Pre-Calming Measures**

If the location in question meets the speed and volume criteria, City staff will first suggest possible solutions that do not involve the use of physical controls or impediments on the street. These include:

- Traffic Signing and Pavement Markers – City Traffic Engineering staff will review all traffic signing and pavement markings in the area. If necessary, staff will install additional signing and/or striping.

- Traffic Enforcement Actions – The traffic data study will include raw counts of traffic volumes and vehicle speeds over a 72-hour period and will categorize these numbers into the time of day that they occurred. This data will be forwarded to the Norman Police Department for increased patrol visibility and more strategic enforcement efforts.

- Radar Speed Trailer Deployment – This is a temporary device that is primarily used to educate motorists regarding the fact that they may be exceeding the posted speed limit.

Step 4 – **Follow-up Data Collection**

If one or more of the Pre-Calming Measures is implemented, the City Traffic Control Division will wait three to six months and then collect additional speed/volume data. The new data will be analyzed to determine if the Pre-Calming Measures were successful. If the measures were successful in terms of bringing the numbers below the criteria thresholds, then the process will end at this point. If, on the other hand, the measures were not successful, i.e. the location continues to exceed speed/volume thresholds, City staff will move on to explore more self-enforcing types or traffic calming devices.

Step 5 – **Presentation of Specific Traffic Calming Plan**

If the results of the traffic studies continue to indicate that the neighborhood meets the *NTMCP* criteria, a meeting with residents in the neighborhood will be held by City staff. At this meeting, City staff will discuss the *NTMCP* process, give a summary about traffic calming devices used previously in the City of Norman or in other communities, show the results of the traffic studies, present a Specific Traffic Calming Plan for the neighborhood, and solicit residents' input for modifications to the plan. Although residents not living directly on a potentially "calmed" street may not be eligible to vote on a support petition for a

traffic calming project, they may have an interest and should be invited to this neighborhood meeting where the traffic calming plan is presented and discussed.

Step 6 – **Petition Process**

After the public meeting, and with the original or modified Specific Traffic Calming Plan agreed upon, City staff will prepare a petition to be signed by residents and/or business owners adjacent to and surrounding the street being "calmed." A map showing the location of the traffic calming measures and the petition boundary area will also be included. This petition must document that at least 60% of all households and/or businesses within the petition boundary area support the Specific Traffic Calming Plan. All properties within the affected area must be accounted for (either with a signature in support of the plan or without a signature in opposition to the plan) or by written statement by circulator why a specific property was not represented. **Only one signature per household is allowed**. The petition must be completed and returned to the City within one (1) year from the date the neighborhood coordinator received it, or it will expire.

In the event 60% support is not achieved, but some form of traffic calming is still desired, then City staff may develop a passive traffic calming plan as long as an attempt was made to secure the required number of signatures. A reasonable attempt is defined as at least 10% of the required number of signatures. This plan could include elements such as radar speed feedback speed limit signs and/or roadway striping modifications. This plan can be implemented without a completed petition.

## Petition Eligibility

Generally, residences either fronting or otherwise directly adjacent to the street containing the proposed calming devices will be eligible to sign the calming support petition. Recognizing that every neighborhood is configured differently and that the impact of a calming project is more direct for those residents along the corridor itself, City staff will look for opportunities, such as including residents on intersecting cul-de-sacs, to expand the voting area allowed on the support petition. For a device placed in an intersection, such as a traffic circle, residences within a 300' radius of such device will also be eligible to sign. Signers can be either the property owner or his/her agent. Renters can sign but with the understanding that the property owner could possibly reverse his/her tenant's vote. City staff will make reasonable efforts to find and contact local property owners during the verification process but will accept the renter's signature if proof of residency via utility record or other official document can be verified. The signature of any official representative of a business, church, school, homeowner's association clubhouse, etc. will be accepted for non-residential petitioners. Only valid petitioners, as described above, will be allowed to register petition support. 60% of eligible petitioners is necessary to support a calming project containing physical calming devices.

Step 7 – **Implementation and Funding**

Having verified the signatures on the petition, City staff will finalize traffic calming plans, prepare cost estimates, and enter into an agreement with a contractor to perform the work. Upon completion of work, City crews will install striping and signing, as necessary. Traffic calming projects are funded primarily from public funding; however, when public funds are not available, private funding is a possibility. Any private funding must be collected on a volunteer basis and presented to the City of Norman prior to construction.

Step 8 – **Follow-up Evaluation**

When construction of a traffic calming project is complete, the City Traffic Control Division will conduct a final traffic study to evaluate the effectiveness of the calming device(s). Additionally, City staff will send out a Feedback Survey to neighborhood residents as part of the evaluation process.

Step 9 – **Landscaping**

Landscaping of areas created by traffic calming, if needed, will be the responsibility of the neighborhood involved. City staff will prepare a Landscaping Agreement setting forth requirements and guidelines for the homeowner's association, or other neighborhood group, accepting responsibility for the landscaping and its future maintenance. Connections for utility services (e.g. water and power) may be provided in the construction phase of the project to facilitate maintenance efforts, but metering of utilities shall be initiated and paid for by the neighborhood group responsible for landscaping and its maintenance in compliance with City of Norman regulations and permits.

## QUALIFYING CRITERIA

To qualify for the *Neighborhood Traffic Management and Calming Program,* a neighborhood residential street must meet the following minimum criteria:

- 85th Percentile Speed of vehicles > 8 mph over posted speed limit and
- Average Daily Traffic (ADT) > 600 vehicles/day (vpd).

If the number of reported speed-related accidents in 3-year period > 5 accidents, this can be used as a substitute criterion in lieu of either the speed or volume requirement. It is important to recognize that special circumstances, including lack of sidewalks or proximity to parks or schools, in some neighborhoods may justify lower qualifying thresholds. These neighborhoods may be considered for the more permanent, self-enforcing type devices, but still must meet the following minimum criteria:

- 85th Percentile Speed of vehicles > 7 mph over posted speed limit and
- Average Daily Traffic (ADT) > 500 vehicles/day (vpd).

NOTE: **85th Percentile Speed** is that speed below which 85% of all traffic units travel. It is an accepted principle that most drivers on a roadway select safe and proper speeds based on roadway and traffic conditions. For determining a speeding problem on a specific roadway, the 85th percentile speed is often used because it is on the high end of a "normal" bell curve distribution. Typically, recorded speeds above the 85th percentile occur much less frequently than the speeds below it because the highest speeds are often erroneous readings or the result of a few drivers who are either unperceptive of roadway conditions or irresponsible. The generally accepted traffic engineering practice is to set speed limits at the nearest increment to the 85th percentile speed unless other considerations such as collisions and real dangers not perceivable by drivers may indicate the need for a lower speed limit. Since speed limits are generally set using the 85th percentile, it is expected that 15% of the vehicles will exceed the speed limit on a regular basis.

## EXCLUDED ROUTES

The use of certain traffic calming devices will be restricted on public transit and arterial routes. Devices such as speed humps will not be used on these routes.

On routes designated as "emergency routes" by emergency responders such as the Fire Department and ambulance services, only "drive around" type traffic calming devices, such as traffic circles, offset (divided) speed tables, or speed cushions will be allowed. These routes are those on which calming devices would delay emergency responders from meeting their targeted response times.

## PRIORITIZATION OF PROJECTS

To prioritize projects competing for traffic calming dollars, points are assigned based on the following point system:

No. of mph that qualifying 85th Percentile Speed is over posted speed limit:

- 8 to 10 mph = 6 points
- 10 to 12 mph = 7 points
- 12 to 14 mph = 8 points
- 14 to 15 mph = 9 points
- >15 mph = 10 points

If no. of mph that the 95th Percentile Speed is over posted speed limit:

- >15 mph = 5 points

Average Daily Traffic (ADT):

- 600 to 900 vpd = 3 points
- 900 to 1,100 vpd = 4 points
- 1,100 to 1,500 vpd = 5 points
- >1,500 vpd = 6 points

No. of reported speed-related accidents (last 3-year period):

- 0 to 1 = 1 point
- 2 to 3 = 2 points
- 4 to 5 = 3 points
- 6 to 10 = 5 points
- >10 = 7 points

Pedestrian generators (only 1 category per project):

- School in petition area = 4 points
- Hospital in petition area = 3 points
- Park/non-home day care on street = 2 points
- Other (Church, commercial, etc.) on street = 1 point
- No sidewalks on either side of street = 2 points (max.)
- Overwhelming neighborhood petition support > 90% = 1 point

Competing projects are ranked according to their sums of the above assigned points. Projects not funded may be considered for the next funding cycle, but they will have to undergo the prioritization process again.

## IMPACTS OF TRAFFIC CALMING DEVICES

Overall Effectiveness:

The physical actions of calming devices are almost always successful (to varying degrees) by forcing traffic to behave in an intended fashion. In most cases, these devices can achieve the desired result by taking advantage of a one-time capital expenditure with low ongoing maintenance costs.

Effect on Emergency Vehicle Response Times:

Creating bumps, dips, and sharp curves is precisely the objective sought by traffic calming devices and, of course, these maneuvers can negatively impact emergency vehicles response times. It is believed; however, that these delays are minimal and, in most situations, can be tolerated. Quantitatively, research shows that both vertical and horizontal displacement devices can delay ambulances and fire trucks between 2 and 10 seconds per device. It is important in the engineering of these devices that locations and sizes of these types of devices be carefully considered to mitigate such delays. Where applicable, "test" runs of emergency vehicles will be made before installation of permanent devices.

Loss of Parking:

It is often necessary to prohibit on-street parking in the immediate vicinity of certain traffic calming devices to accommodate the realigned vehicle path. In these cases, the adjacent residents should be aware that a loss of on-street parking in front of their residences may occur.

Aesthetic Impacts:

While some traffic calming devices can have favorable aesthetic impacts and enhance neighborhoods when beautifully landscaped, others can be, by their nature, somewhat unsightly. Some devices, e.g. speed humps, most often pose no opportunity for the incorporation of aesthetics and could have negative visual impacts. In fact, virtually all traffic calming actions require signs, striping, and/or reflective devices which may be construed as aesthetically non-pleasing to residents. In the end; however, most residents feel this is a minor trade-off for the calming benefits they are receiving.

## REMOVAL OF TRAFFIC CALMING DEVICES

Devices installed for the purpose of calming traffic in residential areas may be removed or significantly modified only when **all** of the following criteria have been met:

- At least 75% of the residents and/or property owners (one signature per residence) living within 600' of the devices in question must agree, by petition, to remove it;

- The calming device must have been in place twelve months or longer before being considered for removal;

- The City Transportation Engineer, or his designee, agrees that its removal will not affect the overall effectiveness of the calming efforts in the neighborhood; and

- Funding, either from City or private residential sources, must be available to restore or modify the device.

## DESCRIPTION OF TRAFFIC MANAGEMENT AND CALMING TOOLS

1. ***Police Presence in Neighborhood*** (see Figure 1)
   Positioning of a police vehicle on a street as a visible means of enforcement to discourage speeding.

2. ***Police Enforcement*** (see Figure 2)
   At the request of the Traffic Control Division, the Norman Police Department deploys a radar enforcement unit to issue citations in a neighborhood during certain strategic times to discourage speeding.

3. ***Radar Trailer*** (see Figure 3)
   A non-enforcing, temporary measure to increase driver awareness about speeding in which a portable radar speed meter mounted beside a street measures vehicle speeds and displays speed on a board.

4. ***Neighborhood Radar Monitoring*** (see Figure 4)
   A hand-held radar gun is made available, with instructions provided by City staff, to certain trained residents to determine the number of speeding vehicles and who is speeding in the neighborhood.

5. ***Automated Speed Enforcement*** (see Figure 5)
   Street installation of a camera and radar determines if a vehicle is exceeding the speed limit, takes a picture of vehicle's license plate, and a ticket is mailed to the vehicle owner.

6. ***Gateway*** (see Figure 6)
   A special entrance feature to a neighborhood that narrows a street at its entrance and includes a sign and landscaping, and sometimes a median and a change of pavement texture.

7. ***Striping Narrow Lanes*** (see Figure 7)
   A measure by which pavement striping is used to create lanes as narrow as 10 feet wide to give drivers a feel of a narrower street that should not lend itself to high speeds.

8. ***Choker/Choker Island*** (see Figure 8)
   A modification of an existing curb section (or a standalone landscape strip beside the existing curb) that "chokes" or reduces the street width at an intersection, mid-block, or other street segment to slow down traffic.

9. ***Angled Slow Points*** (see Figure 9)
   A modification of an existing curb section that is used in conjunction with another one, slightly offset, on the opposite side of the street to create a narrow, angled path that makes oncoming traffic want to yield and thus slow down.

10. ***Divided Angled Slow Points*** (see Figure 10)
    Modification of an existing curb section that is used in conjunction with another one, slightly offset, on the opposite side of the street, and with a center island, to create a narrow, angled path that slows down vehicles.

11. ***Neckdowns (Curb Bulb-outs)*** (see Figure 11)
    A modification of existing curbs at intersections that reduces street width to slow down traffic and shortens pedestrian crossing distances.

12. ***Center Island Median*** (see Figure 12)
    A curbed standalone strip, usually landscaped, placed in the middle of a street as an "island" that divides traffic into narrower lanes to slow down the vehicles.

13. ***Chicane (Serpentine)*** (see Figure 13)
    Long realignment modifications of street curbs that alternate from one side of the street to the other, creating S-shaped curves that discourage speeding to navigate.

14. ***Traffic Circle*** (see Figure 14)
    A circular, raised island, usually landscaped, placed in an intersection to prevent speeding through the intersection by impeding straight through movements and forcing drivers to slow down to go around it.

15. ***Raised Crosswalk*** (see Figure 15)
    A raised plateau of roadway, usually installed at street intersections, that vertically deflect vehicles causing traffic to slow down and enhances pedestrian safety.

16. ***Rumble Strips*** (see Figure 16)
    "Dots" or rough strips glued to pavement, causing tires to "rumble", that alert drivers to heighten their awareness by slowing down.

17. ***Speed Humps*** (see Figure 17)
    14' long parabolic shaped mounds of paving or prefabricated material placed across a roadway that cause a vertical shift in a crossing vehicle resulting in its driver slowing down.

18. ***Speed Tables*** (see Figure 18)
    22' long raised mounds of paving or prefabricated material, consisting of a flat middle section and parabolic end sections, placed across a roadway that causes a vertical shift in a crossing vehicle resulting in its driver slowing down.

19. ***Speed Cushions*** (see Figure 19)
10' long mounded sections of prefabricated material placed across the roadway and spaced approximately 3' apart that cause a vertical shift in a crossing vehicle resulting in its driver slowing down.

20. ***Turn Restriction Barrier*** (see Figure 20)
A physical barrier constructed in the form of a concrete median barrier, closely spaced row of flexible delineator posts, or simply delineators glued to the pavement surface that is installed to prevent vehicles from making certain movements in and out of residential streets.

21. ***Diagonal Diverter*** (see Figure 21)
A physical barrier between diagonally opposite corners of a four-legged intersection, thus creating two unconnected L-shaped intersections for the purpose of reducing speeds and diverting traffic elsewhere.

22. ***Half Closure (Semi-Diverter)*** (see Figure 22)
A partial street closing effectuated by a significant curb extension or bulb-out at an intersection that physically prevents a straight through movement of traffic across the intersecting street.

23. ***Mid-Block Road Closure*** (see Figure 23)
Back-to-back cul-de-sacs created by closing a street mid-block using a landscaped area for the purpose of reducing speeds and eliminating the through traffic.

24. ***Complete Road Closure*** (see Figure 24)
A street closure created by a landscaped area at the end of a block, formed as a cul-de-sac for turn-around purposes, to prevent cut-through traffic and to virtually eliminate speeding on the closed street.

25. ***Offset (Divided) Speed Table*** (see Figure 25)
A pair of 22' long raised mounds of paving, separated so that emergency vehicles can go around them, each consisting of a flat middle section with parabolic end sections and placed in opposite direction lanes to cause a vertical shift in a crossing vehicle resulting in its driver slowing down.

***Figure 1***

| Police Presence in Neighborhood | |
|---|---|
| **Advantages** | **Disadvantages** |
| Shows an enforcement presence | City resources needed to deploy units |
| Drivers may slow down fearing enforcement | Residents quickly realize that mere presence of police does not result in speeding citations |




***Figure 2***

| Police Enforcement | |
|---|---|
| **Advantages** | **Disadvantages** |
| Visible enforcement reduces speeding | Benefits are usually short term |
| Driver awareness about speeding is increased | |
| Enforcement flexible - any time of day | |
| Effect can be quick | |





***Figure 3***

| Radar Trailer | |
|---|---|
| **Advantages** | **Disadvantages** |
| An effective public relations and educational tool | Not an enforcement tool |
| Usually effective where radar trailer is located | Benefits are usually short term |







***Figure 4***

| Neighborhood Radar Monitoring | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effect on speeders limited to sight distance of radar gun | Not an enforcement tool |
| An effective public relations and educational tool | Requires training |
| Neighbors feel they are part of the solution | |
| Possibility of long-term effects as residents interact with each other | |



***Figure 5***

| Automated Speed Enforcement | |
|---|---|
| **Advantages** | **Disadvantages** |
| Very effective once public is award of the automated enforcement | Residents may not like the "Big Brother is Watching You" feeling |
| Cost effective—private companies will install and maintain equipment | May be some legal concerns |




***Figure 6***

| Gateway | |
|---|---|
| **Advantages** | **Disadvantages** |
| Creates an identity to a neighborhood | Increased maintenance costs |
| Creates added streetscape area for landscaping or monuments | Can impede legitimate truck movements |
| Discourages truck entry | |



***Figure 7***

| Striping Narrow Lanes | |
|---|---|
| **Advantages** | **Disadvantages** |
| Changes can be quickly implemented | Increases regular maintenance |
| Striping can be easily modified | Residents don't perceive as a speed control tool |
| Speeds decreased and safety improved by positively guiding drivers | |



***Figure 8***

| Choker / Choker Island | |
|---|---|
| **Advantages** | **Disadvantages** |
| Slight slowing is normal result | Potential object for motorists to run into |
| Shorter pedestrian crossing distances | May impede bicycle mobility and safety |
| Creates added streetscape area for landscaping | Can impede legitimate truck movements |
| Can discourage truck entry | May require drainage modifications |

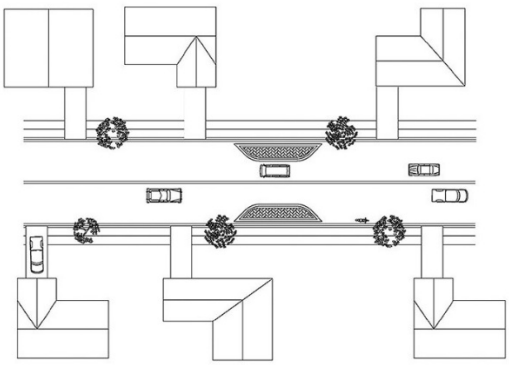




***Figure 9***

| Angled Slow Points | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces vehicle speeds | Loss of on-street parking |
| No significant impedance to emergency vehicles | Regular landscaping maintenance needed |
| Creates added streetscape area for landscaping | Potential for head-on collisions |



***Figure 10***

| Divided Angled Slow Points | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces vehicle speeds | Loss of on-street parking |
| No significant impedance to emergency vehicles | Regular landscaping maintenance needed |



***Figure 11***

| Neckdowns (Curb Bulb-Outs) | |
|---|---|
| **Advantages** | **Disadvantages** |
| May be aesthetically pleasing if landscaped | Increased landscaping maintenance |
| Shorter pedestrian crossing distances | Landscaping could cause sight triangle issues |



***Figure 12***

| Center Island Median | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces opportunities for head-on collisions | Loss of on-street parking |
| May be aesthetically pleasing if landscaped | Can restrict certain convenient turns |



***Figure 13***

| Chicane (Serpentine) | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces vehicle speeds | Increased landscaping maintenance |
| May reduce through traffic volumes | Significant loss of on-street parking |
| | Emergency vehicles mildly effected |

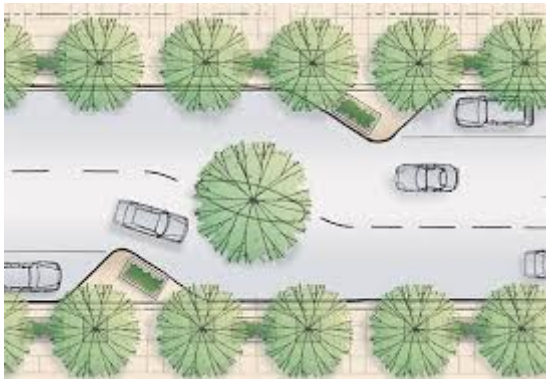




***Figure 14***

| Traffic Circle | |
|---|---|
| **Advantages** | **Disadvantages** |
| Noticeable reduction of speeds | May increase crashes until drivers get used to it |
| Aesthetically pleasing when landscaped | Pedestrians/bicyclists must adjust to change of crossing patterns |



***Figure 15***

| Raised Crosswalk | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effective speed reduction | Can affect emergency vehicle response time |
| Can be aesthetically pleasing | Regular maintenance needed |
| Improves pedestrian safety | Could cause drainage problems |



***Figure 16***

| Rumble Strips | |
|---|---|
| **Advantages** | **Disadvantages** |
| Driver's attention alerted to heighten safety | High noise level for adjacent residents |
| Slight speed reduction | Regular maintenance needed |
| Low-cost installation | |



***Figure 17***

| Speed Humps | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effective speed reduction | Affects emergency vehicle response time |
| Can shift cut-through traffic elsewhere | Jars vehicles |
| | May be increased noise |






***Figure 18***

| Speed Tables | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effective speed reduction | Affects emergency vehicle response time |
| Can shift cut-through traffic elsewhere | Jars vehicles |
| | May be increased noise |



***Figure 19***

| Speed Cushions | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effective speed reduction | Affects emergency vehicle response time |
| Can shift cut-through traffic elsewhere | Jars vehicles |
| | May be increased noise |



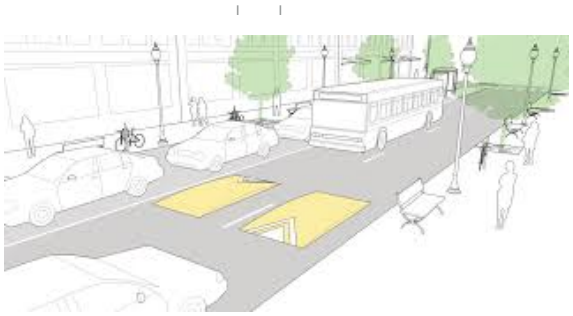


***Figure 20***

| Turn Restriction Barrier | |
|---|---|
| **Advantages** | **Disadvantages** |
| Intersections safer by reducing number of conflicting movements | Little speed reduction |
| Can reduce traffic volumes and crashes | Gives residents fewer turning options |



***Figure 21***

| Diagonal Diverter | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces speeds and volumes | Can shift problems elsewhere |
| Reduces crashes by reducing number of conflicting movements | Gives residents fewer path options |
| Has less impact on traffic circulation than complete street closure | |




***Figure 22***

| Half Closure (Semi-Diverter) | |
|---|---|
| **Advantages** | **Disadvantages** |
| Reduces cut-through traffic | Increased landscaping maintenance |
| May reduce traffic speeds | Easy to go around, especially at night |



***Figure 23***

| Mid-Block Road Closure | |
|---|---|
| **Advantages** | **Disadvantages** |
| Eliminates cut-through traffic | Can shift volume of problems elsewhere |
| Reduces speeds in vicinity of closure | Increased landscaping maintenance |
| | Impedes emergency access |
| | Loss of on-street parking |

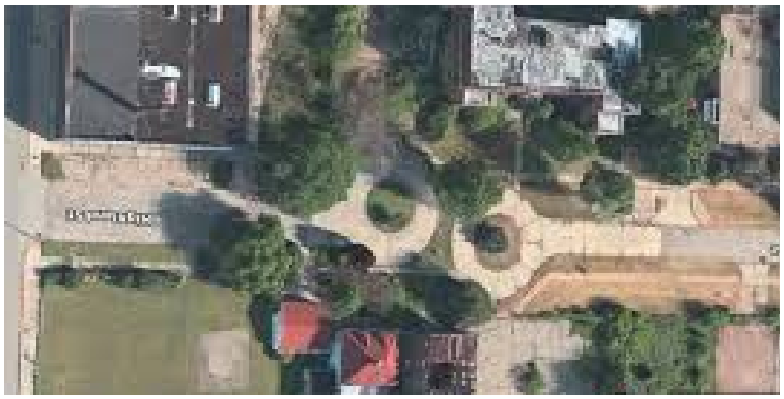


***Figure 24***

| Complete Road Closure | |
|---|---|
| **Advantages** | **Disadvantages** |
| Eliminates speeding traffic | Impedes emergency access |
| Effective volume reduction | Gives residents fewer path options |
| Can be aesthetically pleasing when landscaped | Can shift volume problems elsewhere |
| Safe for children | |



***Figure 25***

| Offset (Divided) Speed Table | |
|---|---|
| **Advantages** | **Disadvantages** |
| Effective speed reduction | Jars vehicles |
| Can shift cut-through traffic elsewhere | May be increased noise |
| Minimal delay for emergency vehicles | |
| Emergency vehicles can go around tables | |



**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Jason Murphy, Stormwater Program Manager

**PRESENTER:** Scott Sturtz, Director of Public Works

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

**BACKGROUND:**
On June 9, 2015, City Council approved Contract K-1415-134 with Meshek & Associates, L.L.C., for professional engineering services for improvements to Imhoff Creek. Since the original agreement, the contract has been amended twice. Amendment No. 2, approved by Council on February 27th, 2024, authorized continued design and real estate acquisition services using American Rescue Plan Act (ARPA) funds. During the design portion of Amendment No. 2, it became clear that real estate and right of way tasks included in the scope of work for the project were no longer necessary, resulting in the project to be under budget in the amount of $264,100.00.

Additionally, on December 10, 2024, City Council approved K-2425-69 with SAC Services, Inc. for replacement of the Boyd Street storm sewer. Construction on this project is complete and final acceptance of the project was approved by Council on March 24, 2026. Council originally appropriated $1,376,227.62 of ARPA funds towards the project. Out of that original ARPA appropriation, $130,988.58 remains unused due to a project cost savings and $109,532.53 remains unused due to a payment being made from pay-go funds instead of the ARPA funds within the project, resulting in a total unused amount of $240,521.11 in ARPA funds for that project.

**DISCUSSION:**
The Federal Treasury's ARPA guidance allows for excess ARPA funds that were obligated but ultimately not expended on the anticipated activity to be reclassified towards other eligible projects. Staff have identified two similar eligible project expenditures incurred during the eligibility period for reclassification: Stormwater Drainage Rehabilitation FYE 25 (Project DR0034) and Rowena Drive Drainage Improvements (Project DR0024).

Both projects were bid and constructed under contract K-2425-7 for citywide drainage rehabilitation in the amount of $621,965.69, using local funds. Reclassification of the

unexpended ARPA funds from the Boyd and Imhoff projects to those two identified projects would require an expenditure adjustment in the amount of $504,621.11, since the expenses related to the Rowena Drive and FYE 25 Drainage projects were in fact expended in Fiscal Year 2025. Staff has consulted with the City's external auditor, Forvis Mazars, regarding the reclassification of these prior year expenditures, who are in agreement that this is allowable under current accounting standards and federal guidance.

**RECOMMENDATION NO. 1:**
Staff recommends a budget transfer of $264,100 from Imhoff Creek Stabilization ARPA (Project DR0062, Account No. 22595303-46001 Land2) and $130,989 from Boyd Street Storm Sewer ARPA (Project DR0036, Account No. 22595303-46101 Construction2) with $361,057 going to Drainage Rehab FYE 25 ARPA (Project DR0034, Account No. 22595303-46101 Construction2) and $34,032 going to Rowena Drive Improvements ARPA (Project DR0024, Account No. 22595303-46101 Construction2).

**RECOMMENDATION NO. 2:**
Staff recommends adjustment of Fiscal Year 2025 expenditures to be reflected in the current fiscal year as follows:

| Expenditure Amount: | From: | To: |
|---|---|---|
| $109,532.53 | Boyd Street Storm Water Pay-go (DR0036, 50599968-46101 Const) | Boyd Street Storm Water ARPA (DR0036, 22595303-46101 Const2) |
| $361,056.43 | Drainage Rehab FYE 25 Pay-go (DR0034, 50599967-46101 Const) | Drainage Rehab FYE 25 ARPA (DR0034, 22595303-46101 Const2) |
| $34,032.15 | Rowena Drive Imp Pay-go (DR0024, 50599967-46101 Const) | Rowena Drive Imp ARPA (DR0024, 22595303-46101 Const2) |

# Resolution

R-2526-147

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA TRANSFERRING $264,100 FROM IMHOFF CREEK STABILIZATION ARPA PROJECT AND $130,989 FROM BOYD STREET STORM SEWER ARPA PROJECT TO DRAINAGE REHAB FYE 25 ARPA PROJECT AND ROWENA DRIVE IMPROVEMENTS ARPA PROJECT AS OUTLINED IN THE STAFF REPORT; AND ADJUSTMENT OF FISCAL YEAR 2025 EXPENDITURES IN THE TOTAL AMOUNT OF $504,621.11 FROM PAY-GO ACCOUNTS TO ARPA ACCOUNTS FOR THE BOYD STREET STORM WATER, DRAINAGE REHAB FYE 25, AND ROWENA DRIVE IMPROVEMENT PROJECTS TO BE REFLECT IN THE CURRENT FISCAL YEAR, AS OUTLINED IN THE STAFF REPORT.

§ 1. WHEREAS, on February 27th, 2024, Norman City Council approved Amendment No. 2 to K-1415-134 Meshek & Associates, L.L.C. that obligated American Rescue Plan Act (ARPA) funds towards professional services related to stormwater improvements to Imhoff Creek; and

§ 2. WHEREAS, the portion of the project covered by Amendment No. 2 to K-1415-134 finished under budget, resulting in $264,100.00 of ARPA funding available to be reclassified to a different eligible project; and

§ 3. WHEREAS, December 10, 2024, City Council approved K-2425-69 with SAC Services, Inc., obligating ARPA funds for replacement of the Boyd Street storm sewer; and

§ 4. WHEREAS, as of the final acceptance of K-2425-69, as approved by Council on March 24, 2026, $130,988.58 of ARPA funds remain unused due to a project cost savings and $109,532.53 of ARPA funds remain unused due to a payment made from pay-go funds instead of the ARPA funds within the project, resulting in those ARPA funds being available to be reclassified to a different eligible project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AND THE TRUSTEES OF THE NORMAN MUNICIPAL AUTHORITY:

§ 5. THAT $264,100 be transferred from Imhoff Creek Stabilization ARPA (Project DR0062, Account No. 22595303-46001 Land2) and $130,989 from Boyd Street Storm Sewer ARPA (Project DR0036, Account No. 22595303-46101 Construction2) with $361,057 going to Drainage Rehab FYE 25 ARPA (Project DR0034, Account No. 22595303-46101 Construction2) and $34,032 going to Rowena Drive Improvements ARPA (Project DR0024, Account No. 22595303-46101 Construction2).

R-2526-147

§ 6. THAT the following Fiscal Year 2025 expenditures be adjusted to reflect in the current fiscal year, reclassifying the ARPA funds to the respective eligible projects:

| From Account | To Account | Expenditure Amount |
|---|---|---|
| Boyd Street Storm Water Pay-go (DR0036, 50599968-46101 Const) | Boyd Street Storm Water ARPA (DR0036, 22595303-46101 Const2) | $109,532.53 |
| Drainage Rehab FYE 25 Pay-go (DR0034, 50599967-46101 Const) | Drainage Rehab FYE 25 ARPA (DR0034, 22595303-46101 Const2) | $361,056.43 |
| Rowena Drive Imp Pay-go (DR0024, 50599967-46101 Const) | Rowena Drive Imp ARPA (DR0024, 22595303-46101 Const2) | $34,032.15 |
| | Total: | $504,621.11 |

PASSED AND APPROVED this 26th day of May 2026.

Mayor, Stephen T. Holman

ATTEST:

City Clerk

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Jason Olsen, Director of Parks & Recreation

**PRESENTER:** Jason Olsen, Director of Parks & Recreation

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

**BACKGROUND:**

The 2025-26 Capital Improvement Plan included funding from the Room Tax Fund for the final year of a 3-year project to make several improvements to the Westwood Tennis Center facilities. Over the first two years, work was done to re-surface all 12 of the outdoor courts, repair and replace much of the court fencing and windscreens, replace the old court lighting on the 6 oldest courts and make other improvements to the drainage, landscape, signage and some parts of the clubhouse building. The final year of funding was to be used to design and construct one or two outdoor pickleball courts in the area of the current playground and picnic shelter east of the outdoor tennis courts. However, since the City has completed construction of the new lighted 6-court outdoor pickleball area at the Young Family Athletic Center (YFAC), and as we proceeded with completion of a Master Plan for Westwood Tennis and Golf Improvements in the coming years, the outdoor pickleball project at Westwood became unnecessary. The funds remaining in the Room Tax project were then used to resurface the two existing indoor tennis courts and miscellaneous other site furnishing, fencing, and painting projects at Westwood Tennis. There is a balance remaining in the project (Project Number RT0091).
Also, during the recent winter and early spring of 2026, the Westwood Golf maintenance division has been working on a project to renovate the driving range to make it more functional year-round by solving the problems associated with poor drainage and grass coverage in the range's landing area. The tee area was renovated in 2025 with new hitting areas that included a new large concrete base for multiple synthetic grass tee/hitting areas, to improve the usability of that area. The second part of the range renovation is being done to make it easier to retrieve balls by eliminating the poorly drained bare area where balls land and often get stuck in the ground in even lightly moist conditions; and result in delays in ball retrieval and re-use. The entire range operation will be greatly improved by these renovations, and contribute to a higher revenue potential by greatly reducing down time to collect balls and move tees in high-use times of year.

**DISCUSSION:**

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

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

**RECOMMENDATION:**

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

# Resolution

R-2526-149

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

§ 1. WHEREAS, the Fiscal Year 2025-2026 Capital Improvement Plan included Room Tax funding for the final year of a three-year improvement project at the Westwood Tennis Center, including court resurfacing, lighting, fencing, drainage, and clubhouse improvements; and

§ 2. WHEREAS, the planned construction of outdoor pickleball courts at Westwood Tennis Center became unnecessary following completion of the outdoor pickleball complex at the Young Family Athletic Center, leaving a remaining balance in Project RT0091; and

§ 3. WHEREAS, the City has completed significant renovations to the Westwood Golf Course driving range to improve drainage, turf conditions, and operational efficiency; and

§ 4. WHEREAS, City Staff has recommended transferring $45,000 from the Westwood Tennis Center Improvements Project (RT0091) to a new Westwood Golf Course Driving Range Renovation Project (RT0094) to complete the driving range improvements.

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

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

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

PASSED AND ADOPTED this 26th day of May 2026

Mayor, Stephen T. Holman

ATTEST:

City Clerk

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Joseph Taylor, Staff Engineer

**PRESENTER:** Scott Sturtz, Public Works Director

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

**BACKGROUND:**

On April 2, 2019, the citizens of Norman voted in favor of a $72 million transportation bond issue, which includes nineteen (19) projects. With the anticipated $67 million in federal dollars being leveraged for these projects, approximately $139 million is budgeted for the nineteen (19) projects. One of the nineteen 2019 bond projects is the Lindsey Street Special Corridor Project from Pickard Avenue to Elm Avenue. The Lindsey Street Special Corridor Project located from Pickard Avenue to Elm Avenue is approximately 0.4 miles in length. The design of this project will improve this segment of Lindsey Street to include the following:

- Reconstruction of the 2-lane roadway
- Add left-turn lanes at intersections
- On-street bike lanes
- Reconstruct sidewalks on both sides of the street
- Add curb and gutter for improved drainage
- New storm sewer system
- Traffic signal replacements
- Adding side street center left-turn lanes for existing signalized intersections

The Lindsey Street Special Corridor Project - Pickard Avenue to Elm Avenue has been approved to receive federal funds to aid in the construction costs and is anticipated to be out for bid in October of 2026 pending right of way and utility relocations and Oklahoma Department of Transportation (ODOT) environmental review.

On January 9, 2024, the Norman City Council approved contract No. K-2324-116 in the amount of $313,775 with MacArthur Associated Consultants, LLC, for the design of the Lindsey Street Special Corridor Project - Pickard Avenue to Elm Avenue.

On November 25, 2025, the Norman City Council approved Work Order No. PW1 for Right-of-Way acquisition services on the Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue to Pinnacle Consulting Group, Inc. (Pinnacle) of Oklahoma City in the amount of $241,350.00.

The City's current construction cost estimate for the project is $6,448,000 plus 6% Construction Engineering ($387,000) and 15% contingency ($968,000) for a total of $7,802,000. Based on this amount, City 2019 Bond Funds will pay $3,623,400 or 46% and federal funds will pay $4,178,579 or 54% of construction and construction management costs. Federal funds have been secured for FFY2026, which means ODOT can take bids for the project as soon as right-of-way acquisition, utility relocations and the NEPA environmental document are complete. City staff anticipate a Fall 2026 bid opening with construction starting in Spring of 2027.

**DISCUSSION:**

Right-of-way necessary for the Lindsey Street Special Corridor Project from Pickard Avenue to Elm Avenue consists of seventy-nine (79) separate easements on forty-one (41) parcels. Pinnacle Management Group, LLC (Pinnacle) determined the land value and damages associated with each parcel and assisted the City staff in the preparation of offer letters to each property owner affected. These easements are typically small and have minimal impact on the existing property. The easements are generally needed to improve intersections, construct driveways and complete final grading adjacent to the project.

The offer letters were sent on March 6, 2026, and contained information identifying the required easements and encouraged each property owner to consider donation of the property. City staff and Pinnacle have met with the affected property owners and have answered questions and aided them in understanding the right-of-way acquisition process, as well as the effect it will have on their properties.

This project has been approved for federal funding for FYE 2026. In order to meet the project schedule to secure the federal funds, the City is striving to acquire all associated parcels by July 2026. In an effort to encourage prompt responses to the City's offers, each offer letter was notified that they have 30 days to respond to the offer. That set the required response date to April 5, 2026, to avoid the necessity of filing for eminent domain proceedings.

This item is for the acceptance of the first ten (10) parcels successfully negotiated, consisting of fourteen (14) easements, totaling $11,785.00. The secured easements are for parcels 7, 17, 24, 30, 31, 32, 33, 34, 39 and 40. Funds for right-of-way acquisition are available in the Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue 2019 Bond Project Land (Account No. 50594019-46001, Project No. BP0432).

For land acquisition of this nature, City policy requires compliance with the Federal Acquisition and Relocation Act. Property owners are provided with ample opportunities to negotiate the sale of land to be used for public right-of-way. Property owners may donate their property, or they may be compensated for fair market value. Council must approve and accept all land acquisitions.

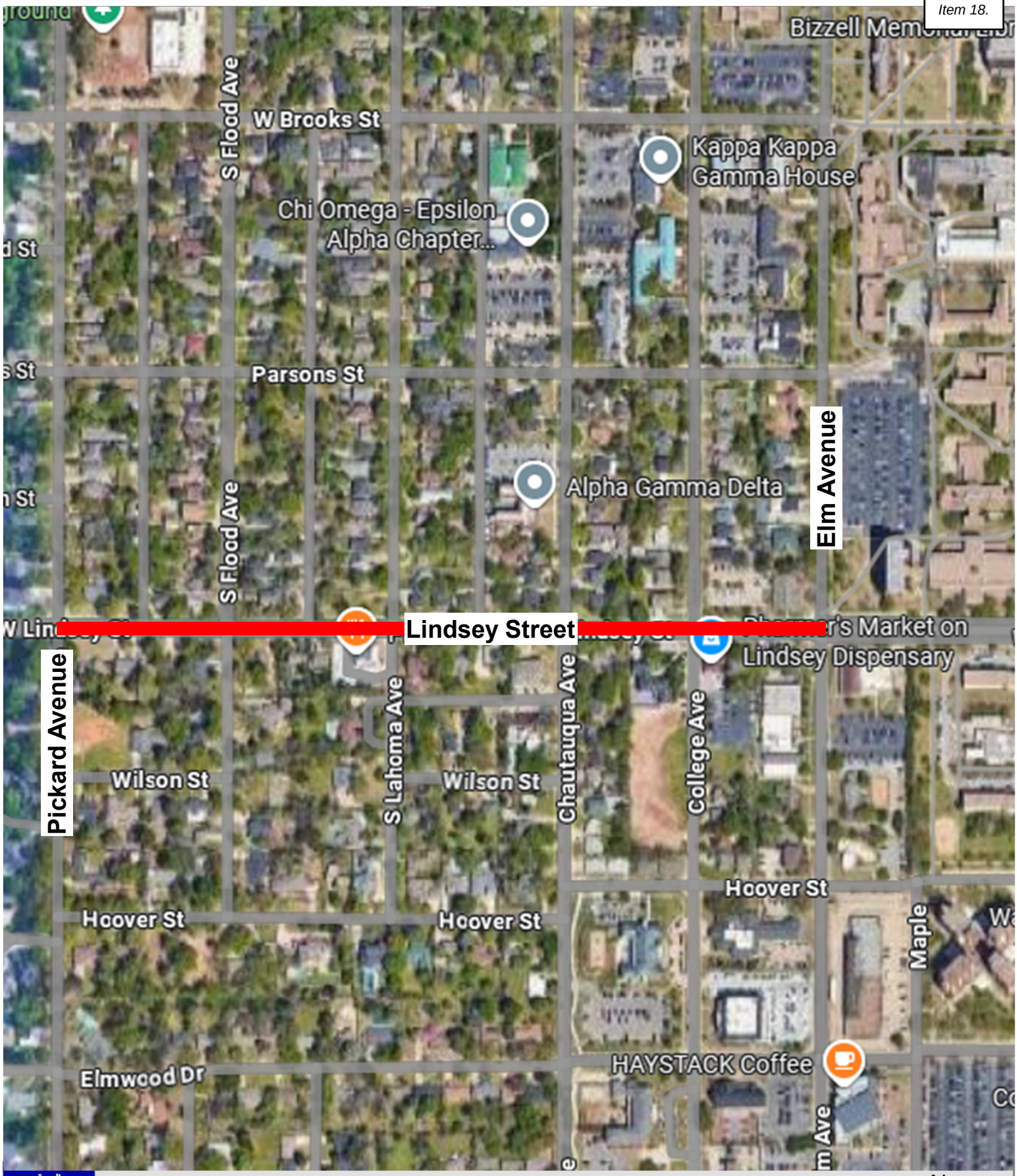
The first fourteen (14) easements for the Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue are being brought to City Council tonight for consideration of approval on parcels 7, 17, 24, 30, 31, 32, 33, 34, 39, and 40.

| Easement No. | Parcel No. | Grantors | Document | Cost |
|---|---|---|---|---|
| E-2526-22 | 7.1 | Ryan A. Streight and Lara K Streight | Temporary Driveway Easement- 275.89 sq. ft. | Donated |
| E-2526-23 | 17.1 | David H. Kinnard | Temporary Driveway Easement- 100 sq. ft. | Donated |
| E-2526-24 | 24.1 | Campus Headquarters, L.L.C. | Temporary Driveway Easement- 1260 sq. ft. | Donated |
| E-2526-25 | 30.1 | Brice Lance Smith and Marybeth Smith | Temporary Driveway Easement- 727.19 sq. ft. | Donated |
| E-2526-26 | 31.1 | Press And Plow Lindsey, L.L.C. | Temporary Driveway Easement- 390.42 sq. ft. | Donated |
| E-2526-27 | 32.1 | Helen Christine Allen and Daniel Linwood Cox | Temporary Construction Easement- 239.99 sq. ft. | $1,275.00 |
| E-2526-28 | 33.1 | John R. Allen | Temporary Driveway Easement- 3152.85 sq. ft. | Donated |
| E-2526-30 | 39.1 | Lil Budwine of Norman, L.L.C. | Temporary Driveway Easement- 252.37 sq. ft. | Donated |
| E-2526-31 | 39.2 | Lil Budwine of Norman, L.L.C. | Temporary Construction Easement - 235.03 sq. ft. | $1,235.00 |
| E-2526-32 | 40.1 | David J. Steely and Michele J. Starr | Temporary Driveway Easement- 252.37 sq. ft. | Donated |
| E-2526-33 | 34.1 | Church in Norman, Inc. | Temporary Driveway Easement- 350 sq. ft. | Donated |
| E-2526-34 | 34.2 | Church in Norman, Inc. | Temporary Construction Easement - 221.51 | $1,180.00 |
| | | | Sub-Total | $3,690.00 |
| E-2526-29 | 39 | Lil Budwine of Norman, L.L.C. | Right-of-Way Easement- 142.46 sq. ft. | $4,850.00 |
| E-2526-35 | 34 | Church in Norman, Inc. | Right-of-Way Easement- 123.50 sq. ft. | $3,245.00 |
| | | | Sub-Total | $8,095.00 |

Funds are available to pay for these easements in the Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue Land (Account No. 50594019-46001, Project No. BP0432).

**RECOMMENDATION:**

Staff recommends the above-described easements be accepted, and that payment be authorized, where appropriate, and the filing of permanent right-of-way or easements be directed thereof.




# Lindsey Street Roadway Improvement Location Map

N

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 7.1

# TEMPORARY DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT Ryan A. Streight and Lara K. Streight, husband and wife
of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant to the City of Norman, Oklahoma and the Transportation Commission the right to enter upon the above described tract of land for the purpose of constructing a driveway entrance to accommodate said premises to the construction or reconstruction of the roadway adjacent thereto; including the right to use and remove any and all dirt, rock gravel, sand and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, they are the owner(s) in fee simple of the above-described tract.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 4th day of May, 2026.

Ryan A. Streight

Lara K. Streight

R/W Form 43 City
Revised 02-07

**Individual Acknowledgement**

State of Oklahoma )
) §
County of Cleveland )

Before me, a Notary Public in and for this State, on this 6 day of May 2026, personally appeared Ryan A. Streight and Lara K. Streight

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: 12/09/28
Commission No. 20014896

Karen Streight
Notary Public

KAREN STREIGHT NOTARY PUBLIC # 20014896 EXP. 12/09/28 STATE OF OKLAHOMA

**Individual Acknowledgement**

State of Oklahoma )
) §
County of )

Before me, in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of )

Before me, in and for this State, on this ____day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of )

Before me, in and for this State, on this____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the City Manager and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

City Manager

(SEAL)

ATTEST:

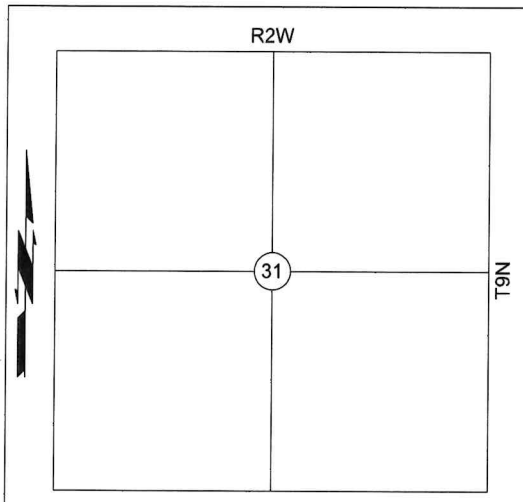
_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY




JOB: 37984 PIECE: (05)

PARCEL NO. 7.1

COUNTY: CLEVELAND

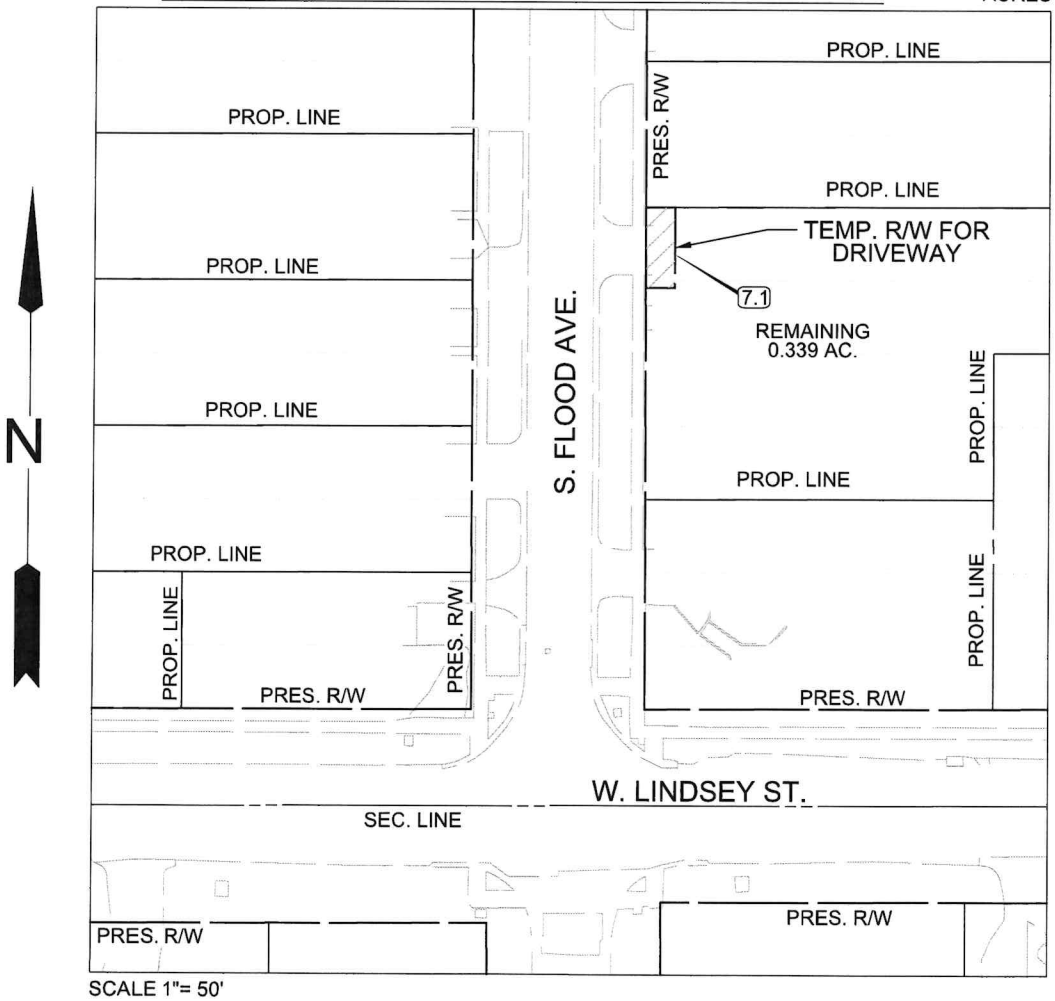
PROJECT: STP-214B (172) AG

TOTAL PROPERTY LEGAL DESCRIPTION

SEC. 31 T9N R2W

SCALE 1"= '

| | | |
|---|---|---|
| BEFORE GROSS | 15,025.000 SF | 0.345 ACRES |
| EXISTING R/W | SF | ACRES |
| PERMANENT R/W | SF | ACRES |
| REM IN QTR | 14,749.111 SF | 0.339 ACRES |
| PERPETUAL EASEMENT ( ) | SF | ACRES |
| TEMP R/W ( 7.1 ) | 275.889 SF | 0.006 ACRES |
| TEMP R/W ( ) | SF | ACRES |
| TEMP R/W ( ) | SF | ACRES |
| TEMP R/W ( ) | SF | ACRES |




SCALE 1"= 50'

APPRAISAL FORM 104 (REV. 02-17)

Project: 37984(04)
County: Cleveland
Parcel No.: 7.1
12/01/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the SW¼ of Section 31, Township 9 North, Range 2 West, I.M., in Cleveland County, Oklahoma, being more particularly described as follows:

Beginning at a point on the East R/W Line of S. Flood Ave. and the Northwest Corner of Lot 18, Block 9, of Parsons Addition, said point being the POINT OF BEGINNING; Thence N 89°52'43" E, a distance of 10.00 feet; Thence S 00°07'17" E, a distance of 27.59 feet; Thence S 89°52'43" W, a distance of 10.00 feet; Thence N 00°07'17" W, a distance of 27.59 feet along the East R/W Line of S. Flood Ave. and to the POINT OF BEGINNING.

Containing 0.006 acres, more or less.

David E. Woody II PLS #1890

LICENSED PROFESSIONAL LAND SURVEYOR
DAVID E. WOODY II
1890
OKLAHOMA

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 17.1

# TEMPORARY DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT David H. Kinnard, a single person
of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant to the City of Norman, Oklahoma and the Transportation Commission the right to enter upon the above described tract of land for the purpose of constructing a driveway entrance to accommodate said premises to the construction or reconstruction of the roadway adjacent thereto; including the right to use and remove any and all dirt, rock gravel, sand and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, he is the owner(s) in fee simple of the above-described tract.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 14th day of April, 2020

David H. Kinnard

R/W Form 43 City
Revised 02-07

Individual Acknowledgement

State of Oklahoma )
) §
County of Cleveland )

Before me, a Notary Public in and for this State, on this ____ day of _____, 2026, personally appeared David H. Kinnard

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that he executed the same as himself free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: 2/22/2029
Commission No. 21002442

Notary Public

JEANNA LEDFORD NOTARY PUBLIC # 21002442 EXP. 02/22/29 STATE OF OKLAHOMA

Individual Acknowledgement

State of Oklahoma )
) §
County of _____ )

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

Trust/LLC/Corporation Acknowledgment

State of Oklahoma )
) §
County of _____ )

Before me, _____ in and for this State, on this ____day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

Trust/LLC/Corporation Acknowledgment

State of Oklahoma )
) §
County of _____ )

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 17.1
12/01/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the SW¼ of Section 31, Township 9 North, Range 2 West, I.M., in Cleveland County, Oklahoma, being more particularly described as follows:

Commencing at the Northwest corner of Chautauqua Ave. and W. Lindsey Ave. and at the Southeast Corner of Lot 43, Block 6 of Parsons Addition, thence N 00°07'17" W, a distance of 9.91 feet to the POINT OF BEGINNING; Thence S 89°52'43" W, a distance of 5.00 feet; Thence N 00°07'17" W, a distance of 20.00 feet; Thence N 89°52'43" E, a distance of 5.00 feet to a point on the West R/W Line of Chautauqua Ave.; Thence S 00°07'17" E, a distance of 20.00 feet along the West R/W Line of Chautauqua Ave. to the POINT OF BEGINNING.

Containing 0.002 acres, more or less.

LICENSED PROFESSIONAL LAND SURVEYOR
DAVID E. WOODY II
1890
OKLAHOMA

David E. Woody II PLS #1890

The City of
NORMAN
PUBLIC WORKS DEPARTMENT
225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070
ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

# SUMMARY OF ACQUISITION

CITY: Norman Project: 37984(04) PROJECT: Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue
PARCEL(S) 17.1

PROPERTY LOCATION: Section 31, Township 9N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

David H. Kinnard
942 Chautauqua Ave.
Norman, OK 73069

ASSIGNMENT: N/A – TDE Only

MORTGAGES AND LIENS: N/A – TDE Only

IMPROVEMENTS: None

DAMAGES: None

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Temporary Driveway Easement for Parcel 17.1 for 100.000 Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $0.00 – TDE Only

BUYER AND SELLER AGREE:

Temporary Driveway Easement Only

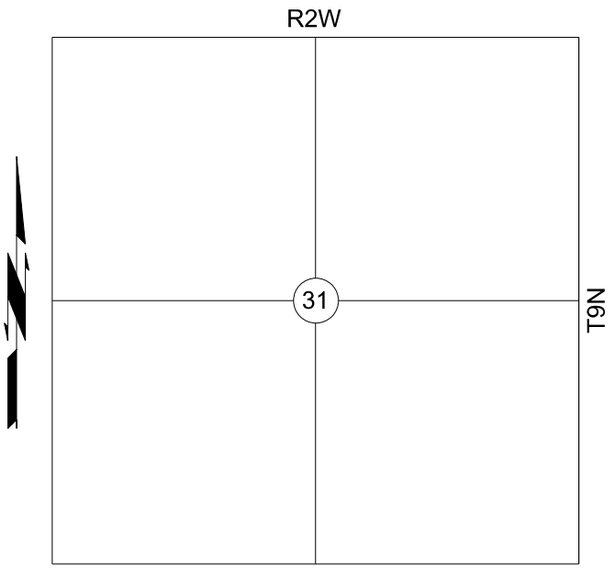
UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of N/A – TDE Only to $0.00
Check in the amount of _____ to _____
Check in the amount of _____ to _____
Check in the amount of _____ to _____

David H. Kinnard — 4/21/2026
David H. Kinnard — DATE

_____ — DATE

Rosie Salazar — 4/21/26
ACQUISITION AGENT — DATE
Rosie Salazar, contracted by the City of Norman




JOB: 37984 PIECE: (05)

PARCEL NO. 17.1

COUNTY: CLEVELAND

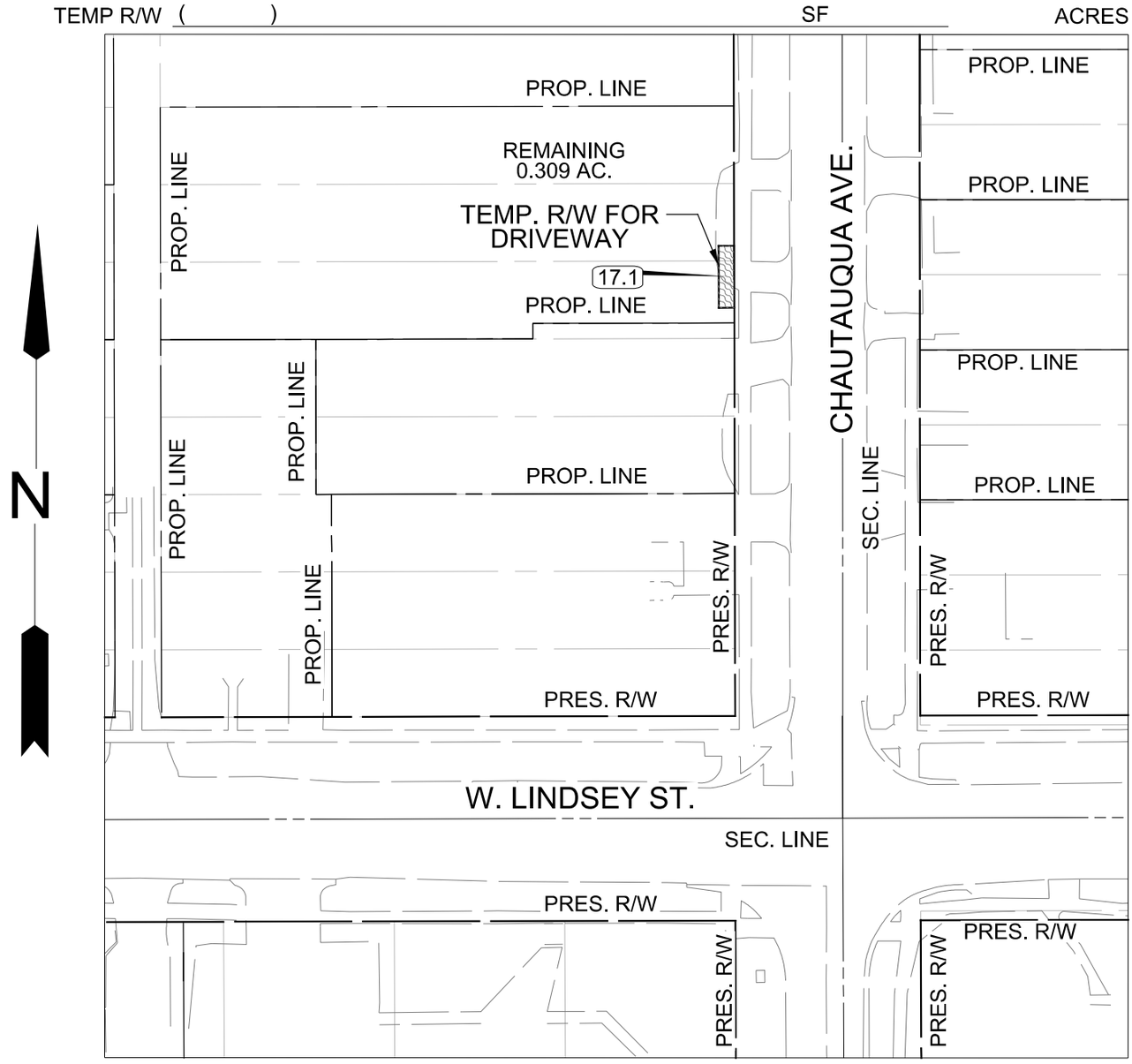
PROJECT: STP-214B (172) AG

TOTAL PROPERTY LEGAL DESCRIPTION

SEC. 31 T9N R2W

SCALE 1"= '

| | | | |
|---|---|---|---|
| BEFORE GROSS | 13,550.000 SF | 0.311 | ACRES |
| EXISTING R/W | SF | | ACRES |
| PERMANENT R/W | SF | | ACRES |
| REM IN QTR | 13,450.000 SF | 0.309 | ACRES |
| PERPETUAL EASEMENT ( ) | SF | | ACRES |
| TEMP R/W ( 17.1 ) | 100.000 SF | 0.002 | ACRES |
| TEMP R/W ( ) | SF | | ACRES |
| TEMP R/W ( ) | SF | | ACRES |
| TEMP R/W ( ) | SF | | ACRES |




SCALE 1"= 50'

APPRAISAL FORM 104 (REV. 02-17)

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 24.1

# TEMPORARY DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT Campus Headquarters, L.L.C, an Oklahoma limited liability company of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant to the City of Norman, Oklahoma and the Transportation Commission the right to enter upon the above described tract of land for the purpose of constructing a driveway entrance to accommodate said premises to the construction or reconstruction of the roadway adjacent thereto; including the right to use and remove any and all dirt, rock gravel, sand and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, it is the owner(s) in fee simple of the above-described tract.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 16th day of MARCH, 2026.

**Campus Headquarters, L.L.C, an Oklahoma limited liability company**

Carol A. West
Name: Carol A. West
Title: Trustee

R/W Form 43 City
Revised 02-07

**Individual Acknowledgement**

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

**Individual Acknowledgement**

State of Oklahoma )
) §
County of_____)

Before me, _____in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No. _____ Notary Public

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of Cleveland )

Before me, a Notary Public in and for this State, on this 16th day of March, 2026, personally appeared Carol A. West to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Trustee, and acknowledged to me that she executed the same as her free and voluntary act and deed, and as the free and voluntary act and deed of the _____ for the uses and purposes therein set forth.

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

My Commission expires: 01/31/2030 _____
Commission No. 02001844 Notary Public

CRAIG D BODENHAMER NOTARY PUBLIC Commission # 02001844 My Commission Expires 01-31-2030 STATE OF OKLAHOMA

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 24.1
11/20/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 2 of Oakridge Addition, being more particularly described as follows:

Beginning at a point on the Northwest corner of Lot 4 of Block 2 of Oakridge Addition, said point being the POINT OF BEGINNING; Thence N 89°50'07" E, a distance of 60.00 feet along the South R/W Line of W. Lindsey St.; Thence S 00°09'53" E, a distance of 21.00 feet; Thence S 89°50'07" W, a distance of 60.00 feet; Thence N 00°09'53" W, a distance of 21.00 feet to a point on the South R/W Line of W. Lindsey St., said point being the POINT OF BEGINNING.

Containing 0.032 acres, more or less.

LICENSED PROFESSIONAL LAND SURVEYOR
DAVID E. WOODY II
1890
OKLAHOMA

David E. Woody II PLS #1890

The City of
NORMAN

PUBLIC WORKS DEPARTMENT

225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070

ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

# SUMMARY OF ACQUISITION

CITY: Norman Project: 37984(04) PROJECT: Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue
PARCEL(S) 24.1

PROPERTY LOCATION: Section 6, Township 8N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

Campus Headquarters, L.L.C.
PO Box 1576
Norman, OK 73070

ASSIGNMENT: N/A – TDE Only

MORTGAGES AND LIENS: N/A – TDE Only

IMPROVEMENTS: None

DAMAGES: None

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Temporary Driveway Easement for Parcel 24.1 for 1,260 Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $0.00 – TDE Only

BUYER AND SELLER AGREE:

Temporary Driveway Easement Only

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of N/A – TDE Only to $0.00
Check in the amount of _____ to _____
Check in the amount of _____ to _____
Check in the amount of _____ to _____

**Campus Headquarters, L.L.C, an Oklahoma limited liability company**

Carol A. West
Name: Carol A. West
Title: Trustee

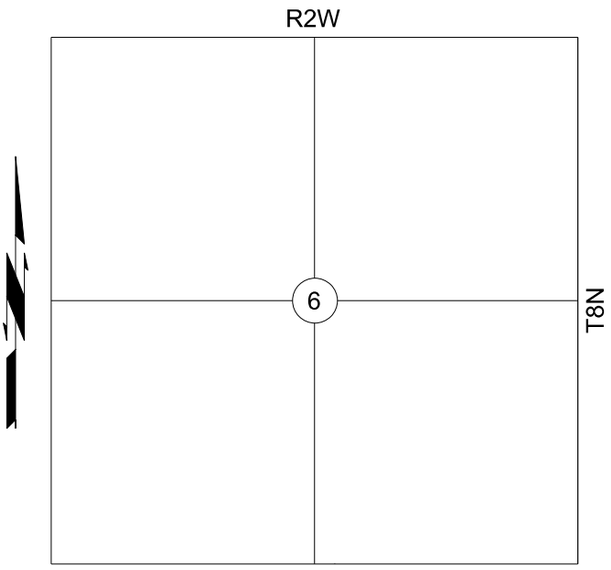
03-16-2026
DATE

_____
DATE

Rosie Salazar
ACQUISITION AGENT
Rosie Salazar, contracted by the City of Norman

3/16/26
DATE

RW FORM ACQ 220




JOB: 37984 PIECE: (05)

PARCEL NO. 24.1

COUNTY: CLEVELAND

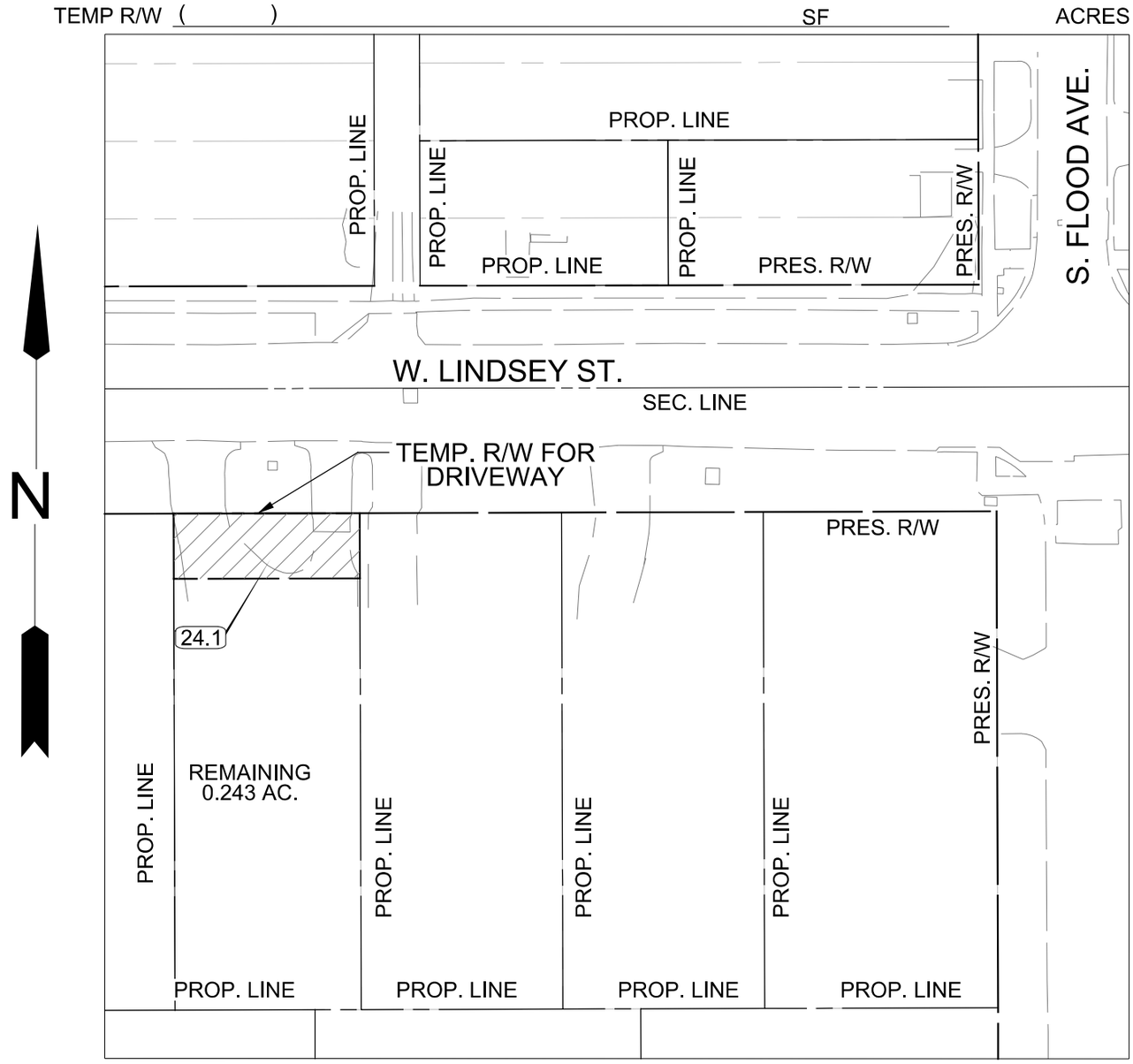
PROJECT: STP-214B (172) AG

TOTAL PROPERTY LEGAL DESCRIPTION

SEC. 6 T8N R2W

SCALE 1"= '

| | | | |
|---|---|---|---|
| BEFORE GROSS | 9,600.000 SF | 0.220 | ACRES |
| EXISTING R/W | SF | | ACRES |
| PERMANENT R/W | SF | | ACRES |
| REM IN QTR | 8,340.000 SF | 0.191 | ACRES |
| PERPETUAL EASEMENT ( ) | SF | | ACRES |
| TEMP R/W ( 24.1 ) | 1,260.000 SF | 0.029 | ACRES |
| TEMP R/W ( ) | SF | | ACRES |
| TEMP R/W ( ) | SF | | ACRES |
| TEMP R/W ( ) | SF | | ACRES |




SCALE 1"= 50'

APPRAISAL FORM 104 (REV. 02-17)

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 30.1

# TEMPORARY DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT Brice Lance Smith and Marybeth Smith, husband and wife of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant to the City of Norman, Oklahoma and the Transportation Commission the right to enter upon the above described tract of land for the purpose of constructing a driveway entrance to accommodate said premises to the construction or reconstruction of the roadway adjacent thereto; including the right to use and remove any and all dirt, rock gravel, sand and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, they are the owner(s) in fee simple of the above-described tract.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 27th day of March, 2026.

Brice Lance Smith

Marybeth Smith

R/W Form 43 City
Revised 02-07

Individual Acknowledgement

State of Oklahoma )
) §
County of Tulsa )

Before me, a Notary Public in and for this State, on this 27 day of March, 2026, personally appeared Brice Lance Smith and Marybeth Smith

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

TAHIR NAEEM
Notary Public - State of Oklahoma
Commission Number 21015481
My Commission Expires Nov 30, 2029

My Commission expires: 11/30/2029
Commission No. 21015481

Tahir Naeem
Notary Public

Individual Acknowledgement

State of Oklahoma )
) §
County of )

Before me, in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

Trust/LLC/Corporation Acknowledgment

State of Oklahoma )
) §
County of )

Before me, _____ in and for this State, on this ____day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

Trust/LLC/Corporation Acknowledgment

State of Oklahoma )
) §
County of )

Before me, _____ in and for this State, on this____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 30.1
11/20/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 1 of Oakridge Addition, being more particularly described as follows:

Beginning at the Northwest Corner of Lot 3 of Block 1 of Oakridge Addition, said point being the POINT OF BEGINNING; Thence N 89°52'43" E, a distance of 36.50 feet along the South R/W Line of W. Lindsey St.; Thence S 00°09'53" E, a distance of 20.00 feet; Thence S 89°52'43" W, a distance of 36.49 feet to Property Line; Thence N 00°09'53" W, a distance of 20.00 feet to a point on the South R/W Line of W. Lindsey St., said point being the POINT OF BEGINNING.

Containing 0.017 acres, more or less.

LICENSED PROFESSIONAL LAND SURVEYOR
DAVID E. WOODY II
1890
OKLAHOMA

David E. Woody II PLS #1890

The City of
NORMAN

PUBLIC WORKS DEPARTMENT

225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070

ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

# SUMMARY OF ACQUISITION

CITY: Norman Project: 37984(04) PROJECT: Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue
PARCEL(S) 30.1

PROPERTY LOCATION: Section 6, Township 8N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

Brice Lance Smith and Marybeth Smith
10115 S. Maplewood Ave.
Tulsa, OK 74137

ASSIGNMENT: N/A – TDE Only

MORTGAGES AND LIENS: N/A – TDE Only

IMPROVEMENTS: None

DAMAGES: None

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Temporary Driveway Easement for Parcel 30.1 for 727.192 Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $0.00 – TDE Only

BUYER AND SELLER AGREE:

Temporary Driveway Easement Only

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

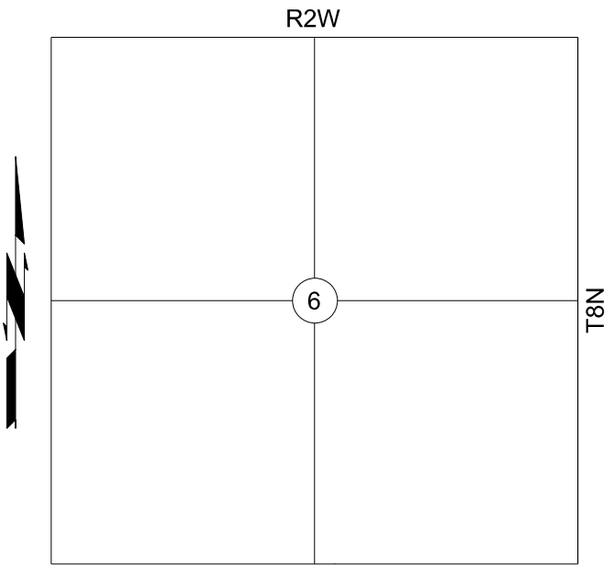
Check in the amount of N/A – TDE Only to $0.00
Check in the amount of _____ to _____
Check in the amount of _____ to _____
Check in the amount of _____ to _____

Brice Lance Smith — 3-27-2026 DATE

Marybeth Smith — 3-27-2026 DATE

ACQUISITION AGENT — 3/27/26 DATE
Rosie Salazar, contracted by the City of Norman

RW FORM ACQ 220




JOB: 37984 PIECE: (05)

PARCEL NO. 30.1

COUNTY: CLEVELAND

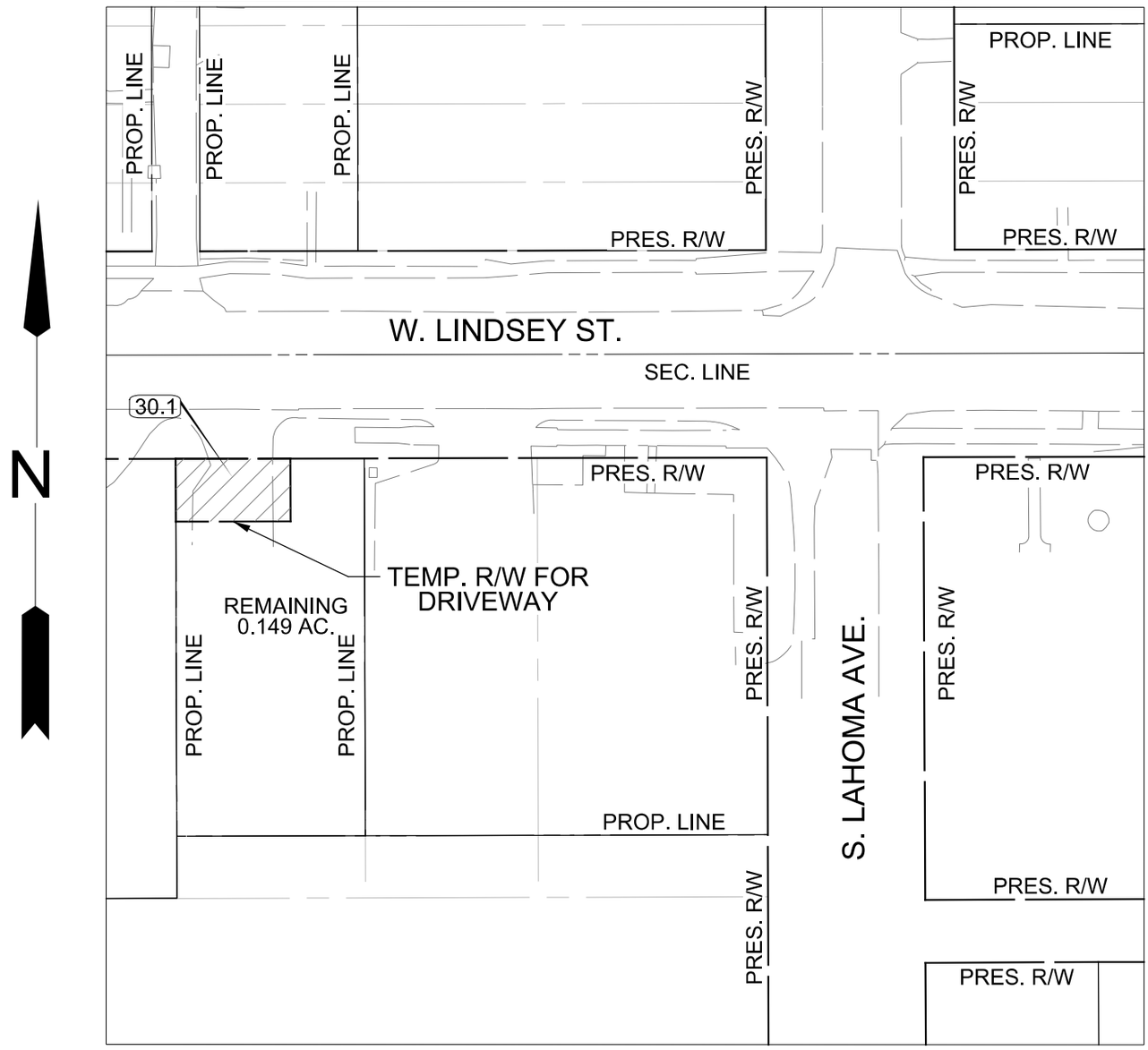
PROJECT: STP-214B (172) AG

TOTAL PROPERTY LEGAL DESCRIPTION

SEC. 6 T8N R2W

SCALE 1"= '

| | | | |
|---|---|---|---|
| BEFORE GROSS | 7,200.000 SF | 0.165 | ACRES |
| EXISTING R/W | SF | | ACRES |
| PERMANENT R/W | SF | | ACRES |
| REM IN QTR | 6,472.808 SF | 0.149 | ACRES |
| PERPETUAL EASEMENT ( ) | SF | | ACRES |
| TEMP R/W ( 30.1 ) | 727.192 SF | 0.017 | ACRES |
| TEMP R/W ( ) | SF | | ACRES |
| TEMP R/W ( ) | SF | | ACRES |
| TEMP R/W ( ) | SF | | ACRES |




SCALE 1"= 50'

APPRAISAL FORM 104 (REV. 02-17)

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 31.1

# TEMPORARY DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT Press And Plow Lindsey, L.L.C., an Oklahoma limited liability company of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant to the City of Norman, Oklahoma and the Transportation Commission the right to enter upon the above described tract of land for the purpose of constructing a driveway entrance to accommodate said premises to the construction or reconstruction of the roadway adjacent thereto; including the right to use and remove any and all dirt, rock gravel, sand and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, they are the owner(s) in fee simple of the above-described tract.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 23RD day of MARCH, 2026.

**Press And Plow Lindsey, L.L.C., an Oklahoma limited liability company**

Name: Hunter Miller
Title: Manager

R/W Form 43 City
Revised 02-07

**Individual Acknowledgement**

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

---

**Individual Acknowledgement**

State of Oklahoma )
) §
County of_____)

Before me, _____in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No. _____ Notary Public

---

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of CLEVELAND )

CAROL ANN WEST
Notary Public in and for the
State of Oklahoma
Commission #21011553
My Commission expires 9/01/2029

Before me, a Notary Public in and for this State, on this 23RD day of MARCH, 2026, personally appeared Hunter Miller to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Manager, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of the LLC for the uses and purposes therein set forth.

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

My Commission expires: 09-01-2029 Carol Ann West
Commission No. 21011553 Notary Public

---

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this____ day of _____, _____, personally appeared _____to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 31.1
11/20/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 1 of Oakridge Addition, being more particularly described as follows:

Beginning at the Northwest Corner of Lot 2 of Block 1 of Oakridge Addition, Thence N 89°52'43" E along the South R/W Line of W. Lindsey St. a distance of 13.50 feet to a point, said point being the POINT OF BEGINNING; Thence N 89°52'43" E, a distance of 56.00 feet along the South R/W Line of W. Lindsey St.; Thence S 00°07'17" E, a distance of 7.00 feet; Thence S 89°52'43" W, a distance of 56.00 feet; Thence N 00°07'17" W, a distance of 7.00 feet to a point on the South R/W Line of W. Lindsey St. said point being the POINT OF BEGINNING.

Containing 0.009 acres, more or less.

LICENSED PROFESSIONAL LAND SURVEYOR
DAVID E. WOODY II
1890
OKLAHOMA

David E. Woody II PLS #1890

The City of
NORMAN

PUBLIC WORKS DEPARTMENT

225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070

ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

# SUMMARY OF ACQUISITION

CITY: Norman Project: 37984(04) PROJECT: Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue
PARCEL(S) 31.1

PROPERTY LOCATION: Section 6, Township 8N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

Press And Plow Lindsey, L.L.C.
2221 W. Lindsey St., Suite 201
Norman, OK 73069

ASSIGNMENT: N/A – TDE Only

MORTGAGES AND LIENS: N/A – TDE Only

IMPROVEMENTS: None

DAMAGES: None

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Temporary Driveway Easement for Parcel 31.1 for 390.418 Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $0.00 – TDE Only

BUYER AND SELLER AGREE:

Temporary Driveway Easement Only

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of N/A – TDE Only to $0.00
Check in the amount of _____ to _____
Check in the amount of _____ to _____
Check in the amount of _____ to _____

**Press And Plow Lindsey, L.L.C., an Oklahoma limited liability company**

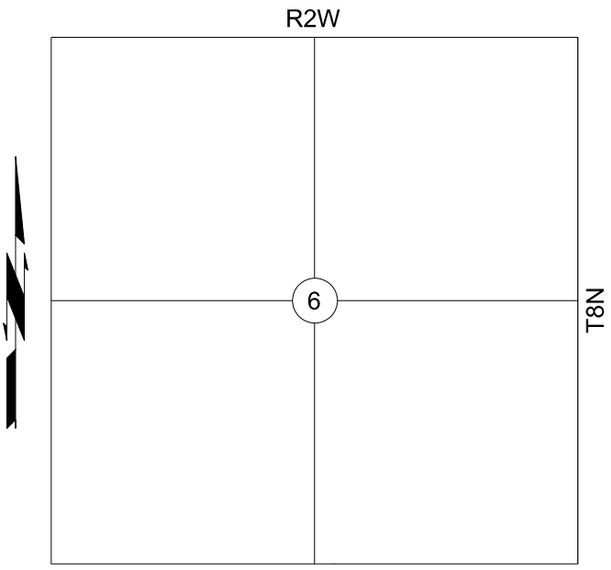
Name: Hunter Miller
Title: Manager

03-23-2026
DATE

ACQUISITION AGENT
Rosie Salazar, contracted by the City of Norman

3/23/26
DATE

RW FORM ACQ 220




JOB: 37984 PIECE: (05)

PARCEL NO. 31.1

COUNTY: CLEVELAND

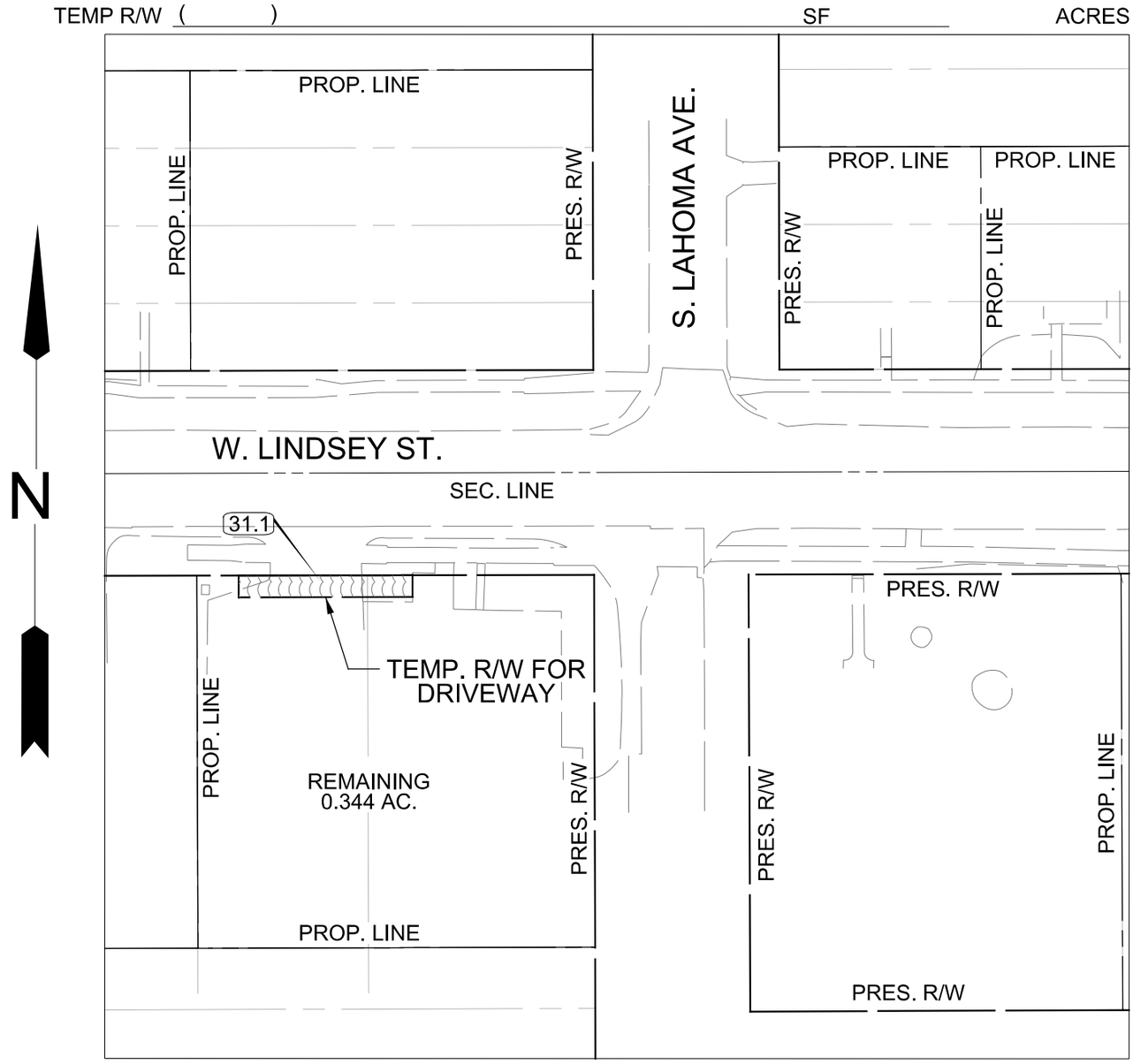
PROJECT: STP-214B (172) AG

TOTAL PROPERTY LEGAL DESCRIPTION

SEC. 6 T8N R2W

SCALE 1"= '

| | | | |
|---|---|---|---|
| BEFORE GROSS | 15,359.964 SF | 0.353 | ACRES |
| EXISTING R/W | SF | | ACRES |
| PERMANENT R/W | SF | | ACRES |
| REM IN QTR | 14,969.546 SF | 0.344 | ACRES |
| PERPETUAL EASEMENT ( ) | SF | | ACRES |
| TEMP R/W ( 31.1 ) | 390.418 SF | 0.009 | ACRES |
| TEMP R/W ( ) | SF | | ACRES |
| TEMP R/W ( ) | SF | | ACRES |
| TEMP R/W ( ) | SF | | ACRES |




SCALE 1"= 50'

APPRAISAL FORM 104 (REV. 02-17)

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 32.1

# TEMPORARY CONSTRUCTION EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT Helen Christine Allen and Daniel Linwood Cox, Trustees, and successors in interest of the Allen-Cox Family Revocable Trust, dated July 26, 2022
of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS

($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a

temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant the City of Norman, Oklahoma and the Transportation Commission the right to a temporary construction easement on the above described tract of land, and includes the right to use and remove any and all sand, rock, dirt, gravel and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, it is the owner(s) in fee simple of the above described tract.

The undersigned owner(s) hereby designate and appoint Allen-Cox Family Revocable Trust as agent to execute the claim and receive the compensation herein named for said right-of-way.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 20th day of April, 2026.

**Allen-Cox Family Revocable Trust**

Name: Daniel L. Cox

Title: Trustee

**Allen-Cox Family Revocable Trust**

Name: Helen C. Allen

Title: Trustee

Individual Acknowledgement

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this ____ day of _____ , _____ , personally appeared _____ _____ _____ to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

Individual Acknowledgement

State of Oklahoma )
) §
County of_____)

Before me, _____in and for this State, on this ____ day of _____ , _____ , personally appeared _____ _____ _____ to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No. _____ Notary Public

Trust/LLC/Corporation Acknowledgment

State of Oklahoma )
) §
County of Oklahoma )

Before me, a Notary Public in and for this State, on this 20th day of April , 2026 , personally appeared Daniel L. Cox and Helen C. Allen to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Trustees , and acknowledged to me that they executed the same as their free and voluntary act and deed, and as the free and voluntary act and deed of the _____ for the uses and purposes therein set forth.

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

My Commission expires: 5/25/2029 Stephanie Gammon
Commission No. 05004942 Notary Public

STEPHANIE GAMMON NOTARY PUBLIC # 05004942 EXP. 05/25/29 STATE OF OKLAHOMA

Trust/LLC/Corporation Acknowledgment

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this____ day of _____ , _____ , personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 32.1
11/20/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 1 of Bradbury’s Addition, being more particularly described as follows:

Beginning at the Southeast corner of W. Lindsey St. and S. Lahoma Ave., said point being the Northwest corner of Lot 6 Block 1 of Bradbury’s Addition, and the POINT OF BEGINNING; Thence N 89°52'43" E, a distance of 120.00 feet along the South R/W Line of W. Lindsey St.; Thence S 00°07'17" E, a distance of 2.00 feet; Thence S 89°52'43" W, a distance of 120.00 feet; Thence N 00°14'06" W, a distance of 2.00 feet along the East R/W Line of S. Lahoma Ave. to a point on the South R/W Line of W. Lindsey St. to the POINT OF BEGINNING.

Containing 0.006 acres, more or less.




David E. Woody II PLS #1890

The ~~City~~ of
NORMAN

225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070

PUBLIC WORKS DEPARTMENT

ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

# SUMMARY OF ACQUISITION

CITY: Norman Project: 37984(04) PROJECT: Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue
PARCEL(S) 32.1

PROPERTY LOCATION: Section 6, Township 8N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

Helen Christine Allen and Daniel Linwood Cox, Trustees, and successors
in interest of the Allen-Cox Family Revocable Trust, dated July 26, 2022
720 W. Lindsey St.
Norman, OK 73069

ASSIGNMENT: Allen-Cox Family Revocable Trust

MORTGAGES AND LIENS: None

IMPROVEMENTS: None

DAMAGES: Parcel 32.1 – 239.997 SF of Temporary Construction Easement

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Temporary Construction Easement for Parcel 32.1 for 239.997 Sq Ft
_____ for Parcel ____ for _____ Sq Ft

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $1,275.00

BUYER AND SELLER AGREE:

Payment includes ANY AND ALL DAMAGES to ACQUIRED land.
The City IS NOT responsible for constructing right-of-way fence.
If damages occur due to the negligence of the construction contractor to the remainder property and/or improvements on the remainder property, the property owners will have the right to file a damage claim against the construction contractor.

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

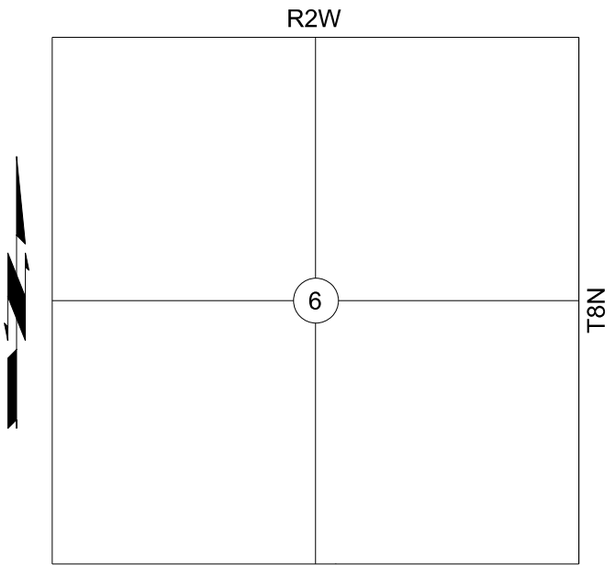
Check in the amount of $1,275.00 to Allen-Cox Family Revocable Trust

**Allen-Cox Family Revocable Trust**

Daniel L Cox — 4/7/2026
Name: Daniel L. Cox — DATE
Title: Trustee

Helen C Allen — 4/7/2026
Name: Helen C. Allen — DATE
Title: Trustee

4/20/26
ACQUISITION AGENT — DATE
Ryan Martin, contracted by the City of Norman




JOB: 37984 PIECE: (05)

PARCEL NO. 32.1

COUNTY: CLEVELAND

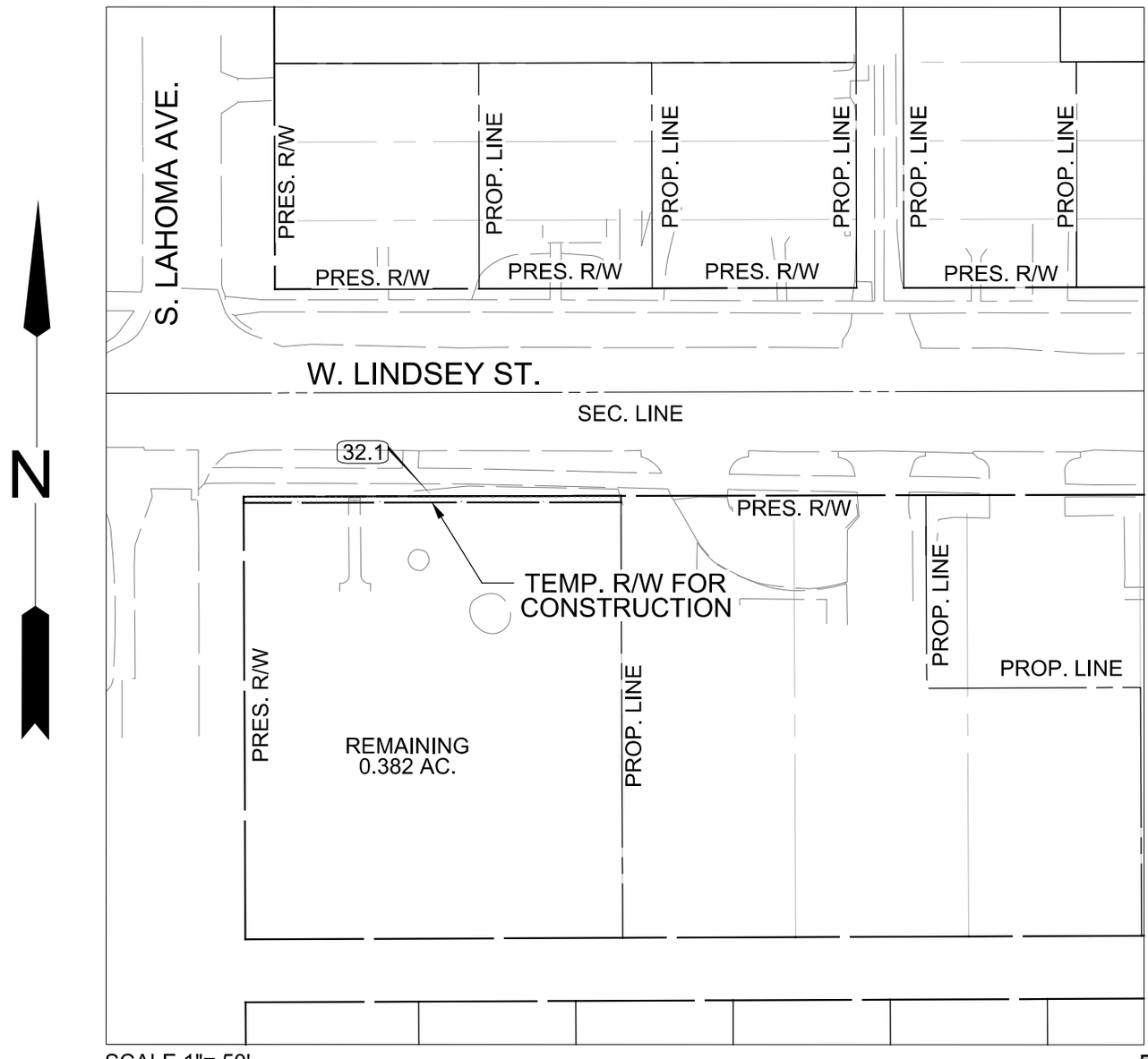
PROJECT: STP-214B (172) AG

TOTAL PROPERTY LEGAL DESCRIPTION

SEC. 6 T8N R2W

SCALE 1"= '

| | | |
|---|---|---|
| BEFORE GROSS | 16,888.080 SF | 0.388 ACRES |
| EXISTING R/W | SF | ACRES |
| PERMANENT R/W | SF | ACRES |
| REM IN QTR | 16,648.083 SF | 0.382 ACRES |
| PERPETUAL EASEMENT ( ) | SF | ACRES |
| TEMP R/W ( 32.1 ) | 239.997 SF | 0.006 ACRES |
| TEMP R/W ( ) | SF | ACRES |
| TEMP R/W ( ) | SF | ACRES |
| TEMP R/W ( ) | SF | ACRES |




SCALE 1"= 50'

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 33.1

# TEMPORARY DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT John R. Allen, Trustee or his successors in Trust, under the Allen Living Trust dated December 29, 2003 of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant to the City of Norman, Oklahoma and the Transportation Commission the right to enter upon the above described tract of land for the purpose of constructing a driveway entrance to accommodate said premises to the construction or reconstruction of the roadway adjacent thereto; including the right to use and remove any and all dirt, rock gravel, sand and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, it is the owner(s) in fee simple of the above-described tract.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 10th day of March, 2026.

**John R. Allen, Trustee or his successors in Trust, under the Allen Living Trust dated December 29, 2003**

Name: John R. Allen
Title: Trustee

R/W Form 43 City
Revised 02-07

**Individual Acknowledgement**

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

**Individual Acknowledgement**

State of Oklahoma )
) §
County of_____)

Before me, _____in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No. _____ Notary Public

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of Oklahoma )

Before me, John R Allen in and for this State, on this 10th day of March 2026, personally appeared John R. Allen to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its Trustee, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of the Trust for the uses and purposes therein set forth.

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

Notary Public
State of Oklahoma
LINDA ANALY BARRON
OKLAHOMA COUNTY
COMMISSION #24007268
Comm. Exp. 06-08-2028

My Commission expires: 6-8-2028 _____
Commission No. #24007268 Notary Public

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 33.1
11/20/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 1 of Bradbury’s Addition, being more particularly described as follows:

Beginning at the Northwest Corner of Lot 5 of Block 1 of Bradbury’s Addition, Thence N 89°52'43" E along the South R/W Line of W. Lindsey St. a distance of 4.30 feet to a point, said point being the POINT OF BEGINNING; Thence N 89°52'43" E, a distance of 92.70 feet along the South R/W Line of W. Lindsey St.; Thence S 00°14'06" E, a distance of 34.00 feet; Thence S 89°52'43" W, a distance of 92.76 feet; Thence N 00°07'17" W, a distance of 34.00 feet to a point on the South R/W Line of W. Lindsey St., said point being the POINT OF BEGINNING.

Containing 0.072 acres, more or less.

David E. Woody II PLS #1890

LICENSED PROFESSIONAL LAND SURVEYOR
DAVID E. WOODY II
1890
OKLAHOMA

The City of
NORMAN

PUBLIC WORKS DEPARTMENT

225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070

ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

# SUMMARY OF ACQUISITION

CITY: Norman Project: 37984(04) PROJECT: Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue
PARCEL(S) 33.1

PROPERTY LOCATION: Section 6, Township 8N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

John R. Allen, Trustee or his successors in Trust, under the Allen Living Trust dated December 29, 2003
712 W. Lindsey St.
Norman, OK 73069

ASSIGNMENT: N/A – TDE Only

MORTGAGES AND LIENS: N/A – TDE Only

IMPROVEMENTS: None

DAMAGES: None

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Temporary Driveway Easement for Parcel 33.1 for 3,152.849 Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $0.00 – TDE Only

BUYER AND SELLER AGREE:

Temporary Driveway Easement Only

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of N/A – TDE Only to $0.00
Check in the amount of _____ to _____
Check in the amount of _____ to _____
Check in the amount of _____ to _____

**John R. Allen, Trustee or his successors in Trust, under the Allen Living Trust dated December 29, 2003**

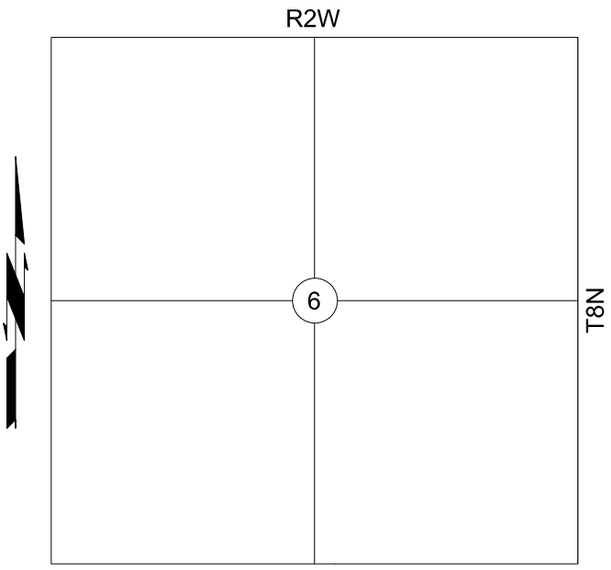
John R Allen
Name:
Title:

3/11/26
DATE

Rosie Salazar
ACQUISITION AGENT
Rosie Salazar, contracted by the City of Norman

3/11/26
DATE

RW FORM ACQ 220




JOB: 37984 PIECE: (05)

PARCEL NO. 33.1

COUNTY: CLEVELAND

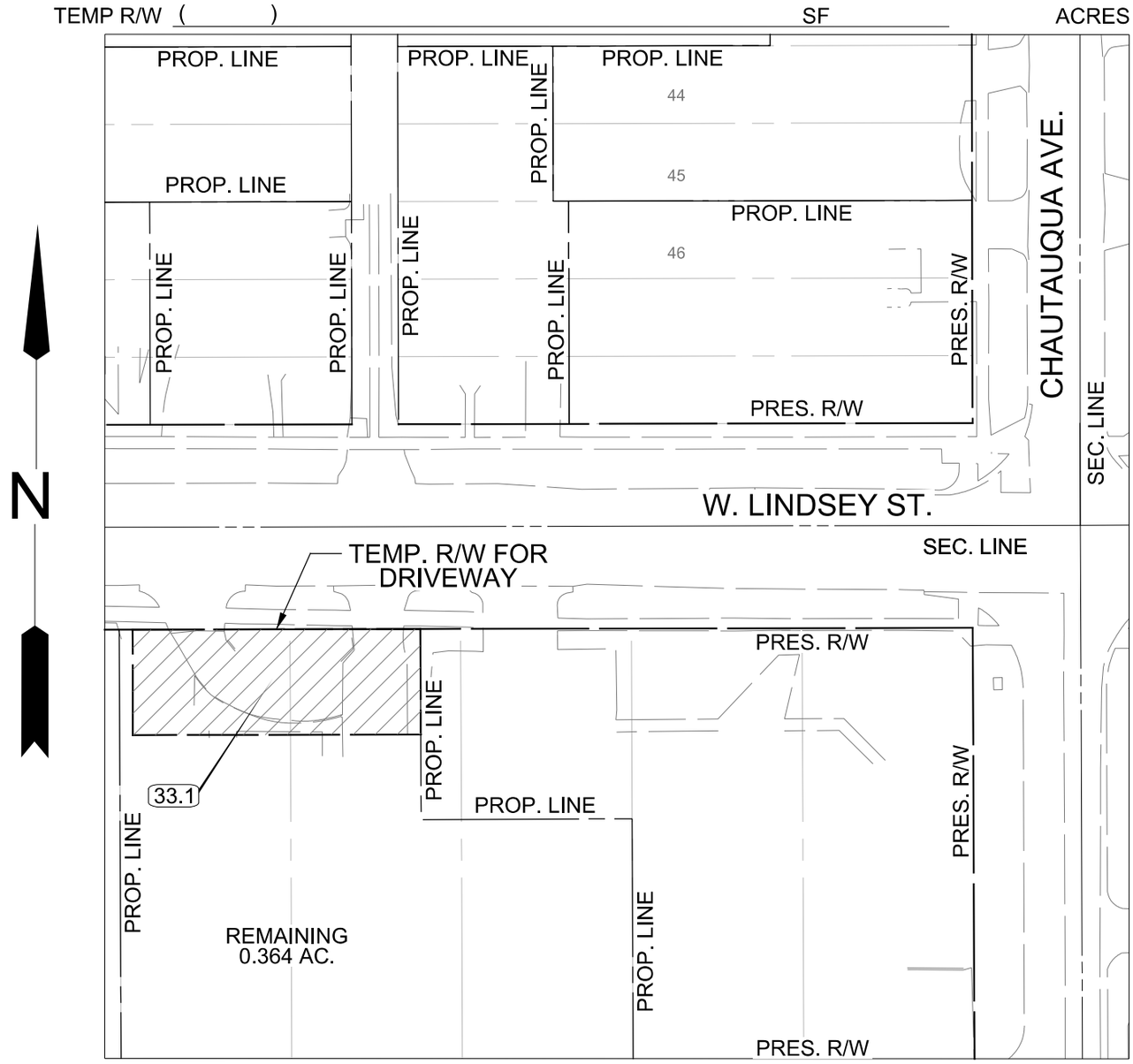
PROJECT: STP-214B (172) AG

TOTAL PROPERTY LEGAL DESCRIPTION

SEC. 6 T8N R2W

SCALE 1"= '

| | | |
|---|---|---|
| BEFORE GROSS | 19002.306 SF | 0.436 ACRES |
| EXISTING R/W | SF | ACRES |
| PERMANENT R/W | SF | ACRES |
| REM IN QTR | 15,849.458 SF | 0.364 ACRES |
| PERPETUAL EASEMENT ( ) | SF | ACRES |
| TEMP R/W ( 33.1 ) | 3,152.849 SF | 0.072 ACRES |
| TEMP R/W ( ) | SF | ACRES |
| TEMP R/W ( ) | SF | ACRES |
| TEMP R/W ( ) | SF | ACRES |




SCALE 1"= 50'

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 34

# Permanent Roadway EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That Church in Norman, Inc.

of Cleveland County, State of Oklahoma, hereinafter called the Grantors (whether one or more), for and in consideration of the sum of ten and 00/100 dollars ----------($ 10.00 ) and other good, valuable and sufficient considerations, do hereby grant, bargain, sell, convey and dedicate unto the City of Norman, Oklahoma hereinafter called the Grantee, a perpetual easement over, under, and across the following described lots or parcels of land, to-wit:

**See Exhibit "A" – Legal Description**

For the same considerations hereinbefore recited, this easement is granted for the purpose of enabling said Grantee, its officers, agents, contractors, and employees, now or at any time in perpetuity and at its discretion, to go upon, construct, build, maintain, and regulate a public roadway of facilities necessary and incidental thereto, including the airspace above and removal of any and all dirt, rock, gravel, sand and other road building materials, reserving and excepting unto said Grantors the mineral rights therein provided, however, that any explorations or development of said reserved mineral rights shall not directly or indirectly interfere with the use of said land for the purposes herein granted; and reserving unto said Grantors the right of ingress and egress to said public highway from the remaining lands of the Grantors.

To have and to hold said above described premises unto the said City of Norman, Oklahoma free, clear and discharged from any and all claims of damages or injury that may be sustained directly or indirectly to the remaining lands of the Grantors by reason of the construction and maintenance of a public roadway and all roadway excavations, embankments, structures, bridges, drains, sight distance of safety areas and other facilities that may now or hereafter be, in the discretion of the grantee, necessary for the construction and maintenance of a public roadway and incidental facilities over, across or along the above described tract of land; the supervision and control of said public roadway to be in such municipality, county or other agency of the State of Oklahoma as has or may have jurisdiction thereof by the laws of the State of Oklahoma; and said Grantee, its officers, agents, contractors and employees are hereby granted free access to said property for the purpose of entering upon, constructing, maintaining or regulating the use of said public roadway and incidental facilities.

Said Grantors hereby covenant and warrant that at the time of delivery of these presents they are the owners in fee simple of the above-described premises and that same are free and clear of all liens and claims whatsoever, except _____.

The undersigned Grantors hereby designate and appoint _____ as agent to execute the claim and receive the compensation herein named.

IN WITNESS WHEREOF, the Grantors herein named have hereunto set their hands and seals this the 27th day of March, 2026.

**Church in Norman, Inc.**

Name: ROBERT PETRONE
Title: CHAIRMAN, BOARD OF TRUSTEES

R/W Form 48
Revised 12-10

## Individual Acknowledgement

State of Oklahoma )
) §
County of Cleveland )

NICHOLAS WYGLE
NOTARY PUBLIC
STATE OF OKLAHOMA
Commission # 24007929 Expires 06/21/28

Before me, Nicholas Wygle in and for this State, on this 27th day of March, 2026, personally appeared Robert Petrone

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that He executed the same as His free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: 2nd 06/21/28
Commission No. 24007929

N Wygle
Notary Public

## Individual Acknowledgement

State of _____ )
) §
County of _____ )

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

## Trust/LLC/Corporation Acknowledgment

State of _____ )
) §
County of _____ )

Before me, _____ in and for this State, on this ____day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

## Trust/LLC/Corporation Acknowledgment

State of _____ )
) §
County of _____ )

Before me, _____ in and for this State, on this____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

_____
Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 34
11/20/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 1 of Bradbury’s Addition, being more particularly described as follows:

Beginning at the Southwest Corner of Chautauqua and W. Lindsey St., said point being the Northeast Corner of Lot 1 of Block 1 of Bradbury’s Addition, and the POINT OF BEGINNING; Thence S 00°14'04" E, a distance of 13.00 feet along the West R/W Line of Chautauqua Ave.; Thence N 55°46'37" W, a distance of 23.04 feet to a point on the South R/W Line of W. Lindsey St.; Thence S 89°52'43" E, a distance of 19.00 feet along the South R/W Line of W. Lindsey St. to the POINT OF BEGINNING.

Containing 0.003 acres, more or less.

David E. Woody II PLS #1890

LICENSED PROFESSIONAL LAND SURVEYOR
DAVID E. WOODY II
1890
OKLAHOMA

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 34.1

# TEMPORARY DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT Church in Norman, Inc.
of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant to the City of Norman, Oklahoma and the Transportation Commission the right to enter upon the above described tract of land for the purpose of constructing a driveway entrance to accommodate said premises to the construction or reconstruction of the roadway adjacent thereto; including the right to use and remove any and all dirt, rock gravel, sand and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, _____ _____owner(s) in fee simple of the above-described tract.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 27th _____day of MARCH, 2026.

**Church in Norman, Inc.**

Name: ROBERT PETRONE
Title: CHAIRMAN, BOARD OF TRUSTEES

R/W Form 43 City
Revised 02-07

**Individual Acknowledgement**

State of Oklahoma )
) §
County of Cleveland )

NICHOLAS WYGLE
NOTARY PUBLIC
STATE OF OKLAHOMA
Commission # 24007929 Expires 06/21/28

Before me, Nicholas Wygle in and for this State, on this 27th day of March, 2026, personally appeared Robert Petrone

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that He executed the same as His free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: 06/21/28
Commission No. 24007929

Notary Public

**Individual Acknowledgement**

State of Oklahoma )
) §
County of )

Before me, in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

Notary Public

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of _____ )

Before me, _____ in and for this State, on this ____day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

Notary Public

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of _____ )

Before me, _____ in and for this State, on this____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 34.1
11/20/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 1 of Bradbury’s Addition, being more particularly described as follows:

Beginning at the Northwest Corner of Lot 3 of Block 1 of Bradbury’s Addition, Thence N 89°52'43" E along the South R/W Line of W. Lindsey St. a distance of 1.71 feet to a point, said point being the POINT OF BEGINNING; Thence N 89°52'43" E, a distance of 35.00 feet along the South R/W Line of W. Lindsey St.; Thence S 00°07'17" E, a distance of 10.00 feet; Thence S 89°52'43" W, a distance of 35.00 feet; Thence N 00°07'17" W, a distance of 10.00 feet to a point on the South R/W Line of W. Lindsey St., said point being the POINT OF BEGINNING.

Containing 0.008 acres, more or less.

David E. Woody II PLS #1890

LICENSED PROFESSIONAL LAND SURVEYOR
DAVID E. WOODY II
1890
OKLAHOMA

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 34.2

# TEMPORARY CONSTRUCTION EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT Church in Norman, Inc.
of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant the City of Norman, Oklahoma and the Transportation Commission the right to a temporary construction easement on the above described tract of land, and includes the right to use and remove any and all sand, rock, dirt, gravel and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, they are the owner(s) in fee simple of the above described tract.

The undersigned owner(s) hereby designate and appoint itself as agent to execute the claim and receive the compensation herein named for said right-of-way.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 27 th day of MARCH, 2026.

Church in Norman, Inc.

Name: ROBERT PETRONE

Title: CHAIRMAN, BOARD OF TRUSTEES

R/W Form 43 City
Revised 02-07

## Individual Acknowledgement

State of Oklahoma )
) §
County of Cleveland )

NICHOLAS WYGLE
NOTARY PUBLIC
STATE OF OKLAHOMA
Commission # 24007929 Expires 06/21/28

Before me, Nicholas Wygle in and for this State, on this 27th day of March, 2026, personally appeared Robert Petrone

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that He executed the same as His free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: 06/21-28
Commission No. 24007929

Notary Public

## Individual Acknowledgement

State of Oklahoma )
) §
County of )

Before me, in and for this State, on this ____ day of _____, _____, personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

Notary Public

## Trust/LLC/Corporation Acknowledgment

State of Oklahoma )
) §
County of )

Before me, in and for this State, on this ____day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

Notary Public

## Trust/LLC/Corporation Acknowledgment

State of Oklahoma )
) §
County of )

Before me, in and for this State, on this____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

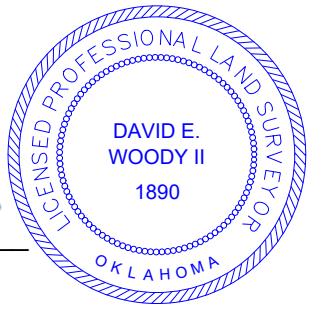
Project: 37984(04)
County: Cleveland
Parcel No.: 34.2
11/20/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 1 of Bradbury’s Addition, being more particularly described as follows:

Beginning at the Northwest Corner of Lot 3 of Block 1 of Bradbury’s Addition, Thence N 89°52'43" E along the South R/W Line of W. Lindsey St. a distance of 36.71 feet to a point, said point being the POINT OF BEGINNING; Thence N 89°52'43" E, a distance of 109.29 feet along the South R/W Line of W. Lindsey St.; Thence S 55°46'37" E, a distance of 3.55 feet; Thence S 89°52'43" W, a distance of 112.22 feet; Thence N 00°07'17" W, a distance of 2.00 feet to a point on the South R/W Line of W. Lindsey St., said point being the POINT OF BEGINNING.

Containing 0.005 acres, more or less.




David E. Woody II PLS #1890

The City of NORMAN

225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070

PUBLIC WORKS DEPARTMENT

ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

# SUMMARY OF ACQUISITION

CITY: Norman Project: 37984(04) PROJECT: Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue
PARCEL(S) 34, 34.1, 34.2

PROPERTY LOCATION: Section 6, Township 8N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

Church in Norman, Inc.
704 W Lindsey St,
Norman, OK 73069

ASSIGNMENT: Church in Norman, Inc.

MORTGAGES AND LIENS: The Security National Bank & Trust Company of Norman

IMPROVEMENTS: None

DAMAGES: None

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

| | | | | |
|---|---|---|---|---|
| Permanent Roadway Easement | for Parcel | 34 | for | 123.500 Sq Ft |
| Temporary Driveway Easement | for Parcel | 34.1 | for | 350.000 Sq Ft |
| Temporary Construction Easement | for Parcel | 34.2 | for | 221.506 Sq Ft |
| | for Parcel | | for | Sq Ft |
| | for Parcel | | for | Sq Ft |

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $4,425.00

BUYER AND SELLER AGREE:

Payment includes ANY AND ALL DAMAGES to ACQUIRED land.
The City IS NOT responsible for constructing right-of-way fence.

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of $4,425.00 to Church in Norman, Inc

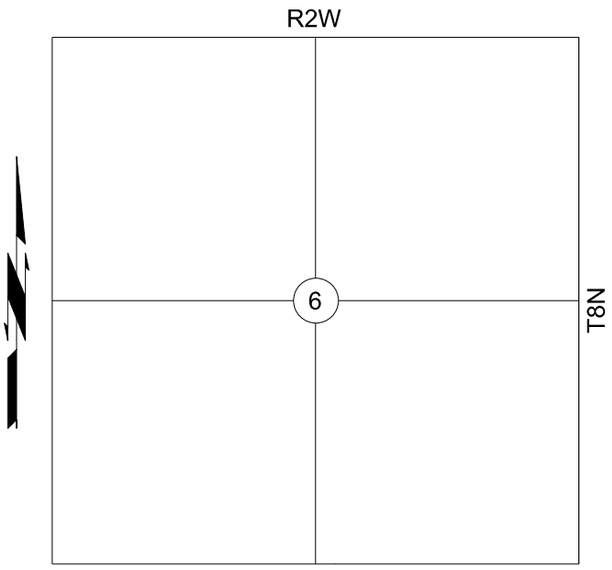
**Church in Norman, Inc**

Rob Telrone
Name:
Title: CHAIRMAN, BOARD OF TRUSTEES

MARCH 27, 2026
DATE

ACQUISITION AGENT
Kim Paige, contracted by the City of Norman

4/2/2026
DATE




JOB: 37984 PIECE: (05)

PARCEL NO. 34, 34.1 & 34.2

COUNTY: CLEVELAND

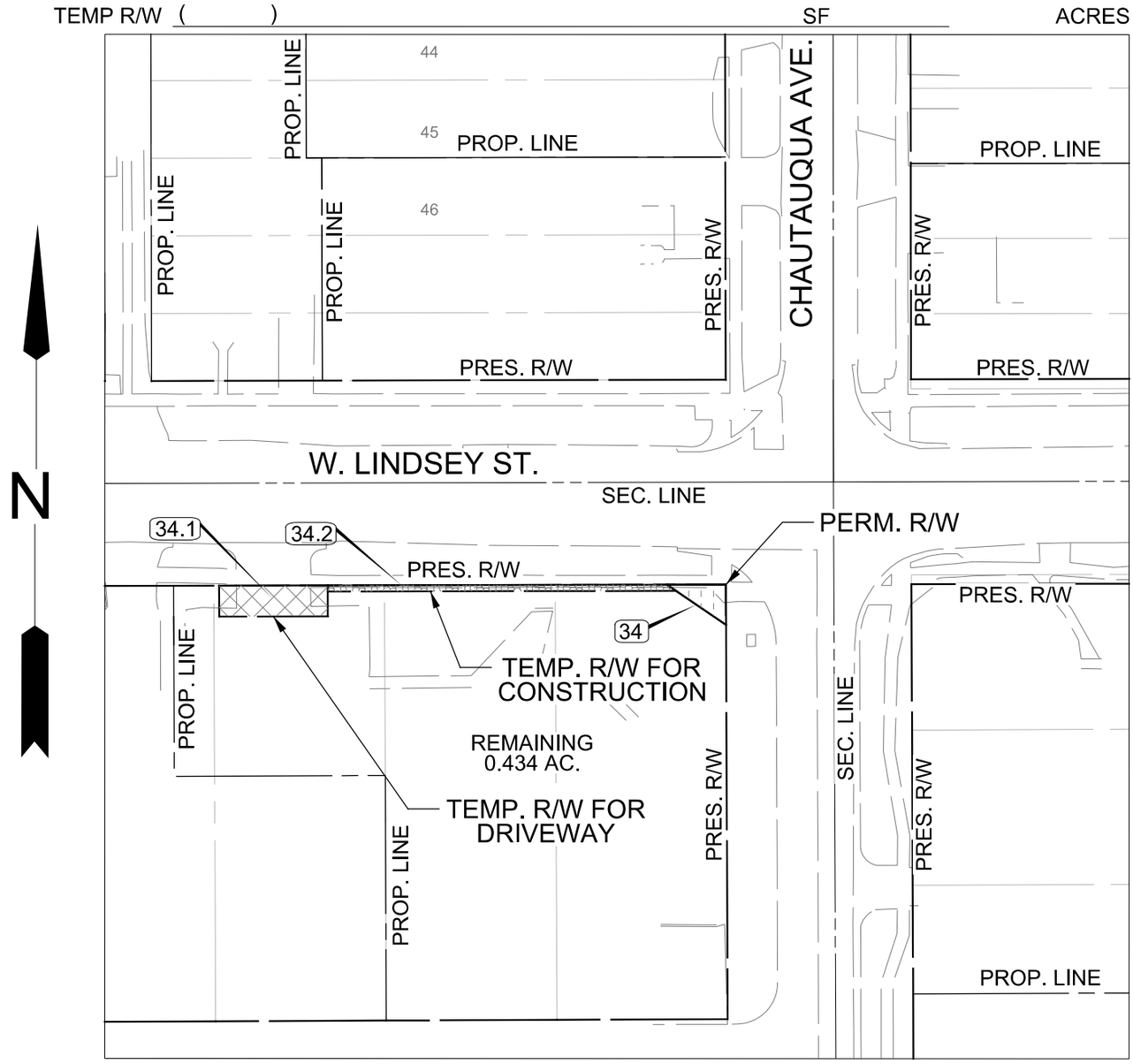
PROJECT: STP-214B (172) AG

TOTAL PROPERTY LEGAL DESCRIPTION

SEC. 6 T8N R2W

SCALE 1"= '

| | | |
|---|---|---|
| BEFORE GROSS | 19,591.750 SF | 0.450 ACRES |
| EXISTING R/W | SF | ACRES |
| PERMANENT R/W | 123.500 SF | 0.003 ACRES |
| REM IN QTR | 18,896.744 SF | 0.434 ACRES |
| PERPETUAL EASEMENT ( ) | SF | ACRES |
| TEMP R/W ( 34.1 ) | 350.000 SF | 0.008 ACRES |
| TEMP R/W ( 34.2 ) | 221.506 SF | 0.005 ACRES |
| TEMP R/W ( ) | SF | ACRES |
| TEMP R/W ( ) | SF | ACRES |




SCALE 1"= 50'

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 39

# Permanent Roadway EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That Lil Budwine58 of Norman, LLC

of Cleveland County, State of Oklahoma, hereinafter called the Grantors (whether one or more), for and in consideration of the sum of ten and 00/100 dollars ----------($ 10.00 ) and other good, valuable and sufficient considerations, do hereby grant, bargain, sell, convey and dedicate unto the City of Norman, Oklahoma hereinafter called the Grantee, a perpetual easement over, under, and across the following described lots or parcels of land, to-wit:

**See Exhibit "A" – Legal Description**

For the same considerations hereinbefore recited, this easement is granted for the purpose of enabling said Grantee, its officers, agents, contractors, and employees, now or at any time in perpetuity and at its discretion, to go upon, construct, build, maintain, and regulate a public roadway of facilities necessary and incidental thereto, including the airspace above and removal of any and all dirt, rock, gravel, sand and other road building materials, reserving and excepting unto said Grantors the mineral rights therein provided, however, that any explorations or development of said reserved mineral rights shall not directly or indirectly interfere with the use of said land for the purposes herein granted; and reserving unto said Grantors the right of ingress and egress to said public highway from the remaining lands of the Grantors.

To have and to hold said above described premises unto the said City of Norman, Oklahoma free, clear and discharged from any and all claims of damages or injury that may be sustained directly or indirectly to the remaining lands of the Grantors by reason of the construction and maintenance of a public roadway and all roadway excavations, embankments, structures, bridges, drains, sight distance of safety areas and other facilities that may now or hereafter be, in the discretion of the grantee, necessary for the construction and maintenance of a public roadway and incidental facilities over, across or along the above described tract of land; the supervision and control of said public roadway to be in such municipality, county or other agency of the State of Oklahoma as has or may have jurisdiction thereof by the laws of the State of Oklahoma; and said Grantee, its officers, agents, contractors and employees are hereby granted free access to said property for the purpose of entering upon, constructing, maintaining or regulating the use of said public roadway and incidental facilities.

Said Grantors hereby covenant and warrant that at the time of delivery of these presents they are the owners in fee simple of the above-described premises and that same are free and clear of all liens and claims whatsoever, except none.

The undersigned Grantors hereby designate and appoint itself as agent to execute the claim and receive the compensation herein named.

IN WITNESS WHEREOF, the Grantors herein named have hereunto set their hands and seals this the _____ day of 4/20, 2026.

**Lil Budwine58 of Norman, LLC**

Name: Van Parham

Title: President

Individual Acknowledgement

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this ____ day of _____ , _____ , personally appeared _____ _____ _____ to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

Individual Acknowledgement

State of Oklahoma )
) §
County of_____)

Before me, _____in and for this State, on this ____ day of _____ , _____ , personally appeared _____ _____ _____ to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No. _____ Notary Public

Trust/LLC/Corporation Acknowledgment

State of ~~Oklahoma~~ Texas )
) §
County of Tarrant )

Before me, a Notary Public in and for this State, on this 20th day of April , 2026 , personally appeared Van Parham to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its President , and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of the LLC for the uses and purposes therein set forth.

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

My Commission expires: March 21, 2027
Commission No. 134262313

Notary Public

SAMANTHA ALEJANDRE
Notary ID #134262313
My Commission Expires
March 21, 2027

Trust/LLC/Corporation Acknowledgment

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this____ day of _____ , _____ , personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 39
1/23/2026

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 1 of Floyd Addition, being more particularly described as follows:

Commencing at the Northwest Corner of Lot 48, Block 1 of Floyd Addition, Thence N 89°52'26" E, a distance of 120.08 feet along the South R/W Line of W. Lindsey St. to the POINT OF BEGINNING; Thence N 89°52'26" E, a distance of 4.95 feet along the South R/W Line of W. Lindsey St.; Thence S 45°18'14" E, a distance of 21.28 feet; Thence S 00°17'17" E, a distance of 10.53 feet; Thence N 38°17'50" W, a distance of 32.48 feet to the POINT OF BEGINNING.

Containing 0.003 acres, more or less.

LICENSED PROFESSIONAL LAND SURVEYOR
DAVID E. WOODY II
1890
OKLAHOMA

David E. Woody II PLS #1890

01/23/26
Date

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 39.1

# TEMPORARY DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT Lil Budwine58 of Norman, LLC
of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant to the City of Norman, Oklahoma and the Transportation Commission the right to enter upon the above described tract of land for the purpose of constructing a driveway entrance to accommodate said premises to the construction or reconstruction of the roadway adjacent thereto; including the right to use and remove any and all dirt, rock gravel, sand and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, it is the owner(s) in fee simple of the above-described tract.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 20th day of April, 2026.

Lil Budwine58 of Norman, LLC

Name: Van Parham

Title: President

R/W Form 43 City
Revised 02-07

**Individual Acknowledgement**

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____ _____ _____ to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

**Individual Acknowledgement**

State of Oklahoma )
) §
County of_____)

Before me, _____in and for this State, on this ____ day of _____, _____, personally appeared _____ _____ _____ to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No. _____ Notary Public

**Trust/LLC/Corporation Acknowledgment**

State of ~~Oklahoma~~ Texas )
) §
County of Tarrant )

Before me, a Notary Public in and for this State, on this 20th day of April, 2026, personally appeared Van Parham to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its President, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of the LLC for the uses and purposes therein set forth.

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

My Commission expires: March 21, 2027
Commission No. 134262313

_____
~~Notary Public~~

SAMANTHA ALEJANDRE
Notary ID #134262313
My Commission Expires
March 21, 2027

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of_____)

Before me, _____ in and for this State, on this____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 39.1
11/20/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 1 of Floyd Addition, being more particularly described as follows:

Beginning at a the Northwest Corner of Lot 48, Block 1 of Floyd Addition and the POINT OF BEGINNING; Thence N 89°52'26" E, a distance of 28.05 feet along the South R/W Line of W. Lindsey St.; Thence S 00°07'34" E, a distance of 9.00 feet; Thence S 89°52'26" W, a distance of 28.03 feet; Thence N 00°17'17" W, a distance of 9.00 feet to a point on the South R/W Line of W. Lindsey St., said point being the POINT OF BEGINNING.

Containing 0.006 acres, more or less.




David E. Woody II PLS #1890

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 39.2

# TEMPORARY CONSTRUCTION EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT Lil Budwine58 of Norman, LLC
of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS

($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a

temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant the City of Norman, Oklahoma and the Transportation Commission the right to a temporary construction easement on the above described tract of land, and includes the right to use and remove any and all sand, rock, dirt, gravel and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, it is the owner(s) in fee simple of the above described tract.

The undersigned owner(s) hereby designate and appoint itself as agent to execute the claim and receive the compensation herein named for said right-of-way.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 20th day of April, 2026.

**Lil Budwine58 of Norman, LLC**

Name: Van Parham

Title: President



R/W Form 43 City
Revised 02-07

**Individual Acknowledgement**

State of _____)
) §
County of_____)

Before me, _____ in and for this State, on this ____ day of _____ , _____ , personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No._____ Notary Public

**Individual Acknowledgement**

State of _____)
) §
County of_____)

Before me, _____in and for this State, on this ____ day of _____ , _____ , personally appeared _____

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires:_____ _____
Commission No. _____ Notary Public

**Trust/LLC/Corporation Acknowledgment**

State of Texas)
) §
County of Tarrant)

Before me, a Notary Public in and for this State, on this 20th day of April , 2026 , personally appeared Van Parham to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its President , and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of the LLC for the uses and purposes therein set forth.

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

My Commission expires: March 21, 2027
Commission No. 134262313

Notary Public

SAMANTHA ALEJANDRE
Notary ID #134262313
My Commission Expires
March 21, 2027

**Trust/LLC/Corporation Acknowledgment**

State of _____)
) §
County of_____)

Before me, _____ in and for this State, on this____ day of _____ , _____ , personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires:_____
Commission No._____ _____
Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

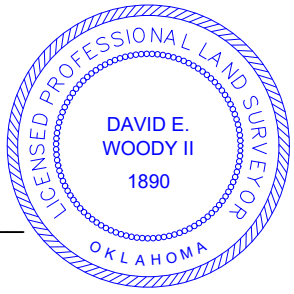
Project: 37984(04)
County: Cleveland
Parcel No.: 39.2
11/20/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 1 of Floyd Addition, being more particularly described as follows:

Beginning at a the Southwest Corner of Elm Ave. and W. Lindsey St. and the Northeast Corner of Lot 48, Block 1 of Floyd Addition, Thence S 00°17'17" E, a distance of 25.53 feet to the POINT OF BEGINNING; Thence S 00°17'17" E, a distance of 25.00 feet along the West R/W Line of Elm Ave.; Thence S 89°42'43" W, a distance of 7.88 feet; Thence N 00°17'17" W, a distance of 35.08 feet; Thence S 38°17'50", a distance of 12.80 feet to the POINT OF BEGINNING.

Containing 0.005 acres, more or less.




David E. Woody II PLS #1890

The City of
NORMAN

225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070

PUBLIC WORKS DEPARTMENT

ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

# SUMMARY OF ACQUISITION

CITY: Norman Project: 37984(04) PROJECT: Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue
PARCEL(S) 39, 39.1, 39.2

PROPERTY LOCATION: Section 6, Township 8N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

Lil Budwine58 of Norman, LLC
5013 Auburndale Ave.
Colleyville, TX 76034

ASSIGNMENT: Lil Budwine58 of Norman, LLC

MORTGAGES AND LIENS: None

IMPROVEMENTS: None

DAMAGES: Replace 32 LF of Wrought Iron Fence

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

| | | | | |
|---|---|---|---|---|
| Permanent Roadway Easement | for Parcel | 39 | for 142.460 | Sq Ft |
| Temporary Driveway Easement | for Parcel | 39.1 | for 252.367 | Sq Ft |
| Temporary Construction Easement | for Parcel | 39.2 | for 235.030 | Sq Ft |
| | for Parcel | | for | Sq Ft |
| | for Parcel | | for | Sq Ft |

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $6,085.00

BUYER AND SELLER AGREE:

Payment includes ANY AND ALL DAMAGES to ACQUIRED land.
The City IS responsible for constructing right-of-way fence.

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

Check in the amount of $6,085.00 to Lil Budwine58 of Norman, LLC

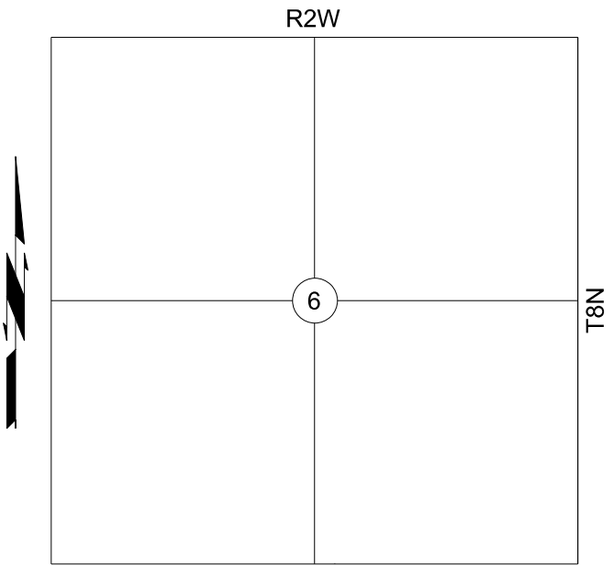
Van Parham
Name: Van Parham

4/18/26
DATE

Title: President

President
ACQUISITION AGENT
Ryan Martin, contracted by the City of Norman

4/23/26
DATE




JOB: 37984 PIECE: (05)

PARCEL NO. 39, 39.1 & 39.2

COUNTY: CLEVELAND

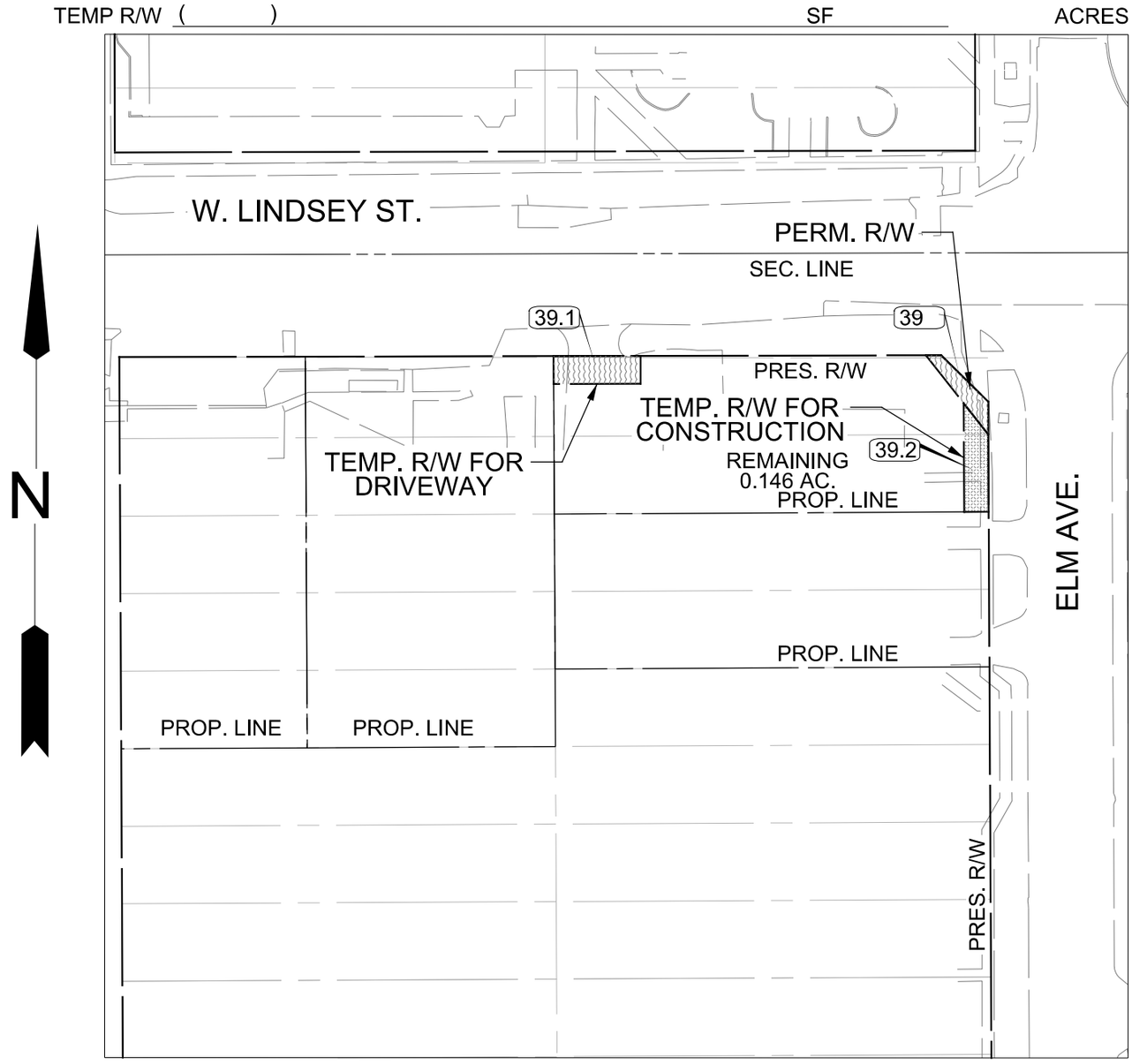
PROJECT: STP-214B (172) AG

TOTAL PROPERTY LEGAL DESCRIPTION

SEC. 6 T8N R2W

SCALE 1"= '

| | | | |
|---|---|---|---|
| BEFORE GROSS | 7,107.131 SF | 0.163 | ACRES |
| EXISTING R/W | SF | | ACRES |
| PERMANENT R/W | 142.46 SF | 0.003 | ACRES |
| REM IN QTR | 6,477.290 SF | 0.146 | ACRES |
| PERPETUAL EASEMENT ( ) | SF | | ACRES |
| TEMP R/W ( 39.1 ) | 252.367 SF | 0.006 | ACRES |
| TEMP R/W ( 39.2 ) | 235.030 SF | 0.005 | ACRES |
| TEMP R/W ( ) | SF | | ACRES |
| TEMP R/W ( ) | SF | | ACRES |




SCALE 1"= 50'

APPRAISAL FORM 104 (REV. 02-17)

Project: Lindsey Street
J/P #: 37984(04)
Parcel #: 40.1

# TEMPORARY DRIVEWAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

THAT David J. Steely and Michele J. Starr, as tenants in common of Cleveland County, State of Oklahoma, for and in consideration of the sum of one (1) and 00/100---------- DOLLARS ($ 1.00) and other good, valuable and consideration, has/have this day granted to the City of Norman, Oklahoma a temporary easement over the following described land, to-wit:

**See attached Exhibit "A" – Legal Description**

The sole purpose of this easement is to grant to the City of Norman, Oklahoma and the Transportation Commission the right to enter upon the above described tract of land for the purpose of constructing a driveway entrance to accommodate said premises to the construction or reconstruction of the roadway adjacent thereto; including the right to use and remove any and all dirt, rock gravel, sand and other road building materials from the above described tract of land.

It is a condition of this easement that it shall not be filed for record and that all rights of the City of Norman, Oklahoma and the State of Oklahoma in the above-described right-of-way shall terminate upon completion of construction of the project.

Grantor(s) hereby covenant(s) and warrant(s) that at the time of execution of this easement, it is the owner(s) in fee simple of the above-described tract.

IN WITNESS WHEREOF, the Grantor(s) herein named have hereunto set their hands and seals this the 24th day of March 2026.

David J. Steely

Michele J. Starr

R/W Form 43 City
Revised 02-07




**Individual Acknowledgement**

State of Oklahoma )
) §
County of Cleveland )

Before me, a Notary Public in and for this State, on this 26th day of March, 2026, personally appeared David J. Steely

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: 01-12-2028
Commission No. 24000587

Notary Public




**Individual Acknowledgement**

State of Oklahoma )
) §
County of Cleveland )

Before me, a Notary Public in and for this State, on this 26th day of March, 2026, personally appeared Michele J. Starr

to me known to be the identical person(s) who executed the within and foregoing instrument, and acknowledged to me that she executed the same as her free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission expires: 01-12-2028
Commission No. 24000587

Notary Public

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of _____ )

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

Notary Public

**Trust/LLC/Corporation Acknowledgment**

State of Oklahoma )
) §
County of _____ )

Before me, _____ in and for this State, on this ____ day of _____, _____, personally appeared _____ to me known to be the identical person who subscribed the name of the maker thereof to the foregoing instrument as its _____, and acknowledged to me that _____ executed the same as _____ free and voluntary act and deed, and as the free and voluntary act and deed of the _____ _____ for the uses and purposes therein set forth.

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

My Commission expires: _____
Commission No. _____

Notary Public

STATE OF OKLAHOMA )

) ss.

COUNTY OF CLEVELAND )

NOW, on this _____, the City Council of the City of Norman, State of Oklahoma, a municipal corporation, acting for and in behalf of said municipal corporation, during regular session, does hereby approve and accept from the named Grantor this delivered easement and directs the Mayor and Clerk of said City of Norman to indicate the same by their signatures and seal of the City of Norman, State of Oklahoma.

CITY OF NORMAN, OKLAHOMA

_____

Mayor

(SEAL)

ATTEST:

_____

CITY CLERK

Approved as to form and legality this _____ day of _____, 20____.

_____

CITY ATTORNEY

Project: 37984(04)
County: Cleveland
Parcel No.: 40.1
11/20/2025

EXHIBIT “A”

**A strip, piece or parcel of land lying** in the NE¼ NW¼ of Section 6, Township 8 North, Range 2 West, I.M., in Cleveland County, Oklahoma, and Block 1 of Oakridge Addition, being more particularly described as follows:

Beginning at the Northwest Corner of Lot 7, Block 1 of Oakridge Addition, Thence S 00°09'53" E, a distance of 16.86 feet to a point at the East R/W Line of S. Flood Ave., said point being the POINT OF BEGINNING; Thence N 89°52'43" E, a distance of 7.61 feet; Thence S 00°09'53" E, a distance of 21.00 feet; Thence S 89°52'43" W, a distance of 7.61 feet to a point on the East R/W Line of S. Flood Ave.; Thence N 00°09'53" W, a distance of 21.00 feet along the East R/W Line of S. Flood Ave. to the POINT OF BEGINNING.

Containing 0.004 acres, more or less.




David E. Woody II PLS #1890

The City of
NORMAN

PUBLIC WORKS DEPARTMENT

225 North Webster Ave · P.O. Box 370
Norman, Oklahoma 73069 · 73070

ENGINEERING DIVISION
Phone 405.366.5452
Fax 405.366.5418

# SUMMARY OF ACQUISITION

CITY: Norman Project: 37984(04) PROJECT: Lindsey Street Special Corridor Project – Pickard Avenue to Elm Avenue
PARCEL(S) 40.1

PROPERTY LOCATION: Section 6, Township 8N, Range 2W, Cleveland County

BUYER: **City of Norman, Oklahoma**

SELLER: PROPERTY OWNER(S), NAME AND ADDRESS:

David J. Steely and Michele J. Starr, as tenants in common
1031 S. Flood Ave.
Norman, OK 73072

ASSIGNMENT: N/A – TDE Only

MORTGAGES AND LIENS: N/A – TDE Only

IMPROVEMENTS: None

DAMAGES: None

PROPERTY OWNER(S)/SELLER(S) WILL EXECUTE AND SUBMIT TO THE BUYER, THE FOLLOWING DOCUMENTS:

Temporary Driveway Easement for Parcel 40.1 for 159.852 Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft
_____ for Parcel ____ for _____ Sq Ft

ACQUISITION AMOUNT FOR LAND, IMPROVEMENTS AND DAMAGES: $0.00 – TDE Only

BUYER AND SELLER AGREE:

Temporary Driveway Easement Only

UPON RECEIPT OF SIGNED DOCUMENTS, BUYER, WILL PREPARE THE FOLLOWING:

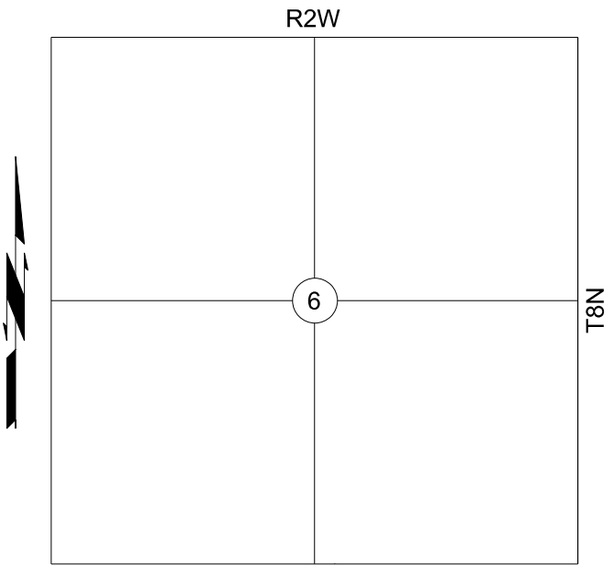
Check in the amount of N/A – TDE Only to _____
Check in the amount of _____ to _____
Check in the amount of _____ to _____
Check in the amount of _____ to _____

David J. Steely — DATE 3/26/26

Michele J. Starr — DATE 3/26/26

ACQUISITION AGENT — DATE 3/26/26
Rosie Salazar, contracted by the City of Norman

RW FORM ACQ 220




JOB: 37984 PIECE: (05)

PARCEL NO. 40.1

COUNTY: CLEVELAND

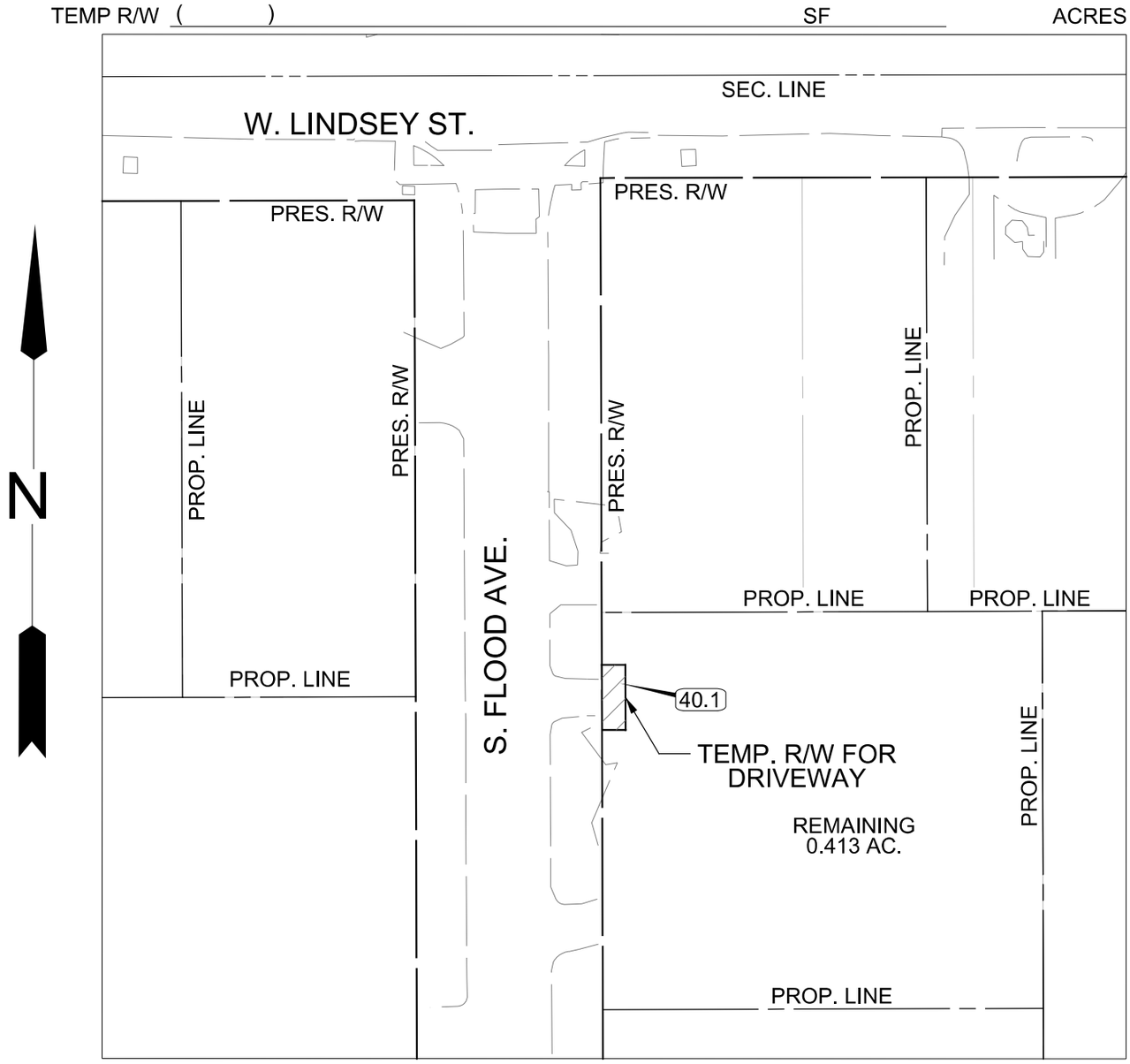
PROJECT: STP-214B (172) AG

TOTAL PROPERTY LEGAL DESCRIPTION

SEC. 6 T8N R2W

SCALE 1"= '

| | | | |
|---|---|---|---|
| BEFORE GROSS | 18,176.000 SF | 0.417 | ACRES |
| EXISTING R/W | SF | | ACRES |
| PERMANENT R/W | SF | | ACRES |
| REM IN QTR | 18,016.148 SF | 0.413 | ACRES |
| PERPETUAL EASEMENT ( ) | SF | | ACRES |
| TEMP R/W ( 40.1 ) | 159.852 SF | 0.004 | ACRES |
| TEMP R/W ( ) | SF | | ACRES |
| TEMP R/W ( ) | SF | | ACRES |
| TEMP R/W ( ) | SF | | ACRES |




SCALE 1"= 50'

APPRAISAL FORM 104 (REV. 02-17)

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 5/26/2026

**REQUESTER:** Jason Murphy, Stormwater Program Manager

**PRESENTER:** Scott Sturtz, Director of Public Works

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

**BACKGROUND:**
On June 9, 2015, City Council approved Contract K-1415-134 with Meshek & Associates, L.L.C., for professional engineering services related to the Lower Imhoff Creek Hydraulic and Hydrologic Study Project.

Since the original agreement, the contract has been amended to provide additional engineering design services associated with stabilization efforts along Lower Imhoff Creek. Amendment No. 1 authorized engineering design services and FEMA Hazard Mitigation Grant Program (HMGP) application preparation. Amendment No. 2 authorized additional design services and included services related to real estate acquisition necessary for the project.

In 2025, Meshek & Associates, L.L.C. merged with WSB L.L.C., a national engineering and consulting firm. As a result of this merger, Meshek & Associates continues to operate under the WSB organization, and project management responsibilities for the Lower Imhoff Creek Stabilization Project are being carried out by former Meshek personnel now employed by WSB. The merger does not alter the contractual relationship, scope of services, or obligations under Contract K-1415-134. The City's agreement remains with Meshek & Associates, L.L.C., and continuity of project staff and institutional knowledge has been maintained throughout the transition.

Phase 1 construction of the Lower Imhoff Creek Stabilization Project is currently underway and funded in part through the FEMA Hazard Mitigation Grant Program (HMGP), administered through the Oklahoma Department of Emergency Management and Homeland Security (ODEMHS).

**DISCUSSION**:
Amendment No. 4 modifies the existing agreement by removing the previously authorized real estate acquisition services that were included under Amendment No. 2. These services included right-of-way exhibits, property research, title investigations, appraisals, appraisal reviews, negotiation services, and associated filing fees.

As project implementation progressed, it was determined that these real estate services were no longer required under the engineering contract. Therefore, the scope of work associated with real estate acquisition is being removed from Amendment No. 2.

The removal of these services results in a reduction to the contract amount of $264,100.00.

Following this adjustment, the agreement summary is as follows:

| Description | Amount |
|---|---|
| Original Agreement | $143,000.00 |
| Net Change from Prior Amendments | $1,153,586.38 |
| Amendment No. 4 Adjustment | ($264,100.00) |
| Adjusted Agreement Amount | $1,032,486.38 |

The amendment does not modify other provisions of the agreement, and all terms and conditions of the original contract and previous amendments remain in effect.

**RECOMMENDATION 1**:

Staff recommends approval of Amendment No. 4 to Contract K-1415-134 with Meshek & Associates, L.L.C. / WSB L.L.C., which removes real estate acquisition services from the contract and reduces the total agreement amount by $264,100.00, resulting in a revised contract amount of $1,032,486.38.

This is **ATTACHMENT G**, consisting of 4 pages, to be incorporated into the **Agreement between Owner and Engineer for Professional Services** dated June 9, 2015.

## AMENDMENT TO OWNER-ENGINEER AGREEMENT
**Amendment No. 4**

1. Background Data:

   a. Effective Date of Owner-Engineer Agreement: June 9, 2015

   b. Owner: City of Norman

   c. Engineer: Meshek & Associates, LLC

   d. Project: Lower Imhoff Creek Hydraulic and Hydrologic Study Project

2. Description of Modifications to Services:

   a. Amendment 2 Scope and Fee Adjustment: The scope of work for Amendment 2 includes services for Real Estate acquisition. This service and its associated compensation are removed from Amendment 2. See Exhibit A

   b. For the Modifications to Services set forth above, the compensation for Amendment 2 shall be reduced by $264,100.00.

| AMENDMENT 4 | COMPENSATION |
|---|---|
| **Imhoff Creek Bank Stabilization** | |
| i. Amendment 2 Scope and Fee Adjustment | ($264,100.00) |
| ii. **AMENDMENT 4 TOTAL** | **($264,100.00)** |

c. The schedule for rendering services is modified as follows: Upon receipt of the Notice to Proceed the services included in the amendment will be scheduled in consultation with the City Project Manager.

*(continued on next page)*

3. Agreement Summary

| | |
|---|---|
| a. Original Agreement amount: | $ 143,000.00 |
| b. Net change for prior amendments: | $ 1,153,586.38 |
| c. This amendment amount: | ($ 264,100.00) |
| d. Adjusted Agreement amount: | $ 1,032,486.38 |

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is 28 April, 2026.

| OWNER: | ENGINEER: |
|---|---|
| | Brandon Claborn |
| By: | By: Mr. Brandon Claborn, PE |
| Title: | Title: Vice President, Environmental |
| Date Signed: | Date Signed: 4/24/26 |

APPROVED BY CITY OF NORMAN LEGAL DEPARTMENT
BY _____ DATE 5/19/26

MICHELLE GOURD NOTARY # 22004792 EXP. 04/05/30 PUBLIC STATE OF OKLAHOMA

Michelle Gourd 4/24/2026

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Katherine Coffin

**PRESENTER:** David Riesland, Transportation Engineer

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

**BACKGROUND:**

It is important to establish a sense of entry that indicates arrival in a special place. This applies to all the gateways into the City of Norman. For Norman, wayfinding should also be a community-wide initiative that directs travelers to the downtown area as well as to many of the other amenities of the community. The concepts of attracting businesses, residents, and visitors/tourists are closely linked to creating an aesthetically pleasing area from an architectural, streetscape and beautification standpoint.

Located within the Oklahoma City metropolitan area, Norman is the third largest city in the State of Oklahoma with nearly 130,000 residents. In addition, Norman is home to the University of Oklahoma. The size of the City coupled with the location of the University make Norman a destination for many tourists, visitors, and commuters.

In December 2013, City Council adopted the Norman Signage and Wayfinding Plan. This was adopted as the first phase of an overall plan for the City of Norman. The Norman Signage and Wayfinding Plan involved significant public input into potential destinations, potential districts, development of a hierarchy of destinations, and preliminary input into sign colors and fonts. One of the conclusions of the Norman Signage and Wayfinding Plan was to embark on a follow-up process to include the “fabrication and installation of a pilot project that will help to refine the detailed design of the system components”.

In 2022, the Wayfinding Phase 1 project was completed on Lindsey Street, the Chautauqua Avenue, and the Jenkins Avenue corridors as well as around the Municipal Complex. In March

2024, the Wayfinding Phase 2 project was completed on the Flood Avenue, the Tecumseh Road, and the Robinson Street corridors. In January 2025, the Wayfinding Phase 3 project was completed on 24th Avenue West, 12th Avenue East, Tecumseh Road, and a portion of Classen Boulevard corridors. In November 2025, the Wayfinding Phase 4 project was completed on 36th Avenue West and Porter Avenue/Classen Boulevard corridors. Following completion of Phase 4, staff began working with our consultant, Kimley-Horn, on a Phase 5 project that would place Wayfinding signs on the Rock Creek Road, the Alameda Street, and the Lindsey Street corridors. A map of the proposed sign locations in Phase 5 is attached.

**DISCUSSION:**

A bid package was assembled and sent out to qualified contractors with advertisement in the local newspaper as well. Bids were received on April 2, 2026. Only two of the five qualified contractors submitted bids on the project. A copy of the Bid Record is attached. Upon opening the bids, Graphtec, Inc., (Graphtec) was the apparent low bidder at $253,355. However, this bid is more than available funds in the Wayfinding construction account. Staff worked with Graphtec to eliminate some signs to reduce the bid amount below the funds available. Based on the elimination of eight signs, the revised bid comes in at $178,382. A copy of the revised bid is attached. A map showing the eight signs that were eliminated from the bid is also attached. These signs will be addressed in a future project to complete the City's Wayfinding Plan.

A capital project for Lindsey Street/Municipal Complex Wayfinding has been established (Account No. 50596611-46101 Project No. TR0114). This account currently has a construction balance of $215,226 or more than sufficient to cover the $178,382 costs associated with Contract K-2526-153, Maintenance Bond MB-2526-57, Performance Bond B-2526-77, and Statutory Bond B-2526-78. Resolution R-2526-137 provides tax exempt status.

**RECOMMENDATION:**
Staff recommends the authorization to spend $178,382 as outlined above from the Lindsey Street/Municipal Complex Wayfinding Project (Account No. 50596611-46101 Project No. TR0114) along with approval of Contract K-2526-153 and associated bonds (Maintenance Bond MB-2526-57, Performance Bond B-2526-77, Statutory Bond B-2526-78) and Resolution R-2526-137 for tax exempt status with Graphtec, Inc., to complete the Wayfinding Phase 5 project on the Rock Creek Road, the Alameda Street, and the Lindsey Street corridors. The result will provide positive guidance for Norman's visitors.

Reviewed by: Scott Sturtz, Director of Public Works
Clint Mercer, Director of Finance
Kim Coffman, Municipal Accountant
Jane Hudson, Director of Planning and Community Development
Rick Knighton, City Attorney
Darrel Pyle, City Manager

K-2526-153

# CONTRACT

THIS CONTRACT made and entered into this 28th day of April 2026, by and between Graphtec, Inc., as Party of the First Part, hereinafter designated as the CONTRACTOR, and the City of Norman, a municipal corporation, hereinafter designated as the CITY, Party of the Second Part.

## WITNESSETH

WHEREAS, the CITY has caused to be prepared in accordance with law, specifications, and other bidding documents for the work hereinafter described and has approved and adopted all of said bidding documents, and has caused Notice to Bidders to be given and advertised as required by law, and has received sealed proposals for the furnishing of all labor and materials for the following project:

**WAYFINDING PHASE 5 PROJECT ON ROCK CREEK ROAD, ALALMEDA STREET, AND LINDSEY STREET EAST CORRIDORS IN THE CITY OF NORMAN**

as outlined and set out in the bidding documents and in accordance with the terms and provisions of said CONTRACT; and,

WHEREAS, the CONTRACTOR in response to said Notice to Bidders, has submitted to the CITY on the manner and at the time specified, a sealed proposal in accordance with the terms of this Contract; and,

WHEREAS, the CITY, in the manner provided by law, has publicly opened, examined, and canvassed the proposals submitted and has determined and declared the above-named CONTRACTOR to be the lowest and best Bidder on the above-prepared project, and has duly awarded this CONTRACT to said CONTRACTOR, for the sum named in the proposal, to wit: one hundred seventy eight thousand three hundred eighty two Dollars ($178,382.00);

NOW, THEREFORE, for and in consideration of the mutual agreements, and covenants herein contained, the parties to this CONTRACT have agreed, and hereby agree, as follows:

1) The CONTRACTOR shall, in a good and first-class, workman-like manner at his own cost and expense, furnish all labor, materials, tools, and equipment required to perform and complete said work in strict accordance with this CONTRACT and the following CONTRACT Documents: The Notice to Bidders, Instruction to Bidders, the Contractor's Bid or Proposal, the Construction Drawings, Specifications, Provisions, and Bonds thereto, all of which documents are on file in the Office of the Purchasing Agent of the City of Norman, and are made a part of this CONTRACT as fully as if the same were set out at length.

2) The CITY shall make payments minus a retainage as stipulated in the contract documents to the CONTRACTOR in the following manner: On or about the first day

of each month, the project engineer, or other appropriate person, will make accurate estimates of the value, based on CONTRACT prices, or work done, and materials incorporated in the work and of materials suitably stored at the site thereof during the preceding calendar month. The CONTRACTOR shall furnish to the project engineer, or other appropriate person, such detailed information as he may request to aid him as a guide in the preparation of the monthly estimates.

Each monthly estimate for payment must contain or have attached an affidavit in accordance with the Constitution of the State of Oklahoma, Title 74, Section 3109-3110, and Title 62, Section 310.09.

On completion of the work, but prior to the acceptance thereof by the CITY, it shall be the duty of the project engineer, or other appropriate person, to determine that said work has been completely and fully performed in accordance with said CONTRACT Documents; and upon making such determinations said official shall make his final certificate to the CITY.

The CONTRACTOR shall furnish proof that all claims and obligations incurred by him in connection with the performance of said work have been fully paid and settled; said information shall be in the form of an affidavit, which shall bear the approval of the surety on the CONTRACT Bonds for payment of the final estimate to the CONTRACTOR; thereupon, the final estimate (including retainage) will be approved and paid.

3) It is further agreed that the CONTRACTOR will commence said work within 5 days following receipt of a NOTICE-TO-PROCEED, and prosecute the same vigorously and continuously, and complete the same 120 calendar days following receipt of said NOTICE-TO-PROCEED.

4) That the CITY shall pay the CONTRACTOR for the work performed as follows:

a. Payment for unit price items shall be at the unit price bid for actual construction quantities.

b. Construction items specified but not included as bid items shall be considered incidental and shall not be paid for directly, but shall be included in the bid price for any or all of the pay quantities.

Should any defective work or materials be discovered or should a reasonable doubt arise at to the quality of any work completed, there will be deducted from the next estimate an amount equal to the value of the defective or questionable work and shall not be paid until the defects are remedied.

And that the CONTRACTOR'S bid is hereby made a part of this Agreement.

5) That the CITY reserves the right to add to or subtract from the estimated quantities or amount of work to be performed up to a maximum of 15% of the total bid price. The work to be performed or deducted shall be at the unit price bid.

6) That the CONTRACTOR will not undertake to furnish any materials or to perform any work not specifically authorized under the terms of this Agreement unless additional materials or work are authorized by written Change Order, executed by the CITY; and that in the event any additional work are provided by the CONTRACTOR without such authorization, the CONTRACTOR shall not be entitled to any compensation therefore whatsoever.

7) That if any additional work is performed or additional materials provided by the CONTRACTOR upon authorization by the CITY, the CONTRACTOR shall be compensated therefor at the unit price and as agreed to by both parties in the execution of the Change Order.

8) That the CONTRACTOR shall perform the work and provide the materials strictly in accordance with the specifications as to quality and kind and all work and materials shall be subject to rejection by the CITY through its authorized representatives for failure to meet such requirements, and in the event of such rejection, the CONTRACTOR shall replace the work and materials without compensation therefor by the CITY.

9) The CONTRACTOR shall complete the work in accordance with the terms of this Agreement. The CONTRACTOR further agrees to pay as liquidated damages as stipulated in the contract document General Conditions for each calendar day thereafter.

10) The CONTRACTOR shall furnish surety bonds and certificate of insurance as specified herein which bonds and insurance must be approved by the CITY prior to issuance of the Work Order and commencement of work on the project.

11) IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed, in three (3) duplicate originals, the day and year first above written.

12) Neither party may assign this contract without written permission of the other party.

To that end, no provision of this CONTRACT or of any such aforementioned document shall be interpreted or given legal effect to create an obligation on the part of the CITY to third persons, including, by way of illustration but not exclusion, sureties upon performance bonds, payment bonds

K-2526-153

or other bonds, assignees of the CONTRACTOR, subcontractors, and persons performing labor, furnishing material or in any other way contributing to or assisting in the performance of the obligations of the CONTRACTOR; nor shall any such provisions be interpreted or given legal effect to afford a defense against any obligation owed or assumed by such third person to the CITY or in any way to restrict the freedom of the CITY to exercise full discretion in its dealing with the Contractor.

The sworn, notarized statement below must be signed and notarized before this Contract will become effective.

STATE OF Texas )
COUNTY OF Harris )

Angus M. Brown, Jr, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by CONTRACTOR to submit the above CONTRACT to the CITY. Affiant further states that CONTRACTOR has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the CITY any money or other thing of value, either directly or indirectly, in the procuring of the CONTRACT.

Submitted and sworn to before me this 16th day of April, 2026.

Notary Public

Type text here

My Commission Expires:

July 13, 2025

DEANNA LOZANO
Notary Public, State of Texas
Comm. Expires 07-13-2026
Notary ID 133856790

K-2526-153

IN WITNESS WHEREOF, the said parties of the First and Second Part have hereunto set their hands and seals respectively the 16th day of April, 2026, and the ____ day of _____, 20___.

(Corporate Seal) (where applicable)

ATTEST:

Corporate Secretary (where applicable)

DEANNA LOZANO
Notary Public, State of Texas
Comm. Expires 07-13-2026
Notary ID 133856790

Principal GraphTec, Inc

Signed:

Authorized Representative

Angus M. Brown, Jr

Title Vice President

Address: 6209 Windfern Rd., Houston, TX 77040

Telephone: 713-690-9999

CITY OF NORMAN

Approved as to form and legality this 7 day of May, 2026

Elisabeth Muckala
City Attorney

Approved by the City of Norman this _____ day of _____, 20___.

ATTEST:

City Clerk

Mayor

# CONTRACT AFFIDAVIT

STATE OF Texas )
COUNTY OF Harris )

Angus M. Brown, Jr, of lawful age, being first duly sworn, o oath says that (s)he is the Agent authorized by the Firm of GraphTec, Inc to submit the above Contract to the City of Norman, Oklahoma.

Affidavit further states that such firm has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the City of Norman, Oklahoma, any money or other thing of value, either directly or indirectly, in the procuring of the Contract.

CONTRACTOR
Angus M. Brown, Jr. - Vice President

Subscribed and sworn to before me this 16th day of April, 2026.

Notary Public

My Commission Expires: July 13, , 2026.

DEANNA LOZANO
Notary Public, State of Texas
Comm. Expires 07-13-2026
Notary ID 133856790

K-2526-153

AFFIDAVIT OF NON-COLLUSION

STATE OF Texas )

COUNTY OF Harris )ss

Angus M. Brown, Jr, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by the bidder to submit the attached bid. Affidavit further states that the bidder has not been a party to any collusion among bidders in restraint to freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any city official or employee as to quantity, quality, or price in the prospective contract, or any other terms of prospective contract; or in any discussion between bidders and any city official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the City of Norman, Oklahoma any money or other thing of value, either directly or indirectly, in the procuring of the award of a contract pursuant to this bid.

GraphTec, Inc
Bidder

By: _____

Subscribed and sworn to before me on this 16th day of April, 2026

_____

My Commission Expires July 13, 2026

DEANNA LOZANO
Notary Public, State of Texas
Comm. Expires 07-13-2026
Notary ID 133856790

K-2526-153

**Bid Document Addition:**

To be added to section 108 of the standard bid document:

108.08 – PAYMENT TERMS

The City shall complete payment within 30 days of invoice receipt.

**Contract Document Addition:**

Payment terms - to be added to contract paragraph numbered as "2)" that addresses payments:

The City shall complete payment to the CONTRACTOR within 30 days of invoice receipt.

Purchase of materials for City Project – to be added where appropriate:

Materials and/or services purchased by CONTRACTOR in connection with the City project shall be subject to the payment of City sales tax. If the CONTRACTOR is appointed to be an agent of the City by City Council resolution, thereby exempting material purchases for the project from the payment of City sales tax, CONTRACTOR shall certify, in writing, on the copy of the invoice or sales ticket to be retained by said CONTRACTOR that the purchases are made for and on behalf of the City in accordance with 68 O.S. 1356, paragraph 10.

K-2526-153

## CERTIFICATE OF NONDISCRIMINATION

In connection with the performance of work under this contract, the Contractor agrees as follows:

A. The contractor agrees not to discriminate against any employee or applicant for employment because 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. The Contractor shall take affirmative action to ensure that employees are treated without regard to their 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. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruiting or recruitment, advertising, lay-off, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor and Subcontractor shall agree to post in a conspicuous place, available to employees and applicants for employment, notices setting forth the provisions in this section.

B. In the event of the Contractor's noncompliance with this nondiscrimination clause, the contract may be canceled or terminated by the City Council. The Contractor may be declared by the City Council ineligible for further contracts with the said agency until satisfactory proof of intent to comply shall be made by the Contractor.

C. The Contractor agrees to include this nondiscrimination clause in any subcontracts connected with the performance of this agreement.

I have read the above stated clauses and agree to abide by their requirements.

Contractor

ATTEST:

Angus M. Brown, Jr - Vice President

Name and Title

**AFFIDAVIT**

State of Texas
County of Harris

P.O. No. _____
Invoice No. _____
Amount _____

The undersigned CONTRACTOR, of lawful age, being duly sworn, on oath says that this invoice or claim is true and correct and that (s)he is authorized to submit the invoice pursuant to an approved Contract. Affiant further states that the work as shown by this invoice have been completed in accordance with the plans, specifications furnished the Affiant. Affiant further states that (s)he has made no payment, given, or donated or agreed to pay, give or donate, either directly or indirectly, to any elected official, officer or employee of the CITY OF NORMAN, or money or any other thing of value to obtain payment of the invoice or procure award of this Contract order pursuant to which an invoice is submitted.

GraphTec, Inc
Company

By: Architect, Contractor, Supplier
Engineer or Supervisory Official

Subscribed and sworn to before me this 16th day of April, 2026.

Notary Public (or Officer having Power to Administer Oaths)

My Commission Expires: July 13, 2026

DEANNA LOZANO
Notary Public, State of Texas
Comm. Expires 07-13-2026
Notary ID 133856790

THIS FORM MUST BE COMPLETED AND SUBMITTED BEFORE ANY INVOICE OVER $25.000.00 CAN BE PROCESSED FOR PAYMENT.

Bond No. 4490040

# PERFORMANCE BOND

Know all men by these presents, that Graphtec, Inc. as PRINCIPAL, and SureTec Insurance Company, a corporation organized under the laws of the State of Texas, and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto THE CITY OF NORMAN, a Municipal Corporation of the State of Oklahoma, herein called CITY, in the sum of One hundred seventy eight thousand three hundred eighty two 00/100 DOLLARS, ($178,382.00), for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs, executors, administrators, successors and assigns jointly and severally.

WHEREAS, the conditions of this obligation are such that the PRINCIPAL, being the lowest and best Bidder on the following project:

**WAYFINDING PHASE 5 PROJECT ON ROCK CREEK ROAD, ALAMEDA STREET, AND LINDSEY STREET EAST CORRIDORS IN THE CITY OF NORMAN**

has entered into a written CONTRACT (K-2526-153) with THE CITY OF NORMAN, dated the 28th day of April, 2026., for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if PRINCIPAL shall, in all particulars, well and truly perform and abide by said CONTRACT and all specifications and covenants thereto; and if the PRINCIPAL shall promptly pay or cause to be paid all indebtedness incurred for labor and materials and repairs to and parts for equipment furnished in the making of this PROJECT, whether incurred by the PRINCIPAL or subcontractors; and if the PRINCIPAL shall protect and hold harmless the CITY form all loss, damage, and expenses to life or property suffered or sustained by any person, firm, or corporation caused by PRINCIPAL or his or its agents, servants, or employees in the construction of the PROJECT, or by or in consequence of any negligence carelessness or misconduct in guarding and protecting the same, or from any act or omission of PRINCIPAL of his or its agents, servants, or employees; and if the PRINCIPAL shall protect and save the CITY harmless form all suits and claims of infringement or alleged infringement or patent rights or processes, then this obligation shall be null and void. Otherwise this obligation shall remain in full force and effect.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in the CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

It is further expressly agreed that the PRINCIPAL's obligations under this Bond include payment of not less than the prevailing hourly rate of wages as established by the Commissioner of Labor or as determined by a court on appeal.

IN WITNESS WHEREOF, the PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), and the 30th day of April, 2026, and the SURETY has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its authorized representative(s) on the 30th day of April, 2026.

ATTEST:

Corporate Secretary (where applicable) (Corporate Seal) (where applicable)

Graphtec, Inc.
Principal
Signed: [signature]
Authorized Representative
Title: President
Address: 6209 Windfern RdHouston, TX 77040
Telephone: 713-690-9999

ATTEST:

Mariela E. Rivera Account Administrator (where applicable)
(Corporate Seal) (where applicable)

SURETEC INSURANCE COMPANY TEXAS

SureTec Insurance Company
Surety
Signed: [signature]
Christe Chapa Authorized Representative
Title: Attorney-In-Fact
Address: 2103 Citywest Boulevard, Suite 1300 Houston, TX 77042
Telephone: 1-800-252-3439

**CORPORATE ACKNOWLEDGMENT**

STATE OF TEXAS
COUNTY OF HARRIS

The foregoing instrument was acknowledged before me this 30th day of April, 2026, by Christe Chapa the Attorney-In-Fact (Name &Title) of SureTec Insurance Company, a corporation, on behalf of the corporation.
WITNESS my hand and seal this 30th day of April, 2026.

Notary Public Elva Koehn
My Commission Expires: June 11th, 2029

ELVA KOEHN
Notary Public, State of Texas
Comm. Expires 06-11-2029
Notary ID 130605905

## INDIVIDUAL ACKNOWLEDGMENT

STATE OF TEXAS
COUNTY OF Harris

The foregoing instrument was acknowledged before me this 4th day of May, 2026, by Dillard Grasty the President (Name &Title) of GraphTec, Inc.

WITNESS my hand and seal this 4th day of May, 2026.

Deanna Lozano
Notary Public Deanna Lozano
My Commission Expires: July 13, 2026

DEANNA LOZANO
Notary Public, State of Texas
Comm. Expires 07-13-2026
Notary ID 133856790

## PARTNERSHIP ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this ___day of _____, 20____, by _____ partner (agent) on behalf of_____, a _____, a partnership.

WITNESS my hand and seal this ___day of _____, 20___.

_____
Notary Public _____
My Commission Expires: _____

## CITY OF NORMAN

Approved as to form and legality this 7 day of May, 2026

Elizabeth Muckala
City Attorney

Approved by the CITY OF NORMAN this____ day of _____, 20___.

ATTEST:

_____
City Clerk

_____
Mayor

Bond No. 4490040

**CITY OF NORMAN**
**MAINTENANCE BOND**

Know all men by these present that Graphtec, Inc., as Principal, and SureTec Insurance Company ,a corporation organized under the laws of the State of Texas, and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto the CITY OF NORMAN, OKLAHOMA, a Municipal Corporation of the State of Oklahoma, herein called CITY, in the sum of One hundred seventy eight thousand three hundred eighty two 00/100 Dollars ($178,382.00), for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally.

WHEREAS, the conditions of this obligation are such that the PRINCIPAL, being the lowest and best bidder on the following project:

**WAYFINDING PHASE 5 PROJECT ON ROCK CREEK ROAD, ALAMEDA STREET, AND LINDSEY STREET EAST CORRIDORS IN THE CITY OF NORMAN**

has entered into a written CONTRACT (K-2526-153) with THE CITY OF NORMAN, dated the 28th day of April, 2026, for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth; and,

WHEREAS, under the ordinances of the CITY, the PRINCIPAL is required to furnish to the CITY a maintenance bond covering said construction of this PROJECT, the bond to include the terms and provisions hereinafter set forth, as a condition precedent to final acceptance of the PROJECT.

NOW THEREFORE, if the PRINCIPAL shall keep and maintain, subject to normal wear and tear, the construction, except for defects not occasioned by improper workmanship, materials, or failure to protect new work until it is accepted, and if the PRINCIPAL shall promptly repair, without notice from the CITY any and all defects arising from improper workmanship, materials, or failure to protect new work until it is accepted; all for a period of one (1) year from the date of the written final acceptance by the CITY, then this obligation shall be null and void. Otherwise, this obligation shall remain in full force and effect at all times.

Provided further, however, that upon neglect, failure or refusal of the PRINCIPAL to maintain or make any needed repairs upon the construction on the PROJECT, as set out in the preceding paragraph, within ten (10) days after the mailing of notice to the PRINCIPAL by letter deposited in the United States Post Office at Norman, Oklahoma, addressed to the PRINCIPAL at the address set forth below, then the PRINCIPAL and SURETY shall jointly and severally be liable to the CITY for the cost and expense for making such repair, or otherwise maintaining the said construction.

If is further expressly agreed and understood by the parties hereto that no changes or alterations in said CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

IN WITNESS WHEREOF, the said PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on the 30th day of April, 2026, and the SURETY has caused these presents to be executed in its name its corporate seal to be hereunto affixed by its authorized representative(s) on the 30th day of April, 2026.

ATTEST:

Corporate Secretary (where applicable)
(Corporate Seal) (where applicable)

Graphtec, Inc.
Principal
Signed: _____
Authorized Representative
Title: President
Address: 6209 Windfern RdHouston, TX 77040
Telephone: 713-690-9999

ATTEST:

Mariela E. Rivera Account Administrator
(where applicable)
(Corporate Seal) (where applicable)

SURETEC INSURANCE COMPANY TEXAS

SureTec Insurance Company
Surety
Signed: _____
Christe Chapa Authorized Representative
Title: Attorney-In-Fact
Address: 2103 Citywest Boulevard. Suite 1300 Houston, TX 77042
Telephone: 1-800-252-3439

## CORPORATE ACKNOWLEDGMENT

STATE OF TEXAS
COUNTY OF HARRIS

The foregoing instrument was acknowledged before me this 30th day of April, 2026, by Christe Chapa the Attorney-In-Fact (Name & Title) of SureTec Insurance Company, a corporation, on behalf of the corporation.

WITNESS my hand and seal this 30th day of April, 2026.

Notary Public Elva Koehn
My Commission Expires: June 11th, 2029

ELVA KOEHN
Notary Public, State of Texas
Comm. Expires 06-11-2029
Notary ID 130605905

## INDIVIDUAL ACKNOWLEDGMENT

STATE OF TEXAS
COUNTY OF HARRIS

The foregoing instrument was acknowledged before me this 4th day of May, 2026, by Dillard Grasty the President (Name &Title) of GraphTec, Inc.
WITNESS my hand and seal this 4th day of May, 2026.

Notary Public Deanna Lozano
My Commission Expires: July 13, 2026

DEANNA LOZANO
Notary Public, State of Texas
Comm. Expires 07-13-2026
Notary ID 133856790

## PARTNERSHIP ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this ___day of _____, 20____, by _____ partner (agent) on behalf of _____, a _____, a partnership.
WITNESS my hand and seal this ___day of _____, 20___.

_____
Notary Public _____
My Commission Expires: _____

## CITY OF NORMAN

Approved as to form and legality this 7 day of May, 2026

Elizabeth Muckala
City Attorney

Approved by the CITY OF NORMAN this____ day of _____, 20___.

ATTEST:

_____ _____
City Clerk Mayor

POA# 42211

# JOINT LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That SureTec Insurance Company, a Corporation duly organized and existing under the laws of the State of Texas and having its principal office in the County of Harris, Texas and Markel Insurance Company (the "Company"), a corporation duly organized and existing under the laws of the state of Illinois, and having its principal administrative office in Glen Allen, Virginia, does by these presents make, constitute and appoint:

David B. Carroll, Jason R. Knecht, Christe Chapa

Their true and lawful agent(s) and attorney(s)-in-fact, each in their separate capacity if more than one is named above, to make, execute, seal and deliver for and on their own behalf, individually as a surety or jointly, as co-sureties, and as their act and deed any and all bonds and other undertaking in suretyship provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

Ten Million and 00/100 Dollars ($10,000,000.00)

This Power of Attorney is granted and is signed and sealed under and by the authority of the following Resolutions adopted by the Board of Directors of SureTec Insurance Company and Markel Insurance Company:

"RESOLVED, That the President, any Senior Vice President, Vice President, Assistant Vice President, Secretary, Assistant Secretary, Treasurer or Assistant Treasurer and each of them hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer or attorney, of the company, qualifying the attorney or attorneys named in the given power of attorney, to execute in behalf of, and acknowledge as the act and deed of the SureTec Insurance Company and Markel Insurance Company, as the case may be, all bond undertakings and contracts of suretyship, and to affix the corporate seal thereto."

IN WITNESS WHEREOF, Markel Insurance Company and SureTec Insurance Company have caused their official seal to be hereunto affixed and these presents to be signed by their duly authorized officers on the 17th day of February , 2026 .

SureTec Insurance Company

By: _____
Michael C. Keimig, President

Markel Insurance Company

By: _____
Lindey Jennings, Vice President

State of Texas
County of Harris:

On this 17th day of February , 2026 A. D., before me, a Notary Public of the State of Texas, in and for the County of Harris, duly commissioned and qualified, came THE ABOVE OFFICERS OF THE COMPANIES, to me personally known to be the individuals and officers described in, who executed the preceding instrument, and they acknowledged the execution of same, and being by me duly sworn, disposed and said that they are the officers of the said companies aforesaid, and that the seals affixed to the proceeding instrument are the Corporate Seals of said Companies, and the said Corporate Seals and their signatures as officers were duly affixed and subscribed to the said instrument by the authority and direction of the said companies, and that Resolutions adopted by the Board of Directors of said Companies referred to in the preceding instrument is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand, and affixed my Official Seal at the County of Harris, the day and year first above written.

KALLYSTA DANAE WHEELER
Notary Public State of Texas
Commission # 135531601
Commission Expires 9/8/2029

By: _____
Kallysta Danae Wheeler, Notary Public
My commission expires 9/8/2029

We, the undersigned Officers of SureTec Insurance Company and Markel Insurance Company do herby certify that the original POWER OF ATTORNEY of which the foregoing is a full, true and correct copy is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, we have hereunto set our hands, and affixed the Seals of said Companies, on the 30th day of April , 2026 .

SureTec Insurance Company

By: _____
M. Brent Beaty, Assistant Secretary

Markel Insurance Company

By: _____
Andrew Marquis, Assistant Secretary

Any Instrument Issued in excess of the penalty stated above is totally void and without any validity. 4221161
For verification of the authority of this Power you may call (713)812-0800 on any business day between 8:30 AM and 5:00 PM CST.

Bond No. 4490040

# STATUTORY BOND

Know all men by these presents that Graphtec, Inc., as PRINCIPAL, and SureTec Insurance Company, a corporation organized under the laws of the State of Texas, and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the State of Oklahoma in the sum of One hundred seventy eight thousand three hundred eighty two 00/100 DOLLARS ($178,382.00), for the payment of which sum PRINCIPAL and SURETY bind themselves, their heirs executors, administrators, successors and assigns jointly and severally.

WHEREAS, the conditions of this obligation are such, that the PRINCIPAL, being the lowest and best bidder on the following PROJECT:

**WAYFINDING PHASE 5 PROJECT ON ROCK CREEK ROAD, ALAMEDA STREET, AND LINDSEY STREET EAST CORRIDORS IN THE CITY OF NORMAN**

has entered into a written CONTRACT (K-2526-153) with THE CITY OF NORMAN, dated April 28, 2026, for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if the PRINCIPAL, shall properly and promptly complete the work on this PROJECT in accordance with the CONTRACT, and shall well and truly pay all indebtedness incurred for labor and materials and repairs to an parts for equipment furnished in the making of the PROJECT, whether incurred by the PRINCIPAL, his subcontractors, or any material men, then this obligation shall be void. Otherwise this obligation shall remain in full force and effect. If debts are not paid within thirty (30) days after the same becomes and due and payable, the person, firm, or corporation entitled thereto may sue and recover on this Bond, subject to the provisions of 61 O.S. 1981 S2, for the amount so due and unpaid.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the SURETIES, or any of them, from the obligation of this Bond.

It is further expressly agreed that the PRINCIPAL'S obligations under this Bond include payment of not less than the prevailing hourly rate of wages as established by the Commissioner of Labor of the State of Oklahoma and by the Secretary of the U.S. department of Labor or as determined by a court on appeal.

IN WITNESS WHEREOF, the PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on the 30th day of April, 2026, and the SURETY has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its authorized representative on the 30th day of April, 2026.

ATTEST:

(where applicable)
(Corporate Seal) (where applicable)

Graphtec, Inc.
Principal
Signed: Dillard Beatty
Authorized Representative
Title: President
Address: 6209 Windfern RdHouston, TX 77040
Telephone: 713-690-9999

ATTEST:

Mariela E. Rivera Account Administrator
(where applicable)
(Corporate Seal) (where applicable)

SureTec Insurance Company
Surety
Signed: Christe Chapa
Christe Chapa Authorized Representative
Title: Attorney-In-Fact
Address: 2103 Citywest Boulevard, Suite 1300 Houston, TX 77042
Telephone:

SURETEC INSURANCE COMPANY TEXAS

**CORPORATE ACKNOWLEDGMENT**

STATE OF TEXAS
COUNTY OF HARRIS

The foregoing instrument was acknowledged before me this 30th day of April, 2026, by Christe Chapa the Attorney-In-Fact (Name & Title) of SureTec Insurance Company, a corporation, on behalf of the corporation.

WITNESS my hand and seal this 30th day of April, 2026.

Notary Public Elva Koehn
My Commission Expires: June 11th, 2029

ELVA KOEHN
Notary Public, State of Texas
Comm. Expires 06-11-2029
Notary ID 130605905

## INDIVIDUAL ACKNOWLEDGMENT

STATE OF TEXAS
COUNTY OF Harris

The foregoing instrument was acknowledged before me this 4th day of May, 2026, by Dillard Grasty the President (Name &Title) of GraphTex, Inc!.
WITNESS my hand and seal this 4th day of May, 2026.

Notary Public Deanna Lozano
My Commission Expires: July 13, 2026

DEANNA LOZANO
Notary Public, State of Texas
Comm. Expires 07-13-2026
Notary ID 133856790

## PARTNERSHIP ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this ___day of _____, 20____, by _____ partner (agent) on behalf of_____, a _____, a partnership.
WITNESS my hand and seal this ___day of _____, 20___.

_____
Notary Public _____
My Commission Expires: _____

## CITY OF NORMAN

Approved as to form and legality this 7 day of May, 2026

Elizabeth Muckala
City Attorney

Approved by the CITY OF NORMAN this____ day of _____, 20___.

ATTEST:

_____ _____
City Clerk Mayor

**AFFIDAVIT**

State of TEXAS

County of HARRIS

As applicable, the undersigned CONTRACTOR, of lawful age, being duly sworn, on oath represents and warrants that it is not included on the Treasurer's list of financial companies that boycott energy companies. Further, Contractor represents and warrants that it currently does not and will not throughout the duration of this Agreement boycott energy companies pursuant to 74 Okla. Stat. § 12001 et. Seq.

Additionally, as applicable, If CONTRACTOR has 10 or more full-time employees during the term of this Agreement, and this Agreement has a value of one hundred thousand dollars ($100,000) or more, CONTRACTOR hereby represents, warrants, and covenants to the City of Norman that, in accordance with and pursuant to 21 O.S. § 1289.31 (i) it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (ii) will not discriminate against a firearm entity or firearm trade association during the term of this Agreement.

GRAPHTEC, INC
Company

JOE GILBERT
By:

Subscribed and sworn to before me this 8th day of May, 2026.

Notary Public (or Officer having Power to Administer Oaths)

My Commission Expires: November 12, 2028

KRISTEN A. TREVINO
Notary Public, State of Texas
Comm. Expires 11-12-2028
Notary ID 135165782

Resolution

R-2526-137

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING AND APPOINTING GRAPHTEC, INC., AS PROJECT AGENT FOR THE INSTALLATION OF WAYFINDING SIGNS PHASE 5 ON THE ROCK CREEK ROAD, ALAMEDA STREET, AND LINDSEY STREET CORIDORS FOR THE CITY OF NORMAN.

§ 1. WHEREAS, the City of Norman, Oklahoma, does hereby acknowledge that the tax-exempt status of this political subdivision is a significant factor in determining the agreed contract price bid by Graphtec, Inc., for the installation of Wayfinding signs Phase 5 Project; and

§ 2. WHEREAS, the City of Norman, Oklahoma, in compliance with State law, desires to confer on Graphtec, Inc., its special State and Federal sales tax exemptions and in order to achieve such end, finds it necessary to appoint as its direct purchasing agent, Graphtec, Inc., to purchase materials which are in fact used for the installation of Wayfinding signs Phase 5 Project; and

§ 3. WHEREAS, this limited agent status is conferred with the express understanding that Graphtec, Inc. shall appoint employees and subcontractors as sub-agents who shall be authorized to make purchases on their behalf.

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

§ 4. That the City of Norman, Oklahoma, on the 26th day of May, 2026, did appoint Graphtec, Inc., who is involved with the installation of Wayfinding signs Phase 5 Project, an agent of the City of Norman, Oklahoma, solely for the purpose of purchasing, on a tax-exempt basis, materials and tangible personal property to be used exclusively for the installation of Wayfinding signs Phase 5 Project.

PASSED AND ADOPTED THIS 26TH DAY OF MAY 2026.

_____
Mayor, Stephen T. Holman

ATTEST:

_____
City Clerk

# QUOTATION

GraphTec
6209 Windfern Road
Houston Texas 77040
713-690-9999 Tel
www.graphtecinc.com

**Quote No.** ***26-1928 R3***
**Date Quoted** 4/6/2026
**Terms** 30% Down; Net 10
**Price Quoted F.O.B.** Installed
**Delivery** 10-12 Weeks After Receipt of All Approvals

**To:** **City of Norman**
**Address:** P.O. Box 370
Norman, OK 73070

**Attn:** **David Riesland**
**Phone:** 405-217-7762
**Email:** David.Riesland@NormanOK.gov

**Reference:** **Wayfinding Phase 5 No. 2526-41**

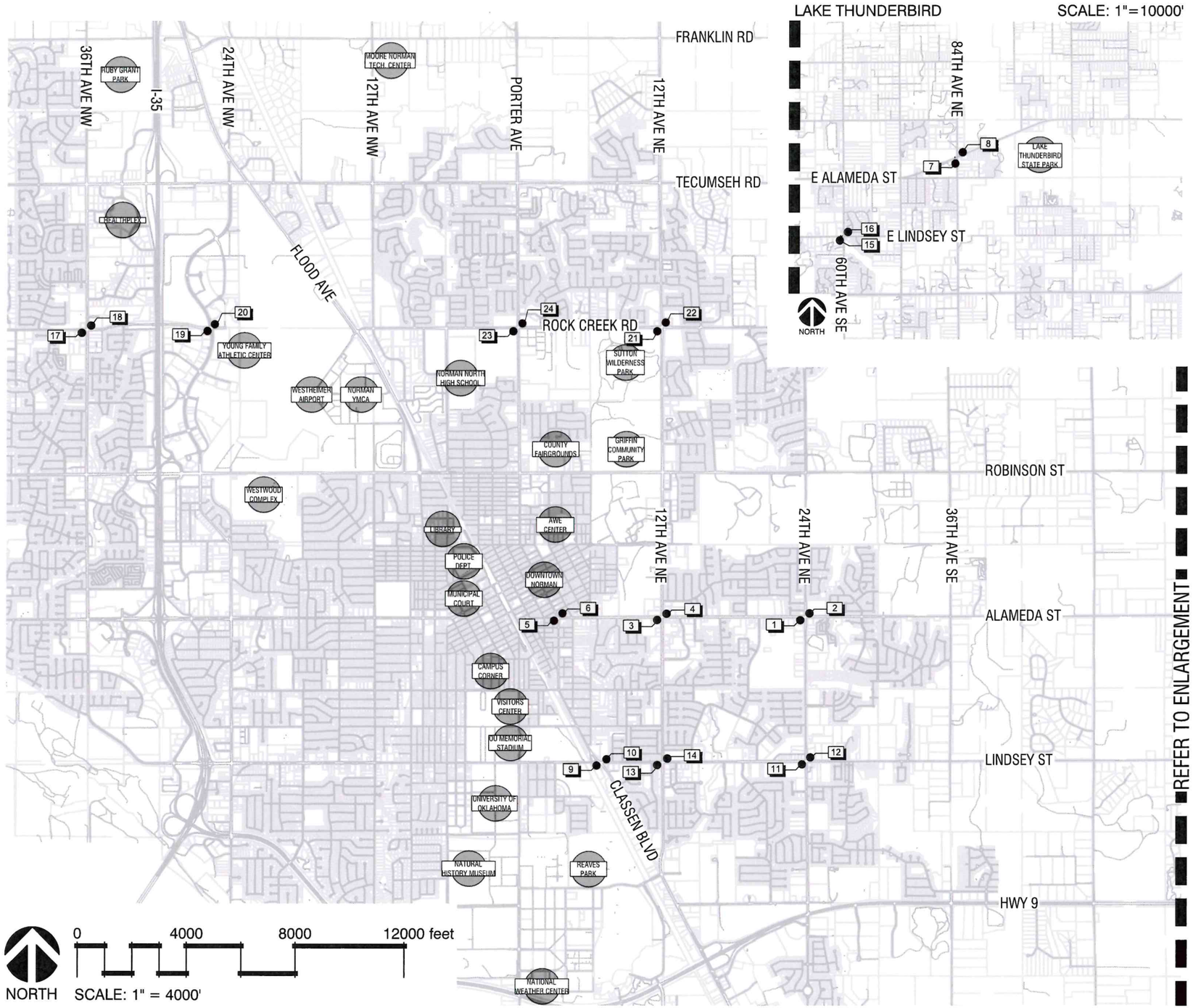
| QUANTITY | DESCRIPTION | PRICE | AMOUNT |
|---|---|---|---|
| 4 | Sign Type E1.1: Vehicular Directional Sign 7'-3" Face | $7,995.00 | $31,980.00 |
| 6 | Sign Type E1.1: Vehicular Directional Sign 7'-10" Face | $7,995.00 | $47,970.00 |
| 1 | Sign Type E1.1: Vehicular Directional Sign 7'-11.25" Face | $7,995.00 | $7,995.00 |
| 1 | Sign Type E1.3: Vehicular Directional Sign 8'-5" Face | $7,995.00 | $7,995.00 |
| 3 | Sign Type E1.4: Vehicular Directional Sign 8'-9" Face | $7,995.00 | $23,985.00 |
| 1 | Sign Type E1.5: Vehicular Directional Sign 9'-2" Face | $7,995.00 | $7,995.00 |
| 1 | Lot: Installation of (16) Sign Type E1 per provided location print | $47,825.00 | $47,825.00 |
| 1 | Payment & Performance Bonds | $2,637.00 | $2,637.00 |
| | * Prices do not include any permits or engineering. Prices based on using Matthews paint for all poles and panels | | |
| | | **Subtotal** | $178,382.00 |
| | | **Tax** | n/a |
| | | **Total** | ***$178,382.00*** |

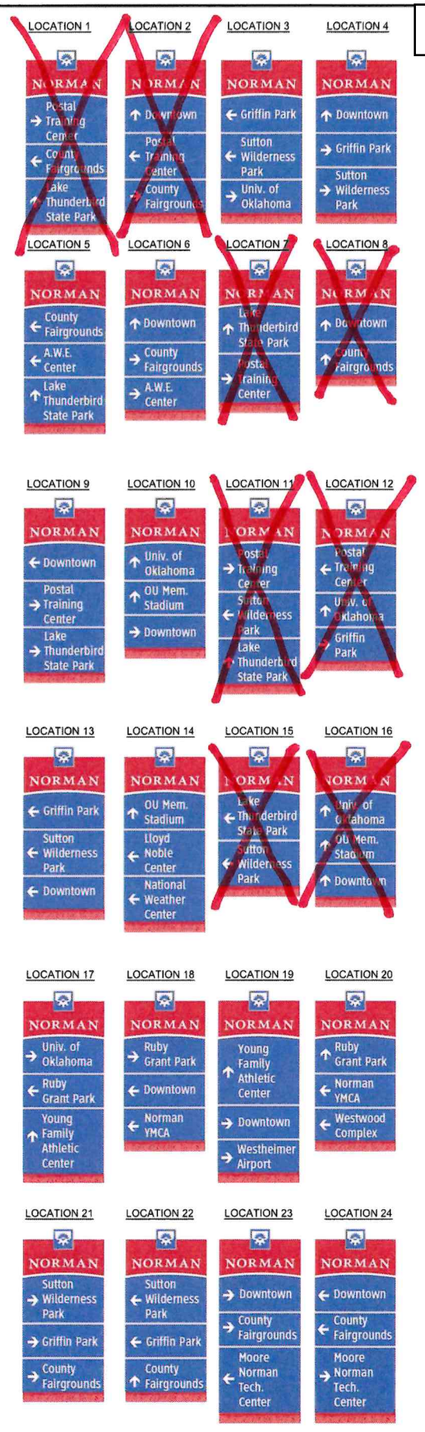
*** TAX IS NOT INCLUDED.**

**THE ATTACHED GENERAL NOTES ARE A PART OF THIS BID.**

***Prices are good for 30 days unless otherwise stated.***

***BY:*** *Blake Rogers / lf*




| No. | REVISIONS | DATE | BY |
|---|---|---|---|
| | | | |

Kimley»Horn

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4727 Gaillardia Pkwy Suite 250, Oklahoma City, OK 73142
PHONE: 405-241-5423 FIRM No. 2740, Exp. 06/31/25
WWW.KIMLEY-HORN.COM

| | |
|---|---|
| KH PROJECT: | 061298806 |
| DATE: | FEB. 2026 |
| SCALE: | AS SHOWN |
| DESIGNED BY: | DAS |
| DRAWN BY: | CWD |
| CHECKED BY: | DAS |

# NORMAN WAYFINDING (PHASE 5)

PREPARED FOR
CITY OF NORMAN
NORMAN, OK

STATE OF OKLAHOMA
DARRAN SCOTT
#362
LICENSED LANDSCAPE ARCHITECT
2-23-26

## OVERALL SIGN LOCATION PLAN

SHEET NUMBER
SL-100

**BID RECORD**
**City of Norman**

BID: BID 2526-41

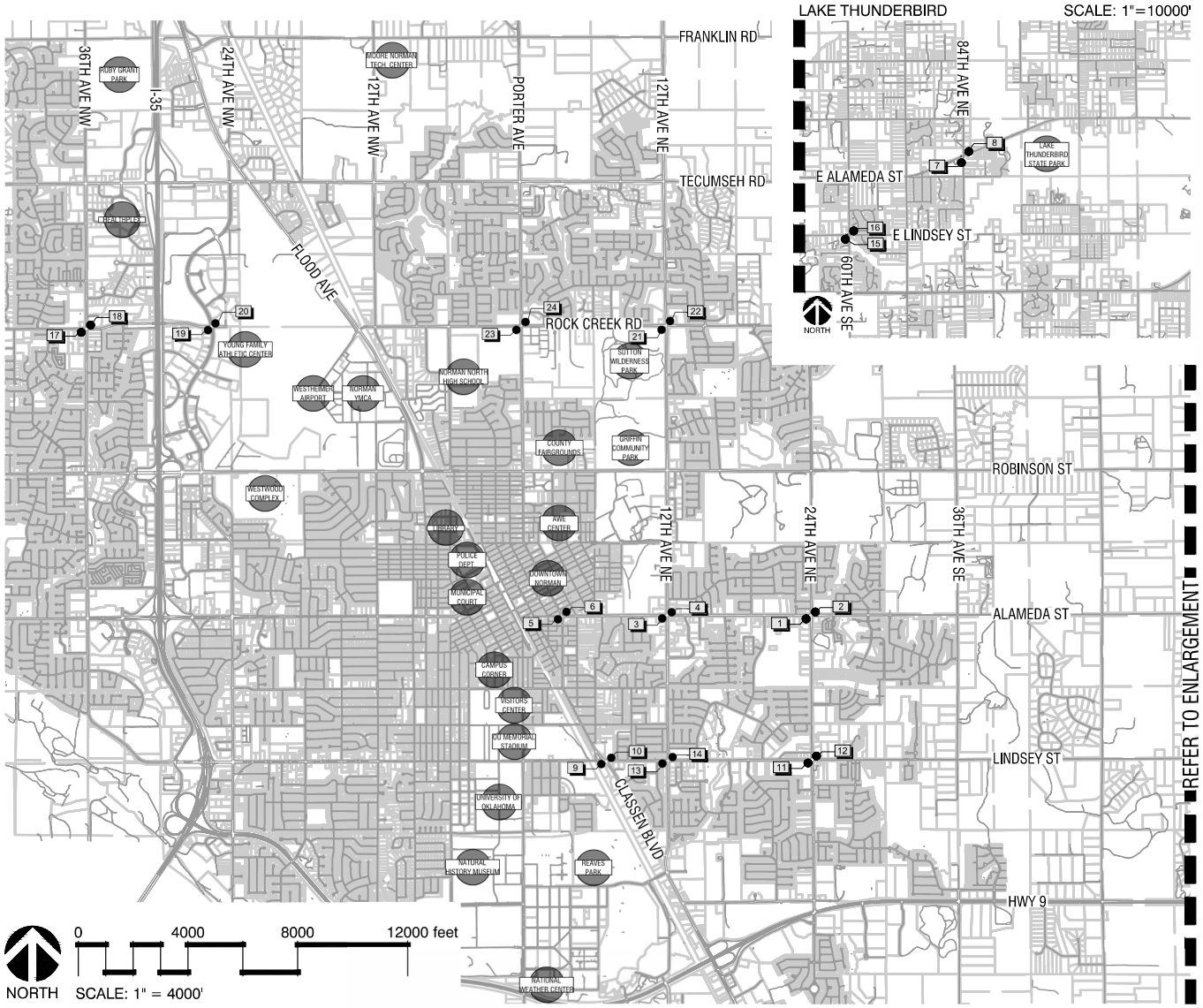
TITLE: WAYFINDING PHASE 5

DATE:04/02/26

| BIDDER NAME | Base Bid | | | | |
|---|---|---|---|---|---|
| 1. Engineer's Estimate | $185,000 | $ | $ | $ | $ |
| 2. Graphtec, Inc. (Houston, TX) | $253,355 | $ | $ | $ | $ |
| 3. GS Signs (Oklahoma City, OK) | $272,950 | $ | $ | $ | $ |
| 4. | $ | $ | $ | $ | $ |
| 5. | $ | $ | $ | $ | $ |
| 6. | $ | $ | $ | $ | $ |
| 7. | $ | $ | $ | $ | $ |
| 8. | $ | $ | $ | $ | $ |
| 9. | $ | $ | $ | $ | $ |
| 10. | $ | $ | $ | $ | $ |
| 11. | $ | $ | $ | $ | $ |
| 12. | $ | $ | $ | $ | $ |
| 13. | $ | $ | $ | $ | $ |

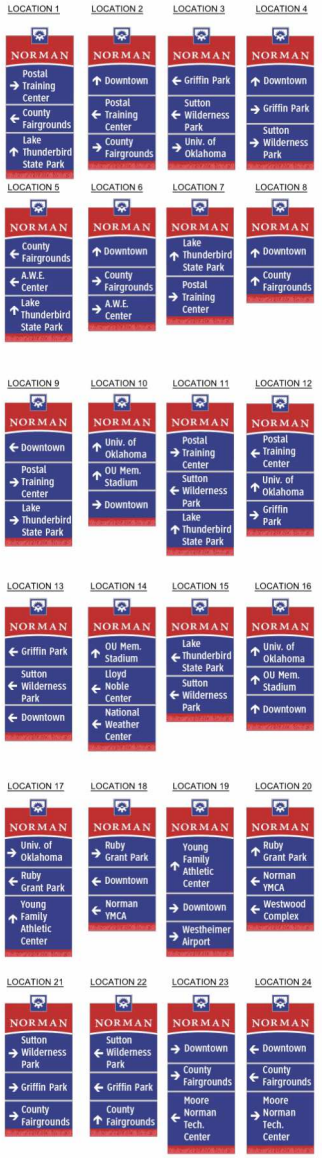
Received and Opened by: Fred Duke

Date: 04-02-2026










| No. | REVISIONS | DATE | BY |
|---|---|---|---|

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WWW.KIMLEY-HORN.COM

KH PROJECT: 061298806
DATE: FEB. 2026
SCALE: AS SHOWN
DESIGNED BY: DAS
DRAWN BY: CWD
CHECKED BY: DAS

# NORMAN WAYFINDING (PHASE 5)

PREPARED FOR
CITY OF NORMAN
NORMAN, OK

STATE OF OKLAHOMA · DARRAN SCOTT · #362 · REGISTERED LANDSCAPE ARCHITECT · 2-23-26

## OVERALL SIGN LOCATION PLAN

SHEET NUMBER
SL-100

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 5/26/2026

**REQUESTER:** Peter Wolbach, Staff Engineer

**PRESENTER:** Peter Wolbach, Staff Engineer

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

**BACKGROUND:**

The proposed Saxon Industrial Park Phase III plat is located on John Saxon Boulevard south of East State Highway 9. As part of the platting process, water and sanitary sewer improvements are required to serve the proposed lots. These improvements will improve utility service within the area, provide water system resiliency by looping water lines, and extend utilities east to serve future development within Saxon Park.

Contract K-1920-121 with SMC Consulting Engineers, P.C. was approved by City Council on April 14, 2020, for design of water and sewer improvements and related services associated with the Saxon Industrial Park Phase III project.

On October 28, 2025, the Norman Utilities Authority approved Contract K-2526-64 with Davenport Construction, Inc. in the amount of $582,664 for construction of the Saxon Industrial Park Phase III – Waterline and Sanitary Sewer Extension project.

**DISCUSSION:**

Proposed Change Order No. 1 includes additional sanitary sewer and storm sewer improvements identified during construction activities. The work generally consists of additional sanitary sewer installation and storm sewer improvements to reduce future maintenance requirements on the sanitary sewer system in the future. The proposed Change Order No. 1 will increase the contract amount by $58,860, increasing the total contract amount from $582,664 to $641,524 or approximately 10.10 percent of the contract.

The Corporate Addition Utilities Project (Account 32290722-46101 Construction, Project WW0348) currently has an available balance of $40,087.19. To fully fund the change order, staff proposes to appropriate $30,000 from the New Sewer Development Fund balance (Account No. 322-29900) into the Corporate Addition Utilities Project (Account no. 32290722-46101 Construction, Project WW0348). The new available balance of $70,087.19 will fully fund this change order and provide additional funding if unforeseen circumstances arise.

**RECOMMENDATION NO. 1:**

Staff recommends the NUA approve Change Order No. 1 to Contract K-2526-64 with Davenport Construction, Inc. increasing the contract amount by $58,860 for a revised contract amount of $641,524 for Corporate Addition Utilities Project (Saxon Industrial Park Phase III – Waterline and Sanitary Sewer Extension).

**RECOMMENDATION NO. 2:**

Staff recommends the NUA approve the associated budget appropriation as outlined in this staff report.

# NORMAN UTILITIES AUTHORITY
# CITY OF NORMAN
# CLEVELAND COUNTY, OKLAHOMA

DATE: May 12, 2026
CHANGE ORDER NO.: One (1)
CONTRACT NO.: K-2526-64
PROJECT: WA0348 / WW0348 Saxon Industrial Park Phase III Waterline and Sanitary Sewer Line Extensions
CONTRACTOR: Davenport Construction Inc.
6001 Horseshoe Bend, Edmond, OK 73034

| | Contract Time | | Contract Amount | |
|---|---|---|---|---|
| ORIGINAL: | 90 | calendar days | $582,664.00 | |
| PREVIOUS CHANGE ORDERS: | 0 | calendar days | $0.00 | |
| THIS CHANGE ORDER: | 30 | calendar days | $58,860.00 | 10.10% |
| REVISED AMOUNT: | 120 | calendar days | $641,524.00 | |

ORIGINAL START DATE: March 6, 2026
ORIGINAL COMPLETION DATE: June 4, 2026
PREVIOUS COMPLETION DATE: June 4, 2026
NEW COMPLETION DATE: July 4, 2026

| DESCRIPTION: | Increase / Decrease ($) |
|---|---|
| Item 1: Modify existing pay items for a change in design with respect to the sanitary sewer work | 8,476.00 |
| Item 2: New pay items (CO1-1 through CO1-4) to accommodate the redesign of sanitary sewer work | 50,384.00 |
| Davenport Construction, Inc. agrees to complete the work as amended and modified by Change Order No. 1 as described above. | |

SUBMITTED BY CONTRACTOR: Greg Davenport — Davenport Construction Inc. — Date: 4/28/2026

RECOMMENDED BY ENGINEER: Muhammad Khan, PE — Date: 5/14/26

APPROVED AS TO FORM AND LEGALITY: City Attorney — Date: 5/20/26

ACCEPTED BY NORMAN UTILITIES AUTHORITY: Chairman — Date: _____

Change Order No. 1
Contract K-2526-64
Attachment 1



| Bid Item | Description | Units | Original Contract Amount | Unit Price | Original Contract Amount | Proposed Quantity Increase/ Decrease | Cost Increase / Decrease | Percent Change |
|---|---|---|---|---|---|---|---|---|
| 1 | OMITTED | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| 2 | 12" WATERLINE (W/C TRENCHING, BEDDING, & BACKFILL) AWWA C900 PVC DR 18 | LF | 2314 | $89.00 | $205,946.00 | | $0.00 | 0% |
| 3 | 12" GATE VALVE & BOX | EA | 5 | $5,800.00 | $29,000.00 | | $0.00 | 0% |
| 4 | 12" PLUG W/ BLOW OFF | EA | 1 | $2,800.00 | $2,800.00 | | $0.00 | 0% |
| 5 | 12"x12" TEE | EA | 1 | $2,600.00 | $2,600.00 | | $0.00 | 0% |
| 6 | 12"x22.5° BEND | EA | 4 | $1,600.00 | $6,400.00 | | $0.00 | 0% |
| 7 | 12"x11.25° BEND | EA | 12 | $1,600.00 | $19,200.00 | | $0.00 | 0% |
| 8 | 6" FIRE HYDRANT ASSEMBLY | EA | 7 | $9,400.00 | $65,800.00 | | $0.00 | 0% |
| 9 | CONNECT TO EXISTING 12" WATERLINE | EA | 2 | $2,100.00 | $4,200.00 | | $0.00 | 0% |
| 10 | REMOVAL OF EXISTING 12" PLUG AND BLOW OFF ASSEMBLY | EA | 2 | $500.00 | $1,000.00 | | $0.00 | 0% |
| 11 | 2" SINGLE LONG SERVICE | EA | 1 | $6,300.00 | $6,300.00 | | $0.00 | 0% |
| 12 | TESTING & DISINFECTION WATERLINE | LS | 1 | $950.00 | $950.00 | | $0.00 | 0% |
| 13 | MOBILIZATION AND INSURANCE – WATERLINE | LS | 1 | $1,750.00 | $1,750.00 | | $0.00 | 0% |
| 14 | CLEARING AND GRUBBING - WATERLINE | LS | 1 | $500.00 | $500.00 | | $0.00 | 0% |
| 15 | CLEARING AND GRUBBING – SANITARY SEWER | LS | 1 | $8,700.00 | $8,700.00 | 0.2 | $1,740.00 | 20% |
| 16 | MOBILIZATION AND INSURANCE – SANITARY SEWER | LS | 1 | $1,750.00 | $1,750.00 | | $0.00 | 0% |
| 17 | 8" SANITARY SEWER PIPE – SDR 35 | LF | 1495 | $64.00 | $95,680.00 | -35 | -$2,240.00 | -2% |
| 18 | MANHOLES 0' TO 6', COMPLETE | EA | 9 | $2,500.00 | $22,500.00 | | $0.00 | 0% |
| 19 | EXTRA DEPTH MANHOLE WALL | VF | 71 | $230.00 | $16,330.00 | 6 | $1,380.00 | 8% |
| 20 | CONNECT TO EXISTING SAN. SEWER MANHOLE | EA | 1 | $1,800.00 | $1,800.00 | 3 | $5,400.00 | 300% |
| 21 | TRENCHING 0' TO 10' | LF | 262 | $4.00 | $1,048.00 | 176 | $704.00 | 67% |
| 22 | TRENCHING 10' TO 15' | LF | 591 | $8.00 | $4,728.00 | 40 | $320.00 | 7% |
| 23 | TRENCHING 15' TO 20' | LF | 642 | $14.00 | $8,988.00 | | $0.00 | 0% |
| 24 | TYPE 'A' AGGREGATE | CY | 148 | $68.00 | $10,064.00 | 14 | $952.00 | 9% |
| 25 | BORING W/ STEEL CASING FOR 8" SEWER INCLUDING 8" CARRIER PIPE | LF | 85 | $300.00 | $25,500.00 | | $0.00 | 0% |
| 26 | SINGLE SHORT SERVICE (SSS) (6") | EA | 3 | $800.00 | $2,400.00 | | $0.00 | 0% |
| 27 | SINGLE LONG SERVICE (SLS) (6") | EA | 1 | $2,100.00 | $2,100.00 | | $0.00 | 0% |
| 28 | SOLID SLAB SODDING | SY | 5166 | $5.00 | $25,830.00 | | $0.00 | 0% |
| 29 | EROSION CONTROL | LS | 1 | $1,100.00 | $1,100.00 | 0.2 | $220.00 | 20% |
| 30 | CONSTRUCTION TRAFFIC CONTROL | LS | 1 | $1,100.00 | $1,100.00 | | $0.00 | 0% |
| 31 | DEFLECTION TEST | LS | 1 | $800.00 | $800.00 | | $0.00 | 0% |
| 32 | LEAKAGE TEST | LS | 1 | $800.00 | $800.00 | | $0.00 | 0% |
| 33 | MANHOLE TESTING | LS | 1 | $800.00 | $800.00 | | $0.00 | 0% |
| 34 | POST CONSTRUCTION CCTV | LS | 1 | $4,200.00 | $4,200.00 | | $0.00 | 0% |
| SUBTOTAL | | | | | $582,684.00 | | $8,476.00 | 1.45% |
| CHANGE ORDER PAY ITEMS | | | | | | | | |
| CO1-1 | 12" SANITARY SEWER PIPE – SDR 35 | LF | 0 | | $0.00 | 169.00 | $ 21,190.00 | N/A |
| CO1-2 | 24" STORM SEWER LINE | LF | 0 | | $0.00 | 78.00 | $ 21,544.00 | N/A |
| CO1-3 | 24" CONCRETE HEADWALL | EA | 0 | | $0.00 | 1.00 | $ 3,000.00 | N/A |
| CO1-4 | FLEXAMAT AT HEADWALL | SY | 0 | | $0.00 | 10.00 | $ 4,650.00 | N/A |
| SUBTOTAL | | | | | $0.00 | | $ 50,384.00 | 8.65% |

| | | |
|---|---|---|
| **Original Contract Amount** | **$ 582,684.00** | |
| *Change Order No. 1* | $ *58,860.00* | 10.10% |
| **Final Contract Amount** | **$ 641,524.00** | |

**Signatory Notarization**

STATE OF Oklahoma, COUNTY OF Oklahoma, SS:

Before me, the undersigned, a Notary Public in and for said [Greg Davenport] of the [Davenport Construction, Inc.], its [President], to me known to be the identical person(s) who executed the foregoing **Change Order No. 1 of Contract K-2526-64** and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

WITNESS my hand and seal this 21st day of May, 2026.

My Commission Expires: 10-12-2027

MISTY DAWN DAVENPORT
NOTARY PUBLIC - STATE OF OKLAHOMA
MY COMMISSION EXPIRES OCT. 12, 2027
COMMISSION # 23013674

Notary Public: Misty Dawn Davenport

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Sooner Fashion Mall, L.L.C.

**PRESENTER:** Darrel Pyle, City Manager

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

**BACKGROUND:**
In recent months, Sooner Fashion Mall, L.L.C., ("Mall") approached the City about a possible sales tax rebate agreement. After discussion with Mall representatives, it was requested that a term sheet be brought forward to Council for discussion and consideration. Council discussed the proposal at its Study Session on March 17, 2026, and expressed support for the proposal but requested feedback from the Economic Development Advisory Board.

The request from the Mall is to receive a rebate of 100% of the non-dedicated portion of the City sales tax (2.3%) that is generated at the Mall in excess of the average annual non-dedicated portion of the City sales tax collected over 2022, 2023, and 2024 up to a maximum of $300,000 per year. In order to receive a rebate, the Mall must submit documented Property Costs for which it is seeking rebate. "Property Costs" are defined as any and all capital investment costs for the improvement of the Property or to draw new tenants to the Property, excluding routine maintenance. It can include tenant allowance, landlord work, interior lighting upgrades, exterior lighting upgrades, restroom remodels, common area amenities, play area upgrades, common area door replacement, construction of a community gathering place, exterior building refresh, signage, new landscaping, paving mill and overlay, and other such costs for the betterment/improvement of the Property.

Sales taxes collected at the Property from businesses that relocate to the Property from elsewhere in Norman will not be included in the calculation of the Sales Tax Rebate. Additionally, if available, and if desired by the City, the Mall is willing to provide police department substation space free of any rent or leasing fees.

The first rebate the Mall would be entitled to receiving under this agreement would be based on 2025 sales tax collection. Preliminary 2025 sales tax collection data indicates that the

maximum rebate the Mall would be entitled to under this proposal during FYE27 as reimbursement for Property Costs would be approximately $60,735. If a new anchor tenant were to locate in the vacant Sears space or if additional retail space were added, this number could increase substantially depending on the sales of the new retailers. Under the proposal, the rebate could not exceed $300,000 per year. The initial term of the agreement is 5 years. The agreement may be renewed for a maximum of two 3-year renewal periods based on progress and approval by the City Council.

The Economic Development Advisory Board (EDAB) met in a Special Meeting on March 18, 2026. The following members were present: Chairperson Chuck Thompson, Shelley Cox, Mayumi Windler, and Hailey Hopper. Although the Board was generally supportive of an arrangement for a sales tax rebate, during its discussion of the proposal, several concerns were noted. The primary concerns were about rebating 100% of the sales tax revenue growth and about allocating sales tax revenue growth to the mall for properties not owned by the mall (Dillards and possibly the Sears parcel in the future). Ultimately, the following motion was made and adopted unanimously:

> Motion to recommend to continue negotiating the term sheet based on discussions in this meeting, specifically, to address concerns about the impact of the agreement on other property owners included in Exhibit A to the term sheet, including if the Sears anchor is sold to another retailer; concerns about issuing a rebate of 100% of sales tax growth, with a preference for a 50/50 split in revenue growth between the Mall and the City with a higher cap of $500,000 or alternatively, a declining percentage that would allow for upfront investment by the mall while preserving sales tax growth revenue over time for the City.

The City Council approved the term sheet (K-2526-161) unanimously at its meeting on March 24, 2026.

Payments earned from the contact will be appropriated by City Council when they are requested by the Mall.

**DISCUSSION:**

Contract K-2526-175 is the contract contemplated by the term sheet. Its material terms are identical to those expressed in the term sheet approved by City Council. Council discussed the final agreement at its Study Session on May 19, 2026.

**RECOMMENDATION:**
Contract K-2526-175 is being forwarded for Council consideration.

K-2526-175

# ECONOMIC DEVELOPMENT AGREEMENT

**THIS ECONOMIC DEVELOPMENT AGREEMENT** (this "Agreement") is made as of this _____ day of _____, 2026 ("Effective Date"), by and between the City of Norman, a municipal corporation (the "City"), and Sooner Fashion Mall L.L.C., a Delaware limited liability company ("Owner").

## RECITALS:

WHEREAS, Owner owns and operates that portion of the Sooner Mall located at and around 3301 W. Main Street, Norman, Oklahoma 73072, which is legally described and/or depicted on Exhibit A attached hereto (the "Mall" or "Mall Property"); and

WHEREAS, the City believes it is in the best interest of the citizens of the City to provide development financing assistance to Owner for its operation of the Mall and the Property (as defined below) in the form of the City sales tax rebate set forth in this Agreement; and

WHEREAS, for purposes of this Agreement, the references to the "Property" shall mean the Mall Property currently owned by Owner, and all businesses located on the property legally described and/or depicted on Exhibit B attached hereto, which shall include (i) all businesses located in or on the Mall Property, (ii) the property that is operated as a "Dillard's" as of the Effective Date, which is not owned by Owner, but for which Owner maintains the common areas thereat, and (iii) the property that is operated as a "Longhorn's Steakhouse" restaurant as of the Effective Date, which is not owned by Owner, but for which Owner maintains the common areas thereat (collectively, the "Property"); and

WHEREAS, the City finds that entering into this Agreement will serve the public purpose of economic development of the City and will preserve and enhance economic development and activity of the Property; and

WHEREAS, the City finds that (1) entering into this Agreement is legislatively determined to be for a legitimate public purpose; (2) the terms of this Agreement and the nature and scope of the assistance being provided to Owner are in furtherance of the City's goal of preserving and enhancing the sales tax base, and (3) this Agreement provides for adequate consideration, accountability and safeguards in exchange for the consideration to be extended by the City.

NOW, THEREFORE, in consideration of the covenants and conditions hereinafter set forth, the City and Owner agree as follows:

1. Recitals and Findings. The parties hereby incorporate the recitals and findings as set forth above in this Agreement.

2. Sales Tax Rebate; Development Financing Assistance. Owner will receive a rebate of one hundred percent (100%) of the non-dedicated portion of the City sales tax (2.3%) collected at the Property during each Sales Tax Collection Period (defined below) in excess of $1,661,240, which is the average annual non-dedicated portion of the City sales tax collected at the Property during calendar years of 2022, 2023 and 2024 (the "Fixed Baseline"), up to a maximum amount

of $300,000 per Sales Tax Collection Period (the "Sales Tax Rebate Funds"), upon submission of commercially reasonable documented Property Costs, as defined hereinbelow, to the City and subject to an adequate appropriation by the City Council for such purpose. The Fixed Baseline shall remain fixed during the entire term of this Agreement (the initial term and any applicable renewal period).

3. Term. The initial term of this Agreement shall be five (5) years, which for purposes of clarification shall cover all of the Sales Tax Collection Periods, Reimbursement / Payment Periods, and Property Costs Incurred Periods described in the Initial Period set forth in Section 4 below. The term of this Agreement may be renewed for a maximum of two (2) three (3)-year renewal periods (which, for purposes of clarification, shall cover all of the Sales Tax Collection Periods, Reimbursement / Payment Periods, and Property Costs Incurred Periods described in the First Renewal Period and Second Renewal Period, respectively, set forth in Section 4 below) with the approval by the City Council. All multi-year agreements are subject to an annual appropriation by the City for this purpose.

4. Sales Tax Collection Period. The amount of annual Sales Tax Rebate Funds which Owner will be entitled to receive will be based on sales tax collected at the Property during the period beginning on January 1st and ending on December 31st of a given calendar year (in each instance, the "Sales Tax Collection Period"), beginning on January 1, 2025 and ending on December 31, 2025, as set forth below in the column entitled "Sales Tax Collection Period." Owner will be entitled to receive the annual Sales Tax Rebate Funds as a reimbursement for Owner's Property Costs (as defined and described below) during the period beginning on July 1st immediately following each Sales Tax Collection Period and ending on the subsequent June 30th, beginning on July 1, 2026 and ending on June 30, 2027 (in each instance, the "Reimbursement/Payment Period"), as set forth below in the column entitled "Reimbursement/Payment Period." Further, the payment of the Sales Tax Rebate Funds to Owner is meant to be a reimbursement to Owner for funds Owner has expended on Property Costs. In order for Owner to be entitled to receive a payment of the Sales Tax Rebate Funds during the Reimbursement/Payment Period, Owner must deliver to the City sufficient documentation that commercially reasonably evidences that Owner has expended funds on Property Costs (as defined below) in an amount equal to or exceeding the amount of the Sales Tax Rebate Funds then being requested by Owner during the period beginning on January 1st immediately following each Sales Tax Collection Period and ending on June 30th of the following calendar year (the "Property Costs Incurred Period"), as set forth below in the column entitled "Property Costs Incurred Period."

Initial Term:

| Year | Sales Tax Collection Period | Reimbursement/Payment Period | Property Costs Incurred Period |
|---|---|---|---|
| 1 | January 1, 2025 – December 31, 2025 | July 1, 2026 – June 30, 2027 | January 1, 2026 – June 30, 2027 |
| 2 | January 1, 2026 – December 31, 2026 | July 1, 2027 – June 30, 2028 | January 1, 2027 – June 30, 2028 |
| 3 | January 1, 2027 – December 31, 2027 | July 1, 2028 – June 30, 2029 | January 1, 2028 – June 30, 2029 |
| 4 | January 1, 2028 – December 31, 2028 | July 1, 2029 – June 30, 2030 | January 1, 2029 – June 30, 2030 |
| 5 | January 1, 2029 – December 31, 2029 | July 1, 2030 – June 30, 2031 | January 1, 2030 – June 30, 2031 |

First Renewal Term:

| Year | Sales Tax Collection Period | Reimbursement/Payment Period | Property Costs Incurred Period |
|---|---|---|---|

| | | | |
|---|---|---|---|
| 6 | January 1, 2030 – December 31, 2030 | July 1, 2031 – June 30, 2032 | January 1, 2031 – June 30, 2032 |
| 7 | January 1, 2031 – December 31, 2031 | July 1, 2032 – June 30, 2033 | January 1, 2032 – June 30, 2033 |
| 8 | January 1, 2032 – December 31, 2032 | July 1, 2033 – June 30, 2034 | January 1, 2033 – June 30, 2034 |

Second Renewal Term:

| Year | Sales Tax Collection Period | Reimbursement/Payment Period | Property Costs Incurred Period |
|---|---|---|---|
| 9 | January 1, 2033 – December 31, 2033 | July 1, 2034 – June 30, 2035 | January 1, 2034 – June 30, 2035 |
| 10 | January 1, 2034 – December 31, 2034 | July 1, 2035 – June 30, 2036 | January 1, 2035 – June 30, 2036 |
| 11 | January 1, 2035 – December 31, 2035 | July 1, 2036 – June 30, 2037 | January 1, 2036 – June 30, 2037 |

5. Delivery of Report of Previous Years Sales Tax Collections for the Property. The City Manager of the City shall deliver to Owner a report of the state reported sales tax collection amounts for the Property for the previous Sales Tax Collection Period, together with a calculation evidencing the Sales Tax Rebate Funds applicable for such Sales Tax Collection Period (the "Sales Tax Collections Report") for each year during the term of this Agreement. For the first Sales Tax Collection Period (January 1, 2025 thru December 31, 2025), the City Manager shall deliver the Sales Tax Collections Report to Owner by no later than June 1, 2026, and for each subsequent Sales Tax Collection Period during the term of this Agreement by no later than March 15th of the year subsequent to the applicable Sales Tax Collection Period.

6. Property Costs; Review of Evidence of Property Cost Expenditures. For purposes of this Agreement, "Property Costs" shall mean any and all capital investment costs, including but not limited to, costs that can be capitalized under GAAP, but excluding routine maintenance. Examples of Property Costs include, but are not limited to, the following costs incurred by Owner and/or its affiliates: tenant allowance (except as set forth in Section 7 of this Agreement); landlord work; interior lighting upgrades; exterior lighting upgrades; restroom remodels; common area amenities (flooring, furniture, wall coverings, interior, exterior); play area upgrades; common area door replacement; construction of a community gathering place; exterior building refresh; exterior/interior common area signage; new landscaping installation; paving mill and overlay; and other costs for the betterment/improvement of the Property.

Owner shall deliver to the City Manager of the City commercially reasonable documentation evidencing Owner's expenditures for Property Costs for which Owner seeks Sales Tax Rebate Funds (the "Evidence of Expenditures"). The City Manager shall, in his or her reasonable discretion, not to be unreasonably withheld, conditioned or delayed, approve or disapprove (with specific comments specifying the reasons for disapproval), or impose further reasonable requirements with respect to the Evidence of Expenditures in writing within 15 days after receipt. The City Manager shall only disapprove or impose further reasonable requirements with respect to the Evidence of Expenditures provided by Owner if (i) the expenditures are for costs that do not meet the definition of Property Costs (as defined in Section 6 above), or (ii) the documentation evidencing Owner's expenditures for the Property Costs is deemed not sufficient. In the event the City Manager disapproves of the Evidence of Expenditures provided by Owner, or imposes further reasonable requirements with respect to the Evidence of Expenditures provided by Owner, then Owner shall promptly provide the City Manager with such additional information or documentation reasonably requested by the City Manager to evidence Owner's expenditures of Property Costs, but no event later than 30 days after receipt of the City's disapproval or imposition of further reasonable requirements. If the City Manager does not deliver written notice of

disapproval of the Evidence of Expenditures to Owner within such 15-day period following the City Manger's receipt of the Evidence of Expenditures from Owner, then such Evidence of Expenditures shall be deemed approved by the City Manager.

7. Tenant Allowance. As set forth in Section 6 of this Agreement, costs for tenant allowance shall be Property Costs; provided, however, costs for tenant allowance shall not be Property Costs if such tenant allowance costs are for a tenant that is receiving any additional public incentives from the City without the prior written consent of the City.

8. Anti-Cannibalization. Any sales taxes collected at the Property from businesses that relocate to the Property from other areas of the City will not be included in the calculation of the Sales Tax Rebate Funds payment.

9. Police Department Substation Space. Subject to the last sentence of this Section 9, Owner will provide a space at the enclosed mall comprising a portion of the Mall to the City free of any rent or leasing fees for the addition and construction of a Police Department substation, which will only be used for office space. The costs of construction of space build out and utilities shall be the sole responsibility of the City. Owner and the City will agree to negotiate in good faith in an effort to agree upon a mutually acceptable lease agreement for the space based on Owner's standard inline lease form. The maximum square feet for the substation space shall be 1,800 square feet; potential spaces could be space 207 or 475. The term of the substation lease agreement will be the same as this Agreement. The substation lease agreement shall terminate upon the termination or expiration of the term of this Agreement.

10. Owner Representations and Warranties. Owner represents and warrants the following:

(a) Owner represents that it is a duly organized limited liability company and is currently in existence under the laws of the State of Delaware. Owner is authorized to conduct business in the State of Oklahoma.

(b) Owner represents that it has the full power and authority to execute this Agreement and this Agreement shall constitute a legal, valid and binding obligation of Owner in accordance with its terms, and the consent of no other party is required for the execution and delivery of this Agreement by Owner or the consummation of the transactions contemplated hereby, subject to laws relating to bankruptcy, moratorium, insolvency, or other laws affecting creditor's rights generally and subject to general principles of equity.

(c) Owner represents that the execution and delivery of this Agreement, the consummation of the transactions contemplated herein, and the fulfillment of or compliance with the terms and conditions of this Agreement are not prevented or limited by or in conflict with, and will not result in a breach of, other provisions of its certificate of formation, operating agreement or any other agreement governing Owner or with any evidence of indebtedness, mortgages, agreements, or instruments of whatever nature to which Owner is a party or by which it may be bound, and will not constitute a default under any of the foregoing.

(d) To the knowledge of Owner, there is not currently pending any action, suit, proceeding or investigation, nor is any such action threatened in writing which, if adversely determined, would result in Owner's inability to fulfill its obligations under this Agreement.

(e) Owner further represents and warrants that it is not the subject of any pending bankruptcy, insolvency, reorganization, or similar debtor-relief proceeding, and Owner has no knowledge of any plans, intentions, or circumstances that would reasonably be expected to result in Owner becoming the subject of any such proceeding during the term of this Agreement.

(f) Owner warrants that it has not paid or given and will not pay or give any officer, employee or agent of the City any money or other consideration for obtaining this Agreement.

(g) Neither this Agreement nor any statement or document referred to herein or delivered by Owner pursuant to this Agreement contains any statement which Owner knows to be untrue.

11. City Representations and Warranties. The City represents and warrants the following:

(a) The City is a duly organized and validly existing Oklahoma municipal corporation under the laws of the State of Oklahoma.

(b) The City is fully empowered to enter into this Agreement and to perform the transactions contemplated thereby and generally to carry out its obligations hereunder and thereunder. The City has duly authorized its Mayor, or Vice-Mayor, in the absence of the Mayor, to execute and deliver this Agreement and all other documentation required to consummate the transaction contemplated herein on behalf of the City.

(c) The City represents that the execution and delivery of this Agreement, the consummation of the transactions contemplated herein, and the fulfillment of or compliance with the terms and conditions of this Agreement are not prevented or limited by or in conflict with, and will not result in a breach of, its trust indenture or any other agreement governing the City and will not violate any provision or constitute a default under any indenture, agreement or instrument to which the City is currently bound or by which it is affected.

(d) To the knowledge of the City, there is no action, suit, proceeding or inquiry at law or in equity pending or threatened, affecting the City wherein any unfavorable decision, ruling or finding would result in the City's inability to fulfill its obligations under this Agreement.

(e) In connection with the negotiation and performance of this Agreement, the City represents and warrants that it has complied, and covenants that it shall comply, with all applicable anti-corruption laws, rules, and regulations.

12. Default; Remedies.

(a) If a party fails to perform any of its obligations hereunder in compliance with this Agreement or if any certifications made pursuant to this Agreement are false in any material respect the same shall not constitute a default or breach under this Agreement unless and until the

party claiming such failure (the "Complaining Party") shall give written notice demanding performance (a "Default Notice") to the party alleged to have failed to perform (the "Defaulting Party"). If the Defaulting Party fails to commence performance to the reasonable satisfaction of the Complaining Party within 30 days of the receipt by the Defaulting Party of such Default Notice and cure such failure within 60 days after receipt of such Default Notice, such failure shall constitute an "Event of Default" under this Agreement. Failure of the City to appropriate adequate funds for the payment of the Sales Tax Rebate Funds contemplated by this Agreement shall not constitute an Event of Default.

(b) In the event of an Event of Default, a party hereunder may seek any remedy available and permitted under applicable law. All remedies available to a party hereunder are cumulative, and may, to the extent permitted by applicable law, be exercised concurrently or separately. The exercise by a party of any one remedy will not be deemed to be an election of such remedy or to preclude the exercise of any other remedy.

13. Miscellaneous.

(a) Entire Agreement. This Agreement shall constitute the entire agreement between the parties hereto with respect to the subject matter hereof and supersedes all prior agreements and understandings, whether oral or written, between the parties with respect to the matters contained in this Agreement.

(b) Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors, legal representatives and assigns.

(c) Amendment. This Agreement may be amended only by an agreement in writing and signed by the parties hereto.

(d) Assignment. Except as otherwise provided herein, this Agreement shall not be assignable by Owner or the City without the prior written consent of the other party, which consent may be withheld in such other party's sole and absolute discretion; provided however, Owner may assign this Agreement to (i) any of its affiliates or subsidiaries who may operate all or any portion of the Mall, and/or (ii) to any successor owner(s) of the enclosed mall portion of the Mall.

(e) Time. Time is of the essence in the performance of and compliance with this Agreement.

(f) Notice. Any communication, notice or demand of any kind whatsoever which either party may be required or may desire to give to or serve upon the other shall be in writing and delivered by personal service (including express or courier service), by electronic mail (provided that any notice delivered by electronic mail, to be effective, shall also be simultaneously delivered by one of the other permitted forms of notice hereunder), by reputable and responsible overnight delivery service such as or similar to UPS or Federal Express, or by registered or certified mail, postage prepaid, return receipt requested, addressed as follows:

To City:

City of Norman
Attn: City Manager
P.O. Box 370
201 West Gray
Norman, OK 73070
Email: city_manager@normanok.gov

With a copy to:

City of Norman
Attn: City Attorney
P.O. Box 370
201 West Gray
Norman, OK 73070
Email: city_attorney@normanok.gov

To Owner:

Sooner Fashion Mall L.L.C.
Attn: Derick Colwell, General Manager
3301 W. Main St.
Norman, OK 73072
Email: derick.colwell@ggp.com

With a copy to :
Sooner Fashion Mall L.L.C.
c/o GGP
350 N. Orleans St., Suite 300
Chicago, IL 60654
Attention: Legal Real Estate Group
Email: generalcounsel@ggp.com

Any such communication, notice or demand shall be deemed to have been duly given or served on the date of delivery or refusal of delivery.

(g) Non-Waiver; Cumulative Remedies. No failure on the part of any 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 any party of any right hereunder preclude any other or further right thereof. The remedies herein provided are cumulative and not alternative.

(h) Severability. If any provision of this Agreement shall be invalid or prohibited by law, such invalidity or prohibition shall be construed as if such invalid or prohibited provision had not been inserted herein and shall not affect the remainder of such provision or the remaining provisions of this Agreement.

(i) Construction. The parties acknowledge that the parties and their counsel have reviewed and revised this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any exhibits or amendments hereto.

(j) Governing Law; Venue. It is expressly understood and agreed to by the parties that in the event of any disagreement or controversy between the parties, Oklahoma law shall be controlling. Venue for any legal proceedings for any state court proceeding arising out of or relating to this Agreement that is brought in state court shall be brought exclusively in the district courts of Cleveland County, Oklahoma. Any action or proceeding arising out of or relating to this Agreement that is brought in federal court shall be brought exclusively in the United States District Court for the Western District of Oklahoma.

(k) Counterparts; Electronic Signatures. This Agreement may be executed in one or more counterparts, each of which is an original, and all of which together constitute only one agreement between the parties. Electronic signatures shall be binding as original signatures.

(l) Prohibition Against Recording. Neither this Agreement, nor any memorandum, affidavit or other writing with respect thereto, shall be recorded in the property records of the Cleveland County Clerk by the City or by anyone acting through, under or on behalf of the City

[SIGNATURE PAGES TO FOLLOW]

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed a of the Effective Date.

THE CITY OF NORMAN,
a municipal corporation
("City")

By: _____
Stephen Holman, Mayor

ATTEST:

By: _____
City Clerk

APPROVED BY CITY OF NORMAN LEGAL DEPARTMENT
BY _____ DATE 5/21/21

ACKNOWLEDGEMENTS

STATE OF OKLAHOMA )
) SS:
COUNTY OF CLEVELAND )

The foregoing instrument was acknowledged before me this _____ day of _____, 20, by Stephen Holman, as Mayor of the City of Norman, a municipal corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal the date and year first above written in this Acknowledgement.

_____
Notary Public

My Commission expires:

(Seal)

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed as of the Effective Date.

SOONER FASHION MALL L.L.C.,
a Delaware limited liability company
("Owner")

By: _____
Name: _____
Title: _____

ACKNOWLEDGEMENTS

STATE OF _____ )
) SS:
COUNTY OF _____ )

The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by _____, as _____, an authorized signatory of Sooner Fashion Mall L.L.C., a Delaware limited liability company, on behalf of said limited liability company.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal the date and year first above written in this Acknowledgement.

_____
Notary Public

My Commission expires:

(Seal)

EXHIBIT A

MALL PROPERTY

[See Attached.]

EXHIBIT B

PROPERTY

[See Attached.]

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Kim Coffman, Chief Accountant

**PRESENTER:** Clint Mercer, Director of Finance

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

# Fiscal Year 2026-2027 Budget

# Public Budget Hearing

**Clint Mercer, Finance Director**
**Kim Coffman, Assistant Finance Director/Chief Accountant**
**Jacob Huckabaa, Budget Analyst**

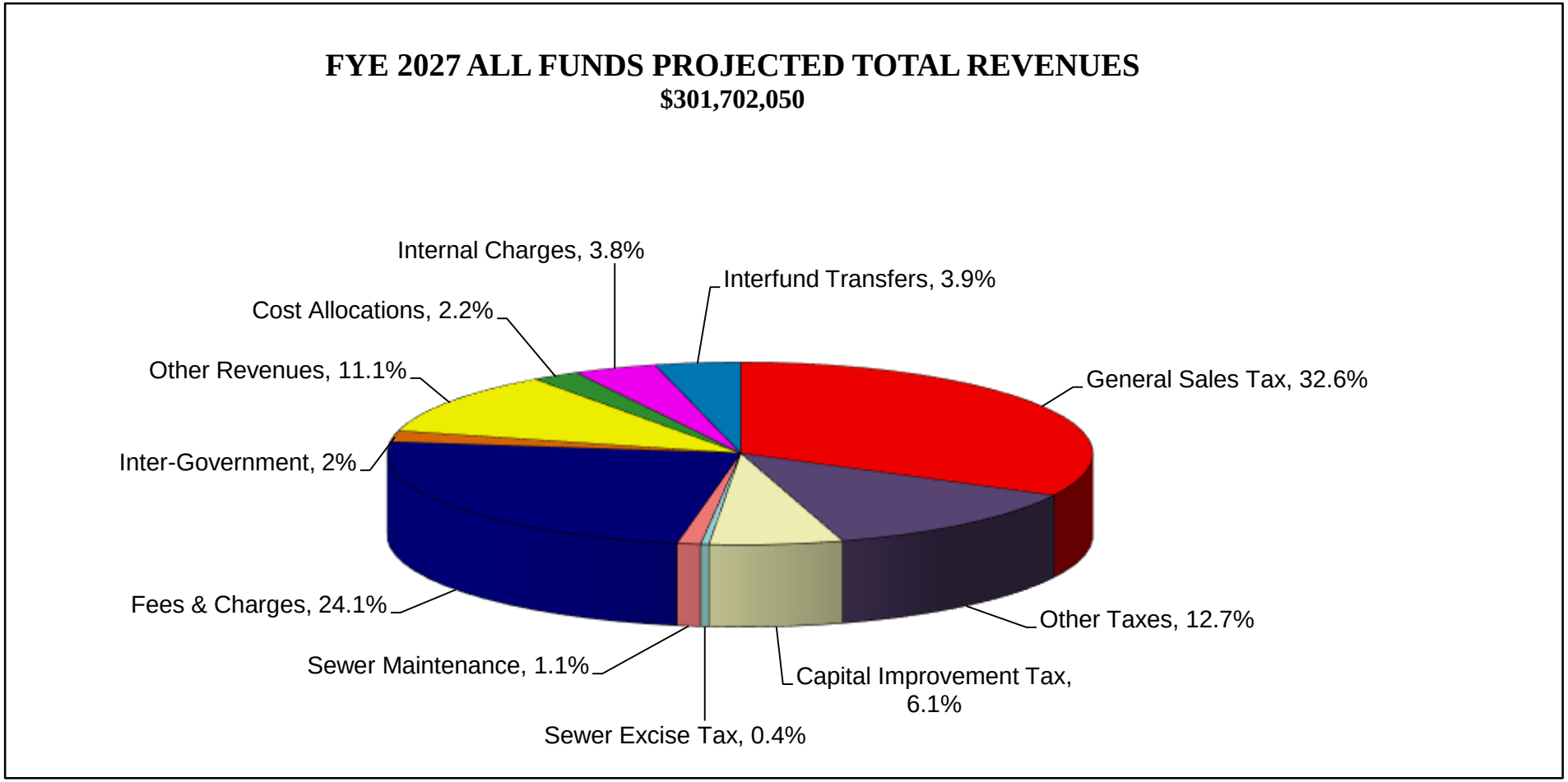
CITY OF NORMAN

Building an Inclusive Community

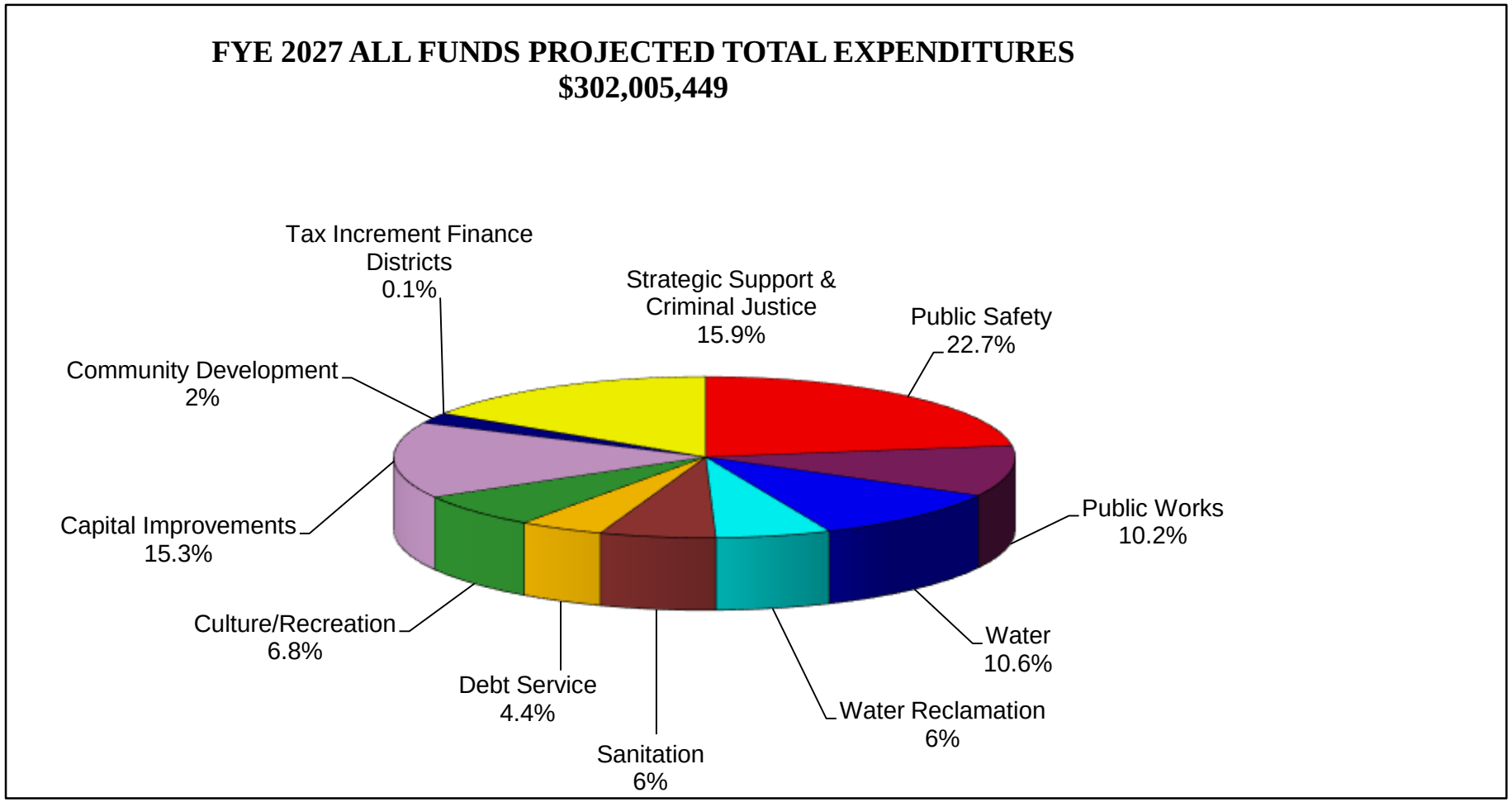
# The Budget Is:

- A Policy Document
- A Financial Plan
- An Operations Guide
- A Public Communication Device

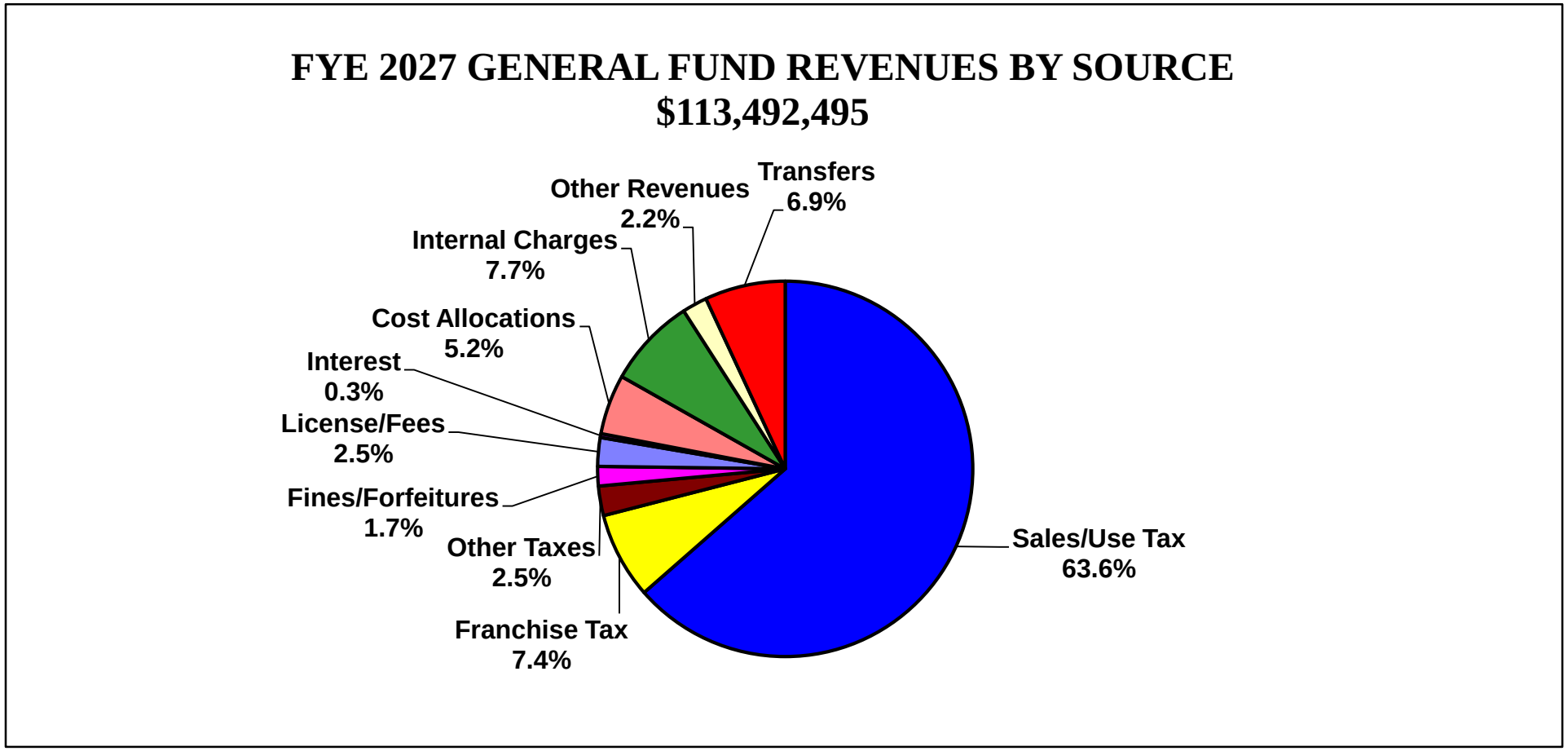
# Projected Total Revenues



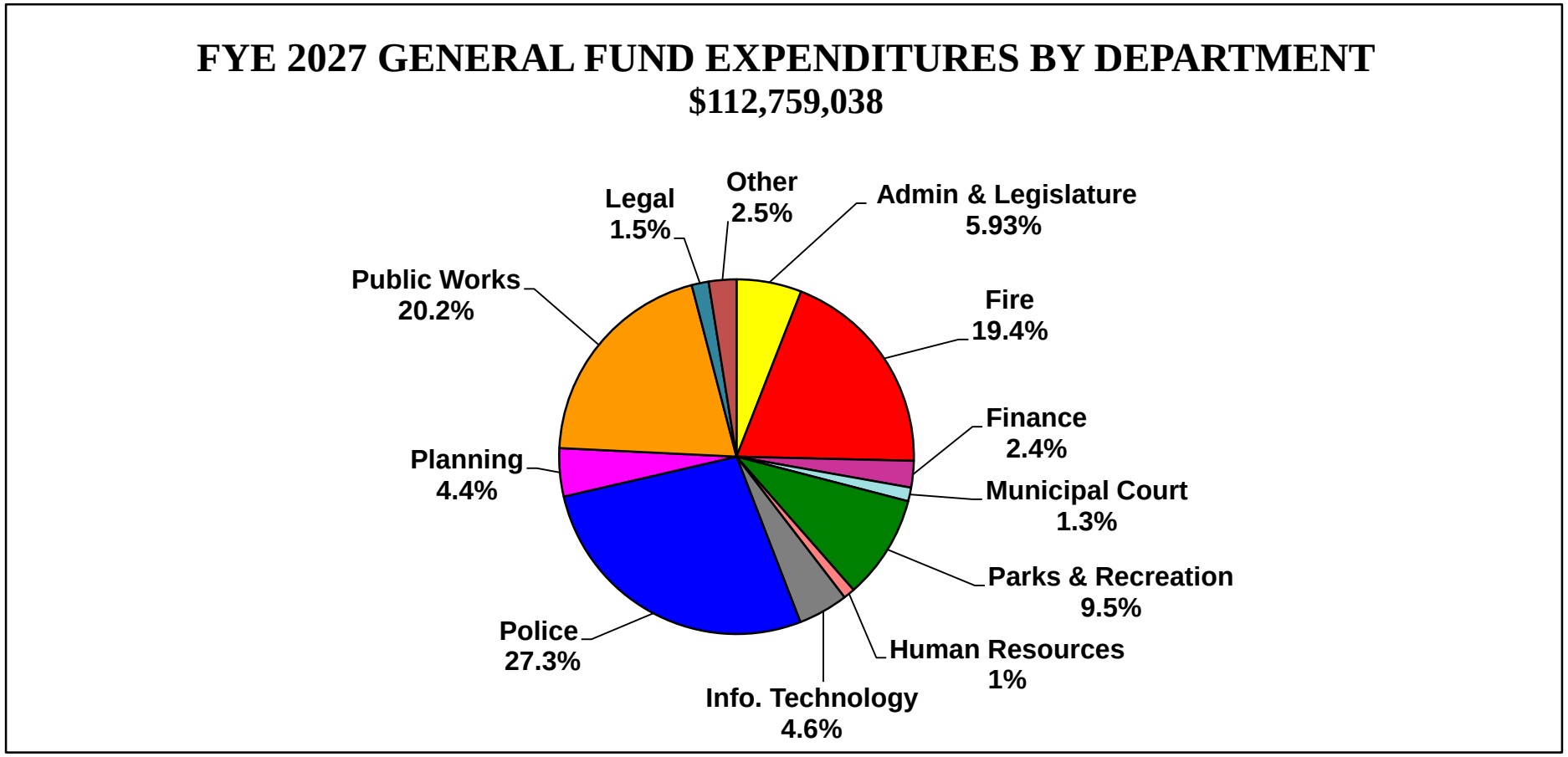
# Projected Total Expenditures



# General Fund Projected Revenues



# General Fund Projected Expenditures



# Public Hearing

# CITY OF NORMAN, OKLAHOMA
## FISCAL YEAR ENDING 2027 ANNUAL BUDGET
## SUMMARY OF FUND BALANCES

| CITY FUND CLASSIFICATION | BEGINNING FUND BALANCE | REVENUES | | | EXPENDITURES | | | | | REVENUES OVER (UNDER) EXPENSES | ENDING FUND BALANCE |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | OPERATING REVENUES | INTERFUND TRANSFERS | TOTAL REVENUES | OPERATING EXPENSES | INTERFUND TRANSFERS | SUBTOTAL EXPENSES | EMP TURNOVER SAVINGS | TOTAL EXPENSES | | |
| GOVERNMENTAL FUNDS | | | | | | | | | | | |
| General | $7,076,996 | $105,614,338 | $7,878,156 | $113,492,494 | $110,566,770 | $2,192,268 | $112,759,038 | ($800,000) | $111,959,038 | 1,533,456 | 8,610,452 |
| SPECIAL REVENUE FUNDS | | | | | | | | | | | |
| Public Safety Sales Tax | 0 | 15,562,292 | | 15,562,292 | 15,091,116 | 323,816 | 15,414,932 | | 15,414,932 | 147,360 | 147,360 |
| Room Tax | 894,939 | 5,180,922 | | 5,180,922 | 4,370,806 | | 4,370,806 | | 4,370,806 | 810,116 | 1,705,055 |
| Young Family Athletic Center | 43,305 | 2,032,000 | | 2,032,000 | 2,074,645 | | 2,074,645 | | 2,074,645 | (42,645) | 660 |
| Seizures and Restitutions | 1,137,688 | 500 | | 500 | 831,848 | | 831,848 | | 831,848 | (831,348) | 306,340 |
| Cleet | 0 | 31,525 | | 31,525 | 30,505 | | 30,505 | | 30,505 | 1,020 | 1,020 |
| Public Transportation & Parking | 0 | 7,089,652 | | 7,089,652 | 6,492,817 | | 6,492,817 | | 6,492,817 | 596,835 | 596,835 |
| Art in Public Places | 819 | 16,000 | | 16,000 | 16,000 | | 16,000 | | 16,000 | 0 | 819 |
| Park Land and Development | 374,968 | 95,000 | | 95,000 | 0 | | 0 | | 0 | 95,000 | 469,968 |
| Westwood Park | 260,968 | 2,970,500 | 139,069 | 3,109,569 | 2,934,346 | | 2,934,346 | (87,370) | 2,846,976 | 262,593 | 523,561 |
| Net Revenue Stabilization | 5,032,374 | 50,000 | | 50,000 | | | 0 | | 0 | 50,000 | 5,082,374 |
| GRANT FUNDS | | | | | | | | | | | |
| Community Development | 4,305,378 | 1,395,503 | | 1,395,503 | 1,395,503 | | 1,395,503 | | 1,395,503 | 0 | 4,305,378 |
| Special Grants | 9,282,123 | 1,250,000 | | 1,250,000 | 1,497,647 | | 1,497,647 | | 1,497,647 | (247,647) | 9,034,476 |
| ENTERPRISE FUNDS | | | | | | | | | | | |
| Water | (797,610) | 43,031,046 | | 43,031,046 | 29,775,342 | 2,245,434 | 32,020,776 | (99,669) | 31,921,107 | 11,109,939 | 10,312,329 |
| Water Reclamation | 3,822,266 | 12,695,269 | | 12,695,269 | 11,714,017 | 741,119 | 12,455,136 | (59,327) | 12,395,809 | 299,460 | 4,121,726 |
| Sewer Maintenance | 1,805,269 | 3,250,474 | | 3,250,474 | 3,656,375 | | 3,656,375 | | 3,656,375 | (405,901) | 1,399,368 |
| New Development Excise | 1,220,144 | 1,130,000 | | 1,130,000 | 1,903,142 | | 1,903,142 | | 1,903,142 | (773,142) | 447,002 |
| Sanitation | 6,350,790 | 17,300,850 | | 17,300,850 | 17,861,707 | 219,599 | 18,081,306 | | 18,081,306 | (780,455) | 5,570,334 |
| INTERNAL SERVICE FUNDS | | | | | | | | | | | |
| Risk Management / Insurance | 0 | 22,839,408 | 3,790,939 | 26,630,347 | 26,630,347 | | 26,630,347 | | 26,630,347 | 0 | 0 |
| CAPITAL PROJECTS FUND | | | | | | | | | | | |
| Capital Improvements | 53,553,358 | 18,333,956 | | 18,333,956 | 29,558,452 | 4,968,170 | 34,526,622 | | 34,526,622 | (16,192,666) | 37,360,692 |
| Hall Park Assessment Dist. | 0 | 0 | | 0 | 0 | | 0 | | 0 | 0 | 0 |
| University North Park TIF | 752,919 | 0 | | 0 | 148,256 | | 148,256 | | 148,256 | (148,256) | 604,663 |
| Norman Forward | 7,914,115 | 15,374,598 | | 15,374,598 | 11,089,993 | 460,758 | 11,550,751 | | 11,550,751 | 3,823,847 | 11,737,962 |
| Arterial Roads Recoupment | 895,348 | | | 0 | | | 0 | | 0 | 0 | 895,348 |
| Center City TIF | 6,912,721 | 1,592,400 | | 1,592,400 | | | 0 | | 0 | 1,592,400 | 8,505,121 |
| DEBT SERVICE FUNDS | | | | | | | | | | | |
| General Debt Service | 9,442,991 | 13,057,653 | | 13,057,653 | 12,557,653 | 657,000 | 13,214,653 | | 13,214,653 | (157,000) | 9,285,991 |
| G. O. Bonds | 0 | | | 0 | | | 0 | | 0 | 0 | 0 |
| GRAND TOTAL ALL FUNDS | $120,281,869 | $289,893,886 | $11,808,164 | 301,702,050 | $290,197,287 | $11,808,164 | $302,005,451 | ($1,046,366) | $300,959,085 | $742,966 | $121,024,834 |
| Less: Interfund Transfers | 0 | 0 | (11,808,164) | (11,808,164) | 0 | (11,808,164) | (11,808,164) | 0 | (11,808,164) | 0 | 0 |
| Internal Service Charges | 0 | (11,508,758) | | (11,508,758) | (11,508,758) | 0 | (11,508,758) | 0 | (11,508,758) | 0 | 0 |
| Cost Allocation Charges | 0 | (6,564,581) | 0 | (6,564,581) | (6,564,581) | 0 | (6,564,581) | 0 | (6,564,581) | 0 | 0 |
| Total Deductions | $0 | ($18,073,339) | ($11,808,164) | (29,881,503) | ($18,073,339) | ($11,808,164) | ($29,881,503) | $0 | ($29,881,503) | $0 | $0 |
| NET TOTAL ALL FUNDS | $120,281,869 | $271,820,547 | $0 | 271,820,547 | $272,123,948 | $0 | $272,123,948 | ($1,046,366) | $271,077,582 | $742,966 | $121,024,834 |

Public hearings will be held on 5/26/26 at 6:30 p.m. in the Council Chambers of the Norman Municipal Building for the purpose of discussion of the proposed budget. The proposed budget may be examined on weekdays at 201 West Gray in the City Clerk's office from 8:00 a.m. to 5:00 p.m. All interested citizens have the opportunity to give written and oral comments.

City of Norman

# BUDGET

Tour of Jenkins









FYE 2027

**FISCAL YEAR ENDING JUNE 30, 2027 FINANCIAL PLAN-FISCAL YEAR-END 2028-2031**

# On the Cover

## JENKINS AVENUE WIDENING PROJECT

In 2019, the voters of Norman approved the "Vision Norman" General Obligation Bond proposal, a $72,000,000 package of road widening and improvement projects over a period of years. One of the major Vision Norman projects was the widening of Jenkins Street in south central Norman. Jenkins is a major north/south arterial road which serves as an entryway to the University of Oklahoma and downtown Norman.

The widening of Jenkins Avenue is underway. The project, which includes $4,071,553 of City Bond funding and $7,500,000 in matching federal funding (total project cost estimate of $11,571,553) will widen Jenkins Avenue from two lanes to four lanes for 1.5 miles from Imhoff Street to Lindsey Street, including a modern roundabout at the intersection of Jenkins and Constitution/Imhoff Streets, drainage improvements and relocating major utilities underground.

The cover and divider page artwork shows a "drive along Jenkins". Travelling from south to north, Jenkins serves the City's Wastewater Reclamation Facility and Animal Welfare Center, before crossing State Highway 9. At State Highway 9, Jenkins serves the National Weather Center (which houses the National Oceanographic and Atmospheric Administration, Oklahoma Geological Survey, University of Oklahoma School of Meteorology and other facilities) and the Lloyd Noble Center Arena (home of OU basketball and gymnastics teams and other major events). Jenkins serves a major City community park, Reaves Park, where baseball, softball and major events such as the annual Medieval Fair, Juneteenth Festival and Norman Day (July 4th) are held. The eight-time national NCAA softball champion Oklahoma Sooners are headquartered at "Love's Field" at the intersection of Jenkins Avenue and Imhoff Street (the modern roundabout will serve this facility). Love's Field is considered the premiere college softball facility in the country.

Jenkins Avenue is the eastern boundary of the University of Oklahoma campus, and major university housing and parking facilities are served by Jenkins north of Timberdell Road. The Saint Thomas More Catholic parish is located on Jenkins and many private residents are served on the east side of Jenkins.

At the northern end of the Jenkins Avenue widening project, at the intersection with Lindsey Street, is Gaylord Family Oklahoma Memorial Stadium, home of the seven-time NCAA national football champion Oklahoma Sooners, and "Heisman Park". Jenkins Avenue proceeds north bound into downtown Norman and ties into James Garner Avenue. The Lindsey widening project is scheduled to be completed in 2026, improving traffic flow and City infrastructure for generations into the future. As illustrated throughout this document, the widening of Jenkins Avenue will better service the major facilities that make Norman an outstanding place to live, work and play.

Photos were provided by the City of Norman Communications and Multimedia Division as well as by City of Norman Water Treatment Plant Operator Eli Coffman.

Graphic Art was provided by the City of Norman Office Services Divis




## CITY COUNCIL

**MAYOR**
Stephen Tyler Holman

| | | | |
|---|---|---|---|
| **Ward 1** | David Gandesbery | **Ward 5** | Trey Kirby |
| **Ward 2** | Matthew Peacock | **Ward 6** | Joshua A. Hinkle |
| **Ward 3** | Robert Bruce | **Ward 7** | Kimberly Blodgett |
| **Ward 4** | Helen Grant | **Ward 8** | Scott Dixon |

Presented by:
Darrel Pyle, City Manager

## BUDGET & RESEARCH STAFF

**Clint Mercer, CPA, CPFO**
Finance Director

**Kim Coffman, CPFO, CPFIM, ACPFA**
Chief Accountant/ Assistant Finance Director

**Jacob Huckabaa**
Budget Analyst

**Debbie Whitaker**
Municipal Accountant III

**Mindy Aynes**
Municipal Accountant II

**Dannielle Risenhoover**
Administrative Tech IV

## PRINT SERVICES STAFF

**Kris Wiard**
Print Graphic Designer II

**Cheyenne Buesing**
Print Graphic Designer I

This document was prepared by the City of Norman, Finance Department and printed by City of Norman, Office Services Division.
For additional information please contact:
City of Norman Finance Department
P.O. Box 370
Norman, Oklahoma 73070
(405) 366-5413

# THE CITY OF NORMAN

## OUR MISSION

## "WORKING TOGETHER TO DELIVER EXCEPTIONAL SERVICE"

**To fulfill our mission, City of Norman employees pledge themselves to these values:**

### TEAMWORK

We value each other's contribution and encourage teamwork.

### CARING

We value service to others in a caring manner. We listen with a willingness to understand the needs of others. We respond in a friendly, helpful way.

### ACCOUNTABILITY

We are responsible for our work and actions.

### SERVICE

We are committed to providing exceptional service in a courteous, dependable and efficient manner.

### RESPECT

We respect our differences and treat each other with understanding and dignity.

### FAIRNESS

We seek to understand the needs of others. We strive for equity in the delivery of services and in the treatment of individuals.

### PROFESSIONALISM

We value a knowledgeable, capable and effective organization.

### RESPONSIVENESS

We value a timely response to both customer and employee.

**We believe that these values are the foundation of all our endeavors to make our community a better place now and for future generations.**

GOVERNMENT FINANCE OFFICERS ASSOCIATION

# *Distinguished Budget Presentation Award*

**PRESENTED TO**

**City of Norman**
**Oklahoma**

For the Fiscal Year Beginning

**July 01, 2025**

Christopher P. Morrill

**Executive Director**

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Norman, Oklahoma, for its annual budget for the fiscal year beginning July 1, 2023.

In order to receive this award, a governmental unit must publish a budget document that meets the program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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# CITY MANAGER'S LETTER



The City of
NORMAN
201 West Gray, Bldg. • P.O. Box 370
Norman, Oklahoma 73069 • 73070

CITY MANAGER'S OFFICE
Phone: 405-366-5402

April 16, 2026

The Honorable Mayor and City Council Members
Municipal Building
Norman, Oklahoma

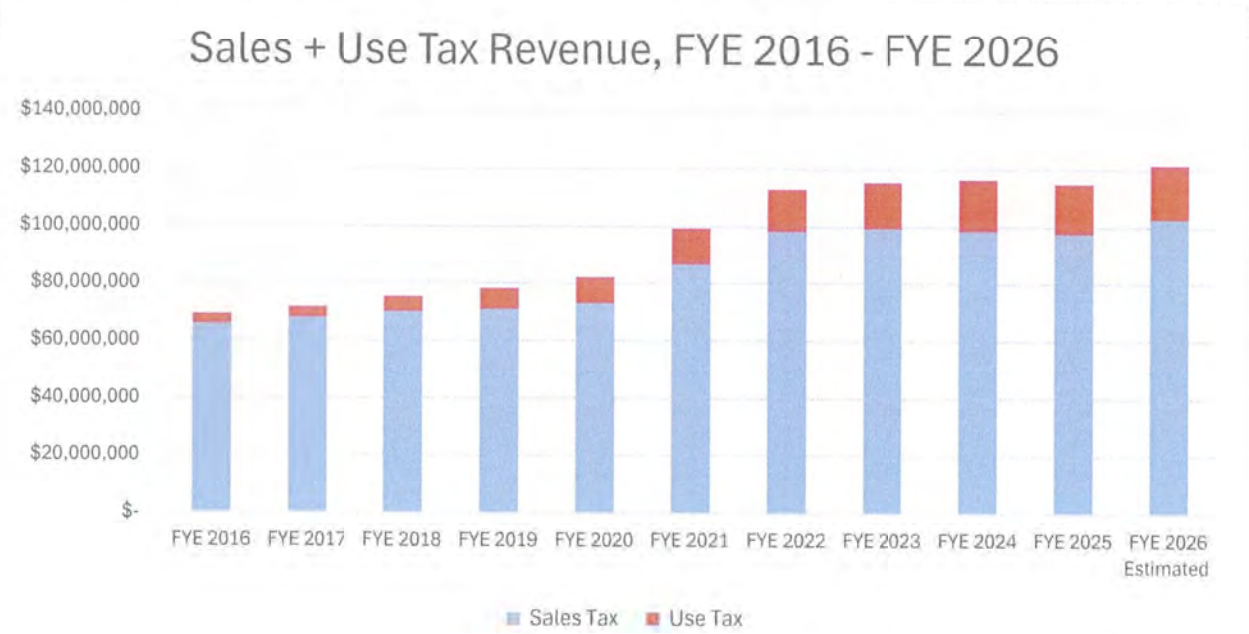
Dear Mayor Holman and Council Members:

## INTRODUCTION

It is my privilege and responsibility to present to you the proposed budget for the fiscal year July 1, 2026 – June 30, 2027 (FYE 2027). The adoption of an annual budget is required by the City Charter (Article III, Section 4) and by State law (Title 11, Oklahoma Statutes, Section 17-205). An annual budget must be adopted by the City Council at least seven days before the beginning of the new fiscal year, have a public hearing at least fifteen days before the start of the fiscal year, publish a budget summary in the local newspaper at least five days before the public hearing and transmitted to the State Auditor and Inspector within 30 days of the start of the fiscal year. We encourage our residents to explore their City's budget document, which contains interesting and vital information on all aspects of the City's operation as well as information of general interest on Norman.

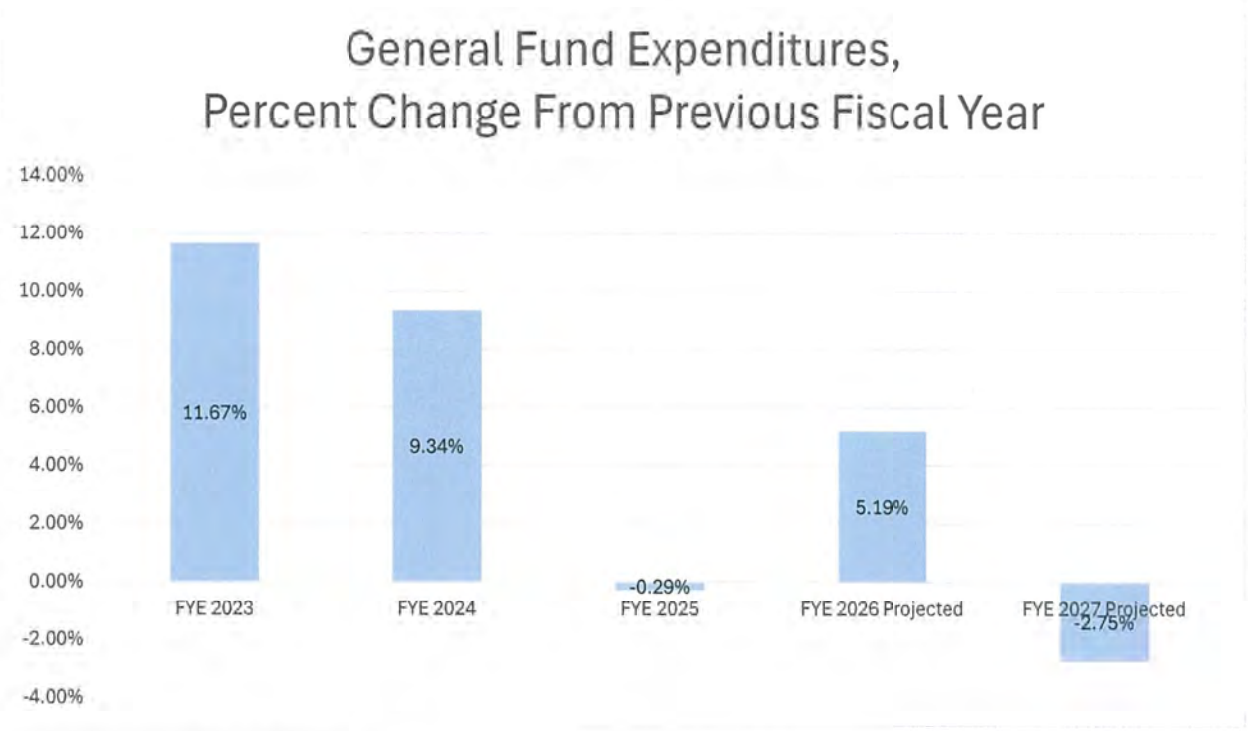
***The FYE 2027 budget has been prepared, as it was in the previous year, in a continued environment of flat revenue growth within its largest revenue source, sales taxes. The ever-increasing cost of employee health care and increased project costs continue to add upward pressure on expenditures. A focused effort has been made to contain expenditures including the exclusion of cost of living adjustments and merit based adjustments for all employees.***

Sales tax (and related use tax) is the major source of revenue in the City's major operating funds, the General Fund, Public Safety Sales Tax Fund, and the Transit and Parking Fund, as well as in the Capital Improvement Project Fund and Norman Forward Sales Tax Fund. Sales tax revenue has been stagnant or negative in the last five fiscal years, while expenditures have increased.




Due to the continued flat sales tax trend, the FYE 2027 budget is based on a modest one percent growth from projected FYE 2026 levels in the General Fund, Capital Fund, Public Safety, Transit and Parking and Norman Forward Sales Tax Funds.

***The total budget for all City of Norman funds for fiscal year ending 2026 was $274,667,071 and for FYE 2027, the total budget is $271,079,582. The Council has been very prudent in holding the line of spending.***




## STRATEGIC PLANNING

At the start of each fiscal year, which is also the start of new Council Member terms, the Norman City Council conducts a strategic planning retreat, at which goals and plans for the coming year or years are discussed. Through the Retreat discussions, priority is given to those strategic areas in which the most interest is shown by Council Members. Through Council consensus at this Retreat, the various Council committees are given assignments of areas of concentration within their committee's purview, which will result in Council action and/or directions to the City Manager over the coming fiscal year or longer-term if addressing the priority will take more than a year, or require future voter consideration.

Examples of priority strategic areas directed by Council in fiscal year 2025-2026 were placing five propositions on the April 7, 2026 ballot, including extension of a five-year street maintenance program, increasing room tax rates by two percent and adding overnight stays in recreational vehicles and addressing homeless population needs by constructing a new shelter facility via General Obligation Bonds (all discussed in more detail below). In addition, two City Charter amendments to change the beginning Councilmember and Mayoral terms and allow for alternative professional certifications other than Certified Public Accountant as qualifications for the position of City Auditor.

## GENERAL FUND RESERVE LEVELS

The City of Norman, in keeping with State law and standards of financial prudence, seeks to maintain adequate levels of fund balance to meet emergency expenditure demands, unexpected claims for workers' compensation and medical or torts against the City. Fund balance can only be appropriated for expenditure by an act of the City Council, and the adoption of the budget

appropriates projected funds for expenditure in the upcoming fiscal year, less funds that are held in fund balance. Norman has adopted fund balance policies in keeping with accepted accounting standards. By Ordinance O-1011-58 (adopted June 28, 2011) and as amended by Ordinance O-1819-10 (adopted September 11, 2018), the City has adopted formal reserve policies for the General Fund which require that an Emergency Reserve allocation of one percent (1%) of budgeted General Fund expenditures be appropriated within the General Fund budget; at least three percent (3%) of budgeted General Fund expenditures be held in General Fund balance (these are considered Operating, or "unrestricted" reserves by accounting standards); and at least an additional four percent (4%) of General Fund expenditures must be held in a segregated Net Revenue Stabilization (or "Rainy Day") Fund.

The Ordinance on Reserve Policy targets 5% of General Fund expenditures and up to a maximum of 6% of General Fund expenditures to be held in the Net Revenue Stabilization Fund. The Ordinance requires that at least the minimum fund balances be restored to the Rainy Day Fund within three years of any appropriation of fund balance in the Fund. Funds held in Net Revenue Stabilization Fund balance can only be appropriated by the Council if at least one of three circumstances is met:

- The General Fund Operating Reserve falls below one percent of budgeted expenditures;
- A natural or man-made disaster, declared by the President of the United States or the Governor of Oklahoma for the Norman area, has been declared which necessitates emergency expenditures to be made above the 1% Emergency Reserve appropriation;
- A major one-time or capital expenditure has been necessitated, such as for major repairs to City of Norman facilities or equipment damaged in storms or other circumstances.

Net Revenue Stabilization Fund balances are considered to be "Committed" fund balances under accounting standards. The combination of these fund balance reserve requirements results in a minimum of eight percent (8%) of General Fund expenditures to be held in reserve, a target of 9% and a maximum of 10 percent (10%). The City Council has never made any appropriations to spend money from the Rainy Day Fund.

As of the end of FYE 2027, the City projects to meet its Operating Reserve requirements in the General Fund, and the Rainy Day Fund is expected to exceed its (4%) Minimum balance and fall short of its (5%) Target balance.

Council is required by the Rainy Day Fund Ordinance to review the position of the Fund during the fiscal year, at the close of the prior fiscal year audit (in January or February), to consider whether to make a "deposit" to the Rainy Day Fund to restore its Minimum level, to bring it to its Target or Maximum level, or to draw down Rainy Day Fund balances. The Council decided not to appropriate funds to the Net Revenue Stabilization Fund during fiscal year 2025-2026.

Because of the inherent volatility in Norman's primary sources of General Fund revenue (sales and use tax) and our susceptibility to extreme weather conditions (necessitating unexpected emergency expenditures), it is very important for Norman to maintain adequate fund balances.

Projected and actual reserve levels will continue to be proactively managed and balanced with the ability to provide adequate levels of service to our citizens.

## FISCAL YEAR 2026-2027 OPERATIONAL BUDGET PREPARATION

### General Fund Budget Preparation

As noted in the Community Profile Section, the City of Norman runs a very small, efficient operation compared to cities with similar populations. The cost of providing these general government services have historically grown at a faster rate than the revenue sources to pay for them. As noted above, Council has decided take a hard line approach to control fiscal year 2026-2027 expenditures by not adding any new positions, major programs or giving cost of living/merit increases so that expenditures do not exceed revenues.

### Capital Expenditure Budget Preparation

Major City of Norman capital improvement projects are funded by the dedicated 7/10 percent (0.7%) Capital Sales Tax (CST); the ½ percent (0.5%) NORMAN FORWARD and ½ percent (0.5%) Public Safety Sales Tax, utility rate payor fees, General Obligation Bond issuances, and other sources. Capital projects are detailed in the separate Capital Improvement Projects Budget document, and summarized in the Capital Projects Funds section. The CST also funds equipment replacements and other "capital outlay" items through transfers from the Capital Fund to the General Fund or related special revenue funds.

General Obligation Bond Program

On April 7, 2026, the voters of Norman approved a continuation of a rolling five-year General Obligation Bond-financed program to maintain streets throughout Norman. The 2027-2031 Street Maintenance Bond Program consists of $35,000,000 in authorized projects in five major areas:

- Urban Asphalt Street Resurfacing
- Rural Asphalt Street Surfacing (in partnership with Cleveland County)
- Urban Concrete Panel Replacement
- Urban Street Reconstruction
- Preventive Street Maintenance

This is the fifth time that voters have renewed the 5-year street maintenance bond program, and the referendum passed with over 7/10$^{ths}$ (70%) voter approval. City plans to issue $17,000,000 of these bonds to close in June 2026.

Also on April 7, 2026, the voters of Norman approved the issuance of $8,000,000 in General Obligation Bonds to provide funds for the purpose of acquiring, constructing, reconstructing, expanding, repairing, which may also include improving, renovating, acquiring and equipping a homeless shelter community facility, to be owned exclusively by the City of Norman. This issuance is planned to close in June 2026.

The 2019 "Vision for Norman" General Obligation Bond program for roadway improvement projects (street widening projects with related sidewalks, bike lanes and drainage improvement), authorized for a total of $72,000,000, is also ongoing. In May 2023, the City issued its 2023A bonds to provide funding for the ongoing "Vision for Norman" street maintenance and construction programs. In December 2025, it was announced that the City of Norman was awarded a $25,000,000 grant to reconstruct and improve a portion of 36th Avenue Northwest, in partnership with the City of Moore. In March of 2026, the City signed an agreement with the Oklahoma Turnpike Authority (OTA) to provide additional funding and construction also related to the 36th Avenue Northwest project which is included in the "Vision for Norman" projects.

On October 10, 2023, the voters of Norman approved the issuance of $50,000,000 in General Obligation Bonds to reconstruct and repair bridges throughout Norman. Bridge structures throughout the city will be improved through this bond program. The first issuance ($16,000,000) of the bonds authorized in 2023 was completed in April, 2024. The second issuance ($10,000,000) is planned to close in June 2026.

Due to the Oklahoma Constitution's prohibition against cities using property taxes for operational purposes, voter-approved General Obligation Bonds are the major way that the City can diversify its revenue base and reduce its reliance on sales taxes. The Council will consider future capital financing programs with this revenue diversification as a factor in those considerations.

Rock Creek Entertainment Tax Increment Finance District

On September 17, 2024, the City Council approved a Project Plan Ordinance for the "Rock Creek Entertainment Tax Increment District" (RCED TIF). This proposed development, in north Norman along I-35 and adjacent to the University of Oklahoma Westheimer Airport, would include over 1,500 housing units, office and retail facilities, and an entertainment district anchored by an 8,500-seat arena/performance venue to host University of Oklahoma Sooner basketball games and gymnastics matches, concerts, and other programs. The RCED TIF will provide up to $600,000,000 in apportioned property tax and sales tax generated within the RCED over the next 25 years to offset costs of the arena and entertainment district.

**Transient Guest Room Tax**

On April 7, 2026, voters of Norman approved increasing the Transient Guest Room Tax Rate by two percent (2%) to a total of ten percent (10%) and expanding the application of the tax rate to include spaces temporarily rented for overnight stays in a recreational vehicle, effective on July 1, 2026. This budget includes assumptions regarding this rate increase.

**Utility Enterprise Funds**

The City of Norman operates three utility enterprises: Water and Water Reclamation (also known as "Wastewater" or "Sewer"), and Sanitation. Enterprise funds are established to account for the operations of the City that endeavor to operate like a private business, in that their services are provided to a discrete base of customers, as opposed to the citizenry as a whole, and user fees are charged to those customers at a level that seeks to recover the full costs of providing the services;

no general tax revenue is used to support the utility enterprises. The financial status of the Water and Sewer Utilities is largely driven by capital projects.

Norman Water Enterprise Utility

The Norman Water Utility is coordinating a major project to implement Advanced Meter Infrastructure (AMI) systems, replacing over 40,000 customer meters with automated, "smart" meters that will be more accurate and increase utility revenue. The AMI project will also implement new computer systems with enhanced customer capabilities and improved communication systems for billing purposes. This has been a multi-year implementation process and hopes to reach the ending stages during fiscal year 2026-2027. Also, waterline improvement projects continue construction including along Classen/Flood street from Highway 9 to Indian Hills road.

Norman Wastewater Reclamation (Wastewater) Enterprise Utility

The Wastewater Reclamation Utility is making major improvements to the sewage treatment plant, including replacement of the aeration blowers used in treatment processes and centrifuge equipment used in disposal of treatment process by-products. In addition, improvements are planned for the Main Control Building including expanded laboratory and maintenance functions.

Norman Sanitation Enterprise Utility

The Norman Sanitation Utility provides automated municipal solid waste collection and public access transfer station disposal for City customers. The Utility also provides recycling drop-off centers, yard waste collection and composting services, and on-call bulky item pickup services. The Norman Sanitation Utility, reflecting the desires of customers and Norman residents, is firmly committed to recycling and reuse of waste products, to the extent practical. Capital projects currently under way include Transfer Station renovation, as well as installation of solar panels at the facility.

## CAPITAL BUDGET

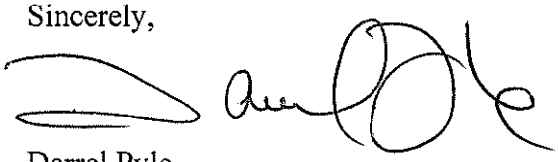
Detailed information on individual capital improvement projects is given in the Fiscal Year Ending 2027 Capital Improvement Project (CIP) Budget document. Pursuant to voter-approved ordinances, seven-tenths of one percent (0.7%) of sales tax revenue is dedicated for capital improvements, and this is a primary source of revenue for the Capital Fund.

## SUMMARY

The fiscal year 2026-2027 budget is generally a status quo budget. Every effort has been made to continue to provide public services within available revenues in the General Fund. Under the direction of the Council, the City will continue to work within limited resources to provide the services which our residents deserve and demand while looking for new or more efficient revenue sources and/or reducing services in targeted areas. We recognize our elected officials for your leadership throughout this budget year and budget preparation process.

We encourage our residents and visitors to peruse this budget document at their leisure and as their needs require. The Budget documents and all other financial information of the City are open records and we stand ready to respond to questions that readers have.

Sincerely,



Darrel Pyle
City Manager

# COMMUNITY PROFILE



# History of Norman, Oklahoma

In 1870, the United States Land Office contracted with a professional engineer to survey much of Oklahoma territory. Abner E. Norman, a young surveyor, became chairman and leader of the central survey area in Indian Territory. The surveyor's crew burned the words "NORMAN'S CAMP" into an elm tree near a watering hole to taunt their younger supervisor. When the "SOONERS" (those who headed west before the official Land Run date, April 22, 1889) and the other settlers arrived in the heart of Oklahoma, they kept the name "NORMAN." Today, with an estimated 132,361 residents, Norman is the third largest city in the State of Oklahoma.

Norman was primarily developed around the Santa Fe Railroad. Home to a passenger depot as well as a freight station, Norman became the headquarters for the railway. As business grew, it was necessary to expand the depot three times in the first few years of its existence. The last expansion was announced by J.E. Hurley, General Manager of the Santa Fe Railway, in 1909. The Santa Fe Depot was deeded to the city in 1972 and has had major renovations in the recent past.




The City of Norman has agreed to preserve and maintain the Santa Fe Depot as a historical landmark and use the building in a manner as to benefit the entire community. Performing Arts Studio, Inc. leases the building for rental of meetings, banquets and parties. Daily Amtrak passenger service is provided at the depot as well.

The railroad laid the foundation for Norman to flourish into a prominent city. While other Oklahoma towns were battling to be the capital, Norman's Mayor, T.R. Waggoner, directed a bill through the Territorial Legislature to become home of the state's first institution of higher learning. In 1890, Norman was chosen as the location for the University of Oklahoma (OU), contingent upon the county passing bonds to construct a building. Town and country residents were also required to donate 40 acres of land for a campus site. The residents of Norman were successful in all their plans to be OU's home and by 1895, the university enrolled 100 students. Today, the Norman campus has an enrollment of approximately 31,863.

Today, OU and the City of Norman are still making history. Norman is recognized as one of the most progressive cities in the state and the Norman Public School system is acknowledged as one of the top school systems in Oklahoma.

Norman's rich history plays an important role in citizens' lives, and we continually make our history book more exciting with each passing year.

# Norman — The City of Festivals

Widely recognized as the "City of Festivals", Norman is the host of several annual festivals that are free to the public. Spring and Summer festivals include the Medieval Fair, Earth Day Festival, Norman Music Festival, May Fair, Juneteenth Festival, Jazz in June, the 4th Fest, and Midsummer Night's Fair in July. Fall and Winter festivals include a Holiday Celebration in December, and the Chocolate Festival held in February.



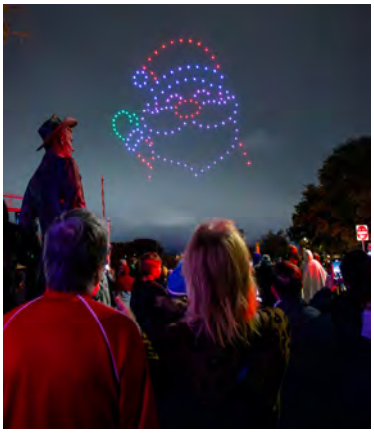
Juneteenth Festival



Medieval Fair held in the Spring



4th Fest



Winterfest



Earth Day Festival in April




Midsummer Night's Fair held in July

# Community Profile

Norman is Oklahoma's third largest city and is home to the University of Oklahoma Sooners. Family oriented activities are abundant in Norman. Places of interest include Lake Thunderbird, great shopping areas including Campus Corner, University Northpark, Downtown Norman, and the Sam Noble Oklahoma Museum of Natural History. The City of Norman also sponsors several events throughout the year including Norman Day, held on the 4th of July and the Daddy Daughter Dance.



Max Westheimer Airport



Owen Field and Oklahoma Memorial Football Stadium



Norman Music Festival



Lake Thunderbird



Sam Noble Oklahoma Museum of Natural History



Norman Day at Reaves Park

**Photos courtesy of Norman Convention & Visitor's Bureau**

# Community Profile

## Municipal Parks and Recreation



| | |
|---|---|
| Community & Special Use centers | 8 |
| Number of developed parks | 63 |
| Developed park acreage | 999.85 |
| Number of undeveloped parks | 5 |
| Undeveloped park acreage | 171.55 |
| 18-hole golf courses | 1 |
| Disc golf courses | 5 |
| Swimming pools | 4 |
| Spray-ground / Water Playground | 3 |
| Waterslides | 3 |
| Tennis courts | 26 |
| Skate park | 4 |
| Competition baseball / softball fields | 31 |
| Competition Soccer fields | 25 |
| Neighborhood practice baseball fields | 30 |
| Neighborhood soccer practice goals | 27 |
| Recreational football fields | 9 |
| Outdoor half-court basketball courts | 28 |
| Outdoor full-court basketball courts | 5 |
| Recreational / Fishing Ponds | 9 |
| Dog Parks | 2 |
| Miles of Walking Trails | 36.7 |

## Demographic Statistics Last Ten Years

| Year | (1) Population | (2) Per Capita Income | (2) Median Age | (3) School Enrollment | (4) Unemployment Rate |
|---|---|---|---|---|---|
| 2016 | 120,284 | 28,273 | 30.1 | 15,944 | 4.2 |
| 2017 | 122,180 | 28,458 | 30.3 | 16,363 | 4.2 |
| 2018 | 122,843 | 30,168 | 30.3 | 16,162 | 3.5 |
| 2019 | 123,471 | 28,977 | 30.1 | 16,289 | 3.2 |
| 2020 | 124,880 | 30,449 | 30.4 | 14,419 | 6.7 |
| 2021 | 128,026 | 31,710 | 30.9 | 15,449 | 3.2 |
| 2022 | 128,097 | 31,877 | 30.9 | 16,430 | 2.9 |
| 2023 | 129,627 | 33,899 | 32.3 | 15,786 | 2.7 |
| 2024 | 130,046 | 35,102 | 32.9 | 15,867 | 3.5 |
| 2025 | 131,010 | 39,077 | 34.1 | 16,048 | 3.3 |

Sources:
(1) Obtained from census data
(2) U.S. Census Bureau; 1-yr. American Community Survey Estimate
(3) Norman Public Schools
(4) U.S. Department of Labor

# Community Profile

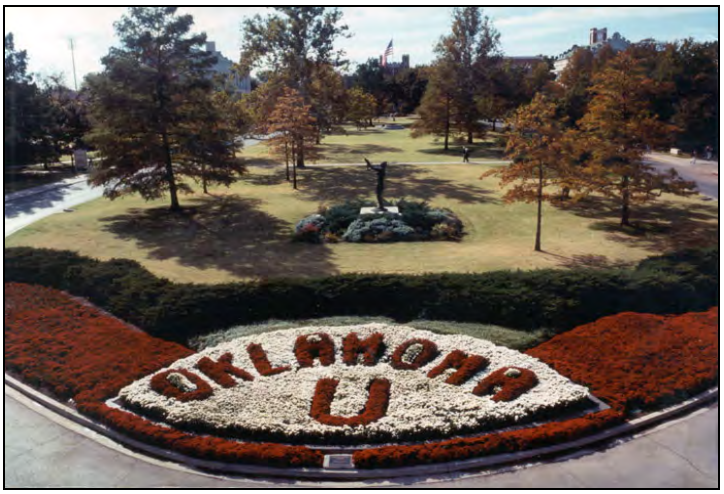
## Facilities and services not included in the reporting entity:

**Hospitals:**

| | |
|---|---|
| Number of Hospitals | 1 |
| Number of licensed patient beds (Norman Regional/ Healthplex) | 326 |
| Number of Free-Standing Emergency Departments (Norman Regional Nine) | 1 |

**Education (2025-2026 School Year):**

| | |
|---|---|
| Total school enrollment – Norman Public Schools | 16,630 |
| Number of elementary schools | 17 |
| Number of elementary students | 7,942 |
| Number of elementary school instructors | 691 |
| Number of secondary schools | 6 |
| Number of secondary school students | 8,688 |
| Number of secondary school instructors | 594 |
| Number of vocational technology centers | 1 |
| Number of universities | 1 |




**The University of Oklahoma campus**

# Major Employers in Norman

| Name | Product / Service | Employees |
|---|---|---|
| The University of Oklahoma (Norman Campus only) | Education Services | 11,917 |
| Norman Regional Hospital | Medical Services | 3,000 |
| Norman Public Schools | Education Services | 2,251 |
| Wal-Mart/Sam's Club | General Merchandise Retailer | 1,300 |
| York International / Johnson Controls/ Bosch | Heating / Air Conditioning | 1,300 |
| City of Norman | Government Services | 961 |
| Cleveland County | Government Services | 526 |
| Advanced Call Center Technologies | Call Center Technologies | 400 |
| Oklahoma Veteran's Center | Counseling Services | 399 |
| Hitachi | Electronics Manufacturer | 380 |

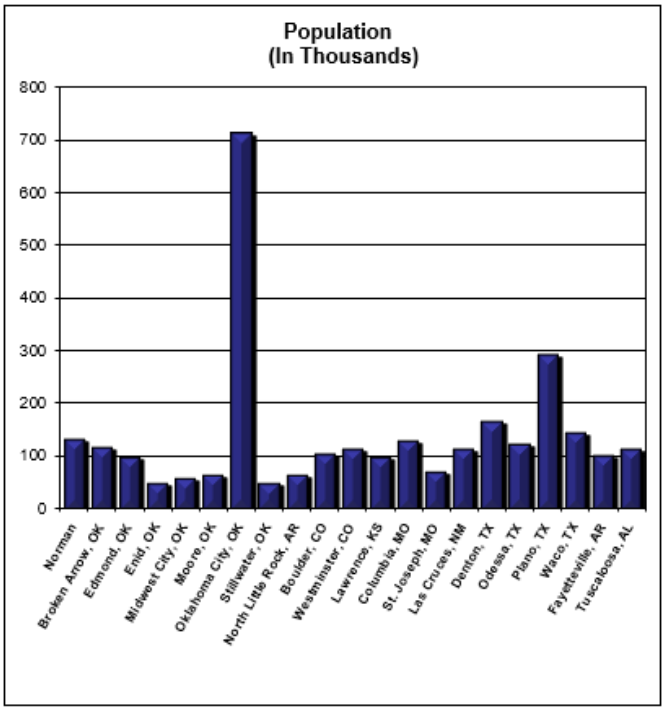
## INTER-CITY BENCHMARK COMPARISONS

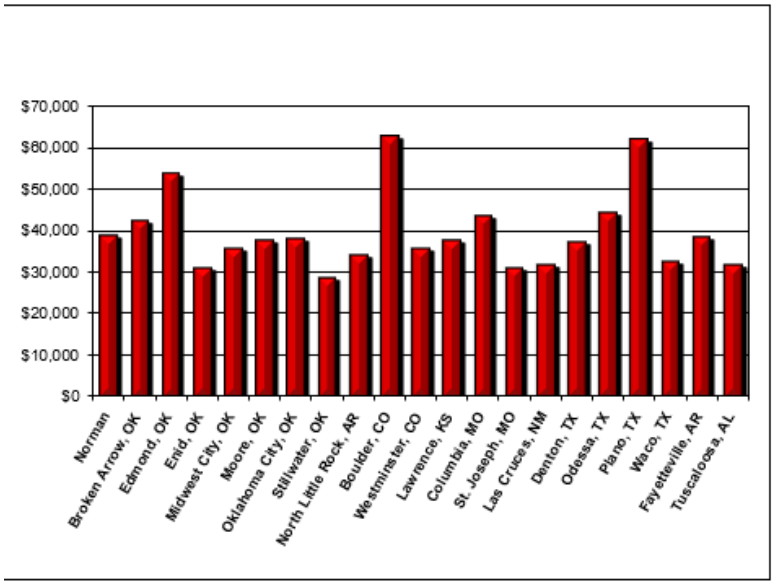
For purposes of comparative analysis, Norman compares ("benchmarks") itself to 18 other cities for a variety of criteria. These cities are generally selected based on the following factors.

1. Population within 20 percent (+ / - 20%) of Norman's
2. Located within a Metropolitan Statistical Area
3. Site of a major university
4. Located in Oklahoma or a bordering state

## Inter-City Benchmark Comparison

| City | Population | Median Age | Square Miles |
|---|---|---|---|
| **Norman** | **132,361** | **34.1** | **189.5** |
| Broken Arrow, OK | 118,180 | 37.1 | 63.0 |
| Edmond, OK | 97,452 | 37.4 | 90.0 |
| Enid, OK | 50,519 | 35.2 | 73.9 |
| Midwest City, OK | 58,297 | 36.0 | 24.4 |
| Moore, OK | 63,845 | 34.2 | 22.2 |
| Oklahoma City, OK | 712,919 | 35.2 | 620.0 |
| Stillwater, OK | 49,525 | 25.2 | 28.4 |
| North Little Rock, AR | 64,538 | 38.0 | 54.9 |
| Boulder, CO | 106,433 | 28.8 | 27.4 |
| Westminster, CO | 115,484 | 37.4 | 33.9 |
| Lawrence, KS | 97,271 | 30.3 | 34.0 |
| Columbia, MO | 130,913 | 29.5 | 68.1 |
| St. Joseph, MO | 71,236 | 37.5 | 44.8 |
| Las Cruces, NM | 114,197 | 33.0 | 76.6 |
| Denton, TX | 165,986 | 31.4 | 98.8 |
| Odessa, TX | 123,861 | 32.9 | 51.4 |
| Plano, TX | 292,615 | 40.5 | 71.6 |
| Waco, TX | 146,603 | 30.8 | 88.9 |
| Fayetteville, AR | 101,680 | 28.5 | 56.12 |
| Tuscaloosa, AL | 114,274 | 26.7 | 72.22 |

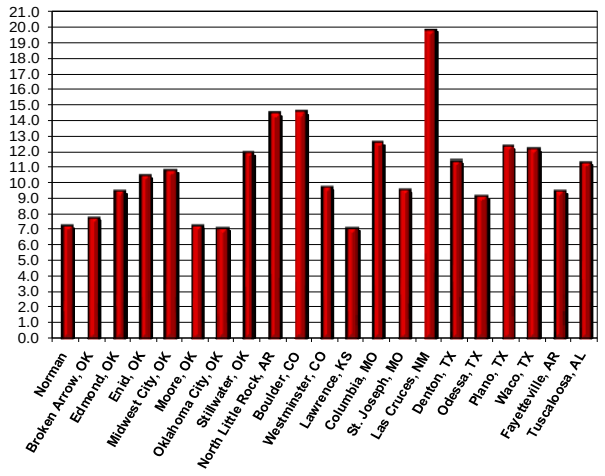



| City | Per Capita Income |
|---|---|
| **Norman** | **$39,077** |
| Broken Arrow, OK | $42,669 |
| Edmond, OK | $54,022 |
| Enid, OK | $31,366 |
| Midwest City, OK | $35,882 |
| Moore, OK | $37,779 |
| Oklahoma City, OK | $38,370 |
| Stillwater, OK | $28,961 |
| North Little Rock, AR | $34,174 |
| Boulder, CO | $63,074 |
| Westminster, CO | $35,882 |
| Lawrence, KS | $37,968 |
| Columbia, MO | $43,658 |
| St. Joseph, MO | $31,208 |
| Las Cruces, NM | $31,808 |
| Denton, TX | $37,282 |
| Odessa, TX | $44,457 |
| Plano, TX | $62,312 |
| Waco, TX | $32,566 |
| Fayetteville, AR | $38,679 |
| Tuscaloosa, AL | $31,881 |

| City | Public School Enrollment | Unemployment Rates | Top Three Property Tax Payers |
|---|---|---|---|
| **Norman** | **16,630** | **3.70%** | **Oklahoma Gas & Electric (OG&E), York International, Walmart/Sam's** |
| Broken Arrow, OK | 20,000 | 3.50% | not available |
| Edmond, OK | 25,878 | 3.10% | n/a |
| Enid, OK | 7,632 | 3.60% | ADM Milling, Nexterra Energy LLC, Tyson Foods, Inc. |
| Midwest City, OK | 14,000 | 4.40% | not available |
| Moore, OK | 22,700 | 3.30% | Mission Pointe Apartments Ltd., Oklahoma Gas & Electric, Walmart/Sam's |
| Oklahoma City, OK | 31,104 | 3.80% | OG&E, Hobby Lobby Stores Inc, Devon Headquarters LLC |
| Stillwater, OK | 6,150 | 3.60% | Stillwater Ranch Holdings LLC, Plato II OK I, PropCo, LP, One On 4th St., LLC |
| North Little Rock, AR | 7,039 | 3.70% | not available |
| Boulder, CO | 31,000 | 6.00% | Macerich 29th Street LLC, Public Service of CO, AGC Biologics Inc |
| Westminster, CO | 7,724 | 3.70% | not available |
| Lawrence, KS | 8,382 | 4.20% | Evergy, Black Hills Corp, Cherry Hill Properties |
| Columbia, MO | 18,646 | 4.00% | Union Electric, Boone Electric Satellite Systems, Aurora Organic Dairy |
| St. Joseph, MO | 9,781 | 3.10% | Boehringer Ingelheim Animal Services, AG Processing, American Water |
| Las Cruces, NM | 22,755 | 4.80% | El Paso Electric Company, Las Cruces Medical Center LLC, Comcast of New Mexico Inc |
| Denton, TX | 33,329 | 2.00% | PACCAR Inc., Denton ICC 35 LLC, TRDWIND Timberlinks |
| Odessa, TX | 33,000 | 4.30% | 1PointFive Stratos LLC, Diamondback E&P LLC, Halliburton Manufacturing & LC LLC |
| Plano, TX | 47,899 | 3.60% | LW Owner I LLC, Toyota Motor North America Inc, Coreweave |
| Waco, TX | 13,517 | 3.60% | Amazon.com Services, Inc, Refresco Beverages U.S. Inc, USRE Diana LLC |
| Fayetteville, AR | 10,154 | 2.40% | Ozark Go (C/O Ozark Electric Co), Southwestern Electric Power Co., Ozark Electric Cooperative Corp. |
| Tuscaloosa, AL | 11,303 | 8.20% | Alabama Power Company, Phifer Incorporated, The Greens at Tuscaloosa |

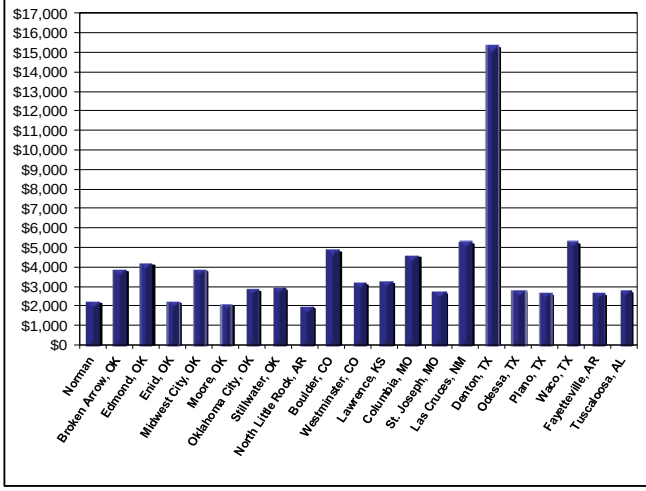
**Employees Per 1,000 Citizens**




| City | Full-Time & Permanent Part-Time Budgeted Positions | Employees Per 1,000 Citizens |
|---|---|---|
| **Norman** | **961** | **7.3** |
| Broken Arrow, OK | 923 | 7.8 |
| Edmond, OK | 924 | 9.5 |
| Enid, OK | 533 | 10.6 |
| Midwest City, OK | 633 | 10.9 |
| Moore, OK | 464 | 7.3 |
| Oklahoma City, OK | 5,090 | 7.1 |
| Stillwater, OK | 591 | 11.9 |
| North Little Rock, AR | 934 | 14.5 |
| Boulder, CO | 1,549 | 14.6 |
| Westminster, CO | 1,128 | 9.8 |
| Lawrence, KS | 931 | 7.1 |
| Columbia, MO | 1,653 | 12.6 |
| St. Joseph, MO | 684 | 9.6 |
| Las Cruces, NM | 2,277 | 19.9 |
| Denton, TX | 1,894 | 11.4 |
| Odessa, TX | 1,137 | 9.2 |
| Plano, TX | 3,614 | 12.4 |
| Waco, TX | 1,787 | 12.2 |
| Fayetteville, AR | 968 | 9.5 |
| Tuscaloosa, AL | 1,303 | 11.4 |

| City | Budgeted Revenues (In Millions) | Budgeted Expenditures (In Millions) | Expenditures Per Capita |
|---|---|---|---|
| **Norman** | **$301.70** | **$300.96** | **$2,274** |
| Broken Arrow, OK | $454.00 | $462.02 | $3,909 |
| Edmond, OK | $355.90 | $413.05 | $4,238 |
| Enid, OK | $115.73 | $116.20 | $2,300 |
| Midwest City, OK | $227.38 | $227.38 | $3,900 |
| Moore, OK | $139.13 | $139.13 | $2,179 |
| Oklahoma City, OK | $2,055.00 | $2,055.00 | $2,883 |
| Stillwater, OK | $168.13 | $148.37 | $2,996 |
| North Little Rock, AR | $132.70 | $131.14 | $2,032 |
| Boulder, CO | $521.00 | $521.00 | $4,895 |
| Westminster, CO | $487.60 | $371.61 | $3,218 |
| Lawrence, KS | $511.04 | $432.55 | $3,304 |
| Columbia, MO | $559.24 | $608.09 | $4,645 |
| St. Joseph, MO | $190.35 | $195.35 | $2,742 |
| Las Cruces, NM | $809.42 | $612.22 | $5,361 |
| Denton, TX | $2,589.95 | $2,551.20 | $15,370 |
| Odessa, TX | $321.78 | $346.99 | $2,801 |
| Plano, TX | $933.37 | $798.47 | $2,729 |
| Waco, TX | $786.60 | $783.95 | $5,347 |
| Fayetteville, AR | $267.02 | $273.86 | $2,693 |
| Tuscaloosa, AL | $325.99 | $327.04 | $2,862 |

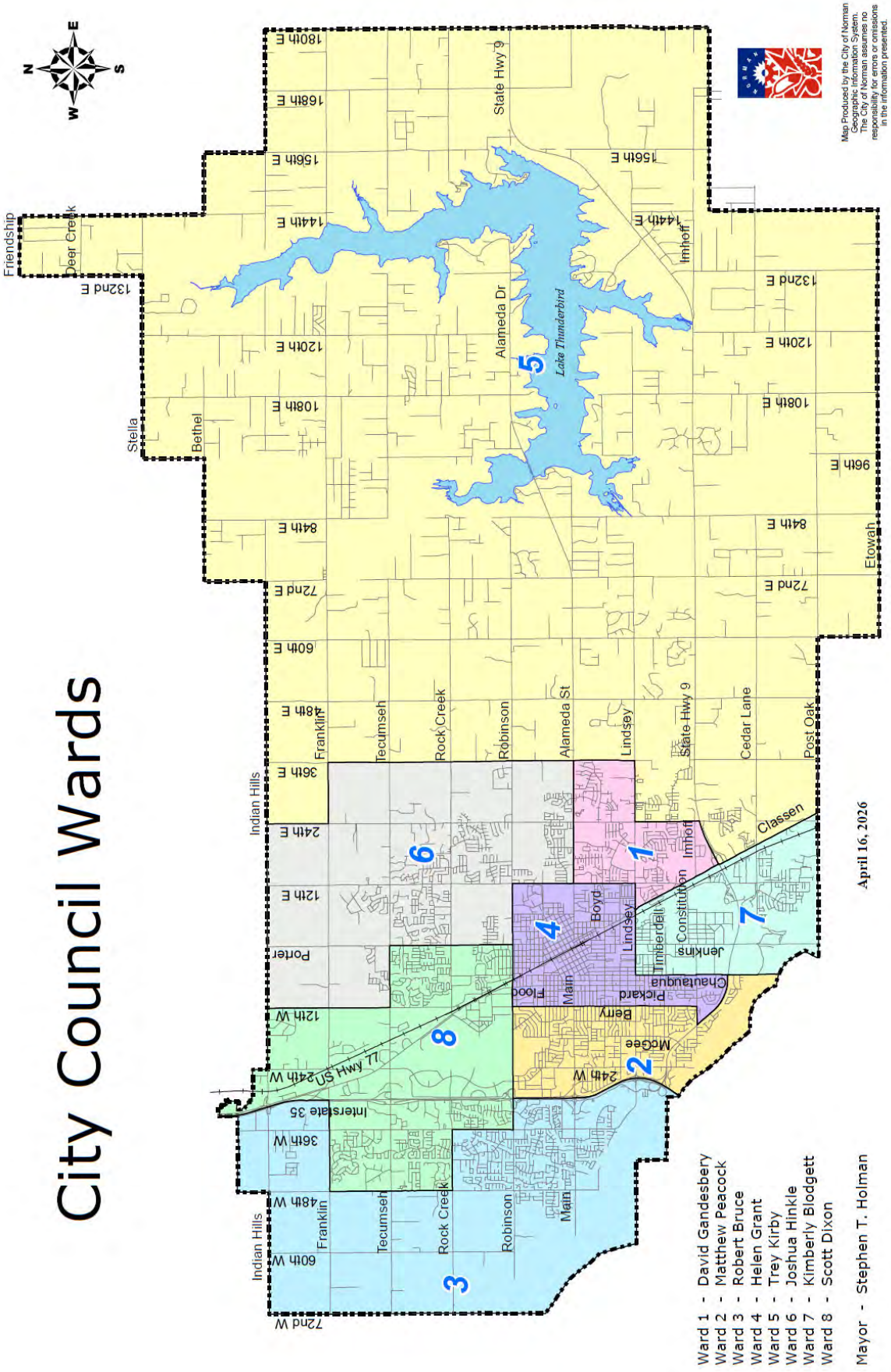
**Expenditures Per Capita Income**



# Government Facilities and Service Statistics




| | |
|---|---|
| **Year of Incorporation: 1891** | |
| Form of Government: Council / Manager | |
| **Area in square miles** | 189.5 |
| **General Obligation Debt Rating (Moody's rating)** | Aa2 |
| **Number of Employees (excluding police and fire):** | |
| Union | 404 |
| Non-Union | 216 |
| **Fire Protection:** | |
| Number of Stations | 9 |
| Number of fire personnel | 165 |
| Number of calls answered (for 2025) | 20,636 |
| Number of inspections conducted (for 2025) | 1,725 |
| **Police Protection:** | |
| Number of stations (includes Norman Investigations Center) | 2 |
| Number of police personnel (includes emergency communications & animal welfare staff) | 260 |
| Number of patrol units | 90 |
| Number of arrests including warrant requests (for 2025) | 8,675 |
| Traffic violations (for 2025) | 33,788 |
| Parking violations (for 2025) | 9,396 |
| Number of reported crimes (NIBRS Groups A & B 2024) | 14,515 |
| Police Department Calls for service (for 2025) | 95,035 |
| **Sewerage System:** | |
| Miles of sanitary sewers maintained by the City | 515.2 |
| Miles of storm sewers maintained by the City | 102 |
| Number of treatment plants | 1 |
| Daily average treatment in gallons | 10,400,000 |
| Design capacity of treatment plant in gallons | 17,000,000 |
| **Water System:** | |
| Miles of water mains maintained by the City | 657 |
| Number of service connections (includes 1,164 sprinkler connections) | 43,534 |
| Number of fire hydrants | 7,159 |
| Daily average production in gallons (for 2024-excluding water purchased from OKC) | 13,338,000 |
| Maximum daily capacity of plant in gallons | 17,000,000 |
| Number of water wells in operation | 42 |
| **Street Maintenance:** | |
| Miles of urban streets maintained by the City | 550.3 |
| Miles of rural streets maintained by the City | 233.3 |
| Number of street lights | 6,767 |
| Number of signalized locations | 256 |

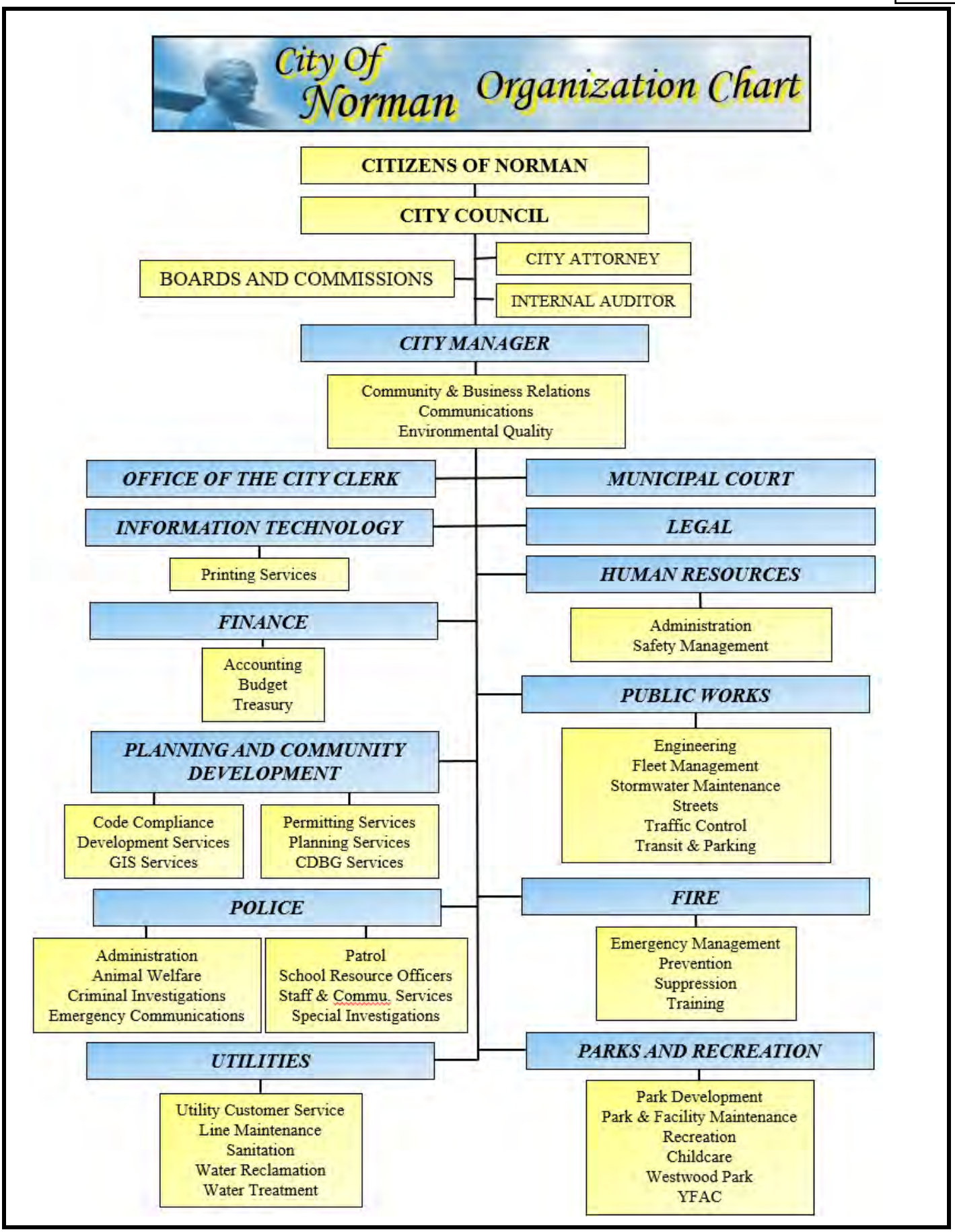

City Council Wards
April 16, 2026
Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.
Ward 1 - David Gandesbery
Ward 2 - Matthew Peacock
Ward 3 - Robert Bruce
Ward 4 - Helen Grant
Ward 5 - Trey Kirby
Ward 6 - Joshua Hinkle
Ward 7 - Kimberly Blodgett
Ward 8 - Scott Dixon
Mayor - Stephen T. Holman
Lake Thunderbird
State Hwy 9
Alameda Dr
Friendship
Deer Creek
Stella
Bethel
Indian Hills
Franklin
Tecumseh
Rock Creek
Robinson
Main
Alameda St
Lindsey
Boyd
Timberdell
Constitution
Jenkins
Cedar Lane
Post Oak
Etowah
Imhoff
Classen
Porter
Flood
Pickard
Chautauqua
Berry
McGee
Interstate 35
US Hwy 77
24th W
12th W
36th W
48th W
60th W
72nd W
180th E
168th E
156th E
144th E
132nd E
120th E
108th E
96th E
84th E
72nd E
60th E
48th E
36th E
24th E
12th E

# OVERVIEW/ STATISTICAL



## INTRODUCTION

The purpose of the Overview/Statistical section of the Budget is to offer an overview of the approved budget along with historical information for comparison. The intent of this section is to give the reader a quick insight to the overall budget and provide a basis for better analysis and understanding of the detailed document.


City Of Norman Organization Chart
CITIZENS OF NORMAN
CITY COUNCIL
BOARDS AND COMMISSIONS
CITY ATTORNEY
INTERNAL AUDITOR
CITY MANAGER
Community & Business Relations
Communications
Environmental Quality
OFFICE OF THE CITY CLERK
MUNICIPAL COURT
INFORMATION TECHNOLOGY
LEGAL
Printing Services
HUMAN RESOURCES
Administration
Safety Management
FINANCE
Accounting
Budget
Treasury
PUBLIC WORKS
Engineering
Fleet Management
Stormwater Maintenance
Streets
Traffic Control
Transit & Parking
PLANNING AND COMMUNITY DEVELOPMENT
Code Compliance
Development Services
GIS Services
Permitting Services
Planning Services
CDBG Services
POLICE
Administration
Animal Welfare
Criminal Investigations
Emergency Communications
Patrol
School Resource Officers
Staff & Commu. Services
Special Investigations
FIRE
Emergency Management
Prevention
Suppression
Training
UTILITIES
Utility Customer Service
Line Maintenance
Sanitation
Water Reclamation
Water Treatment
PARKS AND RECREATION
Park Development
Park & Facility Maintenance
Recreation
Childcare
Westwood Park
YFAC

## COUNCIL STRATEGIC PLAN, PRIORITIES, AND ISSUES

At the start of each fiscal year, coinciding with the commencement of new Council Member terms, the Norman City Council conducts a facilitated strategic planning retreat to establish priorities and guide policy direction for the coming year and beyond. During this retreat, Council Members collaboratively identify and discuss key areas of focus, with priority given to those initiatives reflecting the greatest collective interest and community impact. Through consensus, Council assigns specific areas of concentration to its standing committees, ensuring alignment between strategic goals and committee work plans.

These assignments inform subsequent Council actions and provide direction to the City Manager for implementation over the course of the fiscal year or, when necessary, across multiple years, particularly for initiatives requiring extended timelines or voter approval. Examples of priority strategic areas identified for fiscal year 2025–2026 included placing five propositions on the April 7, 2026 ballot: the extension of a five-year street maintenance program, adjustments to room tax rates including the addition of overnight recreational vehicle stays, addressing homelessness through the proposed construction of a new shelter facility funded by General Obligation Bonds, and charter amendments. All five measures were approved by voters.

Building on this momentum, Council will focus on the implementation of these voter-approved initiatives, including the timely execution of capital projects, refinement of funding mechanisms, and coordination with community partners and stakeholders. In addition, Council will continue to evaluate emerging needs, monitor progress on established priorities, and maintain flexibility to address evolving challenges, ensuring that strategic efforts remain responsive, sustainable, and aligned with the community’s long-term vision.

**MISSION STATEMENT: Through sustainable, innovative policies that enhance the lives of all residents, the Norman City Council are stewards of the public trust, committed to improving quality of life and responsibly investing in our future.**

## COUNCIL STRATEGIC PLAN, PRIORITIES, AND ISSUES

| Board/ Committee | Goals/ Priorities |
|---|---|
| **City Council** | - Update Council Handbook<br>- Public Safety Implementation Plan<br>- NORMAN FORWARD II<br>- Sobering Center<br>- De-annexation of Ward 5<br>- Abatement of Derelict Properties<br>- Sport Commission<br>- Tree Ordinance Updates<br>- Revitalization of Lindsey Street<br>- Inclusionary Zoning |
| **Business & Community Affairs Committee** | - Land Banking - Food Forestry, Community<br>- Microgrants for Placemaking<br>- Park Safety (Installing Blue Lights)<br>- Pre-approved Design Catalog<br>- TIF Master Plan<br>- Community Land Trust<br>- Agri-tourism (Lake Thunderbird)<br>- Incremental Development Alliance<br>- Minimum Lot Sizes |
| **Finance Committee** | - Park Impact Fees<br>- Small Developer Incentives<br>- Tomorrow Fund (Fee on Code Violations)<br>- Beautification Fund<br>- Infrastructure Gap Funding<br>- Non-profit Think Tank<br>- Evaluation of City Fees<br>- SRO Contract Updates<br>- Trust Structures - Parking, Public Safety, Parks |
| **Planning & Transportation Committee** | - Parking Tax<br>- Redefine Griffin ULI Study<br>- Abolish Jaywalking Laws<br>- ADA Sidewalks, Crosswalks, & Gap Areas<br>- HOA Administration<br>- Rightsizing Streets<br>- Rural Notifications on Zoning<br>- Mobility Hubs<br>- Streetscaping |
| **Oversight Committee** | - Entertainment Districts/ Noise Ordinance<br>- Environmental Incentives Program<br>- Homebase Plan Update<br>- Pet Friendly Cities - AWOC<br>- Reinvest Norman - Livable Cities<br>- Short Term Rental Updates<br>- Stormwater Utility/ Flooding |

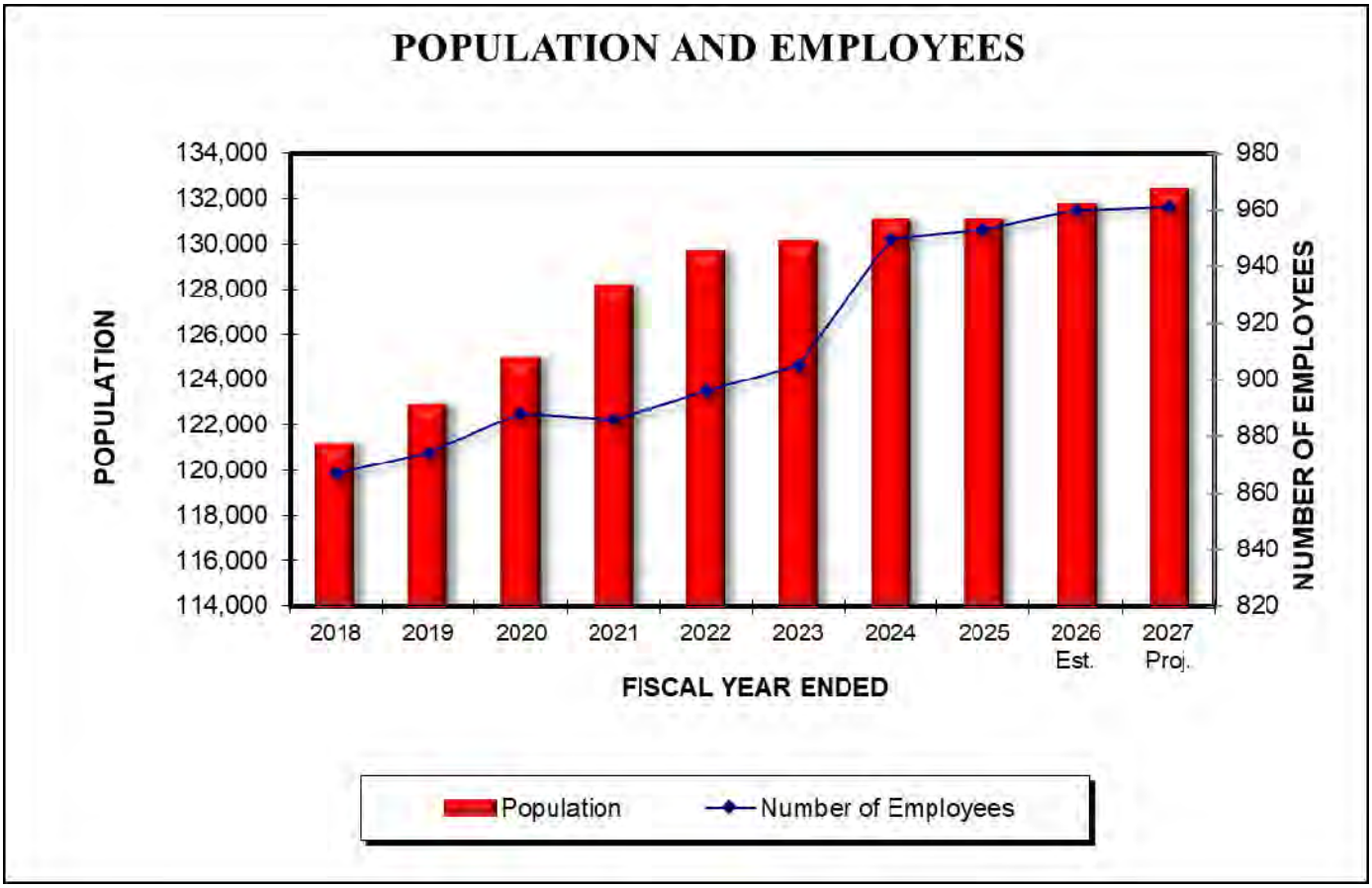
## PERSONNEL HISTORY
**(Headcount for all FT and PPT Personnel)**

| FUND | FYE 18 | FYE 19 | FYE 20 | FYE 21 | FYE 22 | FYE 23 | FYE 24 | FYE 25 | FYE 26 | FYE 27 |
|---|---|---|---|---|---|---|---|---|---|---|
| GENERAL | 619 | 626 | 630 | 622 | 629 | 629 | 642 | 644 | 645 | 637 |
| PUBLIC SAFETY SALES TAX | 82 | 82 | 84 | 84 | 84 | 84 | 90 | 90 | 90 | 90 |
| CDBG | 5 | 5 | 5 | 8 | 7 | 6 | 4 | 4 | 4 | 4 |
| SPECIAL GRANTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 2 |
| YFAC FUND | 0 | 0 | 0 | 0 | 0 | 0 | 28 | 27 | 30 | 30 |
| SEIZURES & RESTITUTIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| WESTWOOD PARK | 8 | 9 | 9 | 9 | 9 | 9 | 10 | 10 | 10 | 10 |
| WATER | 51 | 51 | 52 | 52 | 52 | 62 | 62 | 63 | 63 | 70 |
| WATER RECLAMATION | 43 | 43 | 44 | 44 | 44 | 44 | 40 | 41 | 41 | 42 |
| SANITATION | 52 | 52 | 52 | 52 | 55 | 55 | 58 | 58 | 59 | 61 |
| RISK MANAGEMENT | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| CAPITAL PROJECTS | 5 | 4 | 4 | 4 | 5 | 5 | 5 | 5 | 5 | 5 |
| SEWER MAINTENANCE | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| PUBLIC TRANSPORTATION | 0 | 0 | 6 | 9 | 9 | 9 | 9 | 9 | 9 | 8 |
| TOTAL | 867 | 874 | 888 | 886 | 896 | 905 | 950 | 953 | 960 | 961 |

FYE 24 to FYE 25 - Added 4 School Resource Officers to the Public Safety Sales Tax Fund, added a Field Operations Supervisor, 3 Program Coordinators, 3 part-time Recreation Technicians, 6 part-time Recreation Leaders, 3 part-time Lifeguard Technicians, and 12 part-time Lifeguard Leaders to the YFAC Fund, added a part-time custodian to the Water Fund, and added a Utility Supervisor to the Sanitation Fund. For FYE 25, added a Veterinary Technician to the Police Department, and added a Plant Operator D and a Distribution Worker I to the Water Fund.

FYE 25 to FYE 26 - Added a Communications & Engagement Coordinator position to the City Manager's Department, added a Cybersecurity Analyst position to the Information Systems Department, cut an ADA Technician position from the Human Resources Department, and added a Program Coordinator position and cut 2 part-time Recreation Leader positions from the YFAC Fund. For FYE 26, added a part time Oil & Gas Inspector to the Planning Department, cut a part time Parking Service Officer from the Police Department, and added a Sanitation Worker II to the Sanitation Fund.

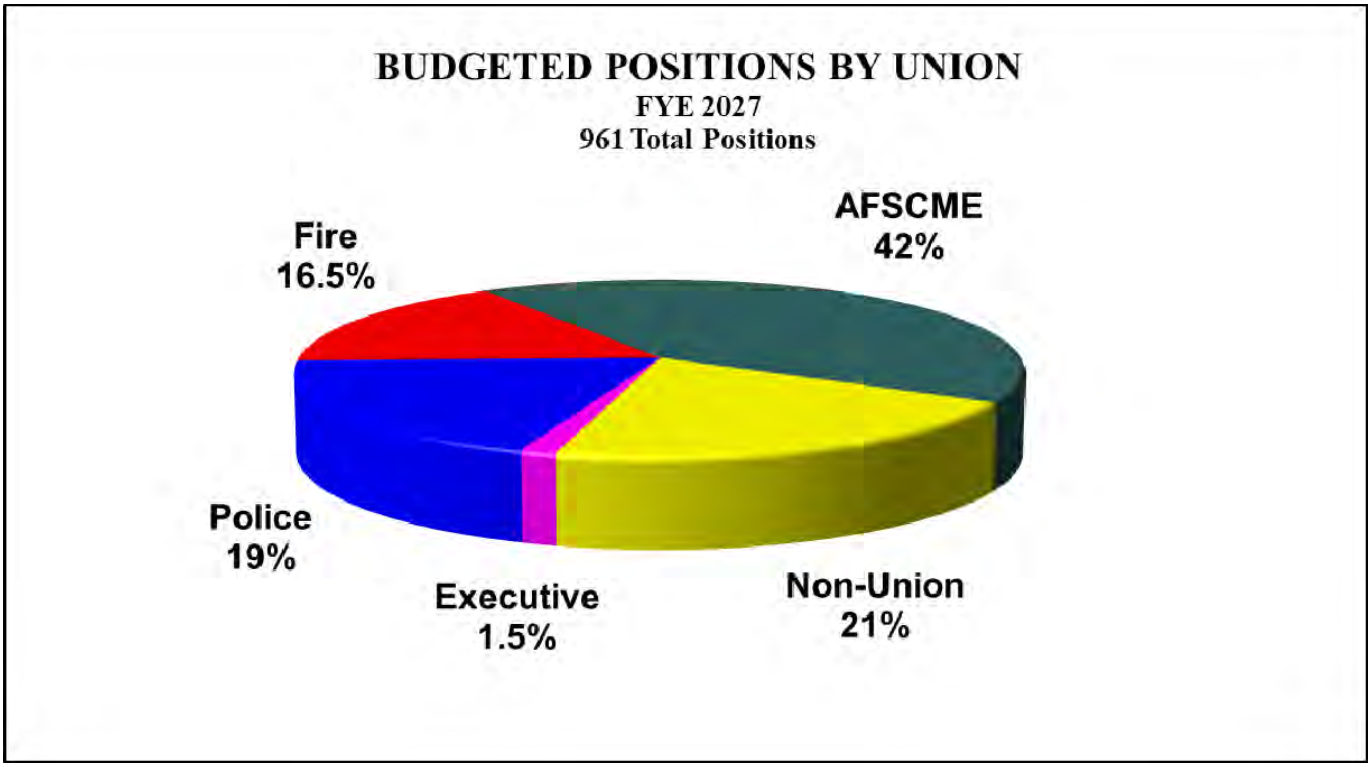
FYE 26 to FYE 27 - Added an AI Analyst to the IT Department, closed a Human Resources Coordinator position in the Human Resources Department, and added a Health & Safety Coordinator position to the Fire Department in the General Fund. Added a Social Worker/ Outreach Coordinator position and a Community Resiliency Manager to the Special Grants Fund and added 2 part-time Recreation Leaders and 1 part-time Recreation Technician to the YFAC Fund. For FYE 27: moved 7 Utility Customer Service positions from the General Fund to the Water Fund and closed an Administrative Technician III in the Plannning Department in the General Fund. Closed a Transit Service Technician in the Transit and Parking Fund, added a Specialist position in the Water Reclamation Fund, and added a Sanitation Worker II and a Heavy Equipment Operator in the Sanitation Fund.




**Discussion of the Graph**

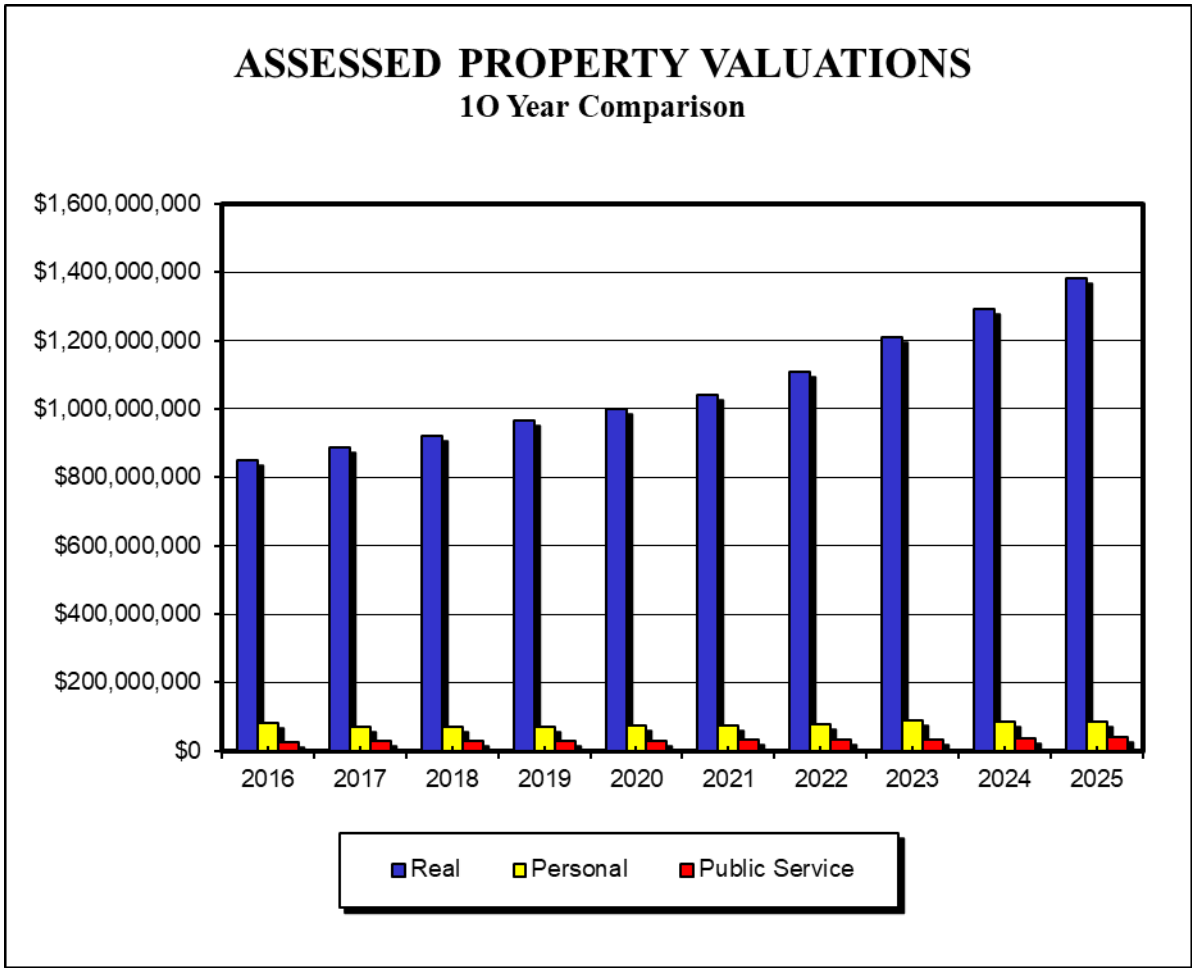
This graph illustrates the staffing level for the City of Norman relative to the population over a ten-year period. In FYE 2027, the City will employ 961 permanent employees, which is two positions more than budgeted in FYE 2026. Ninety positions are related to the Public Safety Sales Tax that was approved by citizens of Norman to increase Police & Fire protection. At 961 personnel, the City is budgeting 94 more positions than in FY 2018, or an increase of 11%. In 2027, the City of Norman's population is projected to be 132,361, an increase of approximately 9.3% from 2018.

Note: The 2026 and 2027 population figures used for the graph are estimates provided by the City of Norman Finance Department based on the World Population Review growth rate.




**Discussion of the Graph**

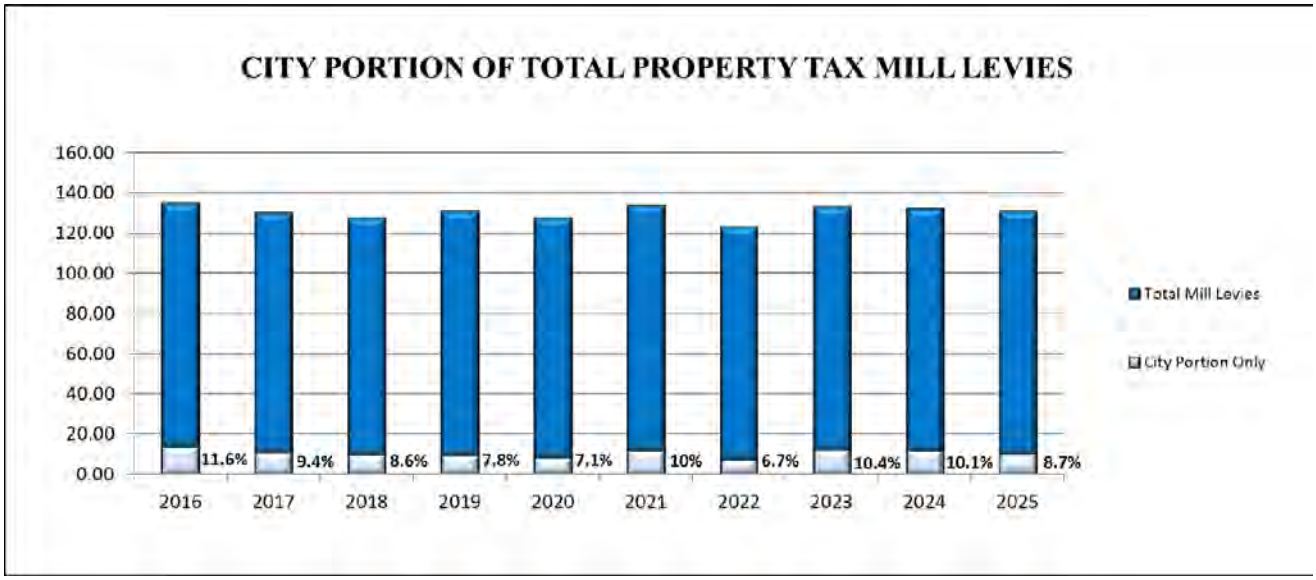
This graph illustrates the distribution of positions by bargaining unit. In FY 2026-2027 the City will employ 961 budgeted full-time and permanent part-time employees. The largest number of personnel (404) are in the American Federation of State, County and Municipal Employees (AFSCME) union. There are a total of 260 Police Department personnel, of which 182 are members of the Fraternal Order of Police (FOP) union and 52 are AFSCME members. There are a total of 165 Fire Department personnel, of which 159 are members of the International Association of Fire Fighters (IAFF) union. Executive employees include the 12 department directors, the Assistant City Manager, and the City Manager of the City of Norman. There are 201 employees that are non-union members including the executive employees.




**Discussion of the Graph**

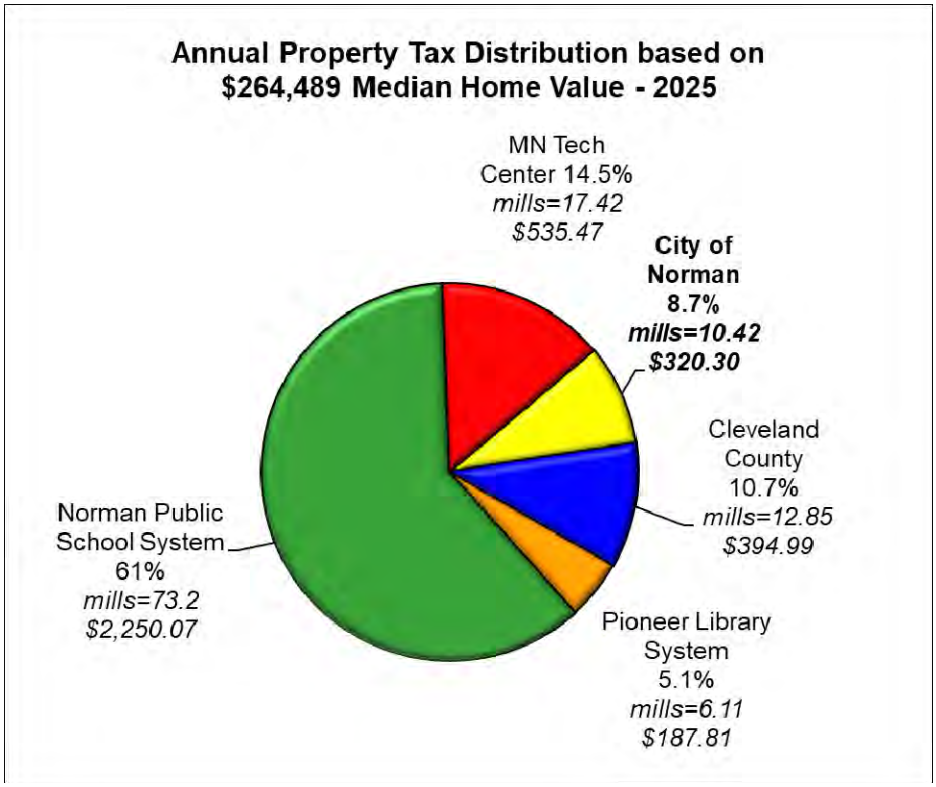
Property taxes are utilized by cities in Oklahoma only for repayment of debt and for payment of court judgements against the City. These taxes are assessed on approximately 12% of the estimated actual value of real, personal and public service property. The assessed property valuations reflect the revaluation process as well as the growth factor in the City of Norman. The on-going revaluation process reflects the upswing in real estate values, which began in FYE 1993, and has continued.

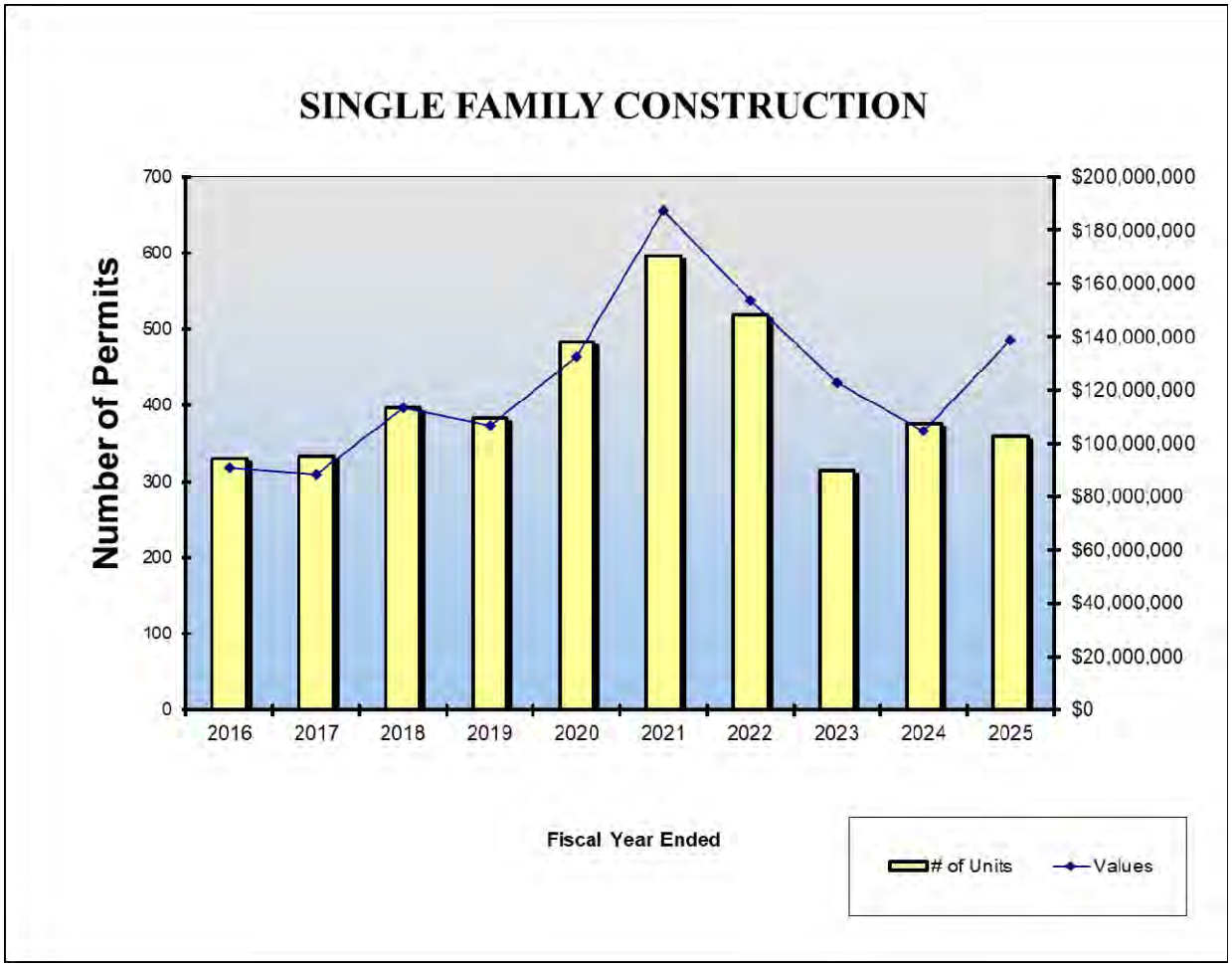
* Real Valuations do not include the homestead exemption




## Discussion of the Graph

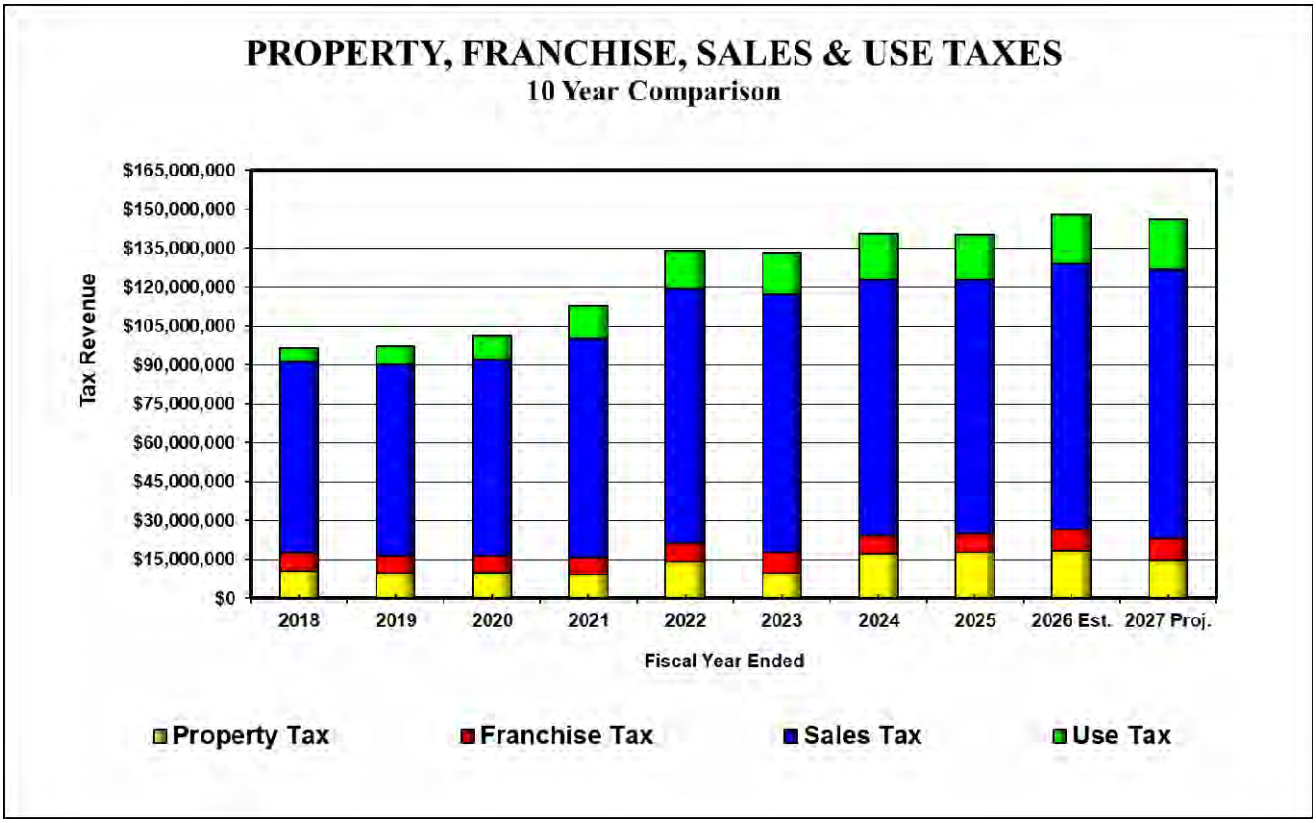
The City portion of actual property taxes levied in Norman in 2025 were 10.42 mills or $15,259,752, which is 1% of the assessed property value in Norman. According to the Cleveland County Assessor, the median home value in the City of Norman is an estimated $264,489.





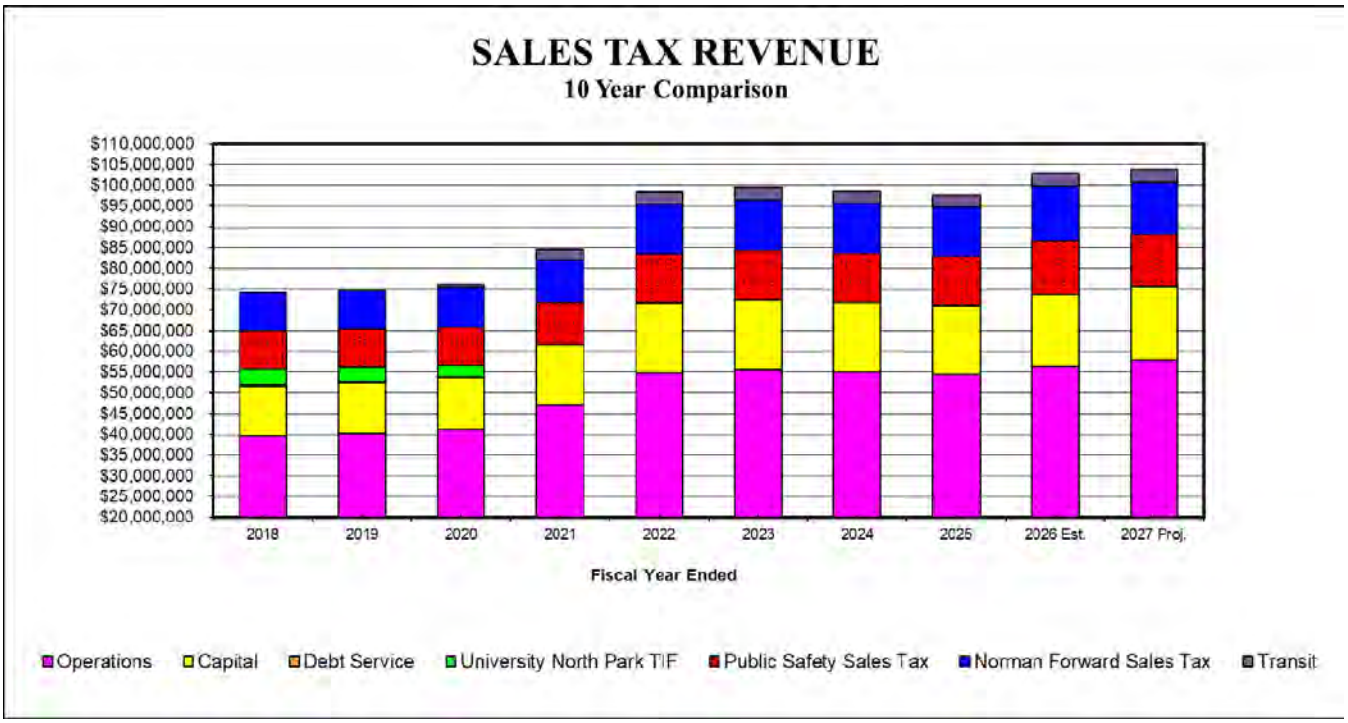

## Discussion of the Graph

This graph represents new permits for construction of single-family residential permit values for the ten-year period. Beginning in 2015, residential construction levels dropped and continued to drop in 2016. In 2017, residential construction began to increase, and the average permit value jumped by about $20,000 per unit from fiscal year 2017 to 2018. Fiscal year 2019 saw a slight decrease in single family construction from 2018. Norman's permit count increased 56% from fiscal year 2019 to 2021, matching nation-wide growth trends for residential building permits that hit a 12-year high according to the U.S. Census Bureau. Permit counts and values started to return to normal levels in fiscal year 2022 but dropped in fiscal year 2023, possibly due to increased interest rates. Fiscal year 2024 saw a slight recovery in building permits and there was an increase in the value of building permits in FYE 25.



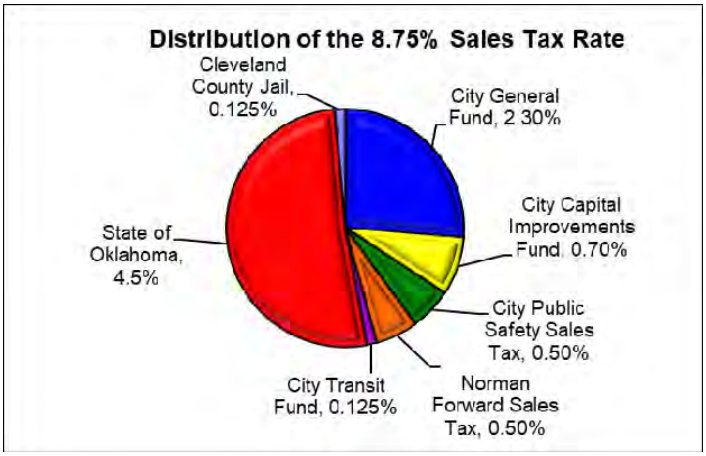

## Discussion of the Graph

These are the primary tax sources available to the City of Norman. The property tax is used to service bonded debt and court judgments (see graph of Assessed Property Valuations), while the sales, use and franchise taxes are used for General Fund operations and capital (see graphs of General Fund Revenue and Distribution of Sales Tax). Beginning in FYE 09, sales tax includes the Public Safety Sales Tax that was approved by voters on May 13th, 2008. On April 1, 2014, the citizens approved a permanent extension of the Public Safety Sales Tax. On October 13, 2015, the citizens approved a one half of one percent (.5%) sales tax for NORMAN FORWARD quality of life projects. This tax became effective January 1st of 2016. On November 12, 2019, the citizens approved a one eighth of one percent (0.125%) sales tax transfer from Cleveland County to the city for the operation of the city's public transit program, effective April 1, 2020. Sales tax performance is a good indicator of economic trends. Property tax collections indicate an increasing level of bonded indebtedness.



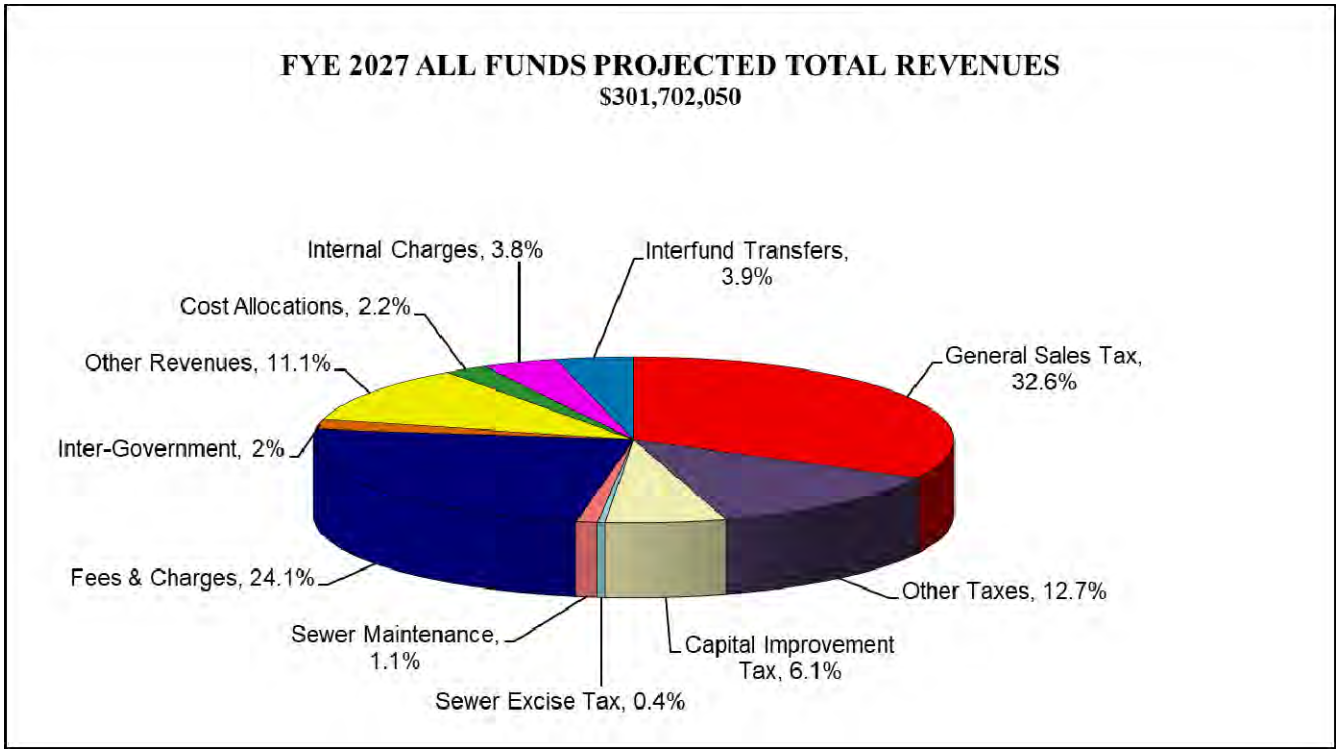

## Discussion of the Graph

The City of Norman has a 4.125% sales tax rate effective April 1, 2020, which is the primary source of revenue for General Fund operations and capital expenditures. 7/10 of one percent (0.7%) of sales tax revenue is used to finance general governmental capital needs. Sales tax revenues remained relatively flat from 2017 to 2020 and saw significant growth from 2020 to 2022. On May 13, 2008, Norman citizens approved a 1/2 percent (0.5%), 7-year, public safety sales tax dedicated to additional police and fire personnel and two new fire stations. On April 1, 2014, the citizens approved a permanent extension of that tax. In October of 2015, citizens approved a 1/2 percent (0.5%) new sales tax called NORMAN FORWARD Sales Tax. The NORMAN FORWARD initiative provides funding for recreational, athletic, library, park and infrastructural improvements. On November 12, 2019, Norman citizens approved transferring 1/8 of one percent (0.125%) of sales tax from Cleveland County to the city to help fund the transit operation.



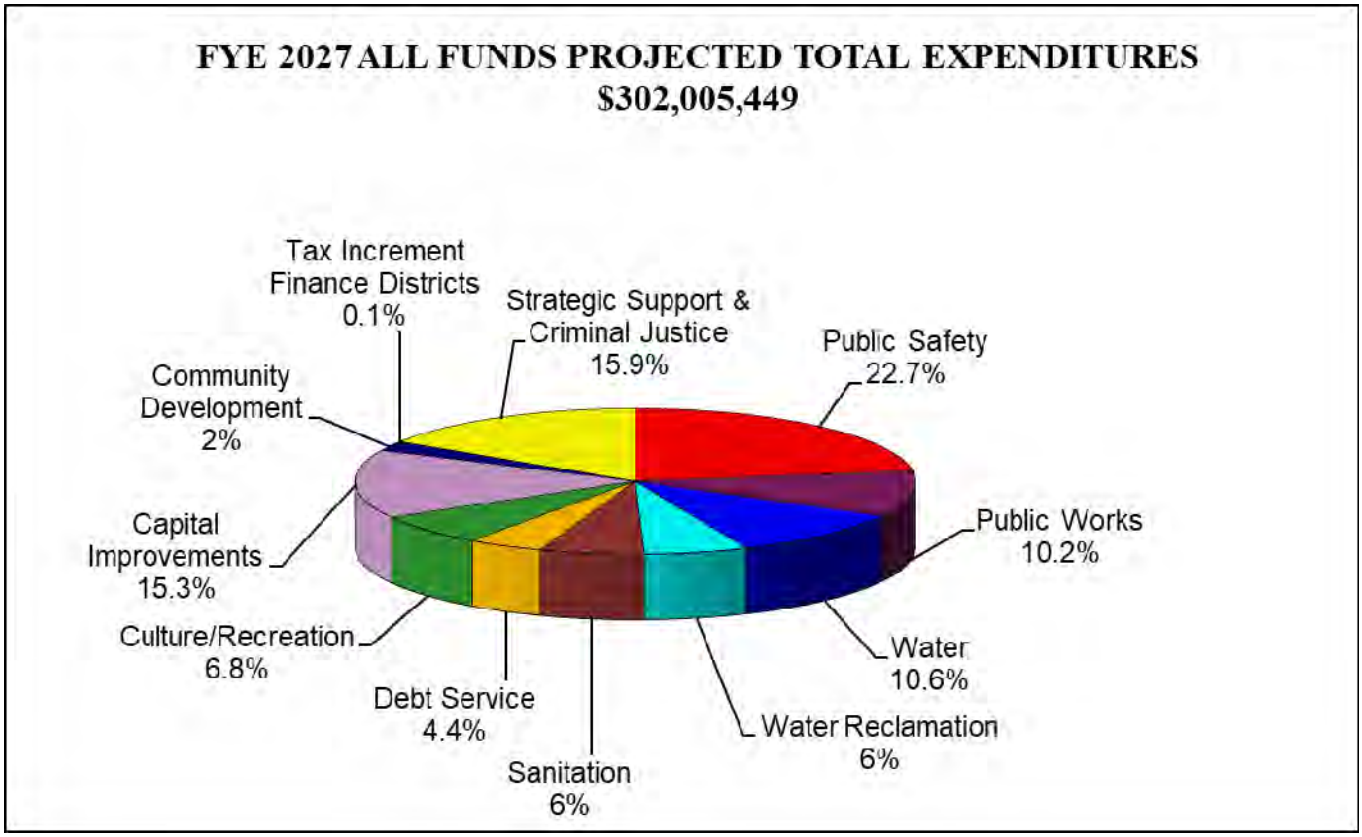

FYE 2027 Projected Figures:

| | | |
|---|---|---|
| Operations | $ | 57,940,142 |
| Public Safety | $ | 12,595,683 |
| Capital | $ | 17,633,956 |
| NORMAN FORWARD | $ | 12,595,683 |
| Transit | $ | 3,148,921 |
| | $ | 103,914,385 |



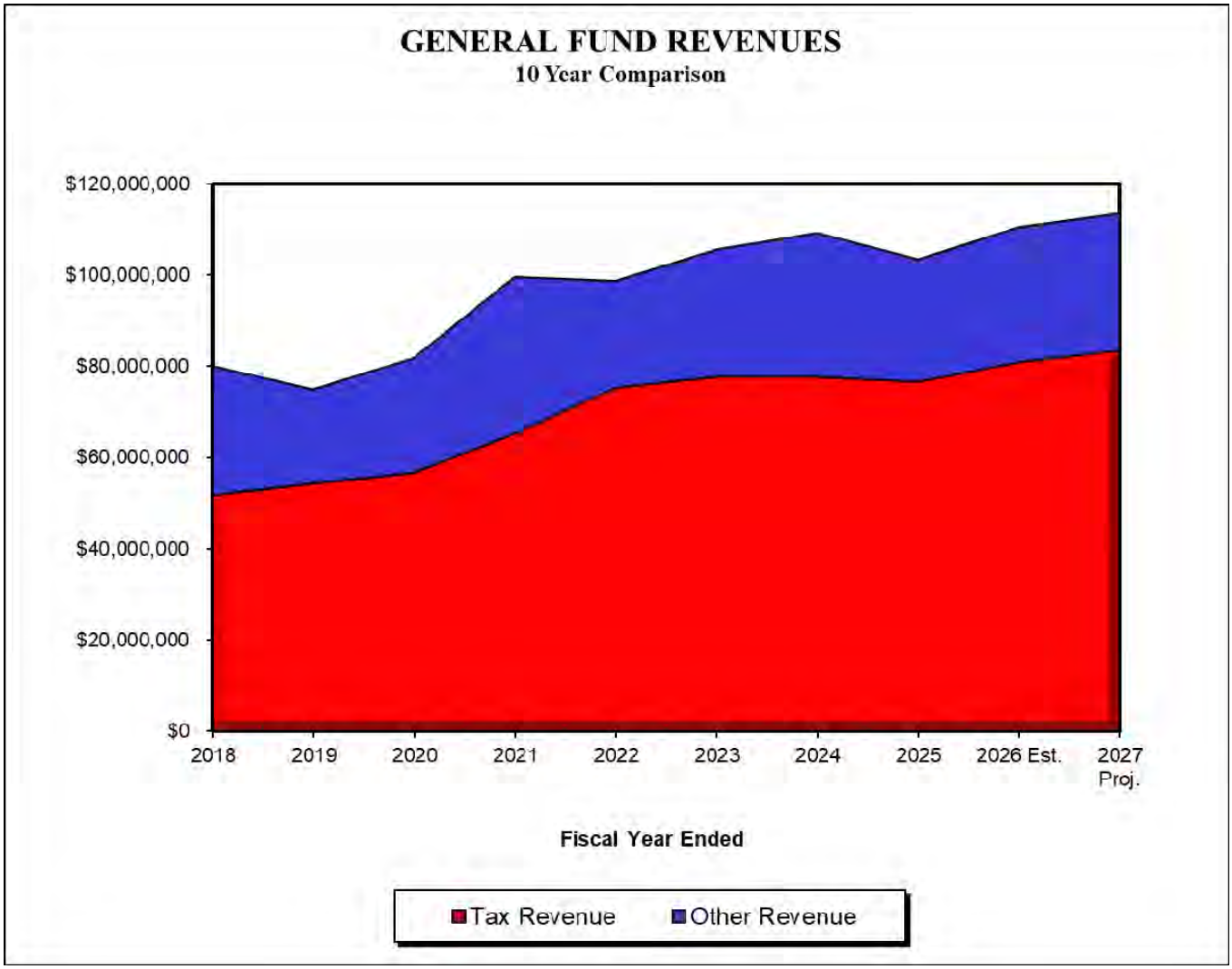

## Discussion of the Graph

Budgeted revenues for FYE 2027 of $301,702,050 are derived from several sources. General Sales Tax and User Fees & Charges provide the City the largest share of revenue. Fees & Charges include user fees for Sanitation, Water, Water Reclamation, Westwood Park, licenses, and fees for other City services. The City of Norman is very reliant on sales tax collections for its operations. The "Other Taxes" portion includes the small percentage of property tax the City gets.



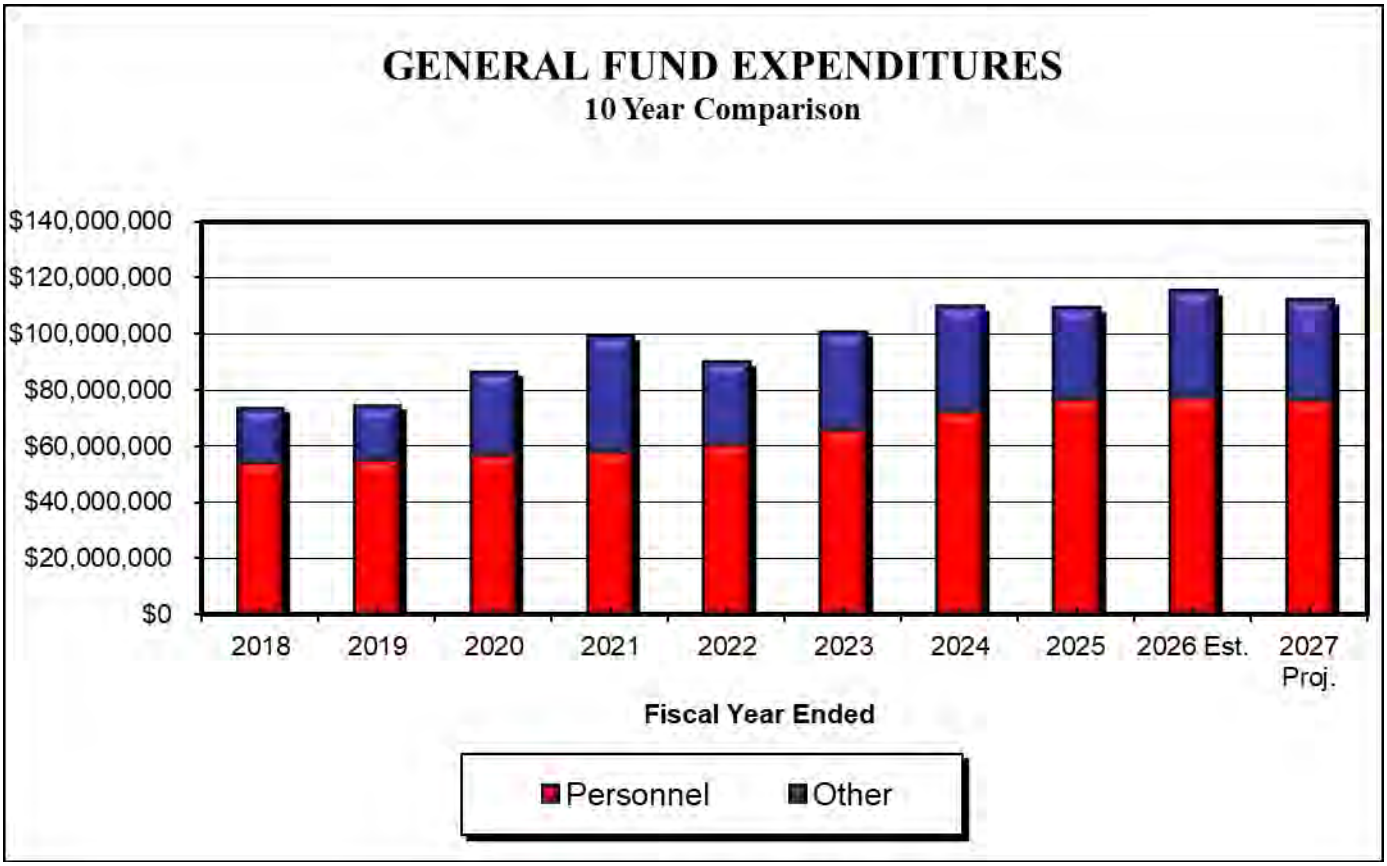

**Discussion of the Graph**

Budgeted expenditures for FYE 2027 of $302,005,449 are derived from several uses. The largest non-capital portion is Public Safety at 22.7%. The City of Norman is known for being a safe community and the citizens place a high importance on public safety.



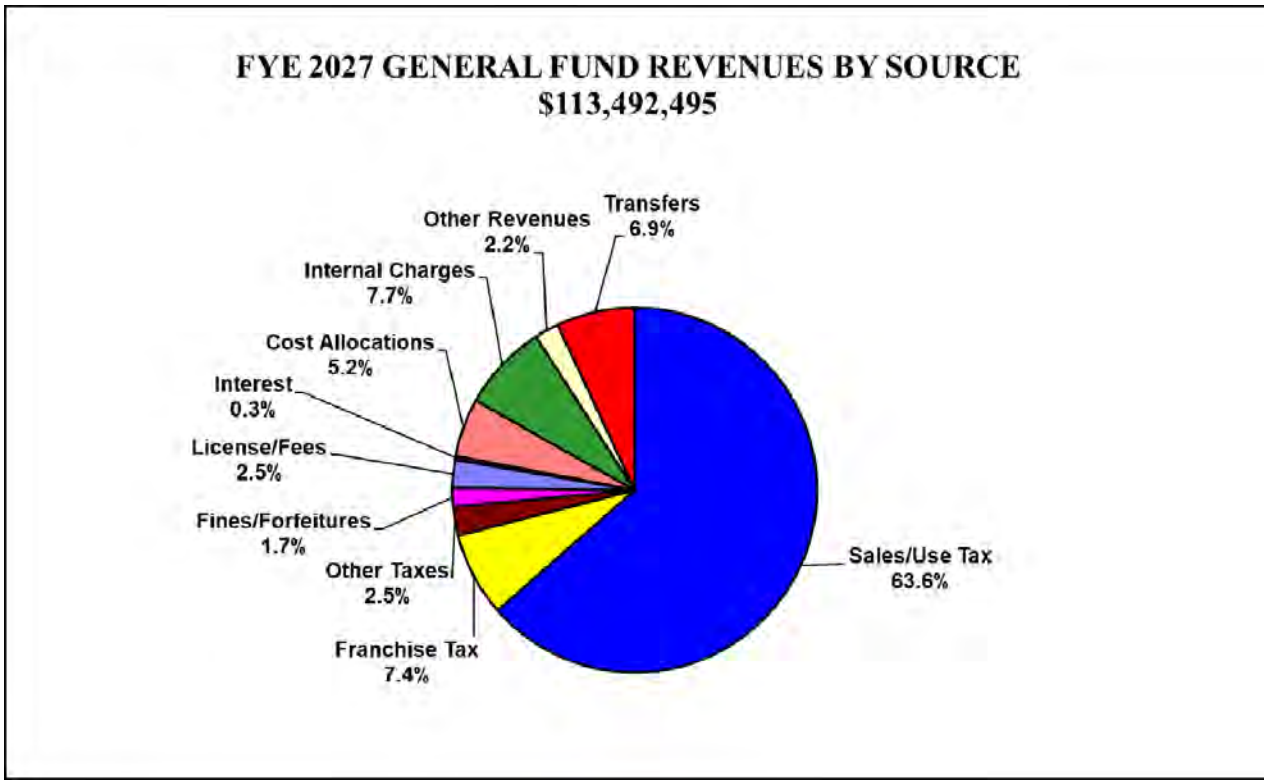

## Discussion of the Graph

The primary sources of General Fund revenues are sales and franchise taxes. Total taxes were 65% of total revenues in FYE 2018, are estimated to be 73.2% of total revenues in FYE 2026 and are projected to be 73.5% of total revenues in FYE 2027. Beginning in FYE 11, the Public Safety Sales Tax was accounted for in the Public Safety Sales Tax Fund and removed from the General Fund. Beginning in FYE 20, the University North Park sales tax apportionment was accounted for in the General Fund and the Capital Fund in the same proportion as all general sales taxes. The associated increase in General Fund tax revenues is illustrated on the chart above.



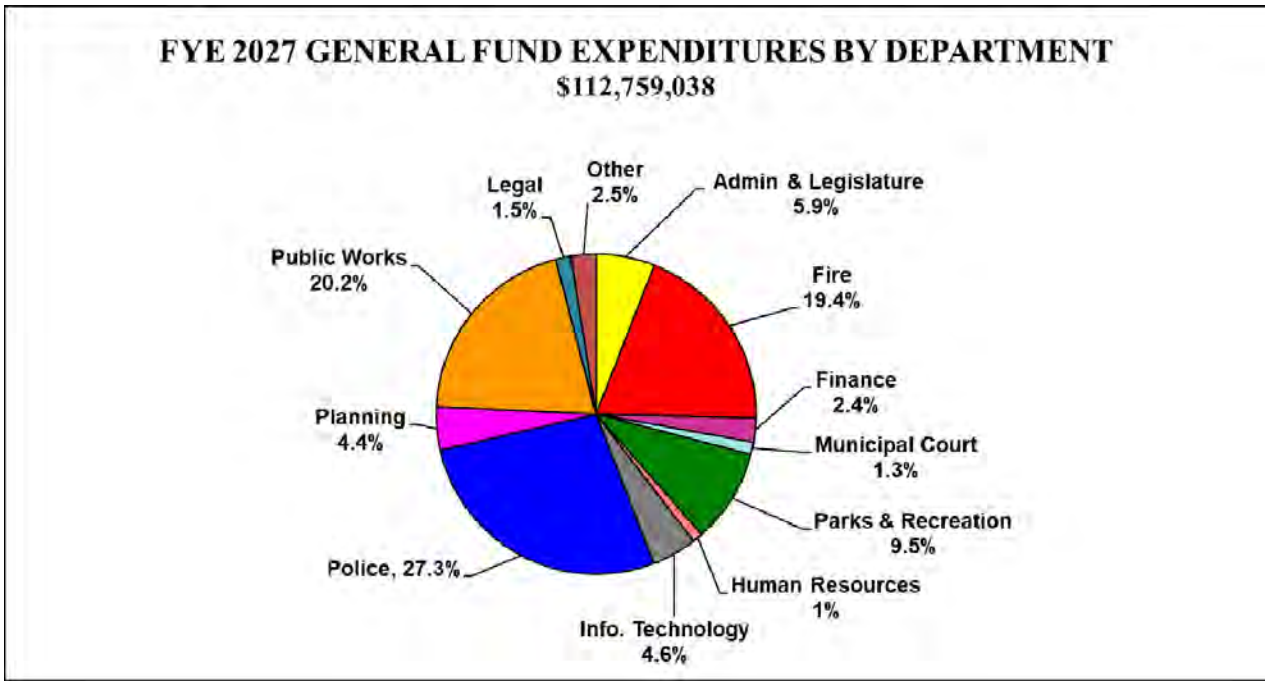

**Discussion of the Graph**

As shown by the graph, personnel costs represent the largest share of General Fund expenditures. Personnel costs represented approximately 74% of total General Fund expenditures in FYE 2018 and are projected to comprise about 68% of General Fund expenditures in FYE 2027. Beginning in FYE 2011, the Public Safety Sales Tax Fund was created, and the associated expenses were taken out of the General Fund.



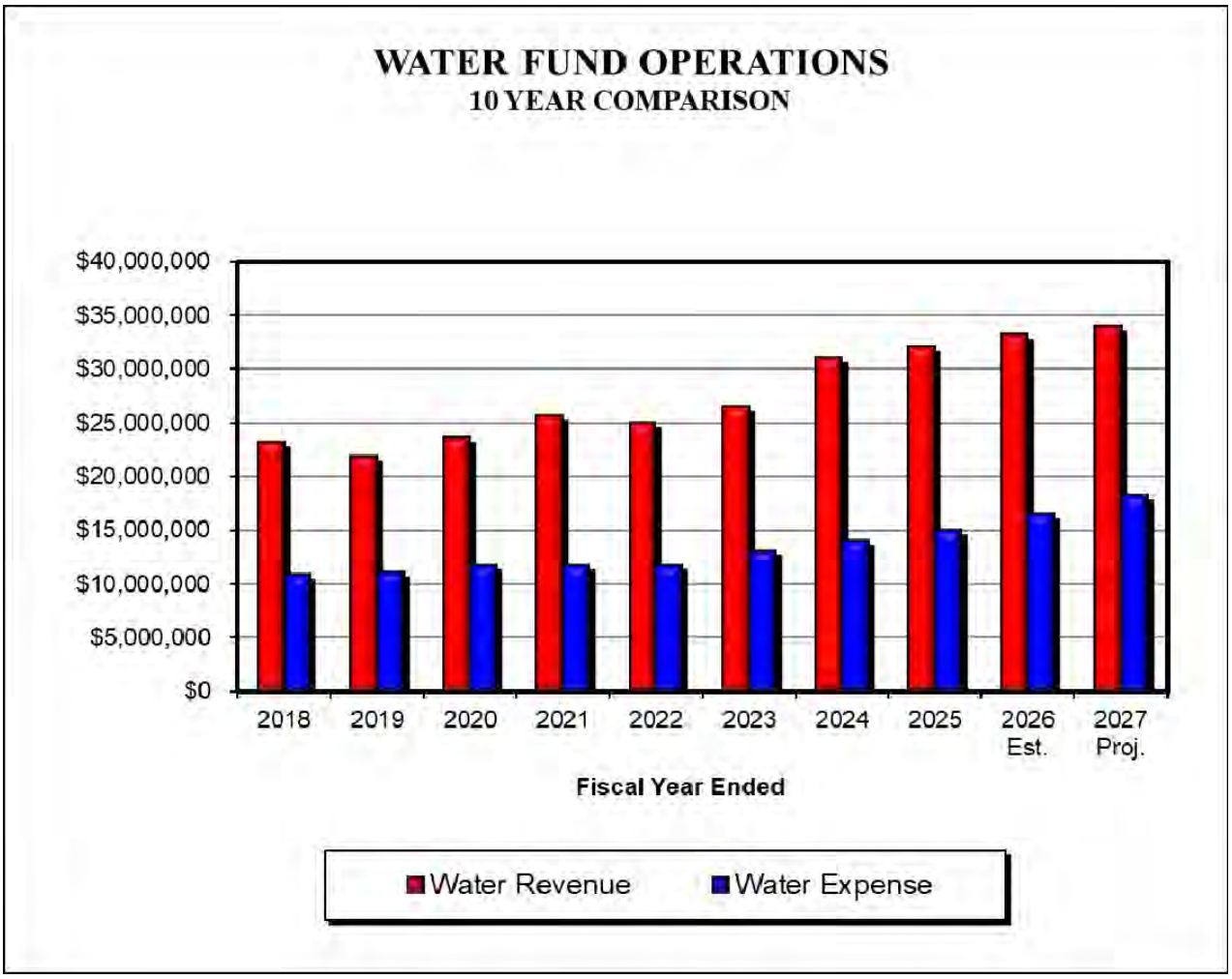

## Discussion of the Graph

Taxes comprise approximately 73.5% of the General Fund's revenue; sales and use tax represents 63.6% while franchise fees represent 7.4% and other taxes account for 2.5%. Cost allocations represent 5.2% of the General Fund's revenue. These allocations are charges for central services such as management, accounting and data processing provided by the General Fund to other funds such as Enterprise Funds. Transfers include charges to the utility funds (payments in lieu of franchise fees and property taxes), a transfer from the Capital Fund for reimbursement of street maintenance crew labor used for capital projects and financing General Fund capital equipment needs, and a transfer from the Debt Service Fund for judgments and claims against the City. Other revenues include miscellaneous revenues such as animal adoption fees, weed abatement fees, returned check fees, etc.



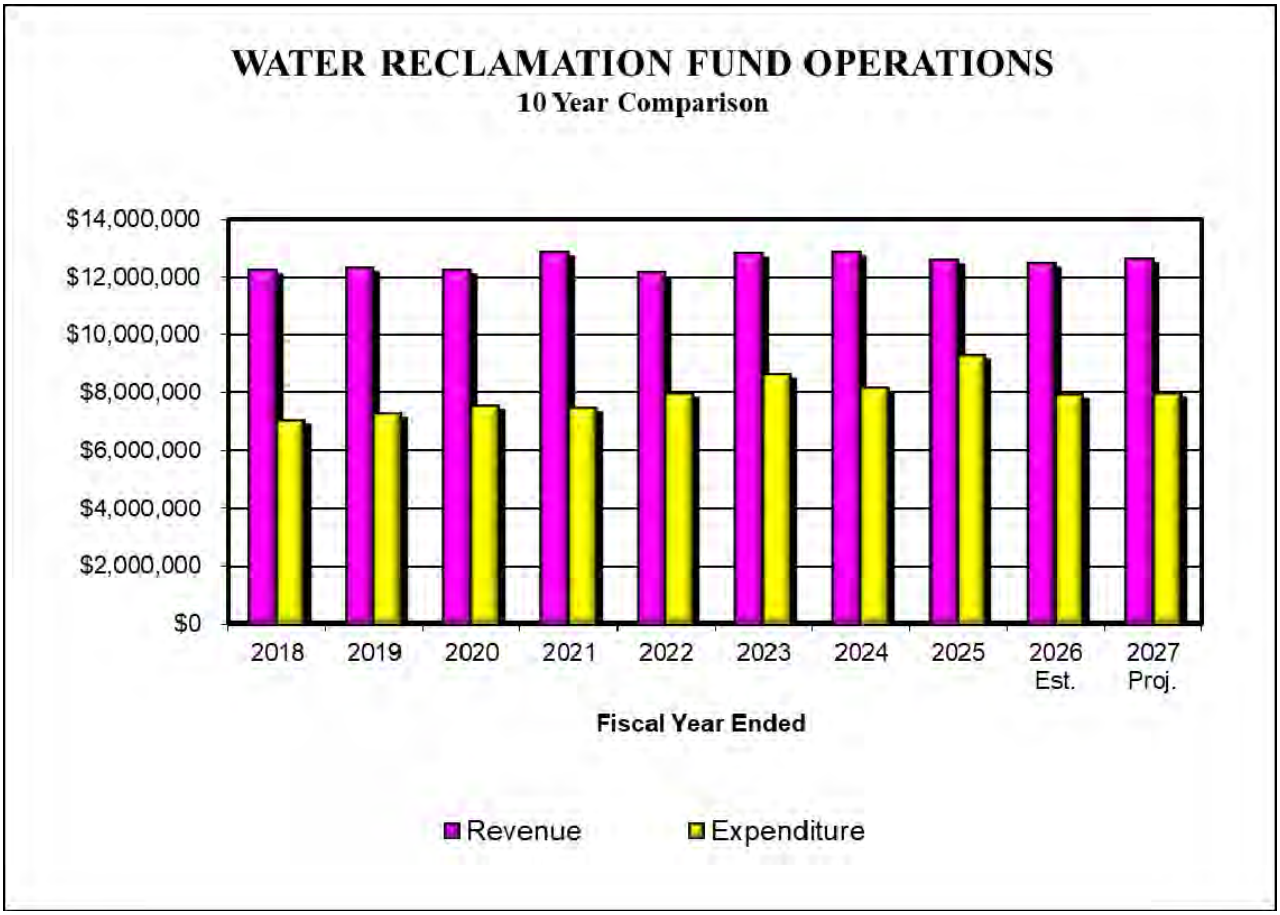

**Discussion of the Graph**

The largest departmental expenditure from the General Fund is the Police Department. The Police Department's expenditures total $30,725,088 or 27.3% of total General Fund expenditures. The Public Works Department has the next highest amount of General Fund expenditures, accounting for 20.2% of total General Fund expenditures. Public Safety (Police and Fire) and Public Works account for 66.9% of General Fund expenditures.



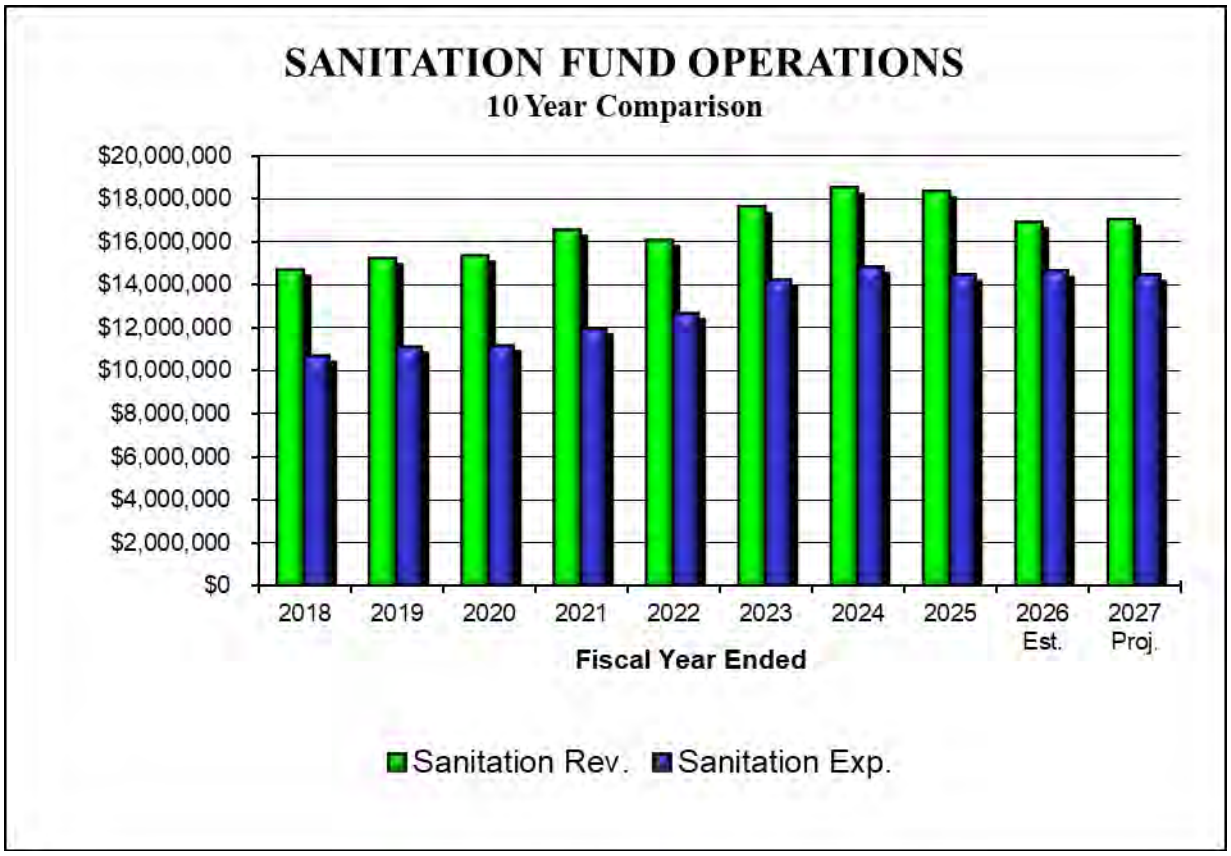

**Discussion of the Graph**

The Water Enterprise Fund is accounted for as a separate fund and as such bears its proportionate share of administrative cost allocations and internal service charges. Revenues and expenditures shown in this graph represent operations only. Any excess of operating revenues is used for capital outlay and capital project expenses, as well as to fund debt service. The significant increase in revenue in 2024 is due to a water rate increase that was approved by the citizens on June 13, 2023.




## Discussion of the Graph

The Water Reclamation Enterprise Fund is accounted for as a separate fund and as such bears its proportionate share of administrative cost allocations and internal service charges. Revenues and expenditures shown in this graph represent operations only. The excess of operating revenues is used for capital outlay and capital project expenses, as well as to fund debt service. The last water reclamation rate increase was approved by the citizens on November 12, 2013.




**Discussion of the Graph**

The Sanitation Enterprise Fund is accounted for as a separate fund and as such bears its proportionate share of administrative cost allocations and internal service charges. Revenues and expenditures shown in this graph represent operations only. The excess operating revenues are used for capital outlay and capital project expenses. The last service rate increase was approved by voters on March 1, 2011.

# CONSOLIDATED FUND SUMMARY
# CITY-WIDE REVENUES AND EXPENDITURES
# ALL FUNDS COMBINED

| | FYE 23 Actual | | FYE 24 Actual | | FYE 25 Actual | | FYE 26 Budget | | FYE 26 Est. | | FYE 27 Prelim |
|---|---|---|---|---|---|---|---|---|---|---|---|
| **Total Combined Fund Revenues** | | | | | | | | | | | |
| Sales Tax | $ 115,424,520 | 6.9% | $ 116,401,178 | 6.0% | $ 115,058,993 | 7.2% | $ 120,232,405 | 2.6% | $ 121,561,032 | 1.5% | $ 123,336,908 |
| Property Tax | 9,650,382 | 51.5% | 17,039,980 | -14.2% | 17,763,324 | -17.7% | 18,276,463 | -20.0% | 18,276,463 | -20.0% | 14,623,053 |
| Other Taxes | 13,953,712 | 25.9% | 14,467,864 | 21.4% | 14,906,496 | 17.9% | 15,559,323 | 12.9% | 16,347,369 | 7.5% | 17,568,422 |
| Fees,User Charges & Fines | 65,687,523 | 15.7% | 72,220,590 | 5.3% | 73,878,273 | 2.9% | 75,011,159 | 1.4% | 74,993,815 | 1.4% | 76,030,948 |
| Federal Funds | 13,534,598 | -56.5% | 14,076,743 | -58.2% | 14,207,799 | -58.6% | 4,547,241 | 29.5% | 26,733,649 | -78.0% | 5,886,917 |
| State Funds | 16,192 | -100.0% | 15,077 | -100.0% | 11,871 | -100.0% | 23,036 | -100.0% | - | 0.0% | - |
| Interest Income | 5,668,294 | -68.6% | 11,418,234 | -84.4% | 9,504,921 | -81.3% | 1,603,520 | 11.1% | 1,774,500 | 0.4% | 1,781,940 |
| Cost Allocations | 5,933,578 | 10.6% | 6,597,133 | -0.5% | 8,036,718 | -18.3% | 5,663,886 | 15.9% | 5,663,886 | 15.9% | 6,564,581 |
| Internal Services | 21,133,060 | -45.5% | 11,333,089 | 1.6% | 10,404,079 | 10.6% | 11,577,925 | -0.6% | 11,577,925 | -0.6% | 11,508,758 |
| Interfund Transfers | 23,866,713 | -50.5% | 21,313,477 | -44.6% | 18,042,065 | -34.6% | 7,351,119 | 60.6% | 15,293,055 | -22.8% | 11,808,164 |
| Bond/Loan Proceeds | 39,500,000 | -100.0% | 16,000,000 | -100.0% | 4,493,353 | -100.0% | 34,000,000 | -100.0% | 83,745,218 | -100.0% | - |
| Other | 10,935,192 | 198.1% | 25,501,036 | 27.8% | 23,779,758 | 37.1% | 23,301,104 | 39.9% | 23,842,961 | 36.7% | 32,592,359 |
| | $ 325,303,764 | -7.3% | $ 326,384,401 | -7.6% | $ 310,087,650 | 2.3% | $ 317,147,181 | -4.9% | $ 399,809,873 | -20.7% | $ 301,702,050 |
| **Total Combined Fund Expenditures** | | | | | | | | | | | |
| Salary / Benefits | $ 94,769,635 | 16.7% | $ 102,374,350 | 8.0% | $ 110,614,449 | 0.0% | $ 111,308,339 | -0.6% | $ 110,605,175 | 0.0% | $ 110,600,755 |
| Supplies / Materials | 14,153,153 | 19.8% | 14,415,116 | 17.7% | 15,381,831 | 10.3% | 15,906,926 | 6.6% | 17,021,504 | -0.4% | 16,961,422 |
| Services / Maintenance | 48,826,272 | 27.9% | 52,205,929 | 19.6% | 56,295,217 | 10.9% | 59,908,785 | 4.3% | 63,326,083 | -1.4% | 62,455,904 |
| Internal Services | 6,391,208 | 30.6% | 8,141,300 | 2.5% | 6,934,455 | 20.4% | 8,042,068 | 3.8% | 8,037,073 | 3.9% | 8,347,294 |
| Capital Equipment | 9,734,438 | 24.9% | 18,648,503 | -34.8% | 11,855,154 | 2.6% | 8,043,988 | 51.2% | 13,335,811 | -8.8% | 12,161,559 |
| Capital Projects | 97,555,496 | -62.1% | 64,821,808 | -42.9% | 55,677,173 | -33.6% | 42,899,766 | -13.8% | 199,462,420 | -81.5% | 36,985,768 |
| Interfund Transfers | 23,866,713 | -50.5% | 21,313,477 | -44.6% | 18,042,065 | -34.6% | 7,351,119 | 60.6% | 15,277,121 | -22.7% | 11,808,164 |
| Cost Allocation Charges | 5,944,117 | -10.6% | 6,270,315 | -15.2% | 6,736,652 | -21.1% | 5,663,886 | -6.2% | 5,663,886 | -6.2% | 5,314,581 |
| Federal Grants | 8,926,408 | -69.2% | 13,007,362 | -78.8% | 8,315,054 | -66.9% | 1,443,620 | 90.6% | 21,528,492 | -87.2% | 2,751,885 |
| Debt Service | 31,903,421 | 8.5% | 33,306,998 | 3.9% | 38,784,095 | -10.8% | 39,709,680 | -12.9% | 39,709,680 | -12.9% | 34,602,118 |
| Other | 1,004,326 | -202.6% | 774,907 | -233.0% | 804,582 | -228.1% | (1,018,185) | 1.2% | (1,018,186) | 1.2% | (1,030,365) |
| | $ 343,075,187 | -12.3% | $ 335,280,065 | -10.2% | $ 329,440,727 | -8.6% | $ 299,259,992 | 0.6% | $ 492,949,059 | -39.3% | $ 300,959,085 |
| **Net Difference** | **$ (17,771,423)** | | **$ (8,895,664)** | | **$ (19,353,077)** | | **$ 17,887,189** | | **$ (93,139,186)** | | **$ 742,965** |

# NET CITY BUDGET
# FISCAL YEAR ENDING 2027

| FUND | % TOTAL | FYE 27 BUDGET | COST ALLOCATIONS | INTERNAL SERVICES | TRANSFERS | NET FYE 27 BUDGET | NET FYE 26 BUDGET | % CHANGE |
|---|---|---|---|---|---|---|---|---|
| General | 37.2% | $111,959,038 | | $6,434,212 | $2,192,268 | $103,332,558 | $101,687,114 | 1.6% |
| Public Safety Sales Tax | 5.1% | 15,414,932 | | 1,023,133 | 323,816 | 14,067,983 | 14,985,608 | -6.1% |
| Community Development | 0.5% | 1,395,503 | | 1,750 | | 1,393,753 | 1,326,789 | 5.0% |
| Special Grants | 0.5% | 1,497,647 | 1,250,000 | | | 247,647 | 19,500 | 1170.0% |
| Room Tax | 1.5% | 4,370,806 | 207,237 | | | 4,163,569 | 3,692,830 | 12.7% |
| Young Family Athletic Center | 0.7% | 2,074,645 | | 266,765 | | 1,807,880 | 1,668,245 | 8.4% |
| Seizures and Restitutions | 0.3% | 831,848 | | | | 831,848 | 0 | 100.0% |
| Cleet | 0.0% | 30,505 | | | | 30,505 | 30,505 | 0.0% |
| Public Transportation & Parking | 2.2% | 6,492,817 | | 366,439 | | 6,126,378 | 6,857,012 | -10.7% |
| Art In Public Places | 0.0% | 16,000 | | | | 16,000 | 16,000 | 0.0% |
| Westwood Park | 0.9% | 2,846,976 | | 128,316 | | 2,718,660 | 2,662,163 | 2.1% |
| Water | 10.6% | 31,921,107 | 1,666,241 | 680,479 | 2,245,434 | 27,328,953 | 32,748,888 | -16.5% |
| Water Reclamation | 4.1% | 12,395,810 | 1,109,538 | 416,206 | 741,119 | 10,128,947 | 13,382,311 | -24.3% |
| Sewer Maintenance | 1.2% | 3,656,375 | | 6,552 | | 3,649,823 | 5,952,628 | -38.7% |
| New Development Excise | 0.6% | 1,903,141 | | | | 1,903,141 | 1,903,141 | 0.0% |
| Sanitation | 6.0% | 18,081,306 | 2,331,565 | 2,177,760 | 219,599 | 13,352,382 | 14,269,559 | -6.4% |
| Risk Management | 8.8% | 26,630,347 | | | | 26,630,347 | 16,747,120 | 59.0% |
| Capital Improvement | 11.5% | 34,526,622 | | 7,146 | 4,968,170 | 29,551,306 | 28,285,870 | 4.5% |
| Norman Forward | 3.8% | 11,550,751 | | | 460,758 | 11,089,993 | 10,439,680 | 6.2% |
| Park Land and Development | 0.0% | 0 | | | | 0 | 0 | 0.0% |
| University North Park TIF | 0.0% | 148,256 | | | | 148,256 | 148,256 | 0.0% |
| General Debt Service | 4.4% | 13,214,653 | | | 657,000 | 12,557,653 | 16,181,336 | -22.4% |
| Arterial Roads Recoupment | 0.0% | | | | | 0 | 0 | 0.0% |
| | 100.0% | $300,959,085 | $6,564,581 | $11,508,758 | $11,808,164 | $271,077,582 | $273,004,555 | -0.7% |

## Explanation of Significant Changes

| | |
|---|---|
| Special Grants | 1,170% increase due to 2 positions added with the Opioid Settlement funds |
| Room Tax | 12.7% increase due to an increase in the room tax rate |
| Seizures and Restitution | 100% increase due to capital outlay budgeted in FYE 27 |
| Public Transportation & Parking | -10.7% decrease due to cutting the microtransit program |
| Water | -16.5% decrease due to a decrease in capital projects |
| Water Reclamation | -24.3% decrease due to a decrease in capital projects |
| Sewer Maintenance | -38.7 decrease due to a decrease in capital projects |
| Risk Management | 59% increase due to an increase in healthcare claim and admin costs |
| General Debt Service | -22.4% decrease due to a decrease in debt service payments for FYE 27 |

# CITY OF NORMAN, OKLAHOMA
# FISCAL YEAR ENDING 2027 ANNUAL BUDGET
# SUMMARY OF FUND BALANCES

| CITY FUND CLASSIFICATION | BEGINNING FUND BALANCE | REVENUES: OPERATING REVENUES | REVENUES: INTERFUND TRANSFERS | REVENUES: TOTAL REVENUES | EXPENDITURES: OPERATING EXPENSES | EXPENDITURES: INTERFUND TRANSFERS | EXPENDITURES: SUBTOTAL EXPENSES | EMP TURNOVER SAVINGS | EXPENDITURES: TOTAL EXPENSES | REVENUES OVER (UNDER) EXPENSES | ENDING FUND BALANCE |
|---|---|---|---|---|---|---|---|---|---|---|---|
| GOVERNMENTAL FUNDS | | | | | | | | | | | |
| General | $7,076,996 | $105,614,338 | $7,878,156 | $113,492,494 | $110,566,770 | $2,192,268 | $112,759,038 | ($800,000) | $111,959,038 | 1,533,456 | 8,610,452 |
| SPECIAL REVENUE FUNDS | | | | | | | | | | | |
| Public Safety Sales Tax | 0 | 15,562,292 | | 15,562,292 | 15,091,116 | 323,816 | 15,414,932 | | 15,414,932 | 147,360 | 147,360 |
| Room Tax | 894,939 | 5,180,922 | | 5,180,922 | 4,370,806 | | 4,370,806 | | 4,370,806 | 810,116 | 1,705,055 |
| Young Family Athletic Center | 43,305 | 2,032,000 | | 2,032,000 | 2,074,645 | | 2,074,645 | | 2,074,645 | (42,645) | 660 |
| Seizures and Restitutions | 1,137,688 | 500 | | 500 | 831,848 | | 831,848 | | 831,848 | (831,348) | 306,340 |
| Cleet | 0 | 31,525 | | 31,525 | 30,505 | | 30,505 | | 30,505 | 1,020 | 1,020 |
| Public Transportation & Parking | 0 | 7,089,652 | | 7,089,652 | 6,492,817 | | 6,492,817 | | 6,492,817 | 596,835 | 596,835 |
| Art in Public Places | 819 | 16,000 | | 16,000 | 16,000 | | 16,000 | | 16,000 | 0 | 819 |
| Park Land and Development | 374,968 | 95,000 | | 95,000 | 0 | | 0 | | 0 | 95,000 | 469,968 |
| Westwood Park | 260,968 | 2,970,500 | 139,069 | 3,109,569 | 2,934,346 | | 2,934,346 | (87,370) | 2,846,976 | 262,593 | 523,561 |
| Net Revenue Stabilization | 5,032,374 | 50,000 | | 50,000 | | | 0 | | 0 | 50,000 | 5,082,374 |
| GRANT FUNDS | | | | | | | | | | | |
| Community Development | 4,305,378 | 1,395,503 | | 1,395,503 | 1,395,503 | | 1,395,503 | | 1,395,503 | 0 | 4,305,378 |
| Special Grants | 9,282,123 | 1,250,000 | | 1,250,000 | 1,497,647 | | 1,497,647 | | 1,497,647 | (247,647) | 9,034,476 |
| ENTERPRISE FUNDS | | | | | | | | | | | |
| Water | (797,610) | 43,031,046 | | 43,031,046 | 29,775,342 | 2,245,434 | 32,020,776 | (99,669) | 31,921,107 | 11,109,939 | 10,312,329 |
| Water Reclamation | 3,822,266 | 12,695,269 | | 12,695,269 | 11,714,017 | 741,119 | 12,455,136 | (59,327) | 12,395,809 | 299,460 | 4,121,726 |
| Sewer Maintenance | 1,805,269 | 3,250,474 | | 3,250,474 | 3,656,375 | | 3,656,375 | | 3,656,375 | (405,901) | 1,399,368 |
| New Development Excise | 1,220,144 | 1,130,000 | | 1,130,000 | 1,903,142 | | 1,903,142 | | 1,903,142 | (773,142) | 447,002 |
| Sanitation | 6,350,790 | 17,300,850 | | 17,300,850 | 17,861,707 | 219,599 | 18,081,306 | | 18,081,306 | (780,455) | 5,570,334 |
| INTERNAL SERVICE FUNDS | | | | | | | | | | | |
| Risk Management / Insurance | 0 | 22,839,408 | 3,790,939 | 26,630,347 | 26,630,347 | | 26,630,347 | | 26,630,347 | 0 | 0 |
| CAPITAL PROJECTS FUND | | | | | | | | | | | |
| Capital Improvements | 53,553,358 | 18,333,956 | | 18,333,956 | 29,558,452 | 4,968,170 | 34,526,622 | | 34,526,622 | (16,192,666) | 37,360,692 |
| Hall Park Assessment Dist. | 0 | 0 | | 0 | 0 | | 0 | | 0 | 0 | 0 |
| University North Park TIF | 752,919 | 0 | | 0 | 148,256 | | 148,256 | | 148,256 | (148,256) | 604,663 |
| Norman Forward | 7,914,115 | 15,374,598 | | 15,374,598 | 11,089,993 | 460,758 | 11,550,751 | | 11,550,751 | 3,823,847 | 11,737,962 |
| Arterial Roads Recoupment | 895,348 | | | 0 | | | 0 | | 0 | 0 | 895,348 |
| Center City TIF | 6,912,721 | 1,592,400 | | 1,592,400 | | | 0 | | 0 | 1,592,400 | 8,505,121 |
| DEBT SERVICE FUNDS | | | | | | | | | | | |
| General Debt Service | 9,442,991 | 13,057,653 | | 13,057,653 | 12,557,653 | 657,000 | 13,214,653 | | 13,214,653 | (157,000) | 9,285,991 |
| G. O. Bonds | 0 | | | 0 | | | 0 | | 0 | 0 | 0 |
| GRAND TOTAL ALL FUNDS | $120,281,869 | $289,893,886 | $11,808,164 | 301,702,050 | $290,197,287 | $11,808,164 | $302,005,451 | ($1,046,366) | $300,959,085 | $742,966 | $121,024,834 |
| Less: Interfund Transfers | 0 | 0 | (11,808,164) | (11,808,164) | 0 | (11,808,164) | (11,808,164) | 0 | (11,808,164) | 0 | 0 |
| Internal Service Charges | 0 | (11,508,758) | | (11,508,758) | (11,508,758) | 0 | (11,508,758) | 0 | (11,508,758) | 0 | 0 |
| Cost Allocation Charges | 0 | (6,564,581) | 0 | (6,564,581) | (6,564,581) | 0 | (6,564,581) | 0 | (6,564,581) | 0 | 0 |
| Total Deductions | $0 | ($18,073,339) | ($11,808,164) | (29,881,503) | ($18,073,339) | ($11,808,164) | ($29,881,503) | $0 | ($29,881,503) | $0 | $0 |
| NET TOTAL ALL FUNDS | $120,281,869 | $271,820,547 | $0 | 271,820,547 | $272,123,948 | $0 | $272,123,948 | ($1,046,366) | $271,077,582 | $742,966 | $121,024,834 |

# TOTAL CITY REVENUES AND OTHER RESOURCES
# FISCAL YEAR ENDING 2027

| FUND | TAXES | FEES AND CHARGES | INTER-GOVERNMENT | INTEREST INCOME | MISC. | COST ALLOCATIONS | INTERNAL CHARGES | INTERFUND TRANSFERS | TOTAL REVENUES | FUND BALANCE | TOTAL RESOURCES |
|---|---|---|---|---|---|---|---|---|---|---|---|
| General | $83,453,634 | $4,704,827 | | $379,440 | $2,442,851 | $5,858,423 | $8,775,164 | $7,878,156 | $113,492,495 | | $113,492,495 |
| Net Revenue Stabilization | | | | $50,000 | | | | | 50,000 | | 50,000 |
| Public Safety Sales Tax | 14,959,598 | 552,694 | | 50,000 | | | | | 15,562,292 | | 15,562,292 |
| Community Development | | | 1,535,503 | | | | | | 1,535,503 | | 1,535,503 |
| Special Grants | | | 1,250,000 | | | | | | 1,250,000 | 247,647 | 1,497,647 |
| Room Tax | 5,178,422 | | | 2,500 | | | | | 5,180,922 | | 5,180,922 |
| Young Family Athletic Center | | 2,032,000 | | | | | | | 2,032,000 | 42,645 | 2,074,645 |
| Seizures and Restitutions | | | | 500 | | | | | 500 | 831,348 | 831,848 |
| CLEET | | | 31,525 | | | | | | 31,525 | | 31,525 |
| Public Transporation & Parking | 3,660,122 | 182,640 | 3,209,889 | | 37,000 | | | | 7,089,651 | | 7,089,651 |
| Art in Public Places | | | | | 16,000 | | | | 16,000 | | 16,000 |
| Westwood Park | | 2,963,000 | | 7,500 | | | | 139,069 | 3,109,569 | | 3,109,569 |
| Water | | 33,254,888 | | 120,000 | 8,950,000 | 706,158 | | | 43,031,046 | | 43,031,046 |
| Water Reclamation | | 12,645,269 | | 50,000 | | | | | 12,695,269 | | 12,695,269 |
| Sewer Maintenance | | 3,202,437 | | | | | | | 3,202,437 | 405,901 | 3,608,338 |
| New Development | 1,400,000 | | | 70,000 | | | | | 1,470,000 | 433,141 | 1,903,141 |
| Sanitation | | 16,900,850 | | 300,000 | 100,000 | | | | 17,300,850 | 780,456 | 18,081,306 |
| Capital Improvement | 17,633,956 | | | 700,000 | | | | | 18,333,956 | 16,192,666 | 34,526,622 |
| Norman Forward | 14,959,598 | | | 15,000 | 400,000 | | | | 15,374,598 | | 15,374,598 |
| Park Land and Development | | 85,000 | | 10,000 | | | | | 95,000 | | 95,000 |
| Univesity North Park TIF | | | | | | | | | 0 | 148,256 | 148,256 |
| Center City TIF | 1,590,400 | | | 2,000 | | | | | 1,592,400 | | 1,592,400 |
| General Debt Service | 13,032,653 | | | 25,000 | | | | | 13,057,653 | 157,000 | 13,214,653 |
| Arterial Roads Recoupment | | | | | | | | | 0 | | 0 |
| Risk Management / Insurance | | | | | 20,105,814 | | 2,733,594 | 3,790,939 | 26,630,347 | | 26,630,347 |
| | $155,868,383 | $76,523,605 | $6,026,917 | $1,781,940 | $32,051,665 | $6,564,581 | $11,508,758 | $11,808,164 | $302,134,013 | $19,239,060 | $321,373,073 |
| PERCENT TO TOTAL | 48.5% | 23.8% | 1.9% | 0.6% | 10.0% | 2.0% | 3.6% | 3.7% | 94.0% | 6.0% | 100.0% |

# CITY-WIDE OPERATING EXPENDITURES BY TYPE / CATEGORY
# FISCAL YEAR ENDING 2027

| FUND | Salaries & Benefits | Supplies & Materials | Services & Maintenance | Capital Equipment | Capital Projects | Internal Services | Cost Allocation Charges | Interfund Transfers | Other | Total |
|---|---|---|---|---|---|---|---|---|---|---|
| General | $ 76,165,826 | $ 6,423,495 | $ 16,814,853 | $ 4,728,384 | $ | $ 6,434,212 | $ | $ 2,192,268 | $ (800,000) | $ 111,959,038 |
| Public Safety Sales Tax | $ 11,892,887 | $ 147,378 | $ 271,406 | $ 775,910 | $ | $ 1,023,133 | $ | $ 323,816 | $ 980,402 | $ 15,414,932 |
| Community Development | $ 301,012 | $ 2,000 | $ 1,090,741 | $ | $ | $ 1,750 | $ | $ | $ | $ 1,395,503 |
| Special Grants | $ 183,147 | $ 1,000 | $ 23,500 | $ 40,000 | $ | $ | $ 1,250,000 | $ | $ | $ 1,497,647 |
| Room Tax | $ | $ | $ 3,730,263 | $ | $ | $ | $ 207,237 | $ | $ 433,306 | $ 4,370,806 |
| Young Family Athletic Center | $ 1,182,369 | $ 232,000 | $ 393,511 | $ | $ | $ 266,765 | $ | $ | $ | $ 2,074,645 |
| Seizures & Restitutions | $ | $ | $ 97,000 | $ 734,848 | $ | $ | $ | $ | $ | $ 831,848 |
| CLEET | $ | $ | $ 30,505 | $ | $ | $ | $ | $ | $ | $ 30,505 |
| Public Transportation & Parking | $ 825,969 | $ 45,100 | $ 5,255,309 | $ | $ | $ 366,439 | $ | $ | $ | $ 6,492,817 |
| Art In Public Places | $ | $ | $ 16,000 | $ | $ | $ | $ | $ | $ | $ 16,000 |
| Westwood Park | $ 1,701,668 | $ 568,742 | $ 431,551 | $ 104,069 | $ | $ 128,316 | $ | $ | $ (87,370) | $ 2,846,976 |
| Water | $ 6,644,572 | $ 5,463,483 | $ 3,811,348 | $ 1,266,679 | $ 4,475,000 | $ 680,479 | $ 1,666,241 | $ 2,245,434 | $ 5,667,871 | $ 31,921,107 |
| Water Reclamation | $ 3,955,111 | $ 767,540 | $ 1,781,359 | $ 1,143,180 | $ | $ 416,206 | $ 1,109,538 | $ 741,119 | $ 2,481,757 | $ 12,395,810 |
| Sewer Maintenance | $ 69,498 | $ 1,800 | $ 3,525 | $ | $ 3,575,000 | $ 6,552 | $ | $ | $ | $ 3,656,375 |
| New Development Excise | $ | $ | $ | $ | $ | $ | $ | $ | $ 1,903,141 | $ 1,903,141 |
| Sanitation | $ 5,689,437 | $ 150,904 | $ 4,103,552 | $ 3,408,489 | $ | $ 2,177,760 | $ 2,331,565 | $ 219,599 | $ 0 | $ 18,081,306 |
| Capital Improvement | $ 1,410,039 | $ | $ 16,499 | $ | $ 28,124,768 | $ 7,146 | $ | $ 4,968,170 | $ | $ 34,526,622 |
| Norman Forward | $ | $ | $ | $ | $ 671,000 | $ | $ | $ 460,758 | $ 10,418,993 | $ 11,550,751 |
| Park Land & Development | $ | $ | $ | $ | $ | $ | $ | $ | $ | $ 0 |
| University North Park TIF | $ | $ | $ 148,256 | $ | $ | $ | $ | $ | $ | $ 148,256 |
| General Debt Service | $ | $ | $ | $ | $ | $ | $ | $ 657,000 | $ 12,557,653 | $ 13,214,653 |
| Risk Management / Insurance | $ 1,063,379 | $ | $ 25,566,968 | $ | $ | $ | $ | $ | $ | $ 26,630,347 |
| Arterial Roads Recoupment | $ | $ | $ | $ | $ | $ | $ | $ | $ | $ 0 |
| Total | $ 111,084,914 | $ 13,803,442 | $ 63,586,146 | $ 12,201,559 | $ 36,845,768 | $ 11,508,758 | $ 6,564,581 | $ 11,808,164 | $ 33,555,753 | $ 300,959,085 |

# FINANCIAL POLICIES



# FINANCIAL POLICIES

Several financial policies have been used in the development of the Fiscal Year Ending 2027 (FYE 27) Budget and five-year forecast. The applications of the policies vary given the type of Fund. The "Budget Highlights" section identifies the specific application of each policy, if it applies to that particular fund. The financial policies that have been applied to various funds are documented below.

## Balanced Budget

The City shall annually adopt a balanced budget in accordance with the Oklahoma Municipal Act (Title 11 Oklahoma Statutes 2006). As such, expenditures may not legally exceed appropriations at the Fund level for each legally adopted annual operating budget (i.e., a fund balance cannot be negative).

## Five Year Forecast

Five-year forecasts of resources and the utilization of those resources have been prepared for all Funds of the City for the purpose of projecting existing conditions into the future to determine future financial viability, to identify financial strengths and weaknesses and to provide a base for remedial or supportive financial policy actions. The City legally adopts a budget for a one-year period; five-year forecasts are prepared for financial planning purposes. Based on these actions and other factors, actual financial performance in future years will vary from that projected here.

## Reasonable Cost of Service

For purposes of projecting existing costs into the future, it has been assumed that existing costs are reasonable given existing service levels.

## Reserve Policies

### Operating Reserve

In fiscal year 2011, Council directed staff to prepare a formal policy in Ordinance form codifying the City's reserve policies and complying with Governmental Accounting Standards Board Statement # 54. Direction was given to establish a separate "Rainy Day Fund" which could not be used except in unusual circumstances. The Ordinance (effective July 28, 2011) establishes a Net Revenue Stabilization or "Rainy Day" Fund, which would have minimum fund balance of three percent (3%) of annual budgeted General Fund expenses, a target fund balance of four and a half percent (4.5%) of General Fund expenses and a maximum fund balance of six percent (6%) of annual General fund expenses. The Ordinance also requires a minimum General Fund Operating Reserve fund balance of three percent (3%) of General Fund expenses and would require that the two percent (2%) Emergency Reserve allocation be included in future year's budgets. Under the Ordinance, Net Revenue Stabilization Fund balance could only be appropriated for expenditure by the City Council if at least one of three circumstances is met:

1.) The General Fund Operating Reserve fund balance is projected to fall below one percent (1%) of budgeted expenditures.

2.) A natural or man-made disaster has occurred; AND the City of Norman has spent or obligated to spend the two percent Emergency Reserve account in the General Fund

3.) A major one-time or capital expenditure has been necessitated, such as for major repairs to or replacement of City of Norman facilities.

Ordinance O-1819-10, approved by the Council in fiscal year ending 2019, reduced the budgeted Emergency Reserve allocation requirement from 2% to 1% in each future budget year. Once the 3% Operating Reserve and the 1% Emergency Reserve have been met, this Ordinance also increases the "Rainy Day Fund" minimum balance to 4% and maximum balance to 7% of annual budgeted General Fund expenses. The new targeted balance set by this Ordinance is 5% of annual budgeted General Fund expenses.

## Capital Reserve

A portion of fund balance equal to the average of the forecasted capital expenditures during the five-year forecasted period has been reserved in each fiscal year budget to provide assurance that resources are available to provide for the normal replacement of depreciable assets.

## Debt Reserve

A portion of fund balance equal to the average annual debt service requirement has been reserved to provide assurance that resources are available to meet each fiscal year's debt service payment. This policy may be superseded by requirements of bond covenants or the absence of outstanding debt.

## Investment Policy

**Policy:**

It is the policy of the City of Norman to invest all public funds in a manner which will provide the maximum security of principal, while meeting the daily cash flow demands of the City, conforming to all state and local statutes governing the investment of public funds, and providing the highest practical investment return within these guidelines.

**Diversification:**

The City of Norman will diversify its investments by institution. Except for U.S. Treasury and agency securities and authorized pools, no more than 50% of the entity's total investment portfolio will be placed through a single financial institution.

**Maximum Maturities:**

To the extent possible, the City of Norman will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City of Norman will not directly invest in securities maturing more than ten years from the date of purchase.

**Internal Control:**

The City Finance Director shall establish an annual process of independent review by an external auditor. The review will provide internal control by assuring compliance with policies and procedures.

**Performance Standards:**

The investment portfolio will be designed to obtain a market average rate of return during budgetary and economic cycles, considering the City of Norman's investment risk constraints and cash flow needs.

**Reporting:**

The City Finance Director shall provide the City Council with a monthly investment activity report within fifteen days of the closing of financial transactions for the month for which the report is made. The report shall include a listing of the investment transactions made and the amounts; therefore, interest earned on each investment within the month; current investment and maturity schedules; and overall performance compared to previous years and market benchmarks.

**Debt Policy**

The Debt Policy for the City of Norman is established to help ensure that all debt is issued both prudently and cost effectively. The Constitution of the State of Oklahoma, Article X, Sections 26-28 allow the indebtedness of a city for the purpose of financing the purchase, construction, or improvement of any public utility or combination of public utilities which shall be owned exclusively by such city.

The City of Norman, with differing levels of approval (majority voter approval for some, 60% voter approval for some, Council approval for some), may legally issue debt using any of the debt instruments below:

Unlimited Tax General Obligation Bonds
Limited Tax General Obligation Bonds
Revenue Bonds
Certificates of Participation (COPs)
Special Assessment District Bonds
Tax Increment Finance District Bonds
Revenue Anticipation Notes
Bond Anticipation Notes
Tax Anticipation Notes
Short Term Debt
Local Option Capital Asset Lending (LOCAL) Program Debt

The City of Norman's 2024 legal debt limit is approximately $146,447, based on Section 26 of the Oklahoma Constitution. It states that bonds issued for road and/or bridge improvements cannot exceed ten percent (10%) of the net assessed valuation (gross valuation minus homestead) of

the City. This limit can be raised by a vote of the people. There is no real legal debt limit; the practical limit is based on what the voters would consider an appropriate level of property tax-backed debt.

The City maintained an "Aa2" rating from Moody's for those general obligation debt issues that are rated by the service. The Norman Utility Authority maintained an "Aa3" rating from Moody's for those debt issues that they rate.

**Levelized Rates**

Utility rates should be set at a level to meet the average net income requirement over a five-year period without the need for interim adjustments and to meet all reserve requirements at the end of the five-year period.

**Utility Transfer to General Fund**

The amount of transfer from the Water and Water Reclamation Funds in support of the General Fund is based on a policy that provides continuity in all three funds. A transfer equal to 5% of the operating revenue in each utility would return to the General Fund an amount consistent with what public utilities provide in franchise fees and property taxes. This transfer was increased in FYE 11 from 2%.

**Municipal Budget Act**

The City of Norman adopted the "Municipal Budget Act," a provision of State Statute, by Resolution R-7980-28 dated January 22, 1980. A copy of the Municipal Budget Act is found in this section of the document.

# BUDGET CALENDAR

## Fiscal Year Ending 2027

***2025***

**September**

18 Finance Committee meeting to discuss budget process for FYE 2027

**November**

10 Fleet Ranking Committee reviews vehicle replacements

**18 Council Work Session on Capital Budget to identify Council priorities**

**December**

8 I.T. critical computer replacement list due

**12 "Budget Kick-Off" - Discuss budget process and forms**

Fleet sends out vehicle replacement recommendations

19 Fleet vehicle **REPLACEMENT** requests due to Finance

***2026***

**January**

5-9 Budget Staff meets with individual departments as requested

Send Letters to Outside Agencies that request funding

15 Council Finance Committee Meeting on Mid-Year Amendments/Adjustments

20 Meet w/ NPS for SRO Program costing for FYE 27

23 Finance/City Manager begin review of reserve/budget policies

**February**

**2 All New/Expanded/Replacement/Reclass Budget Requests and Base Budget Adjustment Requests due to Budget**

Last day to make changes to Base Budgets

9 Revenue projections and Health Insurance Premium recommendation due

13 Preliminary Fund Summaries due

19 Council Finance Committee Meeting on Outside Agency Funding Requests

**20 All Capital Project Requests & Schedules Due to Budget (Recurring Projects, Existing Projects with new funding requests, New Project Requests)**

Fleet /HR/ IT reviews of Budget Requests due

Facility Maintenance Existing Facility project rankings due

Updated Dept./Div. Summary forms, Performance Measurement forms, and Org Charts due

Send out inter-city surveys and request budgets from NCVB and NAC

**March**

**3 Council Retreat - Capital Budget (midpoint evaluations for CIP proposals)**

6 Management Team Budget Retreat to prioritize and rank department requests

9-13 City Manager meets with department heads to review budget

City Manager review of all Funds

16 Finance begins compilation of budget data

23 City Manager wrap up and proposal of budget

Last day to make changes / additions to operating budget

**April**

14 Preliminary Budget to Print Shop

17 Council & Staff receive preliminary budget document

Publish Budget Summary in newspaper announcing 1st Public Hearing

**28 Council Study Session - Overview, General Fund and Special Revenue Funds**

**1st Public Hearing at Council Meeting**

**May**

**5 Council Study Session for Capital Funds**

15 Publish Budget Summary in newspaper announcing 2nd Public Hearing

**19 Council Study Session for Enterprise Funds**

**26 2nd Public Hearing at Council meeting**

**June**

**2 Council Study Session (if necessary)**

**9 Council considers budget for adoption**

19 Final Budget to Print Shop for printing/binding

26 File budget with Excise Board & State Auditor

**July**

1 Beginning of Fiscal Year Ending 2027

**Note: The above dates are preliminary and may change.**

# THE BUDGET AND ACCOUNTING PROCESS

The City of Norman, Oklahoma, is a municipal corporation incorporated under a Municipal Charter pursuant to Article XVIII, of the Constitution and laws of the State of Oklahoma. The City operates under a Council-Manager form of government and provides such services as are authorized by its Charter to advance the welfare, health, morals, comfort, safety and convenience of the City and its inhabitants.

The City's major activities or functions include police and fire protection, parks and libraries, public health and social services, planning and zoning and general administrative services. In addition, the City owns and operates five major enterprise activities - the Water, Water Reclamation and Sanitation utility systems, and the Westwood Park and Young Family Athletic complexes. This budget includes the fund and account groups required to account for those activities, organizations and functions that are related to the City and controlled by or dependent upon the City's governing body, the City Council.

## THE BUDGET PROCESS

The City prepares its annual operating budget on a basis (Budget basis) which differs from Generally Accepted Accounting Principles (GAAP basis). The major difference between GAAP and Budget basis is that encumbrances are recorded as reservations of fund balance on a GAAP basis as opposed to the equivalent of expenditures (Budget basis) in all governmental funds.

The City of Norman uses modified zero-based budgeting to develop the annual operating budget. This approach requires City Departments to present a basic budget and supplements to the basic budget, which represents program additions or enhancements. The City Council adheres to the following procedures in establishing the budget:

1. Under the City Charter, the City Manager is responsible for preparing and recommending an operating budget for City Council consideration. The City Manager, working with staff in all Departments, reviews and evaluates all basic budgets and supplemental requests to determine whether they fulfill City Council goals and objectives, improve management effectiveness, or increase productivity. The proposed budget, which the City Manager submits to the City Council, includes recommendations of the program of services, which the City should provide, and which can be financed by the City's projected revenue for the budget year. The Manager must submit a balanced budget for the next fiscal year not later than 30 days prior to the end of the current fiscal year.

2. The City Council considers the Manager's recommended budget in a series of work sessions and in public hearings at which citizen comment is invited. Citizens are encouraged to participate in the budget process. A copy of the proposed budget and the adopted budget are filed in the City Clerk's office and the Norman Public Library. Additional or supplemental information is available upon request.

3. The budget for the next fiscal year is legally enacted by the City Council through passage of a resolution not later than seven days before the beginning of the new budget year.

4. Expenditures may not legally exceed appropriations at the Fund level for each legally adopted

annual operating budget. The City Manager, without Council approval, may transfer appropriation balances from one expenditure account to another within a Fund/Department of the City. The City Council, however, must approve any transfer of unencumbered appropriation balance or portions thereof from one Fund to another.

5. Annual budgets are legally adopted for all governmental funds. Budgets for the Debt Service Funds are adopted on a basis consistent with Generally Accepted Accounting Principles. The expendable trust fund includes non-budgeted financial activities, which are not subject to an appropriated budget and the appropriation process nor to any legally authorized non-appropriated budget review and approval process.

6. At the close of each fiscal year, any unencumbered appropriation balance lapses or reverts to the undesignated fund balance.

## THE ACCOUNTING PROCESS

The accounting and reporting policies of the City conform to Generally Accepted Accounting Principles ("GAAP") applicable to state and local governments. Generally Accepted Accounting Principles for local governments include those principles prescribed by the Governmental Accounting Standards Board ("GASB"), which includes all statements and interpretations of the National Council on Governmental Accounting unless modified by the GASB, and those principles prescribed by the American Institute of Certified Public Accountants in the publication entitled Audits of State and Local Governmental Units. The following is a summary of the more significant policies and practices used by the City.

### BASIS OF PRESENTATION

The accounts of the City are organized and operated based on funds or account groups, each of which is a separate fiscal and accounting entity. The operations of each fund are accounted for with a self-balancing set of accounts that comprise its assets, liabilities, fund balances or retained earnings, revenues and expenditures or expenses. The various funds are grouped by category and type. The City maintains the following fund classifications and account groups:

### CITY OF NORMAN FUNDS

All the funds of the City can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

### GOVERNMENTAL FUNDS

Governmental funds are used to account for the relatively liquid portion of the City's assets that are not accounted for through proprietary or fiduciary funds, the short-term obligations pertaining thereto and the net balance of these financial resources available for subsequent appropriation and expenditure.

General Fund - The General Fund is the general operating fund of the City. This fund is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or major capital projects) that

are legally restricted to expenditures for specific purposes.

Debt Service Funds - Debt Service Funds are used to account for the accumulation of resources for, and the payment of general long-term debt principal, interest and related costs.

Capital Project Fund - The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds). They are presented in a separate document.

## PROPRIETARY FUNDS

Proprietary Funds are those used to account for the City's ongoing organizations and activities which are similar to those found in the private sector. The measurement focus is upon capital maintenance and upon determination of net income, financial position and changes in financial position.

Enterprise Funds - Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises wherein the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis are financed or recovered primarily through user charges or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

Internal Service Funds – Internal Service Funds are used to allocate certain costs (e.g. Risk Management/Insurance) to other funds within the government.

## FIDUCIARY FUNDS

Fiduciary Funds are used to account for assets held by the City in a trustee capacity or as an agent for other governmental units and/or other funds. Trust and Agency Funds include expendable trust and payroll agency funds. (Not presented in this document).

# FUNDING SOURCES FOR EACH DEPARTMENT

| | Governmental Funds | | | | Proprietary Funds | |
|---|---|---|---|---|---|---|
| Divisions | General Fund | Special Revenue Funds | Debt Service Funds | Capital Projects Funds | Enterprise Funds | Internal Service Fund |
| City Clerk | GF | | | | | |
| City Council | GF | | | | | |
| City Manager | GF | | | | | |
| Finance | GF | | | | | |
| Fire | GF | | | | | |
| Human Resources | GF | | | | | |
| Information Technology | GF | | | | | |
| Legal | GF | | | | | |
| Municipal Court | GF | | | | | |
| Parks & Recreation | GF | | | | | |
| Planning & Development | GF | | | | | |
| Police & Emergency Communications | GF | | | | | |
| Public Works | GF | | | | | |
| Non-Departmental | GF | | | | | |
| Net Revenue Stabilization (Rainy Day) | GF | | | | | |
| CLEET | | SR | | | | |
| Community Development | | SR | | | | |
| Fire - Public Safety Sales Tax | | SR | | | | |
| Police - Public Safety Sales Tax | | SR | | | | |
| Room Tax | | SR | | | | |
| YFAC Fund | | SR | | | | |
| Seizures & Restitution | | SR | | | | |
| Special Grants | | SR | | | | |
| Art in Public Places | | SR | | | | |
| Westwood Park | | SR | | | | |
| Public Transportation | | SR | | | | |
| Sanitation | | | | | EN | |
| Water Reclamation | | | | | EN | |
| Sewer Maintenance | | | | | EN | |
| New Development Excise | | | | | EN | |
| Water | | | | | EN | |
| Risk Management | | | | | | IS |
| Capital Projects | | | | CA | | |
| Norman Forward Sales Tax | | | | CA | | |
| Park Land & Development | | | | CA | | |
| University North Park TIF District | | | | CA | | |
| Center City TIF District | | | | CA | | |
| Arterial Roads Recoupment | | | | CA | | |
| General Debt Service | | | DS | | | |
| General Obligation Bond | | | DS | | | |

BASIS OF ACCOUNTING

Basis of accounting refers to the time at which revenues and expenditures or expenses are recognized in the accounts and reported. Governmental funds, expendable trust funds, and agency funds are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they become measurable and available as net current assets. Available means collectible within the current period or expected to be collected within 60 days after year end and be used to pay liabilities of the current period. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include unmatured principal and interest on general long-term obligations which are recognized when due. This exception is in conformity with Generally Accepted Accounting Principles.

Property tax revenues and sales tax receipts are considered measurable and available when collected and recognized as revenue at that time. Licenses and permits, fines and forfeits, and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until received. Investment earnings are recorded on the accrual basis in all funds.

Intergovernmental revenues are recorded on a basis applicable to the legal and contractual requirements of the various individual grant programs.

All proprietary funds are accounted for using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized in the accounting period in which they are earned and become measurable. Expenses are recorded in the accounting period incurred, if measurable.

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of funds are recorded to reserve that portion of the applicable appropriation, is utilized in the governmental funds. Encumbrances outstanding at year-end are reported as reservations of fund balances and do not constitute expenditures or liabilities since the commitments will be honored during the subsequent year. For budgetary purposes, encumbrances outstanding at year end and the related appropriation are carried forward to the new fiscal year. Encumbrances constitute the equivalent of expenditures for budgetary purposes.

# MUNICIPAL BUDGET ACT
## (Title 11 Oklahoma Statutes 2006)

### SECTION 17-201. MUNICIPAL BUDGET ACT.

This act may be cited as the "Municipal Budget Act."

### SECTION 17-202. PURPOSE OF ACT.

The purpose of this act is to provide an alternate budget procedure for municipal governments, which will:

1. Establish standard and sound fiscal procedures for the adoption and administration of budgets;

2. Make available to the public and investors sufficient information as to the financial conditions, requirements and expectations of the municipal government; and

3. Assist municipal governments to improve and implement generally accepted standards of finance management.

### SECTION 17-203. APPLICATION OF ACT

This act shall apply to any incorporated city or town which, by resolution of the governing body, opts to come under and comply with all its provisions and requirements. Once a municipality has selected the Municipal Budget Act to govern its budget procedures, the provisions of this act shall take precedence over any other state laws applicable to municipal budgets, except as may be provided otherwise in this act, and supersede any conflicting laws. Any action of a municipal governing body to implement, rescind or repeal the application of the Municipal Budget Act shall be effective as of the beginning or end of a budget year pursuant to this act.

### SECTION 17-204. DEFINITIONS

As used in this act:

1. "Account" means an entity for recording specific revenues or expenditures, or for grouping related or similar classes of revenues and expenditures and recording them within a fund or department;

2. "Appropriated fund balance" means any fund balance appropriated for a fund for the budget year;

3. "Appropriation" means an authorization to expend or encumber income and revenue provided for a purpose;

4. "Budget" means a plan of financial operations for a fiscal year, including an estimate of proposed expenditures for given purposes and the proposed means for financing them;

5. "Budget summary" means a tabular listing of revenues by source and expenditures by purpose for the budget year;

6. “Budget year” means the fiscal year for which a budget is prepared or being prepared;

7. “Chief executive officer” means the mayor of an aldermanic city or a strong-mayor-council city, the mayor of a town, or the city manager or chief administrative officer as it may be defined by applicable law, charter or ordinance;

8. “Current year” means the year in which the budget is prepared and adopted, or the fiscal year immediately preceding the budget year;

9. “Deficit” means the excess of a fund’s current liabilities and encumbrances over its current financial assets as reflected by its books of account;

10. “Department” means a functional unit within a fund which carries on a specific activity, such as a fire department or a police department within a general fund;

11. “Estimated revenue” means the amount of revenues estimated to be received during the budget year;

12. “Fiscal year” means the annual period for reporting fiscal operations which begins and ends on dates as the Legislature provides or as provided by law;

13. “Fund” means an independent fiscal and accounting entity with a self-balancing set of accounts to record cash and other financial resources, together with all liabilities, which are segregated for the purpose of carrying on specific activities or attaining certain objectives;

14. “Fund balance” means the excess of a fund’s current financial assets over its current liabilities and encumbrances, as reflected by its books of account;

15. “Governing body” means the city council of a city, the board of trustees of a town, or the legislative body of a municipality as it may be defined by applicable law or charter provision;

16. “Immediate prior fiscal year” means the year preceding the current year;

17. “Income and revenue provided” means the amount estimated or actual income and revenue appropriated by the governing body of the municipality;

18. “Levy” means to impose ad valorem taxes or the total amount of ad valorem taxes for a purpose or entity;

19. “Operating reserve” means that portion of the fund balance of the municipality which has not been appropriated in a budget year for another purpose;

20. “Municipality” means any incorporated city or town; and

21. “Purpose” means the specific budget item for a contract or claim.

**SECTION 17-205. ANNUAL BUDGET - PREPARATION AND SUBMISSION - ASSISTANCE OF OFFICERS, EMPLOYEES AND DEPARTMENTS**

At least thirty (30) days prior to the beginning of each fiscal year, a budget for the municipality shall be prepared by the chief executive officer and submitted to the governing body. The chief executive officer may require any other officer or employee who is charged with the management or control of any department or office of the municipality to furnish estimates for the fiscal year covering estimated revenues and expenditures of the department or office on or before a date set by the chief executive officer.

**SECTION 17-206. REQUIREMENTS AND CONTENTS OF BUDGET**

A. The municipal budget shall present a complete financial plan for the municipality and shall present information necessary and proper to disclose the financial position and condition of the municipality and the revenues and expenditures thereof.

B. Unless the budget is prepared in accordance with the subsection E of this section, the budget shall contain the following contents:

1. The budget shall contain a budget summary;

2. It shall also be accompanied by a budget message, which shall explain the budget and describe its important features;

3. The budget format shall be as provided by the governing body in consultation with the chief executive officer; and

4. It shall contain at least the following in tabular form for each fund, itemized by department and account within each fund:

   a. actual reserves and expenditures for the immediate prior fiscal year,

   b. revenues and expenditures for the current fiscal year as shown by the budget for the current year as adopted or amended, and

   c. estimates of revenues and expenditures for the budget year.

C. The estimate of revenues for any budget year shall include probable income by source which the municipality is legally empowered to collect or receive at the time the budget is adopted. The estimate shall be based on a review and analysis of past and anticipated revenues of the municipality. Any portion of the budget of revenues to be derived from ad valorem property taxation shall not exceed the amount of tax which is available for appropriation, as finally determined by the county excise board, or which can or must be raised as required by law. The budget of expenditures for each fund shall not exceed the estimated revenues for each fund. No more than ten percent (10%) of the total budget for any fund may be budgeted for miscellaneous purposes. Included in the budget of revenues or expenditures for any fund may be amounts transferred from or to another fund. Any such interfund transfer must be shown as a disbursement from the one fund and as a receipt to the other fund.

D. Encumbrances for funds whose sole purpose is to account for grants and capital projects and/or any unexpended appropriation balances may be considered nonfiscal and excluded from the budget by the governing body, but shall be re-appropriated to the same funds, accounts and for the same purposes for the successive fiscal year, unless the grant, project or purpose is designated or declared closed or completed by the governing body.

E. As an alternative to the budget format and content described in subsections B, C, and D of this section, the municipality may prepare its budget in a program or purpose format for the municipality as a whole without regard to fund accounting. Such budget shall be subject to all other requirements of the Municipal Budget Act, except those requirements specifically related to fund accounting.

**SECTION 17-207. MONIES RECEIVED AND EXPENDED MUST BE ACCOUNTED FOR BY FUND OR ACCOUNT**

Any monies received or expended by a municipality must be accounted for by fund and account, regardless of the format of the budget. Each municipality shall adopt an appropriation for the general fund and for all other funds established by the governing body pursuant to the provisions of Section 17-212 of this title, or as an alternative, for each purpose as established by the governing body. The municipal governing body shall determine the needs of the municipality for sinking fund purposes, pursuant to the provisions of Section 431 of Title 62 of the Oklahoma Statutes, Section 3017 of Title 68 of the Oklahoma Statutes, and Section 28 of Article 10 of the Oklahoma Constitution, and include these requirements in the debt service budget for the budget year.

**SECTION 17-208. PUBLIC HEARING ON PROPOSED BUDGET - NOTICE - COPIES OF PROPOSED BUDGET**

The municipal governing body shall hold a public hearing on the proposed budget no later than fifteen (15) days prior to the beginning of the budget year. Notice of the date, time and place of the hearing, together with the proposed budget summary, shall be published in a newspaper of general circulation in the municipality not less than five (5) days before the date of the hearing. The municipal clerk shall make available a sufficient number of copies of the proposed budget as the governing body shall determine and have them available for review or for distribution or sale at the office of the municipal clerk. Whenever the total operating budget, not including debt service, does not exceed Twelve Thousand Dollars ($12,000.00) per year, the proposed budget summary and notice may be posted at the governing body's principal headquarters in lieu of publication in a newspaper. At the public hearing on the budget any person may present to the governing body comments, recommendations or information on any part of the proposed budget.

**SECTION 17-209. ADOPTION OF BUDGET - FILING - EFFECTIVE PERIOD - USE OF APPROPRIATED FUNDS - LEVYING TAX**

A. After the hearing and at least seven (7) days prior to the beginning of the budget year, the governing body shall adopt the budget by resolution, or as any charter may require. The governing body may add or increase items or delete or decrease the items in the budget. In all cases the appropriations shall not exceed the income and revenue provided by the governing body from estimated revenues and appropriated fund balance.

B. The adopted budget shall be transmitted to the State Auditor and Inspector within thirty (30) days after the beginning of the fiscal year of the municipality and one copy shall be kept on file in the office of the municipal clerk. A copy of the municipality's sinking fund requirements shall be filed with the excise board of the county or counties in which the municipality is located.

C. The adopted budget shall be in effect on and after the first day of the fiscal year to which it applies. The budget as adopted and filed with the State Auditor and Inspector shall constitute an appropriation for each purpose as defined by the governing body, and the appropriation thus made shall not be used for any other purpose except as provided by law.

D. At the time required by law, the county excise board shall levy the taxes necessary for the municipality's sinking fund for the budget year pursuant to Section 431 of Title 62 of the Oklahoma Statutes.

**SECTION 17-210. PROTESTS - FAILURE TO PROTEST - EXAMINATION OF FILED BUDGET**

Within fifteen (15) days after the filing of any municipal budget with the State Auditor and Inspector, any taxpayer may file protests against any levy of ad valorem taxes for creating sinking funds in the manner provided by this section and Sections 24104 through 24111 of Title 68 of the Oklahoma Statutes. The fifteen-day protest period begins upon the date the budget is received in the Office of the State Auditor and Inspector. After receipt of a taxpayer protest, the State Auditor and Inspector shall transmit by certified mail one copy of each protest to the municipal clerk, and one copy of each protest to the county treasurer and the excise board of each county in which the municipality is located. The taxpayer shall specify the grounds upon which the protest is based. Any protest filed by any taxpayer shall inure to the benefit of all taxpayers. Provided, the provisions of this section shall not delay any budget expenditures of a municipality if the amount of revenue from the ad valorem tax levy which is deposited in the municipal general fund is less than five percent (5%) of the total revenue accruing to the municipal general fund during the prior year. If no protest is filed by any taxpayer within the fifteen-day period, the budget and any appropriations thereof shall be deemed legal and final until amended by the governing body or the county excise board as authorized by law. Taxpayers shall have the right at all reasonable times to examine the budget on file with the municipal clerk or the State Auditor and Inspector for the purpose of filing protests in accordance with this section and Sections 24104 through 24111 of Title 68.

**SECTION 17-211. EXPENDITURE OR ENCUMBRANCE OF FUNDS - BALANCES TO BE CARRIED FORWARD - UNLAWFUL ACTS AND LIABILITY THEREFORE**

A. No expenditure may be incurred or made by any officer or employee, which exceeds the fund balance for any fund. Any fund balance remaining in a fund at the end of the fiscal year shall be carried forward to the credit of the fund for the next fiscal year. No expenditure may be authorized or made by any officer or employee, which exceeds the appropriation of any fund.

B. It shall be unlawful for any officer or employee of the municipality in any budget year:

1. To create or authorize creation of a deficit in any fund; or

2. To authorize, make or incur expenditures in excess of ninety percent (90%) of the appropriation for any fund or the budget as adopted or amended until revenues received, including the prior fiscal year's fund balance carried forward, totals an amount equal to at least ninety percent (90%) of the appropriation for the fund. Expenditures may then be made and authorized so long as any expenditure does not exceed any fund balance.

C. Any obligation that is contracted or authorized by any officer or employee in violation of this act shall become the obligation of the officer or employee himself and shall not be valid or enforceable against the municipality. Any officer or employee who violates this act shall forfeit his office or position and shall be subject to such civil and criminal punishments as are provided by law. Any obligation, authorization for expenditure or expenditure made in violation of this act shall be illegal and void.

**SECTION 17-212. FUNDS - ESTABLISHMENT - KINDS**

A municipality shall establish funds consistent with legal and operating requirements. Each municipality shall maintain according to its own needs some or all of the following funds or ledgers in its system of accounts:

1. A general fund, to account for all monies received and disbursed for general municipal government purposes, including all assets, liabilities, reserves, fund balances, revenues and expenditures which are not accounted for in any other fund or special ledger account. All monies received by the municipality under the motor fuel tax or under the motor vehicle license and registration tax and earmarked for the street and alley fund may be deposited in the general fund and accounted for as a "street and alley account" within the general fund. Expenditures from this account shall be made as earmarked and provided by law. All references to the street and alley fund or to the special fund earmarked for state-shared gasoline and motor vehicle taxes may mean the street and alley account provided in this section;

2. Special revenue funds, as required, to account for the proceeds of specific revenue sources that are restricted by law to expenditures for specified purposes;

3. Debt service fund, which shall include the municipal sinking fund, established to account for the retirement of general obligation bonds or other long term debt and payment of interest thereon and judgments as provided by law. Any monies pledged to service general obligation bonds or other long-term debt must be deposited in the debt service fund;

4. Capital project funds, to account for financial resources segregated for acquisition, construction or other improvement related to capital facilities other than those accounted for in enterprise funds and non-expendable trust funds;

5. Enterprise funds, to account for each utility or enterprise or other service, other than those operated as a department of the general fund, where the costs are financed primarily through user charges or where there is a periodic need to determine revenues earned, expenses incurred or net income for a

service or program.

6. Trust agency funds, to account for assets held by the municipality as trustee or agent for individuals, private organizations or other governmental units or purposes, such as a retirement fund or a cemetery perpetual care fund;

7. Special assessment funds, to account for the financing of public improvements or services deemed to benefit properties against which special assessments are levied; a separate fund for each special improvement district established by the governing body shall be established, each of which shall be known as a special assessment fund;

8. Internal service funds, to account for the financing of goods or services provided by one department or agency of the municipality to another department or agency, or to another government, on a cost reimbursement basis;

9. A ledger or group of accounts in which to record the details relating to the general fixed assets of the municipality;

10. A ledger or group of accounts in which to record the details relating to the general bonds or other long term debt of the municipality; or

11. Such other funds or ledgers as may be established by the governing body.

**SECTION 17-213. FUNDS - CLASSIFICATION OF REVENUES AND EXPENDITURES**

Each fund shall be made up of accounts for classifying revenues and expenditures. Revenues shall be classified separately by source. Expenditures shall be departmentalized within each fund and shall be classified into at least the following accounts:

1. Personal services, which may include expenses for salaries, wages, per diem or other compensation, fees, allowances or reimbursement for travel expenses, and related employee benefits, paid to any officer or employee for services rendered or for employment. Employee benefits may include employer contributions to a retirement system, insurance, sick leave, terminal pay or similar benefits;

2. Materials and supplies, which may include articles and commodities which are consumed or materially altered when used, such as office supplies, operating supplies and repair and maintenance supplies, and all items of expense to any person, firm or corporation rendering service in connection with repair, sale or trade of such articles or commodities;

3. Other services and charges, which may include all current expenses other than those listed in paragraphs 1, 2, 4, 5 or 6 in this section, such as services or charges for communications, transportation, advertising, printing or binding, insurance, public utility services, repairs and maintenance, rentals, miscellaneous items and all items of expenses to any person, firm or corporation rendering such services;

4. Capital outlays, which may include outlays which result in acquisition of or additions to fixed assets which are purchased by the municipality, including machinery and equipment, furniture, land,

buildings, improvements other than buildings, and all construction, reconstruction, appurtenances or improvements to real property accomplished according to the conditions of contract;

5. Debt service, which may include outlays in the form of debt principal payments, periodic interest payments, or related service charges for benefits received in part in prior fiscal periods as well as in current and future fiscal periods; and

6. Fund transfers, which may include permanent transfers of resources from one fund to another.

**SECTION 17-214. FUNDS - OPERATING RESERVE**

A municipality may create an operating reserve for the purpose of providing a fund or reserve out of which to meet emergency expenditures.

**SECTION 17-215. TRANSFER OF UNEXPENDED OR UNENCUMBERED APPROPRIATION - LIMITATIONS ON ENCUMBRANCES OR EXPENDITURES**

A. The chief executive officer, or designee, as authorized by the governing body, may transfer any unexpended and unencumbered appropriation or any portion thereof from one purpose to another; except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimums required.

B. Any fund balance in an unrestricted fund of the municipality may be transferred to another fund of the municipality as authorized by the governing body. Other interfund transfers may be made only as adopted or amended according to Section 17-206 or 17-216 of this title.

C. Whenever the necessity for maintaining any fund of a municipality has ceased to exist and a balance remains in the fund, the governing body may authorize the transfer of the balance to the general fund or any other designated fund, unless otherwise provided by law.

D. No encumbrance or expenditure may be authorized or made by any officer or employee, which exceeds the available appropriation for each purpose as defined by the governing body.

**SECTION 17-216. SUPPLEMENTAL APPROPRIATIONS TO FUNDS - AMENDMENT OF BUDGET**

A. The governing body may amend the budget to make supplemental appropriations to any purpose up to the amount of additional income and revenues, which are available and provided for current expenditures due to:

1. Revenues received or to be received from sources not anticipated in the budget for that year;

2. Revenues received or to be received from anticipated sources but in excess of the budget estimates therefore; or

3. Unexpended and unencumbered fund balances on hand at the end of the preceding fiscal year, which had not been anticipated or appropriated in the budget. Any appropriation authorizing the

creating of indebtedness shall be governed by the applicable provisions of Section 26 of Article 10 of the Oklahoma Constitution.

B. If at any time during the budget year it appears probable that revenues available will be insufficient to meet the amount appropriated, or that due to unforeseen emergencies there is temporarily insufficient money to meet the requirements of appropriation, the governing body shall take action as it deems necessary. For that purpose, it may amend the budget to reduce one or more appropriations or it may amend the budget to transfer money from one purpose to another purpose, but no appropriation for debt service may be reduced and no appropriation may be reduced by more than the amount of the unencumbered and unexpended balance thereof. No transfer shall be made from the debt service fund to any other fund except as may be permitted by the terms of the bond issue or applicable law.

C. A budget amendment as provided in this section authorizing supplemental appropriations or a decrease in the total appropriation of funds shall be adopted at a meeting of the governing body and filed with the municipal clerk and the State Auditor and Inspector.

**SECTION 3002 – AUDITS (Title 68 Oklahoma Statutes 2001)**

A. (Also pertains to counties and school districts).

B. Each municipality that does not prepare an annual audit pursuant to Section 17-105 of Title 11 of the Oklahoma Statutes shall make a financial statement as required by this section. Such municipality shall adopt a budget, which shall contain estimates of expenditures and revenues, including probable income by source, for the budget year; provided, that all municipalities may use estimated fund balances if final certified fund balances are not available. The budget shall be in a format similar to the estimate of needs or, at the municipality's discretion, to Sections 17-207 and 17-212 through 17-214 of Title 11 of the Oklahoma Statutes. This section shall not apply to any municipality that has opted to prepare a budget pursuant to the Municipal Budget Act.

C. Each budget and each financial statement and estimate of needs for each county, city, incorporated town, or school district, as prepared in accordance with this section, shall be published in one issue in some legally qualified newspaper published in such political subdivision. If there be no such newspaper published in such political subdivision, such statement and estimate shall be so published in some legally qualified newspaper of general circulation therein; and such publication shall be made, in each instance, by the board or authority making the estimate.

D. The financial statements and estimates of all counties shall be filed with the county excise board on or before August 17 of each year; and the financial statements and budgets of all incorporated towns shall be filed with the county excise board on or before August 22 of each year; and the financial statements and budgets of all cities shall be filed with the county excise board on or before August 27 of each year; and the financial statements and estimates of all school districts shall be filed with the county excise board on or before September 1 of each year. Said financial statements and estimates shall have attached thereto an affidavit showing the publication thereof as required herein, or they may be filed and the said affidavit attached thereto at any time within five (5) days after the filing thereof.

## NORMAN IMPLEMENTATION OF MUNICIPAL BUDGET STATUTES

The City of Norman and its related Trusts and Authorities have been in full compliance with Generally Accepted Accounting Principles and the Oklahoma Municipal Budget Act since 1988. Some of the defined terms in Section 17-204 and 17-213 of the Municipal Budget Act are further explained as follows:

**"Municipality"** is The City of Norman and **"Governing Body"** is the City Council;

**"Budget Year"** and **"Fiscal Year"** is July 1 through June 30;

**"Chief Executive Officer"** is the City Manager;

**"Personal Services"** category expenditures are **"Salaries and Benefit"** category expenditures. These expenditures are generally for payments directly to full and part-time employees of the City, including contributions to retirement and pensions, social security, health insurance, uniform allowances and related expenses.

**"Materials and Supplies"** category expenditures are generally for consumable goods that are used (or "materially altered" when used) by City employees to provide services to the public and/or our customers (e.g., purchases of pencils, oil filters, chlorine).

**"Other Services and Charges"** category expenditures are **"Services and Maintenance"** category expenses, generally for services provided to the City of Norman by outside vendors (e.g., hiring Xerox to fix a City copier; hiring a Spanish interpreter, etc.).

**"Internal Service"** category expenditures are similar to **"Services and Maintenance"** category expenditures, except that the "vendor" that is providing the services to the City of Norman is another City department. Internal Service "vendors" of the City include the Fleet Management Division (providing centralized fueling and vehicle repair), the Facilities Management Division (providing centralized building repair, custodial and maintenance), the Office Services Division (providing centralized printing and mailing services) and the Risk Management Division (providing worker's compensation, health insurance and property casualty services).

# FINANCIAL SUMMARIES



# GENERAL FUND
# BUDGET
# HIGHLIGHTS

Background

The General Fund is used to account for resources that are utilized for general government activities such as:

- Park and Public Lands Maintenance
- Street Maintenance
- Neighborhood Revitalization and Code Compliance
- Public Safety and Emergency Response
- Traffic Control
- Public Transportation
- Stormwater Drainage and Flood Control

These services are distinct in that they promote the overall public good, are provided to everyone in the community equally, and cannot be denied to anyone.

The major sources of revenue are sales tax, franchise fees, and internal charges. Sales tax revenues allocated to the General Fund are equal to 77% of a three percent tax (3%). Franchise fees are generated by a fee on the gross receipts within Norman of public utilities as follows:

| | |
|---|---|
| A T & T Cable | 5% |
| A T & T Telephone | 2% |
| Oklahoma Gas & Electric | 3% |
| Oklahoma Natural Gas | 3% |
| Cox Communications Cable | 5% |
| Cox Communications Telephone | 2% |
| Oklahoma Electric Cooperative | 5% |

The City's Water and Water Reclamation Utility Enterprises also make a five percent (5%) payment in-lieu of franchise fees to the General Fund.

Revenues derived from cost allocation charges are the result of the distribution of the cost of centrally-provided support services benefiting departments of the City such as:

- Management (Council and Manager)
- Accounting/Purchasing/Payroll/Risk Management
- Human Resources
- Information Systems
- Legal
- Investment/Debt Administration

A five-year financial forecast is found in this section. The purpose of a five-year forecast is to project existing conditions into the future, given certain assumptions, to determine future financial viability, to identify financial strengths and weaknesses, and to provide a base for remedial or supportive financial policy.

FYE 27 Budget

The Fiscal Year Ending June 30, 2027 (FYE 27) budget is a legally balanced budget in that total resources available for appropriations are greater than total expenditures.

| | |
|---|---|
| Estimated Beginning Fund Balance | $ 7,076,996 |
| Current Revenues & Interfund Transfers | 113,492,495 |
| Total Available Resources | 120,569,491 |
| Current Expenditures & Interfund Transfers | (111,959,038) |
| Estimated Ending Fund Balance | $8,610,452 |

In the City's Comprehensive Annual Financial Report, (page 93) for Fiscal Year ending June 30, 2025, reconciliation is given between budget fund balance and the General Fund balance reported on the City Balance Sheet. This reconciliation is summarized as follows:

| | |
|---|---|
| Fund balances – budgetary basis, June 30, 2025 | $ 7,487,012 |
| Encumbrances outstanding | 3,520,109 |
| Fund summary cash balance | 11,007,121 |
| Current year accruals | 9,050,421 |
| "Rainy Day" Fund Balance | 4,982,373 |
| Total fund balances – fund balance sheet, June 30, 2024 | $ 25,039,915 |

Estimated sales tax revenues are normally based on a 20-year, multivariate regression model. Due to variability in recent collection trends, FYE 27 sales and use tax are being projected at a 1% and 4% increase over FYE 26 collections, respectively. Franchise fees are projected at a 3% increase from FYE 26 estimated figures. Licenses and permit fees are projected at a 1% increase from FYE 26 estimated figures. Fines and forfeitures are estimated at a 3% increase over FYE 26 estimated collections and service fees and charges are estimated at a 1% increase from FYE 26 estimated figures.

FYE 27 expenditures are projected based on a line-item analysis within each department. Salaries and benefits are budgeted with no cost of living increases or merit increases to employee salaries.

A -1.4% decrease in salaries and benefits, a -15% decrease in supplies and materials, a -9% decrease in services and maintenance costs, and a -1.5 decrease in internal services costs from FYE 26 estimated figures are proposed for FYE 27.

For the FYE 27 General Fund Budget, the following position changes were made:

| Department | Change |
|---|---|
| Finance Department | 7 Utility Customer Service positions moved to the Water Fund |
| Planning Department | Closed an Administrative Technician III position |

All line items have been reviewed on multiple occasions by department staff, Finance Department staff and the City Manager.

Five Year Outlook

- Sales tax revenues are projected at an increase of 1% from FYE 26 Estimate to FYE 27. Projections for FYE 28 through FYE 31 are projected on an average annual growth rate of 2%.
- State use tax is projected to increase at an average rate of 4%, and franchise and other taxes are projected to increase at an average of 3% from FYE 27 through FYE 31. Other major revenues are projected to increase at various rates.
- Transfers from the Water and Water Reclamation Utilities will be based on a rate equal to 5% of the gross operating revenues in each utility. This represents a policy to replicate the franchise fee payments from private utilities for franchise fees for the use of public rights-of-way. In addition, transfers from the Capital Improvement Fund are made for financing General Fund capital equipment needs.
- FYE 27 net expenditures represent an approximate 1.4% increase over the FYE 26 Budget. Total expenditures are projected to increase an average of 4% for future years.
- Other expenditure categories are generally based upon the current year level with a 1% increase per year after FYE 27, except Internal Services, which is projected at a 3% increase after FYE 27. Salaries and Benefits are projected at a -1.4% decrease from FYE 26 to FYE 27 and a 5% annual increase after FYE 27.

Summary

The FYE 27 General Fund Budget is a balanced budget that has maintained major service levels with current revenues estimated to exceed current expenditures by $1,533,457. Estimated year-end reserves of $8,610,452 exceed the 3% required operating reserve level.

# GENERAL FUND (10)
# STATEMENT OF REVENUES AND EXPENDITURES

| | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|
| | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 Beginning Fund Balance | $ 17,677,482 | $ 12,075,889 | $ 11,656,126 | $ 7,076,996 | $ 8,610,452 | $ 8,860,075 | $ 6,847,693 | $ 1,218,706 |
| 3 Revenues: | | | | | | | | |
| 4 Sales Tax | $ 54,499,647 | $ 56,283,247 | $ 56,283,247 | $ 57,940,142 | $ 59,098,945 | $ 60,280,924 | $ 61,486,542 | $ 62,716,273 |
| 5 State Use Tax | 12,592,773 | 12,979,200 | 13,637,973 | 14,183,492 | 14,750,832 | 15,340,865 | 15,954,500 | 16,592,680 |
| 6 Franchise Fees | 7,271,012 | 7,589,409 | 8,200,000 | 8,446,000 | 8,699,380 | 8,960,361 | 9,229,172 | 9,506,047 |
| 7 Other Tax | 2,339,717 | 2,622,545 | 2,800,000 | 2,884,000 | 2,970,520 | 3,059,636 | 3,151,425 | 3,245,968 |
| 8 Fines/Forfeitures | 1,756,850 | 1,293,876 | 1,850,000 | 1,905,500 | 1,962,665 | 2,021,545 | 2,082,191 | 2,144,657 |
| 9 Interest/Investment Income | 543,396 | 201,020 | 372,000 | 379,440 | 387,029 | 394,769 | 402,665 | 410,718 |
| 10 Other Revenues | 310,342 | 2,418,664 | 2,418,664 | 2,442,851 | 2,467,280 | 2,491,953 | 2,516,873 | 2,542,042 |
| 11 License/Permit Fees | 1,154,499 | 1,021,611 | 1,021,611 | 1,031,827 | 1,042,145 | 1,052,566 | 1,063,092 | 1,073,723 |
| 12 Service Fees and Charges | 1,656,465 | 2,279,793 | 1,750,000 | 1,767,500 | 1,785,175 | 1,803,027 | 1,821,057 | 1,839,268 |
| 13 Cost Allocation Chrgs. | 5,876,085 | 5,293,785 | 5,293,785 | 5,858,423 | 5,917,007 | 5,976,177 | 4,785,939 | 4,833,798 |
| 14 Internal Chrgs. | 8,676,716 | 9,059,566 | 9,059,566 | 8,775,164 | 8,950,667 | 9,129,681 | 9,312,274 | 9,498,520 |
| 16 Subtotal | $ 96,677,502 | $ 101,042,716 | $ 102,686,846 | $ 105,614,339 | $ 108,031,645 | $ 110,511,504 | $ 111,805,730 | $ 114,403,694 |
| 18 I/F Transf - Water | $ 1,398,776 | $ 1,565,797 | $ 1,565,797 | $ 2,037,001 | $ 1,613,564 | $ 1,637,993 | $ 1,662,792 | $ 1,687,969 |
| 19 I/F Transf - Wastewater | 540,939 | 579,819 | 579,819 | 588,516 | 597,344 | 606,304 | 615,399 | 624,630 |
| 21 I/F Transf - CIP (St Maint) | 89,340 | 93,807 | 93,807 | 98,497 | 103,422 | 108,593 | 114,023 | 119,724 |
| 22 I/F Transf - Capital Outlay | 4,233,795 | 3,428,384 | 5,226,711 | 4,728,384 | 4,856,391 | 4,953,519 | 5,052,590 | 5,153,641 |
| 23 I/F Transf - Norman Forward Fd | 393,147 | 409,055 | 409,055 | 425,758 | 443,295 | 461,710 | 481,046 | 501,348 |
| 24 I/F Transf - Special Grants Fund | 14,705 | - | - | - | - | - | - | - |
| 25 I/F Transf - Insurance | 79,570 | - | 3,215 | - | - | - | - | - |
| 28 Subtotal | $ 6,750,272 | $ 6,076,862 | $ 7,878,404 | $ 7,878,156 | $ 7,614,017 | $ 7,768,120 | $ 7,925,849 | $ 8,087,312 |
| 30 Total Revenue | $ 103,427,774 | $ 107,119,578 | $ 110,565,250 | $ 113,492,495 | $ 115,645,662 | $ 118,279,624 | $ 119,731,579 | $ 122,491,007 |
| 32 Expenditures: | | | | | | | | |
| 33 Salary / Benefits | $ 76,682,245 | $ 77,303,906 | $ 77,278,442 | $ 76,165,826 | $ 79,974,117 | $ 83,972,823 | $ 88,171,464 | $ 92,580,038 |
| 34 Supplies/Materials | 7,599,610 | 7,816,884 | 8,694,485 | 7,416,735 | 7,490,902 | 7,565,811 | 7,641,469 | 7,717,884 |
| 35 Services/Maintenance | 15,203,257 | 15,643,673 | 17,309,109 | 15,766,949 | 15,924,618 | 16,083,865 | 16,244,703 | 16,407,150 |
| 36 Internal Services | 4,657,762 | 5,524,264 | 5,524,264 | 5,440,972 | 5,549,791 | 5,660,787 | 5,774,003 | 5,889,483 |
| 37 Capital Equipment | 4,233,795 | 3,428,384 | 5,226,711 | 4,728,384 | 4,856,391 | 4,953,519 | 5,052,590 | 5,153,641 |
| 38 Capital Projects | 353,753 | | 304,024 | | | | | |
| 40 Subtotal | $ 108,730,422 | $ 109,717,111 | $ 114,337,035 | $ 109,518,866 | $ 113,795,821 | $ 118,236,806 | $ 122,884,230 | $ 127,748,197 |
| 42 Audit Adjustments/Encumbrances | $ (1,056,651) | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 43 I/F Transf - Westwood | 447,043 | - | - | - | - | - | - | 76,482 |
| 44 I/F Transf - Capital Fund | - | - | 6,188 | - | - | - | - | - |
| 45 I/F Transf - CDBG Fund | 800,000 | - | - | | | | | |
| 46 I/F Transf - Special Grts Fd | - | - | - | - | - | - | - | - |
| 47 I/F Transf - PSST Fd | 212,216 | 482,453 | 26,615 | - | - | - | - | - |
| 48 I/F Transf - Insurance Fd | - | - | 1,571,512 | 2,192,268 | 2,015,279 | 2,413,909 | 2,800,711 | 3,212,403 |
| 49 I/F Transf - Transportation Fund | - | - | - | - | 384,939 | 402,811 | 421,503 | 441,081 |
| 50 I/F Transf - YFAC Fund | 302,089 | - | - | - | - | 38,480 | 54,123 | 70,051 |
| 51 I/F Transf - Norman Forward Fund | - | - | - | - | - | - | - | - |
| 52 I/F Transf - CLEET Fund | 14,011 | - | 3,030 | - | - | - | - | - |
| 53 Emergency Reserve | - | 1,059,712 | - | 1,047,904 | - | - | - | - |
| 55 Subtotal | $ 718,708 | $ 1,542,165 | $ 1,607,345 | $ 3,240,172 | $ 2,400,218 | $ 2,855,200 | $ 3,276,337 | $ 3,800,017 |
| 57 Total Expenditures | $ 109,449,130 | $ 111,259,276 | $ 115,944,380 | $ 112,759,038 | $ 116,196,039 | $ 121,092,006 | $ 126,160,567 | $ 131,548,214 |
| 58 Employee Turnover Savings | | (800,000) | (800,000) | (800,000) | (800,000) | (800,000) | (800,000) | (800,000) |
| 59 Supplies/Materials/Svs/Maint Savings | | | | | | | | |
| 61 Net Expenditures | $ 109,449,130 | $ 110,459,276 | $ 115,144,380 | $ 111,959,038 | $ 115,396,039 | $ 120,292,006 | $ 125,360,567 | $ 130,748,214 |
| 63 Net Difference | $ (6,021,356) | $ (3,339,698) | $ (4,579,130) | $ 1,533,457 | $ 249,623 | $ (2,012,382) | $ (5,628,988) | $ (8,257,207) |
| 65 Ending Fund Balance | $ 11,656,126 | $ 8,736,191 | $ 7,076,996 | $ 8,610,452 | $ 8,860,075 | $ 6,847,693 | $ 1,218,706 | $ (7,038,501) |
| 67 Reserved for encumbrances | $ 3,520,109 | | | | | | | |
| 68 Reserved for Operations (3%) | 3,156,460 | 3,179,135 | 3,297,530 | 3,185,483 | 3,316,189 | 3,460,155 | 3,609,239 | 3,767,837 |
| 69 Reserve (Deficit) | 4,979,557 | 5,557,056 | 3,779,466 | 5,424,970 | 5,543,886 | 3,387,539 | (2,390,534) | (10,806,338) |
| 71 Total Reserves | $ 11,656,126 | $ 8,736,191 | $ 7,076,996 | $ 8,610,452 | $ 8,860,075 | $ 6,847,693 | $ 1,218,706 | $ (7,038,501) |

# NET REVENUE STABILIZATION FUND
# BUDGET
# HIGHLIGHTS

Background

In fiscal year 2011, Council directed staff to prepare a formal policy in Ordinance form codifying the City's reserve policies and complying with Governmental Accounting Standards Board Statement # 54. Direction was given to establish a separate "Rainy Day Fund" which could not be used except in unusual circumstances. The Ordinance (O-1011-58 effective July 28, 2011) established a Net Revenue Stabilization, or "Rainy Day Fund", which would have minimum fund balance of three percent (3%) of annual budgeted General Fund expenses, a target fund balance of four and a half percent (4.5%) of General Fund expenses and a maximum fund balance of six percent (6%) of annual General fund expenses. The Ordinance also requires a minimum General Fund Operating Reserve fund balance of three percent (3%) of General Fund expenses and requires that a two percent (2%) Emergency Reserve allocation be included in annual budgets. Taken together, these codified reserve requirements equal the 8% reserves required by policy in other City funds.

Under the Ordinance, Net Revenue Stabilization Fund balance could only be appropriated for expenditure by the City Council if at least one of three circumstances is met:

1.) The General Fund Operating Reserve fund balance is projected to fall below one percent (1%) of budgeted expenditures; or

2.) A natural or man-made disaster has occurred, resulting in a federal or stated disaster declaration in Norman and the City of Norman has spent or obligated to spend the two percent Emergency Reserve account in the General Fund;

3.) A major one-time or capital expenditure has been necessitated, such as for major repairs to or replacement of City of Norman facilities.

Ordinance O-1819-10, approved by the Council in fiscal year 2019, reduced the budgeted Emergency Reserve allocation requirement from 2% to 1% in each future budget year. Once the 3% Operating Reserve and the 1% Emergency Reserve have been met, this Ordinance also increases the "Rainy Day Fund" minimum balance to 4% and maximum balance to 7% of annual budgeted General Fund expenses. The new targeted balance set by this Ordinance is 5% of annual budgeted General Fund expenses.

FYE 27 Budget

The FYE 27 Budget is projected to have a fund balance that is -$226,764 less than the Rainy Day Fund's targeted (5%) level and $835,064 more than the minimum Rainy Day Reserve.

# NET REVENUE STABILIZATION FUND (11)
## "Rainy Day Fund"
## STATEMENT OF REVENUES AND EXPENDITURES

| | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|
| | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED |
| 1 Beginning Fund Balance | $ 4,750,438 | $ 4,800,438 | $ 4,982,374 | $ 5,032,374 | $ 5,082,374 | $ 5,132,374 | $ 5,182,374 | $ 5,232,374 |
| 2 | | | | | | | | |
| 3 Revenues: | | | | | | | | |
| 4 Interest Income | 231,936 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 5 | | | | | | | | |
| 6 Subtotal | $ 231,936 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 |
| 7 | | | | | | | | |
| 8 I/F Transf - General Fund | - | | - | | | | | |
| 9 I/F Transf - PSST Fund | - | | - | | | | | |
| 10 | | | | | | | | |
| 11 Subtotal | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 12 | | | | | | | | |
| 13 Total Revenue | $ 231,936 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 |
| 14 | | | | | | | | |
| 15 Expenditures: | | | | | | | | |
| 16 Audit Adjustments/Encumbrances | | - | - | - | - | - | - | - |
| 17 I/F Transf - Capital Fund | - | - | - | - | - | - | - | - |
| 18 | | | | | | | | |
| 19 Total Expenditures | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 20 | | | | | | | | |
| 21 Net Expenditures | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 22 | | | | | | | | |
| 23 Net Difference | $ 231,936 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 |
| 24 | | | | | | | | |
| 25 Ending Fund Balance | $ 4,982,374 | $ 4,850,438 | $ 5,032,374 | $ 5,082,374 | $ 5,132,374 | $ 5,182,374 | $ 5,232,374 | $ 5,282,374 |
| NOTE: Rainy Day Reserve of 5% (deficit) | $ (278,393) | $ (448,121) | $ (463,509) | $ (226,764) | $ (394,608) | $ (584,550) | $ (783,025) | $ (997,355) |
| NOTE: Rainy Day Reserve of 4% (deficit) | $ 773,761 | $ 611,591 | $ 635,667 | $ 835,064 | $ 710,788 | $ 568,835 | $ 420,055 | $ 258,591 |

# PUBLIC SAFETY SALES TAX FUND
# BUDGET
# HIGHLIGHTS

Background

On May 13, 2008, the citizens of Norman passed a 7-year, one-half percent (1/2%) Public Safety Sales Tax (PSST) in order to increase the number of police officers and firefighters, and to construct two new fire stations. Ordinance O-0708-32 authorized the City to assess the new sales tax beginning October 1, 2008 and terminating on September 30, 2015.

On April 1, 2014, the citizens approved the permanent extension of the PSST. Over 10-15 years, this extension will enable the City to implement a School Resource Officer program, jointly funded by public school districts in Norman, to improve school safety and improve police-school relationships. The 2014 PSST Ordinance ("PSST II") also directs funding for several critical public safety needs (in priority order):

1. Replacement of City Emergency Communication Systems - $15,000,000*
2. Emergency Operations Center/Dispatch Facility - $6,500,000*
3. Fire Apparatus replacement - $6,800,000*
4. Reconstruct/relocate Fire Station #5 - $3,500,000*

*Estimated

In FYE 15, bond proceeds of $22,825,000 were authorized by the Norman Municipal Authority (NMA) Trustees and Council to finance the Emergency Communications (radio) System, Emergency Operations Center (EOC), and a platform fire truck.

The PSST II Ordinance contemplated the expanded public safety operations funded by the tax to be accounted for in the City's General Fund (3/8%) and Capital Fund (1/8%) after the Critical Public Safety Capital Needs were completed. All critical capital needs have been completed except for the reconstruction/ relocation of Fire Station #5.

FYE 27 Budget

Estimated FYE 27 PSST revenues of $15,562,292 are projected at a -11% decrease from estimated FYE 26 collections. The General Fund and Capital Fund will absorb any projected deficit of operational and capital costs.

# PUBLIC SAFETY SALES TAX FUND (15)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 2,629,844 | $ (0) | $ 54,145 | $ 0 | $ 147,360 | $ 1,837,096 | $ 3,208,041 | $ 4,240,946 |
| 2 | | | | | | | | | |
| 3 | Revenues: | | | | | | | | |
| 4 | Sales Tax - Dedicated Public Safety | $ 11,847,749 | $ 12,928,778 | $ 12,928,778 | $ 12,595,683 | $ 12,847,597 | $ 13,104,549 | $ 13,366,640 | $ 13,633,972 |
| 5 | State Use Tax - Dedicated Public Safety | 2,098,795 | 1,909,982 | 2,272,995 | 2,363,915 | 2,458,472 | 2,556,811 | 2,659,083 | 2,765,446 |
| 6 | Interest / Other Income | 103,351 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 7 | | | | | | | | | |
| 8 | Subtotal | $ 14,049,895 | $ 14,888,760 | $ 15,251,773 | $ 15,009,598 | $ 15,356,069 | $ 15,711,360 | $ 16,075,723 | $ 16,449,418 |
| 9 | | | | | | | | | |
| 10 | I/F Transfer - General Fund | 212,216 | 482,453 | 26,615 | - | - | - | - | - |
| 11 | I/F Transfer - Capital Fund | 70,739 | 160,818 | 1,687,595 | - | - | - | - | - |
| 12 | SRO Reimbursement - NPS | 501,721 | 557,794 | 541,857 | 552,694 | 580,329 | 609,345 | 639,812 | 671,803 |
| 13 | | | | | | | | | |
| 14 | Subtotal | $ 784,676 | $ 1,201,065 | $ 2,256,067 | $ 552,694 | $ 580,329 | $ 609,345 | $ 639,812 | $ 671,803 |
| 15 | | | | | | | | | |
| 16 | Total Revenue | $ 14,834,571 | $ 16,089,824 | $ 17,507,840 | $ 15,562,292 | $ 15,936,397 | $ 16,320,705 | $ 16,715,535 | $ 17,121,221 |
| 17 | | | | | | | | | |
| 18 | Expenditures: | | | | | | | | |
| 19 | Salary / Benefits | $ 12,123,490 | $ 11,901,245 | $ 11,901,245 | $ 11,892,887 | $ 12,487,531 | $ 13,111,908 | $ 13,767,503 | $ 14,455,878 |
| 20 | Supplies/Materials | 510,223 | 660,396 | 687,555 | 658,323 | 664,906 | 671,555 | 678,271 | 685,054 |
| 21 | Services/Maintenance | 263,333 | 282,661 | 294,142 | 271,406 | 274,120 | 276,861 | 279,630 | 282,426 |
| 22 | Internal Service | 432,761 | 527,525 | 527,525 | 512,188 | 522,432 | 532,881 | 543,539 | 554,410 |
| 23 | Capital Equipment | 943,895 | 325,432 | 1,687,595 | 775,910 | - | - | - | - |
| 24 | Capital Projects | - | - | - | | - | - | - | - |
| 25 | Bond Project - '16 Issue | 685,410 | - | 71,358 | - | - | - | - | - |
| 26 | Debt Service | 2,384,009 | 2,392,565 | 2,392,565 | 980,402 | - | - | - | - |
| 27 | | | | | | | | | |
| 28 | Subtotal | $ 17,343,121 | $ 16,089,824 | $ 17,561,985 | $ 15,091,116 | $ 13,948,989 | $ 14,593,205 | $ 15,268,943 | $ 15,977,768 |
| 29 | | | | | | | | | |
| 30 | Audit Adjustments | 67,149 | - | - | - | - | - | - | - |
| 31 | I/F Transfer - Risk Fund | | | | 323,816 | 297,673 | 356,554 | 413,687 | 474,497 |
| 32 | | | | | | | | | |
| 33 | Subtotal | $ 67,149 | $ - | $ - | $ 323,816 | $ 297,673 | $ 356,554 | $ 413,687 | $ 474,497 |
| 34 | | | | | | | | | |
| 35 | Total Expenditures | $ 17,410,270 | $ 16,089,824 | $ 17,561,985 | $ 15,414,932 | $ 14,246,662 | $ 14,949,759 | $ 15,682,630 | $ 16,452,265 |
| 36 | | | | | | | | | |
| 37 | Net Expenditures | $ 17,410,270 | $ 16,089,824 | $ 17,561,985 | $ 15,414,932 | $ 14,246,662 | $ 14,949,759 | $ 15,682,630 | $ 16,452,265 |
| 38 | | | | | | | | | |
| 39 | Net Difference | $ (2,575,699) | $ 0 | $ (54,145) | $ 147,360 | $ 1,689,735 | $ 1,370,946 | $ 1,032,905 | $ 668,956 |
| 40 | | | | | | | | | |
| 41 | Ending Fund Balance | $ 54,145 | $ 0 | $ 0 | $ 147,360 | $ 1,837,096 | $ 3,208,041 | $ 4,240,946 | $ 4,909,903 |
| 42 | | | | | | | | | |
| 43 | Reserves: | | | | | | | | |
| 44 | Reserved for encumbrances | $ 1,474,320 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 45 | Reserve for Bond Proceeds - 16 Issue | 1,498,396 | - | 1,427,038 | - | - | - | - | - |
| 46 | Reserved for PSST activities | (2,918,571) | 0 | (1,427,038) | 147,360 | 1,837,096 | 3,208,041 | 4,240,946 | 4,909,903 |
| 47 | | | | | | | | | |
| 48 | Total Reserves | $ 54,145 | $ 0 | $ 0 | $ 147,360 | $ 1,837,096 | $ 3,208,041 | $ 4,240,946 | $ 4,909,903 |

# COMMUNITY DEVELOPMENT FUND
# BUDGET
# HIGHLIGHTS

Background

The Community Development Fund is a Special Revenue Fund established to account for the resources allocated to Community Development Block Grant (CDBG), the HOME Partnership Program, and other funds from the U.S. Department of Housing & Urban Development (HUD).

The Community Development Block Grant Program was established by Congress in the Community Development Act of 1974 to consolidate several Federal assistance programs into one "block grant" for the utilization of individual communities in solving community development problems. Funds are allocated annually on a formula basis to the City of Norman by the Department of Housing and Urban Development, the funding agency. As an entitlement city, Norman receives a funding allocation each year without having to compete against other cities. Once allocated, the funds remain available to the City until approved activities are completed. In 1995, Norman became an entitlement city for the HOME Program as well and therefore does not have to compete against other cities for funding.

The projects funded by the CDBG Program must meet the criteria of activities, which either primarily benefit low-to-moderate income people, or prevent or eliminate slums or blight. The four major categories of eligible activities are: (1) neighborhood upgrading, conservation, and renewal; (2) housing assistance; (3) social and economic development for moderate- and low-income groups; and (4) activities in support of the other categories, including administration and planning. HOME projects are all housing with all beneficiaries in the low-to-moderate income range, as defined by federal regulations.

A total of $58,542,702 in CDBG-HOME Program Funds (CDBG - $44,026,952 and HOME - $14,515,750) has been allocated to the City of Norman since fiscal year 1975-1975 (FYE 76), through FYE 27. The FYE 27 budget includes entitlements grants of $969,715 (CDBG), and $425,788 (HOME).

FYE 27 Budget

Expenditures are accounted for based upon program and grant year. Any remaining funds are expected to be expended in FYE 27.

# COMMUNITY DEVELOPMENT FUND (21)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | B |
|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 PRELIMINARY | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PRELIMINARY |
| 1 | Beginning Fund Balance | $2,428,155 | $ 2,828,155 | $2,828,155 | $4,305,378 | $ 4,305,378 |
| 2 | | | | | | |
| 3 | Revenues | | | | | |
| 4 | Other Revenues | $ 6,003 | $ - | $ - | $ - | $ - |
| 5 | Grant Revenue | 778,041 | 944,814 | 984,443 | 1,710,116 | 969,715 |
| 6 | Home Grant Revenue | 69,886 | 390,065 | 441,286 | 1,779,114 | 425,788 |
| 7 | Emergency Shelter | - | - | - | - | - |
| 8 | CDBG_CV | 50,202 | - | - | 30,417 | - |
| 9 | CDBG_CV2 | (7,606) | - | - | - | - |
| 10 | COC Planning Grant | - | - | - | - | - |
| 11 | ARPA | | | | 1,539,064 | |
| 12 | Pro Housing Grant | | | | 1,200,000 | |
| 13 | I/F Transf - Capital | 400,000 | - | - | - | - |
| 14 | I/F Transf - General Fund | 800,000 | | | | |
| 15 | | | | | | |
| 16 | Total Revenue | $2,096,526 | $ 1,334,879 | $1,425,729 | $6,258,711 | $ 1,395,503 |
| 17 | | | | | | |
| 18 | Expenditures | | | | | |
| 19 | Community Development 18 | $ - | - | - | $ - | - |
| 20 | Community Development 19 | - | | | - | |
| 21 | Community Development 20 | 31,801 | | | 171,143 | |
| 22 | Community Development 21 | - | - | - | 2,698 | - |
| 23 | Community Development 22 | 8,518 | | | 11,482 | |
| 24 | CDBG Public Svs 22 | - | | | | |
| 25 | CDBG Housing 22 | 65,437 | | | - | |
| 26 | Community Development 23 | - | - | - | 60,000 | - |
| 27 | CDBG Public Svs 23 | - | - | - | 32,816 | - |
| 28 | CDBG Housing 23 | - | - | - | | - |
| 29 | FY16 Home Grant | - | - | - | - | - |
| 30 | Community Development 24 | - | | | - | |
| 31 | CDBG Housing 24 | 50,327 | | | 13,358 | |
| 32 | CDBG Public Svs 24 | - | | | | |
| 33 | Community Development 25 | 133,818 | - | - | 140,300 | - |
| 34 | CDBG Housing 25 | 433,313 | - | - | 62,020 | - |
| 35 | CDBG Public Svs 25 | 40,602 | - | - | 24,923 | - |
| 36 | CDBG Neighborhood Initiatives 2 | 6,598 | - | - | 206,933 | - |
| 37 | Community Development 26 | | 326,040 | 328,040 | 328,040 | - |
| 38 | CDBG Housing 26 | | 506,312 | 538,403 | 538,403 | - |
| 39 | CDBG Public Svs 26 | | 55,000 | 58,000 | 58,000 | - |
| 40 | CDBG Neighborhood Initiatives 26 | | 57,462 | 60,000 | 60,000 | - |
| 41 | Community Development 27 | | | | | 193,125 |
| 42 | CDBG Housing 27 | | | | | 651,590 |
| 43 | CDBG Public Svs 27 | | | | | 65,000 |
| 44 | CDBG Neighborhood Initiatives 27 | | | | | 60,000 |
| 45 | FY20 Home Grant | - | - | - | 25,561 | - |
| 46 | FY21 Home Grant | - | | | - | |
| 47 | FY22 Home Grant | 19,735 | | | 297,478 | |
| 48 | FY23 Home Grant | 12,356 | - | - | 335,959 | - |
| 49 | FY24 Home Grant | - | | | 373,765 | |
| 50 | FY25 Home Grant | 15,000 | - | - | 305,065 | - |
| 51 | FY26 Home Grant | | 390,065 | 441,286 | 441,286 | - |
| 52 | FY27 Home Grant | | | | | 425,788 |
| 43 | Emergency Shelter Grant | - | - | - | | - |
| 54 | Accruals/Adjustments | (875,109) | - | - | - | - |
| 55 | COC Planning Grant | - | - | - | - | - |
| 56 | CDBG-CV | 33,306 | - | - | 30,417 | - |
| 57 | CDBG-CV2 | - | | | | |
| 58 | Pro Housing Grant | - | | | 1,200,000 | |
| 59 | ARPA | 20,150 | | | 1,539,064 | |
| 60 | | | | | | |
| 61 | Subtotal | $ (4,148) | $ 1,334,879 | $1,425,729 | $6,258,711 | $ 1,395,503 |
| 62 | I/F Transf - Capital | 223,451 | 0 | 0 | - | 0 |
| 63 | | | | | | |
| 64 | Total Expenditures | $ 219,303 | $ 1,334,879 | $1,425,729 | $6,258,711 | $ 1,395,503 |
| 65 | | | | | | |
| 66 | Net Difference | $1,877,223 | $ - | $ - | $ - | $ - |
| 67 | | | | | | |
| 68 | Ending Fund Balance | $4,305,378 | $ 2,828,155 | $2,828,155 | $4,305,378 | $ 4,305,378 |
| 69 | | | | | | |
| 70 | Reserves: | | | | | |
| 71 | Reserve for Contingency | 4,305,378 | 2,828,155 | 2,828,155 | 4,305,378 | 4,305,378 |
| 72 | | | | | | |
| 73 | Total Reserves | 4,305,378 | 2,828,155 | 2,828,155 | 4,305,378 | 4,305,378 |

# SPECIAL GRANTS FUND
# BUDGET
# HIGHLIGHTS

Background

The Special Grants Fund (a special revenue fund) is used to account for the proceeds of governmental grants or specific revenue sources (other than grants applicable to enterprise fund activities, or major capital projects) that are legally restricted to expenditure for specified purposes.

Opioid Settlement Grant - The City is expected to receive a total of $4,477,390.16 in funding from the Oklahoma Opioid Distributor Settlement over the eighteen (18) year payout schedule created under the Distributor Settlement Agreement. To date, the City has received $1,164,638.07 of this funding. In FYE 2027, $247,647 of these funds are programmed to fund a Community Services Manager, a Community Outreach Social Worker, and a Social Work Intern.

During the fiscal year, the City will continue to pursue appropriate grant opportunities. While it is anticipated that some additional grant funds will become available, and any applicable grants would be accounted for in the Special Grants Fund, the uncertain nature and amounts of the grants do not allow them to be budgeted.



# SPECIAL GRANTS FUND (22)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | D | E | C | D |
|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 PRELIMINARY | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PRELIMINARY |
| 1 | Beginning Fund Balance | $ 4,485,128 | $ 7,859,229 | $7,859,229 | $ 9,282,123 | $ 9,282,123 |
| 2 | | | | | | |
| 3 | Revenues | | | | | |
| 5 | County Court DUI Fines | 11,871 | 23,036 | 23,036 | 19,500 | - |
| 6 | SHPO/CLG Grant | 17,844 | - | - | 10,114 | - |
| 8 | Misc. Police Grants | 6,000 | - | - | 51,612 | - |
| 9 | Homeland Security | 473,019 | - | - | 126,981 | - |
| 10 | Traffic & Alcohol Enforcement | 43,711 | - | - | 60,000 | - |
| 11 | Jag Grant | 73,074 | - | - | 19,759 | - |
| 12 | FEMA Reimbursements | (110,283) | - | - | - | - |
| 14 | ACOG Fleet Conversion | 706,222 | - | - | 1,871,259 | - |
| 18 | FTA Grant - Elec Bus | (988) | | | 1,957,395 | |
| 20 | Wash Facility ARPA | 11,031 | | | 25,759 | |
| 21 | Imhoff Creek Stabilization - ARPA | 49,030 | | | - | |
| 22 | Boyd SW - ARPA | 12,114 | | | 1,926,391 | |
| 23 | I/F Transf - Capital | 4,121,601 | - | - | - | - |
| 25 | Other Revenue/audit accruals | 525,000 | - | - | - | - |
| 26 | Traffic Control | 16,000 | | | 398,548 | |
| 27 | VOCA Grant | 20,760 | - | - | 1,297 | - |
| 57 | Stormwater Quality Grant | | | | 2,662,835 | |
| 28 | Affordable Housing ARPA | 1,000,000 | | | 4,500,000 | |
| 29 | ECOC - ARPA | 4,471,686 | | | 78,899 | |
| 30 | Social Services - ARPA | 107,755 | | | 8,770 | |
| 31 | Opioid Abatement Grants | 1,354,638 | | | 792,162 | |
| 32 | Safe Oklahoma Grants | 47,612 | | | | |
| 33 | Environmental Services Grant | | | | 11,000 | |
| 34 | Misty Lake Dam Grant | | | | 747,500 | |
| 35 | FHWA Grant | | | | | 1,250,000 |
| 36 | Interest income | 323,561 | | | - | |
| 37 | | | | | | |
| 38 | Subtotal | $13,281,258 | $ 23,036 | $ 23,036 | $15,269,781 | $ 1,250,000 |
| 39 | | | | | | |
| 40 | Total Revenue | $13,281,258 | $ 23,036 | $ 23,036 | $15,269,781 | $ 1,250,000 |
| 41 | | | | | | |
| 42 | Expenditures | | | | | |
| 43 | DUI Enforcement | $ 2,658 | $ 23,036 | $ 23,036 | $ 19,500 | $ - |
| 44 | SHPO/CLG Grant | 17,844 | - | - | 10,114 | - |
| 45 | Misc. Police Grants | 9,170 | - | - | 51,612 | - |
| 46 | Homeland Security | 473,019 | - | - | 126,981 | - |
| 48 | Traffic & Alcohol Enforcement | 43,711 | - | - | 60,000 | - |
| 49 | Audit Adj/Encumbrances | (222,554) | - | - | | - |
| 50 | Jag Grant | 67,304 | - | - | 19,759 | - |
| 53 | Traffic Control | 16,000 | - | - | 398,548 | - |
| 54 | ACOG Fleet Conversion | 706,222 | - | - | 1,871,259 | - |
| 55 | FTA Grant - Elec Bus | 776,714 | | | 1,957,395 | |
| 57 | Transit ARPA Grant | 18,080 | | | 25,759 | |
| 60 | Imhoff Creek Stabilization ARPA | 40,097 | | | - | |
| 61 | Boyd SW - ARPA | 12,114 | | | 1,926,391 | |
| 63 | Emergency Management Grant | 9,962 | - | - | | - |
| 65 | Firehouse Art Center Grant | 25,000 | - | - | | - |
| 67 | VOCA Grant | 15,757 | - | - | 1,297 | - |
| 68 | Stormwater Quality Grant | | | | 2,662,835 | |
| 70 | ECOC - ARPA | 3,870,715 | | | 78,899 | |
| 73 | Affordable Housing ARPA | 1,000,000 | | | 4,500,000 | |
| 74 | Social Services ARPA | 110,255 | | | 8,770 | |
| 77 | Opioid Abatement Grants | 229,471 | | | 792,162 | 247,647 |
| 78 | Environmental Services Grant | | | | 11,000 | |
| 79 | Misty Lake Dam Grant | | | | 747,500 | |
| 81 | FHWA Grant Cost Administration | | | | | 1,250,000 |
| 82 | | | | | | |
| 83 | Subtotal | $ 7,221,539 | $ 23,036 | $ 23,036 | $15,269,781 | $ 1,497,647 |
| 84 | I/F Transf - Capital | 1,248,019 | - | - | - | - |
| 85 | I/F Transf - General Fund | 14,705 | | | | |
| 86 | | | | | | |
| 87 | Total Expenditures | $ 8,484,263 | $ 23,036 | $ 23,036 | $15,269,781 | $ 1,497,647 |
| 88 | | | | | | |
| 89 | Net Difference | $ 4,796,995 | $ - | $ - | $ - | $ (247,647) |
| 90 | | | | | | |
| 91 | Ending Fund Balance | $ 9,282,123 | $ 7,859,229 | $7,859,229 | $ 9,282,123 | $ 9,034,476 |
| 92 | | | | | | |
| 93 | Reserved for County DUI Program | $ 9,213 | $ 388,937 | $ 15,077 | $ 9,213 | $ 388,937 |
| 94 | Unreserved | 4,801,224 | 7,470,292 | 7,844,152 | 9,272,910 | 8,645,539 |
| 95 | | | | | | |
| 96 | Total Reserves | $ 9,282,123 | $ 7,859,229 | $7,859,229 | $ 9,282,123 | $ 9,034,476 |

# ROOM TAX FUND
# BUDGET
# HIGHLIGHTS

Background

The Room Tax Fund is a Special Revenue Fund established to account for a tax on the gross revenues of hotel and motel establishments. According to Ordinance Number O-7980-58, which was passed in May 1980, the revenues are to be set aside and "used exclusively for the purpose of encouraging, promoting and fostering the convention and tourism development of the City of Norman. Uses in parks development and in promotion of arts and humanities are thus contemplated." Voters approved an increase to the room tax rate from 4% to 5% on April 2, 2013, from 5% to 8% on May 9, 2023, and from 8% to 10% on April 7, 2026.

The following formula was devised for the distribution of the 10% Room Tax revenue:

| | |
|---|---|
| Administration Fee (City of Norman): | 4% of Revenue |
| Parks Development (City of Norman): | 25% of Revenue |
| Arts & Humanities (Norman Arts Council): | 25% of Revenue |
| Convention & Tourism (Norman Convention & Visitors Bureau): | 50% of Revenue |

The City has authorized agreements between the Norman Arts Council, the Norman Convention and Visitors Bureau, and the City of Norman for the purpose of administering the proceeds of the distribution formula. Among the programs funded by the Room Tax are convention promotion activities, which have attracted major new hotels to the City; improvements to Norman's six community parks; public artwork; and annual festivals including: Jazz in June, Chocolate Festival, Medieval Fair, and the Norman Music Festival (live alternative rock, Latin, hip-hop, spoken word and other genre). Norman, the "City of Festivals", is widely recognized for its cultural activities, which are underwritten by the Room Tax.

Special Revenue Fund Financial Policies

Special Revenue Funds account for revenues that have been specifically identified and segregated to be used for special and specific purposes. An operating reserve of 8% of the annual operating cost is targeted for the Room Tax Fund, segregated for each of the three purposes of the Room Tax Funds (Convention and Tourism; Park Development; and Arts and Humanities).

FYE 27 Budget

Revenues from the 10% tax are projected to be $5,178,422, a 31% increase from estimated collections for FYE 26. In FYE 15, Council directed the administrative cost increase from 3% to 5%. This amount was reduced to 4% in FYE 18 due to budgetary constraints.

Expenditures in FYE 27 are based upon a pro rata share of the estimated revenue, as summarized below:

| | FYE 2027 |
|---|---|
| | **Revenue** |
| | 5,180,922 |
| Administrative Fee - 4% | $ 207,237 |
| Arts & Humanities - 25% | 1,243,421 |
| Parks Development - 25% | 433,306 |
| Convention & Tourism - 50% | 2,486,842 |
| | $4,370,806 |

In FYE 22, bond proceeds of $3,882,000 were authorized by the Norman Municipal Authority (NMA) Trustees and Council to finance part of the Young Family Athletic Center (YFAC). The debt service payments come from the Parks Development share of the room tax revenue.

There are no capital projects scheduled in the Room Tax fund for FYE 27.

Five Year Outlook

Over the next five years, projected operating revenue of $27,505,446 will be available through this program to support convention, tourism, arts and humanities and parks development in the City of Norman.



# ROOM TAX FUND (23)
# STATEMENT OF REVENUE AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $1,179,144 | $ 433,893 | $1,026,492 | $ 894,939 | $ 1,705,055 | $ 2,550,864 | $ 3,434,656 | $ 4,355,742 |
| 2 | | | | | | | | | |
| 3 | Revenues | | | | | | | | |
| 4 | Taxes | $4,218,919 | $3,947,369 | $3,947,369 | $ 5,178,422 | $ 5,333,775 | $ 5,493,788 | $ 5,658,602 | $ 5,828,360 |
| 5 | Interest/Investment Income | 42,868 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| 6 | I/F Transf - Parkland Fund | 29,240 | - | - | - | - | - | - | - |
| 7 | | | | | | | | | |
| 8 | Total Operating Revenues | $4,291,027 | $3,949,869 | $3,949,869 | $ 5,180,922 | $ 5,336,275 | $ 5,496,288 | $ 5,661,102 | $ 5,830,860 |
| 9 | | | | | | | | | |
| 10 | Expenditures | | | | | | | | |
| 11 | Administration | $ 161,725 | $ 157,895 | $ 157,895 | $ 207,237 | $ 213,451 | $ 219,852 | $ 226,444 | $ 233,234 |
| 12 | Arts & Humanities | 942,500 | 1,000,000 | 1,000,000 | 1,243,421 | 1,280,706 | 1,319,109 | 1,358,664 | 1,399,406 |
| 13 | Parks Capital Projects | 624,195 | - | 245,332 | - | - | - | - | - |
| 14 | Conventions/Visitor Bureau | 2,119,688 | 2,070,000 | 2,246,641 | 2,486,842 | 2,561,412 | 2,638,218 | 2,717,329 | 2,798,813 |
| 15 | I/F Transf - Norman Forward Fund | - | | - | | | | | |
| 16 | Debt Service - 2021 Note | 429,391 | 431,554 | 431,554 | 433,306 | 434,897 | 435,317 | 437,578 | 439,649 |
| 17 | Carryover Encumbrances/Audit Adj. | 166,180 | - | - | - | - | - | - | - |
| 18 | | | | | | | | | |
| 19 | Total Expenditures | $4,443,679 | $3,659,449 | $4,081,422 | $ 4,370,806 | $ 4,490,466 | $ 4,612,496 | $ 4,740,015 | $ 4,871,102 |
| 20 | | | | | | | | | |
| 21 | | | | | | | | | |
| 22 | Net Difference | $ (152,652) | $ 290,420 | $ (131,553) | $ 810,116 | $ 845,809 | $ 883,792 | $ 921,087 | $ 959,758 |
| 23 | | | | | | | | | |
| 24 | Ending Fund Balance | $1,026,492 | $ 724,313 | $ 894,939 | $ 1,705,055 | $ 2,550,864 | $ 3,434,656 | $ 4,355,742 | $ 5,315,500 |
| 25 | | | | | | | | | |
| 26 | Reserves: | | | | | | | | |
| 27 | Reserved for Administration | $ (2,019) | $ (11,083) | $ (1,919) | $ (1,919) | $ (1,919) | $ (1,919) | $ (1,919) | $ (1,919) |
| 28 | Reserved for Arts & Humanities | 270,635 | 95,610 | 218,604 | 218,604 | 218,604 | 218,604 | 218,604 | 218,604 |
| 29 | Reserved for Parks & Rec. | 25,962 | 710,235 | (58,444) | 751,672 | 1,597,481 | 2,481,272 | 3,402,359 | 4,362,116 |
| 30 | Reserved for Conv. & Tourism | 731,914 | (70,448) | 736,698 | 736,699 | 736,699 | 736,699 | 736,698 | 736,698 |
| 31 | | | | | | | | | |
| 32 | Total Reserves | $1,026,492 | $ 724,313 | $ 894,939 | $ 1,705,055 | $ 2,550,864 | $ 3,434,656 | $ 4,355,742 | $ 5,315,500 |

# NACB
# NORMAN ARTS COUNCIL
# FISCAL YEAR ENDING JUNE 30, 2027 BUDGET DRAFT

**INCOME:**

| | |
|---|---|
| Norman Arts Council Share of City Room Tax Funds | $1,243,421 |
| Donations | 26,000 |
| Fundraising | 75,000 |
| Foundation/ Grant Income | 49,589 |
| Artwalk Vendor Fees/Gallery Sales | 23,000 |
| Interest | 11,000 |
| **TOTAL INCOME** | **$1,428,010** |

**EXPENSES:**

| | |
|---|---|
| **Arts Grants: (45%)** | $639,028 |
| **Subtotal** | **639,028** |

**Norman Arts Council Hotel/Motel Administration: (39%) (estimate of spread of expenses)**

| | |
|---|---|
| Executive Director's Operations Budget | 39,302 |
| Payroll | 308,186 |
| Insurance | 8,000 |
| Communications | 6,500 |
| Education (Professional Development) | 7,500 |
| Fees and Services (Bank charges, Dues, Legal/accounting, Meetings, Postage) | 76,500 |
| Printing (Equipment rental-RK Black) | 2,500 |
| Rent | 60,000 |
| Consultant | 35,000 |
| Fundraising | 8,500 |
| Office Supplies | 5,500 |
| **Subtotal** | **557,488** |

**Norman Arts Council Programs: (11%)**

| | |
|---|---|
| Second Friday | 5,000 |
| CARY Grants | 20,000 |
| 50th Anniversary | 4,000 |
| Arts Education: Youth scholarships, Travel Scholarships | 77,330 |
| Public Art | 95,000 |
| MAINSITE Gallery Exhibits | 30,800 |
| **Subtotal** | **232,130** |

**Norman Arts Council Marketing (7%)**

| | |
|---|---|
| NAC Marketing/Development Expenses | 20,000 |
| KGOU Advertising for Arts Orgs | 5,000 |
| **Subtotal** | **25,000** |

**TOTAL EXPENSES** **$1,453,646**

# NORMAN CONVENTION & VISITORS BUREAU
# FISCAL YEAR ENDING 2027 BUDGET

| | |
|---|---|
| **INCOME:** | |
| Convention & Visitors Bureau/Sports Commission Share of City Room Tax Fund | $2,486,842 |
| Advertising Income | 40,000 |
| Special Events | 211,000 |
| Rental Income | 36,000 |
| Interest | 48,000 |
| Souvenirs | 5,360 |
| **TOTAL INCOME:** | **$ 2,827,202** |
| **EXPENSES:** | |
| Consumer Advertising / Marketing | $ 927,081 |
| Conference, Sports, and Groups Marketing | 763,765 |
| Venue Improvement Fund | 150,000 |
| Operations | 370,325 |
| Retail Center | 10,000 |
| Leisure Trade Shows | 10,000 |
| Convention Services | 13,000 |
| Personnel: | 547,281 |
| Executive Director | |
| Communications Manager | |
| Sales Manager | |
| Sales Manager | |
| Visitor Services Specialist | |
| Sports Commission | |
| Intern | |
| Special Events | 25,000 |
| Public Relations | 10,750 |
| **TOTAL EXPENSES** | **$2,827,202** |

# YOUNG FAMILY ATHLETIC CENTER FUND
# BUDGET
# HIGHLIGHTS

Background

The Young Family Athletic Center (YFAC) Fund is a Special Revenue Fund used to account for the resources used to operate the 122,000 square foot athletic facility built on a 12-acre site on the north side of Norman in 2023. The aquatic portion of the facility features two pools: an 8-lane 25-yard competition pool, and a 4-lane 25-meter recreation pool, and the multi-sport gymnasium portion of the facility houses 8 basketball courts and 12 volleyball courts which overlay the basketball courts.

Other YFAC amenities include NMotion – a Norman Regional Health System sports and human performance center with physician clinics, as well as concessions, a small retail space, administrative offices, tournament and team breakout rooms, and public restrooms. The facility hosts national and local athletic tournaments and leagues, special events, and community programming.

The YFAC furthers the citizen-initiated Norman Forward mission to fund and create quality of life projects for the community. This center was in part made possible by a generous $4 million donation from the Trae Young Family Foundation.

A five-year financial forecast is found in this section. The purpose of a five-year forecast is to project existing conditions into the future, given certain assumptions, in order to determine future financial viability, to identify financial strengths and weaknesses, and to provide a base for remedial or supportive financial policy.

FYE 27 Budget

The Young Family Athletic Center opened its doors at the beginning of 2024. Program expenditure projections of $2,074,645 exceed projected revenues by $42,645 in FYE 27.



# YOUNG FAMILY ATHLETIC CENTER FUND (24)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 37,302 | $ 195,342 | $ 48,221 | $ 43,305 | $ 660 | $ (51,734) | $ (76,692) | $ (98,443) |
| 2 | | | | | | | | | |
| 3 | Revenues | | | | | | | | |
| 4 | Memberships | $ 43,070 | $ 200,000 | $ 200,000 | $ 110,000 | $ 113,300 | $ 116,699 | $ 120,200 | $ 123,806 |
| 5 | Pool Passes | 1,122 | - | - | - | - | - | - | - |
| 6 | Gym Passes | 29,681 | 75,000 | 75,000 | 55,000 | 56,650 | 58,350 | 60,101 | 61,904 |
| 7 | Classes/Leagues | 12,856 | 250,000 | 250,000 | 55,000 | 56,650 | 58,350 | 60,101 | 61,904 |
| 8 | Gym Classes | 62,500 | - | - | 80,000 | 82,400 | 84,872 | 87,418 | 90,041 |
| 9 | Misc/Camp | - | 275,000 | 275,000 | - | - | - | - | - |
| 10 | Rental Pool | 152,702 | 175,000 | 175,000 | 275,000 | 283,250 | 291,748 | 300,500 | 309,515 |
| 11 | Rental Gym | 337,501 | - | - | 510,000 | 525,300 | 541,059 | 557,291 | 574,010 |
| 12 | Rental Misc | 2,525 | - | - | 30,000 | 30,900 | 31,827 | 32,782 | 33,765 |
| 13 | Tournament Pool | - | - | - | - | - | - | - | - |
| 14 | Tournament Gym | 329,361 | 350,000 | 350,000 | 410,000 | 422,300 | 434,969 | 448,018 | 461,459 |
| 15 | Concession Lease | 42,448 | 150,000 | 150,000 | - | - | - | - | - |
| 16 | Concession | | | | 400,000 | 412,000 | 424,360 | 437,091 | 450,204 |
| 17 | Advertising | 88,930 | 150,000 | 150,000 | 107,000 | 110,210 | 113,516 | 116,921 | 120,429 |
| 18 | Misc Income | 2,587 | - | - | - | - | - | - | - |
| 19 | | | | | | | | | |
| 20 | Subtotal | $1,105,283 | $1,625,000 | $1,625,000 | $ 2,032,000 | $ 2,092,960 | $ 2,155,750 | $ 2,220,423 | $ 2,287,037 |
| 21 | | | | | | | | | |
| 22 | I/F Transf - General Fund | $ 302,089 | $ - | $ - | $ - | $ - | $ 38,480 | $ 54,123 | $ 70,051 |
| 23 | I/F Transf - Capital Fund | - | - | - | - | - | - | - | - |
| 24 | | | | | | | | | |
| 25 | Total Revenue | $1,407,372 | $1,625,000 | $1,625,000 | $ 2,032,000 | $ 2,092,960 | $ 2,194,230 | $ 2,274,546 | $ 2,357,088 |
| 26 | | | | | | | | | |
| 27 | Expenditures | | | | | | | | |
| 28 | Salaries & Benefits | $ 862,482 | $1,065,828 | $1,040,828 | $ 1,182,369 | $ 1,241,487 | $ 1,303,562 | $ 1,368,740 | $ 1,437,177 |
| 29 | Supplies & Materials | 84,859 | 69,250 | 89,250 | 232,000 | 234,320 | 236,663 | 239,030 | 241,420 |
| 30 | Services & Maintenance | 454,589 | 481,410 | 486,410 | 393,511 | 397,446 | 401,421 | 405,435 | 409,489 |
| 31 | Internal Service | 5,442 | 13,428 | 13,428 | 266,765 | 272,100 | 277,542 | 283,093 | 288,755 |
| 32 | Capital Equipment | - | - | - | - | - | - | - | - |
| 33 | Capital Projects | - | - | - | - | - | - | - | - |
| 34 | Audit adjustments | (10,919) | - | - | - | - | - | - | - |
| 35 | | | | | | | | | |
| 36 | Subtotal | $1,396,453 | $1,629,916 | $1,629,916 | $ 2,074,645 | $ 2,145,354 | $ 2,219,188 | $ 2,296,298 | $ 2,376,841 |
| 37 | | | | | | | | | |
| 38 | I/F Transf - General Fund | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 39 | I/F Transf - Capital Fund | - | | - | | | | | |
| 40 | | | | | | | | | |
| 41 | Total Expenditures | $1,396,453 | $1,629,916 | $1,629,916 | $ 2,074,645 | $ 2,145,354 | $ 2,219,188 | $ 2,296,298 | $ 2,376,841 |
| 42 | | | | | | | | | |
| 43 | Net Difference | $ 10,919 | $ (4,916) | $ (4,916) | $ (42,645) | $ (52,394) | $ (24,958) | $ (21,752) | $ (19,753) |
| 44 | | | | | | | | | |
| 45 | Ending Fund Balance | $ 48,221 | $ 190,426 | $ 43,305 | $ 660 | $ (51,734) | $ (76,692) | $ (98,443) | $ (118,197) |
| 46 | | | | | | | | | |
| 47 | Reserves | | | | | | | | |
| 48 | | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 49 | Unreserved | 48,221 | 190,426 | 43,305 | 660 | (51,734) | (76,692) | (98,443) | (118,197) |
| 50 | | | | | | | | | |
| 51 | Total Reserves | $ 48,221 | $ 190,426 | $ 43,305 | $ 660 | $ (51,734) | $ (76,692) | $ (98,443) | $ (118,197) |

# SEIZURES AND RESTITUTION FUND
# BUDGET
# HIGHLIGHTS

Background

The Seizures and Restitution Fund is a Special Revenue Fund used to account for the revenue available through property seizures resulting from criminal investigations.

There are three basic sources of revenue available, two of which are controlled by the Cleveland County District Attorney and one controlled by the U.S. Federal Government.

Property that is seized by local enforcement officers is ultimately disposed of by court rulings. The property, including cash, is remanded to the District Attorney if the case does not involve federal laws. The District Attorney disposes of the non-cash property through an auction and deposits the proceeds into a revolving account. Periodically, distributions are made from the revolving account to municipalities.

The Courts also require restitution by defendants to law enforcement agencies for costs associated with an investigation. The restitution is made directly to the City and placed into this Fund.

The Courts remand property and cash seized through Federal cases to the Federal Government. If local law enforcement officers were involved in the case, they may make application to the Federal Government to recover property to offset the cost of their investigation.

State and Federal statutes provide that monies derived from these sources will be used to support drug enforcement activities and other criminal investigations.

FYE 27 Budget

Available revenues ($831,348) from fund balance are projected to be drawn down for capital needs to be used in enforcement activities.

# SEIZURES AND RESTITUTION FUND (25)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Restatement | | | | | | | | |
| 2 | Beginning Fund Balance | $2,113,858 | $1,138,439 | $1,381,399 | $ 1,137,688 | $ 306,340 | $ 306,840 | $ 307,340 | $ 307,840 |
| 3 | | | | | | | | | |
| 4 | Revenues | | | | | | | | |
| 5 | Federal Seizures & Restitutions | $ 28,012 | $ - | $ 1,322 | $ - | $ - | $ - | $ - | $ - |
| 6 | State Seizures & Restitutions | 554,589 | - | 512,796 | - | - | - | - | - |
| 7 | Interest/Investment Income | 78,299 | 500 | 500 | 500 | 500 | 500 | 500 | 500 |
| 8 | | | | | | | | | |
| 9 | Total Revenues | $ 660,900 | $ 500 | $ 514,618 | $ 500 | $ 500 | $ 500 | $ 500 | $ 500 |
| 10 | | | | | | | | | |
| 11 | Expenditures | | | | | | | | |
| 12 | Audit Adjustments | $ 2,367 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 13 | Salaries & Benefits- State | - | | - | | | | | |
| 14 | Supplies/Materials- State | - | - | - | - | - | - | - | - |
| 15 | Services/Maintenance- Federal | 855 | - | - | - | - | - | - | - |
| 16 | Services/Maintenance- State | - | 30,000 | 30,000 | 97,000 | - | - | - | - |
| 17 | Capital Equipment- State | 1,133,982 | 728,329 | 728,329 | 734,848 | - | - | - | - |
| 18 | Capital Equipment- Federal | 256,155 | - | - | - | - | - | - | - |
| 19 | | | | | | | | | |
| 20 | Total Expenditures | $1,393,359 | $ 758,329 | $ 758,329 | $ 831,848 | $ - | $ - | $ - | $ - |
| 21 | | | | | | | | | |
| 22 | Net Difference | $ (732,459) | $ (757,829) | $ (243,711) | $ (831,348) | $ 500 | $ 500 | $ 500 | $ 500 |
| 23 | | | | | | | | | |
| 24 | Ending Fund Balance | $1,381,399 | $ 380,610 | $1,137,688 | $ 306,340 | $ 306,840 | $ 307,340 | $ 307,840 | $ 308,340 |
| 25 | | | | | | | | | |
| 26 | Reserves | | | | | | | | |
| 27 | Reserve for Federal Seizures | $ 199,325 | $ 148,870 | $ 200,647 | $ 200,647 | $ 200,647 | $ 200,647 | $ 200,647 | $ 200,647 |
| 28 | Reserve for State Seizures | 1,182,074 | 231,740 | 937,041 | (599,608) | (599,108) | (598,608) | (598,108) | (597,608) |
| 29 | | | | | | | | | |
| 30 | Total Reserves | $1,381,399 | $ 380,610 | $1,137,688 | $ (398,961) | $ (398,461) | $ (397,961) | $ (397,461) | $ (396,961) |

# CLEET FUND
# BUDGET
# HIGHLIGHTS

Background

The Council on Law Enforcement Education and Training (CLEET) Fund is a Special Revenue Fund established to account for revenue derived by provision of State law, to be utilized for law enforcement education and training (Title 20 § 1313.2-1313.4).

State law provides that any person convicted of an offense punishable by a fine of $10 or more, or by incarceration, excluding parking and standing violations, or any person forfeiting bond when charged with such an offense, shall be ordered by the court to pay $10, as a separate penalty assessment.

As an “academy city”, the City of Norman has the authority to retain $2 of the $10 penalty assessment collected for police, court and prosecution training. All remaining funds collected are forwarded to CLEET. The City is authorized to keep a 2% administrative fee on the amount collected, which is deducted from the $2 portion retained by the City.

State law also requires that municipalities collect a Fingerprinting Fee in the amount of $10, which is to be collected and reported to the Oklahoma State Bureau of Investigation (OSBI). The moneys collected from the fingerprinting fee pays for the Automated Fingerprint Identification System (AFIS) managed by the OSBI. An administrative fee of $.08 on each $10 assessment is retained by the City.

State law also provides for the collection of the Forensic Science Improvement Assessment in the amount of $10, which is to be collected at the same time and in the same manner as set forth in paragraph two above. Moneys from this fee are for the OSBI and will be used to upgrade laboratory facilities, equipment and personnel. Municipal courts are authorized to retain 5% of the amount collected as an administrative fee.

In addition, state law provides for a fee assessment of $5 on marijuana and paraphernalia convictions to be collected and reported to the Bureau of Narcotics (BON) Drug Education Revolving Fund. These fees are to be collected at the same time and in the same manner as set forth in paragraph two above. Moneys from these fees are to be used for purposes relating to drug education and information in the State of Oklahoma. No administrative fee is provided.

In summary, a total of $30 is collected on each traffic and non-traffic conviction or forfeiture (except possession of marijuana/paraphernalia which are $35), and deposited into a special revenue account created for that purpose. The assessments are in addition to and not in substitution for other fines and penalties provided by law. The money retained by the City, is divided between administrative fees, police training, and court/prosecution training. The City is authorized to retain all interest accrued prior to the due date for deposits. The remainder of money collected is forwarded monthly by the Court Clerk to CLEET, OSBI, and the BON.

FYE 27 Budget

FYE 27 projected revenues are $31,525 with projected expenditures at $30,505, which uses $0 of reserves. This leaves a projected ending fund balance of $1,020.






# CLEET FUND (26)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ - | $ - | $ - | $ - | $ 1,020 | $ 2,040 | $ 3,060 | $ 4,080 |
| 2 | | | | | | | | | |
| 3 | Revenues | | | | | | | | |
| 4 | CLEET for Police Training | $ 19,307 | $ 30,000 | $ 30,000 | $ 30,000 | $ 30,000 | $ 30,000 | $ 30,000 | $ 30,000 |
| 5 | CLEET for Court Training | 1,453 | 2,000 | 2,000 | 1,525 | 1,525 | 1,525 | 1,525 | 1,525 |
| 6 | Misc revenue | 3 | - | - | - | - | - | - | - |
| 7 | Transfer from GF | 14,011 | - | 3,030 | - | - | - | - | - |
| 8 | | | | | | | | | |
| 9 | Total Revenues | $ 34,774 | $ 32,000 | $ 35,030 | $ 31,525 | $ 31,525 | $ 31,525 | $ 31,525 | $ 31,525 |
| 10 | | | | | | | | | |
| 11 | Expenditures | | | | | | | | |
| 12 | Police Training | $ 33,541 | $ 29,005 | $ 33,530 | $ 29,005 | $ 29,005 | $ 29,005 | $ 29,005 | $ 29,005 |
| 13 | Court Training | 1,233 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| 14 | Audit adjustments | - | - | - | - | - | - | - | - |
| 15 | | | | | | | | | |
| 16 | Total Expenditures | $ 34,774 | $ 30,505 | $ 35,030 | $ 30,505 | $ 30,505 | $ 30,505 | $ 30,505 | $ 30,505 |
| 17 | | | | | | | | | |
| 18 | Net Difference | $ - | $ 1,495 | $ - | $ 1,020 | $ 1,020 | $ 1,020 | $ 1,020 | $ 1,020 |
| 19 | | | | | | | | | |
| 20 | Ending Fund Balance | $ - | $ 1,495 | $ - | $ 1,020 | $ 2,040 | $ 3,060 | $ 4,080 | $ 5,100 |
| 21 | | | | | | | | | |
| 22 | Reserves | | | | | | | | |
| 23 | Reserve for Police Training | $ (11,262) | $ (10,547) | $ (11,762) | $ (10,767) | $ (9,772) | $ (8,777) | $ (7,782) | $ (6,787) |
| 24 | Reserve for Court Training | 11,262 | 12,042 | 11,762 | 11,787 | 11,812 | 11,837 | 11,862 | 11,887 |
| 25 | | | | | | | | | |
| 26 | Total Reserves | $ - | $ 1,495 | $ - | $ 1,020 | $ 2,040 | $ 3,060 | $ 4,080 | $ 5,100 |

# PUBLIC TRANSPORTATION FUND
# BUDGET
# HIGHLIGHTS

Background

The Public Transportation and Parking Fund is a Special Revenue Fund established to account for revenue to fund operations, maintenance, and other expenses associated with the City of Norman's public transportation system. Revenue is derived from grants from the Federal Transit Administration (FTA) and the Oklahoma Department of Transportation; the Public Transit Sales Tax; advertising; and a contribution from the Norman Regional Health System.

On July 30, 2019, City Council passed Resolution R-1920-20 that established the Public Transportation and Parking Fund. The creation of the fund was performed during a transition period of the City public transit operations and assets from the University of Oklahoma to the City of Norman.

FYE 27 Budget

Projected revenues for FYE 27 include $3,148,921 in sales tax, and $2,980,903 in grant revenue from the Federal Transit Administration. FYE 27 expenditures are budgeted at $6,492,816 including $5,255,308 for Services and Maintenance, which includes contract fees paid to EMBARK for the operation of the bus system.



# PUBLIC TRANSPORTATION FUND (27)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 482,733 | $ (90,000) | $ 1,087,229 | $ - | $ 596,835 | $ 970,264 | $ 1,349,302 | $ 1,734,208 |
| 2 | | | | | | | | | |
| 3 | Revenues | | | | | | | | |
| 4 | Fare Sales | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 5 | Advertising Fees | 12,641 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| 6 | Grant Revenue - FTA | 3,689,741 | 2,882,112 | 2,882,112 | 2,980,903 | 2,980,903 | 2,980,903 | 2,980,903 | 2,980,903 |
| 7 | Grant Revenue - ODOT PTRF | 291,195 | 207,400 | 207,400 | 228,986 | 207,400 | 207,400 | 207,400 | 207,400 |
| 8 | Grant Revenue - Other | 100,000 | | - | | | | | |
| 9 | Sales Tax | 2,961,937 | 3,232,194 | 3,232,194 | 3,148,921 | 3,211,899 | 3,276,137 | 3,341,660 | 3,408,493 |
| 10 | Use Tax | 524,699 | 491,539 | 491,539 | 511,201 | 531,649 | 552,915 | 575,031 | 598,032 |
| 11 | Parking Fees | 165,791 | 210,090 | 210,090 | 182,640 | 186,293 | 190,019 | 193,819 | 197,695 |
| 12 | Misc | 245,229 | 181,477 | 181,477 | 25,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 13 | Interest Income | 62,633 | - | - | - | - | - | - | - |
| 14 | | | | | | | | | |
| 15 | Subtotal | $ 8,053,866 | $ 7,216,812 | $ 7,216,812 | $ 7,089,651 | $ 7,180,144 | $ 7,269,374 | $ 7,360,813 | $ 7,454,524 |
| 16 | | | | | | | | | |
| 17 | I/F Transf - General Fund | $ - | $ - | $ - | $ - | $ 384,939 | $ 402,811 | $ 421,503 | $ 441,081 |
| 18 | I/F Transf - Capital Fund | - | - | 250,938 | - | - | - | - | - |
| 19 | I/F Transf - Risk Fund | 10,047 | | | | | | | |
| 20 | | | | | | | | | |
| 21 | Total Revenue | $ 8,063,913 | $ 7,216,812 | $ 7,467,750 | $ 7,089,651 | $ 7,565,083 | $ 7,672,185 | $ 7,782,316 | $ 7,895,605 |
| 22 | | | | | | | | | |
| 23 | Expenditures | | | | | | | | |
| 24 | Salaries & Benefits | $ 841,275 | $ 898,686 | $ 898,686 | $ 825,969 | $ 867,267 | $ 910,631 | $ 956,162 | $ 1,003,970 |
| 25 | Supplies & Materials | 392,321 | 352,251 | 362,332 | 324,541 | 327,786 | 331,064 | 334,375 | 337,719 |
| 26 | Services & Maintenance | 5,648,044 | 5,797,659 | 6,198,571 | 5,255,308 | 5,307,861 | 5,360,940 | 5,414,549 | 5,468,695 |
| 27 | Internal Service | 49,376 | 61,267 | 61,417 | 86,998 | 88,738 | 90,513 | 92,323 | 94,169 |
| 28 | Capital Equipment | 392,945 | 15,000 | 836,616 | - | 600,000 | 600,000 | 600,000 | 600,000 |
| 29 | Capital Projects | - | - | 197,357 | - | - | - | - | - |
| 30 | Audit adjustments | (360,701) | - | - | - | - | - | - | - |
| 31 | | | | | | | | | |
| 32 | Subtotal | $ 6,963,260 | $ 7,124,863 | $ 8,554,979 | $ 6,492,816 | $ 7,191,653 | $ 7,293,148 | $ 7,397,409 | $ 7,504,553 |
| 33 | | | | | | | | | |
| 34 | I/F Transf - General Fund | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 35 | I/F Transf - Capital Fund | $ 496,157 | | $ - | | | | | |
| 36 | | | | | | | | | |
| 37 | Total Expenditures | $ 7,459,417 | $ 7,124,863 | $ 8,554,979 | $ 6,492,816 | $ 7,191,653 | $ 7,293,148 | $ 7,397,409 | $ 7,504,553 |
| 38 | | | | | | | | | |
| 39 | Net Difference | $ 604,496 | $ 91,949 | $ (1,087,229) | $ 596,835 | $ 373,430 | $ 379,037 | $ 384,907 | $ 391,052 |
| 40 | | | | | | | | | |
| 41 | Ending Fund Balance | $ 1,087,229 | $ 1,949 | $ - | $ 596,835 | $ 970,264 | $ 1,349,302 | $ 1,734,208 | $ 2,125,260 |
| 42 | | | | | | | | | |
| 43 | Reserves | | | | | | | | |
| 44 | Reserved for Transit | $ 990,144 | $ (267,906) | $ (229,863) | $ 264,736 | $ 532,278 | $ 801,701 | $ 1,073,193 | $ 1,346,954 |
| 45 | Reserved for Parking | 97,085 | 269,855 | 229,863 | 332,099 | 437,987 | 547,601 | 661,016 | 778,306 |
| 46 | | | | | | | | | |
| 47 | Total Reserves | $ 1,087,229 | $ 1,949 | $ - | $ 596,835 | $ 970,264 | $ 1,349,302 | $ 1,734,208 | $ 2,125,260 |

# ART IN PUBLIC PLACES FUND
# BUDGET
# HIGHLIGHTS

Background

The Art in Public Places Fund is a Special Revenue Fund established to account for revenue derived from citizen donations as a means to fund the acquisition of works of art by the City of Norman and to provide for the maintenance and repair of the works of art in the collection.

On August 28, 2007, City Council passed Ordinance O-0708-5 that established the Public Arts Board and the Art in Public Places Fund. The ordinance also set up the mechanism by which City of Norman utility service customers can opt to donate money to the Art in Public Places Fund by including an additional amount of money in their payment.

The Public Arts Board reports to the Norman Arts Council, who will be charged with expending monies in the Art in Public Places Fund.

FYE 27 Budget

FYE 27 projected revenues are $16,000. The Norman Arts Council manages donations to the Public Arts Fund on behalf of the City of Norman. Projects like Artful Inlets and the Artist Designed Bike Racks are just two examples of the way these funds are used (see pictures below). The fund has collected $156,196 in contributions since the beginning of FYE 08.



# ART IN PUBLIC PLACES FUND (28)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 1,148 | $ 1,148 | $ 819 | $ 819 | $ 819 | $ 819 | $ 819 | $ 819 |
| 2 | | | | | | | | | |
| 3 | Revenues | | | | | | | | |
| 4 | Citizen Donations | $ 4,951 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 |
| 5 | Interest income | 80 | - | - | - | - | - | - | - |
| 6 | | | | | | | | | |
| 7 | Total Revenues | $ 5,031 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 |
| 8 | | | | | | | | | |
| 9 | Expenditures | | | | | | | | |
| 10 | Audit adjustments/encumb | $ 2 | | $ - | | | | | |
| 11 | Payment to Arts Board | 5,358 | 16,000 | 16,000 | 16,000 | 16,000 | 16,000 | 16,000 | 16,000 |
| 12 | | | | | | | | | |
| 13 | Total Expenditures | $ 5,360 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 |
| 14 | | | | | | | | | |
| 15 | Net Difference | $ (329) | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 16 | | | | | | | | | |
| 17 | Ending Fund Balance | $ 819 | $ 1,148 | $ 819 | $ 819 | $ 819 | $ 819 | $ 819 | $ 819 |

# WESTWOOD PARK FUND
# BUDGET
# HIGHLIGHTS

Background

The Westwood Park Fund is a Special Revenue Fund established to account for the resources used to operate an 18-hole municipal golf course, 18-court municipal tennis center and municipal aquatic center.

The Norman Municipal Authority (NMA) was created in 1965 for the purpose of issuing revenue bonds for the construction of the 18-hole municipal golf course and swimming pool. The original bonds were retired as of July 1, 1993. A bond issue of $2,315,000 was issued in May 2002 to fund renovations to the golf course approved by Council NMA in the Westwood Master Plan. Revenue from the Park Capital Improvement portion of the Room Tax was pledged to secure the bonded debt, and these revenues were transferred to the Westwood Fund to pay annual debt service. These bonds were retired in FYE 22.

A five-year financial forecast is found in this section. The purpose of a five-year forecast is to project existing conditions into the future, given certain assumptions, to determine future financial viability, to identify financial strengths and weaknesses, and to provide a base for remedial or supportive financial policy.

FYE 27 Budget

Statement of Revenues and Expenditures

Revenues for Westwood Golf Course are estimated based on actual current experience in green fees and projected aquatic and tennis center revenue.

Projections for the swimming pool are based upon line-item analysis. All line items have been reviewed on multiple occasions by department staff, Finance Department staff and the City Manager.

Reserve Policy

Special Revenue Funds have no reserve requirements due to their dependence on General Fund support.

Five Year Outlook

Fees and charges, and service levels will continue to be monitored for adequacy and competitiveness to make needed capital improvements and meet all reserve requirements. Fee levels for use of Westwood Pool and Tennis have been re-set to reflect the expanded operations in the newly constructed facilities.

Summary

Significant effort will continue to be made to address the financial viability of this fund, to adequately structure rates to recover cost of service, and to explore other options for funding the ongoing concerns of the Fund.






# WESTWOOD PARK FUND (29)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 178,044 | $ 182,236 | $ 186,662 | $ 260,968 | $ 523,561 | $ 752,219 | $ 943,713 | $ 1,090,277 |
| 2 | | | | | | | | | |
| 3 | Operating Revenues: | | | | | | | | |
| 4 | Enterprise Fund Fees/Chgs | $ 2,484,644 | $ 2,855,500 | $ 2,855,500 | $ 2,963,000 | $ 3,022,260 | $ 3,082,705 | $ 3,144,359 | $ 3,207,246 |
| 5 | Service Fees/Chgs | - | - | - | - | - | - | - | - |
| 6 | | | | | | | | | |
| 7 | Total Operating Revenues | $ 2,484,644 | $ 2,855,500 | $ 2,855,500 | $ 2,963,000 | $ 3,022,260 | $ 3,082,705 | $ 3,144,359 | $ 3,207,246 |
| 8 | | | | | | | | | |
| 9 | Operating Expenditures: | | | | | | | | |
| 10 | Salaries and Benefits | $ 1,832,805 | $ 1,824,406 | $ 1,824,406 | $ 1,701,668 | $ 1,786,751 | $ 1,876,089 | $ 1,969,893 | $ 2,068,388 |
| 11 | Supplies and Materials | 626,383 | 606,504 | 611,259 | 577,693 | 583,470 | 589,305 | 595,198 | 601,150 |
| 12 | Services/Maintenance | 451,033 | 365,100 | 390,533 | 431,551 | 435,867 | 440,226 | 444,628 | 449,074 |
| 13 | Internal Service Fund Chgs | 79,254 | 80,706 | 80,706 | 119,365 | 121,752 | 124,187 | 126,671 | 129,204 |
| 14 | Cost Allocation Charges | - | - | - | - | - | - | - | - |
| 15 | Employee Turnover Savings | - | (41,605) | (41,605) | (43,685) | (45,869) | (48,048) | (48,048) | (48,048) |
| 16 | Supplies & Mat'l Savings | | (41,605) | (41,605) | (43,685) | (45,869) | (48,048) | (48,048) | (48,048) |
| 17 | | | | | | | | | |
| 18 | Total Operating Expenditures | $ 2,989,475 | $ 2,793,506 | $ 2,823,694 | $ 2,742,907 | $ 2,836,102 | $ 2,933,711 | $ 3,040,294 | $ 3,151,720 |
| 19 | | | | | | | | | |
| 20 | Net Operating Revenue | $ (504,831) | $ 61,994 | $ 31,806 | $ 220,093 | $ 186,158 | $ 148,994 | $ 104,065 | $ 55,526 |
| 21 | | | | | | | | | |
| 22 | Other Revenues: | | | | | | | | |
| 23 | I/F Transf - Capital Fund - Golf | $ 38,822 | $ 95,986 | $ 155,666 | $ 104,069 | $ 61,500 | $ 61,500 | $ 61,500 | $ 61,500 |
| 26 | I/F Transf - General Fund | 447,043 | - | - | - | - | - | - | 76,482 |
| 27 | I/F Transf - Norman Forward Fund | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| 28 | Interest Income | 14,088 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 | 7,500 |
| 29 | Misc. revenue | 930 | - | - | - | - | - | - | - |
| 30 | | | | | | | | | |
| 31 | Total Other Revenues | $ 535,883 | $ 138,486 | $ 198,166 | $ 146,569 | $ 104,000 | $ 104,000 | $ 104,000 | $ 180,482 |
| 32 | | | | | | | | | |
| 34 | Other Expenditures: | | | | | | | | |
| 35 | Audit Accruals/Adj/encumbrances | (16,388) | | | | | | | |
| 36 | Debt Service | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 37 | Capital Projects-GOLF | 2,881 | - | 46,877 | - | - | - | - | - |
| 38 | Capital Equipment-GOLF | 22,790 | 53,896 | 54,486 | 62,069 | 19,500 | 19,500 | 19,500 | 19,500 |
| 39 | Capital Equipment - Golf Carts | - | 42,000 | 42,000 | 42,000 | 42,000 | 42,000 | 42,000 | 42,000 |
| 40 | Capital Equipment - Pool | 13,151 | - | 12,303 | - | - | - | - | - |
| 41 | Capital Equipment - Concessions | | | - | | | | | |
| 42 | I/F Transf - Room Tax | - | | | | | | | |
| 43 | | | | | | | | | |
| 44 | Total Other Expenditures | $ 22,434 | $ 95,896 | $ 155,666 | $ 104,069 | $ 61,500 | $ 61,500 | $ 61,500 | $ 61,500 |
| 45 | | | | | | | | | |
| 46 | Net Revenues (Expenditures) | $ 8,618 | $ 104,584 | $ 74,306 | $ 262,593 | $ 228,658 | $ 191,494 | $ 146,565 | $ 174,508 |
| 47 | | | | | | | | | |
| 48 | Ending Fund Balance | $ 186,662 | $ 286,820 | $ 260,968 | $ 523,561 | $ 752,219 | $ 943,713 | $ 1,090,277 | $ 1,264,785 |
| 49 | | | | | | | | | |
| 50 | Reserves | | | | | | | | |
| 51 | Reserve for Operations | $ 239,158 | $ 223,480 | $ 225,896 | $ 219,433 | $ 226,888 | $ 234,697 | $ 243,224 | $ 252,138 |
| 52 | Reserve for Pool Capital Replacement | 257,771 | 78,940 | 292,771 | 327,771 | 362,771 | 397,771 | 432,771 | 467,771 |
| 53 | Reserve for Capital Project | 70,014 | 72,142 | 70,014 | 61,500 | 61,500 | 61,500 | 61,500 | 61,500 |
| 54 | Reserve (Deficit) | (380,281) | (87,742) | (327,713) | (85,143) | 101,060 | 249,745 | 352,782 | 483,376 |
| 55 | | | | | | | | | |
| 56 | Total Reserves | $ 186,662 | $ 286,820 | $ 260,968 | $ 523,561 | $ 752,219 | $ 943,713 | $ 1,090,277 | $ 1,264,785 |

# WATER FUND
# BUDGET
# HIGHLIGHTS

Background

The Water Fund is an enterprise fund established to account for the resources utilized to treat and supply water to the customers of the City of Norman. Water is supplied from Lake Thunderbird that is owned by the Central Oklahoma Master Conservancy District (COMCD) and by water wells that are owned by the City. The cities of Del City, Midwest City and Norman created the COMCD for the purpose of creating a water supply. The City annually pays a reclamation charge to the District as the City's share of debt retirement for construction of the lake. The City also pays a pro rata share of the cost to operate the District. There are approximately 657 miles of water mains in the City. The City operates a treatment plant whose capacity for treating water is 17 million gallons per day / peak day and as of March 2025, serves an average of 43,500 customers.

FYE 27 Budget

Statement of Revenues and Expenditures

The Norman Water Utility has a highly progressive residential rate structure, designed to encourage conservation of water resources. Current monthly residential water rates are as follows:

| |
|---|
| $10.90 Base Fee |
| $3.46 per thousand for 0 – 5,000 gallons |
| $4.50 per thousand gallons for 5,001 to 15,000 gallons |
| $6.75 per thousand gallons for 15,001 to 20,000 gallons |
| $9.51 per thousand gallons in excess of 20,001 gallons |

Residential and commercial water rate increases were last approved by voters on June 13, 2023.

Revenue projections are based on historic collection patterns and a simple regression model using average rainfall as a predictor variable. Because of the extremely progressive nature of the Norman "inverted" water rate structure, Water Utility revenues are highly dependent on weather patterns, and can therefore fluctuate significantly.

The Water Utility has undertaken an aggressive capital improvement program to enhance the City's water supply and treatment systems, including expansion projects to the City's groundwater well supplies and improvements to waterlines to provide additional water supply (by constructing pipe connections to "blend" water from wells with water quality exceeding standards with water from wells that fall slightly short of standards).

This aggressive water capital project program will be financed through user fees and the Statewide Revolving Loan Fund of the Oklahoma Water Resources Board.

This water capital improvement program is the first of several steps to meet Norman's future water supply needs, suggested by the adopted Strategic Water Supply Plan. Future steps will include

reuse of wastewater through advanced treatment methods to be employed by the Norman Water Reclamation Utility, to supplement water supplied by Lake Thunderbird.

Additional water is supplied to Norman through a contract with the Oklahoma City Water Utilities Trust (OCWUT). Under this contract, available treated water is transported to Norman along a waterline located in northern Norman to supplement the water supplied by Norman's ground water and surface water facilities.

FYE 2027 expenditure projections are based on line-item analyses within the Water Division. Salary and benefit category expenditures are based on authorized staffing levels. The service and maintenance expenditure category includes increases in operating charges from the COMCD. All line items have been reviewed on multiple occasions by Department staff, Finance Department staff, and by the City Manager.

## Reserve Policy

Enterprise funds by policy, reserve portions of fund balance as follows:

- Operating Reserve equal to 8% of the annual operating cost
- Capital Reserve equal to the annual average of the next 5-year capital expenditure plan

FYE 27 ending fund balance is projected to be $10,312,329 with a reserve surplus of $5,311,315. This fund balance is used for meeting the Fund's reserve requirements.

## Transfer Policy

The amount of transfer from the Water Fund in support of the General Fund is based on a policy that provides for continuity in both funds. A transfer equal to 5% of Water Fund operating revenues returns to the General Fund an amount consistent with what non-governmental utilities provide in franchise fees.

## Five Year Outlook

There are various factors, such as weather, population growth, average individual growth in usage, and changes in the mix of residential and commercial revenues that affect total water utility revenues from year to year. Therefore, a conservative approach was taken in projecting revenues due to the uncertainty of the net effect of these factors.

## Summary

The Norman Utilities Authority and City Council have directed a policy through which Norman's water will be treated to levels which meet not only current environmental standards, but which provide for future treatment requirements and customer water quality demands.

# WATER FUND (31)
# STATEMENT OF REVENUES & EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 39,756,736 | $ 8,644,380 | $ 40,375,374 | $ (797,610) | $ 10,312,329 | $ 13,580,236 | $ 22,425,051 | $ 31,240,101 |
| 2 | | | | | | | | | |
| 3 | Operating Revenues: | | | | | | | | |
| 4 | Enterprise Fund Fees/Chgs | $ 28,900,653 | $ 30,450,000 | $ 30,450,000 | $ 30,906,750 | $ 31,370,351 | $ 31,840,906 | $ 32,318,520 | $ 32,803,298 |
| 5 | Connection Fee | 708,606 | 865,946 | 865,946 | 883,265 | 900,930 | 918,949 | 937,328 | 956,074 |
| 6 | Capital Improvement Charge | 1,528,877 | 1,450,369 | 1,450,369 | 1,464,873 | 1,479,522 | 1,494,317 | 1,509,260 | 1,524,353 |
| 7 | Cost Allocation | 860,567 | 370,101 | 370,101 | 706,158 | 713,220 | 720,352 | 727,556 | 734,832 |
| 8 | | | | | | | | | |
| 9 | Total Operating Revenues | $ 31,998,703 | $ 33,136,416 | $ 33,136,416 | $ 33,961,046 | $ 34,464,023 | $ 34,974,524 | $ 35,492,664 | $ 36,018,557 |
| 10 | | | | | | | | | |
| 11 | Operating Expenditures: | | | | | | | | |
| 12 | Salaries / Benefits | $ 5,726,112 | $ 5,889,459 | $ 5,889,459 | $ 6,644,572 | $ 6,976,801 | $ 7,325,641 | $ 7,691,923 | $ 8,076,519 |
| 13 | Supplies / Materials | 4,006,930 | 4,218,767 | 4,295,586 | 5,621,886 | 5,678,105 | 5,734,886 | 5,792,235 | 5,850,157 |
| 14 | Services / Maintenance | 2,526,321 | 3,411,563 | 3,479,581 | 3,811,348 | 3,849,461 | 3,887,956 | 3,926,836 | 3,966,104 |
| 15 | Internal Services | 446,154 | 525,951 | 525,951 | 522,076 | 532,518 | 543,168 | 554,031 | 565,112 |
| 16 | Cost Allocations | 2,212,309 | 2,359,729 | 2,359,729 | 1,666,241 | 1,682,903 | 1,699,732 | 1,716,730 | 1,733,897 |
| 17 | Employee Turnover Savings | | (88,342) | (88,342) | (99,669) | (104,652) | (109,885) | (115,379) | (121,148) |
| 18 | | | | | | | | | |
| 19 | Total Operating Expenditures | $ 14,917,826 | $ 16,317,127 | $ 16,461,964 | $ 18,166,454 | $ 18,615,136 | $ 19,081,498 | $ 19,566,375 | $ 20,070,641 |
| 20 | | | | | | | | | |
| 21 | Net Operating Revenue | $ 17,080,877 | $ 16,819,289 | $ 16,674,452 | $ 15,794,591 | $ 15,848,887 | $ 15,893,025 | $ 15,926,288 | $ 15,947,916 |
| 22 | | | | | | | | | |
| 23 | Other Revenues: | | | | | | | | |
| 24 | Interest Income | $ 2,196,703 | $ 120,000 | $ 120,000 | $ 120,000 | $ 120,000 | $ 120,000 | $ 120,000 | $ 120,000 |
| 25 | Other Misc. Revenue | 893,037 | - | - | 8,950,000 | - | - | - | - |
| 26 | Revenue Bond Proceeds | 3,899,982 | - | 10,915,218 | - | - | - | - | - |
| 27 | Grant Revenue | 916,355 | - | 2,083,645 | - | - | - | - | - |
| 28 | I/F Transf - Sewer Fund | - | | 75,000 | | | | | |
| 29 | | | | | | | | | |
| 30 | Total Other Revenues | $ 7,906,077 | $ 120,000 | $ 13,193,863 | $ 9,070,000 | $ 120,000 | $ 120,000 | $ 120,000 | $ 120,000 |
| 31 | | | | | | | | | |
| 32 | Other Expenditures: | | | | | | | | |
| 33 | Audit Accruals/Adj/Encumbrances | 1,893,016 | | | | | | | |
| 34 | Master Conservancy Debt | $ 264,342 | $ 333,797 | $ 333,797 | $ 228,084 | $ 192,968 | $ 192,968 | $ 192,968 | $ 192,968 |
| 35 | Debt Service - 15 Issue | 1,486,431 | 1,491,319 | 1,491,319 | 740,275 | - | - | - | - |
| 36 | Debt Service - 16 Issue | 765,945 | 772,129 | 772,129 | 771,742 | 771,075 | 775,020 | 773,518 | 386,737 |
| 37 | Debt Service - 17 Issue | 1,994,641 | 1,996,641 | 1,996,641 | 1,996,641 | 1,996,641 | 1,996,641 | 1,996,641 | 1,996,641 |
| 38 | Debt Service - 18 Issue | 891,668 | 892,585 | 892,585 | 890,415 | 889,745 | 890,700 | 893,655 | 890,665 |
| 39 | Debt Service - 22 Issue | 368,260 | 1,140,382 | 1,140,382 | 1,140,382 | 1,140,382 | 1,140,382 | 1,140,382 | 1,140,382 |
| 40 | Capital Projects | 5,937,292 | 14,750,000 | 52,306,133 | 4,475,000 | 5,675,000 | 75,000 | 75,000 | 75,000 |
| 41 | Capital Projects - 18 Issue | - | - | 2,322,427 | - | - | - | - | - |
| 42 | Capital Projects - 22 Issue | 7,080,159 | - | 7,919,821 | | | | | |
| 43 | Capital Equipment | 382,786 | 96,435 | 150,854 | 1,266,679 | 230,000 | 230,000 | 230,000 | 230,000 |
| 44 | I/F Transf - General Fund | 1,398,776 | 1,565,797 | 1,565,797 | 2,037,001 | 1,613,564 | 1,637,993 | 1,662,792 | 1,687,969 |
| 45 | I/F Transf - Capital Fund | 1,905,000 | - | - | - | - | - | - | - |
| 46 | I/F Transf - Risk Fund | - | - | 149,414 | 208,433 | 191,605 | 229,506 | 266,282 | 305,424 |
| 47 | | | | | | | | | |
| 48 | Total Other Expenditures | $ 24,368,316 | $ 23,039,085 | $ 71,041,299 | $ 13,754,652 | $ 12,700,980 | $ 7,168,210 | $ 7,231,238 | $ 6,905,786 |
| 49 | | | | | | | | | |
| 50 | Net Revenues (Expenditures) | $ 618,638 | $ (6,099,796) | $ (41,172,984) | $ 11,109,939 | $ 3,267,907 | $ 8,844,815 | $ 8,815,050 | $ 9,162,130 |
| 51 | | | | | | | | | |
| 52 | Ending Fund Balance | $ 40,375,374 | $ 2,544,583 | $ (797,610) | $ 10,312,329 | $ 13,580,236 | $ 22,425,051 | $ 31,240,101 | $ 40,402,231 |
| 53 | | | | | | | | | |
| 54 | Reserves | | | | | | | | |
| 55 | Reserve for Operations | $ 1,193,426 | $ 1,305,370 | $ 1,316,957 | $ 1,453,316 | $ 1,489,211 | $ 1,526,520 | $ 1,565,310 | $ 1,605,651 |
| 56 | Reserve for Encumbrances | 12,061,035 | - | - | - | - | - | - | - |
| 57 | Reserve for Bond Projects - 18 Issue | 4,395,125 | 1,926,449 | 2,072,698 | 2,072,698 | 2,072,698 | 2,072,698 | 2,072,698 | 2,072,698 |
| 58 | Reserve for Bond Projects - 22 Issue | - | - | - | - | - | - | - | - |
| 59 | Reserve for Capital | 2,075,000 | 2,575,000 | 2,075,000 | 1,475,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| 60 | Reserve (Deficit) Surplus | 20,650,788 | (3,262,236) | (6,262,265) | 5,311,315 | 9,943,327 | 18,750,833 | 27,527,093 | 36,648,882 |
| 61 | | | | | | | | | |
| 62 | Total Reserves | $ 40,375,374 | $ 2,544,583 | $ (797,610) | $ 10,312,329 | $ 13,580,236 | $ 22,425,051 | $ 31,240,101 | $ 40,402,231 |

# WATER RECLAMATION FUND
# BUDGET
# HIGHLIGHTS

Background

The Water Reclamation Fund (formerly known as "sewer" or "wastewater") is an enterprise fund established to account for the resources utilized to provide wastewater collection, conveyance and treatment to the customers of the City of Norman.

On November 3, 2001, the Norman Utilities Authority (NUA) adopted an updated Wastewater Master Plan, which directed a system-wide average treatment capacity expansion from 12 million gallons per day (MG/D) to 21.5 MG/D, by the year 2040. A $60 million project to expand the Water Reclamation Facility to 17 MG/D capacity, with significant improvements to treatment standards and odor control, was completed in 2017.

In 2001, the voters of Norman approved three revenue sources to partially pay for the improvements recommended by the Wastewater Master Plan:

- A temporary, 5-year, ½ percent sales tax dedicated to sewer system improvements;
- A $5 per month sewer maintenance rate, dedicated to neighborhood sewer line repairs;
- An excise tax on new development.

Currently, there are approximately 515.2 miles of sewer lines included in the total system. The Water Reclamation Utility is undertaking an aggressive program to rehabilitate existing neighborhood sewer lines and mains, and to construct new sewer mains in north and east Norman. Additional sewer system capital projects are reported in the Sewer Maintenance Fund and Sewer Excise Tax Fund.

FYE 27 Budget

Statement of Revenues and Expenditures

FYE 27 sewer user fee revenues have been estimated based on actual year-to-date receipts in FYE 26. On November 12, 2013 the citizens of Norman voted and approved a basic sewer rate increase for the first time since November 1, 1996 (pursuant to the Norman City Charter, utility rate increases require voter approval). Water reclamation rates, effective since November 12, 2013 are as follows:

Single Family/ Duplex $5.00 Base Fee + $2.70 per 1,000 gallons of treated water

FYE 27 expenditure projections are based upon line-item analysis within the Utility. Salaries and benefits are based on current authorized staffing levels. All line items have been reviewed on multiple occasions by department staff, Finance Department staff and the City Manager.

Reserve Policy

Enterprise funds have reserve policies to reserve portions of fund balance as follows:

- Operating Reserve equal to 8% of the annual operating cost
- Capital Reserve equal to the annual average of the next 5 year capital expenditure plan

The FYE 27 ending fund balance is projected to be $4,121,726 with a reserve surplus of $3,484,092. This fund balance is used for meeting the Fund's reserve requirements.

## Transfer Policy

The amount of transfer from the Water Reclamation Fund in support of the General Fund is based on a policy that provides for continuity in both funds. A transfer equal to 5% of the Water Reclamation Fund's operating revenues returns to the General Fund an amount consistent with what non-governmental utilities provide in franchise fees.

## Five Year Outlook

Over the next five years operating revenues are projected to increase. FYE 27 projected revenues are 1.5% higher than FYE 26 budget revenues.

## Summary

A major expansion of the Water Reclamation Facility (WRF) was completed in FYE 17. The expansion will allow for treatment capacity to increase and will improve the quality of the reclaimed water from the plant. The below pictures show the completed expansion project for the Water Reclamation Facility.



**Water reclaimed by the Norman Water Reclamation Facility**



# WATER RECLAMATION FUND (32)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 7,258,403 | $ 4,201,472 | $ 3,559,978 | $ 3,822,266 | $ 4,121,726 | $ 6,642,013 | $ 10,194,981 | $ 13,643,281 |
| 2 | | | | | | | | | |
| 3 | Operating Revenues: | | | | | | | | |
| 4 | Enterprise Fund Fees/Chgs | $ 11,628,278 | $ 11,596,375 | $ 11,596,375 | $ 11,770,321 | $ 11,946,876 | $ 12,126,079 | $ 12,307,970 | $ 12,492,590 |
| 5 | Capital Improvement Charge | 983,263 | 866,285 | 866,285 | 874,948 | 883,698 | 892,535 | 901,460 | 910,475 |
| 6 | | | | | | | | | |
| 7 | Total Operating Revenues | $ 12,611,541 | $ 12,462,660 | $ 12,462,660 | $ 12,645,269 | $ 12,830,574 | $ 13,018,614 | $ 13,209,430 | $ 13,403,065 |
| 8 | | | | | | | | | |
| 9 | Operating Expenditures: | | | | | | | | |
| 10 | Salaries and Benefits | $ 4,384,763 | $ 4,175,522 | $ 4,175,522 | $ 3,955,111 | $ 4,152,867 | $ 4,360,510 | $ 4,578,535 | $ 4,807,462 |
| 11 | Supplies and Materials | 825,462 | 737,873 | 897,044 | 896,122 | 905,083 | 914,134 | 923,275 | 932,508 |
| 12 | Services and Maintenance | 1,616,019 | 1,724,496 | 1,783,217 | 1,781,359 | 1,799,173 | 1,817,164 | 1,835,336 | 1,853,689 |
| 13 | Internal Services | 286,191 | 293,610 | 293,610 | 287,624 | 293,376 | 299,244 | 305,229 | 311,333 |
| 14 | Cost Allocations | 2,203,179 | 833,460 | 833,460 | 1,109,538 | 1,120,633 | 1,131,840 | 1,143,158 | 1,154,590 |
| 15 | Employee Turnover Savings | - | (62,633) | (62,633) | (59,327) | (62,293) | (65,408) | (68,678) | (72,112) |
| 16 | | | | | | | | | |
| 17 | Total Operating Expenditures | $ 9,315,614 | $ 7,702,328 | $ 7,920,220 | $ 7,970,427 | $ 8,208,839 | $ 8,457,484 | $ 8,716,856 | $ 8,987,471 |
| 18 | | | | | | | | | |
| 19 | Net Operating Revenue | $ 3,295,927 | $ 4,760,332 | $ 4,542,440 | $ 4,674,842 | $ 4,621,734 | $ 4,561,129 | $ 4,492,574 | $ 4,415,594 |
| 20 | | | | | | | | | |
| 21 | Other Revenues: | | | | | | | | |
| 22 | Interest Income | $ 372,462 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 |
| 23 | Bond Proceeds/Grant Reimb. | 593,371 | - | 11,830,000 | - | - | - | - | - |
| 24 | Misc. Revenue/Cost Allocation | 1,300,066 | - | - | - | - | - | - | - |
| 25 | | | | | | | | | |
| 26 | Total Other Revenues | $ 2,265,899 | $ 50,000 | $ 11,880,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 |
| 27 | | | | | | | | | |
| 29 | Other Expenditures: | | | | | | | | |
| 30 | Audit Accruals/Adjustments | $ 1,111,014 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 31 | Debt Service-14 SRF Note | 2,325,160 | 2,257,294 | 2,257,294 | 2,257,294 | 1,129,897 | - | - | - |
| 32 | Debt Service-24 SRF Note | 2,252 | 177,353 | 177,353 | 283,790 | 283,923 | 283,826 | 283,920 | 283,888 |
| 33 | Capital Projects | 4,101,892 | 3,925,000 | 11,831,498 | - | - | - | - | - |
| 34 | Capital Equipment | 928,994 | 1,033,750 | 1,129,796 | 1,143,180 | - | - | - | - |
| 35 | I/F Transf - General Fund | 540,939 | 579,819 | 579,819 | 588,516 | 597,344 | 606,304 | 615,399 | 624,630 |
| 36 | I/F Transf - Water Fund | - | - | 75,000 | - | - | - | - | - |
| 37 | I/F Transf - Capital Fund | 250,000 | - | - | - | - | - | - | - |
| 38 | I/F Transf - Risk Fund | - | - | 109,392 | 152,603 | 140,283 | 168,031 | 194,956 | 223,614 |
| 39 | | | | | | | | | |
| 40 | Total Other Expenditures | $ 9,260,251 | $ 7,973,216 | $ 16,160,152 | $ 4,425,383 | $ 2,151,447 | $ 1,058,161 | $ 1,094,275 | $ 1,132,132 |
| 41 | | | | | | | | | |
| 42 | Net Revenues (Expenditures) | $ (3,698,425) | $ (3,162,883) | $ 262,289 | $ 299,459 | $ 2,520,287 | $ 3,552,968 | $ 3,448,299 | $ 3,333,462 |
| 43 | | | | | | | | | |
| 44 | Ending Fund Balance | $ 3,559,978 | $ 1,038,589 | $ 3,822,266 | $ 4,121,726 | $ 6,642,013 | $ 10,194,981 | $ 13,643,281 | $ 16,976,742 |
| 45 | | | | | | | | | |
| 46 | Reserves | | | | | | | | |
| 47 | Reserve for Encumbrances | $ 3,822,070 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 48 | Reserve for Operations | 745,249 | 616,186 | 633,618 | 637,634 | 656,707 | 676,599 | 697,348 | 718,998 |
| 49 | Reserve for Capital | 2,366,300 | - | - | - | - | - | - | - |
| 50 | Reserve (Deficit) Surplus | (3,373,641) | 422,403 | 3,188,648 | 3,484,092 | 5,985,306 | 9,518,382 | 12,945,933 | 16,257,744 |
| 51 | | | | | | | | | |
| 52 | Total Reserves | $ 3,559,978 | $ 1,038,589 | $ 3,822,266 | $ 4,121,726 | $ 6,642,013 | $ 10,194,981 | $ 13,643,281 | $ 16,976,742 |

# SEWER MAINTENANCE FUND
# BUDGET
# HIGHLIGHTS

Background

The Sewer Maintenance Fund is an enterprise fund established October 1, 2001, to account for revenues from the $5 per month Sewer System Maintenance Rate (SMR). It is used to account for all expenditures related to major maintenance of the water reclamation system (capital improvement projects accomplished through contracts with private construction vendors), primarily for rehabilitation of neighborhood sewer lateral lines.

The SMR is intended to provide a higher level of maintenance, keeping the sewer system in good repair over the long term.

Beginning in FYE 15, Norman Sewer Line Maintenance Division personnel and related budget allocations, along with capital improvements charge revenue, was transferred to the Water Reclamation Fund.

During FYE 2015 Budget considerations, the Council Finance Committee discussed transferring the sewer line maintenance operations out of the Sewer Line Maintenance Fund into the Water Reclamation Fund in order to better track the collection and distribution of the $5 per month Sewer Maintenance Rate. This will more accurately reflect the capital work that is being done with the Sewer Maintenance Rate and will eliminate a transfer of funds between the two funds for the work done by Sewer Line Maintenance Division personnel during the year. Over time, this change in accounting will better reflect the declining amounts of sewer rehabilitation projects that can be paid for by the flat $5 rate due to inflation of material and labor costs. The maintenance program for neighborhood sewer collector lines (“laterals”) will continue in FYE 27 and beyond, generally, the oldest lines in the system are scheduled for replacement first (“worst things first”).

FYE 27 Budget

Statement of Revenues and Expenditures

Revenues have been estimated based on actual year to date receipts in FYE 26 extrapolated for a full year.

FYE 27 expenditure projections are based upon line-item analysis. Salaries and benefits are based on current authorized staffing levels. FYE 27 total budgeted expenditures are $3,575,000.

All line items have been reviewed on multiple occasions by department staff, Finance Department staff and the City Manager.

Reserve Policy

Enterprise funds by policy, reserve portion of Fund Balance as follows:

- Operating Reserve equal to 8% of the annual operating cost
- Capital Reserve equal to the annual average of the next 5-year capital expenditure plan.

# SEWER MAINTENANCE FUND (321)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 18,604,265 | $ 2,123,844 | $ 18,272,230 | $ 1,805,269 | $ 1,399,368 | $ 4,438,586 | $ 7,523,476 | $ 10,654,599 |
| 2 | | | | | | | | | |
| 3 | Operating Revenues: | | | | | | | | |
| 4 | Sewer Maintenance Rate | $ 3,298,111 | $ 3,202,437 | $ 3,202,437 | $ 3,250,474 | $ 3,299,231 | $ 3,348,719 | $ 3,398,950 | $ 3,449,934 |
| 5 | | | | | | | | | |
| 6 | Total Operating Revenues | $ 3,298,111 | $ 3,202,437 | $ 3,202,437 | $ 3,250,474 | $ 3,299,231 | $ 3,348,719 | $ 3,398,950 | $ 3,449,934 |
| 7 | | | | | | | | | |
| 8 | Operating Expenditures: | | | | | | | | |
| 9 | Salaries and Benefits | $ 67,708 | $ 70,004 | $ 70,004 | $ 69,498 | $ 72,973 | $ 76,622 | $ 80,453 | $ 84,475 |
| 10 | Supplies and Materials | 2,845 | 4,552 | 4,552 | 3,877 | 3,916 | 3,955 | 3,994 | 4,034 |
| 11 | Services and Maintenance | 1,255 | 3,525 | 3,525 | 3,525 | 3,560 | 3,596 | 3,632 | 3,668 |
| 12 | Internal Services | 1,422 | 5,665 | 5,665 | 4,475 | 4,565 | 4,656 | 4,749 | 4,844 |
| 13 | | | | | | | | | |
| 14 | Total Operating Expenditures | $ 73,230 | $ 83,746 | $ 83,746 | $ 81,375 | $ 85,013 | $ 88,828 | $ 92,828 | $ 97,022 |
| 15 | | | | | | | | | |
| 16 | Net Operating Revenue | $ 3,224,881 | $ 3,118,691 | $ 3,118,691 | $ 3,169,099 | $ 3,214,218 | $ 3,259,891 | $ 3,306,122 | $ 3,352,912 |
| 17 | | | | | | | | | |
| 18 | Other Revenues: | | | | | | | | |
| 19 | Interest Income | $ 809,585 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 20 | Misc. Revenue | 100,000 | - | - | - | - | - | - | - |
| 21 | Transfer from Excise Tax Fund | - | - | - | - | - | - | - | - |
| 22 | | | | | | | | | |
| 23 | Total Other Revenues | $ 909,585 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 24 | | | | | | | | | |
| 25 | | | | | | | | | |
| 26 | Other Expenditures: | | | | | | | | |
| 27 | Capital Projects | $ 4,466,501 | $ 3,525,000 | $ 19,516,146 | $ 3,575,000 | $ 175,000 | $ 175,000 | $ 175,000 | $ 175,000 |
| 28 | Capital Equipment | - | 69,506 | 69,506 | - | - | - | - | - |
| 29 | I/F Transf - Capital Fund | - | - | - | - | - | - | - | - |
| 30 | Audit Accruals/Adjustments | - | - | - | - | - | - | - | - |
| 31 | | | | | | | | | |
| 32 | Total Other Expenditures | $ 4,466,501 | $ 3,594,506 | $ 19,585,652 | $ 3,575,000 | $ 175,000 | $ 175,000 | $ 175,000 | $ 175,000 |
| 33 | | | | | | | | | |
| 34 | Total Revenues | $ 4,207,696 | $ 3,202,437 | $ 3,202,437 | $ 3,250,474 | $ 3,299,231 | $ 3,348,719 | $ 3,398,950 | $ 3,449,934 |
| 35 | | | | | | | | | |
| 36 | Total Expenditures | $ 4,539,731 | $ 3,678,252 | $ 19,669,398 | $ 3,656,375 | $ 260,013 | $ 263,828 | $ 267,828 | $ 272,022 |
| 37 | | | | | | | | | |
| 38 | Net Revenues (Expenditures) | $ (332,035) | $ (475,815) | $ (16,466,961) | $ (405,901) | $ 3,039,218 | $ 3,084,891 | $ 3,131,122 | $ 3,177,912 |
| 39 | | | | | | | | | |
| 40 | Ending Fund Balance | $ 18,272,230 | $ 1,648,029 | $ 1,805,269 | $ 1,399,368 | $ 4,438,586 | $ 7,523,476 | $ 10,654,599 | $ 13,832,511 |

# NEW DEVELOPMENT EXCISE TAX FUND
# BUDGET
# HIGHLIGHTS

Background

The New Development Excise Tax Fund is an enterprise fund established October 1, 2001, as a result of Ordinance 0001-58, adopted by City Council on June 12, 2001, and approved by voters on August 14, 2001. The fund was established to account for revenues and capital project expenditures from excise tax levied and collected on new development (including developments of tax-exempt property owners) to be served by the City's water reclamation system. The tax imposed is collected at the time a building permit is issued for all construction and based upon the square footage as set forth in the permit as follows:

- New Residential Construction - $850 for homes up to 1,200 square feet and $2 per square foot for each square foot in excess of 1,200 square feet.
- Non-Residential Construction - $115 per employee plus $4 per gallon per day of additional flow, if estimated flow is greater than 30 gallons per day per employee.
- Residential expansions which include the installation of plumbing fixtures – $1 per square foot for each additional square foot added to the current structure.

As agreed to between the permit applicant and the City Engineer and Utilities Department, water records for existing facilities will be used to estimate future wastewater flow for non-residential construction and projected employees will be agreed to in advance of the permit issuance.

The funds collected from the Excise Tax shall be used exclusively for wastewater expansion, improvements, and to pay debt service on obligations issued to finance future improvements and expansion of the wastewater system. Since its inception in 2001, the Wastewater Excise Tax has generated over $37,298,111 for system expansion and improvement.

FYE 27 Budget

Statement of Revenues and Expenditures

Revenues have been estimated on historic building permit records applied to excise tax regulations (i.e., projections are based on revenues that would accrue if past building patterns in an "average" year are continued) and are projected at $1,060,000 for FYE 27.

Five Year Outlook

Excise tax revenues are projected to be the same in years FYE 27 through FYE 31.

# NEW DEVELOPMENT EXCISE FUND (322)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 4,191,340 | $ 1,888,071 | $ 3,145,391 | $ 1,220,144 | $ 447,002 | $ 447,638 | $ 1,224,553 | $ 2,001,468 |
| 2 | | | | | | | | | |
| 3 | Operating Revenues: | | | | | | | | |
| 4 | Excise Tax - Residential | $ 920,406 | $ 1,100,000 | $ 1,100,000 | $ 900,000 | $ 900,000 | $ 900,000 | $ 900,000 | $ 900,000 |
| 5 | Excise Tax - Commercial | 156,442 | 300,000 | 300,000 | 160,000 | 160,000 | 160,000 | 160,000 | 160,000 |
| 6 | | | | | | | | | |
| 7 | Total Operating Revenues | $ 1,076,848 | $ 1,400,000 | $ 1,400,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 |
| 8 | | | | | | | | | |
| 9 | Total Operating Expenditures | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 10 | | | | | | | | | |
| 11 | Net Operating Revenue | $ 1,076,848 | $ 1,400,000 | $ 1,400,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 |
| 12 | | | | | | | | | |
| 13 | Other Revenues: | | | | | | | | |
| 14 | Interest Income | $ 130,068 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 |
| 15 | | | | | | | | | |
| 16 | Total Other Revenues | $ 130,068 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 |
| 17 | | | | | | | | | |
| 18 | Other Expenditures: | | | | | | | | |
| 19 | Debt Service - 09 SRF | $ 351,334 | $ 353,085 | $ 353,085 | $ 353,085 | $ 353,085 | $ 353,085 | $ 353,085 | $ 354,417 |
| 20 | Debt Service - 14 SRF | 1,595,509 | 1,550,056 | 1,550,056 | 1,550,056 | 776,279 | - | - | - |
| 21 | Capital Projects | 306,022 | - | 1,492,106 | - | - | - | - | - |
| 22 | Transfer to Maint. Fund | - | - | - | - | - | - | - | - |
| 23 | | | | | | | | | |
| 24 | Total Other Expenditures | $ 2,252,865 | $ 1,903,141 | $ 3,395,247 | $ 1,903,141 | $ 1,129,364 | $ 353,085 | $ 353,085 | $ 354,417 |
| 25 | | | | | | | | | |
| 26 | Net Revenues (Expenditures) | $ (1,045,949) | $ (433,141) | $ (1,925,247) | $ (773,141) | $ 636 | $ 776,915 | $ 776,915 | $ 775,583 |
| 27 | | | | | | | | | |
| 28 | Ending Fund Balance | $ 3,145,391 | $ 1,454,929 | $ 1,220,144 | $ 447,002 | $ 447,638 | $ 1,224,553 | $ 2,001,468 | $ 2,777,051 |

# SANITATION FUND
# BUDGET
# HIGHLIGHTS

Background

The Sanitation Fund is an enterprise fund used to account for the operations associated with solid waste collection and disposal in the City of Norman. Residential collection services are provided weekly, with separate services for yard waste and household garbage. Commercial service is provided on an as-needed basis, and composting and recycling services are also available.

Sanitation rates, approved by the voters in 2011, are as follows:

Residential Customers: $14.00/unit/month + $3/month for curbside recycling

| | Container Size | Base Rate | After | Rate cu. yd. |
|---|---|---|---|---|
| Commercial Customers | 2 cu. yds. | 52.12 | 8 cu. yds. | 7.04 |
| | 3 cu. yds. | 66.34 | 12 cu. yds. | 5.95 |
| | 4 cu. yds. | 78.17 | 16 cu. yds. | 5.15 |
| | 6 cu. yds. | 97.12 | 24 cu. yds. | 4.48 |
| | 8 cu. yds. | 113.71 | 32 cu. yds. | 4.07 |

FYE 27 Budget

Statement of Revenues and Expenditures

Revenues have been estimated at an average growth rate of 1.5% per year with a projected increase of $1.00/per month for users who desire additional rollout carts.

FYE 27 expenditure projections are based upon line-item analysis within the Utility. Salaries and benefits are based on current authorized staffing levels. All line items have been reviewed on multiple occasions by Utilities Department staff, Finance Department staff and the City Manager.

Reserve Policy

Enterprise funds have reserve policies to reserve portions of fund balance as follows:

- Operating Reserve equal to 8% of the annual operating cost
- Capital Reserve equal to the annual average of the next 5-year capital expenditure plan

The FYE 27 ending fund balance is projected to be $5,570,334, which meets the operations and Capital Reserve requirements discussed above.

## Levelized Rate Policy

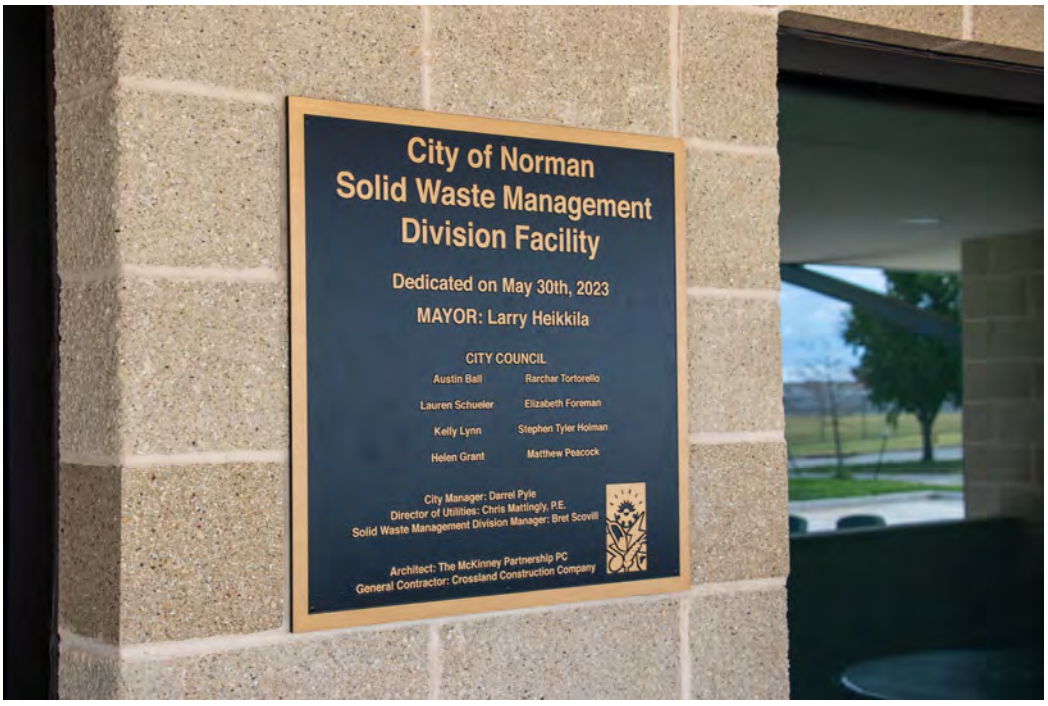
Utility rates should be set at a level to meet the average net income requirements over a five year period without the need for interim adjustments and to meet all reserve requirements at the end of the five-year period.

## Five Year Outlook

All reserve requirements will be met and a surplus of funds will be held in reserves.

## Summary

The Sanitation Utility will continue to deliver its level of customer service under the approved rate structure. The Utility will give a high priority to catching up on its backlogged fleet replacement schedules over time.



# SANITATION FUND (33)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 11,300,608 | $ 4,450,740 | $ 11,884,700 | $ 6,350,790 | $ 5,570,334 | $ 5,887,515 | $ 6,024,567 | $ 5,970,388 |
| 2 | | | | | | | | | |
| 3 | Operating Revenues: | | | | | | | | |
| 4 | Enterprise Fund Fees/Chgs | $ 18,040,455 | 16,651,084 | $ 16,651,084 | 16,900,850 | 17,154,363 | 17,411,678 | 17,672,853 | 17,937,946 |
| 5 | Other Revenue | 282,091 | 235,524 | 235,524 | 100,000 | 101,000 | 102,010 | 103,030 | 104,060 |
| 6 | | | | | | | | | |
| 7 | Total Operating Revenues | $ 18,322,546 | $ 16,886,608 | $ 16,886,608 | $ 17,000,850 | $ 17,255,363 | $ 17,513,688 | $ 17,775,883 | $ 18,042,006 |
| 8 | | | | | | | | | |
| 9 | Operating Expenditures: | | | | | | | | |
| 10 | Salaries / Benefits | $ 6,594,654 | $ 5,725,647 | $ 5,725,647 | $ 5,689,437 | $ 5,973,909 | $ 6,272,604 | $ 6,586,235 | $ 6,915,546 |
| 11 | Supplies / Materials | 1,333,198 | 1,440,449 | 1,448,401 | 1,230,244 | 1,242,546 | 1,254,971 | 1,267,521 | 1,280,196 |
| 12 | Services / Maintenance | 3,403,743 | 4,087,471 | 4,157,567 | 4,103,552 | 4,144,588 | 4,186,034 | 4,227,894 | 4,270,173 |
| 13 | Internal Services | 969,041 | 997,724 | 997,724 | 1,098,420 | 1,120,388 | 1,142,796 | 1,165,652 | 1,188,965 |
| 14 | Cost Allocations | 2,159,439 | 2,312,802 | 2,312,802 | 2,331,565 | 2,354,881 | 2,378,430 | 2,402,214 | 2,426,236 |
| 15 | | | | | | | | | |
| 16 | Total Operating Expenditures | $ 14,460,075 | $ 14,564,093 | $ 14,642,141 | $ 14,453,218 | $ 14,836,312 | $ 15,234,835 | $ 15,649,516 | $ 16,081,116 |
| 17 | | | | | | | | | |
| 18 | Net Operating Revenue | $ 3,862,471 | $ 2,322,515 | $ 2,244,467 | $ 2,547,632 | $ 2,419,051 | $ 2,278,853 | $ 2,126,367 | $ 1,960,890 |
| 19 | | | | | | | | | |
| 20 | Other Revenue: | | | | | | | | |
| 21 | Interest Income | $ 504,672 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 |
| 22 | Bond/Grant Proceeds | - | - | - | - | - | - | - | - |
| 23 | | | | | | | | | |
| 24 | Total Other Revenue | $ 504,672 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 |
| 25 | | | | | | | | | |
| 26 | Other Expenditures: | | | | | | | | |
| 27 | Audit Accruals/Adjustments | $ 85,420 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 28 | Capital Equipment | 3,546,661 | 2,251,256 | 3,397,615 | 3,408,489 | 2,200,000 | 2,200,000 | 2,200,000 | 2,200,000 |
| 31 | Capital Projects | 150,970 | 200,000 | 4,523,344 | - | - | - | - | - |
| 32 | I/F Transf - Risk Fund | - | - | 157,418 | 219,599 | 201,870 | 241,801 | 280,547 | 321,786 |
| 33 | | | | | | | | | |
| 34 | Total Other Expenditures | $ 3,783,051 | $ 2,451,256 | $ 8,078,377 | $ 3,628,088 | $ 2,401,870 | $ 2,441,801 | $ 2,480,547 | $ 2,521,786 |
| 35 | | | | | | | | | |
| 36 | Net Revenues (Expenditures) | $ 584,092 | $ 171,259 | $ (5,533,910) | $ (780,456) | $ 317,181 | $ 137,052 | $ (54,180) | $ (260,896) |
| 37 | | | | | | | | | |
| 38 | Ending Fund Balance | $ 11,884,700 | $ 4,621,999 | $ 6,350,790 | $ 5,570,334 | $ 5,887,515 | $ 6,024,567 | $ 5,970,388 | $ 5,709,491 |
| 39 | | | | | | | | | |
| 40 | Reserves | | | | | | | | |
| 41 | Reserve for Operations | $ 1,156,806 | $ 1,165,127 | $ 1,171,371 | $ 1,156,257 | $ 1,186,905 | $ 1,218,787 | $ 1,251,961 | $ 1,286,489 |
| 42 | Reserve for Capital | 3,585,890 | 2,502,122 | 2,441,698 | 2,200,000 | 2,200,000 | 2,200,000 | 2,200,000 | 2,200,000 |
| 43 | Reserve (Deficit) Surplus | 7,142,005 | 954,750 | 2,737,722 | 2,214,077 | 2,500,610 | 2,605,780 | 2,518,427 | 2,223,002 |
| 44 | | | | | | | | | |
| 45 | Total Reserves | $ 11,884,700 | $ 4,621,999 | $ 6,350,790 | $ 5,570,334 | $ 5,887,515 | $ 6,024,567 | $ 5,970,388 | $ 5,709,491 |

# RISK MANAGEMENT FUND
# BUDGET
# HIGHLIGHTS

Background

The Risk Management Fund is an Internal Service Fund established to account for the resources utilized to provide for the self-insurance of Worker's Compensation and Unemployment Insurance and to pay "stop loss" premiums on insurance for high-dollar employee health and property casualty claims.

Health insurance claims are accounted for in this fund. The City self-insures for these benefits and utilizes a third-party administrator to administer the benefits. Consultants are also utilized to set premiums and structure plan benefits. FYE 27 health claim costs are projected to be $19,379,227.

Workers' Compensation benefits are paid to employees who are injured on the job. A third-party administrator administers this program in conjunction with the Legal Department, the Finance Department, and the Human Resources Department. Claims are submitted to the Finance Department for review and, if approved, are paid directly by the City. The projected cost in FYE 27 is $2,143,500.

Unemployment claims are filed with the State and when approved, are then submitted to the City for their response. The FYE 27 estimated cost of unemployment claims is approximately $22,200.

Judgments and claims against the City are accounted for in the Risk Management Fund. Judgments are placed on ad valorem tax rolls and revenues are transferred from the Debt Service Fund to cover claims expenditures.

Through Internal Service charges, City departmental budgets are charged "premiums" for each budgeted employee. These charges to City department budgets are accounted for as revenue in the Risk Management Fund for health insurance, workers' compensation, and unemployment benefits.

A five-year financial forecast is found in this section. The purpose of a five-year forecast is to project existing conditions into the future, given certain assumptions, to determine future financial viability, to identify financial strengths and weaknesses and to provide a base for remedial or supportive financial policy.

Reserve Policy

Operating Reserves are based on a three-month claim history excluding judgments and claims as they are repaid from ad valorem tax revenues. Reserve levels for health insurance and workers' compensation meet and exceed this targeted level.

FYE 27 Budget

With healthcare costs increasing over the past several fiscal years, subsidies from participating funds will be necessary to support the Risk Management Fund's projected expenses in fiscal years 2026 and 2027. In response, the City has re-established its Health Insurance Committee to develop and implement strategies aimed at strengthening the fund's long-term financial stability.

Five Year Outlook

The financial position of this Fund is dependent upon the participating funds.

Changes to employees' current health plan are needed to reduce the rate of growth in claim costs. Close scrutiny of the plan's operations and benefits will ensure minimal increases necessary to maintain existing coverage levels.

# RISK MANAGEMENT FUND (43)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 2,115,188 | $ 1,693,527 | $ 577,029 | $ 0 | $ 0 | $ 0 | $ (0) | $ (0) |
| 2 | | | | | | | | | |
| 3 | Revenues | | | | | | | | |
| 4 | Int Svs Ch - W/C | $ 522,447 | $ 1,300,000 | $ 1,300,000 | $ 1,450,000 | $ 2,350,000 | $ 2,400,000 | $ 2,500,000 | $ 2,600,000 |
| 5 | Int Svs Ch - Risk | 1,204,916 | 1,196,159 | 1,196,159 | 1,260,594 | 1,225,771 | 1,250,572 | 1,276,247 | 1,302,838 |
| 6 | Int Svs Ch - Unemployment | - | 22,200 | 22,200 | 23,000 | 24,000 | 25,000 | 26,000 | 26,000 |
| 7 | Int Svs Ch - Health Ins Prem - City | 13,193,342 | 13,655,274 | 13,655,274 | 13,655,274 | 13,928,380 | 14,206,948 | 14,491,087 | 14,780,908 |
| 8 | Health Ins Premiums - Employee | 3,384,781 | 2,963,443 | 2,963,443 | 2,963,443 | 3,022,712 | 3,083,166 | 3,144,829 | 3,207,726 |
| 9 | Health Ins Refunds | 3,024,232 | 3,418,722 | 3,418,722 | 3,487,097 | 3,556,839 | 3,627,975 | 3,700,535 | 3,774,545 |
| 10 | Other Revenues | 384,500 | - | - | - | - | - | - | - |
| 11 | I/F Transfer - Debt Service | 688,358 | 500,000 | 516,000 | 657,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| 12 | I/F Transfer - General Fd | - | - | 1,571,512 | 2,192,268 | 2,015,279 | 2,413,909 | 2,800,711 | 3,212,403 |
| 13 | I/F Transfer - PSST Fd | - | - | | 323,816 | 297,673 | 356,554 | 413,687 | 474,497 |
| 14 | I/F Transfer - Water Fd | - | - | 149,414 | 208,433 | 191,605 | 229,506 | 266,282 | 305,424 |
| 15 | I/F Transfer - Sewer Fd | - | - | 109,392 | 152,603 | 140,283 | 168,031 | 194,956 | 223,614 |
| 16 | I/F Transfer - Sanitation Fd | - | - | 157,418 | 219,599 | 201,870 | 241,801 | 280,547 | 321,786 |
| 17 | I/F Transfer - Capital Fd | - | - | 26,681 | 37,220 | 34,215 | 40,983 | 47,550 | 54,539 |
| 18 | | | | | | | | | |
| 19 | Total Revenues | $ 22,402,576 | $ 23,055,798 | $ 25,086,215 | $ 26,630,347 | $ 27,488,627 | $ 28,544,445 | $ 29,642,431 | $ 30,784,281 |
| 20 | | | | | | | | | |
| 21 | Expenditures | | | | | | | | |
| 22 | Salary / Benefits - Risk | $ 252,735 | $ 295,178 | $ 295,178 | $ 298,635 | $ 313,567 | $ 329,245 | $ 345,707 | $ 362,993 |
| 23 | Salary / Benefits - Health Ins | 111,269 | 112,738 | 112,738 | 112,044 | 117,646 | 123,529 | 129,705 | 136,190 |
| 24 | Services / Maintenance | 786,159 | 903,173 | 941,245 | 903,173 | 912,205 | 921,327 | 930,540 | 939,845 |
| 25 | Judgments / Claims | 653,035 | 516,000 | 516,000 | 657,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| 26 | Workers' Comp Pymts | 1,382,103 | 2,143,500 | 2,144,019 | 2,143,500 | 2,229,240 | 2,318,410 | 2,411,146 | 2,507,592 |
| 27 | Unemployment Claims | 2,431 | 22,200 | 22,200 | 22,200 | 22,422 | 22,646 | 22,873 | 23,101 |
| 28 | Health Insurance Claims | 18,543,810 | 18,399,171 | 18,633,872 | 19,379,227 | 20,154,396 | 20,960,572 | 21,798,995 | 22,670,954 |
| 29 | Health Insurance Fees | 2,121,284 | 2,003,506 | 2,994,777 | 3,114,568 | 3,239,151 | 3,368,717 | 3,503,466 | 3,643,604 |
| 30 | I/F Transfer - General Fd | 79,570 | - | 3,215 | - | - | - | - | - |
| 31 | I/F Transfer - Debt Service Fd | - | - | - | - | - | - | - | - |
| 32 | I/F Transfer - Transit Fd | 10,047 | - | - | - | - | - | - | - |
| 33 | Audit Accruals / Adjustments | (1,708) | - | - | - | - | - | - | - |
| 34 | | | | | | | | | |
| 35 | Total Expenditures | $ 23,940,735 | $ 24,395,466 | $ 25,663,244 | $ 26,630,347 | $ 27,488,626 | $ 28,544,445 | $ 29,642,431 | $ 30,784,280 |
| 36 | | | | | | | | | |
| 37 | Net Difference | $ (1,538,159) | $ (1,339,668) | $ (577,029) | $ (0) | $ 0 | $ (0) | $ (0) | $ 0 |
| 38 | | | | | | | | | |
| 39 | Ending Fund Balance | $ 577,029 | $ 353,859 | $ 0 | $ 0 | $ 0 | $ (0) | $ (0) | $ 0 |
| 40 | | | | | | | | | |
| 41 | Reserves: | | | | | | | | |
| 42 | Reserved for Health Insurance | $ (2,896,957) | $ (1,392,864) | $ (2,586,488) | $ (1,952,574) | $ (2,074,912) | $ (2,158,856) | $ (2,250,838) | $ (2,346,144) |
| 43 | Reserved for Unemployment | (6,709) | (4,031) | (6,709) | (5,909) | (4,331) | (1,977) | 1,150 | 4,049 |
| 44 | Reserved for W/C/Claims/Judgments | 1,637,451 | 124,108 | 793,432 | 99,932 | 220,692 | 302,282 | 391,136 | 483,545 |
| 45 | Reserved for Risk Mgmt | 1,843,244 | 1,626,646 | 1,799,765 | 1,858,551 | 1,858,551 | 1,858,551 | 1,858,551 | 1,858,551 |
| 46 | | | | | | | | | |
| 47 | Total Reserves | $ 577,029 | $ 353,859 | $ 0 | $ 0 | $ 0 | $ (0) | $ (0) | $ 0 |
| 48 | | | | | | | | | |
| 49 | Targeted Reserves: | | | | | | | | |
| 50 | Reserve for Health Insurance | $ 3,090,635 | $ 3,066,529 | $ 3,105,645 | $ 3,229,871 | $ 3,359,066 | $ 3,493,429 | $ 3,633,166 | $ 3,778,492 |
| 51 | Reserve for Workers Comp | 230,351 | 357,250 | 357,337 | 357,250 | 371,540 | 386,402 | 401,858 | 417,932 |
| 52 | | | | | | | | | |
| 53 | Total Targeted Reserves | $ 3,320,986 | $ 3,423,779 | $ 3,462,982 | $ 3,587,121 | $ 3,730,606 | $ 3,879,830 | $ 4,035,023 | $ 4,196,424 |
| | Reserve Deficit | | | | | | | | |
| NOTE: | Reserve surplus (deficit) | $ (2,743,957) | $ (3,069,919) | $ (3,462,981) | $ (3,587,121) | $ (3,730,606) | $ (3,879,830) | $ (4,035,024) | $ (4,196,424) |
| | Health Ins Prem % Increase | | 0.00% | 0.00% | 0.00% | 2.00% | 2.00% | 2.00% | 2.00% |

# CAPITAL IMPROVEMENTS FUND
# BUDGET
# HIGHLIGHTS

Background

The City of Norman Capital Improvements Budget document is produced as a separate document, which contains detailed descriptions of all current and proposed projects for the Fiscal Years Ending (FYE) 2027-2031. The document is divided into sections: an overview of policies and how the Capital Improvement Plan is based on Norman 2025, the City's Land Use and Transportation Plan; and summary information by project name, budget year, and funding source. Also, detailed project sheets describing the project, budget schedule, and progress by budget year.

The Capital Improvements Fund is established to account for capital projects funded by sales tax receipts or general obligation bond issues. Those projects relating to enterprise funds and funded with fees and charges are accounted for in the respective enterprise funds. All capital projects and their funding are approved by City Council. All capital projects, regardless of the source of funding, are identified and tracked in the Capital Improvements Plan, FYE 2027-2031 document.

Seventy percent (70%) of one percent (0.7%) of sales tax is set aside for capital improvements. Those projects approved for construction with this funding are accounted for in the Capital Improvements Fund. By Council policy, funds are allocated to priority capital categories as follows:

| | |
|---|---|
| Information Technology Infrastructure: | 5% |
| General Maintenance of Existing Facilities: | 7% |
| General Contingency: | 5% |
| Capital Outlay: | 27% |
| Street Maintenance: | 20% |
| Capital Projects: | Balance or 36% |

The Capital Fund also includes funding for the following positions that provide support to capital projects: 3 CIP Engineers, a Traffic Engineer, a Construction Manager, a Staff Engineer, 25% of an Engineering Assistant, 25% of the Storm Water Program Manager, 70% of a Park Planner I, 50% of a Park Planner II, 80% of a Construction Inspector, 50% of a Construction Inspector, 80% of a Utility Coordinator, and 15% of a Facility Maintenance Supervisor.

Capital Projects generally cost more than $10,000, are relatively fixed or permanent in nature and have an expected life of more than five years. Such projects consist of the construction of a new, expanded or improved tangible asset, which is physically fixed. Major projects normally require more than one fiscal year to complete. Contracted services for design, land acquisition, utility relocations and construction may be required. Examples include land purchase, new buildings, building additions, street improvements, utility line improvements, parks and playgrounds, and major drainage channel improvements.

Capital Outlay on the other hand, is an expenditure directed towards maintaining or purchasing new or replacing tangible assets which themselves have expected life spans of one to five years. Expenses are generally one-time and occur within a single budget year. Examples include the

purchase of vehicles and equipment.

On April 7, 2026, the voters of Norman re-authorized a general obligation bond issue for street resurfacing and improvements city wide. This was the 5th renewal of the five-year G.O. Bond program by the voters, based on maintaining the same average property tax levy to repay the bonds. A total of approximately $35,000,000 in projects will be paid for by these bonds over five years, in the following types:

- 23% - Concrete street panel replacement and improvement
- 27% - Asphalt street resurfacing and improvement
- 20% - Major road reconstruction projects
- 15% - Rural road paving and improvement
- 15% - Preventative Maintenance

On October 10, 2023, the voters of Norman approved a 10-year, $50 million general obligation bond issue that will fund 6 bridge replacements, 4 major bridge maintenance and rehabilitation projects, and contingency funding for maintenance of the city's 80 bridges and 300 culvert crossings.

FYE 27 Budget

The FYE 27 Budget shows total projected resources available of $71,887,314, including beginning fund balance of $53,553,358 and total expenditures projected at $34,526,622 with an ending fund balance of $37,360,692. Sales tax is projected to increase by 1% over FYE 26 estimated revenue levels for FYE 27 and projected to grow an average of 2% in years FYE 28 through FYE 31. Expenditures are based on estimated project costs.

Capital projects funded in FYE 2027 will impact the General Fund operating budget. Various transportation projects are included in the FYE 2027 capital projects. Some of these projects will be streets built at a much higher standard, reducing maintenance expenses and congestion, as well as increasing safety. Other impacts include additional traffic control and parks facilities that will cumulatively add to the City's maintenance burden in future years. Additional public safety personnel and facilities will also burden future capital budgets.

Each project in the Capital Improvements Plan, FYE 2027-2031 document is evaluated for operating budget impact. A "positive" impact is defined as it will either generate some revenue to offset expenses or will reduce operating costs, "negligible" is defined as operating expenses will increase no more than about $10,000 per year, "slight" is defined as operating expenses will increase between about $10,001 and $50,000 per year, "moderate" is operating expenses will increase between about $50,001 and $100,000 per year, and "high" is operating expenses will increase more than $100,001 per year.

Below is a list of Capital Projects and their associated operating impact.

| FYE 2027 projects | | | |
|---|---|---|---|
| **Project Title** | **Project Category** | **Operating Impact** | |
| Alley Repair Program | Street Maintenance | Positive | Reduce maintenance costs |
| Citywide Asphalt Maintenance | Street Maintenance | Negligible | Reduce maintenance costs |
| CitywideConcrete Pavement Maintenance | Street Maintenance | Negligible | Reduce maintenance costs |
| Crack Seal | Street Maintenance | Positive | Reduce maintenance costs |
| Harris Radio Contract | Police | Positive | Moving expense from operating to capital |
| Building Maintenance - Roofs | Facility Maintenance | Positive | Proactively address roof repairs |
| Building Maintenance - HVAC | Facility Maintenance | Positive | Extend Facility HVAC lifecycle |
| HVAC Automation | Facility Maintenance | Positive | Reduce down time and extend life of equipment |
| Capital Plumbing Replacement | Facility Maintenance | Positive | proactively address repairs and increase efficiency. |
| Monument Signs | Transportation | Negative | $3,000 per year for sign maintenance |
| Driveway Repair Program | Transportation | Positive | Will improve pedestrian, driveway access and safety |
| Horizontal Saw-Cut Program | Transportation | Positive | Will improve pedestrian and public safety |
| Traffic Calming | Traffic | Negative | $2,500 per year for sign maintenance |
| Sidewalk Accessability | Transportation | Positive | Will improve pedestrian and public safety |
| Sidewalk Schools and Arterials | Transportation | Positive | Will improve pedestrian and public safety |
| Sidewalks and Trails | Transportation | Positive | Will improve pedestrian and public safety |
| Citywide Sidewalk Reconstruction | Transportation | Positive | Will improve pedestrian and public safety |
| Downtown Area Sidewalks/Curbs | Transportation | Positive | Will improve pedestrian and public safety |
| Drainage Projects | Stormwater | Positive | Reduced employee services, materials, and equipment cost |
| Drainage Rehabilitation | Stormwater | Positive | updated service results in overall decrease expenditure |
| Force Account Drainage | Stormwater | Positive | Reduces employee services, materials, and equipment cost |
| Permenant Shleter Facility Project | Buildings & Grounds | Negative | increased costs to operate new city facility |

Summary

Norman is a vibrant, growing city. This growth puts tremendous demands on capital improvement resources for street construction, park development, storm drainage and capital equipment. Alternative financing methods are being evaluated to maximize the accomplishment of needed projects.

# CAPITAL IMPROVEMENTS FUND (50)
# STATEMENT OF REVENUES AND EXPENDITURES

| | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|
| | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 Beginning Fund Balance | $ 81,182,295 | $30,146,984 | $ 70,335,099 | $ 53,553,358 | $37,360,692 | $29,211,327 | $23,873,058 | $18,417,626 |
| 2 | | | | | | | | |
| 3 Revenues: | | | | | | | | |
| 4 Sales Tax | $ 16,586,849 | $17,512,533 | $ 17,512,533 | $ 17,633,956 | $17,986,635 | $18,346,368 | $18,713,295 | $19,087,561 |
| 5 Interest/Investment Income | 715,162 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| 6 GO Bond Interest Income | 1,736,365 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| 7 Donations/Other | 142,577 | - | - | - | - | - | - | - |
| 8 | | | | | | | | |
| 9 Subtotal | $ 19,180,953 | $18,212,533 | $ 18,212,533 | $ 18,333,956 | $18,686,635 | $19,046,368 | $19,413,295 | $19,787,561 |
| 10 I/F Transf - CDBG Fund | 223,451 | - | - | - | - | - | - | - |
| 11 I/F Transf - Special Grants Fund | 1,248,019 | - | - | - | - | - | - | - |
| 12 I/F Transf - General Fund | - | - | 6,188 | - | - | - | - | - |
| 16 I/F Transf - Transit & Parking Fund | 496,157 | - | - | - | - | - | - | - |
| I/F Transf - Water Fund | 1,905,000 | - | - | - | - | - | - | - |
| I/F Transf - Wastewater Fund | 250,000 | - | - | - | - | - | - | - |
| 17 Bond Proceeds | - | 34,000,000 | 61,000,000 | - | - | - | - | - |
| 18 | | | | | | | | |
| 19 Total Revenue | $ 23,303,580 | $52,212,533 | $ 79,218,721 | $ 18,333,956 | $18,686,635 | $19,046,368 | $19,413,295 | $19,787,561 |
| 20 | | | | | | | | |
| 21 Expenditures: | | | | | | | | |
| 22 Salary and Benefits | $ 1,134,911 | $ 1,393,020 | $ 1,393,020 | $ 1,410,039 | $ 1,480,541 | $ 1,554,568 | $ 1,632,296 | $ 1,713,911 |
| 23 Services and Maintenance | 38,526 | 23,282 | 92,199 | 23,645 | 23,881 | 24,120 | 24,361 | 24,605 |
| 24 Capital Outlay (Transfer) | 4,233,795 | 3,428,384 | 5,226,711 | 4,728,384 | 4,856,391 | 4,953,519 | 5,052,590 | 5,153,641 |
| 25 Street Maintenance | 1,690,373 | 2,675,000 | 4,717,615 | 3,450,000 | 3,450,000 | 3,450,000 | 3,450,000 | 3,450,000 |
| 26 Information Technology Infrastructure | 653,053 | 845,000 | 938,380 | 1,427,640 | 1,433,995 | 1,440,540 | 1,192,302 | 1,199,246 |
| 27 Capital Projects (See Detail) | 6,923,457 | 4,091,848 | 22,068,348 | 5,346,123 | 4,890,000 | 5,140,000 | 5,040,000 | 5,415,000 |
| 28 Maintenance of Facilities | 1,233,705 | 1,079,598 | 1,470,836 | 899,000 | 675,000 | 650,000 | 650,000 | 650,000 |
| 29 Paygo (Bond Projects ) | - | - | - | - | - | - | - | - |
| 30 New Bond Projects - 19B - 2019 Vote | 4,704,121 | - | - | - | - | - | - | - |
| 31 New Bond Projects - 21 - 2021 Vote | 2,981,438 | - | 2,973,448 | - | - | - | - | - |
| 32 New Bond Projects - 23A - 2019 Vote | 2,318,980 | - | 25,677,205 | - | - | - | - | - |
| 33 New Bond Projects - 23B - 2021 Vote | - | 3,793,343 | 11,289,131 | - | - | - | - | - |
| 34 New Bond Projects - 24A - 2023 Vote | 3,497,850 | 3,424,883 | 10,535,369 | 1,500,000 | 715,000 | - | - | - |
| 35 New Bond Projects - 24B - 2019 Vote | - | 1,437,511 | 4,759,308 | 2,726,670 | 1,229,367 | - | - | - |
| 36 New Bond Projects - 26A - 2023 Vote | - | 2,401,583 | - | - | - | - | - | - |
| 37 New Bond Projects - 26B - 2026 Vote | - | - | - | 4,775,335 | 7,882,688 | 6,960,813 | 7,604,105 | 7,729,197 |
| 38 New Bond Projects - 26C - 2026 Vote | - | - | - | 8,000,000 | - | - | - | - |
| 39 Bond Issue Cost | - | - | - | - | - | - | - | - |
| 40 Debt Service | - | - | - | - | - | - | - | - |
| 41 Audit Accruals/Adj/Encumbrances | 20,065 | - | - | - | - | - | - | - |
| 42 | | | | | | | | |
| 43 Subtotal | $ 29,430,274 | $24,593,452 | $ 91,141,570 | $ 34,286,836 | $26,636,864 | $24,173,561 | $24,645,655 | $25,335,601 |
| 44 I/F Transf - GF (Storm Water Drainage Labor) | 89,340 | 93,807 | 93,807 | 98,497 | 103,422 | 108,593 | 114,023 | 119,724 |
| 45 I/F Transf - Special Grant Fund | 4,121,601 | - | 1,957,395 | - | - | - | - | - |
| 46 I/F Transf - PSST Fund | 70,739 | 160,818 | 1,687,595 | - | - | - | - | - |
| 47 I/F Transf - CDBG Fund | 400,000 | - | - | - | - | - | - | - |
| 48 I/F Transf - Westwood - Golf | 38,822 | 95,986 | 155,666 | 104,069 | 61,500 | 61,500 | 61,500 | 61,500 |
| 49 I/F Transf - Transit & Parking Fund | - | - | 250,938 | - | - | - | - | - |
| 50 I/F Transf - Norman Forward Fund | - | - | 686,810 | - | - | - | - | - |
| 51 I/F Transf - Risk Fund | - | - | 26,681 | 37,220 | 34,215 | 40,983 | 47,550 | 54,539 |
| 52 | | | | | | | | |
| 53 Total Expenditures | $ 34,150,776 | $24,944,063 | $ 96,000,462 | $ 34,526,622 | $26,836,001 | $24,384,637 | $24,868,727 | $25,571,364 |
| 54 | | | | | | | | |
| 55 Net Difference | $(10,847,196) | $27,268,470 | $(16,781,741) | $(16,192,666) | $ (8,149,366) | $ (5,338,269) | $ (5,455,432) | $ (5,783,802) |
| 56 | | | | | | | | |
| 57 Ending Fund Balance | $ 70,335,099 | $57,415,455 | $ 53,553,358 | $ 37,360,692 | $29,211,327 | $23,873,058 | $18,417,626 | $12,633,823 |
| 58 | | | | | | | | |
| 59 Reserves: | | | | | | | | |
| 60 General Contingency | 829,342 | 875,627 | 875,627 | 881,698 | 899,332 | 917,318 | 935,665 | 954,378 |
| 61 Reserve for Bond Proceeds - 21 - 2021 Vote | 2,950,365 | - | - | - | - | - | - | - |
| 62 Reserve for Bond Proceeds - 23A - 2019 Vote | 25,677,205 | - | - | - | - | - | - | - |
| 63 Reserve for Bond Proceeds - 23B - 2021 Vote | 14,546,090 | 10,250,298 | 3,256,959 | 3,256,959 | 3,256,959 | 3,256,959 | 3,256,959 | 3,256,959 |
| 64 Reserve for Bond Proceeds - 24A - 2023 Vote | 13,028,495 | - | 2,493,126 | 993,126 | 278,126 | 278,126 | 278,126 | 278,126 |
| 65 Reserve for Bond Proceeds - 24B - 2019 Vote | - | 22,991,057 | 21,240,692 | 18,514,022 | 17,284,655 | 17,284,655 | 17,284,655 | 17,284,655 |
| 66 Reserve for Bond Proceeds - 26A - 2023 Vote | - | 31,598,417 | 10,000,000 | 10,000,000 | 10,000,000 | 10,000,000 | 10,000,000 | 10,000,000 |
| 67 Reserve for Bond Proceeds - 26B - 2026 Vote | - | - | 17,000,000 | 12,224,665 | 4,341,977 | (2,618,836) | (10,222,941) | (17,952,138) |
| 68 Reserve for Bond Proceeds - 26AC- 2026 Vote | - | - | 8,000,000 | - | - | - | - | - |
| 69 Reserve for Encumbrances | 13,445,721 | - | - | - | - | - | - | - |
| 70 Available for New Projects | (142,119) | (8,299,944) | (9,313,046) | (8,509,778) | (6,849,722) | (5,245,164) | (3,114,838) | (1,188,156) |
| 71 | | | | | | | | |
| 72 Total Reserves | $ 70,335,099 | $57,415,455 | $ 53,553,358 | $ 37,360,692 | $29,211,327 | $23,873,058 | $18,417,626 | $12,633,823 |

# NORMAN FORWARD SALES TAX CAPITAL FUND
# BUDGET
# HIGHLIGHTS

## Background

NORMAN FORWARD is a citizen-initiative 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.

On October 13, 2015, the voters of Norman voted on and approved a one half of one percent (1/2%) 15-year temporary sales tax increase to fund Norman Forward Quality of Life Projects. The tax was effective January 1, 2016.

A $43,160,000 revenue note was approved through the Norman Municipal Authority in December 2015 for the financing of these projects, and a second financing, for $30,950,000 was completed in June 2017.

Some of the projects include:

- New Central and Eastside Branch Libraries
- James Garner Avenue Extension
- Westwood (Outdoor) Pool Reconstruction
- Westwood Tennis Center Renovation
- Reaves Park Baseball Complex Renovation
- Griffin Park Land Purchase
- Griffin Park Soccer Complex Reconstruction
- New Football and Softball Complex
- Neighborhood Park/Trail Development
- Community Park Development
- Canadian River Trails Park Development
- Road and Infrastructure Improvements
- Senior Citizens Center
- Young Family Athletic Center

Other authorized NORMAN FORWARD expenditures could include public art, maintenance and support personnel.

## FYE 27 Budget

In FYE 27, $15,374,598 in revenue is projected. Expenditures of $11,550,751 are projected with the majority going towards debt service. Neighborhood park improvements and other Norman Forward projects are slated for FYE 2027.



# NORMAN FORWARD SALES TAX CAPITAL FUND (51)
# STATEMENT OF REVENUES AND EXPENDITURES

| | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|
| | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 Beginning Fund Balance | $ 8,125,188 | $ 5,419,396 | $ 10,248,636 | $ 7,914,115 | $ 11,737,962 | $ 15,525,448 | $ 19,364,221 | $ 24,859,553 |
| 2 | | | | | | | | |
| 3 Revenues: | | | | | | | | |
| 4 Sales Tax Revenue | 11,847,749 | 12,928,778 | 12,928,778 | 12,595,683 | 12,847,597 | 13,104,549 | 13,366,640 | 6,816,986 |
| 5 Use Tax Revenue | 2,098,795 | 1,966,154 | 2,272,995 | 2,363,915 | 2,458,471 | 2,556,810 | 2,659,083 | 1,382,723 |
| 6 Interest Income | 301,738 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| 7 Donations/Other | 600,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| 8 | | | | | | | | |
| 9 Subtotal | $ 14,848,282 | $ 15,309,932 | $ 15,616,773 | $ 15,374,598 | $ 15,721,068 | $ 16,076,359 | $ 16,440,722 | $ 8,614,709 |
| 10 | | | | | | | | |
| 11 I/F Transf - General Fund | - | - | - | - | - | - | - | - |
| 12 I/F Transf - UNP TIF Fund | - | - | - | - | - | - | - | - |
| 13 I/F Transf - Room Tax Fund | - | - | - | - | - | - | - | - |
| 14 I/F Transf - Capital Fund | - | - | 686,810 | - | - | - | - | - |
| 15 | | | | | | | | |
| 16 Subtotal | $ - | $ - | $ 686,810 | $ - | $ - | $ - | $ - | $ - |
| 17 | | | | | | | | |
| 18 Total Revenue | $ 14,848,282 | $ 15,309,932 | $ 16,303,583 | $ 15,374,598 | $ 15,721,068 | $ 16,076,359 | $ 16,440,722 | $ 8,614,709 |
| 19 | | | | | | | | |
| 20 Expenditures: | | | | | | | | |
| 21 Audit Adjustments/Encumbrances | (20,799) | - | - | - | - | - | - | - |
| 22 Services and Maintenance | - | - | - | - | - | - | - | - |
| 23 Capital Projects - Pay Go | 2,605,928 | 751,000 | 8,545,361 | 671,000 | 600,000 | 600,000 | 60,000 | 100,000 |
| 24 Debt Service - 2015 Bonds | 5,987,485 | 6,189,327 | 6,189,327 | 6,176,172 | 6,146,842 | 5,829,895 | - | - |
| 25 Debt Service - 2017 Bonds | 2,529,968 | 2,481,300 | 2,481,300 | 3,228,500 | 3,461,300 | 3,983,300 | 5,590,900 | 3,493,900 |
| 26 Debt Service - 2020 Bonds | 1,194,105 | 978,061 | 978,061 | 1,014,321 | 1,247,145 | 1,327,680 | 4,778,445 | 6,985,700 |
| 27 I/F Transf - General Fund-East Library | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| 28 I/F Transf - General Fund-Central Library | 136,981 | 143,831 | 143,831 | 151,022 | 158,573 | 166,502 | 174,827 | 183,568 |
| 29 I/F Transf - General Fund-Ruby Grant Park | 181,166 | 190,224 | 190,224 | 199,736 | 209,722 | 220,208 | 231,219 | 242,780 |
| 30 I/F Transf - Westwood Fund | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| 31 | | | | | | | | |
| 32 Total Expenditures | $ 12,724,834 | $ 10,843,743 | $ 18,638,104 | $ 11,550,751 | $ 11,933,582 | $ 12,237,585 | $ 10,945,391 | $ 11,115,948 |
| 33 | | | | | | | | |
| 34 Net Difference | $ 2,123,448 | $ 4,466,189 | $ (2,334,521) | $ 3,823,847 | $ 3,787,486 | $ 3,838,774 | $ 5,495,331 | $ (2,501,239) |
| 35 | | | | | | | | |
| 36 Ending Fund Balance | $ 10,248,636 | $ 9,885,585 | $ 7,914,115 | $ 11,737,962 | $ 15,525,448 | $ 19,364,221 | $ 24,859,553 | $ 22,358,314 |
| 37 | | | | | | | | |
| 38 Reserves: | | | | | | | | |
| 39 General Contingency | 829,342 | 905,014 | 905,014 | 881,698 | 899,332 | 917,318 | 935,665 | 477,189 |
| 40 Available for Pay-Go Projects | 9,419,294 | 8,980,571 | 7,009,101 | 10,856,264 | 14,626,116 | 18,446,903 | 23,923,888 | 21,881,125 |
| 41 | | | | | | | | |
| 42 Total Reserves | $ 10,248,636 | $ 9,885,585 | $ 7,914,115 | $ 11,737,962 | $ 15,525,448 | $ 19,364,221 | $ 24,859,553 | $ 22,358,314 |

# PARK LAND AND DEVELOPMENT FUND
# BUDGET
# HIGHLIGHTS

Background

The Park Land and Development Fund is a Special Revenue Fund established for the purpose of accounting for Park Land fees as identified in Ordinance Number O-7576-21 dated January 1976. The Ordinance was amended in September 1994 and provides in Section 19-702, "All persons, firms or corporations subdividing land under provisions of the Code of the City of Norman for residential purposes within the boundaries of said City shall, prior to the recording of their respective final plats, and subject to the other provisions hereinafter following: (1) dedicate land to be used solely and exclusively for public park and recreation purposes or, (2) make an equivalent monetary contribution based upon a value of the land required to be dedicated, in lieu of the actual transfer of land or, (3) dedicate land to a mandatory Property Owner Association (P.O.A.) for private recreation purposes."

An additional park development fee approved in September 1994 is being accounted for in the Park Land and Development Fund. This fee is used 50% for development for community parks and 50% for neighborhood parks.

On March 1, 2011, voters approved a Charter Amendment to allow the use of park land fees in the nearest community and/or neighborhood park in the absence of suitable park land sites in the subdivision that generated the fees.

Community parks include Andrews, Reaves, Griffin, Sutton, Saxon, Ruby Grant, and Legacy Park. There are an additional 56 neighborhood parks.

FYE 27 Budget

There are revenues of $95,000 estimated in FYE 27, which include fees of $85,000.

There is a fund balance of $469,968 projected at the end of FYE 27 that may be utilized for the purposes discussed in the Park Land Ordinance.

# PARK LAND AND DEVELOPMENT FUND (52)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 830,281 | $ 283,183 | $ 888,613 | $ 374,968 | $ 469,968 | $ 564,968 | $ 659,968 | $ 754,968 |
| 2 | | | | | | | | | |
| 3 | Revenues | | | | | | | | |
| 4 | Interest/Investment Income | $ 40,778 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 |
| 5 | Community Park Fees | 33,675 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 6 | Neighborhood Park Fees | 18,600 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| 7 | In-Lieu of/Other | - | - | - | - | - | - | - | - |
| 8 | I/F Transfer - Capital | - | - | - | - | - | - | - | - |
| 9 | | | | | | | | | |
| 10 | Total Revenue | $ 93,053 | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 |
| 11 | | | | | | | | | |
| 12 | Expenditures | | | | | | | | |
| 13 | Community Park Projects | $ - | $ - | $ 576,320 | $ - | $ - | $ - | $ - | $ - |
| 14 | Neighborhood Park Projects | 4,213 | - | 32,325 | - | - | - | - | - |
| 15 | Parkland acquisition | - | - | - | - | - | - | - | - |
| 16 | I/F Transf - Norman Forward | - | - | - | - | - | - | - | - |
| 17 | I/F Transf - Room Tax | 29,240 | - | - | - | - | - | - | - |
| 18 | I/F Transf - Capital | - | - | - | - | - | - | - | - |
| 19 | I/F Transf - GF | - | - | - | - | - | - | - | - |
| 20 | Services & maintenance | - | - | - | - | - | - | - | - |
| 21 | Audit Accruals/Adjustments | 1,268 | - | - | - | - | - | - | - |
| 22 | | | | | | | | | |
| 23 | Total Expenditures | $ 34,721 | $ - | $ 608,645 | $ - | $ - | $ - | $ - | $ - |
| 24 | | | | | | | | | |
| 25 | Net Difference | $ 58,332 | $ 95,000 | $ (513,645) | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 |
| 26 | | | | | | | | | |
| 27 | Ending Fund Balance | $ 888,613 | $ 378,183 | $ 374,968 | $ 469,968 | $ 564,968 | $ 659,968 | $ 754,968 | $ 849,968 |
| 28 | | | | | | | | | |
| 29 | Reserves | | | | | | | | |
| 30 | Reserve for Community Parks | $ 35,899 | $ (474,096) | $ (490,421) | $ (440,421) | $ (390,421) | $ (340,421) | $ (290,421) | $ (240,421) |
| 31 | Reserve for Neighborhood Parks | 1,453,887 | 1,472,962 | 1,456,562 | 1,491,562 | 1,526,562 | 1,561,562 | 1,596,562 | 1,631,562 |
| 32 | Reserve for Park Land | (601,173) | (620,683) | (591,173) | (581,173) | (571,173) | (561,173) | (551,173) | (541,173) |
| 33 | | | | | | | | | |
| 34 | Total Reserves | $ 888,613 | $ 378,183 | $ 374,968 | $ 469,968 | $ 564,968 | $ 659,968 | $ 754,968 | $ 849,968 |

# UNIVERSITY NORTH PARK TAX INCREMENT DISTRICT FUND
# BUDGET
# HIGHLIGHTS

Background

The University North Park Tax Increment Finance District (UNP TIF) Fund is a Capital Fund established to account for the incremental revenue from sales and property taxes generated from Tax Increment District Two, City of Norman and public improvement project costs within the district.

On May 23, 2006, the City Council adopted Ordinance O-0506-66, establishing the University North Park Tax Increment Finance District (City of Norman TIF #2). TIF #2 is located on a 580-acre tract of land along I-35 in north central Norman. Plans for the TIF include the construction of public infrastructure including road and traffic improvements; a conference center, a new community park ("Legacy Park") and extension of the City's Legacy Trail; construction of an overpass of Interstate 35 at Rock Creek Road; and economic development incentives designed to attract quality jobs and higher-end retail establishments to the UNP Development. Most of the infrastructure and park projects have been completed.

The Council approved the formation of the University North Park Business Improvement District (UNP BID) on July 8, 2014 (Resolution 1415-11). The BID collects assessments from property owners in the UNP development, which are matched by City TIF funds, together totaling $200,000 per year. These allocations are for the purpose of providing for the maintenance of Legacy Park, including park trails and greenways throughout the UNP development. BID proceeds may also be used for landscape and lighting plans, and for the design and/or construction of a decorative entryway into the UNP development. The first entryway sign project was completed in FYE 2018. Although the BID assessments ended in FYE 25, the FYE 2027 budget includes $148,256 in City TIF funds for these maintenance expenses. BID assessments are expected to be re-negotiated and commence again in the future.

# UNIVERSITY NORTH PARK TAX INCREMENT DISTRICT FUND (57)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | E | C | F | G | H | I | I |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 11,001,783 | $ 745,053 | $ 6,035,672 | $ 752,919 | $ 604,663 | $ 604,663 | $ 604,663 | $ 604,663 |
| 2 | | | | | | | | | |
| 3 | Revenues | | | | | | | | |
| 4 | Interest Income | $ 443,395 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 5 | Misc Income | - | - | - | - | - | - | - | - |
| 6 | BID Assessment Receipts | - | - | - | - | - | - | - | - |
| 7 | | | | | | | | | |
| 8 | Total Revenue | $ 443,395 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 9 | | | | | | | | | |
| 10 | Expenditures | | | | | | | | |
| 11 | Services /Maintenance | $ 1,500 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 12 | BID Expenses | 108,011 | 569,661 | 505,268 | 148,256 | - | - | - | - |
| 13 | Capital Projects | 5,300,000 | - | 4,777,485 | - | - | - | - | - |
| 14 | Audit adjustments | (5) | - | - | - | - | - | - | - |
| 15 | I/F Transf - Norman Forward Fund | - | - | - | - | - | - | - | - |
| 16 | | | | | | | | | |
| 17 | Total Expenditures | $ 5,409,506 | $ 569,661 | $ 5,282,753 | $ 148,256 | $ - | $ - | $ - | $ - |
| 18 | | | | | | | | | |
| 19 | Net Difference | $ (4,966,111) | $ (569,661) | $ (5,282,753) | $ (148,256) | $ - | $ - | $ - | $ - |
| 20 | | | | | | | | | |
| 21 | Ending Fund Balance | $ 6,035,672 | $ 175,392 | $ 752,919 | $ 604,663 | $ 604,663 | $ 604,663 | $ 604,663 | $ 604,663 |
| 22 | | | | | | | | | |
| 23 | Reserves | | | | | | | | |
| 24 | Reserved for BID | $ 653,524 | $ - | $ 148,256 | $ (148,256) | $ (148,256) | $ (148,256) | $ (148,256) | $ (148,256) |
| 26 | Unreserved | 5,382,148 | 175,392 | 604,663 | 752,919 | 752,919 | 752,919 | 752,919 | 752,919 |
| 27 | | | | | | | | | |
| 28 | Total Reserves | $ 6,035,672 | $ 175,392 | $ 752,919 | $ 604,663 | $ 604,663 | $ 604,663 | $ 604,663 | $ 604,663 |

# CENTER CITY TIF FUND
# BUDGET
# HIGHLIGHTS

Background

The CCFBC was adopted by the City Council on May 23, 2017, to codify the goals and objectives of the Center City Vision. The City Council adopted the Norman Center City Project Plan and Tax Increment Finance District No. 3 on December 19, 2017 (O-1718-27), for the purpose of stimulating the development contemplated by the Center City Form-based Code (CCFBC) and promoting smart development practices in the Center City area. The CCFBC consists of infill and new development with residential, multi-family residential, urban mixed-use, and improved streets, streetscapes, public improvements, connectivity, and pedestrian accessibility in the Center City area.

The project plan authorizes $44,000,000 in project costs for public infrastructure, and an additional $3,400,000 in project costs for contingencies and implementation/administration costs. The project plan authorizes 90 percent of the incremental tax revenue generated from increases in property taxes resulting from new private investment in the Increment District to be used to pay authorized project costs.

FYE 27 Budget

The FYE 27 Budget shows a beginning fund balance of $6,912,721 and projected property tax revenues of $1,590,400. No expenditures are projected for FYE 27.



# CENTER CITY TIF FUND (58)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $4,051,818 | $5,335,452 | $5,706,356 | $ 6,912,721 | $ 8,505,121 | $10,161,137 | $11,883,314 | $13,674,298 |
| 2 | | | | | | | | | |
| 3 | Revenues | | | | | | | | |
| 4 | Property Tax | $1,493,326 | $1,529,231 | $1,529,231 | $ 1,590,400 | $ 1,654,016 | $ 1,720,177 | $ 1,788,984 | $ 1,860,543 |
| 6 | Interest Income | 221,179 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 12 | | | | | | | | | |
| 13 | Subtotal | $1,714,505 | $1,531,231 | $1,531,231 | $ 1,592,400 | $ 1,656,016 | $ 1,722,177 | $ 1,790,984 | $ 1,862,543 |
| 14 | | | | | | | | | |
| 15 | I/F Transf - General Fund | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 17 | | | | | | | | | |
| 18 | Total Revenue | $1,714,505 | $1,531,231 | $1,531,231 | $ 1,592,400 | $ 1,656,016 | $ 1,722,177 | $ 1,790,984 | $ 1,862,543 |
| 19 | | | | | | | | | |
| 20 | Expenditures | | | | | | | | |
| 21 | Capital Projects | $ 54,980 | $ - | $ 324,866 | $ - | $ - | $ - | $ - | $ - |
| 22 | Audit adjustments | 4,987 | - | - | - | - | - | - | - |
| 23 | I/F Transf - General Fund | - | - | - | - | - | - | - | - |
| 24 | | | | | | | | | |
| 25 | Total Expenditures | $ 59,967 | $ - | $ 324,866 | $ - | $ - | $ - | $ - | $ - |
| 26 | | | | | | | | | |
| 27 | Net Difference | $1,654,538 | $1,531,231 | $1,206,365 | $ 1,592,400 | $ 1,656,016 | $ 1,722,177 | $ 1,790,984 | $ 1,862,543 |
| 28 | | | | | | | | | |
| 29 | Ending Fund Balance | $5,706,356 | $6,866,683 | $6,912,721 | $ 8,505,121 | $10,161,137 | $11,883,314 | $13,674,298 | $15,536,842 |
| 30 | | | | | | | | | |
| 31 | Reserves | | | | | | | | |
| 32 | | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 33 | Unreserved | 5,706,356 | 6,866,683 | 6,912,721 | 8,505,121 | 10,161,137 | 11,883,314 | 13,674,298 | 15,536,842 |
| 34 | | | | | | | | | |
| 35 | Total Reserves | $5,706,356 | $6,866,683 | $6,912,721 | $ 8,505,121 | $10,161,137 | $11,883,314 | $13,674,298 | $15,536,842 |

# GENERAL DEBT SERVICE FUND
# BUDGET
# HIGHLIGHTS

Background

Debt financing allows improvements to be made as the need arises rather than delaying the project until sufficient revenue is accumulated. By using debt financing, the cost of capital improvements can be more equitably distributed to the users of the facility over its expected useful life.

The goal of the City of Norman's debt policy is to maintain the ability to provide essential City services in a cost-effective manner. This goal is balanced with maintaining the ability to borrow at the lowest possible rates. For a project to be soundly financed through the issuance of long-term debt, the City uses the following guidelines:

- Revenue sources that will be used to pay off the debt are conservatively projected
- The financing of the improvement will not exceed its useful life
- The benefits of the improvement must outweigh its cost, including the interest cost of financing
- Through the application of these policies, the Council rigorously tests the demand for debt financing

Debt financing supports necessary capital projects. These capital projects are integrated into the City's capital improvement plan, which also includes significant pay-as-you-go projects. All capital projects are linked to the services that the City provides to its residents, enterprise customers and visitors.

Outstanding Debt

The following table summarizes the City's outstanding debt as of the year ended June 30, 2025, including debt to be paid by City-operated enterprises.

| **General Government Debt** | **Final Maturity** | **Outstanding Balance** | **Interest Rate** |
|---|---|---|---|
| Combined Purpose Bonds of 2012D | Dec. 1, 2032 | 8,445,000 | 2.5% - 3% |
| Combined Purpose Bonds of 2015 | June 1, 2035 | 11,860,000 | 0.5% - 4% |
| Combined Purpose Bonds of 2016A | July 1, 2027 | 735,000 | 4.0% -5.0% |
| Combined Purpose Bonds of 2019B | June 1, 2039 | 14,750,000 | 2.0% - 3.0% |
| Combined Purpose Bonds of 2020A | August 1, 2040 | 9,480,000 | 2.0%-2.125% |
| Combined Purpose Bonds of 2021 | June 21, 2026 | 3,375,000 | 0.25%-1.5% |
| Combined Purpose Bonds of 2023A | May 1, 2043 | 24,635,000 | 3% - 4% |
| Combined Purpose Bonds of 2023B | May 1, 2043 | 10,125,000 | 3% - 4% |
| Combined Purpose Bonds of 2024A | April 1, 2044 | 16,000,000 | 3% - 4% |
| Total | | $ 99,405,000 | |

| Enterprise Fund Debt | Maturity | Balance | Rate |
|---|---|---|---|
| Clean Water OWRB SRF Note | March 15, 2031 | 1,952,628 | 2.91% |
| NUA Clean Water OWRB SRF Note | Sept. 15, 2029 | 9,188,547 | 2.25% |
| NUA Utility Revenue Note, Series 2015 | Nov. 1, 2026 | 2,180,000 | 2.13% |
| NMA Sales Tax Revenue Note, Series 2015 | Mar. 1, 2027 | 4,650,000 | 2.33% |
| NMA Note | June 15, 2027 | 126,161 | 8.97% |
| NMA Sales Tax Revenue Note, Series 2015B | Jan. 1, 2029 | 22,795,000 | 2.98% |
| NUA Utility Revenue Note, Series 2016 | Sept. 1, 2030 | 3,965,000 | 2.23% |
| NMA Sales Tax Revenue Note, Series 2017 | July 1, 2030 | 20,450,000 | 3% |
| NMA Sales Tax Revenue Note, Series 2020 | July 1, 2031 | 16,550,000 | 2.29% |
| Drinking Water OWRB SRF Note | Oct. 1, 2039 | 22,870,327 | 2.82% |
| Drinking Water OWRB Note | Oct. 1, 2038 | 9,485,000 | 3.2% - 5.2% |
| NMA Hotel/Motel Revenue Note, Series 2021 | Sept. 1, 2031 | 2,637,000 | 1.89% |
| Clean Water OWRB Note | Sept. 15, 2041 | 3,725,482 | 2.53% |
| Clean Water OWRB Note | Sept. 15, 2050 | 74,500 | 2.82% |
| Total | | $120,649,645 | |

**Grand Total** **$220,054,645**

Enterprise fund debt is retired with revenues from the enterprise, and the City's ability to service the debt is measured by the amount of revenue from operations available to pay the amounts due. The following table illustrates historical debt coverage ratios for Water/Wastewater Enterprise revenue debt.

**THE CITY OF NORMAN**

**PLEDGED REVENUE COVERAGE**
**NORMAN UTILITIES AUTHORITY**
**LAST TEN FISCAL YEARS**
**(DOLLARS IN THOUSANDS)**

| FISCAL YEAR | (1) GROSS REVENUE | (2) OPERATING EXPENSES | NET REVENUE AVAILABLE FOR DEBT SERVICE | DEBT SERVICE REQUIREMENT PRINCIPAL | INTEREST | TOTAL | (3) COVERAGE RATIO |
|---|---|---|---|---|---|---|---|
| 2016 | 37,308 | 11,657 | 25,651 | 6,508 | 1,287 | 7,795 | 3.29 |
| 2017 | 33,834 | 18,055 | 15,779 | 5,943 | 1,053 | 6,996 | 2.26 |
| 2018 | 34,050 | 17,747 | 16,303 | 5,508 | 1,262 | 6,770 | 2.41 |
| 2019 | 35,355 | 6,402 | 28,953 | 5,631 | 2,156 | 7,787 | 3.72 |
| 2020 | 35,946 | 18,177 | 17,769 | 7,296 | 2,389 | 9,685 | 1.83 |
| 2021 | 39,647 | 21,199 | 18,448 | 7,409 | 2,239 | 9,648 | 1.91 |
| 2022 | 37,433 | 24,521 | 12,912 | 7,143 | 2,366 | 9,509 | 1.36 |
| 2023 | 40,365 | 23,927 | 16,438 | 7,104 | 2,551 | 9,655 | 1.70 |
| 2024 | 46,283 | 26,486 | 19,797 | 7,786 | 2,418 | 10,204 | 1.94 |
| 2025 | 50,186 | 31,737 | 18,449 | 8,064 | 1,816 | 9,880 | 1.87 |

(1) Total revenues (including interest) exclusive of sewer sales and use taxes and capital improvement charges.
(2) Total operating expenses exclusive of depreciation, amortization, Sewer Maintenance Fund expenses, and Sewer Sales Tax and Use Tax Fund expenses.

Source: City of Norman, 2025 Comprehensive Annual Financial Report, p. 129

General Government debt is retired with revenues from annual property tax levies unless specific revenue from other sources is dedicated, to the extent available, for debt service. The City's ability to repay this debt is judged based on a combination of factors, including legal debt margin, economic characteristics, governmental organizations, and financial performance. The City's debt capacity is established by Section 26 and 27, Article X of the Oklahoma Constitution. Section 26 limits bonds issued for road or bridge improvements to ten percent (10%) of the net assessed valuation (gross valuation minus homestead) of the City. Section 27 authorizes cities and towns to issue bonds for utilities, broadly defined as anything other than roads and bridges, used by the public. Although the amount of bonds issued under this provision is not specifically limited, debt exceeding 30% of the net assessed valuation would generally affect marketability of the bonds.

Legal Debt Margin - June 30, 2025 (in thousands)

| | | |
|---|---|---|
| Assessed Valuation: | | |
| Net Assessed Value | | $1,464,468 |
| Section 26 limitation: | | |
| 10% of net assessed value | $ 146,447 | |
| Section 27 limitation: | | |
| 30% of net assessed value | | $439,340 |
| Debt applicable to limitation: | | |
| Total general bonded debt | $ 101,433 | |
| Less amount available for payment | (9,461) | |
| Total debt applicable to limitation | $ 91,972 | |
| Legal debt margin | | $347,368 |

Source: City of Norman, 2025 Comprehensive Annual Financial Report, p. 128

## FYE 27 Budget

The Norman Utilities Authority Water and Wastewater Division's revenues service the two revenue issues, while the Norman Municipal Authority revenues service the ERP and Public Safety revenue issues. Norman Forward Sales Tax Notes issued by the Norman Municipal Authority are serviced by Norman Forward Sales Tax Revenues.

In October 2023, a $50 million G.O. Bond referendum was approved by voters to rehab and replace multiple Norman bridges, which caused a significant increase in debt service payments for FYE 27 and beyond.

# GENERAL DEBT SERVICE FUND (60)
# STATEMENT OF REVENUES AND EXPENDITURES

| | | A | B | C | D | E | F | G | H |
|---|---|---|---|---|---|---|---|---|---|
| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
| 1 | Beginning Fund Balance | $ 9,529,358 | $ 8,932,518 | $ 9,458,991 | $ 9,442,991 | $ 9,285,991 | $ 9,285,991 | $ 9,285,991 | $ 9,285,991 |
| 2 | | | | | | | | | |
| 3 | Revenues: | | | | | | | | |
| 4 | Property Tax | $ 16,269,998 | $ 16,747,232 | $ 16,747,232 | $ 13,032,653 | $ 12,370,396 | $ 8,681,280 | $ 8,501,505 | $ 8,328,945 |
| 5 | Interest/Investment Income | 572,567 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| 6 | Assessment District-HP | - | - | - | - | - | - | - | - |
| 7 | | | | | | | | | |
| 8 | Subtotal | $ 16,842,565 | $ 16,772,232 | $ 16,772,232 | $ 13,057,653 | $ 12,395,396 | $ 8,706,280 | $ 8,526,505 | $ 8,353,945 |
| 10 | I/F Transf - GF | - | - | - | - | - | - | - | - |
| 11 | I/F Transf - Insurance | - | - | - | - | - | - | - | - |
| 12 | | | | | | | | | |
| 13 | Total Revenue | $ 16,842,565 | $ 16,772,232 | $ 16,772,232 | $ 13,057,653 | $ 12,395,396 | $ 8,706,280 | $ 8,526,505 | $ 8,353,945 |
| 14 | | | | | | | | | |
| 15 | Expenditures | | | | | | | | |
| 16 | Principal Payments | $ 12,785,000 | $ 13,205,000 | $ 13,205,000 | $ 9,825,000 | $ 9,460,000 | $ 6,085,000 | $ 6,085,000 | $ 6,085,000 |
| 17 | Interest Payments | 3,426,095 | 3,062,232 | 3,062,232 | 2,727,653 | 2,430,396 | 2,116,280 | 1,936,505 | 1,763,945 |
| 18 | Agents Fees | 2,500 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 19 | Assessment District-HP | - | - | - | - | - | - | - | - |
| 20 | Audit Accruals/Adjustments | 10,979 | - | - | - | - | - | - | - |
| 21 | | | | | | | | | |
| 22 | Subtotal | $ 16,224,574 | $ 16,272,232 | $ 16,272,232 | $ 12,557,653 | $ 11,895,396 | $ 8,206,280 | $ 8,026,505 | $ 7,853,945 |
| 23 | I/F Transf - Insurance | 688,358 | 500,000 | 516,000 | 657,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| 24 | I/F Transf - UNP TIF | - | - | - | - | - | - | - | - |
| 25 | | | | | | | | | |
| 26 | Total Expenditures | $ 16,912,932 | $ 16,772,232 | $ 16,788,232 | $ 13,214,653 | $ 12,395,396 | $ 8,706,280 | $ 8,526,505 | $ 8,353,945 |
| 27 | | | | | | | | | |
| 28 | Net Difference | $ (70,367) | $ - | $ (16,000) | $ (157,000) | $ - | $ - | $ - | $ - |
| 29 | | | | | | | | | |
| 30 | Ending Fund Balance | $ 9,458,991 | $ 8,932,518 | $ 9,442,991 | $ 9,285,991 | $ 9,285,991 | $ 9,285,991 | $ 9,285,991 | $ 9,285,991 |

# RETIREMENT SYSTEMS
# BUDGET
# HIGHLIGHTS

The City of Norman contributes to three separate retirement systems on behalf of City employees.

- Norman Employees Retirement System;
- Oklahoma Firefighters Pension and Retirement System;
- Oklahoma Police Pension and Retirement System.

Each of these retirement systems is administered by entities other than the City of Norman and as a result the City does not exercise budgetary control. Therefore, they are not included in the FYE 27 Budget as separate funds of the City. It should be noted that the costs of contributions to the systems appear as a part of salaries and benefit category of expenditure in every operating fund of the City.

## Employee Retirement System

The Employee Retirement System (the "Plan") of the City of Norman is a single-employer public retirement system, which was established on November 1, 1967, by a City ordinance and amended on January 29, 1985 and July 1, 1991. The Plan was a defined benefit pension plan to which the City and employees contributed. The July 1, 1991, amendment converted that portion of the Plan which relates to non-retired participants to a money purchase defined contribution plan under section 414 (h) of the Internal Revenue Code (the "New Plan"). For active employees as of July 1, 1991, an amount equal to the greater of the participants' vested benefits under the Plan or their account balance in the Plan was transferred to a participant account in the New Plan.

A Board of Trustees, composed of six members, meeting at least quarterly, manages the New Plan. Members include the City Manager or a designee, Finance Director, and Human Resources Director. The City Council elects one additional member, and the American Federation of State, County, and Municipal Employees (AFSCME) union membership elects the final two members. All active employees who participate in the New Plan contribute 6.5 percent of their base pay and the City contributes 8.5 percent of member's payroll to the New Plan.

The Plan will remain in existence to pay benefits to those retired employees receiving benefits at July 1, 1991. As of April 1, 2025, the Plan included 3 retirees and other beneficiaries.

## Oklahoma Firefighters Pension and Retirement System

The Oklahoma Firefighters Pension and Retirement System (OFPRS) cover uniformed members of the City's Fire Department, which is a cost-sharing multiple-employer public employee retirement system. All full-time firefighters, who are hired before age 45, are eligible to participate in the system. The pension plan provides pension benefits as well as death and disability benefits.

Members of the firefighter's retirement system are required to pay 9% of their base pay to the pension plan. By State Statute, the City contributes 14% of member's payroll to the OFPRS.

Oklahoma Police Pension and Retirement System

The Oklahoma Police Pension and Retirement System (OPPRS) cover uniformed members of the City's Police Department, which is a cost-sharing multiple-employer, public-employee retirement system. Police officers employed in participating municipalities are required to participate in the system, provided they meet certain requirements. Police officers are required to pass physical and medical examinations and must be not less than 21 or more than 35 years of age when accepted for initial membership. Members of the police retirement system are required to pay 8% of their base pay to the pension plan. By State Statute, the City contributes 14% of member's payroll to the OPPRS.



# GENERAL FUND



## GENERAL OPERATING FUND

The General Fund is the general operating fund of the City. This Fund is used to account for all financial resources except those required to be accounted for in another fund.

# FUND SUMMARY

TOTAL GENERAL FUND (10)

**MISSION:**

The General Fund is the general operating fund of the City. This Fund is used to account for all financial resources except those required to be accounted for in another fund.

**DESCRIPTION:**

The General Fund accounts for all current financial resources not required by law or administrative action to be accounted for in another fund.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 626 | 626 | 627 | 627 | 619 |
| Part-time Positions | 19 | 19 | 19 | 19 | 19 |
| Total Budgeted Positions | 645 | 645 | 646 | 646 | 638 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 76,682,245 | $ 77,303,906 | $ 77,267,642 | $ 77,267,642 | $ 76,165,826 |
| Supplies & Materials | $ 7,599,610 | $ 7,816,884 | $ 7,641,176 | $ 7,672,376 | $ 7,416,735 |
| Services & Maintenance | $ 15,203,257 | $ 16,703,385 | $ 16,651,256 | $ 16,620,056 | $ 16,814,853 |
| Internal Services | $ 4,657,762 | $ 5,524,264 | $ 5,517,264 | $ 5,517,264 | $ 5,440,973 |
| Capital Equipment | $ 4,233,795 | $ 3,428,384 | $ 3,437,974 | $ 3,437,974 | $ 4,728,384 |
| Subtotal | $ 108,376,669 | $ 110,776,823 | $ 110,515,312 | $ 110,515,312 | $ 110,566,771 |
| Capital Projects | $ 353,753 | $ - | $ 301,588 | $ 301,588 | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ 1,775,359 | $ 482,453 | $ 496,941 | $ 496,941 | $ 2,192,268 |
| Audit Adjust/Encumbrances | $ (1,056,651) | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,072,461 | $ 482,453 | $ 798,529 | $ 798,529 | $ 2,192,268 |
| Fund Total | $ 109,449,130 | $ 111,259,276 | $ 111,313,841 | $ 111,313,841 | $ 112,759,039 |

# *OFFICE OF THE CITY CLERK*

6 EMPLOYEES

CITY CLERK (1)

**ADMINISTRATIVE CLERICAL SERVICE (5)**

Deputy City Clerk (1)
Administrative Technician IV (2)
Administrative Technician III (2)

# DEPARTMENT SUMMARY

TOTAL CITY CLERK

**MISSION:**

To serve the citizens and employees of Norman effectively and efficiently providing informed and courteous written, verbal, and electronic communication in response to requests for records, licenses, information or assistance.

**DESCRIPTION:**

- Official custodian of all records belonging to the City
  - maintains books properly indexed and open to the public for inspection
  - maintains separate books for ordinances, resolutions, and actions of the Council
- City Clerk serves as clerk to the Council
  - attends all Council meetings
  - maintains a record of the proceedings
  - signs and attests all ordinances, resolutions, and other acts of the Council
- Processes applications and monitors the City Boards, Commissions, and Committees
- Issues City licenses
- Prepares City Council agendas and minutes
- Operates the City's Action Center
- Provides clerical administrative support for the City Council

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 6 | 6 | 6 | 6 | 6 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 6 | 6 | 6 | 6 | 6 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 592,279 | $ 628,570 | $ 628,570 | $ 628,570 | $ 536,484 |
| Supplies & Materials | $ 5,383 | $ 5,475 | $ 5,475 | $ 5,475 | $ 5,198 |
| Services & Maintenance | $ 153,608 | $ 227,485 | $ 247,485 | $ 247,485 | $ 314,603 |
| Internal Services | $ 33,603 | $ 37,580 | $ 37,580 | $ 37,580 | $ 28,838 |
| Capital Equipment | $ 12,288 | $ 2,250 | $ 2,250 | $ 2,250 | $ 7,500 |
| Subtotal | $ 797,162 | $ 901,360 | $ 921,360 | $ 921,360 | $ 892,623 |
| Department Total | $ 797,162 | $ 901,360 | $ 921,360 | $ 921,360 | $ 892,623 |

# DIVISION SUMMARY

10120420 CITY CLERK

**MISSION:**

To serve the citizens and employees of Norman effectively and efficiently providing informed and courteous written, verbal, and electronic communication in response to requests for records, licenses, information or assistance. Provides a safe, productive, and comfortable environment for the employees and citizens of Norman.

**DESCRIPTION:**

- Official custodian of all records belonging to the City
  - maintains books properly indexed and open to the public for inspection
  - maintains separate books for ordinances, resolutions, and actions of the Council
- City Clerk serves as clerk to the Council
  - attends all Council meetings
  - maintains a record of the proceedings
  - signs and attests all ordinances, resolutions, and other acts of the Council
- Processes applications and monitors the City Boards, commissions, and Committees
- Issues City licenses
- Prepares City Council agendas and minutes
- Operates the City's Action Center
- Provides clerical administrative support for the City Council

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 6 | 6 | 6 | 6 | 6 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 6 | 6 | 6 | 6 | 6 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 592,279 | $ 628,570 | $ 628,570 | $ 628,570 | $ 536,484 |
| Supplies & Materials | $ 5,383 | $ 5,475 | $ 5,475 | $ 5,475 | $ 5,198 |
| Services & Maintenance | $ 78,017 | $ 107,788 | $ 127,788 | $ 127,788 | $ 131,488 |
| Internal Services | $ 33,603 | $ 37,580 | $ 37,580 | $ 37,580 | $ 28,838 |
| Capital Equipment | $ 12,288 | $ 2,250 | $ 2,250 | $ 2,250 | $ 7,500 |
| Subtotal | $ 721,571 | $ 781,663 | $ 801,663 | $ 801,663 | $ 709,508 |
| Division Total | $ 721,571 | $ 781,663 | $ 801,663 | $ 801,663 | $ 709,508 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

CITY CLERK

**GOALS:**

To enhance customer service by:

- Providing error free City Council agendas and minutes in a timely manner
- Increasing the number of documents provided electronically
- Responding to citizen requests for records in a timely manner
- Responding to citizen requests through the Action Center

**OBJECTIVES:**

- Maintain records of the City so they are easily accessible to internal and external customers.
- Maintain records of licenses and permits so businesses are inspected and properly licensed.
- Prepare City Council minutes and agendas to keep Council and the public informed of the City's business.
- Provide administrative support to the City Council and assist them in resolving problems with constituents.
- Provide efficient and effective assistance to citizens by telephone, written communication, and personal contact.
- Provide responses to citizens through the Action Center with cooperation from all City departments.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 2023 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Percentage of requests for files maintained in Central Files processed within 24 hours | 95% | 95% | 99% | 85% | 95% |
| Percentage of Council items indexed and distributed within 3 days of Council action | 50% | 90% | 100% | 99% | 100% |
| Percentage of minutes prepared within 3 days of Council meeting | 50% | 50% | 50% | 80% | 50% |
| Percentage of minutes requiring correction | 1% | 1% | 0% | 1% | 0% |
| Percent of responses to citizens by the next working day from Action Center personnel | 97% | 97% | 90% | 96% | 90% |

# DIVISION SUMMARY

10120195 MUNICIPAL ELECTIONS

**MISSION:**

Pursuant to Article II, Sections 5 and 6, of the Charter of the City of Norman, funds are budgeted to pay for City Council elections and any special elections that are anticipated. By resolution adopted each year, the City Council shall designate a date in the following year, which is approved under then-current state law, for the holding of Norman's municipal elections and Municipal runoff elections. If allowed by then-current state law, the date for municipal elections shall be in February and the Municipal runoff elections shall be in April.

**DESCRIPTION:**

The City Clerk's office maintains the Municipal Election funds, which pay for City Council elections and any special elections; makes certain that all required notification is given to the Election Board in a timely manner; and makes certain that all legal notices are served in a timely manner.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 75,591 | $ 119,697 | $ 119,697 | $ 119,697 | $ 183,115 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 75,591 | $ 119,697 | $ 119,697 | $ 119,697 | $ 183,115 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 75,591 | $ 119,697 | $ 119,697 | $ 119,697 | $ 183,115 |

# DEPARTMENT SUMMARY

TOTAL CITY COUNCIL

**MISSION:**

The mission of the City Council of Norman is to promote a community of excellence with effective, efficient, and responsive services which promote the health, safety, and general well-being of the citizens. The City Council encourages group and individual initiatives that create social and physical environments of high quality.

**DESCRIPTION:**

The City Council is the legislative and governing body of City government. All legislative powers, except the initiative and referendum, are vested in the City Council. The City Council consists of a Mayor elected at large and eight Council members elected by the registered voters of the respective wards of the City. The Mayor shall preside at all meetings of the Council and shall perform in addition to his/her legislative duties such ceremonial duties as are necessary in the conduct of the City's business.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 1 | 1 | 1 | 1 | 1 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 1 | 1 | 1 | 1 | 1 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 200,071 | $ 200,164 | $ 200,164 | $ 200,164 | $ 176,124 |
| Supplies & Materials | $ 22,251 | $ 32,679 | $ 30,319 | $ 30,319 | $ 28,675 |
| Services & Maintenance | $ 858,727 | $ 1,951,648 | $ 1,654,008 | $ 1,654,008 | $ 1,800,663 |
| Internal Services | $ 30,133 | $ 37,651 | $ 37,651 | $ 37,651 | $ 37,938 |
| Capital Equipment | $ 6,546 | $ 2,250 | $ 15,167 | $ 15,167 | $ - |
| Subtotal | $ 1,117,728 | $ 2,224,392 | $ 1,937,309 | $ 1,937,309 | $ 2,043,400 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 1,117,728 | $ 2,224,392 | $ 1,937,309 | $ 1,937,309 | $ 2,043,400 |

# DIVISION SUMMARY

10110101 CITY COUNCIL

**GOALS:**

The mission of the City Council of Norman is to promote a community of excellence with effective, efficient, and responsive services which promote the health, safety, and general well-being of the citizens. The City Council encourages group and individual initiatives that create social and physical environments of high quality.

**OBJECTIVES:**

The City Council is the legislative and governing body of City government. All legislative powers, except the initiative and referendum, are vested in the City Council. The City Council consists of a Mayor elected at large and eight Council members elected by the registered voters of the respective wards of the City. The Mayor shall preside at all meetings of the Council and shall perform in addition to his/her legislative duties such ceremonial duties as are necessary in the conduct of the City's business.

The FYE 2027 General Fund allocation to the City Council includes funding in the amount of $571,400 to several outside agencies providing beneficial services to the entire Norman community. These agencies include:

Center for Children and Families, Inc. (CCFI) - $138,000
Kiwanis Kruiser - $14,500
Association of Central Oklahoma Governments (ACOG) – Membership - $91,350
Oklahoma Municipal League (OML) – Membership - $69,550
Oklahoma Municipal Management Services – Membership - $5,000
Social and Voluntary Services Commission - $253,000

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 10,975 | $ 11,627 | $ 11,627 | $ 11,627 | $ 11,627 |
| Supplies & Materials | $ 12,973 | $ 17,929 | $ 17,929 | $ 17,929 | $ 13,925 |
| Services & Maintenance | $ 610,331 | $ 1,655,942 | $ 1,355,942 | $ 1,355,942 | $ 1,526,957 |
| Internal Services | $ 28,772 | $ 36,294 | $ 36,294 | $ 36,294 | $ 36,509 |
| Capital Equipment | $ - | $ 2,250 | $ 8,915 | $ 8,915 | $ - |
| Subtotal | $ 663,051 | $ 1,724,042 | $ 1,430,707 | $ 1,430,707 | $ 1,589,018 |
| Division Total | $ 663,051 | $ 1,724,042 | $ 1,430,707 | $ 1,430,707 | $ 1,589,018 |

FYE 27 includes a 1% Emergency Reserve of $1,047,904 and FYE 26 included a 1% Emergency Reserve of $1,059,712.

# DIVISION SUMMARY

10110198 SISTER CITIES PROGRAM

**MISSION:**

To establish, maintain and coordinate international relationships of economic, cultural and educational activities.

**DESCRIPTION:**

The Sister Cities Program is composed of citizen volunteers who establish goals and objectives for the program. The program also encourages and facilitates sister city relationships for Norman with cities outside the United States. Norman has four Sister Cities: Clermont-Ferrand, France; Colima, Mexico; Sieka Town, Japan; and Arezzo, Italy.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ 7,800 | $ 10,000 | $ 7,640 | $ 7,640 | $ 10,000 |
| Services & Maintenance | $ - | $ - | $ 2,360 | $ 2,360 | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 7,800 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 7,800 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 |

# DIVISION SUMMARY

10110005 INTERNAL AUDIT

**MISSION:**

Add value for the City Council and City Management in advancing the City's objectives by providing an independent source of assurance and consulting services designed to improve performance.

**DESCRIPTION:**

The office of the City Auditor aims to strengthen the City of Norman's ("The City") ability to create, protect, and sustain value by providing City Council and Management (Department Heads, Division Managers, and Supervisors) with independent, risk-based, and objective assurance, advice, insight, and foresight, under the governance of City Council, in the effective discharge of its responsibilities. Specifically, internal audit provides independent and objective assurance on the adequacy and effectiveness of the internal control structure, the safeguarding of assets, compliance with applicable laws, regulations, City ordinances, and City policies and the achievement of City objectives. Internal Audit also provides reasonable assurance to Management and City Council that the City's financial and operational controls, designed to manage the organization's risks and achieve the City's objectives, are operating in an efficient, effective, and equitable manner.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 1 | 1 | 1 | 1 | 1 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 1 | 1 | 1 | 1 | 1 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 189,096 | $ 188,537 | $ 188,537 | $ 188,537 | $ 164,497 |
| Supplies & Materials | $ 1,478 | $ 4,750 | $ 4,750 | $ 4,750 | $ 4,750 |
| Services & Maintenance | $ 12,511 | $ 20,706 | $ 20,706 | $ 20,706 | $ 20,706 |
| Internal Services | $ 1,361 | $ 1,357 | $ 1,357 | $ 1,357 | $ 1,429 |
| Capital Equipment | $ 6,546 | $ - | $ 6,252 | $ 6,252 | $ - |
| Subtotal | $ 210,992 | $ 215,350 | $ 221,602 | $ 221,602 | $ 191,382 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 210,992 | $ 215,350 | $ 221,602 | $ 221,602 | $ 191,382 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

INTERNAL AUDIT

**GOALS:**

- Become a preferred place of employment for the public sector internal auditors.
- Be a key resource for the City Council, Finance Committee, and Management.
- Ensure Internal Audit aligns with City's Strategy.
- Expand audit coverage to include process efficiency & productivity, cost & control resource optimization, and workforce performance & internal controls.
- Improve the Office of the City Auditor's industry standing within the public sector.

**OBJECTIVES:**

- Attract and retain specialized and diverse workforce.
- Grow IA bench to match growth pattern of the City.
- Cost effectively execute triennial audit plan.
- Provide routine updates on value added through auditing and consulting engagements.
- Demonstrate objectivity, independence, and insight.
- Deliver findings which objectively assess GRC and provide meaningful value creation opportunities.
- Employ industry best practices such as, following frameworks like IIA's Global Internal Audit Standards (International Professional Practices Framework) and GAGAS (Generally Accepted Government Auditing Standards).
- Develop and implement QAIP leading to external validation in 2027.
- Create and implement a fraud training program.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Audit Service Hours | N/A | N/A | 1,864 | 1,864 | |
| Audit Plan Completion | N/A | N/A | 33% | 33% | |
| Report Cycle Time (Weeks) | N/A | N/A | 5 | 5 | |
| Audit Client Satisfaction Surveys | N/A | N/A | 4 | 4 | |
| Percent of Audit | N/A | N/A | 100% | 1 | |

# DIVISION SUMMARY

10110187 SOCIAL AND VOLUNTARY SERVICES

**MISSION:**

The mission of Social and Voluntary Services is to provide quality social and voluntary services to the citizens of Norman. They coordinate services designed to prevent, alleviate, or contribute to the solution of recognized social problems, and to improve the well-being of individuals, groups and the community.

**DESCRIPTION:**

The Social and Voluntary Services Commission acts in an advisory capacity to the City Council with specific attention to the evaluation and coordination of social and voluntary services in, but not limited to, the following areas: Arts and Humanities, community goals analysis and evaluation, health and mental health, income security, information referral, senior citizens and youth.

**PERSONNEL:**

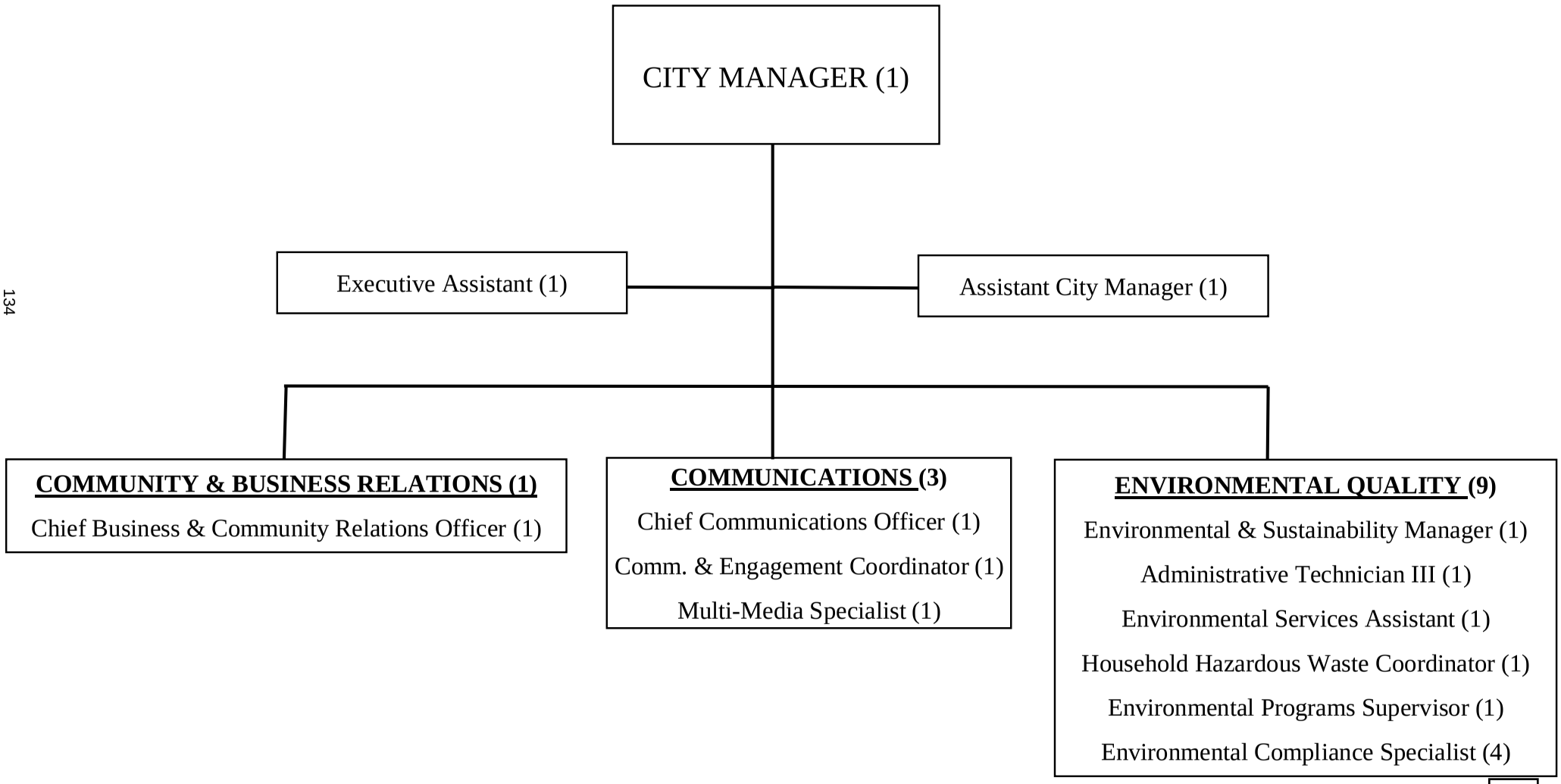
| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 235,885 | $ 275,000 | $ 275,000 | $ 275,000 | $ 253,000 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 235,885 | $ 275,000 | $ 275,000 | $ 275,000 | $ 253,000 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 235,885 | $ 275,000 | $ 275,000 | $ 275,000 | $ 253,000 |

# *OFFICE OF THE CITY MANAGER*

16 EMPLOYEES



# DEPARTMENT SUMMARY

TOTAL CITY MANAGER

**MISSION:**

The mission of the City Manager's office is to provide professional leadership, guidance and coordination to implement City policies as established by the City Council. The City Manager's office encourages employee development by providing a challenging and rewarding work environment. The City of Norman promotes the general well-being and understanding of the citizens of Norman.

**DESCRIPTION:**

The City Manager is appointed by and serves at the discretion of the City Council. The City Manager is responsible for the overall management and administration of day-to-day City operations

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 16 | 16 | 16 | 16 | 16 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 16 | 16 | 16 | 16 | 16 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,023,627 | $ 2,155,841 | $ 2,155,841 | $ 2,155,841 | $ 2,145,915 |
| Supplies & Materials | $ 111,706 | $ 172,865 | $ 158,865 | $ 158,865 | $ 159,466 |
| Services & Maintenance | $ 1,070,848 | $ 1,187,773 | $ 1,251,748 | $ 1,251,748 | $ 1,266,309 |
| Internal Services | $ 67,258 | $ 86,257 | $ 86,257 | $ 86,257 | $ 84,895 |
| Capital Equipment | $ 10,282 | $ 101,281 | $ 73,790 | $ 73,790 | $ 101,475 |
| Subtotal | $ 3,283,720 | $ 3,704,017 | $ 3,726,501 | $ 3,726,501 | $ 3,758,060 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 3,283,720 | $ 3,704,017 | $ 3,726,501 | $ 3,726,501 | $ 3,758,060 |

# DIVISION SUMMARY

10110110 CITY MANAGER

**MISSION:**

The mission of the City Manager's office is to provide professional leadership, guidance and coordination to implement City policies as established by the City Council. The City Manager's office encourages employee development by providing a challenging and rewarding work environment. The City of Norman promotes the general well-being and understanding of the citizens of Norman.

**DESCRIPTION:**

The City Manager is appointed by and serves at the discretion of the City Council. The City Manager is responsible for the overall management and administration of day-to-day City operations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 3 | 3 | 3 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 697,377 | $ 704,125 | $ 704,125 | $ 704,125 | $ 702,489 |
| Supplies & Materials | $ 14,988 | $ 15,087 | $ 15,087 | $ 15,087 | $ 17,053 |
| Services & Maintenance | $ 729,756 | $ 831,472 | $ 881,472 | $ 881,472 | $ 831,472 |
| Internal Services | $ 23,918 | $ 35,427 | $ 35,427 | $ 35,427 | $ 31,109 |
| Capital Equipment | $ 1,659 | $ 96,281 | $ 68,790 | $ 68,790 | $ 101,475 |
| Subtotal | $ 1,467,699 | $ 1,682,392 | $ 1,704,901 | $ 1,704,901 | $ 1,683,598 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,467,699 | $ 1,682,392 | $ 1,704,901 | $ 1,704,901 | $ 1,683,598 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

CITY MANAGER

**GOALS:**

- Provide professional leadership for the City
- Execute policies and procedures
- Develop and recommend alternative solutions to community problems for consideration by the Mayor and City Council
- Develop new programs and measures to meet emerging and future needs of the City
- Manage City's operating and capital improvements budgets
- Promote confidence in city government through citizen involvement and excellent customer service

**PERFORMANCE MEASUREMENTS-RESULTS REPORT:**

- Work with intergovernmental stakeholders at the local/state level to prepare proposed rules, options and regulations for water re-use.
- Continue discussions and implementation of Council goals and priorities, to include, but not limited to, homelessness, evaluations of all City fees, off-street parking requirements, parking structures, green building, short-term rentals, carports in residential areas, adopting updated zoning and sub-regulations, implementing major grant awards, and increased RTA coordination.

# DIVISION SUMMARY

10110113 COMMUNICATIONS

**MISSION:**

The mission of the Communications Division of the City Manager's office is to encourage transparency and enhance public trust through consistent, timely communication with City of Norman residents, businesses, and stakeholders.

**DESCRIPTION:**

The Communications Office establishes and maintains effective communications and community relations through media relations, public information activities, and community outreach.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 3 | 3 | 3 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 295,243 | $ 344,629 | $ 344,629 | $ 344,629 | $ 326,464 |
| Supplies & Materials | $ 9,963 | $ 10,210 | $ 10,210 | $ 10,210 | $ 10,210 |
| Services & Maintenance | $ 4,644 | $ 54,908 | $ 54,908 | $ 54,908 | $ 94,908 |
| Internal Services | $ 3,782 | $ 3,749 | $ 3,749 | $ 3,749 | $ 3,404 |
| Capital Equipment | $ 1,659 | $ - | $ - | $ - | $ - |
| Subtotal | $ 315,291 | $ 413,496 | $ 413,496 | $ 413,496 | $ 434,986 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 315,291 | $ 413,496 | $ 413,496 | $ 413,496 | $ 434,986 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

COMMUNICATIONS

**GOALS:**

- To effectively promote City services to Norman residents.
- To educate citizens regarding City news and important community issues.
- To foster citizen engagement with the City of Norman.
- To advise staff and elected officials in areas of communication and media relations.

**OBJECTIVES:**

- Produce quality media to keep the community informed about City news and programs.
- Establish and build upon positive relationships with the Press.
- Maintain open lines of communication with community partners and agencies.
- Coordinate and participate in public outreach/education events and opportunities.
- Provide effective communications during crisis and emergency situations.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Report weekly newsletter | 50 | 50 | 50 | 50 | 50 |
| Report press | 175 | 178 | 180 | 165 | 170 |
| Report visits to the City of Norman website | 1,305,591 | 1,452,211 | 1,310,000 | 1,420,000 | 1,500,000 |
| Report Instagram followers | 3,133 | 4,173 | 3,855 | 5,035 | 6,000 |
| Report Facebook followers | 23,690 | 25,228 | 26,160 | 27,590 | 29,090 |
| Report Twitter followers | 2,785 | 3,438 | 3,115 | 3,300 | 3,935 |
| Report YouTube subscribers | 2,785 | 3,438 | 3,115 | 3,300 | 3,935 |
| Report Norman E-News | 2,785 | 3,101 | 3,115 | 3,900 | 4,400 |
| Report in-house video | 55 | 28 | 45 | 30 | 30 |
| Report live-stream videos | 106 | 116 | 100 | 105 | 105 |
| Report election/ awareness | 2 | 1 | 2 | 2 | 2 |

# DIVISION SUMMARY

10110111 COMMUNITY & BUSINESS RELATIONS

**MISSION:**

To enhance the local climate for new and existing businesses, special events, and other place making initiatives aimed at improving Norman's commercial districts.

**DESCRIPTION:**

The Community & Business Development division is a part of the City Manager's department. It oversees policy and programs to advance local economic development, specifically as it relates to the recruitment and retention of retail or other sales tax producing businesses, as well as managing the Special Event application process. This division serves as an liaison to external stakeholders including the local business community, special event organizers, and other community partners.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 1 | 1 | 1 | 1 | 1 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 1 | 1 | 1 | 1 | 1 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 155,419 | $ 154,996 | $ 154,996 | $ 154,996 | $ 153,890 |
| Supplies & Materials | $ 617 | $ 800 | $ 800 | $ 800 | $ 800 |
| Services & Maintenance | $ 41,849 | $ 50,478 | $ 50,045 | $ 50,045 | $ 50,478 |
| Internal Services | $ 3,482 | $ 3,432 | $ 3,432 | $ 3,432 | $ 2,975 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 201,366 | $ 209,706 | $ 209,273 | $ 209,273 | $ 208,143 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 201,366 | $ 209,706 | $ 209,273 | $ 209,273 | $ 208,143 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

COMMUNITY & BUSINESS RELATIONS

**GOALS:**

- Showcase Norman as an attractive destination for new or expanding retailers
- Retention and strengthening of existing businesses
- Improve permit application process for Special Events
- Achieve Film-Friendly certification in partnership with VisitNorman
- Support place making initiatives in our commercial districts
- Collaborate with community partners to work towards building economic resiliency

**OBJECTIVES:**

- Continued recruitment of targeted retailers based on updated retail leakage reports and community needs
- Support programs aimed at assisting small business in Norman
- Continued implementation of City View software for Special Events, including addition of film permit
- Support local partners with place making and community-building efforts

**PERFORMANCE MEASUREMENTS - RESULTS REPORT**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Website Data | | | | | |
| DestinationNorman.com | 2,195 | 1,488 | 2,000 | 2,000 | 2,000 |
| Event Permits | 18 | 27 | 30 | 32 | 30 |
| Film Permits | 1 | 8 | 5 | 4 | 6 |

Notes to Results Report: *City View launched in November 2023.

# DIVISON SUMMARY

10110343 ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY

**MISSION:**

- To help protect human health, the environment, and the publicly owned treatment works.
- To help ensure City compliance with its Oklahoma Pollutant Discharge Elimination System (OPDES) and other regulatory permits.
- To administer the Earth Change, Industrial Pretreatment, and FOG permitting process.
- To ensure City compliance with its Oklahoma Pollutant Discharge Elimination System (OPDES) and other regulatory permits, including Phase II MS4 program and the Industrial Pretreatment Program.
- To control the introduction of pollutants into the MS4 stormwater discharges, spills, and dumping.
- To advise and assist the City of Norman to develop sustainable measures, practices, buildings, and fleets that are environmentally, economically, and socially responsible.
- To act as the Utilities Department representative on environmental issues.
- To assist citizens, businesses and the City government in preventing pollution.
- To enable smart choices for our community and its residents by promoting through education, outreach and awareness efforts, energy, fuel, and water conservation; investment in renewable energy; reduction of waste; and protection and restoration of the community's resources.
- To provide a safe and reliable place for residents to reuse, recycle and/or dispose of household hazardous materials.

**DESCRIPTION:**

The Division of Environmental Resilience and Sustainability helps protect the health, safety and welfare of our residents while also providing support to various City Departments and Divisions. These goals are achieved through their efforts in regulating certain activities like construction stormwater runoff and industrial wastewater discharges to the sanitary sewer, in monitoring and controlling pollutants from businesses or in stormwater runoff discharges that could cause harm to employees, residents, environment and City property and by helping internal and external stakeholders maintain compliance with environmental permits and requirements, as well as adopting, and providing support to others who have environmental and conservational activities, plans and programs. Additionally, they respond to citizen requests, pollution issues and the Norman Action Center notifications within two days. They are also tasked with planning and implementing projects within the Lake Thunderbird TMDL load reduction requirements so that the water quality within the lake is improved. Their activities are accomplished through programs such as the Municipal Separate Storm Sewer System (MS4) Program, the TMDL Monitoring and Compliance Program, the Industrial Pretreatment Program, the Fats Oil and Grease Program, the Cross Connection Control Program, the Household Hazardous Waste Facility, and other programs. This Division is the liaison with the Environmental Control Advisory Board which is a board responsible for education. This Division works with departments and divisions to plan and implement environmental and sustainability measures to protect and restore the community's environment. In addition, this Division is responsible for planning the Earth Day Festival and Earth Moon activities, as well as other participatory, educational, outreach and awareness events.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 6 | 6 | 6 | 6 | 6 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 6 | 6 | 6 | 6 | 6 |

# DIVISON SUMMARY

10110343 ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 517,610 | $ 642,561 | $ 642,561 | $ 642,561 | $ 639,040 |
| Supplies & Materials | $ 44,931 | $ 89,396 | $ 89,396 | $ 89,396 | $ 91,117 |
| Services & Maintenance | $ 175,486 | $ 186,251 | $ 186,251 | $ 186,251 | $ 214,709 |
| Internal Services | $ 28,841 | $ 29,697 | $ 29,697 | $ 29,697 | $ 32,038 |
| Capital Equipment | $ 3,500 | $ 5,000 | $ 5,000 | $ 5,000 | $ - |
| Subtotal | $ 770,367 | $ 952,905 | $ 952,905 | $ 952,905 | $ 976,904 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 770,367 | $ 952,905 | $ 952,905 | $ 952,905 | $ 976,904 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY

**GOALS:**

- To be in full compliance with Federal and State Pretreatment Regulations
- To provide the tools and training to have an educated staff with accurate, reliable information
- To provide a safe work environment
- To help protect the infrastructure of the Utilities Department
- To aid in protecting residents and the environment from pollution
- To educate businesses and the community on environmental issues, pollution prevention and waste reduction
- To provide technical support to the Utilities Department and all departments
- To recover costs for excessive strength waste and laboratory analysis and strive to reduce costs for other programs

**OBJECTIVES:**

- To be the city liaison and provide assistance to the Environmental Control Advisory Board with public education and providing guidance to Council.
- Maintain Green Norman website.
- Continue coordination of the Earth Day Festival and Earth Month activities.
- Provide a safe and reliable place for residents to reuse, recycle, or dispose of their household hazardous waste.
- Clearly communicate requirements for the Fats, Oil, and Grease (FOG) Program, the Dental Amalgam Program, and the Industrial Pretreatment Program to new and existing businesses.
- Provide technical advice, as related to Industrial Pretreatment, to other division/departments.
- Develop new programs and measures to meet emerging and future needs of division.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Respond to complaints within 24 hours of time reported | 99% | 99% | 99% | 98% | 99% |
| Industrial users who have | 88% | 88% | 88% | 100% | 88% |
| Full compliance with state and federal regulations | 100% | 100% | 100% | 100% | 100% |
| Required licensed food | 100% | 100% | 100% | 100% | 100% |
| Inspect all facilities and construction sites identified as potential stormwater pollution | 84% | 99% | 100% | 99% | 99% |
| Permit all earth disturbing activities that meet permit requirements | 100% | 100% | 100% | 100% | 100% |
| Revenue collected | $67,313 | $7,272 | $100,000 | $80,000 | $80,000 |

# DIVISION SUMMARY

10110193 SPECIAL STUDIES / CONTRIBUTIONS

**MISSION:**

The mission of Special Studies/Contributions is to help the City of Norman move forward in funding special studies that are needed throughout the year.

**DESCRIPTION:**

Special Studies and Contributions is an account set up to help implement the funding to resolve various issues which arise during the fiscal year and are not anticipated in advance.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 49,999 | $ 5,000 | $ 5,000 | $ 5,000 | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 49,999 | $ 5,000 | $ 5,000 | $ 5,000 | $ - |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 49,999 | $ 5,000 | $ 5,000 | $ 5,000 | $ - |

# DIVISION SUMMARY

10110225 STORMWATER QUALITY

**MISSION:**

- To help protect human health, the environment, and the publicly owned treatment works.
- To protect the health safety and welfare of residents through regulation of the City's MS4 program and the TMDL monitoring and compliance program.
- Administer the Earth Change, Industrial Pretreatment, and FOG permitting processes.
- To ensure City compliance with its Oklahoma Pollutant Discharge Elimination System (OPDES) and other regulatory permits, including the Phase II MS4 program and the Industrial Pretreatment Program.
- To advise and assist the City of Norman to develop sustainable measures, practices, buildings, and fleets that are environmentally, economically, and socially responsible.
- To assist citizens, businesses, and the city government in preventing pollution.
- To control the introduction of pollutants into the MS4 from stormwater discharges, spills, dumping, illicit discharges, or other methods.
- Act as the Utilities Department representative on environmental issues.
- Enable smart choices for our community and its residents by promoting, through education, outreach and awareness efforts, energy, fuel, and water conservation; investment in renewable energy; reduction of waste; and protection and restoration of the community's resources.
- To provide a safe and reliable place for residents to reuse, recycle and/or dispose of household hazardous materials.

**DESCRIPTION:**

The Division of Stormwater Quality helps protect the health, safety and welfare of our residents, while also providing support to various City Departments and Divisions. These goals are achieved through their efforts in regulating certain activities like construction stormwater runoff and industrial wastewater discharges to the sanitary sewer, in monitoring and controlling pollutants from businesses or in stormwater runoff discharges that could cause harm to employees, residents, environment and City property and by helping internal and external stakeholders maintain compliance with environmental permits and requirements, as well as adopting, and providing support to others who have adopted, environmental and conservational activities, plans and programs. Additionally, they respond to citizen requests, pollution issues, and the Norman Action Center notifications within two days. They are also tasked with planning and implementing projects within the Lake Thunderbird Watershed to meet TMDL load reduction requirements so that the water quality within the lake is improved. Their activities are accomplished through programs such as the Municipal Separate Storm Sewer System (MS4) Program, the TMDL Monitoring and Compliance Program, the Industrial Pretreatment Program, the Fats, Oil and Grease Program, the Cross Connection Control Program, the Household Hazardous Waste Facility, and other programs. This Division is the liaison with the Environmental Control Advisory Board which is a board responsible for education. This Division works with Departments and Divisions to plan and implement environmental and sustainability measures to protect and restore the community's environment. In addition, this Division is responsible for planning the Earth Day Festival and Earth Month activities, as well as other participatory, educational, outreach and awareness events.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 3 | 3 | 3 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

# DIVISION SUMMARY

10110225 STORMWATER QUALITY

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 357,978 | $ 309,530 | $ 309,530 | $ 309,530 | $ 324,032 |
| Supplies & Materials | $ 41,208 | $ 57,372 | $ 43,372 | $ 43,372 | $ 40,286 |
| Services & Maintenance | $ 69,115 | $ 59,664 | $ 73,664 | $ 73,664 | $ 74,742 |
| Internal Services | $ 7,235 | $ 13,953 | $ 13,953 | $ 13,953 | $ 15,369 |
| Capital Equipment | $ 3,463 | $ - | $ - | $ - | $ - |
| Subtotal | $ 478,998 | $ 440,519 | $ 440,519 | $ 440,519 | $ 454,429 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 478,998 | $ 440,519 | $ 440,519 | $ 440,519 | $ 454,429 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

STORMWATER QUALITY

**GOALS:**

- To be in full compliance with Federal and State Pretreatment Regulations
- To provide the tools and training to have an educated staff with accurate, reliable information
- To provide a safe work environment
- To help protect the infrastructure of the Utilities Department
- To aid in protecting residents and the environment from pollution
- To educate businesses and the community on environmental issues, pollution prevention and waste reduction
- To provide technical support to the Utilities Department and all departments
- To recover costs for excessive strength waste and laboratory analysis and strive to reduce costs for other programs

**OBJECTIVES:**

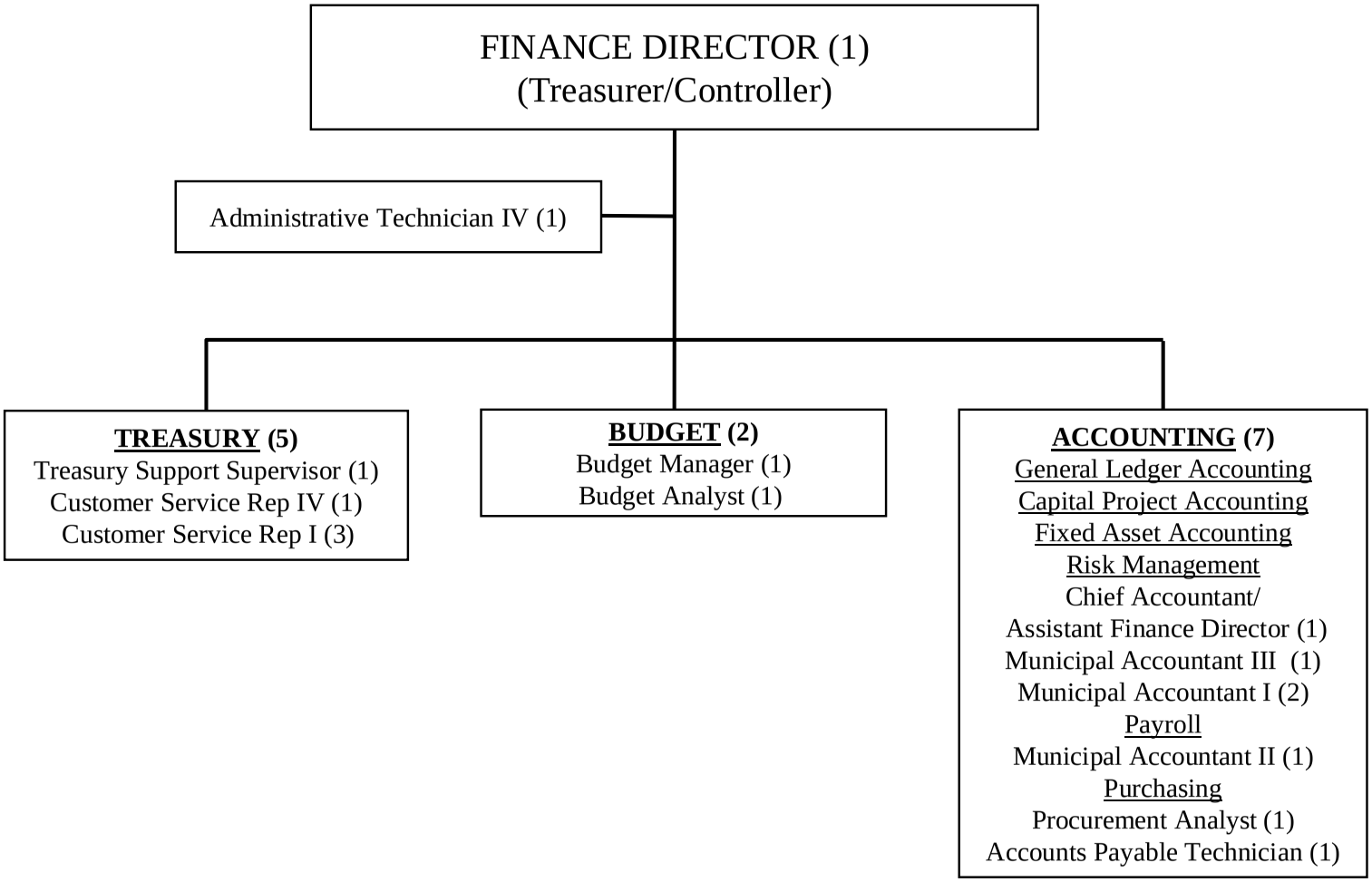
- To be the city liaison and provide assistance to the Environmental Control Advisory Board with public education and providing guidance to Council.
- Manage the Green Norman website.
- Continue coordination of the Earth Day Festival and Earth Month.
- Continue coordination and implementation of household hazardous waste disposal options for the community.
- Clearly communicate requirements for the MS4 and TMDL Compliance and Monitoring Programs, the Fats, Oil and Grease (FOG) program, the Dental Amalgam Program, the Cross Connections Control Program, and the Industrial Pretreatment Program to new and existing businesses.
- Provide technical advice to other divisions/departments.
- Develop new programs and measures to meet emerging and future needs of division.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Respond to stormwater complaints within 24 hours of report | 99% | 99% | 99% | 99% | 99% |
| Industrial users who have achieved compliance with all of the significant requirements of the industrial pretreatments program | 88% | 88% | 88% | 100% | 88% |
| Full compliance with the State and Federal regulations | 100% | 100% | 100% | 100% | 100% |
| Required Licensed Food Establishments participating in Fats, Oil, and Grease program | 100% | 100% | 100% | 100% | 100% |
| Inspect facilities and construction sites identified as potential stormwater pollution sources | 84% | 99% | 100% | 99% | 99% |
| Permit all earth disturbing activities that meet permit requirements | 100% | 100% | 100% | 100% | 100% |
| Revenue Collected | $ 67,313 | $ 77,722 | $ 100,000 | $ 80,000 | $ 100,000 |

# *FINANCE DEPARTMENT*

16 EMPLOYEES



# DEPARTMENT SUMMARY

TOTAL FINANCE DEPARTMENT

**MISSION:**

The mission of the Department of Finance is to plan, receive, monitor, safeguard, invest, account for and expend the financial resources of the City of Norman in the highest legal, ethical and professional standard practical, and to respond to the service needs of our customers in a timely, courteous and accurate manner.

**DESCRIPTION:**

The Department of Finance (DOF) is the central manager of the City's assets and is responsible for controlling and recording the organization's financial activity. Specifically, the DOF reviews and monitors financial activity against the City's financial plan (budget); initiates and records all investment activity; and prepares financial statements and schedules for audit and public information. The Department also provides purchasing, and payroll services to user departments. In FYE 2027, the 7 positions in the Utility Billing division transferred to the Water department.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 23 | 23 | 23 | 23 | 16 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 23 | 23 | 23 | 23 | 16 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,282,028 | $ 2,295,804 | $ 2,295,804 | $ 2,295,804 | $ 1,746,033 |
| Supplies & Materials | $ 27,458 | $ 27,255 | $ 31,355 | $ 31,355 | $ 12,222 |
| Services & Maintenance | $ 1,221,144 | $ 1,239,597 | $ 1,235,497 | $ 1,235,497 | $ 816,562 |
| Internal Services | $ 209,436 | $ 243,567 | $ 243,567 | $ 243,567 | $ 155,115 |
| Capital Equipment | $ 2,172 | $ 12,500 | $ 12,500 | $ 12,500 | $ 6,750 |
| Subtotal | $ 3,742,239 | $ 3,818,723 | $ 3,818,723 | $ 3,818,723 | $ 2,736,682 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Audit Adjust/Encumbrances | $ (558) | $ - | $ - | $ - | $ - |
| Subtotal | $ (558) | $ - | $ - | $ - | $ - |
| Department Total | $ 3,741,681 | $ 3,818,723 | $ 3,818,723 | $ 3,818,723 | $ 2,736,682 |

# DIVISION SUMMARY

10330320 ACCOUNTING

**MISSION:**

The mission of the Accounting Division is to provide, monitor and operate an accounting system which records all the financial transactions of the City on an accurate and timely basis for reporting and dissemination in appropriate format to user departments, management, oversight agencies, and citizens.

**DESCRIPTION:**

The Accounting Division maintains and operates the financial and budgetary accounting system, which captures and records all financial transactions of the City. In addition to the general ledger system, the Division maintains, processes, monitors and reconciles various sub-systems which capture detailed transactions in the areas of payroll administration and reporting, procurement of goods and services, accounts payable, accounts receivable, Risk Management, and fixed assets. The Division is responsible for special, monthly, and annual financial reporting in various formats, including the Annual Comprehensive Financial Report.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 7 | 7 | 7 | 7 | 7 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 7 | 7 | 7 | 7 | 7 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 768,106 | $ 783,808 | $ 783,808 | $ 783,808 | $ 790,219 |
| Supplies & Materials | $ 6,396 | $ 4,397 | $ 4,397 | $ 4,397 | $ 4,397 |
| Services & Maintenance | $ 305,969 | $ 311,536 | $ 288,436 | $ 288,436 | $ 288,436 |
| Internal Services | $ 30,690 | $ 34,289 | $ 34,289 | $ 34,289 | $ 35,785 |
| Capital Equipment | $ - | $ 12,500 | $ 12,500 | $ 12,500 | $ 4,500 |
| Subtotal | $ 1,111,161 | $ 1,146,530 | $ 1,123,430 | $ 1,123,430 | $ 1,123,337 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,111,161 | $ 1,146,530 | $ 1,123,430 | $ 1,123,430 | $ 1,123,337 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

ACCOUNTING

**GOALS:**

- To provide accurate financial information in an appropriate and timely manner to all users.
- To capture and record all financial transactions of the City in accordance with generally accepted accounting principles.
- To implement and observe all applicable Government Accounting Standards Board (GASB) pronouncements.
- To observe and meet all schedules and deadlines for financial reporting, tax deposits, payroll, purchasing, Risk Management, and accounts payable.

**OBJECTIVES:**

- Produce a Comprehensive Annual Financial Report each year, which conforms to the highest standards of financial reporting.
- Financial statements to be prepared in accordance with all GASB requirements.
- Ensure monthly departmental revenue and expenditure activity and reports are produced within 10 working days after the end of each month.
- Ensure receipt and verification of all personnel changes and time data to produce accurate biweekly payroll.
- Ensure distribution and deposit of all payroll withholdings.
- Monitor all requests for bids and requests for proposals to ensure compliance with statutory and policy requirements.
- Process all receiving and invoice documents when received to meet weekly accounts payable schedule.
- Maintain an organized and up-to-date filing system for all required documentation.
- Maintain project accounting system, which includes all capital projects of the City.
- 100% of fixed assets will be tagged and tracked using the fixed asset tracking system. An annual inventory will be performed to verify the status of the fixed assets and infrastructure activity will be tracked accordingly.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| **Accounting and Financial** | | | | | |
| Audited CAFR will be published within 180 days from end of fiscal year, 100% of the time | 180 days | 180 days | 180 days | 180 days | 180 days |
| Number of years GFOA Certificate of Achievement for Excellence in Financial Reporting received since 1991 | 34 | 35 | 36 | 36 | 37 |
| Monthly revenue and expenditure reports produced and disseminated within 10 working days from the end of the month, 95% of the time | 3 days | 3 days | 3 days | 3 days | 3 days |
| Readily available fixed assets inventoried, and all fixed assets and infrastructure reconciled annually | 100% | 100% | 100% | 100% | 100% |

**PERFORMANCE MEASUREMENTS - RESULTS REPORT (continued)**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Financial statements in the format required by GASB | 100% | 100% | 100% | 100% | 100% |
| **Payroll:** | | | | | |
| Receive hours information from all departments on time, 95% of the time | 96% | 96% | 96% | 96% | 96% |
| Checks processed on Wednesday prior to pay day, 100% of the time | 100% | 100% | 100% | 100% | 100% |
| Taxes deposited timely, 100% of the time | 100% | 100% | 100% | 100% | 100% |
| Increase in number of employees participating in direct deposit | 100% | 100% | 100% | 100% | 100% |
| **Purchasing:** | | | | | |
| All invoices and payment authorizations received by deadline and checks processed as scheduled, 100% of the time | 99% | 99% | 99% | 99% | 99% |

# DIVISION SUMMARY

10330301 ADMINISTRATION

**MISSION:**

The mission of the Administration Division is to facilitate the success of the operating divisions of the department through the provision of oversight, staff support and internal and public advocacy. The Division also provides financial advice and support to the City Council, the various departments of the City and to the public.

**DESCRIPTION:**

The Administration Division consists of the Director and the administrative support staff for the department. In addition to departmental oversight and support functions, the debt administration and investment activities of the City is conducted within the Administration Division.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 2 | 2 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 305,180 | $ 306,549 | $ 306,549 | $ 306,549 | $ 237,692 |
| Supplies & Materials | $ 582 | $ 680 | $ 1,180 | $ 1,180 | $ 680 |
| Services & Maintenance | $ 59,698 | $ 19,421 | $ 42,021 | $ 42,021 | $ 42,021 |
| Internal Services | $ 88,489 | $ 103,081 | $ 103,081 | $ 103,081 | $ 78,239 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 453,948 | $ 429,731 | $ 452,831 | $ 452,831 | $ 358,632 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 453,948 | $ 429,731 | $ 452,831 | $ 452,831 | $ 358,632 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

ADMINISTRATION

**GOALS:**

To facilitate the success of the operating divisions of the Department of Finance in achieving their mission in support of the goals of the City of Norman.

**OBJECTIVES:**

Monitor the success of the operating divisions in achieving their stated performance measures and to increase returns on City investments within stated Investment Policy guidelines.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Achieve stated department-wide performance indicators | 100% | 100% | 100% | 80% | 100% |
| Investment returns to meet or exceed budgeted interest returns | 100% | 100% | 100% | 75% | 100% |

# DIVISION SUMMARY

10330130 BUDGET

**MISSION:**

The Budget Division is committed to enhancing communications, improving budget practices, providing guidance through budget policy, providing financial and operational information and serving the City departments, citizens and outside agencies in a timely and professional manner.

**DESCRIPTION:**

The Budget Division is responsible for preparing, coordinating, monitoring and administering the annual operating budget, assisting in special project research, preparing fiscal policy reports and conducting financial analyses for the City of Norman.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 2 | 2 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 252,971 | $ 259,862 | $ 259,862 | $ 259,862 | $ 259,268 |
| Supplies & Materials | $ 1,841 | $ 1,820 | $ 5,420 | $ 5,420 | $ 1,820 |
| Services & Maintenance | $ 9,883 | $ 13,030 | $ 9,430 | $ 9,430 | $ 13,530 |
| Internal Services | $ 15,357 | $ 20,498 | $ 20,498 | $ 20,498 | $ 25,332 |
| Capital Equipment | $ 2,172 | $ - | $ - | $ - | $ 2,250 |
| Subtotal | $ 282,224 | $ 295,210 | $ 295,210 | $ 295,210 | $ 302,200 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 282,224 | $ 295,210 | $ 295,210 | $ 295,210 | $ 302,200 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

BUDGET

**GOALS:**

- Produce a balanced operating budget as required by City Charter, Article III, Section 4 (I) and Article II, Section 17-205 of the Oklahoma Municipal Budget Act.
- Help decision-makers make informed choices about the use of services and capital assets by assisting in research efforts and analysis.
- Stay informed, up-to-date and educated on various technical and policy issues affecting government finance in order to provide professional support and training to others on finance, budget and accounting issues.
- Provide departments with clearly defined financial policies and procedures as they relate to finance and budget transactions to ensure compliance with City Manager, City ordinances and other regulatory governmental agency
- Monitor operational activities, and proactively strive to improve processes.

**OBJECTIVES:**

- Ensure the annual operating budget is timely, accurate, and meets the criteria set forth in the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award Program.
- Assist City departments, Council members and citizens in research efforts and developing approaches to achieve goals by providing accurate information to requestors in a timely manner or directing them to the appropriate resource.
- Increase awareness/knowledge related to various finance and budget issues through workshops and correspondence.
- Monitor daily financial activities for appropriateness/compliance and provide monthly reports to ensure that expenditures are within budgetary guidelines.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Number of years GFOA Distinguished Presentation Award received since 1991 | 34 | 35 | 36 | 36 | 37 |
| City Manager's proposed Budget delivered to City Council at least 30 days prior to the end of the current fiscal year | 78 days | 80 days | 81 days | 81 days | 67 days |
| Number of Training Workshops conducted/ attended | 1/2 | 1/2 | 2/3 | 2/3 | 2/2 |
| Issue monthly analysis reports within 3 days of receipt of monthly accounting reports, 95% of the time | 100% | 100% | 100% | 100% | 100% |
| Actual revenues received vs. budget | +20.4% | +7% | n/a | +2% | n/a |
| Actual expenditures vs. budget | -32.60% | -34.80% | n/a | -31.30% | n/a |

# DIVISION SUMMARY

10330125 TREASURY

**MISSION:**

The primary mission of the Treasury Division is to act as the City's receipting and disbursing agent of public financial assets in order to maximize the utilization and safekeeping of City funds while maintaining a customer oriented and professional attitude.

**DESCRIPTION:**

Processes and records all City revenues, which include utility deposits and payments, either manually or by importing files from the bank to our new system Advanced Utilities. Processes and generates accounts receivables billing and maintains accounts receivable records for invoice billing. Receiving revenues generated by all departments throughout the City. Making bank deposits daily. Maintaining the City's operating fund for all the departments by reimbursement of petty cash tickets, trip requests, writing checks and reconciling the credit statements and activities. Responsibilities include processing and balancing Site Development, Inspection deposits, Oil and Gas Cash Bonds, Bulk Water deposits, and all the liability funds. Processing and reconciling for bank debits and credits. Maintains and processes all returned checks. Processes utility and other types of credit card payments including the Interactive Voice Response (IVR) utility payments made by customers on the phone, and Paymentus (online utility payments made by customers), and maintains all credit card records for Municipal Court, Parks and Recreation, Westwood Golf, Planning/Development Service & the Transfer Station.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 5 | 5 | 5 | 5 | 5 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 5 | 5 | 5 | 5 | 5 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 517,300 | $ 491,405 | $ 491,405 | $ 491,405 | $ 458,854 |
| Supplies & Materials | $ 3,709 | $ 4,675 | $ 4,675 | $ 4,675 | $ 5,325 |
| Services & Maintenance | $ 437,504 | $ 411,760 | $ 411,760 | $ 411,760 | $ 413,110 |
| Internal Services | $ 16,635 | $ 17,104 | $ 17,104 | $ 17,104 | $ 15,759 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 975,148 | $ 924,944 | $ 924,944 | $ 924,944 | $ 893,048 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 975,148 | $ 924,944 | $ 924,944 | $ 924,944 | $ 893,048 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

TREASURY

**GOALS:**

- Timely and accurate receiving of customer payments and revenues.
- Cross training of all clerks in Treasury Division.
- Provide better means of storing records.
- Continue to track payment errors.

**OBJECTIVES:**

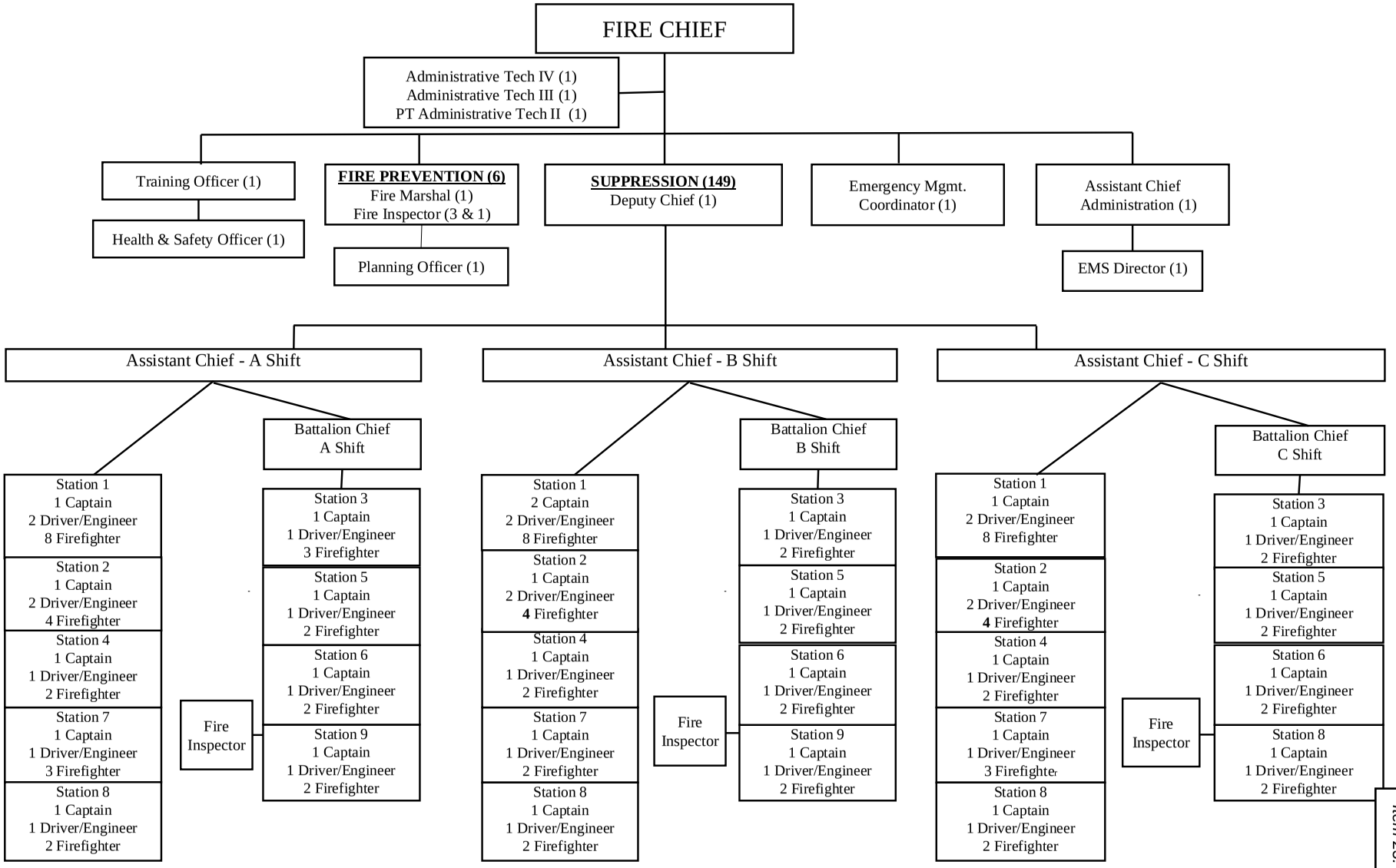
- Deposit all funds in financial institutions in a timely manner.
- Improve and increase cross training of employees, and customer service skills.
- Reduce storage by using spool view, scanning and reorganizing storage areas.
- Reduce payment error.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Funds deposited in bank within 24 hours of receipt | 95% | 95% | 95% | 95% | 95% |
| Number of hours spent in cross training per clerk/per year | 30 | 30 | 40 | 40 | 40 |
| Keep payment errors to 1% a year | 1% | 1% | 1% | 1% | 1% |
| Time spent on the reorganization of storage per year | 24 hours | 24 hours | 24 hours | 24 hours | 24 hours |

# *FIRE DEPARTMENT*

165 EMPLOYEES



# DEPARTMENT SUMMARY

TOTAL FIRE DEPARTMENT

**MISSION:**

The Norman Fire Department is committed to the efficient delivery of quality safety and protective services to the citizens of Norman.

**DESCRIPTION:**

The Norman Fire Department protects the citizens of Norman from emergencies and disasters through hazard suppression, prevention, mitigation, and educational programs.

*Beginning in FYE 11, personnel employed with the Public Safety Sales Tax Fund and their expenditures are accounted for in Fund 15 – Public Safety Sales Tax Fund.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 133 | 133 | 134 | 134 | 134 |
| Part-time Positions | 1 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 134 | 134 | 135 | 135 | 135 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 19,733,547 | $ 19,549,552 | $ 19,549,552 | $ 19,549,552 | $ 19,017,679 |
| Supplies & Materials | $ 368,613 | $ 335,724 | $ 340,465 | $ 340,465 | $ 333,395 |
| Services & Maintenance | $ 444,953 | $ 442,646 | $ 440,646 | $ 440,646 | $ 494,802 |
| Internal Services | $ 776,559 | $ 1,117,521 | $ 1,117,521 | $ 1,117,521 | $ 1,152,972 |
| Capital Equipment | $ 409,997 | $ 469,105 | $ 478,695 | $ 478,695 | $ 923,766 |
| Subtotal | $ 21,733,668 | $ 21,914,548 | $ 21,926,879 | $ 21,926,879 | $ 21,922,614 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 21,733,668 | $ 21,914,548 | $ 21,926,879 | $ 21,926,879 | $ 21,922,614 |

# DIVISION SUMMARY

10664240 ADMINISTRATION

**MISSION:**

The Fire Department Administration Division facilitates the effective integration and application of all available resources.

**DESCRIPTION:**

The Fire Department Administration Division provides for the general supervision of all activities in the Fire Department and is responsible for short and long-range department planning, budget formulation and administration, personnel administration, and the assembling and effective distribution of all Fire Department resources.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 7 | 7 | 7 | 7 | 6 |
| Part-time Positions | 1 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 8 | 8 | 8 | 8 | 7 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,122,581 | $ 1,237,199 | $ 1,237,199 | $ 1,237,199 | $ 1,097,291 |
| Supplies & Materials | $ 16,380 | $ 10,180 | $ 10,180 | $ 10,180 | $ 12,194 |
| Services & Maintenance | $ 131,558 | $ 133,537 | $ 133,537 | $ 133,537 | $ 132,043 |
| Internal Services | $ 30,779 | $ 36,736 | $ 36,736 | $ 36,736 | $ 34,067 |
| Capital Equipment | $ 48,141 | $ 6,750 | $ 6,750 | $ 6,750 | $ 9,000 |
| Subtotal | $ 1,349,439 | $ 1,424,402 | $ 1,424,402 | $ 1,424,402 | $ 1,284,595 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,349,439 | $ 1,424,402 | $ 1,424,402 | $ 1,424,402 | $ 1,284,595 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

ADMINISTRATION

**GOALS:**

- To continue to supervise and oversee all Fire Department activities in order to assure effective service to the public.
- To continue to coordinate and implement departmental planning; budget formulation and administration; personnel administration; and effective distribution and assignment of resources for all Department staff members to provide a healthy and productive work environment.
- To continue to review and update policy, procedures, rules and regulations for the Fire Department.

**OBJECTIVES:**

- Continue to look at, manage and implement our growth and apparatus plans.
- Continue to oversee implementation and improvement of CAD/RMS with Prevention for Fire Department use as well as all other divisions.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Apparatus replacement overhaul | 100% | 100% | 100% | 100% | 100% |
| Future growth and management | 100% | 100% | 100% | 100% | 100% |
| CAD/RMS implementation and improvement | 100% | 100% | 100% | 100% | 100% |

# DIVISION SUMMARY

10664144 DISASTER PREPAREDNESS

**MISSION:**

To safeguard the community from the effects of disaster through a comprehensive disaster preparedness program.

**DESCRIPTION:**

The Emergency Management Division provides for warning to the community in case of natural, man-made, or technological disaster, and for coordinating mitigation, preparedness, response, and recovery operations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 1 | 1 | 1 | 1 | 1 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 1 | 1 | 1 | 1 | 1 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 164,553 | $ 145,058 | $ 145,058 | $ 145,058 | $ 143,953 |
| Supplies & Materials | $ 47,376 | $ 43,114 | $ 43,114 | $ 43,114 | $ 42,936 |
| Services & Maintenance | $ 43,194 | $ 40,366 | $ 40,366 | $ 40,366 | $ 40,366 |
| Internal Services | $ 6,367 | $ 10,788 | $ 10,788 | $ 10,788 | $ 11,166 |
| Capital Equipment | $ 77,989 | $ 79,500 | $ 79,500 | $ 79,500 | $ - |
| Subtotal | $ 339,479 | $ 318,826 | $ 318,826 | $ 318,826 | $ 238,421 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 339,479 | $ 318,826 | $ 318,826 | $ 318,826 | $ 238,421 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

DISASTER PREPAREDNESS

**GOALS:**

- To maintain the Outdoor Warning System operational at 90% or greater
- To plan for and coordinate mitigation, preparedness, response, and recovery operations throughout the City
- To give warning to the community in case of impending natural, man-made, or technological emergency
- To continue integration of the National Incident Management System (NIMS) into the City Emergency Operations Plan
- To maintain a Community Emergency Response Volunteer Program

**OBJECTIVES:**

- To increase public awareness of severe weather safety
- To coordinate staff activities in review and update of the Emergency Operations Plan
- To coordinate and present applicable NIMS training
- To provide community outreach concerning severe weather warning and expected actions

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Review and update Emergency Operations Plan | 0 | 0 | 1 | 1 | 1 |
| Emergency Operations Center equipment tested quarterly | 4 | 4 | 4 | 4 | 4 |
| Audible voice warning system tested | 1 | 0 | 1 | 1 | 1 |
| Audible tone warning system tested | 43 | 45 | 42 | 42 | 42 |
| Training attended | 10 | 7 | 6 | 6 | 6 |
| Public awareness activities | 15 | 13 | 15 | 15 | 12 |
| Staff exercises | 0 | 0 | 1 | 1 | 2 |

# DIVISION SUMMARY

10664142 PREVENTION

**MISSION:**

Develop and maintain effective partnerships between the Fire Department and all segments of the community for the cause of public safety of the community to decrease the incidence of uncontrolled fire.

**DESCRIPTION:**

The Fire Prevention Division provides for the public safety and reduces the incidence and effects of fires by developing and enforcing fire safety codes and ordinances; by educating and informing the public in effective safety practices; and by investigating and analyzing fire cause and behavior, determining the nature and scope of the local fire problem.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 5 | 5 | 5 | 5 | 6 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 5 | 5 | 5 | 5 | 6 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 875,984 | $ 803,007 | $ 803,007 | $ 803,007 | $ 967,752 |
| Supplies & Materials | $ 25,390 | $ 21,730 | $ 24,230 | $ 24,230 | $ 21,133 |
| Services & Maintenance | $ 37,054 | $ 41,747 | $ 39,747 | $ 39,747 | $ 41,747 |
| Internal Services | $ 26,297 | $ 29,458 | $ 29,458 | $ 29,458 | $ 25,533 |
| Capital Equipment | $ 156,828 | $ - | $ - | $ - | $ 11,400 |
| Subtotal | $ 1,121,553 | $ 895,942 | $ 896,442 | $ 896,442 | $ 1,067,565 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,121,553 | $ 895,942 | $ 896,442 | $ 896,442 | $ 1,067,565 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

PREVENTION

**GOALS:**

- Provide for the public's safety by creating awareness of fire as a personal, family, business and community concern and by securing the cooperation of individuals and property owners in fire-safe practices for the safety of themselves and others.
- Maintain Fire Inspector and Fire Protection Engineer skills to current state law and national standards.
- Provide for a fire safe community through the development of fire safety codes and ordinances, and inspection and enforcement by discovering and correcting deficiencies that pose a threat to life and property from fire.
- Examine 100% of all plans submitted for; deficiencies of built-in safeguards designed to prevent fire form starting, protect the occupants and limit the spread of fire should it occur.
- Determine the nature and scope of the local fire problem by identifying areas that may require corrective educational efforts, inspection emphasis, and legislation or criminal prosecution.

**OBJECTIVES:**

- Conduct 100% of all educational programs requested by the public. Host the annual Fire Prevention Week, Arson Awareness Week, participate in Safety Town and other public education activities.
- Maintain Fire Inspector, Investigation and Plan review skills through training and certifications to met NFPA, IFC, CLEET (for commissioned personnel), seminars and the National Fire Academy.
- Following NOC and IFC codes inspect 100% of all new construction and existing "high hazard" properties, inspect 100% of all existing multi-residential properties. All other properties subject to fire inspections completed biannually.
- Determine the cause for 90% of all fires that occur. Maintain a 60% clearance rate and 95% conviction rate for fires determined to be arson.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Public education conducted | 95 | 82 | 110 | 75 | 70 |
| Personnel fully certified | 6 | 6 | 6 | 6 | 6 |
| Inspections | 1,368 | 1,704 | 1,600 | 1,800 | 1,850 |
| Plans reviewed | 529 | 572 | 575 | 575 | 570 |
| Juvenile Fire Starter Contacts | 9 | 7 | 6 | 7 | 8 |
| Fire Investigations | 127 | 155 | 115 | 145 | 150 |
| Calls | 216 | 312 | 260 | 325 | 350 |

# DIVISION SUMMARY

10664143 SUPPRESSION

**MISSION:**

Fire Suppression Division forces are in a constant state of readiness to respond effectively to any emergency need.

**DESCRIPTION:**

The Fire Suppression Division, by maintaining an effective force of personnel and equipment, provides the emergency response to occurrences of fire, explosion, hazardous, toxic, and biological materials releases, and medical emergencies.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 119 | 119 | 119 | 119 | 119 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 119 | 119 | 119 | 119 | 119 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 17,356,320 | $ 17,156,614 | $ 17,156,614 | $ 17,156,614 | $ 16,448,513 |
| Supplies & Materials | $ 266,465 | $ 248,803 | $ 251,044 | $ 251,044 | $ 198,762 |
| Services & Maintenance | $ 221,655 | $ 215,676 | $ 215,676 | $ 215,676 | $ 194,176 |
| Internal Services | $ 697,001 | $ 1,018,555 | $ 1,018,555 | $ 1,018,555 | $ 1,064,126 |
| Capital Equipment | $ 127,039 | $ 382,855 | $ 392,445 | $ 392,445 | $ 559,601 |
| Subtotal | $ 18,668,480 | $ 19,022,503 | $ 19,034,334 | $ 19,034,334 | $ 18,465,178 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 18,668,480 | $ 19,022,503 | $ 19,034,334 | $ 19,034,334 | $ 18,465,178 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SUPPRESSION

**GOALS:**

- To provide an effective response to emergency medical calls, fires, explosions, hazardous materials releases, rescue from hazardous conditions and other emergencies to reduce the threats of harm or loss to the public.
- Provide an effective force of personnel and equipment in a constant state of readiness to assure the availability of a response at all times.

**OBJECTIVES:**

- Maintain per capita fire loss at less than the national average.
- To become more proficient in all of the fire, rescue, and hazardous materials response disciplines by preparation, training, and evaluating response effectiveness. Identify and engage personnel in the overall succession planning goals.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Unique Incident Calls | 19,736 | 20,626 | na | 21,533 using a 4.4% factor | 22,481 |
| All unit Response | 10,749 | 12,016 | 12,500 | 28,320 using a 4% factor | 30,113 |
| Resue & Emergency Medical Calls answered | 12,016 | 12,430 | 12,500 | 12,865 using a 3.5% factor | 12,865 |
| Training Hours Fire/Rescue/HAZMAT/EMS | 26,705 | 34,134 | 30,000 | 25,000 | 30,000 |
| Typical staff/unit | 4 | 4 | 4 | 4 | 4 |
| Ratio to national staff / unit | 100% | 100% | 100% | 100% | 100% |

# DIVISION SUMMARY

10664141 TRAINING

**MISSION:**

Develop and maintain a highly skilled workforce.

**DESCRIPTION:**

The Training Division provides for the development and maintenance of essential job skills for all Fire Department members through modern and comprehensive training programs. Training also provides staff support in all areas of human resource management and development.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 1 | 1 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 1 | 1 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 214,108 | $ 207,674 | $ 207,674 | $ 207,674 | $ 360,170 |
| Supplies & Materials | $ 13,001 | $ 11,897 | $ 11,897 | $ 11,897 | $ 58,370 |
| Services & Maintenance | $ 11,493 | $ 11,320 | $ 11,320 | $ 11,320 | $ 86,470 |
| Internal Services | $ 16,115 | $ 21,983 | $ 21,983 | $ 21,983 | $ 18,080 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ 343,765 |
| Subtotal | $ 254,718 | $ 252,874 | $ 252,874 | $ 252,874 | $ 866,855 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 254,718 | $ 252,874 | $ 252,874 | $ 252,874 | $ 866,855 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

TRAINING

**GOALS:**

- Provide essential job skill training to all Department members to assure a high level of proficiency
- To allow opportunity and attempt to get all NFD to a Firefighter II certified department
- Get monthly training distributed to the department
- Expand local training opportunities
- To aid Administration in ISO efforts
- Maintain a certified Firefighter I facility

**OBJECTIVES:**

- Provide courses needed to bring necessary staff members to the Train the Trainer level for Firefighter certification training.
- Maintain required proficiency certifications through internal training programs for all members.
- Increase participation in outside training programs.

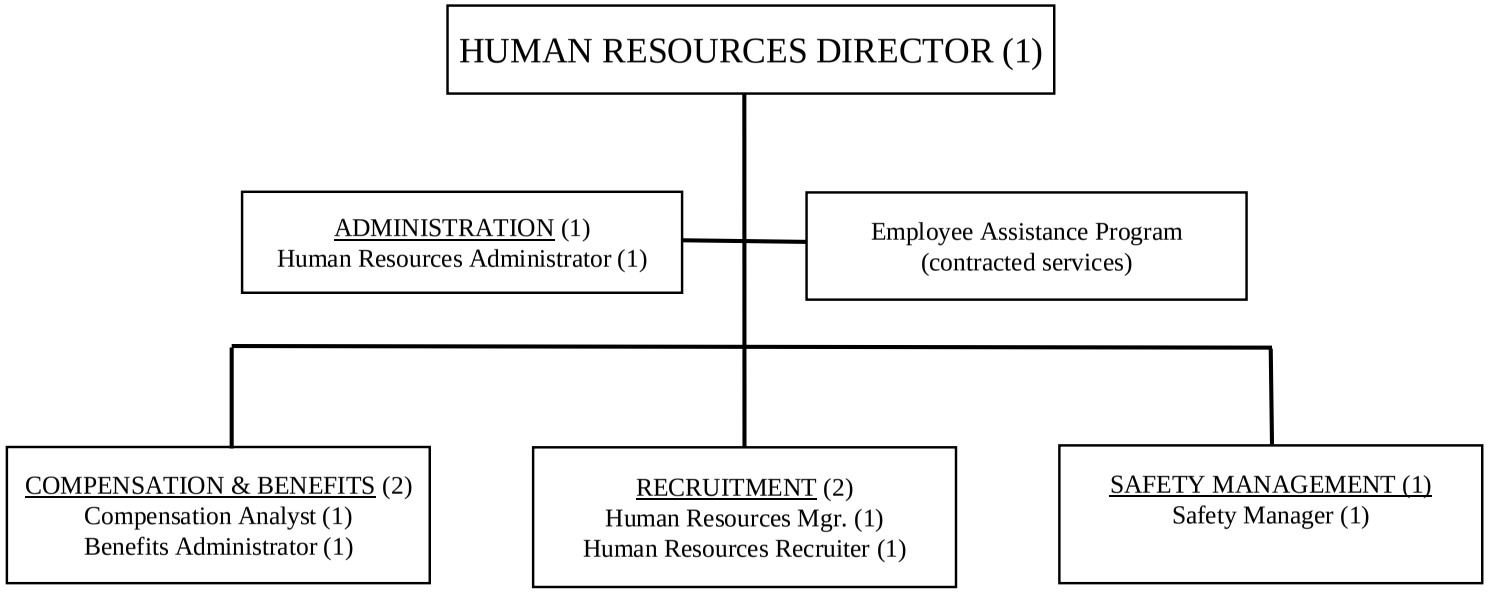
**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Total staff hours in internal training programs | 20,705 | 28,094 | 25,000 | 20,000 | 25,000 |
| Recruit academy | 2,600 | 480 | 5,000 | 6,040 | 5,000 |
| Total training hours | 23,305 | 28,574 | 30,000 | 26,040 | 30,000 |
| Firefighters with Firefighter Certification II | 67 | 72 | 80 | 83 | 89 |
| Outside training classes attended | 52 | 62 | 60 | 45 | 60 |
| Total EMT members | 101 | 100 | 106 | 100 | 100 |
| Total A-EMT members | 27 | 26 | 28 | 26 | 30 |
| Total Paramedic members | 27 | 29 | 30 | 29 | 30 |

Notes to Results Report:
EMT – Emergency Medical Technician-Basic
A-EMT – Advanced Medical Technician

# *HUMAN RESOURCES DEPARTMENT*

**7** EMPLOYEES



# DEPARTMENT SUMMARY

TOTAL HUMAN RESOURCES DEPARTMENT

**MISSION:**

The Human Resources Department serves as a strategic partner in advancing the City of Norman's mission by attracting, developing, and retaining a diverse and talented workforce. We are dedicated to providing responsive, innovative, and people-centered services that strengthen organizational performance, enhance employee engagement, and promote equity and transparency. In collaboration with City leadership, departments, and employees, HR fosters a culture of respect, accountability, and continuous growth aligned with City Council goals and community priorities.

**DESCRIPTION:**

The Human Resources Department fulfills this mission through:

- Administration of comprehensive human resource programs, policies, employee relations, and benefits—delivered with integrity, professionalism, and a strong commitment to customer service.
- Recruitment and selection in compliance with federal, state, and local laws.
- Training and development initiatives designed to strengthen our workforce, support career growth, and maximize both individual and organizational performance.
- Safety management and employee assistance programs dedicated to the health, well-being, and security of employees and citizens, while minimizing organizational risk.
- Maintenance of a fair and competitive classification and compensation system that supports internal equity and recognizes employee contributions to the City's success.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 9 | 9 | 7 | 7 | 7 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 9 | 9 | 7 | 7 | 7 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 788,123 | $ 965,745 | $ 848,326 | $ 848,326 | $ 694,731 |
| Supplies & Materials | $ 41,553 | $ 55,558 | $ 38,669 | $ 38,669 | $ 44,266 |
| Services & Maintenance | $ 236,354 | $ 387,220 | $ 353,423 | $ 353,423 | $ 365,365 |
| Internal Services | $ 58,361 | $ 76,677 | $ 76,677 | $ 76,677 | $ 66,658 |
| Capital Equipment | $ 2,230 | $ 2,250 | $ (4,750) | $ (4,750) | $ 6,750 |
| Subtotal | $ 1,126,621 | $ 1,487,450 | $ 1,312,345 | $ 1,312,345 | $ 1,177,770 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 1,126,621 | $ 1,487,450 | $ 1,312,345 | $ 1,312,345 | $ 1,177,770 |

# DIVISION SUMMARY

10131530 HUMAN RESOURCES

**MISSION:**

The Human Resources Department is committed to hiring, developing, and retaining a diverse, knowledgeable, and effective workforce dedicated to providing high-quality and cost-effective services to the citizens of Norman. Through leadership, direction, and support, HR staff partner with managers and employees to achieve organizational excellence. Our programs are designed to align with City Council goals and objectives while fostering open communication, mutual respect, and strong representation between management and labor.

**DESCRIPTION:**

The Human Resources Department fulfills this mission through:

- Administration of comprehensive HR programs, policies, employee relations, and benefits—provided with integrity, professionalism, and a strong commitment to customer service.
- Recruitment and selection practices that attract and retain high-quality employees while ensuring full compliance with federal, state, and local laws.
- Training and development opportunities that strengthen our workforce and enhance both individual and organizational performance.
- Employee assistance and safety support dedicated to employee well-being and to minimizing risks that could affect employees, operations, or the community.
- Personalized assistance with employee benefits to ensure employees and retirees receive the information, support, and guidance they need to make informed decisions.
- Maintenance of an equitable and competitive classification and compensation system that supports fairness, internal consistency, and the City's ability to recruit and retain talent.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 7 | 7 | 6 | 6 | 6 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 7 | 7 | 6 | 6 | 6 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 633,942 | $ 764,968 | $ 764,968 | $ 764,968 | $ 621,340 |
| Supplies & Materials | $ 20,418 | $ 29,997 | $ 29,997 | $ 29,997 | $ 29,822 |
| Services & Maintenance | $ 140,913 | $ 277,752 | $ 277,752 | $ 277,752 | $ 277,752 |
| Internal Services | $ 54,278 | $ 72,518 | $ 72,518 | $ 72,518 | $ 65,229 |
| Capital Equipment | $ 2,230 | $ 2,250 | $ (4,750) | $ (4,750) | $ 6,750 |
| Subtotal | $ 851,780 | $ 1,147,485 | $ 1,140,485 | $ 1,140,485 | $ 1,000,893 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 851,780 | $ 1,147,485 | $ 1,140,485 | $ 1,140,485 | $ 1,000,893 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

HUMAN RESOURCES

**GOALS:**

- Attract, develop, and retain a diverse and talented workforce that reflects the community we serve.
- Foster a culture of respect, accountability, and continuous learning across all departments.
- Enhance employee engagement through transparent communication, recognition, and professional development opportunities.
- Strengthen partnerships with City leadership and departments to deliver timely, customer-focused HR services.
- Deliver competitive and comprehensive benefits programs that promote employee well-being, retention, and financial security, while providing individualized support and assistance to employees and retirees navigating their benefits.
- Ensure compliance with all federal, state, and local employment laws and promote ethical, equitable practices.
- Maintain competitive and equitable classification and compensation systems that reward performance and support retention.
- Advance employee health, safety, and well-being through proactive risk management and wellness initiatives.
- Modernize HR processes and technology to improve efficiency, accessibility, and data-driven decision-making.

**OBJECTIVES:**

- Strengthen supervisor and manager capability by providing regular training, coaching, and guidance that promote fair, consistent, and respectful HR practices.
- Reduce employee concerns and grievances through proactive communication, early intervention, and collaborative problem-solving with union and management partners.
- Recruit, hire, and develop high-quality employees by using people-centered, equitable, and transparent selection processes.
- Provide personalized and accessible benefits support while offering active wellness and well-being programs that help employees and retirees feel informed, supported, and cared for.
- Enhance job performance and professional growth through an evaluation system that encourages continuous feedback, action planning, and year-round coaching.
- Build employee engagement and community connection through meaningful recognition, special events, and programs that reinforce belonging and appreciation across the organization.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Total Number of new hires | 129 | 95 | 80 | 70 | 90 |
| Annual benefits Satisfaction Score (via engagement or standalone survey) | n/a | n/a | 85% | 85% | 85% |
| Individualized Support & Service Delivery (response time) | n/a | n/a | within 24 hours | within 24 hours | within 24 hours |

# DIVISION SUMMARY

10131192 EMPLOYEE ASSISTANCE PROGRAM

**MISSION:**

The mission of the Employee Assistance Program is to provide caring, confidential, and timely support that helps employees address personal or work-related challenges and maintain their well-being, safety, and effectiveness at work.

**DESCRIPTION:**

A comprehensive, confidential program that supports the prevention and resolution of employee concerns through education, assessment, and counseling. The EAP also coordinates and monitors alcohol and drug testing to ensure organizational safety and compliance.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ 44 | $ 44 | $ 44 | $ 44 |
| Services & Maintenance | $ 29,400 | $ 29,400 | $ 29,400 | $ 29,400 | $ 29,400 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 29,400 | $ 29,444 | $ 29,444 | $ 29,444 | $ 29,444 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 29,400 | $ 29,444 | $ 29,444 | $ 29,444 | $ 29,444 |

# DIVISION SUMMARY

10131232 SAFETY

**MISSION:**

The mission of the Safety Division is to mentor, train, and support all City of Norman employees in delivering services safely and responsibly. We strive to minimize workplace hazards, prevent injuries, and protect City property and equipment, while ensuring the safety and well-being of the community we serve.

**DESCRIPTION:**

The Safety Division provides employees with the oversight, coaching, and training needed to ensure that safe operations remain a top priority in all City activities. We are committed to maintaining a healthy and hazard-free workplace by complying with applicable regulations and proactively identifying and addressing potential risks. This commitment is fulfilled through regular worksite inspections, hazard assessments, activity hazard analyses, training needs assessments, and by delivering the guidance, coaching, and instruction employees need to work safely and confidently.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 1 | 1 | 1 | 1 | 1 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 1 | 1 | 1 | 1 | 1 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 30,763 | $ 73,843 | $ 73,843 | $ 73,843 | $ 73,391 |
| Supplies & Materials | $ 8,644 | $ 9,128 | $ 8,628 | $ 8,628 | $ 14,400 |
| Services & Maintenance | $ 53,598 | $ 40,913 | $ 41,413 | $ 41,413 | $ 58,213 |
| Internal Services | $ 1,361 | $ 1,357 | $ 1,357 | $ 1,357 | $ 1,429 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 94,366 | $ 125,241 | $ 125,241 | $ 125,241 | $ 147,433 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 94,366 | $ 125,241 | $ 125,241 | $ 125,241 | $ 147,433 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SAFETY

**GOALS:**

- Develop and maintain effective safety practices within every department to reduce injuries and prevent incidents.
- Conduct regular safety inspections to ensure employees work in environments free from hazards and unsafe conditions.
- Provide meaningful and accessible training that strengthens employees' safety knowledge, confidence, and personal responsibility.
- Foster a culture where employees are actively engaged in safety practices, policies, and continuous improvement.

**OBJECTIVES:**

- Hold monthly safety meetings at each City facility and ensure training meets or exceeds OSHA standards.
- Mentor and support departmental safety committees to strengthen safety leadership across all departments.
- Deliver formal, hands-on training for operations employees, including trenching and shoring, confined space entry, traffic safety, operational risk assessment, vehicle operation, and regulatory compliance.
- Conduct quarterly safety inspections of all City facilities to identify and correct hazards promptly.
- Work closely with IT to make ongoing improvements in all departments as needed to protect employees and citizens.
- Improve overall Safety and Security with Active Shooter Preparedness and First Aid, CPR, and AED certification training for employees.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Certification of employees in First Aid/CPR/AED | 20 | 1 | 30 | 30 | 30 |
| Cost savings of certifying employees in First Aid/CPR/AED | 1,200 | 0 | 2,400 | 2,400 | 2,400 |
| Conduct safety meetings at CON facilities in compliance with OSHA standards to help minimize accidents/injuries | 80 | 110 | 220 | 220 | 220 |
| Perform Job Hazard Analyses at work sites and correct or improve hazards | 20 | 20 | 20 | 20 | 20 |

Notes to Results Report:
Safety Manager was hired 7/6/25 therefore, indicators for FYE26 will not accurately reflect ability

# *INFORMATION TECHNOLOGY DEPARTMENT*

19 EMPLOYEES

I.T. DIRECTOR (1)

Administrative Technician IV (1)

**Business Systems and Development (8)**
IT Manager (1)
Business Systems Analyst (3)
Web and App Developer (1)
AI Analyst (1)
Print Graphic Designer I (1)
Print Graphic Designer II (1)

**Network, Infrastructure, and Support (7)**
IT Manager (1)
Network Engineer (1)
Systems Administrator (2)
Systems Support Technician (3)

**IT Security (2)**
Chief Information Security Officer (1)
Security Analyst (1)

# DEPARTMENT SUMMARY

TOTAL INFORMATION TECHNOLOGY DEPARTMENT

**MISSION:**

The mission of the Information Technology (IT) Department is to provide the highest quality technology-based services, in the most cost-effective manner, with optimal delivery, to the citizens, elected officials, and staff members of the City of Norman ensuring the maximization of the citizens' financial investments and the proper utilization, security, performance and availability of those technology-based services.

**DESCRIPTION:**

The Information Technology Department provides information systems management services to all departments in the City of Norman. This support includes approximately 1,900 personal computers, laptops, and network infrastructure devices. These devices are required for server connectivity to a 5-building main campus and 28 remote sites. The local area and wide area networks (LAN/WAN) provides workstations connectivity to each wireless and wired workstation used by employees in the City of Norman. Services provided by the IT Department include email storage and support, internet access support, desktop support, document administration, departmental systems application support and implementation, enterprise application support in the form of IBM iSeries, quality control for implementation, network servers and virtualization administration and support, web page design, security, telecommunications including VOIP and wireless phones, server and PC configuration management, data storage management, project management, and infrastructure design and support. The Office Services/ Print Shop division transferred to the Information Technology Department in FYE 23.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 18 | 18 | 19 | 19 | 19 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 18 | 18 | 19 | 19 | 19 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,524,179 | $ 2,634,753 | $ 2,634,753 | $ 2,634,753 | $ 2,743,575 |
| Supplies & Materials | $ 57,415 | $ 50,483 | $ 60,483 | $ 60,483 | $ 60,680 |
| Services & Maintenance | $ 1,891,023 | $ 1,984,818 | $ 1,974,818 | $ 1,974,818 | $ 2,246,118 |
| Internal Services | $ 45,924 | $ 46,701 | $ 46,701 | $ 46,701 | $ 38,886 |
| Capital Equipment | $ 71,920 | $ 146,250 | $ 153,250 | $ 153,250 | $ 50,250 |
| Subtotal | $ 4,590,462 | $ 4,863,005 | $ 4,870,005 | $ 4,870,005 | $ 5,139,509 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 4,590,462 | $ 4,863,005 | $ 4,870,005 | $ 4,870,005 | $ 5,139,509 |

# DIVISION SUMMARY

10123121 INFORMATION TECHNOLOGY

**MISSION:**

The mission of the Information Technology (IT) Department is to provide the highest quality technology-based services, in the most cost-effective manner, with optimal delivery, to the citizens, elected officials, and staff members of the City of Norman ensuring the maximization of the citizens' financial investments and the proper utilization, security, performance and availability of those technology-based services.

**DESCRIPTION:**

The Information Technology (IT) Department provides information systems management services to all departments in the City of Norman. These services expand to approximately 1,900 personal computers, laptops, and network infrastructure devices. These devices are required for server connectivity to a 5 building main campus and 29 remote sites. The local area and wide area networks (LAN/WAN) provide all city workstations connectivity to the city wired, and wireless network for security, data processing, storage, and backup services. The IT Department also includes the following digital services: email processing, support, and storage, secure internet access, desktop support, document administrations, departmental systems application support and implementation services, enterprise application support, quality control for implementation, network servers, and virtualization administration, web page design and support, cyber security and threat mitigation, telecommunications including Voice Over Internet Protocol (VOIP), wireless device support, server and PC configuration management, data storage management, digital project management, and infrastructure design and support. The Office Services/ Print Shop division transferred to the IT Department in FYE 23.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 16 | 16 | 17 | 17 | 17 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 16 | 16 | 17 | 17 | 17 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,334,391 | $ 2,426,875 | $ 2,426,875 | $ 2,426,875 | $ 2,536,262 |
| Supplies & Materials | $ 30,933 | $ 26,207 | $ 26,207 | $ 26,207 | $ 26,380 |
| Services & Maintenance | $ 1,807,618 | $ 1,874,492 | $ 1,874,492 | $ 1,874,492 | $ 2,135,792 |
| Internal Services | $ 42,952 | $ 43,738 | $ 43,738 | $ 43,738 | $ 35,777 |
| Capital Equipment | $ 43,786 | $ 146,250 | $ 153,250 | $ 153,250 | $ 50,250 |
| Subtotal | $ 4,259,680 | $ 4,517,562 | $ 4,524,562 | $ 4,524,562 | $ 4,784,461 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 4,259,680 | $ 4,517,562 | $ 4,524,562 | $ 4,524,562 | $ 4,784,461 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

INFORMATION TECHNOLOGY

**GOALS:**

Information systems and infrastructure are utilized in every department within the City of Norman and therefore the services rendered by the City of Norman staff to the citizens of Norman are directly impacted by Information Technology. Our goal is to provide effective information technology solutions and support in the form of helpdesk operations, applications support, network and server support, network security, network infrastructure design/support, and process improvement/development to all departments of the City of Norman in order to:

• Ensure the security, integrity, and proper utilization of the City's information and communication systems hardware, software, and data resources.

• Protect the citizens', elected officials', and staff members' investment in the City's information and communication systems resources.

• Ensure that the City's information and communication systems resources are available to City staff members and the public.

• Ensure that the City's employees have complete support and training for any and all IT systems utilized.

• Strive for standardization of systems and processes when and where applicable.

• Develop a broader range of more robust and secure technology solutions.

**OBJECTIVES:**

• Sustain and monitor filters for email tracking, web filtering, and infrastructure protection to reduce system intrusions and establish a solid sustainment strategy. This includes implementing cybersecurity strategies with dedicated personnel to monitor our various IT systems, enhancing security, minimizing data loss, and maximizing data protection.

• Continue to educate and collaborate with end users through the IT Support Center for quick responses to issues, problems, and technical assistance requests. Utilize the Service Level Agreement (SLA) to organize IT trouble tickets and communicate fix times with end users, ensuring a smooth workflow and clear communication between IT staff and City employees.

• Enhance the disaster recovery strategy by expanding backup services to additional critical data points. Collaborate with the Emergency Operations Center (EOC) team to build a world-class data center focused on redundancy, uptime, and seamless failover, ensuring the continuity of critical and public safety technology in the event of power loss or a major disaster.

• Continue the momentum from previous years to improve data center wiring, electrical infrastructure, fire suppression, and cooling systems across various data centers. This will protect the public's investment in the critical technologies that keep the City's services operational.

• Engage various City departments and divisions in the ongoing effort to secure the City's physical locations through camera systems, building access management, and monitoring systems. This collaborative effort will create a more secure environment, safeguarding not only the City's network but also its valuable physical assets and people.

• Enhance the City's Enterprise Resource Planning (ERP) system, which includes software suites responsible for managing data related to budgeting, accounts payable, accounts receivable, assets, inventory, purchasing, payroll, personnel, permits, code enforcement, land/parcel management, courts, and utility billing. Improve business processes by implementing and sustaining a modern ERP solution. Continue to manage and maintain the ERP software, while educating users on business processes. Reduce waste by automating manual processes and digitizing forms, documents, and records.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Number of IT work requests completed | 5,871 | 4,528 | 4,200 | 4,400 | 4,200 |
| Number of public safety users supported | 420 | 428 | 420 | 440 | 440 |
| Number of public safety systems supported (PC's, laptops, printers, faxes, copiers, phones) | 400 | 425 | 400 | 420 | 440 |
| Number of public safety vehicles outfitted with IT supported equipment | 165 | 145 | 155 | 152 | 140 |
| Number of public safety network and infrastructure devices supported (wireless air cards, access points, network switches) | 250 | 250 | 250 | 230 | 250 |
| Number of public safety work requests resolved | 1,407 | 1,589 | 1,500 | 1,863 | 1,700 |
| Number of department system users supported (excluding public safety) | 354 | 430 | 398 | 420 | 460 |
| Number of department devices supported (excluding public safety) ( VOIP Phones , Cell Phones/Devices, Access Control (Doors, Cameras), Tablets) | 553 | 542 | 600 | 590 | 525 |
| Number of business applications supported | 375 | 375 | 375 | 378 | 375 |
| Number and type of major projects launched | 12 | 12 | 18 | 15 | 14 |
| Percent of servers virtualized | 99% | 99% | 99% | 100% | 100% |
| Data growth in petabytes* | 1.5 | 1.5 | 1.2 | 99TB | 1.0 |

Notes to Results Report:

*1Terabyte is equivalent to 1,024 Gigabytes and 1 Gigabyte is equivalent to a 65,000 page MS Word document. PD Body Cam will increase growth significantly.

# DIVISION SUMMARY

10123123 OFFICE SERVICES

**MISSION:**

Office Services Division specialize in the creation of visual designs for print materials for the City of Norman including but not limited to; brochures, business cards, election material, marketing materials, inserts, training, utility billings, etc. We provide document solutions, printing, copying, scanning, and mail handling services for City departments and divisions. It is our commitment to consistently provide exceptional customer service and satisfaction. We are priority focused to meet deadlines, quality standards, and professionalism. It is our promise to identify cost saving measures, minimize waste, and utilize technological advances to meet and exceed the needs of the City regularly.

**DESCRIPTION:**

- Creation of visual designs for print materials for the City of Norman including but not limited to brochures, labels, business cards, election materials, marketing materials, inserts, training, etc. Staff are responsible to conceptualize designs, prepare mockups, and creation of final designs and product from print to binding and finishing.
- Operate and maintain a variety of enterprise level print shop equipment in or to print, bind, collate, hole punch, pad, cut, fold, and stuff printed materials

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 2 | 2 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 189,788 | $ 207,878 | $ 207,878 | $ 207,878 | $ 207,313 |
| Supplies & Materials | $ 26,482 | $ 24,276 | $ 34,276 | $ 34,276 | $ 34,300 |
| Services & Maintenance | $ 83,406 | $ 110,326 | $ 100,326 | $ 100,326 | $ 110,326 |
| Internal Services | $ 2,972 | $ 2,963 | $ 2,963 | $ 2,963 | $ 3,109 |
| Capital Equipment | $ 28,134 | $ - | $ - | $ - | $ - |
| Subtotal | $ 330,782 | $ 345,443 | $ 345,443 | $ 345,443 | $ 355,048 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 330,782 | $ 345,443 | $ 345,443 | $ 345,443 | $ 355,048 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

OFFICE SERVICES

**GOALS:**

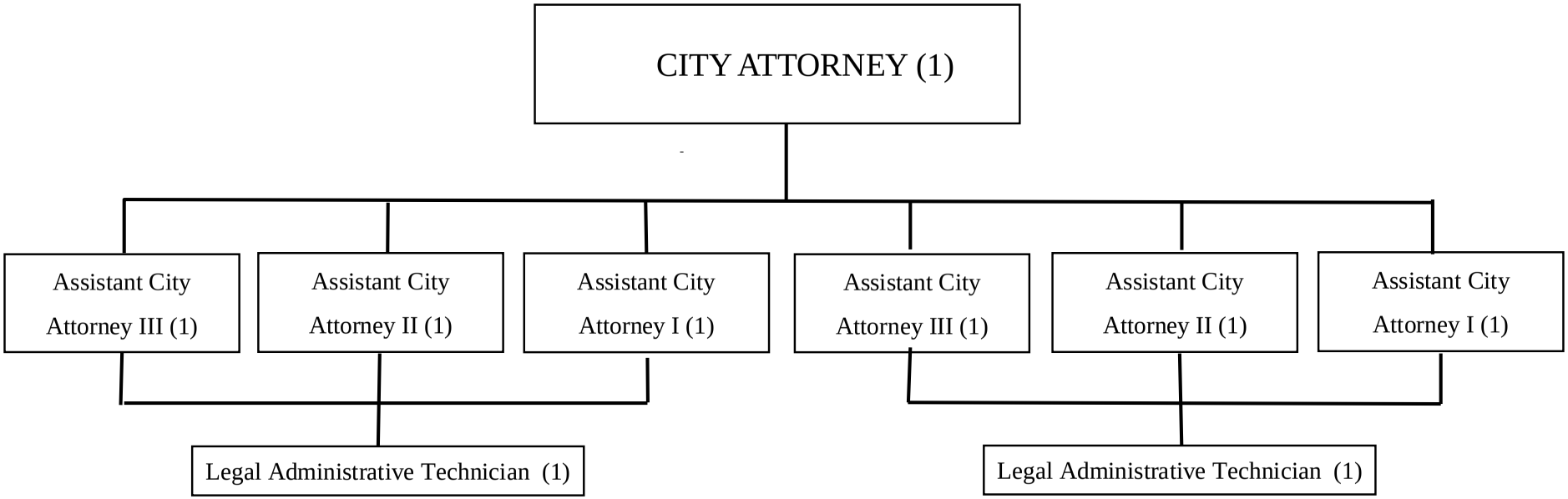
- Reduce the number of unneeded copies
- Strive for efficient excellence, flawless execution for quality and quantity while delivering a superior product in-house rather than outsourcing
- Review, examine, and evaluate needs of divisions citywide in effort to assist in time saving measures
- Improve customer satisfaction, reduce turn-a-round time for jobs by 5%
- Utilize technology by imposition prior to printing
- Ensure we are getting best possible price on supplies
- Increase waste awareness by sampling

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Percentage of equipment down | >5% | >5% | >5% | >5% | >5% |
| Complete requests for services by the scheduled completion date and time as specified percentage of time | 99% | 99% | 95% | 94% | 98% |
| Reduce follow up time | 7% | 5% | >5% | 10% | 8% |
| Increase awareness regarding minimizing waste, monitor workflow, and advertise services | 95% | 95% | 93% | 100% | 95% |
| Reduce outside printing costs by | >5% | 10% | 5% | 10% | >5% |

# *LEGAL DEPARTMENT*

9 EMPLOYEES



# DEPARTMENT SUMMARY

TOTAL LEGAL DEPARTMENT

**MISSION:**

It is the mission of the Legal Department of the City of Norman to provide effective, efficient, professional, informed, progressive and preventive legal advice and services to the City Council, City Manager, City staff, Boards and Commissions; thereby, protecting the rights and interests of the citizens of the City of Norman and the City as a municipal corporation.

**DESCRIPTION:**

The Legal Department provides legal services through prosecution of cases initiated by the City, defends actions brought against the City, and provides legal opinions and legal advice on pertinent issues. The Legal Department provides legal research for the City Council, City Manager, City staff, Boards and Commissions. Department representatives attend all City Council meetings and attend Study Sessions and Board and Commission meetings, as requested. A Department Representative serves as Police Legal Advisor and attends Police staff meetings. The Department provides legal representation for Municipal Court prosecutions and appeals. The Department also provides leadership in community juvenile crime offender programs and in the operation of the Dispute Mediation Program.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 9 | 9 | 9 | 9 | 9 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 9 | 9 | 9 | 9 | 9 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,287,406 | $ 1,372,750 | $ 1,427,476 | $ 1,427,476 | $ 1,445,564 |
| Supplies & Materials | $ 5,472 | $ 12,498 | $ 12,498 | $ 12,498 | $ 12,498 |
| Services & Maintenance | $ 330,388 | $ 241,313 | $ 186,587 | $ 186,587 | $ 241,313 |
| Internal Services | $ 48,403 | $ 49,646 | $ 49,646 | $ 49,646 | $ 40,384 |
| Capital Equipment | $ 1,993 | $ 15,750 | $ 15,750 | $ 15,750 | $ 2,250 |
| Subtotal | $ 1,673,661 | $ 1,691,957 | $ 1,691,957 | $ 1,691,957 | $ 1,742,009 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 1,673,661 | $ 1,691,957 | $ 1,691,957 | $ 1,691,957 | $ 1,742,009 |

# DIVISION SUMMARY

10122220 LEGAL

**MISSION:**

It is the mission of the Legal Department of the City of Norman to provide effective, efficient, professional, informed, progressive and preventive legal advice and services to the City Council, City Manager, City staff, Boards and Commissions; thereby, protecting the rights and interests of the citizens of the City of Norman and the City as a municipal corporation.

**DESCRIPTION:**

The Legal Department provides legal services through prosecution of cases initiated by the City, defends actions brought against the City, and provides legal opinions and legal advice on pertinent issues. The Legal Department provides legal research for the City Council, City Manager, City staff, Boards and Commissions. Department representatives attend all City Council meetings and attend Study Sessions and Board and Commission meetings, as requested. A Department Representative serves as Police Legal Advisor and attends Police staff meetings. The Department provides legal representation for Municipal Court prosecutions and appeals. The Department also provides leadership in community juvenile crime offender programs and in the operation of the Dispute Mediation Program.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 9 | 9 | 9 | 9 | 9 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 9 | 9 | 9 | 9 | 9 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,287,406 | $ 1,372,750 | $ 1,427,476 | $ 1,427,476 | $ 1,445,564 |
| Supplies & Materials | $ 5,472 | $ 12,498 | $ 12,498 | $ 12,498 | $ 12,498 |
| Services & Maintenance | $ 330,388 | $ 241,083 | $ 186,357 | $ 186,357 | $ 241,083 |
| Internal Services | $ 48,403 | $ 49,646 | $ 49,646 | $ 49,646 | $ 40,384 |
| Capital Equipment | $ 1,993 | $ 15,750 | $ 15,750 | $ 15,750 | $ 2,250 |
| Subtotal | $ 1,673,661 | $ 1,691,727 | $ 1,691,727 | $ 1,691,727 | $ 1,741,779 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,673,661 | $ 1,691,727 | $ 1,691,727 | $ 1,691,727 | $ 1,741,779 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

LEGAL

**GOALS:**

- Continue to enhance tort claims process
- Process workers' compensation cases more efficiently
- Process expungements more efficiently to ensure statutory requirements are met
- Expand and enhance staff productivity through better use of technology by staff
- Develop debt recovery/collections process for reimbursement of damages to City property
- Develop and produce a departmental policy regarding the appropriate use of AI
- Develop and produce a departmental policies/procedures handbook

**OBJECTIVES:**

- Maintain periodic updates of departmental website
- Review and streamline process and tracking of tort claims
- Establish databases and tracking mechanism for workers' compensation cases, pre and post February 1, 2014
- Maintain database and streamline tracking mechanism for expungements
- Establish database and streamline tracking mechanism for collection process
- Allow easier transition and cross-training for departmental staff

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Quarterly review and update of departmental website | 75% | 70% | 75% | 70% | 80% |
| Process payment of tort claims within 30 business days of receipt of departmental response | 70% | 70% | 75% | 70% | 75% |
| Develop database to track current workers' compensation cases with dates of injury prior to February 1, 2014 | 95% | 95% | 98% | 95% | 98% |
| Develop database to track current workers' compensation cases under new Act and guidelines effective February 1, 2014 | 95% | 95% | 98% | 95% | 98% |
| Review expungement database and modify to include all necessary steps to finalize expungement of records | 95% | 95% | 98% | 95% | 98% |
| Expand use of various software packages to assist staff with tracking and maintaining updated information on departmental files and encouraging efficient use of time on the part of staff | 40% | 40% | 50% | 40% | 50% |
| Develop procedure and tracking mechanism for pursuing reimbursement of property damage to City property | 95% | 95% | 98% | 95% | 98% |
| Develop departmental policy/procedures handbook | 50% | 50% | 75% | 50% | 75% |

# DIVISION SUMMARY

10122185 HUMAN RIGHTS COMMISSION

**MISSION:**

The mission of the Human Rights Commission is to promote and encourage fair treatment and mutual understanding among all citizens, combat all prejudice, bigotry and discrimination, advise the City of Norman on human rights issues, coordinate citizen involvement, and promote equality in all fields of human relations.

**DESCRIPTION:**

The Human Rights Commission receives, investigates and seeks the satisfactory adjustment of complaints, which charge unlawful practices set forth in Chapter 7 of the Norman Code of Ordinances.

**PERSONNEL:**

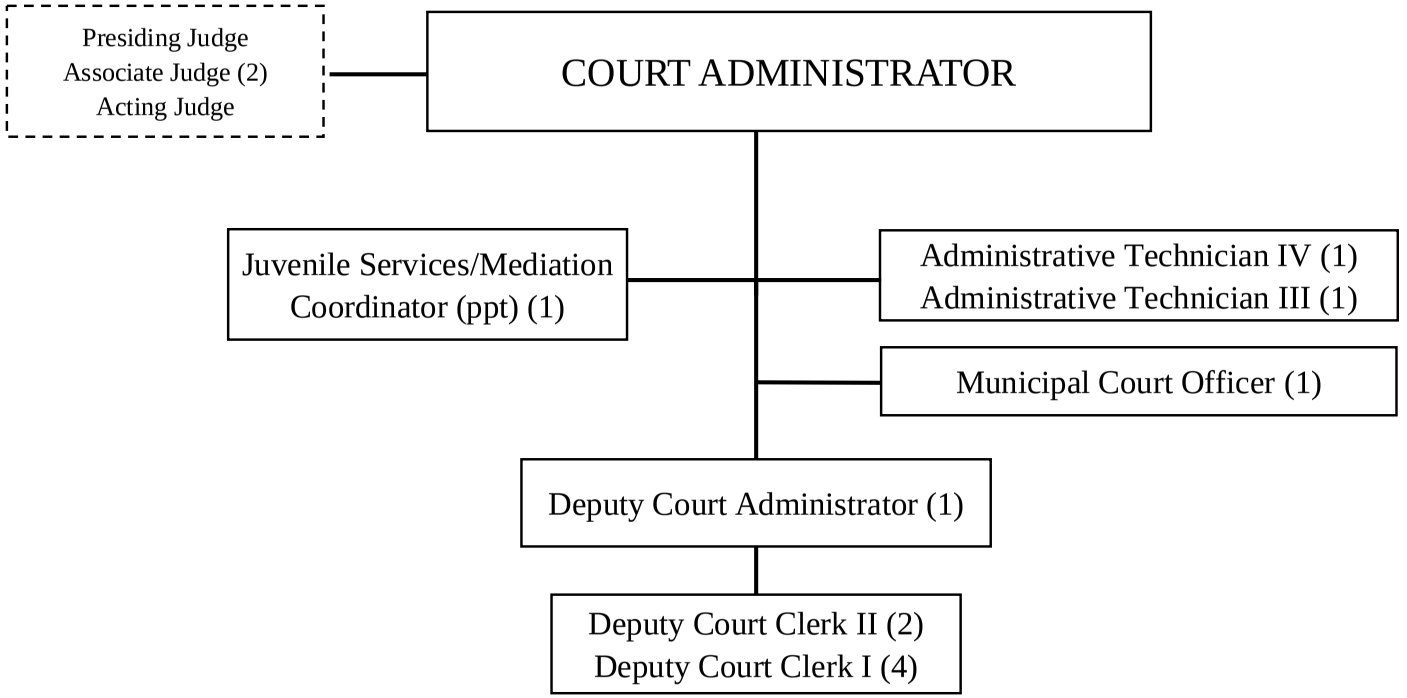
| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ 230 | $ 230 | $ 230 | $ 230 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ 230 | $ 230 | $ 230 | $ 230 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ - | $ 230 | $ 230 | $ 230 | $ 230 |

# *MUNICIPAL COURT*

**12 EMPLOYEES**




*The positions in the dashed box are part-time employees appointed by the City Council and are not included in the employee count.

# DEPARTMENT SUMMARY

TOTAL MUNICIPAL COURT

**MISSION:**

The mission of the Municipal Criminal Court of Norman is to provide equal justice for all, and to protect the rights of the victim and accused. And, if the accused is convicted, assess a penalty, which will deter the defendant and others from similar conduct, which acts to the ultimate welfare of the entire community, reflecting judicial administration at its best.

**DESCRIPTION:**

The Court functions as the judicial branch of municipal government and is responsible for processing all alleged violations of municipal ordinances in a fair, impartial, expeditious, accurate and fiscally responsible manner.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 11 | 11 | 11 | 11 | 11 |
| Part-time Positions | 1 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 12 | 12 | 12 | 12 | 12 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,274,698 | $ 1,292,257 | $ 1,292,257 | $ 1,292,257 | $ 1,285,450 |
| Supplies & Materials | $ 6,777 | $ 13,903 | $ 13,903 | $ 13,903 | $ 13,862 |
| Services & Maintenance | $ 32,801 | $ 55,021 | $ 55,021 | $ 55,021 | $ 55,021 |
| Internal Services | $ 59,421 | $ 58,267 | $ 58,267 | $ 58,267 | $ 50,989 |
| Capital Equipment | $ 14,372 | $ 18,000 | $ 18,000 | $ 18,000 | $ - |
| Subtotal | $ 1,388,069 | $ 1,437,448 | $ 1,437,448 | $ 1,437,448 | $ 1,405,322 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 1,388,069 | $ 1,437,448 | $ 1,437,448 | $ 1,437,448 | $ 1,405,322 |

# DIVISION SUMMARY

10121120 MUNICIPAL COURT

**MISSION:**

The mission of the Municipal Criminal Court of Norman is to provide equal justice for all, and to protect the rights of the victim and accused. And, if the accused is convicted, assess a penalty, which will deter the defendant and others from similar conduct, which acts to the ultimate welfare of the entire community, reflecting judicial administration at its best.

**DESCRIPTION:**

The Court functions as the judicial branch of municipal government and is responsible for processing all alleged violations of municipal ordinances in a fair, impartial, expeditious, accurate and fiscally responsible manner.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 11 | 11 | 11 | 11 | 11 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 11 | 11 | 11 | 11 | 11 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,274,698 | $ 1,292,257 | $ 1,292,257 | $ 1,292,257 | $ 1,285,450 |
| Supplies & Materials | $ 6,057 | $ 10,333 | $ 10,333 | $ 10,333 | $ 10,292 |
| Services & Maintenance | $ 30,300 | $ 48,844 | $ 48,844 | $ 48,844 | $ 48,844 |
| Internal Services | $ 59,421 | $ 58,267 | $ 58,267 | $ 58,267 | $ 50,989 |
| Capital Equipment | $ 14,372 | $ 18,000 | $ 18,000 | $ 18,000 | $ - |
| Subtotal | $ 1,384,849 | $ 1,427,701 | $ 1,427,701 | $ 1,427,701 | $ 1,395,575 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,384,849 | $ 1,427,701 | $ 1,427,701 | $ 1,427,701 | $ 1,395,575 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

MUNICIPAL COURT

**GOALS:**

**Access to Justice**

- Provide access to the judicial system through court proceedings, operations and facilities.

**Expedition and Timeliness**

- Perform court functions within a proper, suitable and reasonable time.

**Equality, Fairness and Integrity**

- Afford equality, fairness and integrity to all who have business before the court.

**Independence and Accountability**

- Affirm and maintain distinction as a separate branch of government and account publicly for the court's performance.

**Public Trust and Confidence**

- Provide educational training for court and legal personnel, emphasizing professional development.

**OBJECTIVES:**

**Access to Justice**

- Conduct court proceedings and other public business openly.
- Provide services to persons with special needs.
- Ensure customer service integrity.

**Expedition and Timeliness**

- Provide timely case processing while keeping current with incoming caseload.
- Maintain a high disposition rate.
- Recover costs for incarceration.

**Equality, Fairness and Integrity**

- Provide due process and equal protection of the law to all defendants.
- Provide indigent services to qualifying defendants.
- Ensure enforcement of court orders.
- Ensure accuracy and preservation of court records.

**Independence and Accountability**

- Clarify, promote, and institutionalize effective working relationships with other components of the justice system.
- Provide public education.

**Public Trust and Confidence**

- Enhance positive image of the court by maintaining a high level of professionalism in working relationships with other branches of city government, citizens, and other entities.
- Provide public education.
- Promote professional development for continuing education for Oklahoma Municipal Court Clerk's Association (OMCCA) certified personnel.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| **Access to Justice:** | | | | | |
| Percentage of court sessions that | 100% | 100% | 100% | 100% | 100% |

**PERFORMANCE MEASUREMENTS - RESULTS REPORT (continued)**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Percentage of court appointed interpreters provided within 48 hours to qualified defendants | 100% | 100% | 100% | 100% | 100% |
| **Expedition and Timeliness:** | | | | | |
| Administrative Deferred Sentence Program | 383 | 347 | 350 | 369 | 425 |
| Disposition rate of traffic and non-traffic cases | 119% | 125% | 125% | 136% | 125% |
| **Equality, Fairness and Integrity:** | | | | | |
| Assignment of court appointed attorneys for indigent defendants within 48 hours of approval | 100% | 100% | 100% | 100% | 100% |
| Ratio of warrants served to warrants issued | 87% | 83% | 90% | 76% | 95% |
| **Independence and Accountability:** | | | | | |
| Provide employee diversity training sessions | 1 | 1 | 2 | 2 | 2 |
| **Public Trust and Confidence:** | | | | | |
| Number of Community Outreach Events (Law Day for Youth) | 4 | 4 | 3 | 3 | 3 |
| Attendance and participation in courses to meet continuing education requirements (Per registered Clerk) | 5 | 7 | 8 | 5 | 5 |

Notes to Results Report:
* Disposition Rate is higher than normal due to clearing more old cases than new cases coming in.

# DIVISION SUMMARY

10121135 JUVENILE PROGRAMS

**MISSION:**

The mission of the Juvenile Program of the Municipal Criminal Court is to promote education, prevention and accountability for juvenile offenders rather than punishment only thereby deterring behaviors that could lead to more serious offenses causing them to become more deeply involved in the justice system.

**DESCRIPTION:**

The Juvenile Program provides juvenile offenders an opportunity to give back to their community through community service and make them more accountable for their actions by promoting education and prevention programs. These programs have been developed to support intervention efforts aimed at deterring at-risk youth from possible re-offending and assist them in becoming productive citizens.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 1 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 1 | 1 | 1 | 1 | 1 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ 720 | $ 3,570 | $ 3,570 | $ 3,570 | $ 3,570 |
| Services & Maintenance | $ 2,500 | $ 6,177 | $ 6,177 | $ 6,177 | $ 6,177 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | | | | |
| Subtotal | $ 3,220 | $ 9,747 | $ 9,747 | $ 9,747 | $ 9,747 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 3,220 | $ 9,747 | $ 9,747 | $ 9,747 | $ 9,747 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

JUVENILE PROGRAMS

**GOALS:**

- Deter further development of delinquent behaviors
- Partner with agencies that provide early intervention programs
- Educate teens and parents on the effects of substance abuse

**OBJECTIVES:**

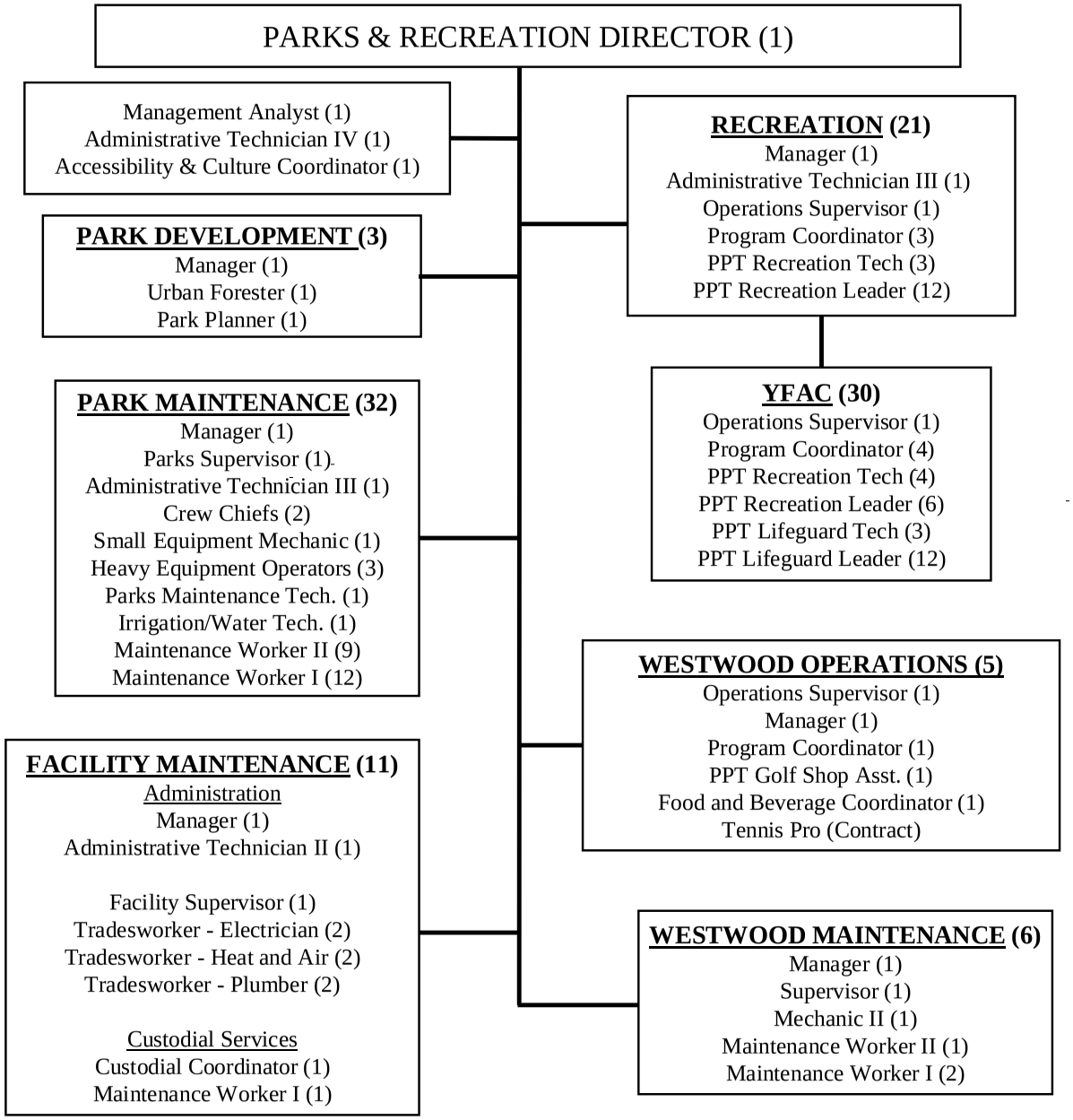
- Provide community service opportunities
- Refer to intervention services and counseling provided by Crossroads Youth and Family Services
- Utilize drug testing provided by Innovative Court Solutions
- Require participation in addiction information and counseling services provided by the Virtue Center

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS**: | | | | | |
| Number of community service opportunities | 76 | 68 | 75 | 94 | 83 |
| Number of juveniles referred to intervention counseling | 77 | 12 | 35 | 26 | 30 |
| Number of juveniles referred to drug testing | 50 | 7 | 40 | 5 | 10 |

# *PARKS & RECREATION DEPARTMENT*

112 EMPLOYEES



# DEPARTMENT SUMMARY

TOTAL PARKS DEPARTMENT

**MISSION:**

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

**DESCRIPTION:**

The Parks and Recreation Department is responsible for the management of the park system, recreational facilities and programs, the Westwood Park Complex, and the Young Family Athletic Center. Management of the system includes the overall budget, accounting, purchasing, representation on City Boards and Commissions, representation to outside agencies, and the direction of the department in providing safe and enjoyable leisure activities and space for the citizens of Norman.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 56 | 56 | 57 | 57 | 57 |
| Part-time Positions | 15 | 15 | 15 | 15 | 15 |
| Total Budgeted Positions | 71 | 71 | 72 | 72 | 72 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 5,585,746 | $ 5,794,433 | $ 5,911,852 | $ 5,911,852 | $ 5,802,320 |
| Supplies & Materials | $ 958,621 | $ 1,007,295 | $ 910,707 | $ 910,707 | $ 1,012,393 |
| Services & Maintenance | $ 2,453,601 | $ 2,068,928 | $ 2,223,202 | $ 2,223,202 | $ 2,633,102 |
| Internal Services | $ 783,608 | $ 932,164 | $ 925,164 | $ 925,164 | $ 910,109 |
| Capital Equipment | $ 538,044 | $ 655,425 | $ 655,425 | $ 655,425 | $ 338,334 |
| Subtotal | $ 10,319,620 | $ 10,458,245 | $ 10,626,349 | $ 10,626,349 | $ 10,696,258 |
| Capital Projects | $ 353,753 | $ - | $ 301,588 | $ 301,588 | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 353,753 | $ - | $ 301,588 | $ 301,588 | $ - |
| Department Total | $ 10,673,373 | $ 10,458,245 | $ 10,927,937 | $ 10,927,937 | $ 10,696,258 |

# DIVISION SUMMARY

10770370 ADMINISTRATION

**MISSION:**

The Parks and Recreation Administration Division is committed to professional leadership and direction of all divisions of the department.

**DESCRIPTION:**

The Parks and Recreation Administration Division is responsible for the department's short and long range capital projects planning, administration of the department's budget, the effective distribution of the department's resources and professional guidance to each division.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 4 | 4 | 4 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 3 | 3 | 4 | 4 | 4 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 424,575 | $ 413,813 | $ 531,232 | $ 531,232 | $ 546,522 |
| Supplies & Materials | $ 20,864 | $ 4,397 | $ 8,347 | $ 8,347 | $ 4,397 |
| Services & Maintenance | $ 381,588 | $ 443,988 | $ 473,885 | $ 473,885 | $ 464,714 |
| Internal Services | $ 27,956 | $ 30,050 | $ 30,050 | $ 30,050 | $ 41,247 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 854,984 | $ 892,248 | $ 1,043,513 | $ 1,043,513 | $ 1,056,880 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 854,984 | $ 892,248 | $ 1,043,513 | $ 1,043,513 | $ 1,056,880 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

ADMINISTRATION

**GOALS:**

- To provide leadership ensuring the successful operation of each division of the Parks and Recreation Department in the execution of their goals and objectives.

**OBJECTIVES:**

- To provide leadership and guidance to each division of the Parks and Recreation Department.
- To administer resource allocation for each division.
- To provide direction for the department as a whole.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Westwood Pool participants | 125,000 | 107,836 | | | 110,000 |
| Westwood Golf participants | 38,257 | 32,868 | 15,000 | 15,000 | 34,000 |
| Park development participants | 50 | 50 | | | |
| Recreation Programs participants | 42,547 | 43,591 | 20,000 | 20,000 | 44,000 |
| Total number of participants in activities listed above | 209,854 | 184,345 | 35,000 | 35,000 | 188,000 |

# DIVISION SUMMARY

10770131 FACILITY CUSTODIAL SERVICES

**MISSION:**

- Provide a safe, clean environment for the employees and citizens of Norman.

**DESCRIPTION:**

- Oversee in-house custodial services for the City of Norman Complex.
- Stock cleaning supplies and dispense from warehouse to City Facilities.
- Perform custodial setup work as needed.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 2 | 2 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 130,033 | $ 151,291 | $ 151,291 | $ 151,291 | $ 149,261 |
| Supplies & Materials | $ 125,107 | $ 141,697 | $ 141,697 | $ 141,697 | $ 209,411 |
| Services & Maintenance | $ 520 | $ 400 | $ 400 | $ 400 | $ 441,492 |
| Internal Services | $ 4,760 | $ 5,729 | $ 5,729 | $ 5,729 | $ 5,495 |
| Capital Equipment | $ - | $ 97,650 | $ 97,650 | $ 97,650 | $ - |
| Subtotal | $ 260,419 | $ 396,767 | $ 396,767 | $ 396,767 | $ 805,659 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 260,419 | $ 396,767 | $ 396,767 | $ 396,767 | $ 805,659 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

FACILITY CUSTODIAL SERVICES

**GOALS:**

- Plan and coordinate custodial functions that have minimal disruption during working hours.
- Maintain janitorial supplies inventory for all Municipal Buildings throughout the City and resupply biweekly.

**OBJECTIVES:**

- Monitor custodial work in Municipal Buildings and the library to make sure a high degree of building cleanliness is provided.
- Monitor supplies dispensed to make sure waste is at a minimum.
- Address day porter needs that cannot be accomplished with the nighttime custodians.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Percentage of time products are available | 100% | 100% | 100% | 100% | 100% |
| Number of work orders processed for daytime activities | 863 | 584 | 476 | 476 | 642 |

# DIVISION SUMMARY

10770430 FACILITIES MAINTENANCE ADMINISTRATION

**MISSION:**

- Provide administrative and technical support to the Facilities Maintenance Division.
- Assist and provide electrical, plumbing and HVAC support to all departments and divisions.

**DESCRIPTION:**

- Provide quality maintenance and repair services for all Municipal Buildings, insure quality custodial and warehouse supplies service.
- Supervise Division operations, write specifications and contracts for outside services and act as Project Manager representing the City of Norman.
- Provide maintenance and administrative support to this Department and assist all departments and divisions throughout the City.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 2 | 2 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 240,500 | $ 207,997 | $ 207,997 | $ 207,997 | $ 216,912 |
| Supplies & Materials | $ 2,370 | $ 11,360 | $ 5,780 | $ 5,780 | $ 11,661 |
| Services & Maintenance | $ 479,416 | $ 532,226 | $ 607,039 | $ 607,039 | $ 172,995 |
| Internal Services | $ 5,697 | $ 58,039 | $ 58,039 | $ 58,039 | $ 85,958 |
| Capital Equipment | $ 7,484 | $ 64,006 | $ 64,006 | $ 64,006 | $ - |
| Subtotal | $ 735,467 | $ 873,628 | $ 942,861 | $ 942,861 | $ 487,526 |
| Capital Projects | $ 353,753 | $ - | $ 301,588 | $ 301,588 | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 353,753 | $ - | $ 301,588 | $ 301,588 | $ - |
| Division Total | $ 1,089,220 | $ 873,628 | $ 1,244,449 | $ 1,244,449 | $ 487,526 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

FACILITY MAINTENANCE ADMINISTRATION

**GOALS:**

- Computerize records for day to day tasks with the ability to access this information for report and budget purposes.
- Create a comprehensive assessment of the present condition of City facilities for immediate and future repair and replacement of equipment and maintenance.
- Reduce repeat calls for the same repair work by instituting a program that emphasizes long term solution verses temporary repairs.
- Incorporate sustainable energy and equipment practices.
- Plan and schedule staff for optimal operation of repair and maintenance of City facilities.
- Provide enough resources to the division to accomplish the mission.

**OBJECTIVES:**

- Plan and accomplish work, anticipate problems, become proactive instead of reactive.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Response time to emergency repair measured in less than 4 hours | 90% | 90% | 90% | 90% | 95% |
| Percentage of repeat calls for same problem | 10% | 10% | 10% | 10% | 5% |

# DIVISION SUMMARY

10770132 FACILITY MAINTENANCE

**MISSION:**

- To service and maintain City facilities
- Complete repairs as requested with a high level of competence and safety
- Document repairs for future assessment for repairs/replacements
- Schedule preventative maintenance for City facilities in order to sustain cost effective maintenance and energy savings for the City of Norman

**DESCRIPTION:**

- Official custodian of all records belonging to the City

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 7 | 7 | 7 | 7 | 7 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 7 | 7 | 7 | 7 | 7 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 762,960 | $ 841,729 | $ 841,729 | $ 841,729 | $ 768,704 |
| Supplies & Materials | $ 117,513 | $ 197,315 | $ 125,918 | $ 125,918 | $ 185,215 |
| Services & Maintenance | $ 134,781 | $ 98,523 | $ 143,687 | $ 143,687 | $ 108,976 |
| Internal Services | $ 25,086 | $ 18,837 | $ 18,837 | $ 18,837 | $ 32,532 |
| Capital Equipment | $ 3,150 | $ 20,234 | $ 20,234 | $ 20,234 | $ - |
| Subtotal | $ 1,043,489 | $ 1,176,638 | $ 1,150,405 | $ 1,150,405 | $ 1,095,427 |
| Division Total | $ 1,043,489 | $ 1,176,638 | $ 1,150,405 | $ 1,150,405 | $ 1,095,427 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

FACILITY MAINTENANCE

**GOALS:**

- Provide quality maintenance and repair service to City facilities.
- Assist all City departments and divisions in new and remodel projects.
- Accomplish work in a timely manner.
- Provide technical assistance to management to make informed decisions.
- Work in a safe and Code compliant manner.

**OBJECTIVES:**

- Plan and accomplish work, anticipate problems, become proactive instead of reactive.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Total work orders requested | 2,505 | 2,669 | 1,976 | 1,976 | 2,936 |
| HVAC work orders requested | 674 | 679 | 437 | 437 | 747 |
| Electrical work orders requested | 618 | 421 | 235 | 235 | 463 |
| Plumbing work orders requested | 845 | 881 | 566 | 566 | 969 |
| Misc. work orders requested | 368 | 688 | 566 | 566 | 757 |

# DIVISION SUMMARY

10770271 PARK DEVELOPMENT

**MISSION:**

To design and oversee construction of public park land, public landscapes and capital improvement projects at parks, recreation facilities and city-owned cultural facilities according to the stated priorities of the current Parks and Recreation Masterplan. Also plan to manage and expand the Urban Forest in Norman through the creation and implementation of an Urban Forest Master Plan and according to the professional performance of the City Forester. All projects shall be vetted through public input and an open bidding process for all projects and services overseen by the Park Development Division.

**DESCRIPTION:**

The Park Development Division oversees the acquisition of public park land via the Park Land Dedication Ordinance; and also helps create the Capital Improvement Plan and Budget for all publicly owned/regulated park land, cultural facilities, and green spaces in specific beautification and public tree planting project areas. The Forestry Division administers planting programs and community forestry projects according to the Urban Forest Master Plan; and also assists in a multiplicity of urban forestry activities interacting with other City Departments, Utility Companies, State and Federal agencies and the citizens of Norman.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 3 | 3 | 3 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 253,931 | $ 207,104 | $ 207,104 | $ 207,104 | $ 203,371 |
| Supplies & Materials | $ 2,936 | $ 24,609 | $ 24,609 | $ 24,609 | $ 25,228 |
| Services & Maintenance | $ 23,757 | $ 42,268 | $ 42,268 | $ 42,268 | $ 41,268 |
| Internal Services | $ 5,281 | $ 5,324 | $ 5,324 | $ 5,324 | $ 6,331 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ 8,000 |
| Subtotal | $ 285,904 | $ 279,305 | $ 279,305 | $ 279,305 | $ 284,198 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 285,904 | $ 279,305 | $ 279,305 | $ 279,305 | $ 284,198 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

PARK DEVELOPMENT

**GOALS:**

- Implement the parks and recreation construction projects approved in the current Capital Improvement Plan in budget; and plan for more projects in future budget years.
- Implement the recommendations of the Urban Forest Master Plan in order to promote tree health.
- Design and construct public parks and green spaces that enhance the natural environment of Norman and produce an appealing aesthetic in public spaces.
- Work with arts organizations housed in city-owned buildings to improve those spaces as-needed.
- Coordinate public art projects with the Norman Arts Council and install and maintain public art projects as part of capital projects and as-funded from outside organizations or grants.
- Continue to acquire parkland in areas of residential growth to utilize as future neighborhood parks; and revamp ordinance language to bring non-residential development into the park development fee structure to help fund park projects without straining the capital budget.

**OBJECTIVES:**

- Implement the parks and recreation construction projects approved in the current Capital Improvement Plan in budget; and plan for more projects in future budget years.
- Implement the recommendations of the Urban Forest Master Plan in order to promote tree health.
- Design and construct public parks and green spaces that enhance the natural environment of Norman and produce an appealing aesthetic in public spaces.
- Work with arts organizations housed in city-owned buildings to improve those spaces as-needed.
- Coordinate public art projects with the Norman Arts Council and install and maintain public art projects as part of capital projects and as-funded from outside organizations or grants.
- Continue to acquire parkland in areas of residential growth to utilize as future neighborhood parks; and revamp ordinance language to bring non-residential development into the park development fee structure to help fund park projects without straining the capital budget.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Hazardous Tree Removals | 25 | 25 | 25 | 18 | 25 |
| Neighborhood Park Renovations | n/a | 4 | 3 | 4 | 3 |
| Number of Trees planted as part | 732 | 600 | 500 | 400 | 400 |
| Park Land Acres Acquired per | n/a | 1.0 | 7 | 2 | 7 |

# DIVISION SUMMARY

10770284 PARK BOARD

**MISSION:**

The mission of the Board of Parks Commissioners is to assist the Parks and Recreation Department in providing accessible, attractive, enjoyable and safe park facilities and recreational activities to the citizens of Norman.

**DESCRIPTION:**

The Norman Board of Parks Commissioners is a board organized for the purpose of considering and investigating any matter affecting the development and betterment of park and recreational facilities and policies pertaining thereto, and to make recommendations as it may deem advisable to the City Council concerning the same. It is responsible for making recommendations to the City Council regarding a system of supervised recreation. The Board is specifically authorized to make recommendations to the City concerning the recreation programs and policies of the City. It is responsible for determining the funding levels for the Arts, Culture, & Event Organizations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ 66 | $ 686 | $ 686 | $ 686 | $ 686 |
| Services & Maintenance | $ - | $ 81 | $ 81 | $ 81 | $ 380,124 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 66 | $ 767 | $ 767 | $ 767 | $ 380,810 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 66 | $ 767 | $ 767 | $ 767 | $ 380,810 |

# DIVISION SUMMARY

10770410 PARKS MAINTENANCE

**MISSION:**

The mission of the Parks Maintenance Division is to provide a park system of the highest quality, which is accessible, safe, and enjoyable to all.

**DESCRIPTION:**

The Park Maintenance Division is responsible for providing development and maintenance of the City's parks, recreational facility grounds, athletic fields, public grounds, as well as grounds at other City owned properties. These areas are maintained to aesthetically reflect the community identity, enrich the quality of life, and provide open space for leisure time activities.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 32 | 32 | 32 | 32 | 32 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 32 | 32 | 32 | 32 | 32 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,564,913 | $ 2,761,925 | $ 2,761,925 | $ 2,761,925 | $ 2,703,184 |
| Supplies & Materials | $ 475,136 | $ 389,826 | $ 389,826 | $ 389,826 | $ 365,111 |
| Services & Maintenance | $ 402,572 | $ 322,847 | $ 322,847 | $ 322,847 | $ 322,847 |
| Internal Services | $ 427,374 | $ 477,590 | $ 477,590 | $ 477,590 | $ 422,297 |
| Capital Equipment | $ 484,166 | $ 469,035 | $ 469,035 | $ 469,035 | $ 330,334 |
| Subtotal | $ 4,354,161 | $ 4,421,223 | $ 4,421,223 | $ 4,421,223 | $ 4,143,773 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 4,354,161 | $ 4,421,223 | $ 4,421,223 | $ 4,421,223 | $ 4,143,773 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

PARKS MAINTENANCE

**GOALS:**

- To maintain outdoor recreational facilities in an aesthetically pleasing, orderly and safe manner.
- To develop and continue to renew a five-year maintenance plan for the entire park system.
- To assure a recreational climate beneficial to the physical and mental health and safety of all citizens.
- To be good stewards of the outdoor spaces maintained for all who enjoy them for many years to come.

**OBJECTIVES:**

- To provide high-quality maintenance to the City of Norman parks, facilities, and streetscapes.
- To create safe outdoor spaces for citizens to enjoy recreation and leisure activities within the park system.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Weekly mowing, playground inspection/ maintenance, athletic field maintenance frequency | 90% | 90% | 75% | 80% | 70% |
| On the job injuries | 2 | 6 | 6 | 6 | 2 |

# DIVISION SUMMARY

10770421 RECREATION ADMINISTRATION

**MISSION:**

The Recreation Administration Division is committed to providing quality recreational services through programs for both passive and active users of all ages. This is accomplished through teamwork, respect and communication.

**DESCRIPTION:**

The Recreation Administration Division operates two facilities aimed at target groups of citizens. These centers include: one agency-based community center (Little Axe) and one multi-purpose center (12th Avenue). These centers not only provide recreational opportunities through their programming, but also offer rental space for meetings, parties and special events. In addition to these centers, we offer recreational programs at multiple locations across the City of Norman.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 5 | 5 | 5 | 5 | 5 |
| Part-time Positions | 3 | 3 | 3 | 3 | 3 |
| Total Budgeted Positions | 8 | 8 | 8 | 8 | 8 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 642,016 | $ 686,513 | $ 686,513 | $ 686,513 | $ 673,050 |
| Supplies & Materials | $ 140,813 | $ 133,427 | $ 145,866 | $ 145,866 | $ 150,184 |
| Services & Maintenance | $ 591,122 | $ 564,092 | $ 544,992 | $ 544,992 | $ 557,386 |
| Internal Services | $ 231,228 | $ 282,878 | $ 282,878 | $ 282,878 | $ 211,354 |
| Capital Equipment | $ 43,244 | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,648,423 | $ 1,666,910 | $ 1,660,249 | $ 1,660,249 | $ 1,591,974 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,648,423 | $ 1,666,910 | $ 1,660,249 | $ 1,660,249 | $ 1,591,974 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

RECREATION ADMINISTRATION

**GOALS:**

- To meet the needs of the citizens of Norman by offering quality programs and facilities and special events.

**OBJECTIVES:**

- To inform the community of the myriad of recreational opportunities offered through the Parks and Recreation Department through brochures, newspaper advertisements and banners.
- To involve as many citizens as possible in both active and passive recreational activities that are offered through our recreation centers.
- To implement new programs according to citizen requests and new industry trends.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Attendance at six recreation centers for both fee and non-fee activities | 41,000 | 41,500 | 28,000 | 28,000 | 42,000 |
| Tennis lessons, open court and tournament participants | 12,927 | 33,947 | 25,000 | 25,000 | 36,000 |
| Daddy-Daughter Dance participants | 4,000 | 3,751 | 3,800 | 3,800 | 3,800 |
| Child Care revenue | $ 343,523 | $ 242,042 | $ 172,842 | $ 172,842 | $ 25,000 |
| Annual Participants including Congregate Meals and Special Events | 1,500 | | | | |
| Total recreation revenue | $ 347,926 | $ 315,998 | $ 200,000 | $ 200,000 | $ 325,000 |

# DIVISION SUMMARY

10770127 CHILDCARE

**MISSION:**

The Recreation Administration Division is committed to providing quality recreational services through programs for both passive and active users of all ages. This is accomplished through teamwork, respect and communication.

**DESCRIPTION:**

The Recreation Center Division account oversees the operation of the 12th Avenue Recreation Center and the Little Axe Community Center, including all programming, rentals, parties, and special events. The division delivers a wide range of recreational opportunities for all ages and manages facility rentals and community events with a focus on customer service and cost recovery. It is also responsible for daily operations, staffing, budget oversight, and maintaining safe, high-quality environments that support community engagement and wellness.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 12 | 12 | 12 | 12 | 12 |
| Total Budgeted Positions | 14 | 14 | 14 | 14 | 14 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 566,818 | $ 524,061 | $ 524,061 | $ 524,061 | $ 541,316 |
| Supplies & Materials | $ 57,429 | $ 60,500 | $ 60,500 | $ 60,500 | $ 60,500 |
| Services & Maintenance | $ 272,003 | $ 18,300 | $ 18,300 | $ 18,300 | $ 18,300 |
| Internal Services | $ 3,653 | $ 2,967 | $ 2,967 | $ 2,967 | $ 8,977 |
| Capital Equipment | $ - | $ 4,500 | $ 4,500 | $ 4,500 | $ - |
| Subtotal | $ 899,903 | $ 610,328 | $ 610,328 | $ 610,328 | $ 629,093 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 899,903 | $ 610,328 | $ 610,328 | $ 610,328 | $ 629,093 |

# DIVISION SUMMARY

10770323 ORIGINAL LIBRARY

**MISSION:**

Contains the maintenance costs for the city-owned building on S. Peters Ave. that was the original library and then the Senior Citizens building before the Adult Wellness & Education Center was built in FYE 25.

**DESCRIPTION:**

Contains the maintenance costs for the city-owned building on S. Peters Ave. that was the original library and then the Senior Citizens building before the Adult Wellness & Education Center was built in FYE 25.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ 1,478 | $ 1,478 | $ 1,478 | $ - |
| Services & Maintenance | $ 7,534 | $ 5,660 | $ 5,660 | $ 5,660 | $ - |
| Internal Services | $ 52,575 | $ 50,749 | $ 43,749 | $ 43,749 | $ 41,999 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 60,109 | $ 57,887 | $ 50,887 | $ 50,887 | $ 41,999 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 60,109 | $ 57,887 | $ 50,887 | $ 50,887 | $ 41,999 |

# DIVISION SUMMARY

10770326 ADULT WELLNESS CENTER

**MISSION:**

To provide a facility and programming that improves the physical and emotional wellness of 50+ adults by:

- connecting adults and creating community through social wellness activities and initiatives
- supplying access to professional and recreational physical fitness activities
- providing education and support on current adult-related issues
- delivering services for anyone in the community with reasonable membership prices, a sliding scale, and scholarships

**DESCRIPTION:**

The Adult Wellness Education Center opened in the fall of 2023 and is operated by Healthy Living & Fitness, Inc. The 30,000 square foot facility was funded in part by the NORMAN FORWARD initiative, and offers a variety of physical and wellness activities for adults aged 50+.

**PERSONNEL:**

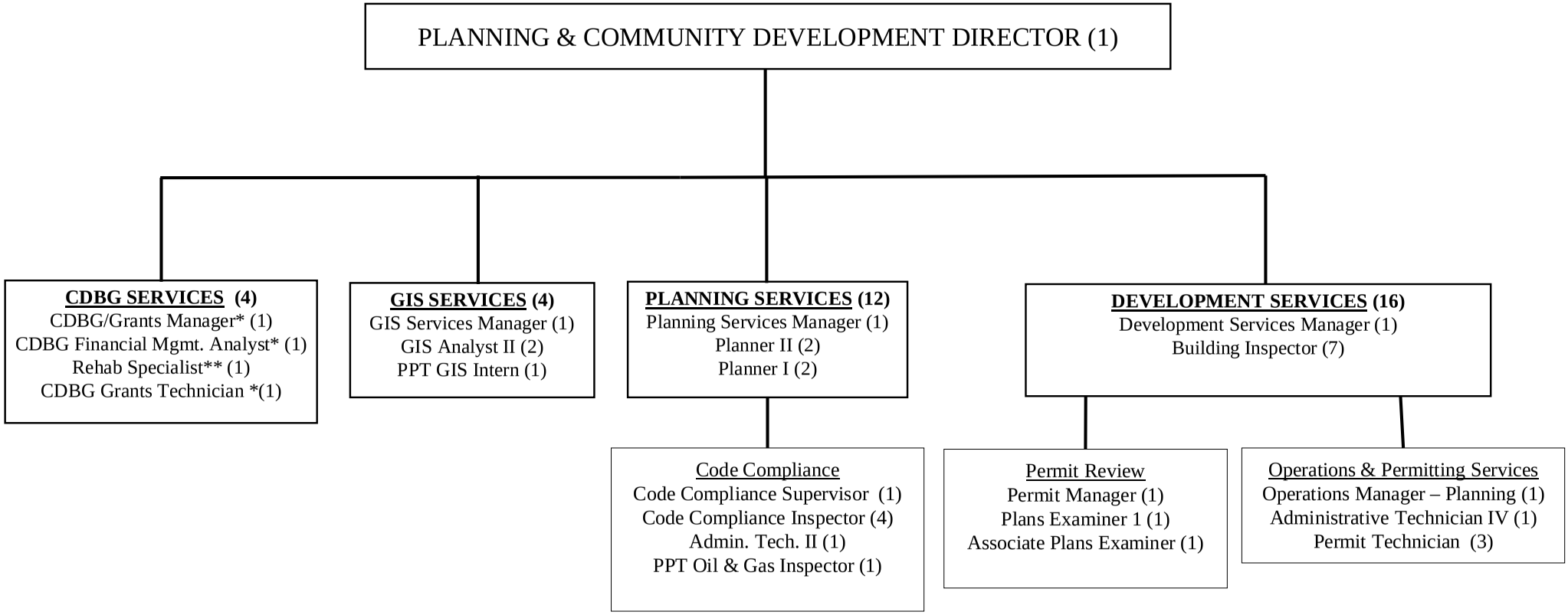
| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ 16,386 | $ 42,000 | $ 6,000 | $ 6,000 | $ - |
| Services & Maintenance | $ 160,308 | $ 40,543 | $ 64,043 | $ 64,043 | $ 125,000 |
| Internal Services | $ - | $ - | $ - | $ - | $ 53,919 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 176,694 | $ 82,543 | $ 70,043 | $ 70,043 | $ 178,919 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 176,694 | $ 82,543 | $ 70,043 | $ 70,043 | $ 178,919 |

# *PLANNING & COMMUNITY DEVELOPMENT*

38 POSITIONS




* Three CDBG positions are funded in part from the General Fund and in part from the Community Development Fund. ** One position is funded entirely from the Community Development Fund.

# DEPARTMENT SUMMARY

TOTAL PLANNING & DEVELOPMENT

**MISSION:**

The mission of the Department of Planning & Community Development is to develop, implement, and monitor a comprehensive urban planning process, emphasizing continuing interdepartmental cooperation and assistance in the preparation of plans and programs, to protect the health, safety, and welfare of the citizens of Norman through enforcement of City Codes.

**DESCRIPTION:**

The Department of Planning & Community Development provides support to the City Council, Planning Commission, Board of Adjustment, Historic District Commission, and Board of Appeals. The Department is responsible for developing and updating Chapter 36 – the Zoning Ordinance – and updating the Comprehensive Land Use Plan and other visionary plans for the City. The Department reviews building permit applications, rezoning requests and subdivision of property while ensuring timely hearing of requests, which are reviewed by various Boards and the City Council. The Department is also responsible for enforcing various codes and ordinances related to the health, safety and welfare of citizens; updating all relevant ordinances, which comprise the regulatory framework against which development proposals are evaluated. In addition, the Department is responsible for the administration of ordinances that affect the health, safety and welfare of citizens, and administration of federal grants related to housing and urban development.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 33 | 33 | 33 | 33 | 32 |
| Part-time Positions | 1 | 2 | 2 | 2 | 2 |
| Total Budgeted Positions | 34 | 35 | 35 | 35 | 34 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 4,069,238 | $ 4,069,095 | $ 4,069,095 | $ 4,069,095 | $ 3,997,181 |
| Supplies & Materials | $ 48,246 | $ 51,286 | $ 51,286 | $ 51,286 | $ 46,905 |
| Services & Maintenance | $ 261,758 | $ 324,931 | $ 324,931 | $ 324,931 | $ 369,241 |
| Internal Services | $ 232,315 | $ 231,559 | $ 231,559 | $ 231,559 | $ 187,380 |
| Capital Equipment | $ 62,194 | $ 16,500 | $ 16,500 | $ 16,500 | $ 345,295 |
| Subtotal | $ 4,673,751 | $ 4,693,371 | $ 4,693,371 | $ 4,693,371 | $ 4,946,002 |
| Department Total | $ 4,673,751 | $ 4,693,371 | $ 4,693,371 | $ 4,693,371 | $ 4,946,002 |

# DIVISION SUMMARY

10440140 ADMINISTRATION

**MISSION:**

The mission of the Administration Division is to provide effective, efficient, and responsive services, and to account for the resources allocated to the Planning Services, Development Services, Code, Grants and GIS Services Divisions of the Department, and to provide support services to all divisions.

**DESCRIPTION:**

The Administration Division serves as the administrative head of the Department of Planning & Community Development, coordinating division functions to provide for the more efficient operation of the department and services to the citizens of Norman.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 1 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 2 | 2 | 2 | 2 | 1 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 547,212 | $ 448,653 | $ 384,349 | $ 384,349 | $ 405,002 |
| Supplies & Materials | $ 2,948 | $ 4,704 | $ 4,704 | $ 4,704 | $ 4,402 |
| Services & Maintenance | $ 25,173 | $ 36,860 | $ 36,860 | $ 36,860 | $ 36,660 |
| Internal Services | $ 95,273 | $ 108,629 | $ 108,629 | $ 108,629 | $ 79,804 |
| Capital Equipment | $ 1,648 | $ - | $ - | $ - | $ 9,000 |
| Subtotal | $ 672,253 | $ 598,846 | $ 534,542 | $ 534,542 | $ 534,868 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 672,253 | $ 598,846 | $ 534,542 | $ 534,542 | $ 534,868 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

ADMINISTRATION

**GOALS:**

- Identify present and future community needs, establish priorities, and formulate long-term and short-term planning goals for consideration by City Council.
- Provide leadership ensuring the successful operation of each division of the Planning and Community Development Department in the execution of their goals and objectives. Develop and implement new processes and strategies for improved customer service.
- Coordinate and implement departmental planning: budget formulation and administration; personnel administration; and effective distribution and assignment of resources for all Department staff members to provide a healthy and productive work environment.
- Provide staff support to numerous Boards and Commissions which provide oversight for quality development in the City.
- Follow through with the update to the Comprehensive Land Use Plan.
- Provide public information on land development and planning issues through advertised public meetings and managing meetings in the office with applicants and other City staff.

**OBJECTIVES:**

- Provide leadership and guidance to each division of the Planning and Community Development Department.
- Administer resource allocations for each division.
- Provide direction for the department as a whole.

**PERFORMANCE MEASUREMENTS – RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Prepare information packets for all Board and Commission meetings | 100% | 100% | 100% | 100% | 100% |
| Prepare information packets for City Council meetings | 100% | 100% | 100% | 100% | 100% |
| Implement adopted plans through recommendations to Boards, Commissions and City Council | 100% | 100% | 100% | 100% | 100% |

# DIVISION SUMMARY

10440152 CODE COMPLIANCE

**MISSION:**

To provide a higher quality of life in Norman by protecting and ensuring the continued health, safety, and welfare of the citizens of Norman by achieving compliance with City Codes through prevention by educating residents and property owners, encouraging them to voluntarily comply when there is a violation and taking enforcement action when necessary in accordance with City Ordinance and State Law.

**DESCRIPTION:**

The Code Compliance Division is responsible for the enforcement of codes in Chapters 2, 6, 16, 20, 24, 28, 34, and 36 of the City of Norman Code of Ordinances, which include nuisance codes, dilapidated structures, signs, zoning and property maintenance, all of which directly affect the health, safety and welfare of the citizens of Norman. Code Compliance is responsible for review and processing of all sign permits. The Division also conducts annual inspections in order to ensure the health and safety of hotels and motels, rooming and boarding houses, fraternities and sororities, mobile home parks, salvage yards, towing storage yards and short-term rentals. The Division is also responsible for issuing all of these annual licenses, when full compliance is achieved.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 6 | 6 | 6 | 6 | 6 |
| Part-time Positions | 0 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 6 | 7 | 7 | 7 | 7 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 554,805 | $ 540,693 | $ 540,693 | $ 540,693 | $ 564,941 |
| Supplies & Materials | $ 12,040 | $ 12,643 | $ 12,643 | $ 12,643 | $ 10,580 |
| Services & Maintenance | $ 80,190 | $ 100,930 | $ 100,930 | $ 100,930 | $ 111,420 |
| Internal Services | $ 33,822 | $ 35,000 | $ 35,000 | $ 35,000 | $ 34,114 |
| Capital Equipment | $ 54,419 | $ - | $ - | $ - | $ 150,225 |
| Subtotal | $ 735,275 | $ 689,266 | $ 689,266 | $ 689,266 | $ 871,280 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 735,275 | $ 689,266 | $ 689,266 | $ 689,266 | $ 871,280 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

CODE COMPLIANCE

**GOALS:**

• To educate the citizens of Norman about City Ordinances involving health nuisances, dilapidated structures, zoning, annual inspections/licenses and property maintenance in order to achieve voluntary compliance through awareness.
• To regularly patrol assigned areas and correct code violations through education and encouragement, followed by enforcement action when necessary.
• To perform annual inspections and issue annual licenses, which ensures the health and safety of hotels/motels, rooming and boarding houses, sororities and fraternities, mobile home parks, salvage yards, towing storage yards, and short-term rentals.
• To respond to violation complaints in a timely manner to determine the merit of complaints and pursue correction.
• To achieve correction of violations through notification and voluntary compliance; issuance of citations; abatement by City contractors; or through court action to preserve the public health & safety.
• To promote employee education and training to stay up-to-date with current laws regarding nuisance and property maintenance codes, and promote safety and awareness training to ensure inspector safety during time in the field.
• To increase the quality of life in Norman neighborhoods.

**OBJECTIVES:**

• To enforce City ordinances pertaining to health, safety, property maintenance, zoning, signs, dilapidated structures and annual licenses in a timely and professional manner.
• Continue to maintain the professional standard of the staff with appropriate certifications, licenses, continuing education and training.
• Continue to file liens/legal documents with the County in accordance with State Law requirements.
• Maintain consistent enforcement in all areas of Norman.
• Maintain quick response time on submitted complaints.
• Maintain a list of vacant structures.
• Continue to work closely with Fire/Police and other City Departments to address code violations and unsafe structures to protect the citizens of Norman.
• Continue to maintain inspection data and legal documents.
• Educate the public about City Codes through articles in the local news media, presentations, and on the City website.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Percent of violations voluntarily abated after owner notification | 73% | 75% | 75% | 80% | 75% |
| Percentage of code cases that are proactive | 85% | 95% | 90% | 90% | 90% |

# DIVISION SUMMARY

10440153 PLANNING SERVICES

**MISSION:**

Planning Services provides professional support, guidance, and assistance to the citizens of Norman, as well as all applicants, who are involved with some aspect of planning, zoning, or development, in order to ensure that all proposed development is consistent with the policies and ordinances of the City of Norman.

**DESCRIPTION:**

The Planning Services Division provides guidance and support to Norman residents and applicants looking to develop in the community. The Division provides staff support to the City Council, with primary staff responsibility to the Planning Commission, Board of Adjustment, Historic District Commission, and multiple Ad Hoc Committees. General and specific guidance is provided on zoning and development throughout the community, as well as a detailed review of all commercial, industrial, residential building and sign permits for consistency with policies and adopted ordinances. The Planning Services Division also updates and implements the City's comprehensive plan and other long-range, visionary plans.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 5 | 5 | 5 | 5 | 5 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 5 | 5 | 5 | 5 | 5 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 539,966 | $ 656,358 | $ 656,358 | $ 656,358 | $ 614,447 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 2,009 | $ 2,373 | $ 2,373 | $ 2,373 | $ 2,373 |
| Internal Services | $ 8,923 | $ 9,106 | $ 9,106 | $ 9,106 | $ 8,486 |
| Capital Equipment | $ 2,188 | $ - | $ - | $ - | $ - |
| Subtotal | $ 553,085 | $ 667,837 | $ 667,837 | $ 667,837 | $ 625,306 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 553,085 | $ 667,837 | $ 667,837 | $ 667,837 | $ 625,306 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

PLANNING SERVICES

**GOALS:**

- Ensure that each complete application is processed in an expeditious manner.
- Provide a timely and professional review of development-related requests.
- Provide all required support to the Boards and Commissions which the department staffs.
- Periodically examine and revise the ordinances that regulate development within the community.
- Periodically review and update the visionary, long-range plans, including the comprehensive plan.

**OBJECTIVES:**

- Assist the public in filing applications to the City Council, Planning Commission, Pre-Development, Historic District and Board of Adjustment by providing clear direction and necessary assistance.
- Assist the Department in review of all required permits and licensing needed for applicants. Performs site inspections for building permits, rezoning and land use plan amendments.
- Expedite items from the Planning Commission to the City Council when possible, while ensuring that such items are correct, complete and express the concerns of the Planning Commission. Prepare detailed, accurate minutes of all public meetings.
- Conduct annual review and update of long-range plans, including the comprehensive plan.

**PERFORMANCE MEASUREMENTS – RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Items processed for the Planning Commission within 31 days of receipt | 100% | 100% | 100% | 100% | 100% |
| Complete, corrected items forwarded to the Clerk's office for the first Council meeting in the month following the Planning Commission meeting | 100% | 100% | 100% | 100% | 100% |
| Pre-Development applications processed within two business days | 100% | 100% | 100% | 100% | 100% |
| Board of Adjustment applications received and, newspaper and mailed notices processed within three business days | 100% | 100% | 100% | 100% | 100% |

Notes to Results Report: All measurements are calculated on a calendar year basis.

# DIVISION SUMMARY

10440151 DEVELOPMENT SERVICES

**MISSION:**

Department Mission: The mission of the Development Services Division of the Planning Department is to provide professional support to the community involved with building or altering the built environment, to protect health, safety, and public welfare enforcing the currently adopted building, state, and local codes consistent with policies and ordinances adopted by the Norman City Council.

**DESCRIPTION:**

The Development Services Division provides services that impact building construction activities in the community, including providing guidelines and regulations to individuals and businesses interested in all aspects of construction while maintaining the highest standard of professionalism and customer service. The Division is responsible for plan review, fee collection, permitting, and appropriate field inspections to conclude construction activities with a Certificate of Occupancy (CO), or Certificate of Completion (CC) for lawful occupancy. Managing these efforts includes multiple City Departments including the Department of Planning, the Department of Public Works, the Department of Parks and Recreation, the Department of Utilities, and the Fire Department.

Construction permit applications for industrial, commercial and multi-family projects include but are not limited to new construction, new shell, new interior finish, addition/alteration, new multi-family, multi-family additions/alterations, temporary construction, construction trailer, swimming pool and paving. Construction permit applications for One and Two Family dwelling and related residential include but are not limited to new single-family, two family, townhome, addition/alterations, two-family addition/alterations, manufactured homes, storage building, storm shelter, carport, garage and swimming pools.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 17 | 17 | 17 | 17 | 17 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 17 | 17 | 17 | 17 | 17 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,971,286 | $ 1,957,847 | $ 2,022,151 | $ 2,022,151 | $ 1,948,471 |
| Supplies & Materials | $ 31,479 | $ 28,049 | $ 28,049 | $ 28,049 | $ 26,033 |
| Services & Maintenance | $ 35,700 | $ 54,584 | $ 54,584 | $ 54,584 | $ 54,584 |
| Internal Services | $ 72,622 | $ 61,677 | $ 61,677 | $ 61,677 | $ 54,404 |
| Capital Equipment | $ 3,940 | $ - | $ - | $ - | $ 186,070 |
| Subtotal | $ 2,115,027 | $ 2,102,157 | $ 2,166,461 | $ 2,166,461 | $ 2,269,562 |
| Division Total | $ 2,115,027 | $ 2,102,157 | $ 2,166,461 | $ 2,166,461 | $ 2,269,562 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

DEVELOPMENT SERVICES

**GOALS:**

- Improve the timeliness of the permit review process with the updated City View paperless system, allowing users to apply for permits on-line by uploading documents from their home or business. Continuously review and update the permit processes and adopt specific performance targets.
- Enhance inspection services; utilize all available technologies, specifically City View, to minimize delays when inspections are required/requested.
- Expand on employee training, certifications and knowledge base to offer more services to the community.
- Ensure work is built in the conformance with the Building Codes.
- Help Educate the public and stakeholders about the new City View system and permitting/inspection processes.
- Continue communication with the building community about permitting and inspection services as well as improving customer service.
- Continue to update/adopt building codes to remain up-to-date and current.
- Continue to educate the public and stakeholders regarding building science, and the adopted building codes to promote quality plans and buildings.

**OBJECTIVES:**

- Provide the highest level of professionalism and customer service to those seeking permitting and inspection services.
- Utilize national standards to establish appropriate review time frames for each type of permit and inspection results.
- Continuously refine building permit application processes so that they are easily understood by the public, while still requiring all necessary information to properly process each permit type.
- Continue to improve the effectiveness and consistency of plan reviewers and building inspection staff.
- Continue to maintain the professional standard of the staff with appropriate certifications and licenses.
- Continue to refine the non-residential plan review process for all agencies (Building, Planning, Public Works, Fire) reviewing permit applications.
- Continue to modernize the permit and inspection process to help seasoned and new builders through the permit and inspection processes.
- Continue to coordinate with Building Departments in the Oklahoma City Metro Area to strive for consistency between each department for common inspection and plan review items.
- Continue to ensure safe, accessible, efficient and quality buildings are built to benefit the current and future building occupants.
- Remain current and involved with State Code Adoptions through the Oklahoma Uniform Building Code Commission (OUBCC).

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Non-Residential permit applications average review time by all departments. Goal 10 days* | n/a**** | 13 | 12 | 11.8 | 11 |
| New Commercial Permit applications average review by departments. Goal 8 Days *** | n/a**** | | | | |
| Public Works/Engineering | n/a**** | 15.9 | 15 | 22 | 15 |
| Planning/Development Services | n/a**** | 5.1 | 5 | 5.7 | 5 |
| Fire | n/a**** | 8.5 | 8 | 8.4 | 9 |
| Planning | n/a**** | 7.2 | 7 | 7.1 | 8 |

**PERFORMANCE MEASUREMENTS - RESULTS REPORT (continued)**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Residential permit applications reviewed and approved within 2 days* | n/a**** | 2.7 | 3 | 3.8 | 3 |
| New Single Family Permit applications average review by departments. Goal 1.5 Days *** | | | | | |
| Public Works/Engineering | n/a**** | 1.8 | 2 | 2.5 | 1.5 |
| Planning/Development Services | n/a**** | 1.2 | 1 | 0.7 | 1.5 |
| Planning | n/a**** | 1.5 | 2 | 3.1 | 1.5 |
| Average Inspection Response time by division. Goal 1.1 Days ** | | | | | |
| Public Works/Engineering | n/a**** | 1.4 | 1.1 | 1.2 | 1.1 |
| Planning/Development Services | n/a**** | 1 | 1.1 | 1 | 1.1 |
| Fire | n/a**** | 1.3 | 1.1 | 1.4 | 1.3 |
| Planning | n/a**** | 1.7 | 1.1 | 2.2 | 1.5 |
| % of Inspections performed within 48 hours. Goal 99% | n/a**** | 99.5 | 99 | 99.4 | 99 |
| % of Inspections performed within 24 hours. Goal 95% | n/a**** | 98.2 | 97 | 97 | 95 |

Notes to Results Report: * Time from permit intake to approvals or correction notice send to client. ** The value of 1 is the date the inspection is requested. *** Time from permit intake to the completion of the department review. ****Data reporting changed to reflect more detailed information (New Online Permitting software allows for more refined reporting)

# DIVISION SUMMARY

10440150 GEOGRAPHIC INFORMATION SERVICES

**MISSION:**

Maintain accurate and complete information of the City's infrastructure and legally mandated management zones and make that information available to support planning activities, public safety, the reporting required to comply with regulation, and the evaluation of the impact of changes in the built and regulatory environment.

**DESCRIPTION:**

The Division provides maps, analyses, and services in a support capacity for the public, the business community, other governmental agencies, City Council, City Boards and Commissions, and all departments within the City. A partial list of specific functions and activities include:

• Design, implementation, and maintenance of the Geographic Information System, especially as it relates to the various components of the City's infrastructure.

• Map and research resource for City Council, Planning Commission, the public, other City departments, and other divisions within the department.

• Providing online access to City maps and data for public consumption.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 3 | 3 | 3 |
| Part-time Positions | 1 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 4 | 4 | 4 | 4 | 4 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 455,970 | $ 465,544 | $ 465,544 | $ 465,544 | $ 464,320 |
| Supplies & Materials | $ 1,352 | $ 5,800 | $ 5,800 | $ 5,800 | $ 5,800 |
| Services & Maintenance | $ 118,497 | $ 127,283 | $ 127,283 | $ 127,283 | $ 161,303 |
| Internal Services | $ 21,347 | $ 16,792 | $ 16,792 | $ 16,792 | $ 9,931 |
| Capital Equipment | $ - | $ 16,500 | $ 16,500 | $ 16,500 | $ - |
| Subtotal | $ 597,166 | $ 631,919 | $ 631,919 | $ 631,919 | $ 641,354 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 597,166 | $ 631,919 | $ 631,919 | $ 631,919 | $ 641,354 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

GEOGRAPHIC INFORMATION SERVICES

**GOALS:**

- To maintain accurate and complete records of the land aspects of the City of Norman including physical improvements, legal entities, and administrative districts to support decision making and policy implementation.
- To respond swiftly and courteously to requests for information and provide quality service.
- To promote integration among databases that have a geographic component to improve the City's reporting and planning capacity.
- To improve access to GIS data from other offices throughout the City to expedite the retrieval of information and maximize its use.

**OBJECTIVES:**

- Reduce the time it takes to integrate ordinances, final plats, and as-builts into the database.
- Work with field personnel to improve the accuracy and completeness of GIS databases using GPS data collection.
- Produce all appropriate informational maps and reports as interactive web mapping applications.
- Provide support to facilitate the integration of databases, to reduce duplication of effort and promote efficiency.
- Provide GIS configuration and asset maintenance support to City software applications including: New World Public Safety, City View, Tyler EAM, and Advanced CIS Infinity.
- Improve access opportunities to digital GIS resources by providing data online and improving internal enterprise data infrastructure.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Update zoning database within 1 week of receipt of the ordinance by the division. | 98% | 100% | 100% | 100% | 100% |
| Complete map requests for standard products within 2 days or by specified deadline. | 100% | 100% | 100% | 100% | 100% |
| Complete all custom requests for data within 1 week or by specified deadline. | 100% | 100% | 100% | 100% | 100% |
| Complete analysis and reports by assigned deadlines. | 100% | 100% | 100% | 100% | 100% |
| Complete downloads and SDE layer updates, from GPS field collected data, on a weekly basis or by specified deadline. | 100% | 100% | 100% | 100% | 100% |
| Review address issues from New World, City View or CIS within 2 days or by specified deadline. | 100% | 100% | 100% | 100% | 100% |

Notes to Results Report:
GIS – Geographic Information System
GPS - Global Positioning System

# DIVISION SUMMARY

10440380 HISTORIC DISTRICT COMMISSION

**MISSION:**

The mission of the Historic District Commission is to safeguard the heritage of the City by preserving and regulating historic districts, which reflect elements of the City's cultural, social, political, and architectural history, as well as to promote the use of the historic districts for the culture, prosperity, education, and welfare of the people of the City and visitors to the City.

**DESCRIPTION:**

The Historic District Commission makes recommendations to the Planning Commission regarding the designation of historic districts within the City. The Historic District Commission reviews and approves or denies all applications for certificates of appropriateness concerning proposed exterior changes to structures located within the historic districts and develops guidelines to be used in such evaluations. The Commission also makes recommendations regarding the utilization of grants and budgetary appropriations that may be available to promote the preservation of historical, architectural, and archeological resources.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ 426 | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 190 | $ 2,644 | $ 2,644 | $ 2,644 | $ 2,644 |
| Internal Services | $ 328 | $ 356 | $ 356 | $ 356 | $ 641 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 944 | $ 3,000 | $ 3,000 | $ 3,000 | $ 3,285 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 944 | $ 3,000 | $ 3,000 | $ 3,000 | $ 3,285 |

# DIVISION SUMMARY

10440181 PLANNING COMMISSION

**MISSION:**

The mission of the Planning Commission is to review land development applications, generally prepare plans for the systematic development and improvement of the City as a place of residence and business, and to make recommendations to City Council.

**DESCRIPTION:**

The Planning Commission holds public hearings on all proposed amendments to the City's comprehensive plan. It also makes recommendations to the City Council on all proposed rezoning applications and development proposals involving platting and subdivision of land. It reviews and recommends changes to the City's ordinances involving planning, zoning, building, and subdivision regulations, as well as specific items referred to the Commission by the City Council.

**PERSONNEL:**

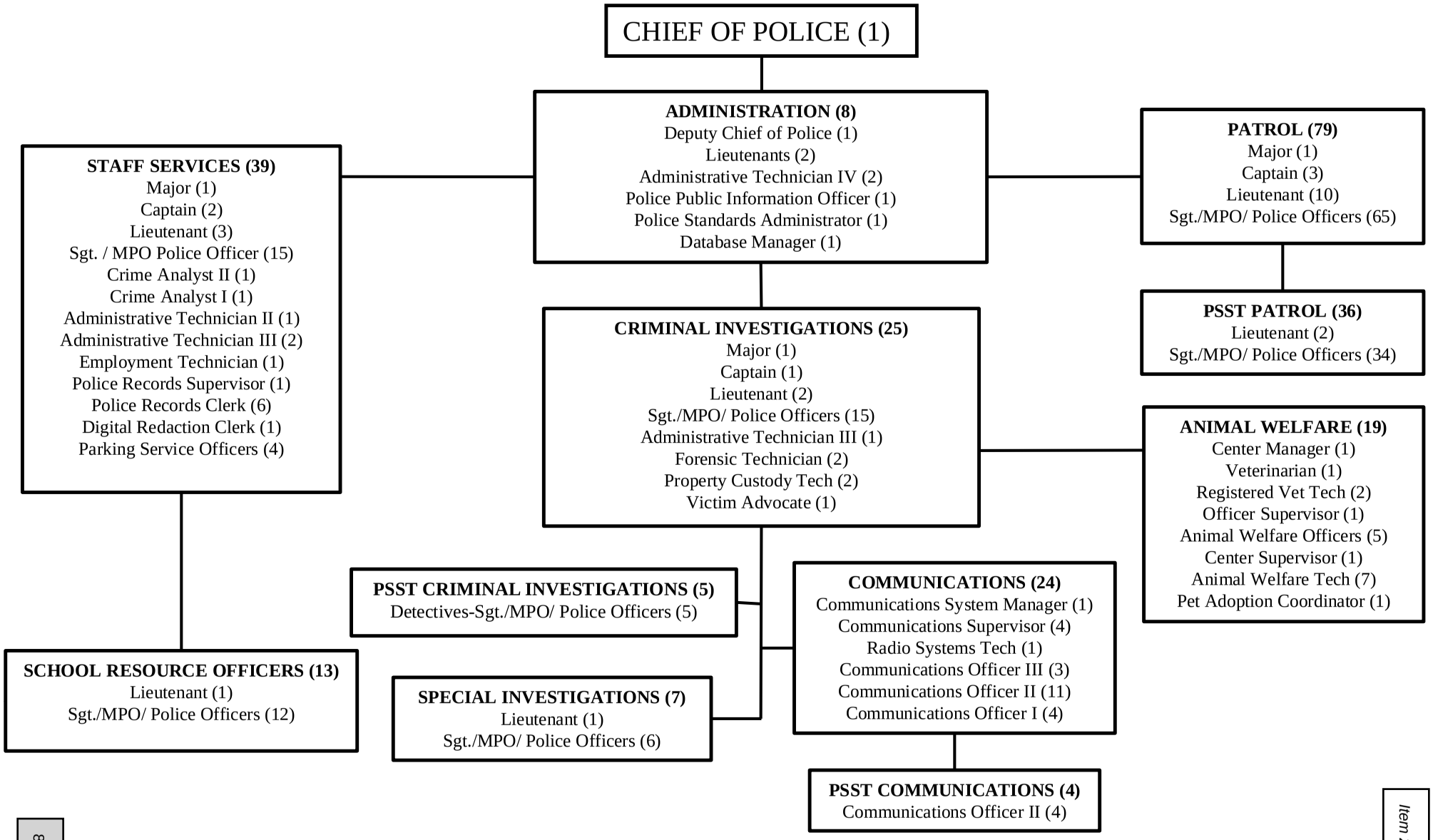
| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ 90 | $ 90 | $ 90 | $ 90 |
| Services & Maintenance | $ - | $ 257 | $ 257 | $ 257 | $ 257 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ 347 | $ 347 | $ 347 | $ 347 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ - | $ 347 | $ 347 | $ 347 | $ 347 |

# *POLICE DEPARTMENT*

260 EMPLOYEES



# DEPARTMENT SUMMARY

TOTAL POLICE DEPARTMENT

**MISSION:**

Passionately serving our community through education, innovation, enforcement, and excellence in everything we do.

**DESCRIPTION:**

The Norman Police Department's primary function, in partnership with the community, is to protect life and property, and to understand and serve the needs of the City's residents, visitors, neighborhoods, and business community. To improve the quality of life of all persons by maintaining order, resolving problems, and providing leadership in a manner consistent with the law and reflective of shared community values.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 202 | 202 | 202 | 202 | 202 |
| Part-time Positions | 1 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 203 | 202 | 202 | 202 | 202 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 26,144,706 | $ 25,548,831 | $ 25,484,241 | $ 25,484,241 | $ 25,745,142 |
| Supplies & Materials | $ 1,114,327 | $ 951,714 | $ 959,114 | $ 959,114 | $ 927,170 |
| Services & Maintenance | $ 1,826,193 | $ 1,991,775 | $ 2,060,680 | $ 2,060,680 | $ 2,022,278 |
| Internal Services | $ 1,266,893 | $ 1,421,702 | $ 1,421,702 | $ 1,421,702 | $ 1,405,676 |
| Capital Equipment | $ 1,309,153 | $ 1,182,413 | $ 1,196,987 | $ 1,196,987 | $ 624,822 |
| Subtotal | $ 31,661,273 | $ 31,096,435 | $ 31,122,723 | $ 31,122,723 | $ 30,725,088 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 31,661,273 | $ 31,096,435 | $ 31,122,723 | $ 31,122,723 | $ 30,725,088 |

# DIVISION SUMMARY

10660310 ADMINISTRATION

**MISSION:**

Passionately serving our community through education, innovation, enforcement, and excellence in everything we do.

**DESCRIPTION:**

The Administration Division is responsible for effective oversight and support of all department operations and personnel in accordance with national, state, and local laws, standards, and requirements set forth by our community. The Administration Division is comprised of multiple elements including Public Information, Internal Affairs, and Police Standards. The Administration Division is responsible for communications with the city manager's office, department budgets, personnel matters, investigations into misconduct, external communications, department policy, Norman Community Advisory Board (NCAB), Police Data Initiative, and department annual reporting.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 9 | 9 | 9 | 9 | 9 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 9 | 9 | 9 | 9 | 9 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,366,070 | $ 1,356,928 | $ 1,356,928 | $ 1,356,928 | $ 1,407,169 |
| Supplies & Materials | $ 38,633 | $ 16,546 | $ 16,546 | $ 16,546 | $ 15,341 |
| Services & Maintenance | $ 134,798 | $ 236,216 | $ 236,216 | $ 236,216 | $ 242,832 |
| Internal Services | $ 103,669 | $ 92,626 | $ 92,626 | $ 92,626 | $ 125,621 |
| Capital Equipment | $ 95,699 | $ 45,170 | $ 45,170 | $ 45,170 | $ 13,500 |
| Subtotal | $ 1,738,869 | $ 1,747,486 | $ 1,747,486 | $ 1,747,486 | $ 1,804,463 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,738,869 | $ 1,747,486 | $ 1,747,486 | $ 1,747,486 | $ 1,804,463 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

ADMINISTRATION

**GOALS:**

- Reduce Part A crimes by 2% before the end of December 2025
- Decrease incapacitating injury and fatal collisions by 5 percent from the prior year (2025)
- Implement a department-wide initiative to enhance operational efficiency, collaboration, and wellness by optimizing workflow processes, fostering open communication across all divisions, and promoting the physical, mental, and emotional well-being of our team. Through these efforts, we will strengthen our internal operations and improve the overall quality of service delivery to the community we serve.
- Establish and strengthen collaborative partnerships with local, regional, and state partners to comprehensively address community concerns related to homelessness, mental health, and drug abuse.

**OBJECTIVES:**

- Strengthen the department's ability to proactively reduce crime
- Strengthen traffic enforcement and conduct traffic education and information campaigns
- Enhance professional development, wellness and partnerships
- Enhance departmental capacity for vulnerable populations

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Provide exceptional service within budget | Within budget | Within budget | Within budget | Within budget | Within budget |

# DIVISION SUMMARY

10660270 ANIMAL WELFARE

**MISSION:**

The mission of Norman Animal Welfare is to encourage responsible pet ownership by promoting and protecting the health, safety, and welfare of the residents and pets of Norman through education, enforcement, and community partnership.

**DESCRIPTION:**

Norman Animal Welfare is comprised of three sections: Response, Facility, and Medical. Animal Welfare Officers (response) respond to citizen complaints, apprehend dangerous animals, confiscate and render aid to animals in need of care, pick up stray or deceased animals, handle loose livestock or nuisance wildlife, conduct animal cruelty investigations, and provide education to the public. Animal Welfare Facility staff provide customer service to citizens in-person, over the phone, or through electronic communication; conduct the intake of animals at the facility; conduct behavior evaluations; provide care to animals housed at the facility; maintain and clean the facility; provide education to the public; and work towards positive animal outcomes through transfer, foster, and adoption. The Medical Section provides medical evaluation and treatment of animals in our care; spay neuter services; and provides procedural guidance regarding care of animals in our custody.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 19 | 19 | 19 | 19 | 19 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 19 | 19 | 19 | 19 | 19 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,597,987 | $ 1,619,572 | $ 1,619,572 | $ 1,619,572 | $ 1,623,215 |
| Supplies & Materials | $ 238,326 | $ 228,980 | $ 228,980 | $ 228,980 | $ 223,125 |
| Services & Maintenance | $ 130,220 | $ 153,205 | $ 156,420 | $ 156,420 | $ 150,682 |
| Internal Services | $ 135,062 | $ 160,927 | $ 160,927 | $ 160,927 | $ 132,181 |
| Capital Equipment | $ 138,433 | $ 76,383 | $ 83,883 | $ 83,883 | $ 120,847 |
| Subtotal | $ 2,240,029 | $ 2,239,067 | $ 2,249,782 | $ 2,249,782 | $ 2,250,050 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 2,240,029 | $ 2,239,067 | $ 2,249,782 | $ 2,249,782 | $ 2,250,050 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

ANIMAL WELFARE

**GOALS:**

- Establish and strengthen partnerships with outside entities to provide quality of life to the animals in our care.

**OBJECTIVES:**

- Provide ongoing information sharing and public education opportunities.
- Maintain 90% or greater live-release rate for Animal Welfare Division.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Intakes-Strays (cats and dogs) | 2,591 | 2,264 | 2,500 | 2,500 | 2,600 |
| Intakes-owner relinquishments | 368 | 514 | 600 | 600 | 400 |
| Total intakes of all animals | 2,959 | 2,778 | 3,100 | 3,100 | 3,500 |
| Outcomes-adoptions | 1,769 | 1,758 | 1,850 | 1,850 | 1,900 |
| Outcomes-Animals returned to Owner | 483 | 515 | 650 | 650 | 675 |
| Live Release Rate * Based on calendar years | 93% | 93% | 93% | 93% | 94% |
| Presentations | 12 | 10 | 15 | 15 | 12 |
| Volunteer Hours | 6,062 | 6,062 | 6,500 | 6,500 | 6,500 |

# DIVISION SUMMARY

10660321 CRIMINAL INVESTIGATIONS

**MISSION:**

It is the mission of the Norman Police Department Criminal Investigations Division to provide appropriate assistance to victims of crimes, conduct thorough investigations into reported criminal offenses, seek facts, and when appropriate, submit charges and assist in the successful prosecution of offenders.

**DESCRIPTION:**

The Criminal Investigations Division is comprised of two sections. The Investigative Section primarily investigates crimes related to persons and property related offences, including Part I crimes, crimes against children, domestic abuse, burglaries, stolen vehicles, fraud, and many other criminal offenses. The Forensic Services and Property Section supports the department through property storage, evidence processing, and video analysis operations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 25 | 25 | 25 | 25 | 25 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 25 | 25 | 25 | 25 | 25 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 3,541,476 | $ 3,636,709 | $ 3,572,119 | $ 3,572,119 | $ 3,541,175 |
| Supplies & Materials | $ 43,823 | $ 52,870 | $ 54,370 | $ 54,370 | $ 40,494 |
| Services & Maintenance | $ 124,795 | $ 104,302 | $ 168,892 | $ 168,892 | $ 123,855 |
| Internal Services | $ 110,532 | $ 113,251 | $ 113,251 | $ 113,251 | $ 126,522 |
| Capital Equipment | $ 154,378 | $ 88,908 | $ 88,908 | $ 88,908 | $ 87,250 |
| Subtotal | $ 3,975,004 | $ 3,996,040 | $ 3,997,540 | $ 3,997,540 | $ 3,919,296 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 3,975,004 | $ 3,996,040 | $ 3,997,540 | $ 3,997,540 | $ 3,919,296 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

CRIMINAL INVESTIGATIONS

**GOALS:**

- Reduce Part A crimes by 2% before the end of December 2025
- Decrease incapacitating and fatality collisions by 5% from the prior year (2025)
- Implement a department-wide initiative to enhance operational efficiency, collaboration, and wellness by optimizing workflow processes, fostering open communication across all divisions, and promoting the physical, mental, and emotional well-being of our team. Through these efforts, we will strengthen our internal operations and improve the overall quality of service delivery to the community we serve.
- Establish and strengthen collaborative partnerships with local, regional, and state partners to comprehensively address community concerns related to homelessness, mental health, and drug abuse

**OBJECTIVES:**

- Identify and remove barriers associated with victim support and advocacy.
- Install and foster the belief that every call and every action matter among all employees.
- Identify and refer community members with recurring need for assistance to resources.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

**PEFORMANCE INDICATORS:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| Investigators | 17 | 18 | 18 | 18 | 18 |
| Cases closed by arrest | 135 | 105 | 150 | 116 | 150 |
| C.O.P. Follow-up | 296 | 109 | 100 | 144 | 150 |
| Cases Investigated | 1,660 | 566 | 1,500 | 414 | 700 |
| Deactivated Due to low staffing | 255 | 321 | 350 | 326 | 300 |

Notes to Results Report:
COP-Community Oriented

# DIVISION SUMMARY

10660139 EMERGENCY COMMUNICATIONS

**MISSION:**

The mission of the Emergency Communications division is to maintain and enhance the quality of life in Norman by handling 911 and other calls for service; dispatch appropriate emergency services in a prompt, courteous and professional manner, thereby protecting lives and property while providing accurate information in our responses.

**DESCRIPTION:**

The Emergency Communications division provides 24/7 services to internal and external customers. External customers include the public, other non-public safety agencies and other public safety agencies. Internal customers include the Norman Police Department, Norman Fire Department, EMSStat Emergency Medical Services, Little Axe Fire Department, and Norman Animal Welfare. The Emergency Communications Division is responsible for the maintenance and operations of the citywide radio systems, used across many city departments and partnering jurisdictions. Additionally, the division is responsible for the continued development and operations of the new Norman Emergency Communications and Operations Center.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 24 | 24 | 24 | 24 | 24 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 24 | 24 | 24 | 24 | 24 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,414,531 | $ 2,196,460 | $ 2,196,460 | $ 2,196,460 | $ 2,205,570 |
| Supplies & Materials | $ 94,947 | $ 50,496 | $ 50,496 | $ 50,496 | $ 51,669 |
| Services & Maintenance | $ 610,781 | $ 682,888 | $ 682,888 | $ 682,888 | $ 675,141 |
| Internal Services | $ 90,726 | $ 99,289 | $ 99,289 | $ 99,289 | $ 139,586 |
| Capital Equipment | $ 24,465 | $ 9,750 | $ 16,824 | $ 16,824 | $ 27,750 |
| Subtotal | $ 3,235,450 | $ 3,038,883 | $ 3,045,957 | $ 3,045,957 | $ 3,099,716 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Fund Total | $ 3,235,450 | $ 3,038,883 | $ 3,045,957 | $ 3,045,957 | $ 3,099,716 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

EMERGENCY COMMUNICATIONS

**GOALS:**

- Reduce Part A crimes by 2% from prior year
- Decrease incapacitating and fatality collisions by 5% from prior year
- Implement a department-wide initiative to enhance operational efficiency, collaboration, and wellness by optimizing workflow processes, fostering open communication across all divisions, and promoting the physical, mental, and emotional well-being of our team. Through these efforts, we will strengthen our internal operations and improve the overall quality of service delivery to the community we serve.
- Establish and strengthen collaborative partnerships with local, regional, and state partners to comprehensively address community concerns related to homelessness, mental health, and drug abuse.

**OBJECTIVES:**

- Develop a plan to provide interoperability solutions to allow for communication with neighboring agencies
- Recruit and retain quality Communications Officers, turnover rate <10%
- Limit time to dispatch to < 60 seconds on 90% of all Fire/EMS and priority police calls
- Limit 911 answer time to < 10 seconds
- In conjunction with ACOG, implement regional Next Generation 911 (NG911) system
- Limit Administrative call queue time average to < 10 seconds
- Train all Dispatchers in CIT awareness or higher

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Interoperability solutions | 75% | 75% | 75% | 75% | 100% |
| Dispatchers with CIT Training | 100% | 75% | 80% | 60% | 100% |
| NG911 | 50% | 50% | 50% | 75% | 100% |
| Call Queue Time in seconds | 14 | 14 | 9 | 13 | 10 |
| 911 Answer Time | 80% | 80% | 95% | 85% | 90% |
| Time to dispatch | 1:26.8 | 1:38 | :59 | 1:30 | 1:20 |
| Employee Retention | 90% | 90% | 90% | 90% | 90% |

A new radio code issue has been identified, required use to reprogram every public safety radio again, with current radio tech staffing this has proven extremely difficult. Still in discussions with the state to resume work on ISSI to OKWIN. Of the 2 CIT instructors, one retired and one was demoted out of training. Working on new instructor training, have identified other means of certification.

# DIVISION SUMMARY

10660322 PATROL

**MISSION:**

The mission of the Patrol Division is to provide immediate response and stability to emergency situations, investigate criminal activities, develop community partnerships, and proactively identify and resolve public safety concerns of our community.

**DESCRIPTION:**

The Patrol Division is comprised of three Patrol Sections. The division provides around the clock response to emergency calls for assistance, provides directed proactive patrols, detains and arrests suspects who have warrants or have violated laws, provide initial investigations of criminal matters, investigate traffic collisions, and enforce traffic laws. The division uses a community policing approach to develop community partnerships intended to build community trust, improve accountability, and identify and resolve concerns of the community.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 79 | 79 | 79 | 79 | 79 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 79 | 79 | 79 | 79 | 79 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 11,428,683 | $ 11,170,391 | $ 11,170,391 | $ 11,170,391 | $ 11,167,242 |
| Supplies & Materials | $ 321,574 | $ 303,012 | $ 303,012 | $ 303,012 | $ 268,065 |
| Services & Maintenance | $ 265,730 | $ 240,086 | $ 240,086 | $ 240,086 | $ 244,086 |
| Internal Services | $ 574,150 | $ 663,177 | $ 663,177 | $ 663,177 | $ 590,828 |
| Capital Equipment | $ 383,884 | $ 569,214 | $ 569,214 | $ 569,214 | $ 168,750 |
| Subtotal | $ 12,974,020 | $ 12,945,880 | $ 12,945,880 | $ 12,945,880 | $ 12,438,971 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 12,974,020 | $ 12,945,880 | $ 12,945,880 | $ 12,945,880 | $ 12,438,971 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

PATROL

**GOALS:**

- Reduce Part A crimes by 2% from previous year
- Decrease incapacitating and fatality collisions by 5% from the prior year
- Implement a department-wide initiative to enhance operational efficiency, collaboration, and wellness by optimizing workflow processes, fostering open communication across all divisions, and promoting the physical, mental, and emotional well-being of our team. Through these efforts, we will strengthen our internal operations and improve the overall quality of service delivery to the community we serve.
- Establish and strengthen collaborative partnerships with local, regional, and state partners to comprehensively address community concerns related to homelessness, mental health, and drug abuse

**OBJECTIVES:**

- Partner with the Pace Unit to identify and apprehend individuals involved in criminal activity
- Reduce DA's Office request for follow-ups by 10%
- Conduct thorough crime scene investigations whenever possible
- Enhance Roadway Safety Through Enforcement
- Utilize department data to coordinate top 5 high accident enforcement areas and see a reduction of collisions as compared to 2025
- Send 10 patrol officers to CIT training during 2026
- Equip all officers with updated resource guides/referral cards to distribute to individuals on calls for service
- Utilize the department issued PCD to enhance operational efficiency as well as wellness through the use of the appropriate application

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Calls for service | 93,148 | 95,534 | 96,000 | 96,000 | 97,500 |
| Case reports taken | 12,248 | 11,888 | 12,500 | 11,500 | 12,500 |
| Traffic Contacts (citations/warnings) | 30,102 | 34,540 | 35,000 | 35,000 | 37,500 |
| Collisions investigated | 2,221 | 2,183 | 2,150 | 2,200 | 2,150 |
| Arrests made | 5,184 | 4,880 | 4,700 | 4,650 | 4,800 |

# DIVISION SUMMARY

10660230 SPECIAL INVESTIGATIONS

**MISSION:**

The mission of the Norman Police Department Special Investigations Division is to conduct complex and lengthy investigations requiring specialty tactics and resources with the goal of providing appropriate assistance to victims of crimes; conduct thorough investigations into reported criminal offenses; seek facts and when appropriate, submit charges; and assist in the successful prosecution of offenders.

The Special Investigations Division provides the resources, personnel, and expertise to conduct complex, lengthy investigations including narcotics investigations, crimes against persons, and property crimes. In some cases, the division may provide support through advice, equipment, or undercover operations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 7 | 7 | 7 | 7 | 7 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 7 | 7 | 7 | 7 | 7 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,125,996 | $ 1,139,465 | $ 1,139,465 | $ 1,139,465 | $ 1,150,391 |
| Supplies & Materials | $ 41,837 | $ 38,542 | $ 38,542 | $ 38,542 | $ 32,651 |
| Services & Maintenance | $ 29,200 | $ 39,158 | $ 37,658 | $ 37,658 | $ 39,158 |
| Internal Services | $ 65,819 | $ 69,840 | $ 69,840 | $ 69,840 | $ 68,035 |
| Capital Equipment | $ 149,564 | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,412,415 | $ 1,287,005 | $ 1,285,505 | $ 1,285,505 | $ 1,290,235 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,412,415 | $ 1,287,005 | $ 1,285,505 | $ 1,285,505 | $ 1,290,235 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SPECIAL INVESTIGATIONS

**GOALS:**

- Reduce Part A crimes by 2% from previous year.
- Decrease incapacitating and fatality collisions by 5% from prior year.
- Implement a department-wide initiative to enhance operational efficiency, collaboration, and wellness by optimizing workflow processes, fostering open communication across all divisions, and promoting the physical, mental, and emotional well-being of our team. Through these efforts, we will strengthen our internal operations and improve the overall quality of service delivery to the community we serve.
- Establish and strengthen collaborative partnerships with local, regional, and state partners to comprehensively address community concerns related to homelessness, mental health, and drug abuse

**OBJECTIVES:**

- Identify and remove barriers associated with victim support and advocacy.
- Install and foster the belief that every call and every action matter among all employees.
- Identify and refer community members with recurring need for assistance to resources.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Investigators | 4 | 4 | 6 | 5 | 4 |
| Number of investigations closed | 84 | 25 | 85 | 24 | 30 |
| Persons arrested | 74 | 72 | 85 | 81 | 85 |
| Search warrants | 85 | 80 | 85 | 112 | 100 |

# DIVISION SUMMARY

10660115 STAFF SERVICES

**MISSION:**

The mission of the Staff Services Division is to work with internal and external partners and the community in an effort to increase department efficiency, readiness and accountability through the development of processes intended to achieve our department's mission and vision.

**DESCRIPTION:**

The Staff Services Division consists of a multiple sections including employee recruitment and hiring, training and development, payroll, budgeting and purchasing, crime analysis, technology maintenance and growth, research and development, personnel management, strategic planning, equipment inventories, records retention and release, digital media redactions and release, and PBX operations. The division provides front line customer support through the Records Section and is responsible for receiving and processing the city phone operator functions during business hours. In addition, the division includes Traffic, Parking Services, and Community Outreach Sections as well as the Problem Resolution Section. These elements of the division are focused on creating proactive, long term, root cause focused solutions to our community's social harms. The division provides extensive community outreach and crime prevention programs and partners with other community agencies in a unified effort to address concerns in our community.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 39 | 39 | 39 | 39 | 39 |
| Part-time Positions | 1 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 40 | 39 | 39 | 39 | 39 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 4,669,964 | $ 4,429,306 | $ 4,429,306 | $ 4,429,306 | $ 4,650,380 |
| Supplies & Materials | $ 335,188 | $ 261,268 | $ 267,168 | $ 267,168 | $ 295,825 |
| Services & Maintenance | $ 530,670 | $ 535,920 | $ 538,520 | $ 538,520 | $ 546,524 |
| Internal Services | $ 186,935 | $ 222,591 | $ 222,591 | $ 222,591 | $ 222,903 |
| Capital Equipment | $ 362,730 | $ 392,988 | $ 392,988 | $ 392,988 | $ 206,725 |
| Subtotal | $ 6,085,486 | $ 5,842,073 | $ 5,850,573 | $ 5,850,573 | $ 5,922,357 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 6,085,486 | $ 5,842,073 | $ 5,850,573 | $ 5,850,573 | $ 5,922,357 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

STAFF SERVICES

**GOALS:**

- Reduce Part A crimes by 2% from prior year
- Decrease incapacitating and fatality collisions by 5% from prior year
- Implement a department-wide initiative to enhance operational efficiency, collaboration, and wellness by optimizing workflow processes, fostering interdepartmental communication, and promoting the physical, mental, and emotional well-being of our team. Through these efforts we will strengthen our internal operations and improve the overall quality of service delivery to the community we serve.
- Establish and strengthen collaborative partnerships with local, regional, and state partners to comprehensively address community concerns related to homelessness, mental health, and drug abuse.

**OBJECTIVES:**

- Provide training, resources, and reliable systems to enhance the department's ability to investigate and deter criminal activity
- Strengthen prevention and awareness initiatives through community engagement and proactive strategies
- Deliver training, resources, and reliable systems that strengthen traffic enforcement and lower injury and fatal collision rates
- Improve professional development, streamline processes, and strengthen wellness initiatives across the department
- Foster collaboration and wellness through community engagement and interdivisional partnerships
- Equip the department with tools and training to respond effectively to issues of homelessness, mental health, and substance abuse
- Build partnerships and connect vulnerable populations with resources through outreach and engagement
- Promote roadway safety through education, collaboration, and targeted enforcement

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Total number of in-service training hours scheduled of commissioned personnel | 30 | 30 | 30 | 30 | 30 |
| Total number of firearms training sessions for commissioned officer | 4 | 4 | 4 | 4 | 4 |
| Officers qualified on firearms courses | 100% | 100% | 100% | 100% | 100% |
| Officers completing annual mental health training | 100% | 100% | 100% | 100% | 100% |
| Records Counter Contacts | 9,760 | 9,511 | 9,500 | 9,800 | 10,000 |
| Records Phone Contacts | 8,732 | 8,181 | 8,100 | 8,500 | 8,600 |
| Records Cases Managed | 11,992 | 18,988 | 19,000 | 20,000 | 20,100 |
| Records Released | 6,308 | 7,252 | 7,300 | 7,500 | 7,700 |
| Videos Processed | 820 | 970 | 1,000 | 1,100 | 1,200 |

# PUBLIC WORKS DEPARTMENT

124 EMPLOYEES

PUBLIC WORKS DIRECTOR (1)

Management Analyst (1)

**FLEET (28)**
Fleet Program Manager (1)
Administrative Technician III (2)
Fleet Service Writer (1)

EMERG. EQUIP/EQUIP. SUPPORT
Supervisor (1)
Emerg. Vehicle Tech Specialist (1)
Emerg. Vehicle Tech Mechanic II (1)
Maintenance Worker II (1)

FLEET REPAIR

LIGHT EQUIPMENT
Fleet Light Repair Supervisor (1)
Auto Service Technician (2)
Mechanic II (2)
Mechanic I (2)
Tire Repair Technician (1)

HEAVY EQUIPMENT
Fleet Heavy Repair Supervisor (1)
Mechanic II (3)
Mechanic I (2)
Field Service Mechanic II (1)
Auto Service Technician (2)

TRANSIT
Fleet Transit Repair Supervisor (1)
Transit Mechanic II (2)

**STREETS (33)**
Streets Program Manager (1)
Street Maintenance Supervisor (1)
Administrative Technician III (1)

STREET MAINTENANCE
Pavement Maint. Coordinator (1)

ASPHALT CREW
Crew Chief (1)
Heavy Equipment Operator (3)
Maintenance Worker II (3)
Maintenance Worker I (1)

CONCRETE CREW
Crew Chief (1)
Heavy Equipment Operator (1)
Maintenance Worker II (2)
Maintenance Worker I (1)

GENERAL PURPOSE CREW
Crew Chief (1)
Heavy Equipment Operator (1)
Maintenance Worker II (1)
Maintenance Worker I (1)

SURFACE MAINT. CREW
Crew Chief (1)
Heavy Equipment Operator (1)
Maintenance Worker II (1)
Maintenance Worker I (1)

ROADSIDE MAINT. CREW
Crew Chief (1)
Heavy Equipment Operator (3)
Maintenance Worker II (3)
Maintenance Worker I (1)

**TRAFFIC CONTROL (20)**
Transportation Engineer (1)
Capital Project Engineer (1)
Traffic Engineer (1)
Administrative Technician III (1)

SIGNING – STRIPING
PARKING METERS-STUDIES
Traffic Control Supervisor (1)
Crew Chief (1)
Traffic Technician (1)
Heavy Equipment Operator (1)
Maintenance Worker II (2)
Maintenance Worker I (2)
Traffic Sign Fabricator (1)

SIGNALIZATION
Traffic Signal Supervisor (1)
Traffic Signal Technician (5)
Traffic Line Locator (1)

**TRANSIT & PARKING (3)**
Transit & Parking Program Manager (1)
Transit Planner & Grants Specialist (1)
Administrative Technician III (1)

**STORMWATER (20)**
Stormwater Program Manager (1)
Administrative Technician III (1)

STORMWATER MAINTENANCE
Stormwater Supervisor (1)
Stormwater Inspector/Locator (1)

INFRASTRUCTURE MAINTENANCE
Crew Chief (1)
Heavy Equipment Operator (1)
Maintenance Worker II (1)
Maintenance Worker I (1)

CHANNEL MAINTENANCE
Crew Chief (1)
Heavy Equipment Operator (1)
Maintenance Worker II (2)
Maintenance Worker I (2)

STREET SWEEPING / CAMERA CREW
Crew Chief (1)
Maintenance Worker II (4)
Maintenance Worker I (1)

**ENGINEERING (18)**
City Engineer (1)
Administrative Technician III (1)

CAPITAL PROJECTS
Capital Project Engineer (4)

CONSTRUCTION
Construction Manager (1)
Utility Coordinator (1)
Construction Inspector (4)

DEVELOPMENT
Subdivision Develop. Manager (1)
Development Engineer (1)
Subdivision Develop. Coord. (1)

DESIGN AND SURVEY
Engineering Assistant (1)
City Surveyor (1)
Engineering Technician I (1)

# DEPARTMENT SUMMARY

TOTAL PUBLIC WORKS

**MISSION:**

The mission of the Public Works Department is to provide exceptional transportation, stormwater/flood control and subdivision development services to the citizens of Norman.

**DESCRIPTION:**

The Public Works Department is organized into seven functional divisions: Administration, Engineering, Fleet, Streets, Stormwater, Traffic Control, and Transit & Parking. The Department provides transportation, stormwater/flood control and subdivision development services through the development review, construction, reconstruction, operation and maintenance of public infrastructure and public transit and parking services. It provides support to every City department through specification development, acquisition assistance and maintenance of the City fleet.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 109 | 109 | 109 | 109 | 109 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 109 | 109 | 109 | 109 | 109 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 10,176,597 | $ 10,796,111 | $ 10,769,711 | $ 10,769,711 | $ 10,829,628 |
| Supplies & Materials | $ 4,211,251 | $ 5,100,149 | $ 5,028,038 | $ 5,059,238 | $ 4,760,005 |
| Services & Maintenance | $ 3,052,327 | $ 3,752,911 | $ 3,795,891 | $ 3,764,691 | $ 3,686,505 |
| Internal Services | $ 864,850 | $ 997,014 | $ 997,014 | $ 997,014 | $ 1,130,321 |
| Capital Equipment | $ 538,938 | $ 804,410 | $ 804,410 | $ 804,410 | $ 2,321,192 |
| Subtotal | $ 18,843,963 | $ 21,450,595 | $ 21,395,064 | $ 21,395,064 | $ 22,727,651 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 18,843,963 | $ 21,450,595 | $ 21,395,064 | $ 21,395,064 | $ 22,727,651 |

# DIVISION SUMMARY

10550201 ADMINISTRATION

**MISSION:**

The mission of the Administration Division is to provide management support to the Engineering, Fleet, Street, Stormwater, Traffic Control, and Transit & Parking Divisions.

**DESCRIPTION:**

The Administration Division is composed of the Director of Public Works and the Management Analyst.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 2 | 2 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 350,796 | $ 360,444 | $ 360,444 | $ 360,444 | $ 353,355 |
| Supplies & Materials | $ 9,539 | $ 4,767 | $ 4,767 | $ 4,767 | $ 4,767 |
| Services & Maintenance | $ 36,498 | $ 63,263 | $ 63,263 | $ 63,263 | $ 54,777 |
| Internal Services | $ 37,291 | $ 50,712 | $ 50,712 | $ 50,712 | $ 42,867 |
| Capital Equipment | $ 1,659 | $ 4,500 | $ 4,500 | $ 4,500 | $ - |
| Subtotal | $ 435,784 | $ 483,686 | $ 483,686 | $ 483,686 | $ 455,766 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 435,784 | $ 483,686 | $ 483,686 | $ 483,686 | $ 455,766 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

ADMINISTRATION

**GOALS:**

- Evaluate and identify present and future community needs, establish priorities, formulate long and short range public works plans. Research, develop and implement new strategies for innovative and improved service.
- Ensure all work is performed in conformance with appropriate standards and specifications and maintain an awareness of federal and state regulations as they apply to various areas within the Public Works Department.
- Establish goodwill and resolve/respond to various issues by attending meetings, and through correspondence with various County, State and Federal regulatory agencies, civic and business associations, representatives of the press, city officials, citizens, and other City Departments.
- Improve the appearance of the community through implementation of specific projects and programs.
- Administer the American Public Works Association (APWA) Accreditation Program with an eye toward "Continuous improvement".

**OBJECTIVES:**

- Coordinate major highway improvement projects with the Oklahoma Department of Transportation including Interstate 35, State Highway 9, turnpikes, 36th Avenue NW Bond Project, and Legacy Trail.
- Continue the process of compliance with EPA and ODEQ Phase II Stormwater regulations by assisting in the fulfillment of the requirements of the NPDES permit and assist in educating the community on the regulations including the Lake Thunderbird TMDL.
- Reduce traffic congestion/delay by monitoring and upgrading current Traffic Signal Timing Program, capital projects, TMC operation and other pro-active traffic system improvements.
- Retain the City beautification program started as a litter control program including a right-of-way mowing and edging program through contract services and enhanced street sweeping operations.
- Enhance City's stormwater management and flood control programs through the successful implementation of the Stormwater Master Plan and updates and enforcement of the City's Floodplain Ordinance.
- Assist the community in its desire to improve appearance and appeal of the University of Oklahoma including the implementation of a citywide Wayfinding Program.
- Implement the City's updated Comprehensive Transportation Plan.
- Implement 2012 $89.5 million G.O. Bond Program including eight (8) major Transportation projects.
- Implement the City's adopted Alternative Fuel Program including enhancement of the City's Compressed Natural Gas (CNG) Fueling Facility and Vehicle Conversion Program.
- Implement the City's adopted Alternative Fuel Program including enhancement of the City's Compressed Natural Gas (CNG) Fueling Facility and Vehicle Conversion Program.
- Implement the 2026-2031 Street Maintenance Bond Program valued at $35 million.
- Serve as the City's liaison to the Association of Central Oklahoma Governments (ACOG) for all transportation issues including acquisition of up to $10 million in federal grants per year for local projects in Norman.
- Serve as a key member of the City's Response and Recovery Team for all weather disasters in Norman, particularly in the repair of damaged public infrastructure and the removal of debris.
- Maintain over 800 miles of public streets in Norman.
- Coordinate the land development, platting and building permit applications for hundreds of new residential, commercial and industrial properties each year.
- Maintain the City's fleet of over 900 vehicle and equipment items to the satisfaction of our customers who are made up of other City department personnel.
- Implement 2019 $139 million Transportation Bond Program including nineteen (19) projects
- Manage the City's Public Transportation (Bus) System, EMBARK Norman
- Manage the City's Public Parking Program.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Highway projects completed | 60% | 60% | 60% | 80% | 60% |
| Implement Stormwater Master Plan | 50% | 70% | 75% | 60% | 65% |
| Implementation of Wayfinding Plan | 50% | 75% | 90% | 90% | 95% |
| Implementation of 2012 Bond Program | 90% | 90% | 90% | 90% | 100% |
| Implementation of 2019 Transportation Bond Program | 15% | 20% | 27% | 20% | 30% |
| Completion of 2021-2026 Street Maintenance Bond Program | n/a | 10% | 20% | 25% | 30% |
| Implementation 2014 Comprehensive Transportation Plan (CTP) | n/a | n/a | n/a | n/a | 20% |

Notes to Results Report: Stormwater Master Plan and Comprehensive Transportation Plan updated in FY26.

# DIVISION SUMMARY

10550210 ENGINEERING

**MISSION:**

The mission of the Engineering Division is to provide prompt, courteous, skillful, and conscientious service to the citizens of Norman concerning transportation and development services.

**DESCRIPTION:**

The Engineering Division provides technical and management support for development, infrastructure and construction. Proposed public and private improvements, including platting and infrastructure design, within the City are administered and technically reviewed by Engineering staff. Roadway Capital Projects are administered within the division including design, acquiring right of way, utility relocation and construction of the improvements. The division is also responsible for construction inspection services for new infrastructure constructed as a part of new developments or capital projects.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 13 | 13 | 13 | 13 | 13 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 13 | 13 | 13 | 13 | 13 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,270,505 | $ 1,419,755 | $ 1,411,355 | $ 1,411,355 | $ 1,423,366 |
| Supplies & Materials | $ 23,492 | $ 19,303 | $ 19,903 | $ 19,903 | $ 15,975 |
| Services & Maintenance | $ 31,521 | $ 52,299 | $ 60,099 | $ 60,099 | $ 52,208 |
| Internal Services | $ 60,167 | $ 63,616 | $ 63,616 | $ 63,616 | $ 53,665 |
| Capital Equipment | $ - | $ 75,587 | $ 75,587 | $ 75,587 | $ 90,360 |
| Subtotal | $ 1,385,686 | $ 1,630,560 | $ 1,630,560 | $ 1,630,560 | $ 1,635,574 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,385,686 | $ 1,630,560 | $ 1,630,560 | $ 1,630,560 | $ 1,635,574 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

ENGINEERING

**GOALS:**

- Respond to requests for information in a prompt, courteous manner.
- Manage projects efficiently and professionally.
- Provide other City Departments / Divisions with prompt, quality service.

**OBJECTIVES:**

- Respond to citizen complaints and regulatory agencies in a courteous, professional and timely manner.
- Perform more in-house designs of capital improvements, instead of using consulting engineers.
- Build and inspect construction projects in strict accordance with the plans and specifications.
- Complete construction projects on time and within budget.
- Investigate issues in the public Right-of-Way promptly.
- Provide technical advice to other City Departments / Divisions.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Complete projects within 15% of the original budget, 80% of the time | 75% | 75% | 80% | 75% | 75% |
| Complete projects on time, 75% of the time | 85% | 85% | 80% | 80% | 80% |
| Keep engineering, staking and quality control costs to less than 15% of the construction costs, 90% of the time | 95% | 95% | 90% | 95% | 95% |
| Addresses will be assigned within 5 working days, 70% of the time | 100% | 100% | 95% | 100% | 95% |
| Lot line adjustments will be completed within 5 working days, 70% of the time | 90% | 90% | 85% | 90% | 90% |
| Public requests for information will be provided within 2 hours, 70% of the time | 95% | 85% | 90% | 85% | 85% |
| Will inspect all active projects once a day, 90% of the time | 100% | 95% | 95% | 95% | 95% |
| Prepare development punch list within 1 day of the final inspection, 90% of the time | 95% | 95% | 95% | 90% | 90% |
| Will comply with the project plans and specifications, 100% of the time | 100% | 100% | 100% | 100% | 100% |
| The review of residential building permits will be completed within 3 working days, 75% of the time | 90% | 95% | 95% | 95% | 95% |
| 2012 Transportation Bond Program | 90% | 90% | 90% | 90% | 95% |
| 2019 Transportation Bond Program | 15% | 20% | 27% | 25% | 30% |
| The review of commercial building permits will be completed within 7 working days, 75% of the time | 90% | 90% | 90% | 90% | 90% |

# DIVISION SUMMARY

10550170 FLEET ADMINISTRATION

**MISSION:**

The mission of the Public Works Fleet Administration Division is to provide safe, economical, state-of-the-art, environmentally friendly transportation and service to allow departments to fulfill their official duties and to enhance citizen mobility, accessibility, and transportation choices that are safe, economical, and reliable.

**DESCRIPTION:**

There are 31 employees within the Fleet Administration and Repair Divisions. The Public Works Fleet Administration Division ensures the City's Public Compressed Natural Gas (CNG) Fueling Facility and Public Electric Vehicle (EV) Chargers remain open to the public 24 hours a day. Fleet Administration uses a Fleet Management Information Software program to ensure accurate mechanic productivity, repair types, work orders, parts issued, inventory, fuel, and equipment replacement needs are posted. FuelMaster is a fuel management system used by the Fleet Division to track usage of compressed natural gas (CNG), unleaded, and diesel. FuelMaster allows the Fleet Division to report accurate usage of CNG from the public and private sector to the Internal Revenue Division for tax purposes. The Fleet Division provides the administrative, logistical, and mechanical support to all City departments who operate City owned equipment/vehicles. Fleet staff is responsible for establishing citywide budget figures based on a three (3) year average usage for the coming fiscal year with regards to the internal fuel, parts, and sublet accounts. Fleet Administrative staff establishes capital funds by awarding bids and/or using state contracts relating to the acquisition of new equipment/vehicles. The Equipment Support Supervisor and one Light Equipment Technician are responsible for the daily maintenance and the periodic repair of the City of Norman's CNG Fueling Facility. After-hours emergency repairs and monitoring is supported by a third-party contractor.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 4 | 4 | 4 | 4 | 4 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 4 | 4 | 4 | 4 | 4 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 509,878 | $ 537,586 | $ 526,786 | $ 526,786 | $ 522,970 |
| Supplies & Materials | $ 8,498 | $ 11,416 | $ 8,416 | $ 8,416 | $ 8,030 |
| Services & Maintenance | $ 142,029 | $ 118,270 | $ 132,070 | $ 132,070 | $ 187,751 |
| Internal Services | $ 6,840 | $ 7,932 | $ 7,932 | $ 7,932 | $ 33,457 |
| Capital Equipment | $ 2,188 | $ - | $ - | $ - | $ 236,257 |
| Subtotal | $ 669,433 | $ 675,204 | $ 675,204 | $ 675,204 | $ 988,465 |
| Division Total | $ 669,433 | $ 675,204 | $ 675,204 | $ 675,204 | $ 988,465 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

FLEET ADMINISTRATION

**GOALS:**

- Provide support services to all City divisions and the public.
- Provide support services to all Norman citizens.
- Provide timely Preventive Maintenance.
- Web access to status of vehicle repair.
- Right-size the organization for long term sustainability.
- Fuel management and regulatory compliance.
- Pilot/demo/evaluate new vehicle and equipment technologies.
- Create a department culture that fosters and promotes teamwork.
- Strive to present a more professional appearance and attitude.

**OBJECTIVES:**

- To increase the awareness of the City's personnel in the need to support the Preventative Maintenance Service Program for vehicles/equipment to ensure safety standards are continually met, liabilities are reduced, and an overall reduction in maintenance costs can be achieved.
- Purchase vehicles and equipment following the guidelines of the City's Alternative Fuel Program.
- Work with City divisions to obtain equipment and vehicles that will be utilized to their maximum potential and remove obsolete, under-utilized equipment and vehicles from inventory.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| **Preventive maintenance program** | | | | | |
| (missed or late services) | 334 | 353 | 330 | 345 | 375 |
| (completed services) | 2,923 | 3,595 | 3,700 | 3,653 | 3,750 |
| **Capital Equipment/Vehicle Outlay** | | | | | |
| General Fund (excluding | $4,052,692 | $2,040,876 | $3,026,300 | $1,541,064 | $2,200,000 |
| PSST Fund | $188,400 | $359,720 | $2,285,000 | $1,541,064 | $1,959,133 |
| Water/WRF Utility Funds | $334,335 | $122,800 | $1,094,191 | $1,124,191 | $1,784,309 |
| Sanitation Fund | $4,966,464 | $2,595,005 | $2,160,400 | $2,160,400 | $1,967,910 |
| Public Transportation Fund | $506,164 | $506,164 | $2,530,450 | $2,490,144 | $402,410 |
| **Vehicle Replacement Report:** | | | | | |
| *No. of requests received for replacement* | | | | | |
| General Fund (excluding Westwood) | 128 | 93 | 75 | 33 | 75 |
| PSST Fund | 11 | 13 | 21 | 6 | 18 |
| Water/WRF Utility Funds | 17 | 20 | 7 | 5 | 43 |
| Sanitation Fund | 19 | 14 | 5 | 5 | 11 |
| Public Transportation Fund | 9 | 4 | 4 | 4 | 2 |
| Fixed Routes | 5 | 3 | 3 | 3 | 0 |
| Paratransit | 4 | 1 | 1 | 1 | 2 |

**PERFORMANCE MEASUREMENTS - RESULTS REPORT (continued)**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| *No. of requests approved for replacement* | | | | | |
| General Fund (excluding Westwood) | 53 | 30 | 33 | 39 | 47 |
| PSST Fund | 4 | 3 | 6 | 3 | 21 |
| Water/WRF Utility Funds | 6 | 6 | 3 | 8 | 19 |
| Sanitation Fund | 17 | 7 | 4 | 5 | 4 |
| Public Transportation Fund | 1 | 4 | 4 | 0 | 2 |
| *No. of requests deferred for replacement* | | | | | |
| General Fund (excluding | 75 | 63 | 42 | 0 | 28 |
| PSST Fund | 7 | 10 | 15 | 3 | 0 |
| Water/WRF Utility Funds | 11 | 14 | 4 | 0 | 11 |
| Sanitation Fund | 2 | 7 | 1 | 0 | 2 |
| Public Transportation Fund | 8 | 0 | 0 | 4 | 0 |
| **Fuel Report:** | | | | | |
| Diesel / gallons dispensed | 240,770 | 243,610 | 284,307 | 298,385 | 364,656 |
| Unleaded gasoline / gallons dispensed | 241,561 | 237,535 | 282,313 | 313,893 | 379,541 |
| Compressed natural gas dispensed | 396,848 | 311,634 | 350,000 | 360,193 | 374,400 |
| Compressed natural gas sold to public: | | | | | |
| Gallons | 36,267 | 16,490 | 22,300 | 24,130 | 26,909 |
| Sales | $76,131 | $32,804 | $46,830 | $50,673 | $56,509 |

Notes to Results Report:

**Preventive Maintenance Program:** This program is designed with the intent to "prevent" major repairs before they happen. Vehicles/equipment are scheduled on a routine basis, specifically every 4,000 miles (250 hours for those with meters) or every 6 months whichever comes first. With the cleaner burning fuel on our CNG Vehicles, they are scheduled on a routine basis, specifically every 7,500 miles (500 hours for those with meters) or once a year, whichever comes first. Public Transportation fixed route and paratransit vehicles are scheduled on a routine basis, specifically every 5000 miles. With the cleaner burning fuel on our CNG vehicles, they are scheduled on a routine basis of once a year.

**Capital Equipment/Vehicle outlay:** The Fleet Division uses the Oklahoma State Contract, where applicable, as one of its main tools in purchasing cars, police vehicles, pickup trucks, and large chassis which helps keep the initial investment lower**.**

**Vehicle Replacement Analysis:** Available through the Fleet Management Information System (FMIS) Program used by the Fleet Division, this report identifies units that are in need of replacement before maintenance costs exceed the value of a replacement. AssetWorks automatically calculates equipment replacement needs based on age, usage, and maintenance dollars spent.

**Support of City Policies:** The Fleet Division supports and aids in drafting policies that prohibit unskilled and untrained employees from performing repairs and/or modifications to City vehicles and equipment.

# DIVISION SUMMARY

10550175 FLEET CNG STATION

**MISSION:**

To provide Norman citizens and city departments with compressed natural gas 24 hours a day seven days a week.

**DESCRIPTION:**

The Compressed Natural Gas (CNG) Station is a fueling facility for the City's fleet and the public. Fleet tracks CNG usage of the public and City's fleet while maintaining the fueling facility with repairs and maintenance ensuring it is open to the public 24 hours a day. Track usage of compressed natural gas (CNG) and report bi-weekly usage of CNG from the public and private sector to the Internal Revenue Service and the Oklahoma Tax Commission and payment of motor fuel taxes collected. The approximate annual through-put of CNG gallons is 374,358.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 69,464 | $ 77,279 | $ 77,279 | $ 77,279 | $ 75,197 |
| Supplies & Materials | $ 226,484 | $ 198,109 | $ 199,136 | $ 199,136 | $ 167,143 |
| Services & Maintenance | $ 91,652 | $ 64,827 | $ 100,227 | $ 100,227 | $ 68,968 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ 3,091 | $ - | $ - | $ - | $ - |
| Subtotal | $ 390,690 | $ 340,215 | $ 376,642 | $ 376,642 | $ 311,308 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 390,690 | $ 340,215 | $ 376,642 | $ 376,642 | $ 311,308 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

FLEET CNG STATION

**GOALS:**

To provide City of Norman citizens and City departments with compressed natural gas (CNG), and to provide consistent and reliable service 24 hours a day, 7 days a week.

**OBJECTIVES:**

Deliver the highest level of customer service, conduct all department business in an ethical and timely manner, and always take a proactive rather than reactive approach to identify problems or issues and initiate corrective action immediately.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Number of CNG Transactions | 8,309 | 3,391 | 8,500 | 3,502 | 6,500 |
| Number of CNG gallons | 396,848 | 311,634 | 312,545 | 360,193 | 374,400 |

# DIVISION SUMMARY

10550173 FLEET FUEL & PARTS INVENTORY

**MISSION:**

The mission of the Fleet Division is to support the City departments and agencies in the delivery of municipal services by ensuring that the City vehicles (949) and other automotive-related equipment are available, dependable, and safe to operate. Supply the City vehicles and equipment with reliable fuel, including CNG, unleaded, and diesel.

**DESCRIPTION:**

This division accounts for all the fuel and parts inventory for City vehicles and equipment. The Fleet Division oversees the annual fuel usage of all City Departments totaling 904,732 gallons of diesel, unleaded, and CNG annually.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ 2,535,047 | $ 3,443,284 | $ 3,400,857 | $ 3,400,857 | $ 3,188,891 |
| Services & Maintenance | $ 473,267 | $ 579,184 | $ 565,184 | $ 565,184 | $ 568,975 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ 4,778 | $ - | $ - | $ - | $ - |
| Subtotal | $ 3,013,091 | $ 4,022,468 | $ 3,966,041 | $ 3,966,041 | $ 3,757,866 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 3,013,091 | $ 4,022,468 | $ 3,966,041 | $ 3,966,041 | $ 3,757,866 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

FLEET FUEL & PARTS INVENTORY

**GOALS:**

- Provide 90% of the non-consumable parts requirements on demand and 95% of the parts requirements within two (2) business hours of demand.
- Provide 24/7 access for unleaded, diesel, and compressed natural gas motor fuels for all City Departments.

**MISSION:**

Deliver the highest level of customer service, conduct all department business in an ethical and timely manner, and always take a proactive rather than reactive approach to identify problems or issues and initiate corrective action immediately.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Non-consumable parts: On-Demand | >90% | >90% | >90% | >90% | >90% |
| Within 2 business hours | >95% | >95% | >85% | >85% | >85% |
| Citywide Gallons Used | 879,180 | 678,613 | 1,170,729 | 408,830 | 744,197 |

# DIVISION SUMMARY

10550171 FLEET AUTOMOTIVE/LIGHT EQUIPMENT REPAIR

**MISSION:**

The mission of the Fleet Light Repair Shop is to support the City Departments and agencies in the delivery of municipal services by ensuring that City vehicles and other light equipment are available, dependable, and safe to operate in a timely manner.

**DESCRIPTION:**

The Fleet Light Repair Shop consists of one Shop Supervisor and seven Technicians: two Mechanic II's, two Mechanic I's, two Auto Service Technicians, and one Tire Technician. These eight Fleet employees are responsible for the maintenance and repair of the City's light equipment and vehicles and trailers less than 16,000 lbs. GVW(gross vehicle weight.) The Fleet Automotive/Light Equipment Shop has maintained the Automotive Service of Excellence (ASE) Blue Seal Program since October 2008. This achievement is due to having 75% or more technicians ASE certified in each area of service provided. The Shop Supervisor is responsible for prioritizing equipment repairs to ensure all departments have a safe and ample amount of equipment available at all times. Additionally, the Supervisor oversees the procurement of all Light Duty Equipment. They manages the day-to-day operations, which include approximately 550 assets. They ensures the division employees' health, welfare, and safety regarding personnel, equipment, shop, and environmental protection.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 8 | 8 | 8 | 8 | 8 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 8 | 8 | 8 | 8 | 8 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 519,050 | $ 631,871 | $ 631,871 | $ 631,871 | $ 713,551 |
| Supplies & Materials | $ 39,865 | $ 34,566 | $ 30,096 | $ 30,096 | $ 48,125 |
| Services & Maintenance | $ 28,936 | $ 31,819 | $ 36,289 | $ 36,289 | $ 33,172 |
| Internal Services | $ 57,269 | $ 74,566 | $ 74,566 | $ 74,566 | $ 89,312 |
| Capital Equipment | $ 35,809 | $ 10,000 | $ 10,000 | $ 10,000 | $ - |
| Subtotal | $ 680,929 | $ 782,822 | $ 782,822 | $ 782,822 | $ 884,160 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 680,929 | $ 782,822 | $ 782,822 | $ 782,822 | $ 884,160 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

FLEET AUTOMOTIVE/LIGHT EQUIPMENT REPAIR

**GOALS:**

- Provide safe and reliable repairs to all Divisions that the Fleet Light Equipment Repair Services represents.
- Maintain the ASE Blue Seal of Excellence Program and keep the Fleet facility ASE certified.
- Provide outsourcing for repairs not provided in-house for vehicles and equipment.
- Deliver the highest level of customer service.
- Complete 80% of repairs in 24 hours and 90% of repairs in 48 hours.
- Provide 85% on demand for non-consumables; 90% of parts requirements will be available within 4 business hours; 98% on demand of repair parts designated as preventative maintenance requirements.
- Productivity goal of 72% or above.
- Provide technician training that covers the latest technological advances for the City's equipment.
- 95% overall equipment availability at any given time.

**OBJECTIVES:**

- Deliver the highest level of customer service.
- Conduct all Department business in an ethical and timely manner.
- Always take a proactive rather than reactive approach to identify problems or issues and initiate corrective action immediately.
- Increase the awareness of the City's personnel in the need to support the Preventive Maintenance Service program for vehicles and equipment so that safety standards are continually met, liabilities are reduced, and an overall reduction in repair costs can be achieved.
- Benchmark repairs with industry standards.
- Keep come-back repairs to a minimum (<5%).

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Number of light duty units | 580 | 576 | 605 | 580 | 584 |
| Number of light duty CNG units | 92 | 78 | 83 | 84 | 83 |
| Yearly productive average (national average is 70%) | >72% | >72% | >72% | >72% | >72% |
| Benchmark vehicle repair standards (average exceeding industry standard) | >50% | >50% | >50% | >50% | >50% |
| Preventive Maintenance Program: | | | | | |
| (missed or late services) | 237 | 212 | 300 | 275 | 280 |
| (completed services) | 2,150 | 970 | 2,600 | 1,310 | 1,500 |
| Work orders completed | 3,118 | 2,479 | 2,200 | 1,266 | 1,300 |
| (# of scheduled repairs) | 2,360 | 1,330 | 1,300 | 1,448 | 1,500 |
| (# of unscheduled repairs) | 968 | 938 | 880 | 802 | 815 |
| # of Sublet Vendor Repairs | 61 | 71 | 60 | 78 | 82 |

Notes to Results Report:
ASE – Automotive Service Excellence
CNG – Compressed Natural Gas

# DIVISION SUMMARY

10550172 FLEET TRUCK/HEAVY EQUIPMENT REPAIR

**MISSION:**

The mission of the Fleet Heavy Repair Shop is to service and maintain the City's fleet of heavy equipment and class 5 through class 8 trucks and trailers. Fleet services and repairs these units in the shop as well as in the field when necessary.

**DESCRIPTION:**

The Fleet Heavy Repair Shop consists of one (1) Public Works Supervisor, one (1) Field Service Mechanic II, three (3) Mechanic II's, two (2) Mechanic I's, and two (2) Service Technicians. These nine (9) employees are tasked with the maintenance, repair, and procurement of the City of Norman's heavy equipment and class 5 through class 8 trucks and trailers. The Heavy Shop oversees approximately 300 assets which includes all refuse trucks and large equipment used to repair and maintain the Streets, Stormwater, Solid Waste Operations, and Line Maintenance divisions in the City of Norman. As well as all other departments in the City. The Fleet Heavy Equipment Shop has maintained the Automotive Service of Excellence (ASE) Blue Seal Program since October 2008. This is achieved by having 75% or more technicians ASE certified in each area of service provided.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 9 | 9 | 9 | 9 | 9 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 9 | 9 | 9 | 9 | 9 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 771,493 | $ 829,936 | $ 829,936 | $ 829,936 | $ 725,132 |
| Supplies & Materials | $ 60,477 | $ 51,011 | $ 43,901 | $ 43,901 | $ 27,832 |
| Services & Maintenance | $ 23,765 | $ 19,937 | $ 27,047 | $ 27,047 | $ 29,987 |
| Internal Services | $ 21,460 | $ 19,025 | $ 19,025 | $ 19,025 | $ 17,769 |
| Capital Equipment | $ 19,813 | $ 35,000 | $ 35,000 | $ 35,000 | $ 7,000 |
| Subtotal | $ 897,008 | $ 954,909 | $ 954,909 | $ 954,909 | $ 807,720 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 897,008 | $ 954,909 | $ 954,909 | $ 954,909 | $ 807,720 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

FLEET REPAIR SERVICES – HEAVY DUTY

**GOALS:**

- Provide safe and reliable repairs to all Divisions that Heavy Truck/Equipment Repair Services represents.
- Maintain the ASE Blue Seal of Excellence Program and keep the Fleet facility ASE certified.
- Provide outsourcing for repairs not provided in-house for vehicles and equipment.
- Deliver the highest level of customer service.
- Complete 80% of repairs in 24 hours and 90% of repairs in 48 hours.
- Provide 85% on demand for non-consumables; 90% of parts requirements will be available within 4 business hours; 98% on demand of repair parts designated as preventative maintenance requirements.
- Productivity goal of 72% or above.
- 95% overall equipment availability at any given time.

**OBJECTIVES:**

- Deliver the highest level of customer service.
- Conduct all department business in an ethical and timely manner.
- Always take a proactive rather than reactive approach to identify problems or issues and initiate corrective action immediately.
- Increase the awareness of the City's personnel in the need to support the Preventive Maintenance Service program for vehicles and equipment so that safety standards are continually met, liabilities are reduced, and an overall reduction in
- Benchmark repairs with industry standards.
- Keep come-back repairs to a minimum (<5%).

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Heavy duty units | 287 | 298 | 299 | 300 | 302 |
| Heavy duty CNG vehicles | 42 | 40 | 45 | 38 | 37 |
| Yearly productive average (national standard avg is 70%) | >72% | >72% | >72% | >72% | >72% |
| Benchmark vehicle repair standards (avg exceeding industry standard) | >50% | >50% | >50% | >50% | >50% |
| Preventive Maintenance Program: | | | | | |
| (missed or late services) | 72 | 63 | 60 | 65 | 58 |
| (completed services) | 516 | 556 | 585 | 560 | 600 |
| Work orders completed | 1,002 | 1,999 | 1,900 | 1,706 | 1,850 |
| (# of scheduled repairs) | 516 | 846 | 1200 | 604 | 854 |
| (# of unscheduled repairs) | 486 | 1,041 | 700 | 1,052 | 950 |
| (# of sublet vendor repairs) | 67 | 111 | 55 | 148 | 155 |

Notes to Results Report:
ASE – Automotive Service Excellence
CNG – Compressed Natural Gas

# DIVISION SUMMARY

10550222 STORMWATER MAINTENANCE

**MISSION:**

The Stormwater Division is responsible for the protection of the health, safety, and welfare of the people of Norman through the regulation and maintenance of the City's municipal separate storm sewer system (MS4) and the administration of the floodplain permitting process.

**DESCRIPTION:**

The Stormwater Division maintains and improves the stormwater system. The Stormwater Division is responsible for the day to day operation as well as emergency repairs to help insure floodwaters move safely throughout the city. The Stormwater Division is responsible for administering the City's floodplain permitting process. Floodplain permitting efforts help ensure the welfare and protection from floodwaters of lives and property within the City as well as the protection of the City's natural water resources. Stormwater responds to citizen requests, drainage concerns, and the City of Norman Action Center notifications within a 24 hour period. Administers the floodplain permitting process, assists the Utilities Division of Environmental Services with compliance to state stormwater regulations, including the Phase II MS4 general permit and the Lake Thunderbird TMDL. The Stormwater Division performs erosion control and debris removal within publicly owned drainage ways, maintains approximately 102 miles of storm sewers and 2,271,548 square feet of open channels. Collaborates with the Public Works Street Division to maintain 80 bridges and 2,000 culverts located within public streets rights-of-way or public drainage easements and emergency disaster response related to flooding, winter storms, severe storms, and non-hazardous material chemical spills . The Stormwater Division conducts street sweeping on major arterial and collector streets and coordinates rural drainage improvement projects with Cleveland County.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 20 | 20 | 20 | 20 | 20 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 20 | 20 | 20 | 20 | 20 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,708,262 | $ 1,850,130 | $ 1,842,930 | $ 1,842,930 | $ 1,788,927 |
| Supplies & Materials | $ 266,941 | $ 286,403 | $ 286,403 | $ 286,403 | $ 251,804 |
| Services & Maintenance | $ 132,984 | $ 173,842 | $ 181,042 | $ 181,042 | $ 172,976 |
| Internal Services | $ 203,967 | $ 243,785 | $ 243,785 | $ 243,785 | $ 268,137 |
| Capital Equipment | $ 6,771 | $ 77,787 | $ 77,787 | $ 77,787 | $ 629,425 |
| Subtotal | $ 2,318,925 | $ 2,631,947 | $ 2,631,947 | $ 2,631,947 | $ 3,111,269 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 2,318,925 | $ 2,631,947 | $ 2,631,947 | $ 2,631,947 | $ 3,111,269 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

STORMWATER MAINTENANCE

**GOALS:**

To manage and perform construction, maintenance, and inspections of the City of Norman's Municipal Separate Storm Sewer System (MS4), bridges, culverts, drainage channels, detention ponds, and surface waters for potential stormwater problems related to drainage and water quality. To manage stormwater pollution issues and flood damage control and respond to emergency situations. To aid in the Norman City Council Strategic Plan, vision, and goals, for a functional, attractive, and clean and green Norman.

**OBJECTIVES:**

- Investigate drainage problems promptly.
- Manage and provide response to citizen's maintenance requests and the City of Norman Action Center notifications within a twenty-four hour response time.
- Provide efficient storm sewer system maintenance.
- Maintain clean streets and limit the amount of pollutants that enter the storm sewer system by sweeping curb and gutter streets.
- Along with Division of Environmental Resilience and Sustainability, ensure compliance with state stormwater and floodplain regulations, including the Phase II MS4 general permit and the Lake Thunderbird TMDL.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Respond to stormwater complaints and drainage concerns within 24 hours | 99% | 99% | 99% | 99% | 99% |
| Mechanically sweep 500 curb miles per month (6,000 annually) | 74% | 60% | 85% | 60% | 85% |
| Inspect and clean 100% of the urban drainage inlets three times a year | 105% | 50% | 65% | 50% | 65% |
| Mow 2,271,548 square-feet (52 acres) of open drainage ways, 6x per year | 55% | 65% | 70% | 65% | 70% |
| Permit all floodplain activities as appropriate | 100% | 100% | 95% | 100% | 95% |
| Identify and assess the condition of stormwater infrastructure. (4 map grids per month) | 0% | 40% | 85% | 5% | 50% |
| Capture CCTV of stormwater infrastructure for inspections and diagnostics within 72 hours of request. | n/a | n/a | n/a | n/a | 1 |
| Respond to 100% of Okie calls within 72 hours of request. | 100% | 100% | 100% | 100% | 100% |

# DIVISION SUMMARY

10550221 STREET MAINTENANCE

**MISSION:**

The Street Division is responsible for the management, maintenance and construction improvements of streets, alleys, bridges and their associated systems. Related activities include snow removal, ice control, and repairs to maintain roadway conditions within approved pavement management criteria. Street Maintenance exists to provide safe, well drained, durable streets, effective pavement management and responsive emergency services to all citizens of Norman and their visitors.

**DESCRIPTION:**

• Provide for the management, maintenance and construction of street, alleys and surface drainage systems.
• Respond to citizen requests.
• Maintenance of Portland cement concrete, asphalt pavement and aggregate surfaced rural roads and alleys.
• Provides maintenance and reconstruction/repair of the City's streets and roadways including roadside drainage, bridges and culverts.
• Provides emergency disaster response related to flood, winter storms, severe storms, and other non-storm related emergency responses.
• Mowing Rural and Urban rights-of-way.
• Apply vegetative chemical control to urban and rural rights-of-way.
• Provides snow removal and ice control for all identified urban and rural streets and coordinates with Cleveland County and ODOT for snow and ice control of rural roads and state highways respectively.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 33 | 33 | 33 | 33 | 33 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 33 | 33 | 33 | 33 | 33 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,928,497 | $ 3,121,369 | $ 3,121,369 | $ 3,121,369 | $ 3,112,949 |
| Supplies & Materials | $ 678,494 | $ 794,872 | $ 763,672 | $ 794,872 | $ 796,313 |
| Services & Maintenance | $ 156,212 | $ 250,915 | $ 282,115 | $ 250,915 | $ 310,299 |
| Internal Services | $ 329,679 | $ 377,045 | $ 377,045 | $ 377,045 | $ 484,198 |
| Capital Equipment | $ 43,925 | $ 173,978 | $ 173,978 | $ 173,978 | $ 656,840 |
| Subtotal | $ 4,136,807 | $ 4,718,179 | $ 4,718,179 | $ 4,718,179 | $ 5,360,599 |
| Division Total | $ 4,136,807 | $ 4,718,179 | $ 4,718,179 | $ 4,718,179 | $ 5,360,599 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

STREET MAINTENANCE

**GOALS:**

- To manage and perform maintenance and construction of streets, alleys, bridges, culverts.
- To manage and maintain urban and rural roadsides.
- To manage and perform snow/ice control and respond to emergency situations.
- Aid in the Norman City Council strategic plan, and goals, for a functional, attractive, and clean and green Norman.

**OBJECTIVES:**

- Manage and provide response to citizen's maintenance requests and the City of Norman Action Center notifications within a twenty-four hour response time.
- Provide safe and efficient transportation system.
- Weather damage response.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Respond to all Action Center requests within 24 hour period | 429 | 429 | 400 | 400 | 400 |
| Maintain up to 10 miles of asphalt roadway within capital program for given fiscal year | 8 | 8 | 10 | 4 | 6 |
| Maintain up to 2000 square yards of concrete roadway within capital program for given fiscal year | 3,451.88 | 2,603.33 | 2,000 | 2,000 | 2,000 |
| Mow rural and urban routes citywide 8 times per year | 8 | 8 | 8 | 8 | 8 |
| Debris removal - issue notice to proceed/task order within 48 hours of storm event | 100% | 100% | N/A | N/A | 100% |
| Street maintenance bond program - contract all selected project categories for the bond within the same fiscal year | 4 | 4 | 5 | 5 | 5 |
| Bridge bond program - contract all selected projects for bond within the same fiscal year | 0 | 0 | 2 | 2 | 2 |

# DIVISION SUMMARY

10550223 TRAFFIC CONTROL

**MISSION:**

The mission of the Traffic Control Division is to provide and maintain the controls necessary for the safe movement of traffic with minimum delay by using nationally accepted standards, guidelines and procedures.

**DESCRIPTION:**

The Traffic Control Division operates and maintains 252 traffic and pedestrian signals, more than 24,000 traffic control signs, 205 parking meters, and pavement markings on approximately 200 miles of City streets.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 20 | 20 | 20 | 20 | 20 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 20 | 20 | 20 | 20 | 20 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,039,251 | $ 1,967,741 | $ 1,967,741 | $ 1,967,741 | $ 2,114,181 |
| Supplies & Materials | $ 362,416 | $ 256,418 | $ 270,887 | $ 270,887 | $ 251,125 |
| Services & Maintenance | $ 1,935,464 | $ 2,398,555 | $ 2,348,555 | $ 2,348,555 | $ 2,207,392 |
| Internal Services | $ 148,086 | $ 160,334 | $ 160,334 | $ 160,334 | $ 140,916 |
| Capital Equipment | $ 420,905 | $ 427,558 | $ 427,558 | $ 427,558 | $ 701,310 |
| Subtotal | $ 4,906,123 | $ 5,210,606 | $ 5,175,075 | $ 5,175,075 | $ 5,414,924 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 4,906,123 | $ 5,210,606 | $ 5,175,075 | $ 5,175,075 | $ 5,414,924 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

TRAFFIC CONTROL

**GOALS:**

- Provide a transportation system that allows the safe, orderly and predictable movement of all traffic, motorized and non-motorized.
- Provide and maintain the control, guidance and warning devices necessary for the efficient movement of people and goods.
- Respond to citizen requests in a courteous, timely and efficient manner.
- Provide prompt assistance to other City Departments and Divisions.
- Ensure employee safety.

**OBJECTIVES:**

- Investigate traffic problems reported by the public in a timely manner.
- Complete traffic studies in a timely manner.
- Review plans in a timely manner.
- Maintain high quality pavement markings on roadways with more than 1,000 vehicles per day on average. Stripe high traffic volume roadways (with more than 10,000 vehicles per day) utilizing thermoplastic which is re-striped every 4 to 6 years depending on wear. All other roadways with more than 1,000 vehicles per day are striped annually utilizing waterborne paint.
- Perform appropriate Capital Project Management.
- Serve as ACOG MPO TC Member including development of periodic TIP submissions and addressing various calls for projects to Regional Plan Updates.
- Respond to damaged traffic control signs in a timely manner.
- Respond to traffic signal malfunctions in a timely manner.
- Perform preventive maintenance on all traffic signal and parking meter equipment.
- Provide a safe working environment for all employees.
- Maintain traffic signal timing plans for coordination of urban arterials on closed loop systems.
- Respond to neighborhood requests for traffic calming projects.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Provide initial response to citizen inquiries within 2 days | 100% | 100% | 100% | 100% | 100% |
| Provide information requested by citizens within 7 days | 100% | 100% | 95% | 100% | 95% |
| Complete traffic engineering studies within 45 days | 100% | 100% | 99% | 100% | 99% |
| Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days | 100% | 100% | 95% | 100% | 95% |
| Worker-hours per gallon of traffic paint used | 0.8 | 0.8 | 0.8 | 0.8 | 0.8 |
| Thermoplastic legend, arrows, stop bars and crosswalks installed | 5 | 5 | 5 | 4 to 6 | 5 |
| Preventive maintenance on each traffic signal once every 6 months | 100% | 100% | 100% | 100% | 100% |

**PERFORMANCE MEASUREMENTS - RESULTS REPORT (continued)**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Development of periodic ACOG TIP submissions and addressing various call for projects to Regional Plan Updates | 100% | 100% | 100% | 100% | 100% |
| Keep capital projects on schedule and within budget | 95% | 95% | 95% | 95% | 95% |
| Response to reports of high priority sign damage (stop or yield signs) within one hour, other lower priority signs within one day, and street name signs within two weeks | 100% | 100% | 99% high priority - 90% other signs | 100% | 100% |
| Percent of work hours lost due to on-the-job injuries | 0.01% | <0.01% | <0.01% | <0.01% | <0.01% |
| Response to reports on traffic signal malfunctions within one hour | 100% | 100% | 100% | 100% | 100% |
| Develop updated traffic signal timing plan for each closed loop system every 4 years | 90% | 90% | 100% | 90% | 100% |
| Collect and evaluate traffic data for traffic calming project requests submitted between January and April, and between August and November, within 60 days of notice | 90% | 90% | 100% | 95% | 100% |
| Conduct neighborhood meetings for eligible traffic calming projects between June and November and no more than 7 months from receipt of the neighborhood request | 90% | 90% | 100% | 95% | 100% |

## NON-DEPARTMENTAL

The “Non-Departmental” divisions are City Boards, Commissions, and several City funded agencies and programs. All of these are funded in the General Fund. They are designated as “Non-Departmental” because they have City-wide impact and because no City personnel are budgeted in these divisions.

# DIVISION SUMMARY

10770281 FIREHOUSE ART CENTER

**MISSION:**

The mission of the Firehouse Art Center is to serve as a vehicle for the visual arts to the citizens of Norman.

**DESCRIPTION:**

The Firehouse Art Center is a building owned and maintained by the City of Norman for the purpose of promoting and providing an opportunity for the visual arts to the citizens of Norman. The Firehouse Art Center, Inc. manages the day-to-day operations of the Firehouse. The City of Norman is currently providing funding for a portion of the utilities and a contribution to help allow continued operation of the center.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 135,873 | $ 136,993 | $ 136,993 | $ 136,993 | $ 15,440 |
| Internal Services | $ 13,418 | $ 13,794 | $ 13,794 | $ 13,794 | $ 14,936 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 149,291 | $ 150,787 | $ 150,787 | $ 150,787 | $ 30,376 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 149,291 | $ 150,787 | $ 150,787 | $ 150,787 | $ 30,376 |

# DIVISION SUMMARY

10770182 HISTORICAL MUSEUM

**MISSION:**

The mission of the Historical Museum is to serve as a museum and facility for special research dealing with local history.

**DESCRIPTION:**

The Norman and Cleveland County Museum is a house owned and maintained by the City of Norman for the purpose of serving as a museum and a facility for specialist research service dealing with local history for the benefit of the citizens of Cleveland County. The day-to-day operations of the museum are managed by the Norman and Cleveland County Historical Society. Currently, the City of Norman is providing a portion of the utility costs and a contribution to help with funding for the continued operation of the museum.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 51,757 | $ 59,425 | $ 59,425 | $ 59,425 | $ 8,933 |
| Internal Services | $ 4,047 | $ 5,015 | $ 5,015 | $ 5,015 | $ 2,552 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 55,805 | $ 64,440 | $ 64,440 | $ 64,440 | $ 11,485 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 55,805 | $ 64,440 | $ 64,440 | $ 64,440 | $ 11,485 |

# DIVISION SUMMARY

10930194 INTERFUND TRANSFERS

**MISSION:**

Account for and monitor all inter-fund transactions from the General Fund to all other funds.

**DESCRIPTION:**

An account established to record the subsidies transferred from the General Fund to various funds to cover the costs for which user fees are insufficient.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Public Safety Sales Tax Fund | $ 212,216 | $ 482,453 | $ 490,753 | $ 490,753 | $ - |
| CDBG Fund | $ 800,000 | $ - | $ - | $ - | $ - |
| Westwood Fund | $ 447,043 | $ - | $ - | $ - | $ - |
| YFAC Fund | $ 302,089 | $ - | $ - | $ - | $ - |
| Capital Project Fund | $ - | $ - | $ 6,188 | $ 6,188 | $ - |
| Public Transit Fund | $ - | $ - | $ - | $ - | $ - |
| Risk Management Fund | $ - | $ - | $ - | $ - | $ 2,192,268 |
| CLEET Fund | $ 14,011 | $ - | $ - | $ - | $ - |
| Norman Forward Fund | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,775,359 | $ 482,453 | $ 496,941 | $ 496,941 | $ 2,192,268 |

# DIVISION SUMMARY

10770280 NORMAN PUBLIC LIBRARY

**MISSION:**

Pursuant to a contract with the Pioneer Library Systems entered into Contract K-1314-88 on November 12, 2013, where the City agreed to provide building maintenance, custodial services and utilities for the Central Library and two branch libraries.

**DESCRIPTION:**

The Facility Maintenance Division of the Parks and Recreation Department performs maintenance services and preventive maintenance programs to all three libraries. The City of Norman also provides custodial services to all three facilities. The current Central Library is located at 301 West Acres Street. In FYE 2014 Norman Library West was opened in a portion of the Pioneer Library Systems Administrative Services Facility located at 300 Norman Center Court. Norman Library East is located at 3051 Alameda Street and opened in June 2018.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 13,478 | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ 299,316 | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 148,028 | $ 480,856 | $ 480,856 | $ 480,856 | $ 454,914 |
| Internal Services | $ - | $ 151,370 | $ 151,370 | $ 151,370 | $ 122,736 |
| Capital Equipment | $ - | | | | |
| Subtotal | $ 460,821 | $ 632,226 | $ 632,226 | $ 632,226 | $ 577,650 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 460,821 | $ 632,226 | $ 632,226 | $ 632,226 | $ 577,650 |

# DIVISION SUMMARY

10770286 SANTA FE DEPOT

**MISSION:**

The Norman Depot shall be available for use by the entire community. As stated in the lease of land 6(a): "The City of Norman agrees to preserve the Depot as an historical landmark and will utilize the building in such a manner as to benefit the entire community – restricted for public use."

**DESCRIPTION:**

The City will maintain the building and grounds and make the building available to the community on a rental-reservation basis. The building is also made available to morning and evening Amtrak passengers. Beginning in FYE 27, the contribution that Council elects to make to the Depot to help with operations will be reflected in this cost center instead of Council's cost center, in order to capture all Depot-related expenses in one place.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 4,414 | $ 62,405 | $ 62,405 | $ 62,405 | $ 4,737 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 4,414 | $ 62,405 | $ 62,405 | $ 62,405 | $ 4,737 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 4,414 | $ 62,405 | $ 62,405 | $ 62,405 | $ 4,737 |

# DIVISION SUMMARY

10770183 SOONER THEATRE

**MISSION:**

The mission of the Sooner Theatre is to provide cultural and entertainment opportunities for the community by operating a financially sound performing arts center and by maintaining its historical integrity and character.

**DESCRIPTION:**

The Sooner Theatre is a building owned by the City of Norman for the purpose of promoting theatrical arts and entertainment for the citizens of Norman. The day-to-day operations of the theatre are managed by the Sooner Theatre, Inc. The City currently pays a portion of the utility costs and provides a contribution to help fund continued operation of the theatre.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 107,317 | $ 107,640 | $ 107,640 | $ 107,640 | $ 18,947 |
| Internal Services | $ 15,505 | $ 17,780 | $ 17,780 | $ 17,780 | $ 10,587 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 122,821 | $ 125,420 | $ 125,420 | $ 125,420 | $ 29,534 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 122,821 | $ 125,420 | $ 125,420 | $ 125,420 | $ 29,534 |

# SPECIAL REVENUE FUNDS



## SPECIAL REVENUE FUNDS

The Special Revenue Funds account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditure for specified purposes.

# FUND SUMMARY

TOTAL ART IN PUBLIC PLACES FUND – (28)

**MISSION:**

To create exciting, appealing, and harmonious public spaces by integrating art into public places in the City of Norman.

**DESCRIPTION:**

On August 28, 2007, City Council passed Ordinance O-0708-5 to establish this fund which allows citizens, through pledges added to their monthly utility bill, to help fund public art in Norman.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 5,358 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 5,358 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Audit Adjust/Encumbrances | $ 2 | $ - | $ - | $ - | $ - |
| Subtotal | $ 2 | $ - | $ - | $ - | $ - |
| Fund Total | $ 5,360 | $ 16,000 | $ 16,000 | $ 16,000 | $ 16,000 |

# FUND SUMMARY

TOTAL CLEET PROGRAM FUND - (26)

**MISSION:**

The collection and disbursement of the portion of CLEET funds retained by the City for court and police training.

**DESCRIPTION:**

To accurately collect, account for, and disburse CLEET funds retained by the City.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 34,774 | $ 30,505 | $ 35,030 | $ 30,505 | $ 30,505 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 34,774 | $ 30,505 | $ 35,030 | $ 30,505 | $ 30,505 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Audit Adjust/Encumbrances | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Fund Total | $ 34,774 | $ 30,505 | $ 35,030 | $ 30,505 | $ 30,505 |

# DIVISION SUMMARY

26121311 COURT CLEET TRAINING

**MISSION:**

The disbursement of CLEET funds for court and prosecution training until the fund balance is depleted.

**DESCRIPTION:**

Disbursement of CLEET funds for court and prosecution training.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 1,233 | $ 1,500 | $ 1,500 | $ 1,500 | $ 1,500 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,233 | $ 1,500 | $ 1,500 | $ 1,500 | $ 1,500 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,233 | $ 1,500 | $ 1,500 | $ 1,500 | $ 1,500 |

# DIVISION SUMMARY

26660134 POLICE CLEET TRAINING

**MISSION:**

Established to account for revenue derived by provision of state law to be utilized for law enforcement education and training.

**DESCRIPTION:**

To provide law enforcement education and training, where appropriate.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 33,541 | $ 29,005 | $ 29,005 | $ 29,005 | $ 29,005 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 33,541 | $ 29,005 | $ 29,005 | $ 29,005 | $ 29,005 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 33,541 | $ 29,005 | $ 29,005 | $ 29,005 | $ 29,005 |

# FUND SUMMARY

TOTAL COMMUNITY DEVELOPMENT FUND - CDBG (21)

**MISSION:**

The mission of the CDBG program is to promote the development of viable urban communities by providing decent housing, a suitable living environment, and expanded economic opportunities, principally for persons of low and moderate incomes. CDBG eligible activities are initiated and developed at the local level based upon the community's needs, priorities, and benefits. The mission of the HOME Investment Partnership Program (HOME) provides formula grants to fund a wide range of activities including building, buying, and/or rehabilitation of affordable housing for rent or ownership or providing direct rental assistance to low-income people.

**DESCRIPTION:**

The Community Development Fund is a special revenue fund established to account for resources from a variety of federal programs funded by the Department of Housing & Urban Development. The fund activities include implementation and management of projects, monitoring of activities, record keeping and reporting. Fund divisions reflect multi-year funding as well as different grant programs.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 4 | 4 | 4 | 4 | 4 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 4 | 4 | 4 | 4 | 4 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Community Development | $ 723,214 | $ 866,443 | $ 1,327,444 | $ 1,327,444 | $ 844,715 |
| HOME | $ 47,091 | $ 441,286 | $ 1,779,114 | $ 1,779,114 | $ 425,788 |
| Emergency Shelter | $ - | $ - | $ - | $ - | $ - |
| ARPA | $ 20,150 | $ - | $ 1,539,064 | $ 1,539,064 | $ - |
| Neighborhood Initiatives | $ 6,598 | $ 60,000 | $ 266,933 | $ 266,933 | $ 60,000 |
| Pro Housing Grant | $ - | $ - | $ 1,200,000 | $ 1,200,000 | $ - |
| CDBG-CV | $ 33,306 | $ - | $ 30,417 | $ 30,417 | $ - |
| SHPRP ARRA Grant | $ - | $ - | $ - | $ - | $ - |
| COC Planning Grant | $ - | $ - | $ - | $ - | $ - |
| Public Services | $ 40,602 | $ 58,000 | $ 115,739 | $ 115,739 | $ 65,000 |
| Interfund Transfers | $ 223,451 | $ - | $ - | $ - | $ - |
| Audit Adjust/Encumbrances | $ (875,109) | $ - | $ - | $ - | $ - |
| Fund Total | $ 219,303 | $ 1,425,729 | $ 6,258,711 | $ 6,258,711 | $ 1,395,503 |

# DEPARTMENT SERVICE EFFORTS AND ACCOMPLISHMENTS

COMMUNITY DEVELOPMENT FUND

**GOALS:**

- To provide resources to low-to-moderate income residents of targeted areas to revitalize the infrastructure of their residential areas according to an approved Consolidated Plan, with emphasis on leveraging other resources to accomplish as many improvements as possible.
- To assist social service providers who serve low-to-moderate income persons in the City in finding resources.
- To provide resources for a variety of housing programs to rehabilitate existing housing, including accessibility modifications and emergency repairs; and, to assist in the development of affordable housing.
- To support the efforts of the Cleveland County Continuum of Care (OK-504)
- To continue to support anti-poverty programs to improve the general quality of life in the community.
- To assist in the acquisition of newly identified resources for the City as potential grant funds through collaborative efforts with other departments or agencies to address unmet needs.

**OBJECTIVES:**

- Facilitate the design and construction of infrastructure projects that primarily benefit low and moderate income areas of the City.
- Continue existing Housing rehabilitation programs and review and potentially implement additional programs to address more households.
- Continue to support the Continuum of Care Steering Committee (OK-504); assist providers of homeless services in an effort to expand the continuum of care from prevention to permanent housing.
- Partner with and/or provide technical assistance to other appropriate local agencies to acquire new resources to address the needs of low-to-moderate income persons.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| CDBG Entitlement funding | $941,659 | $944,550 | $984,443 | $984,443 | $984,443 |
| HOME Entitlement funding | $458,765 | $390,065 | $441,286 | $441,286 | $441,286 |

Notes to Results Report:
CDBG – Community Development Block Grant

# FUND SUMMARY

TOTAL PARK LAND AND DEVELOPMENT FUND (52)

**MISSION:**

Established by City Ordinance to receive revenues from developer fees dedicated to the acquisition and development of park land around the City of Norman.

**DESCRIPTION:**

To efficiently receive and monitor the use of revenues dedicated to park land acquisition and development.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Community Park Improve | $ - | $ - | $ 576,320 | $ - | $ - |
| Neighborhood Park Improve | $ 4,213 | $ - | $ 32,325 | $ - | $ - |
| Interfund Transfers | $ 29,240 | $ - | $ - | $ - | $ - |
| Audit Adjust/Encumbrances | $ 1,268 | $ - | $ - | $ - | $ - |
| Fund Total | $ 34,721 | $ - | $ 608,645 | $ - | $ - |

# FUND SUMMARY

TOTAL PUBLIC SAFETY SALES TAX FUND (15)

**MISSION:**

On May 13, 2008, the citizens of Norman passed a seven-year, one-half percent (1/2%) Public Safety Sales Tax (PSST) in order to increase the number of police officers and firefighters, and to construct two new fire stations. Ordinance O-0708-32 authorized the City to assess the new sales tax beginning October 1, 2008 and terminating on September 30, 2015. On April 1, 2014, the citizens passed a permanent one-half percent (1/2%) PSST in order to maintain the personnel added and to fund public safety equipment and projects.

**DESCRIPTION:**

The Public Safety Sales Tax Fund accounts for the revenues and expenditures related to the Public Safety Sales Tax. Both Police and Fire Departments have divisions in this Fund to account for the expenditures incurred related to the tax.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 90 | 90 | 90 | 90 | 90 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 90 | 90 | 90 | 90 | 90 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 12,123,490 | $ 11,901,245 | $ 11,901,245 | $ 11,901,245 | $ 11,892,887 |
| Supplies & Materials | $ 510,223 | $ 660,396 | $ 666,296 | $ 666,296 | $ 658,323 |
| Services & Maintenance | $ 263,333 | $ 282,661 | $ 285,061 | $ 285,061 | $ 271,406 |
| Internal Services | $ 432,761 | $ 527,525 | $ 527,525 | $ 527,525 | $ 512,188 |
| Capital Equipment | $ 943,895 | $ 325,432 | $ 325,432 | $ 325,432 | $ 775,910 |
| Subtotal | $ 14,273,702 | $ 13,697,259 | $ 13,705,559 | $ 13,705,559 | $ 14,110,714 |
| Capital Projects | $ 685,410 | $ - | $ 1,436,237 | $ 1,436,237 | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ 2,384,009 | $ 2,392,565 | $ 2,392,565 | $ 2,392,565 | $ 980,402 |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ 323,816 |
| Audit Adjust/Encumb | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 3,069,419 | $ 2,392,565 | $ 3,828,802 | $ 3,828,802 | $ 1,304,218 |
| Fund Total | $ 17,343,121 | $ 16,089,824 | $ 17,534,361 | $ 17,534,361 | $ 15,414,932 |

# DEPARTMENT SUMMARY

TOTAL FIRE DEPARTMENT - PUBLIC SAFETY SALES TAX FUND (15)

**MISSION:**

The Fire Department Administration Division facilitates the effective integration and application of all available resources.

**DESCRIPTION:**

The Norman Fire Department protects the citizens of Norman from emergencies and disasters through hazard suppression, prevention, mitigation, and educational programs.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 30 | 30 | 30 | 30 | 30 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 30 | 30 | 30 | 30 | 30 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 5,005,771 | $ 4,255,038 | $ 4,255,038 | $ 4,255,038 | $ 4,231,764 |
| Supplies & Materials | $ 217,396 | $ 383,629 | $ 383,629 | $ 383,629 | $ 371,507 |
| Services & Maintenance | $ 79,509 | $ 76,727 | $ 76,727 | $ 76,727 | $ 74,771 |
| Internal Services | $ 177,569 | $ 213,570 | $ 213,570 | $ 213,570 | $ 165,278 |
| Capital Equipment | $ 609,834 | $ 58,600 | $ 58,600 | $ 58,600 | $ 426,310 |
| Subtotal | $ 6,090,079 | $ 4,987,564 | $ 4,987,564 | $ 4,987,564 | $ 5,269,630 |
| Capital Projects | $ - | $ - | $ 17,000 | $ 17,000 | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ 17,000 | $ 17,000 | $ - |
| Division Total | $ 6,090,079 | $ 4,987,564 | $ 5,004,564 | $ 5,004,564 | $ 5,269,630 |

# DIVISION SUMMARY

15665143 SUPPRESSION – PUBLIC SAFETY SALES TAX

**MISSION:**

Fire Suppression Division forces are in a constant state of readiness to respond effectively to any emergency.

**DESCRIPTION:**

The Fire Suppression Division, by maintaining an effective force of personnel and equipment, provides emergency response to occurrences of fire, explosion, hazardous, toxic, and biological materials releases, and medical emergencies. This division accounts for the Fire personnel associated with the Public Safety Sales Tax approved by the citizens of Norman on May 13, 2008.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 30 | 30 | 30 | 30 | 30 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 30 | 30 | 30 | 30 | 30 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 5,005,771 | $ 4,255,038 | $ 4,255,038 | $ 4,255,038 | $ 4,231,764 |
| Supplies & Materials | $ 217,396 | $ 383,629 | $ 383,629 | $ 383,629 | $ 371,507 |
| Services & Maintenance | $ 79,509 | $ 76,727 | $ 76,727 | $ 76,727 | $ 74,771 |
| Internal Services | $ 177,569 | $ 213,570 | $ 213,570 | $ 213,570 | $ 165,278 |
| Capital Equipment | $ 609,834 | $ 58,600 | $ 58,600 | $ 58,600 | $ 426,310 |
| Subtotal | $ 6,090,079 | $ 4,987,564 | $ 4,987,564 | $ 4,987,564 | $ 5,269,630 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 6,090,079 | $ 4,987,564 | $ 4,987,564 | $ 4,987,564 | $ 5,269,630 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SUPPRESSION – PUBLIC SAFETY SALES TAX

**GOALS:**

- To provide an effective response to emergency medical calls, fires, explosions, hazardous materials releases, rescue from hazardous conditions and other emergencies to reduce the threats of harm or loss to the public.
- Provide an effective force of personnel and equipment in a constant state of readiness to assure the availability of a response at all times.

**OBJECTIVES:**

- Maintain typical staffing levels per unit at or above the national average.
- To become more proficient in all of the fire, rescue, and hazardous materials response disciplines by preparation, training, and evaluating response effectiveness. Identify and engage personnel in the overall succession planning goals.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Unique Incident Calls | 19,736 | 20,626 | na | 21,533 Using a 4.4% factor | 22,481 |
| All Unit Response | 24,976 | 26,635 | na | 28,320 using a 6.33% factor | 30,113 |
| Fire Calls Answered | 239 | 358 | 275 | 350 | 375 |
| Rescue & Emergency medical Calls answered | 12,016 | 12,430 | 12500 | 12,865 using a 3.5% factor | 12,865 |
| Training Hours Fire/Rescue/HAZMAT/EMS | 26,705 | 34,134 | 30,000 | 25,000 | 30,000 |
| Typical staff/Unit | 4 | 4 | 4 | 4 | 4 |
| Ratio to national staff/unit | 100% | 100% | 100% | 100% | 100% |

# DEPARTMENT SUMMARY

TOTAL POLICE DEPARTMENT – PUBLIC SAFETY SALES TAX FUND (15)

**MISSION:**

Passionately serving our community through education, innovation, enforcement, and excellence in everything we do.

**DESCRIPTION:**

The Norman Police Department's primary function, in partnership with the community, is to protect life and property, and to understand and serve the needs of the City's residents, visitors, neighborhoods, and business community. To improve the quality of life of all persons by maintaining order, resolving problems, and providing leadership in a manner consistent with law and reflective of shared community values.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 58 | 58 | 58 | 58 | 58 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 58 | 58 | 58 | 58 | 58 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 6,945,135 | $ 7,443,313 | $ 7,443,313 | $ 7,443,313 | $ 7,453,216 |
| Supplies & Materials | $ 248,654 | $ 260,256 | $ 266,156 | $ 266,156 | $ 270,684 |
| Services & Maintenance | $ 143,974 | $ 169,345 | $ 171,745 | $ 171,745 | $ 161,165 |
| Internal Services | $ 252,229 | $ 310,147 | $ 310,147 | $ 310,147 | $ 342,847 |
| Capital Equipment | $ 334,061 | $ 266,832 | $ 266,832 | $ 266,832 | $ 349,600 |
| Subtotal | $ 7,924,053 | $ 8,449,893 | $ 8,458,193 | $ 8,458,193 | $ 8,577,512 |
| Capital Projects | $ 55,958 | $ - | $ 1,419,237 | $ 1,419,237 | $ - |
| Cost Allocations | $ - | $ - | $ - | . | $ - |
| Debt Service | $ 2,384,009 | $ 2,392,565 | $ 2,392,565 | $ 2,392,565 | $ 980,402 |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 2,439,967 | $ 2,392,565 | $ 3,811,802 | $ 3,811,802 | $ 980,402 |
| Department Total | $ 10,364,020 | $ 10,842,458 | $ 12,269,995 | $ 12,269,995 | $ 9,557,914 |

# DIVISION SUMMARY

15661321 CRIMINAL INVESTIGATIONS

**MISSION:**

It is the mission of the Norman Police Department Criminal Investigation Division to provide appropriate assistance to victims of crimes, conduct thorough investigations into reported criminal offenses, seek facts, and when appropriate, submit charges and assist in the successful prosecution of offenders.

**DESCRIPTION:**

The Criminal Investigations Division is comprised of two sections. The Investigative Section primarily investigates crimes related to persons and property related offences, including Part I crimes, crimes against children, domestic abuse, burglaries, stolen vehicles, fraud, and many other criminal offenses. The Forensic Services and Property Section supports the department through property storage, evidence processing, and video analysis operations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 5 | 5 | 5 | 5 | 5 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 5 | 5 | 5 | 5 | 5 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 762,638 | $ 846,375 | $ 846,375 | $ 846,375 | $ 794,260 |
| Supplies & Materials | $ 5,526 | $ 5,343 | $ 5,343 | $ 5,343 | $ 5,310 |
| Services & Maintenance | $ 623 | $ 2,160 | $ 2,160 | $ 2,160 | $ 2,160 |
| Internal Services | $ 16,524 | $ 23,100 | $ 23,100 | $ 23,100 | $ 20,822 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 785,311 | $ 876,978 | $ 876,978 | $ 876,978 | $ 822,552 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 785,311 | $ 876,978 | $ 876,978 | $ 876,978 | $ 822,552 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

CRIMINAL INVESTIGATIONS – PUBLIC SAFETY SALES TAX

**GOALS:**

- Reduce Part A crimes by 2% from previous year
- Decrease incapacitating and fatality collisions by 5% from the prior year
- Implement a department-wide initiative to enhance operational efficiency, collaboration, and wellness by optimizing workflow processes, fostering open communication across all divisions, and promoting the physical, mental, and emotional well-being of our team. Through these efforts, we will strengthen our internal operations and improve the overall quality of service delivery to the community we serve.
- Establish and strengthen collaborative partnerships with local, regional, and state partners to comprehensively address community concerns related to homelessness, mental health, and drug abuse.

**OBJECTIVES:**

- Identify and remove barriers associated with victim support and advocacy.
- Install and foster the belief that every call and every action matter among all employees.
- Identify and refer community members with recurring need for assistance to resources.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Investigators | 17 | 18 | 18 | 18 | 18 |
| Cases closed by arrest | 135 | 105 | 150 | 116 | 150 |
| C.O.P. Follow-up | 296 | 109 | 100 | 144 | 150 |
| Cases investigated | 1,660 | 566 | 1,500 | 414 | 700 |
| Deactivated due to low staffing | 255 | 321 | 350 | 326 | 300 |

Notes to Results Report:

COP – Community Oriented Policing Program

# DIVISION SUMMARY

15661139 EMERGENCY COMMUNICATIONS

**MISSION:**

The mission of the Emergency Communications division is to maintain and enhance the quality of life in Norman by handling 911 and other calls for service; dispatch appropriate emergency services in a prompt, courteous and professional manner; thereby protecting lives and property while providing accurate information in our responses.

**DESCRIPTION:**

The Emergency Communications Division provides 24/7 services to internal and external customers. External customers include the public, other non-public safety agencies and other public safety agencies. Internal customers include the Norman Police Department, Norman Fire Department, EMSStat Emergency Medical Services, Little Axe Fire Department, and Norman Animal Welfare. The Emergency Communications Division is responsible for the maintenance and operations of the citywide radio systems that are used across many city departments and partnering jurisdictions. Additionally, the division is responsible for the continued development and operations of the new Norman Emergency Communications and Operations Center.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 4 | 4 | 4 | 4 | 4 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 4 | 4 | 4 | 4 | 4 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 209,826 | $ 264,274 | $ 264,274 | $ 264,274 | $ 319,627 |
| Supplies & Materials | $ 1,836 | $ 3,860 | $ 3,860 | $ 3,860 | $ 3,860 |
| Services & Maintenance | $ 1,151 | $ 1,200 | $ 1,200 | $ 1,200 | $ 1,200 |
| Internal Services | $ 5,442 | $ 5,426 | $ 5,426 | $ 5,426 | $ 5,717 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 218,256 | $ 274,760 | $ 274,760 | $ 274,760 | $ 330,404 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Fund Total | $ 218,256 | $ 274,760 | $ 274,760 | $ 274,760 | $ 330,404 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

EMERGENCY COMMUNICATIONS - PUBLIC SAFETY SALES TAX

**GOALS:**

- Reduce Part A crimes by 2% from prior year
- Decrease incapacitating and fatality collisions by 5% from prior year
- Implement a department-wide initiative to enhance operational efficiency, collaboration, and wellness by optimizing workflow processes, fostering open communication across all divisions, and promoting the physical, mental, and emotional well-being of our team. Through these efforts, we will strengthen our internal operations and improve the overall quality of service delivery to the community we serve.
- Establish and strengthen collaborative partnerships with local, regional, and state partners to comprehensively address community concerns related to homelessness, mental health, and drug abuse.

**OBJECTIVES:**

- Develop a plan to provide interoperability solutions to allow for communication with neighboring agencies.
- Recruit and retain quality Communications Officers, turnover rate <10%.
- Limit time to dispatch to < 60 seconds on 90% of all Fire/EMS and priority police calls.
- Limit 911 answer time to < 10 seconds.
- In conjunction with ACOG, implement regional Next Generation 911 (NG911) system.
- Limit administrative call queue time average to < 10 seconds.
- Train all Dispatchers in CIT awareness or higher.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Interoperability solutions | 75% | 75% | 75% | 75% | 100% |
| Dispatchers with CIT Training | 100% | 75% | 80% | 60% | 100% |
| NG911 | 50% | 50% | 50% | 75% | 100% |
| Call Queue time (seconds) | 14 | 14 | 9 | 13 | 10 |
| 911 answer time | 80% | 80% | 95% | 85% | 90% |
| Time to dispatch | 1:26 | 1:38 | :59 | 1:30 | 1:20 |
| Retention | 90% | 90% | 90% | 90% | 90% |

# DIVISION SUMMARY

15661322 PATROL

**MISSION:**

The mission of the Patrol Division is to provide immediate response and stability to emergency situations, investigate criminal activities, develop community partnerships, and proactively identify and resolve public safety concerns of our community.

**DESCRIPTION:**

The Patrol Division is comprised of three Patrol Sections. The division provides around the clock response to emergency calls for assistance, provides directed proactive patrols, detain and arrest suspects who have warrants or have violated laws, provide initial investigations of criminal matters, investigate traffic collisions, and enforce traffic laws. The division uses a community policing approach to develop community partnerships intended to build community trust, improve accountability, and identify and resolve concerns of the community.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 36 | 36 | 36 | 36 | 36 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 36 | 36 | 36 | 36 | 36 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 3,822,438 | $ 4,423,096 | $ 4,423,096 | $ 4,423,096 | $ 4,390,314 |
| Supplies & Materials | $ 228,045 | $ 244,513 | $ 244,513 | $ 244,513 | $ 253,559 |
| Services & Maintenance | $ 76,150 | $ 105,343 | $ 105,343 | $ 105,343 | $ 97,163 |
| Internal Services | $ 209,117 | $ 251,444 | $ 251,444 | $ 251,444 | $ 287,065 |
| Capital Equipment | $ 235,075 | $ 266,832 | $ 266,832 | $ 266,832 | $ 349,600 |
| Subtotal | $ 4,570,825 | $ 5,291,228 | $ 5,291,228 | $ 5,291,228 | $ 5,377,701 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 4,570,825 | $ 5,291,228 | $ 5,291,228 | $ 5,291,228 | $ 5,377,701 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

PATROL – PUBLIC SAFETY SALES TAX

**GOALS:**

- Reduce Part A crimes by 2% from previous year
- Decrease incapacitating and fatality collisions by 5% from the prior year
- Implement a department-wide initiative to enhance operational efficiency, collaboration, and wellness by optimizing workflow processes, fostering open communication across all divisions, and promoting the physical, mental, and emotional well-being of our team. Through these efforts, we will strengthen our internal operations and improve the overall quality of service delivery to the community we serve.
- Establish and strengthen collaborative partnerships with local, regional, and state partners to comprehensively address community concerns related to homelessness, mental health, and drug abuse

**OBJECTIVES:**

- Partner with the Pace Unit to identify and apprehend individuals involved in criminal activity
- Reduce DA's Office request for follow-ups by 10%.
- Conduct thorough crime scene investigations when feasible.
- Enhance Roadway Safety Through Enforcement.
- Utilize department data to coordinate top 5 high accident enforcement areas and see a reduction of collisions as
- Utilize the department issued PCD to enhance operational efficiency as well as wellness through the use of the appropriate application.
- Send 10 patrol officers to CIT training during 2026.
- Equip all officers with updated resource guides/referral cards to distribute to individuals on calls for service.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Calls for service | 93,148 | 95,534 | 96,000 | 96,000 | 97,500 |
| Case reports taken | 12,248 | 11,888 | 12,500 | 11,500 | 12,500 |
| Traffic contracts (citations/warnings) | 30,102 | 34,540 | 35,000 | 35,000 | 37,500 |
| Collisions investigated | 2,221 | 2,183 | 2,150 | 2,200 | 2,150 |
| Arrests made | 5,184 | 4,880 | 4,700 | 4,650 | 4,800 |

# DIVISION SUMMARY

15661313 SCHOOL RESOURCE OFFICERS

**MISSION:**

Norman Police Department School Resource Officers (SROs) are dedicated to ensuring a safe learning environment while providing valuable resources to students, faculty, staff and parents. SROs also strive to develop permanent solutions to problems within the school district while actively mentoring students in an effort to create future leaders within the community.

**DESCRIPTION:**

The School Resource Officer Program provides specially trained, full-time uniformed police officers for assignment in various schools within the Norman Public Schools (NPS) and within the jurisdiction of the City of Norman. SROs ensure a safe learning environment while providing valuable resources to students, faculty, staff and parents. SROs strive to develop permanent solutions to problems within the school district while actively mentoring students in an effort to create future leaders within the community.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 13 | 13 | 13 | 13 | 13 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 13 | 13 | 13 | 13 | 13 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,150,233 | $ 1,909,568 | $ 1,909,568 | $ 1,909,568 | $ 1,949,015 |
| Supplies & Materials | $ 8,331 | $ 4,540 | $ 4,540 | $ 4,540 | $ 5,955 |
| Services & Maintenance | $ 17,378 | $ 11,615 | $ 11,615 | $ 11,615 | $ 11,615 |
| Internal Services | $ 21,145 | $ 30,176 | $ 30,176 | $ 30,176 | $ 29,243 |
| Capital Equipment | $ 98,986 | $ - | $ - | $ - | $ - |
| Subtotal | $ 2,296,073 | $ 1,955,899 | $ 1,955,899 | $ 1,955,899 | $ 1,995,828 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 2,296,073 | $ 1,955,899 | $ 1,955,899 | $ 1,955,899 | $ 1,995,828 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

15661115 SCHOOL RESOURCE OFFICERS

**GOALS:**

• Reduce Part A crimes by 2% from the prior year

• Decrease incapacitating and fatality collisions by 5% from the prior year

• Implement a department-wide initiative to enhance operational efficiency, collaboration, and wellness by optimizing workflow processes, fostering open communication across all divisions, and promoting the physical, mental, and emotional well-being of our team. Through these efforts, we will strengthen our internal operations and improve the overall quality of service delivery to the community we serve.

• Establish and strengthen collaborative partnerships with local, regional, and state partners to comprehensively address community concerns related to homelessness, mental health, and drug abuse

**OBJECTIVES:**

• Work with school staff to recognize concerns and use threat assessments to provide intervention when required

• Coordinate with outreach groups to utilize resources when appropriate, and assist with diversionary court/methods when safe to do so

• Increase Crime Stoppers marketing at schools to help bring recognition to the program and increase information sharing

• Conduct traffic safety engagement and education to parents and students and continue mentoring and relationship building programs such as JPA, PAL, and Safety Town

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| SRO's assigned | 13 | 13 | 13 | 13 | 13 |
| Incidents | 1,319 | 1,669 | 1,400 | 1,550 | 1,700 |
| Arrests | 31 | 21 | 25 | 30 | 32 |
| Protective custody detentions | 33 | 59 | 65 | 70 | 70 |

# DIVISION SUMMARY

15661115 STAFF SERVICES

**MISSION:**

The mission of the Staff Services Division is to work with internal and external partners and the community in an effort to increase department efficiency, readiness and accountability through the development of processes intended to achieve our department's mission and vision.

**DESCRIPTION:**

The Staff Services Division consists of a multiple sections including employee recruitment and hiring, training and development, payroll, budgeting and purchasing, crime analysis, technology maintenance and growth, research and development, personnel management, strategic planning, equipment inventories, records retention and release, digital media redactions and release, and PBX operations. The division provides front line customer support through the Records Section and is responsible for receiving and processing the city phone operator functions during business hours. In addition, the division includes Traffic, Parking Services, and Community Outreach Sections as well as the Problem Resolution Section. These elements of the division are focused on creating proactive, long term, root cause focused solutions to our community's social harms. The division provides extensive community outreach and crime prevention programs and partners with other community agencies in a unified effort to address concerns in our community.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ 4,916 | $ 2,000 | $ 7,900 | $ 7,900 | $ 2,000 |
| Services & Maintenance | $ 48,672 | $ 49,027 | $ 51,427 | $ 51,427 | $ 49,027 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 53,588 | $ 51,027 | $ 59,327 | $ 59,327 | $ 51,027 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 53,588 | $ 51,027 | $ 59,327 | $ 59,327 | $ 51,027 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

STAFF SERVICES - PSST

**GOALS:**

- Reduce Part A crimes by 2% from the prior year
- Decrease incapacitating and fatality collisions by 5% from the prior year
- Implement a department-wide initiative to enhance operational efficiency, collaboration, and wellness by optimizing workflow processes, fostering interdepartmental communication, and promoting the physical, mental, and emotional well-being of our team. Through these efforts we will strengthen our internal operations and improve the overall quality of service delivery to the community we serve.
- Establish and strengthen collaborative partnerships with local, regional, and state partners to comprehensively address community concerns related to homelessness, mental health, and drug abuse

**OBJECTIVES:**

- Provide training, resources, and reliable systems to enhance the department's ability to investigate and deter criminal activity
- Strengthen prevention and awareness initiatives through community engagement and proactive strategies
- Deliver training, resources, and reliable systems that strengthen traffic enforcement and lower injury and fatal collision rates
- Promote roadway safety through education, collaboration, and targeted enforcement
- Improve professional development, streamline processes, and strengthen wellness initiatives across the department
- Foster collaboration and wellness through community engagement and interdivisional partnerships
- Equip the department with tools and training to respond effectively to issues of homelessness, mental health, and substance abuse
- Build partnerships and connect vulnerable populations with resources through outreach and engagement

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Total number of in-service training hours scheduled of commissioned personnel | 30 | 30 | 30 | 30 | 30 |
| Total number of firearms training | 4 | 4 | 4 | 4 | 4 |
| Officers qualified on firearms courses | 100% | 100% | 100% | 100% | 100% |
| Officers completing annual mental health training | 100% | 100% | 100% | 100% | 100% |
| Records Counter Contacts | 9,760 | 9,511 | 9,500 | 9,800 | 10,000 |
| Records Phone Contacts | 8,732 | 8,181 | 8,100 | 8,500 | 8,600 |
| Records Cases Managed | 11,992 | 18,988 | 19,000 | 20,000 | 20,100 |
| Records Released | 6,308 | 7,252 | 7,300 | 7,500 | 7,700 |
| Videos Processed | 820 | 970 | 1,000 | 1,100 | 1,200 |

# DEPARTMENT SUMMARY

TOTAL PUBLIC WORKS – PUBLIC SAFETY SALES TAX FUND (15)

**MISSION:**

The mission of the Public Works Department is to provide exceptional transportation, stormwater/flood control and subdivision development services to the citizens of Norman.

**DESCRIPTION:**

The Public Works Department is organized into six functional divisions: Administration, Engineering, Fleet Management, Streets, Stormwater, and Traffic Control. The Department provides transportation, stormwater/flood control and subdivision development services through the development review, construction, reconstruction, operation and maintenance of public infrastructure. It provides support to every City department through specification development, acquisition assistance, and maintenance of the City fleet.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 2 | 2 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 172,584 | $ 202,894 | $ 202,894 | $ 202,894 | $ 207,907 |
| Supplies & Materials | $ 19,022 | $ 16,511 | $ 16,511 | $ 16,511 | $ 16,132 |
| Services & Maintenance | $ 20,605 | $ 36,589 | $ 36,589 | $ 36,589 | $ 35,470 |
| Internal Services | $ 2,963 | $ 3,808 | $ 3,808 | $ 3,808 | $ 4,063 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 215,175 | $ 259,802 | $ 259,802 | $ 259,802 | $ 263,572 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 215,175 | $ 259,802 | $ 259,802 | $ 259,802 | $ 263,572 |

# DIVISION SUMMARY

15550172 FLEET EVT

**MISSION:**

The mission of the Fleet Emergency Vehicle Technician (EVT) public safety support is to service and maintain the City's Public Safety fleet for the Police and Fire Departments. This program will support the Police and Fire Departments at all times including during natural disaster events, fire events and remote training.

**DESCRIPTION:**

The Emergency Vehicle Technician (EVT) program is responsible for maintenance, repair and procurement of the City of Normans Public Safety Fleet for the Police and Fire Departments. This program consists of one (1) Public Works Supervisor, one (1) EVT Specialist, and one (1) EVT Mechanic II . These three (3) employees are responsible for approximately 47 units including specialized fire apparatus, and maintenance support for police vehicles. These include all pumper/tanker and ladder units for the Fire Department, as well as, the SWAT and the Mobile Emergency Command Center, and several Police Patrol units for the Police Department. The EVT Specialist and Mechanic II maintain master status in the Heavy Truck Automotive Service of Excellence (ASE) and master certification in the Emergency Vehicle Technician (EVT) program. The EVT program supplies support for the Police and Fire Department during natural disaster events, as well as, support service for the Law Enforcement Driver Training (LEDT) courses.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 2 | 2 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 172,584 | $ 202,894 | $ 202,894 | $ 202,894 | $ 207,907 |
| Supplies & Materials | $ 19,022 | $ 16,511 | $ 16,511 | $ 16,511 | $ 16,132 |
| Services & Maintenance | $ 20,605 | $ 36,589 | $ 36,589 | $ 36,589 | $ 35,470 |
| Internal Services | $ 2,963 | $ 3,808 | $ 3,808 | $ 3,808 | $ 4,063 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 215,175 | $ 259,802 | $ 259,802 | $ 259,802 | $ 263,572 |
| Capital Projects | | | | | |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - |
| Division Total | | | | | |
| | $ 215,175 | $ 259,802 | $ 259,802 | $ 259,802 | $ 263,572 |

0

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

FLEET - EVT

**GOALS:**

- Provide safe and reliable repairs for the Public Safety Fleet.
- Maintain the ASE Blue Seal of Excellence Program and keep the Fleet facility ASE certified.
- Allocate funds and provide specifications for the replacement of our Heavy Fire and Police Fleet units.
- Provide outsourcing for repairs not provided in-house for vehicles and equipment.
- Deliver the highest level of customer service.
- Complete 80% of repairs in 24 hours and 90% of repairs in 48 hours.
- Provide 85% on demand for parts non-consumables; 90% of parts requirements will be available within 4 business hours; 98% on demand of repair parts designated as preventative maintenance requirements.
- Productivity goal of 72% or above.
- 95% overall equipment availability at any given time.

**OBJECTIVES:**

- Deliver the highest level of customer service as well as availability of our Public Safety Fleet units.
- Conduct all department business in an ethical and timely manner.
- Always take a proactive rather than reactive approach to identify problems or issues and initiate corrective action immediately.
- Increase the awareness of the City's personnel in the need to support the Preventive Maintenance Service program for vehicles and equipment so that safety standards are continually met, liabilities are reduced, and an overall reduction in repair costs can be achieved.
- Benchmark repairs with industry standards.
- Keep come-back repairs to a minimum (<5%).

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Number of EVT units | 34 | 34 | 34 | 34 | 35 |
| Number of EVT CNG vehicles | 5 | 5 | 5 | 5 | 5 |
| Yearly productive average (national standard average is 70%) | >72% | >72% | >72% | >72% | >72% |
| Benchmark vehicle repair standards (average exceeding industry standard) | >50% | >50% | >50% | >50% | >50% |
| Preventive Maintenance Program: | | | | | |
| (missed or late services) | 10 | 10 | 12 | 15 | 20 |
| (completed services) | 65 | 111 | 98 | 82 | 100 |
| Work orders completed | 286 | 429 | 380 | 480 | 365 |
| (# of scheduled repairs) | 155 | 391 | 325 | 426 | 290 |
| (# of unscheduled repairs) | 73 | 96 | 65 | 38 | 54 |
| # of sublet vendor repairs | 18 | 16 | 15 | 18 | 15 |

Notes to Results Report:
ASE – Automotive Service Excellence
CNG – Compressed Natural Gas

# FUND SUMMARY

TOTAL PUBLIC TRANSPORTATION FUND (27)

**MISSION:**

The mission of the Public Transportation Fund is to provide exceptional transportation services to the citizens of Norman.

**DESCRIPTION:**

Transit and Parking Administration consists of 3 full time City staff that provide the following services:

• Oversight of two different third party contractors for transit and microtransit operations (40+ employees) to ensure compliance with local, state, and federal requirements.
• Manage and coordinate Parking Services operations and improvements.
• Research, apply for, and manage grants.
• Research, review, coordinate, and implement service changes as necessary.
• Ensure the City of Norman remains in compliance with various federal and state requirements. Including Federal Transit Administration (FTA) regulations related to grant management, operations, and vehicle maintenance.
• Investigate and take appropriate action in response to complaints/inquiries from the public and initiate improvements to eliminate issues as necessary.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 9 | 9 | 9 | 9 | 8 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 9 | 9 | 9 | 9 | 8 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 841,275 | $ 898,686 | $ 898,686 | $ 898,686 | $ 825,969 |
| Supplies & Materials | $ 392,321 | $ 352,251 | $ 352,251 | $ 352,251 | $ 324,541 |
| Services & Maintenance | $ 5,648,044 | $ 5,797,659 | $ 5,825,166 | $ 5,825,166 | $ 5,255,308 |
| Internal Services | $ 49,376 | $ 61,267 | $ 61,267 | $ 61,267 | $ 86,998 |
| Capital Equipment | $ 392,945 | $ 15,000 | $ 822,598 | $ 822,598 | $ - |
| Subtotal | $ 7,323,961 | $ 7,124,863 | $ 7,959,968 | $ 7,959,968 | $ 6,492,816 |
| Capital Projects | $ - | $ - | $ 197,357 | $ 197,357 | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ 496,157 | $ - | $ - | $ - | $ - |
| Audit Adjust/Encumb | $ (360,701) | $ - | $ - | $ - | $ - |
| Subtotal | $ 135,456 | $ - | $ 197,357 | $ 197,357 | $ - |
| Fund Total | $ 7,459,417 | $ 7,124,863 | $ 8,157,325 | $ 8,157,325 | $ 6,492,816 |

# DIVISION SUMMARY

27550276 FLEET REPAIR TRANSIT

**MISSION:**

The mission of the Public Works Fleet Transit Division is to provide safe, cost effective, reliable, and sanitary public transportation in and around the City of Norman.

**DESCRIPTION:**

The Public Works Fleet Transit is comprised of one (1) Supervisor and two (2) Transit Mechanic II's. These three (3) employees are responsible for the daily availability, preventive maintenance, and repairs of the City's 27 transit buses, and four (4) transit support units. Fifteen of these units are powered by clean burning compressed natural gas (CNG), and two (2) by battery electric.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 6 | 6 | 6 | 6 | 5 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 6 | 6 | 6 | 6 | 5 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 464,053 | $ 512,130 | $ 512,130 | $ 512,130 | $ 440,022 |
| Supplies & Materials | $ 59,249 | $ 24,103 | $ 24,103 | $ 24,103 | $ 22,789 |
| Services & Maintenance | $ 226,665 | $ 297,310 | $ 324,817 | $ 324,817 | $ 196,629 |
| Internal Services | $ 10,362 | $ 9,522 | $ 9,522 | $ 9,522 | $ 12,310 |
| Capital Equipment | $ 7,914 | $ - | $ 807,598 | $ 807,598 | $ - |
| Subtotal | $ 768,243 | $ 843,065 | $ 1,678,170 | $ 1,678,170 | $ 671,750 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 768,243 | $ 843,065 | $ 1,678,170 | $ 1,678,170 | $ 671,750 |

# VISION SERVICE EFFORTS AND ACCOMPLISHMENTS

FLEET REPAIR TRANSIT – PUBLIC TRANSPORTATION

**GOALS:**

- Provide safe and reliable repairs for the Public Transit Fleet.
- Maintain the ASE Blue Seal of Excellence Program and keep the Fleet facility ASE certified.
- Allocate funds and provide specifications for the replacement the Transit Fleet.
- Provide outsourcing for repairs not provided in-house for vehicles and equipment.
- Deliver the highest level of customer service.
- Complete 80% of repairs in 24 hours and 90% of repairs in 48 hours.
- Provide 85% on demand for parts non-consumables; 90% of parts requirements will be available within 4 business
- Uphold a higher standard relationship with all customers.
- Productivity goal of 72% or above.
- 95% overall equipment availability at any given time.

**OBJECTIVES:**

- Deliver the highest level of customer service.
- Conduct all Department business in an ethical and timely manner.
- Always take a proactive rather than reactive approach to identify problems or issues and initiate corrective action immediately.
- Increase the awareness of the City's personnel in the need to support the Preventive Maintenance Service program for vehicles and equipment so that safety standards are continually met, liabilities are reduced, and an overall reduction in repair costs can be achieved.
- Benchmark repairs with industry standards.
- Keep come-back repairs to a minimum (<5%).

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Fixed Route units | 13 | 12 | 12 | 12 | 12 |
| Fixed Route CNG vehicles | 11 | 9 | 9 | 9 | 9 |
| Paratransit | 14 | 17 | 17 | 17 | 17 |
| Paratransit CNG Vehicles | 9 | 6 | 6 | 6 | 6 |
| Yearly productive average (national standard avg. is 70%) | >72% | >72% | >72% | >72% | >72% |
| Benchmark vehicle repair standards (average exceeding industry standard) | >50% | >50% | >50% | >50% | >50% |
| Preventive Maintenance Program: | | | | | |
| (missed or late services) | 5 | 3 | 5 | 5 | 5 |
| (completed services) | 192 | 126 | 144 | 144 | 150 |
| Work orders completed | 969 | 595 | 612 | 612 | 725 |
| (# of scheduled repairs) | 192 | 636 | 606 | 606 | 478 |
| (# of unscheduled repairs) | 777 | 32 | 46 | 46 | 75 |
| # of sublet vendor repairs | 41 | 21 | 58 | 42 | 35 |

Notes to Results Report:
ASE – Automotive Service Excellence
CNG – Compressed Natural Gas

# DIVISION SUMMARY

27550277 TRANSIT AND PARKING ADMINISTRATION

**MISSION:**

The mission of the Transit and Parking Administration Division is to provide safe, reliable, and efficient public transportation services to the citizens and visitors of the City of Norman.

**DESCRIPTION:**

Transit and Parking Administration consists of 3 full time City staff that provide the following services:

• Oversight of two different third party contractors for transit and microtransit operations (40+ employees) to ensure compliance with local, state, and federal requirements.

• Manage and coordinate Parking Services operations and improvements.

• Research, apply for, and manage grants.

• Research, review, coordinate, and implement service changes as necessary.

• Ensure the City of Norman remains in compliance with various federal and state requirements. Including Federal Transit Administration (FTA) regulations related to grant management, operations, and vehicle maintenance.

• Investigate and take appropriate action in response to complaints/inquiries from the public and initiate improvements to eliminate issues as necessary.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 3 | 3 | 3 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 377,222 | $ 309,244 | $ 309,244 | $ 309,244 | $ 308,932 |
| Supplies & Materials | $ 313,873 | $ 311,148 | $ 311,148 | $ 311,148 | $ 284,752 |
| Services & Maintenance | $ 5,221,679 | $ 5,468,349 | $ 5,468,349 | $ 5,468,349 | $ 5,026,679 |
| Internal Services | $ 39,015 | $ 51,745 | $ 51,745 | $ 51,745 | $ 74,459 |
| Capital Equipment | $ 6,660 | $ - | $ - | $ - | $ - |
| Subtotal | $ 5,958,448 | $ 6,140,486 | $ 6,140,486 | $ 6,140,486 | $ 5,694,822 |
| Capital Projects | $ - | $ - | $ 197,357 | $ 197,357 | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ 197,357 | $ 197,357 | $ - |
| Department Total | $ 5,958,448 | $ 6,140,486 | $ 6,337,843 | $ 6,337,843 | $ 5,694,822 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

TRANSIT AND PARKING ADMINISTRATION

**GOALS:**

- Provide a safe, reliable, and efficient public transit service to citizens and visitors in order to increase access to and from destinations in Norman.
- Provide accessible and convenient public parking services to citizens and visitors in order to meet community needs and goals.
- Provide exceptional customer service to citizens and visitors of Norman in order to provide a more positive experience when using public transit and parking services.

**OBJECTIVES:**

- Plan for and make improvements outlined in the updated transit long range plan
- Improve overall satisfaction in public transit service
- Improve reliability of transit by increasing on-time performance
- Provide safe public transit service and attract both repeat and new passengers

**PERFORMANCE MEASUREMENTS - RESULTS REPORT**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Percentage of public transportation customers surveyed as satisfactory | 82% | n/a | 85% | n/a | n/a |
| Number of fixed-route passenger trips provided | 379,993 | 479,673 | 500,000 | 505,000 | 515,000 |
| Number of paratransit trips provided | 23,236 | 25,225 | 26,000 | 23,500 | 25,000 |
| Percentage of on-time fixed-route arrivals | 67% | 70% | 75% | 68% | 75% |
| Percentage of on-time paratransit pick-ups | 97% | 93% | 98% | 94% | 98% |
| Number of bus passengers per service hour, cumulative | 18.4 | 20 | 22 | 21 | 22 |
| Number of bus passengers per day, average | 1,241 | 1,571 | 1,629 | 1,700 | 1,700 |
| Percentage of required paratransit pickups denied due to capacity | 0% | 0% | 0% | 1% | 0% |

*Customer satisfaction survey conducted biennially in even numbered years.

# DIVISION SUMMARY

27550278 PARKING SERVICES

**MISSION:**

The mission of Parking Services is to provide accessible and convenient parking services to the citizens and visitors of the City of Norman.

**DESCRIPTION:**

Parking Services provide the following services:

• General operation and maintenance of 23 parking pay stations located at two existing surface parking lots in Downtown Norman (E. Gray Street) and Campus Corner (Asp Avenue) as well as 204 on-street public parking spaces around Campus Corner and the Cleveland County Courthouse.
• Maintain maintenance records and inventory of spare parts
• Collect parking revenue and maintain revenue records
• Annual parking facility inspections
• Develop, maintain, and utilize Parking Studies and Plans to ensure services provided are an asset to the local community
• Investigate and take appropriate action in response to complaints/inquiries from the public and initiate improvements to eliminate issues as necessary
• Propose and manage parking improvements, infrastructure, and programs according to most recent Parking Studies
• Ensure the City of Norman remains in compliance with various federal and state requirements

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ 77,312 | $ 77,312 | $ 77,312 | $ 77,015 |
| Supplies & Materials | $ 12,831 | $ 17,000 | $ 17,000 | $ 17,000 | $ 17,000 |
| Services & Maintenance | $ 27,949 | $ 32,000 | $ 32,000 | $ 32,000 | $ 32,000 |
| Internal Services | $ - | $ - | $ - | $ - | $ 229 |
| Capital Equipment | $ 21,456 | $ 15,000 | $ 15,000 | $ 15,000 | $ - |
| Subtotal | $ 62,236 | $ 141,312 | $ 141,312 | $ 141,312 | $ 126,244 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Department Total | $ 62,236 | $ 141,312 | $ 141,312 | $ 141,312 | $ 126,244 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

27550278 PARKING SERVICES

**GOALS:**

- Provide accessible and convenient public parking services to citizens and visitors in order to meet community needs and goals
- Respond to citizen requests in a courteous, timely, and efficient manner
- Provide prompt assistance to other City Departments and Divisions
- Ensure employee safety

**OBJECTIVES:**

- Investigate issues related to parking meters reported by the public in a timely and courteous manner
- Respond to malfunctions and damaged parking equipment in a timely manner
- Perform preventative maintenance on all parking meter equipment
- Research, implement and manage improvements outlined in the parking strategic plan
- Provide a safe working environment for all employees

**PERFORMANCE MEASUREMENTS - RESULTS REPORT**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Provide initial response to citizen | 100% | 100% | 100% | 100% | 100% |
| Provide follow-up response to | 100% | 100% | 100% | 100% | 100% |
| Preventative maintenance on all | 100% | 100% | 100% | 100% | 100% |

# FUND SUMMARY

TOTAL ROOM TAX FUND (23)

**MISSION:**

To account for and monitor all resources associated with the Room Tax Fund.

**DESCRIPTION:**

Established by City ordinances to receive revenues from the City Hotel/Motel Occupancy Tax to be used for promoting and fostering convention and tourism development in the City of Norman, support arts and humanities activities and provide funding for park development capital equipment.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 3,062,188 | $ 3,070,000 | $ 3,070,000 | $ 3,070,000 | $ 3,730,263 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 3,062,188 | $ 3,070,000 | $ 3,070,000 | $ 3,070,000 | $ 3,730,263 |
| Capital Projects | $ 624,195 | $ - | $ 238,074 | $ 238,074 | $ - |
| Cost Allocation | $ 161,725 | $ 157,895 | $ 157,895 | $ 157,895 | $ 207,237 |
| Debt Service | $ 429,391 | $ 431,554 | $ 431,554 | $ 431,554 | $ 433,306 |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Audit Adjust/Encumb | $ 166,180 | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,381,491 | $ 589,449 | $ 827,523 | $ 827,523 | $ 640,543 |
| Fund Total | $ 4,443,679 | $ 3,659,449 | $ 3,897,523 | $ 3,897,523 | $ 4,370,806 |

# DIVISON SUMMARY

23330340 ROOM TAX - ADMINISTRATION

**MISSION:**

Efficiently receipt and collect room tax revenues.

**DESCRIPTION:**

Administers the receipt and collection of room tax revenues. Reference is made in the Financial Summary Section for the determination of the appropriation amount for the administration charge.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ 161,725 | $ 157,895 | $ 157,895 | $ 157,895 | $ 207,237 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 161,725 | $ 157,895 | $ 157,895 | $ 157,895 | $ 207,237 |
| Division Total | $ 161,725 | $ 157,895 | $ 157,895 | $ 157,895 | $ 207,237 |

# DIVISION SUMMARY

23730241 ROOM TAX - ARTS COUNCIL

**MISSION:**

Provide funds for the Norman Arts Council to support, encourage, coordinate and promote awareness of quality arts activities and programs in Oklahoma, and foster better understanding of the fine, applied, and performing arts and humanities in Norman.

**DESCRIPTION:**

The Norman Arts Council reviews applications for the use of Room Tax funds and administers these funds. Reference is made in the Financial Summary Section for the determination of the appropriation amount for the Arts Council.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 942,500 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,243,421 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 942,500 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,243,421 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 942,500 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,243,421 |

# DIVISION SUMMARY

23330243 ROOM TAX - CONVENTION & VISITORS BUREAU

**MISSION:**

Provide funds for promotion of the City of Norman and facilities available for meetings, conventions, etc.

**DESCRIPTION:**

Ordinance No. O-9293-22 provides for contracting with a not-for-profit corporation for the purpose of administering this portion of the Room Tax funds.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 2,119,688 | $ 2,070,000 | $ 2,070,000 | $ 2,070,000 | $ 2,486,842 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 2,119,688 | $ 2,070,000 | $ 2,070,000 | $ 2,070,000 | $ 2,486,842 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 2,119,688 | $ 2,070,000 | $ 2,070,000 | $ 2,070,000 | $ 2,486,842 |

# DIVISION SUMMARY

2379* - ROOM TAX - CAPITAL PROJECTS

**MISSION:**

To perform capital projects funded with Room Tax Funds.

**DESCRIPTION:**

See Capital Improvements Five Year Plan FYE 27 - FYE 31 for a detailed analysis of Room Tax Capital Projects.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ 624,195 | $ - | $ 238,074 | $ 238,074 | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 624,195 | $ - | $ 238,074 | $ 238,074 | $ - |
| Division Total | $ 624,195 | $ - | $ 238,074 | $ 238,074 | $ - |

# FUND SUMMARY

TOTAL SEIZURES AND RESTITUTION FUND (25)

**MISSION:**

A special revenue fund established to record revenues and expenditures for the specified purpose of police investigations.

**DESCRIPTION:**

To provide assistance with police investigations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 855 | $ 30,000 | $ 30,000 | $ 30,000 | $ 97,000 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ 1,390,137 | $ 728,329 | $ 728,329 | $ 728,329 | $ 734,848 |
| Subtotal | $ 1,390,992 | $ 758,329 | $ 758,329 | $ 758,329 | $ 831,848 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Audit Adjust/Encumb | $ 2,367 | $ - | $ - | $ - | $ - |
| Subtotal | $ 2,367 | $ - | $ - | $ - | $ - |
| Fund Total | $ 1,393,359 | $ 758,329 | $ 758,329 | $ 758,329 | $ 831,848 |

# DIVISION SUMMARY

25660138 FEDERAL SEIZURES AND RESTITUTION

**MISSION:**

A special revenue fund established to record revenues and expenditures for the specified purpose of police investigations.

**DESCRIPTION:**

To provide assistance with police investigations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 855 | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ 256,155 | $ - | $ - | $ - | $ 174,500 |
| Subtotal | $ 257,010 | $ - | $ - | $ - | $ 174,500 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 257,010 | $ - | $ - | $ - | $ 174,500 |

# DIVISION SUMMARY

25660235 STATE SEIZURES AND RESTITUTION

**MISSION:**

A special revenue fund established to record revenues and expenditures for the specified purpose of police investigations.

**DESCRIPTION:**

To provide assistance with police investigations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ 30,000 | $ 30,000 | $ 30,000 | $ 97,000 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ 1,133,982 | $ 728,329 | $ 728,329 | $ 728,329 | $ 560,348 |
| Subtotal | $ 1,133,982 | $ 758,329 | $ 758,329 | $ 758,329 | $ 657,348 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,133,982 | $ 758,329 | $ 758,329 | $ 758,329 | $ 657,348 |

# FUND SUMMARY

TOTAL SPECIAL GRANTS FUND (22)

**MISSION:**

Contributions or gifts of cash or other assets from another government agency to be used or expended for a specified purpose, activity or facility.

**DESCRIPTION:**

To account for and monitor all related revenues and expenditures for all special revenue grants and projects of the City of Norman.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 79,970 | $ - | $ 132,063 | $ 132,063 | $ 202,647 |
| Supplies & Materials | $ 229,471 | $ 1,000 | $ 69,791 | $ 69,791 | $ 5,000 |
| Services & Maintenance | $ 135,255 | $ 18,500 | $ 596,510 | $ 596,510 | $ - |
| Internal Services | $ 9,170 | $ 3,536 | $ 4,288 | $ 4,288 | $ - |
| Capital Equipment | $ 2,067,301 | $ - | $ 6,513,807 | $ 6,513,807 | $ 40,000 |
| Subtotal | $ 2,521,167 | $ 23,036 | $ 7,316,458 | $ 7,316,458 | $ 247,647 |
| Capital Projects | $ 4,922,926 | $ - | $ 6,010,839 | $ 6,010,839 | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ 1,250,000 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ 1,262,724 | $ - | $ - | $ - | $ - |
| Audit Adjust/Encum | $ (222,554) | $ - | $ - | $ - | $ - |
| Subtotal | $ 5,963,096 | $ - | $ 6,010,839 | $ 6,010,839 | $ 1,250,000 |
| Fund Total | $ 8,484,263 | $ 23,036 | $ 13,327,296 | $ 13,327,296 | $ 1,497,647 |

# FUND SUMMARY

TOTAL WESTWOOD PARK FUND (29)

**MISSION:**

Westwood Park is committed to providing accessible, attractive, enjoyable and safe park facilities and recreational activities for the citizens of Norman.

**DESCRIPTION:**

Westwood Park Fund is responsible for the management of the park system, recreational facilities and programs, and the Westwood Park Complex.

Beginning in FYE 2010, the Westwood Park Fund was classified as a Special Revenue Fund instead of an Enterprise Fund due to a change in City course of action regarding Westwood Golf and Pool operations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 9 | 9 | 9 | 9 | 9 |
| Part-time Positions | 1 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 10 | 10 | 10 | 10 | 10 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,832,805 | $ 1,824,406 | $ 1,815,406 | $ 1,815,406 | $ 1,701,668 |
| Supplies & Materials | $ 626,383 | $ 606,504 | $ 581,604 | $ 581,604 | $ 577,693 |
| Services & Maintenance | $ 451,033 | $ 365,100 | $ 399,000 | $ 399,000 | $ 431,551 |
| Internal Services | $ 79,254 | $ 80,706 | $ 80,706 | $ 80,706 | $ 119,365 |
| Capital Equipment | $ 35,941 | $ 95,896 | $ 95,896 | $ 95,896 | $ 104,069 |
| Subtotal | $ 3,025,416 | $ 2,972,612 | $ 2,972,612 | $ 2,972,612 | $ 2,934,346 |
| Capital Projects | $ 2,881 | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Audit Adjust/Encum | $ (16,388) | $ - | $ - | $ - | $ - |
| Subtotal | $ (13,507) | $ - | $ - | $ - | $ - |
| Division Total | $ 3,011,909 | $ 2,972,612 | $ 2,972,612 | $ 2,972,612 | $ 2,934,346 |

# DIVISION SUMMARY

29970332 WESTWOOD GOLF COURSE

**MISSION:**

The mission of the Westwood Golf Course Division is to promote the game of golf and provide the highest quality golf facility possible to the citizens of Norman.

**DESCRIPTION:**

Westwood Golf Course is an 18-hole course, which includes a driving range, two large practice greens, a fully stocked pro shop and restaurant. Lessons are available, as well as programs for active men, women, juniors and seniors. Several tournaments are hosted at Westwood throughout the year.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 1 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 374,419 | $ 314,240 | $ 305,240 | $ 305,240 | $ 294,545 |
| Supplies & Materials | $ 175,364 | $ 184,892 | $ 159,992 | $ 159,992 | $ 185,142 |
| Services & Maintenance | $ 90,222 | $ 93,605 | $ 127,505 | $ 127,505 | $ 143,341 |
| Internal Services | $ 5,130 | $ 5,068 | $ 5,068 | $ 5,068 | $ 11,474 |
| Capital Equipment | $ 1,659 | $ 4,500 | $ 4,500 | $ 4,500 | $ 3,500 |
| Subtotal | $ 646,794 | $ 602,305 | $ 602,305 | $ 602,305 | $ 638,002 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 646,794 | $ 602,305 | $ 602,305 | $ 602,305 | $ 638,002 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WESTWOOD GOLF COURSE

**GOALS:**

- To grow the game of golf and create future interest in Westwood as an amenity that can be utilized for individual or family recreation, social activity and as a conduit to conduct business for Norman citizens and citizens from across the state.
- To continue to improve the course and provide an excellent golf facility with outstanding customer service and satisfaction.
- To increase revenue by increasing regular rounds of golf played, memberships, association activity and tournament play.
- To create junior, women's and couples play.

**OBJECTIVES:**

- Continue to improve membership programs and promote the men's, women's and junior associations to increase customer loyalty and frequency of play by implementing current trend indicators in the golf industry (pricing, programs and procedures) that influence our geographic location.
- Keep membership, association members and all players informed by emailing notices and having greater website ability becoming more proactive to the informational needs of the golfing community.
- Promote the game of golf through our professional teaching staff that has knowledge of golfing technique, principals and equipment to provide the individual golfer's game.
- Support junior clinics and the Junior Golf Academy.
- Continue the First Tee junior golf program.
- Continue to promote couples and family play and tournaments.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS**: | | | | | |
| Annual rounds of golf* | 35,327 | 32,868 | 36,507 | 3,723 | 37,516 |
| Men's & Women's Associations | 20 | 19 | 19 | 25 | 25 |
| Outside tournaments | 35 | 38 | 38 | 40 | 40 |
| Junior Academy Participants | 62 | 80 | 80 | 80 | 80 |
| Regular annual memb w/cart | 20 | 11 | 11 | 11 | 0 |
| Regular annual memb w/cart & w/range | 36 | 35 | 34 | 52 | 63 |
| Senior annual memb w/cart & w/range | 5 | 9 | 8 | 18 | 19 |
| Junior annual membership | 3 | 3 | 2 | 32 | 27 |
| Junior summer membership | 4 | 4 | 3 | 0 | 2 |
| Additional family member | 14 | 18 | 16 | 17 | 20 |

Notes to Results Report: *Number of rounds played is affected by weather, course conditions, price and number of other available

# DIVISION SUMMARY

29970231 WESTWOOD GOLF MAINTENANCE

**MISSION:**

To provide a quality championship golfing facility which will be an asset to the Norman community, as well as an attraction for out of town visitors.

**DESCRIPTION:**

The Westwood Maintenance Division is responsible for maintaining the grounds and equipment at Westwood Park. The facility is a 137-acre complex, which includes an 18-hole championship golf course, 12 lighted tennis courts, a park with playground and pavilion, a 250-space parking lot and a swim complex. The golf course has approximately 65 acres of intensely maintained turf. There are six full time staff members and approximately 6,000 man-hours of temporary labor during the growing season.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 6 | 6 | 6 | 6 | 6 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 6 | 6 | 6 | 6 | 6 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 602,446 | $ 654,766 | $ 654,766 | $ 654,766 | $ 651,453 |
| Supplies & Materials | $ 129,302 | $ 131,712 | $ 131,712 | $ 131,712 | $ 123,801 |
| Services & Maintenance | $ 100,165 | $ 93,245 | $ 93,245 | $ 93,245 | $ 115,260 |
| Internal Services | $ 45,222 | $ 41,910 | $ 41,910 | $ 41,910 | $ 52,154 |
| Capital Equipment | $ 21,131 | $ 89,146 | $ 89,146 | $ 89,146 | $ 100,569 |
| Subtotal | $ 898,265 | $ 1,010,779 | $ 1,010,779 | $ 1,010,779 | $ 1,043,237 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 898,265 | $ 1,010,779 | $ 1,010,779 | $ 1,010,779 | $ 1,043,237 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WESTWOOD GOLF MAINTENANCE

**GOALS:**

- To maintain a high level of customer satisfaction with the golf course operations.
- To maintain a golf cart fleet that is comfortable, easy to operate, safe and trouble free for the customer.
- To maintain putting greens and other turf areas that are consistent, have a good pace and allow for healthy vigorous turf.
- To provide a safe working environment for Westwood staff.
- To collect customer satisfaction data by customer surveys.

**OBJECTIVES:**

- Provide a program for customer comments.
- Produce vigorous turf using good cultural practices, as well as an integrated pest management system.
- Conduct regular safety meetings and training sessions.
- Initiate renovation projects.
- Monitor and improve quality of turf on the golf course.
- Achieve 95% customer satisfaction level.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| golf car availability | 85% | 97% | 97% | 97% | 97% |
| turf quality | 8.5 | 9 | 9.5 | 9.5 | 9.6 |

# DIVISION SUMMARY

29970133 WESTWOOD POOL

**MISSION:**

The Westwood Family Aquatic Center is dedicated to providing quality service in a safe and healthy environment for the general public; this is accomplished through manager and lifeguard teamwork, training, responsiveness, and professionalism.

**DESCRIPTION:**

The Westwood Family Aquatic Center provides a 50 meter lap pool and diving area with a family slide, lazy river, zero depth entry family pool with toddler play features and a wet deck with dumping buckets and spray features similar to a splash pad during the summer months for use by the general public.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 722,947 | $ 716,847 | $ 716,847 | $ 716,847 | $ 645,900 |
| Supplies & Materials | $ 129,317 | $ 101,900 | $ 101,900 | $ 101,900 | $ 103,650 |
| Services & Maintenance | $ 242,395 | $ 160,250 | $ 160,250 | $ 160,250 | $ 138,500 |
| Internal Services | $ 27,542 | $ 32,371 | $ 32,371 | $ 32,371 | $ 48,308 |
| Capital Equipment | $ 13,151 | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,135,351 | $ 1,011,368 | $ 1,011,368 | $ 1,011,368 | $ 936,358 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,135,351 | $ 1,011,368 | $ 1,011,368 | $ 1,011,368 | $ 936,358 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WESTWOOD POOL

**GOALS:**

- Provide a safe and healthy swim complex for the citizens of Norman and the surrounding communities.
- Manage the swim complex on a self-supporting basis.
- Increase the number of youth swim lesson participants each year.

**OBJECTIVES:**

- Provide highly qualified staff to monitor use of the complex.
- Provide quality swim lessons to the general public.
- Increase attendance through advertising and positive experiences.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Revenue in excess of operating cost | $105,000 | $165,921 | | | $175,000 |
| Number of season passes sold | 2,400 | 6,277 | 400 | 400 | 6,500 |
| Number of swim lessons sold | 950 | 673 | 200 | 200 | 700 |
| Total season attendance | 130,000 | 95,764 | | | 110,000 |

# DIVISION SUMMARY

29770035 WESTWOOD CONCESSIONS

**MISSION:**

The Westwood Golf Grill and Aquatic Center Concession is dedicated to providing quality food, drink, snacks, and service in a safe and clean atmosphere for its customers; this is accomplished through the managers and servers teamwork by receiving training, prompt responsiveness, and professionalism.

**DESCRIPTION:**

The Westwood Golf Grill and Aquatic Center Concession provide food, snacks, and drinks to customers at the Westwood Golf Course and the Westwood Family Aquatic Center.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 1 | 1 | 1 | 1 | 1 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 1 | 1 | 1 | 1 | 1 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 132,992 | $ 138,553 | $ 138,553 | $ 138,553 | $ 109,770 |
| Supplies & Materials | $ 179,390 | $ 188,000 | $ 188,000 | $ 188,000 | $ 165,100 |
| Services & Maintenance | $ 18,252 | $ 18,000 | $ 18,000 | $ 18,000 | $ 34,450 |
| Internal Services | $ 1,361 | $ 1,357 | $ 1,357 | $ 1,357 | $ 7,429 |
| Capital Equipment | $ - | $ 2,250 | $ 2,250 | $ 2,250 | $ - |
| Subtotal | $ 331,995 | $ 348,160 | $ 348,160 | $ 348,160 | $ 316,749 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 331,995 | $ 348,160 | $ 348,160 | $ 348,160 | $ 316,749 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WESTWOOD CONCESSIONS

**GOALS:**

- Provide food, drink, and snacks at an affordable cost for the citizens of Norman that visit the Westwood Family Aquatic Center and the Westwood Golf Course.

**OBJECTIVES:**

- Provide support and supplemental revenue to the aquatic center and golf course through providing food and drink service for activities at Westwood Park.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Projected Profit | $107,957 | $104,914 | $130,512 | $130,512 | $105,000 |
| Pool Concession Revenue | $190,310 | $197,742 | $135,392 | $135,392 | $200,000 |
| Golf Restaurant Revenue | $130,206 | $101,799 | $111,224 | $111,224 | $105,000 |
| Alcohol Sales | $61,487 | $79,153 | $63,380 | $63,380 | $80,000 |

# FUND SUMMARY

TOTAL YFAC FUND (24)

**MISSION:**

The Young Family Athletic Center stands as a pinnacle of excellence, offering premier basketball and volleyball courts, aquatics, sports medicine, youth sports, sports camps, and leagues. The facility will be sought after for sports tournaments, will be open for rentals, and have hours available for the community to enjoy.

**DESCRIPTION:**

The Young Family Athletic Center is a new approximately 122,000 square foot facility built on a 12-acre site on the north side of Norman, OK. The Young Family Athletic Center furthers the citizen-initiated Norman Forward mission to fund and create quality of life projects for the community. The aquatic portion of the building features two pools: an 8-lane 25-yard competition pool with adequate spectator seating and a 4-lane 25-meter pool used as a warm-up pool during swim competitions. Men's and Women's Locker Rooms are located adjacent to the pools. When the pools are not being used for competitions, the citizens of Norman will have access to the pool for general use and swimming.

The Multi-Sport Gymnasium portion of the building houses eight basketball courts with 12 volleyball courts, which overlay the basketball courts. The regulation-size basketball court overlay two basketball courts and runs in the opposite direction.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 5 | 5 | 5 | 5 | 5 |
| Part-time Positions | 22 | 22 | 25 | 25 | 25 |
| Total Budgeted Positions | 27 | 27 | 30 | 30 | 30 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 862,482 | $ 1,065,828 | $ 958,628 | $ 958,628 | $ 1,182,369 |
| Supplies & Materials | $ 84,859 | $ 69,250 | $ 96,450 | $ 96,450 | $ 232,000 |
| Services & Maintenance | $ 454,589 | $ 481,410 | $ 561,410 | $ 561,410 | $ 393,511 |
| Internal Services | $ 5,442 | $ 13,428 | $ 13,428 | $ 13,428 | $ 266,765 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,407,373 | $ 1,629,916 | $ 1,629,916 | $ 1,629,916 | $ 2,074,645 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Audit Adjust/Encumb | $ (10,919) | $ - | $ - | $ - | $ - |
| Subtotal | $ (10,919) | $ - | $ - | $ - | $ - |
| Fund Total | $ 1,396,454 | $ 1,629,916 | $ 1,629,916 | $ 1,629,916 | $ 2,074,645 |

# DIVISION SUMMARY

24770412 - YFAC ADMINISTRATION

**MISSION:**

The Young Family Athletic Center stands as a pinnacle of excellence, offering premier basketball and volleyball courts, aquatics, sports medicine, youth sports, sports camps, and leagues. The facility will be sought after for sports tournaments, will be open for rentals, and have hours available for the community to enjoy.

**DESCRIPTION:**

The Young Family Athletic Center is a new approximately 122,000 square foot facility built on a 12-acre site on the north side of Norman, OK. The Young Family Athletic Center furthers the citizen-initiated Norman Forward mission to fund and create quality of life projects for the community. The aquatic portion of the building features two pools: an 8-lane 25-yard competition pool with adequate spectator seating and a 4-lane 25-meter pool used as a warm-up pool during swim competitions. Men's and Women's Locker Rooms are located adjacent to the pools. When the pools are not being used for competitions, the citizens of Norman will have access to the pool for general use and swimming.

The Multi-Sport Gymnasium portion of the building houses eight basketball courts with 12 volleyball courts, which overlay the basketball courts. The regulation-size basketball court overlay two basketball courts and runs in the opposite direction.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 5 | 5 | 5 | 5 | 5 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 5 | 5 | 5 | 5 | 5 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 457,038 | $ 480,160 | $ 480,160 | $ 480,160 | $ 469,578 |
| Supplies & Materials | $ 84,230 | $ 69,250 | $ 39,250 | $ 39,250 | $ 82,000 |
| Services & Maintenance | $ 450,114 | $ 481,410 | $ 556,410 | $ 556,410 | $ 393,511 |
| Internal Services | $ 5,442 | $ 13,428 | $ 13,428 | $ 13,428 | $ 266,765 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 996,824 | $ 1,044,248 | $ 1,089,248 | $ 1,089,248 | $ 1,211,854 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 996,824 | $ 1,044,248 | $ 1,089,248 | $ 1,089,248 | $ 1,211,854 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

24770412 YFAC ADMINISTRATION

**GOALS:**

- To grow youth and adult sports and aquatics in Norman and create future interest in YFAC as an amenity that can be utilized for individual or family recreation, social activity, and as a conduit to conduct business for Norman residents as well as residents from across the state.
- To continue to improve the facility and provide an excellent sports and aquatics facility with outstanding customer service and satisfaction.
- To create revenue by increasing leagues, classes, memberships, and tournament rentals.

**OBJECTIVES:**

- Continue to improve membership programs and benefits as well as classes and leagues to increase customer loyalty and frequency of visitation by implementing current trend indicators in the youth and adult sports industry (pricing, programs and procedures) that influence our geographic location.
- Keep membership, parents and all players informed by continuously improving communication and becoming more proactive to the informational needs of the youth and adult sports community.
- Promote health and wellness through our memberships and class offerings.
- Support local operational partners and league operators.
- Continue to grow the local youth basketball and volleyball leagues.
- Continue to promote family visitation and tournaments.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Regular Annual Memberships | n/a | 119 | 126 | 126 | 155 |
| Number of Day Passes sold annually | n/a | 1,816 | 613 | 613 | 2,100 |
| Annual Facility Rentals | n/a | 56 | 31 | 31 | 65 |
| Youth Athletics and Aquatics Class Attendance | n/a | 6,200 | 3,300 | 3,300 | 6,500 |
| Adult Athletics and Aquatics Class Attendance | n/a | 77 | 65 | 65 | 180 |

# DIVISION SUMMARY

24770413 - YFAC GYM

**MISSION:**

The Young Family Athletic Center is dedicated to providing quality service in a safe and healthy environment for the general public; this is accomplished through Supervisor and staff teamwork, training, responsiveness, and professionalism.

**DESCRIPTION:**

The Young Family Athletic Center is a new approximately 122,000 square foot facility built on a 12-acre site on the north side of Norman, OK. The Young Family Athletic Center furthers the citizen-initiated Norman Forward mission to fund and create quality of life projects for the community. The Multi-Sport Gymnasium portion of the building houses eight basketball courts with 12 volleyball courts, which overlay the basketball courts. The regulation-size basketball court overlay two basketball courts and runs in the opposite direction.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 7 | 7 | 7 | 7 | 7 |
| Total Budgeted Positions | 7 | 7 | 7 | 7 | 7 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 158,099 | $ 237,287 | $ 187,287 | $ 187,287 | $ 230,359 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 158,099 | $ 237,287 | $ 187,287 | $ 187,287 | $ 230,359 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 158,099 | $ 237,287 | $ 187,287 | $ 187,287 | $ 230,359 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

24770413 YFAC GYM

**GOALS:**

- To grow youth and adult sports and aquatics in Norman and create future interest in YFAC as an amenity that can be utilized for individual or family recreation, social activity, and as a conduit to conduct business for Norman residents as
- To continue to improve the facility and provide an excellent sports and aquatics facility with outstanding customer service and satisfaction.
- To create revenue by increasing leagues, classes, memberships, and tournament rentals.

**OBJECTIVES:**

- Continue to improve membership programs and benefits as well as classes and leagues to increase customer loyalty and frequency of visitation by implementing current trend indicators in the youth and adult sports industry (pricing, programs and procedures) that influence our geographic location.
- Keep membership, parents and all players informed by continuously improving communication and becoming more proactive to the informational needs of the youth and adult sports community.
- Promote health and wellness through our memberships and class offerings.
- Support local operational partners and league operators.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Youth Athletics Class | n/a | 5,500 | 3,000 | 3,000 | 5,725 |
| Number of Sports Tournaments held annually | n/a | 42 | 21 | 21 | 50 |
| Youth Athletics Camps Attendance | n/a | 13 | 6 | 6 | 15 |

# DIVISION SUMMARY

24770414 - YFAC POOL

**MISSION:**

The Young Family Athletic Center is dedicated to providing quality service in a safe and healthy environment for the general public; this is accomplished through Supervisor and lifeguard teamwork, training, responsiveness, and professionalism.

**DESCRIPTION:**

The Young Family Athletic Center is a new approximately 122,000 square foot facility built on a 12-acre site on the north side of Norman, OK. The Young Family Athletic Center furthers the citizen-initiated Norman Forward mission to fund and create quality of life projects for the community. The aquatic portion of the building features two pools: an 8-lane 25-yard competition pool with adequate spectator seating and a 4-lane 25-meter pool used as a warm-up pool during swim competitions. Men's and Women's Locker Rooms are located adjacent to the pools. When the pools are not being used for competitions, the citizens of Norman will have access to the pool for general use and swimming.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 15 | 15 | 15 | 15 | 15 |
| Total Budgeted Positions | 15 | 15 | 15 | 15 | 15 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 247,346 | $ 348,381 | $ 291,181 | $ 291,181 | $ 290,307 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 4,475 | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 251,821 | $ 348,381 | $ 291,181 | $ 291,181 | $ 290,307 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 251,821 | $ 348,381 | $ 291,181 | $ 291,181 | $ 290,307 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

24770414 YFAC POOL

**GOALS:**

- To grow youth and adult sports and aquatics in Norman and create future interest in YFAC as an amenity that can be utilized for individual or family recreation, social activity and as a conduit to conduct business for Norman residents as well as residents from across the state.
- To continue to improve the facility and provide an excellent sports and aquatics facility with outstanding customer service and satisfaction.
- To create revenue by increasing leagues, classes, memberships, and tournament rentals.

**OBJECTIVES:**

- Continue to improve membership programs and benefits as well as classes and leagues to increase customer loyalty and frequency of visitation by implementing current trend indicators in the youth and adult sports industry (pricing, programs and procedures) that influence our geographic location.
- Keep membership, parents and all players informed by continuously improving communication and becoming more proactive to the informational needs of the youth and adult sports community.
- Promote health and wellness through our memberships and class offerings.
- Support local operational partners and league operators.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Youth Aquatics Class Attendance | n/a | 700 | 300 | 300 | 750 |
| Number of Swim Lessons Sold | n/a | | 14 | 14 | 50 |
| Adult Aquatics Class Attendance | n/a | 25 | 15 | 15 | 35 |
| Number of accidents requiring EMS | n/a | 2 | | | |

# DIVISION SUMMARY

24770035 YFAC CONCESSIONS

**MISSION:**

The Time Out Cafe Concession is dedicated to providing quality food, drink, snacks, and service in a safe and clean atmosphere for its customers; this is accomplished through the managers and servers teamwork by receiving training, prompt responsiveness, and professionalism.

**DESCRIPTION:**

The Time Out Cafe Concession provide food, snacks, and drinks to customers at the Young Family Athletic Center.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 3 | 3 | 3 |
| Total Budgeted Positions | 0 | 0 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ 192,125 |
| Supplies & Materials | $ - | $ - | $ 57,200 | $ 57,200 | $ 150,000 |
| Services & Maintenance | $ - | $ - | $ 5,000 | $ 5,000 | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ 62,200 | $ 62,200 | $ 342,125 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ - | $ - | $ 62,200 | $ 62,200 | $ 342,125 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

YFAC CONCESSIONS

**GOALS:**

- Provide food, drink, and snacks at an affordable cost for the citizens of Norman that visit the Young Family Athletic Center.

**OBJECTIVES:**

- Provide support and supplemental revenue to the athletic center through providing food and drink service for activities at Young Family Athletic Center.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Projected Profit | n/a | n/a | | | |

# ENTERPRISE FUNDS



## ENTERPRISE FUNDS

The Enterprise Funds account for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the City is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or where the City Council has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

# *UTILITIES DEPARTMENT*

174 EMPLOYEES

Utilities Engineer (1)
Capital Projects Engineer (1)
Staff Engineer (1)
GIS Utilities Analyst (1)
GIS Utilities Technician (1)
Construction Manager (1)

UTILITIES DIRECTOR (1)

Administrative Technician IV (1)

**SANITATION (61)**

**Administration (4)**
Solid Waste Manager (1)
Administrative Technician III (2)
Dispatcher (1)

**Commercial Collection (12)**
Utilities Supervisor (1)
Sanitation Worker II (11)

**Waste Disposal (14)**
Utilities Supervisor (1)
Container Maintenance
Container Repair Asst. (1)
Container Program Tech (1)
Transfer Station
Transfer Station Attendant (1)
Heavy Equipment Operator (7)
Compost Facility
Heavy Equipment Operator (2)
Compost Facility Attendant (1)

**Recycling (7)**
Utilities Supervisor (1)
Recycling Operator (3)
Sanitation Worker II (3)

**Residential Collection (24)**
Utilities Supervisor (1)
Sanitation Worker II (10)
Sanitation Worker I (1)
Greenwaste Collection
itation Worker II (6)
itation Worker I (6)

**WATER RECLAMATION (21)**

**Administration (3)**
Plant Manager (1)
Utilities Supervisor (1)
Administrative Technician III (1)

**Laboratory (3)**
Lab Manager (1)
Lab Technician (2)

**Bio-Solids (3)**
Heavy Equipment Operator (3)

**Operations & Maintenance (11)**
Crew Chief (1)
Plant Mechanic (1)
Maintenance Worker II (1)
Maintenance Worker I (1)
Plant Operator (6)
PT Custodian (1)
Utilities WTP/WRF Specialist (1)

**UTILITY SERVICES (7)**

**Billing & Customer Service**
Utility Billing Supervisor (1)
Customer Account Specialist (1)
Customer Service Rep I (5)

**WATER TREATMENT (18)**

**Administration (3)**
Plant Manager (1)
Utilities Supervisor (1)
Administrative Technician III (1)

**Laboratory (3)**
Lab Manager (1)
Lab Technician (1)
PT Lab Intern (1)

**Plant Operations (10)**
Utilities WTP/WRF Systems Admin (1)
Plant Operator (6)
Plant Mechanic (1)
Plant Op./Maint. Tech (1)
PT Custodian (1)

**Wells (2)**
Plant Operator (2)

**LINE MAINTENANCE (59)**

**Administration (3)**
Manager (1)
Administrative Technician III (2)

**Water Line Maintenance (36)**
Supervisor (1)
Specialist (1)
Crew Chief (4)
Heavy Equipment Operator (5)
Utility Distribution Worker II (7)
Utility Distribution Worker I (12)
Meter Service Supervisor (1)
Meter Service Rep. (3)
Utility Line Locator (2)

**Sewer Line Maintenance (20)**
Supervisor (1)
Specialist (1)
Crew Chief (2)
Heavy Equipment Operator (4)
Utility Collection Worker II (9)
Utility Collection Worker I (2)
Utility Line Locator (1)

# DEPARTMENT SUMMARY

TOTAL UTILITIES DEPARTMENT

**MISSION:**

Providing environmentally sound and efficient utility services to our customers in a professional, safe manner at sustainable rates.

**DESCRIPTION:**

To manage, account for and administer the water system, water reclamation system, and sanitation services for the City of Norman. The department spans five separate Funds: the Water Fund, the Water Reclamation Fund, the Sewer Maintenance Fund, the New Development Excise Fund, and the Sanitation Fund.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 160 | 161 | 161 | 161 | 171 |
| Part-time Positions | 3 | 3 | 3 | 3 | 3 |
| Total Budgeted Positions | 163 | 164 | 164 | 164 | 174 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 16,773,237 | $ 15,860,632 | $ 15,860,632 | $ 15,860,632 | $ 16,358,618 |
| Supplies & Materials | $ 6,168,435 | $ 6,401,641 | $ 6,541,889 | $ 6,541,889 | $ 7,752,129 |
| Services & Maintenance | $ 7,547,338 | $ 9,227,055 | $ 9,042,528 | $ 9,042,528 | $ 9,699,784 |
| Internal Services | $ 1,702,808 | $ 1,822,950 | $ 1,822,950 | $ 1,822,950 | $ 1,912,595 |
| Capital Equipment | $ 4,858,441 | $ 3,450,947 | $ 3,782,926 | $ 3,782,926 | $ 5,818,348 |
| Subtotal | $ 37,050,259 | $ 36,763,225 | $ 37,050,925 | $ 37,050,925 | $ 41,541,474 |
| Capital Projects | $ 22,042,836 | $ 22,400,000 | $ 99,911,475 | $ 99,911,475 | $ 8,050,000 |
| Cost Allocation | $ 6,574,927 | $ 5,505,991 | $ 5,505,991 | $ 5,505,991 | $ 5,107,344 |
| Debt Service | $ 10,045,542 | $ 10,964,641 | $ 10,964,641 | $ 10,964,641 | $ 10,211,764 |
| Interfund Transfers | $ 4,094,715 | $ 2,145,616 | $ 2,220,616 | $ 2,220,616 | $ 3,206,152 |
| Audit Adjust/Encumbrances | $ 3,089,450 | $ - | $ - | $ - | $ - |
| Subtotal | $ 45,847,470 | $ 41,016,248 | $ 118,602,723 | $ 118,602,723 | $ 26,575,260 |
| Department Total | $ 82,897,729 | $ 77,779,473 | $ 155,653,648 | $ 155,653,648 | $ 68,116,734 |

# DEPARTMENT SERVICE EFFORTS AND ACCOMPLISHMENTS

UTILITIES DEPARTMENT

**GOALS:**

- Protect the environment and provide a cleaner, greener Norman for our customers.
- Improve services and minimize costs for our water, water reclamation and sanitation customers through long-term planning, proper maintenance of our systems, proper contract and compliance management, by increasing employee knowledge through training and implementing new technologies where practical and cost effective.
- Increase knowledge of the general public regarding the capabilities of our utility systems and our need to maintain compliance with existing and proposed regulatory requirements.
- Provide a safe workplace for our staff, our contractors, and the general public by minimizing safety related accidents and associated costs.

**OBJECTIVES:**

- Protect the Environment**:**

1. Provide safe reliable potable water that meets and exceeds all State and Federal regulations at a reasonable cost for our customers.
2. Implement best available, cost efficient, treatment technologies to minimize pollutant discharges in our effluent.
3. Eliminate sewer overflows during rainfall and construction.
4. Provide safe and environmentally approved collection and disposal of municipal solid waste for all Norman residents.
5. Implement construction related Best Management Practices to protect storm waters.

- Improve Utility Services and Minimize Costs**:**

1. Consider adopted land use plan during planning phase for future projects.
2. Expand Water Reclamation Facility (WRF) capacity in advance of development in order to maintain the quality of effluent discharged and avoid any WRF bypass of wastewater.
3. Utilize and maintain water and water reclamation models to determine proper sizing of water distribution and wastewater collection systems to keep pace with development.
4. Explore alternative funding opportunities (grant funding) to minimize user fees for our customers.
5. Repair or replace deteriorated sanitary sewer lines and perform before and after flow monitoring to document reduction of infiltration and inflow into the collection system.
6. Maintain compliance with existing and proposed rules and regulations, and grant conditions where applicable.
7. Provide timely review of development plans and specifications, and coordinate collection of payback fees and excise tax fees with the Planning Department.
8. Review City of Norman water, water reclamation and solid waste regulations and, if required, coordinate annual updates with the Public Works Department.

- Increase Knowledge of the General Public**:**

1. Inform the public regarding the need for utility improvements prior to and during implementation.
2. Educate our customers regarding available technologies and the advantages of implementation.
3. Expand the discussion of treated effluent reuse for irrigation, process water and educate the public regarding the advantages of indirect reuse as a water supply.
4. Inform the public regarding changes to regulations and the impact on the cost of our services.
5. Increase knowledge of employees so they can advance into higher positions.

- Provide a safe workplace**:**

1. Minimize Capital Improvement Projects (CIP) construction related accidents or injuries.
2. Maximize OSHA compliance by CIP contractors and City staff.
3. Ensure submission of and compliance with Traffic Control Plans.
4. Reduce citizen complaints during construction.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| For Construction Projects**:** | | | | | |
| Project completed within contract time, 90% of the time | 100% | 100% | 90% | 100% | 90% |
| Final project costs to be less than 110% of the original contract amount, 90% of the time | 100% | 100% | 90% | 100% | 90% |
| Utility plans for new development to be reviewed and returned within 10 work days of receipt from Public Works Department, 90% of the time. | 96% | 80% | 90% | 66% | 90% |
| Private water will permits to be reviewed and returned within 10 workdays of receipt from Planning Department, 90% of the time | 100% | 87% | 90% | 90% | 90% |
| Complete calculation of Excise Tax and Payback Fees within 5 work days of receipt | 100% | 100% | 90% | 100% | 95% |
| Reduce outside design consultant use by completing 3 projects in-house. Completeness measured by readiness to bid project. | 3 | 2 | 3 | 3 | 3 |

Notes to Results Report:
OSHA – Occupational Safety & Health Administration
CIP – Capital Improvement Projects

# FUND SUMMARY

TOTAL SANITATION FUND (33)

**MISSION:**

The Solid Waste Administration's mission is to make safety our first priority: Provide a high level of service with high levels of efficiency: Provide employees with a sense of ownership: encourage our employees dedication of service to the community: be good custodians of the community assets: and be good custodians of the community environment. Our long term goal is to invest in infrastructure that will provide low cost Solid Waste Management that accommodates municipal growth.

**DESCRIPTION:**

Monitor all expenditures related to the Sanitation Division. Oversite of all collections service, recycling and disposal of municipal solid waste generated by the City of Norman. Maintain compliance with all local, state, and federal regulations. The Sanitation Division is keeping long term mentality that ensures low cost Solid Waste management for the rate payers in Norman for many years to come. Most of the investment will be in permanent structures that will be built to grow the City.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 58 | 59 | 59 | 59 | 61 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 58 | 59 | 59 | 59 | 61 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 6,594,654 | $ 5,725,647 | $ 5,725,647 | $ 5,725,647 | $ 5,689,437 |
| Supplies & Materials | $ 1,333,198 | $ 1,440,449 | $ 1,440,449 | $ 1,440,449 | $ 1,230,244 |
| Services & Maintenance | $ 3,403,743 | $ 4,087,471 | $ 4,082,971 | $ 4,082,971 | $ 4,103,552 |
| Internal Services | $ 969,041 | $ 997,724 | $ 997,724 | $ 997,724 | $ 1,098,420 |
| Capital Equipment | $ 3,546,661 | $ 2,251,256 | $ 2,543,456 | $ 2,543,456 | $ 3,408,489 |
| Subtotal | $ 15,847,297 | $ 14,502,547 | $ 14,790,247 | $ 14,790,247 | $ 15,530,142 |
| Capital Projects | $ 150,970 | $ 200,000 | $ 4,523,344 | $ 4,523,344 | $ - |
| Cost Allocations | $ 2,159,439 | $ 2,312,802 | $ 2,312,802 | $ 2,312,802 | $ 2,331,565 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ 219,599 |
| Audit Adjust/Encumbrances | $ 85,420 | $ - | $ - | $ - | $ - |
| Subtotal | $ 2,395,829 | $ 2,512,802 | $ 6,836,146 | $ 6,836,146 | $ 2,551,164 |
| Fund Total | $ 18,243,126 | $ 17,015,349 | $ 21,626,393 | $ 21,626,393 | $ 18,081,306 |

# DIVISION SUMMARY

33955160 SANITATION / ADMINISTRATION

**MISSION:**

The Sanitation Administration's mission is to make safety our first priority; provide a high level of service with high levels of efficiency; provide employees with a sense of ownership; encourage our employees' dedication of service to the community; be good custodians of the community assets; be good custodians of the community environment; and provide long term, low cost Solid Waste management.

**DESCRIPTION:**

Monitor all expenditures of the Sanitation Division. Oversight of all collection service, recycling and disposal of municipal solid waste generated by the City of Norman. Maintain compliance with all local, state and federal regulations. Invest in long term infrastructure.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 4 | 4 | 4 | 4 | 4 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 4 | 4 | 4 | 4 | 4 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 412,750 | $ 429,189 | $ 429,189 | $ 429,189 | $ 435,245 |
| Supplies & Materials | $ 8,611 | $ 24,570 | $ 24,570 | $ 24,570 | $ 24,570 |
| Services & Maintenance | $ 98,398 | $ 86,148 | $ 86,148 | $ 86,148 | $ 86,320 |
| Internal Services | $ 34,086 | $ 24,892 | $ 24,892 | $ 24,892 | $ 51,836 |
| Capital Equipment | $ - | $ 4,500 | $ 4,500 | $ 4,500 | $ 2,500 |
| Subtotal | $ 553,844 | $ 569,299 | $ 569,299 | $ 569,299 | $ 600,471 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 84,360 | $ 88,069 | $ 88,069 | $ 88,069 | $ 88,304 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ 219,599 |
| Subtotal | $ 84,360 | $ 88,069 | $ 88,069 | $ 88,069 | $ 307,903 |
| Division Total | $ 638,204 | $ 657,368 | $ 657,368 | $ 657,368 | $ 908,374 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SANITATION / ADMINISTRATION

**GOALS:**

- Compliance with all federal, state, and local regulations, in both environmental and transportation.
- Protect the citizen's assets by proper care and proper spending.
- Provide a high level of service at a high level of efficiency.
- Continue to divert as tonnage from landfill use as per the expectation of the citizens of Norman.
- Supervise in a dignified manner that lends a sense of ownership to the employees.
- Define performance expectation to all employees.

**OBJECTIVES:**

- Put safety first
- Provide an efficient level of service
- Empower employees to have ownership in operations through professionalism
- Being good stewards of the community we serve

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Total Sanitation accounts (residential and commercial) | 46,000 | 46,352 | 48,800 | 49,152 | 49,000 |
| Total tons MSW collected (residential, recycle, commercial, and private businesses) | 117,209 | 107,725 | 122,000 | 100,322 | 125,000 |
| Total annual disposal | $2,658,500 | $2,356,459 | $2,745,000 | $2,780,000 | $2,813,000 |
| Total vehicle accidents | 3 | 3 | 0 | 0 | 1 |

Notes to Results Report:
MSW – Municipal Solid Waste

# DIVISION SUMMARY

33955162 SANITATION / COMMERCIAL COLLECTION

**MISSION:**

To maximize efficiencies while providing a high level of service to all City of Norman commercial customers. To provide a safe and enjoyable work environment for all employees. To be good stewards of the rate payer's money by incorporating cost efficient methods and equipment. To provide a measurable statistic for down time by category, so that the Sanitation Division can make long term sustainable improvements.

**DESCRIPTION:**

The Sanitation Division manages all commercial sanitation customers. The Sanitation Division provides routine service, billing and customer service to all City of Norman businesses in need of commercial trash service. The Sanitation Division provides daily collection and disposal of dumpster and roll off containers. The Sanitation Division manage the commercial sanitation fund.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 13 | 13 | 13 | 13 | 14 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 13 | 13 | 13 | 13 | 14 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,307,459 | $ 1,115,455 | $ 1,115,455 | $ 1,115,455 | $ 1,177,925 |
| Supplies & Materials | $ 284,305 | $ 316,534 | $ 316,534 | $ 316,534 | $ 260,937 |
| Services & Maintenance | $ 33,243 | $ 57,909 | $ 57,909 | $ 57,909 | $ 58,615 |
| Internal Services | $ 201,075 | $ 237,192 | $ 237,192 | $ 237,192 | $ 216,378 |
| Capital Equipment | $ 1,550,962 | $ 43,178 | $ 113,178 | $ 113,178 | $ 1,198,330 |
| Subtotal | $ 3,377,045 | $ 1,770,268 | $ 1,840,268 | $ 1,840,268 | $ 2,912,185 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 337,040 | $ 351,893 | $ 351,893 | $ 351,893 | $ 352,831 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 337,040 | $ 351,893 | $ 351,893 | $ 351,893 | $ 352,831 |
| Division Total | $ 3,714,085 | $ 2,122,161 | $ 2,192,161 | $ 2,192,161 | $ 3,265,016 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SANITATION / COMMERCIAL COLLECTION

**GOALS:**

To provide a safe, effective, and efficient collection system for Commercial Solid Waste by dividing the increasing customer base into manageable routes in order to provide timely customer service and maintain and improve the appearance of the city.

**OBJECTIVES:**

To improve the high level of customer service, we are providing employees and customer education, Spring and Fall clean-up events, vehicle accident and personal injury prevention training, and continued monitoring of customer base so as to provide effective and efficient disposal of solid waste.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Number of commercial accounts | 2,753 | 2,612 | 2,800 | 2,639 | 2,800 |
| Annual tons collected | 49,145 | 49,775 | 49,145 | 45,925 | 47,303 |
| Annual disposal cost | $1,056,217 | $1,069,665 | $1,068,904 | $998,869 | $1,028,840 |
| Chargeable vehicle accidents | 3 | 1 | 0 | 0 | 1 |
| Percent of hours lost to OJIs | 2% | 2% | 0% | 0.00% | 0% |

Notes to Results Report:
OJI-on the job injuries

# DIVISION SUMMARY

33955165 SANITATION / COMPOST OPERATIONS

**MISSION:**

Provide quality compost in volumes that are sustainable as close to year round as possible. Operate in a safe manner with no lost time due to accidents. Provide courteous service. Offset as much landfill volume as our space will allow. Build infrastructure for long term cost stability.

**DESCRIPTION:**

Composting of yard waste from residential and commercial properties in the City of Norman. Divert from the landfill as many tons as our space will allow.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 3 | 3 | 3 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 416,002 | $ 318,716 | $ 318,716 | $ 318,716 | $ 318,037 |
| Supplies & Materials | $ 99,486 | $ 93,561 | $ 93,561 | $ 93,561 | $ 76,838 |
| Services & Maintenance | $ 8,196 | $ 8,176 | $ 8,176 | $ 8,176 | $ 9,379 |
| Internal Services | $ 26,410 | $ 35,404 | $ 35,404 | $ 35,404 | $ 39,915 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 550,094 | $ 455,857 | $ 455,857 | $ 455,857 | $ 444,169 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 84,358 | $ 88,069 | $ 88,069 | $ 88,069 | $ 88,304 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 84,358 | $ 88,069 | $ 88,069 | $ 88,069 | $ 88,304 |
| Division Total | $ 634,452 | $ 543,926 | $ 543,926 | $ 543,926 | $ 532,473 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SANITATION / COMPOST OPERATIONS

**GOALS:**

- Recycle yard waste into compost that meets or exceeds commercial quality standards within 120 days of receipt.
- Provide full access to clients that desire to obtain compost or dispose of yard waste at the compost facility.
- Protect the environment by ongoing efforts to promote the compost program.
- Provide for the safety of the employees and public.
- Sell loading services for mulch at $2.00 per yard.

**OBJECTIVES:**

- Encourage citizens to recycle yard waste and divert yard waste from the landfill.
- Provide a safe working environment for all employees by providing proper safety equipment and training.
- Improve the quality of the compost by reducing dust, odor, and the speed of maturing process.
- Score 100% on all ODEQ inspections.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Volume of Yard waste received (tons) | 59,157 | 60,569 | 53,000 | 104,145 | 106,228 |
| vs. | | | | | |
| Compost/mulch generated (tons) | 18,000 | 12,200 | 20,000 | 10,950 | 11,200 |
| Savings from landfill (cost avoidance) | $794,194 | $1,317,376 | $1,356,917 | $2,265,154 | $2,310,459 |
| Revenue from sale of Mulch | $142,170 | $114,170 | $120,000 | $114,785 | $120,000 |
| Length of time to mature compost (in months) | 3-5 | 3-5 | 3-5 | 3-5 | 3-5 |

Notes to Results Report:
ODEQ –Updated procedures underway to achieve year round availability.

# DIVISION SUMMARY

33950172 SANITATION / FLEET HEAVY REPAIR

**MISSION:**

To provide quality sanitation services to the citizens and businesses in the City of Norman in a dependable manner.

**DESCRIPTION:**

In previous years, funds were transferred from the Sanitation Fund to the General Fund for the salary and benefits of a Fleet Auto Parts Assistant assigned to repair sanitation vehicles. Beginning in FYE 12, this cost is directly charged to this Sanitation Division. In FYE 14, the Fleet Auto Parts Assistant was reclassed to an Administrative Technician position. The salary and benefits of a Mechanic II are charged to this division beginning in FYE 15 as a replacement.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 99,296 | $ 115,822 | $ 115,822 | $ 115,822 | $ 76,198 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 99,296 | $ 115,822 | $ 115,822 | $ 115,822 | $ 76,198 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 99,296 | $ 115,822 | $ 115,822 | $ 115,822 | $ 76,198 |

# DIVISION SUMMARY

33955168 SANITATION / YARD WASTE

**MISSION:**

To provide an efficient, cost effective, sustainable, integrated Green Waste Management Program. The Sanitation Division continues to encourage our customers to utilize the Green Waste Program in connection with the composting operations to decrease the quantities of yard waste making it into our landfills. Continue to encourage customers to utilize biodegradable compost bags or reusable barrels instead of plastic bags.

**DESCRIPTION:**

The Sanitation division provides weekly curbside collection of residential yard waste both inside the city and in the rural areas of the City of Norman.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 12 | 12 | 12 | 12 | 12 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 12 | 12 | 12 | 12 | 12 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,043,358 | $ 1,001,691 | $ 1,001,691 | $ 1,001,691 | $ 949,590 |
| Supplies & Materials | $ 89,045 | $ 105,371 | $ 105,371 | $ 105,371 | $ 88,010 |
| Services & Maintenance | $ 287,331 | $ 233,503 | $ 233,503 | $ 233,503 | $ 233,503 |
| Internal Services | $ 108,743 | $ 126,778 | $ 126,778 | $ 126,778 | $ 108,094 |
| Capital Equipment | $ 389,356 | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,917,832 | $ 1,467,343 | $ 1,467,343 | $ 1,467,343 | $ 1,379,197 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 707,816 | $ 739,052 | $ 739,052 | $ 739,052 | $ 741,026 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 707,816 | $ 739,052 | $ 739,052 | $ 739,052 | $ 741,026 |
| Division Total | $ 2,625,648 | $ 2,206,395 | $ 2,206,395 | $ 2,206,395 | $ 2,120,223 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SANITATION / YARD WASTE

**GOALS:**

- To provide a safe, effective and efficient collection system for residential yard waste.
- To divide the increasing customer base into manageable routes to provide timely customer service.
- Maintain and improve the appearance of the City.

**OBJECTIVES:**

- To improve the high level of customer service we are providing.
- Provide employee and customer education.
- Provide spring and fall clean-up events.
- Provide vehicle accident and injury prevention training.
- Continue monitoring the customer base to provide effective and efficient yard waste collection.

**PERFORMANCE MEASUREMENTS – RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Number of residential accounts | 44,698 | 44,786 | 46,264 | 45,465 | 16,264 |
| Annual tons collected | 3,657 | 4,257 | 4,000 | 4,234 | 4,300 |
| Saving from landfill (cost avoidance) | $83,785 | $97,532 | $87,000 | $92,090 | $93,525 |
| Percent hours lost to OJI (hours lost/total hours worked) | 1% | 1% | 1% | 1% | 1% |
| Chargeable vehicle accidents per year | 3 | 3 | 0 | 2 | 1 |
| Reduce average number of complaints per route per year | 20 | 20 | 20 | 20 | 20 |
| Average number of households per route per day | 910 | 910 | 950 | 975 | 985 |

Notes to Results Report:
OJI – On-the-Job Injury

# DIVISION SUMMARY

33955166 SANITATION / RECYCLING OPERATION

**MISSION:**

The mission of the City of Norman Recycling Department is to provide a cost effective, informative way for our residents to recycle. This will be accomplished through coordinated administrative, operational and educational projects in waste reduction, reuse, recycling and disposal.

**DESCRIPTION:**

The Recycling Division of the Sanitation Division collects recyclables from local business and recycle centers placed throughout the City. The Recycling Division also provides curbside collection of commingled recyclables. The Recycling Division holds the same standard of services our residents and commercial customers have come to expect from our Sanitation Division.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 7 | 7 | 7 | 7 | 7 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 7 | 7 | 7 | 7 | 7 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 623,439 | $ 617,698 | $ 617,698 | $ 617,698 | $ 609,011 |
| Supplies & Materials | $ 77,521 | $ 138,992 | $ 138,992 | $ 138,992 | $ 144,345 |
| Services & Maintenance | $ 314,578 | $ 500,150 | $ 500,150 | $ 500,150 | $ 500,150 |
| Internal Services | $ 36,972 | $ 53,738 | $ 53,738 | $ 53,738 | $ 83,218 |
| Capital Equipment | $ 42,065 | $ - | $ 87,100 | $ 87,100 | $ 87,100 |
| Subtotal | $ 1,094,574 | $ 1,310,578 | $ 1,397,678 | $ 1,397,678 | $ 1,423,824 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 55,987 | $ 58,455 | $ 58,455 | $ 58,455 | $ 58,612 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 55,987 | $ 58,455 | $ 58,455 | $ 58,455 | $ 58,612 |
| Division Total | $ 1,150,561 | $ 1,369,033 | $ 1,456,133 | $ 1,456,133 | $ 1,482,436 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SANITATION / RECYCLING OPERATION

**GOALS:**

- Maintain a recycling program that is convenient to the Citizens of Norman
- Operate a recycling program that is cost effective
- Promote reuse of recycled material
- To ensure employee safety

**OBJECTIVES:**

- Manage the program where proceeds from recyclable material are at the highest prices available to the City of Norman.
- Encourage citizens to recycle and divert recyclable waste out of the landfill.
- Provide a safe working environment for all employees by providing proper safety equipment and training.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Revenue earned from recyclables (drop centers) | $259,660 | $149,747 | $290,000 | ($20,613) | $99,453 |
| Total tons of waste recycled (curbside) | 1,956 | 1,951 | 2,100 | 2,100 | 2,100 |
| Collect the following quantities (tons) of recyclable materials: (drop centers) | | | | | |
| aluminum | 7.06 | 9..8 | 10 | 14.4 | 10.42 |
| plastics | 116 | 110 | 100 | 100.8 | 108.66 |
| steel cans | 7 | 9 | 8 | 15 | 10 |
| mixed glass | 162 | 230 | 185 | 188 | 194 |
| metal | 61 | 0 | 0 | 0 | 0 |
| wood | 0 | 0 | 0 | 0 | 0 |
| mixed paper | 143 | 174 | 155 | 129 | 149 |
| cardboard | 1,460 | 1,417 | 1,000 | 1,652 | 1,510 |
| recycling center totals | 1,895 | 1,951 | 1,100 | 2,099 | 1,982 |
| Savings of landfill cost avoidance | $43,414 | $42,435 | $45,675 | $45,675 | $45,675 |
| | | | | | |
| Collection of the following quantities (tons) of recyclable material (curbside recycling) | | | | | |
| Total tons of waste recycled | 4,019 | 5,510 | 4,095 | 5,302 | 4,945 |
| glass | 288 | 315 | 320 | 303 | 305 |
| aluminum | 83 | 116 | 85 | 111 | 105 |
| steel cans | 143 | 182 | 115 | 174 | 170 |
| plastics # pet | 225 | 303 | 215 | 292 | 275 |
| cardboard/occ | 738 | 959 | 829 | 959 | 885 |
| mixed paper | 1,292 | 1,840 | 1,338 | 1,772 | 1,635 |
| recycling totals | 2,769 | 3,715 | 2,902 | 3,612 | 3,365 |
| Savings of landfill cost avoidance | $86,216 | $119,836 | $89,066 | $115,325 | $107,554 |
| recycling contamination rate-23% | | | | | |

# DIVISION SUMMARY

33955161 SANITATION / RESIDENTIAL COLLECTION

**MISSION:**

To provide an efficient, cost effective, and sustainable, integrated solid waste management program. To be good stewards of the customers' money by incorporating cost effective equipment, and cost efficient methods. To make long term sustainable improvements. To provide garbage collection, processing, and disposal services for residential customers by friendly, knowledgeable people.

**DESCRIPTION:**

The Sanitation Division provides once a week curbside collection of residential garbage inside Norman city limits, and provides once a week curbside collection of residential garbage in rural areas of the City of Norman. The Sanitation Division also provides bi-yearly spring and fall curbside clean-up events inside the city and rural areas of the City of Norman at no additional cost to the customer. The Sanitation Division offers household bulk pickups twice a month for a fee.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 11 | 12 | 12 | 12 | 12 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 11 | 12 | 12 | 12 | 12 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,471,077 | $ 1,200,246 | $ 1,200,246 | $ 1,200,246 | $ 1,168,529 |
| Supplies & Materials | $ 330,629 | $ 299,766 | $ 299,766 | $ 299,766 | $ 289,083 |
| Services & Maintenance | $ 737 | $ 1,694 | $ 1,694 | $ 1,694 | $ 1,694 |
| Internal Services | $ 369,375 | $ 315,056 | $ 315,056 | $ 315,056 | $ 385,384 |
| Capital Equipment | $ 306,769 | $ 1,158,978 | $ 1,289,578 | $ 1,289,578 | $ 1,889,244 |
| Subtotal | $ 2,478,587 | $ 2,975,740 | $ 3,106,340 | $ 3,106,340 | $ 3,733,934 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 721,373 | $ 811,318 | $ 811,318 | $ 811,318 | $ 826,073 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 721,373 | $ 811,318 | $ 811,318 | $ 811,318 | $ 826,073 |
| Division Total | $ 3,199,960 | $ 3,787,058 | $ 3,917,658 | $ 3,917,658 | $ 4,560,007 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SANITATION / RESIDENTIAL COLLECTION

**GOALS:**

- Provide a safe, effective and efficient automated collection system for residential solid waste.
- Divide the increasing customer base into manageable routes to provide timely customer service.
- Maintain and improve the appearance of the City.

**OBJECTIVES:**

- Improve the high level of customer service we are providing.
- Provide employee and customer education.
- Provide spring and fall clean-up events.
- Provide vehicle accident and personal injury prevention training.
- Continue monitoring the customer base to provide effective and efficient Residential Solid Waste collection.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Number of residential accounts | 44,698 | 44,698 | 44,718 | 45,465 | 46,264 |
| Annual tons collected | 35,646 | 39,526 | 41,368 | 41,281 | 41,480 |
| Annual disposal cost | $816,650 | $859,690 | $888,171 | $886,303 | $1,037,000 |
| Percent hours lost to OJI (hours lost/total hours worked) | 3% | 3% | 3% | 3% | 3% |
| Chargeable vehicle accidents per year | 3 | 2 | 0 | 2 | 2 |
| Reduce average number of complaints per route per year | 30 | 30 | 30 | 40 | 30 |
| Average number of households per route per day | 985 | 985 | 1,000 | 1,000 | 1,000 |

Notes to Results Report:
OJI – on-the-job injury

# DIVISION SUMMARY

33930122 SANITATION / UTILITY SERVICES

**MISSION:**

To provide quality sanitation services to the citizens and businesses in the City of Norman in a dependable manner.

**DESCRIPTION:**

In previous years an interfund transfer from the Sanitation Fund to the General Fund was made for the salary and benefits of a Meter Reader, Meter Service Rep., and a Customer Service Rep. I in the Utility Services Division of the Finance Department. One-third of the total cost is charged here beginning in FYE 19. The other two-thirds are split between the Water and Water Reclamation Funds. Beginning in FYE 27 - these positions are reported in the Water Fund.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 51,742 | $ 49,985 | $ 49,985 | $ 49,985 | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 51,742 | $ 49,985 | $ 49,985 | $ 49,985 | $ - |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 51,742 | $ 49,985 | $ 49,985 | $ 49,985 | $ - |

# DIVISION SUMMARY

33955163 SANITATION / WASTE DISPOSAL

**MISSION:**

The mission of the City of Norman Transfer Station is to provide a convenient, clean, and environmentally sound facility for our commercial trucks, as well as residential homeowners and commercial customers. This will be accomplished through coordinated administrative, operational, and educational projects in waste reduction, reuse, and recycling.

**DESCRIPTION:**

The City of Norman Transfer Station receives solid waste including household garbage, yard waste, construction debris, and tires. The City of Norman Transfer Station loads garbage into transfer trailers, and transports it to the Oklahoma City landfill. Yard waste is processed at the compost facility. Tires are collected and transported by a licensed tire processing and recycling facility. There is a recycling drop center hub located at the facility.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 8 | 8 | 8 | 8 | 9 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 8 | 8 | 8 | 8 | 9 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,116,771 | $ 876,845 | $ 876,845 | $ 876,845 | $ 954,902 |
| Supplies & Materials | $ 443,601 | $ 461,655 | $ 461,655 | $ 461,655 | $ 346,461 |
| Services & Maintenance | $ 2,658,579 | $ 3,199,891 | $ 3,195,391 | $ 3,195,391 | $ 3,213,891 |
| Internal Services | $ 192,381 | $ 204,664 | $ 204,664 | $ 204,664 | $ 213,594 |
| Capital Equipment | $ 476,369 | $ 1,044,600 | $ 1,049,100 | $ 1,049,100 | $ 231,315 |
| Subtotal | $ 4,887,701 | $ 5,787,655 | $ 5,787,655 | $ 5,787,655 | $ 4,960,163 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 168,505 | $ 175,946 | $ 175,946 | $ 175,946 | $ 176,415 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 168,505 | $ 175,946 | $ 175,946 | $ 175,946 | $ 176,415 |
| Division Total | $ 5,056,206 | $ 5,963,601 | $ 5,963,601 | $ 5,963,601 | $ 5,136,578 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SANITATION / WASTE DISPOSAL

**GOALS:**

- Transfer all solid waste from the City of Norman Transfer Station within 48 hours and provide citizens a direct disposal opportunity.
- Provide an environmentally safe place to dispose of household waste at a reasonable rate.

**OBJECTIVES:**

- Utilize six transport trucks and trailers at all times during working conditions.
- Reduce blowing litter from transport trucks in route to the landfill.
- Maintain a clean site, free of loose litter.
- Provide full access to clients that desire to dispose of waste at the transfer station.
- Provide a safe working environment for all employees by providing proper safety equipment and training.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Tons of municipal solid waste transported to landfill | 116,041 | 108,343 | 113,000 | 100,321 | 110,000 |
| Disposal Cost | $2,685,500 | $2,356,459 | $2,580,900 | $2,290,515 | $2,511,505 |
| Quantity of municipal solid waste received at transfer station outside of route collections | 33,456 | 24,270 | 26,000 | 24,741 | 26,000 |
| Miles driven per year (transport trucks) | 209,000 | 209,000 | 301,000 | 300,300 | 301,000 |
| Tons of household waste disposed of during spring & fall cleanup | 2,360 | 2,360 | 2,700 | 2,600 | 2,700 |

*Seasonally adjusted forecast

# DIVISION SUMMARY

033 – SANITATION / CAPITAL PROJECTS

**MISSION:**

To invest in infrastructure that will provide low cost solid waste management for the next 30+ years.

**DESCRIPTION:**

The Sanitation division is focused on maintaining low cost solid waste management for the rate payers in Norman for many years to come. Most of the investment will be in permanent structures that will be built with the City.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ 150,970 | $ 200,000 | $ 4,523,344 | $ 4,523,344 | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 150,970 | $ 200,000 | $ 4,523,344 | $ 4,523,344 | $ - |
| Division Total | $ 150,970 | $ 200,000 | $ 4,523,344 | $ 4,523,344 | $ - |

# FUND SUMMARY

TOTAL WATER RECLAMATION FUND (32)

**MISSION:**

The mission of the Water Reclamation division is to transport and treat all wastewater received into the City's sewer system to a sufficient level of quality that no negative environmental impact will occur to the South Canadian River or agricultural application sites.

**DESCRIPTION:**

The Water Reclamation Division's responsibility is to transport and treat all wastewater discharged into the City of Norman's sewer system, to a sufficient quality before discharging it into the South Canadian River. In FYE 02, the Water Reclamation Fund reorganized into five separate cost centers. On October 1, 2002, a new Sewer Maintenance Fund was created to account for the revenues and operations of the previous Sewer Line Maintenance cost center. In FYE 15, the sewer line maintenance operations were transferred from the Sewer Maintenance Fund. In FYE 25, the Environmental Services division was transferred to the City Manager's Department.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 40 | 40 | 40 | 40 | 41 |
| Part-time Positions | 1 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 41 | 41 | 41 | 41 | 42 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 4,384,763 | $ 4,175,522 | $ 4,175,522 | $ 4,175,522 | $ 3,955,111 |
| Supplies & Materials | $ 825,462 | $ 737,873 | $ 803,621 | $ 803,621 | $ 896,122 |
| Services & Maintenance | $ 1,616,019 | $ 1,724,496 | $ 1,618,969 | $ 1,618,969 | $ 1,781,359 |
| Internal Services | $ 286,191 | $ 293,609 | $ 293,609 | $ 293,609 | $ 287,624 |
| Capital Equipment | $ 928,994 | $ 1,033,750 | $ 1,073,529 | $ 1,073,529 | $ 1,143,180 |
| Subtotal | $ 8,041,429 | $ 7,965,250 | $ 7,965,250 | $ 7,965,250 | $ 8,063,396 |
| Capital Projects | $ 4,101,892 | $ 3,925,000 | $ 11,831,498 | $ 11,831,498 | $ - |
| Cost Allocations | $ 2,203,179 | $ 833,460 | $ 833,460 | $ 833,460 | $ 1,109,538 |
| Debt Service | $ 2,327,412 | $ 2,434,647 | $ 2,434,647 | $ 2,434,647 | $ 2,541,084 |
| Interfund Transfers | $ 790,939 | $ 579,819 | $ 654,819 | $ 654,819 | $ 741,119 |
| Audit Adjust/Encumbrances | $ 1,111,014 | $ - | $ - | $ - | $ - |
| Subtotal | $ 10,534,436 | $ 7,772,926 | $ 15,754,424 | $ 15,754,424 | $ 4,391,741 |
| Fund Total | $ 18,575,865 | $ 15,738,176 | $ 23,719,674 | $ 23,719,674 | $ 12,455,137 |

# DIVISON SUMMARY

32955341 WATER RECLAMATION / ADMINISTRATION

**MISSION:**

To provide the overall directives, policies, operating procedures, and goals of the facility.

**DESCRIPTION:**

The administration sub-division is responsible for the administrative side of the treatment facility which includes permitting, budget, payroll, planning, human resources, and public relations. This sub-division consists of 3 employees (manager, supervisor and administration technician.).

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 3 | 3 | 3 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 533,954 | $ 544,949 | $ 544,949 | $ 544,949 | $ 489,164 |
| Supplies & Materials | $ 9,370 | $ 11,376 | $ 12,476 | $ 12,476 | $ 16,368 |
| Services & Maintenance | $ 38,819 | $ 69,982 | $ 68,882 | $ 68,882 | $ 71,482 |
| Internal Services | $ 7,645 | $ 7,994 | $ 7,994 | $ 7,994 | $ 10,899 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 589,788 | $ 634,301 | $ 634,301 | $ 634,301 | $ 587,913 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ 544,202 | $ 707,386 | $ 707,386 | $ 707,386 | $ 478,879 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 544,202 | $ 707,386 | $ 707,386 | $ 707,386 | $ 478,879 |
| Division Total | $ 1,133,990 | $ 1,341,687 | $ 1,341,687 | $ 1,341,687 | $ 1,066,792 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER RECLAMATION / ADMINISTRATION

**GOALS:**

- Maintain permitted water quality requirements.
- Reduce operational and maintenance cost.
- Provide safe working conditions for all plant staff.
- Cross-train the majority of the staff members in operations, maintenance, centrifuge operations and laboratory analysis.

**OBJECTIVES:**

- Improve energy conservation through enhanced operator and maintenance input.
- Continue providing safety training for all staff members.
- Provide training for operators and maintenance staff for license upgrades.
- Facilitate cross-training by giving employees time to cross-train in other departments.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Maintain all water quality requirements | 100% | 100% | 100% | 100% | 100% |
| Formal safety training hours per employee | 4 | 12 | 12 | 12 | 12 |
| Formal operations training hours per operator | 12 | 12 | 12 | 12 | 12 |
| Employees cross-trained | 2 | 2 | 2 | 2 | 2 |

# DIVISON SUMMARY

32955145 WATER RECLAMATION / BIO-SOLIDS

**MISSION:**

To transport environmentally safe bio-solids for beneficial usage on regulated farmlands and assist administration, maintenance, and operations in the performance of their duties.

**DESCRIPTION:**

Bio-solids sub-division operates all solids handling and dewatering equipment. They also transport our bio-solids to either our land application sites or the landfill. They are responsible for the operations of heavy equipment including front-end loaders, field tractors, forklifts, mowers, semi-tractor trailers and other equipment at the facility. This sub-division consists of three heavy equipment operators.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 3 | 3 | 3 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 338,265 | $ 342,802 | $ 342,802 | $ 342,802 | $ 304,832 |
| Supplies & Materials | $ 287,822 | $ 241,396 | $ 322,356 | $ 322,356 | $ 311,482 |
| Services & Maintenance | $ 313,739 | $ 394,759 | $ 288,324 | $ 288,324 | $ 389,759 |
| Internal Services | $ 24,752 | $ 35,905 | $ 35,905 | $ 35,905 | $ 34,662 |
| Capital Equipment | $ 287,960 | $ 360,050 | $ 338,908 | $ 338,908 | $ 65,705 |
| Subtotal | $ 1,252,538 | $ 1,374,912 | $ 1,328,295 | $ 1,328,295 | $ 1,106,440 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ 100,158 | $ 7,416 | $ 7,416 | $ 7,416 | $ 44,020 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 100,158 | $ 7,416 | $ 7,416 | $ 7,416 | $ 44,020 |
| Division Total | $ 1,352,696 | $ 1,382,328 | $ 1,335,711 | $ 1,335,711 | $ 1,150,460 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER RECLAMATION / BIO-SOLIDS

**GOALS:**

- Comply with all Environmental Protection Agency and Oklahoma Department of Environmental Quality regulations
- Increase the number of hours of formal and informal training.
- Increase the percentage of waste products recycled.

**OBJECTIVES:**

- Continue safe operation of highway and field equipment.
- Make time available for formal employee training sessions.
- Increase the percentage of bio solids recycled for beneficial use.
- Achieve a minimum average temperature of 35.0 degrees C during bio-solid digestion for bio-solid pathogen and vector attraction.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Reportable number of vehicular accidents | 1 | 0 | 0 | 0 | 0 |
| Number of training hours per employee | 19 | 19 | 19 | 19 | 19 |
| Percentage of bio-solids used for agricultural application | 100% | 100% | 100% | 100% | 100% |
| Percentage of months a temperature of 35 degrees C was achieved. | 92% | 92% | 100% | 75% | 100% |

# DIVISON SUMMARY

32950510 WATER RECLAMATION / ENGINEERING

**MISSION:**

To provide an environmentally safe, efficient and cost-effective wastewater treatment to the community for discharge to the South Canadian River.

**DESCRIPTION:**

In previous years, an interfund transfer from the Water Reclamation Fund to the General Fund was made for 25% of the salary and benefits of a Development Engineer in the Public Works Department. Beginning in FYE 12, this cost is directly charged to this Water Reclamation division.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 49,576 | $ 49,966 | $ 49,966 | $ 49,966 | $ 49,774 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 49,576 | $ 49,966 | $ 49,966 | $ 49,966 | $ 49,774 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 49,576 | $ 49,966 | $ 49,966 | $ 49,966 | $ 49,774 |

# DIVISON SUMMARY

32955244 WATER RECLAMATION / LABORATORY

**MISSION:**

To collect and analyze water quality and bio-solids, and meet quality analysis/quality control (QA/QC) standards. To interpret lab analysis in order to provide operations staff and management accurate/reliable data in determining process control changes, and other parameters as deemed necessary.

**DESCRIPTION:**

Laboratory staff consists of two lab technicians and one lab manager. Their responsibility is to analyze all wastewater samples which include influent, effluent, activated sludge, bio-solids and other samples. They also ship samples for other analysis including metals, bio-monitoring and other parameters as deemed necessary.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 3 | 3 | 3 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 289,686 | $ 329,820 | $ 329,820 | $ 329,820 | $ 333,880 |
| Supplies & Materials | $ 30,650 | $ 47,950 | $ 45,942 | $ 45,942 | $ 47,950 |
| Services & Maintenance | $ 26,311 | $ 19,140 | $ 21,148 | $ 21,148 | $ 19,140 |
| Internal Services | $ 4,135 | $ 1,402 | $ 1,402 | $ 1,402 | $ 1,710 |
| Capital Equipment | $ 1,856 | $ 4,500 | $ 4,500 | $ 4,500 | $ 11,250 |
| Subtotal | $ 352,638 | $ 402,812 | $ 402,812 | $ 402,812 | $ 413,930 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ 130,496 | $ 7,416 | $ 7,416 | $ 7,416 | $ 62,003 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 130,496 | $ 7,416 | $ 7,416 | $ 7,416 | $ 62,003 |
| Division Total | $ 483,134 | $ 410,228 | $ 410,228 | $ 410,228 | $ 475,933 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER RECLAMATION / LABORATORY

**GOALS:**

- Improve ODEQ inspection reviews.
- Ensure the validity, reliability, and timeliness of the laboratory's analysis results.

**OBJECTIVES:**

- Adhere to the regulations in 40 CFR.
- Increase the percentage of "acceptable" quality control analysis.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Number of deficiencies on ODEQ annual inspections | 3 | 0 | 0 | 0 | 0 |
| Percent compliance with QC standards | 100% | 100% | 100% | 100% | 100% |

Notes to Results Report:
ODEQ – Oklahoma Department of Environmental Quality
CFR – Code of Federal Regulations
QC – Quality Control

# DIVISION SUMMARY

32955246 WATER RECLAMATION / OPERATIONS & MAINTENANCE

**MISSION:**

**Operations**: To monitor the treatment process and interpolate lab data to make proper adjustments and to facilitate environmentally safe effluent. To maintain necessary monitoring records as required by management and regulatory agencies.

**Maintenance**: To maintain all treatment processes through preventative maintenance tasks, scheduled and unscheduled maintenance, repairing, calibrating, and monitoring of all equipment, and maintain maintenance records of that equipment.

**DESCRIPTION:**

**Operations**: Staff consist of four shift operators to cover midnight-8am, 8am-4pm, 4pm-midnight and Swing shift. Their main focus is to assure the treatment processes are performing as designed. To make hourly checks through the facility, to collect wastewater samples as needed, to monitor treatment process, make adjustments as needed, and collect data that will be used to create regulatory reports. **Maintenance:** Staff consist of six staff members, one crew chief, plant mechanic, maintenance worker II, maintenance worker I and two maintenance operators. The maintenance operators cover shifts for the operations staff in the event they are off duty. Maintenance staff maintain the treatment equipment up to design standards including, oil changes, repairs of any of the equipment taken out of service, and preventive maintenance on equipment. Other duties involve painting, mowing, cleaning out treatment equipment and new equipment installations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 10 | 10 | 10 | 10 | 11 |
| Part-time Positions | 1 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 11 | 11 | 11 | 11 | 12 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 962,788 | $ 943,730 | $ 943,730 | $ 943,730 | $ 994,333 |
| Supplies & Materials | $ 230,569 | $ 226,984 | $ 212,680 | $ 212,680 | $ 312,599 |
| Services & Maintenance | $ 622,586 | $ 709,515 | $ 709,515 | $ 709,515 | $ 722,723 |
| Internal Services | $ 58,208 | $ 53,329 | $ 53,329 | $ 53,329 | $ 58,953 |
| Capital Equipment | $ 17,986 | $ - | $ 60,921 | $ 60,921 | $ 211,395 |
| Subtotal | $ 1,892,137 | $ 1,933,558 | $ 1,980,175 | $ 1,980,175 | $ 2,300,003 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 294,185 | $ 37,755 | $ 37,755 | $ 37,755 | $ 147,343 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 294,185 | $ 37,755 | $ 37,755 | $ 37,755 | $ 147,343 |
| Division Total | $ 2,186,322 | $ 1,971,313 | $ 2,017,930 | $ 2,017,930 | $ 2,447,346 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER RECLAMATION / OPERATIONS & MAINTENANCE

**GOALS:**

- To comply with all Environmental Protection Agency (EPA) and Oklahoma Department of Environmental Quality (ODEQ) regulations as related to our Oklahoma Pollutant Discharge Elimination System (OPDES) permit.
- To increase the hours of formal and informal training.
- To increase number of Standard Operating Procedures on file.

**OBJECTIVES:**

- Maintain compliance with OPDES permit with emphasis on UV disinfection.
- Conduct in-house training on plant process and allow time for off campus training.
- Increase number of standard operating procedures by 5.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Months of E Coli permit requirements met | 12 | 8 | 12 | 11 | 12 |
| Months of NH3 permit requirements met | 12 | 10 | 12 | 11 | 12 |
| Number of training hours per employee | 22 | 22 | 22 | 22 | 22 |
| Standard Operating Procedures on file | 30 | 35 | 35 | 35 | 40 |

# DIVISION SUMMARY

32955252 WATER RECLAMATION / SEWER LINE MAINTENANCE

**MISSION:**

To safely transport wastewater from the community and commerce to the water reclamation facility. The wastewater collection system is maintained to minimize service disruptions, household backups, and overflows into the environment. Public health and safety are the primary focus of this Division along with employee safety and development.

**DESCRIPTION:**

Sewer Line Maintenance personnel maintain approximately 514.7 miles of gravity mains, 12.8 miles of force mains, 6.5 miles of service laterals, 12,661 manholes, and 14 sewage lift stations. Personnel are on duty from 8:00 a.m. to 5:00 pm Monday-Friday, and on call 24 hours a day to ensure quick response to main breaks, sewer main stoppages, overflows and lift station malfunctions.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 21 | 21 | 21 | 21 | 21 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 21 | 21 | 21 | 21 | 21 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,006,116 | $ 1,913,250 | $ 1,913,250 | $ 1,913,250 | $ 1,782,120 |
| Supplies & Materials | $ 178,259 | $ 210,167 | $ 210,167 | $ 210,167 | $ 207,723 |
| Services & Maintenance | $ 504,029 | $ 531,100 | $ 531,100 | $ 531,100 | $ 578,255 |
| Internal Services | $ 181,555 | $ 185,634 | $ 185,634 | $ 185,634 | $ 172,881 |
| Capital Equipment | $ 621,192 | $ 669,200 | $ 669,200 | $ 669,200 | $ 854,830 |
| Subtotal | $ 3,491,152 | $ 3,509,351 | $ 3,509,351 | $ 3,509,351 | $ 3,595,809 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 918,944 | $ 67,419 | $ 67,419 | $ 67,419 | $ 289,549 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 918,944 | $ 67,419 | $ 67,419 | $ 67,419 | $ 289,549 |
| Division Total | $ 4,410,096 | $ 3,576,770 | $ 3,576,770 | $ 3,576,770 | $ 3,885,358 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER RECLAMATION / SEWER LINE MAINTENANCE

**GOALS:**

- Hydroclean 25% of 12" and under collection mains annually.
- Respond to and resolve collection system obstructions within 45 minutes during business hours.
- Respond to and resolve collection system obstructions within 2 hours during emergency call back.

**OBJECTIVES:**

- Minimize sewer backups
- Quick response to citizen and commerce requests for service
- Reduce on-the-job injuries
- Treat a minimum of 100,000 linear feet of sewer main for roots
- Clean a minimum of 1,200,000 feet of sewer main
- CCTV a minimum of 350,000 feet of sewer main
- Maintain a comprehensive lift station program
- Reduce number of unpermitted sanitary sewer overflows
- Acoustically survey 25,000 feet of sewer main.
- Respond to 100% of utility locate requests within 72 hours

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Legal claims per 10,000 customers | 5 | 5 | 0 | 3 | 0 |
| Response to citizen calls (minutes) | 28 | 23 | 45 | 24 | 45 |
| On the job injuries | 7 | 4 | 0 | 3 | 0 |
| Feet of sewer line cleaned | 993,582 | 1,220,502 | 1,200,000 | 1,039,370 | 1,200,000 |
| Feet of sewer line roots mechanically removed | 45,084 | 47,477 | 40,000 | 40,524 | 40,000 |
| Feet of sewer pipe treated for roots | 101,572 | 100,216 | 100,000 | 100,000 | 100,000 |
| Feet of sewer pipe CCTV inspected | 326,463 | 451,138 | 350,000 | 369,454 | 350,000 |
| Feet of sewer pipe acoustically surveyed | 44,678 | 26,696 | 25,000 | 25,000 | 25,000 |
| Number of service requests responded to | 255 | 264 | 250 | 230 | 250 |
| Number of sanitary sewer overflows | 13 | 12 | 15 | 12 | 15 |
| City side | 2 | 8 | 5 | 6 | 5 |
| Private side | 11 | 4 | 10 | 8 | 10 |
| Lift station preventive maintenance hours | 500 | 644 | 600 | 548 | 600 |
| Safety training per employee per year | 12 | 30 | 30 | 30 | 30 |
| Number of locates completed | 3,617 | 3,169 | 3,500 | 3,370 | 3,500 |

Notes to Results Report:
OJI – On-the-Job Injuries
CCTV – Closed Circuit Television

# DIVISION SUMMARY

32930122 WATER RECLAMATION / UTILITY SERVICES

**MISSION:**

To provide an environmentally safe, efficient and cost-effective wastewater treatment to the community for discharge to the South Canadian River.

**DESCRIPTION:**

In previous years an interfund transfer from the Water Reclamation Fund to the General Fund was made for the salary and benefits of a Meter Reader, Meter Service Rep., and a Customer Service Rep. I in the Utility Services Division of the Finance Department. One-third of the total cost is charged here beginning in FYE 19. The other two-thirds are split between the Water and Water Reclamation Funds. Beginning in FYE 27, these positions will be reported in the Water Fund.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 51,743 | $ 49,985 | $ 49,985 | $ 49,985 | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 51,743 | $ 49,985 | $ 49,985 | $ 49,985 | $ - |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 51,743 | $ 49,985 | $ 49,985 | $ 49,985 | $ - |

# DIVISION SUMMARY

032 – WATER RECLAMATION / CAPITAL PROJECTS

**MISSION:**

To perform capital projects funded by the Water Reclamation Fund.

**DESCRIPTION:**

See Capital Improvements Five Year Plan FYE 27 - FYE 30 for a detailed analysis of Water Reclamation Fund Capital Operations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ 4,101,892 | $ 3,925,000 | $ 11,831,498 | $ 11,831,498 | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 4,101,892 | $ 3,925,000 | $ 11,831,498 | $ 11,831,498 | $ - |
| Division Total | $ 4,101,892 | $ 3,925,000 | $ 11,831,498 | $ 11,831,498 | $ - |

# DIVISION SUMMARY

32930149 WATER RECLAMATION / DEBT SERVICE

**MISSION:**

To account for and monitor all the resources for and the payment of general long-term debt principal and interest.

**DESCRIPTION:**

An account established to record accumulation of resources for and the payment of general long-term debt principal and interest of the Water Reclamation Fund.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ 2,327,412 | $ 2,434,647 | $ 2,434,647 | $ 2,434,647 | $ 2,541,084 |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 2,327,412 | $ 2,434,647 | $ 2,434,647 | $ 2,434,647 | $ 2,541,084 |
| Division Total | $ 2,327,412 | $ 2,434,647 | $ 2,434,647 | $ 2,434,647 | $ 2,541,084 |

# FUND SUMMARY

TOTAL SEWER MAINTENANCE FUND (321)

**MISSION:**

The Sewer Line Maintenance Division is responsible for safely transporting wastewater from the community and commerce to the water reclamation facility. The wastewater collection system is maintained in such condition as to minimize service disruption, household backup or overflows into the environment. Public health and safety are the primary focus of this Division along with employee safety and development.

**DESCRIPTION:**

In FYE 15, the Sewer Line Maintenance Division was transferred to the Water Reclamation Fund.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 1 | 1 | 1 | 1 | 1 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 1 | 1 | 1 | 1 | 1 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 67,708 | $ 70,004 | $ 70,004 | $ 70,004 | $ 69,498 |
| Supplies & Materials | $ 2,845 | $ 4,552 | $ 4,552 | $ 4,552 | $ 3,877 |
| Services & Maintenance | $ 1,255 | $ 3,525 | $ 3,525 | $ 3,525 | $ 3,525 |
| Internal Services | $ 1,422 | $ 5,665 | $ 5,665 | $ 5,665 | $ 4,475 |
| Capital Equipment | $ - | $ 69,506 | $ 69,506 | $ 69,506 | $ - |
| Subtotal | $ 73,230 | $ 153,252 | $ 153,252 | $ 153,252 | $ 81,375 |
| Capital Projects | $ 4,466,501 | $ 3,525,000 | $ 19,516,146 | $ 19,516,146 | $ 3,575,000 |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Audit Adjust/Encumbrances | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 4,466,501 | $ 3,525,000 | $ 19,516,146 | $ 19,516,146 | $ 3,575,000 |
| Fund Total | $ 4,539,731 | $ 3,678,252 | $ 19,669,398 | $ 19,669,398 | $ 3,656,375 |

# DIVISION SUMMARY

32155253 UTILITIES INSPECTION

**MISSION:**

Provide quality control for the City of Norman's Water and Water Reclamation Capital Improvements Program while considering the best interest of the City of Norman, its citizens and the contractors performing the work.

**DESCRIPTION:**

Responsible for inspecting all stages of construction to identify problems and to ensure compliance with federal and state laws, City specifications, codes and regulations. Prepare necessary reports and maintain a daily log of construction activities. Advise and confer with citizens, contractors, engineers and City personnel concerning requirements, standards and/or changes that may be necessary for compliance with construction codes, specifications and regulations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 1 | 1 | 1 | 1 | 1 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 1 | 1 | 1 | 1 | 1 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 67,708 | $ 70,004 | $ 70,004 | $ 70,004 | $ 69,498 |
| Supplies & Materials | $ 2,845 | $ 4,552 | $ 4,552 | $ 4,552 | $ 3,877 |
| Services & Maintenance | $ 1,255 | $ 3,525 | $ 3,525 | $ 3,525 | $ 3,525 |
| Internal Services | $ 1,422 | $ 5,665 | $ 5,665 | $ 5,665 | $ 4,475 |
| Capital Equipment | $ - | $ 69,506 | $ 69,506 | $ 69,506 | $ - |
| Subtotal | $ 73,230 | $ 153,252 | $ 153,252 | $ 153,252 | $ 81,375 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 73,230 | $ 153,252 | $ 153,252 | $ 153,252 | $ 81,375 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

SEWER MAINTENANCE FUND / UTILITIES INSPECTION

**GOALS:**

- To ensure all work is performed and completed in accordance with City of Norman standards and specifications.
- To provide the City of Norman with an efficient and effective water and wastewater distribution system.
- Improve method of informing citizens of pending construction.

**OBJECTIVES:**

- Maintain accurate log of daily activity and construction progress. Daily reports for each project.
- Maintain capital project photo library and as-built plans.
- Attend seminars and educational classes to improve knowledge of water and wastewater operation.
- Update and modify City of Norman standards details as necessary.
- Test newly installed water/wastewater utilities.
- Assist other departments as needed.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Inspect all active projects once a day – 90% of the time | 100% | 100% | 90% | 99% | 95% |
| Respond to public requests for information within 4 working hours – 90% of the time | 100% | 100% | 90% | 100% | 90% |

# DIVISION SUMMARY

321- SEWER MAINTENANCE FUND / CAPITAL PROJECTS

**MISSION:**

To account for capital projects funded by the Sewer Line Maintenance Fund.

**DESCRIPTION:**

See Capital Improvements Five-Year Plan FYE 26 – FYE 29 for a detailed analysis of Sewer Line Maintenance Fund capital operations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ 4,466,501 | $ 3,525,000 | $ 19,516,146 | $ 19,516,146 | $ 3,575,000 |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 4,466,501 | $ 3,525,000 | $ 19,516,146 | $ 19,516,146 | $ 3,575,000 |
| Division Total | $ 4,466,501 | $ 3,525,000 | $ 19,516,146 | $ 19,516,146 | $ 3,575,000 |

# FUND SUMMARY

TOTAL NEW DEVELOPMENT EXCISE FUND (322)

**MISSION:**

To account for and monitor capital projects and debt service associated with the imposition of the City's Water Reclamation System New Development Excise Tax.

**DESCRIPTION:**

Effective October 1, 2001, a Wastewater System New Development Excise Tax was levied and collected on new development to be served by the City's Water Reclamation System.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ 306,022 | $ - | $ 1,492,106 | $ 1,492,106 | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ 1,946,843 | $ 1,903,141 | $ 1,903,141 | $ 1,903,141 | $ 1,903,141 |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Audit Adjust/Encumbrances | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 2,252,865 | $ 1,903,141 | $ 3,395,247 | $ 3,395,247 | $ 1,903,141 |
| Fund Total | $ 2,252,865 | $ 1,903,141 | $ 3,395,247 | $ 3,395,247 | $ 1,903,141 |

# FUND SUMMARY

TOTAL WATER FUND (31)

**MISSION:**
Providing quality utility service to our customers in the most efficient and professional manner possible.

**DESCRIPTION:**
To manage, account for and administer the water system for the City of Norman.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 61 | 61 | 61 | 61 | 68 |
| Part-time Positions | 2 | 2 | 2 | 2 | 2 |
| Total Budgeted Positions | 63 | 63 | 63 | 63 | 70 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 5,726,112 | $ 5,889,459 | $ 5,889,459 | $ 5,889,459 | $ 6,644,572 |
| Supplies & Materials | $ 4,006,930 | $ 4,218,767 | $ 4,293,267 | $ 4,293,267 | $ 5,621,886 |
| Services & Maintenance | $ 2,526,321 | $ 3,411,563 | $ 3,337,063 | $ 3,337,063 | $ 3,811,348 |
| Internal Services | $ 446,154 | $ 525,951 | $ 525,951 | $ 525,951 | $ 522,076 |
| Capital Equipment | $ 382,786 | $ 96,435 | $ 96,435 | $ 96,435 | $ 1,266,679 |
| Subtotal | $ 13,088,303 | $ 14,142,175 | $ 14,142,175 | $ 14,142,175 | $ 17,866,561 |
| Capital Projects | $ 13,017,451 | $ 14,750,000 | $ 62,548,381 | $ 62,548,381 | $ 4,475,000 |
| Cost Allocations | $ 2,212,309 | $ 2,359,729 | $ 2,359,729 | $ 2,359,729 | $ 1,666,241 |
| Debt Service | $ 5,771,287 | $ 6,626,853 | $ 6,626,853 | $ 6,626,853 | $ 5,767,539 |
| Interfund Transfers | $ 3,303,776 | $ 1,565,797 | $ 1,565,797 | $ 1,565,797 | $ 2,245,434 |
| Audit Adjust/Encumbrances | $ 1,893,016 | $ - | $ - | $ - | $ - |
| Subtotal | $ 26,197,839 | $ 25,302,379 | $ 73,100,760 | $ 73,100,760 | $ 14,154,214 |
| Fund Total | $ 39,286,142 | $ 39,444,554 | $ 87,242,935 | $ 87,242,935 | $ 32,020,775 |

# DIVISION SUMMARY

31955330 WATER / UTILITIES DEPARTMENT ADMINISTRATION

**MISSION:**

Providing environmentally sound, efficient utility service to our customers in a professional, safe manner at sustainable rates.

**DESCRIPTION:**

To manage, account for and administer the water system, water reclamation system and sanitation services for the City of Norman.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 5 | 5 | 5 | 5 | 5 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 5 | 5 | 5 | 5 | 5 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 858,103 | $ 872,257 | $ 872,257 | $ 872,257 | $ 886,638 |
| Supplies & Materials | $ 1,511 | $ 9,634 | $ 14,134 | $ 14,134 | $ 2,252 |
| Services & Maintenance | $ 40,889 | $ 69,776 | $ 65,276 | $ 65,276 | $ 77,869 |
| Internal Services | $ 33,254 | $ 47,704 | $ 32,804 | $ 32,804 | $ 50,478 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ 11,500 |
| Subtotal | $ 933,757 | $ 999,371 | $ 984,471 | $ 984,471 | $ 1,028,737 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 210,074 | $ 221,458 | $ 221,458 | $ 221,458 | $ 150,027 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ 3,303,776 | $ 1,565,797 | $ 1,565,797 | $ 1,565,797 | $ 2,245,434 |
| Subtotal | $ 3,513,850 | $ 1,787,255 | $ 1,787,255 | $ 1,787,255 | $ 2,395,461 |
| Division Total | $ 4,447,607 | $ 2,786,626 | $ 2,771,726 | $ 2,771,726 | $ 3,424,198 |

Note: See Total Utilities Department Administration for Goals, Objectives and Performance Indicators.

# DIVISION SUMMARY

31950510 WATER / ENGINEERING

**MISSION:**

To provide quality utility service to our customers in the most efficient and professional manner possible.

**DESCRIPTION:**

In previous years, an Interfund transfer from the Water Fund to the General Fund was made for 25% of the salary and benefits of a Development Engineer in the Public Works Department. Beginning FYE 12, this cost is directly charged to this Water division.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 49,576 | $ 49,966 | $ 49,966 | $ 49,966 | $ 49,774 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 49,576 | $ 49,966 | $ 49,966 | $ 49,966 | $ 49,774 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 49,576 | $ 49,966 | $ 49,966 | $ 49,966 | $ 49,774 |

# DIVISION SUMMARY

31955233 WATER / UTILITIES MODELING

**MISSION:**

To maintain accurate and complete GIS information relating to the City's water and wastewater assets and make that information available to support utility planning operations; to facilitate the operation of water and wastewater models to assist in determining the impact of rehabilitation and new development on the City's utility infrastructure.

**DESCRIPTION:**

The division provides geographic data, analyses, and services to support the Department of utilities. The division serves as technical support to City applications that consume utility data, and assists in the integration of resources requiring a geographic component. The division also supports the reporting of utility asset information as required for regulatory compliance.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 2 | 2 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 112,393 | $ 113,730 | $ 113,730 | $ 113,730 | $ 113,683 |
| Supplies & Materials | $ 30 | $ 1,375 | $ 1,375 | $ 1,375 | $ 1,375 |
| Services & Maintenance | $ 4,071 | $ 7,875 | $ 7,875 | $ 7,875 | $ 8,175 |
| Internal Services | $ 2,722 | $ 2,713 | $ 2,713 | $ 2,713 | $ 2,859 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ 2,250 |
| Subtotal | $ 119,216 | $ 125,693 | $ 125,693 | $ 125,693 | $ 128,342 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 119,216 | $ 125,693 | $ 125,693 | $ 125,693 | $ 128,342 |

*Beginning FYE 08, Salary split between Water and Water Reclamation Funds.

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER / UTILITIES MODELING

**GOALS:**

- To maintain accurate and complete records of City's utility infrastructure to support planning and operations.
- To respond swiftly and courteously to requests for information and provide quality service.
- To promote integration among databases having a geographic component to improve the city's reporting and planning capacity.
- To improve access to GIS data for various utility divisions and maximize use.

**OBJECTIVES:**

- Produce appropriate informational maps and reports as interactive web mapping applications.
- Maintain water and wastewater datasets as current information.
- Reduce the time it takes to integrate utility improvements into the GIS database.
- Provide GIS configuration and asset maintenance support to the City software applications including; Tyler EAM, Advanced CIS Infinity, and City View.
- Work with field personnel to improve the accuracy and completeness of GIS databases using GPS data collection.
- Facilitate operation of water wastewater modeling programs.
- Provide support to facilitate the integration of databases, to reduce duplication of effort, and promote efficiency.

**PERFORMANCE MEASUREMENTS – RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Complete all custom requests for data within 1 week or by specified deadline | 100% | 100% | 95% | 100% | 95% |
| Complete map requests within 2 days or by specified deadline | 100% | 100% | 99% | 99% | 99% |
| Update five water or sewer utility as-builts or incorporate 100 GPS points into the GIS database per month, depending on source availability | 100% | 100% | 99% | 99% | 99% |
| Provide data and support to facilitate water and wastewater modeling efforts by specified deadline | 100% | 100% | 99% | 99% | 99% |
| Provide technical support to assist Utilities Department staff in the completion of reporting for regulatory compliance by required deadlines | 100% | 100% | 99% | 99% | 99% |

Notes to Results Report:

GIS – Geographic Information Systems

# DIVISION SUMMARY

31955350 WATER / LINE MAINTENANCE ADMINISTRATION

**MISSION:**

The mission of the Line Maintenance division is to manage the daily operation and maintenance of the water distribution and wastewater collection systems in such a manner that reliable, effective and efficient service is provided to the citizenry of Norman.

**DESCRIPTION:**

Utility Line Maintenance manages two sections, Water Line Maintenance and Sewer Line Maintenance, along with meter services and capital projects relating to the construction/rehabilitation of the water and collection systems. The administration oversees all expenditures related to the division and follows local, state and federal reporting procedures. Line Maintenance Division Manager is licensed by the Oklahoma Department of Environmental Quality (ODEQ) with an A Water Operator License, an A Wastewater Operator License and a Collection and Distribution License. Administrative staff administers the required ODEQ training for staff members to ensure that necessary skills are obtained to safeguard public health and safety.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 2 | 2 | 2 | 2 | 2 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 272,803 | $ 228,663 | $ 228,663 | $ 228,663 | $ 230,750 |
| Supplies & Materials | $ 1,229 | $ 2,448 | $ 2,448 | $ 2,448 | $ 2,699 |
| Services & Maintenance | $ 54,768 | $ 60,588 | $ 60,588 | $ 60,588 | $ 65,158 |
| Internal Services | $ 9,991 | $ 10,743 | $ 10,743 | $ 10,743 | $ 8,111 |
| Capital Equipment | $ 5,138 | $ 3,500 | $ 3,500 | $ 3,500 | $ 4,500 |
| Subtotal | $ 343,929 | $ 305,942 | $ 305,942 | $ 305,942 | $ 311,218 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 126,040 | $ 132,875 | $ 132,875 | $ 132,875 | $ 90,017 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 126,040 | $ 132,875 | $ 132,875 | $ 132,875 | $ 90,017 |
| Division Total | $ 469,969 | $ 438,817 | $ 438,817 | $ 438,817 | $ 401,235 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER / LINE MAINTENANCE ADMINISTRATION

**GOALS:**

- Manage the water and sewer maintenance sections in such a manner as to provide optimum services to the citizens of Norman.
- Arrange for annual training of all Division personnel to ensure compliance with State of Oklahoma licensing procedures and statutes.
- Adhere to state and federal guidelines for data collection and reporting.
- Prepare voluntary CMOM (Capacity, Management, Operation and Maintenance) report for the sewer system of the City of Norman for the Utilities Director.
- Process all Division-received invoices same day of receipt.
- Complete capital projects within the fiscal year.
- Manage the history of maintenance, repairs, and customer service requests utilizing the Munis asset management program.
- Continue to place a great emphasis on the proper management of its water and sewer system.

**OBJECTIVES:**

- Provide adequate training for all personnel.
- Provide efficient and effective assistance to citizens in resolving requests.
- Submit regulatory compliance data to state and federal agencies with rule-specific guidelines.
- Process all invoices when received to meet payment authorization schedule.
- Maintain an organized project meeting schedule to review the status of all Line Maintenance Division capital projects.
- Process all daily work report data utilizing work order system through the Munis program.
- Reduce lost time due to injuries through monthly safety training meetings.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Average number of water and sewer service requests completed per day | 24 | 24 | 25 | 26 | 25 |
| % of state and federal regulatory compliance reports mailed within rule specific guidelines | 100% | 100% | 100% | 100% | 100% |
| % of employees certified by ODEQ | 100% | 100% | 100% | 100% | 100% |
| % of ODEQ training hours | 100% | 98% | 100% | 100% | 100% |
| Annual safety training hours | 12 | 12 | 12 | 12 | 12 |
| On the job injuries | 10 | 12 | 0 | 14 | 12 |
| Total yearly cross training hours | 260 | 260 | 260 | 260 | 260 |
| % of daily work reports entered into Munis database system for asset tracking within 3 days | 90% | 90% | 90% | 90% | 90% |

Notes to Results Report:
ODEQ – Oklahoma Department of Environmental Quality
CMOM-Capacity, Management, Operation and Maintenance

# DIVISION

31955251 WATER / LINE MAINTENANCE

**MISSION:**

The mission of the Water Section of the Line Maintenance Division is to transport clean drinking water from point sources within the distribution system to public and private users, and help provide accurate and efficient billing services for the City of Norman utility customers. The water distribution system is to be maintained in such a manner that the drinking water is safe and that adequate fire suppression supply and storage is available at all times. Public health and safety are the primary focus of this section along with employee safety and development.

**DESCRIPTION:**

The Water Line Maintenance Division is responsible for reading water meters and maintaining approximately 655 miles of water lines, 7,128 fire hydrants, and 14,838 line valves, along with 5 water storage towers. New water meter services, as well as maintenance on over 43,458 existing water meters are provided by staff in this division. Personnel are on duty from 8am to 5pm, Monday - Friday, with all personnel subject to emergency callback 24/7 to ensure public health and safety, as well as integrity of the distribution system.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 36 | 36 | 36 | 36 | 36 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 36 | 36 | 36 | 36 | 36 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,765,566 | $ 2,956,985 | $ 2,956,985 | $ 2,956,985 | $ 3,104,214 |
| Supplies & Materials | $ 648,133 | $ 790,082 | $ 860,082 | $ 860,082 | $ 882,108 |
| Services & Maintenance | $ 141,919 | $ 489,279 | $ 419,279 | $ 419,279 | $ 489,567 |
| Internal Services | $ 312,472 | $ 370,796 | $ 385,696 | $ 385,696 | $ 333,814 |
| Capital Equipment | $ 281,271 | $ 17,010 | $ 17,010 | $ 17,010 | $ 1,074,271 |
| Subtotal | $ 4,149,361 | $ 4,624,152 | $ 4,639,052 | $ 4,639,052 | $ 5,883,974 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 1,050,773 | $ 1,107,719 | $ 1,107,719 | $ 1,107,719 | $ 750,433 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,050,773 | $ 1,107,719 | $ 1,107,719 | $ 1,107,719 | $ 750,433 |
| Division Total | $ 5,200,134 | $ 5,731,871 | $ 5,746,771 | $ 5,746,771 | $ 6,634,407 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER / LINE MAINTENANCE

**GOALS:**

- Maintain an infrastructure capable of transporting an adequate supply of potable water for the purpose of consumption, irrigation and fire suppression.
- Maintain a level of service for new meter installations so as not to create unnecessary delays in construction or disruption in customer service.
- Locate underground water lines as part of the Oklahoma One-Call System, Inc. to protect the City's infrastructure.
- Maintain residential Automatic Meter Reading (AMR) water meter installation.
- Maintain a comprehensive valve and fire hydrant maintenance program.
- Provide a stable and safe working environment.

**OBJECTIVES:**

- Minimize disruptions in customer service, by effectively maintaining the water distribution system, water towers, and fire hydrants.
- Respond to customer service requests within 30 minutes during business hours.
- Install new meters and services in an efficient manner. (National benchmark is 15.6 hours per set; City of Norman is less than 12 hours).
- Respond to 95% of Oklahoma One-Call System, Inc. locate calls for contractors and citizens of Norman within 48 hours.
- Install automatic read water meters.
- Reduce on-the-job injuries through safety and education.
- Survey 1,000 locations for lead service lines annually.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Average repair time: water off to water on (in hours) | 1.75 | 1.62 | 2.2 | 1.74 | 2.2 |
| Number of AMR/AMI meters installed | 387 | 389 | 500 | 380 | 500 |
| Service calls completed | 5,901 | 6,416 | 5,500 | 5,820 | 5,500 |
| Number of locates completed | 5,253 | 6,923 | 6,000 | 7,040 | 6,000 |
| Number of valves exercised | 1,029 | 1,290 | 1,200 | 1,706 | 1,200 |
| On the job injuries | 4 | 8 | 0 | 4 | 0 |
| Fire hydrants maintained | 578 | 563 | 1,000 | 852 | 1,000 |
| Hours of safety training per year/per employee | 12 | 12 | 12 | 12 | 12 |
| Feet of deteriorated water lines replaced due to age and/or undersize in urban area | 500 | - | - | 400 | - |
| Lead service lines surveyed by location | 967 | 1,154 | 400 | 326 | 500 |

Notes to Results Report: AMR – Automated Meter Reading; OJI – On-the-job Injury

# DIVISION SUMMARY

31955331 WATER / TREATMENT PLANT ADMINISTRATION

**MISSION:**

The overall mission of the Water Treatment Division is to efficiently provide safe high quality potable water to the City of Norman. The function of the Administration Division of the Water Production Group is to provide administration and over-sight of the other three water production divisions: Water Treatment Plant, Water Wells and Water Laboratory.

**DESCRIPTION:**

The Administration Division facilitates the work of the other water production divisions by coordinating work efforts, filing required reports, ordering materials and parts, ensuring safety of the workplace and providing training.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 3 | 3 | 3 | 3 | 3 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 353,069 | $ 386,166 | $ 386,166 | $ 386,166 | $ 388,913 |
| Supplies & Materials | $ 5,978 | $ 12,143 | $ 12,143 | $ 12,143 | $ 8,184 |
| Services & Maintenance | $ 45,522 | $ 69,815 | $ 69,815 | $ 69,815 | $ 69,521 |
| Internal Services | $ 63,526 | $ 65,124 | $ 65,124 | $ 65,124 | $ 69,132 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 468,095 | $ 533,248 | $ 533,248 | $ 533,248 | $ 535,750 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ 825,422 | $ 897,677 | $ 897,677 | $ 897,677 | $ 675,764 |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 825,422 | $ 897,677 | $ 897,677 | $ 897,677 | $ 675,764 |
| Division Total | $ 1,293,517 | $ 1,430,925 | $ 1,430,925 | $ 1,430,925 | $ 1,211,514 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER / TREATMENT PLANT ADMINISTRATION

**GOALS:**

- To ensure employee safety and work to maintain an effective training program.
- Develop a public education program that includes: web based social media and public outreach at community events.
- Minimize the cost of water while maintaining quality.
- Develop interaction with staff on ideas to improve water treatment.

**OBJECTIVES:**

- Retain higher skilled workers and cross train workers.
- Improve the energy efficiency of the facility.
- Protect water levels and water quality in the ground water system.
- Minimize the cost of water produced by the division.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Safety training | 10 | 42 | 70 | 70 | 70 |
| OJI | 0 | 1 | 0 | 0 | 0 |
| Tours | 21 | 21 | 12 | 20 | 12 |
| Number of people on tours | 187 | 230 | 175 | 220 | 210 |
| Job related training (personnel hours) | 343 | 343 | 650 | 600 | 600 |
| Cross training (personnel hours) | 27 | 192 | 50 | 120 | 50 |
| Million gallons of Well Water Produced | 905** | 1,260 | 1,430 | 1,620 | 1,400 |

# DIVISION SUMMARY

31955136 WATER / LABORATORY

**MISSION:**

- Efficiently provide and maintain a laboratory where Water Treatment Plant (WTP) staff can promptly and accurately analyze water samples for various chemical and bacterial constituents.
- Effectively communicate with WTP staff in an effort to meet all DEQ and EPA regulated constituents and reporting requirements.
- Support other divisions.
- Educate the community about water safety and quality.
- Address citizen complaints and concerns regarding water quality of private water wells and City of Norman water system.

**DESCRIPTION:**

- Monitor water quality testing and accept responsibility for this data on Monthly Operations Report to the Oklahoma Department of Environmental Quality (ODEQ).
- Maintain the State Certification for the Bacteriological Laboratory.
- Collect and arrange for the analysis of tap, well, and distribution system samples for bacterial and chemical contamination.
- Communicate with DEQ to coordinate sampling and data reporting.
- Analyze samples from other public water systems and the public for bacterial contamination.
- Assist the public with drinking water complaints and private well contamination questions.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 2 | 2 | 2 | 2 | 2 |
| Part-time Positions | 1 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 3 | 3 | 3 | 3 | 3 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 196,403 | $ 210,553 | $ 210,553 | $ 210,553 | $ 218,604 |
| Supplies & Materials | $ 81,049 | $ 115,468 | $ 115,468 | $ 115,468 | $ 120,028 |
| Services & Maintenance | $ 50,613 | $ 143,205 | $ 143,205 | $ 143,205 | $ 138,645 |
| Internal Services | $ 2,740 | $ 2,724 | $ 2,724 | $ 2,724 | $ 2,870 |
| Capital Equipment | $ 8,051 | $ - | $ - | $ - | $ - |
| Subtotal | $ 338,856 | $ 471,950 | $ 471,950 | $ 471,950 | $ 480,147 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 338,856 | $ 471,950 | $ 471,950 | $ 471,950 | $ 480,147 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER / LABORATORY

**GOALS:**

- Maintain certification from the DEQ for bacterial testing.
- Minimize the number of bacterial samples rejected due to lab error.
- Ensure the WTP and Well field meet all DEQ and EPA regulations for water quality, testing, monitoring and reporting.
- Respond to customer complaints and inquiries in a professional and timely manner while minimizing the number of calls we go to physically.
- Maintain records of the Water Treatment testing for use by ODEQ, citizens, staff, and consultants for a minimum of 10 years.
- Maintain an organized schedule for completing all necessary sample collections and ensure staff understands all standard operating procedures to collect and carry out any analyses.
- Keep the number of bacterial samples rejected due to lab error to 1% or less.

**OBJECTIVES:**

- Microbiology Laboratory will pass all performance tests and DEQ inspections.
- Collect all required samples, submit for analysis, carry out analysis with all necessary quality control checks, and review data for accuracy.
- Submit all data to regulatory agencies within the allowed timeframe.
- Fully document all complaints, inquiries in writing and respond to each situation appropriately.
- Staff will read and understand all completed standard operating procedures, and create new procedures when they arise.

**PERFORMANCE MEASUREMENTS – RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Micro sample collection | 100% | 100% | 100% | 100% | 100% |
| Data submitted | 100% | 100% | 100% | 100% | 100% |
| Complaints responded to in person | 58% | 41% | 55% | 30% | 40% |
| Performance tests passed | 100% | 100% | 100% | 100% | 100% |
| Laboratory inspection deficiencies | no audit | 7 | no audit expected | no audit expected | 5 |
| Internal Audit Findings | 15 | 5 | 2 | 3 | 3 |
| Compliance Chemistry Well Sample Collection | not tracked | 99% | 100% | 100% | 100% |
| Percent of samples invalidated | 0.15% | 0.04% | 0.15% | 0.12% | 0.00% |
| Percent of samples rejected | 1.2% | 0.3% | 0.5% | 0.2% | 0.5% |

WTP – Water Treatment Plant

^Based on old measurement of just straight number of samples rejected instead of percentage

**Bases on old measurement of all calls being addressed both virtually or physically

* Trouble with Most Probable Number (MPN) methods

# DIVISION SUMMARY

31955234 WATER / TREATMENT PLANT

**MISSION:**

To provide for the safe, efficient and effective operation and maintenance of the Water Treatment Plant.

**DESCRIPTION:**

The Water Treatment Plant Division maintains the Water Treatment Plant, and operates both the Treatment Plant and water wells.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 11 | 11 | 11 | 11 | 11 |
| Part-time Positions | 1 | 1 | 1 | 1 | 1 |
| Total Budgeted Positions | 12 | 12 | 12 | 12 | 12 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 677,758 | $ 786,200 | $ 786,200 | $ 786,200 | $ 782,532 |
| Supplies & Materials | $ 3,094,425 | $ 3,155,388 | $ 3,155,388 | $ 3,155,388 | $ 4,043,053 |
| Services & Maintenance | $ 1,531,861 | $ 1,742,186 | $ 1,742,186 | $ 1,742,186 | $ 1,770,969 |
| Internal Services | $ 17,749 | $ 21,842 | $ 21,842 | $ 21,842 | $ 22,715 |
| Capital Equipment | $ 26,561 | $ - | $ - | $ - | $ 33,750 |
| Subtotal | $ 5,348,355 | $ 5,705,616 | $ 5,705,616 | $ 5,705,616 | $ 6,653,019 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 5,348,355 | $ 5,705,616 | $ 5,705,616 | $ 5,705,616 | $ 6,653,019 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER / TREATMENT PLANT

**GOALS:**

- Operate the water plant to meet demand, maintain water quality, and monitor cost associated with chemicals, labor allocation, and electricity throughout the year.
- Maintain the water plant in good operating condition.

**OBJECTIVES:**

Meet all primary drinking water standards. Perform scheduled preventive maintenance. Continue to use Antero system to schedule work, document the nature of work, condition of the equipment and categorize the nature of the work (emergency or routine).

**PERFORMANCE MEASUREMENTS – RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Percentage of time tap turbidity was less than 0.1 NTU (quality) | 99.70% | 98.51% | 100% | 100% | 100% |
| Percent of bacteriologically "Safe" compliance water samples | 99.60% | 99.67% | 100% | 100% | 100% |
| Number of complaints on water quality or pressure | 53 | 34 | 50 | 48 | 50 |
| Percentage of Lake Thunderbird Allocation used during the Water Year (Oct-Sept) | 100% | 100% | 100% | 100% | 100% |
| Million gallons of OKC water purchased | 354 | 361 | 365 | 365 | 547.5 |

# DIVISION SUMMARY

31930122 WATER / UTILITY SERVICES

**MISSION:**

To provide accurate and efficient billing services for the City of Norman utility customers; to be a customer advocate within City guidelines by providing modern, adaptable, quality focused customer support, responsive to the customers and their needs. The customer service area strives to educate customers regarding operating procedures, and to research and provide accurate and prompt information to requests made by citizens and intra-city departments.

**DESCRIPTION:**

The Utility Services division oversees all utility account activity, including initiating and ending utility service, managing delinquencies, investigating unusual water consumption, providing customer service, producing accurate and timely billings of all utilities offered by the City, and researching and responding to various citizen and agency requests for utility related information. Prior to FYE 27, this division was reported in the General Fund.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 7 | 7 | 7 | 7 | 7 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 7 | 7 | 7 | 7 | 7 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 491,784 | $ 505,631 | $ 505,631 | $ 505,631 | $ 609,064 |
| Supplies & Materials | $ 14,931 | $ 15,683 | $ 15,683 | $ 15,683 | $ 25,683 |
| Services & Maintenance | $ 331,194 | $ 414,934 | $ 414,934 | $ 414,934 | $ 444,934 |
| Internal Services | $ 58,265 | $ 68,595 | $ 68,595 | $ 68,595 | $ 28,999 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ 2,250 |
| Subtotal | $ 896,174 | $ 1,004,843 | $ 1,004,843 | $ 1,004,843 | $ 1,110,930 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 896,174 | $ 1,004,843 | $ 1,004,843 | $ 1,004,843 | $ 1,110,930 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

UTILITY SERVICES

**GOALS:**

- Accommodate customers by providing billing options
- Increase number of delinquent cutoffs
- Produce billings in accordance to cycle schedule
- Increase ACH billing participation
- Increase electronic billing participation

**OBJECTIVES:**

Please review the performance measurements for the objectives as a response to the goals listed above.

**PERFORMANCE MEASUREMENTS - RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| **Customer Service/Billing:** | | | | | |
| Number of billings produced and mailed on time | 539,693 | 544,432 | 536,000 | 539,000 | 545,000 |
| Ratio of ACH billing customers to total | 29% | 30% | 28% | 30% | 30% |
| Ratio of Electronic billing customers to total | 35% | 38% | 28% | 30% | 32% |
| Accounts <90 days turned over to collection agency | 100% | 100% | 100% | 100% | 100% |

# DIVISION SUMMARY

31955335 WATER / WATER WELLS

**MISSION:**

To ensure the City's water wells are available to the Plant Division in order to provide potable water to the citizens and visitors of Norman.

**DESCRIPTION:**

The Division maintains the City's water wells in good operating condition including mowing around wells and water towers.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 319,404 | $ 233,488 | $ 233,488 | $ 233,488 | $ 260,400 |
| Supplies & Materials | $ 88,621 | $ 132,229 | $ 132,229 | $ 132,229 | $ 536,504 |
| Services & Maintenance | $ 584,213 | $ 828,839 | $ 828,839 | $ 828,839 | $ 746,510 |
| Internal Services | $ 3,699 | $ 4,304 | $ 4,304 | $ 4,304 | $ 3,098 |
| Capital Equipment | $ 14,575 | $ 75,925 | $ 75,925 | $ 75,925 | $ 138,158 |
| Subtotal | $ 1,010,512 | $ 1,274,785 | $ 1,274,785 | $ 1,274,785 | $ 1,684,670 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,010,512 | $ 1,274,785 | $ 1,274,785 | $ 1,274,785 | $ 1,684,670 |

# DIVISION SERVICE EFFORTS AND ACCOMPLISHMENTS

WATER / WATER WELLS

**GOALS:**

- To maintain well grounds and equipment.
- To meet all DEQ requirements for ground water wells.

**OBJECTIVES:**

- Perform scheduled maintenance, use the Antero database to schedule work and document nature of work, document condition and categorize the nature of work (emergency or routine).

**PERFORMANCE MEASUREMENTS – RESULTS REPORT:**

| | FYE 24 ACTUAL | FYE 25 ACTUAL | FYE 26 PLAN | FYE 26 ESTIMATE | FYE 27 PROJECTED |
|---|---|---|---|---|---|
| **PERFORMANCE INDICATORS:** | | | | | |
| Pumps replaced | 4 | 3 | 4 | 4 | 4 |
| Annual well disinfection completion | 100% | 100% | 100% | 100% | 100% |
| Number of total coliform positive samples collected from GWR samples | 4 | 10 | 3 | 3 | 0 |
| Number of Emergency work orders on water wells | 0 | 0 | 0 | 0 | 0 |
| Million gallons of well water produced | 1,319 | 895 | 1,500 | 1,270 | 1,500 |

# DIVISION SUMMARY

031 - WATER / CAPITAL PROJECTS

**MISSION:**

To perform capital projects funded by the Water Fund.

**DESCRIPTION:**

See Capital Improvements Five Year Plan FYE 27 - FYE 30 for a detailed analysis of Water Fund Capital Operations.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ 13,017,451 | $ 14,750,000 | $ 62,548,381 | $ 62,548,381 | $ 4,475,000 |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 13,017,451 | $ 14,750,000 | $ 62,548,381 | $ 62,548,381 | $ 4,475,000 |
| Division Total | $ 13,017,451 | $ 14,750,000 | $ 62,548,381 | $ 62,548,381 | $ 4,475,000 |

# DIVISION SUMMARY

31930149 WATER / DEBT SERVICE

**MISSION:**

To account for and monitor all the resources for and the payment of general long-term debt principal and interest.

**DESCRIPTION:**

An account established to record the accumulation of resources for, and the payment of, general long-term debt principal and interest of the Water Fund.

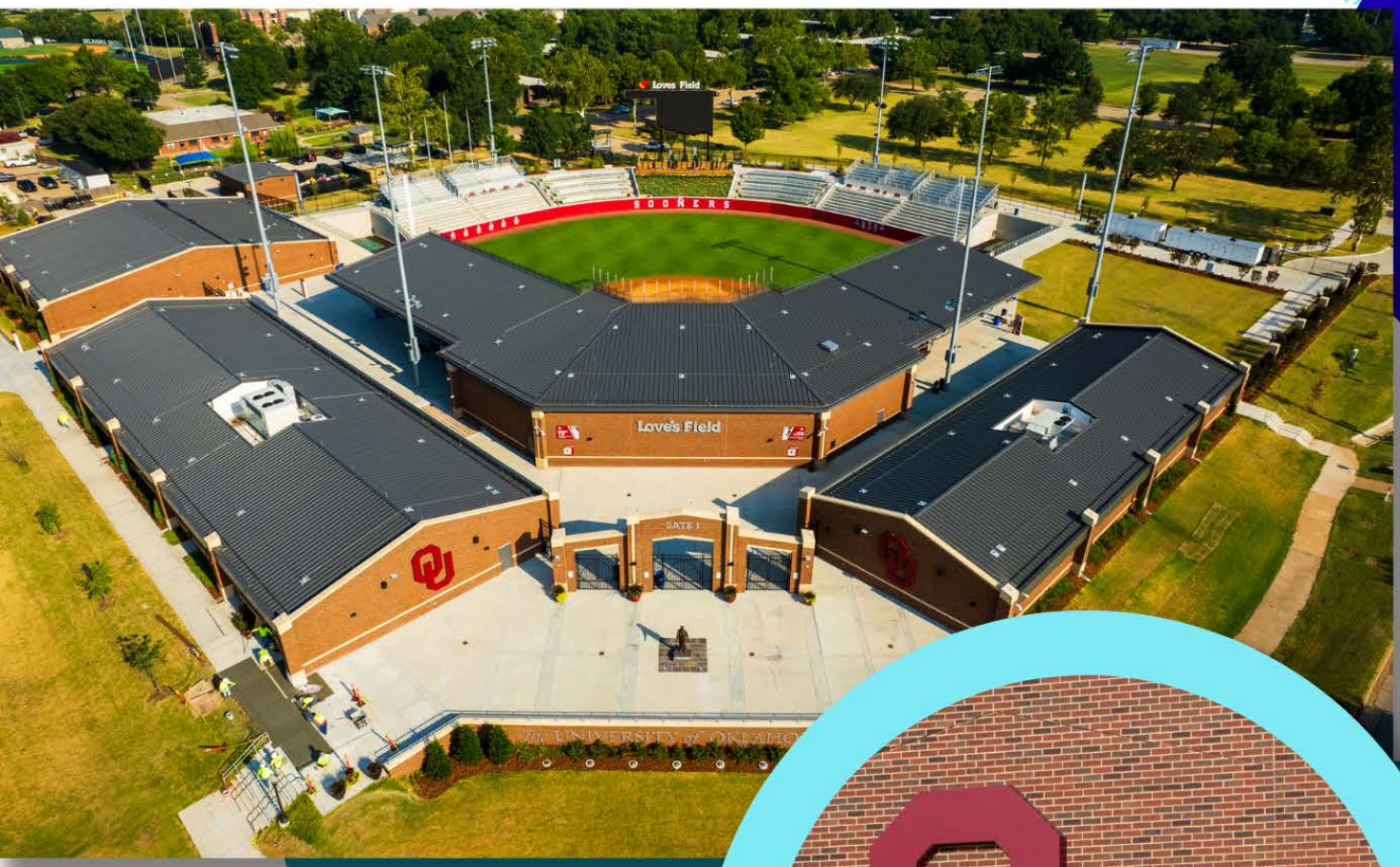
**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ 1,567,441 | $ 6,626,853 | $ 6,626,853 | $ 6,626,853 | $ 5,767,539 |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,567,441 | $ 6,626,853 | $ 6,626,853 | $ 6,626,853 | $ 5,767,539 |
| Division Total | $ 1,567,441 | $ 6,626,853 | $ 6,626,853 | $ 6,626,853 | $ 5,767,539 |

# INTERNAL SERVICE FUND






## INTERNAL SERVICE FUNDS

The Internal Service Funds account for the financing of goods or services provided by one department to other departments on a cost-reimbursement basis.

# FUND SUMMARY

TOTAL RISK MANAGEMENT FUND (43)

**MISSION:**

To administer an effective citywide Risk Management program that assists departments in developing employees motivated to work safely in a safe environment.

**DESCRIPTION:**

The Risk Management / Insurance Fund accounts for health insurance claims against the City including judgments and claims, workers' compensation and unemployment compensation.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 364,004 | $ 1,060,616 | $ 1,060,616 | $ 1,060,616 | $ 1,063,379 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 23,488,822 | $ 23,334,850 | $ 23,397,995 | $ 23,397,995 | $ 25,566,968 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 23,852,826 | $ 24,395,466 | $ 24,458,611 | $ 24,458,611 | $ 26,630,347 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ 89,617 | $ - | $ 3,215 | $ 3,215 | $ - |
| Audit Adjust/Encum | $ (1,708) | $ - | $ - | $ - | $ - |
| Subtotal | $ 87,909 | $ - | $ 3,215 | $ 3,215 | $ - |
| Department Total | $ 23,940,735 | $ 24,395,466 | $ 24,461,826 | $ 24,461,826 | $ 26,630,347 |

# DIVISION SUMMARY

43330105 HEALTH INSURANCE

**MISSION:**

Account for and monitor all expenditures related to employee health insurance.

**DESCRIPTION:**

The Health Insurance Division includes the personnel costs for the City's Benefits Specialist and health claim costs.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 111,269 | $ 112,738 | $ 112,738 | $ 112,738 | $ 112,044 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 20,665,094 | $ 20,402,677 | $ 20,402,677 | $ 20,402,677 | $ 22,493,795 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 20,776,363 | $ 20,515,415 | $ 20,515,415 | $ 20,515,415 | $ 22,605,839 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 20,776,363 | $ 20,515,415 | $ 20,515,415 | $ 20,515,415 | $ 22,605,839 |

# DIVISION SUMMARY

43122351 JUDGMENTS AND CLAIMS

**MISSION:**

Account for and monitor all expenditures related to judgments and claims.

**DESCRIPTION:**

Established to record all expenditures throughout the fiscal year relating to judgments and claims. A judgment is defined as an amount to be paid or collected by a government as the result of a court decision. Judgments are placed on ad valorem (property) rolls and revenues are transferred from Debt Service Fund to cover claims and expenditures.

Claims are defined in the Governmental Tort Claims Act and are paid administratively or by City Council approval.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 653,035 | $ 516,000 | $ 516,000 | $ 516,000 | $ 657,000 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 653,035 | $ 516,000 | $ 516,000 | $ 516,000 | $ 657,000 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 653,035 | $ 516,000 | $ 516,000 | $ 516,000 | $ 657,000 |

# DIVISION SUMMARY

43330104 RISK MANAGEMENT ADMINISTRATION

**MISSION:**

To develop, implement and administer insurance and occupational health and safety programs that affect City employees and other assets.

**DESCRIPTION:**

To develop, implement and administer insurance and occupational health and safety programs that affect City employees and other assets.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 252,735 | $ 295,178 | $ 295,178 | $ 295,178 | $ 298,635 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 767,286 | $ 903,173 | $ 966,318 | $ 966,318 | $ 903,173 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,020,021 | $ 1,198,351 | $ 1,261,496 | $ 1,261,496 | $ 1,201,808 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,020,021 | $ 1,198,351 | $ 1,261,496 | $ 1,261,496 | $ 1,201,808 |

# DIVISION SUMMARY

43330103 UNEMPLOYMENT COMPENSATION

**MISSION:**

To account for and monitor all unemployment compensation related expenditures.

**DESCRIPTION:**

An account established to record all unemployment compensation related expenditures throughout the fiscal year. The expenditures consist of unemployment benefits paid to separated City employees.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 2,431 | $ 21,700 | $ 21,700 | $ 21,700 | $ 21,700 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ 500 | $ 500 | $ 500 | $ 500 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 2,431 | $ 22,200 | $ 22,200 | $ 22,200 | $ 22,200 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 2,431 | $ 22,200 | $ 22,200 | $ 22,200 | $ 22,200 |

# DIVISION SUMMARY

43330102 WORKERS' COMPENSATION

**MISSION:**

To account for and monitor all workers' compensation related expenditures.

**DESCRIPTION:**

An account established to record all workers' compensation related expenditures throughout the fiscal year. The expenditures consist of payments on all on-the-job-injuries (OJI) medical treatments, subsequent workers' compensation temporary total disability (TTD) payments and workers' compensation court judgments related to an employee's original OJI injury. Claims are submitted to the Legal Department for review, and if approved, are paid directly by the City.

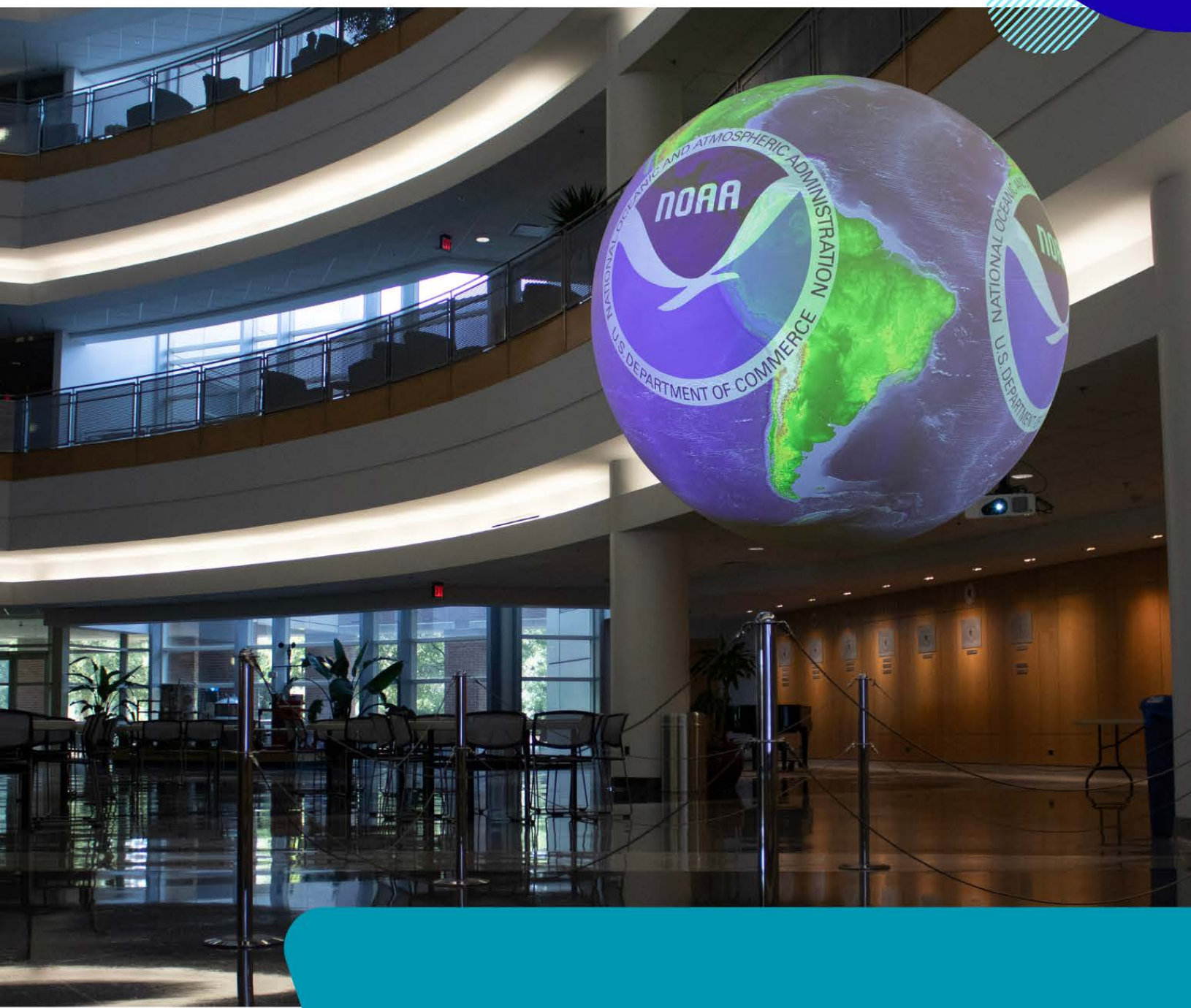
**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 361,504 | $ 631,000 | $ 631,000 | $ 631,000 | $ 631,000 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 1,020,598 | $ 1,512,500 | $ 1,512,500 | $ 1,512,500 | $ 1,512,500 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,382,103 | $ 2,143,500 | $ 2,143,500 | $ 2,143,500 | $ 2,143,500 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,382,103 | $ 2,143,500 | $ 2,143,500 | $ 2,143,500 | $ 2,143,500 |

# CAPITAL PROJECTS FUNDS



## CAPITAL PROJECTS FUNDS

The Capital Projects Fund is established to account for capital projects funded with sales tax revenue. All capital projects, regardless of the source of funding, are identified and tracked in the Capital Improvements Plan document.

# FUND SUMMARY

TOTAL CAPITAL PROJECTS FUND (50)

**MISSION:**

The mission of the Capital Projects Fund is to provide capital needs of the General Fund, supported services in accordance with City goals, policies and strategies as defined in the 2025 Land Use and Transportation Plan and the Five Year Capital Plan. Revenues are derived from the 70% of the second cent sales tax and part of the Room Tax that is dedicated to parks.

**DESCRIPTION:**

The Capital Improvements Fund is established to account for capital projects funded with sales tax money. Seventy percent (70%) of one cent ($.01) sales tax is set aside for capital improvements and allocated as follows: 5% contingency, 27% capital outlay (primarily used for vehicle replacements, and other general departmental capital equipment needs), 20% street projects, 7% maintenance of facilities, 5% Information Technology Infrastructure, and 36% other General Fund supporting capital projects. See the Capital Improvements Five-Year Plan FYE 27 - FYE 30 for a detailed analysis of Capital Project Fund.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 5 | 5 | 5 | 5 | 5 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 5 | 5 | 5 | 5 | 5 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,134,911 | $ 1,393,020 | $ 1,393,020 | $ 1,393,020 | $ 1,410,039 |
| Supplies & Materials | $ - | | $ - | $ - | $ - |
| Services & Maintenance | $ 31,473 | $ 16,499 | $ 85,416 | $ 85,416 | $ 16,499 |
| Internal Services | $ 7,053 | $ 6,783 | $ 6,783 | $ 6,783 | $ 7,146 |
| Capital Equipment | $ 4,233,795 | $ 3,428,384 | $ 5,226,711 | $ 5,226,711 | $ 4,728,384 |
| Subtotal | $ 5,407,232 | $ 4,844,686 | $ 6,711,930 | $ 6,711,930 | $ 6,162,068 |
| Capital Projects | $ 24,002,977 | $ 19,748,766 | $ 84,429,640 | $ 84,429,640 | $ 28,124,768 |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ 4,720,502 | $ 350,611 | $ 4,858,892 | $ 4,858,892 | $ 239,786 |
| Audit Adjust/Encumb | $ 20,065 | $ - | $ - | $ - | $ - |
| Subtotal | $ 28,743,544 | $ 20,099,377 | $ 89,288,532 | $ 89,288,532 | $ 28,364,554 |
| Fund Total | $ 34,150,776 | $ 24,944,063 | $ 96,000,462 | $ 96,000,462 | $ 34,526,622 |

# DIVISION SUMMARY

50550411 CAPITAL PROJECTS ENGINEER

**MISSION:**

The mission of this Division is to account for three (3) Capital Projects Engineers, a Capital Projects Manager, and a Construction Manager whose responsibility is to develop and implement capital projects per the approved five-year capital plan.

**DESCRIPTION:**

To efficiently account for Capital Projects Engineers.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 5 | 5 | 5 | 5 | 5 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 5 | 5 | 5 | 5 | 5 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 1,015,645 | $ 1,210,388 | $ 1,210,388 | $ 1,210,388 | $ 1,240,757 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ 499 | $ 499 | $ 499 | $ 499 |
| Internal Services | $ 7,053 | $ 6,783 | $ 6,783 | $ 6,783 | $ 7,146 |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,022,698 | $ 1,217,670 | $ 1,217,670 | $ 1,217,670 | $ 1,248,402 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 1,022,698 | $ 1,217,670 | $ 1,217,670 | $ 1,217,670 | $ 1,248,402 |

# DIVISION SUMMARY

50120430 CAPITAL PROJECTS / FACILITY MAINTENANCE PERSONNEL

**MISSION:**

The mission of this Division is to account for the Facility Maintenance Superintendent who manages existing facility and maintenance projects per the approved five-year capital plan.

**DESCRIPTION:**

To efficiently account for 15% of the Facility Maintenance Supervisor compensation due to Capital Project management. Prior to FYE 25, 85% of these salaries and benefits were paid in this division.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 26,811 | $ 25,301 | $ 25,301 | $ 25,301 | $ 26,246 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 26,811 | $ 25,301 | $ 25,301 | $ 25,301 | $ 26,246 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 26,811 | $ 25,301 | $ 25,301 | $ 25,301 | $ 26,246 |

# DIVISION SUMMARY

50770370 CAPITAL PROJECTS / PARKS PERSONNEL

**MISSION:**

The mission of this Division is to account for a portion of two (2) Park Planners who manage park related capital projects per the approved five-year capital plan.

**DESCRIPTION:**

To efficiently account for a portion of Parks personnel related to Capital Project management.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ 92,455 | $ 157,331 | $ 157,331 | $ 157,331 | $ 143,036 |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 92,455 | $ 157,331 | $ 157,331 | $ 157,331 | $ 143,036 |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Division Total | $ 92,455 | $ 157,331 | $ 157,331 | $ 157,331 | $ 143,036 |

# DIVISION SUMMARY

050 - CAPITAL PROJECTS

**MISSION:**

To perform capital projects and purchase capital equipment funded by the Capital Fund.

**DESCRIPTION:**

See Capital Improvements Five-Year Plan FYE 27 - FYE 30 for a detailed analysis of Capital Fund capital projects.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ 24,002,977 | $ 19,748,766 | $ 84,429,640 | $ 84,429,640 | $ 28,124,768 |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 24,002,977 | $ 19,748,766 | $ 84,429,640 | $ 84,429,640 | $ 28,124,768 |
| Division Total | $ 24,002,977 | $ 19,748,766 | $ 84,429,640 | $ 84,429,640 | $ 28,124,768 |

# FUND SUMMARY

TOTAL NORMAN FORWARD SALES TAX FUND (51)

**MISSION:**

Norman Forward is designed to improve the quality of life in Norman through renovating, expanding, constructing, and funding projects including multiple recreational facilities, libraries, parks, athletic venues, public art, trails, and swim complexes. Norman Forward also includes traffic improvements and an extension of the existing James Garner Avenue. A citizen-initiated proposal, Norman Forward will enhance the Norman community for generations to come.

**DESCRIPTION:**

To efficiently receive and monitor the use of revenues received through a 15-year earmarked sales tax dedicated to 12 projects spanning the entire city at an estimated cost of $148 million, with other program expenses at an estimated cost of $55.4 million. Sales tax collections began on January 1, 2016 and will continue for 15 years.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ 2,605,928 | $ 751,000 | $ 8,545,361 | $ 8,545,361 | $ 671,000 |
| Cost Allocation | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ 9,711,558 | $ 9,648,688 | $ 9,648,688 | $ 9,648,688 | $ 10,418,993 |
| Interfund Transfers | $ 428,147 | $ 444,055 | $ 444,055 | $ 444,055 | $ 460,758 |
| Audit Adjust/Encum. | $ (20,799) | $ - | $ - | $ - | $ - |
| Subtotal | $ 12,724,834 | $ 10,843,743 | $ 18,638,104 | $ 18,638,104 | $ 11,550,751 |
| Division Total | $ 12,724,834 | $ 10,843,743 | $ 18,638,104 | $ 18,638,104 | $ 11,550,751 |

# FUND SUMMARY

TOTAL UNIVERSITY NORTH PARK TAX INCREMENT DISTRICT FUND (57)

**MISSION:**

Established to account for revenue generated from the University North Park Development Tax Increment District.

**DESCRIPTION:**

To account for the increment of sales and property taxes generated from Tax Increment District Two, University North Park.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ 109,511 | $ 569,661 | $ 505,268 | $ 505,268 | $ 148,256 |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 109,511 | $ 569,661 | $ 505,268 | $ 505,268 | $ 148,256 |
| Capital Projects | $ 5,300,000 | $ - | $ 4,777,485 | $ 4,777,485 | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Audit Adjust/Encum | $ (5) | $ - | $ - | $ - | $ - |
| Subtotal | $ 5,299,995 | $ - | $ 4,777,485 | $ 4,777,485 | $ - |
| Fund Total | $ 5,409,506 | $ 569,661 | $ 5,282,753 | $ 5,282,753 | $ 148,256 |

# FUND SUMMARY

TOTAL CENTER CITY TAX INCREMENT FINANCE DISTRICT (58)

**MISSION:**

The Norman Center City Project Plan authorizes the allocation of Tax Increment Finance funds for public improvements projects undertaken by the City within the Center City, Increment District Number Three, project area.

**DESCRIPTION:**

To account for the increment of taxes generated from Tax Increment District Three, Center City.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ 54,980 | $ - | $ 324,866 | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ - | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Audit Adjust/Encum | $ 4,987 | $ - | $ - | $ - | $ - |
| Subtotal | $ 59,967 | $ - | $ 324,866 | $ - | $ - |
| Fund Total | $ 59,967 | $ - | $ 324,866 | $ - | $ - |

# FUND SUMMARY

TOTAL ARTERIAL ROADS RECOUPMENT FUND (78)

**MISSION:**

To provide for the recoupment of costs associated with improvements to arterial roads.

**DESCRIPTION:**

To account for periodic transfers from the Capital Fund for construction of arterial road improvements, and to account for those costs to be recovered from adjacent property owners.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Audit Adjustments | $ 1,610 | $ - | $ - | $ - | $ - |
| Interfund Transfers | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ 1,610 | $ - | $ - | $ - | $ - |
| Fund Total | $ 1,610 | $ - | $ - | $ - | $ - |

# PUBLIC SAFETY SALES TAX FUND
## FYE 27 Capital Improvement Projects Budget

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **Bond Funded Expenditures** | | | | | | | | | |
| 15693377 | BP0046 | Fire Station 5 Relocation | 17,000 | - | - | - | - | - | - |
| 15695523 | BP0029 | Emergency Communications Center | 1,501,052 | - | - | - | - | - | - |
| **Subtotal Bond Expenditures** | | | **$ 1,518,052** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| **Pay-go Funded Expenditures** | | | | | | | | | |
| 15665143 | FT0004 | Fire Apparatus Replacement | 1,263,384 | - | - | - | - | - | - |
| **Subtotal Pay-go Funded Expenditures** | | | **$ 1,263,384** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| **TOTAL PSST FUND 15 Expenditures** | | | **$ 2,781,436** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# CDBG FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 21240007 | GC0080 | Original Townsite Street Improvements B19 | 171,142 | - | - | - | - | - | - |
| 21240011 | GC0084 | Senior Center Kitchen Rehabilitation | 14,179 | - | - | - | - | - | - |
| 21240023 | GC0091 | Senior Center Kitchen Rehab FYE 23 | 60,000 | - | - | - | - | - | - |
| 21240303 | GC0094 | Affordable Rental Housing - ARPA | 1,205,064 | - | - | - | - | - | - |
| 21240029 | GC0097 | FYE 25 Habitat Acquisition | 40,000 | - | - | - | - | - | - |
| 21240027 | GC0098 | FYE 25 NHA Land Acquisition | 100,000 | - | - | - | - | - | - |
| 21240003 | GC0099 | Zoning Code & Subdivision Update | 550,000 | - | - | - | - | - | - |
| 21240003 | GC0100 | Neighborhood Pattern Book | 250,000 | - | - | - | - | - | - |
| 21240003 | GC0101 | Parking Study | 150,000 | - | - | - | - | - | - |
| 21240003 | GC0102 | Affordable Housing Action Plan | 250,000 | - | - | - | - | - | - |
| 21240003 | GC- | FYE 26 NHA Land Acquisition | 100,000 | - | - | - | - | - | - |
| 21- | GC- | FYE 26 Habitat Acquisition | 40,000 | - | - | - | - | - | - |
| | | **TOTAL CDBG FUND 21 PROJECTS** | **$ 2,930,385** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# SPECIAL GRANTS FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | **EXPENDITURES** | | | | | | | |
| 22695523 | BG0083 | Emergency Operations Center ARPA | 78,899 | - | - | - | - | - | - |
| 22550480 | BG0086 | City Hall Electric Vehicle Charging Station | 6,076 | - | - | - | - | - | - |
| 22596688 | BG0087 | Traffic Management Center PayGo | 378,548 | - | - | - | - | - | - |
| 22550480 | BG0094 | Bus Pantograph Charger Infrastucture | 1,078,880 | - | - | - | - | - | - |
| 22550480 | BG0095 | Electric CNG Fueling Compressors (2) | 786,303 | - | - | - | - | - | - |
| 22123645 | BG0098 | Backup Contigency OP Critical Data | 126,981 | - | - | - | - | - | - |
| 22590303 | BG0260 | Northbase Ph2 Vehicle Wash Facility | 25,758 | - | - | - | - | - | - |
| 22595303 | DR0036 | Boyd St. Pipeline Replacement | 1,364,113 | - | - | - | - | - | - |
| 22595303 | DR0062 | Imhoffe Creek Stabilization | 3,225,112 | - | - | - | - | - | - |
| 22596666 | DR0065 | Misty Lake Dam Repair | 747,500 | - | - | - | - | - | - |
| | **TOTAL SPECIAL REVENUE FUND 22 PROJECTS** | | **$ 7,818,170** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# ROOM TAX FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | **EXPENDITURES** | | | | | | | |
| 23798815 | RT0008 | 12th Avenue Tennis Court Renovation | 870 | - | - | - | - | - | - |
| 23798814 | RT0087 | Sooner Theatre Seat Replace & Interiors (matc | 39 | - | - | - | - | - | - |
| 23796627 | RT0090 | Historic Museum Parking | 4,843 | - | - | - | - | - | - |
| 23793364 | RT0091 | Westwood Tennis Center Improvements | 234,560 | - | - | - | - | - | - |
| 23794442 | RT0092 | Westwood Park Masterplan | 7,830 | - | - | - | - | - | - |
| | | **TOTAL ROOM TAX FUND 23 PROJECTS** | **$ 248,142** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# PUBLIC TRANSPORTATION FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **EXPENDITURES** | | | | | | | | | |
| 27550277 | TR0128 | Transit Center Concrete Pavement | 197,357 | - | - | - | - | - | - |
| | | **TOTAL TRANSIT FUND 27 PROJECTS** | **$ 197,357** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# WESTWOOD PARK FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **EXPENDITURES** | | | | | | | | | |
| 29793372 | PC0029 | Westwood Golf Improv - Bentley Donation | 48,876 | - | - | - | - | - | - |
| | | **TOTAL WESTWOOD FUND 29 PROJECTS** | **$ 48,876** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# WATER FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **EXPENDITURES** | | | | | | | | | |
| | | **WATER DISTRIBUTION SYSTEM** | | | | | | | |
| 31- | WA- | Water Line Replacement: Alameda Plaza and Apartments at Shiloh and Glenn | - | 150,000 | 1,500,000 | - | - | - | - |
| 31- | WA- | Water Line Replacement: Venture area and Astor area | - | 150,000 | 1,500,000 | - | - | - | - |
| 31993360 | WA0173 | Master Meters Installation | 317,962 | - | - | - | - | - | - |
| 31993395 | WA0201 | Backflow Prevention Program | 53,215 | - | - | - | - | - | - |
| 31993360 | WA0239 | WL Improvements: Segment D 24" Phase 4 | 1,318,315 | 2,000,000 | - | - | - | - | - |
| 31996683 | WA0242 | Water Line Replacement: Robinson- 24th NW to WTP | 5,759,751 | - | - | - | - | - | - |
| 31999942 | WA0337 | Asset Management Plan | 76,609 | - | - | - | - | - | - |
| 31995521 | WA0338 | Water Line Replacement: Classen/Flood, Highway 9 to Indian Hills | 6,252,163 | 1,500,000 | - | - | - | - | - |
| 31996683 | WA0339 | Water Line Replacement: Sooner Mall | 58,217 | - | - | - | - | - | - |
| 31993360 | WA0348 | Corporate Addition Utilities | 376,200 | - | - | - | - | - | - |
| 31993360 | WA0349 | Water Line Improvements-Segment B (24th NE: Robinson to Tecumseh) | 99,900 | - | - | - | - | - | - |
| 31993361 | WA0351 | Water Meter Automatic Metering Infrastructure (AMI) | 1,779,012 | - | - | - | - | - | - |
| 31996683 | WA0352 | WL Replacement Southlake Addition | 62,512 | - | - | - | - | - | - |
| 31996683 | WA0353 | Water Line Replacement: Jenkins Replacement | 122,246 | - | - | - | - | - | - |
| 31995521 | WA0363 | Water Line Replacement: Fire Hydrant and Valve Replacements | 320,150 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| 31993346 | WA0371 | Crest Place - FY22 Urban SVC WL | 104,000 | - | - | - | - | - | - |
| 31993346 | WA0372 | Blessing Court FY22 Urban SVC WL | 16,000 | - | - | - | - | - | - |
| 31993346 | WA0373 | Jackson DR - FY22 Urban SVC WL | 55,000 | - | - | - | - | - | - |
| 31993346 | WA0377 | Morren Dr - Urban SVC WL | 66,000 | - | - | - | - | - | - |
| 31996683 | WA0379 | Water Line Replacement: Danfield -B/w Brookhaven | 1,623,019 | - | - | - | - | - | - |
| 31993360 | WA0380 | Water Line Replacement: Tecumseh, 24th Ave NW to Journey Parkway | 4,966,632 | - | - | - | - | - | - |
| 31993346 | WA0381 | Urban Service Area Waterlines FY 23 | 217,153 | - | - | - | - | - | - |
| 31993346 | WA0383 | Urban Service Area Waterlines FY 24 | 262,000 | - | - | - | - | - | - |
| 31996684 | WA0384 | Lead Service Line Inventory and Replacement | 2,614,710 | - | - | - | - | - | - |
| 31993388 | WA0385 | Water Studies for Comp Plan | 30,330 | - | - | - | - | - | - |
| 31993360 | WA0386 | 42" WL Emergency Repair | 40,569 | - | - | - | - | - | - |
| 31996683 | WA0387 | Westwood Estates Water Line Replacement | 2,130,000 | - | - | - | - | - | - |
| 31996683 | WA0388 | Carter Water Line Replacement | 1,620,000 | - | - | - | - | - | - |
| 31996683 | WA0389 | Royal Oaks Water Line Replacement | 2,180,000 | - | - | - | - | - | - |
| 31996680 | WA0386 | WL Replacement - Flood: boyd-robinson | 2,500,000 | - | - | - | - | - | - |
| 31996681 | WA0387 | Line maintenance Solar Array | 125,000 | - | - | - | - | - | - |
| 31996682 | WA0388 | OTA WL Relocation: 48th NW- 24th NW | 1,964,400 | - | - | - | - | - | - |
| 31996683 | WA0389 | WL Imp: W Brooks: S berry-S Wylie | 382,130 | - | - | - | - | - | - |
| | | **Subtotal Water Distribution System Projects** | **$ 37,493,196** | **$ 3,875,000** | **$ 3,075,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** |
| | | **WATER TOWERS** | | | | | | | |
| | WA- | Water Tower - New SE Tower | - | - | - | - | - | - | - |
| 31993345 | WA0182 | Water Tower - Lindsey Tower | 375,500 | - | - | - | - | - | - |
| 31993345 | WA0294 | Water Tower- Hall Park Tower | - | - | - | - | - | - | - |
| 31993354 | WA0364 | Water Tower - Boyd Tower | 376,500 | - | - | - | - | - | - |
| 31993345 | WA0382 | Water Tower - Robinson Tower | 833,081 | - | - | - | - | - | - |
| | | **Subtotal Water Tower Projects** | **$ 1,585,081** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **WATER WELL IMPROVEMENTS** | | | | | | | |
| 31- | WA- | Well 31 Facility Replacement | | 50,000 | - | - | - | - | - |
| 31993395 | WA0052 | Historic Wells - 1 W Gray | 10,000 | - | - | - | - | - | - |
| 31993345 | WA0212 | Water Well: 2015 Water Wells & Lines (paygo) | 115,526 | - | - | - | - | - | - |
| 31993345 | WA0235 | Water Well: 2015 Well Field Development (paygo) | 141 | - | - | - | - | - | - |
| | | **Subtotal Water Well and Distribution System Projects** | **$ 125,667** | **$ 50,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **WATER TREATMENT PLANT** | | | | | | | |
| 31993395 | WA- | Update Wate Supply Plan | - | - | - | - | - | - | - |
| 31993395 | WA- | Lake Thunderbird Augmentation | - | - | - | - | - | - | - |
| 31- | WA- | WTP Residual Lagoon Improvements | - | 200,000 | 100,000 | - | - | - | - |
| 31- | WA- | WTP Filter Media Replacement | - | 300,000 | 2,500,000 | - | - | - | - |
| 31993398 | WA0214 | WTP Well Field Blending | 8,212,990 | - | - | - | - | - | - |
| 31999939 | WA0248 | WTP Fiber Expansion | 55,000 | - | - | - | - | - | - |
| 31999939 | WA0249 | WTP SCADA Improvements | 178,300 | 50,000 | - | - | - | - | - |
| 31999939 | WA0291 | WTP Improvement Phase 1 | 38,388 | - | - | - | - | - | - |
| 31995521 | WA0329 | New Building for Line Maintenance (match) | 31,412 | - | - | - | - | - | - |
| 31993395 | WA0359 | Corrosion Control Study | 175,000 | - | - | - | - | - | - |
| 31993395 | WA0360 | Cyber & Physical Security Assessment (Split 50/50 between 031/032) | 113,750 | - | - | - | - | - | - |
| 31993395 | WA0362 | WTP Sludge Disposal Study | 100,000 | - | - | - | - | - | - |
| 31993395 | WA0370 | WTP: Solar Array | 23,140 | - | - | - | - | - | - |
| 31993395 | WA0375 | WTP Rehab of Clarifiers 1 & 2 | 400,000 | - | - | - | - | - | - |
| 31993395 | WA0376 | WTP: Filter 1-4 Influent Pipe rehab | 80,000 | - | - | - | - | - | - |
| 31999939 | WA0390 | WTP Improvement Phase 2B | 3,406,221 | - | - | - | - | - | - |
| | | **Subtotal WTP Other Projects** | **$ 12,814,201** | **$ 550,000** | **$ 2,600,000** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **URBAN SERVICE AREA WATER LINES** | | | | | | | |
| 31993346 | WA0332 | Stinson St: Jenkins Ave to George Ave | 78,000 | - | - | - | - | - | - |
| 31993346 | WA0341 | Kiowa Way: Hunting Horse Tr to dead end cul de sac | 29,000 | - | - | - | - | - | - |
| 31993346 | WA0342 | W. Brooks St: Berry Rd to Wylie Rd | 103,000 | - | - | - | - | - | - |
| | | **Subtotal Urban Service Area Water Line Projects** | **$ 210,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **HOT SOILS WATER LINE REPAIR PROGRAM** | | | | | | | |
| 31993344 | WA0346 | Crail Dr: 36th Ave NW to Astor Dr | 27,980 | - | - | - | - | - | - |
| 31993344 | WA0347 | Buckingham Dr: Brownwood Ln to Bridgeport Rd | 50,000 | - | - | - | - | - | - |
| | | **Subtotal Hot Soils Water Line Repair Program** | **$ 77,980** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **SUBTOTAL PAYGO WATER PROJECTS** | **$ 52,306,125** | **$ 4,475,000** | **$ 5,675,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** |
| | | **WATER BOND PROJECTS** | | | | | | | |
| 31993345 | WB0212 | 2015 Water Wells and Supply Lines (2 MGD) | 2,282,267 | - | - | - | - | - | - |
| 31999938 | WB0292 | WTP: Phase 2 Improvements | 40,160 | - | - | - | - | - | - |
| 31999361 | WB0351 | WaterMeters, Advance Infrastr-Bond | 7,919,821 | - | - | - | - | - | - |
| | | **Subtotal Bond Expenses for 2006 Water Bond Projects** | **$ 10,242,249** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **TOTAL ALL WATER FUND 31 PROJECTS** | **$ 62,548,373** | **$ 4,475,000** | **$ 5,675,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** |

# WATER RECLAMATION FUNDS
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | **EXPENDITURES** | | | | | | | |
| 32- | WW- | WRF Drying Bed | - | - | - | - | - | - | - |
| 32- | WW- | Misc WRF Improvements | - | - | - | - | - | - | - |
| 32- | WW- | Westside Lift Station Roof | - | - | - | - | - | - | - |
| 32999942 | WW0177 | WW Conn Fee/Excise Tax Assessment | 13,551 | - | - | - | - | - | - |
| 32993394 | WW0205 | WRF Non-Potable Reuse System | 46,635 | - | - | - | - | - | - |
| 32993394 | WW0211 | WRF Non-Potable Reuse System Grant | 500,000 | - | - | - | - | - | - |
| 32990048 | WW0317 | WRF Re-Use Pilot Study | 182,504 | - | - | - | - | - | - |
| 32999911 | WW0318 | WRF Storage Building | 822,820 | - | - | - | - | - | - |
| 32999911 | WW0319 | WRF Septage Receiving Station | 800 | - | - | - | - | - | - |
| 32999911 | WW0325 | WRF Main Control Building Renovation | 3,124,636 | - | - | - | - | - | - |
| 32999911 | WW0326 | Centrifuge Replacement | 1,640,474 | - | - | - | - | - | - |
| 32995521 | WW0329 | Line Maintenance Building (match) | 4,837 | - | - | - | - | - | - |
| 32999911 | WW0331 | WRF Solar Array | 71,628 | - | - | - | - | - | - |
| 32999911 | WW0332 | Aeration Basin Turbo Blower Replacement | 2,602,365 | - | - | - | - | - | - |
| 32999911 | WW0336 | Digester 3 Roof Replacement | 250,000 | - | - | - | - | - | - |
| 32999942 | WW0340 | WRF Emerging Contaminant Study | 499,770 | - | - | - | - | - | - |
| 32999911 | WW0342 | Water Rec Facility Upgrades | 1,924,598 | - | - | - | - | - | - |
| 32995521 | WW0392 | Line Maintenance Solar Array | 125,000 | - | - | - | - | - | - |
| | | **TOTAL WATER RECLAMATION FUND 32 PROJECTS** | **$ 11,809,618** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# SEWER MAINTENANCE FUNDS
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | **EXPENDITURES** | | | | | | | |
| 32- | WW- | Sewer Maintenance Project FYE 27 | - | 3,250,000 | - | - | - | - | - |
| 32- | WW- | Sewer Maintenance Project FYE 28 | - | - | - | - | - | - | - |
| 32- | WW- | 24 Inch Bishop Creek Interceptor Condition Assessment | - | 150,000 | - | - | - | - | - |
| 32- | WW- | Manhole Rehabilitation | - | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 375,000 |
| 32- | WW- | Sewer Lift Station Rehab | - | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 |
| 32190048 | WW0091 | Replace Lift Station D Force Main-Phase 2 | 37,525 | - | - | - | - | - | - |
| 32193338 | WW0178 | SS Aerial Crossing: HWY 9 & OliverWood | 25,305 | - | - | - | - | - | - |
| 32193338 | WW0212 | Bishop Creek Aerial Sewer Line Replacement | 870,777 | - | - | - | - | - | - |
| 32199974 | WW0248 | SS Emergency Repairs | 510,313 | - | - | - | - | - | - |
| 32193338 | WW0316 | Sewer Maint Projects FY18 | 5,927,002 | - | - | - | - | - | - |
| 32193338 | WW0321 | Sewer Maint Projects FY19 | 571,756 | - | - | - | - | - | - |
| 32193338 | WW0334 | Sewer Maint Projects FYE 2022 | 3,420,000 | - | - | - | - | - | - |
| 32193338 | WW0337 | Sewer Maint Projects FYE 2024 | 4,130,000 | - | - | - | - | - | - |
| 32192236 | WW0338 | Sewer Lift Station Rehab: Sutton Place | 15,364 | - | - | - | - | - | - |
| 32192236 | WW0339 | Healthplex Lift Station SCADA Improve | 293 | - | - | - | - | - | - |
| 32193338 | WW0341 | Ashton Grove San Sewer Assessment | 52,808 | - | - | - | - | - | - |
| 32192236 | WW0343 | Eagle Cliff Lift Station Rehab | 100,000 | - | - | - | - | - | - |
| 32192236 | WW0344 | Lift Station D Condition Assessment | 75,000 | - | - | - | - | - | - |
| 32192236 | WW0345 | Lift Station Radio Comm Upgrade | 250,000 | - | - | - | - | - | - |
| 32193338 | WW0346 | Sewer Maintenance Projects FYE 26 | 3,000,000 | - | - | - | - | - | - |
| | | **TOTAL SEWER MAINTENANCE FUND 321 PROJECTS** | **$ 18,986,143** | **$ 3,575,000** | **$ 175,000** | **$ 175,000** | **$ 175,000** | **$ 175,000** | **$ 875,000** |

# NEW DEVELOPMENT EXCISE FUNDS
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **EXPENDITURES** | | | | | | | | | |
| 32290048 | WW0174 | Bishop Creek Interceptors | 609,700 | - | - | - | - | - | - |
| 32290048 | WW0179 | WW Master Plan | 74,005 | - | - | - | - | - | - |
| 32290048 | WW0308 | SE Lift Station Payback | 902,000 | - | - | - | - | - | - |
| 32290048 | WW0328 | Brookhaven Creek Interceptors | 160,000 | - | - | - | - | - | - |
| 32290722 | WW0348 | Corporation Addition Utilities | 276,400 | - | - | - | - | - | - |
| **OTAL NEW DEVELOPMENT EXCISE FUND 322 PROJECTS** | | | **$ 2,022,105** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# SANITATION FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | **EXPENDITURES** | | | | | | | |
| 33999975 | SA0005 | Transfer Station Renovation | 1,913,559 | - | - | - | - | - | - |
| 33999975 | SA0012 | Household Hazardous Waste Facility | 89,001 | - | - | - | - | - | - |
| 33999975 | SA0014 | Compost Area Pad Improvements | 196,388 | - | - | - | - | - | - |
| 33999975 | SA0019 | Compost Facility Scale House | 1,243,329 | - | - | - | - | - | - |
| 33999975 | SA0021 | New Sanitation Facility | 17,360 | - | - | - | - | - | - |
| 33999975 | SA0022 | West Norman Recycle Center | 68,950 | - | - | - | - | - | - |
| 33999975 | SA0024 | Sanitation Storage Building | 650,000 | - | - | - | - | - | - |
| 33999975 | SA0025 | Sanitation Cost of Service Study | 40,988 | - | - | - | - | - | - |
| 33955944 | SA0026 | HHW Facility Solar Array | 76,762 | - | - | - | - | - | - |
| 33999975 | SA0027 | Transfer Station Solar Array | 200,000 | - | - | - | - | - | - |
| 33999975 | WW0312 | WRF Class A Sludge Improvements | 43,749 | - | - | - | - | - | - |
| | | **TOTAL SANITATION FUND 33 PROJECTS** | **$ 4,540,086** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# CAPITAL FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project | Project Name | FYE 2026 Revised Budget | FYE 27 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **STREET MAINTENANCE (Approximately 20% by Formula)** | | | | | | | | | |
| 50593369 | SC- | Alley Repair Program FY 27 | - | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| 50593369 | SC0725 | Alley Repair Program FY 22 | 9,535 | - | - | - | - | - | - |
| 50593369 | SC0747 | Alley Repair Program FY 24 | 184,539 | - | - | - | - | - | - |
| 50593369 | SC0765 | Alley Repair Program FY 25 | 200,000 | - | - | - | - | - | - |
| **Asphalt Pavt Maint** | | | | | | | | | |
| 50595511 | SC0750 | 144th Ave NE: Franklin Rd to North End | 6,873 | - | - | - | - | - | - |
| 50595511 | SC0753 | 60th Ave SE: Post Oak Rd to Etowah Rd | 4,460 | - | - | - | - | - | - |
| 50595511 | SC0754 | Infrastructure Data Collection/Testing FYE 24 | 12,819 | - | - | - | - | - | - |
| 50595511 | SC0766 | 36th Ave SE: Lindsey-Alameda | 59,927 | - | - | - | - | - | - |
| 50595511 | SC0768 | 144th Ave NE: Indian Hills-Bethel | 14,559 | - | - | - | - | - | - |
| 50595511 | SC0769 | 84th Ave SE: HWY 9 | 4,435 | - | - | - | - | - | - |
| 50595511 | SC0770 | Citywide Asphalt | 140,997 | 2,100,000 | 2,100,000 | 2,100,000 | 2,100,000 | 2,100,000 | 2,100,000 |
| 50595511 | SC0771 | Infrastructure Data Collection/Testing FYE 25 | 31,471 | - | - | - | - | - | - |
| 50595511 | SC0778 | Citywide Asphalt Maintenance FYE 26 | 1,518,228 | - | - | - | - | - | - |
| **Asphalt Paver Patch** | | | | | | | | | |
| 50596692 | SC0648 | East Interstate Dr: Main to Robinson | 1,509 | - | - | - | - | - | - |
| **Concrete Pavement Maintenance** | | | | | | | | | |
| 50590051 | SC0630 | Concrete Valley Gutter Project FYE 2018 | 2,863 | - | - | - | - | - | - |
| 50590051 | SC0654 | Concrete Valley Gutter Project FYE 2019 | 411 | - | - | - | - | - | - |
| 50597718 | SC0672 | Rock Creek: Flood to Stubbeman | 105,000 | - | - | - | - | - | - |
| 50597718 | SC0714 | Larsh's Addition | 40,000 | - | - | - | - | - | - |
| 50597718 | SC0718 | Universal Heights | 40,000 | - | - | - | - | - | - |
| 50597718 | SC0719 | Sherwood Forest | 20,500 | - | - | - | - | - | - |
| 50590051 | SC0726 | Concrete Valley Gutter Program | 100,000 | - | - | - | - | - | - |
| 50597718 | SC0737 | Reeds Addition (College Ave-Brooks to Cruce St) | 77,825 | - | - | - | - | - | - |
| 50597718 | SC0756 | Lakeview Terrace Addition: Stanton Dr | 46,485 | - | - | - | - | - | - |
| 50597718 | SC0757 | Floyd Addition: Hoover St | 61,452 | - | - | - | - | - | - |
| 50597718 | SC0761 | Misc. Citywide Concrete Repair Locations | 28,606 | - | - | - | - | - | - |
| 50597718 | SC0762 | Infrastructure Data Collection/Testing | 12,500 | - | - | - | - | - | - |
| 50596686 | SC0763 | Crack Seal FY 24 | 16,387 | - | - | - | - | - | - |
| 50597718 | SC0764 | Reed Avenue Improvements | 537,507 | - | - | - | - | - | - |
| 50597718 | SC0772 | Park Drive: West Main-Symmes | 70,000 | - | - | - | - | - | - |
| 50597718 | SC0773 | Wildwood Green Addition | 50,000 | - | - | - | - | - | - |
| 50597718 | SC0774 | Parkway Drive: Interstate Dr-26th | 75,000 | - | - | - | - | - | - |
| 50597718 | SC0776 | Misc. Citywide Concrete Repair Locations FY 25 | 127,856 | - | - | - | - | - | - |
| 50597718 | SC0777 | Infrastructure Data Collection/Testing FY 25 | 12,500 | - | - | - | - | - | - |
| 50597718 | SC0779 | Citywide Concrete Pavement Maintenance | 325,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |
| 50596686 | SC0780 | Crack Seal | 750,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 |
| **Rural Roads Improvements** | | | | | | | | | |
| | | **Subtotal Street Maintenance Projects** | **$ 4,689,244** | **$ 3,450,000** | **$ 3,450,000** | **$ 3,450,000** | **$ 3,450,000** | **$ 3,450,000** | **$ 3,450,000** |
| **INFORMATION TECHNOLOGY INFRASTRUCTURE (Approximately 5% by Formula)** | | | | | | | | | |
| 50194557 | IT1001 | Enterprise Hardware Infrastructure | 632,506 | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 |
| 50194557 | IT1003 | Enterprise Software Infrastructure | 305,873 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |
| 50- | IT | Harris Radio Contract | - | 527,640 | 533,995 | 540,540 | 292,302 | 299,246 | 1,596,461 |
| | | **Subtotal Information Technology Projects** | **$ 938,379** | **$ 1,427,640** | **$ 1,433,995** | **$ 1,440,540** | **$ 1,192,302** | **$ 1,199,246** | **$ 2,496,461** |
| **MAINTENANCE OF EXISTING FACILITIES (Approximately 7% by Formula)** | | | | | | | | | |
| 50- | EF- | Fleet Building Maintenance | - | 89,000 | 25,000 | - | - | - | - |
| 50- | EF- | AW Kennel Replacement | - | 120,000 | 120,000 | 120,000 | 120,000 | 120,000 | 120,000 |

# CAPITAL FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project | Project Name | FYE 2026 Revised Budget | FYE 27 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 50196677 | EF0020 | Maintenance of Existing Facilities Contingency # | - | - | - | - | - | - | - |
| 50- | EF- | PD Women's Restroom | - | 80,000 | - | - | - | - | - |
| 50196677 | EF0012 | Park Parking Lots & Sidewalks Maintenance | 110,114 | - | - | - | - | - | - |
| 50196677 | EF0017 | Sports Field Relighting | 39,882 | - | - | - | - | - | - |
| 50196677 | EF0062 | Playground component replacement | 46,300 | 30,000 | 40,000 | 40,000 | 40,000 | 40,000 | 50,000 |
| 50196677 | EF0124 | Park Sign & Fence Maintenance | 32,125 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| 50196677 | EF0169 | Painting Municipal Complex | 1,156 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | - |
| 50196677 | EF0173 | Recreation Center Interior Renovations | 22,172 | - | - | - | - | - | - |
| 50196677 | EF0180 | Fire Administration Remodel | 1,549 | - | - | - | - | - | - |
| 50196677 | EF0187 | Park Electrical Services Maintenance | 46,638 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 50196677 | EF0193 | Sooner Theater Sign and Marquee Repairs | 379 | - | - | - | - | - | - |
| 50196677 | EF0197 | Park Shelter,Restroom & Structure Maintenance | 50,014 | 35,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 50196677 | EF0226 | Fire Station 4 - Rehabilitation | 1,517 | - | - | - | - | - | - |
| 50196677 | EF0227 | Room in Police Building B | 22,500 | - | - | - | - | - | - |
| 50196677 | EF0230 | Fire Station 9 Repairs | 37 | - | - | - | - | - | - |
| 50696677 | EF0231 | Station 7 Apparatus Bay Heaters | 1,351 | - | - | - | - | - | - |
| 50696677 | EF0232 | Fire Training Center Remodel | 1,258 | - | - | - | - | - | - |
| 50696677 | EF0234 | Fire Station 4 Kitchen | 2,658 | - | - | - | - | - | - |
| 50696677 | EF0235 | Fire Station 5 Flooring | 97 | - | - | - | - | - | - |
| 50796677 | EF0236 | 12th Ave Rec Center Improvements | 27,958 | - | - | - | - | - | - |
| 50796677 | EF0237 | Westwood Aquatic Annual Maintenance | 65,375 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 50796677 | EF0239 | Historical House Exterior Paint & Repairs | 301 | - | - | - | - | - | - |
| 50196677 | EF0240 | HVAC Automation | 3,121 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | - |
| 50696677 | EF0241 | PD Patol Briefing Room Floor | 4,206 | - | - | - | - | - | - |
| 50696677 | EF0242 | PD Training Faciity Updates/HVAC | 44,000 | - | - | - | - | - | - |
| 50196677 | EF0244 | Library Furniture Replacement | 50,000 | - | - | - | - | - | - |
| 50196677 | EF0245 | City Hall Floors | 12,090 | - | - | - | - | - | - |
| 50796677 | EF0246 | Westwood Golf and Tennis Shop | 125 | - | - | - | - | - | - |
| 50696677 | EF0248 | Fire Station 8 Driveway | 22,764 | - | - | - | - | - | - |
| 50196677 | EF0249 | Library Ceiling Tile | - | - | - | - | - | - | - |
| 50196677 | EF0250 | PD Restroom Tile | 24,500 | - | - | - | - | - | - |
| 50196677 | EF0251 | PD Training Facility Repair | 44,000 | - | - | - | - | - | - |
| 50196677 | EF0252 | Fire Station 2 Repairs | 70,500 | - | - | - | - | - | - |
| 50196677 | EF0253 | Fire Station 3 Repairs | 70,000 | - | - | - | - | - | - |
| 50196677 | EF0254 | Fire Station Overhead Doors | 60,334 | - | - | - | - | - | - |
| 50196677 | EF0255 | Building Envelope Waterproofing | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | - |
| 50595540 | EF1002 | Building Maintenance - Roofs | 127,780 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | - |
| 50595540 | EF1003 | Building Maintenance - Mechanical/HVAC | 301,207 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | - |
| 50595540 | EF1004 | Building Maintenance - Lighting | 3 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | - |
| 50595540 | EF1008 | Capital Plumbing Replacement | 27 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | - |
| 50595540 | EF1009 | Mold Remediation and Reconstruction | 3,553 | 75,000 | - | - | - | - | - |
| 50595540 | EF1010 | Facility Maintenance Emergency Repairs | 114,246 | - | - | - | - | - | - |
| 50595540 | EF1011 | Sports Complex Maintenance | 15,000 | - | - | - | - | - | - |
| | | **Subtotal Maintenance of Existing Facilities** | **$ 1,470,836** | **$ 899,000** | **$ 675,000** | **$ 650,000** | **$ 650,000** | **$ 650,000** | **$ 275,000** |

## OTHER CAPITAL PROJECTS PAY-AS-YOU-GO

| | | TRANSPORTATION SYSTEMS WITH STATE AND FEDERAL FUNDING | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 50593387 | SR0100 | Site #7 RckCrk/156NE/168NE | 27,975 | - | - | - | - | - | - |
| 50593387 | SR0101 | Site #9 Post Oak/108E/120E | 20,650 | - | - | - | - | - | - |
| 50593387 | SR0102 | Site #11 RckCrk/168NE/180NE | 18,572 | - | - | - | - | - | - |
| 50593387 | SR0104 | Site #28 72ndNE/Tecumseh | 114,268 | - | - | - | - | - | - |
| 50593387 | SR0110 | Franklin: 26th E-48th E | 3,414 | - | - | - | - | - | - |

# CAPITAL FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project | Project Name | FYE 2026 Revised Budget | FYE 27 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 50593352 | TR0042 | Hwy 9/Little River Bridge | 1,605 | - | - | - | - | - | - |
| 50590079 | TR0051 | 12th Ave. NE & Highmeadows Dr. | 1,879 | - | - | - | - | - | - |
| 50590076 | TR0057 | Classen Blvd Signals | 79,873 | - | - | - | - | - | - |
| 50590079 | TR0059 | Rock Creek: 12th NW & Trailwoods Signal | 290,523 | - | - | - | - | - | - |
| 50590076 | TR0064 | Flood Ave & Venture Drive Signal | 166,094 | - | - | - | - | - | - |
| 50591169 | TR0066 | Railroad Quiet Zone | 14,062 | - | - | - | - | - | - |
| 50595535 | TR0068 | ODOT Audit Adjustments | 471,849 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 50595552 | TR0094 | Rock Creek: Grandview to 36th NW Widening | 491,639 | - | - | - | - | - | - |
| 50590076 | TR0102 | 36th Ave NW & Crail Dr Signal | 28,252 | - | - | - | - | - | - |
| 50595552 | TR0106 | Cedar Lane: E of 24th SE to 36th SE (PayGo) | 30,685 | - | - | - | - | - | - |
| 50590076 | TR0108 | 36th Ave NW & Tecumseh Road | 133,712 | - | - | - | - | - | - |
| 50590076 | TR0109 | 36th NW: Bart Conner to Cascade Blvd Signal Interconnect | 46,149 | - | - | - | - | - | - |
| 50597712 | TR0110 | Classen Sidewalks: Boyd to 12th Ave SE | 20,572 | - | - | - | - | - | - |
| 50596688 | TR0111 | Constitution Street Multi-Modal Path Extension | 23,432 | - | - | - | - | - | - |
| 50596688 | TR0112 | Flood Avenue Multi-Modal Path | 4,522 | - | - | - | - | - | - |
| 50597712 | TR0113 | Flood Sidewalk: Gray-Acres | 4,168 | - | - | - | - | - | - |
| 50596611 | TR0114 | Tecumseh, Flood and Robinson Wayfinding | 486,280 | - | - | - | - | - | - |
| 50597712 | TR0115 | McGee Drive Sidewalk: SH9-Lindsey | 1,103 | - | - | - | - | - | - |
| 50593357 | TR0120 | Technology Place street extension | 1,138,329 | - | - | - | - | - | - |
| 50590689 | TR0124 | Traffic Management Center | 5,939 | - | - | - | - | - | - |
| 50596688 | TR0125 | Hwy9 MultiModal Path 48th-72nd | 544,991 | - | - | - | - | - | - |
| 50596688 | TR0127 | Hwy 9 Multi Modal: 72nd-84th SE | 323,759 | - | - | - | - | - | - |
| 50597712 | TR0129 | Boyd St Sidewalk/Pedestrian Bridge | 764,429 | - | - | - | - | - | - |
| 50595552 | TR0192 | Jenkins: Imhoff-Lindsey Paygo | 162,000 | - | - | - | - | - | - |
| 50595552 | TR0193 | Lindsey: 24th SW- Berry | 15,270 | - | - | - | - | - | - |
| 50594405 | TR0419 | James Garner: Acres-Duffy Paygo | 235,342 | - | - | - | - | - | - |
| | | **Subtotal Transp w/ Fed'l Funds** | **$ 5,671,338** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** |
| | | **TRANSPORTATION SYSTEMS WITH ONLY CITY FUNDING** | | | | | | | |
| 50593373 | CD0001 | Community/Neighborhood Improvements | 379,099 | - | - | - | - | - | - |
| 50593378 | SC0659 | Driveway Repair Program | 28,364 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 50592206 | TC0038 | ADA Compliance Audit and Repair | 126,846 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| 50593391 | TC0047 | Regional Transportation Authority | 129,848 | 196,123 | - | - | - | - | - |
| 50594407 | TC0155 | Horizontal Sawcut Program | 78,991 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| 50596688 | TC0158 | Monument Signs | 685,600 | 225,000 | 225,000 | 225,000 | 225,000 | 225,000 | - |
| 50597712 | TC0159 | Rock Creek & Ward 7 Sidewalks | 41,779 | - | - | - | - | - | - |
| 5059668 | TC0160 | Experimental Traffic Devices | 546 | - | - | - | - | - | - |
| 50590073 | TC0230 | Traffic Calming | 117,166 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 |
| 50593316 | TC0238 | Sidewalk Accessibility | 61,150 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| 50593317 | TC0249 | Sidewalk Prog Schools & Arterials | 115,525 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 50596687 | TC0254 | Bridge Maintenance Program | 1,354,090 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| 50597712 | TC0256 | Sidewalk: Brooks: Jenkins - Classen | 12,885 | - | - | - | - | - | - |
| 50591179 | TC0262 | Sidewalks & Trails | 181,536 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 |
| 50594406 | TC0270 | Street Striping | 221,688 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 50590052 | TC0273 | Citywide Sidewalk Reconstruction | 152,823 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| 50597716 | TC0274 | Downtown Area Sidewalks & Curbs | 63,486 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 50592206 | TC0278 | ADA Building & Park Evaluation | 1,650 | - | - | - | - | - | - |
| 50596688 | TC0279 | Historical Markers | 52,566 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| 50592206 | TC0280 | Acres Street Inset Parking | 18,453 | - | - | - | - | - | - |
| 50596688 | TC0284 | Festival Street Bollards Pilot | 106,396 | - | - | - | - | - | - |
| 50594405 | TC0484 | Rock Creek Rd: Queenston-24th NE | 74,702 | - | - | - | - | - | - |
| | | **Subtotal Transp City Funds Only** | **$ 4,005,189** | **$ 2,411,123** | **$ 2,215,000** | **$ 2,215,000** | **$ 2,215,000** | **$ 2,215,000** | **$ 2,190,000** |

# CAPITAL FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project | Project Name | FYE 2026 Revised Budget | FYE 27 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | **BUILDINGS AND GROUNDS** | | | | | | | |
| 50195556 | BG0047 | Access Control System Consolidation/Migrations | 1,945 | - | - | - | - | - | - |
| 50195556 | BG0060 | City Fiber Infrastructure Repair & Expansion | 188 | - | - | - | - | - | - |
| 50195529 | BG0070 | ERP Replacement Project (2017 Loan) | 240,846 | - | - | - | - | - | - |
| 50193365 | BG0071 | Core Network Switches Replace | 215,108 | - | - | - | - | - | - |
| 50495533 | BG0074 | GIS Mapping Update | 278,850 | 225,000 | - | 225,000 | - | 225,000 | 225,000 |
| 50196644 | BG0075 | Municipal Complex Reno/Expansion (PayGo) | 227,051 | - | - | - | - | - | - |
| 50550480 | BG0086 | City Hall Electric Veh Charging Sta | 1,520 | - | - | - | - | - | - |
| 50596688 | BG0087 | Traffic Management Center | 74,970 | - | - | - | - | - | - |
| 50799943 | BG0088 | Legacy Trail Lighting | 16,183 | - | - | - | - | - | - |
| 50193365 | BG0091 | Imhoff & Oakhurst Property Prep | 65,053 | - | - | - | - | - | - |
| 50193365 | BG0097 | AWE ADA Doors | 2,378 | - | - | - | - | - | - |
| 50193365 | BG0099 | Homeless Shelter Facility PayGo | 216,665 | - | - | - | - | - | - |
| 50593388 | BG0102 | Fire Station Studies | 106,944 | - | - | - | - | - | - |
| 50593388 | BG0164 | Comprehensive Land Use Plan | 126,958 | - | - | - | - | - | - |
| 50593388 | BG0165 | North Base Feasibility Study | 17,336 | - | - | - | - | - | - |
| 50593388 | BG0252 | Transit/Fire Maintenance Facility | 9,425 | - | - | - | - | - | - |
| 50594908 | BG0255 | Debt Repayment for Asp Ave Parking Lot Purchase | 402 | - | - | - | - | - | - |
| 50590078 | BG0260 | North Base Ph2 Vehicle Wash Facility | 72,104 | - | - | - | - | - | - |
| 50595534 | WS0002 | Debris Management Plan | 13,359 | - | - | - | - | - | - |
| | | **Subtotal Buildings and Grounds** | **$ 1,687,285** | **$ 225,000** | **$ -** | **$ 225,000** | **$ -** | **$ 225,000** | **$ 225,000** |
| | | **PARKS AND RECREATION** | | | | | | | |
| 50796674 | PC0003 | Saxon Community Park Design & Improvements | 10,059 | - | - | - | - | - | - |
| 50- | PR- | ADA Transition Plan Update | - | 105,000 | - | - | - | - | - |
| 50799973 | PR0013 | Park Site Amenities and Furnishings | 56,208 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| 50794442 | PR0028 | Carter/Alameda Stormwater Park | 1,234,506 | - | - | - | - | - | - |
| 50792218 | PR0151 | Park Mstr Pln: Eastwood Park | 21,063 | - | - | - | - | - | - |
| 50792218 | PR0153 | Park Mstr Pln: NE Lions Park | 22,080 | - | - | - | - | - | - |
| 50793364 | PR0170 | Westwood Tennis IT Fiber Network Connection | 1,049 | - | - | - | - | - | - |
| 50798813 | PR0174 | NEET Easement Vegetation Replacement | 118,469 | - | - | - | - | - | - |
| 50799966 | PR0212 | Tree Program | 116,204 | 45,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| | | **Subtotal Parks & Recreation** | **$ 1,579,638** | **$ 210,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** |
| | | **STORMWATER DRAINAGE AND STORM SEWER SYSTEMS** | | | | | | | |
| 50599966 | DR0024 | Rowena Dr Drainage Improvements | 31,486 | - | - | - | - | - | - |
| 50599967 | DR0025 | Drainage Misc Projects | 5,224 | 1,500,000 | 1,600,000 | 1,600,000 | 1,700,000 | 1,850,000 | 1,850,000 |
| 50599967 | DR0027 | Findlay Drive Drainage Improvements | 1,355,734 | - | - | - | - | - | - |
| 50599967 | DR0028 | Barton Street Drainage Improvements | 79,202 | - | - | - | - | - | - |
| 50599906 | DR0030 | Regis Court Drainage Improvement | 20,000 | - | - | - | - | - | - |
| 50599967 | DR0032 | Woodland Ave Pipe Replacement | 213,701 | - | - | - | - | - | - |
| 50599906 | DR0033 | Force Account Drainage Misc | 27,487 | 100,000 | 100,000 | 125,000 | 150,000 | 150,000 | 150,000 |
| 50599967 | DR0034 | Drainage Rehab | 4,147 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| 50599968 | DR0036 | Boyd St. Pipeline Replacement FY 24 | 730,450 | - | - | - | - | - | - |
| 50599968 | DR0037 | Summit Hollow Drainage Rehab | 151,255 | - | - | - | - | - | - |
| 50599968 | DR0038 | Pipe Lining Service Contract | 172,630 | - | - | - | - | - | - |
| 50599968 | DR0061 | Lake Thunderbird Watershed TMDL Compliance | 1,229,572 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| 50595531 | DR0062 | Imhoff Creek Stabilization | 2,852,551 | - | - | - | - | - | - |
| 50596686 | DR0065 | Misty Lake Dam Repair | 610,512 | - | - | - | - | - | - |
| | | **Subtotal Drainage** | **$ 7,483,951** | **$ 2,400,000** | **$ 2,500,000** | **$ 2,525,000** | **$ 2,650,000** | **$ 2,800,000** | **$ 2,800,000** |
| | | **Subtotal Other Paygo Capital Projects** | **$ 20,427,401** | **$ 5,346,123** | **$ 4,890,000** | **$ 5,140,000** | **$ 5,040,000** | **$ 5,415,000** | **$ 5,390,000** |

# CAPITAL FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project | Project Name | FYE 2026 Revised Budget | FYE 27 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **TRANSPORTATION BOND PROJECTS (October 2012 Referendum)** | | | | | | | | | |
| 50595552 | BP0189 | Lindsey: 24th SW to Berry Rd Widening | 6,000 | - | - | - | - | - | - |
| 50595552 | BP0190 | Alameda Street Safety Project | 253,591 | - | - | - | - | - | - |
| 50595552 | BP0191 | 12th Ave SW: Highway 9 to Cedar Lane Widening | 12,110 | - | - | - | - | - | - |
| 50595552 | BP0192 | 24th East Widening from Lindsey to Robinson | 3,012 | - | - | - | - | - | - |
| 50593352 | BP0194 | Bridge Replacement Main St Local Bridge No 016 | 78,450 | - | - | - | - | - | - |
| 50590079 | BP0196 | Cedar Lane Rd: 12th Ave SE to 24th Ave SE Widening | 15,438 | - | - | - | - | - | - |
| 50595552 | BP0197 | 36th Ave NW: Tecumseh to Indian Hills Rd Widening | 2,566,507 | - | - | - | - | - | - |
| | | **Subtotal 2012 GOB Fund 50** | **$ 2,935,109** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| **STREET MAINTENANCE BOND PROJECTS (April 2021 and April 2026 Referendums)** | | | | | | | | | |
| 50594401 | | **Urban Asphalt Pavement** | | | | | | | |
| | BP- | Ubran Asphalt FYE 27 | - | 1,583,375 | 1,700,000 | 1,500,000 | 2,000,000 | 2,000,000 | - |
| | BP0618 | Parsons Addition | 477,930 | - | - | - | - | - | - |
| | BP0619 | Sherwood Forest Addition | 56,800 | - | - | - | - | - | - |
| | BP0620 | Highland Addition | 166,000 | - | - | - | - | - | - |
| | BP0621 | University Heights Addition | 125,990 | - | - | - | - | - | - |
| | BP0622 | University Heights Addition | 141,600 | - | - | - | - | - | - |
| | BP0667 | Astor Dr: Tecumseh to Crail | 607,685 | - | - | - | - | - | - |
| | BP0668 | Crail Dr: 36th NW-Astor Dr | 137,020 | - | - | - | - | - | - |
| | BP0669 | Goddard Ave: Flood Ave-2113 Goddard | 202,725 | - | - | - | - | - | - |
| | BP0811 | Robinson St: Loma Dr-Canterbury | 1,900,000 | - | - | - | - | - | - |
| | BP0812 | E Interstate Dr:Robinson-Rock Creek | 600,000 | - | - | - | - | - | - |
| 50593393 | | **Urban Concrete Pavement** | | | | | | | |
| | BP- | Urban Concrete Pavement FY 27 | - | 1,203,036 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | - |
| | BP0770 | Colonial Estates Addition | 72,900 | - | - | - | - | - | - |
| | BP0771 | Town & Country Estates Addition | 1,152,280 | - | - | - | - | - | - |
| | BP0772 | OEC Hemphill Addition | 506,078 | - | - | - | - | - | - |
| | BP0773 | Brookhaven Addition | 72,900 | - | - | - | - | - | - |
| | BP0774 | Willow Brook Addition | 570,046 | - | - | - | - | - | - |
| | BP0775 | Boyd View Addition | 114,050 | - | - | - | - | - | - |
| | BP0776 | Westwood Estates Addition | 414,504 | - | - | - | - | - | - |
| 50593376 | | **Rural Asphalt** | | | | | | | |
| | BP- | Rural Asphalt FY 27 | - | 355,000 | 1,000,000 | 1,000,000 | 1,500,000 | 1,500,000 | - |
| | BP0631 | 48th Ave NE: Robinson-Alameda | 237,600 | - | - | - | - | - | - |
| | BP0632 | Robinson St: 48th NW-60th NW | 234,405 | - | - | - | - | - | - |
| | BP0633 | Robinson St: 72nd NE-84th NE | 245,195 | - | - | - | - | - | - |
| | BP0634 | Robinson St: 60th NE-72nd NE | 242,880 | - | - | - | - | - | - |
| | BP0634 | Robinson St: 60thNE/72ndNE FY 25 | 242,800 | - | - | - | - | - | - |
| 50593385 | | **Urban Reconstruction** | | | | | | | |
| | BP- | Urban Reconstruction FY 27 | - | 850,000 | 2,182,688 | 1,460,813 | 1,104,105 | 1,229,197 | - |
| | BP0521 | Willowbrook Addition | 800 | - | - | - | - | - | - |
| | BP0541 | Ross's Addn | 29,977 | - | - | - | - | - | - |
| | BP0542 | Willow Brook Addn | 217,459 | - | - | - | - | - | - |
| | BP0579 | Oakbrook Dr: Pickard-Fairfield | 497,000 | - | - | - | - | - | - |
| | BP0580 | Pickard Ave: Imhoff-2710 S Pickard | 389,693 | - | - | - | - | - | - |
| | BP0635 | North Base Ave: Main St-Kansas St | 555,900 | - | - | - | - | - | - |
| | BP0777 | Sherry Ave: Main St-Holiday St | 624,800 | - | - | - | - | - | - |
| | BP0778 | Danfield Ln:Danfield Dr-Brookhaven | 278,000 | - | - | - | - | - | - |
| 50593399 | | **Preventative Maintenance** | | | | | | | |
| | BP- | Preventative Maintenance FY 27 | - | 783,924 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | - |
| | | **Subtotal 2021 Street Maintenance Bond** | **$ 11,115,018** | **$ 4,775,335** | **$ 7,882,688** | **$ 6,960,813** | **$ 7,604,105** | **$ 7,729,197** | **$ -** |

# CAPITAL FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project | Project Name | FYE 2026 Revised Budget | FYE 27 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **TRANSPORTATION BOND PROJECTS (April 2019 Referendum)** | | | | | | | | | |
| 50594019 | BP0417 | Jenkins Ave - Imhoff Road to Lindsey Street Widening & Reco | 1,746,479 | - | - | - | - | - | - |
| 50594019 | BP0418 | Porter Ave Streetscape | 386,055 | - | - | - | - | - | - |
| 50594019 | BP0419 | James Garner Ave - Acres to Duffy St Roadway Improvt | 4,253,997 | - | - | - | - | - | - |
| 50594019 | BP0420 | Cedar Lane - E of 24th Ave SE to 36th Ave SE Reconst. | 5,403,017 | - | - | - | - | - | - |
| 50594019 | BP0421 | Constitution St - Jenkins Ave to Classen Blvd Reconst. | 2,311,648 | - | - | - | - | - | - |
| 50594019 | BP0423 | 36th SE - Cedar Lane to SH9 Widening and Reconstruction | 2,444,740 | - | - | - | - | - | - |
| 50594019 | BP0424 | Gray Street 2-way conversion | 1,437,795 | - | - | - | - | - | - |
| 50594019 | BP0425 | 36th Ave NW - Indian Hills Rd to City Limits Widening | 2,150,824 | - | - | - | - | - | - |
| 50594019 | BP0426 | 24th Ave NE - Rock Creek to Tecumseh Widening | 1,311,328 | 1,629,404 | - | - | - | - | - |
| 50594019 | BP0427 | 48th Ave NW Phase 1 - Robinson to Rock Creek Widening | 2,052,983 | 400,000 | 1,229,367 | - | - | - | - |
| 50594019 | BP0428 | Lindsey Street Phase 1 - Elm Ave to Jenkins Ave Widening | 793,653 | - | - | - | - | - | - |
| 50594019 | BP0430 | Indian Hills Road and I-35 Matching Funds | 2,000,000 | - | - | - | - | - | - |
| 50594019 | BP0431 | 48th Ave NW Phase 2 - Rock Creek to Tecumseh Widening | 768,261 | - | - | - | - | - | - |
| 50594019 | BP0432 | Lindsey Street Phase 2 - Pickard Ave to Elm Ave Widening | 1,153,775 | 697,266 | - | - | - | - | - |
| 50594019 | BP0433 | Tecumseh - 12th Ave NE to 24th Ave NE Reconst. | 962,774 | - | - | - | - | - | - |
| 50594019 | BP0434 | Rock Creek Road - Queenston Ave to 24th Ave NE | 589,934 | - | - | - | - | - | - |
| 50594019 | BP0455 | GOB 2019 Project Oversight | 669,250 | - | - | - | - | - | - |
| | | **Subtotal 2019 BOND** | **$ 30,436,513** | **$ 2,726,670** | **$ 1,229,367** | **$ -** | **$ -** | **$ -** | **$ -** |
| **BRIDGE MAINTENANCE BOND PROJECTS (October 2023 Referendum)** | | | | | | | | | |
| 50595367 | BP- | 72nd Avenue NE Bridge Replacement | - | 1,000,000 | - | 3,100,000 | - | - | - |
| 50595367 | BP0810 | 24th Ave NE Bridge Recon | 455,150 | - | - | - | - | - | - |
| 50595367 | BP0609 | 60th Ave NE Bridge | 189,516 | - | - | - | - | - | - |
| 50595367 | BP0610 | Lindsey St & Classen Blvd Bridge | 332,106 | - | - | - | - | - | - |
| 50595367 | BP0611 | East Post Oak Road Bridge | 1,844,898 | - | - | - | - | - | - |
| 50595367 | BP0612 | Main St. Bridge | 782,429 | - | - | - | - | - | - |
| 50595367 | BP0613 | Franklin Rd Bridge | 4,258,025 | 500,000 | 715,000 | - | - | - | - |
| 50595367 | BP0614 | 24th Ave NW Bridge | 1,738,629 | - | - | - | - | - | - |
| 50595367 | BP0615 | North Porter Bridge | 1,389,766 | - | - | - | - | - | - |
| | | **Subtotal 2023 GO Bond Total** | **$ 10,013,747** | **$ 1,500,000** | **$ 715,000** | **$ -** | **$ -** | **$ -** | **$ -** |
| **PERMANENT SHELTER BOND PROJECT (April 2026 Referendum)** | | | | | | | | | |
| 50- | BP- | Permenant Shelter Facility Project | - | 8,000,000 | - | - | - | - | - |
| | | **Subtotal 2026 GO Bond** | **$ -** | **$ 8,000,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **TOTAL CAPITAL FUND 50 PROJECTS' EXPENSES** | **$ 82,026,247** | **$ 28,124,768** | **$ 20,276,050** | **$ 17,641,353** | **$ 17,936,407** | **$ 18,443,443** | **$ 11,611,461** |

# NORMAN FORWARD SALES TAX CAPITAL FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | **EXPENDITURES** | | | | | | | |
| **I. Bond Funded** | | | | | | | | | |
| 51796639 | NFB001 | Griffin Park Remodel | 73,131 | - | - | - | - | - | - |
| 51795546 | NFB002 | Indoor Aquatic Facility | 44,826 | - | - | - | - | - | - |
| 51794442 | NFB005 | Community Sports Park Development | 56,404 | - | - | - | - | - | - |
| 51792205 | NFB006 | Reaves Park Remodel | 43,842 | - | - | - | - | - | - |
| 51790050 | NFB019 | Andrews Park Improvements | 5,848 | - | - | - | - | - | - |
| | | **SUBTOTAL BOND FUNDED** | **$ 224,051** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| **II. Paygo Funded** | | | | | | | | | |
| 051- | NFP | Canadian River Park Development | - | - | - | - | - | - | - |
| 51795500 | NFP100 | Public Arts Projects | 21,000 | 21,000 | - | - | - | - | - |
| 51798830 | NFP101 | Neighborhood Park Improvements | 1,191,272 | 650,000 | 600,000 | 600,000 | 60,000 | 100,000 | 100,000 |
| 51798830 | NFP104 | New Neighborhood Park Development | 506,109 | - | - | - | - | - | - |
| 51796674 | NFP106 | Saxon Park Development | 1,166,845 | - | - | - | - | - | - |
| 51594403 | NFP109 | James Garner Blvd: Flood to Acres | 304,467 | - | - | - | - | - | - |
| 51790601 | NFP110 | Young Family Athletic Center PayGo | 2,179,200 | - | - | - | - | - | - |
| 51793365 | NFP111 | New Senior Citizens Center | 41,894 | - | - | - | - | - | - |
| | | **SUBTOTAL PAYGO FUNDED** | **$ 5,410,787** | **$ 671,000** | **$ 600,000** | **$ 600,000** | **$ 60,000** | **$ 100,000** | **$ 100,000** |
| | | **TOTAL NORMAN FORWARD FUND 51 PROJECTS** | **$ 5,634,838** | **$ 671,000** | **$ 600,000** | **$ 600,000** | **$ 60,000** | **$ 100,000** | **$ 100,000** |

# PARK LAND AND DEVELOPMENT FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | **EXPENDITURES** | | | | | | | |
| | | **COMMUNITY PARKS** | | | | | | | |
| 52794442 | PC0018 | Sports Complex Bleachers | 474 | - | - | - | - | - | - |
| 52795518 | PC0022 | Legacy Pk Foundation Strm Damg Repair | 22,020 | - | - | - | - | - | - |
| 52792205 | PC0024 | Reaves Park Restroom Building | 253,826 | - | - | - | - | - | - |
| 52792205 | PC0027 | Reaves Park Maintenance Building | 300,000 | - | - | - | - | - | - |
| | | Subtotal Community Parks | **$ 576,320** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **NEIGHBORHOOD PARKS** | | | | | | | |
| 52770342 | PR0129 | The Links Park Improvements | 25,000 | - | - | - | - | - | - |
| 52793067 | PR0171 | Summit Lakes Park Improv | 7,325 | - | - | - | - | - | - |
| | | Subtotal Neighborhood Parks | **$ 32,325** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **TOTAL PARK DEVELOPMENT FUND 52 PROJECTS** | **$ 608,645** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# UNIVERSITY NORTH PARK TAX INCREMENT DISTRICT FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **EXPENDITURES** | | | | | | | | | |
| 57595512 | UT0008 | Economic Development | 254,311 | - | - | - | - | - | - |
| 57595552 | UT0011 | Robinson Street West of I-35 (MATCH Fund 50) | 678 | - | - | - | - | - | - |
| 57595552 | UT0015 | 24th & Flood at Tecumseh Intersection | 2,452,525 | - | - | - | - | - | - |
| 57796601 | UT0017 | Recreation Facility | 2,069,971 | - | - | - | - | - | - |
| **TOTAL UNIVERSITY NORTH PARK TIF FUND 57 PROJECTS** | | | **$ 4,777,485** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# CENTER CITY TIF FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | **EXPENDITURES** | | | | | | | |
| 58593369 | TC0287 | Center City Alleys 2025 | 191,066 | - | - | - | - | - | - |
| 58593388 | BG0089 | CC TIF Urban Design/ Implementation Plan | 133,800 | - | - | - | - | - | - |
| | | **TOTAL CENTER CITY TIF FUND 58 PROJECTS** | **$ 324,866** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# ARTERIAL ROAD RECOUPMENT FUND
## FYE 27 Capital Improvement Projects Budget

| Acct No | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **EXPENDITURES** | | | | | | | | | |
| 78599964 | AR | TBD | - | - | - | - | - | - | - |
| 78595517 | AR | TBD | - | - | - | - | - | - | - |
| **TOTAL ARTERIAL ROAD RECOUPMENT FUND 78 PROJECTS** | | | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# OUTSTANDING DEBT



## OUTSTANDING DEBT

This section includes all outstanding debt related to the General Fund and the Enterprise Funds.

The General Debt Service Fund is established to account for the receipt of monies collected for the payment of general obligation debt and the receipt of monies for the reimbursement of claims and judgments that the City has been ordered to pay.

Schedules for debt service payments made by Enterprise Funds are also included.

# FUND SUMMARY

TOTAL GENERAL DEBT SERVICE FUNDS (60)

**MISSION:**

The Debt Service Fund accounts for the accumulation of financial resources for the payment of interest and principal on the general long-term debt of the City, other than debt service payments made by enterprise funds.

**DESCRIPTION:**

Account for and monitor tax levies and other financial resources for the payment of interest and principal on the general long-term debt of the City of Norman.

**PERSONNEL:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Full-time Positions | 0 | 0 | 0 | 0 | 0 |
| Part-time Positions | 0 | 0 | 0 | 0 | 0 |
| Total Budgeted Positions | 0 | 0 | 0 | 0 | 0 |

**EXPENDITURES:**

| | FYE 25 ACTUAL | FYE 26 ORIGINAL | FYE 26 REVISED | FYE 26 ESTIMATED | FYE 27 PROPOSED |
|---|---|---|---|---|---|
| Salaries & Benefits | $ - | $ - | $ - | $ - | $ - |
| Supplies & Materials | $ - | $ - | $ - | $ - | $ - |
| Services & Maintenance | $ - | $ - | $ - | $ - | $ - |
| Internal Services | $ - | $ - | $ - | $ - | $ - |
| Capital Equipment | $ - | $ - | $ - | $ - | $ - |
| Subtotal | $ - | $ - | $ - | $ - | $ - |
| Capital Projects | $ - | $ - | $ - | $ - | $ - |
| Cost Allocations | $ - | $ - | $ - | $ - | $ - |
| Debt Service | $ 16,213,595 | $ 16,272,232 | $ 16,272,232 | $ 16,272,232 | $ 12,557,653 |
| Interfund Transfers | $ 688,358 | $ 500,000 | $ 516,000 | $ 516,000 | $ 657,000 |
| Audit Adjust/Encum | $ 10,979 | $ - | $ - | $ - | $ - |
| Subtotal | $ 16,912,932 | $ 16,772,232 | $ 16,788,232 | $ 16,788,232 | $ 13,214,653 |
| Fund Total | $ 16,912,932 | $ 16,772,232 | $ 16,788,232 | $ 16,788,232 | $ 13,214,653 |

# 2012D GENERAL OBLIGATION BONDS
# 60930149

Name: Combined Purpose: For various street improvements
Issuer: City of Norman
Trustee: J.P. Morgan Chase
Amount: $20,050,000
Interest: 2.375% to 3%
Dated: December 1, 2012
Retired: December 1, 2032
Source of Funds Property Tax (mill levy)

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2012-2013 | 0 | 0 | 0 | 0 | 20,050,000 |
| 2013-2014 | 20,050,000 | 0 | 722,241 | 722,241 | 20,050,000 |
| 2014-2015 | 20,050,000 | 1,055,000 | 465,669 | 1,520,669 | 18,995,000 |
| 2015-2016 | 18,995,000 | 1,055,000 | 434,019 | 1,489,019 | 17,940,000 |
| 2016-2017 | 17,940,000 | 1,055,000 | 402,369 | 1,457,369 | 16,885,000 |
| 2017-2018 | 16,885,000 | 1,055,000 | 375,994 | 1,430,994 | 15,830,000 |
| 2018-2019 | 15,830,000 | 1,055,000 | 354,894 | 1,409,894 | 14,775,000 |
| 2019-2020 | 14,775,000 | 1,055,000 | 333,794 | 1,388,794 | 13,720,000 |
| 2020-2021 | 13,720,000 | 1,055,000 | 312,694 | 1,367,694 | 12,665,000 |
| 2021-2022 | 12,665,000 | 1,055,000 | 291,594 | 1,346,594 | 11,610,000 |
| 2022-2023 | 11,610,000 | 1,055,000 | 270,494 | 1,325,494 | 10,555,000 |
| 2023-2024 | 10,555,000 | 1,055,000 | 249,394 | 1,304,394 | 9,500,000 |
| 2024-2025 | 9,500,000 | 1,055,000 | 228,294 | 1,283,294 | 8,445,000 |
| 2025-2026 | 8,445,000 | 1,055,000 | 205,875 | 1,260,875 | 7,390,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 7,390,000 | 1,055,000 | 181,478 | 1,236,478 | 6,335,000 |
| 2047-2028 | 6,335,000 | 1,055,000 | 156,422 | 1,211,422 | 5,280,000 |
| 2028-2029 | 5,280,000 | 1,055,000 | 130,706 | 1,185,706 | 4,225,000 |
| 2029-2030 | 4,225,000 | 1,055,000 | 104,330 | 1,159,330 | 3,170,000 |
| 2030-2031 | 3,170,000 | 1,055,000 | 77,296 | 1,132,296 | 2,115,000 |
| 2031-2032 | 2,115,000 | 1,055,000 | 47,624 | 1,102,624 | 1,060,000 |
| 2032-2033 | 1,060,000 | 1,060,000 | 15,900 | 1,075,900 | 0 |
| | | 20,050,000 | 5,361,081 | 25,411,081 | |

# 2015 GENERAL OBLIGATION BONDS
# 60930149

Name: Combined Purpose
Issuer: City of Norman
Trustee: BancFirst
Amount: $22,525,000
Interest: .75% - 3.7% - estimated
Dated: April, 2015
Retired: June 1, 2035
Source of Funds: Property Tax (mill levy)

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2015-2016 | 0 | 0 | 610,304 | 610,304 | 22,525,000 |
| 2016-2017 | 22,525,000 | 1,185,000 | 610,304 | 1,795,304 | 21,340,000 |
| 2017-2018 | 21,340,000 | 1,185,000 | 609,711 | 1,794,711 | 20,155,000 |
| 2018-2019 | 20,155,000 | 1,185,000 | 609,119 | 1,794,119 | 18,970,000 |
| 2019-2020 | 18,970,000 | 1,185,000 | 608,526 | 1,793,526 | 17,785,000 |
| 2020-2021 | 17,785,000 | 1,185,000 | 572,976 | 1,757,976 | 16,600,000 |
| 2021-2022 | 16,600,000 | 1,185,000 | 549,276 | 1,734,276 | 15,415,000 |
| 2022-2023 | 15,415,000 | 1,185,000 | 501,876 | 1,686,876 | 14,230,000 |
| 2023-2024 | 14,230,000 | 1,185,000 | 454,476 | 1,639,476 | 13,045,000 |
| 2024-2025 | 13,045,000 | 1,185,000 | 407,076 | 1,592,076 | 11,860,000 |
| 2025-2026 | 11,860,000 | 1,185,000 | 359,676 | 1,544,676 | 10,675,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 10,675,000 | 1,185,000 | 328,570 | 1,513,570 | 9,490,000 |
| 2047-2028 | 9,490,000 | 1,185,000 | 293,020 | 1,478,020 | 8,305,000 |
| 2028-2029 | 8,305,000 | 1,185,000 | 257,470 | 1,442,470 | 7,120,000 |
| 2029-2030 | 7,120,000 | 1,185,000 | 221,920 | 1,406,920 | 5,935,000 |
| 2030-2031 | 5,935,000 | 1,185,000 | 186,370 | 1,371,370 | 4,750,000 |
| 2031-2032 | 4,750,000 | 1,185,000 | 150,820 | 1,335,820 | 3,565,000 |
| 2032-2033 | 3,565,000 | 1,185,000 | 114,085 | 1,299,085 | 2,380,000 |
| 2033-2034 | 2,380,000 | 1,185,000 | 76,758 | 1,261,758 | 1,195,000 |
| 2034-2035 | 1,195,000 | 1,195,000 | 38,838 | 1,233,838 | 0 |
| | | 22,525,000 | 7,561,171 | 30,086,171 | |

# 2016A GENERAL OBLIGATION REFUNDING BONDS
# 60930149

Name: Refunding
Issuer: City of Norman
Trustee: BancFirst
Amount: $7,775,000
Interest: 4.0 to 5.0%
Dated: June 1, 2016
Retired: June 1, 2027
Source of Funds Property Tax (mill levy)

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2016-2017 | 7,775,000 | 740,000 | 357,600 | 1,097,600 | 7,035,000 |
| 2017-2018 | 7,035,000 | 770,000 | 320,600 | 1,090,600 | 6,265,000 |
| 2018-2019 | 6,265,000 | 780,000 | 282,100 | 1,062,100 | 5,485,000 |
| 2019-2020 | 5,485,000 | 785,000 | 243,100 | 1,028,100 | 4,700,000 |
| 2020-2021 | 4,700,000 | 790,000 | 203,850 | 993,850 | 3,910,000 |
| 2021-2022 | 3,910,000 | 795,000 | 164,350 | 959,350 | 3,115,000 |
| 2022-2023 | 3,115,000 | 795,000 | 124,600 | 919,600 | 2,320,000 |
| 2023-2024 | 2,320,000 | 795,000 | 92,800 | 887,800 | 1,525,000 |
| 2024-2025 | 1,525,000 | 790,000 | 61,000 | 851,000 | 735,000 |
| 2025-2026 | 735,000 | 370,000 | 29,400 | 399,400 | 365,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 365,000 | 365,000 | 14,600 | 379,600 | 0 |
| | | 7,775,000 | 1,894,000 | 9,669,000 | |

# 2019B GENERAL OBLIGATION REFUNDING BONDS
# 60930149

Name: Combined Purpose: For various street improvements
Issuer: City of Norman
Trustee: BancFirst
Amount: $20,000,000
Interest: 2.0 to 3.0%
Dated: June 1, 2019
Retired: June 1, 2039
Source of Funds: Property Tax (mill levy)

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2019-2020 | 0 | 0 | 544,875 | 544,875 | 20,000,000 |
| 2020-2021 | 20,000,000 | 1,050,000 | 544,875 | 1,594,875 | 18,950,000 |
| 2021-2022 | 18,950,000 | 1,050,000 | 523,875 | 1,573,875 | 17,900,000 |
| 2022-2023 | 17,900,000 | 1,050,000 | 502,875 | 1,552,875 | 16,850,000 |
| 2023-2024 | 16,850,000 | 1,050,000 | 481,875 | 1,531,875 | 15,800,000 |
| 2024-2025 | 15,800,000 | 1,050,000 | 460,875 | 1,510,875 | 14,750,000 |
| 2025-2026 | 14,750,000 | 1,050,000 | 429,375 | 1,479,375 | 13,700,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 13,700,000 | 1,050,000 | 397,875 | 1,447,875 | 12,650,000 |
| 2047-2028 | 12,650,000 | 1,050,000 | 366,375 | 1,416,375 | 11,600,000 |
| 2028-2029 | 11,600,000 | 1,050,000 | 334,875 | 1,384,875 | 10,550,000 |
| 2029-2030 | 10,550,000 | 1,050,000 | 303,375 | 1,353,375 | 9,500,000 |
| 2030-2031 | 9,500,000 | 1,050,000 | 279,750 | 1,329,750 | 8,450,000 |
| 2031-2032 | 8,450,000 | 1,050,000 | 253,500 | 1,303,500 | 7,400,000 |
| 2032-2033 | 7,400,000 | 1,050,000 | 222,000 | 1,272,000 | 6,350,000 |
| 2033-2034 | 6,350,000 | 1,050,000 | 190,500 | 1,240,500 | 5,300,000 |
| 2034-2035 | 5,300,000 | 1,050,000 | 159,000 | 1,209,000 | 4,250,000 |
| 2035-2036 | 4,250,000 | 1,050,000 | 127,500 | 1,177,500 | 3,200,000 |
| 2036-2037 | 3,200,000 | 1,050,000 | 96,000 | 1,146,000 | 2,150,000 |
| 2037-2038 | 2,150,000 | 1,050,000 | 64,500 | 1,114,500 | 1,100,000 |
| 2038-2039 | 1,100,000 | 1,100,000 | 33,000 | 1,133,000 | 0 |
| | | 20,000,000 | 6,316,875 | 26,316,875 | |

# 2020A GENERAL OBLIGATION BONDS
# 60930149

Name: Combined Purpose: For municipal complex improvements
Issuer: City of Norman
Trustee: BancFirst
Amount: $11,250,000
Interest: 2.0 to 2.13%
Dated: August 1, 2020
Retired: August 1, 2040
Source of Funds Property Tax (mill levy)

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2020-2021 | 0 | 0 | 0 | 0 | 11,250,000 |
| 2021-2022 | 11,250,000 | 0 | 347,532 | 347,532 | 11,250,000 |
| 2022-2023 | 11,250,000 | 590,000 | 225,788 | 815,788 | 10,660,000 |
| 2023-2024 | 10,660,000 | 590,000 | 213,988 | 803,988 | 10,070,000 |
| 2024-2025 | 10,070,000 | 590,000 | 202,188 | 792,188 | 9,480,000 |
| 2025-2026 | 9,480,000 | 590,000 | 190,388 | 780,388 | 8,890,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 8,890,000 | 590,000 | 175,638 | 765,638 | 8,300,000 |
| 2047-2028 | 8,300,000 | 590,000 | 160,888 | 750,888 | 7,710,000 |
| 2028-2029 | 7,710,000 | 590,000 | 149,088 | 739,088 | 7,120,000 |
| 2029-2030 | 7,120,000 | 590,000 | 137,288 | 727,288 | 6,530,000 |
| 2030-2031 | 6,530,000 | 590,000 | 125,488 | 715,488 | 5,940,000 |
| 2031-2032 | 5,940,000 | 590,000 | 113,687 | 703,687 | 5,350,000 |
| 2032-2033 | 5,350,000 | 590,000 | 101,887 | 691,887 | 4,760,000 |
| 2033-2034 | 4,760,000 | 590,000 | 90,087 | 680,087 | 4,170,000 |
| 2034-2035 | 4,170,000 | 590,000 | 78,287 | 668,287 | 3,580,000 |
| 2035-2036 | 3,580,000 | 590,000 | 66,487 | 656,487 | 2,990,000 |
| 2036-2037 | 2,990,000 | 590,000 | 54,687 | 644,687 | 2,400,000 |
| 2037-2038 | 2,400,000 | 590,000 | 42,887 | 632,887 | 1,810,000 |
| 2038-2039 | 1,810,000 | 590,000 | 31,087 | 621,087 | 1,220,000 |
| 2039-2040 | 1,220,000 | 590,000 | 19,287 | 609,287 | 630,000 |
| 2040-2041 | 630,000 | 630,000 | 6,693 | 636,693 | 0 |
| | | 11,250,000 | 2,533,350 | 13,783,350 | |

# 2023A GENERAL OBLIGATION BONDS
# 60930149

Name: Combined Purpose: For various street improvements
Issuer: City of Norman
Trustee: BancFirst
Amount: $26,000,000
Interest: 3.0 to 4.00%
Dated: May 1, 2023
Retired: May 1, 2043
Source of Funds: Property Tax (mill levy)

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2023-2024 | 26,000,000 | 0 | 903,500 | 903,500 | 26,000,000 |
| 2024-2025 | 26,000,000 | 1,365,000 | 903,500 | 2,268,500 | 24,635,000 |
| 2025-2026 | 24,635,000 | 1,365,000 | 862,550 | 2,227,550 | 23,270,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 23,270,000 | 1,365,000 | 821,600 | 2,186,600 | 21,905,000 |
| 2047-2028 | 21,905,000 | 1,365,000 | 780,650 | 2,145,650 | 20,540,000 |
| 2028-2029 | 20,540,000 | 1,365,000 | 739,700 | 2,104,700 | 19,175,000 |
| 2029-2030 | 19,175,000 | 1,365,000 | 698,750 | 2,063,750 | 17,810,000 |
| 2030-2031 | 17,810,000 | 1,365,000 | 657,800 | 2,022,800 | 16,445,000 |
| 2031-2032 | 16,445,000 | 1,365,000 | 616,850 | 1,981,850 | 15,080,000 |
| 2032-2033 | 15,080,000 | 1,365,000 | 575,900 | 1,940,900 | 13,715,000 |
| 2033-2034 | 13,715,000 | 1,365,000 | 534,950 | 1,899,950 | 12,350,000 |
| 2034-2035 | 12,350,000 | 1,365,000 | 494,000 | 1,859,000 | 10,985,000 |
| 2035-2036 | 10,985,000 | 1,365,000 | 439,400 | 1,804,400 | 9,620,000 |
| 2036-2037 | 9,620,000 | 1,365,000 | 384,800 | 1,749,800 | 8,255,000 |
| 2037-2038 | 8,255,000 | 1,365,000 | 330,200 | 1,695,200 | 6,890,000 |
| 2038-2039 | 6,890,000 | 1,365,000 | 275,600 | 1,640,600 | 5,525,000 |
| 2039-2040 | 5,525,000 | 1,365,000 | 221,000 | 1,586,000 | 4,160,000 |
| 2040-2041 | 4,160,000 | 1,365,000 | 166,400 | 1,531,400 | 2,795,000 |
| 2041-2042 | 2,795,000 | 1,365,000 | 111,800 | 1,476,800 | 1,430,000 |
| 2042-2043 | 1,430,000 | 1,430,000 | 57,200 | 1,487,200 | 0 |
| | | 26,000,000 | 10,576,150 | 36,576,150 | |

# 2023B GENERAL OBLIGATION BONDS
# 60930149

Name: Combined Purpose: For various street improvements
Issuer: City of Norman
Trustee: BancFirst
Amount: $13,500,000
Interest: 3.0 to 4.00%
Dated: May 1, 2023
Retired: May 1, 2028
Source of Funds Property Tax (mill levy)

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2023-2024 | 13,500,000 | 0 | 438,750 | 438,750 | 13,500,000 |
| 2024-2025 | 13,500,000 | 3,375,000 | 438,750 | 3,813,750 | 10,125,000 |
| 2025-2026 | 10,125,000 | 3,375,000 | 337,500 | 3,712,500 | 6,750,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 6,750,000 | 3,375,000 | 236,250 | 3,611,250 | 3,375,000 |
| 2047-2028 | 3,375,000 | 3,375,000 | 135,000 | 3,510,000 | 0 |
| | | 13,500,000 | 1,586,250 | 15,086,250 | |

# 2024A GENERAL OBLIGATION BONDS
# 60930149

Name: Combined Purpose: Constructing, reconstructing, repairing, improving and rehabilitation bridges
Issuer: City of Norman
Trustee: BancFirst
Amount: $16,000,000
Interest: ?.0 to ?.??%
Dated: April 1, 2024
Retired: April 1, 2044
Source of Funds Property Tax (mill levy)

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2024-2025 | 16,000,000 | 840,000 | 0 | 840,000 | 15,160,000 |
| 2025-2026 | 15,160,000 | 840,000 | 0 | 840,000 | 14,320,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 14,320,000 | 840,000 | 0 | 840,000 | 13,480,000 |
| 2047-2028 | 13,480,000 | 840,000 | 0 | 840,000 | 12,640,000 |
| 2028-2029 | 12,640,000 | 840,000 | 0 | 840,000 | 11,800,000 |
| 2029-2030 | 11,800,000 | 840,000 | 0 | 840,000 | 10,960,000 |
| 2030-2031 | 10,960,000 | 840,000 | 0 | 840,000 | 10,120,000 |
| 2031-2032 | 10,120,000 | 840,000 | 0 | 840,000 | 9,280,000 |
| 2032-2033 | 9,280,000 | 840,000 | 0 | 840,000 | 8,440,000 |
| 2033-2034 | 8,440,000 | 840,000 | 0 | 840,000 | 7,600,000 |
| 2034-2035 | 7,600,000 | 840,000 | 0 | 840,000 | 6,760,000 |
| 2035-2036 | 6,760,000 | 840,000 | 0 | 840,000 | 5,920,000 |
| 2036-2037 | 5,920,000 | 840,000 | 0 | 840,000 | 5,080,000 |
| 2037-2038 | 5,080,000 | 840,000 | 0 | 840,000 | 4,240,000 |
| 2038-2039 | 4,240,000 | 840,000 | 0 | 840,000 | 3,400,000 |
| 2039-2040 | 3,400,000 | 840,000 | 0 | 840,000 | 2,560,000 |
| 2040-2041 | 2,560,000 | 840,000 | 0 | 840,000 | 1,720,000 |
| 2041-2042 | 1,720,000 | 840,000 | 0 | 840,000 | 880,000 |
| 2042-2043 | 880,000 | 880,000 | 0 | 880,000 | 0 |
| | | 16,000,000 | 0 | 16,000,000 | |

# 2015 NORMAN MUNICIPAL AUTHORITY BONDS
# 15930149

Name: Combined Purpose
Issuer: Norman Municipal Authority
Trustee: BancFirst
Amount: $22,825,000
Interest: 2.330%
Dated: March 24, 2015
Retired: March 1, 2027
Source of Funds $.50 Public Safety Sales Taxes

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2015-2016 | 0 | 0 | 497,845 | 497,845 | 22,825,000 |
| 2016-2017 | 22,825,000 | 1,810,000 | 521,338 | 2,331,338 | 21,015,000 |
| 2017-2018 | 21,015,000 | 1,865,000 | 478,873 | 2,343,873 | 19,150,000 |
| 2018-2019 | 19,150,000 | 1,915,000 | 435,128 | 2,350,128 | 17,235,000 |
| 2019-2020 | 17,235,000 | 1,965,000 | 390,217 | 2,355,217 | 15,270,000 |
| 2020-2021 | 15,270,000 | 2,015,000 | 344,141 | 2,359,141 | 13,255,000 |
| 2021-2022 | 13,255,000 | 2,070,000 | 296,842 | 2,366,842 | 11,185,000 |
| 2022-2023 | 11,185,000 | 2,120,000 | 248,320 | 2,368,320 | 9,065,000 |
| 2023-2024 | 9,065,000 | 2,180,000 | 198,574 | 2,378,574 | 6,885,000 |
| 2024-2025 | 6,885,000 | 2,235,000 | 147,489 | 2,382,489 | 4,650,000 |
| 2025-2026 | 4,650,000 | 2,295,000 | 95,064 | 2,390,064 | 2,355,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 2,355,000 | 2,355,000 | 41,240 | 2,396,240 | 0 |
| | | 22,825,000 | 3,695,071 | 26,520,071 | |

# 2015B NORMAN MUNICIPAL AUTHORITY BONDS
# 51930149

Name: Combined Purpose
Issuer: Norman Municipal Authority
Trustee: BancFirst
Amount: $43,160,000
Interest: 2.980%
Dated: December 17, 2015
Retired: January 1, 2029
Source of Funds $.50 Norman Forward Sales Taxes

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2016-2017 | 43,160,000 | 500,000 | 1,336,186 | 1,836,186 | 42,660,000 |
| 2017-2018 | 42,660,000 | 1,000,000 | 1,263,818 | 2,263,818 | 41,660,000 |
| 2018-2019 | 41,660,000 | 1,000,000 | 1,234,018 | 2,234,018 | 40,660,000 |
| 2019-2020 | 40,660,000 | 1,400,000 | 1,204,218 | 2,604,218 | 39,260,000 |
| 2020-2021 | 39,260,000 | 2,000,000 | 1,155,048 | 3,155,048 | 37,260,000 |
| 2021-2022 | 37,260,000 | 2,000,000 | 1,095,448 | 3,095,448 | 35,260,000 |
| 2022-2023 | 35,260,000 | 2,965,000 | 1,035,848 | 4,000,848 | 32,295,000 |
| 2023-2024 | 32,295,000 | 4,315,000 | 933,113 | 5,248,113 | 27,980,000 |
| 2024-2025 | 27,980,000 | 5,185,000 | 798,789 | 5,983,789 | 22,795,000 |
| 2025-2026 | 22,795,000 | 5,550,000 | 636,826 | 6,186,826 | 17,245,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 17,245,000 | 5,700,000 | 473,671 | 6,173,671 | 11,545,000 |
| 2027-2028 | 11,545,000 | 5,845,000 | 299,341 | 6,144,341 | 5,700,000 |
| 2028-2029 | 5,700,000 | 5,700,000 | 127,394 | 5,827,394 | 0 |
| | | 43,160,000 | 11,593,718 | 54,753,718 | |

# 2017 NORMAN MUNICIPAL AUTHORITY BONDS
# 51930149

Name: Combined Purpose
Issuer: Norman Municipal Authority
Trustee: BancFirst
Amount: $30,950,000
Interest: 2.980%
Dated: June 27, 2017
Retired: July 1, 2030
Source of Funds $.50 Norman Forward Sales Taxes

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2017-2018 | 30,950,000 | 400,000 | 379,653 | 779,653 | 30,550,000 |
| 2018-2019 | 30,550,000 | 800,000 | 728,400 | 1,528,400 | 29,750,000 |
| 2019-2020 | 29,750,000 | 800,000 | 709,200 | 1,509,200 | 28,950,000 |
| 2020-2021 | 28,950,000 | 1,000,000 | 688,800 | 1,688,800 | 27,950,000 |
| 2021-2022 | 27,950,000 | 1,500,000 | 664,800 | 2,164,800 | 26,450,000 |
| 2022-2023 | 26,450,000 | 2,000,000 | 622,800 | 2,622,800 | 24,450,000 |
| 2023-2024 | 24,450,000 | 2,000,000 | 574,800 | 2,574,800 | 22,450,000 |
| 2024-2025 | 22,450,000 | 2,000,000 | 526,800 | 2,526,800 | 20,450,000 |
| 2025-2026 | 20,450,000 | 2,000,000 | 478,800 | 2,478,800 | 18,450,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 18,450,000 | 2,800,000 | 426,000 | 3,226,000 | 15,650,000 |
| 2027-2028 | 15,650,000 | 3,100,000 | 358,800 | 3,458,800 | 12,550,000 |
| 2028-2029 | 12,550,000 | 3,700,000 | 280,800 | 3,980,800 | 8,850,000 |
| 2029-2030 | 8,850,000 | 5,400,000 | 188,400 | 5,588,400 | 3,450,000 |
| 2030-2031 | 3,450,000 | 3,450,000 | 41,400 | 3,491,400 | 0 |
| | | 30,950,000 | 6,669,453 | 37,619,453 | |

1099

# 2020 NORMAN MUNICIPAL AUTHORITY BONDS
# 51930149

Name: Combined Purpose
Issuer: Norman Municipal Authority
Trustee: BancFirst
Amount: $22,250,000
Interest: 2.290%
Dated: January 1, 2021
Retired: July 1, 2031
Source of Funds $.50 Norman Forward Sales Taxes

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2021-2022 | 22,250,000 | 1,800,000 | 519,035 | 2,319,035 | 20,450,000 |
| 2022-2023 | 20,450,000 | 1,750,000 | 458,000 | 2,208,000 | 18,700,000 |
| 2023-2024 | 18,700,000 | 1,350,000 | 418,498 | 1,768,498 | 17,350,000 |
| 2024-2025 | 17,350,000 | 800,000 | 391,590 | 1,191,590 | 16,550,000 |
| 2025-2026 | 16,550,000 | 600,000 | 375,560 | 975,560 | 15,950,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 15,950,000 | 650,000 | 361,820 | 1,011,820 | 15,300,000 |
| 2027-2028 | 15,300,000 | 900,000 | 344,645 | 1,244,645 | 14,400,000 |
| 2028-2029 | 14,400,000 | 1,000,000 | 325,180 | 1,325,180 | 13,400,000 |
| 2029-2030 | 13,400,000 | 4,500,000 | 275,945 | 4,775,945 | 8,900,000 |
| 2030-2031 | 8,900,000 | 6,800,000 | 183,200 | 6,983,200 | 2,100,000 |
| 2031-2032 | 2,100,000 | 2,100,000 | 24,045 | 2,124,045 | 0 |
| | | 22,250,000 | 3,677,518 | 25,927,518 | |

# 2021 NORMAN MUNICIPAL AUTHORITY BONDS
# 23930149

Name: Hotel/Motel Tax Revenue Note, Taxable Series 2021
Issuer: Norman Municipal Authority
Trustee: BancFirst
Amount: $3,882,000
Interest: 1.890%
Dated: September 14, 2021
Retired: September 1, 2031
Source of Funds Hotel/Motel taxes

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2021-2022 | 3,882,000 | 149,000 | 34,036 | 183,036 | 3,733,000 |
| 2022-2023 | 3,733,000 | 358,000 | 68,872 | 426,872 | 3,375,000 |
| 2023-2024 | 3,375,000 | 365,000 | 62,078 | 427,078 | 3,010,000 |
| 2024-2025 | 3,010,000 | 373,000 | 55,141 | 428,141 | 2,637,000 |
| 2025-2026 | 2,637,000 | 381,000 | 48,053 | 429,053 | 2,256,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 2,256,000 | 390,000 | 40,805 | 430,805 | 1,866,000 |
| 2027-2028 | 1,866,000 | 399,000 | 33,396 | 432,396 | 1,467,000 |
| 2028-2029 | 1,467,000 | 407,000 | 25,817 | 432,817 | 1,060,000 |
| 2029-2030 | 1,060,000 | 417,000 | 18,077 | 435,077 | 643,000 |
| 2030-2031 | 643,000 | 427,000 | 10,149 | 437,149 | 216,000 |
| 2031-2032 | 216,000 | 216,000 | 2,042 | 218,042 | 0 |
| | | 3,882,000 | 398,466 | 4,280,466 | |

# 2015 NORMAN UTILITIES AUTHORITY
# 31930149 & 32930149

Name: Norman Utilities Authority Refunding
Issuer: Norman Utilities Authority
Trustee: BancFirst
Amount: $17,505,000
Interest: 2.130%
Dated: March 10, 2015
Retired: November 1, 2026
Source of Funds Revenue Generated from NUA

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2014-2015 | 0 | 0 | 52,822 | 52,822 | 17,505,000 |
| 2015-2016 | 17,505,000 | 2,430,000 | 358,852 | 2,788,852 | 15,075,000 |
| 2016-2017 | 15,075,000 | 1,835,000 | 309,223 | 2,144,223 | 13,240,000 |
| 2017-2018 | 13,240,000 | 1,445,000 | 274,398 | 1,719,398 | 11,795,000 |
| 2018-2019 | 11,795,000 | 1,480,000 | 243,406 | 1,723,406 | 10,315,000 |
| 2019-2020 | 10,315,000 | 1,390,000 | 211,722 | 1,601,722 | 8,925,000 |
| 2020-2021 | 8,925,000 | 1,285,000 | 183,340 | 1,468,340 | 7,640,000 |
| 2021-2022 | 7,640,000 | 1,320,000 | 155,810 | 1,475,810 | 6,320,000 |
| 2022-2023 | 6,320,000 | 1,350,000 | 127,533 | 1,477,533 | 4,970,000 |
| 2023-2024 | 4,970,000 | 1,375,000 | 98,618 | 1,473,618 | 3,595,000 |
| 2024-2025 | 3,595,000 | 1,415,000 | 69,118 | 1,484,118 | 2,180,000 |
| 2025-2026 | 2,180,000 | 1,450,000 | 38,818 | 1,488,818 | 730,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 730,000 | 730,000 | 7,775 | 737,775 | 0 |
| | | 17,505,000 | 2,131,435 | 19,636,435 | |

# 2009 NORMAN UTILITIES AUTHORITY
# 32230149

Name: Norman Utilities Authority Clean Water SRF Note
Issuer: Norman Utilities Authority
Trustee: BancFirst
Amount: $4,964,024
Interest: 2.910%
Dated: September 15, 2011
Retired: March 15, 2031
Source of Funds: Sewer Fees

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2013-2014 | 4,964,024 | 212,595 | 102,676 | 315,271 | 4,751,429 |
| 2014-2015 | 4,751,429 | 218,913 | 138,607 | 357,520 | 4,532,516 |
| 2015-2016 | 4,532,516 | 225,063 | 132,457 | 357,520 | 4,307,453 |
| 2016-2017 | 4,307,453 | 232,109 | 125,411 | 357,520 | 4,075,344 |
| 2017-2018 | 4,075,344 | 239,007 | 118,513 | 357,520 | 3,836,337 |
| 2018-2019 | 3,836,337 | 246,111 | 111,409 | 357,520 | 3,590,226 |
| 2019-2020 | 3,590,226 | 253,146 | 100,905 | 354,051 | 3,337,080 |
| 2020-2021 | 3,337,080 | 260,950 | 89,635 | 350,585 | 3,076,130 |
| 2021-2022 | 3,076,130 | 268,706 | 81,879 | 350,585 | 2,807,424 |
| 2022-2023 | 2,807,424 | 276,693 | 73,892 | 350,585 | 2,530,731 |
| 2023-2024 | 2,530,731 | 284,723 | 65,862 | 350,585 | 2,246,008 |
| 2024-2025 | 2,246,008 | 293,379 | 57,206 | 350,585 | 1,952,629 |
| 2025-2026 | 1,952,629 | 302,098 | 48,487 | 350,585 | 1,650,531 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 1,650,531 | 311,078 | 39,507 | 350,585 | 1,339,453 |
| 2027-2028 | 1,339,453 | 320,228 | 30,257 | 350,485 | 1,019,225 |
| 2028-2029 | 1,019,225 | 329,841 | 20,744 | 350,585 | 689,384 |
| 2029-2030 | 689,384 | 339,645 | 10,940 | 350,585 | 349,739 |
| 2030-2031 | 349,739 | 349,739 | 846 | 350,585 | 0 |
| | | 4,964,024 | 1,349,233 | 6,313,257 | |

# 2014 NORMAN UTILITIES AUTHORITY - CONSTRUCTION
# 32930149 & 32230149

Name: Norman Utilities Authority Series 2014 Clean Water SRF Loan
Issuer: Norman Utilities Authority
Trustee: BancFirst
Amount: $50,300,000
Interest: 1.75% plus .5% admin fee
Dated: March 10, 2015
Retired: November 1, 2026
Source of Funds Revenue Generated from NUA

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2014-2015 | 12,575,000 | 1,410,000 | 19,372 | 1,429,372 | 11,165,000 |
| 2015-2016 | 24,382,960 | 2,865,000 | 137,536 | 3,002,536 | 21,517,960 |
| 2016-2017 | 26,629,817 | 2,935,000 | 446,005 | 3,381,005 | 23,694,817 |
| 2017-2018 | 43,090,000 | 3,005,000 | 969,525 | 3,974,525 | 40,085,000 |
| 2018-2019 | 40,085,000 | 10,860,168 | 901,913 | 11,762,081 | 29,224,832 |
| 2019-2020 | 29,224,832 | 3,151,634 | 455,274 | 3,606,908 | 26,073,198 |
| 2020-2021 | 26,073,198 | 3,225,670 | 576,680 | 3,802,350 | 22,847,528 |
| 2021-2022 | 22,847,528 | 3,299,675 | 502,675 | 3,802,350 | 19,547,853 |
| 2022-2023 | 19,547,853 | 3,375,378 | 426,972 | 3,802,350 | 16,172,475 |
| 2023-2024 | 16,172,475 | 3,451,914 | 350,435 | 3,802,349 | 12,720,561 |
| 2024-2025 | 12,720,561 | 3,532,014 | 270,336 | 3,802,350 | 9,188,547 |
| 2025-2026 | 9,188,547 | 3,613,048 | 189,303 | 3,802,351 | 5,575,499 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 5,575,499 | 3,695,940 | 106,409 | 3,802,349 | 1,879,559 |
| 2027-2028 | 1,879,559 | 1,879,559 | 21,615 | 1,901,174 | 0 |
| | | 50,300,000 | 5,374,050 | 55,674,050 | |

Note: Interest amounts estimated

# 2016 NORMAN UTILITIES AUTHORITY
# 31930149

Name: Norman Utilities Authority Revenue Note, Refunding Series 2016
Issuer: Norman Utilities Authority
Trustee: BancFirst
Amount: $9,380,000
Interest: 2.230%
Dated: May 19, 2016
Retired: September 1, 2030
Source of Funds: Water Fees

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2016-2017 | 9,380,000 | 470,000 | 161,734 | 631,734 | 8,910,000 |
| 2017-2018 | 8,910,000 | 570,000 | 195,515 | 765,515 | 8,340,000 |
| 2018-2019 | 8,340,000 | 585,000 | 182,749 | 767,749 | 7,755,000 |
| 2019-2020 | 7,755,000 | 595,000 | 169,647 | 764,647 | 7,160,000 |
| 2020-2021 | 7,160,000 | 610,000 | 156,267 | 766,267 | 6,550,000 |
| 2021-2022 | 6,550,000 | 625,000 | 142,609 | 767,609 | 5,925,000 |
| 2022-2023 | 5,925,000 | 640,000 | 128,560 | 768,560 | 5,285,000 |
| 2023-2024 | 5,285,000 | 655,000 | 114,232 | 769,232 | 4,630,000 |
| 2024-2025 | 4,630,000 | 665,000 | 99,570 | 764,570 | 3,965,000 |
| 2025-2026 | 3,965,000 | 685,000 | 84,629 | 769,629 | 3,280,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 3,280,000 | 700,000 | 69,242 | 769,242 | 2,580,000 |
| 2027-2028 | 2,580,000 | 715,000 | 53,575 | 768,575 | 1,865,000 |
| 2028-2029 | 1,865,000 | 735,000 | 37,520 | 772,520 | 1,130,000 |
| 2029-2030 | 1,130,000 | 750,000 | 21,017 | 771,017 | 380,000 |
| 2030-2031 | 380,000 | 380,000 | 4,236 | 384,236 | 0 |
| | | 9,380,000 | 1,621,102 | 11,001,102 | |

# 2017 NORMAN UTILITIES AUTHORITY - CONSTRUCTION
# 31930149

Name: Norman Utilities Authority Series 2017 Drinking Water SRF Loan
Issuer: Norman Utilities Authority
Trustee: BancFirst
Amount: $31,000,000
Interest: 2.820%
Dated: October 1, 2017
Retired: October 1, 2039
Source of Funds: Revenue Generated from NUA

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2017-2018 | 12,750,000 | 0 | 150,400 | 150,400 | 12,750,000 |
| 2018-2019 | 21,623,038 | 0 | 680,913 | 680,913 | 21,623,038 |
| 2019-2020 | 28,004,393 | 1,550,000 | 866,234 | 2,416,234 | 26,454,393 |
| 2020-2021 | 29,450,000 | 1,550,000 | 833,945 | 2,383,945 | 27,900,000 |
| 2021-2022 | 27,900,000 | 1,204,869 | 596,949 | 1,801,818 | 26,695,131 |
| 2022-2023 | 26,695,131 | 1,239,564 | 754,577 | 1,994,141 | 25,455,567 |
| 2023-2024 | 25,455,567 | 1,273,314 | 720,827 | 1,994,141 | 24,182,253 |
| 2024-2025 | 24,182,253 | 1,311,925 | 682,216 | 1,994,141 | 22,870,328 |
| 2025-2026 | 22,870,328 | 1,349,703 | 644,438 | 1,994,141 | 21,520,625 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 21,520,625 | 1,388,570 | 605,571 | 1,994,141 | 20,132,055 |
| 2027-2028 | 20,132,055 | 1,427,033 | 567,108 | 1,994,141 | 18,705,022 |
| 2028-2029 | 18,705,022 | 1,469,648 | 524,493 | 1,994,141 | 17,235,374 |
| 2029-2030 | 17,235,374 | 1,511,968 | 482,173 | 1,994,141 | 15,723,406 |
| 2030-2031 | 15,723,406 | 1,555,506 | 438,635 | 1,994,141 | 14,167,900 |
| 2031-2032 | 14,167,900 | 1,599,251 | 394,890 | 1,994,141 | 12,568,649 |
| 2032-2033 | 12,568,649 | 1,646,351 | 347,790 | 1,994,141 | 10,922,298 |
| 2033-2034 | 10,922,298 | 1,693,759 | 300,382 | 1,994,141 | 9,228,539 |
| 2034-2035 | 9,228,539 | 1,742,533 | 251,608 | 1,994,141 | 7,486,006 |
| 2035-2036 | 7,486,006 | 1,792,194 | 201,947 | 1,994,141 | 5,693,812 |
| 2036-2037 | 5,693,812 | 1,844,319 | 149,822 | 1,994,141 | 3,849,493 |
| 2037-2038 | 3,849,493 | 1,897,428 | 96,713 | 1,994,141 | 1,952,065 |
| 2038-2039 | 1,952,065 | 1,952,065 | 42,076 | 1,994,141 | 0 |
| | | 31,000,000 | 10,333,707 | 41,333,707 | |

Note: Interest amounts estimated

# 2018 NORMAN UTILITIES AUTHORITY - CONSTRUCTION
# 31930149

Name: Norman Utilities Authority Series 2018 Promissory Note
Issuer: Norman Utilities Authority
Trustee: BancFirst
Amount: $12,000,000
Interest: Ranging between 3.2% and 5.2%
Dated: July 18, 2018
Retired: October 1, 2038
Source of Funds Revenue Generated from NUA

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2018-2019 | 0 | 0 | 352,390 | 352,390 | 0 |
| 2019-2020 | 12,000,000 | 300,000 | 496,625 | 796,625 | 11,700,000 |
| 2020-2021 | 11,700,000 | 410,000 | 485,265 | 895,265 | 11,290,000 |
| 2021-2022 | 11,290,000 | 425,000 | 471,905 | 896,905 | 10,865,000 |
| 2022-2023 | 10,865,000 | 435,000 | 453,795 | 888,795 | 10,430,000 |
| 2023-2024 | 10,430,000 | 460,000 | 430,525 | 890,525 | 9,970,000 |
| 2024-2025 | 9,970,000 | 485,000 | 405,955 | 890,955 | 9,485,000 |
| 2025-2026 | 9,485,000 | 510,000 | 380,085 | 890,085 | 8,975,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 8,975,000 | 535,000 | 352,915 | 887,915 | 8,440,000 |
| 2027-2028 | 8,440,000 | 560,000 | 327,245 | 887,245 | 7,880,000 |
| 2028-2029 | 7,880,000 | 585,000 | 303,200 | 888,200 | 7,295,000 |
| 2029-2030 | 7,295,000 | 610,000 | 281,155 | 891,155 | 6,685,000 |
| 2030-2031 | 6,685,000 | 630,000 | 258,165 | 888,165 | 6,055,000 |
| 2031-2032 | 6,055,000 | 655,000 | 231,180 | 886,180 | 5,400,000 |
| 2032-2033 | 5,400,000 | 685,000 | 203,040 | 888,040 | 4,715,000 |
| 2033-2034 | 4,715,000 | 710,000 | 173,745 | 883,745 | 4,005,000 |
| 2034-2035 | 4,005,000 | 740,000 | 144,092 | 884,092 | 3,265,000 |
| 2035-2036 | 3,265,000 | 770,000 | 114,054 | 884,054 | 2,495,000 |
| 2036-2037 | 2,495,000 | 800,000 | 82,896 | 882,896 | 1,695,000 |
| 2037-2038 | 1,695,000 | 830,000 | 50,604 | 880,604 | 865,000 |
| 2038-2039 | 865,000 | 865,000 | 17,087 | 882,087 | 0 |
| | | 12,000,000 | 6,015,923 | 18,015,923 | |

Note: Interest amounts estimated

# 2022 NORMAN UTILITIES AUTHORITY
# 31930149

Name: Norman Utilities Authority Clean Water SRF Note
Issuer: Norman Utilities Authority
Trustee: BancFirst
Amount: $15,000,000
Interest: 3.030%
Dated: November 4, 2022
Retired: March 15, 1941
Source of Funds: Water Fees

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2022-2023 | 0 | 0 | 0 | 0 | 0 |
| 2023-2024 | 0 | 0 | 0 | 0 | 0 |
| 2024-2025 | 187,500 | 362,000 | 364,100 | 726,100 | 8,638,000 |
| 2025-2026 | 14,638,000 | 736,000 | 437,987 | 1,173,987 | 13,902,000 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 13,902,000 | 752,000 | 415,565 | 1,167,565 | 13,150,000 |
| 2027-2028 | 13,150,000 | 768,000 | 392,658 | 1,160,658 | 12,382,000 |
| 2028-2029 | 12,382,000 | 786,000 | 369,251 | 1,155,251 | 11,596,000 |
| 2029-2030 | 11,596,000 | 804,000 | 345,299 | 1,149,299 | 10,792,000 |
| 2030-2031 | 10,792,000 | 822,000 | 320,801 | 1,142,801 | 9,970,000 |
| 2031-2032 | 9,970,000 | 841,000 | 295,758 | 1,136,758 | 9,129,000 |
| 2032-2033 | 9,129,000 | 861,000 | 270,125 | 1,131,125 | 8,268,000 |
| 2033-2034 | 8,268,000 | 883,000 | 243,870 | 1,126,870 | 7,385,000 |
| 2034-2035 | 7,385,000 | 905,000 | 216,948 | 1,121,948 | 6,480,000 |
| 2035-2036 | 6,480,000 | 928,000 | 189,360 | 1,117,360 | 5,552,000 |
| 2036-2037 | 5,552,000 | 952,000 | 161,060 | 1,113,060 | 4,600,000 |
| 2037-2038 | 4,600,000 | 976,000 | 132,032 | 1,108,032 | 3,624,000 |
| 2038-2039 | 3,624,000 | 1,002,000 | 102,263 | 1,104,263 | 2,622,000 |
| 2039-2040 | 2,622,000 | 1,029,000 | 71,705 | 1,100,705 | 1,593,000 |
| 2040-2041 | 1,593,000 | 1,057,000 | 40,314 | 1,097,314 | 536,000 |
| 2410-2042 | 536,000 | 536,000 | 8,120 | 544,120 | 0 |
| | | 15,000,000 | 4,377,216 | 19,377,216 | |

Note: Interest amounts estimated

# 2024 NORMAN UTILITIES AUTHORITY
# 32930149

Name: Norman Utilities Authority Clean Water SRF Note
Issuer: Norman Utilities Authority
Trustee: BancFirst
Amount: $5,000,000
Interest: 2.820%
Dated: March 26, 2024
Retired: September 15, 2050
Source of Funds Sewer Fees

Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2024-2025 | 74,500 | 0 | 51,716 | 51,716 | 5,000,000 |
| 2025-2026 | 5,000,000 | 69,100 | 105,753 | 174,853 | 4,930,900 |

To be Paid

| Fiscal Year | Principal Beginning Balance | Principal | Interest | Total Payment | Principal Ending Balance |
|---|---|---|---|---|---|
| 2026-2027 | 4,930,900 | 141,200 | 140,090 | 281,290 | 4,789,700 |
| 2027-2028 | 4,789,700 | 145,400 | 136,023 | 281,423 | 4,644,300 |
| 2028-2029 | 4,644,300 | 149,500 | 131,826 | 281,326 | 4,494,800 |
| 2029-2030 | 4,494,800 | 153,900 | 127,519 | 281,419 | 4,340,900 |
| 2030-2031 | 4,340,900 | 158,300 | 123,088 | 281,388 | 4,182,600 |
| 2031-2032 | 4,182,600 | 162,800 | 118,531 | 281,331 | 4,019,800 |
| 2032-2033 | 4,019,800 | 167,600 | 113,829 | 281,429 | 3,852,200 |
| 2033-2034 | 3,852,200 | 172,400 | 109,002 | 281,402 | 3,679,800 |
| 2034-2035 | 3,679,800 | 177,300 | 104,039 | 281,339 | 3,502,500 |
| 2035-2036 | 3,502,500 | 182,500 | 98,932 | 281,432 | 3,320,000 |
| 2036-2037 | 3,320,000 | 187,700 | 93,663 | 281,363 | 3,132,300 |
| 2037-2038 | 3,132,300 | 193,100 | 88,258 | 281,358 | 2,939,200 |
| 2038-2039 | 2,939,200 | 198,600 | 82,698 | 281,298 | 2,740,600 |
| 2039-2040 | 2,740,600 | 204,400 | 76,979 | 281,379 | 2,536,200 |
| 2040-2041 | 2,536,200 | 210,300 | 71,077 | 281,377 | 2,325,900 |
| 2041-2042 | 2,325,900 | 216,300 | 65,021 | 281,321 | 2,109,600 |
| 2042-2043 | 2,109,600 | 222,600 | 58,792 | 281,392 | 1,887,000 |
| 2043-2044 | 1,887,000 | 229,000 | 52,381 | 281,381 | 1,658,000 |
| 2044-2045 | 1,658,000 | 235,600 | 45,768 | 281,368 | 1,422,400 |
| 2045-2046 | 1,422,400 | 242,300 | 38,985 | 281,285 | 1,180,100 |
| 2046-2047 | 1,180,100 | 249,400 | 32,007 | 281,407 | 930,700 |
| 2047-2048 | 930,700 | 256,600 | 24,826 | 281,426 | 674,100 |
| 2048-2049 | 674,100 | 263,900 | 17,418 | 281,318 | 410,200 |
| 2049-2050 | 410,200 | 271,500 | 9,817 | 281,317 | 138,700 |
| 2050-2051 | 138,700 | 138,700 | 1,999 | 140,699 | 0 |
| | | 5,000,000 | 2,120,037 | 7,120,037 | |

Note: Interest amounts estimated

# PENSION FUNDS

NORMAN
Bringing People & Pets TOGETHER
ANIMAL WELFARE





## PENSION FUNDS

The City of Norman contributes to three separate retirement systems on behalf of City employees.

- Employee Retirement System
- Oklahoma Firefighters Pension and Retirement System
- Oklahoma Police Pension and Retirement System

Each of these retirement systems is administered by entities other than the City of Norman and as a result the City does not exercise budgetary control. Therefore, they are not included in the budget as separate funds of the City. It should be noted that the cost of contributions to the system by the City is a part of the City's budget and shows up as a part of salaries and benefits.

# APPENDIX



# GLOSSARY OF TERMS and ACRONYMS

**ACTIVITY** - A specified and distinguishable line of work performed by a Division.

**ACCRUAL BASIS** – The accrual basis of accounting recognizes revenues in the period earned and expenses in the period incurred rather than when cash is received or paid.

**AD VALOREM TAX** – An ad valorem property tax is a tax imposed based on the "value of the article or thing taxed." An ad valorem tax is usually imposed at recurring intervals on the same piece of property.

**ADA** – American Disabilities Act

**AFIS** – Automated Fingerprint Identification System

**APPROPRIATION** - A legal authorization made by the City Council which permits City officials to incur obligations for a specific purpose. Each appropriation is made at the Fund and Department level, which is the highest level of budget control.

**ASSESSED VALUATION** - A value set upon real estate or other property by a government as a basis for levying taxes.

**ASSETS** - Resources owned or held by the City which has monetary value.

**BALANCED BUDGET** - The City shall annually adopt a balanced budget in accordance with the Oklahoma Municipal Budget Act (Title 11 Oklahoma Statutes 2006). As such, expenditures may not legally exceed appropriations at the Fund level for each legally adopted annual operating budget (i.e., a fund balance cannot be negative).

**BASIN** – An area defined by the network of sewer line segments that are tributary to and terminate at a designated and control point.

**BIOLOGICAL OXYGEN DEMAND (BOD)** – A standard measure of wastewater strength that quantifies the oxygen consumed in a stated period, usually 5 days and at 20°C.

**BIOLOGICAL PROCESS** – The process by which the metabolic activities of bacteria and other microorganisms break down complex organic materials to simple, more stable substances.

**BIOSOLIDS** – Solid organic matter recovered from municipal wastewater treatment that can be beneficially used, especially as a fertilizer. Bio-solids are solids that have been stabilized within the treatment process, whereas sludge has not.

**BOND** - A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayments of the principal are detailed in a bond ordinance. The most common type of bonds is general obligation (GO) and revenue (Water/Sewer) bonds. These are most frequently used for construction of large capital projects, such as buildings and streets.

**BUDGET** - A plan of financial operation embodying an estimate of proposed means of financing them. The term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the City Council for adoption and sometimes it designates the plan finally approved by the body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether it has been approved by the appropriating body.

**BUDGET YEAR –** July 1 through June 30

**BUDGETARY CONTROL** - The control or management of the organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available resources.

**CAFR** – Comprehensive Annual Financial Report

**CAPITAL IMPROVEMENT CHARGE (CIC)** – A charge placed upon all consumers and users of sewer or water service furnished by the City. The current CIC is $1.00 per month for a residential customer. City Code Section 21-107 (a)(1) requires the CIC amount to equal 60 percent of the actual monthly sewer charge for commercial and industrial customers. The CIC was implemented on March 24, 1970, as part of Ordinance 2156.

**CAPITAL OUTLAY** - is an expenditure directed towards maintaining or purchasing new or replacing tangible assets which themselves have expected life spans of one to five years. Expenses are generally one-time and occur within a single budget year. Examples include the purchase of vehicles and equipment.

**CAPITAL PROJECT FUNDS** – generally cost more than $10,000, are relatively fixed or permanent in nature and have an expected life of more than five years. Such projects consist of the construction of a new, expanded or improved tangible asset, which is physically fixed. Major projects normally require more than one fiscal year to complete. Contracted services for design, land acquisition, utility relocations and construction may be required. Examples include land purchase, new buildings, building additions, street improvements, utility line improvements, parks and playgrounds, and major drainage channel improvements.

**CBOD** – Carbonaceous Biochemical Oxygen Demand

**CDBG** – Community Development Block Grant Program

**CFR –** Code of Federal Regulations

**CHIEF EXECUTIVE OFFICER** – City Manager

**CLEET** – Council on Law Enforcement Education and Training

**CNG** – Compressed Natural Gas Vehicles

**COLLECTION SYSTEM** – In wastewater, a system of conduits, generally underground pipes, that receives and conveys sanitary wastewater and/or stormwater. In water supply, a system of conduits or canals used to capture a water supply and convey it to a common point.

**COMCD** – Central Oklahoma Master Conservancy District

**CONNECTION FEE** – Previously known as the tap fee, was first developed in 1970. A charge for sewer or water connection based upon the size of the service line leading into and to be utilized for the furnishing of water or sewer to any user or structure. Monies received from the connection charge are evenly divided between the City of Norman's Water and Wastewater Funds. Collected fees are used to fund activities performed in both the water and sewer utility systems.

**CORE AREA** – Boundaries are officially Berry Road on the west, Robinson on the north, 12th Avenue on the east, and Constitution / Imhoff extended on the south.

**COST ALLOCATION** - Distribution of costs of centrally provided support services such as management, accounting, purchasing, payroll, information services, and legal.

**DEBT SERVICE** - The City's obligation to pay the principal and interest of general obligation and revenue bonds according to a predetermined payment schedule.

**DEFICIT** - The excess of the liabilities of a fund over its assets, or the excess of expenditures over revenues during an accounting period.

**DEPARTMENT** - A section of the total organization which is comprised of Divisions and is under the oversight of a Director who reports to the City Manager.

**DEPRECIATION** – The decrease in value of physical assets due to use and passage of time.

**DEQ –** Department of Environmental Quality

**DIVISION** - A sub-section of a Department which carries out a specific line of work assigned to the Department.

**DMR –** Discharge Monitoring Report

**DO –** Dissolved oxygen

**DOF** – Department of Finance

**DUI** – Driving Under the Influence

**DTMF –** Dual-tone-multi-frequency or "touch-tone"

**E911** – Emergency 911 Telephone Fund

**ECAB** – Environmental Control Advisory Board

**EEOC** – Equal Employment Opportunity Commission

**EFFLUENT** – Partially or completely treated water or wastewater flowing out of a basin or treatment plant.

**EID (Environmental Information Document)**– The document which provides the basic information about a project and its environmental effects.

**EMD –** Emergency Medical Dispatch

**EMS** – Emergency Medical Services

**EMT-B –** Emergency Medical Technician-Basic

**EMT-P** – Emergency Medical Technician-Paramedic

**ENCUMBRANCE** - A commitment related to unperformed contracts or goods or services. Encumbrances represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

**ENTERPRISE FUND** - A fund established to account for operations that are financed and operated in a manner like private business enterprises, where the intent of the governing body is that the costs of providing goods or services to the public on a continuing basis be financed or recovered primarily through user charges.

**EPA** – Environmental Protection Agency

**EXCISE TAX** – An excise tax is any tax, which is not an ad valorem tax and is generally imposed on the performance of an act, engaging in an occupation, or enjoying a privilege.

**EXPENDITURES (EXPENSES)** - Decrease in total net assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

**FACE VALUE (PAR, PRINCIPAL)** – The full amount of an investment security, usually appearing on the face of the instrument.

**FIDUCIARY FUNDS (TRUST & AGENCY FUNDS)** – An accounting fund type recommended by the Oklahoma Municipal Budget Act to account for assets held by the municipality as trustee or agent for individuals, private organizations or other governmental units or purposes.

**FISCAL YEAR** - The period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Norman has a fiscal year of July 1 through June 30.

**FIXED ASSETS** - Long-lived tangible assets obtained or controlled because of past transactions, events, or circumstances. Fixed assets include buildings, equipment, and improvements other than building and land.

**FT** – Full-time (employee)

**FUND** - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**FUND BALANCE** - Fund balance is the excess of assets over liabilities.

**FUND BALANCE - RESERVED FOR DEBT SERVICE** - A portion of fund balance that is legally restricted to the payment of long-term debt principal and interest maturing in future years.

**FY** – Fiscal Year

**FYE** – Fiscal Year Ending

**GAAP** – Generally Accepted Accounting Principles

**GASB** – Government Accounting Standards Board

**GENERAL FUND** – An accounting fund type recommended by the Oklahoma Municipal Budget Act to account for all monies received and disbursed for general governmental purposes.

**GENERAL OBLIGATION BONDS (GO)** - Legal debt instruments, which finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government and are financed through property tax revenues.

**GF** – General Fund

**GFOA** – Government Finance Officers Association

**GIS** – Graphical Interface System

**GO** – General Obligation (bond)

**GOVERNING BODY**- City Council

**GOVERNMENTAL FUNDS**-Governmental funds are used to account for the relatively liquid portion of the City's assets that are not accounted for through proprietary or fiduciary funds, the short-term obligations pertaining thereto and the net balance of these financial resources available for subsequent appropriation and expenditure.

**HEADWORKS** – The initial structure and devices located at the receiving end of a water or wastewater treatment plant.

**HHW** – Hazardous Household Waste Program

**HOME** – Home Investment Partnerships Program

**HUD** – Housing and Urban Development

**HVAC** – Heating Vent Air Conditioning

**I / I** – An abbreviation for Infiltration and Inflow into the Sanitary Sewer System.

**IMPACT FEES** – Fees collected from developers and set aside to help fund infrastructure adjustments within the community. Monies to be used as the development further impacts the municipality.

**INFILTRATION** – Groundwater that enters the sanitary sewer through defects in the pipes and manholes such as cracks, separated joints, deteriorated manhole components, building foundation drains, and defective service laterals.

**INFLOW** – Surface stormwater that enters the sanitary sewer through direct sources such as vented manhole covers, downspouts, area drains, and uncapped cleanouts.

**INTERCEPTOR** – Sanitary sewer interceptors are those lines that convey sewage from neighborhood to neighborhood in route to the wastewater treatment plant. Pipe diameters are generally larger than lines placed within residential developments.

**INTERGOVERNMENTAL REVENUE** - Grants, entitlements and cost reimbursements from another federal, state or local government.

**ISO –** International Organization for Standardization standards

**INTERNAL SERVICE** – Category expenditure for services and maintenance provided by a vendor that is another department within the City.

**INTERNAL SERVICE FUND** - A fund used to account for the financing of goods or services provided by one department or agency to other departments of a government, on a cost-reimbursement basis.

**ISSUER** – A political subdivision (city, county, state, authority, etc.) that borrows money through the sale of bonds or notes. The City of Norman is an issuer of General Obligation Bonds, and the Norman Utilities Authority and Norman Municipal Authority are issuers of Revenue Bonds.

**LAND APPLICATION** – The disposal of wastewater or municipal solids onto land under controlled conditions.

**LEVY** - (Verb) To impose taxes, special assessments or service charges for the support of government activities. (Noun) The total amount of taxes, special assessments or service charges imposed by a government.

**LIABILITIES** - Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

**LIFT STATION** – A pumping facility that conveys wastewater flow, from an area that would not naturally drain to the wastewater treatment plant, into the gravity sewer system for delivery and treatment.

**LINE ITEM BUDGET** - A budget prepared along divisional line items that focus on what is to be bought.

**MATERIALS AND SUPPLIES** – Category expenditures generally for consumable goods that are used by City employees.

**MATURITY** – The date when the principal amount of an investment security becomes due and payable.

**MSW** – Municipal Solid Waste

**MUNICIPALITY** – City of Norman

**NAHC** – Norman Arts & Humanities Council

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)** – Program in the U.S. to issue, monitor, and enforce pretreatment requirements and discharge permits under the Clean Water Act.

**NEDC** – Norman Economic Development Coalition

**NEW DEVELOPMENT EXCISE TAX –** Sewer excise tax levied and collected on new development (including developments of tax – exempt property owners) to be served by the City's water reclamation system. The tax imposed is collected at the time a building permit is issued for all construction and based upon the square footage as set forth in the permit. The New Development Excise Tax and Fund was established Oct. 1, 2001 as a result of Ordinance 0001-58, adopted by Council in June, 2001, and approved by voters in August, 2001. These funds shall be used exclusively for wastewater expansion, improvements, and to pay debt service on obligations issued to finance future improvements and expansion of the wastewater system.

**NFPA** – National Fire Protection Agency

**NIMS –** National Incident Management System

**NFSTF –** Norman Forward Sales Tax Fund

**NMA** – Norman Municipal Authority – Established in April 1965 includes financing and operating the Westwood Park recreational facilities and sanitation services for the City.

**NPDES –** National Pollutant Discharge Elimination System

**NTU** – Nephelometer Units

**NUA** – Norman Utilities Authority – Established in February 1970 includes financing and operating the utility systems for the City (water and wastewater).

**NYSCA** – Norman Youth Sports Coaches Association

**OBJECT** - Expenditure classification according to the types of items purchased or services obtained.

**ODEQ** – Oklahoma Department of Environmental Quality

**OFPRS** – Oklahoma Firefighters Pension & Retirement System

**OJI** – On-the-Job Injury

**OMCCA –** Oklahoma Municipal Court Clerks Association

**OPERATING BUDGET** - Plans of current expenditures and the PROPOSED means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending, and service delivery activities of the City are controlled. The use of annual operating budgets is required by State Law.

**OPDES –** Oklahoma Pollutant Discharge Elimination System

**OPPRS** – Oklahoma Police Pension & Retirement System

**OSHA** – Occupational Safety Hazard Association

**OTHER SERVICES AND CHARGES** – Services provided to the City of Norman by outside vendors.

**OVERFLOW** – A condition in which the wastewater flow rate in a sewer system exceeds the capacity of the sewer to the extent that raw wastewater is discharged directly to storm and drainage systems.

**PAYBACK ORDINANCE** – Ordinance (O-9697-30) allows the City Council to appropriate funds to pay costs of extending wastewater and water lines from an existing location to, alongside or beyond the boundaries of a developer's new construction.

**PC** – Personal Computer

**PER CAPITA DEBT** - The amount of a government's debt divided by its population.

**PERSONAL SERVICES** - Cost related to compensating employees, including salaries, wages, insurance, payroll taxes, and retirement contributions.

**PPT** – Permanent Part-time (employee)

**PRIVATE SECTOR** – Those facilities which are owned and maintained by property owners other than the municipality.

**PROPERTY TAX** - Taxes levied on all real and personal property according to the property's valuation and the tax rate, in compliance with State Property Tax Code.

**PSRP** – Process to Significantly Reduce Pathogens

**PT** – Part-time (employee)

**PSST** – Public Safety Sales Tax

**PUBLIC SECTOR** – Those facilities which are operated and maintained by the municipality.

**QC –** Quality Control

**REAL PROPERTY** - Property classified by the State Property Tax Board including residential, single, and multi-family, vacant lots, acreage, farm and ranch improvements, commercial and industrial, oil, gas, and other mineral reserves.

**REFUNDING** – A system by which a bond issue is redeemed by a new bond issue under conditions generally more favorable to the issuer (lower interest rate; fewer restrictions, etc.).

**REPLACEMENT COSTS** - The cost as of a certain date of a property which can render similar service (but which need not be of the same structural form) as the property to be replaced.

**RESERVE, CAPITAL** - A portion of fund balance equal to the average of the forecasted capital expenditures during the five-year forecasted period has been reserved in each fiscal year budget to provide assurance that resources are available to provide for the normal replacement of depreciable assets.

**RESERVE, DEBT** - A portion of fund balance equal to the average annual debt service requirement that has been reserved to provide assurance that resources are available to meet each fiscal year's debt service payment.

**RESERVE, (DEFICIT)** - The amount by which fund balance does not meet all reserve requirements.

**RESERVE, LEGAL** - A portion of fund balance that is not appropriate for expenditures or is legally segregated for a specific future use.

**RESERVE, OPERATING** - A portion of fund balance that has been reserved in each fiscal year budget to protect service delivery from unexpected revenue loss or expenditure requirement.

**RESERVE, SURPLUS** - A portion of fund balance that is not reserved for any specified purpose and may be appropriated for one-time expenditures as needed.

**REVENUE** - Increases net total assets from other than expense refunds, capital contributions, and residual equity transfers. Funds received as income.

**REVENUE BONDS** - Legal debt instruments which finance public projects for such services as water or sewer. Revenues from the public project are pledged to pay principal and interest of the bonds.

**RFP** – Request for Proposal

**ROI** – Return on Investment

**ROW** - Right-of-Way

**SALARIES AND BENEFITS** – Payments direct to full and part-time City of Norman employees for services performed, including contributions to retirement and pensions, social security, health insurance uniform allowances and related expenses.

**SALES TAX** – A tax levied by the City on retail sales of tangible personal property and some services.

**SERVICES AND MAINTENANCE** – Services provided to the City of Norman by outside vendors.

**SIU –** Significant Industrial User

**SLUDGE** – Accumulated and concentrated solids generated within the wastewater treatment process that have not undergone a stabilization process.

**SOP –** Standard Operating Procedures

**SPECIAL ASSESSMENT FUNDS** – An accounting fund type recommended by the Oklahoma Municipal Budget Act to account for the financing of public improvements or services deemed to benefit properties in a specified area, against which special assessments are levied.

**SPECIAL REVENUE FUNDS** – An accounting fund type recommended by the Oklahoma Municipal Budget Act to account for the proceeds of specific revenue sources and related expenditures separate and apart from other funds, but for which the specified revenues may be insufficient to meet the related expenditures.

**STATEWIDE REVOLVING FUND (SRF) LOANS** – Under the SRF program, municipalities can obtain up to 40 percent in matching funds for approved projects, when 60 percent of the construction costs can be obtained by the municipality on the open municipal bond market or from available funds of the municipality.

**SUBSIDY** – A gift or grant of public monies to a private individual or corporation or to another governmental jurisdiction, or a gift or grant of monies from one sub-entity to another within a governmental jurisdiction.

**TAX INCREMENT FINANCE (TIF) DISTRICT** – The use of incremental sales and property tax in a designated district to be used in accordance with approved plans to finance projects in the district such as facilities, infrastructure, parks, sidewalks and other public improvements.

**TAXES** - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

**TIP** – Transportation Improvement Plan

**TMA** – Traffic Management Area

**TMDL** (Total Maximum Daily Load) – The amount of pollutants, from natural and man-made sources, which can be discharged to a specific body of water without causing harm to the water's quality or aquatic life. Any pollutant loading above the TMDL results in violation of applicable water quality standards.

**TSS –** Total suspended solids

**TTD** – Trial Total Disability (payments)

**USE TAX –** A tax levied by the City of Norman on out-of-state purchases of tangible personal property that is stored, used or otherwise consumed within the State of Oklahoma by the purchaser.

**WTP –** Water Treatment Plant

**WWTP –** Wastewater Treatment Plant

**WASTEWATER TREATMENT PLANT INVESTMENT FEE (WWTPIF)** – A source of revenue to offset the cost of improvements made to the Norman Wastewater Treatment Plant in 2000. The WWTPIF was an impact fee that was authorized by Ordinance 9697-2 on July 23, 1996. The WWTPIF was a one-time charge paid at the time when new homes or businesses are permitted for connection to the sewerage system. The WWTPIF expired in December 2004, when sufficient funds were generated to pay the portion of the costs of the improvements attributable to new development ($6,192,039).

**ZERO-BASED BUDGETING** – The process of preparing an operating plan or budget that starts with no authorized funds. Each activity to be funded must be justified every time a new budget is prepared.

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D.O.T. 3
NOAA
AND ATMOSPHERIC ADMINISTRATION


NOAA
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION
U.S. DEPARTMENT OF COMMERCE
Total Surface Precipitation on 08/09/2025 at 09z
GFS 3-hr precipitation totals (mm)
0.1
25
Mesonet
Solar Radiation (W/m²)
Mesonet

City of Norman

# CAPITAL IMPROVEMENT PROJECTS BUDGET

Tour of Jenkins









## FYE 2027

**FISCAL YEAR ENDING JUNE 30, 2027**
**FINANCIAL PLAN-FISCAL YEAR-END 2028-2031**



# On the Cover

## JENKINS AVENUE WIDENING PROJECT

In 2019, the voters of Norman approved the "Vision Norman" General Obligation Bond proposal, a $72,000,000 package of road widening and improvement projects over a period of years. One of the major Vision Norman projects was the widening of Jenkins Street in south central Norman. Jenkins is a major north/south arterial road which serves as an entryway to the University of Oklahoma and downtown Norman.

The widening of Jenkins Avenue is underway. The project, which includes $4,071,553 of City Bond funding and $7,500,000 in matching federal funding (total project cost estimate of $11,571,553) will widen Jenkins Avenue from two lanes to four lanes for 1.5 miles from Imhoff Street to Lindsey Street, including a modern roundabout at the intersection of Jenkins and Constitution/Imhoff Streets, drainage improvements and relocating major utilities underground.

The cover and divider page artwork shows a "drive along Jenkins". Travelling from south to north, Jenkins serves the City's Wastewater Reclamation Facility and Animal Welfare Center, before crossing State Highway 9. At State Highway 9, Jenkins serves the National Weather Center (which houses the National Oceanographic and Atmospheric Administration, Oklahoma Geological Survey, University of Oklahoma School of Meteorology and other facilities) and the Lloyd Noble Center Arena (home of OU basketball and gymnastics teams and other major events). Jenkins serves a major City community park, Reaves Park, where baseball, softball and major events such as the annual Medieval Fair, Juneteenth Festival and Norman Day (July 4th) are held. The eight-time national NCAA softball champion Oklahoma Sooners are headquartered at "Love's Field" at the intersection of Jenkins Avenue and Imhoff Street (the modern roundabout will serve this facility). Love's Field is considered the premiere college softball facility in the country.

Jenkins Avenue is the eastern boundary of the University of Oklahoma campus, and major university housing and parking facilities are served by Jenkins north of Timberdell Road. The Saint Thomas More Catholic parish is located on Jenkins and many private residents are served on the east side of Jenkins.

At the northern end of the Jenkins Avenue widening project, at the intersection with Lindsey Street, is Gaylord Family Oklahoma Memorial Stadium, home of the seven-time NCAA national football champion Oklahoma Sooners, and "Heisman Park". Jenkins Avenue proceeds north bound into downtown Norman and ties into James Garner Avenue. The Lindsey widening project is scheduled to be completed in 2026, improving traffic flow and City infrastructure for generations into the future. As illustrated throughout this document, the widening of Jenkins Avenue will better service the major facilities that make Norman an outstanding place to live, work and play.

Photos were provided by the City of Norman Communications and Multimedia Division as well as by City of Norman Water Treatment Plant Operator Eli Coffman.

Graphic Art was provided by the City of Norman Office Services Divi

# CITY COUNCIL

**MAYOR**
Stephen Holman

| | | | |
|---|---|---|---|
| **Ward 1** | David Gandesbery | **Ward 5** | Trey Kirby |
| **Ward 2** | Matthew Peacock | **Ward 6** | Joshua A. Hinkle |
| **Ward 3** | Robert Bruce | **Ward 7** | Kimberly Blodgett |
| **Ward 4** | Helen Grant | **Ward 8** | Scott Dixon |

Presented by:
Darrel Pyle, City Manager

# Budget and Research Staff

Clint Mercer, CPA, CPFO
Finance Director

Kim Coffman, CPFO, CPFIM, ACPFA
Chief Accountant – Assistant Finance Director

Jacob Huckabaa
Budget Analyst

Debbie Whitaker
Municipal Accountant III

Dannielle Risenhoover
Administrative Tech IV

Mindy Aynes
Municipal Accountant I

# Office Services Staff

Kris Wiard
Print Graphics Designer II

Cheyenne Buesing
Print Graphics Designer I

This document was prepared by the City of Norman, Finance Department and printed by City of Norman, Office Services Division.
For additional information please contact:
City of Norman Finance Department
P.O. Box 370

# THE CITY OF NORMAN

## OUR MISSION

## "WORKING TOGETHER TO DELIVER EXCEPTIONAL SERVICE"

**To fulfill our mission, City of Norman employees pledge themselves to these values:**

### TEAMWORK

We value each other's contribution and encourage teamwork.

### CARING

We value service to others in a caring manner. We listen with a willingness to understand the needs of others. We respond in a friendly, helpful way.

### ACCOUNTABILITY

We are responsible for our work and actions.

### SERVICE

We are committed to providing exceptional service in a courteous, dependable and efficient manner.

### RESPECT

We respect our differences and treat each other with understanding and dignity.

### FAIRNESS

We seek to understand the needs of others. We strive for equity in the delivery of services and in the treatment of individuals.

### PROFESSIONALISM

We value a knowledgeable, capable and effective organization.

### RESPONSIVENESS

We value a timely response to both customer and employee.

**We believe that these values are the foundation of all our endeavors to make our community a better place now and for future generations.**

# FYE 2027 Capital Improvement Projects Budget

# And

# FYE 2028-2031 Capital Improvements Projects Plan

City of Norman, Oklahoma
Preliminary

GOVERNMENT FINANCE OFFICERS ASSOCIATION

# *Distinguished Budget Presentation Award*

**PRESENTED TO**

## City of Norman
## Oklahoma

For the Fiscal Year Beginning

**July 01, 2025**

Christopher P. Morrill

**Executive Director**

# Executive Summary of the FYE 2027 Capital Improvement projects budget – By Fund

## Dedicated Public Safety Sales Tax Fund – 15

Revenues to this fund derive from a one-half percent (1/2%) Public Safety Sales Tax (PSST). Ordinance O-0708-32, passed in 2008 and permanently extended in 2014 by Ordinance O-1314-33, authorized the City to assess the new sales tax to increase the number of police officers and firefighters, construct two new fire stations, and fund several critical public safety needs. Revenue bonds were issued in fiscal year ending 2015 to finance three of the critical public safety needs.

## Community Development Block Grant Fund – 21

The Community Development Fund is a Special Revenue Fund established to account for the resources allocated to Community Development Block Grant (CDBG), the HOME Partnership Program, and other funds from the U.S. Department of Housing & Urban Development (HUD). Revenues to this fund derive from Federal Government grants. The City will advance the funds, and the grant program will reimburse the City based on regularly filed claims.

## Special Grants Fund – 22

Revenues to this fund derive from contributions, gifts of cash, or other assets from another government or non-profit agency to and used for a specific purpose. They are budgeted as received.

## Room Tax Fund – 23

The Room Tax Fund is a Special Revenue Fund established to account for a tax on the gross revenues of hotel and motel establishments. 25% of Room Tax revenue is budgeted for Parks Development.

## Public Transportation Fund – 27

The Public Transportation and Parking Fund is a Special Revenue Fund established to account for revenue to fund operations, maintenance, and other expenses associated with the City of Norman's public transportation system. Revenue is derived from grants from the Federal Transit Administration (FTA) and the Oklahoma Department of Transportation; the Public Transit Sales Tax; advertising; and a contribution from the Norman Regional Health System.

## Water Fund - 31

Capital Projects are funded through user fees, bonds, loans, and grants. Funding for capital projects in FYE 2027 total $4,475,000. Project expenses from the Water Fund included are for the Water Distribution System ($3,875,000), Water Treatment Plant ($550,000) , and Water Wells ($50,000). Significant impact on the operating budget is expected. Most of the impact cannot be quantified at this time.

## Water Reclamation Fund – 32

Funding for these projects are wastewater user fees, revenue bonds, and project specific grants.

## Sewer Maintenance Fund – 321

The Sewer Maintenance Fund is an enterprise fund established October 1, 2001, to account for revenues from the $5 per month Sewer System Maintenance Rate (SMR). It is used to account for all expenditures related to major maintenance of the water reclamation system (capital improvement projects accomplished through contracts with private construction vendors), primarily for rehabilitation of neighborhood sewer lateral lines. In FYE 27, $3,575,000 is proposed for 4 projects.

## New Development Excise Tax Fund – 322

The New Development Excise Tax Fund, established October 1, 2001, accounts for revenues and capital project expenditures from excise tax levied and collected on new development (including developments of tax-exempt property owners) to be served by the City's water reclamation system. Revenues are used for constructing improvements to wastewater collection, conveyance and treatment facilities. These are for new growth (full build-out) related wastewater capital projects, including interceptor improvements and north side wastewater treatment plant environmental impact studies, as required by the Environmental Protection Agency (EPA) as part of the permitting process.

## Sanitation Fund – 33

The Sanitation Fund is an enterprise fund used to account for the operations associated with solid waste collection and disposal in the City of Norman.

# Capital Fund – 50

Seventy percent (70%) of one percent (0.7%) of sales tax is set aside for capital improvements. Those projects approved for construction with this funding are accounted for in the Capital Improvements Fund. Capital Sales Tax revenue is projected to be $17,633,956 in FYE 27. Bond projects will use $17,002,005 of General Obligation Bond funds. $300,000 is anticipated to be available from earned interest.

## Capital Outlay

By Council policy, 27% of the Capital Sales Tax revenue is dedicated for capital outlay. In FYE 27, the amount of $4,728,384 will be transferred to the General Fund for capital outlay.

## Street Maintenance

Street maintenance continues to be a high priority. Revenue dedicated for street improvements by formula is 20% of the Capital Sales Tax. In FYE 2027, $3,450,000 is budgeted for asphalt and concrete pavement maintenance and the crack seal program. $98,497 is to be transferred to the General Fund for stormwater drainage labor. A significant amount of street maintenance, not included here, is funded through General Obligation Bonds detailed below.

## Maintenance of Existing Facilities

Maintenance of existing facilities is to preserve existing facilities and prevent/postpone need for major capital expenditures. Revenue dedicated for facility maintenance by formula is 7% of the Capital Sales Tax. In FYE 27, $899,000 is proposed for 16 individual projects.

## Other Capital Projects

Other capital project expenses include $5,346,123 for projects, $1,410,039 for salaries & benefits and $23,645 for Services & Maintenance. Major project categories include Transportation ($2,511,123), Buildings and Grounds ($225,000), Parks and Recreation ($210,000) and Stormwater ($2,400,000).

## Information Technology

By Council policy, 5% of Capital Sales Tax revenue is dedicated for critical IT hardware and software infrastructure. In FYE 27, $900,000 is proposed for this purpose. An additional $527,640 is proposed for annual maintenance of the City's radio system.

## General Obligation Bond Projects – 2019

On April 2, 2019, voters approved $72,000,000 in transportation improvement projects. General obligation bonds will be sold with a property tax as the funding source. There is $2,726,670 in expenses programmed for FYE 27, with the remaining program scheduled from FYE 28 to beyond 5 years

### General Obligation Bond Projects – 2023

On October 10, 2023, voters approved $50,000,000 in bridge maintenance projects. General Obligations Bonds are being sold with property tax as the funding source. There is a total of $1,500,000 being programmed for FYE 27 with the remaining funds to be programmed in FYE 28 and beyond.

### General Obligation Bond Projects – 2026

On April 7, 2026, voters approved two propositions; $35,000,000 for a continuation of the 2021 street maintenance bond program and $8,000,000 for the construction of a permanent shelter and resource facility. Property taxes are the funding source for both. There is a total of $4,775,335 programmed for street maintenance and $8,000,000 programmed for the shelter facility in FYE 27 with the remaining street maintenance funds to be programmed over the next 5 years.

Capital projects will affect the General Fund operating budget. Facility/infrastructure improvements and replacements are built to higher standards, and should reduce maintenance expenses, increase efficiency and increase safety (i.e. the Maintenance of Existing Facilities set-aside, Building Maintenance Projects, etc.). However, there will be a gradual but cumulative demand to maintain more traffic control facilities, buildings and parks in future years.

## Norman Forward Sales Tax Fund – 51

*Norman Forward* is a citizen-initiative 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. This one half of one percent (1/2%) 15-year temporary sales tax increase to fund Norman Forward Quality of Life Projects was approved by voters on October 13, 2015 and was effective January 1, 2016. Some of the projects have been and will be funded on a pay as you go basis. Some of the projects were of greater costs and therefore required borrowing funds through general obligation bonds. The individual projects' impact on the operating budget may be significant because they are new and expanded facilities. In FYE 27, $671,000 in PayGo projects are proposed.

## Park Land and Development Fund – 52

The Park Land and Development Fund is a Special Revenue Fund established for the purpose of accounting for Park Land fees as identified in Ordinance Number O-7576-21 dated January 1976. Typically, projects appear before Council for budgeting when sufficient development occurs to warrant improvements and sufficient funds collected to pay for the improvements.

## University North Park Tax Increment Finance District Fund – 57

The purpose of the University North Park TIF (TIF #2) is to facilitate development and improvements in the University North Park Area, in accordance with the Oklahoma Constitution and Local Development Act. City Council and property owners identified projects to fund.

## Center City Tax Increment Finance District Fund – 58

The CCFBC was adopted by the City Council on May 23, 2017, to codify goals and objectives of the Center City Vision. The City Council adopted the Norman Center City Project Plan and Tax Increment Finance District No. 3 on December 19, 2017 (O-1718-27), for the purpose of stimulating the development contemplated by the Center City Form Based Code (CCFBC), and promoting smart development practices in the Center City area.

## Arterial Road Recoupment Fund – 78

The Arterial Road Recoupment Fund's purpose is to act as a revolving fund to match private funds in constructing arterial roads, in an effort to prevent dangerous gaps. As land is developed, developers are required to construct or fund the widening of the adjacent arterial roads that serve their subdivision. Because it is rare that all adjacent land develops at the same time, the resulting scenario is unimproved road segments, or gaps. In effect, the directional lanes would be two lanes, then one lane, then two lanes, such that dangerous driving conditions occur. The intent is that development pays its way when it (recoupment district) develops. Initial funding for this program was from the Capital Fund. Future revenues will reimburse this fund as a revolving source for this program.

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# OVERVIEW


THE LLOYD NOBLE CENTER
WATCH MORE
WOMEN'S
BASKETBALL
OKLAHOMA
MEN'S BASKETBALL

# Overview of the Capital Improvements Plan

## Planning

The Capital Improvements Plan (CIP) is the schedule established by the City of Norman that identifies the major improvement projects and schedules them to fit its fiscal capabilities for five years into the future. Annual reviews are made of the capital improvement projects budget and plan, and the plan is extended one year, to maintain a six-year schema.

Capital Projects generally cost more than $10,000, are relatively fixed or permanent in nature and have an expected life of more than five years. Such projects consist of the construction of a new, expanded or improved tangible asset, which is physically fixed. Major projects normally require more than one fiscal year to complete. Contracted services for design, land acquisition, utility relocations and construction may be required. Examples include land purchase, new buildings, building additions, street improvements, utility line improvements, parks and playgrounds, and major drainage channel improvements.

Capital Outlay, on the other hand, is an expenditure directed towards maintaining or purchasing new or replacing tangible assets which themselves have expected life spans of one to five years. Expenses are generally one-time and occur within a single budget year. Examples include the purchase of vehicles and equipment.

The CIP maintains a multi-year time frame. Information is updated annually in conjunction with the budget process. Prior years' actual project expenditures are included. The first year shown is the budget for the active fiscal year. The second year is the next fiscal year, for which an official annual budget is being prepared. The remaining four years are projections of anticipated revenues and expenses based on estimated needs and priorities.

Capital projects originate at virtually any point in time and from a variety of sources. Any citizen, organization, Board or Commission may submit requests to Council at any time. Also, special studies and master plans for various city services (such as wastewater, water, parks and recreation, or transportation) culminate at various times, usually resulting in recommended capital projects, including operating impact, scheduling, and revenue sources. If Council determines sufficient need and/or funds exist, then the Capital Budget and/or Plan may be amended. Otherwise, the annual planning and budgeting process begins in the Fall of each year.

## Budgeting

The Capital Improvements Budget follows the Oklahoma Municipal Budget Act. The budget is organized by Fund, which is described throughout this document. This is a multi-year program, identifying total project expenses related to a particular project. Past actual expenses are included; however, the first single year is the active fiscal year. After the end of this fiscal year, both the encumbered and unencumbered budgeted amounts automatically roll into the following fiscal year's budget to maintain funding continuity, until the projects are individually closed. The

second single year is the additional new funding for the upcoming fiscal year's budget. The remaining years constitute a plan.

The Municipal Budget Act authorizes optional (effective July 1, 2006) nonfiscal budgeting for capital expenses. "Encumbrances for funds whose sole purpose is to account for grants and capital projects and/or any unexpended appropriation balances may be considered nonfiscal and excluded from the budget by the governing body, but shall be reappropriated to the same funds, accounts and for the same purposes for the successive fiscal year, unless the grant, project or purpose is designated or declared closed or completed by the governing body." (11 O.S., Section 17-206, D.). In other words, once appropriated, a budget (encumbered and unencumbered balances) could automatically carry over from one fiscal year to the next until that project is either completed, or the project declared closed. It would no longer be necessary for Council to reconcile and reappropriate unencumbered fund balances for capital project accounts, but only to declare when a grant, project or purpose is closed or completed. This policy was adopted by Council beginning with the FYE 2010 budget.

The Capital Improvement Program Fund Process: During the Fall, Council and Staff begin reviewing the status of capital project implementation and the need to incorporate adjustments or amendments to policy, priorities, scope or costs. Typically, Council holds this initial review in November. A first draft proposal for a new CIP is prepared for Council's consideration and comment in February. In response, revisions are prepared and a fiscally responsible multi-year plan is prepared. Additional Council study sessions are held during March and May for recommendations and adjustments from City Staff. Two public hearings are then held at regularly scheduled Council Meetings, and the final decision for which projects to appropriate funds goes to Council and the City Manager. When adopted in June, the first year becomes the fiscal year budget and the remaining years constitute the proposed Capital Improvements Plan.

## Implementation

With City approval and/or funding available, project managers pursue the necessary steps to implement the approved projects. Typically

There are four implementation stages. Design of the improvement is accomplished by a qualified professional and requires proper selection procedures (this may be staff or consultant). Right-of-way acquisition must provide fair treatment of the owner's rights and use of public funds and sometimes involve hiring of consultant services. Utility relocations involve both City and non-city owned "public" and private facilities and requires coordination of workspace and scheduling. Finally, facility construction requires fair selection of contractors, traffic management, inspections, and approvals throughout the period of construction.

When projects anticipate outside funding (such as grants, transportation matching funds, private donations) there are additional requirements of the City. Outside revenues usually are limited to certain types of expenses, with the City responsible for the remainder. Schedules and costs are affected by such things as availability of grants, results of plan reviews, differing construction standards, and specific property acquisition procedures.

## AIM Norman Plan

The City's general plan was developed through extensive community input and Council approved, setting a mission for future growth. The overall GOAL is to implement City Council public service policies as defined in the AIM Norman Plan adopted in June 2025 by Council. It also serves as the basis for infrastructure master plans (i.e., water, wastewater, drainage, parks, et. al).

## General Programming Assumptions

The following assumptions also affect the Capital Improvements Plan:

- The City will have enough of the right kind of personnel to accomplish approved projects or effectively manage contractors.
- Priorities will change periodically based on programming factors such as available funding, emergency situations, shifts in City policies or strategies, regional or national economics, unforeseen opportunities, incorrect assumptions, project scope, federal or state regulations.
- The purpose of projects significantly affects the timing of construction. Factors influencing timing of a project include any of the following:
    - community activity external to capital program management - land development requiring city services, peak hour demand on the water system.
    - federal or state regulations - EPA and ODEQ wastewater treatment effluent standards.
    - emergencies - special events, storms, drought, infrastructure failure; and
    - physical dependence of one project on another - sewage collection lines dependent on interceptors, and sewer/water lines under streets that are both scheduled for improvement
- Projects that started in a phased manner are high priority for continued funding. The first priority in this category is those being funded by general obligation or revenue bonds, because the funds must be spent within a specified time period after sale and there is an obligation to the voters and higher governments to finish these as soon as practical.
- The Capital Projects Plan shall act as a guide and shall be annually reviewed, updated, and incorporated into Capital Budgets.
- Once Council approves budgets, the funds will remain as commitments unless Council acts otherwise or the projects are closed.
- Cost under-runs will be determined, as individual projects are closed. Project managers make written requests to:
    - Declare when a project has been completed
    - Release unused funds for other uses by closing them.
- Project budget transfers shall follow the City's *Account Transfer Manual*.
- The CIP will primarily be a "pay-as-you-go" (PAYGO) effort incorporating debt financing and private funds as appropriate.

- Enterprise Funds shall finance related capital projects. If revenues are insufficient, it may be necessary to request voters to increase user fees and/or authorize revenue bonds.
- The Capital Fund (funded by 70% of one percent (0.7%) sales tax) will pay for capital project needs which are not associated with enterprise revenues, or which require supplemental funding.
- Each year, the Capital Budget will attempt to include funds for capital needs of all related services.
- The completion of arterial streets with existing paving gaps shall be a high priority and scheduled within the Arterial Road Recoupment Fund when possible.
- A sound financial program to maintain and upgrade existing section line roads shall be included.
- The future impact on the operating budget is an important consideration when evaluating capital projects because it may be necessary to adjust those funds. Operating budget impact comments are included on each project sheet. In most instances, it is difficult to predict the dollar impact, so the following general categories are used: "positive" (will either generate some revenue to offset expenses or will reduce operating costs), "negligible" (operating expenses will increase no more than about $10,000 per year), "slight" (operating expenses will increase between about $10,001 & $50,000 per year), "moderate" (operating expenses will increase between about $50,001 & $100,000 per year), or "high" (operating expenses will increase more than about $100,001 per year).

## Amendments

In order for the five-year Capital Improvement Plan to remain a useful guide for public and private investment, it is necessary that it be flexible. City Council is the only body that can amend the CIP. Major reasons for amendments include the following:

- Change of Council policy
- Annual budgeting process
- Rescheduling approved projects
- Adding new projects
- Deleting projects
- Changing the scope of approved projects
- Changing financial assumptions or revenue projections
- Changing the AIM Norman Plan

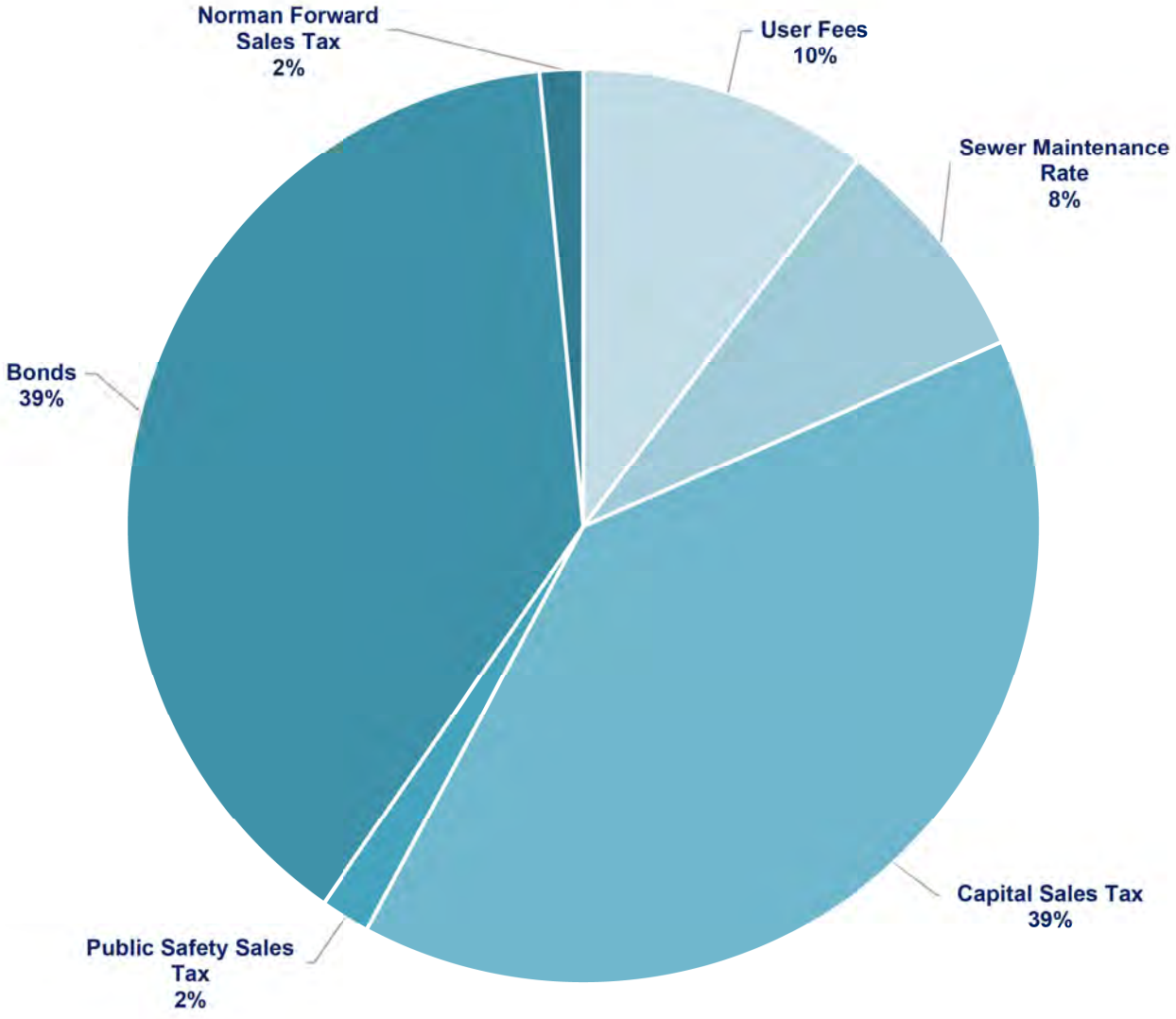
All amendments shall be justified by incorporating:

- Detailed project description and justification
- Funding

## Fiscal Year Ending 27 Capital Improvement Projects Budget

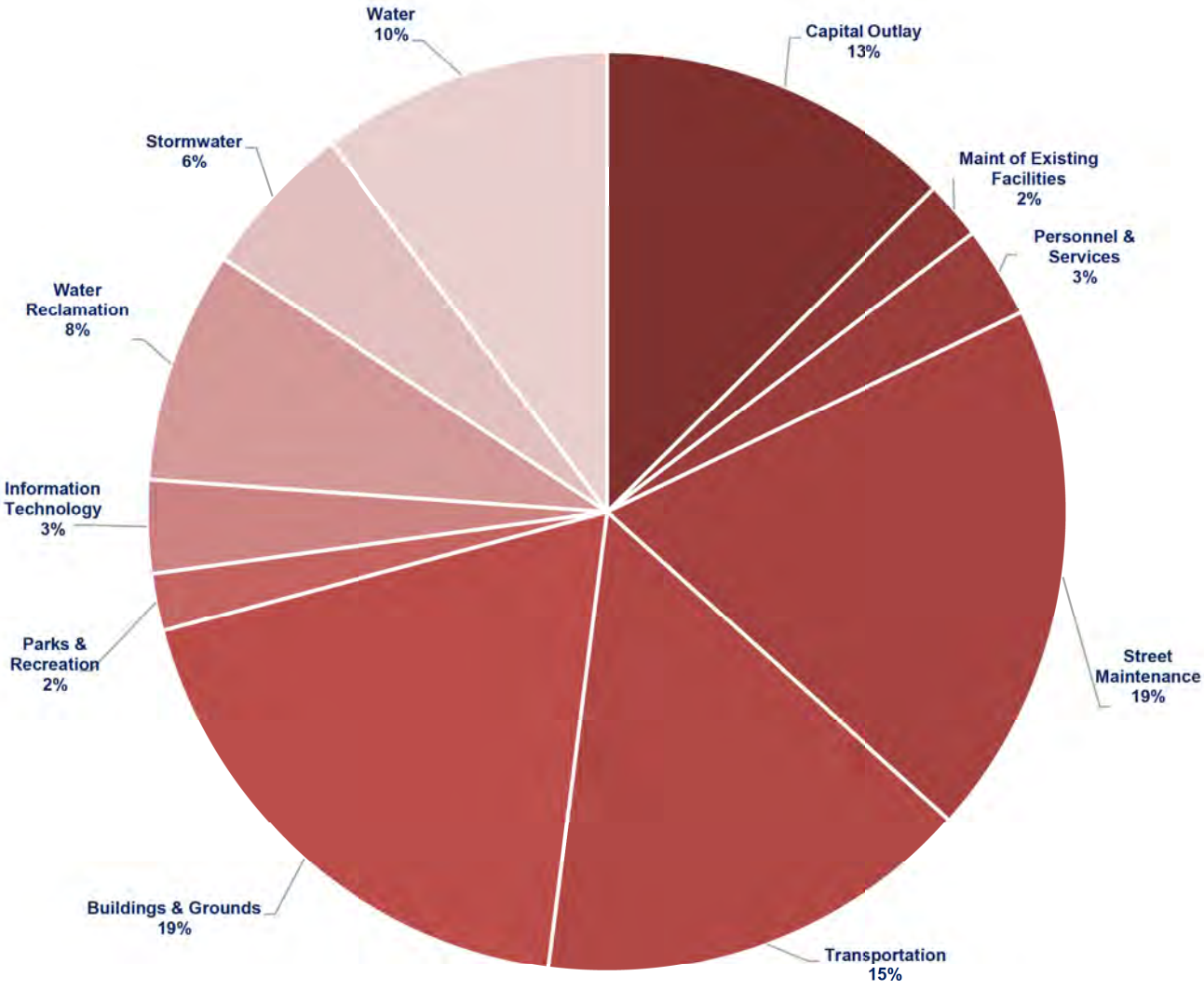
The FYE 27 CIP includes revenues from several sources and expenditures for various purposes. The first chart illustrates sources of revenues expected in FYE 27 for spending on capital projects. The second chart illustrates expenses for capital projects. Most revenue sources are earmarked for specific purposes and are not available for anything else. Only revenues needed to meet FYE 27 needs are shown but are not typically equal for any given fiscal year. Capital Sales Tax and Bond provide the greatest portion of revenue for capital projects at 39%, followed by User Fees at 10%.

### Sources of Revenue – All Capital Projects



Due to the nature of capital projects, expenses may not occur in the year proposed, and balances may be carried forward, because most project expenses occur over several fiscal years. However, this chart represents new budget requests for FYE 27 only. The greatest shares are Street Maintenance and Buildings and Grounds at 19% each, and Transportation at 15%.

## Capital Expenditure Sources – All Capital Projects



Capital Outlay for non-enterprise related services are funded from the Capital Sales Tax in Fund 50. By policy, Council annually designates 27% of the projected new Capital Sales Tax revenue. Enterprise related capital outlay expenses are funded with enterprise sources.

In FYE 27, the largest portion of capital outlay expenditures is for Fleet/Vehicles at 54% followed by Public Safety equipment at 17% and other equipment at 15%. Expenditures for capital outlay from the Capital Fund in FYE 27 include the following:

| | | |
|---|---|---|
| Computer Related Equipment** | $ | 605,625 |
| Public Safety Equipment | $ | 790,321 |
| Fleet/Vehicles*** | $ | 2,530,956 |
| Other Equipment | $ | 709,007 |
| Furniture/Appliances/Fixtures | $ | 0 |
| Undesignated Outlay | $ | 92,475 |
| **Total** | $ | 4,728,384 |

Notes:
*** Fleet/Vehicles includes police & fire fleet
** Computer includes police and fire pcs

# PUBLIC SAFETY
# SALES TAX FUND



# Public Safety Sales Tax Fund – 15

- This fund accounts for the proceeds of Public Safety Sales Tax that is legally restricted to expenditure for specific purposes related to Public Safety.
- Revenue is received in the form of a one-half percent (1/2%) special sales tax.

## Public Safety Sales Tax - Fund 15 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 2,629,844 | $ (0) | $ 54,145 | $ 0 | $ 147,360 | $ 1,837,096 | $ 3,208,041 | $ 4,240,946 |
| 2 | | | | | | | | | |
| 3 | Revenues: | | | | | | | | |
| 4 | Sales Tax - Dedicated Public Saf | $ 11,847,749 | $ 12,928,778 | $ 12,928,778 | $ 12,595,683 | $ 12,847,597 | $ 13,104,549 | $ 13,366,640 | $ 13,633,972 |
| 5 | State Use Tax - Dedicated Public | 2,098,795 | 1,909,982 | 2,272,995 | 2,363,915 | 2,458,472 | 2,556,811 | 2,659,083 | 2,765,446 |
| 6 | Interest / Other Income | 103,351 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 8 | Subtotal | $ 14,049,895 | $ 14,888,760 | $ 15,251,773 | $ 15,009,598 | $ 15,356,069 | $ 15,711,360 | $ 16,075,723 | $ 16,449,418 |
| 9 | | | | | | | | | |
| 10 | I/F Transfer - General Fund | 212,216 | 482,453 | 26,615 | - | - | - | - | - |
| 11 | I/F Transfer - Capital Fund | 70,739 | 160,818 | 1,687,595 | - | - | - | - | - |
| 12 | SRO Reimbursement - NPS | 501,721 | 557,794 | 541,857 | 552,694 | 580,329 | 609,345 | 639,812 | 671,803 |
| 13 | | | | | | | | | |
| 14 | Subtotal | $ 784,676 | $ 1,201,065 | $ 2,256,067 | $ 552,694 | $ 580,329 | $ 609,345 | $ 639,812 | $ 671,803 |
| 15 | | | | | | | | | |
| 16 | Total Revenue | $ 14,834,571 | $ 16,089,824 | $ 17,507,840 | $ 15,562,292 | $ 15,936,397 | $ 16,320,705 | $ 16,715,535 | $ 17,121,221 |
| 17 | | | | | | | | | |
| 18 | Expenditures: | | | | | | | | |
| 19 | Salary / Benefits | $ 12,123,490 | $ 11,901,245 | $ 11,901,245 | $ 11,892,887 | $ 12,487,531 | $ 13,111,908 | $ 13,767,503 | $ 14,455,878 |
| 20 | Supplies/Materials | 510,223 | 660,396 | 687,555 | 658,323 | 664,906 | 671,555 | 678,271 | 685,054 |
| 21 | Services/Maintenance | 263,333 | 282,661 | 294,142 | 271,406 | 274,120 | 276,861 | 279,630 | 282,426 |
| 22 | Internal Service | 432,761 | 527,525 | 527,525 | 512,188 | 522,432 | 532,881 | 543,539 | 554,410 |
| 23 | Capital Equipment | 943,895 | 325,432 | 1,687,595 | 775,910 | - | - | - | - |
| 24 | Capital Projects | - | - | - | | - | - | - | - |
| 25 | Bond Project - '16 Issue | 685,410 | - | 71,358 | - | - | - | - | - |
| 26 | Debt Service | 2,384,009 | 2,392,565 | 2,392,565 | 980,402 | - | - | - | - |
| 27 | | | | | | | | | |
| 28 | Subtotal | $ 17,343,121 | $ 16,089,824 | $ 17,561,985 | $ 15,091,116 | $ 13,948,989 | $ 14,593,205 | $ 15,268,943 | $ 15,977,768 |
| 29 | | | | | | | | | |
| 30 | Audit Adjustments | 67,149 | - | - | - | - | - | - | - |
| 31 | I/F Transfer - Risk Fund | | | | 323,816 | 297,673 | 356,554 | 413,687 | 474,497 |
| 32 | | | | | | | | | |
| 33 | Subtotal | $ 67,149 | $ - | $ - | $ 323,816 | $ 297,673 | $ 356,554 | $ 413,687 | $ 474,497 |
| 34 | | | | | | | | | |
| 35 | Total Expenditures | $ 17,410,270 | $ 16,089,824 | $ 17,561,985 | $ 15,414,932 | $ 14,246,662 | $ 14,949,759 | $ 15,682,630 | $ 16,452,265 |
| 36 | | | | | | | | | |
| 37 | Net Expenditures | $ 17,410,270 | $ 16,089,824 | $ 17,561,985 | $ 15,414,932 | $ 14,246,662 | $ 14,949,759 | $ 15,682,630 | $ 16,452,265 |
| 38 | | | | | | | | | |
| 39 | Net Difference | $ (2,575,699) | $ 0 | $ (54,145) | $ 147,360 | $ 1,689,735 | $ 1,370,946 | $ 1,032,905 | $ 668,956 |
| 40 | | | | | | | | | |
| 41 | Ending Fund Balance | $ 54,145 | $ 0 | $ 0 | $ 147,360 | $ 1,837,096 | $ 3,208,041 | $ 4,240,946 | $ 4,909,903 |
| 42 | | | | | | | | | |
| 43 | Reserves: | | | | | | | | |
| 44 | Reserved for encumbrances | $ 1,474,320 | $ | $ | $ | $ - | $ | $ | $ |
| 45 | Reserve for Bond Proceeds - 16 | 1,498,396 | - | 1,427,038 | - | - | - | - | - |
| 46 | Reserved for PSST activities | (2,918,571) | 0 | (1,427,038) | 147,360 | 1,837,096 | 3,208,041 | 4,240,946 | 4,909,903 |
| 48 | Total Reserves | $ 54,145 | $ 0 | $ 0 | $ 147,360 | $ 1,837,096 | $ 3,208,041 | $ 4,240,946 | $ 4,909,903 |

## Public Safety Sales Tax Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **Bond Funded Expenditures** | | | | | | | | | |
| 15693377 | BP0046 | Fire Station 5 Relocation | 17,000 | - | - | - | - | - | - |
| 15695523 | BP0029 | Emergency Communications Center | 1,501,052 | - | - | - | - | - | - |
| | | **Subtotal Bond Expenditures** | **$ 1,518,052** | $ - | $ - | $ - | $ - | $ - | $ - |
| **Pay-go Funded Expenditures** | | | | | | | | | |
| 15665143 | FT0004 | Fire Apparatus Replacement | 1,263,384 | - | - | - | - | - | - |
| | | **Subtotal Pay-go Funded Expenditures** | **$ 1,263,384** | $ - | $ - | $ - | $ - | $ - | $ - |
| | | **TOTAL PSST FUND 15 Expenditures** | **$ 2,781,436** | $ - | $ - | $ - | $ - | $ - | $ - |

# CDBG FUND



# Community Development Block Grant Fund – 21

- This fund accounts for the proceeds of a specific revenue source that is legally restricted to expenditure for specific purposes. Revenue is received in the form of special grant reimbursement for capital projects.

## Community Development Block Grant - Fund 21 Summary

| | | FYE 25 ACTUAL | FYE 26 PRELIMINARY | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PRELIMINARY |
|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 2,428,155 | $ 2,828,155 | $ 2,828,155 | $ 4,305,378 | $ 4,305,378 |
| 3 | Revenues | | | | | |
| 4 | Other Revenues | $ 6,003 | $ - | $ - | $ - | $ - |
| 5 | Grant Revenue | 778,041 | 944,814 | 984,443 | 1,710,116 | 969,715 |
| 6 | Home Grant Revenue | 69,886 | 390,065 | 441,286 | 1,779,114 | 425,788 |
| 8 | CDBG_CV | 50,202 | - | - | 30,417 | - |
| 9 | CDBG_CV2 | (7,606) | - | - | - | - |
| 11 | ARPA | | - | - | 1,539,064 | - |
| 12 | Pro Housing Grant | | - | - | 1,200,000 | - |
| 13 | I/F Transf - Capital | 400,000 | - | - | - | - |
| 14 | I/F Transf - General Fund | 800,000 | - | - | | - |
| 16 | Total Revenue | $ 2,096,526 | $ 1,334,879 | $ 1,425,729 | $ 6,258,711 | $ 1,395,503 |
| 18 | Expenditures | | | | | |
| 21 | Community Development 20 | 31,801 | - | - | 171,143 | - |
| 22 | Community Development 21 | - | - | - | 2,698 | - |
| 23 | Community Development 22 | 8,518 | - | - | 11,482 | - |
| 25 | CDBG Housing 22 | 65,437 | - | - | - | - |
| 26 | Community Development 23 | - | - | - | 60,000 | - |
| 27 | CDBG Public Svs 23 | - | - | - | 32,816 | - |
| 31 | CDBG Housing 24 | 50,327 | - | - | 13,358 | - |
| 33 | Community Development 25 | 133,818 | - | - | 140,300 | - |
| 34 | CDBG Housing 25 | 433,313 | - | - | 62,020 | - |
| 35 | CDBG Public Svs 25 | 40,602 | - | - | 24,923 | - |
| 36 | CDBG Neighborhood Initiatives 25 | 6,598 | - | - | 206,933 | - |
| 37 | Community Development 26 | - | 326,040 | 328,040 | 328,040 | - |
| 38 | CDBG Housing 26 | - | 506,312 | 538,403 | 538,403 | - |
| 39 | CDBG Public Svs 26 | - | 55,000 | 58,000 | 58,000 | - |
| 40 | CDBG Neighborhood Initiatives 26 | - | 57,462 | 60,000 | 60,000 | - |
| 41 | Community Development 27 | - | - | - | - | 193,125 |
| 42 | CDBG Housing 27 | - | - | - | - | 651,590 |
| 43 | CDBG Public Svs 27 | - | - | - | - | 65,000 |
| 44 | CDBG Neighborhood Initiatives 27 | - | - | - | - | 60,000 |
| 45 | FY20 Home Grant | - | - | - | 25,561 | - |
| 47 | FY22 Home Grant | 19,735 | - | - | 297,478 | - |
| 48 | FY23 Home Grant | 12,356 | - | - | 335,959 | - |
| 49 | FY24 Home Grant | - | - | - | 373,765 | - |
| 50 | FY25 Home Grant | 15,000 | - | - | 305,065 | - |
| 51 | FY26 Home Grant | - | 390,065 | 441,286 | 441,286 | - |
| 52 | FY27 Home Grant | - | - | - | - | 425,788 |
| 54 | Accruals/Adjustments | (875,109) | - | - | - | - |
| 56 | CDBG-CV | 33,306 | - | - | 30,417 | - |
| 58 | Pro Housing Grant | - | - | - | 1,200,000 | |
| 59 | ARPA | 20,150 | - | - | 1,539,064 | |
| 61 | Subtotal | $ (4,148) | $ 1,334,879 | $ 1,425,729 | $ 6,258,711 | $ 1,395,503 |
| 62 | I/F Transf - Capital | 223,451 | 0 | 0 | - | 0 |
| 64 | Total Expenditures | $ 219,303 | $ 1,334,879 | $ 1,425,729 | $ 6,258,711 | $ 1,395,503 |
| 66 | Net Difference | $ 1,877,223 | $ - | $ - | $ - | $ - |
| 68 | Ending Fund Balance | $ 4,305,378 | $ 2,828,155 | $ 2,828,155 | $ 4,305,378 | $ 4,305,378 |
| 70 | Reserves: | | | | | |
| 71 | Reserve for Contingency | 4,305,378 | 2,828,155 | 2,828,155 | 4,305,378 | 4,305,378 |
| 73 | Total Reserves | 4,305,378 | 2,828,155 | 2,828,155 | 4,305,378 | 4,305,378 |

## Community Development Block Grant Project Table

| Acount Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 21240007 | GC0080 | Original Townsite Street Improvements B19 | 171,142 | - | - | - | - | - | - |
| 21240011 | GC0084 | Senior Center Kitchen Rehabilitation | 14,179 | - | - | - | - | - | - |
| 21240023 | GC0091 | Senior Center Kitchen Rehab FYE 23 | 60,000 | - | - | - | - | - | - |
| 21240303 | GC0094 | Affordable Rental Housing - ARPA | 1,205,064 | - | - | - | - | - | - |
| 21240029 | GC0097 | FYE 25 Habitat Acquisition | 40,000 | - | - | - | - | - | - |
| 21240027 | GC0098 | FYE 25 NHA Land Acquisition | 100,000 | - | - | - | - | - | - |
| 21240003 | GC0099 | Zoning Code & Subdivision Update | 550,000 | - | - | - | - | - | - |
| 21240003 | GC0100 | Neighborhood Pattern Book | 250,000 | - | - | - | - | - | - |
| 21240003 | GC0101 | Parking Study | 150,000 | - | - | - | - | - | - |
| 21240003 | GC0102 | Affordable Housing Action Plan | 250,000 | - | - | - | - | - | - |
| 21240003 | GC- | FYE 26 NHA Land Acquisition | 100,000 | - | - | - | - | - | - |
| 21- | GC- | FYE 26 Habitat Acquisition | 40,000 | - | - | - | - | - | - |
| | | TOTAL CDBG FUND 21 PROJECTS | $ 2,930,385 | $ - | $ - | $ - | $ - | $ - | $ - |

# SPECIAL REVENUE FUND



# Special Revenue Fund – 22

- This fund accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes.
- Revenues are received in the form of special grants for capital projects. Local matches are typically budgeted in the fund that is its source.
- Projects are typically completed within a short amount of time and future programming is rare.
- Agencies approve grants at various times throughout the year.
- Council will be presented with proposals as projects and funding becomes available in the future.

## Special Revenue - Fund 22 Summary

| | | FYE 25 ACTUAL | FYE 26 PRELIMINARY | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PRELIMINARY |
|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 4,485,128 | $ 7,859,229 | $ 7,859,229 | $ 9,282,123 | $ 9,282,123 |
| 3 | Revenues | | | | | |
| 5 | County Court DUI Fines | 11,871 | 23,036 | 23,036 | 19,500 | - |
| 6 | SHPO/CLG Grant | 17,844 | - | - | 10,114 | - |
| 8 | Misc. Police Grants | 6,000 | - | - | 51,612 | - |
| 9 | Homeland Security | 473,019 | - | - | 126,981 | - |
| 10 | Traffic & Alcohol Enforcement | 43,711 | - | - | 60,000 | - |
| 11 | Jag Grant | 73,074 | - | - | 19,759 | - |
| 12 | FEMA Reimbursements | (110,283) | - | - | - | - |
| 14 | ACOG Fleet Conversion | 706,222 | - | - | 1,871,259 | - |
| 18 | FTA Grant - Elec Bus | (988) | - | - | 1,957,395 | - |
| 20 | Wash Facility ARPA | 11,031 | - | - | 25,759 | - |
| 21 | Imhoff Creek Stabilization - ARPA | 49,030 | - | - | - | - |
| 22 | Boyd SW - ARPA | 12,114 | - | - | 1,926,391 | - |
| 23 | I/F Transf - Capital | 4,121,601 | - | - | - | - |
| 25 | Other Revenue/audit accruals | 525,000 | - | - | - | - |
| 26 | Traffic Control | 16,000 | - | - | 398,548 | - |
| 27 | VOCA Grant | 20,760 | - | - | 1,297 | - |
| 57 | Stormwater Quality Grant | - | - | - | 2,662,835 | - |
| 28 | Affordable Housing ARPA | 1,000,000 | - | - | 4,500,000 | - |
| 29 | ECOC - ARPA | 4,471,686 | - | - | 78,899 | - |
| 30 | Social Services - ARPA | 107,755 | - | - | 8,770 | - |
| 31 | Opioid Abatement Grants | 1,354,638 | - | - | 792,162 | - |
| 32 | Safe Oklahoma Grants | 47,612 | - | - | - | - |
| 33 | Environmental Services Grant | - | - | - | 11,000 | - |
| 34 | Misty Lake Dam Grant | - | - | - | 747,500 | - |
| 35 | FHWA Grant | - | - | - | - | 1,250,000 |
| 36 | Interest income | 323,561 | - | - | - | - |
| 38 | Subtotal | $ 13,281,258 | $ 23,036 | $ 23,036 | $ 15,269,781 | $ 1,250,000 |
| 40 | Total Revenue | $ 13,281,258 | $ 23,036 | $ 23,036 | $ 15,269,781 | $ 1,250,000 |
| 42 | Expenditures | | | | | |
| 43 | DUI Enforcement | $ 2,658 | $ 23,036 | $ 23,036 | $ 19,500 | $ - |
| 45 | Misc. Police Grants | 9,170 | - | - | 51,612 | - |
| 46 | Homeland Security | 473,019 | - | - | 126,981 | - |
| 48 | Traffic & Alcohol Enforcement | 43,711 | - | - | 60,000 | - |
| 49 | Audit Adj/Encumbrances | (222,554) | - | - | - | - |
| 50 | Jag Grant | 67,304 | - | - | 19,759 | - |
| 53 | Traffic Control | 16,000 | - | - | 398,548 | - |
| 54 | ACOG Fleet Conversion | 706,222 | - | - | 1,871,259 | - |
| 55 | FTA Grant - Elec Bus | 776,714 | - | - | 1,957,395 | - |
| 57 | Transit ARPA Grant | 18,080 | - | - | 25,759 | - |
| 60 | Imhoff Creek Stabilization ARPA | 40,097 | - | - | - | - |
| 61 | Boyd SW - ARPA | 12,114 | - | - | 1,926,391 | - |
| 63 | Emergency Management Grant | 9,962 | - | - | - | - |
| 65 | Firehouse Art Center Grant | 25,000 | - | - | - | - |
| 67 | VOCA Grant | 15,757 | - | - | 1,297 | - |
| 68 | Stormwater Quality Grant | - | - | - | 2,662,835 | - |
| 70 | ECOC - ARPA | 3,870,715 | - | - | 78,899 | - |
| 73 | Affordable Housing ARPA | 1,000,000 | - | - | 4,500,000 | - |
| 74 | Social Services ARPA | 110,255 | - | - | 8,770 | - |
| 77 | Opioid Abatement Grants | 229,471 | - | - | 792,162 | 247,647 |
| 78 | Environmental Services Grant | - | - | - | 11,000 | - |
| 79 | Misty Lake Dam Grant | - | - | - | 747,500 | - |
| 81 | FHWA Grant Cost Administration | - | - | - | - | 1,250,000 |
| 83 | Subtotal | $ 7,221,539 | $ 23,036 | $ 23,036 | $ 15,269,781 | $ 1,497,647 |
| 84 | I/F Transf - Capital | 1,248,019 | - | - | - | - |
| 85 | I/F Transf - General Fund | 14,705 | - | - | - | - |
| 87 | Total Expenditures | $ 8,484,263 | $ 23,036 | $ 23,036 | $ 15,269,781 | $ 1,497,647 |
| 89 | Net Difference | $ 4,796,995 | $ - | $ - | $ - | $ (247,647) |
| 91 | Ending Fund Balance | $ 9,282,123 | $ 7,859,229 | $ 7,859,229 | $ 9,282,123 | $ 9,034,476 |
| 93 | Reserved for County DUI Program | $ 9,213 | $ 388,937 | $ 15,077 | $ 9,213 | $ 388,937 |
| 143 | Reserved for ARPA | $ 4,471,686 | $ - | $ - | $ - | $ - |
| 94 | Unreserved | 4,801,224 | 7,470,292 | 7,844,152 | 9,272,910 | 8,645,539 |
| 96 | Total Reserves | $ 9,282,123 | $ 7,859,229 | $ 7,859,229 | $ 9,282,123 | $ 9,034,476 |

## Special Revenue Fund Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 22695523 | BG0083 | Emergency Operations Center ARPA | 78,899 | - | - | - | - | - | - |
| 22550480 | BG0086 | City Hall Electric Vehicle Charging Station | 6,076 | - | - | - | - | - | - |
| 22596688 | BG0087 | Traffic Management Center PayGo | 378,548 | | | | | | |
| 22550480 | BG0094 | Bus Pantograph Charger Infrastucture | 1,078,880 | | | | | | |
| 22550480 | BG0095 | Electric CNG Fueling Compressors (2) | 786,303 | | | | | | |
| 22123645 | BG0098 | Backup Contigency OP Critical Data | 126,981 | | | | | | |
| 22590303 | BG0260 | Northbase Ph2 Vehicle Wash Facilty | 25,756 | | | | | | |
| 22595303 | DR0036 | Boyd St. Pipeline Replacement | 1,364,113 | - | - | - | - | - | - |
| 22595303 | DR0062 | Imhoffe Creek Stabilization | 3,225,112 | | | | | | |
| 22596666 | DR0065 | Misty Lake Dam Repair | 747,500 | - | - | - | - | - | - |
| | | TOTAL SPECIAL REVENUE FUND 22 PROJECTS | $ 7,818,170 | $ - | $ - | $ - | $ - | $ - | $ - |

# ROOM TAX FUND



# Room Tax Fund – 23

- The referendum of July 15, 1980 authorized collection and delineated disbursement of 4% Hotel/Motel Room Tax. Approximately 15% of the Room Tax Revenues (net of Administrative Fees) are specifically to be used for visible, image enhancing projects. April 2, 2013 Voters authorized increasing the Room Tax rate to 5%. This amount was reduced to 4% in FYE 18 due to budgetary constraints. Voters approved an increase to 8% on May 9, 2023 for sports tourism, promotions and improvements. Voters approved an increase to 10% on April 7, 2026.

## Room Tax - Fund 23 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 1,179,144 | $ 433,893 | $ 1,026,492 | $ 894,939 | $ 1,705,055 | $ 2,550,864 | $ 3,434,656 | $ 4,355,742 |
| 3 | Revenues | | | | | | | | |
| 4 | Taxes | $ 4,218,919 | $ 3,947,369 | $ 3,947,369 | $ 5,178,422 | $ 5,333,775 | $ 5,493,788 | $ 5,658,602 | $ 5,828,360 |
| 5 | Interest/Investment Income | 42,868 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| 6 | I/F Transf - Parkland Fund | 29,240 | - | - | - | - | - | - | - |
| 8 | Total Operating Revenues | $ 4,291,027 | $ 3,949,869 | $ 3,949,869 | $ 5,180,922 | $ 5,336,275 | $ 5,496,288 | $ 5,661,102 | $ 5,830,860 |
| 10 | Expenditures | | | | | | | | |
| 11 | Administration | $ 161,725 | $ 157,895 | $ 157,895 | $ 207,237 | $ 213,451 | $ 219,852 | $ 226,444 | $ 233,234 |
| 12 | Arts & Humanities | 942,500 | 1,000,000 | 1,000,000 | 1,243,421 | 1,280,706 | 1,319,109 | 1,358,664 | 1,399,406 |
| 13 | Parks Capital Projects | 624,195 | - | 245,332 | - | - | - | - | - |
| 14 | Conventions/Visitor Bureau | 2,119,688 | 2,070,000 | 2,246,641 | 2,486,842 | 2,561,412 | 2,638,218 | 2,717,329 | 2,798,813 |
| 15 | I/F Transf - Norman Forward Fund | - | ary | - | | | | | |
| 16 | Debt Service - 2021 Note | 429,391 | 431,554 | 431,554 | 433,306 | 434,897 | 435,317 | 437,578 | 439,649 |
| 17 | Carryover Encumbrances/Audit Adj | 166,180 | - | - | - | - | - | - | - |
| 19 | Total Expenditures | $ 4,443,679 | $ 3,659,449 | $ 4,081,422 | $ 4,370,806 | $ 4,490,466 | $ 4,612,496 | $ 4,740,015 | $ 4,871,102 |
| 21 | | | | | | | | | |
| 22 | Net Difference | $ (152,652) | $ 290,420 | $ (131,553) | $ 810,116 | $ 845,809 | $ 883,792 | $ 921,087 | $ 959,758 |
| 24 | Ending Fund Balance | $ 1,026,492 | $ 724,313 | $ 894,939 | $ 1,705,055 | $ 2,550,864 | $ 3,434,656 | $ 4,355,742 | $ 5,315,500 |
| 26 | Reserves: | | | | | | | | |
| 27 | Reserved for Administration | $ (2,019) | $ (11,083) | $ (1,919) | $ (1,919) | $ (1,919) | $ (1,919) | $ (1,919) | $ (1,919) |
| 28 | Reserved for Arts & Humanities | 270,635 | 95,610 | 218,604 | 218,604 | 218,604 | 218,604 | 218,604 | 218,604 |
| 29 | Reserved for Parks & Rec. | 25,962 | 710,235 | (58,444) | 751,672 | 1,597,481 | 2,481,272 | 3,402,359 | 4,362,116 |
| 30 | Reserved for Conv. & Tourism | 731,914 | (70,448) | 736,698 | 736,699 | 736,699 | 736,699 | 736,698 | 736,698 |
| 32 | Total Reserves | $ 1,026,492 | $ 724,313 | $ 894,939 | $ 1,705,055 | $ 2,550,864 | $ 3,434,656 | $ 4,355,742 | $ 5,315,500 |

## Room Tax Fund Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 23798815 | RT0008 | 12th Avenue Tennis Court Renovation | 870 | - | - | - | - | - | - |
| 23798814 | RT0087 | Sooner Theatre Seat Replace & Interiors (match) | 39 | - | - | - | - | - | - |
| 23796627 | RT0090 | Historic Museum Parking | 4,843 | - | - | - | - | - | - |
| 23793364 | RT0091 | Westwood Tennis Center Improvements | 234,560 | - | - | - | - | - | - |
| 23794442 | RT0092 | Westwood Park Masterplan | 7,830 | - | - | - | - | - | - |
| | | **TOTAL ROOM TAX FUND 23 PROJECTS** | **$ 248,142** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# PUBLIC TRANSPORTATION FUND



# Public Transportation Fund – 27

- This fund accounts for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

## Public Transportation & Parking - Fund 27 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 482,733 | $ (90,000) | $ 1,087,229 | $ - | $ 596,835 | $ 970,264 | $ 1,349,302 | $ 1,734,208 |
| 3 | Revenues | | | | | | | | |
| 4 | Fare Sales | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ |
| 5 | Advertising Fees | 12,641 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 |
| 6 | Grant Revenue - FTA | 3,689,741 | 2,882,112 | 2,882,112 | 2,980,903 | 2,980,903 | 2,980,903 | 2,980,903 | 2,980,903 |
| 7 | Grant Revenue - ODOT PTR | 291,195 | 207,400 | 207,400 | 228,986 | 207,400 | 207,400 | 207,400 | 207,400 |
| 8 | Grant Revenue - Other | 100,000 | | - | | | | | |
| 9 | Sales Tax | 2,961,937 | 3,232,194 | 3,232,194 | 3,148,921 | 3,211,899 | 3,276,137 | 3,341,660 | 3,408,493 |
| 10 | Use Tax | 524,699 | 491,539 | 491,539 | 511,201 | 531,649 | 552,915 | 575,031 | 598,032 |
| 11 | Parking Fees | 165,791 | 210,090 | 210,090 | 182,640 | 186,293 | 190,019 | 193,819 | 197,695 |
| 12 | Misc | 245,229 | 181,477 | 181,477 | 25,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 13 | Interest Income | 62,633 | - | - | - | - | - | - | |
| 15 | Subtotal | $ 8,053,866 | $ 7,216,812 | $ 7,216,812 | $ 7,089,651 | $ 7,180,144 | $ 7,269,374 | $ 7,360,813 | $ 7,454,524 |
| 16 | | | | | | | | | |
| 17 | I/F Transf - General Fund | $ - | $ - | $ - | $ - | $ 384,939 | $ 402,811 | $ 421,503 | $ 441,081 |
| 18 | I/F Transf - Capital Fund | - | - | 250,938 | - | - | - | - | |
| 19 | I/F Transf - Risk Fund | 10,047 | | | | | | | |
| 21 | Total Revenue | $ 8,063,913 | $ 7,216,812 | $ 7,467,750 | $ 7,089,651 | $ 7,565,083 | $ 7,672,185 | $ 7,782,316 | $ 7,895,605 |
| 23 | Expenditures | | | | | | | | |
| 24 | Salaries & Benefits | $ 841,275 | $ 898,686 | $ 898,686 | $ 825,969 | $ 867,267 | $ 910,631 | $ 956,162 | $ 1,003,970 |
| 25 | Supplies & Materials | 392,321 | 352,251 | 362,332 | 324,541 | 327,786 | 331,064 | 334,375 | 337,719 |
| 26 | Services & Maintenance | 5,648,044 | 5,797,659 | 6,198,571 | 5,255,308 | 5,307,861 | 5,360,940 | 5,414,549 | 5,468,695 |
| 27 | Internal Service | 49,376 | 61,267 | 61,417 | 86,998 | 88,738 | 90,513 | 92,323 | 94,169 |
| 28 | Capital Equipment | 392,945 | 15,000 | 836,616 | - | 600,000 | 600,000 | 600,000 | 600,000 |
| 29 | Capital Projects | - | - | 197,357 | - | - | - | - | |
| 30 | Audit adjustments | (360,701) | - | - | - | - | - | - | |
| 32 | Subtotal | $ 6,963,260 | $ 7,124,863 | $ 8,554,979 | $ 6,492,816 | $ 7,191,653 | $ 7,293,148 | $ 7,397,409 | $ 7,504,553 |
| 33 | | | | | | | | | |
| 34 | I/F Transf - General Fund | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ |
| 35 | I/F Transf - Capital Fund | $ 496,157 | | $ - | | | | | |
| 37 | Total Expenditures | $ 7,459,417 | $ 7,124,863 | $ 8,554,979 | $ 6,492,816 | $ 7,191,653 | $ 7,293,148 | $ 7,397,409 | $ 7,504,553 |
| 38 | | | | | | | | | |
| 39 | Net Difference | $ 604,496 | $ 91,949 | $ (1,087,229) | $ 596,835 | $ 373,430 | $ 379,037 | $ 384,907 | $ 391,052 |
| 41 | Ending Fund Balance | $ 1,087,229 | $ 1,949 | $ - | $ 596,835 | $ 970,264 | $ 1,349,302 | $ 1,734,208 | $ 2,125,260 |
| 43 | Reserves | | | | | | | | |
| 44 | Reserved for Transit | $ 990,144 | $ (267,906) | $ (229,863) | $ 264,736 | $ 532,278 | $ 801,701 | $ 1,073,193 | $ 1,346,954 |
| 45 | Reserved for Parking | 97,085 | 269,855 | 229,863 | 332,099 | 437,987 | 547,601 | 661,016 | 778,306 |
| 47 | Total Reserves | $ 1,087,229 | $ 1,949 | $ - | $ 596,835 | $ 970,264 | $ 1,349,302 | $ 1,734,208 | $ 2,125,260 |

## Public Transportation & Parking Fund Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 27550277 | TR0128 | Transit Center Concrete Pavement | 197,357 | - | - | - | - | - | - |
| | | TOTAL TRANSIT FUND 27 PROJECTS | $ 197,357 | $ - | $ - | $ - | $ - | $ - | $ - |

# WATER FUND



# Water Fund – 31

- The primary basis for project selection and priorities include:
  - Water Master Plan recommendations,
  - Maintenance records,
  - Size - all lines under 6" should be replaced to provide pressures for adequate fire flows and the ability to connect standard 6" fire hydrants and meet State Health Department Standards,
  - Infrastructure projects nearby - all water projects should be coordinated with street projects so as not to cause damage to recently improved streets and duplication of work,
  - Age and materials - older lines are generally constructed of substandard materials or are deteriorating, and should be replaced with materials meeting current standards, and
  - Demand - all lines less than 6" serving more than four houses are very critical and should be higher priority.
  - Studies and Reports (i.e. Water system Computer Modeling, Arsenic Study, WTP Engineering Study, et al)
- There should be a balance of improvements to all parts of the water system. Each year there should be improvements to supply, transmission, treatment, distribution, feeder lines and storage of potable water.
- Staffing level and equipment capabilities in the Line Maintenance Division will not increase or decrease and present abilities to replace lines will remain stable. This division can currently install lines up to 8" in diameter.
- All Projects will be scheduled on a PAYGO basis until and unless the voters approve revenue bonds.
- Revenues from the Capital Improvements Charge (CIC) shall be used for water line replacement and construction of new lines.
- Voters approved a water rate increase on September 12, 1995, to fund additional wells and distribution lines.
- Voters approved an incremental water rate increase on May 10, 1999, for high volume residential users to promote water conservation and pay for increased water supply beyond the resources available.
- On March 7, 2006, the voters approved a water rate hike to fund an increase in water capacity and enhanced maintenance at the water treatment plant, as well as new treatment units to reduce taste and odor problems. Cost overruns are shown as Pay-Go expenses.
- Voters approved a rate increase on June 13, 2023 to fund needed waterline replacements, updates to the disinfection system, lead & copper line mandates, and cost increases for water service operations.

## Water - Fund 31 Summary

| | | FYE 25 ACTUAL | | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 39,756,736 | | $ 8,644,380 | $ 40,375,374 | $ (797,610) | $ 10,312,329 | $ 13,580,236 | $ 22,425,051 | $ 31,240,101 |
| 3 | Operating Revenues: | | | | | | | | | |
| 4 | Enterprise Fund Fees/Chgs | $ 28,900,653 | | $ 30,450,000 | $ 30,450,000 | $ 30,906,750 | $ 31,370,351 | $ 31,840,906 | $ 32,318,520 | $ 32,803,298 |
| 5 | Connection Fee | 708,608 | | 865,946 | 865,946 | 883,265 | 900,930 | 918,949 | 937,328 | 956,074 |
| 6 | Capital Improvement Charge | 1,528,877 | | 1,450,369 | 1,450,369 | 1,464,873 | 1,479,522 | 1,494,317 | 1,509,260 | 1,524,353 |
| 7 | Cost Allocation | 860,567 | | 370,101 | 370,101 | 706,158 | 713,220 | 720,352 | 727,556 | 734,832 |
| 9 | Total Operating Revenues | $ 31,998,703 | | $ 33,136,416 | $ 33,136,416 | $ 33,961,046 | $ 34,464,023 | $ 34,974,524 | $ 35,492,664 | $ 36,018,557 |
| 11 | Operating Expenditures: | | | | | | | | | |
| 12 | Salaries / Benefits | $ 5,726,112 | | $ 5,889,459 | $ 5,889,459 | $ 6,644,572 | $ 6,976,801 | $ 7,325,641 | $ 7,691,923 | $ 8,076,519 |
| 13 | Supplies / Materials | 4,006,930 | | 4,218,767 | 4,295,586 | 5,621,886 | 5,678,105 | 5,734,886 | 5,792,235 | 5,850,157 |
| 14 | Services / Maintenance | 2,526,321 | | 3,411,563 | 3,479,581 | 3,811,348 | 3,849,461 | 3,887,956 | 3,926,836 | 3,966,104 |
| 15 | Internal Services | 446,154 | | 525,951 | 525,951 | 522,076 | 532,518 | 543,168 | 554,031 | 565,112 |
| 16 | Cost Allocations | 2,212,309 | | 2,359,729 | 2,359,729 | 1,666,241 | 1,682,903 | 1,699,732 | 1,716,730 | 1,733,897 |
| 17 | Employee Turnover Savings | | | (88,342) | (88,342) | (99,669) | (104,652) | (109,885) | (115,379) | (121,148) |
| 19 | Total Operating Expenditures | $ 14,917,826 | | $ 16,317,127 | $ 16,461,964 | $ 18,166,454 | $ 18,615,136 | $ 19,081,498 | $ 19,566,375 | $ 20,070,641 |
| 21 | Net Operating Revenue | $ 17,080,877 | | $ 16,819,289 | $ 16,674,452 | $ 15,794,591 | $ 15,848,887 | $ 15,893,025 | $ 15,926,288 | $ 15,947,916 |
| 23 | Other Revenues: | | | | | | | | | |
| 24 | Interest Income | $ 2,196,703 | | $ 120,000 | $ 120,000 | $ 120,000 | $ 120,000 | $ 120,000 | $ 120,000 | $ 120,000 |
| 25 | Other Misc. Revenue | 893,037 | | - | - | 8,950,000 | - | - | - | - |
| 26 | Revenue Bond Proceeds | 3,899,982 | | - | 10,915,218 | - | - | - | - | - |
| 27 | Grant Revenue | 916,355 | x | - | 2,083,645 | - | - | - | - | - |
| 28 | I/F Transf - Sewer Fund | - | | | 75,000 | | | | | |
| 30 | Total Other Revenues | $ 7,906,077 | | $ 120,000 | $ 13,193,863 | $ 9,070,000 | $ 120,000 | $ 120,000 | $ 120,000 | $ 120,000 |
| 32 | Other Expenditures: | | | | | | | | | |
| 33 | Audit Accruals/Adj/Encumbrances | 1,893,016 | | | | | | | | |
| 34 | Master Conservancy Debt | $ 264,342 | | $ 333,797 | $ 333,797 | $ 228,084 | $ 192,968 | $ 192,968 | $ 192,968 | $ 192,968 |
| 35 | Debt Service - 15 Issue | 1,486,431 | | 1,491,319 | 1,491,319 | 740,275 | - | - | - | - |
| 36 | Debt Service - 16 Issue | 765,945 | | 772,129 | 772,129 | 771,742 | 771,075 | 775,020 | 773,518 | 386,737 |
| 37 | Debt Service - 17 Issue | 1,994,641 | | 1,996,641 | 1,996,641 | 1,996,641 | 1,996,641 | 1,996,641 | 1,996,641 | 1,996,641 |
| 38 | Debt Service - 18 Issue | 891,668 | | 892,585 | 892,585 | 890,415 | 889,745 | 890,700 | 893,655 | 890,665 |
| 39 | Debt Service - 22 Issue | 368,260 | | 1,140,382 | 1,140,382 | 1,140,382 | 1,140,382 | 1,140,382 | 1,140,382 | 1,140,382 |
| 40 | Capital Projects | 5,937,292 | | 14,750,000 | 52,306,133 | 4,475,000 | 5,675,000 | 75,000 | 75,000 | 75,000 |
| 41 | Capital Projects - 18 Issue | - | | - | 2,322,427 | - | - | - | - | - |
| 57 | Reserve for Bond Projects - 18 Issue | 4,395,125 | | 1,926,449 | 2,072,698 | 2,072,698 | 2,072,698 | 2,072,698 | 2,072,698 | 2,072,698 |
| 58 | Reserve for Bond Projects - 22 Issue | - | | - | - | - | - | - | - | - |
| 59 | Reserve for Capital | 2,075,000 | | 2,575,000 | 2,075,000 | 1,475,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| 60 | Reserve (Deficit) Surplus | 20,650,788 | | (3,262,236) | (6,262,265) | 5,311,315 | 9,943,327 | 18,750,833 | 27,527,093 | 36,648,882 |
| 62 | Total Reserves | $ 40,375,374 | | $ 2,544,583 | $ (797,610) | $ 10,312,329 | $ 13,580,236 | $ 22,425,051 | $ 31,240,101 | $ 40,402,231 |

# Water Fund Project Table

| Account Number | Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | **WATER DISTRIBUTION SYSTEM** | | | | | | | |
| 31- | WA- | Water Line Replacement: Alameda Plaza and Apartments at Shiloh and Glenn | - | 150,000 | 1,500,000 | - | - | - | - |
| 31- | WA- | Water Line Replacement: Venture area and Astor area | - | 150,000 | 1,500,000 | - | - | - | - |
| 31993360 | WA0173 | Master Meters Installation | 317,962 | - | - | - | - | - | - |
| 31993395 | WA0201 | Backflow Prevention Program | 53,215 | - | - | - | - | - | - |
| 31993360 | WA0239 | WL Improvements: Segment D 24" Phase 4 | 1,318,315 | 2,000,000 | - | - | - | - | - |
| 31996683 | WA0242 | Water Line Replacement: Robinson- 24th NW to WTP | 5,759,751 | - | - | - | - | - | - |
| 31999942 | WA0337 | Asset Management Plan | 76,609 | - | - | - | - | - | - |
| 31995521 | WA0338 | Water Line Replacement: Classen/Flood, Highway 9 to Indian Hills | 6,252,163 | 1,500,000 | - | - | - | - | - |
| 31996683 | WA0339 | Water Line Replacement: Sooner Mall | 58,217 | - | - | - | - | - | - |
| 31993360 | WA0348 | Corporate Addition Utilities | 376,200 | - | - | - | - | - | - |
| 31993360 | WA0349 | Water Line Improvements-Segment B (24th NE Robinson to Tecumseh) | 99,900 | - | - | - | - | - | - |
| 31993361 | WA0351 | Water Meter Automatic Metering Infrastructure (AMI) | 1,779,012 | - | - | - | - | - | - |
| 31996683 | WA0352 | WL Replacement Southlake Addition | 62,512 | - | - | - | - | - | - |
| 31996683 | WA0353 | Water Line Replacement: Jenkins Replacement | 122,246 | - | - | - | - | - | - |
| 31995521 | WA0363 | Water Line Replacement: Fire Hydrant and Valve Replacements | 320,150 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| 31993346 | WA0371 | Crest Place - FY22 Urban SVC WL | 104,000 | - | - | - | - | - | - |
| 31993346 | WA0372 | Blessing Court FY22 Urban SVC WL | 16,000 | - | - | - | - | - | - |
| 31993346 | WA0373 | Jackson DR - FY22 Urban SVC WL | 55,000 | - | - | - | - | - | - |
| 31993346 | WA0377 | Morren Dr - Urban SVC WL | 66,000 | - | - | - | - | - | - |
| 31996683 | WA0379 | Water Line Replacement: Danfield -B/w Brookhaven | 1,623,019 | - | - | - | - | - | - |
| 31993360 | WA0380 | Water Line Replacement: Tecumseh, 24th Ave NW to Journey Parkway | 4,966,632 | - | - | - | - | - | - |
| 31993346 | WA0381 | Urban Service Area Waterlines FY 23 | 217,153 | - | - | - | - | - | - |
| 31993346 | WA0383 | Urban Service Area Waterlines FY 24 | 262,000 | - | - | - | - | - | - |
| 31996684 | WA0384 | Lead Service Line Inventory and Replacement | 2,614,710 | - | - | - | - | - | - |
| 31993388 | WA0385 | Water Studies for Comp Plan | 30,330 | - | - | - | - | - | - |
| 31993360 | WA0386 | 42" WL Emergency Repair | 40,569 | - | - | - | - | - | - |
| 31996683 | WA0387 | Westwood Estates Water Line Replacement | 2,130,000 | - | - | - | - | - | - |
| 31996683 | WA0388 | Carter Water Line Replacement | 1,620,000 | - | - | - | - | - | - |
| 31996683 | WA0389 | Royal Oaks Water Line Replacement | 2,180,000 | - | - | - | - | - | - |
| 31996680 | WA0386 | WL Replacement - Flood: boyd-robinson | 2,500,000 | - | - | - | - | - | - |
| 31996681 | WA0387 | Line maintenance Solar Array | 125,000 | - | - | - | - | - | - |
| 31996682 | WA0388 | OTA WL Relocation: 48th NW- 24th NW | 1,964,400 | - | - | - | - | - | - |
| 31996683 | WA0389 | WL Imp: W Brooks: S berry-S Wylie | 382,130 | - | - | - | - | - | - |
| | | **Subtotal Water Distribution System Projects** | **$ 37,493,196** | **$ 3,875,000** | **$ 3,075,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** |
| | | **WATER TOWERS** | | | | | | | |
| | WA- | Water Tower - New SE Tower | - | - | - | - | - | - | - |
| 31993345 | WA0182 | Water Tower - Lindsey Tower | 375,500 | - | - | - | - | - | - |
| 31993345 | WA0294 | Water Tower- Hall Park Tower | - | - | - | - | - | - | - |
| 31993354 | WA0364 | Water Tower - Boyd Tower | 376,500 | - | - | - | - | - | - |
| 31993345 | WA0382 | Water Tower - Robinson Tower | 833,081 | - | - | - | - | - | - |
| | | **Subtotal Water Tower Projects** | **$ 1,585,081** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **WATER WELL IMPROVEMENTS** | | | | | | | |
| 31- | WA- | Well 31 Facility Replacement | | 50,000 | - | - | - | - | - |
| 31993395 | WA0052 | Historic Wells - 1 W Gray | 10,000 | - | - | - | - | - | - |
| 31993345 | WA0212 | Water Well: 2015 Water Wells & Lines (paygo) | 115,526 | - | - | - | - | - | - |
| 31993345 | WA0235 | Water Well: 2015 Well Field Development (payco) | 141 | - | - | - | - | - | - |
| | | **Subtotal Water Well and Distribution System Projects** | **$ 125,667** | **$ 50,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **WATER TREATMENT PLANT** | | | | | | | |
| 31993395 | WA- | Update Wate Supply Plan | - | - | - | - | - | - | - |
| 31993395 | WA- | Lake Thunderbird Augmentation | - | - | - | - | - | - | - |
| 31- | WA- | WTP Residual Lagoon Improvements | - | 200,000 | 100,000 | - | - | - | - |
| 31- | WA- | WTP Filter Media Replacement | - | 300,000 | 2,500,000 | - | - | - | - |
| 31993398 | WA0214 | WTP Well Field Blending | 8,212,990 | - | - | - | - | - | - |
| 31999939 | WA0248 | WTP Fiber Expansion | 55,000 | - | - | - | - | - | - |
| 31999939 | WA0249 | WTP SCADA Improvements | 178,300 | 50,000 | - | - | - | - | - |
| 31999939 | WA0291 | WTP Improvement Phase 1 | 38,388 | - | - | - | - | - | - |
| 31995521 | WA0329 | New Building for Line Maintenance (match) | 31,412 | - | - | - | - | - | - |
| 31993395 | WA0359 | Corrosion Control Study | 175,000 | - | - | - | - | - | - |
| 31993395 | WA0360 | Cyber & Physical Security Assessment (Split 50/50 between 031/032) | 113,750 | - | - | - | - | - | - |
| 31993395 | WA0362 | WTP Sludge Disposal Study | 100,000 | - | - | - | - | - | - |
| 31993395 | WA0370 | WTP: Solar Array | 23,140 | - | - | - | - | - | - |
| 31993395 | WA0375 | WTP Rehab of Clarifiers 1 & 2 | 400,000 | - | - | - | - | - | - |
| 31993395 | WA0376 | WTP: Filter 1-4 Influent Pipe rehab | 80,000 | - | - | | | | |
| 31999939 | WA0390 | WTP Improvement Phase 2B | 3,406,221 | - | - | - | - | - | - |
| | | **Subtotal WTP Other Projects** | **$ 12,814,201** | **$ 550,000** | **$ 2,600,000** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **URBAN SERVICE AREA WATER LINES** | | | | | | | |
| 31993346 | WA0332 | Stinson St: Jenkins Ave to George Ave | 78,000 | - | - | - | - | - | - |
| 31993346 | WA0341 | Kiowa Way: Hunting Horse Tr to dead end cul de sac | 29,000 | - | - | - | - | - | - |
| 31993346 | WA0342 | W. Brooks St: Berry Rd to Wylie Rd | 103,000 | - | - | - | - | - | - |
| | | **Subtotal Urban Service Area Water Line Projects** | **$ 210,000** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **HOT SOILS WATER LINE REPAIR PROGRAM** | | | | | | | |
| 31993344 | WA0346 | Crail Dr: 36th Ave NW to Astor Dr | 27,980 | - | - | - | - | - | - |
| 31993344 | WA0347 | Buckingham Dr: Brownwood Ln to Bridgeport Rd | 50,000 | - | - | - | - | - | - |
| | | **Subtotal Hot Soils Water Line Repair Program** | **$ 77,980** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **SUBTOTAL PAYGO WATER PROJECTS** | **$ 52,306,125** | **$ 4,475,000** | **$ 5,675,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** |
| | | **WATER BOND PROJECTS** | | | | | | | |
| 31993345 | WB0212 | 2015 Water Wells and Supply Lines (2 MGD) | 2,282,267 | - | - | - | - | - | - |
| 31999938 | WB0292 | WTP: Phase 2 Improvements | 40,160 | - | - | - | - | - | - |
| 31999361 | WB0351 | WaterMeters, Advance Infrastr-Bond | 7,919,821 | - | - | - | - | - | - |
| | | **Subtotal Bond Expenses for 2006 Water Bond Projects** | **$ 10,242,249** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| | | **TOTAL ALL WATER FUND 31 PROJECTS** | **$ 62,548,373** | **$ 4,475,000** | **$ 5,675,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** |

PROJECT TITLE: Water Line Replacement: Alameda Plaza and Apartments at Shiloh and Glenn Bo
PROJECT TYPE: Replacement
PROJ. CATEGORY: Water
PROJECT NUMBER: WA
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Kenneth Giannone

WARD(s): ☑ 1 ☐ 2 ☐ 3 ☑ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Existing water lines within the Alameda Plaza and Apartments at Glenn Bo between Shiloh and Andover are ductile iron and were generally constructed in the 1970s and 1980s. These lines have experienced increased rates of failure and warrant replacement and score in the higher percentiles within the water main assessment completed by VODA. The project includes approximately 4,700 linear feet of 6, 8 and 12-inch water lines.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 150,000 | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | 1,500,000 | | | | |
| 46301 | Materials | | | | | | |
| | Total | 150,000 | 1,500,000 | | | | |

Operating Impact: none — Negligible impact on operating expenses but replacement of water lines experiencing higher rates of failures will reduce emergency repairs and impacts to customers and the public.

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

PROJECT TITLE: Water Line Replacement: Venture Area and Astor Area
PROJECT TYPE: Replacement
PROJ. CATEGORY: Water
PROJECT NUMBER: WA
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Peter Wolbach

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☑ 8 ☐ All

Detailed Project Description:

Existing water lines within along Venture Avenue west of Flood Avenue within adjacent industrial area and at Astor Dr and Bishops Drive within the Berkley Addition are ductile iron and were generally constructed in the 1980s. These lines have experienced increased rates of failure and warrant replacement and scored in the upper percentiles within the water main assessment completed by Voda. The project includes approximately 4,700 linear feet of 6, 8 and 12-inch water lines.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 150,000 | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | 1,500,000 | | | | |
| 46301 | Materials | | | | | | |
| | Total | 150,000 | 1,500,000 | | | | |

Operating Impact: none — Negligible impact on operating impact but replacement of deteriorated lines will reduce emergency repairs and impacts to customers and the general public.

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

PROJECT TITLE: Segment D 24" Phase IV
PROJECT TYPE: Replacement
PROJ. CATEGORY: Water
PROJECT NUMBER: WA0239
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Peter Wolbach

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☑ 7 ☐ 8 ☐ All

Detailed Project Description:

This additional funding will complete the remainder of the Segment D 24-inch extension to Highway 9 from Imhoff and will also complete the 12-inch loop along Chautauqua at the Transfer Station south of Highway 9 to
improve water quality. Both projects are included in the AIM Water Master plan.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 2,000,000 | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 2,000,000 | | | | | |

Operating Impact: none — Negligible impact but these improvements will provide better system resiliency and will improve water quality.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: WL: Classen/Flood:Hwy9-Indian Hills
PROJECT TYPE: Replacement
PROJ. CATEGORY: Water
PROJECT NUMBER: WA0338
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Nathan Madenwald

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☑ 8 ☐ All

Detailed Project Description:

This additional project funding will be to replace the water line along Flood Avenue from Franklin to Huettner. This line has experienced failures in the past and is a critical line serving industry along the corridor.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 1,500,000 | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 1,500,000 | | | | | |

Operating Impact: Decrease — Negligible impact
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Fire Hydrant & Valve Replacements
PROJECT TYPE: Replacement
PROJ. CATEGORY: Water
PROJECT NUMBER: WA0363
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Scott Aynes

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This is an annual maintenance project to replace age related fire hydrants and isolation valves within the distribution system on an needed basis. Unneeded funds to be returned to the Water Fund (031) balance at the end of each fiscal year. Location of replacement assets to be determined on a case by case basis. Funds will purchase new fire hydrants, valves, water line fittings and aggregate materials for related asset replacements.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| 46301 | Materials | | | | | | |
| | Total | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |

Operating Impact: none — Negligible but also staff to more quickly resolve issues with assets to ensure their availability in the future when needed.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Well 31 Facility Assessment
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Water
PROJECT NUMBER: WA
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Peter Wolbach

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project will evaluate the condition of Well 31 and the treatment system installation, specifically focused on operation and maintenance aspects, to ensure that the installation can be reliably operate to provide water
supply.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 50,000 | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 50,000 | | | | | |

Operating Impact: none — Negligible
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: WTP Residual Lagoon Improvements
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Water
PROJECT NUMBER: WA
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Michael Price

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project will install a french drains for lagoon cells to improve the amount of return water and efficiency for the lagoons and also replace the existing pumps for the return pump station to increase the amount of water that can be returned to the head of the WTP. Two cells are proposed to be improved in FYE 27 and three cells to be improved in FYE 28.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 100,000 | 100,000 | | | | |
| 46301 | Materials | 100,000 | | | | | |
| | Total | 200,000 | 100,000 | | | | |

Operating Impact: decrease — Estimated reduction in lagoon clean out costs of 15% per lagoon cell that is upgraded.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: WTP Filter Media Replacement
PROJECT TYPE: Replacement
PROJ. CATEGORY: Water
PROJECT NUMBER: WA
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Kenneth Giannone

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Filter media for water treatment plants has a limited lift span and requires periodic replacement to ensure the filters operate at optimum efficiency. The media, based on visual inspection, appears to warrant replacement in the near future but additional testing is being done to confirm replacement is necessary. This project will include preparation of the initial bid specifications and then the physical media replacement within the following budget year.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 300,000 | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | | 2,500,000 | | | | |
| | Total | 300,000 | 2,500,000 | | | | |

Operating Impact: none — Negligible if replaced timely but impacts could be significant if not addressed when necessary and it impacts WTP operations and ability to meet regulations.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: WTP- SCADA Improvements
PROJECT TYPE:
PROJ. CATEGORY: Water
PROJECT NUMBER: WA0249
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Neal Engleman

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Past improvements have been completed to upgrade the Water Treatment Plant SCADA system but additional upgrades are necessary to keep the systems current and provide for improved maintenance of the systems, ongoing system security, and increased data accessibility and functionality for City staff. Additional proposed improvements for FYE 27 include access control upgrades.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 50,000 | | | | | |
| | Total | 50,000 | | | | | |

Operating Impact: none — Negligible impact to operating budget

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

# WATER RECLAMATION FUND



# Water Reclamation Fund – 32

- Primary factors affecting project selection and priorities include:
  - Compliance with EPA administrative orders,
  - Relative impact on other parts of the sanitary sewerage system,
  - Maintenance history and service calls,
  - Inspections,
  - Wastewater Master Plan recommendations,
  - Accessibility,
  - Relative location downstream or upstream in the system, and
  - Coordination with nearby infrastructure projects.
- Fund 32 is the Norman Utilities Authority Wastewater Reclamation Facility Fund that accounts for revenues associated with existing customers and ongoing accounts.
- A 25-member, Council-appointed, Implementation Committee, will prioritize improvements to both the interceptors and the treatment plant with the assistance of staff. For interceptors, the committee might consider the following factors:
  - Sales tax funded project scope should be appropriate to allow funding on a "pay-as-you-go" basis. Those interceptor segments shown to be most severely overloaded under the existing wastewater loading should be most highly rated. Similarly, those becoming overloaded under an obligated loading would have a higher priority than one becoming overloaded under full build-out. Expressed differently, those interceptors needing only a small increase in capacity to meet full build-out demands would have a higher priority than interceptors needing a large increase in capacity.
  - Downstream interceptor segments should generally be of higher priority than upstream segments. Interceptor projects in separate drainage basins can occur simultaneously as they are not interdependent.
  - Since excise tax funding is expected to lag behind sales tax funding, interceptor segments that are the same size under both the obligated and the full build-out scenarios might be funded first. Generally, this implies the service area is close to being fully developed, or a portion of the existing flow will be diverted to the proposed northern wastewater treatment plant.
  - Parallel interceptors might have a lower priority than a replacement interceptor might since additional rights-of-way may need to be acquired for parallel interceptors. Right-of-way/easement acquisition often delays project start-up.
  - The new interceptors serving existing customers in the Lift Station D service area must be timed to come on-line concurrently with the proposed northern wastewater treatment plant. Design and right-of-way acquisition for these interceptors might have a high priority while construction might be delayed several years.
- In FYE 2015, Council approved transferring the sewer line maintenance operations out of the Sewer Line Maintenance Fund into the Water Reclamation Fund in order to better track the collection and distribution of the $5 per month sewer maintenance fee.

## Wastewater - Fund 32 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 7,258,403 | $ 4,201,472 | $ 3,559,978 | $ 3,822,266 | $ 4,121,726 | $ 6,642,013 | $ 10,194,981 | $ 13,643,281 |
| 3 | Operating Revenues: | | | | | | | | |
| 4 | Enterprise Fund Fees/Chgs | $ 11,628,278 | $ 11,596,375 | $ 11,596,375 | $ 11,770,321 | $ 11,946,876 | $ 12,126,079 | $ 12,307,970 | $ 12,492,590 |
| 5 | Capital Improvement Charge | 983,263 | 866,285 | 866,285 | 874,948 | 883,698 | 892,535 | 901,460 | 910,475 |
| 7 | Total Operating Revenues | $ 12,611,541 | $ 12,462,660 | $ 12,462,660 | $ 12,645,269 | $ 12,830,574 | $ 13,018,614 | $ 13,209,430 | $ 13,403,065 |
| 9 | Operating Expenditures: | | | | | | | | |
| 10 | Salaries and Benefits | $ 4,384,763 | $ 4,175,522 | $ 4,175,522 | $ 3,955,111 | $ 4,152,867 | $ 4,360,510 | $ 4,578,535 | $ 4,807,462 |
| 11 | Supplies and Materials | 825,462 | 737,873 | 897,044 | 896,122 | 905,083 | 914,134 | 923,275 | 932,508 |
| 12 | Services and Maintenance | 1,616,019 | 1,724,496 | 1,783,217 | 1,781,359 | 1,799,173 | 1,817,164 | 1,835,336 | 1,853,689 |
| 13 | Internal Services | 286,191 | 293,610 | 293,610 | 287,624 | 293,376 | 299,244 | 305,229 | 311,333 |
| 14 | Cost Allocations | 2,203,179 | 833,460 | 833,460 | 1,109,538 | 1,120,633 | 1,131,840 | 1,143,158 | 1,154,590 |
| 15 | Employee Turnover Savings | - | (62,633) | (62,633) | (59,327) | (62,293) | (65,408) | (68,678) | (72,112) |
| 17 | Total Operating Expenditures | $ 9,315,614 | $ 7,702,328 | $ 7,920,220 | $ 7,970,427 | $ 8,208,839 | $ 8,457,484 | $ 8,716,856 | $ 8,987,471 |
| 19 | Net Operating Revenue | $ 3,295,927 | $ 4,760,332 | $ 4,542,440 | $ 4,674,842 | $ 4,621,734 | $ 4,561,129 | $ 4,492,574 | $ 4,415,594 |
| 21 | Other Revenues: | | | | | | | | |
| 22 | Interest Income | $ 372,462 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 |
| 23 | Bond Proceeds/Grant Reimb. | 593,371 | - | 11,830,000 | - | - | - | - | - |
| 24 | Misc. Revenue/Cost Allocation | 1,300,066 | | - | - | - | - | - | - |
| 26 | Total Other Revenues | $ 2,265,899 | $ 50,000 | $ 11,880,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 |
| 28 | | | | | | | | | |
| 29 | Other Expenditures: | | | | | | | | |
| 31 | Debt Service-14 SRF Note | 2,325,160 | 2,257,294 | 2,257,294 | 2,257,294 | 1,129,897 | - | - | - |
| 38 | Debt Service-14 SRF Note | - | - | - | - | - | - | - | - |
| 32 | Debt Service-24 SRF Note | 2,252 | 177,353 | 177,353 | 283,790 | 283,923 | 283,826 | 283,920 | 283,888 |
| 33 | Capital Projects | 4,101,892 | 3,925,000 | 11,831,498 | - | - | - | - | - |
| 34 | Capital Equipment | 928,994 | 1,033,750 | 1,129,796 | 1,143,160 | - | - | - | - |
| 35 | I/F Transf - General Fund | 540,939 | 579,819 | 579,819 | 588,516 | 597,344 | 606,304 | 615,399 | 624,630 |
| 36 | I/F Transf - Water Fund | - | | 75,000 | | | | | |
| 37 | I/F Transf - Capital Fund | 250,000 | | - | | | | | |
| 38 | I/F Transf - Risk Fund | | | 109,392 | 152,603 | 140,283 | 168,031 | 194,956 | 223,614 |
| 40 | Total Other Expenditures | $ 9,260,251 | $ 7,973,216 | $ 16,160,152 | $ 4,425,383 | $ 2,151,447 | $ 1,058,161 | $ 1,094,275 | $ 1,132,132 |
| 42 | Net Revenues (Expenditures) | $ (3,698,425) | $ (3,162,883) | $ 262,289 | $ 299,459 | $ 2,520,287 | $ 3,552,968 | $ 3,448,299 | $ 3,333,462 |
| 44 | Ending Fund Balance | $ 3,559,978 | $ 1,038,589 | $ 3,822,266 | $ 4,121,726 | $ 6,642,013 | $ 10,194,981 | $ 13,643,281 | $ 16,976,742 |
| 46 | Reserves | | | | | | | | |
| 47 | Reserve for Encumbrances | $ 3,822,070 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 48 | Reserve for Operations | 745,249 | 616,186 | 633,618 | 637,634 | 656,707 | 676,599 | 697,348 | 718,998 |
| 49 | Reserve for Capital | 2,366,300 | - | - | - | - | - | - | - |
| 50 | Reserve (Deficit) Surplus | (3,373,641) | 422,403 | 3,188,648 | 3,484,092 | 5,985,306 | 9,518,382 | 12,945,933 | 16,257,744 |
| 52 | Total Reserves | $ 3,559,978 | $ 1,038,589 | $ 3,822,266 | $ 4,121,726 | $ 6,642,013 | $ 10,194,981 | $ 13,643,281 | $ 16,976,742 |

## Water Reclamation Fund Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 32- | WW- | WRF Drying Bed | - | - | - | - | - | - | - |
| 32- | WW- | Misc WRF Improvements | - | - | - | - | - | - | - |
| 32- | WW- | Westside Lift Station Roof | - | - | - | - | - | - | - |
| 32999942 | WW0177 | WW Conn Fee/Excise Tax Assessment | 13,551 | - | - | - | - | - | - |
| 32993394 | WW0205 | WRF Non-Potable Reuse System | 46,635 | - | - | - | - | - | - |
| 32993394 | WW0211 | WRF Non-Potable Reuse System Grant | 500,000 | - | - | - | - | - | - |
| 32990048 | WW0317 | WRF Re-Use Pilot Study | 182,504 | - | - | - | - | - | - |
| 32999911 | WW0318 | WRF Storage Building | 822,820 | - | - | - | - | - | - |
| 32999911 | WW0319 | WRF Septage Receiving Station | 800 | - | - | - | - | - | - |
| 32999911 | WW0325 | WRF Main Control Building Renovation | 3,124,636 | - | - | - | - | - | - |
| 32999911 | WW0326 | Centrifuge Replacement | 1,640,474 | - | - | - | - | - | - |
| 32995521 | WW0329 | Line Maintenance Building (match) | 4,837 | - | - | - | - | - | - |
| 32999911 | WW0331 | WRF Solar Array | 71,628 | - | - | - | - | - | - |
| 32999911 | WW0332 | Aeration Basin Turbo Blower Replacement | 2,602,365 | - | - | - | - | - | - |
| 32999911 | WW0336 | Digester 3 Roof Replacement | 250,000 | - | - | - | - | - | - |
| 32999942 | WW0340 | WRF Emerging Contaminant Study | 499,770 | - | - | - | - | - | - |
| 32999911 | WW0342 | Water Rec Facility Upgrades | 1,924,598 | - | - | - | - | - | - |
| 32995521 | WW0392 | Line Maintenance Solar Array | 125,000 | - | - | - | - | - | - |
| | | TOTAL WATER RECLAMATION FUND 32 PROJECTS | $ 11,809,618 | $ - | $ - | $ - | $ - | $ - | $ - |

# SEWER MAINTENANCE FUND



# Sewer Maintenance Fund – 321

- Primary factors affecting project selection and priorities include:
  - Compliance with EPA administrative orders,
  - Relative impact on other parts of the sanitary sewerage system,
  - Maintenance history and service calls,
  - Inspections,
  - Wastewater Master Plan recommendations,
  - Accessibility,
  - Relative location downstream or upstream in the system, and
  - Coordination with nearby infrastructure projects
- New sources of revenue were approved by voters on August 14, 2001 became effective October 1, 2001 and are:
  - Sewer Maintenance (Fund 321) - $5 per month, sewer service maintenance rate charged to each residence, apartment, business or mobile home receiving sewer service in the City; to be used for establishing an upgraded sewer maintenance program and not to pay debt service.
- A 25-member, Council-appointed, Implementation Committee, will prioritize improvements to both the interceptors and the treatment plant with the assistance of staff. For interceptors, the committee might consider the following factors:
  - Sales tax funded project scope should be appropriate to allow funding on a "pay-as-you-go" basis. Those interceptor segments shown to be most severely overloaded under the existing wastewater loading should be most highly rated. Similarly, those becoming overloaded under an obligated loading would have a higher priority than one becoming overloaded under full build-out. Expressed differently, those interceptors needing only a small increase in capacity to meet full build-out demands would have a higher priority than interceptors needing a large increase in capacity.
  - Downstream interceptor segments should generally be of higher priority than upstream segments. Interceptor projects in separate drainage basins can occur simultaneously as they are not interdependent.
  - Since excise tax funding is expected to lag behind sales tax funding, interceptor segments that are the same size under both the obligated and the full build-out scenarios might be funded first. Generally, this implies the service area is close to being fully developed, or a portion of the existing flow will be diverted to the proposed northern wastewater treatment plant.
  - Parallel interceptors might have a lower priority than a replacement interceptor might since additional rights-of-way may need to be acquired for parallel interceptors. Right-of-way/easement acquisition often delays project start-up.
  - The new interceptors serving existing customers in the Lift Station D service area must be timed to come on-line concurrently with the proposed northern wastewater treatment plant. Design and right-of-way acquisition for these interceptors might have a high priority while construction might be delayed several years
- In FYE 2015, Council approved transferring the sewer line maintenance operations out of the Sewer Line Maintenance Fund into the Water Reclamation Fund in order to better track the collection and distribution of the $5 per month sewer maintenance fee.

## Sewer Maintenance - Fund 321 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 18,604,265 | $ 2,123,844 | $ 18,272,230 | $ 1,805,269 | $ 1,399,368 | $ 4,438,586 | $ 7,523,476 | $ 10,654,599 |
| 3 | Operating Revenues: | | | | | | | | |
| 4 | Sewer Maintenance Rate | $ 3,298,111 | $ 3,202,437 | $ 3,202,437 | $ 3,250,474 | $ 3,299,231 | $ 3,348,719 | $ 3,398,950 | $ 3,449,934 |
| 6 | Total Operating Revenues | $ 3,298,111 | $ 3,202,437 | $ 3,202,437 | $ 3,250,474 | $ 3,299,231 | $ 3,348,719 | $ 3,398,950 | $ 3,449,934 |
| 8 | Operating Expenditures: | | | | | | | | |
| 9 | Salaries and Benefits | $ 67,708 | $ 70,004 | $ 70,004 | $ 69,498 | $ 72,973 | $ 76,622 | $ 80,453 | $ 84,475 |
| 10 | Supplies and Materials | 2,845 | 4,552 | 4,552 | 3,877 | 3,916 | 3,955 | 3,994 | 4,034 |
| 11 | Services and Maintenance | 1,255 | 3,525 | 3,525 | 3,525 | 3,560 | 3,596 | 3,632 | 3,668 |
| 12 | Internal Services | 1,422 | 5,665 | 5,665 | 4,475 | 4,565 | 4,656 | 4,749 | 4,844 |
| 14 | Total Operating Expenditures | $ 73,230 | $ 83,746 | $ 83,746 | $ 81,375 | $ 85,013 | $ 88,828 | $ 92,828 | $ 97,022 |
| 16 | Net Operating Revenue | $ 3,224,881 | $ 3,118,691 | $ 3,118,691 | $ 3,169,099 | $ 3,214,218 | $ 3,259,891 | $ 3,306,122 | $ 3,352,912 |
| 18 | Other Revenues: | | | | | | | | |
| 19 | Interest Income | $ 809,585 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 20 | Misc. Revenue | 100,000 | - | - | - | - | - | - | - |
| 21 | Transfer from Excise Tax Fund | - | | | | | | | |
| 23 | Total Other Revenues | $ 909,585 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 25 | | | | | | | | | |
| 26 | Other Expenditures: | | | | | | | | |
| 27 | Capital Projects | $ 4,466,501 | $ 3,525,000 | $ 19,516,146 | $ 3,575,000 | $ 175,000 | $ 175,000 | $ 175,000 | $ 175,000 |
| 28 | Capital Equipment | - | 69,506 | 69,506 | - | - | - | - | - |
| 29 | I/F Transf - Capital Fund | - | | | | | | | |
| 30 | Audit Accruals/Adjustments | - | - | - | - | - | - | - | - |
| 32 | Total Other Expenditures | $ 4,466,501 | $ 3,594,506 | $ 19,585,652 | $ 3,575,000 | $ 175,000 | $ 175,000 | $ 175,000 | $ 175,000 |
| 34 | Total Revenues | $ 4,207,696 | $ 3,202,437 | $ 3,202,437 | $ 3,250,474 | $ 3,299,231 | $ 3,348,719 | $ 3,398,950 | $ 3,449,934 |
| 36 | Total Expenditures | $ 4,539,731 | $ 3,678,252 | $ 19,669,398 | $ 3,656,375 | $ 260,013 | $ 263,828 | $ 267,828 | $ 272,022 |
| 38 | Net Revenues (Expenditures) | $ (332,035) | $ (475,815) | $ (16,466,961) | $ (405,901) | $ 3,039,218 | $ 3,084,891 | $ 3,131,122 | $ 3,177,912 |
| 40 | Ending Fund Balance | $ 18,272,230 | $ 1,648,029 | $ 1,805,269 | $ 1,399,368 | $ 4,438,586 | $ 7,523,476 | $ 10,654,599 | $ 13,832,511 |

## Sewer Maintenance Fund Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 32- | WW- | Sewer Maintenance Project FYE 27 | - | 3,250,000 | - | - | - | - | - |
| 32- | WW- | Sewer Maintenance Project FYE 28 | - | - | - | - | - | - | - |
| 32- | WW- | 24 Inch Bishop Creek Interceptor Condition Assessment | - | 150,000 | - | - | - | - | - |
| 32- | WW- | Manhole Rehabilitation | - | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 375,000 |
| 32- | WW- | Sewer Lift Station Rehab | - | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 |
| 32190048 | WW0091 | Replace Lift Station D Force Main-Phase 2 | 37,525 | - | - | - | - | - | - |
| 32193338 | WW0178 | SS Aerial Crossing: HWY 9 & OliverWood | 25,305 | - | - | - | - | - | - |
| 32193338 | WW0212 | Bishop Creek Aerial Sewer Line Replacement | 870,777 | | | | | | |
| 32199974 | WW0248 | SS Emergency Repairs | 510,313 | - | - | - | - | - | - |
| 32193338 | WW0316 | Sewer Maint Projects FY18 | 5,927,002 | - | - | - | - | - | - |
| 32193338 | WW0321 | Sewer Maint Projects FY19 | 571,756 | - | - | - | - | - | - |
| 32193338 | WW0334 | Sewer Maint Projects FYE 2022 | 3,420,000 | - | - | - | - | - | - |
| 32193338 | WW0337 | Sewer Maint Projects FYE 2024 | 4,130,000 | - | - | - | - | - | - |
| 32192236 | WW0338 | Sewer Lift Station Rehab: Sutton Place | 15,364 | - | - | - | - | - | - |
| 32192236 | WW0339 | Healthplex Lift Station SCADA Improve | 293 | - | - | - | - | - | - |
| 32193338 | WW0341 | Ashton Grove San Sewer Assessmen: | 52,808 | - | - | - | - | - | - |
| 32192236 | WW0343 | Eagle Cliff Lift Station Rehab | 100,000 | | | | | | |
| 32192236 | WW0344 | Lift Station D Condition Assessment | 75,000 | | | | | | |
| 32192236 | WW0345 | Lift Station Radio Comm Upgrade | 250,000 | | | | | | |
| 32193338 | WW0346 | Sewer Maintenance Projects FYE 26 | 3,000,000 | | | | | | |
| | | **TOTAL SEWER MAINTENANCE FUND 321 PROJECTS** | **$ 18,986,143** | **$ 3,575,000** | **$ 175,000** | **$ 175,000** | **$ 175,000** | **$ 175,000** | **$ 875,000** |

PROJECT TITLE: Sewer Maintenance Project FYE 2027
PROJECT TYPE: Replacement
PROJ. CATEGORY: Water Reclamation
PROJECT NUMBER: WW
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Peter Wolbach

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☑ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

In 2001, the citizen's of Norman approved a Sewer Maintenance Fee of $5 per month per household to be deposited in the Sewer Maintence Fund 321. New projects are funded annually with funding utilized for design, inspection and construction activities which will repair or replace our aging sewer collection system including sewer lines and lift stations. Annual rehabilitation project, generally bounded by 12th Avenue NE to the west, Robinson Street to the south, 24th Avenue to the east, and the half section line to the north.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 250,000 | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 3,000,000 | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 3,250,000 | | | | | |

Operating Impact: Decrease — Replacement or rehabilitation of these sewer lines requiring additional staff maintenance and repair will decrease operating expenses but an exact dollar amount cannot be calculated.

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

PROJECT TITLE: 24-Inch Bishop Creek Interceptor Condition Assessment
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Water Reclamation
PROJECT NUMBER: WW
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Jared Mattern

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☑ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Based on the odor study completed for the 24-inch Bishop Creek interceptor and the sinkhole failure that occurred in Spring 2025, this project will clean and evaluate the pipe to determine if the pipe is in good condition or if modifications are necessary to rehabilitate the existing line to ensure reliable, resilient wastewater service.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 150,000 | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 150,000 | | | | | |

Operating Impact: None — Negligible impact to the operating budget but this would allow staff to be proactive in addressing the pipe condition rather than responding to pipe failures on an emergency basis.

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

PROJECT TITLE: Manhole Rehabilitation
PROJECT TYPE: Replacement
PROJ. CATEGORY: Water Reclamation
PROJECT NUMBER: WW
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Jared Mattern

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project will be a rolling capital project to address manhole deficiencies including structural, coatings, and other ancillary improvements necessary to ensure that manholes provide a reliable, resilient collection system.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| 46301 | Materials | | | | | | |
| | Total | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |

Operating Impact: None — Negligible impact to the operating budget. However, if not properly maintained, significant capital expenses could be the result.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Sewer Lift Station Rehabilitation
PROJECT TYPE: Replacement
PROJ. CATEGORY: Water Reclamation
PROJECT NUMBER: WW
DEPARTMENT: Utilities
ACCOUNT NUMBER:
MANAGER: Jared Mattern

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project will be a rolling capital project to rehabilitate and upgrade existing lift stations to meet current requirements including the installation of new pump, emergency generators or other improvements necessary to
improve the reliability and resiliency for lift stations moving forward.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 100,000 | | | | | |
| | Total | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |

Operating Impact: None — Negligible operating impact. No modifications to staffing and minimal change to operating costs.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

# SEWER NEW DEVELOPMENT FUND



# New Development Excise Tax Fund – 322

- Primary factors affecting project selection and priorities include:
  - Compliance with EPA administrative orders,
  - Relative impact on other parts of the sanitary sewerage system,
  - Maintenance history and service calls,
  - Inspections,
  - Wastewater Master Plan recommendations,
  - Accessibility,
  - Relative location downstream or upstream in the system, and
  - Coordination with nearby infrastructure projects
- New sources of revenue were approved by voters on August 14, 2001 and became effective October 1, 2001:
  - New Development Excise Tax (Fund 322) – an excise tax on new residential and commercial development to be served by the sewer system. This revenue is to be used for future improvements and expansion to the city's wastewater system. The amount generated is dependent on growth, but is anticipated to be $2 million per year. Projects will be funded primarily Pay Go and debt financed as needed.
- A 25-member, Council-appointed, Implementation Committee, will prioritize improvements to both the interceptors and the treatment plant with the assistance of staff. For interceptors, the committee might consider the following factors:
  - Sales tax funded project scope should be appropriate to allow funding on a "pay-as-you-go" basis. Those interceptor segments shown to be most severely overloaded under the existing wastewater loading should be most highly rated. Similarly, those becoming overloaded under an obligated loading would have a higher priority than one becoming overloaded under full build-out. Expressed differently, those interceptors needing only a small increase in capacity to meet full build-out demands would have a higher priority than interceptors needing a large increase in capacity.
  - Downstream interceptor segments should generally be of higher priority than upstream segments. Interceptor projects in separate drainage basins can occur simultaneously as they are not interdependent.
  - Since excise tax funding is expected to lag behind sales tax funding, interceptor segments that are the same size under both the obligated and the full build-out scenarios might be funded first. Generally, this implies the service area is close to being fully developed, or a portion of the existing flow will be diverted to the proposed northern wastewater treatment plant.
  - Parallel interceptors might have a lower priority than a replacement interceptor might since additional rights-of-way may need to be acquired for parallel interceptors. Right-of-way/easement acquisition often delays project start-up.
  - The new interceptors serving existing customers in the Lift Station D service area must be timed to come on-line concurrently with the proposed northern wastewater treatment plant. Design and right-of-way acquisition for these interceptors might have a high priority while construction might be delayed several years

## New Development Excise Tax - Fund 322 Summary

| | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|
| 1 Beginning Fund Balance | $ 4,191,340 | $ 1,888,071 | $ 3,145,391 | $ 1,220,144 | $ 447,002 | $ 447,638 | $ 1,224,553 | $ 2,001,468 |
| 3 Operating Revenues: | | | | | | | | |
| 4 Excise Tax - Residential | $ 920,406 | $ 1,100,000 | $ 1,100,000 | $ 900,000 | $ 900,000 | $ 900,000 | $ 900,000 | $ 900,000 |
| 5 Excise Tax - Commercial | 156,442 | 300,000 | 300,000 | 160,000 | 160,000 | 160,000 | 160,000 | 160,000 |
| 7 Total Operating Revenues | $ 1,076,848 | $ 1,400,000 | $ 1,400,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 |
| 9 Total Operating Expenditures | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 11 Net Operating Revenue | $ 1,076,848 | $ 1,400,000 | $ 1,400,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 | $ 1,060,000 |
| 13 Other Revenues: | | | | | | | | |
| 14 Interest Income | $ 130,068 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 |
| 16 Total Other Revenues | $ 130,068 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 | $ 70,000 |
| 18 Other Expenditures: | | | | | | | | |
| 19 Debt Service - 09 SRF | $ 351,334 | $ 353,085 | $ 353,085 | $ 353,085 | $ 353,085 | $ 353,085 | $ 353,085 | $ 354,417 |
| 20 Debt Service - 14 SRF | 1,595,509 | 1,550,056 | 1,550,056 | 1,550,056 | 776,279 | - | - | - |
| 21 Capital Projects | 306,022 | - | 1,492,106 | - | - | | | |
| 22 Transfer to Maint. Fund | - | | | | | | | |
| 24 Total Other Expenditures | $ 2,252,865 | $ 1,903,141 | $ 3,395,247 | $ 1,903,141 | $ 1,129,364 | $ 353,085 | $ 353,085 | $ 354,417 |
| 26 Net Revenues (Expenditures) | $ (1,045,949) | $ (433,141) | $ (1,925,247) | $ (773,141) | $ 636 | $ 776,915 | $ 776,915 | $ 775,583 |
| 28 Ending Fund Balance | $ 3,145,391 | $ 1,454,929 | $ 1,220,144 | $ 447,002 | $ 447,638 | $ 1,224,553 | $ 2,001,468 | $ 2,777,051 |

## New Development ExciseTax Fund Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 32290048 | WW0174 | Bishop Creek Interceptors | 609,700 | - | - | - | - | - | - |
| 32290048 | WW0179 | WW Master Plan | 74,005 | - | - | - | - | - | - |
| 32290048 | WW0308 | SE Lift Station Payback | 902,000 | - | - | - | - | - | - |
| 32290048 | WW0328 | Brookhaven Creek Interceptors | 160,000 | - | - | - | - | - | - |
| 32290722 | WW0348 | Corporation Addition Utilities | 276,400 | - | - | - | - | - | - |
| **TOTAL NEW DEVELOPMENT EXCISE FUND 322 PROJECTS** | | | **$ 2,022,105** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |

# SANITATION FUND



# Sanitation Fund – 33

- All Projects are scheduled on a pay-go basis and cannot be funded until and unless the voters approve a revenue rate increase and/or revenue bonds.
- Revenues from the Sanitation Fees shall be used for construction of new facilities or maintenance of existing facilities.

## Sanitation - Fund 33 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 11,300,608 | $ 4,450,740 | $ 11,884,700 | $ 6,350,790 | $ 5,570,334 | $ 5,887,515 | $ 6,024,567 | $ 5,970,388 |
| 3 | Operating Revenues: | | | | | | | | |
| 4 | Enterprise Fund Fees/Chgs | $ 18,040,455 | 16,651,084 | $ 16,651,084 | 16,900,850 | 17,154,363 | 17,411,678 | 17,672,853 | 17,937,946 |
| 5 | Other Revenue | 282,091 | 235,524 | 235,524 | 100,000 | 101,000 | 102,010 | 103,030 | 104,060 |
| 7 | Total Operating Revenues | $ 18,322,546 | $ 16,886,608 | $ 16,886,608 | $ 17,000,850 | $ 17,255,363 | $ 17,513,688 | $ 17,775,883 | $ 18,042,006 |
| 9 | Operating Expenditures: | | | | | | | | |
| 10 | Salaries / Benefits | $ 6,594,654 | $ 5,725,647 | $ 5,725,647 | $ 5,689,437 | $ 5,973,909 | $ 6,272,604 | $ 6,586,235 | $ 6,915,546 |
| 11 | Supplies / Materials | 1,333,198 | 1,440,449 | 1,448,401 | 1,230,244 | 1,242,546 | 1,254,971 | 1,267,521 | 1,280,196 |
| 12 | Services / Maintenance | 3,403,743 | 4,087,471 | 4,157,567 | 4,103,552 | 4,144,588 | 4,186,034 | 4,227,894 | 4,270,173 |
| 13 | Internal Services | 969,041 | 997,724 | 997,724 | 1,098,420 | 1,120,388 | 1,142,796 | 1,165,652 | 1,188,965 |
| 14 | Cost Allocations | 2,159,439 | 2,312,802 | 2,312,802 | 2,331,565 | 2,354,881 | 2,378,430 | 2,402,214 | 2,426,236 |
| 16 | Total Operating Expenditures | $ 14,460,075 | $ 14,564,093 | $ 14,642,141 | $ 14,453,218 | $ 14,836,312 | $ 15,234,835 | $ 15,649,516 | $ 16,081,116 |
| 18 | Net Operating Revenue | $ 3,862,471 | $ 2,322,515 | $ 2,244,467 | $ 2,547,632 | $ 2,419,051 | $ 2,278,853 | $ 2,126,367 | $ 1,960,890 |
| 20 | Other Revenue: | | | | | | | | |
| 21 | Interest Income | $ 504,672 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 |
| 22 | Bond/Grant Proceeds | - | - | - | - | - | - | - | - |
| 24 | Total Other Revenue | $ 504,672 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 | $ 300,000 |
| 26 | Other Expenditures: | | | | | | | | |
| 27 | Audit Accruals/Adjustments | $ 85,420 | | | | | | | |
| 28 | Capital Equipment | 3,546,661 | $ 2,251,256 | $ 3,397,615 | $ 3,408,489 | $ 2,200,000 | $ 2,200,000 | $ 2,200,000 | $ 2,200,000 |
| 31 | Capital Projects | 150,970 | 200,000 | 4,523,344 | - | - | - | - | - |
| 32 | I/F Transf - Risk Fund | | | 157,418 | 219,599 | 201,870 | 241,801 | 280,547 | 321,786 |
| 34 | Total Other Expenditures | $ 3,783,051 | $ 2,451,256 | $ 8,078,377 | $ 3,628,088 | $ 2,401,870 | $ 2,441,801 | $ 2,480,547 | $ 2,521,786 |
| 36 | Net Revenues (Expenditures) | $ 584,092 | $ 171,259 | $ (5,533,910) | $ (780,456) | $ 317,181 | $ 137,052 | $ (54,180) | $ (260,896) |
| 38 | Ending Fund Balance | $ 11,884,700 | $ 4,621,999 | $ 6,350,790 | $ 5,570,334 | $ 5,887,515 | $ 6,024,567 | $ 5,970,388 | $ 5,709,491 |
| 40 | Reserves | | | | | | | | |
| 41 | Reserve for Operations | $ 1,156,806 | $ 1,165,127 | $ 1,171,371 | $ 1,156,257 | $ 1,186,905 | $ 1,218,787 | $ 1,251,961 | $ 1,286,489 |
| 42 | Reserve for Capital | 3,585,890 | 2,502,122 | 2,441,698 | 2,200,000 | 2,200,000 | 2,200,000 | 2,200,000 | 2,200,000 |

## Sanitation Fund Project Table

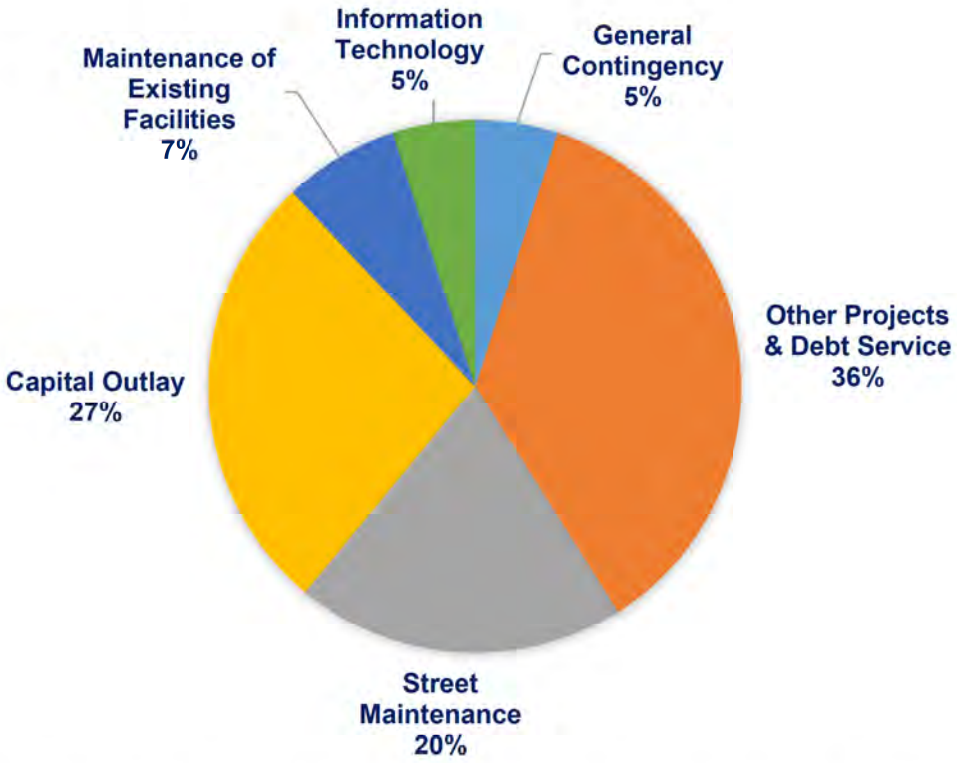
| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 33999975 | SA0005 | Transfer Station Renovation | 1,913,559 | - | - | - | - | - | - |
| 33999975 | SA0012 | Household Hazardous Waste Facility | 89,001 | - | - | - | - | - | - |
| 33999975 | SA0014 | Compost Area Pad Improvements | 196,388 | - | - | - | - | - | - |
| 33999975 | SA0019 | Compost Facility Scale House | 1,243,329 | - | - | - | - | - | - |
| 33999975 | SA0021 | New Sanitation Facility | 17,360 | - | - | - | - | - | - |
| 33999975 | SA0022 | West Norman Recycle Center | 68,950 | - | - | - | - | - | - |
| 33999975 | SA0024 | Sanitation Storage Building | 650,000 | - | - | - | - | - | - |
| 33999975 | SA0025 | Sanitation Cost of Service Study | 40,988 | - | - | - | - | - | - |
| 33955944 | SA0026 | HHW Facility Solar Array | 76,762 | | | | | | |
| 33999975 | SA0027 | Transfer Station Solar Array | 200,000 | - | - | - | - | - | - |
| 33999975 | WW0312 | WRF Class A Sludge Improvements | 43,749 | - | - | - | - | - | - |
| | | TOTAL SANITATION FUND 33 PROJECTS | $ 4,540,086 | $ - | $ - | $ - | $ - | $ - | $ - |

# CAPITAL FUND



# Capital Fund – 50

- Capital Fund revenues are primarily received from 70% of one percent Sales Tax (0.7%), per referendum of September 1976. Their purpose is to finance General Fund related capital needs. Revenue amounts are projected to increase at annual growth rates based on trend line analysis.
- New Capital Sales Tax Revenues will be generally allocated as follows:




- Until a Stormwater Utility is created for future funding of stormwater drainage projects, such projects will be funded from Capital Sales Tax revenues
- As feasible, the City will pursue funding from all eligible sources on a PayGo basis, using city funds, private contributions, and Federal or State assistance. Park Development Fees (Fund 52) and Room Tax (Fund 23) will also be available for construction of Community and Neighborhood Parks.
- The City will explore the option of selling bonds to advance major projects, due to a lack of other available revenues.
- Periodically, the private sector participates in project expenses through impact fees.
- See Figures in the Appendix and individual project sheets for locations of specific projects.
- Beginning in FYE 08, the Capital Fund began subsidizing the Westwood Fund by means of transfers. These funds are spent on capital projects and capital equipment.
- The Electorate approved a sales tax for public safety (referred to herein as Public Safety Sales Tax, PSST) on May 13, 2008 and an extension of the PSST on April 1, 2014, earmarking part of the proceeds for construction, equipping and staffing of two new fire stations and other police and fire related capital purposes. These have been included in the capital budget as Fire Station 8, Fire Station 9 and the Smalley Center. The sales taxes will be transferred from the General Fund to the Capital Fund at the rate of expenditures.
- Beginning in FYE 2012, salaries and benefits will be paid directly from the Capital Fund. Personnel include: 3 CIP Engineers, 1 Traffic Engineer, 1 Construction Manager, a Staff Engineer, 25% of an Engineering Assistant, 25% of the Stormwater Program Manager, 70% of a Park Planner I, 50% of a Park Planner II,

80% of a Construction Inspector, 50% of a Construction Inspector, 80% of a Utility Coordinator, and 15% of a Facility Maintenance Supervisor.

- In August, 2012 a General Obligation Bond referendum was approved ($42,575,000) for street maintenance program. Some of these were previously partially funded with Capital Sales Tax. The Pay-Go funding will be reallocated to other needs as Council reviews specific projects.
- In April, 2016 a General Obligation Bond referendum was approved ($25,360,000) for continuation of the previous street maintenance program with additional street locations. This is funded with a temporary property tax.
- In April, 2019 a General Obligation Bond referendum was approved ($72,000,000) for transportation projects. This is funded with a temporary property tax.
- On April 6, 2021 a General Obligation Bond referendum was approved ($27,000,000) for continuation of the previous (2016) street maintenance program with addition street locations and the addition of a preventative maintenance program. This was funded with a temporary property tax.
- On October 10, 2023 a General Obligation Bond referendum was approved ($50,000,000) for bridge maintenance. This is funded with a temporary property tax.
- On April 7, 2026 two General Obligation Bond referendums were approved. The first ($35,000,000) is a continuation of the 2016 and 2021 Street Maintenance Bond programs. The second ($8,000,000) is for a permanent shelter and resource facility. Both are funded with a temporary property tax.

## Capital Salex Tax - Fund 50 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 81,182,295 | $ 30,146,984 | $ 70,335,099 | $ 53,553,358 | $ 37,360,692 | $ 29,211,327 | $ 23,873,058 | $ 18,417,626 |
| 3 | Revenues: | | | | | | | | |
| 4 | Sales Tax | $ 16,586,849 | $ 17,512,533 | $ 17,512,533 | $ 17,633,956 | $ 17,986,635 | $ 18,346,368 | $ 18,713,295 | $ 19,087,561 |
| 5 | Interest/Investment Income | 715,162 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| 6 | GO Bond Interest Income | 1,736,365 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| 7 | Donations/Other | 142,577 | - | - | - | - | - | - | - |
| 9 | Subtotal | $ 19,180,953 | $ 18,212,533 | $ 18,212,533 | $ 18,333,956 | $ 18,686,635 | $ 19,046,368 | $ 19,413,295 | $ 19,787,561 |
| 10 | I/F Transf - CDBG Fund | 223,451 | - | - | - | - | - | - | - |
| 11 | I/F Transf - Special Grants Fund | 1,248,019 | | | | | | | |
| 12 | I/F Transf - General Fund | - | | 6,188 | | | | | |
| 16 | I/F Transf - Transit & Parking Fund | 496,157 | | - | | | | | |
| | I/F Transf - Water Fund | 1,905,000 | | | | | | | |
| | I/F Transf - Wastewater Fund | 250,000 | | | | | | | |
| 17 | Bond Proceeds | - | 34,000,000 | 61,000,000 | | - | - | - | - |
| 19 | Total Revenue | $ 23,303,580 | $ 52,212,533 | $ 79,218,721 | $ 18,333,956 | $ 18,686,635 | $ 19,046,368 | $ 19,413,295 | $ 19,787,561 |
| 21 | Expenditures: | | | | | | | | |
| 22 | Salary and Benefits | $ 1,134,911 | $ 1,393,020 | $ 1,393,020 | $ 1,410,039 | $ 1,480,541 | $ 1,554,568 | $ 1,632,296 | $ 1,713,911 |
| 23 | Services and Maintenance | 38,526 | 23,282 | 92,199 | 23,645 | 23,881 | 24,120 | 24,361 | 24,605 |
| 24 | Capital Outlay (Transfer) | 4,233,795 | 3,428,384 | 5,226,711 | 4,728,384 | 4,856,391 | 4,953,519 | 5,052,590 | 5,153,641 |
| 25 | Street Maintenance | 1,690,373 | 2,675,000 | 4,717,615 | 3,450,000 | 3,450,000 | 3,450,000 | 3,450,000 | 3,450,000 |
| 26 | Information Technology Infrastructure | 653,053 | 845,000 | 938,380 | 1,427,640 | 1,433,995 | 1,440,540 | 1,192,302 | 1,199,246 |
| 27 | Capital Projects (See Detail) | 6,923,457 | 4,091,848 | 22,068,348 | 5,346,123 | 4,890,000 | 5,140,000 | 5,040,000 | 5,415,000 |
| 34 | New Bond Projects - 24A - 2023 Vote | 3,497,850 | 3,424,883 | 10,535,369 | 1,500,000 | 715,000 | | | |
| 35 | New Bond Projects - 24B - 2019 Vote | | 1,437,511 | 4,759,308 | 2,726,670 | 1,229,367 | - | | |
| 36 | New Bond Projects - 26A - 2023 Vote | | 2,401,583 | | | | | | |
| 37 | New Bond Projects - 26B - 2026 Vote | | | | 4,775,335 | 7,882,688 | 6,960,813 | 7,604,105 | 7,729,197 |
| 38 | New Bond Projects - 26C - 2026 Vote | | | | 8,000,000 | | | | |
| 39 | Bond Issue Cost | - | - | | - | - | - | - | - |
| 40 | Debt Service | - | - | - | - | - | - | - | - |
| 41 | Audit Accruals/Adj/Encumbrances | 20,065 | - | - | - | - | - | - | - |
| 43 | Subtotal | $ 29,430,274 | $ 24,593,452 | $ 91,141,570 | $ 34,286,836 | $ 26,636,864 | $ 24,173,561 | $ 24,645,655 | $ 25,335,601 |
| 44 | I/F Transf - GF (Storm Water Drainage Labor | 89,340 | 93,807 | 93,807 | 98,497 | 103,422 | 108,593 | 114,023 | 119,724 |
| 45 | I/F Transf - Special Grant Fund | 4,121,601 | - | 1,957,395 | - | - | - | - | - |
| 46 | I/F Transf - PSST Fund | 70,739 | 160,818 | 1,687,595 | - | - | - | - | - |
| 47 | I/F Transf - CDBG Fund | 400,000 | - | - | - | - | - | - | - |
| 48 | I/F Transf - Westwood - Golf | 38,822 | 95,986 | 155,666 | 104,069 | 61,500 | 61,500 | 61,500 | 61,500 |
| 49 | I/F Transf - Transit & Parking Fund | 0 | | 250,938 | | | | | |
| 50 | I/F Transf - Norman Forward Fund | 0 | | 686,810 | | | | | |
| 51 | I/F Transf - Risk Fund | | | 26,681 | 37,220 | 34,215 | 40,983 | 47,550 | 54,539 |
| 53 | Total Expenditures | $ 34,150,776 | $ 24,944,063 | $ 96,000,462 | $ 34,526,622 | $ 26,836,001 | $ 24,384,637 | $ 24,868,727 | $ 25,571,364 |
| 55 | Net Difference | $ (10,847,196) | $ 27,268,470 | $ (16,781,741) | $ (16,192,666) | $ (8,149,366) | $ (5,338,269) | $ (5,455,432) | $ (5,783,802) |
| 57 | Ending Fund Balance | $ 70,335,099 | $ 57,415,455 | $ 53,553,358 | $ 37,360,692 | $ 29,211,327 | $ 23,873,058 | $ 18,417,626 | $ 12,633,823 |
| 59 | Reserves: | | | | | | | | |
| 60 | General Contingency | 829,342 | 875,627 | 875,627 | 881,698 | 899,332 | 917,318 | 935,665 | 954,378 |
| 61 | Reserve for Bond Proceeds - 21 - 2021 Vote | 2,950,365 | - | - | - | - | - | - | - |
| 62 | Reserve for Bond Proceeds - 23A - 2019 Vot | 25,677,205 | - | - | - | - | - | - | - |
| 63 | Reserve for Bond Proceeds - 23B - 2021 Vot | 14,546,090 | 10,250,298 | 3,256,959 | 3,256,959 | 3,256,959 | 3,256,959 | 3,256,959 | 3,256,959 |
| 64 | Reserve for Bond Proceeds - 24A - 2023 Vot | 13,028,495 | - | 2,493,126 | 993,126 | 278,126 | 278,126 | 278,126 | 278,126 |
| 65 | Reserve for Bond Proceeds - 24B - 2019 Vote | | 22,991,057 | 21,240,692 | 18,514,022 | 17,284,655 | 17,284,655 | 17,284,655 | 17,284,655 |
| 66 | Reserve for Bond Proceeds - 26A - 2023 Vote | | 31,598,417 | 10,000,000 | 10,000,000 | 10,000,000 | 10,000,000 | 10,000,000 | 10,000,000 |
| 67 | Reserve for Bond Proceeds - 26B - 2026 Vote | | | 17,000,000 | 12,224,665 | 4,341,977 | (2,618,836) | (10,222,941) | (17,952,138) |
| 68 | Reserve for Bond Proceeds - 26AC- 2026 Vote | | | 8,000,000 | - | - | - | - | - |
| 69 | Reserve for Encumbrances | 13,445,721 | - | - | - | - | - | - | - |
| 70 | Available for New Projects | (142,119) | (8,299,944) | (9,313,046) | (8,509,778) | (6,849,722) | (5,245,164) | (3,114,838) | (1,188,156) |
| 72 | Total Reserves | $ 70,335,099 | $ 57,415,455 | $ 53,553,358 | $ 37,360,692 | $ 29,211,327 | $ 23,873,058 | $ 18,417,626 | $ 12,633,823 |

# Capital Fund Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 27 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **STREET MAINTENANCE (Approximately 20% by Formula)** | | | | | | | | | |
| 50593369 | SC- | Alley Repair Program FY 27 | - | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| 50593369 | SC0725 | Alley Repair Program FY 22 | 9,535 | - | - | - | - | - | - |
| 50593369 | SC0747 | Alley Repair Program FY 24 | 184,539 | - | - | - | - | - | - |
| 50593369 | SC0765 | Alley Repair Program FY 25 | 200,000 | - | - | - | - | - | - |
| **Asphalt Pavt Maint** | | | | - | - | - | - | - | - |
| 50595511 | SC0750 | 144th Ave NE: Franklin Rd to North End | 6,873 | - | - | - | - | - | - |
| 50595511 | SC0753 | 60th Ave SE: Post Oak Rd to Etowah Rd | 4,460 | - | - | - | - | - | - |
| 50595511 | SC0754 | Infrastructure Data Collection/Testing FYE 24 | 12,819 | - | - | - | - | - | - |
| 50595511 | SC0766 | 36th Ave SE: Lindsey-Alameda | 59,927 | - | - | - | - | - | - |
| 50595511 | SC0768 | 144th Ave NE: Indian Hills-Bethel | 14,559 | - | - | - | - | - | - |
| 50595511 | SC0769 | 84th Ave SE: HWY 9 | 4,435 | - | - | - | - | - | - |
| 50595511 | SC0770 | Citywide Asphalt | 140,997 | 2,100,000 | 2,100,000 | 2,100,000 | 2,100,000 | 2,100,000 | 2,100,000 |
| 50595511 | SC0771 | Infrastructure Data Collection/Testing FYE 25 | 31,471 | - | - | - | - | - | - |
| 50595511 | SC0778 | Citywide Asphalt Maintenance FYE 26 | 1,518,228 | - | - | - | - | - | - |
| **Asphalt Paver Patch** | | | | - | - | - | - | - | - |
| 50596692 | SC0648 | East Interstate Dr: Main to Robinson | 1,509 | - | - | - | - | - | - |
| **Concrete Pavement Maintenance** | | | | - | - | - | - | - | - |
| 50590051 | SC0630 | Concrete Valley Gutter Project FYE 2018 | 2,863 | - | - | - | - | - | - |
| 50590051 | SC0654 | Concrete Valley Gutter Project FYE 2019 | 411 | - | - | - | - | - | - |
| 50597718 | SC0672 | Rock Creek: Flood to Stubbeman | 105,000 | - | - | - | - | - | - |
| 50597718 | SC0714 | Larsh's Addition | 40,000 | - | - | - | - | - | - |
| 50597718 | SC0718 | Universal Heights | 40,000 | - | - | - | - | - | - |
| 50597718 | SC0719 | Sherwood Forest | 20,500 | - | - | - | - | - | - |
| 50590051 | SC0726 | Concrete Valley Gutter Program | 100,000 | - | - | - | - | - | - |
| 50597718 | SC0737 | Reeds Addition (College Ave-Brooks to Cruce St) | 77,825 | - | - | - | - | - | - |
| 50597718 | SC0756 | Lakeview Terrace Addition: Stanton Dr | 46,485 | - | - | - | - | - | - |
| 50597718 | SC0757 | Floyd Addition: Hoover St | 61,452 | - | - | - | - | - | - |
| 50597718 | SC0761 | Misc. Citywide Concrete Repair Locations | 28,606 | - | - | - | - | - | - |
| 50597718 | SC0762 | Infrastructure Data Collection/Testing | 12,500 | - | - | - | - | - | - |
| 50596686 | SC0763 | Crack Seal FY 24 | 16,387 | | | | | | |
| 50597718 | SC0764 | Reed Avenue Improvements | 537,507 | - | - | - | - | - | - |
| 50597718 | SC0772 | Park Drive: West Main-Symmes | 70,000 | - | - | - | - | - | - |
| 50597718 | SC0773 | Wildwood Green Addition | 50,000 | - | - | - | - | - | - |
| 50597718 | SC0774 | Parkway Drive: Interstate Dr-26th | 75,000 | - | - | - | - | - | - |
| 50597718 | SC0776 | Misc. Citywide Concrete Repair Locations FY 25 | 127,856 | - | - | - | - | - | - |
| 50597718 | SC0777 | Infrastructure Data Collection/Testing FY 25 | 12,500 | - | - | - | - | - | - |
| 50597718 | SC0779 | Citywide Concrete Pavement Maintenance | 325,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |
| 50596686 | SC0780 | Crack Seal | 750,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 |
| | | **Subtotal Street Maintenance Projects** | **$ 4,689,244** | **$ 3,450,000** | **$ 3,450,000** | **$ 3,450,000** | **$ 3,450,000** | **$ 3,450,000** | **$ 3,450,000** |
| **INFORMATION TECHNOLOGY INFRASTRUCTURE (Approximately 5% by Formula)** | | | | | | | | | |
| 50194557 | IT1001 | Enterprise Hardware Infrastructure | 632,506 | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 |
| 50194557 | IT1003 | Enterprise Software Infrastructure | 305,873 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |
| 50- | IT | Harris Radio Contract | - | 527,640 | 533,995 | 540,540 | 292,302 | 299,246 | 1,596,461 |
| | | **Subtotal Information Technology Projects** | **$ 938,379** | **$ 1,427,640** | **$ 1,433,995** | **$ 1,440,540** | **$ 1,192,302** | **$ 1,199,246** | **$ 2,496,461** |
| **MAINTENANCE OF EXISTING FACILITIES (Approximately 7% by Formula)** | | | | | | | | | |
| 50- | EF- | Fleet Building Maintenance | - | 89,000 | 25,000 | - | - | - | - |
| 50- | EF- | AW Kennel Replacement | - | 120,000 | 120,000 | 120,000 | 120,000 | 120,000 | 120,000 |
| 50- | EF- | PD Women's Restroom | - | 80,000 | - | - | - | - | - |
| 50196677 | EF0012 | Park Parking Lots & Sidewalks Maintenance | 110,114 | - | - | - | - | - | - |
| 50196677 | EF0017 | Sports Field Relighting | 39,882 | - | - | - | - | - | - |
| 50196677 | EF0062 | Playground component replacement | 46,300 | 30,000 | 40,000 | 40,000 | 40,000 | 40,000 | 50,000 |
| 50196677 | EF0124 | Park Sign & Fence Maintenance | 32,125 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| 50196677 | EF0169 | Painting Municipal Complex | 1,156 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | - |
| 50196677 | EF0173 | Recreation Center Interior Renovations | 22,172 | - | - | - | - | - | - |
| 50196677 | EF0180 | Fire Administration Remodel | 1,549 | - | - | - | - | - | - |
| 50196677 | EF0187 | Park Electrical Services Maintenance | 46,638 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 50196677 | EF0193 | Sooner Theater Sign and Marquee Repairs | 379 | - | - | - | - | - | - |
| 50196677 | EF0197 | Park Shelter,Restroom & Structure Maintenance | 50,014 | 35,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 50196677 | EF0226 | Fire Station 4 - Rehabilitation | 1,517 | - | - | - | - | - | - |
| 50196677 | EF0227 | Room in Police Building B | 22,500 | - | - | - | - | - | - |
| 50196677 | EF0230 | Fire Station 9 Repairs | 37 | - | - | - | - | - | - |
| 50696677 | EF0231 | Station 7 Apparatus Bay Heaters | 1,351 | - | - | - | - | - | - |
| 50696677 | EF0232 | Fire Training Center Remodel | 1,258 | - | - | - | - | - | - |
| 50696677 | EF0234 | Fire Station 4 Kitchen | 2,658 | - | - | - | - | - | - |
| 50696677 | EF0235 | Fire Station 5 Flooring | 97 | - | - | - | - | - | - |
| 50796677 | EF0236 | 12th Ave Rec Center Improvements | 27,958 | - | - | - | - | - | - |
| 50796677 | EF0237 | Westwood Aquatic Annual Maintenance | 65,375 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 50796677 | EF0239 | Historical House Exterior Paint & Repairs | 301 | - | - | - | - | - | - |
| 50196677 | EF0240 | HVAC Automation | 3,121 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | - |
| 50696677 | EF0241 | PD Patol Briefing Room Floor | 4,206 | - | - | - | - | - | - |
| 50696677 | EF0242 | PD Training Facility Updates/HVAC | 44,000 | - | - | - | - | - | - |
| 50196677 | EF0244 | Library Furniture Replacement | 50,000 | - | - | - | - | - | - |
| 50196677 | EF0245 | City Hall Floors | 12,090 | - | - | - | - | - | - |
| 50796677 | EF0246 | Westwood Golf and Tennis Shop | 125 | - | - | - | - | - | - |
| 50696677 | EF0248 | Fire Station 8 Driveway | 22,764 | - | - | - | - | - | - |
| 50196677 | EF0249 | Library Ceiling Tile | - | - | - | - | - | - | - |
| 50196677 | EF0250 | PD Restroom Tile | 24,500 | - | - | - | - | - | - |
| 50196677 | EF0251 | PD Training Facility Repair | 44,000 | - | - | - | - | - | - |
| 50196677 | EF0252 | Fire Station 2 Repairs | 70,500 | - | - | - | - | - | - |
| 50196677 | EF0253 | Fire Station 3 Repairs | 70,000 | - | - | - | - | - | - |
| 50196677 | EF0254 | Fire Station Overhead Doors | 60,334 | - | - | - | - | - | - |
| 50196677 | EF0255 | Building Envelope Waterproofing | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | - |
| 50595540 | EF1002 | Building Maintenance - Roofs | 127,780 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | - |
| 50595540 | EF1003 | Building Maintenance - Mechanical/HVAC | 301,207 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | - |
| 50595540 | EF1004 | Building Maintenance - Lighting | 3 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | - |

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 27 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 50595540 | EF1008 | Capital Plumbing Replacement | 27 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | - |
| 50595540 | EF1009 | Mold Remediation and Reconstruction | 3,553 | 75,000 | - | - | - | - | - |
| 50595540 | EF1010 | Facility Maintenance Emergency Repairs | 114,246 | - | - | - | - | - | - |
| 50595540 | EF1011 | Sports Complex Maintenance | 15,000 | - | - | - | - | - | - |
| | | **Subtotal Maintenance of Existing Facilities** | **$ 1,470,836** | **$ 899,000** | **$ 675,000** | **$ 650,000** | **$ 650,000** | **$ 650,000** | **$ 275,000** |
| | | **OTHER CAPITAL PROJECTS - PAY-AS-YOU-GO** | | | | | | | |
| | | **TRANSPORTATION SYSTEMS WITH STATE AND FEDERAL FUNDING** | | | | | | | |
| 50593387 | SR0100 | Site #7 RckCrk/156NE/168NE | 27,975 | - | - | - | - | - | - |
| 50593387 | SR0101 | Site #9 Post Oak/108E/120E | 20,650 | - | - | - | - | - | - |
| 50593387 | SR0102 | Site #11 RckCrk/168NE/180NE | 18,572 | - | - | - | - | - | - |
| 50593387 | SR0104 | Site #28 72ndNE/Tecumseh | 114,268 | - | - | - | - | - | - |
| 50593387 | SR0110 | Franklin: 26th E-48th E | 3,414 | - | - | - | - | - | - |
| 50593352 | TR0042 | Hwy 9/Little River Bridge | 1,605 | - | - | - | - | - | - |
| 50590079 | TR0051 | 12th Ave. NE & Highmeadows Dr. | 1,879 | - | - | - | - | - | - |
| 50590076 | TR0057 | Classen Blvd Signals | 79,873 | - | - | - | - | - | - |
| 50590079 | TR0059 | Rock Creek: 12th NW & Trailwoods Signal | 290,523 | - | - | - | - | - | - |
| 50590076 | TR0064 | Flood Ave & Venture Drive Signal | 166,094 | - | - | - | - | - | - |
| 50591169 | TR0066 | Railroad Quiet Zone | 14,062 | - | - | - | - | - | - |
| 50595535 | TR0068 | ODOT Audit Adjustments | 471,849 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 50595552 | TR0094 | Rock Creek: Grandview to 36th NW Widening | 491,639 | - | - | - | - | - | - |
| 50590076 | TR0102 | 36th Ave NW & Crail Dr Signal | 28,252 | - | - | - | - | - | - |
| 50595552 | TR0106 | Cedar Lane: E of 24th SE to 36th SE (PayGo) | 30,685 | - | - | - | - | - | - |
| 50590076 | TR0108 | 36th Ave NW & Tecumseh Road | 133,712 | - | - | - | - | - | - |
| 50590076 | TR0109 | 36th NW: Bart Conner to Cascade Blvd Signal Interconnect | 46,149 | - | - | - | - | - | - |
| 50597712 | TR0110 | Classen Sidewalks: Boyd to 12th Ave SE | 20,572 | - | - | - | - | - | - |
| 50596688 | TR0111 | Constitution Street Multi-Modal Path Extension | 23,432 | - | - | - | - | - | - |
| 50596688 | TR0112 | Flood Avenue Multi-Modal Path | 4,522 | - | - | - | - | - | - |
| 50597712 | TR0113 | Flood Sidewalk: Gray-Acres | 4,168 | - | - | - | - | - | - |
| 50596611 | TR0114 | Tecumseh, Flood and Robinson Wayfinding | 486,280 | - | - | - | - | - | - |
| 50597712 | TR0115 | McGee Drive Sidewalk: SH9-Lindsey | 1,103 | - | - | - | - | - | - |
| 50593357 | TR0120 | Technology Place street extension | 1,138,329 | - | - | - | - | - | - |
| 50590689 | TR0124 | Traffic Management Center | 5,939 | - | - | - | - | - | - |
| 50596688 | TR0125 | Hwy9 MultiModal Path 48th-72nd | 544,991 | - | - | - | - | - | - |
| 50596688 | TR0127 | Hwy 9 Multi Modal: 72nd-84th SE | 323,759 | - | - | - | - | - | - |
| 50597712 | TR0129 | Boyd St Sidewalk/Pedestrian Bridge | 764,429 | - | - | - | - | - | - |
| 50595552 | TR0192 | Jenkins: Imhoff-Lindsey Paygo | 162,000 | - | - | - | - | - | - |
| 50595552 | TR0193 | Lindsey: 24th SW- Berry | 15,270 | - | - | - | - | - | - |
| 50594405 | TR0419 | James Garner: Acres-Duffy Paygo | 235,342 | - | - | - | - | - | - |
| | | **Subtotal Transp w/ Fed'l Funds** | **$ 5,671,338** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** | **$ 100,000** |
| | | **TRANSPORTATION SYSTEMS WITH ONLY CITY FUNDING** | | | | | | | |
| 50593373 | CD0001 | Community/Neighborhood Improvements | 379,099 | - | - | - | - | - | - |
| 50593378 | SC0659 | Driveway Repair Program | 28,364 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 50592206 | TC0038 | ADA Compliance Audit and Repair | 126,846 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| 50593391 | TC0047 | Regional Transportation Authority | 129,848 | 196,123 | - | - | - | - | - |
| 50594407 | TC0155 | Horizontal Sawcut Program | 78,991 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| 50596688 | TC0158 | Monument Signs | 685,600 | 225,000 | 225,000 | 225,000 | 225,000 | 225,000 | - |
| 50597712 | TC0159 | Rock Creek & Ward 7 Sidewalks | 41,779 | - | - | - | - | - | - |
| 5059668 | TC0160 | Experimental Traffic Devices | 546 | | | | | | |
| 50590073 | TC0230 | Traffic Calming | 117,166 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 |
| 50593316 | TC0238 | Sidewalk Accessibility | 61,150 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| 50593317 | TC0249 | Sidewalk Prog Schools & Arterials | 115,525 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 50596687 | TC0254 | Bridge Maintenance Program | 1,354,090 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| 50597712 | TC0256 | Sidewalk: Brooks: Jenkins - Classen | 12,885 | - | - | - | - | - | - |
| 50591179 | TC0262 | Sidewalks & Trails | 181,536 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 |
| 50594406 | TC0270 | Street Striping | 221,688 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 50590052 | TC0273 | Citywide Sidewalk Reconstruction | 152,823 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| 50597716 | TC0274 | Downtown Area Sidewalks & Curbs | 63,486 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 50592206 | TC0278 | ADA Building & Park Evaluation | 1,650 | - | - | - | - | - | - |
| 50596688 | TC0279 | Historical Markers | 52,566 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| 50592206 | TC0280 | Acres Street Inset Parking | 18,453 | - | - | - | - | - | - |
| 50596688 | TC0284 | Festival Street Bollards Pilot | 106,396 | - | - | - | - | - | - |
| 50594405 | TC0484 | Rock Creek Rd: Queenston-24th NE | 74,702 | - | - | - | - | - | - |
| | | **Subtotal Transp City Funds Only** | **$ 4,005,189** | **$ 2,411,123** | **$ 2,215,000** | **$ 2,215,000** | **$ 2,215,000** | **$ 2,215,000** | **$ 2,190,000** |
| | | **BUILDINGS AND GROUNDS** | | | | | | | |
| 50195556 | BG0047 | Access Control System Consolidation/Migrations | 1,945 | - | - | - | - | - | - |
| 50195556 | BG0060 | City Fiber Infrastructure Repair & Expansion | 188 | - | - | - | - | - | - |
| 50195529 | BG0070 | ERP Replacement Project (2017 Loan) | 240,846 | - | - | - | - | - | - |
| 50193365 | BG0071 | Core Network Switches Replace | 215,108 | - | - | - | - | - | - |
| 50495533 | BG0074 | GIS Mapping Update | 278,850 | 225,000 | - | 225,000 | - | 225,000 | 225,000 |
| 50196644 | BG0075 | Municipal Complex Reno/Expansion (PayGo) | 227,051 | - | - | - | - | - | - |
| 50550480 | BG0086 | City Hall Electric Veh Charging Sta | 1,520 | - | - | - | - | - | - |
| 50596688 | BG0087 | Traffic Management Center | 74,970 | - | - | - | - | - | - |
| 50799943 | BG0088 | Legacy Trail Lighting | 16,183 | - | - | - | - | - | - |
| 50193365 | BG0091 | Imhoff & Oakhurst Property Prep | 65,053 | - | - | - | - | - | - |
| 50193365 | BG0097 | AWE ADA Doors | 2,378 | - | - | - | - | - | - |
| 50193365 | BG0099 | Homeless Shelter Facility PayGo | 216,665 | - | - | - | - | - | - |
| 50593388 | BG0102 | Fire Station Studies | 106,944 | - | - | - | - | - | - |
| 50593388 | BG0164 | Comprehensive Land Use Plan | 126,958 | - | - | - | - | - | - |
| 50593388 | BG0165 | North Base Feasibility Study | 17,336 | - | - | - | - | - | - |
| 50593388 | BG0252 | Transit/Fire Maintenance Facility | 9,425 | - | - | - | - | - | - |
| 50594908 | BG0255 | Debt Repayment for Asp Ave Parking Lot Purchase | 402 | - | - | - | - | - | - |
| 50590078 | BG0260 | North Base Ph2 Vehicle Wash Facility | 72,104 | - | - | - | - | - | - |
| 50595534 | WS0002 | Debris Management Plan | 13,359 | - | - | - | - | - | - |
| | | **Subtotal Buildings and Grounds** | **$ 1,687,285** | **$ 225,000** | **$ -** | **$ 225,000** | **$ -** | **$ 225,000** | **$ 225,000** |
| | | **PARKS AND RECREATION** | | | | | | | |
| 50796674 | PC0003 | Saxon Community Park Design & Improvements | 10,059 | - | - | - | - | - | - |
| 50- | PR- | ADA Transition Plan Update | - | 105,000 | - | - | - | - | - |
| 50799973 | PR0013 | Park Site Amenities and Furnishings | 56,208 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| 50794442 | PR0028 | Carter/Alameda Stormwater Park | 1,234,506 | - | - | - | - | - | - |
| 50792218 | PR0151 | Park Mstr Pln: Eastwood Park | 21,063 | - | - | - | - | - | - |

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 27 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 50792218 | PR0153 | Park Mstr Pln: NE Lions Park | 22,080 | - | - | - | - | - | - |
| 50793364 | PR0170 | Westwood Tennis IT Fiber Network Connection | 1,049 | - | - | - | - | - | - |
| 50798813 | PR0174 | NEET Easement Vegetation Replacement | 118,469 | - | - | - | - | - | - |
| 50799966 | PR0212 | Tree Program | 116,204 | 45,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| | | **Subtotal Parks & Recreation** | **$ 1,579,638** | **$ 210,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** | **$ 75,000** |
| **STORMWATER DRAINAGE AND STORM SEWER SYSTEMS** | | | | | | | | | |
| 50599966 | DR0024 | Rowena Dr Drainage Improvements | 31,486 | - | - | - | - | - | - |
| 50599967 | DR0025 | Drainage Misc Projects | 5,224 | 1,500,000 | 1,600,000 | 1,600,000 | 1,700,000 | 1,850,000 | 1,850,000 |
| 50599967 | DR0027 | Findlay Drive Drainage Improvements | 1,355,734 | - | - | - | - | - | - |
| 50599967 | DR0028 | Barton Street Drainage Improvements | 79,202 | - | - | - | - | - | - |
| 50599906 | DR0030 | Regis Court Drainage Improvement | 20,000 | - | - | - | - | - | - |
| 50599967 | DR0032 | Woodland Ave Pipe Replacement | 213,701 | - | - | - | - | - | - |
| 50599906 | DR0033 | Force Account Drainage Misc | 27,487 | 100,000 | 100,000 | 125,000 | 150,000 | 150,000 | 150,000 |
| 50599967 | DR0034 | Drainage Rehab | 4,147 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| 50599968 | DR0036 | Boyd St. Pipeline Replacement FY 24 | 730,450 | - | - | - | - | - | - |
| 50599968 | DR0037 | Summit Hollow Drainage Rehab | 151,255 | - | - | - | - | - | - |
| 50599968 | DR0038 | Pipe Lining Service Contract | 172,630 | - | - | - | - | - | - |
| 50599968 | DR0061 | Lake Thunderbird Watershed TMDL Compliance | 1,229,572 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| 50595531 | DR0062 | Imhoff Creek Stabilization | 2,852,551 | - | - | - | - | - | - |
| 50596686 | DR0065 | Misty Lake Dam Repair | 610,512 | - | - | - | - | - | - |
| | | **Subtotal Drainage** | **$ 7,483,951** | **$ 2,400,000** | **$ 2,500,000** | **$ 2,525,000** | **$ 2,650,000** | **$ 2,800,000** | **$ 2,800,000** |
| | | **Subtotal Other Paygo Capital Projects** | **$ 20,427,401** | **$ 5,346,123** | **$ 4,890,000** | **$ 5,140,000** | **$ 5,040,000** | **$ 5,415,000** | **$ 5,390,000** |
| **TRANSPORTATION BOND PROJECTS (October 2012 Referendum)** | | | | | | | | | |
| 50595552 | BP0189 | Lindsey: 24th SW to Berry Rd Widening | 6,000 | - | - | - | - | - | - |
| 50595552 | BP0190 | Alameda Street Safety Project | 253,591 | - | - | - | - | - | - |
| 50595552 | BP0191 | 12th Ave SW: Highway 9 to Cedar Lane Widening | 12,110 | - | - | - | - | - | - |
| 50595552 | BP0192 | 24th East Widening from Lindsey to Robinson | 3,012 | - | - | - | - | - | - |
| 50593352 | BP0194 | Bridge Replacement Main St Local Bridge No 016 | 78,450 | - | - | - | - | - | - |
| 50590079 | BP0196 | Cedar Lane Rd: 12th Ave SE to 24th Ave SE Widening | 15,438 | - | - | - | - | - | - |
| 50595552 | BP0197 | 36th Ave NW: Tecumseh to Indian Hills Rd Widening | 2,566,507 | - | - | - | - | - | - |
| | | **Subtotal 2012 GOB Fund 50** | **$ 2,935,109** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| **STREET MAINTENANCE BOND PROJECTS (April 2021 and April 2026 Referendums)** | | | | | | | | | |
| 50594401 | **Urban Asphalt Pavement** | | | | | | | | |
| | BP- | Ubran Asphalt FYE 27 | - | 1,583,375 | 1,700,000 | 1,500,000 | 2,000,000 | 2,000,000 | - |
| | BP0618 | Parsons Addition | 477,930 | - | - | - | - | - | - |
| | BP0619 | Sherwood Forest Addition | 56,800 | - | - | - | - | - | - |
| | BP0620 | Highland Addition | 166,000 | - | - | - | - | - | - |
| | BP0621 | University Heights Addition | 125,990 | - | - | - | - | - | - |
| | BP0622 | University Heights Addition | 141,600 | - | - | - | - | - | - |
| | BP0667 | Astor Dr: Tecumseh to Crail | 607,685 | - | - | - | - | - | - |
| | BP0668 | Crail Dr: 36th NW-Astor Dr | 137,020 | - | - | - | - | - | - |
| | BP0669 | Goddard Ave: Flood Ave-2113 Goddard | 202,725 | - | - | - | - | - | - |
| | BP0811 | Robinson St: Loma Dr-Canterbury | 1,900,000 | - | - | - | - | - | - |
| | BP0812 | E Interstate Dr:Robinson-Rock Creek | 600,000 | - | - | - | - | - | - |
| 50593393 | **Urban Concrete Pavement** | | | | | | | | |
| | BP- | Urban Concrete Pavement FY 27 | - | 1,203,036 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | - |
| | BP0770 | Colonial Estates Addition | 72,900 | - | - | - | - | - | - |
| | BP0771 | Town & Country Estates Addition | 1,152,280 | - | - | - | - | - | - |
| | BP0772 | OEC Hemphill Addition | 506,078 | - | - | - | - | - | - |
| | BP0773 | Brookhaven Addition | 72,900 | - | - | - | - | - | - |
| | BP0774 | Willow Brook Addition | 570,046 | - | - | - | - | - | - |
| | BP0775 | Boyd View Addition | 114,050 | - | - | - | - | - | - |
| | BP0776 | Westwood Estates Addition | 414,504 | - | - | - | - | - | - |
| 50593376 | **Rural Asphalt** | | | | | | | | |
| | BP- | Rural Asphalt FY 27 | - | 355,000 | 1,000,000 | 1,000,000 | 1,500,000 | 1,500,000 | - |
| | BP0631 | 48th Ave NE: Robinson-Alameda | 237,600 | - | - | - | - | - | - |
| | BP0632 | Robinson St: 48th NW-60th NW | 234,405 | - | - | - | - | - | - |
| | BP0633 | Robinson St: 72nd NE-84th NE | 245,195 | - | - | - | - | - | - |
| | BP0634 | Robinson St: 60th NE-72nd NE | 242,880 | - | - | - | - | - | - |
| | BP0634 | Robinson St: 60thNE/72ndNE FY 25 | 242,800 | - | - | - | - | - | - |
| 50593385 | **Urban Reconstruction** | | | | | | | | |
| | BP- | Urban Reconstruction FY 27 | - | 850,000 | 2,182,688 | 1,460,813 | 1,104,105 | 1,229,197 | - |
| | BP0521 | Willowbrook Addition | 800 | - | - | - | - | - | - |
| | BP0541 | Ross's Addn | 29,977 | - | - | - | - | - | - |
| | BP0542 | Willow Brook Addn | 217,459 | - | - | - | - | - | - |
| | BP0579 | Oakbrook Dr: Pickard-Fairfield | 497,000 | - | - | - | - | - | - |
| | BP0580 | Pickard Ave: Imhoff-2710 S Pickard | 389,693 | - | - | - | - | - | - |
| | BP0635 | North Base Ave: Main St-Kansas St | 555,900 | - | - | - | - | - | - |
| | BP0777 | Sherry Ave: Main St-Holiday St | 624,800 | - | - | - | - | - | - |
| | BP0778 | Danfield Ln:Danfield Dr-Brookhaven | 278,000 | - | - | - | - | - | - |
| 50593399 | **Preventative Maintenance** | | | | | | | | |
| | BP- | Preventative Maintenance FY 27 | - | 783,924 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | - |
| | | **Subtotal 2021 Street Maintenance Bond** | **$ 11,115,018** | **$ 4,775,335** | **$ 7,882,688** | **$ 6,960,813** | **$ 7,604,105** | **$ 7,729,197** | **$ -** |
| **TRANSPORTATION BOND PROJECTS (April 2019 Referendum)** | | | | | | | | | |
| 50594019 | BP0417 | Jenkins Ave - Imhoff Road to Lindsey Street Widening & Reconst. | 1,746,479 | - | - | - | - | - | - |
| 50594019 | BP0418 | Porter Ave Streetscape | 386,055 | - | - | - | - | - | - |
| 50594019 | BP0419 | James Garner Ave - Acres to Duffy St Roadway Improvt | 4,253,997 | - | - | - | - | - | - |
| 50594019 | BP0420 | Cedar Lane - E of 24th Ave SE to 36th Ave SE Reconst. | 5,403,017 | - | - | - | - | - | - |
| 50594019 | BP0421 | Constitution St - Jenkins Ave to Classen Blvd Reconst. | 2,311,648 | - | - | - | - | - | - |
| 50594019 | BP0423 | 36th SE - Cedar Lane to SH9 Widening and Reconstruction | 2,444,740 | - | - | - | - | - | - |
| 50594019 | BP0424 | Gray Street 2-way conversion | 1,437,795 | - | - | - | - | - | - |
| 50594019 | BP0425 | 36th Ave NW - Indian Hills Rd to City Limits Widening | 2,150,824 | - | - | - | - | - | - |
| 50594019 | BP0426 | 24th Ave NE - Rock Creek to Tecumseh Widening | 1,311,328 | 1,629,404 | - | - | - | - | - |
| 50594019 | BP0427 | 48th Ave NW Phase 1 - Robinson to Rock Creek Widening | 2,052,983 | 400,000 | 1,229,367 | - | - | - | - |
| 50594019 | BP0428 | Lindsey Street Phase 1 - Elm Ave to Jenkins Ave Widening | 793,653 | - | - | | | | |
| 50594019 | BP0430 | Indian Hills Road and I-35 Matching Funds | 2,000,000 | - | - | - | - | - | - |
| 50594019 | BP0431 | 48th Ave NW Phase 2 - Rock Creek to Tecumseh Widening | 768,261 | - | - | - | - | - | - |
| 50594019 | BP0432 | Lindsey Street Phase 2 - Pickard Ave to Elm Ave Widening | 1,153,775 | 697,266 | - | - | - | - | - |
| 50594019 | BP0433 | Tecumseh - 12th Ave NE to 24th Ave NE Reconst. | 962,774 | - | - | - | - | - | - |
| 50594019 | BP0434 | Rock Creek Road - Queenston Ave to 24th Ave NE | 589,934 | - | - | - | - | - | - |
| 50594019 | BP0455 | GOB 2019 Project Oversight | 669,250 | - | - | - | - | - | - |

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 27 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | Subtotal 2019 BOND | $ 30,436,513 | $ 2,726,670 | $ 1,229,367 | $ - | $ - | $ - | $ - |
| **BRIDGE MAINTENANCE BOND PROJECTS (October 2023 Referendum)** | | | | | | | | | |
| 50595367 | BP- | 72nd Avenue NE Bridge Replacement | - | 1,000,000 | - | 3,100,000 | - | - | - |
| 50595367 | BP0810 | 24th Ave NE Bridge Recon | 455,150 | - | - | - | - | - | - |
| 50595367 | BP0609 | 60th Ave NE Bridge | 189,516 | - | - | - | - | - | - |
| 50595367 | BP0610 | Lindsey St & Classen Blvd Bridge | 332,106 | - | - | - | - | - | - |
| 50595367 | BP0611 | East Post Oak Road Bridge | 1,844,898 | - | - | - | - | - | - |
| 50595367 | BP0612 | Main St. Bridge | 782,429 | - | - | - | - | - | - |
| 50595367 | BP0613 | Franklin Rd Bridge | 4,258,025 | 500,000 | 715,000 | - | - | - | - |
| 50595367 | BP0614 | 24th Ave NW Bridge | 1,738,629 | - | - | - | - | - | - |
| 50595367 | BP0615 | North Porter Bridge | 1,389,766 | - | - | - | - | - | - |
| | | Subtotal 2023 GO Bond Total | $ 10,013,747 | $ 1,500,000 | $ 715,000 | $ - | $ - | $ - | $ - |
| **PERMANENT SHELTER BOND PROJECT (April 2026 Referendum)** | | | | | | | | | |
| 50- | BP- | Permenant Shelter Facility Project | - | 8,000,000 | - | - | - | - | - |
| | | Subtotal 2026 GO Bond | $ - | $ 8,000,000 | $ - | $ - | $ - | $ - | $ - |
| | | **TOTAL CAPITAL FUND 50 PROJECTS' EXPENSES** | **$ 82,026,247** | **$ 28,124,768** | **$ 20,276,050** | **$ 17,641,353** | **$ 17,936,407** | **$ 18,443,443** | **$ 11,611,461** |

PROJECT TITLE: Alley Repair Program
PROJ. CATEGORY: Street Maintenance
DEPARTMENT: Public Works
MANAGER: Joseph Hill
PROJECT TYPE: Maintenance
PROJECT NUMBER: SC0765
ACCOUNT NUMBER: 50593369

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Project is intended to address general maintenance and improvement of alleys citywide. Specific locations of work to be identified following criteria and priority established through alley maintenance program inventory assessment data. Maintenance strategies can include adding gravel materials to existing gravel alleys and select concrete or asphalt pavement section repairs.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| 46301 | Materials | | | | | | |
| | Total | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |

Operating Impact: none

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

PROJECT TITLE: Asphalt Maintenance Citywide
PROJ. CATEGORY: Street Maintenance
DEPARTMENT: Public Works
MANAGER: Joseph Hill
PROJECT TYPE: Maintenance
PROJECT NUMBER: SC0770
ACCOUNT NUMBER: 50595511

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Citywide Asphalt maintenance strategy can involve deep patching, paver patching, asphalt milling, asphalt overlay, surface sealing or any combination of industry standard treatments to preserve and maintain existing asphalt roadways. These services can be performed by in-house staff or outsourced through contractor. Project locations will vary in size and complexity to cover various needs citywide. Design funds have been set aside for pavement management and testing purposes as well as some design funds for Lindsey yard materials barn replacement.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 400,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 1,700,000 | 1,900,000 | 1,900,000 | 1,900,000 | 1,900,000 | 1,900,000 |
| | Total | 2,100,000 | 2,100,000 | 2,100,000 | 2,100,000 | 2,100,000 | 2,100,000 |

Operating Impact: none

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

PROJECT TITLE: Concrete Pavement Maint
PROJ. CATEGORY: Street Maintenance
DEPARTMENT: Public Works
MANAGER: Joseph Hill

PROJECT TYPE: Maintenance
PROJECT NUMBER: SC0779
ACCOUNT NUMBER: 50597718

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Citywide Concrete Pavement maintenance strategy involves the replacement of select substandard concrete pavement at various locations citywide. This work can be performed by in-house maintenance staff, contracted maintenance or a combination of both. Work expected with this program will include both planned and emergency maintenance activities. Additionally, design funds have been included for pavement management and testing purposes.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 |
| | Total | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |

Operating Impact: decrease — This project will reduce future years maintenance costs
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Crack Seal Program
PROJ. CATEGORY: Street Maintenance
DEPARTMENT: Public Works
MANAGER: Joseph Hill

PROJECT TYPE: Maintenance
PROJECT NUMBER: SC0780
ACCOUNT NUMBER: 50596686

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Program is utilized to seal cracks in Asphalt and Concrete pavements. This preventative Maintenance method prevents moisture from penetrating into the pavement subgrade and helps to extend life of existing pavement. Locations are completed based on need and requests throughout the year. Methods utilized follow industry standard for sealing including band sealing of standard cracks and mastic seal for larger more pronounced cracks.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 |
| | Total | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 |

Operating Impact: decrease — This project will reduce future years maintenance costs
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Enterprise Hardware Infrastructure
PROJECT TYPE: Replacement
PROJ. CATEGORY: Information Technology
PROJECT NUMBER: IT1001
DEPARTMENT: IT
ACCOUNT NUMBER: 50194557
MANAGER: Robert Gruver

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This is funding for replacement of outdated hardware, expansion of hardware for increased services and ongoing service requests and consulting.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 |
| | Total | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 | 550,000 |

Operating Impact: none — The proposed funding will replace aging IT hardware that is increasingly costly and unreliable to maintain
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Enterprise Software Infrastructure
PROJECT TYPE: Replacement
PROJ. CATEGORY: Information Technology
PROJECT NUMBER: IT1003
DEPARTMENT: IT
ACCOUNT NUMBER: 50194557
MANAGER: Robert Gruver

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Funding Replacement of outdated software, expansion of software for increased and ongoing service request and consulting

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |
| | Total | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |

Operating Impact: none — The proposed funding will replace aging IT software that is increasingly costly and unreliable to maintain
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Harris Radio Contract
PROJ. CATEGORY: Information Technology
DEPARTMENT: Police
MANAGER: Chad Vincent
PROJECT TYPE: Maintenance
PROJECT NUMBER: IT
ACCOUNT NUMBER: 50-

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This CIP request is for funding for the required Year 6 payment under the City's 15-year radio system maintenance and operations agreement with Motorola/L3 Harris in support of the Emergency Communications System.
The total contractual payment for FY27 is $527,640. This funding ensures uninterrupted radio communications and continued operational
readiness for all public safety agencies.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 527,640 | 533,995 | 540,540 | 292,302 | 299,246 | 1,596,461 |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 527,640 | 533,995 | 540,540 | 292,302 | 299,246 | 1,596,461 |

Operating Impact: decrease — This project will be decreasing the operating impact of the contract
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Fleet Building Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
DEPARTMENT: Public Works
MANAGER: Mike White
PROJECT TYPE: Maintenance
PROJECT NUMBER: EF
ACCOUNT NUMBER: 50-

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Fleet facility north maintenance shop exterior acrylic coating and interior shop spray foam insulation.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 89,000 | 25,000 | | | | |
| | Total | | | | | | |

Operating Impact: decrease $35,000 — Painting will reduce maintenance costs and adding insulation will reduce heating and cooling costs saving electricity monthly.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: AW Kennel Replacement
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
PROJECT NUMBER: EF
DEPARTMENT: Police
ACCOUNT NUMBER: 50-
MANAGER: Kelle Robertson

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project is a continuation of the Animal Welfare Kennel Replacement Program, a phased capital improvement initiative designed to replace one dog kennel room per fiscal year. The kennel systems at the Animal Welfare facility are a critical component of daily operations and are subject to constant wear due to high animal occupancy, aggressive animal behavior, exposure to urine and feces, and required daily cleaning and sanitation using harsh disinfectants.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 120,000 | 120,000 | 120,000 | 120,000 | 120,000 | 120,000 |
| | Total | | | | | | |

Operating Impact: decrease — Completing ongoing updates of this critical system will help prevent costly repairs and other damage.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Women's Restroom Renovation
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
PROJECT NUMBER: EF
DEPARTMENT: Police
ACCOUNT NUMBER: 50-
MANAGER: Jamie Shattuck

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Complete restoration of women's restroom. This will include demolition, new shower/toilets, flooring, new countertop for sink, walls/ceiling, lockers, paint, and lighting.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 50,000 | | | | | |
| 46301 | Materials | 30,000 | | | | | |
| | Total | 80,000 | | | | | |

Operating Impact: none — This should not affect the operating cost. The bathroom is being renovated but there are no significant changes to the operation cost of this facility.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Park Playground Maint
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
PROJECT NUMBER: EF0062
DEPARTMENT: Parks and Recreation
ACCOUNT NUMBER: 50196677
MANAGER: Wade Thompson

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This is an annually occurring project that was put in place to provide funding on an as-needed basis for the repair and/or replacement of various playground components in Norman Parks. We are continually assessing the condition of our Park Playgrounds and prioritizing the replacement needs of all of the standard play features in each park. We also experience regular instances of Vandalism and/or unforeseen damage to playground equipment. This fund is significant for the upkeep of the city of Normans' aging Playground inventory.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 30,000 | 40,000 | 40,000 | 40,000 | 40,000 | 50,000 |
| | Total | 30,000 | 40,000 | 40,000 | 40,000 | 40,000 | 50,000 |

Operating Impact: none — It will allow playgrounds to last longer
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Park Fence Maint
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
PROJECT NUMBER: EF0124
DEPARTMENT: Parks and Recreation
ACCOUNT NUMBER: 50196677
MANAGER: James Briggs

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This is a annually occurring project that was put in place several years ago to provide funding on an as-needed basis for repair and of various fences and signs in Norman Parks. We are always assessing the condition of our park facilities; and prioritizing the replacement needs of all of the standard features at any given park. We also experience regular instances of vandalism and/or unforeseen damage to signs and fences, which make those parks move up the list for quicker replacement of these things. We do not have a set list of where funds will be spent each fiscal year; however, the funds are always used to help us continue to provide high-quality parks for the citizens of Norman.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| | Total | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |

Operating Impact: decrease $20,000 — It By hiring contractors to do regular repair and maintenance to park fences and signs, we are reducing the cost of using internal labor and equipment to do these tasks--at an estimated s
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Painting Muncipal Complex
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
PROJECT NUMBER: EF0169
DEPARTMENT: Parks and Recreation
ACCOUNT NUMBER: 50196677
MANAGER: Lance Harper

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project has been expanded to include any city building and office and not restricted to the municipal complex. Facilities Maintenance is requesting funding to complete interior painting at select City facilities to address deteriorated wall finishes, improve appearance, and protect interior surfaces. Many of the affected areas have not been painted in several years and show visible wear, staining, and damage from daily public use.
This project will focus on high-traffic and public-facing spaces where appearance, cleanliness, and durability are critical to the City's operations and professional image. Interior painting also serves as a preventative maintenance measure, extending the life of wall surfaces and reducing future repair costs associated with drywall damage and excessive patching.
Work will be prioritized based on facility condition, public use, and operational impact. Painting will be performed by City staff where feasible or by qualified third-party contractors to ensure timely and cost-effective completion while minimizing disruption to daily operations.
Approval of this request will allow Facilities Maintenance to proactively maintain City assets, improve workplace and public environments, and avoid higher long-term repair costs associated with deferred interior maintenance.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| | Total | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |

Operating Impact: decrease $25,000 By providing minor repairs and fresh paint to offices and public areas the perspective will be more of a "fresh and updated" feel. This work also preserves walls by performing minor maint
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Park Electrical Svc Maint
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
PROJECT NUMBER: EF0187
DEPARTMENT: Parks and Recreation
ACCOUNT NUMBER: 50196677
MANAGER: Lance Harper

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This is a annually occurring project that was put in place several years ago to provide funding on an as-needed basis for repair and of various electrical outlets, light fixtures and other electrical systems in Norman Parks. This project includes outlets in the downtown area near trees and landscape beds, which are used for regular lighting projects and minor power needs during outdoor events. We are always assessing the condition of our park facilities; and prioritizing the replacement needs of all of the standard features at any given park. We also experience regular instances of vandalism and/or unforeseen damage to park and landscape area electrical outlets and fixtures, which make those locations move up the list for quicker replacement as-needed. We do not have a set list of where funds will be spent each fiscal year.
We requested doubling the budget for this project beginning in FYE25 in order to help cover costs to upgrade to modern, more efficient solar lighting in several parks to help aid in security and safety. We will continue to evaluate costs and technology changes and adjust future requests when/if needed over time. We also requested a one-time increase in FYE2026 to cover expenses related to upgrading the electrical service in the Legacy Trail block of Front Street between Main and Eufaula (the Depot Grounds), where we are creating a holiday festival plaza for the winterfest activities, including several static displays in the winter. The upgraded event-specific power upgrades will be available all year long for various downtown festivals and markets as they grow in attendance and frequency. We now are retuning to the annual funding level approved in 2025.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| | Total | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |

Operating Impact: decrease $10,000 By hiring contractors to perform this work, we are reducing the amount spent in personnel costs to do the work in-house with an already understaffed electrician trade group. We also redu
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Park Shelter&Restroom Mnt
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
PROJECT NUMBER: EF0197
DEPARTMENT: Parks and Recreation
ACCOUNT NUMBER: 50196677
MANAGER: James Briggs

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This is a annually occurring project that was put in place several years ago to provide funding on an as-needed basis for repair and of various restroom buildings, picnic and shade pavilions and other structures and buildings in Norman Parks. We are always assessing the condition of our park facilities; and prioritizing the replacement needs of all of the standard features at any given park. We also experience regular instances of vandalism and/or unforeseen damage to park structures and buildings, which make those parks move up the list for quicker replacement of these things. We do not have a set list of where funds will be spent each fiscal year; however, the funds are always used to help us continue to provide high-quality parks for the citizens of Norman.
We are requesting a one-time $15,000 increase in FYE2027 to cover expenses anticipated to be incurred with specific repairs to the basement wall of the Sooner Theatre, where we need to excavate in the alley behind the building to expose the basement wall, and then treat that wall to create a water-repellant coating. Over the decades, whatever waterproofing was done has lost its ability to block groundwater from seeping into the basement in some locations, which is where the theatre's dressing rooms are located. There is a sump pump in the basement space, but the volume of water is increasing and causing more extensive damage to floors and lower parts of the dressing room walls in recent years. The re-treatment of the exterior wall will help solve this. Work will be coordinated with the public works and utilities divisions, since they both utilize the alley behind the theatre for their service and maintenance.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 35,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| | Total | 35,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |

Operating Impact: decrease $20,000 — We do maintenance on our facilities to catch damage and repair it before it gets worse and leads to larger and more expensive repairs in the near future. Maintaining our facilities also help
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Westwood Aquatics Annual Maint
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
PROJECT NUMBER: EF0237
DEPARTMENT: Parks and Recreation
ACCOUNT NUMBER: 50196677
MANAGER: Mitchell Richardson

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This category was created in FYE2024 in the annual existing facility maintenance project which provides funding on an as-needed basis for repair and/or replacement of multiple items in Norman Parks and other facilities. Westwood Aquatics Center has some maintenance issues that are exclusive to its operation. While there are some single-year big-ticket projects that need to be done on a regular cycle at Westwood, like complete prep and paint of the lap pool and the pool deck, other items at the Aquatics Center become worn-out and need replacement on a more regular basis. For example, the shade structures over the seating areas around the pool. become
brittle and faded due to their location in a wet, hot, reflective and chlorine-rich area. We intend to replace with colors that resist UV fading and will likely have a longer lifespan. We are currently in our 7th season at the new aquatics center; and there will be a growing list of furniture, play features and maintenance equipment that will be reaching the end of their initial lifespan and be in need of replacement. Funding these as a stand-alone project, apart from all other parks will make the most sense, so that we can keep better track of the true maintenance costs of operating such a facility and plan for future aquatics centers in Norman. The annual EF project budget for this project will be adjusted as-needed..

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| | Total | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |

Operating Impact: none $10,000 — Although there is no operating impact to quantify, the appearance of the facility is part of what sells tickets and keeps people coming back and maintaining a revenue stream for the West
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: HVAC Automation
PROJ. CATEGORY: Maintenance Of Existing Facilities
DEPARTMENT: Parks and Recreation
MANAGER: Lance Harper

PROJECT TYPE: Maintenance
PROJECT NUMBER: EF0240
ACCOUNT NUMBER: 50196677

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Facilities Maintenance oversees a total of 121 facilities, including 49 occupied and 72 unoccupied buildings. Currently, nineteen (19) occupied facilities have heating, ventilation, and air conditioning (HVAC) systems connected to a centralized monitoring platform.
Facilities Maintenance utilizes Automated Logic software to regulate and schedule HVAC operations. This system allows staff to optimize performance, improve energy efficiency, and rapidly troubleshoot issues with pinpoint accuracy, reducing downtime and operating costs. WE have seen and documented the cost savings of this program. This program allows us to set working times for the system, (occupied) and non working times, (unoccupied). We are also able schedule in holidays and weekends as unoccupied times which saves energy costs.
This project will enable Facilities Maintenance to expand HVAC automation and monitoring to an additional three to five (3–5) facilities per year. The primary goal for FY 2026–27 is to bring the remaining fire stations under centralized HVAC monitoring, improving reliability, response time, and long-term asset management across critical public safety facilities.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |

Operating Impact: decrease $50,000 — Automated logic continues to increase our cost savings for the buildings that utilizes this system. We are also seeing cost saving in diagnostic of any issues we have with HVAC with these
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Building Envelope Waterproofing
PROJ. CATEGORY: Maintenance Of Existing Facilities
DEPARTMENT: Parks and Recreation
MANAGER: Lance Harper

PROJECT TYPE: Maintenance
PROJECT NUMBER: EF0255
ACCOUNT NUMBER: 50196677

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

The exterior envelope of each building varies; however, all facilities rely on sealants installed at critical locations, including around windows, expansion joints, door jambs, parapets, and between sidewalks and exterior concrete-to-building interfaces. These sealants are essential to maintaining the integrity and performance of the building envelope.
All sealants have a limited life expectancy, typically ranging from 5 to 25 years depending on material type and exposure. Due to Oklahoma's diverse and often extreme weather conditions, sealants in this region experience a
shorter service life than in many other areas of the country. When sealants fail, they allow water and moisture intrusion, which reduces building energy efficiency and increases heating and cooling costs. Sealant failure also creates pathways for insects and rodents to enter the building.
All facilities currently show signs of sealant failure. This capital project would allow for the removal of failed sealants and replacement with appropriate, long-life materials across all buildings, beginning with the main campus and any facilities requiring emergency repairs. The project would be implemented over a five-year period, with a planned repeat cycle every ten years to maintain building envelope integrity.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| 46301 | Materials | | | | | | |
| | Total | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |

Operating Impact: decrease $30,000 — Resealing of exterior buildings, the envelope of the building, will stop moister from entering the building, between exterior mason and building joints and existing walkways and buildings. T
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Building Roofs
PROJ. CATEGORY: Maintenance Of Existing Facilities
DEPARTMENT: Parks and Recreation
MANAGER: Lance Harper
PROJECT TYPE: Maintenance
PROJECT NUMBER: EF1002
ACCOUNT NUMBER: 50196677

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project repairs, rehabilitates and replaces facility roofs that have exceeded their projected lifecycle, have high volume failures, elevated criticality to the City's mission and or "hard broke" assets. This project shall be
inspected, coordinated and performed by City staff workers or third-party contractors to achieve efficient and economical conclusion. A portion of this project funding shall be allocated to achieve roof inspections for onethird
of City facility roofs annually. They shall be triennially inspected and priority-ranked for repair, rehabilitation and replacement. Properly maintaining roofs and roof penetrations will prolong the life of roofing product
which in turn saves the city cost for replacement and interior water repair.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| 46301 | Materials | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| | Total | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |

Operating Impact: decrease $100,000 Facilities maintenance typically receives 4-8 roof leaks calls per rain event. This project will establish a long-term roof program to proactively address roof repairs, rehabilitations and repla

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

PROJECT TITLE: Building HVAC/Mechanical
PROJ. CATEGORY: Maintenance Of Existing Facilities
DEPARTMENT: Parks and Recreation
MANAGER: Lance Harper
PROJECT TYPE: Maintenance
PROJECT NUMBER: EF1003
ACCOUNT NUMBER: 50196677

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This Project repairs, rehabilitates and replaces heating, air conditioning and ventilation systems, (HVAC) systems and components throughout City Facilities that have exceeded their projected lifecycle, have high-volume
failures, elevated and criticality to the City's mission and or "hard broke" assets. These projects shall be performed by City Staff trades, workers or third-party contractors to achieve efficient and economical conclusion. Many
of the existing HVAC systems are 10 years old or older and are not rated highly efficient units. We strive for Equipment upgrades with highly efficient standards.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| 46301 | Materials | 80,000 | 80,000 | 80,000 | 80,000 | 80,000 | 80,000 |
| | Total | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |

Operating Impact: decrease $50,000 Facilities maintenance continues to audit and assess more that 500 City HVAC assets and contrasting their condition and service life to American Society of Heatin, Refrigerating and Air-

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

PROJECT TITLE: Building Lighting
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
PROJECT NUMBER: EF1004
DEPARTMENT: Parks and Recreation
ACCOUNT NUMBER: 50196677
MANAGER: Lance Harper

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This is for Facility Maintenance LED Lighting Improvement Project. This project is intended to replace aging and inefficient interior and exterior lighting fixtures at City facilities with modern LED lighting systems. Many existing light fixtures throughout City facilities have exceeded their projected service life, required frequent maintenance, and consume significantly more energy than current LED alternatives. Transitioning to LED lighting will reduce ongoing maintenance demands, lower energy consumption, and improve lighting quality and safety for both staff and the public.
The proposed project will prioritize high-use and mission-critical facilities and will be coordinated and performed by City staff and/or qualified contractors to ensure cost-effective and efficient implementation. Based on preliminary assessments, LED conversion is expected to provide measurable reductions in utility costs, longer fixture life, and decreased replacement frequency, resulting in long-term operational savings.
Funding approval will allow staff to move forward with detailed assessments, fixture selection, and phased implementation to minimize operational disruptions while maximizing return on investment. Many of these projects will also qualify for OGE rebates that are paid to the City for a percentage price of the equipment. These rebates vary between city facility, and not all buildings qualify.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| | Total | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |

Operating Impact: decrease $10,000 The approval of this request to support energy efficiency, fiscal responsibility, and improved facility operations across the City.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Capital Plumbing Replacement
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
PROJECT NUMBER: EF1008
DEPARTMENT: Parks and Recreation
ACCOUNT NUMBER: 50196677
MANAGER: Lance Harper

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project provides for the repair, rehabilitation, and replacement of plumbing systems that have exceeded their useful life, exhibit high failure rates, or represent critical infrastructure essential to the City's operations, including assets that are no longer serviceable ("hard-broke"). Work will be inspected, coordinated, and performed by qualified City staff and/or third-party contractors to ensure cost-effective and efficient project delivery. Funding under this project also supports required annual hot-water heater and boiler inspections at all City facilities in compliance with the Oklahoma Department of Labor. Assets will be systematically evaluated and prioritynranked
to direct limited resources toward the most critical needs. The project scope further includes the addition, maintenance, and flushing of glycol in boiler systems to ensure operational efficiency, safety, and regulatory compliance.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| | Total | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |

Operating Impact: decrease Facility Maintenance receives more than 2,500 service requests annually. This project establishes a long-term plumbing capital improvement program to proactively address the replacem
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Mold Remediation and Reconstruction
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Maintenance Of Existing Facilities
PROJECT NUMBER: EF1009
DEPARTMENT: Parks and Recreation
ACCOUNT NUMBER: 50196677
MANAGER: Lance Harper

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

The city of Norman has multiple buildings ranging in age from the early 1920"s to current new buildings. (Sooner Theater to YFAC) Over the past years we have had several buildings with small to large mold issues. This issue
can be from different cause or a multitude of problems, leaking roof, windows, roof drains, caulk joints, roof caps, faulty or underperforming HVAC systems. The repair of the issue (s) causing the mold are paid for from
different operating accounts or reoccurring capital improvement accounts. The mold remediation can be a very costly and intrusive project. This project would allow for mold remediation to be paid for on any remediation
that is needed. Funds not used would carry over to the next fiscal year.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| | Total | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |

Operating Impact: decrease — Mold lives in our environment inside and outside of a building. It is a natural spore that is harmless until it infests a building and mold count grows to the point of an irritant and harmful to a
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: ODOT Audit Adjustment
PROJECT TYPE: Expansion
PROJ. CATEGORY: Transportation City Funding Only
PROJECT NUMBER: TR0068
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50595535
MANAGER: Tim Miles

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

In January 2009, Council adopted a new policy involving the creation of a project account called the ODOT Audit Adjustment Account with $100,000 dedicated to payment of ODOT final invoices. The intent of the policy was to
replenish the account each budget year up to the balance of $100,000. Establishing this account, creates a process for all pending project accounts to be closed and the remaining project funds transferred back to the Capital
Fund balance to be available for other projects. Since ODOT's final audit process takes three to seven years to complete, it was felt this process would free up the unencumbered project funds more quickly.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 46301 | Materials | | | | | | |
| | Total | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |

Operating Impact: none — No Operating Impacts
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Driveway Repair Prog
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Transportation City Funding Only
PROJECT NUMBER: SC0659
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50593378
MANAGER: Steve Guizzo

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This program is to repair hazardous, deteriorated or non existing driveways in "Core Norman" and "Historic Norman" areas, meeting the criteria and procedures defined in the program policy and application packet. All
inquiries regarding replacement of driveways will be directed to the Engineering Assistant.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 46301 | Materials | | | | | | |
| | Total | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |

Operating Impact: none — Increases safety and accessibility to citizens
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: ADA Sdwlk Compl Audit/Rpr
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Transportation City Funding Only
PROJECT NUMBER: TC0038
DEPARTMENT:
ACCOUNT NUMBER: 50592206
MANAGER:

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

In the 2018 Kimley-Horn Self Evaluation and Transition Plan, 2020 McIntosh Evaluation and the 2021 Transit Transition Plan, it is noted that there were $6,929,987.00 in accessibility deficiencies identified. In order to
remediate these deficiencies and make Norman a mcre inclusive City, there is the need to secure, $340,651.00 per year for the next 20 years. An Addendum to the 2018 Transition Plan was completed in 2021 with the
addition of the 2021 Transit Transition Plan that totaled $86,214.00, which was included in funding in FYE 2023. Additional ADA evaluations are ongoing throughout the City of Norman including 58 parks, 52 existing buildings
and over 700 miles of infrastructure consisting of sidewalks, signalized intersections and non-signalized intersections.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| 46301 | Materials | | | | | | |
| | Total | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 |

Operating Impact: none — Improved safety and accessibility
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Regional Transportation Authority
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Transportation City Funding Only
PROJECT NUMBER: TC0047
DEPARTMENT:
ACCOUNT NUMBER: 50593391
MANAGER: Taylor Johnson

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project will support the Regional Transportation Authority (RTA) of Central Oklahoma as it continues to study and plan for intercity public transportation services in the Oklahoma City Metropolitan Area. Since forming in
2019, the RTA has adopted a Transit System Plan, completed the alternative analysis for various corridors (North/South, East, West, and Airport), and selected an alternative for each. Work continues by the RTA's contractors to
finalize what improvements need to be made to construct the system and thus produce plans and cost estimates. This will lead to a proposed ballot initiative to the district's voters to approve the local funding mechanism to
construct and operate the system. Federal funding would also be pursued to compliment the regional local funding.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 196,123 | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 196,123 | | | | | |

Operating Impact: none
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Sidewalk Horiz Saw Cut
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Transportation City Funding Only
PROJECT NUMBER: TC0155
DEPARTMENT: Requesting Department * Public Works
ACCOUNT NUMBER: 50594407
MANAGER: Steve Guizzo

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project locates non-ADA compliant sidewalks and makes minor repairs and identifies locations for larger repairs. This project leverages horizontal saw cutting technology to eliminate trip hazards less than two inches in
height, which is 70% more cost-effective than conventional repair by replacement of concrete method. Specific project areas will be selected by City Staff based on density of hazards which can be remedied via horizontal saw
cutting methods and submit the proposal to City Council for approval. City staff will source a contractor to perform work based on a cost per inch-feet of cuts and direct work up to the budget amount.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| 46301 | Materials | | | | | | |
| | Total | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |

Operating Impact: decrease — Will improve pedestrian and public safety and reduce the need for full replacement of sidewalks at a higher cost.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Monument Signs
PROJ. CATEGORY: Transportation City Funding Only
DEPARTMENT: Public Works
MANAGER: David Riesland
PROJECT TYPE: Maintenance
PROJECT NUMBER: TC0158
ACCOUNT NUMBER: 50596688

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Study and implement monument signage, in conjunction with our stakeholders, at various locations throughout the City. For FYE 2027 budget, new funds are requested for landscaping and lighting the first sign as well as to
begin design of the second sign.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 75,000 | | 75,000 | | 75,000 | |
| 46001 | Land | | 25,000 | | 25,000 | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 150,000 | $200,000 | 150,000 | $200,000 | 150,000 | |
| 46301 | Materials | | | | | | |
| | Total | 225,000 | 225,000 | 225,000 | 225,000 | 225,000 | |

Operating Impact: Increase $2,500 — Sign maintenance.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Traffic Calming
PROJ. CATEGORY: Transportation City Funding Only
DEPARTMENT: Public Works
MANAGER: Brian Hiney
PROJECT TYPE: Maintenance
PROJECT NUMBER: Project Number * TC0230
ACCOUNT NUMBER: 50590073

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project provides traffic calming devices (ie, speed humps, traffic circles, chicanes, etc.) along major residential collector streets with a documented speeding problem. This project can also support passive traffic calming devices (ie, speed feedback speed limits signs, striping, etc.) on other roadway types. Projects will identified based on citizen and community requests

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | 75,000 | | 75,000 | |
| 46001 | Land | | 25,000 | | 25,000 | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 |
| 46301 | Materials | | | | | | |
| | Total | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 250,000 |

Operating Impact: Increase $3,000 — Annual sign and pavement marking maintenance
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Sidewalk Accessibility
PROJ. CATEGORY: Transportation City Funding Only
DEPARTMENT: Public Works
MANAGER: Steve Guizzo
PROJECT TYPE: Maintenance
PROJECT NUMBER: TC0238
ACCOUNT NUMBER: 50593316

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This program is to provide wheelchair ramps, curb cuts and accessible routes where none exist and rebuild existing ramps that do not comply with the ADA guidelines. With input from residents and neighborhood programs,
City staff will select appropriate locations and purpose to City Council.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| 46301 | Materials | | | | | | |
| | Total | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |

Operating Impact: none — Will improve pedestrian and public safety
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Sidewalk Prgm Sch & Art
PROJ. CATEGORY: Transportation City Funding Only
DEPARTMENT: Public Works
MANAGER: Steve Guizzo
PROJECT TYPE: Maintenance
PROJECT NUMBER: TC0249
ACCOUNT NUMBER: 50593317

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project constructs and repairs sidewalks adjacent to schools and along arterial roads with heavy pedestrian traffic and inadequate paths.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 46301 | Materials | | | | | | |
| | Total | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |

Operating Impact: none — Will improve pedestrian access and public safety while reducing future maintenance needs.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Bridge Maint Program
PROJ. CATEGORY: Transportation City Funding Only
DEPARTMENT: Public Works
MANAGER: Joseph Hill
PROJECT TYPE: Maintenance
PROJECT NUMBER: TC0254
ACCOUNT NUMBER: 50596687

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

The purpose and strategy of the Bridge Maintenance program is to prolong the service life of bridge structures citywide. Services include rehabilitation and preventative maintenance strategies including but not limited to
deck sealing, deck repair, vegetative management, debris removal, silt management, erosion control measures, scour repair, stabilization and structural repair. additionally, design work relating to maintenance and repair
activities or future work plan may be included. Specific locations will be identified utilizing data from biennial bridge inspection report findings

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| 46301 | Materials | | | | | | |
| | Total | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |

Operating Impact: none
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Project Title Sidewalks & Trails -New
PROJ. CATEGORY: Transportation City Funding Only
DEPARTMENT: Public Works
MANAGER: Tim Miles
PROJECT TYPE: Maintenance
PROJECT NUMBER: TC0262
ACCOUNT NUMBER: 50591179

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project addresses sidewalks and trails throughout the City which complement adopted plans, including the 2021 Greenbelt Master Plan, Bikeway Transportation Master Plan, Parks Master Plan, etc. City Staff will leverage
a weighted scoring model for specific project locations and purpose to City Council for approval.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 |
| 46301 | Materials | | | | | | |
| | Total | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 | 140,000 |

Operating Impact: none — Will improve pedestrian access and public safety while reducing future maintenace needs.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Street Striping
PROJ. CATEGORY: Transportation City Funding Only
DEPARTMENT: Public Works
MANAGER: David Riesland
PROJECT TYPE: Maintenance
PROJECT NUMBER: TC0270
ACCOUNT NUMBER: 50594406

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Project spending will ONLY be approved for the purposes noted in the detailed description. * Continue to fund street striping city-wide. This is a required maintenance activity.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 46301 | Materials | | | | | | |
| | Total | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |

Operating Impact: none — Allows us to supplement our general fund striping in rural areas with funcing more applicable in urban areas.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Citywide Sidewalk Reconstruction
PROJ. CATEGORY: Transportation City Funding Only
DEPARTMENT: Public Works
MANAGER: Tim Miles
PROJECT TYPE: Maintenance
PROJECT NUMBER: TC0273
ACCOUNT NUMBER: 50590052

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project repairs hazardous and deteriorated sidewalks, curbs and gutters city wide, specifically along high-traffic arterial roads where City assumes repair responsibility and in residential areas via property owner's participation in the Sidewalk & Curb Replacement Program (SCRPP), commonly referred to as the "50/50 Program". Participation in the SCRPP, requires a 50% property owner cost share of the city's estimate based on unit prices of the City's contractor.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| 46301 | Materials | | | | | | |
| | Total | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |

Operating Impact: none — Will improve pedestrian access and public safety.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Downtown Sidewalk/Curbs
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Transportation City Funding Only
PROJECT NUMBER: TC0274
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50597716
MANAGER: Steve Guizzo

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This program is to address deteriorated sidewalks and curbs in the downtown area. The particular project area(s) to be repaired will be determined by City Staff based on weighted scoring models that meet the project criteria
with consideration of input by residents and the Downtown Merchants Association.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 46301 | Materials | | | | | | |
| | Total | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |

Operating Impact: decrease — Will improve pedestrian access and public safety.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Historical Markers at Various Lctns
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Transportation City Funding Only
PROJECT NUMBER: TC0279
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50596688
MANAGER: David Riesland

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Install historical markers at locations to be determined throughout the City.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |
| 46301 | Materials | | | | | | |
| | Total | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | 30,000 |

Operating Impact: increase $2,500 — For sign maintenance.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Historical Markers at Various Lctns
PROJ. CATEGORY: Information Technology
DEPARTMENT: Planning and Community Development
MANAGER: Joyce Green

PROJECT TYPE: Maintenance
PROJECT NUMBER: BG0074
ACCOUNT NUMBER: 50495533

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project is standard maintenance of the GIS database. This project will update the City's base map to reflect new construction and any other changes on the ground, which have occurred since the last base map update
was completed in 2025. The project will start in winter 2027 when leaf-off aerial photography will be collected. The deliverable products will be color orthoimagery and an update of the planimetric (structures, paving, etc.)
base map & elevation data of entire city. The City may be able to coordinate this project with other ACOG agencies to reduce costs. It has three distinct components: aerial imagery with overlapping images that will allow
accurate rectification and photogrammetric feature collection, which is budgeted at $45,000; planimetric mapping, which is budgeted a $100,000 and LiDAR collection and contour development, which is budgeted at $80,000.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 225,000 | | 225,000 | | 225,000 | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 225,000 | | 225,000 | | 225,000 | |

Operating Impact: none — This is maintenance of existing databases, so has little impact on ongoing operations. There will need to be adequate computer storage for the data. The City Surveyor is ask sometimes
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Update 2018 ADA Evaluation & Transition Plan
PROJ. CATEGORY: Parks & Recreation
DEPARTMENT: Parks and Recreation
MANAGER: Grace HollomanGrace Holloman

PROJECT TYPE: Replacement
PROJECT NUMBER: PR
ACCOUNT NUMBER: 50

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Update to 2018 ADA Evaluation & Transition Plan Self-evaluation of municipal programs, services, and facilities.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 105,000 | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 105,000 | | | | | |

Operating Impact: none — Federal ADA Compliance to ensure the 2010 ADA standards for Accessible Design are met.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Park Site Amenities & Fur
PROJ. CATEGORY: Parks & Recreation
DEPARTMENT: Parks and Recreation
MANAGER: Megan Phelan
PROJECT TYPE: Replacement
PROJECT NUMBER: PR0013
ACCOUNT NUMBER: 50799973

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project is for the upgrade and replacement of old and high-maintenance park amenities. Items such as old picnic tables and benches will be replaced. Concrete pads will be installed under new and existing amenities to protect them from mower damage and to provide an all-weather surface for the user. Also included could be such items as deteriorated or damaged, trash cans, drinking fountains, landscaping, bike racks, sports equipment, etc. The project will also be used to make improvements to the amenities in public landscape areas in the City, such as traffic islands/medians, landscapes at public buildings and downtown landscape areas, which all are subject to mechanical and environmental damage throughout the year and are often in need of minor replacements. Any major landscape renovations at these type of sites will be requested as a stand-alone project and funded accordingly.
We are requesting a $15,000 increase in annual funding starting in FYE2027, to allow us to continue to make similar improvements to various park sites each year at a time when material costs are rising substantially each year. We will re-evaluate costs vs. service in future years to make sure we are able to make a similar impact each year.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| | Total | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |

Operating Impact: decrease $30,000 — We try to evaluate our park amenities on an annual basis, and replace those that are in the worst condition, to the point where they pose a potential risk of injury if left in-place. We do not
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Tree Program Matching Fds
PROJ. CATEGORY: Parks & Recreation
DEPARTMENT: Parks and Recreation
MANAGER: Colin Zink
PROJECT TYPE: Replacement
PROJECT NUMBER: PR0212
ACCOUNT NUMBER: 50799966

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Besides our annual Tree Planting Program which has existed for over a decade, this project has also included recent annual budget requests to cover costs associated with hiring an outside forestry consultant group to perform an on-the-ground inventory of publicly managed trees, review our current tree ordinance and also develop an Urban Forest Management Plan (UFMP) to help guide the work of our Forestry Division for years to come. There has also been work done to help develop a plan to help protect the community from wildfires by hiring a firm to create a Community Wildfire Protection Plan (CWPP), which is a joint project between Forestry and the Norman Fire Department.
As we continue to work on both of these long-range plans (the UFMP and the CWPP), we are discovering that there are other useful secondary projects we can work on that will help us implement and manage the work recommended in these documents. One such service/product would be the creation of an Urban Tree Canopy Study. This will be a way to document the growth or decline of Norman's urban forest utilizing aerial data from the past and present to compare the physical footprint of the forest. This can be done for any defined area in a way that does not require physical access to private trees. Such data is useful and valuable for proper forest management and wildfire mitigation strategies.
We anticipate requesting additional increased funding requests in future years, now that the Urban Forest Master Plan and Community Wildfire Protection Plan have been adopted by the City. Possible cost shares could be done with Norman Fire Department for projects related to the CWPP. Those requests will be adjusted in future budget cycles. For FYE2027, we are requesting an additional $30,000 in Design Fees to allow us to hire a company to perform a tree canopy study as described above. This will help us establish a good baseline against-which to measure our forestry programs in the future.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 30,000 | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| | Total | 45,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |

Operating Impact: decrease $30,000 — Planting and properly maintaining trees in an urban setting create a benefit that is hard to quantify, since their value actually increases with each passing year of healthy growth. We are u
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Drainage Misc Projects-Other
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Stormwater
PROJECT NUMBER: DR0027
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50599967
MANAGER: Jason Murphy

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This program is an ongoing, annual effort to address stormwater drainage deficiencies throughout the City. Specific project locations are identified during each annual budget development process based on system needs and
available funding. At present, there are 13 large drainage projects in various stages of design and construction planning. Projects are prioritized using a City-wide scoring tool and scheduled accordingly. These projects typically
exceed the scale or cost that can be addressed through in-house maintenance efforts and therefore require design and bid. Project rankings may change from year to year as emergent drainage issues arise or as continued
deterioration of existing conditions necessitates a more immediate response. For FYE 2027, funding will be applied towards DR0027 Findlay Avenue Pipe Replacement.
City

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 1,500,000 | 1,600,000 | 1,600,000 | 1,700,000 | 1,700,000 | 1,700,000 |
| 46301 | Materials | | | | | | |
| | Total | 1,500,000 | 1,600,000 | 1,600,000 | 1,700,000 | 1,700,000 | 1,700,000 |

Operating Impact: none — Improvements to deteriorated stormwater infrastructure enhance public safety by reducing risks to roads and other public assets and minimizing long-term operational and maintenance de
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Force Account Drainage
PROJECT TYPE: Maintenance
PROJ. CATEGORY: Stormwater
PROJECT NUMBER: DR0033
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50599967
MANAGER: Jason Murphy

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

The Infrastructure Crew in the Stormwater Division installs stormwater drainage improvements, including repair, adjunct street repairs, culvert cross drains, and concrete channel repairs. This project funds the materials
needed for these projects. For FYE 2027 there are locations identified but additional stormwater drainage improvement locations will be determined based on inspections and reports as needed. Locations already identified
include Imhoff Channel repairs throughout the WPA concrete lined channel, inlet box repairs throughout the City, Ridgeline Circle pipe replacement, Sundown Drive pipe repair, Quail Hollow Drive pipe repair, Heatherfield
Lane repair.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 100,000 | 100,000 | 125,000 | 150,000 | 150,000 | 150,000 |
| | Total | 100,000 | 100,000 | 125,000 | 150,000 | 150,000 | 150,000 |

Operating Impact: decrease — This project will reduce future years maintenance costs
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Drainage Rehab
PROJ. CATEGORY: Stormwater
DEPARTMENT: Public Works
MANAGER: Jason Murphy

PROJECT TYPE: Maintenance
PROJECT NUMBER: DR0034
ACCOUNT NUMBER: 50599967

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This program provides funding to rehabilitate and replace aging stormwater infrastructure, including concrete flumes, vegetated channels, and storm sewer systems that have deteriorated over time. Projects are identified
through citizen service requests and routine inspections and may include flume repairs between residential properties, storm sewer rehabilitation using trenchless methods such as CIPP lining, and construction of new
drainage infrastructure where needed. These improvements will address localized drainage issues, extend the service life of existing assets, and improve overall system reliability for residents.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| | Total | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |

Operating Impact: decrease — Improvements funded through this program will extend infrastructure service life and reduce ongoing maintenance and operational costs.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Thunderbird TMDL Complian
PROJ. CATEGORY: Stormwater
DEPARTMENT: Public Works
MANAGER: Jason Murphy

PROJECT TYPE: Maintenance
PROJECT NUMBER: DR0061
ACCOUNT NUMBER: 50595531

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project funds continued compliance with Lake Thunderbird TMDL requirements through stormwater monitoring, data collection, and implementation of BMPs to reduce pollutant loads and protect water quality..

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 300,000 | 300,000 | 300,000 | 350,000 | 350,000 | 350,000 |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 100,000 | 100,000 | 100,000 | 100,000 | 150,000 | 150,000 |
| 46301 | Materials | | | | | | |
| | Total | 400,000 | 400,000 | 400,000 | 450,000 | 500,000 | 500,000 |

Operating Impact: decrease — Monitoring and targeted BMP implementation will help reduce maintenance needs and improve system performance, resulting in lower long-term operating costs and improved watershed
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Urban Asphalt SMB
PROJECT TYPE: Maintenance
PROJ. CATEGORY: 2026 Street Maintenance Bond Program
PROJECT NUMBER: See Attached
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50594401
MANAGER: Joseph Hill

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

These projects are designed to improve urban asphalt streets. These projects can include deep patch repairs, micro-surfacing, asphalt milling and asphalt overlay. Locations are identified on a separate page.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 1,583,375 | 1,700,000 | 1,500,000 | 2,000,000 | 2,000,000 | |
| 46301 | Materials | | | | | | |
| | Total | 1,583,375 | 1,700,000 | 1,500,000 | 2,000,000 | 2,000,000 | |

Operating Impact: decrease — This project will reduce future years maintenance costs

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

## 2027 Street Maintenance Bond Locations

### Asphalt

| PROJ # | YEAR | STREET NAME | FROM | TO | COST EST. |
|---|---|---|---|---|---|
| | | | | | |
| BP | | **Brookhaven** | | | |
| | 2027 | 48th Avenue NW | Main Street | Robinson Street | $ 825,000.00 |
| | | | | | |
| BP | | **River Oaks** | | | |
| | 2027 | 36th Avenue NW | Main Street | Robinson Street | $ 712,500.00 |
| | | | | | |
| BP | | **Highland Addition** | | | |
| | 2027 | Johnson Street | Porter Avenue | Crawford Avenue | $ 45,875.00 |
| **YEAR 2027** | | | | | **$ 1,583,375.00** |

PROJECT TITLE: Urban Concrete SMB
PROJ. CATEGORY: 2026 Street Maintenance Bond Program
DEPARTMENT: Public Works
MANAGER: Joseph Hill
PROJECT TYPE: Maintenance
PROJECT NUMBER: See Attached
ACCOUNT NUMBER: 50593393

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

These projects are designed to improve urban concrete streets. These projects will include removal and replacement of select broken, damaged and compromised panels, as well as, joint crack sealing of streets in the urban
concrete street system. Locations are identified on attached sheet.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 1,203,036.45 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | |
| 46301 | Materials | | | | | | |
| | Total | 1,203,036.45 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | |

Operating Impact: decrease — This project will reduce future years maintenance costs

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

## 2027 Street Maintenance Bond Locations
## Urban Concrete Streets

| YEAR | PROJ # | STREET NAME | FROM | TO | COST EST. |
|---|---|---|---|---|---|
| 2027 | BP | **Sunrise Heights** | | | |
| | | Albany Place | Beaumont Street | Cul-de-Sac | $ 36,209.25 |
| | | | | | |
| 2027 | BP | **Colonial Estates** | | | |
| | | Brandywine Lane | Beaumont Drive | Lindsey Street | $ 243,936.00 |
| | | 22nd Street | Nashville Drive | Beaumont Drive | $ 52,852.80 |
| | | 23rd Street | Nashville Drive | Beaumont Drive | $ 32,524.80 |
| | | Nashville Drive | 22nd Street | 23rd Street | $ 68,098.80 |
| | | Charleston Court | Richmond Street | Cul-de-Sac | $ 68,098.80 |
| | | Charlotte Court | Sunrise Street | Cul-de-Sac | $ 68,098.80 |
| | | Columbia Court | Richmond Drive | Cul-de-Sac | $ 68,098.80 |
| | | Meridian Drive | East Cul-de-Sac | West Cul-de-sac | $ 103,672.80 |
| | | Mobile Circle | Louisiana Street | Cul-de-Sac | $ 68,098.80 |
| | | Shelby Court | West Cul-de-Sac | East Cul-de-Sac | $ 103,672.80 |
| | | Biloxi Drive | Lindsey Street | Beaumont Street | $ 172,788.00 |
| | | | | | |
| 2027 | BP | **Town and Country Estate** | | | |
| | | Holliday Drive | Sherry Avenue | Forman Avenue | $ 81,312.00 |
| | | | | | |
| 2027 | BP | **Normandy Manor** | | | |
| | | Scott Drive | Claremont Drive | Cul-de-Sac | $ 35,574.00 |
| YEAR 2027 | | | | | $ 1,203,036.45 |

PROJECT TITLE: Rural Roads SMB
PROJ. CATEGORY: 2026 Street Maintenance Bond Program
DEPARTMENT: Public Works
MANAGER: Joseph Hill

PROJECT TYPE: Maintenance
PROJECT NUMBER: See Attached
ACCOUNT NUMBER: 50593376

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project is designed to improve the condition of rural roads. These projects can include roadside drainage improvements, sub grade stabilization, deep patch repairs, asphalt pavement applications or any combination of
treatments to the rural street network. Locations are identified on a separate page.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 355,000 | 1,000,000 | 1,000,000 | 1,500,000 | 1,500,000 | |
| 46301 | Materials | | | | | | |
| | Total | 355,000 | 1,000,000 | 1,000,000 | 1,500,000 | 1,500,000 | |

Operating Impact: decrease — This project will reduce future years maintenance costs

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

# 2027 Street Maintenance Bond Program
## Rural Road Improvement

| PROJ # | YEAR | STREET NAME | FROM | TO | COST EST. |
|---|---|---|---|---|---|
| | | | | | |
| BP | 2027 | 12th Avenue NW | Rock Creek Road | Tecumseh Road | $ 355,000.00 |
| **YEAR 2027** | | | | | **$ 355,000.00** |

PROJECT TITLE: Urban Reconstruction SMB
PROJECT TYPE: Maintenance
PROJ. CATEGORY: 2026 Street Maintenance Bond Program
PROJECT NUMBER: See Attached
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50593385
MANAGER: Joseph Hill

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project is designed to completely reconstruct an urban street. This project can include removal of existing pavement curb and/or gutter, stabilization of sub grade, construction of new curb and/or gutter and driveway approaches, full depth paving, and drainage improvements if required. The location is identified on a separate page.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 850,000 | 2,182,687.50 | 1,460,812.50 | 1,104,104.87 | 1,229,196.62 | |
| 46301 | Materials | | | | | | |
| | Total | 850,000 | 2,182,687.50 | 1,460,812.50 | 1,104,104.87 | 1,229,196.62 | |

Operating Impact: decrease — This project will reduce future years maintenance costs

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

## 2027 Street Maintenance Bond Program
## Reconstruct

| PROJ # | YEAR | STREET NAME | FROM | TO | COST EST. |
|---|---|---|---|---|---|
| | | **Halray Addition** | | | |
| BP | 2027 | Halray Drive | Barkly Street | Brooks Street | $ 850,000.00 |
| | | **YEAR 2027** | | | **$ 850,000.00** |

PROJECT TITLE: Preventative Maintenance SMB
PROJECT TYPE: Maintenance
PROJ. CATEGORY: 2026 Street Maintenance Bond Program
PROJECT NUMBER: See Attached
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50593359
MANAGER: Jospeh Hill

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Preventative maintenance is a street maintenance strategy used to extend the life of pavement by protecting the street surface from the effects of aging, cracking, deterioration, and water infiltration. Prolonging the life of our city streets saves time and taxpayer money by intervening before full maintenance or reconstruction is needed. Preventative maintenance strategies can include crack sealing, chip sealing, micro-surfacing, slurry seal, and rejuvenators or any combination of actions.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 783,924 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | |
| 46301 | Materials | | | | | | |
| | Total | 783,924 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | |

Operating Impact: none

Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐

Details:

# 2027 Preventative Maintenance Locations

| PROJ # | YEAR | STREET NAME | LIMITS | TOTAL |
|---|---|---|---|---|
| | | **SHADOWRIDGE ADDITION** | | |
| BP | 2027 | Willowbend Road | 36th Ave. SW - Southern End | $53,070 |
| BP | 2027 | Windjammer Street | Willowbend Road - Prestwick Street | $15,420 |
| BP | 2027 | Prestwick Street | Windjammer Street - Willowbend Road | $8,160 |
| BP | 2027 | Banister Street | Willowbend Road - Cul-de-sac | $4,800 |
| BP | 2027 | Riverwalk Drive | 36th Avenue SW - Willowbrook Road | $35,970 |
| BP | 2027 | Scott's Bluff | Riverwalk Drive - Willowbend Road | $9,000 |
| BP | 2027 | Shadowview Court | Riverwalk Drive - Cul-de-sac | $5,160 |
| BP | 2027 | Rivermont Circle | Riverwalk Drive - Cul-de-sac | $5,400 |
| BP | 2027 | Riverwalk Court | Riverwalk Drive - Cul-de-sac | $10,380 |
| **TOTAL** | | | | **$147,360** |
| | | | | |
| | | **TRAILWOOD ADDITION** | | |
| BP | 2027 | Trailwood Drive | Rock Creek Road - Lerkim Lane | $42,600 |
| BP | 2027 | Lerkim Lane | Trailwood Drive - Montane Drive | $42,000 |
| BP | 2027 | Lerkim Circle | Lerkim Lane - Cul-de-Sac | $10,200 |
| BP | 2027 | Piper Street | 12th Avenue NW - Lerkim Lane | $13,200 |
| BP | 2027 | Zara Street | Piper Street - Gulliver Street | $10,800 |
| BP | 2027 | Gulliver Street | Piper Street - Cul-de-sac | $10,560 |
| BP | 2027 | Grickle Drive | Trailwood Drive - Humming Fish Drive | $10,170 |
| BP | 2027 | Humming Fish Drive | Trailwood Drive - Grickle Drive | $11,790 |
| BP | 2027 | Ga Zump Drive | Trailwood Drive - Leopard Lily Drive | $17,550 |
| BP | 2027 | Tufts Lane | Ga Zump Drive - Ga Zump Drive | $10,800 |
| BP | 2027 | Truffula Circle | Tufts Lane - Cul-de- sac | $8,820 |
| BP | 2027 | Mossy Road | Trailwood Drive - Leopard Lily Drive | $11,580 |
| BP | 2027 | Barbaroot Drive | Trailwood Drive - Leopard Lily Drive | $12,000 |
| BP | 2027 | Bluefish Drive | Trailwood Drive - Leopard Lily Drive | $13,800 |
| BP | 2027 | Butterfly Way | Bluefish Drive - Cul-de-sac | $10,200 |
| BP | 2027 | Red Fish Road | Leopard Lily Drive - Sharpish Way | $8,250 |
| BP | 2027 | Sharpish Way | Redfish Road - Leopard Lily Drive | $7,680 |
| BP | 2027 | Water Leaf Lane | Rock Creek Road - Leopard Lily Drive | $19,800 |
| BP | 2027 | English Elm Lane | Water Leaf Lane - Poppy Lane | $11,280 |
| BP | 2027 | Poppy Lane | Water Leaf Lane - Rock Creek Road | $15,810 |
| BP | 2027 | Dayflower Lane | Water Leaf Lane - Leopard Lily Drive | $16,704 |
| BP | 2027 | Calla Lily Lane | Water Leaf Lane - Dayflower Lane | $9,300 |
| BP | 2027 | Leopard Lily Drive | Day Flower Lane - Bluefish Drive | $31,650 |
| **TOTAL** | | | | **$356,544** |
| | | | | |
| | | **TECUMSEH RIDGE ADDITION** | | |
| BP | 2027 | Tecumseh Ridge Road | Gary Grey Street near Porter Avenue -Cul- | $43,380 |
| BP | 2027 | Dolina Drive | Tecumseh Ridge Road - Derek Lane | $6,360 |
| BP | 2027 | Dolina Court | Derek Lane - Cul-de-sac | $19,290 |
| BP | 2027 | Derek Lane | Tecumseh Road - Shona Way | $17,100 |
| BP | 2027 | Shona Way | Tecumseh Ridge Road - Dolina Court | $12,000 |
| BP | 2027 | Tecumseh Roadge Cour | Tecumseh Ridge Road - Cul-de-sac | $6,360 |
| **TOTAL** | | | | **$104,490** |
| | | | | |
| | | **CASCADE ESTATE ADDITION** | | |
| BP | 2027 | Pine Hill Road | Astor Drive - Dornoch Lane | $31,500 |
| BP | 2027 | Dornoch Lane | Tayport Street - Pine Hill Road | $16,500 |
| BP | 2027 | Troon Street | Pinehill Road - Pinehill Road | $16,560 |

| | | | | |
|---|---|---|---|---|
| BP | 2027 | Eden Court | Troon Street - Cul-de-sac | $9,000 |
| BP | 2027 | Cruden Drive | Cascade Boulevard - Irvine Drive | $15,000 |
| BP | 2027 | Tayport Street | Cruden Drive - Irvine Drive | $17,700 |
| BP | 2027 | Elie Street | Cruden Drive - Irvine Drive | $12,960 |
| BP | 2027 | Irvine Drive | Cruden Drive - Tayport Street | $12,660 |
| BP | 2027 | Carnoustie Drive | Cascade Boulevard -Ladybank Lane | $17,400 |
| BP | 2027 | Ladybank Lane | Carnoustie Drive - Carnoustie Drive | $16,500 |
| BP | 2027 | Jubilee Street | Carnoustie Drive - Ladybank Lane | $4,860 |
| BP | 2027 | Gullane Drive | Carnoustie Drive - Ladybank Lane | $4,890 |
| **TOTAL** | | | | **$175,530** |
| | | | | |
| | | | **YEAR 2027 TOTAL** | **$783,924** |

PROJECT TITLE: 24th Ave NE: Rock Creek to Tecumseh
PROJ. CATEGORY: Transportation w/ State or Federal Funding
DEPARTMENT: Public Works
MANAGER: Paul D'Andrea
PROJECT TYPE: Expansion
PROJECT NUMBER: BP0426
ACCOUNT NUMBER: 50594019

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project is part of the 2019 Transportation Bond. This project widens and improves safety on 24th Avenue NE from Rock Creek Road to Tecumseh Road.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 1,629,404 | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 1,629,404 | | | | | |

Operating Impact: Increase $5,000.00 — $5,000 per year for electricity and preventative maintenance
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: 48th NW Ph1-Robinson to Rock Creek
PROJ. CATEGORY: Transportation w/ State or Federal Funding
DEPARTMENT: Public Works
MANAGER: Paul D'Andrea
PROJECT TYPE: Expansion
PROJECT NUMBER: BP0427
ACCOUNT NUMBER: 50594019

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project is part of the 2019 Transportation Bond. This project widens and improves safety on 48th Avenue NW from Robinson Street to Rock Creek Road.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | 400,000 | | | | | |
| 46101 | Construction | | 1,229,367 | | | | |
| 46301 | Materials | | | | | | |
| | Total | 400,000 | 1,229,367 | | | | |

Operating Impact: Increase $1,000 — $1,000 per year for electricity and preventive maintenance
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Lindsey St Ph 2: Pickard-Elm
PROJECT TYPE: Expansion
PROJ. CATEGORY: Transportation w/ State or Federal Funding
PROJECT NUMBER: BP0432
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50594019
MANAGER: Paul D'Andrea

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project is part of the 2019 Transportation Bond. This project widens and improves safety on Lindsey Street from Pickard Avenue to Elm Avenue. Work will include a road section with curb and gutter, bike lanes, sidewalks
and drainage. Consideration will be given to turn lanes at major intersections.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 697,266 | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 697,266 | | | | | |

Operating Impact: Increase $5,000 — $5,000 per year for electricity and preventive maintenance
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: 72nd Avenue NE Bridge Replacement
PROJECT TYPE: Replacement
PROJ. CATEGORY: 2023 Bridge Maintenance Bond Program
PROJECT NUMBER: BP-
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50595367
MANAGER: Joseph Hill

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Project to begin design of the 72nd Avenue NE bridge located just south of Tecumseh Road, NBI 06106.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 500,000 | | | | | |
| 46001 | Land | 500,000 | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | 3,000,000 | | | |
| 46301 | Materials | | | | | | |
| | Total | 1,000,000 | | | | | |

Operating Impact: none
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Franklin Road Bridge Rehabilitation
PROJECT TYPE: Replacement
PROJ. CATEGORY: 2023 Bridge Maintenance Bond Program
PROJECT NUMBER: BP613
DEPARTMENT: Public Works
ACCOUNT NUMBER: 50595367
MANAGER: Joseph Hill

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Project for design of rehabilitation of the Franklin Road bridge located west of 72nd Avenue NE, NBI 19248.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | 400,000 | | | | | |
| 46001 | Land | 100,000 | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | 715,000 | | | | |
| 46301 | Materials | | | | | | |
| | Total | 500,000 | 715,000 | | | | |

Operating Impact: none
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Permanent Shelter Facility
PROJECT TYPE: Expansion
PROJ. CATEGORY: Buildings & Grounds
PROJECT NUMBER: BP
DEPARTMENT:
ACCOUNT NUMBER: 50-
MANAGER:

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

Appropriation of 2026 Voter Approved Permanent Shelter Facility Bond Proceeds.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 8,000,000 | | | | | |
| 46301 | Materials | | | | | | |
| | Total | 8,000,000 | | | | | |

Operating Impact: Increase — Utility Bills associated with facility, facility operating costs contracted through third party.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

# NORMAN FORWARD SALES TAX FUND



# Norman Forward Sales Tax Fund – 51

- This fund accounts for the proceeds of the Norman Forward Sales Tax that are legally restricted to expenditure for specific purposes.
- Some of the projects are funded on a PayGO go basis. Some of the projects are of higher costs and therefore require borrowing funds through Norman Forward Sales Tax Revenue Bonds.

## Norman Forward Salex Tax - Fund 51 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 8,125,188 | $ 5,419,396 | $ 10,248,636 | $ 7,914,115 | $ 11,737,962 | $ 15,525,448 | $ 19,364,221 | $ 24,859,553 |
| 3 | Revenues: | | | | | | | | |
| 4 | Sales Tax Revenue | 11,847,749 | 12,928,778 | 12,928,778 | 12,595,683 | 12,847,597 | 13,104,549 | 13,366,640 | 6,816,986 |
| 5 | Use Tax Revenue | 2,098,795 | 1,966,154 | 2,272,995 | 2,363,915 | 2,458,471 | 2,556,810 | 2,659,083 | 1,382,723 |
| 6 | Interest Income | 301,738 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| 7 | Donations/Other | 600,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| 9 | Subtotal | $ 14,848,282 | $ 15,309,932 | $ 15,616,773 | $ 15,374,598 | $ 15,721,068 | $ 16,076,359 | $ 16,440,722 | $ 8,614,709 |
| 11 | I/F Transf - General Fund | - | | - | | | | | |
| 12 | I/F Transf - UNP TIF Fund | - | | - | | | | | |
| 13 | I/F Transf - Room Tax Fund | - | | | | | | | |
| 14 | I/F Transf - Capital Fund | - | | 686,810 | | | | | |
| 16 | Subtotal | $ - | $ - | $ 686,810 | $ - | $ - | $ - | $ - | $ - |
| 18 | Total Revenue | $ 14,848,282 | $ 15,309,932 | $ 16,303,583 | $ 15,374,598 | $ 15,721,068 | $ 16,076,359 | $ 16,440,722 | $ 8,614,709 |
| 20 | Expenditures: | | | | | | | | |
| 21 | Audit Adjustments/Encumbrances | (20,799) | - | - | - | - | - | - | - |
| 22 | Services and Maintenance | - | - | - | - | - | - | - | - |
| 23 | Capital Projects - Pay Go | 2,605,928 | 751,000 | 8,545,361 | 671,000 | 600,000 | 600,000 | 60,000 | 100,000 |
| 24 | Debt Service - 2015 Bonds | 5,987,485 | 6,189,327 | 6,189,327 | 6,176,172 | 6,146,842 | 5,829,895 | - | - |
| 25 | Debt Service - 2017 Bonds | 2,529,968 | 2,481,300 | 2,481,300 | 3,228,500 | 3,461,300 | 3,983,300 | 5,590,900 | 3,493,900 |
| 26 | Debt Service - 2020 Bonds | 1,194,105 | 978,061 | 978,061 | 1,014,321 | 1,247,145 | 1,327,680 | 4,778,445 | 6,985,700 |
| 27 | I/F Transf - General Fund-East Library | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| 28 | I/F Transf - General Fund-Central Library | 136,981 | 143,831 | 143,831 | 151,022 | 158,573 | 166,502 | 174,827 | 183,568 |
| 29 | I/F Transf - General Fund-Ruby Grant Par | 181,166 | 190,224 | 190,224 | 199,736 | 209,722 | 220,208 | 231,219 | 242,780 |
| 30 | I/F Transf - Westwood Fund | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| 32 | Total Expenditures | $ 12,724,834 | $ 10,843,743 | $ 18,638,104 | $ 11,550,751 | $ 11,933,582 | $ 12,237,585 | $ 10,945,391 | $ 11,115,948 |
| 34 | Net Difference | $ 2,123,448 | $ 4,466,189 | $ (2,334,521) | $ 3,823,847 | $ 3,787,486 | $ 3,838,774 | $ 5,495,331 | $ (2,501,239) |
| 36 | Ending Fund Balance | $ 10,248,636 | $ 9,885,585 | $ 7,914,115 | $ 11,737,962 | $ 15,525,448 | $ 19,364,221 | $ 24,859,553 | $ 22,358,314 |
| 38 | Reserves: | | | | | | | | |
| 39 | General Contingency | 829,342 | 905,014 | 905,014 | 881,698 | 899,332 | 917,318 | 935,665 | 477,189 |
| 40 | Available for Pay-Go Projects | 9,419,294 | 8,980,571 | 7,009,101 | 10,856,264 | 14,626,116 | 18,446,903 | 23,923,888 | 21,881,125 |
| 42 | Total Reserves | $ 10,248,636 | $ 9,885,585 | $ 7,914,115 | $ 11,737,962 | $ 15,525,448 | $ 19,364,221 | $ 24,859,553 | $ 22,358,314 |

## Norman Forward Sales Tax Fund Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| **Bond Funded** | | | | | | | | | |
| 51796639 | NFB001 | Griffin Park Remodel | 73,131 | - | - | - | - | - | - |
| 51795546 | NFB002 | Indoor Aquatic Facility | 44,826 | - | - | - | - | - | - |
| 51794442 | NFB005 | Community Sports Park Development | 56,404 | - | - | - | - | - | - |
| 51792205 | NFB006 | Reaves Park Remodel | 43,842 | - | - | - | - | - | - |
| 51790050 | NFB019 | Andrews Park Improvements | 5,848 | - | - | - | - | - | - |
| | | **SUBTOTAL BOND FUNDED** | **$ 224,051** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** |
| **Paygo Funded** | | | | | | | | | |
| 051- | NFP | Canadian River Park Development | - | - | - | - | - | - | - |
| 51795500 | NFP100 | Public Arts Projects | 21,000 | 21,000 | - | - | - | - | - |
| 51798830 | NFP101 | Neighborhood Park Improvements | 1,191,272 | 650,000 | 600,000 | 600,000 | 60,000 | 100,000 | 100,000 |
| 51798830 | NFP104 | New Neighborhood Park Development | 506,109 | - | - | - | - | - | - |
| 51796674 | NFP106 | Saxon Park Development | 1,166,845 | - | - | - | - | - | - |
| 51594403 | NFP109 | James Garner Blvd: Flood to Acres | 304,467 | - | - | - | - | - | - |
| 51790601 | NFP110 | Young Family Athletic Center PayGo | 2,179,200 | - | - | - | - | - | - |
| 51793365 | NFP111 | New Senior Citizens Center | 41,894 | - | - | - | - | - | - |
| | | **SUBTOTAL PAYGO FUNDED** | **$ 5,410,787** | **$ 671,000** | **$ 600,000** | **$ 600,000** | **$ 60,000** | **$ 100,000** | **$ 100,000** |
| | | **TOTAL NORMAN FORWARD FUND 51 PROJECTS** | **$ 5,634,838** | **$ 671,000** | **$ 600,000** | **$ 600,000** | **$ 60,000** | **$ 100,000** | **$ 100,000** |

PROJECT TITLE: Public Arts Projects
PROJECT TYPE: Expansion
PROJ. CATEGORY: Parks & Recreation
PROJECT NUMBER: NFP100
DEPARTMENT: Parks and Recreation
ACCOUNT NUMBER:
MANAGER: Jason Olsen

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☑ All

Detailed Project Description:

With the adoption of Norman Forward, the City committed to expend an amount not to exceed 1% of the aggregate construction costs of major facilities and community parks improvements costs on public art at those
facilities and parks. This has been done for the Westwood Family Aquatics Center, Ruby Grant Park, Andrews Park, and the Central and East Library Projects, the Young Family Athletic Center, Reaves Park, the Adult Wellness
and Education Center, James Garner Avenue, and Griffin Park. We anticipate adding a project to the Saxon Park project as it nears completion in the coming year.
This budget sheet is being presented because the project is not complete. Contract K-1516-132 established the Norman Arts Council as administrator of the implementation of public art associated with Norman Forward.
Most projects are complete. Not all Norman Forward projects had a public art piece. The city is always willing to explore partnerships and donations to further enhance any public art project.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | | | | | | |
| 46301 | Materials | 21,000 | | | | | |
| | Total | 21,000 | | | | | |

Operating Impact: Increase — All public art is susceptible to vandalism and minor maintenance and repair costs. Most of these are minor and can be done in-house.
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

PROJECT TITLE: Neighborhood Park Imprv
PROJECT TYPE: Replacement
PROJ. CATEGORY: Parks & Recreation
PROJECT NUMBER: NFP101
DEPARTMENT: Parks and Recreation
ACCOUNT NUMBER:
MANAGER: James Briggs

WARD(s): ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ All

Detailed Project Description:

This project is designated to make improvements to all the neighborhood parks in the City of Norman. The level of improvement needed at each park varies from site to site; however, there is work to do at each park and the program as originally described did not include playground replacement at every park. Staff will prioritize and execute a plan for each park, in a way that maximizes our bidding prices each year to get the best value for similar improvement that may occur in the various parks. We will use the 2009 Parks and Recreation Master Plan as a guiding document for these improvements, along with continued staff evaluations of each park site on an annual basis to determine each park site's needs in the year when funding is available to tackle any given site. When possible, input from the neighborhoods served by each each park site will be gathered as part of the renovation process. The parks scheduled for renovation in FYE2027 include Kiwanis and Springbrook, with continued small projects at other parks to improve the park shelters, landscapes and amenities as-allowed by the annual funding.

Expenditure Schedule through City Accounts by Fiscal Year

| Object Number | Object Type | FYE 2027 Request | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | Beyond 5 Years |
|---|---|---|---|---|---|---|---|
| 46201 | Design | | | | | | |
| 46001 | Land | | | | | | |
| 46701 | Utilities | | | | | | |
| 46101 | Construction | 650,000 | 600,000 | 600,000 | 60,000 | 100,000 | 100,000 |
| 46301 | Materials | | | | | | |
| | Total | 650,000 | 600,000 | 600,000 | 60,000 | 100,000 | 100,000 |

Operating Impact: Decrease — By replacing worn-out or broken features in parks and providing new trails, trees, furnishings and equipment, we are reducing the labor and material costs associated with responding to re
Multiple Funding Sources: None: ☐ Grant: ☐ Reimbursement: ☐ Other City Fund/Account: ☐
Details:

# PARK LAND AND DEVELOPMENT FUND



# Park Land and Development Fund – 52

- Revenues are earmarked for capital improvements to neighborhood and community parks.
- The funds specifically designated for community public park improvements can only be spent in Griffin Community Park, Reaves Community Park, Andrews Community Park, Sutton Urban Wilderness Area, John Saxon Park, and Ruby Grant Park.
- The funds specifically designated for neighborhood parks, paid with the building permit for any new dwelling, may be spent to improve the neighborhood public park serving that dwelling, or nearby park.
- Neighborhood Park improvements will be scheduled when the Parks Board and City Council determine that there have been sufficient residential units constructed to warrant a capital project and sufficient fees have been collected to construct the project. This information changes daily and is maintained by the Parks Department.

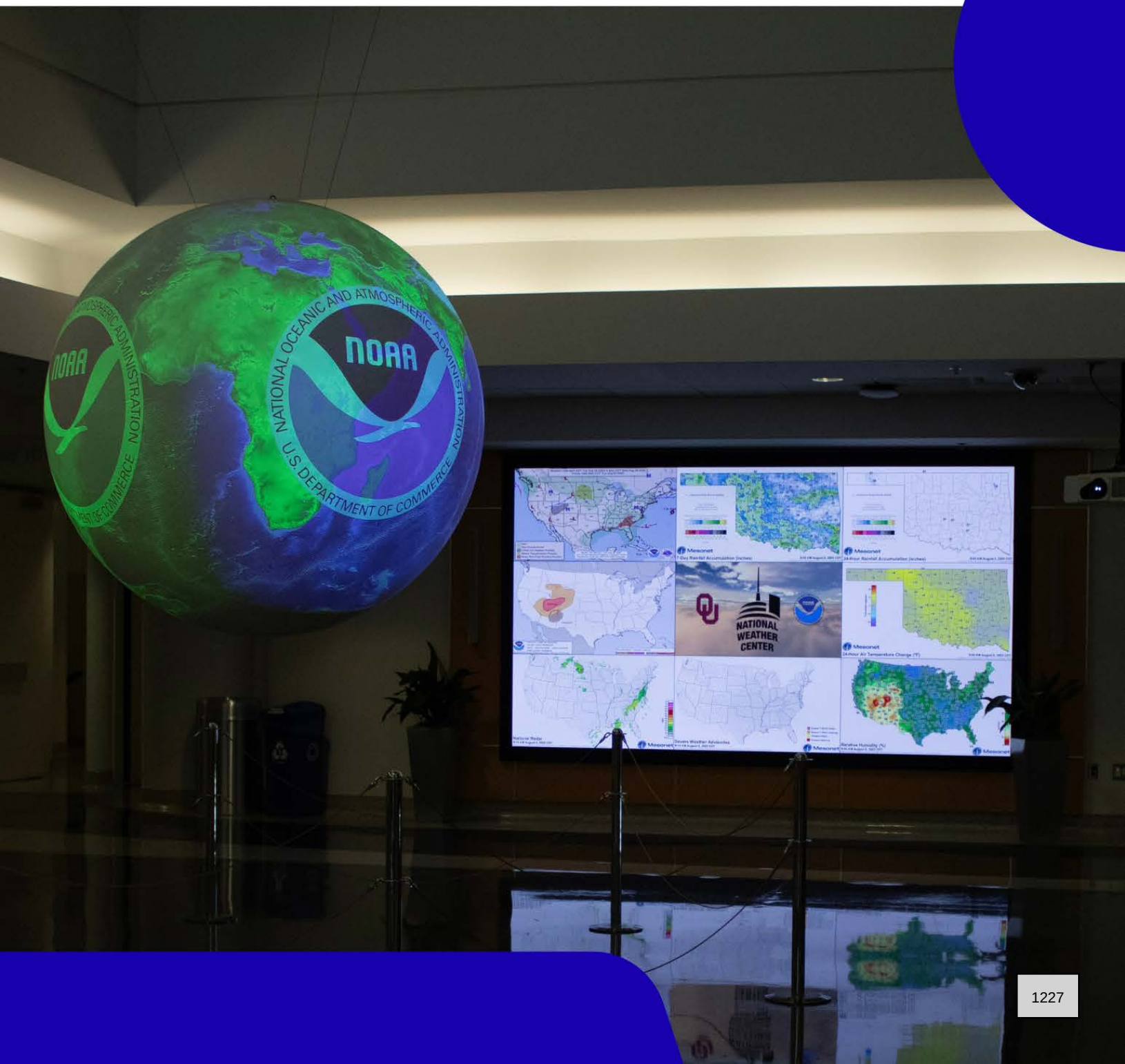
## Park Land and Development - Fund 52 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 830,281 | $ 283,183 | $ 888,613 | $ 374,968 | $ 469,968 | $ 564,968 | $ 659,968 | $ 754,968 |
| 3 | Revenues | | | | | | | | |
| 4 | Interest/Investment Income | $ 40,778 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 | $ 10,000 |
| 5 | Community Park Fees | 33,675 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 6 | Neighborhood Park Fees | 18,600 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| 7 | In-Lieu of/Other | - | - | - | - | - | - | - | - |
| 8 | I/F Transfer - Capital | - | - | - | - | - | - | - | - |
| 10 | Total Revenue | $ 93,053 | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 |
| 12 | Expenditures | | | | | | | | |
| 13 | Community Park Projects | $ - | $ - | $ 576,320 | $ - | $ - | $ - | $ - | $ - |
| 14 | Neighborhood Park Projects | 4,213 | - | 32,325 | - | - | - | - | - |
| 15 | Parkland acquisition | - | - | - | - | - | - | - | - |
| 16 | I/F Transf - Norman Forward | - | | - | | | | | |
| 17 | I/F Transf - Room Tax | 29,240 | - | - | - | - | - | - | - |
| 18 | I/F Transf - Capital | - | - | - | - | - | - | - | - |
| 19 | I/F Transf - GF | - | - | - | - | - | - | - | - |
| 20 | Services & maintenance | - | - | - | - | - | - | - | - |
| 21 | Audit Accruals/Adjustments | 1,268 | - | - | - | - | - | - | - |
| 23 | Total Expenditures | $ 34,721 | $ - | $ 608,645 | $ - | $ - | $ - | $ - | $ - |
| 25 | Net Difference | $ 58,332 | $ 95,000 | $ (513,645) | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 | $ 95,000 |
| 27 | Ending Fund Balance | $ 888,613 | $ 378,183 | $ 374,968 | $ 469,968 | $ 564,968 | $ 659,968 | $ 754,968 | $ 849,968 |
| 29 | Reserves | | | | | | | | |
| 30 | Reserve for Community Parks | $ 35,899 | $ (474,096) | $ (490,421) | $ (440,421) | $ (390,421) | $ (340,421) | $ (290,421) | $ (240,421) |
| 31 | Reserve for Neighborhood Pa | 1,453,887 | 1,472,962 | 1,456,562 | 1,491,562 | 1,526,562 | 1,561,562 | 1,596,562 | 1,631,562 |
| 32 | Reserve for Park Land | (601,173) | (620,683) | (591,173) | (581,173) | (571,173) | (561,173) | (551,173) | (541,173) |
| 34 | Total Reserves | $ 888,613 | $ 378,183 | $ 374,968 | $ 469,968 | $ 564,968 | $ 659,968 | $ 754,968 | $ 849,968 |

## Park Land Development Fund Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| | | **Community Parks** | | | | | | | |
| 52794442 | PC0018 | Sports Complex Bleachers | 474 | - | - | - | - | - | - |
| 52795518 | PC0022 | Legacy Pk Foundation Strm Damg Repair | 22,020 | - | - | - | - | - | - |
| 52792205 | PC0024 | Reaves Park Restroom Building | 253,826 | - | - | - | - | - | - |
| 52792205 | PC0027 | Reaves Park Maintenance Building | 300,000 | - | - | - | - | - | - |
| | | Subtotal Community Parks | $ 576,320 | $ - | $ - | $ - | $ - | $ - | $ - |
| | | **Neighborhood Parks** | | | | | | | |
| 52770342 | PR0129 | The Links Park Improvements | 25,000 | - | - | - | - | - | - |
| 52793067 | PR0171 | Summit Lakes Park Improv | 7,325 | - | - | - | - | - | - |
| | | Subtotal Neighborhood Parks | $ 32,325 | $ - | $ - | $ - | $ - | $ - | $ - |
| | | **TOTAL PARK DEVELOPMENT FUND 52 PROJECTS** | $ 608,645 | $ - | $ - | $ - | $ - | $ - | $ - |

# UNIVERSITY NORTH PARK TIF FUND



# University North Park Tax Increment Finance District Fund – 57

- This fund accounts for proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes.
- Projects were identified and approved by City Council in accordance with the provisions of the Local Development Act
- The Tax Increment Finance District was created to facilitate development and improvements in an area where such improvement would not have otherwise occurred.
- The University North Park area includes land adjacent to 24th Avenue NW, between Robinson Street and Tecumseh Road.

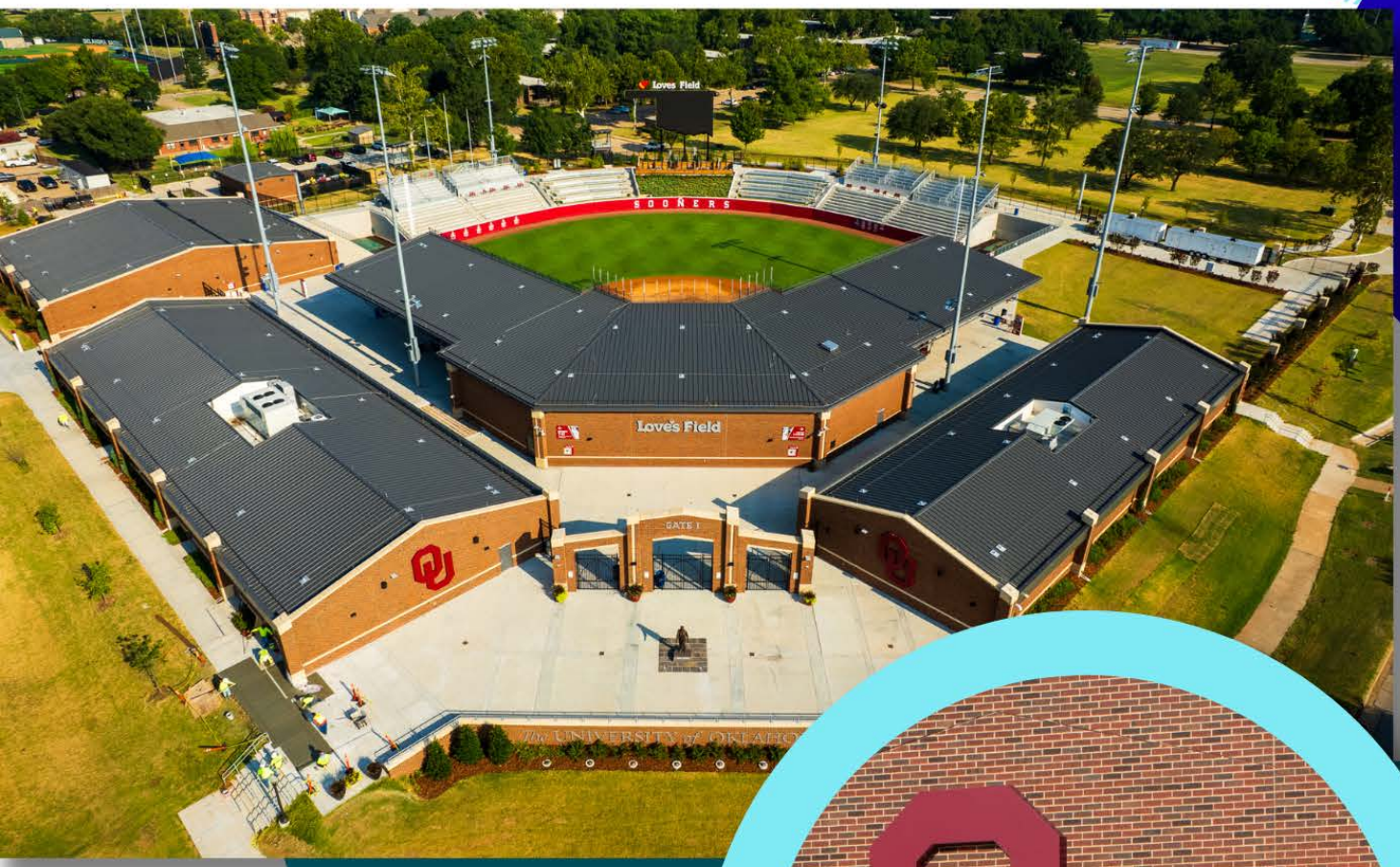
## University North Park Tax Increment Finance District - Fund 57 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 11,001,783 | $ 745,053 | $ 6,035,672 | $ 752,919 | $ 604,663 | $ 604,663 | $ 604,663 | $ 604,663 |
| 3 | Revenues | | | | | | | | |
| 4 | Interest Income | $ 443,395 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 5 | Misc Income | - | - | - | - | - | - | - | - |
| 6 | BID Assessment Receipts | - | - | - | - | - | - | - | - |
| 8 | Total Revenue | $ 443,395 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 10 | Expenditures | | | | | | | | |
| 11 | Services /Maintenance | $ 1,500 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 12 | BID Expenses | 108,011 | 569,661 | 505,268 | 148,256 | - | - | - | - |
| 13 | Capital Projects | 5,300,000 | - | 4,777,485 | - | - | - | - | - |
| 14 | Audit adjustments | (5) | - | - | - | - | - | - | - |
| 15 | I/F Transf - Norman Forward Fund | - | | | | | | | |
| 17 | Total Expenditures | $ 5,409,506 | $ 569,661 | $ 5,282,753 | $ 148,256 | $ - | $ - | $ - | $ - |
| 19 | Net Difference | $ (4,966,111) | $ (569,661) | $ (5,282,753) | $ (148,256) | $ - | $ - | $ - | $ - |
| 21 | Ending Fund Balance | $ 6,035,672 | $ 175,392 | $ 752,919 | $ 604,663 | $ 604,663 | $ 604,663 | $ 604,663 | $ 604,663 |
| 23 | Reserves | | | | | | | | |
| 24 | Reserved for BID | $ 653,524 | $ - | $ 148,256 | $ (148,256) | $ (148,256) | $ (148,256) | $ (148,256) | $ (148,256) |
| 26 | Unreserved | 5,382,148 | 175,392 | 604,663 | 752,919 | 752,919 | 752,919 | 752,919 | 752,919 |
| 28 | Total Reserves | $ 6,035,672 | $ 175,392 | $ 752,919 | $ 604,663 | $ 604,663 | $ 604,663 | $ 604,663 | $ 604,663 |

## University North Park Tax Incremnet Finance District Fund Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 57595512 | UT0008 | Economic Development | 254,311 | - | - | - | - | - | - |
| 57595552 | UT0011 | Robinson Street West of I-35 (MATCH Fund 50) | 678 | - | - | - | - | - | - |
| 57595552 | UT0015 | 24th & Flood at Tecumseh Intersection | 2,452,525 | - | - | - | - | - | - |
| 57796601 | UT0017 | Recreation Facility | 2,069,971 | - | - | - | - | - | - |
| | | TOTAL UNIVERSITY NORTH PARK TIF FUND 57 PROJECTS | $ 4,777,485 | $ - | $ - | $ - | $ - | $ - | $ - |

# CENTER CITY
# TIF FUND






# Center City Tax Increment Finance District Fund – 58

- The Norman City Council adopted the Norman Center City Project Plan and Tax Increment Finance District No. 3 on December 19, 2017 (O-1718-27)
- The project plan authorizes $44,000,000 in project costs for public infrastructure, and an additional $3,400,000 in project costs for contingencies and implementation/administration costs.
- The project plan authorizes 90 percent of the incremental tax revenue generated from increases in property taxes resulting from new private investment in the Increment District to be used to pay authorized project costs.

## Center City Tax Increment Finance District - Fund 58 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 4,051,818 | $ 5,335,452 | $ 5,706,356 | $ 6,912,721 | $ 8,505,121 | $ 10,161,137 | $ 11,883,314 | $ 13,674,298 |
| 3 | Revenues | | | | | | | | |
| 4 | Property Tax | $ 1,493,326 | $ 1,529,231 | $ 1,529,231 | $ 1,590,400 | $ 1,654,016 | $ 1,720,177 | $ 1,788,984 | $ 1,860,543 |
| 6 | Interest Income | 221,179 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 |
| 13 | Subtotal | $ 1,714,505 | $ 1,531,231 | $ 1,531,231 | $ 1,592,400 | $ 1,656,016 | $ 1,722,177 | $ 1,790,984 | $ 1,862,543 |
| 14 | | | | | | | | | |
| 15 | I/F Transf - General Fund | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 18 | Total Revenue | $ 1,714,505 | $ 1,531,231 | $ 1,531,231 | $ 1,592,400 | $ 1,656,016 | $ 1,722,177 | $ 1,790,984 | $ 1,862,543 |
| 20 | Expenditures | | | | | | | | |
| 21 | Capital Projects | $ 54,980 | $ - | $ 324,866 | $ - | $ - | $ - | $ - | $ - |
| 22 | Audit adjustments | 4,987 | - | - | - | - | - | - | - |
| 23 | I/F Transf - General Fund | - | | - | | | | | |
| 25 | Total Expenditures | $ 59,967 | $ - | $ 324,866 | $ - | $ - | $ - | $ - | $ - |
| 27 | Net Difference | $ 1,654,538 | $ 1,531,231 | $ 1,206,365 | $ 1,592,400 | $ 1,656,016 | $ 1,722,177 | $ 1,790,984 | $ 1,862,543 |
| 29 | Ending Fund Balance | $ 5,706,356 | $ 6,866,683 | $ 6,912,721 | $ 8,505,121 | $ 10,161,137 | $ 11,883,314 | $ 13,674,298 | $ 15,536,842 |
| 31 | Reserves | | | | | | | | |
| 32 | | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 33 | Unreserved | 5,706,356 | 6,866,683 | 6,912,721 | 8,505,121 | 10,161,137 | 11,883,314 | 13,674,298 | 15,536,842 |
| 35 | Total Reserves | $ 5,706,356 | $ 6,866,683 | $ 6,912,721 | $ 8,505,121 | $ 10,161,137 | $ 11,883,314 | $ 13,674,298 | $ 15,536,842 |

## Center City Tax Incremement Finance District Fund

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 58593369 | TC0287 | Center City Alleys 2025 | 191,066 | - | - | - | - | - | - |
| 58593388 | BG0089 | CC TIF Urban Design/ Implementation Plan | 133,800 | - | - | - | - | - | - |
| | | TOTAL CENTER CITY TIF FUND 58 PROJECTS | $ 324,866 | $ - | $ - | $ - | $ - | $ - | $ - |

# ARTERIAL ROAD RECOUPMENT FUND



# Arterial Road Recoupment Fund – 78

- This fund accounts for proceeds of a specific revenue that is legally restricted to expenditure for specific purposes.
- Revenue is received from property owners either before development or at the time of land development for all local arterial street construction costs, which they normally incur under development regulations.
- Capital Sales Tax revenues, totaling $2,947,732, were transferred from the Capital Fund (50) to this fund to create the initial funding, with the intent that future revenues would be received as land would be developed, and thereby there would be a revolving funding source to continue the program. The Capital Fund was repaid $173,280 in FYE 02 and $27,200 in FYE 07.

## Arterial Roads Recoupment - Fund 78 Summary

| | | FYE 25 ACTUAL | FYE 26 ADOPTED | FYE 26 ESTIMATED | FYE 27 PROJECTED | FYE 28 PROJECTED | FYE 29 PROJECTED | FYE 30 PROJECTED | FYE 31 PROJECTED |
|---|---|---|---|---|---|---|---|---|---|
| 1 | Beginning Fund Balance | $ 836,923 | $ 836,923 | $ 895,348 | $ 895,348 | $ 895,348 | $ 895,348 | $ 895,348 | $ 895,348 |
| 3 | Revenues | | | | | | | | |
| 4 | Reimbursements/Interes | $ 60,035 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 5 | I/F Transf - Capital Fund | - | - | - | - | - | - | - | - |
| 7 | Total Revenues | $ 60,035 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 9 | Expenditures | | | | | | | | |
| 10 | Capital Projects | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 11 | Audit Adjustments | 1,610 | - | - | - | - | - | - | - |
| 13 | Total Expenditures | $ 1,610 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 15 | Net Difference | $ 58,425 | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 17 | Ending Fund Balance | $ 895,348 | $ 836,923 | $ 895,348 | $ 895,348 | $ 895,348 | $ 895,348 | $ 895,348 | $ 895,348 |

## Arterial Road Recoupment Fund Project Table

| Account Number | Project Number | Project Name | FYE 2026 Revised Budget | FYE 2027 Preliminary | FYE 2028 | FYE 2029 | FYE 2030 | FYE 2031 | BEYOND 5 YEARS |
|---|---|---|---|---|---|---|---|---|---|
| 78599964 | AR | TBD | - | - | - | - | - | - | - |
| 78595517 | AR | TBD | - | - | - | - | - | - | - |
| | | TOTAL ARTERIAL ROAD RECOUPMENT FUND 78 PROJECTS | $ - | $ - | $ - | $ - | $ - | $ - | $ - |

# APPENDIX



# Glossary of Terms and Acronyms

**ACOG** – Association of Central Oklahoma Governments.

**ADA** – American Disabilities Act

**AERATION** – The addition of air or oxygen to water or wastewater, usually by mechanical means, increases dissolved oxygen levels and maintains aerobic conditions.

**ARR** – Arterial Road Recoupment.

**ASSETS** – Resources owned or held by the City, which have monetary value.

**BASIN** - An area defined by the network of sewer line segments that are tributary to and terminate at a designated and control point.

**BIOSOLIDS** – Solid organic matter recovered from municipal wastewater treatment that can be beneficially used, especially as a fertilizer. Biosolids are solids that have been stabilized within the treatment process, whereas sludge has not.

**BOND** - A written promise to pay a sum of money on a specific date and at a specified interest rate. The interest payments and the repayments of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation (GO) and revenue (Water/Sewer) bonds. These are most frequently used for construction of large capital projects, such as buildings and streets.

**BUDGET** - A plan of financial operation embodying an estimate of proposed means of financing them. The term usually indicates a financial plan for a single fiscal year. The term "budget" is used in two senses in practice. Sometimes it designates the financial plan presented to the City Council for adoption and sometimes it designates the plan finally approved by the body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether the appropriating body has approved it.

**BUDGETARY CONTROL** - The control or management of the organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available resources.

**CAPITAL IMPROVEMENT CHARGE (CIC)** – A charge placed upon all consumers and users for sewer or water service furnished by the City. The current CIC is $1.00 per month for a residential customer. City code section 21-107(a)(1) requires the CIC amount to equal 60 percent of the actual monthly sewer charge for commercial and industrial customers. The CIC was implemented on March 24, 1970 as part of Ordinance 2156.

**CIP** – Capital Improvement Project or Capital Improvements Plan.

**CAPITAL OUTLAY** - Expenditures that result in the acquisition of or additions to fixed assets.

**CAPITAL PROJECT FUNDS** – An accounting fund type recommended by the Oklahoma Municipal Budget Act to account for financial resources segregated for the acquisition, construction or other improvement related to Capital Facilities other than those accounted for in Enterprise Funds and Trust Funds.

**CLEANOUT** - Outside access point on a property owner's service lateral that allows for cleaning in the event of a blockage.

**COLLECTION SYSTEM** – In wastewater, a system of conduits, generally underground pipes, that receives and conveys sanitary wastewater and/or stormwater. In water supply, a system of conduits or canals used to capture a water supply and convey it to a common point.

**COMCD** – Central Oklahoma Master Conservancy District.

**CONNECTION FEE** – Previously known as the tap fee, was first developed in 1970. A charge for sewer or water connection based upon the size of the service line leading into and to be utilized for the furnishing of water or sewer to any use or structure. Monies received from the Connection charge are proportionally divided between the City of Norman's Water and Wastewater funds. Collected fees are used to fund activities performed in both the water and sewer utility systems.

**CORE AREA** – The area bounded by Berry Road on the west, Robinson Street on the north, 12th Avenue on the east, and Constitution/Imhoff extended on the south.

**COST ALLOCATION** - Distribution of costs of centrally provided support services such as management, accounting, purchasing, payroll, information services and legal.

**DEBT SERVICE** - The City's obligation to pay the principal and interest of general obligation and revenue bonds according to a predetermined payment schedule.

**DISINFECTION** – The selective destruction of disease-causing microbes through the application of chemicals or energy.

**DIVISION** - A sub-section of a Department which carries out a specific line of work assigned to the Department.

**EFFLUENT** – Partially or completely treated water or wastewater flowing out of a basin or treatment plant.

**EID** – Environmental Information Document is the document which provides the basic information about a project and its environmental effects.

**ENCUMBRANCE** - A commitment related to unperformed contracts or goods or services. Encumbrances represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

**ENTERPRISE FUND** - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

**EPA** – Environmental Protection Agency.

**EXCISE TAX** - An excise tax is any tax that is not an ad valorem tax and is generally imposed on the performance of an act, engaging in an occupation, or enjoying a privilege. An ad valorem property tax is a tax imposed on the basis of the "value of the article or thing taxed." An ad valorem tax is usually imposed at recurring intervals on the same piece of property.

**EXPENDITURES (EXPENSES)** - Decrease in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

**FACE VALUE (PAR, PRINCIPAL)** – The full amount of an investment security, usually appearing on the face of the instrument.

**FHWA** – Federal Highway Administration.

**FIDUCIARY FUNDS (TRUST & AGENCY FUNDS)** – An accounting fund type recommended by the Oklahoma Municipal Budget Act to account for assets held by the municipality as trustee or agent for individuals, private organizations or other governmental units or purposes.

**FISCAL YEAR (FY)** - The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Norman has a fiscal year of July 1 through June 30.

**FIXED ASSETS** - Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Fixed assets include buildings, equipment and improvements other than building and land.

**FUND** - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**FUND BALANCE** - Fund Balance is the excess of assets over liabilities.

**FUND BALANCE - RESERVED FOR DEBT SERVICE** - A portion of fund balance that is legally restricted to the payment of long term debt principal and interest maturing in future years.

**GENERAL FUND** – An accounting fund type recommended by the Oklahoma Municipal Budget Act to account for all moneys received and disbursed for general governmental purposes.

**GENERAL OBLIGATION BONDS (GO or GOB)** - Legal debt instruments that finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government and are financed through property tax revenues.

**HEADWORKS** – The initial structure and devices located at the receiving end of a water or wastewater treatment plant.

**HVAC** – Heating, ventilation and air conditioning.

**IAV** – Individually assessed vehicle.

**IMPACT FEES** – Set aside fees collected from developers causing infrastructure adjustments to the community. Monies to be used as the development further impacts the municipality.

**I/I** - An abbreviation for Infiltration and Inflow into the Sanitary Sewer System.

**INFILTRATION** - Groundwater that enters into the sanitary sewer through defects in the pipes and manholes such as cracks, separated joints, deteriorated manhole components, building foundation drains, and defective service laterals.

**INFLOW** - Surface stormwater that enters into the sanitary sewer through direct sources such as vented manhole covers, downspouts, area drains, and uncapped cleanouts.

**INFLUENT** – Water or wastewater flowing to a basin or treatment plant.

**INTERCEPTOR** - Sanitary sewer interceptors are those lines that convey sewage from neighborhood to neighborhood in route to the wastewater treatment plant. Pipe diameters are generally larger than lines placed within residential developments.

**INTERCEPTOR SEWER** - A sewer that receives flow from a number of other sewers or outlets for disposal or conveyance to a treatment plant.

**INTERGOVERNMENTAL REVENUE** - Grants, entitlements and cost reimbursements from another federal, state or local government.

**INTERNAL SERVICE FUND** - A fund used to account for the financing of goods or services provided by one department or agency to other departments of a government, on a cost-reimbursement basis.

**ISSUER** – A political subdivision (city, county, state, authority, etc.) that borrows money through the sale of bonds or notes. The Norman Utilities Authority and the Norman Municipal Authority are issuers of Revenue Bonds.

**LAND APPLICATION** – The disposal of wastewater or municipal solids onto land under controlled conditions.

**LEVY** - (Verb) To impose taxes, special assessments or service charges for the support of government activities.(Noun) The total amount of taxes, special assessments or service charges imposed by a government.

**LIABILITIES** - Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

**LIFT STATION** - A pumping facility that conveys wastewater flow, from an area that would not naturally drain to the wastewater treatment plant, into the gravity sewer system for delivery and treatment.

**LINE ITEM BUDGET** - A budget prepared along divisional line items focusing on what is to be bought.

**MATURITY** – The date the principal amount of an investment security becomes due and payable.

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)** – Program in the U.S. to issue, monitor, and enforce pretreatment requirements and discharge permits under the Clean Water Act.

**NON-EXCESSIVE I/I** - Measured inflow and infiltration within a sanitary sewer system that is considered more expensive to eliminate through rehabilitation than to transport and treat at the Municipality's wastewater treatment facilities.

**ODEQ** – Oklahoma Department of Environmental Quality.

**OG&E** – Oklahoma Gas and Electric Company.

**ODOT** – Oklahoma Department of Transportation.

**OPERATING BUDGET** - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending, and service delivery activities of the City are controlled. Municipalities are required by State Law to use annual operating budgets.

**OSHA** – Office of Safety and Health Administration.

**OVERFLOW** - A condition in which the wastewater flow rate in a sewer system exceeds the capacity of the sewer to the extent that raw wastewater is discharged directly to storm and drainage systems.

**PAYBACK ORDINANCE** – Ordinance (0-9697-30) allows the City Council to vote funds to pay costs of extending wastewater & water lines from an existing location to, along side or beyond the boundaries of a developer's new construction.

**PAYGO** – Cash basis of project funding, as opposed to incurring debt.

**PEAK FLOW** – Excessive flows experienced during hours of high demand; usually determined to be the highest 2-hour flow expected under any operational conditions.

**PROPERTY TAX** - Taxes levied on all real and personal property according to the property's valuation and the tax rate, in compliance with State Property Tax Code.

**PUBLIC SECTOR** - Those facilities operated and maintained by the Municipality.

**REAL PROPERTY** - Property classified by the State Property Tax Board including residential, single, and multi-family, vacant lots, acreage, farm and ranch improvements, commercial and industrial, and oil, gas, and other mineral reserves.

**REFUNDING** - A system by which a bond issue is redeemed by a new bond issue under conditions generally more favorable to the issuer (lower interest rate; fewer restrictions, etc.)

**REPLACEMENT COSTS** - The cost as of a certain date of a property which can render similar service (but which need not be of the same structural form) as the property to be replaced.

**RESERVE, DEBT** - A portion of fund balance equal to the average annual debt service requirement that has been reserved to provide assurance that resources are available to meet each fiscal year's debt service payment.

**RESERVE, CAPITAL** - A portion of fund balance equal to the average of the forecasted capital expenditures during the five year forecasted period has been reserved in each fiscal year budget to provide assurance that resources are available to provide for the normal replacement of depreciable assets.

**RESERVE, (DEFICIT)** - The amount by which fund balance does not meet all reserve requirements.

**RESERVE, LEGAL** - A portion of fund balance that may not be appropriated for expenditures or is legally segregated for a specific future use.

**RESERVE, OPERATING** - A portion of fund balance that has been reserved in each fiscal year budget to protect service delivery from unexpected revenue loss or expenditure requirement.

**RESERVE, SURPLUS** - A portion of fund balance that is not reserved for any specified purpose, and may be appropriated for one-time expenditures as needed.

**REVENUE** - Increases net total assets from other than expense refunds, capital contributions, and residual equity transfers. Funds received as income.

**REVENUE BONDS** - Legal debt instruments which finance public projects for such services as water or sewer. Revenues from the public project are pledged to pay principal and interest of the bonds.

**ROW** – Right of Way.

**SLUDGE** – Accumulated and concentrated solids generated within the wastewater treatment process that have not undergone a stabilization process.

**SPECIAL ASSESSMENT FUNDS** – An accounting fund type recommended by the Oklahoma Municipal Budget Act to account for the financing of public improvements or services deemed to benefit properties in a specified area, against which special assessments are levied.

**SPECIAL REVENUE FUNDS** – An accounting fund type recommended by the Oklahoma Municipal Budget Act to account for the proceeds of specific revenue sources and related expenditures separate and apart from other funds, but for which the specified revenues may be insufficient to meet the related expenditures.

**STATEWIDE REVOLVING FUND (SRF) LOANS** – Under the SRF program, municipalities can obtain up to 40 percent in matching funds for approved projects, when 60 percent of the construction costs can be obtained by the municipality on the open municipal bond market or from available funds of the municipality.

**STP-UZA** – Federal Surface Transportation Program (STP) funds sub allocated by formula to urbanized areas (UZA) with a population greater than 200,000. [Statutory Reference: Title 23, United States Code, 133(d)(3) and 133(f)] authorized under the Surface Transportation Act of 1990 as amended.

**SUBSIDY** – A gift or grant of public moneys to a private individual or corporation or to another governmental jurisdiction, or a gift or grant of moneys from one sub-entity to another within a governmental jurisdiction.

**SURCHARGE** - A condition in which the wastewater flow rate in a sewer system exceeds the capacity of the sewer lines to the extent that raw sewage begins to rise within manholes. A sewer surcharge is experienced in advance of a Backup and Overflow.

**TARGET AREA** - Area selected for further study under the sewer system evaluation survey (SSES).

**TAXES** - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

**TIP** – Transportation Improvement Program is a three-year, prioritized listing of transportation needs in the TMA. The TIP is administered by ACOG, ODOT and FHWA.

**TMA** – Transportation Management Area is that area where ACOG plans for transportation needs.

**TMDL** – Total Maximum Daily Load is the amount of pollutants, from natural and man-made sources, which can be discharged to a specific body of water without causing harm to the water's quality or aquatic life. Any pollutant loading above the TMDL results in violation of applicable water quality standards.

**WASTEWATER TREATMENT PLANT INVESTMENT FEE (WWTPIF)** – A source of revenue for debt service and other capital and operational expenses of the Wastewater Treatment Plant improvements. The WWTPIF is the Norman Wastewater Utility's version of an impact fee that was authorized by Ordinance 9697-2 on July 23, 1996. The WWTPIF is a one-time charge paid at the time new homes or businesses are permitted for connection to the sewerage system.

**WPA** – Works Progress Administration.

**WW** – Wastewater.


D.O.T. 3
NOAA
AND ATMOSPHERIC ADMINISTRATION


NOAA
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION
U.S. DEPARTMENT OF COMMERCE
Total Surface Precipitation on 08/09/2025 at 09Z
GFS 3-hr precipitation totals (mm)
0.1
25
Mesonet
Solar Radiation (W/m²)
Mesonet

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 5/26/2026

**REQUESTER:** City of Norman

**PRESENTER:** Lora Hoggatt, Planning Services Manager

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

**BACKGROUND:**

The AIM Norman Comprehensive Land Use Plan (the Plan), adopted in June 2025, serves as the City's primary policy guide for future growth, development patterns, and land use decisions moving forward. Following its adoption, staff continue to conduct detailed internal reviews of the document and receive feedback from stakeholders identifying inconsistencies within the document.

These issues primarily include:

- The omission of certain zoning districts from the AIM Norman Land Use Category Land Use Table and associated tables.

These discrepancies do not materially alter the overall vision or policy direction of the Plan. However, they could create potential confusion for staff, decision-makers, and the public when interpreting land use guidance. Omissions may lead to uncertainty regarding how these districts align with adopted land use categories.

Staff has reviewed all adopted zoning districts to verify alignment with Plan designations, adoption of the draft revisions will:

- Revise land use tables to reflect complete and accurate district classifications
- Standardize terminology for consistency across all sections

The corrections have been compiled into a comparison version for transparency regarding the draft revisions. Please see attached Exhibit A for existing and proposed districts and their classifications.

**CONCLUSION:**

Staff forwards Resolution R-2526-123 for consideration by City Council.

**PLANNING COMMISSION RESULTS:** At their meeting on April 9, 2026, the Planning Commission recommended approval of Resolution R-2526-123 by a vote of 7-0.

# Resolution

R-2526-123

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING THE AIM NORMAN COMPREHENSIVE LAND USE PLAN DOCUMENT TO CORRECT REFERENCES TO ZONING DISTRICTS WITHIN LAND USE CATEGORIES, AND CORRECTING NONSUBSTANTIVE ERRORS AND OMISSIONS.

§ 1. WHEREAS, the Council of the City of Norman recognizes citizens' concerns about the future development of Norman; and

§ 2. WHEREAS, the City Council at its meeting of June 24, 2025, reviewed and adopted the AIM Norman Comprehensive Land Use Plan, with an effective date of June 24, 2025; and

§ 3. WHEREAS, City of Norman has requested an amendment to the AIM Norman Comprehensive Land Use Plan to correct references to zoning districts within Land Use Categories, and correcting nonsubstantive errors and omissions.

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

§ 4. That the Council of the City of Norman recognizes the need to control the future growth of the City of Norman; and, that after due consideration has determined that the requested amendment to the AIM Norman Comprehensive Land Use Plan should be adopted, and does hereby approve the requested amendment.

PASSED AND ADOPTED this 26th day of May, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

# Exhibit A



## Open Space

(Current)

PL

PUD | SPUD | A-1 | A-2 | RE | R1 | R-1-A | R-2 | RM-2 | RM-4 | RM-6 | R-3 | RO | O-1 | CO

C-1 | C-2 | TC | CR | C-3 | I-1 | I-2 | M-1 | MUD | FH | CCFBC

(Proposed)

PUD | SPUD | A-1 | A-2 | RE | R1 | R-1-A | R-2 | RM-2 | RM-4 | RM-6 | R-3 | RO | O-1 | CO

C-1 | C-2 | TC | CR | C-3 | I-1 | I-2 | M-1 | MUD

## Agricultural Residential

(Current)

A-1 | A-2

PUD | SPUD | R-1 | RE | CR | TC

R-1-A | R-2 | RM-2 | RM-4 | RM-6 | R-3 | RO | O-1 | CO | C-1 | C-2 | C-3 | I-1 | I-2 | M-1

(Proposed)

A-1 | A-2

PUD | SPUD | R-1 | RE | CR | TC

R-1-A | R-2 | RM-2 | RM-4 | RM-6 | R-3 | RO | O-1 | CO | C-1 | C-2 | C-3 | I-1 | I-2 | M-1 | MUD

## Rural Residential

(Current)

RE R-1 PUD
SPUD A-1 A-2 R-1-A R-2 RM-2 RM-4 RM-6 R-3 RO O-1 CO C-1 C-2 TC CR C-2 I-1 I-2
M-1

(Proposed)

RE R-1 PUD
SPUD A-1 A-2 R-1-A R-2 RM-2 RM-4 RM-6 R-3 RO O-1 CO C-1 C-2 TC CR C-2 I-1 I-2
M-1 MUD

## Urban Reserve

(Current)

A-1 A-2
PUD SPUD R-1 RE CR
R-1-A R-2 RM-2 RM-4 RM-6 R-3 RO O-1 CO C-1 C-2 TC C-3 I-1 I-2 M-1

(Proposed)

A-1 A-2
PUD SPUD R-1 RE CR
R-1-A R-2 RM-2 RM-4 RM-6 R-3 RO O-1 CO C-1 C-2 TC C-3 I-1 I-2 M-1 MUD

## Urban Low

(Current)




(Proposed)

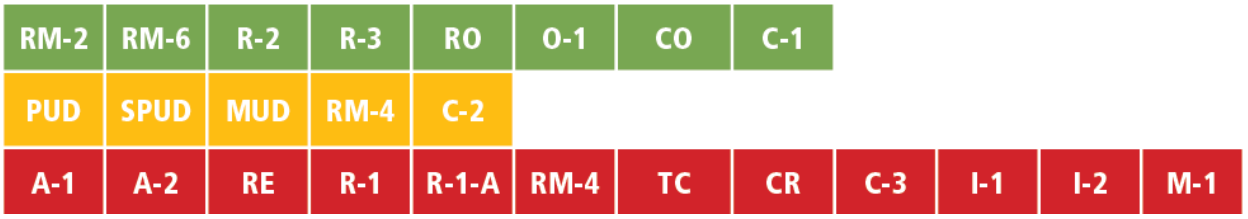



## Urban Medium

(Current)

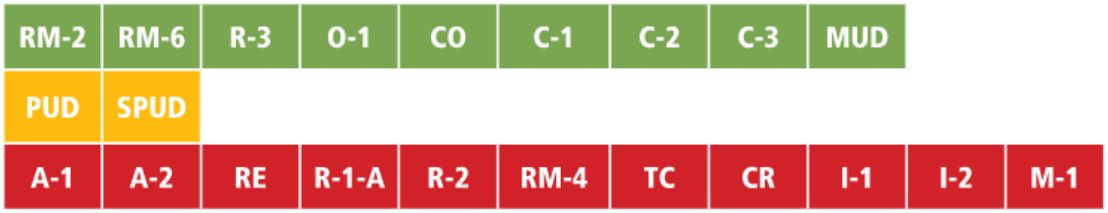



(Proposed)

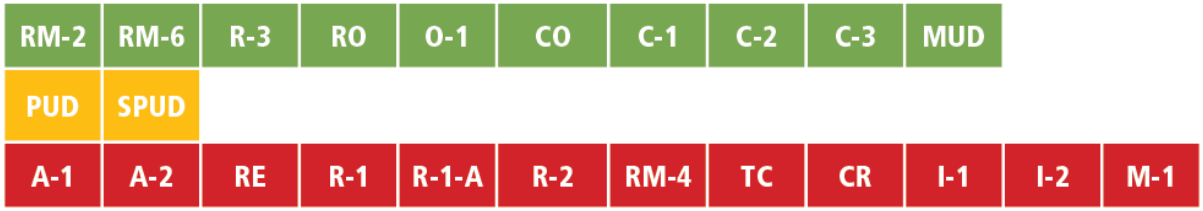


## Urban High

(Current)

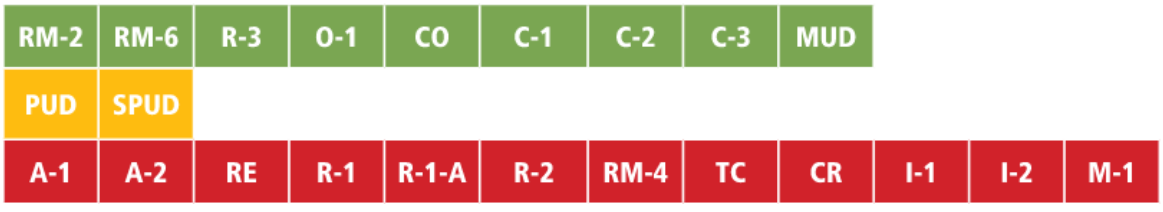



(Proposed)

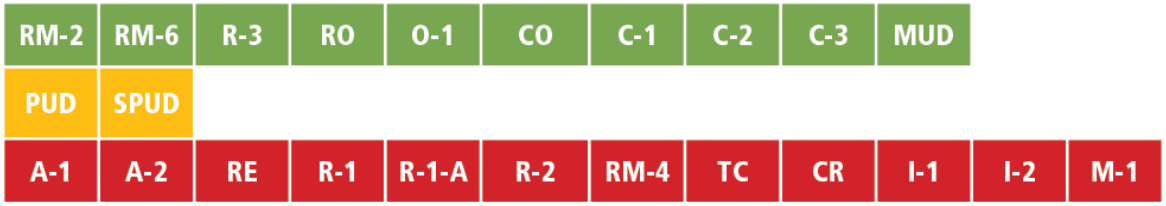



## Urban Living Center

(Current)

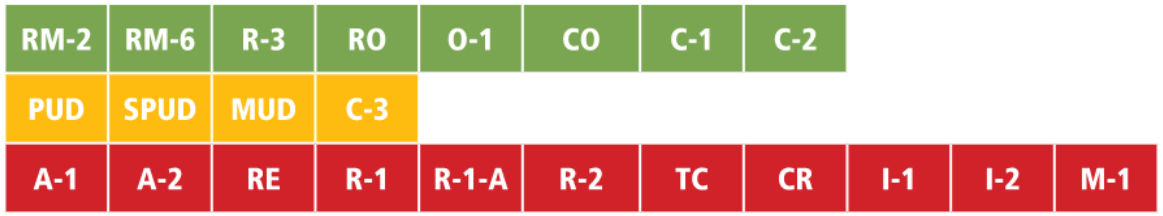



(Proposed)

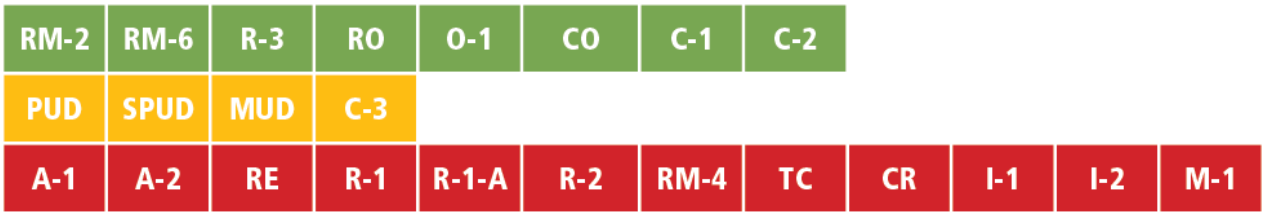


## Commercial

(Current)

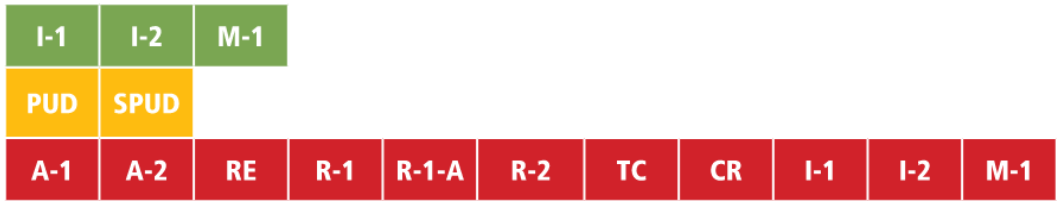



(Proposed)

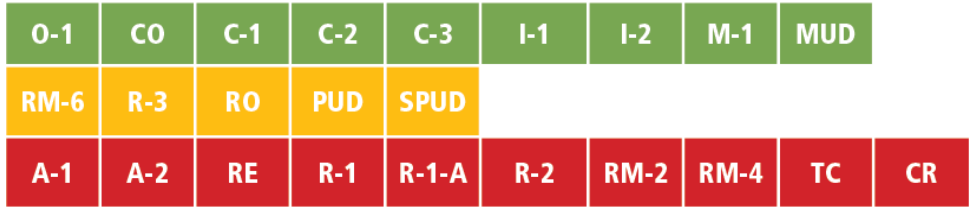



## Job Center

(Current)




(Proposed)



CITY OF NORMAN, OK

# STAFF REPORT

**MEETING DATE:** 4/9/2026

**REQUESTER:** City of Norman

**PRESENTER:** Lora Hoggatt, Planning Services Manager

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

## BACKGROUND:

The AIM Norman Comprehensive Land Use Plan (the Plan), adopted in June 2025, serves as the City's primary policy guide for future growth, development patterns, and land use decisions moving forward. Following its adoption, staff continue to conduct detailed internal reviews of the document and receive feedback from stakeholders identifying inconsistencies within the document.

These issues primarily include:

- The omission of certain zoning districts from the AIM Norman Land Use Category Land Use Table and associated tables.

These discrepancies do not materially alter the overall vision or policy direction of the Plan. However, they could create potential confusion for staff, decision-makers, and the public when interpreting land use guidance. Omissions may lead to uncertainty regarding how these districts align with adopted land use categories.

Staff proposes the following corrections:

- Review all adopted zoning districts included in the Plan and verify alignment with Plan designations
- Revise land use tables to reflect complete and accurate district classifications
- Standardize terminology for consistency across all sections

The corrections will be compiled into a redlined version of the Plan for transparency, along with a clean final version for adoption. Please see attached Exhibit A for existing and proposed districts and their classifications.

**CONCLUSION:**

Staff forwards Resolution R-2526-123 to the Planning Commission for consideration and recommendation to City Council.

**City of Norman Amendments and Resolutions**

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

**ITEMS SUBMITTED FOR THE RECORD**

1. **Staff Report**
2. **Zoning Districts Update Comparison**

**Staff Presentation**

Lora Hoggatt, Planning Services Manager, presented the Staff Report for the Zoning Districts Updates Resolution.

**Applicant Presentation**

City staff as applicant made the presentation.

**Public Comments**

Patrick Schrank, 2820 Castlewood Dr, Norman, OK (Support)

**Planning Commission Discussion**

There was no further Planning Commission discussion.

**Motion** to approve made by Commissioner McDaniel, **Seconded** by Commissioner McKown.

Voting Yea: Commissioner Brewer, Commissioner McKown, Chair Bird, Secretary Parker, Vice Chair Jablonski, Commissioner McDaniel, Commissioner Griffith

**Planning Commission recommended approval of R-2526-123.**

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** City of Norman

**PRESENTER:** Lora Hoggatt, Planning Services Manager

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

**BACKGROUND:**

Two map errors have come to Staff's attention since the adoption of AIM Norman in June 2025. First, the Character Area Map was adopted without a designation for an area of properties south of E. Lindsey St., west of Maple Ave., north of W. Timberdell Rd., and east of Chautauqua Ave. The consultant mistakenly believed this area was part of the University of Oklahoma and did not assign the area a Character Area. The surrounding area is designated as Core Neighborhood Area and Staff proposes extending this designation to this area.

Second, a Steering Committee-directed change from March 12, 2025, was not implemented prior to approval by City Council. Namely, the Steering Committee voted for all Historic Districts within the City to be assigned Urban Low designation; however, the area around the Chautauqua Historic District was not changed to Urban Low on the adopted map. Staff proposes changing this area from Urban Medium to Urban Low in accordance with the Steering Committee's direction.

**CONCLUSION:**

These two map changes would bring the Land Use Map and Character Area Map into alignment with how the Steering Committee intended them to be adopted.

Staff forwards Ordinance R-2526-124 for consideration by City Council.

**PLANNING COMMISSION RESULTS:** At their meeting on April 9, 2026, the Planning Commission recommended approval of Resolution R-2526-124 by a vote of 7-0.

Resolution

R-2526-124

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA TO CORRECT ERRORS ON THE LAND USE MAP AND CHARACTER AREA MAP IN THE AIM NORMAN COMPREHENSIVE LAND USE PLAN.

§ 1. WHEREAS, the Council of the City of Norman recognizes citizens' concerns about the future development of Norman; and

§ 2. WHEREAS, the City Council at its meeting of June 24, 2025, reviewed and adopted the AIM Norman Comprehensive Land Use Plan, with an effective date of June 24, 2025; and

§ 3. WHEREAS, City of Norman has requested amendment of all affected maps within the AIM Comprehensive Plan in order to correct inaccurate designations of two areas mistakenly shown on the Land Use Map and Character Area Map in the AIM Norman Comprehensive Land Use Plan.

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

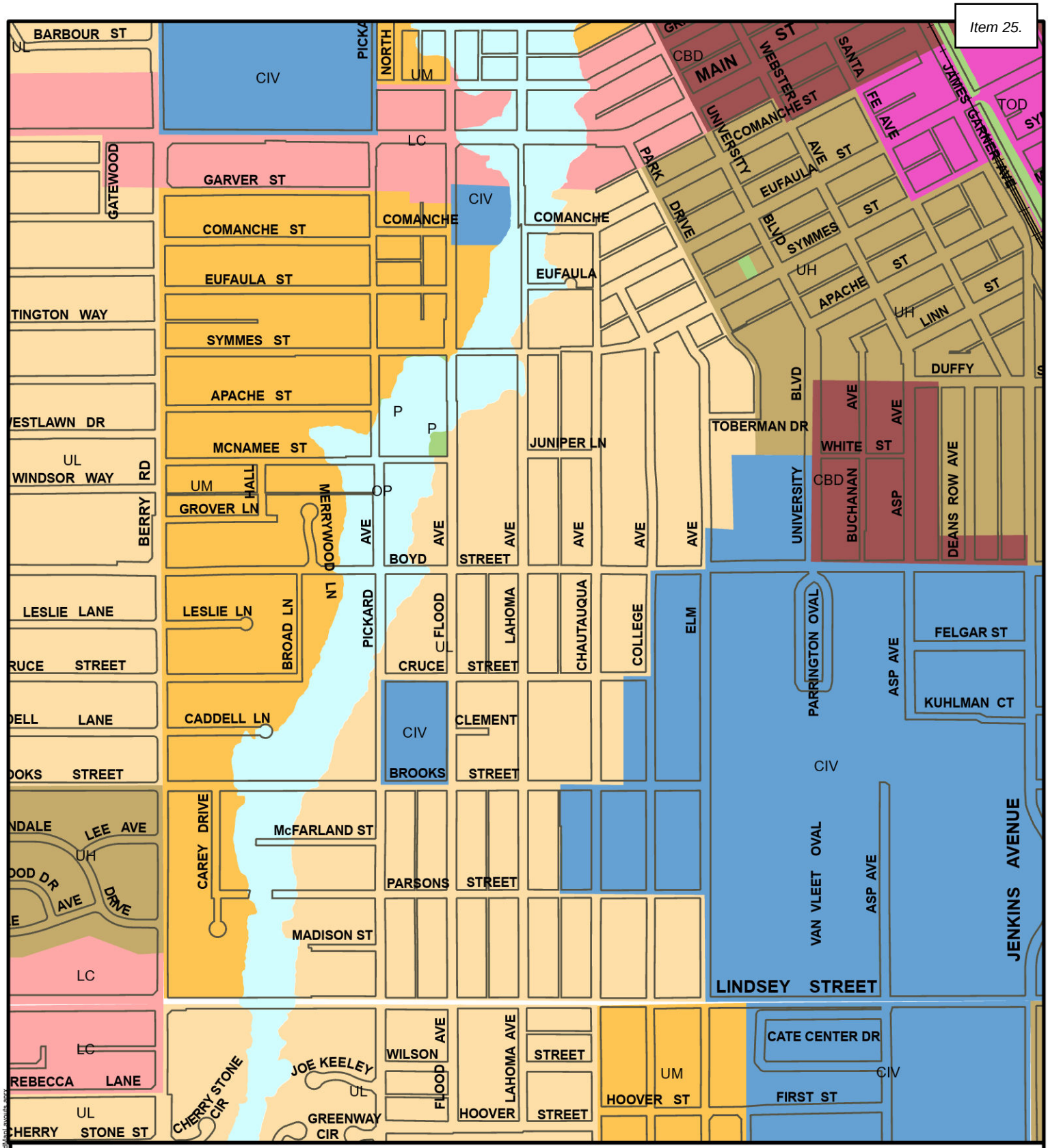
§ 4. That the Council of the City of Norman recognizes the need to control the future growth of the City of Norman; and, that after due consideration has determined that the requested amendment to the AIM Norman Comprehensive Land Use Plan should be adopted, and does hereby approve the requested amendments.

PASSED AND ADOPTED this 26th day of May, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)




# AIM Norman Future Land Use

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.

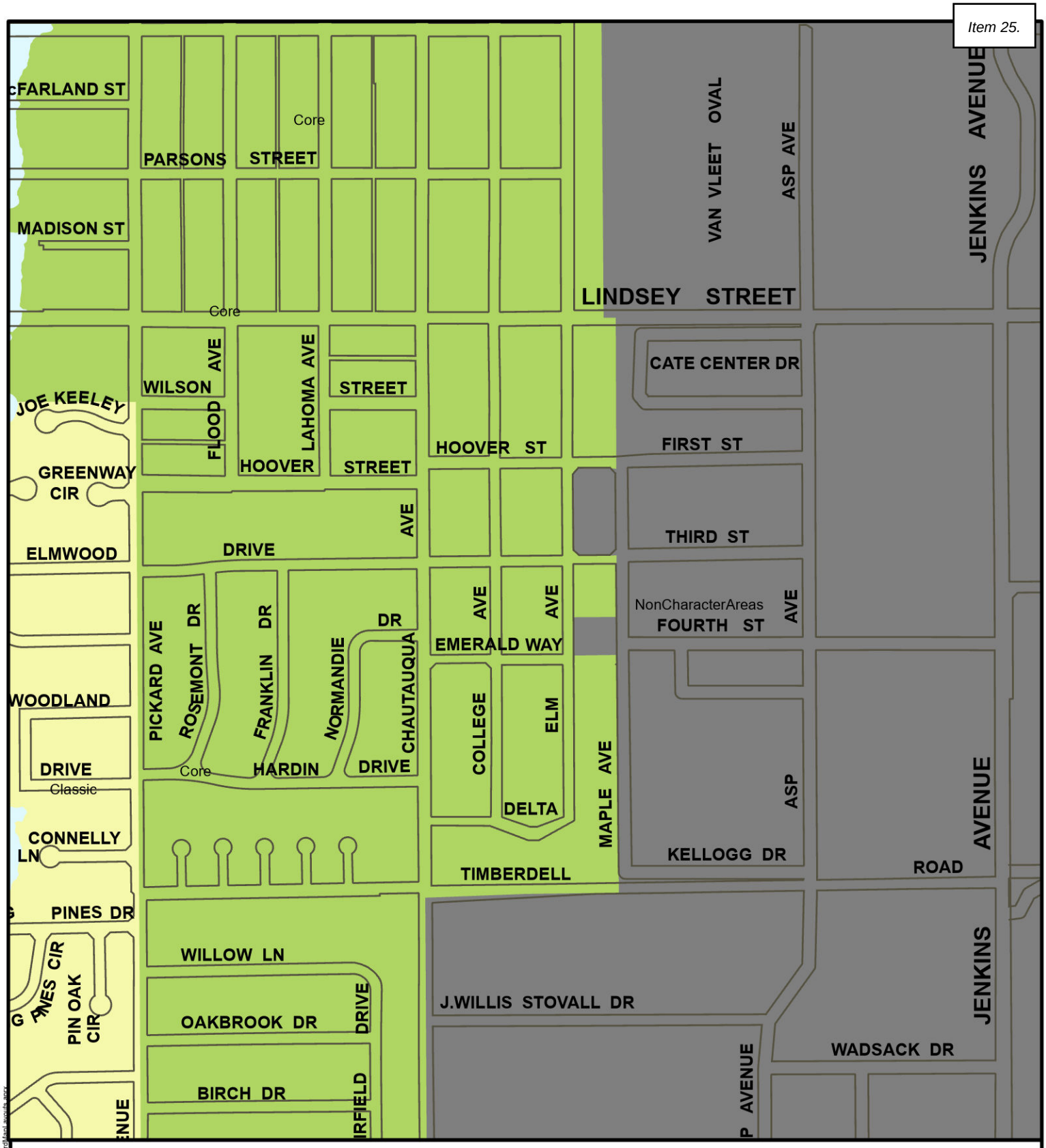
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April 3, 2026

0 400 800 Ft.



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# AIM Norman Character Areas

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.

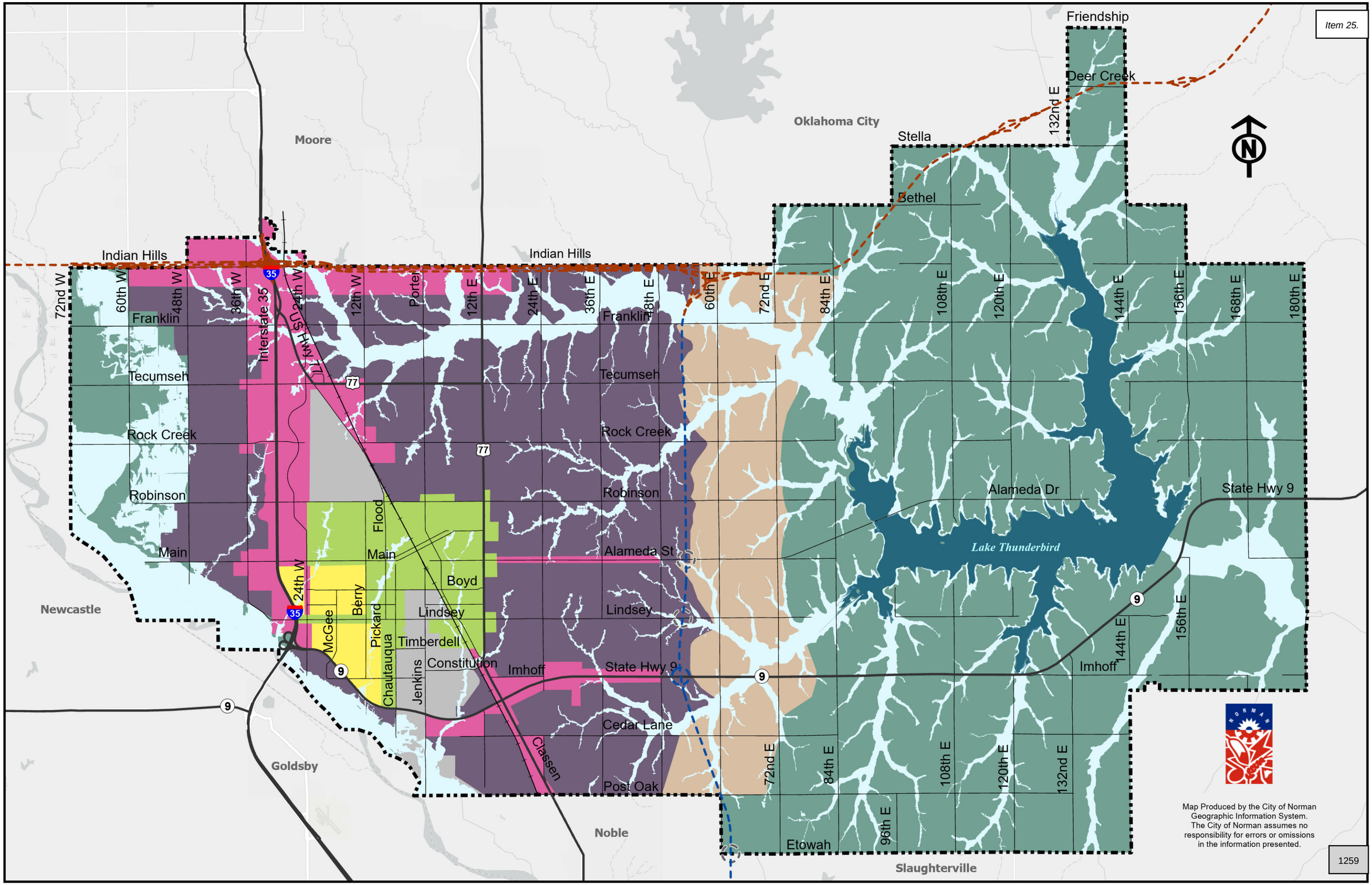
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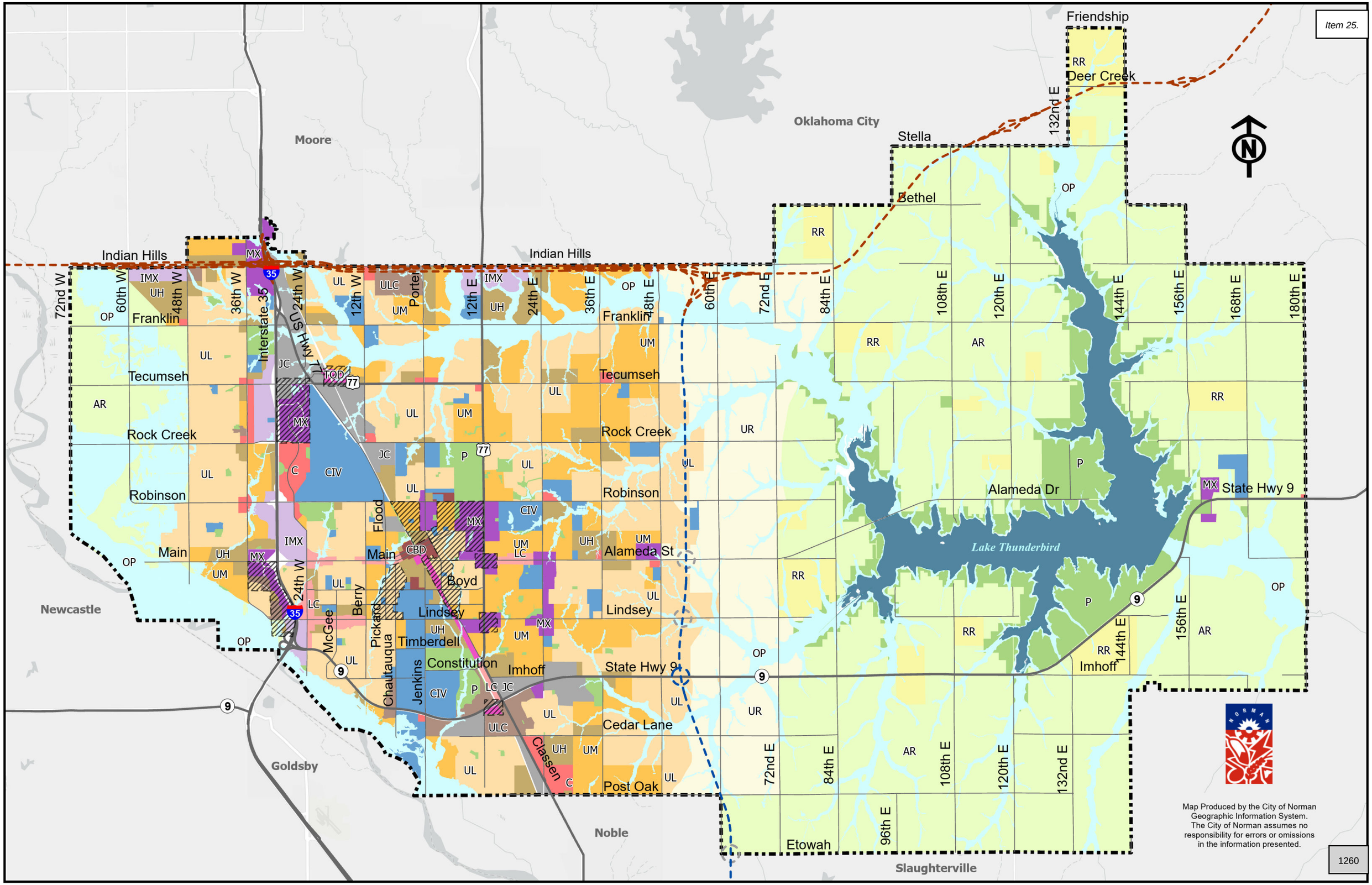
April 3, 2026

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Moore
Oklahoma City
Friendship
Deer Creek
Stella
Bethel
Indian Hills
Indian Hills
Franklin
Franklin
Tecumseh
Tecumseh
Rock Creek
Rock Creek
Robinson
Robinson
Main
Main
Alameda St
Alameda Dr
State Hwy 9
Lake Thunderbird
Boyd
Lindsey
Lindsey
Timberdell
Constitution
Imhoff
Imhoff
State Hwy 9
Cedar Lane
Post Oak
Newcastle
Goldsby
Noble
Etowah
Slaughterville
Interstate 35
US Hwy 77
Porter
Flood
Berry
McGee
Pickard
Chautauqua
Jenkins
Classen
72nd W
60th W
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36th W
24th W
12th W
12th E
24th E
36th E
48th E
60th E
72nd E
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96th E
108th E
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132nd E
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168th E
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77
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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.
1259


Moore
Oklahoma City
Friendship
Deer Creek
Stella
Bethel
Indian Hills
Franklin
Tecumseh
Rock Creek
Robinson
Main
Lindsey
Timberdell
Constitution
Imhoff
Alameda St
Alameda Dr
Lake Thunderbird
State Hwy 9
Cedar Lane
Post Oak
Newcastle
Goldsby
Noble
Etowah
Slaughterville
Interstate 35
US Hwy 77
Porter
Flood
Berry
Pickard
McGee
Chautauqua
Jenkins
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Map Produced by the City of Norman
Geographic Information System.
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in the information presented.
1260

## Character Areas

- Protected and Sensitive
- 2045 Reserve
- Suburban
- Core
- Rural
- Classic
- Corridor

- City Limits
- Proposed East/West Turnpike
- Proposed North/South Turnpike
- Turnpike Interchange
- Possible Turnpike Interchanges

Moore
Oklahoma City
Friendship
Deer Creek
Stella
Bethel
Indian Hills
Franklin
Tecumseh
Rock Creek
Robinson
Main
Porter
Interstate 35
US Hwy 77
Flood
Boyd
Lindsey
Timberdell
Constitution
Berry
McGee
Pickard
Chautauqua
Jenkins
Imhoff
State Hwy 9
Cedar Lane
Post Oak
Classen
Alameda St
Alameda Dr
Lake Thunderbird
Newcastle
Goldsby
Noble
Etowah
Slaughterville

72nd W
60th W
48th W
36th W
24th W
12th W
12th E
24th E
36th E
48th E
60th E
72nd E
84th E
96th E
108th E
120th E
132nd E
144th E
156th E
168th E
180th E

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.

Core Neighborhood Areas

Moore
Oklahoma City
Friendship
Deer Creek
Stella
Bethel
Indian Hills
Indian Hills
Franklin
Franklin
Tecumseh
Tecumseh
Rock Creek
Rock Creek
Robinson
Robinson
Main
Main
Alameda St
Alameda Dr
State Hwy 9
Lake Thunderbird
Lindsey
Lindsey
Timberdell
Constitution
Imhoff
State Hwy 9
Imhoff
Cedar Lane
Post Oak
Newcastle
Goldsby
Noble
Etowah
Slaughterville

72nd W
60th W
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36th W
24th W
12th W
Porter
12th E
24th E
36th E
48th E
60th E
72nd E
84th E
108th E
120th E
132nd E
144th E
156th E
168th E
180th E

Interstate 35
US Hwy 77
Flood
Berry
Pickard
McGee
Chautauqua
Jenkins
Classen
96th E

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.

# Classic Neighborhood Areas

Moore
Oklahoma City
Friendship
Deer Creek
Stella
Bethel
Indian Hills
Indian Hills
Porter
Franklin
Franklin
Tecumseh
Tecumseh
Rock Creek
Rock Creek
Robinson
Robinson
Main
Main
Alameda St
Boyd
Lindsey
Lindsey
Timberdell
Constitution
Imhoff
State Hwy 9
Cedar Lane
Post Oak
Alameda Dr
State Hwy 9
Lake Thunderbird
Imhoff
Newcastle
Goldsby
Noble
Etowah
Slaughterville

72nd W
60th W
48th W
36th W
24th W
12th W
12th E
24th E
36th E
48th E
60th E
72nd E
84th E
108th E
120th E
132nd E
144th E
156th E
168th E
180th E

Interstate 35
US Hwy 77
24th W
Flood
Berry
McGee
Pickard
Chautauqua
Jenkins
Classen
96th E

35
77
9

N

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.

Suburban Neighborhood Areas

Moore
Oklahoma City
Newcastle
Goldsby
Noble
Slaughterville
Indian Hills
Franklin
Tecumseh
Rock Creek
Robinson
Main
Porter
Flood
Berry
Pickard
Chautauqua
Jenkins
McGee
Boyd
Lindsey
Timberdell
Constitution
Imhoff
Cedar Lane
Post Oak
Classen
Interstate 35
US Hwy 77
State Hwy 9
Alameda St
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Friendship
Deer Creek
Stella
Bethel
Etowah
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48th W
36th W
24th W
12th W
12th E
24th E
36th E
48th E
60th E
72nd E
84th E
96th E
108th E
120th E
132nd E
144th E
156th E
168th E
180th E
35
77
9

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.

Corridor Areas

Moore
Oklahoma City
Friendship
Deer Creek
Stella
Bethel
Indian Hills
Indian Hills
Franklin
Franklin
Tecumseh
Tecumseh
Rock Creek
Rock Creek
Robinson
Robinson
Main
Main
Alameda St
Boyd
Lindsey
Lindsey
Timberdell
Constitution
Imhoff
State Hwy 9
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Jenkins
McGee
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72nd W
60th W
48th W
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12th E
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72nd E
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96th E
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132nd E
144th E
156th E
168th E
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84th E
108th E
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35
77
9

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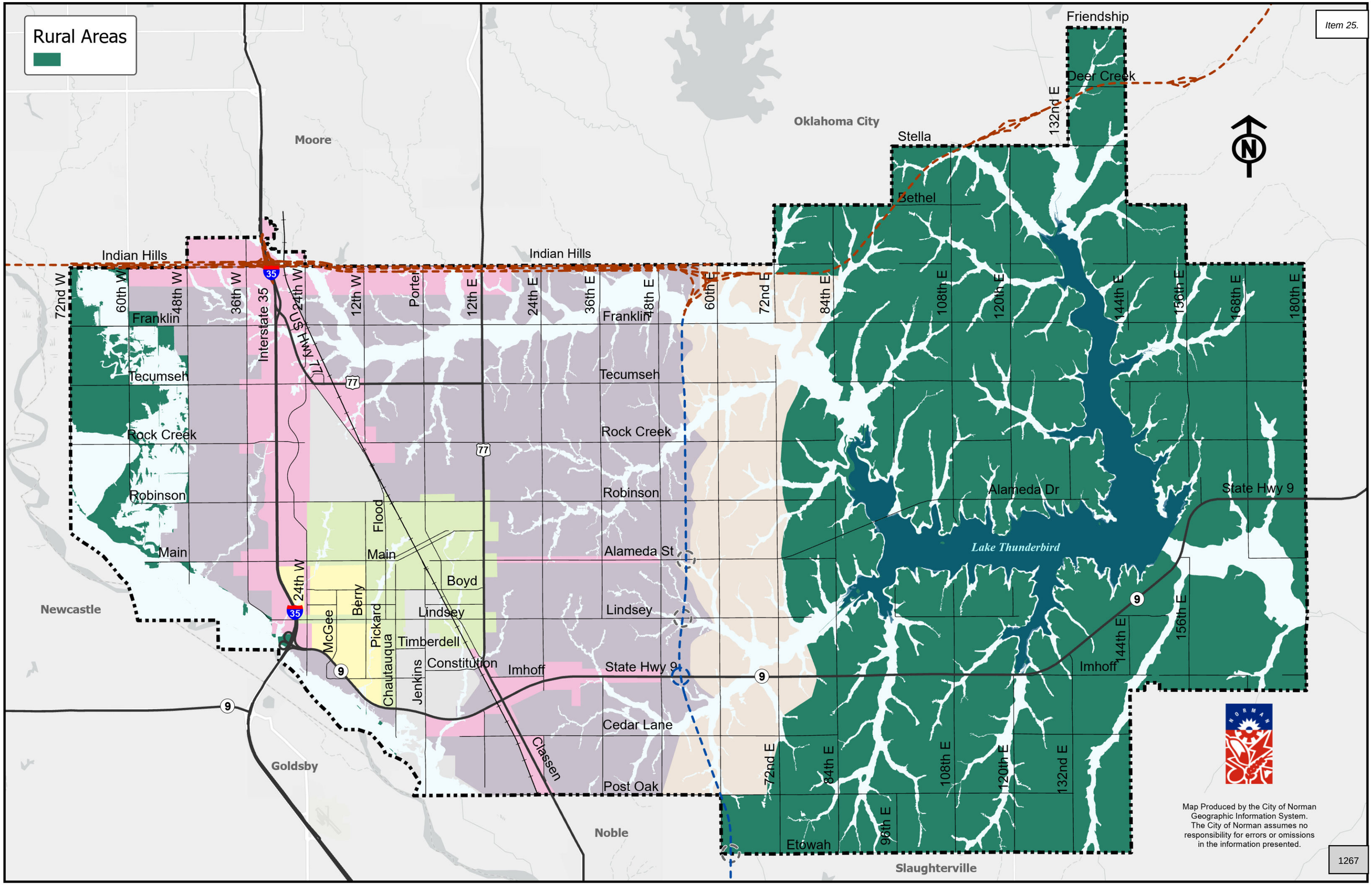
2045 Reserve Areas

Moore
Oklahoma City
Friendship
Deer Creek
Stella
Bethel
Indian Hills
Indian Hills
Franklin
Franklin
Tecumseh
Tecumseh
Rock Creek
Rock Creek
Robinson
Robinson
Main
Main
Alameda St
Alameda Dr
State Hwy 9
Lake Thunderbird
Boyd
Lindsey
Lindsey
Timberdell
Constitution
Imhoff
State Hwy 9
Imhoff
Cedar Lane
Post Oak
Newcastle
Goldsby
Noble
Etowah
Slaughterville

72nd W
60th W
48th W
36th W
24th W
12th W
Porter
12th E
24th E
36th E
48th E
60th E
72nd E
84th E
108th E
120th E
132nd E
144th E
156th E
168th E
180th E

Interstate 35
US Hwy 77
Flood
Berry
McGee
Pickard
Chautauqua
Jenkins
Classen
96th E

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Rural Areas
Moore
Oklahoma City
Friendship
Deer Creek
Stella
Bethel
Indian Hills
Indian Hills
72nd W
60th W
48th W
36th W
24th W
12th W
Porter
12th E
24th E
36th E
48th E
60th E
72nd E
84th E
108th E
120th E
132nd E
144th E
156th E
168th E
180th E
Interstate 35
US Hwy 77
Franklin
Franklin
Tecumseh
Tecumseh
Rock Creek
Rock Creek
Robinson
Robinson
Flood
Main
Main
Alameda St
Alameda Dr
State Hwy 9
Lake Thunderbird
Boyd
Berry
Pickard
Chautauqua
Jenkins
McGee
Lindsey
Lindsey
Timberdell
Constitution
Imhoff
State Hwy 9
Imhoff
Newcastle
Goldsby
Cedar Lane
Classen
Post Oak
Noble
Etowah
Slaughterville
96th E
Map Produced by the City of Norman
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1267

Protected & Sensitive Areas

Moore
Oklahoma City
Newcastle
Goldsby
Noble
Slaughterville

Friendship
Deer Creek
Stella
Bethel
Indian Hills
Franklin
Tecumseh
Rock Creek
Robinson
Main
Porter
Flood
Berry
McGee
Pickard
Chautauqua
Jenkins
Timberdell
Constitution
Boyd
Lindsey
Imhoff
Alameda St
Alameda Dr
Cedar Lane
Post Oak
Classen
Etowah
State Hwy 9
Lake Thunderbird

Interstate 35
US Hwy 77
State Hwy 9

72nd W
60th W
48th W
36th W
24th W
12th W
12th E
24th E
36th E
48th E
60th E
72nd E
84th E
96th E
108th E
120th E
132nd E
144th E
156th E
168th E
180th E

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## Future Land Use

- UL: Urban Low
- UM: Urban Medium
- UH: Urban High
- ULC: Urban Living Center
- RR: Rural Residential
- AR: Agricultural Residential
- UR: Urban Reserve
- C: Commercial
- MX: Mixed Use
- IMX: Interchange Mixed Used
- JC: Job Center
- TOD: Transit Oriented Development
- CBD: Core Business Districts
- LC: Local Commercial
- P: Park
- Open Space
- CIV: Civic

- City Limits
- Proposed East/West Turnpike
- Proposed North/South Turnpike
- Turnpike Interchange
- Possible Turnpike Interchanges
- Neighborhood & Special Study Areas

Friendship
Deer Creek
Oklahoma City
Stella
Bethel
Indian Hills
Franklin
Tecumseh
Rock Creek
Robinson
Main
Lindsey
Timberdell
Constitution
Imhoff
Alameda St
Alameda Dr
Cedar Lane
Post Oak
Boyd
Newcastle
Goldsby
Noble
Etowah
Slaughterville
Lake Thunderbird
Interstate 35
US Hwy 77
State Hwy 9
Porter
Flood
Berry
Pickard
McGee
Chautauqua
Jenkins
Classen
72nd W
60th W
48th W
36th W
24th W
12th W
12th E
24th E
36th E
48th E
60th E
72nd E
84th E
96th E
108th E
120th E
132nd E
144th E
156th E
168th E
180th E

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## Future Land Use

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- Open Space
- CIV: Civic

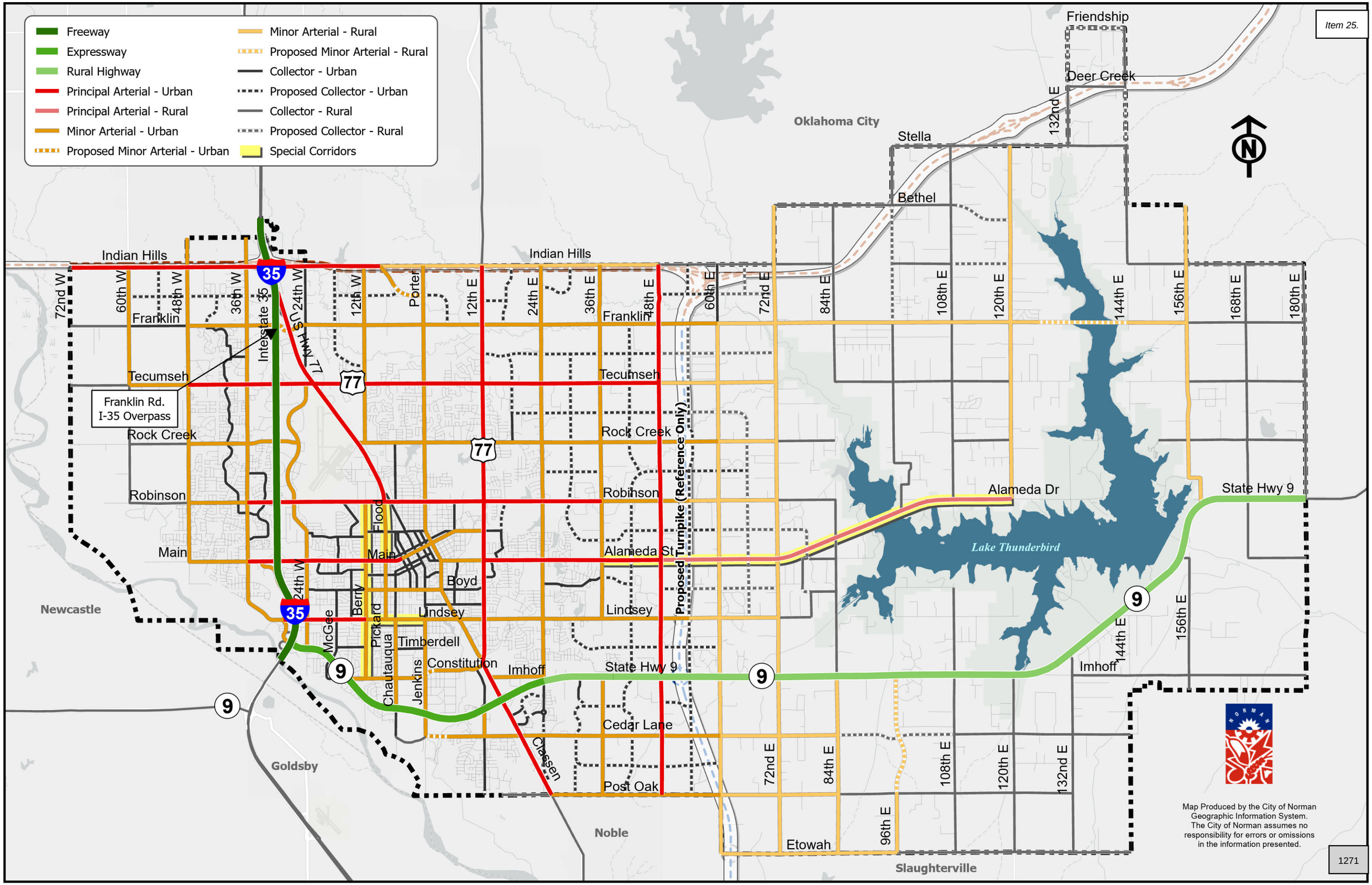
## Transportation

- Freeway
- Expressway
- Rural Highway
- Principal Arterial - Urban
- Principal Arterial - Rural
- Minor Arterial - Urban
- Proposed Minor Arterial - Urban
- Minor Arterial - Rural
- Proposed Minor Arterial - Rural
- Collector - Urban
- Proposed Collector - Urban
- Collector - Rural
- Proposed Collector - Rural

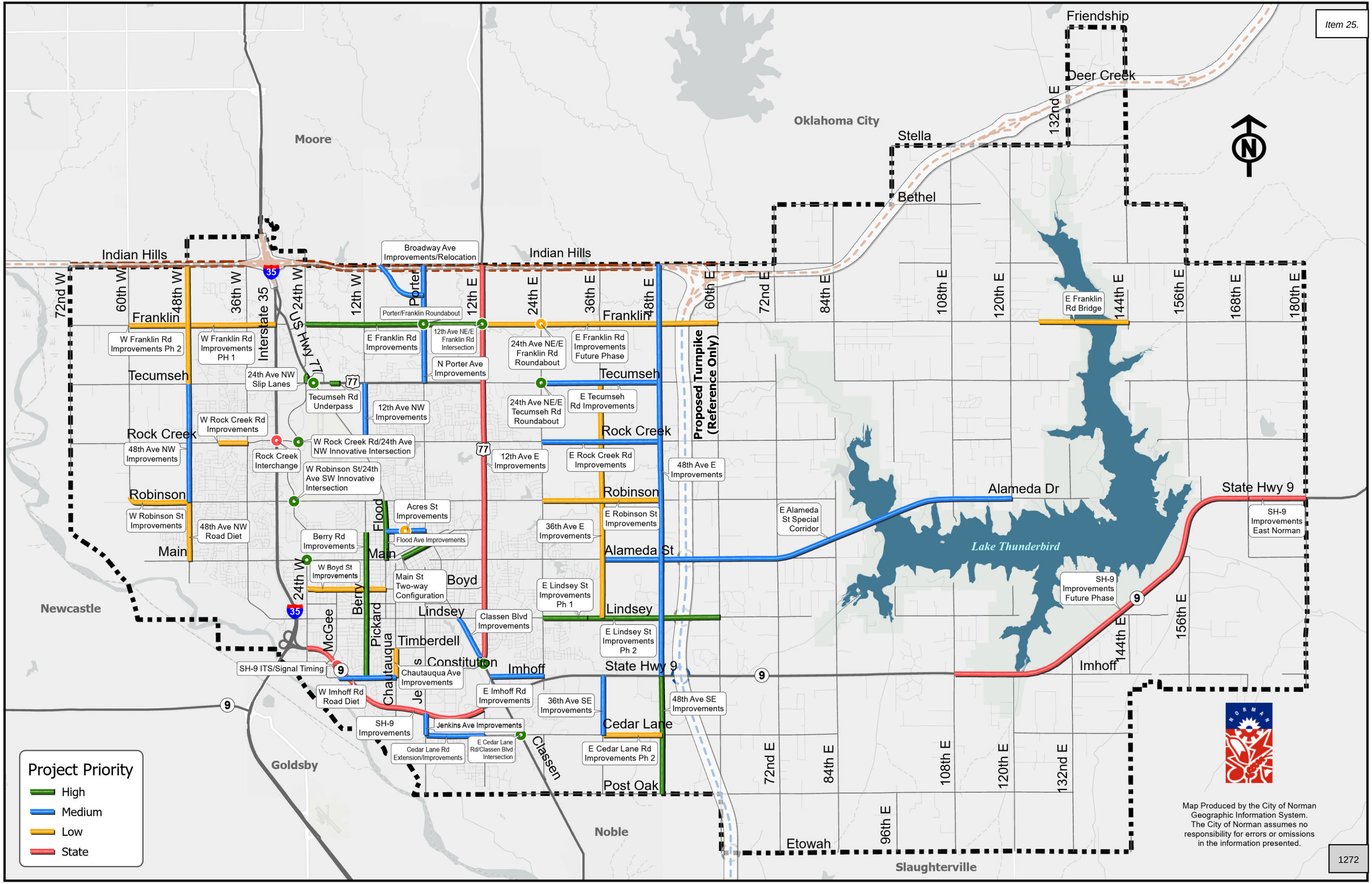
- City Limits
- Proposed East/West Turnpike
- Proposed North/South Turnpike
- Turnpike Interchange
- Possible Turnpike Interchanges
- Neighborhood & Special Study Areas

Indian Hills
Franklin
Tecumseh
Rock Creek
Robinson
Main
Boyd
Lindsey
Timberdell
Constitution
Imhoff
Cedar Lane
Post Oak
Alameda St
State Hwy 9
Alameda Dr
Friendship
Deer Creek
Stella
Bethel
Oklahoma City
Lake Thunderbird
Newcastle
Goldsby
Noble
Slaughterville
Etowah
Porter
Interstate 35
US Hwy 77
Flood
Berry
Pickard
McGee
Chautauqua
Jenkins
Classen
72nd W
60th W
48th W
36th W
24th W
12th W
12th E
24th E
36th E
48th E
60th E
72nd E
84th E
96th E
108th E
120th E
132nd E
144th E
156th E
168th E
180th E

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Map Produced by the City of Norman
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in the information presented.


Moore
Oklahoma City
Friendship
Deer Creek
Stella
Bethel
Indian Hills
Broadway Ave Improvements/Relocation
Porter
Interstate 35
US HWY 77
Franklin
W Franklin Rd Improvements Ph 2
W Franklin Rd Improvements PH 1
E Franklin Rd Improvements
Porter/Franklin Roundabout
12th Ave NE/E Franklin Rd Intersection
24th Ave NE/E Franklin Rd Roundabout
E Franklin Rd Improvements Future Phase
E Franklin Rd Bridge
Tecumseh
24th Ave NW Slip Lanes
Tecumseh Rd Underpass
N Porter Ave Improvements
12th Ave NW Improvements
24th Ave NE/E Tecumseh Rd Roundabout
E Tecumseh Rd Improvements
Rock Creek
W Rock Creek Rd Improvements
48th Ave NW Improvements
Rock Creek Interchange
W Rock Creek Rd/24th Ave NW Innovative Intersection
12th Ave E Improvements
E Rock Creek Rd Improvements
48th Ave E Improvements
Robinson
W Robinson St Improvements
48th Ave NW Road Diet
W Robinson St/24th Ave SW Innovative Intersection
36th Ave E Improvements
E Robinson St Improvements
Alameda Dr
State Hwy 9
SH-9 Improvements East Norman
E Alameda St Special Corridor
Lake Thunderbird
Main
Flood
Acres St Improvements
Flood Ave Improvements
Berry Rd Improvements
W Boyd St Improvements
Main St Two-way Configuration
Boyd
Alameda St
E Lindsey St Improvements Ph 1
Lindsey
Classen Blvd Improvements
E Lindsey St Improvements Ph 2
Timberdell
Constitution
Imhoff
State Hwy 9
SH-9 ITS/Signal Timing
SH-9 Improvements Future Phase
Chautauqua Ave Improvements
W Imhoff Rd Road Diet
E Imhoff Rd Improvements
36th Ave SE Improvements
48th Ave SE Improvements
Jenkins Ave Improvements
SH-9 Improvements
Cedar Lane
Cedar Lane Rd Extension/Improvements
E Cedar Lane Rd/Classen Blvd Intersection
E Cedar Lane Rd Improvements Ph 2
Post Oak
Newcastle
Goldsby
Noble
Etowah
Slaughterville
Proposed Turnpike (Reference Only)
72nd W
60th W
48th W
36th W
24th W
12th W
12th E
24th E
36th E
48th E
60th E
72nd E
84th E
96th E
108th E
120th E
132nd E
144th E
156th E
168th E
180th E
Project Priority
High
Medium
Low
State
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.
1272

CITY OF NORMAN, OK

# STAFF REPORT

**MEETING DATE:** 04/09/2026

**REQUESTER:** City of Norman

**PRESENTER:** Lora Hoggatt, Planning Services Manager

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

## BACKGROUND:

Two map errors have come to Staff's attention since the adoption of AIM Norman in June 2025. First, the Character Area Map was adopted without a designation for an area of properties south of E. Lindsey St., west of Maple Ave., north of W. Timberdell Rd., and east of Chautauqua Ave. The consultant mistakenly believed this area was part of the University of Oklahoma and did not assign the area a Character Area. The surrounding area is designated as Core Neighborhood Area and Staff proposes extending this designation to this area.

Second, a Steering Committee-directed change from March 12, 2025, was not implemented prior to approval by City Council. Namely, the Steering Committee voted for all Historic Districts within the City to be assigned Urban Low designation; however, the area around the Chautauqua Historic District was not changed to Urban Low on the adopted map. Staff proposes changing this area from Urban Medium to Urban Low in accordance with the Steering Committee's direction.

## CONCLUSION:

These two map changes would bring the Land Use Map and Character Area Map into alignment with how the Steering Committee intended them to be adopted.

Staff forwards Ordinance O-2526-51 to the Planning Commission for consideration and recommendation to City Council.

**City of Norman Amendments and Resolutions**

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

**ITEMS SUBMITTED FOR THE RECORD**

1. **Staff Report**
2. **AIM Maps with changes**

**Staff Presentation**

Lora Hoggatt, Planning Services Manager, presented the staff report for the AIM Maps Updates Resolution.

Commissioner McDaniel asked for clarification on the boundaries of the Chautauqua Historic District and emphasized the importance of confirming the boundary to avoid unintentionally expanding the district and requiring future map revisions. Ms. Hoggatt clarified the request was not solely related to the Historic District, but to a broader area generally associated with it, including properties west of campus. She noted a map presented by the Land Use Working Group to the Steering Committee had identified this area for a change to low density, which was approved; however, due to the volume of changes discussed during those meetings, this specific item was inadvertently omitted.

Commissioner McDaniel asked how changing the designation from Urban Medium or Urban Low would impact properties outside the Historic District, noting some structures may have already been modified in a manner consistent with higher-density standards. He questioned whether existing structures in the area would be affected by the proposed change. Ms. Hoggatt noted while the Land Use designation change could impact individuals who were planning developments based on the previous designation, the underlying zoning would remain unchanged. She acknowledged similar situations may occur citywide as property owners adjust to changes following the adoption of the AIM Norman Land Use Plan.

**Applicant Presentation**

City staff as applicant made the presentation.

**Public Comments**

Patrick Schrank, 2820 Castlewood Dr., Norman, OK (Support)

**Planning Commission Discussion**

There was no further Planning Commission discussion.

**Motion** to approve made by Commissioner Brewer, **Seconded** by Commissioner McKown.

Voting Yea: Commissioner Brewer, Commissioner McKown, Chair Bird, Secretary Parker, Vice Chair Jablonski, Commissioner McDaniel, Commissioner Griffith

**Planning Commission recommended approval of R-2526-124.**

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 5/26/2026

**REQUESTER:** Islamic Society of Norman

**PRESENTER:** Jane Hudson, Planning and Community Development Director

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

| | |
|---|---|
| **APPLICANT/REPRESENTATIVE** | Islamic Society of Norman/Rieger Sadler Joyce, LLC |
| **LOCATION** | South of E. Lindsey Street between McKinley Avenue and George Avenue |
| **WARD** | 7 |
| **CORE AREA** | Yes |
| **EXISTING ZONING** | R-1, Single-Family Dwelling District, and R-3, Multifamily Dwelling District |
| **EXISTING LAND USE DESIGNATIONS** | Urban High |
| **CHARACTER AREA** | Core Neighborhood |
| **PROPOSED ZONING** | SPUD, Simple Planned Unit Development |
| **PROPOSED LAND USE** | No Change |

**REQUESTED ACTION** Rezone to SPUD, Simple Planned Unit Development, for the construction of a youth center

**SUMMARY:**

The applicant, Islamic Society of Norman, is requesting a rezoning from R-1, Single-Family Dwelling District, and R-3, Multifamily Dwelling District, to SPUD, Simple Planned Unit Development. The proposed rezoning will allow for the construction of a youth center to the west of the existing mosque. The existing mosque has been in place since 2011. The proposed youth center will have a gym, classrooms, and associated amenities. The applicant also proposes additional parking facilities to the south of the project.

**EXISTING CONDITIONS:**

**SIZE OF SITE:** 1.872 acres

**SURROUNDING PROPERTIES**

| | Subject Property | North | East | South | West |
|---|---|---|---|---|---|
| Zoning | R-1 & R-3 | R-1 & OU Property | R-3 (OU Property) | R-1 | R-1 & R-3 |
| Land Use | Urban High | Civic | Urban High | Urban High | Urban High |
| Current Use | Place of Worship | OU Property | Vacant (OU Property) | Residential (Single-Family) | Residential (Single- and Multi-Family) |

**ZONING DESIGNATIONS**

**R-1, Single-Family Dwelling District**

This residential district is intended for single-family detached development, including accessory dwelling units and other accessory structures. Other uses compatible with single-family residential development are also allowed. Developments in this zoning district should have access to City services and be located in the urbanized area.

**R-3, Multifamily Dwelling District**

The R-3 district is designed to allow for higher densities of residential development. Bulk standards and development regulations in this district have been designed to promote compatibility with adjacent residential uses of lower densities.

**LAND USE DESIGNATION**

**Urban High**

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Lot to no building spacing and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

**CHARACTER AREA DESIGNATIONS**

**Core Neighborhood Areas**

The Core Neighborhood is a focal point of the city, the traditional central business district, with a concentration of activities such as general retail, service commercial, professional office, mixed-density housing, mixed-use spaces, and appropriate public and open space easily accessible by pedestrians. This area frames the University of Oklahoma campus.
The Core Neighborhood encompasses all historic districts and some existing neighborhood planning areas. One notable aspect of this area is the reinvestment that has been occurring over the past decade.

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less.

**NEAREST PUBLIC PARK**

Reaves Park is approximately 0.5 miles from the subject property and is accessible via existing sidewalks along E. Lindsey Street and Jenkins Avenue.

**PROCEDURAL REQUIREMENTS:**

**PRE-DEVELOPMENT: PD25-30 November 20, 2025**

Several neighboring residents were in attendance and asked questions related to the project. Questions asked revolved around traffic, the rezoning process, existing conditions of the site, expected activity for the site, and the reason for the expansion. The applicant representative explained the rezoning process to those in attendance with the help of planning staff present at the meeting. The applicant responded to the questions related to the project stating that the site would see the most activity on Fridays, Saturdays, Sundays, and Wednesdays. The applicant further explained that the site currently does not have adequate space to hold youth activities. Currently all worship related activities are held within the same space. The proposed expansion would provide a designated space for youth activities to be held, alleviating any space-related issue.

**BOARD OF PARKS COMMISSIONERS:**

The property is platted as part of the Hardie Rucker Addition; therefore, Board of Parks Commissioners review is not required for this rezoning.

**REVIEW COMMENTS:**

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division

responded with review comments “inconsistent” with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

**CITY DEPARTMENTS**

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning*
6. Utilities

**FIRE DEPARTMENT**

*Items related to fire codes will be addressed during the building permit review*.

**BUILDING REVIEW**

*Items related to building codes will be addressed during the building permit review.*

**PUBLIC WORKS/ENGINEERING**

*The subject properties are platted as part of the Hardie Rucker Addition; however, a Lot Line Adjustment will be required to combine the properties into one lot after the approval of this rezoning request.*

**TRANSPORTATION ENGINEER**

*The Transportation Engineer stated there are no traffic concerns associated with this proposal.*

**PLANNING***

**ZONING CODE CONSIDERATIONS**

**SPUD, Simple Planned Unit Development**

The SPUD, Simple Planned Unit Development is a special zoning district that provides an alternate approach to the conventional land use controls and to a PUD, Planned Unit Development to maximize the unique physical features of a particular site and produce unique, creative, progressive, or quality land developments.

- The SPUD may be used for particular tracts or parcels of land that are to be developed, according to a SPUD narrative and a development plan map and contains less than five acres.
- The SPUD is subject to review procedures by Planning Commission and adoption by City Council.

It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of comprehensive plan of record. In addition, the SPUD provides for the following:

- Encourage efficient, innovative use of land in the placement and/or clustering of buildings in a development and protect the health, safety and welfare of the community.
- Contribute to the revitalization and/or redevelopment of areas where decline of any type has occurred. Promote infill development that is compatible and harmonious with

adjacent uses and would otherwise not be an area that could physically be redeveloped under conventional zoning.
- Maintain consistency with the City's zoning ordinance, and other applicable plans, policies, standards and regulations on record.
- Approval of a zone change to a SPUD adopts the master plan prepared by the applicant and reviewed as a part of the application. The SPUD establishes new and specific requirements for the amount and type of land use, residential densities, if appropriate, development regulations and location of specific elements of the development, such as open space and screening.

*The applicant requests rezoning from R-1, Single-Family Dwelling District, and R-3, Multifamily Dwelling District, to SPUD, Simple Planned Unit Development to allow for the construction of a youth center west of the existing mosque. The proposed youth center consists of a gymnasium, classrooms, and associated amenities. The proposal also includes additional parking facilities. The applicant has chosen to pursue a SPUD to allow for a higher impervious coverage allowance than is permitted under straight zoning districts and to narrowly tailor the allowable uses. This is **consistent** with the purpose of a SPUD.*

**Uses Permitted**

- The uses allowed under this SPUD include place of worship (mosque) as well as other associated administrative and recreational uses such as a gymnasium, youth center, offices, and meeting rooms, as well as off-street parking and loading areas.

*The proposed SPUD allows for related administrative and recreational facilities in addition to the existing mosque. The submitted Preliminary Site Development Plan shows a proposed 12,600 SF gymnasium building to be attached to the existing mosque. Additional parking facilities are also shown to the south of the project. These proposed uses are **consistent** with the surrounding uses. Across East Lindsey Street, to the north, and across George Avenue, to the east, is University of Oklahoma property. Churches and other places of worship have historically coexisted with residential uses.*

**Area Regulations**

- Setback from E. Lindsey St.: 15’
- Setback from McKinley Ave.: 15’
- Setback from George Ave.: 15’
- Setback from R-1 districts: 20’
- Maximum impervious lot coverage: 75%

*The area regulations of the proposal are largely **consistent** with the surrounding zoning districts. The proposed development plan demonstrates the buildings are situated to face or front Lindsey Street., The existing mosque building is set at 15’ along Lindsey Street. The gymnasium is proposed at 12’ along Lindsey Street, this setback is closely aligned with the existing mosque. The setbacks on the west and east, along Mckinnley Avenue and George Street, are 15’. The setback along the south, adjacent to the R-1 zoned properties, is set at 20’. As shown on the Preliminary Site Development Plan, the separation from the R-1 zoned property and the gymnasium is 28’.*

**Height Regulations**

- The existing mosque building, including any existing minaret, will retain its current height. The proposed gymnasium building shall be allowed to be a maximum height of 35', exclusive of any rooftop mechanical units, equipment, screening, or parapet walls, consistent with the height regulations of the R-3, Multifamily Dwelling District.

*The height of the existing mosque building is approximately 28'. The proposed gymnasium will have a maximum height of 35' or approximately three stories, which is **consistent** with the height regulations of the R-3 district.*

**Landscaping**

- Greenspace will be provided in the locations shown on the Preliminary Site Development Plan. Additional landscaping, including trees, shrubs, groundcover, and lawn areas will be utilized on site.

*The proposed landscaping as shown on the Preliminary Site Development Plan is **inconsistent** with the City's landscaping regulations, as it does not provide landscape islands as required for each row of parking that terminates within the interior of the lot.*

**Parking**

- Parking and loading areas may be provided in accordance with the submitted Preliminary Site Development Plan, subject to final design development and the changes allowed under Section 36-510, SPUD, Simple Planned Unit Developments. Parking will comply with all applicable parking ordinances.

*The proposed development is **consistent** with the City's parking recommendations and the surrounding area.*

**Lighting**

- The development will comply with all applicable City lighting regulations.

*Lighting within the development will be **consistent** with applicable City regulations and the surrounding area.*

**Signage**

- The proposal includes one ground monument sign as shown on the Preliminary Site Development Plan, not to exceed 60 SF per face. The proposal also allows for wayfinding signage throughout the development. All signage shall comply with applicable City commercial signage regulations, or as otherwise approved as part of the SPUD.

*The proposed signage regulations are generally **consistent** with the City's commercial signage regulations. Chapter 28 allows for commercial signage up to 60 SF per side (120 SF total), provided that the signage is placed at least 10' behind the setback line.*

**Screening**

- Screening shall be provided where the property abuts residential uses. Screening may include sight-proof fencing that meets or exceeds the City's requirements.

*The proposed development will be **consistent** with the City's screening regulations by providing appropriate screening to ensure compatibility with adjacent properties. The fence height may be allowed to be a maximum of 10'.*

## COMPREHENSIVE PLAN CONSIDERATIONS

### Character Area Policies
### General Policies

Non-Residential Policies

- New non-residential development should use high quality building materials such as glass, brick, stone, wood, or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus setting should have an internal pedestrian network between buildings.

*The proposed development is **consistent** with the Character Area General Non-Residential Policies. The development will use high quality building materials, and parking and loading areas to the side and rear of buildings will be screened from adjacent residential uses per the regulations of the SPUD Narrative. There are no proposed parking garages, and the development is not within a corporate campus setting.*

### Core Neighborhood Policies

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
  - Address the impacts of parking and access:
    - Off-street parking should be screened from public right-of-way, and placed in the rear of the lot for all development.
    - For residential development, access to garages and parking pads are encouraged from a rear loaded alley.
    - Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.
  - Reflects the scale and characters of surrounding properties:
    - Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighborhood properties.
  - Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
  - Encourage activation of the street space along arterials with pedestrian amenities.

- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited, but can be accommodated as long as scale transitions and architectural elements achieve continuity.

*The proposal is **consistent** with the policies of the Core Neighborhood Character Area, as it utilizes comparable development regulations such as height and setbacks as the surrounding residential zoning districts. The development is also screened from adjacent residential uses and open space and landscaping are incorporated into the site design. Finally, the development encourages multiple modes of transportation through connection to existing pedestrian infrastructure, and proximity to multiple Embark bus stops within a roughly 0.25 mile radius.*

**Land Use Development Policies**
**Urban High Policies**

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building spacing and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

*The proposal is non-residential, but is situated between multiple single- and multi-family residential uses to the south and west, and civic uses to the north and east on the University of Oklahoma campus. The proposal is **consistent** because it offers services to the nearby residential areas while promoting alternative transportation modes through connectivity to existing pedestrian facilities and proximity to public transit.*

**Building Types**

- Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties. Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.
- Mixed-use buildings including retail, work-spaces, and residences are most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate.

*The proposed development includes an addition to the existing mosque with a gymnasium that may be up to three stories in height. The proposed development is single-use and does not provide new housing opportunities. However, you would not typically see a residential component to this type of facility. While the single use of this site is **inconsistent** with Urban High land Use, the expansion of this existing facility is appropriate in this area.*

**Site Design**

- The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Multi-unit developments without connections to neighboring properties and uses weakens the development pattern and should be limited or avoided altogether.
- Street trees should forma continuous urban canopy over public areas and rights-of-way.
- Stormwater should be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*The proposed development includes sidewalks to encourage pedestrian circulation throughout the development and will connect to existing pedestrian infrastructure on E. Lindsey Street and George Avenue. The site also utilizes existing public infrastructure. For these reasons, the proposed development is **consistent** with this Urban High Land Use Site Design policy.*

**Transportation**

- This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

*The proposed development is **consistent** with this Urban High Land Use Transportation policy because it promotes interconnectivity through its proximity and connection to multi-modal transit infrastructure, including sidewalks on E. Lindsey Street and George Avenue, with access to Embark bus stops on S. Jenkins Avenue (approximately 0.25 miles to the southwest) and W. Brooks Street (approximately 0.25 miles to the northwest). Sidewalks within the development will connect to existing public pedestrian infrastructure along George Avenue.*

**Utility Access**

- A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The development site has access to public water and sanitary sewer facilities. The development is **consistent** with this Urban High Land Use policy.*

**Public Space**

- Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should commonly integrated into public and private projects.

*The proposed development includes pedestrian amenities, tying into existing sidewalks along George Avenue, as well as placing new sidewalks along McKinley Ave., which in turn tie into a larger network of pedestrian infrastructure. For these reasons, the proposed development is* ***consistent*** *with this Urban High Land Use Policy.*

**Neighborhood and/or Special Area Plans**

*This location* ***is not*** *within a Neighborhood or Special Planning Area.*

**UTILITIES**

**AIM NORMAN PLAN CONFORMANCE**

*Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.*

**SOLID WASTE MANAGEMENT**

*Proposed development meets requirements for City streets and provides access for solid waste services.*

**WATER/WASTEWATER AVAILABILITY**

**Water Availability**

*Adequate capacity within the water system exists to serve the proposed development.*

**Wastewater Availability**

*Adequate capacity within the wastewater system exists to serve the proposed development.*

**DISCUSSION:**
Overall, the proposed development largely aligns with the AIM Norman Land Use and Character Area objectives. The proposed development offers services to the surrounding residential areas and promotes pedestrian access and connectivity, supported by its proximity to several Embark bus stops. As noted above, the site does not offer high density, mixed-use development or any residential component that is promoted within the AIM Norman Core Neighborhood Character Area and Urban High Land Use policies. However, residential use would not be common with this type of development. The existing use for the mosque has been in place since 2011; this proposal is to expand the use for this organization.

**CONCLUSION:**
Staff forwards this request for rezoning from R-1, Single-Family Dwelling District, and R-3, Multifamily Dwelling District, to SPUD, Simple Planned Unit Development, and Ordinance O-2526-30 for consideration by City Council.

**PLANNING COMMISSION RESULTS:** At their meeting of April 9, 2026, the Planning Commission recommended approval of Ordinance O-2526-30 by a vote of 7-0.

O-2526-30

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

§ 1. WHEREAS, North American Islamic Trust, the owners of the hereinafter described property, have made application to have the subject property removed from the R-1, Single-Family Dwelling District, and R-3, Multifamily Dwelling District, and placed in a SPUD, Simple Planned Unit Development; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on April 9, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

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

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from the R-1, Single-Family Dwelling District, and R-3, Multifamily Dwelling District and place the same in a SPUD, Simple Planned Unit Development, to wit:

Lots 14 through 22 and Lots 28 through 36, all of Block 4 in HARDIE-RUCKER ADDITION to Norman, Oklahoma, recorded in PL Book 1, Page 10A at Cleveland County, Oklahoma and Lot 23A of Lot Line Adjustment recorded in Book 2925, Pages 397-400 at Cleveland County, Oklahoma, more particularly described as follows:

COMMENCING at the Northwest Corner of Section 5, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, also being the Northwest Corner of said HARDIE-RUCKER ADDITION Plat;
THENCE N 89°46'40 E, along the north line of the Northwest Quarter of said Section 5, a distance of 1320.00 feet to the Northeast Corner of said HARDIE-RUCKER ADDITION Plat;
THENCE S 00°13'46" E, along the east line of said HARDIE-RUCKER ADDITION Plat, a distance of 33.00 feet;
THENCE S 89°46'40" W a distance of 30.00 feet to the Northeast Corner of said Lot 23A, being the POINT OF BEGINNING;
THENCE S 00°13'46" E, along the east line of said Lots 23A through 36, a distance of 356.67 feet (Plat=356.85 feet) to the Southeast Corner of said Lot 36;
THENCE S 89°46'40" W, along the south line of Lot 36, a distance of 138.63 feet (Plat=138.75 feet) to the Southwest Corner of said Lot 36;
THENCE N 00°13'55" W, along the west line of said Lots 36 through 32, a distance of 125.02 feet (Plat=125 feet) to the Northwest Corner of said Lot 32 and the Southeast Corner of said Lot 14;
THENCE S 89°48'42" W, along the south line of said Lot 14, a distance of 138.63 feet (Plat=138.75 feet) to the Southwest Corner of said Lot 14;
THENCE N 00°14'03" W, along the west line of said Lots 14 through 22, a distance of 231.57 feet (Plat=231.85 feet) to the Northwest Corner of said Lot 22; THENCE N 89°46'40" E, along the north line of said Lots 22 and 23A, a distance of 277.28 feet (Plat=277.5 feet) to the POINT OF BEGINNING.

Tract contains 81,556.67 square feet or 1.872 acres, more or less.

Basis of Bearings is based on the north line of the Northwest Quarter of Section 5, Township 8 North, Range 2 West as being N 89°46'40" E.

§ 5. Further, pursuant to the provisions of Section 36-510 of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the SPUD Narrative, Site Development Plan, and supporting documentation, which are made a part hereof.

§ 6. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this _____ day of

_____, 2026.

_____
(Mayor)

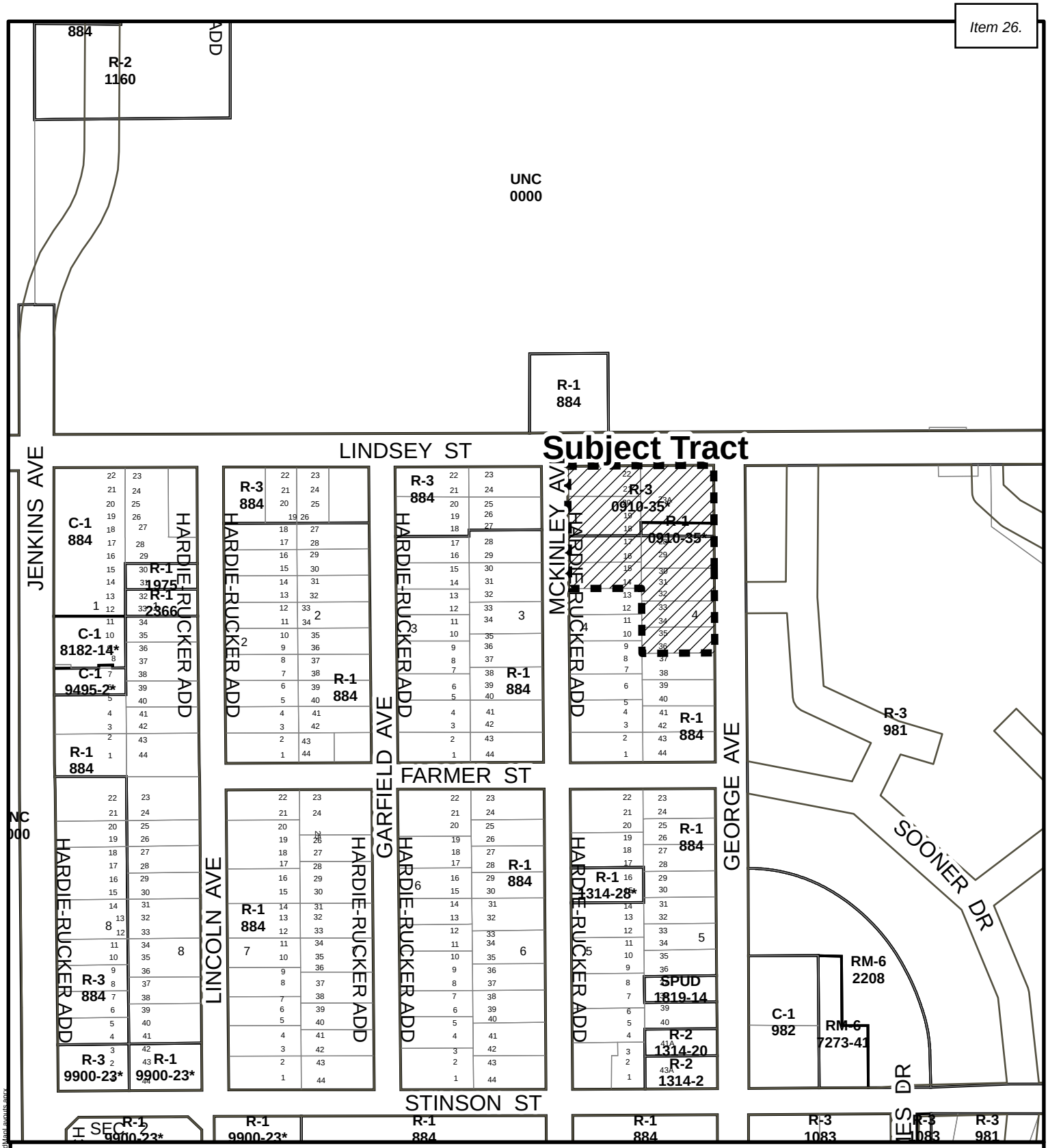
NOT ADOPTED this _____day of

_____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)




# Location Map

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

N W E S

November 5, 2025

0 125 250 Ft.

Subject Tract



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# ISLAMIC SOCIETY OF NORMAN

# 420 E. LINDSEY STREET

# SIMPLE PLANNED UNIT DEVELOPMENT

**APPLICANT:**

ISLAMIC SOCIETY OF NORMAN

**APPLICATION FOR:**

SIMPLE PLANNED UNIT DEVELOPMENT

Submitted: December 1, 2025

Revised: April 2, 2026

PREPARED BY:

RIEGER SADLER JOYCE LLC
136 Thompson Drive
Norman, Oklahoma 73069

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A. Uses Permitted
B. Development Criteria

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A. Legal Description of the Property
B. Preliminary Site Development Plan
C. Allowable Uses

## I. INTRODUCTION

The Islamic Society of Norman (the "**Applicant**") proposes to rezone the property more particularly described in **Exhibit A** attached hereto (the "**Property**") to a Simple Planned Unit Development ("**SPUD**") in order to facilitate the expansion of the Applicant's services through the construction of additional buildings as shown on the attached Preliminary Site Development Plan. The expansion will allow the Applicant to have a dedicated youth center, an indoor gymnasium, additional office space, additional parking, and other additional auxiliary uses.

## II. PROPERTY DESCRIPTION/EXISTING PROPERTY CONDITIONS

### A. Location

The Property is generally located on the south side of East Lindsey Street, between McKinley Avenue and George Avenue in Norman, Cleveland County, Oklahoma.

### B. Existing Land Use and Zoning

The Property currently consists of two zoning classifications. Lots 18-22 and 23A, which contain the existing mosque and parking, are zoned **R-3 (Multi-Family Dwelling District) with Special Use for Church, Temple, or other Place of Worship**. The remaining parcels—Lots 14-17 and 28-36—are zoned **R-1 (Single-Family Dwelling District).** The AIM Norman Future Land Use designation is Urban High, and the Character Area is Core Neighborhood.

### C. Elevation and Topography

The Property is relatively flat with minimal elevation change, typical of the surrounding area. The existing development includes a mosque, single-family residences, and associated landscaping and paving.

### D. Drainage

The Applicant proposes stormwater and drainage management systems designed to meet or exceed all applicable requirements of the City of Norman's ordinances and Engineering Design Criteria, as amended from time to time. The proposed systems will provide effective conveyance and control of stormwater runoff in accordance with City standards and sound engineering practice.

### E. Utility Services

All necessary utility services for this project (including water, sewer, gas, telecommunications, and electric) are already located on or near the Property. Connections and any necessary extensions or relocations will be made in compliance with City standards.

### F. Fire Protection Services

Fire Protection services will be provided by the City of Norman Fire Department. The development will comply with all applicable City codes, ordinances, and regulations, as amended from time to time.

### G. Traffic Circulation and Access

Traffic circulation and access to the Property shall be allowed in the manner shown on the attached Preliminary Site Development Plan. Sidewalks will be located along East Lindsey Street, George Avenue, and McKinley Avenue. All driveway approaches, sight triangles, and pedestrian circulation elements will be designed in compliance with City ordinances and regulations, as amended from time to time.

## III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the Preliminary Site Development Plan, attached hereto as **Exhibit B**, subject to final design development and the changes allowed by Section 36-520 of the City of Norman's SPUD Ordinance, as may be amended from time to time.

### A. Uses Permitted

The Property will be developed as a unified religious and community facility consisting of the existing mosque building and a new multi-use gymnasium building. A complete list of allowable uses on the Property is attached hereto as **Exhibit C**.

### B. Development Criteria

#### 1. Building Height

The existing mosque building, including any existing minaret, shall retain its current height. The proposed gymnasium building shall be allowed to reach a maximum height of thirty-five (35) feet, exclusive of any necessary rooftop mechanical units, equipment, screening, or parapet walls, consistent with the height regulations of the R-3 Multi-Family Dwelling District as set forth in Section 36-520 of the Norman Zoning Code, as may be amended from time to time.

#### 2. Area Regulations

(a) **Setback off Lindsey Street:** All buildings shall maintain a minimum twelve (12) foot setback from the property line along Lindsey Street.

(b) **Setback off McKinley Ave**: All buildings shall maintain a minimum fifteen (15) foot setback from the property line along McKinley Avenue.

(c) **Setback off of George Avenue**: All buildings shall maintain a minimum fifteen (15) foot setback from the property line along George Avenue.

(d) **Property Line Abutting R-1 Zoned Property**: All buildings shall maintain a minimum twenty (20) foot setback from any property line abutting property zoned R-1.

(e) **Impervious Area:** The total impervious surface area, including all buildings, driveways, parking areas, and other permanently paved surfaces, shall not exceed seventy-five percent (75%) of the total Property area.

**3. Exterior Materials**

The exterior of the buildings constructed within the Property may be constructed of brick, stone, synthetic stone, wood, glass, high impact quality stucco or EIFS, masonry, metal accents, metal exteriors with aggregate, sandblasted or textured coating finish, and any combination thereof (collectively, "**Masonry**"). The exterior façade of the buildings on the Property shall contain no less than 80% Masonry, exclusive of all windows, doors, roofs, or glass.

**4. Sanitation**

Sanitation services for the Property will comply with the City of Norman's sanitation ordinances, rules, and regulations, as may be amended from time to time. The Property will be provided with appropriate trash and recycling collection facilities located and screened in accordance with City standards.

**5. Signage**

The Property may feature one (1) ground monument sign identifying the Islamic Society of Norman facility located generally in the area depicted on the Preliminary Site Development Plan. Such monument sign shall not exceed sixty (60) square feet per face and shall be placed as to not interfere with applicable traffic sight triangles. The Property may also utilize directional and wayfinding signage throughout the site as necessary for parking areas, entrances, and facility identification. All signage shall comply with the applicable provisions of the City of Norman Commercial Sign Regulations, as may be amended from time to time, or as otherwise approved as part of this SPUD.

**6. Traffic Access and Circulation**

Traffic circulation and access to the Property shall be allowed in the manner shown on the attached Preliminary Site Development Plan.

**7. Open Space**

Greenspace will be provided in the locations shown on the Preliminary Site Development Plan.

Additional landscaping, including trees, shrubs, groundcover, and lawn areas will be utilized on site.

**8. Parking**

Parking and loading areas may be provided in accordance with the parking layout shown on the Preliminary Site Development Plan, subject to final design development and the changes allowed under Section 36-510 of the City of Norman's SPUD Ordinance, as amended from time to time. The Property shall comply with Norman's applicable parking ordinances, as amended from time to time.

**9. Landscaping and Screening**

Landscaping shall be provided and maintained on the Property in locations generally depicted on the Preliminary Site Development Plan. Landscaping shall include a combination of trees, shrubs, groundcover, and lawn areas to provide visual screening and enhance the aesthetics of the site. Where the Property abuts residential uses, appropriate screening shall be provided through fencing that meets or exceeds the City's requirements, to ensure compatibility with adjacent properties. Screening may include sight-proof fencing that meets or exceeds the City's height and material requirements. Notwithstanding anything herein to the contrary, no fencing on the Property shall exceed ten feet (10') in height.

**10. Lighting**

The Property shall comply with the City of Norman's lighting standards, as may be amended from time to time.

**11. Stormwater Management**

Stormwater management for the Property shall be designed in accordance with Section 5000 of the City of Norman Engineering Design Criteria. The Applicant will implement appropriate drainage systems, including detention/retention facilities if required, to manage stormwater runoff and prevent adverse impacts to adjacent properties and downstream drainage systems. Detailed drainage calculations, plans, and erosion control measures will be provided during site development review.

**12. Utilities**

The necessary utility services for this project are already located in relative proximity to the Property or shall be extended to or relocated on the Property, as necessary.

**13. Sidewalks and Pedestrian Access**

Sidewalks will be located along East Lindsey Street, George Avenue, and McKinley Avenue. Internal pedestrian walkways will also be provided to link parking areas with building

entrances and to ensure safe circulation throughout the site, as depicted on the Preliminary Site Development Plan. All pedestrian facilities will be designed and constructed in compliance with City standards, as amended from time to time.

**14. Consolidation of Parcels**

As part of this SPUD, the existing lots comprising the Property shall be consolidated into a single unified lot through a Lot Line Adjustment.

# EXHIBIT A

## LEGAL DESCRIPTION

Lots 14 through 22 and Lots 28 through 36, all of Block 4 in HARDIE-RUCKER ADDITION to Norman, Oklahoma, recorded in PL Book 1, Page 10A at Cleveland County, Oklahoma and Lot 23A of Lot Line Adjustment recorded in Book 2925, Pages 397-400 at Cleveland County, Oklahoma, more particularly described as follows: COMMENCING at the Northwest Corner of Section 5, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, also being the Northwest Corner of said HARDIE-RUCKER ADDITION Plat; THENCE N 89°46'40 E, along the north line of the Northwest Quarter of said Section 5, a distance of 1320.00 feet to the Northeast Corner of said HARDIE-RUCKER ADDITION Plat; THENCE S 00°13'46" E, along the east line of said HARDIE-RUCKER ADDITION Plat, a distance of 33.00 feet; THENCE S 89°46'40" W a distance of 30.00 feet to the Northeast Corner of said Lot 23A, being the POINT OF BEGINNING; THENCE S 00°13'46" E, along the east line of said Lots 23A through 36, a distance of 356.67 feet (Plat=356.85 feet) to the Southeast Corner of said Lot 36; THENCE S 89°46'40" W, along the south line of Lot 36, a distance of 138.63 feet (Plat=138.75 feet) to the Southwest Corner of said Lot 36; THENCE N 00°13'55" W, along the west line of said Lots 36 through 32, a distance of 125.02 feet (Plat=125 feet) to the Northwest Corner of said Lot 32 and the Southeast Corner of said Lot 14; THENCE S 89°48'42" W, along the south line of said Lot 14, a distance of 138.63 feet (Plat=138.75 feet) to the Southwest Corner of said Lot 14; THENCE N 00°14'03" W, along the west line of said Lots 14 through 22, a distance of 231.57 feet (Plat=231.85 feet) to the Northwest Corner of said Lot 22; THENCE N 89°46'40" E, along the north line of said Lots 22 and 23A, a distance of 277.28 feet (Plat=277.5 feet) to the POINT OF BEGINNING. Tract contains 81,556.67 square feet or 1.872 acres, more or less.

Basis of Bearings is based on the north line of the Northwest Quarter of Section 5, Township 8 North, Range 2 West as being N 89°46'40" E.

# EXHIBIT B

PRELIMINARY SITE DEVELOPMENT PLAN

*Full Size Documents Submitted to City Staff*

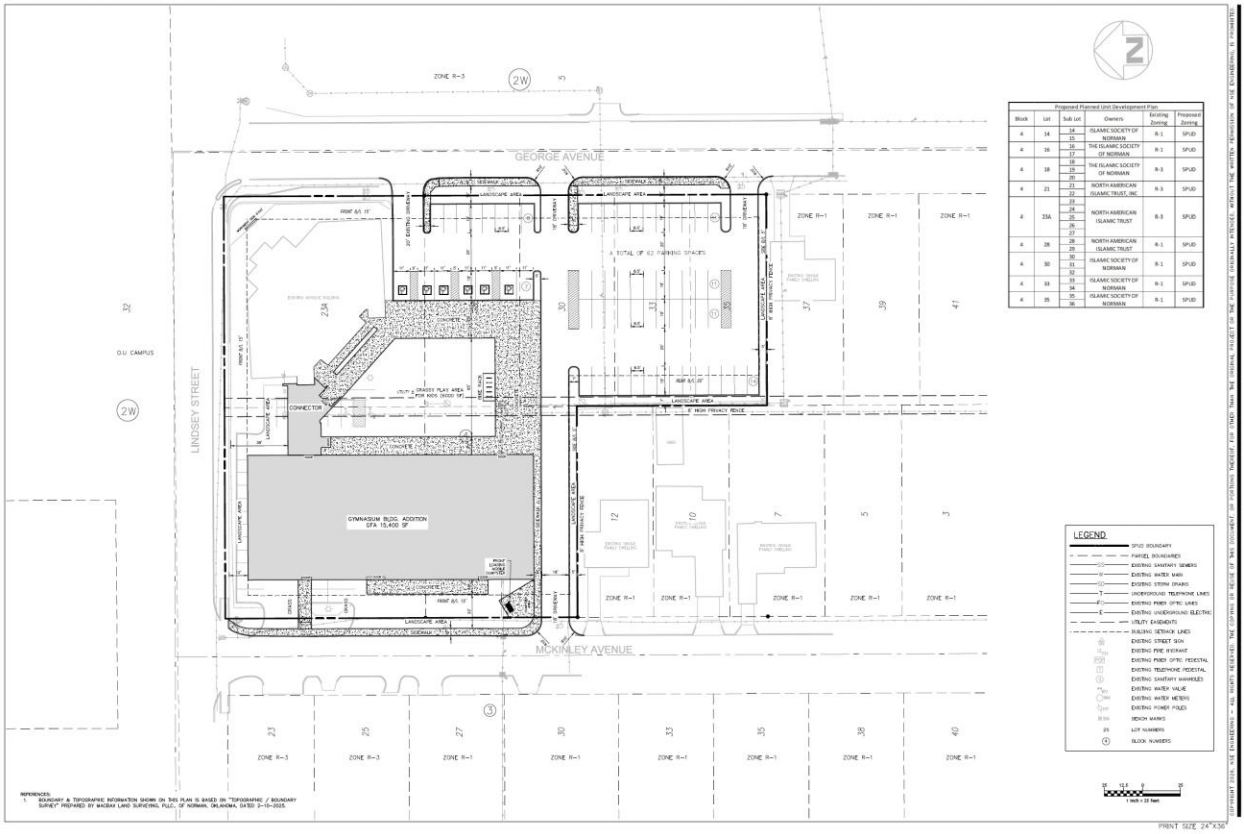


**EXHIBIT C**
Allowable Uses

- Place of worship (mosque)
- Religious assembly and related activities
- Gymnasium and recreational facility accessory to the place of worship
- Youth Center
- Community meeting rooms and educational facilities
- Administrative offices related to the operation of the facility
- Outdoor recreational areas and amenities for use by facility members
- Off-street parking and loading areas

NSE ENGINEERING CONSULTANTS
2900 WEST LINDSEY STREET
SUITE 1K
NORMAN, OK 73072
TEL 405-364-2800
FAX 405-364-2828
www.nseengineering.com

OKLAHOMA BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS
CERTIFICATE OF AUTHORIZATION NO. 2005

DAVID A. DUNN, P.E.
STATE OF OKLAHOMA LICENSED ENGINEER
NO. 22884
EXPIRES OCTOBER 31, 2026

SEAL

**SHEET TITLE:** EXHIBIT A – SIMPLE PLANNED UNIT DEVELOPMENT PLAN

MASJID AN-NUR SPUD
420 EAST LINDSEY STREET
CITY OF NORMAN, CLEVELAND COUNTY, OKLAHOMA

| Revisions | Issue Date |
|---|---|
| | 04.02.2026 |

Project No. 9036

Sheet No. **EXHIBIT-A**

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PRINT SIZE 24"X36"

| Proposed Planned Unit Development Plan | | | | | |
|---|---|---|---|---|---|
| Block | Lot | Sub Lot | Owners | Existing Zoning | Proposed Zoning |
| 4 | 14 | 14 | ISLAMIC SOCIETY OF NORMAN | R-1 | SPUD |
| | | 15 | | | |
| 4 | 16 | 16 | THE ISLAMIC SOCIETY OF NORMAN | R-1 | SPUD |
| | | 17 | | | |
| 4 | 18 | 18 | THE ISLAMIC SOCIETY OF NORMAN | R-3 | SPUD |
| | | 19 | | | |
| | | 20 | | | |
| 4 | 21 | 21 | NORTH AMERICAN ISLAMIC TRUST, INC | R-3 | SPUD |
| | | 22 | | | |
| | | 23 | | | |
| 4 | 23A | 24 | NORTH AMERICAN ISLAMIC TRUST | R-3 | SPUD |
| | | 25 | | | |
| | | 26 | | | |
| | | 27 | | | |
| 4 | 28 | 28 | NORTH AMERICAN ISLAMIC TRUST | R-1 | SPUD |
| | | 29 | | | |
| 4 | 30 | 30 | ISLAMIC SOCIETY OF NORMAN | R-1 | SPUD |
| | | 31 | | | |
| | | 32 | | | |
| 4 | 33 | 33 | ISLAMIC SOCIETY OF NORMAN | R-1 | SPUD |
| | | 34 | | | |
| 4 | 35 | 35 | ISLAMIC SOCIETY OF NORMAN | R-1 | SPUD |
| | | 36 | | | |

LEGEND
- SPUD BOUNDARY
- PARCEL BOUNDARIES
- SS — EXISTING SANITARY SEWERS
- W — EXISTING WATER MAIN
- SD — EXISTING STORM DRAINS
- T — UNDERGROUND TELEPHONE LINES
- FO — EXISTING FIBER OPTIC LINES
- E — EXISTING UNDERGROUND ELECTRIC
- UTILITY EASEMENTS
- BUILDING SETBACK LINES
- EXISTING STREET SIGN
- EXISTING FIRE HYDRANT
- EXISTING FIBER OPTIC PEDESTAL
- EXISTING TELEPHONE PEDESTAL
- EXISTING SANITARY MANHOLES
- EXISTING WATER VALVE
- EXISTING WATER METERS
- EXISTING POWER POLES
- BENCH MARKS
- 25 LOT NUMBERS
- BLOCK NUMBERS

25 12.5 0 25
1 inch = 25 feet

GEORGE AVENUE
MCKINLEY AVENUE
LINDSEY STREET
O.U. CAMPUS
ZONE R-1
ZONE R-3
A TOTAL OF 62 PARKING SPACES
GYMNASIUM BLDG. ADDITION GFA 15,400 SF
UTILITY & GRASSY PLAY AREA FOR KIDS (6000 SF)
CONNECTOR
EXISTING SINGLE FAMILY DWELLING
EXISTING BRIDGE BUILDING
SHED
LANDSCAPE AREA
SIDEWALK
CONCRETE
GRASS
BIKE RACK
FRONT LOADING WASTE MANAGEMENT DUMPSTER
18' DRIVEWAY
20' EXISTING DRIVEWAY
8' HIGH PRIVACY FENCE
SIDE B/L 5'
FRONT B/L 15'
REAR B/L 10'

REFERENCES:
1. BOUNDARY & TOPOGRAPHIC INFORMATION SHOWN ON THIS PLAN IS BASED ON "TOPOGRAPHIC / BOUNDARY SURVEY" PREPARED BY MASKAI LAND SURVEYING, LLC, OF NORMAN, OKLAHOMA, DATED 2-10-2026.

**Applicant:** Islamic Society of Norman

**Project Location:** 420 E Lindsey St

**Case Number:** PD25-30

**Time:** 5:30 p.m.

**Applicant Representative:**
Gunner Joyce
Suhayb Anwar

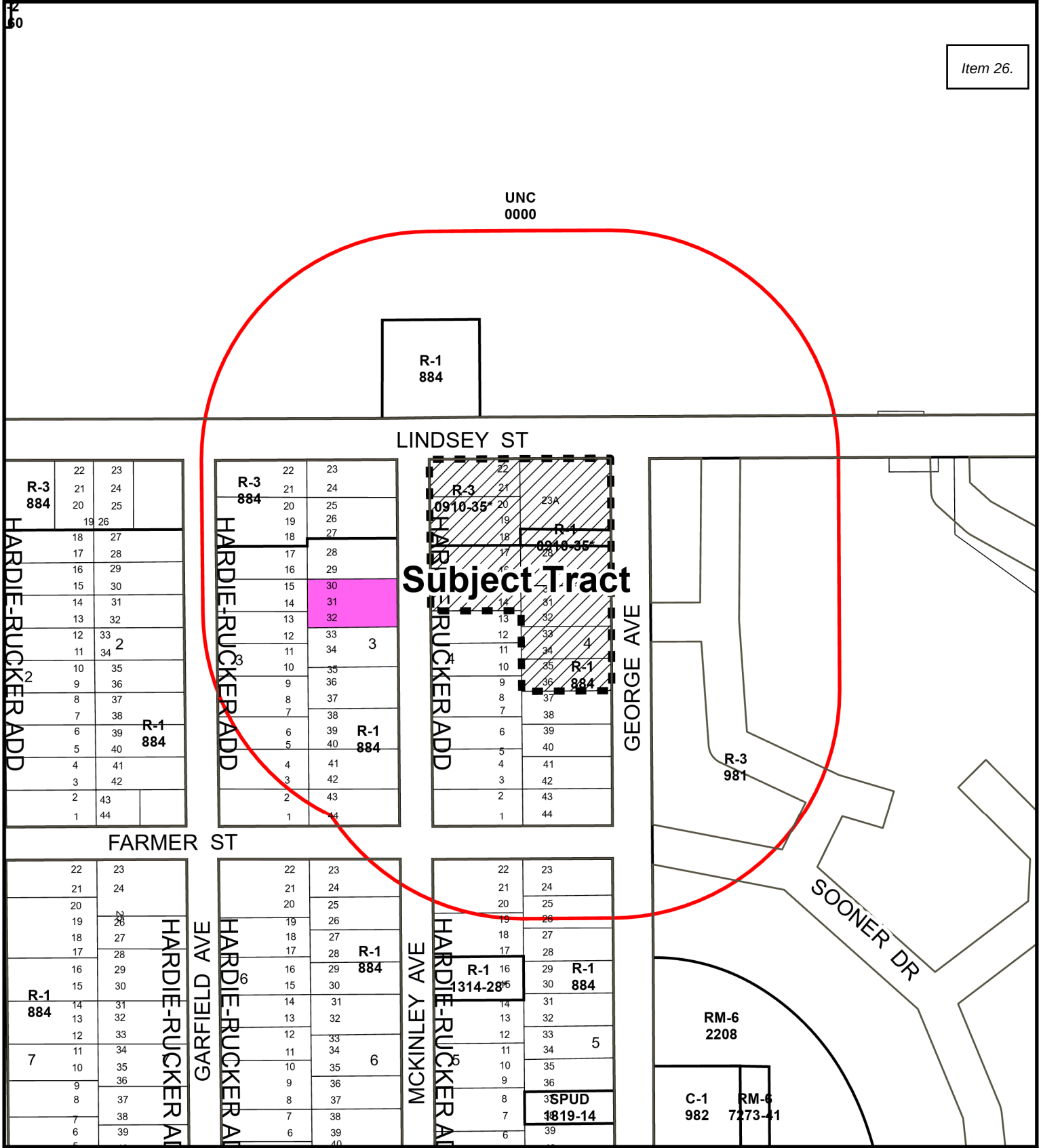
**Attendees:**
Elizabeth Parks-Garza
Jasmin Parks
Heidi Brown
Anusha Fathepurr
Thomas Pablo
Peggy Dall
Tairr Nasir
Tariq Sandhu
Shakil Shimil
Haris Ali

**City Staff:**
Justin Fish, Planner I
Jane Hudson, Planning Director
Beth Muckala, Assist City Attorney
Whitney Kline, Planning Admin Technician

**Application Summary:**
The applicant submitted a request for a rezoning of 420 E Lindsey St, 1306 George Ave, 1308 George Ave, 1310 George Ave, 1310 1/2 George Ave, 1305 McKinley Ave, and 1307 McKinley Ave to SPUD, Simple Planned Unit Development. The applicant will be required to submit a lot line adjustment application to the City of Norman upon successful rezoning of the above properties. The applicants are proposing the development of a youth center and additional parking. This youth center will connect to the existing structure and provide a space for worship related activities.

**Neighbor's Comments/Concerns/Responses:**
Several neighboring residents were in attendance and asked questions related to the project. Questions asked revolved around traffic, the rezoning process, existing conditions of the site, expected activity for the site, and the reason for the expansion. The applicant representative explained the rezoning process to those in attendance with the help of planning staff present at the meeting. The applicant responded to the questions related to the project stating that the site would see the most activity on Fridays,

Saturdays, Sundays, and Wednesdays. The applicant further explained that the site currently does not have adequate space to hold youth activities. Currently all worship related activities are held within the same space. The proposed expansion would provide a designated space for youth activities to be held, alleviating any space related issue.




# Protest Map

1.6% Protest Within Notification Area

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

N
W E
S

0 100 200 Feet

February 10, 2026

Subject Tract

Notification Area

Protest

1304

Planning & Development Dept
225 N Webster Ave
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 02/10/26 KW

Dear Planning & Development Dept,

With everything happening everywhere - let's stand firm OKLAHOMA. We can't afford to let these Islamic Society Groups take over our City or our Country. See the write ups below. This is now trying to happen in Norman. Stand tall for OUR America! The people of Broken Arrow had their committee meeting on the 12th of Jan and won. Let's follow suit. I am writing this protest letter to prevent the Islamic Society from having the rezoning done. Planning commissions and city council are the two chances to get the Norman Islamic society rezoning denied - they want to build a huge "youth center????" After buying 3 homes and demolishing them. This is hitting too close to home. I am not there much - my son lived in the house at 1306 McKinley - until last year and now it's rented out. I want them to feel safe. I've had a couple run ins with people from the mosque there and they are not nice.

I've attached several disturbing papers on letting the Islamic Society Groups into our country. Congressman Keith Self has officially launched the Sharia Free America Caucus and declared Texas ground zero in this fight. I believe Oklahoma is following suit, so why is this something even being discussed to let the rezoning be approved. Let's keep this from happening and the Islamic Society getting stronger and stronger. They will never get into my household so please let's also keep it out of our city and country. I live over an hour away but I'm going to try and make the meeting. I wanted to send this just in case. #GodBeTheGlory

The Islamification of Oklahoma...

I want to make you aware of an important issue_ affecting our community and encourage your participation.

Tonight, the Broken Arrow City Council will hear matters related to a proposed Islamic mosque development. This meeting matters because of what is being proposed to be built, how it impacts our area, and whether leaders are asking the right questions before approving major cultural changes.

Across Oklahoma and the nation, we are seeing a steady expansion of Islam.

While America guarantees freedom of religion, it also requires local governments to carefully evaluate land use, traffic impact, transparency, and long-term community effects.

These conversations must happen and it must be noted that Islam is much more than a mere religion. Islam is an oppressive and regressive political system that is incompatible with Western Civilization.

This is not about hatred or fear. It is about wisdom, accountability, and protecting the character of our community.

Citizens have every right to ask:

How will this development affect surrounding neighborhoods?

Who is funding it, and with what oversight?

Will it comply fully with local laws and community standards?

Healthy communities are built when citizens show up, speak calmly, and insist on transparency. I encourage you—if you are able—to attend the Broken Arrow City Council meeting tonight or to stay informed and engaged in the process.

We can be firm without being hateful. Courageous without being cruel, and faithful while remaining respectful.

Let's pray for our city leaders, for wisdom in decision-making, and for peace rooted in truth.

I believe as a Christian we all have a right to believe and worship as we believe. As an American that we should be able to build a church or a synagogue or a mosque where ever zoning would normally permit it.
I also believe that if a culture or religion has a teaching that violates our Constitution or State and local laws that those practices should not be allowed and in some cases be prosecuted. Such as the marriage statutes in Sharia law which allow child marriage and race, spousal abuse and other codified Islamic abominable practices.

THE OKLAHOMA AG INVESTIGATION INTO FUNDING FOR THE ISLAMIC CENTER OF BROKEN ARROW IS LEGIT! I am on board with this 100%.

The American people have good hearts. We are a people of peace. We desire freedom for all. I love my Muslim friends.

I encourage you to read this sourced summary of the Muslim Brotherhood and why the Attorney General of Oklahoma is concerned that 'funding' for the project comes from them.

There are serious questions about the governance, funding, and potential ideological ties of the proposed Islamic Center in Broken Arrow as it relates to the Muslim Brotherhood.

The AG investigation is legit.

READ CAREFULLY
☞ The Broken Arrow issue is NOT about peaceful Muslim families practicing their faith freely.
☞ The Broken Arrow issue IS about preventing POLITICAL Islam and foreign ideological influence in Oklahoma.

Here are 10 FACT-BASED reasons communities across the world push back against Muslim Brotherhood–linked institutions:

1 The Muslim Brotherhood is a POLITICAL movement, not merely a religious identity.
The stated goal of the Muslim Brotherhood is to reorder society under Islamic law. SOURCE: FBI background on Holy Land Foundation trial exhibits:
https://www.investigativeproject.org/documents/misc/20.pdf

2 The Brotherhood uses mosques, charities, and schools as political infrastructure.

3 Hamas originated as the Palestinian branch of the Muslim Brotherhood.
This is a historical fact, not my opinion. SOURCE: U.S. State Department, Hamas designation:
https://www.state.gov/foreign-terrorist-organizations/



Kim Wilmeth-Nelson 7

4 Hamas is a U.S.-designated terrorist organization.
Any ideological or financial overlap is a legitimate national-security concern. SOURCE: Treasury Department sanctions overview):
https://home.treasury.gov/policy-issues/terrorism-and-illicit-finance

5 The Brotherhood's own motto includes "Jihad is our way."
This comes directly from Brotherhood literature. SOURCE:
Middle East Forum documentation:

6 Multiple countries have banned or designated the Muslim Brotherhood as extremist.
These 'bans' of the Muslim Brotherhood come from Muslim governments of Egypt, Saudi Arabia, the UAE, and others. SOURCE:
UK Government background briefing:
https://www.gov.uk/government/publications/muslim-brotherhood-review-main-findings

7 U.S. prosecutors identified Brotherhood-linked groups operating "in plain sight."
SOURCE: A recent Federal trial exhibits the Hamas support network:
https://www.investigativeproject.org/3913/hamas-muslim-brotherhood-and-islamic

8 Lack of transparency in funding is a legitimate red flag — anywhere.
That is why the Oklahoma Attorney General is reviewing this project. SOURCE: Oklahoma AG announcement (media coverage):

9 Communities have the right to say NO to foreign political ideologies.
Religious freedom should not allow the importing of political movements hostile to Constitutional law.
SOURCE: Supreme Court clarity on religious freedom vs. governance:
https://www.law.cornell.edu/wex/first_amendment

10 Oklahoma citizens, you can defend religious liberty AND protect your community at the same time.
Transparency, lawful funding, and zero ties to extremist ideologies should be the minimum standard.
Keep vigilance. Love everybody. Don't be shamed into no action.

Congressman Keith Self has officially launched the Sharia Free America Caucus and declared Texas ground zero in this fight. **This may be from Texas but it could lead to this in Oklahoma. Governor Stitt is against their Sharia Law also.**

Texas spoke — and our leaders listened.

For years, Texans alongside myself and RAIR Foundation USA have been sounding the alarm, exposing what many tried to ignore. Now it's out in the open, and it's being addressed at the federal level.

Let's be absolutely clear:

This movement did not come from think tanks.
It did not come from paid policy papers or academic theories.
It did not come from grant-funded discussions behind closed doors.

This came from the people — from grassroots Texans who refused to stay silent.

It came from sustained investigative work exposing real-time networks, tactics, developments, and institutional capture happening right here in Texas.

Congressman Self didn't mince words. He called Sharia what it is — a system incompatible with the U.S. Constitution, American liberty, and our way of life — and he backed it up with what Texans are witnessing right now:

▲ Muslim-only housing developments advancing, including The Meadows and EPIC City
▲ EPIC City now under investigation by the State of Texas
▲ Escalating incidents of Islamic intimidation and enforcement behavior
▲ Unauthorized Quran distribution inside a taxpayer-funded public high school

That last point should stop every parent in their tracks.

🚨 Congressman Self also urged Texans to vote in favor of the March 3 proposition to ban Sharia, issuing a stark warning:

"As Texas goes, so goes the nation — and as the nation goes, so goes the world."

The momentum is undeniable:

☑33 members of Congress
☑18 states involved

This is what happens when citizens refuse to surrender their country.

We did this. YOU did this. TEXAS did this. **OKLAHOMA can do this!**

Washington is finally being forced to respond — not because it wanted to, but because the people demanded it.

**It is We the People who will save America. Hard work always pays off.**

Kimberly S. Kunze-Nelson

**Kimberly S. Kunze-Nelson**
**164501 N 2960 Rd**
**Marlow, OK 73055**

**My property in Norman:**
**1306 McKinley Ave**
**Norman, OK 73072**



Kim Kunze-Nelson 4

The City of
NORMAN
225 N. Webster Ave.
Norman, Oklahoma 73069

PLANNING AND C
DEVELOPMENT DEPARTMENT
Phone: 405-307-7112



**KUNZE, KIMBERLEY SUE**
**164501 N 2960 RD**
**Marlow OK 73055-2077**

NOTICE OF REQUEST FOR REZONING

January 23, 2026

DEAR CITIZEN:

The purpose of this letter is to formally provide you with *Legal Notice* that Islamic Society of Norman has requested rezoning from R-3, Multifamily Dwelling District and R-1, Single-Family Dwelling District, to a SPUD, Simple Planned Unit Development, for properties generally located south of E. Lindsey Street between McKinley Avenue and George Avenue. You, as the owner of property within 350 feet of the applicant's property are being notified by mail so that you may have the opportunity, if you so desire, to express yourself as to whether or not this request should be approved. The Planning Commission will conduct a Public Hearing on the requested rezoning on **Thursday, February 12, 2026**, at 5:30 p.m. in the Council Chambers of the Norman Municipal Building located at 201 West Gray Street, Norman, Oklahoma. At that meeting, the public is invited to appear and protest or support the request for the rezoning. Any protest must be in **writing and include a signature** and be filed with the City Clerk **prior to 5:00 p.m. on Monday, February 9, 2026**, in order to be reported to the Planning Commission. *If the property owner of record with Cleveland County is a corporation, trust or other non-individual entity, you MUST provide your affiliation with the entity and your authorization to sign on its behalf or your protest can not be reflected on the protest map.* Any protests received after that deadline will be reported to the City Council. **Please be advised that e-mail transmissions cannot be considered as legal protest or support.** The subject property is more particularly described as follows:

> Lots 14 through 22 and Lots 28 through 36, all of Block 4 in HARDIE-RUCKER ADDITION to Norman, Oklahoma, recorded in PL Book 1, Page 10A at Cleveland County, Oklahoma and Lot 23A of Lot Line Adjustment recorded in Book 2925, Pages 397-400 at Cleveland County, Oklahoma, more particularly described as follows:
> COMMENCING at the Northwest Corner of Section 5, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, also being the Northwest Corner of said HARDIE-RUCKER ADDITION Plat;
> THENCE N 89°46'40 E, along the north line of the Northwest Quarter of said Section 5, a distance of 1320.00 feet to the Northeast Corner of said HARDIE-RUCKER ADDITION Plat;

THENCE S 00°13'46" E, along the east line of said HARDIE-RUCKER ADDITION Plat, a distance of 33.00 feet;
THENCE S 89°46'40" W a distance of 30.00 feet to the Northeast Corner of said Lot 23A, being the POINT OF BEGINNING;
THENCE S 00°13'46" E, along the east line of said Lots 23A through 36, a distance of 356.67 feet (Plat=356.85 feet) to the Southeast Corner of said Lot 36;
THENCE S 89°46'40" W, along the south line of Lot 36, a distance of 138.63 feet (Plat=138.75 feet) to the Southwest Corner of said Lot 36;
THENCE N 00°13'55" W, along the west line of said Lots 36 through 32, a distance of 125.02 feet (Plat=125 feet) to the Northwest Corner of said Lot 32 and the Southeast Corner of said Lot 14;
THENCE S 89°48'42" W, along the south line of said Lot 14, a distance of 138.63 feet (Plat=138.75 feet) to the Southwest Corner of said Lot 14;
THENCE N 00°14'03" W, along the west line of said Lots 14 through 22, a distance of 231.57 feet (Plat=231.85 feet) to the Northwest Corner of said Lot 22; THENCE N 89°46'40" E, along the north line of said Lots 22 and 23A, a distance of 277.28 feet (Plat=277.5 feet) to the POINT OF BEGINNING.

Tract contains 81,556.67 square feet or 1.872 acres, more or less.

Basis of Bearings is based on the north line of the Northwest Quarter of Section 5, Township 8 North, Range 2 West as being N 89°46'40" E.

Said Ordinance will be brought up for hearing and final passage at a City Council meeting subsequent to the Planning Commission meeting, and may be continued from time to time. Should you have a question regarding this letter of notice or the enclosed map, please call the Norman Planning Department at 405-307-7112.

Secretary,
Norman Planning Commission
225 N. Webster Ave. (P.O. Box 370)
Norman, OK 73069 (73070)

Protest letter

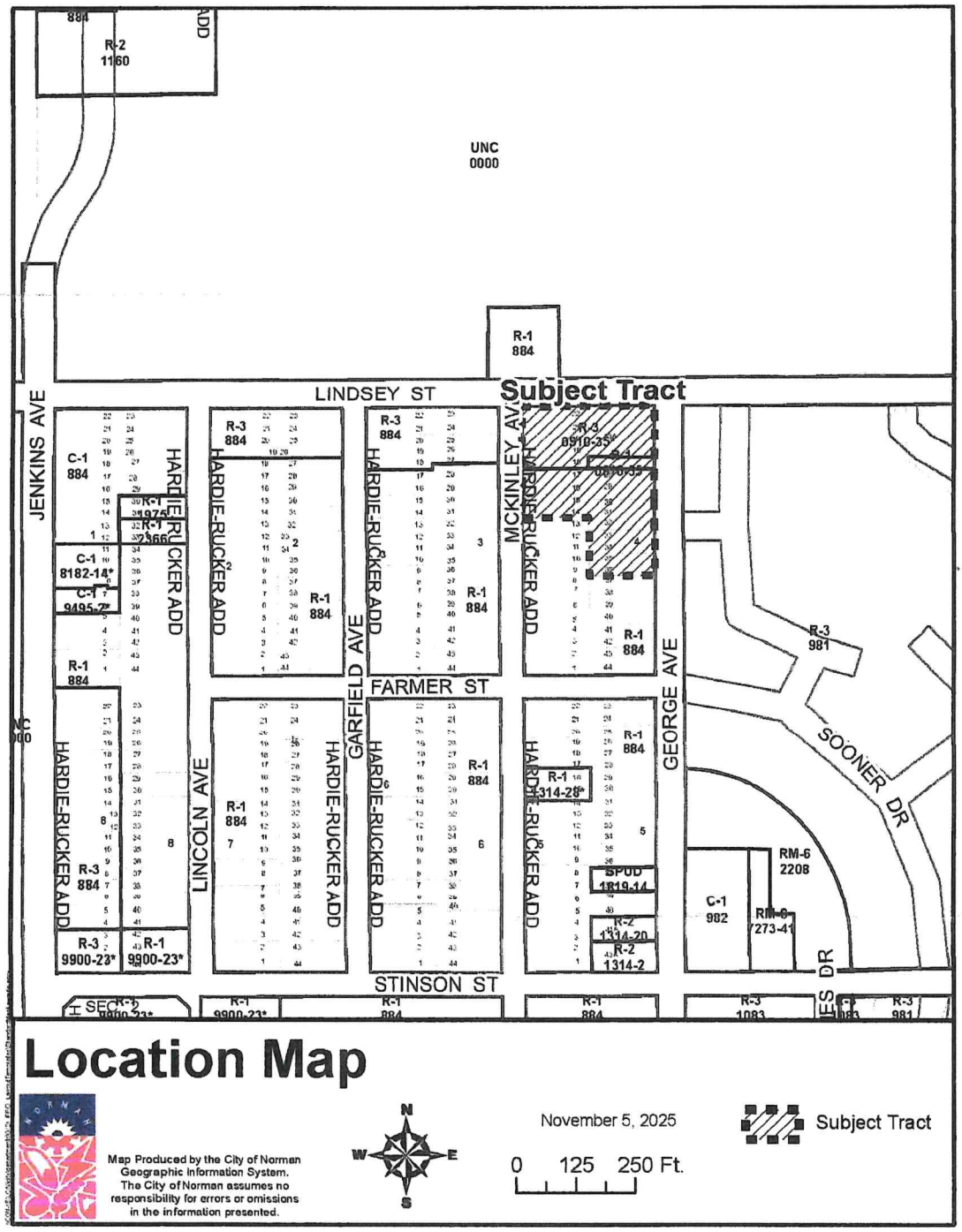
Planning & development dept
225 N webster ave
Norman, OK 73069

old library

City Clerk
RM
Development Center
hallway to lobby
Planning dept

The City of
NORMAN
225 N. Webster Ave.
Norman, Oklahoma 73069

PLANNING AND C
DEVELOPMENT DEPARTMENT
Phone: 405-307-7112



بسم الله الرحمن الرحيم

الحمد لله رب العالمين و الصلاة و السلام على سيد المرسلين

# مذكرة تفسيرية

## للهدف الإستراتيجيّ العام للجماعة في أمريكا الشمالية

١٩٩١/٥/٢٢

المحتويات :

١- مقدمة في التفسير .
٢- مفهوم التوطين .
٣- عملية التوطين .
٤- مؤسسات التوطين الشاملة .

GOVERNMENT
EXHIBIT
003-0085
3:04-CR-240-G
U.S. v. HLF, et al.

بسم الله الرحمن الرحيم

الحمد لله رب العالمين و العاقبة للمتقين

التاريخ : ٢٢/ ٥/١٩٩١

الأخ الحبيب / فضيلة المسؤول العام حفظه الله .

الأخ الحبيب / أمين مجلس الشورى حفظه الله .

الأخوة الاحبة / أعضاء مجلس الشورى حفظهم الله .

السلام عليكم و رحمة الله و بركاته ... و بعد

أتمنى على الله تعالى أن تكونوا و أهليكم و من تحبون ممن حولكم على أحسن حال ترضيه عز و جل .

أتوجه اليكم بخطابي هذا راجيا أن يحظى اهتمامكم و ينال حسن رعايتكم فأنتم أهل المسؤولية و أصحاب الأمانة . بين أيديكم « مذكرة تفسيرية » اجتهدت في تدوينها حتى لا تبقى حبيسة الصدر و العقل ، و لكي أشارككم جزءاً من المسؤولية الملقاة على عواتقنا في قيادة الجماعة في هذه البلاد .

و لعلّ الذي شجعني على أن أتقدم بالمذكرة في هذا الوقت بالذات هو احساسي « ببارقة أمل » و اشراقة خير تبشر بأننا بدأنا ندخل مرحلة جديدة من مراحل العمل الاسلامي في هذه القارة .

و الأوراق التي بين أيديكم ليست ترفا زائداً أو خيالات و هواجس مرّت في مخيلة أحد إخوانكم . و إنما هي آمال و طموحات و تحديات أرجو أن تشاركونني فيها أو معظمها . و لا أدّعي لها العصمة و الصواب المطلق ، و إنما هي اجتهاد يحتاج منكم الى دراسة و نظر و تفصيل و تأصيل .

و طلبي من إخواني... أن يقرأوا المذكرة و يكتبوا ما شاءوا من تعليقات و تصويبات ، مع العلم أن الذي بين أيديكم ليس غريبا أو طرحاً جديداً منبتاً لا أصل له ، و انما هو محاولة لتفسير و شرح بعض ما جاء في الخطة بعيدة المدى ، و التي اعتمدناها وأقررناها في مجلسنا و مؤتمرنا عام ( ١٩٨٧ ) .

فلا تعجل أخي الكريم بإلقاء هذه الاوراق بعيداً لكثرة انشغالك و همومك .. كل الذي أطلبه منك أن تقرأها و تعلق عليها ، علّنا نستكمل مع بعضنا مشروع خطتنا و عملنا الاسلامي في هذه البقعة من العالم . و لئن فعلت لأكوننّ لك من الشاكرين الممتنين .

• كما و أرجو من أخي الكريم أمين المجلس حفظه الله أن يدرج موضوع المذكرة على جدول أعمال المجلس في إجتماعه القادم .

و جزاكم الله خيراً و حفظكم ذخراً لدعوته

أخوكم / محمد أكرم

ISE-SW 1B10/ 0000414

(١)

بسم الله الرحمن الرحيم

الحمد لله رب العالمين و العاقبة للمتقين

**الموضوع : مشروع لمذكرة تفسيرية للهدف الاستراتيجي العام للجماعة في أمريكا الشمالية الوارد في الخطة بعيدة المدى .**

**أولا : تستند هذه المذكرة الى :**

١- الهدف الاستراتيجي العام للجماعة في أمريكا و المعتمد من قبل مجلس الشورى و المؤتمر التنظيمي لعام [١٩٨٧] و هو « تمكين الاسلام في أمريكا الشمالية أي : ايجاد حركة اسلامية فعالة و مستقرة بقيادة الاخوان المسلمين ، تتبنى قضايا المسلمين محليا و عالميا، و تعمل على توسيع القاعدة الاسلامية الملتزمة، و تهدف الى توحيد و توجيه جهود المسلمين ، و تطرح الاسلام كبديل حضاري ، و تدعم دولة الاسلام العالمية أينما كانت » .

٢- الاولوية المعتمدة من قبل مجلس الشورى لعمل الجماعة في دورته الحالية و السابقة و هي: «التوطين» .

٣- تطور العلاقة ايجابيا مع الاخوة في الحلقة الاسلامية في محاولة الوصول الى الوحدة الاندماجية .

٤- الحاجة الدائمة للتفكير و التخطيط المستقبلي و محاولة استشرافه و العمل على « تطويع » الحاضر ليستجيب و يتلائم مع احتياجات و تحديات المستقبل .

٥- ورقة الاخ فضيلة المسؤول العام حفظه الله التي أرسلها مؤخراً الى أعضاء المجلس .

**ثانياً : مقدمة في مذكرة التفسير :**

- لكي نبدأ بالتفسير لابد من « استحضار » السؤال الاتي و - وضعه نصب أعيننا لأن علاقته مهمة و لازمة بالهدف الاستراتيجي و بمشروع التفسير الذي نحن بصدده- ، و السؤال هو : « كيف تحب أن ترى حركة الاسلام في أمريكا الشمالية بعد عشرة أعوام ؟ » أو « استصحاب » الجملة التالية -عند التخطيط و العمل- و هي : « العمل الاسلامي في أمريكا الشمالية عام ( ٢٠٠٠ ) : رؤية استراتيجية » .

- و لابد -أيضا- من إستحضار و إستصحاب « عناصر » الهدف الاستراتيجي العام للجماعة في أمريكا الشمالية و سأكررها « مرقمة » متعمداً و هي :

[ ١- ايجاد حركة اسلامية فعالة و مستقرة بقيادة الاخوان المسلمين .

٢- تبني قضايا المسلمين محليا و عالميا .

٣- توسيع القاعدة الاسلامية الملتزمة .

٤- توحيد و توجيه جهود المسلمين .

٥- طرح الاسلام كبديل حضاري .
٦- دعم إقامة دولة الاسلام العالمية أينما كانت ] .

- و لابد من التأكيد على أنه أصبح من الواضح و من « المعلوم من الواقع بالضرورة » أنّ الجميع متفقون على أننا نريد أن « نوطّن » أو « نمكّن » الاسلام و حركته في هذه البقعة من الارض .
- فلابد _ إذن - من تبني فهماً مشتركاً لمدلول التوطين أو التمكين . نفسّر في سياقه و على أساسه الهدف الاستراتيجي العام - بعناصره الستة _ للجماعة في أمريكا الشمالية .

## ثالثاً : مفهوم التوطين :

وردت هذه الكلمة في « معجم » و وثائق الجماعة بمصطلحات متعددة . بالرغم من أن الجميع قصد بها أمراً واحداً . و نعتقد أن الفهم في المضمون مشترك . و سنحاول هنا تفسير الكلمة و « مرادفاتها » تفسيراً عملياً ذو دلالة حركية واقعية و ليس تفسيراً لغوياً فلسفياً . مع التأكيد أن تفسيرنا لايكتمل الا بعد استيعاب تفسيرنا « لعملية » التوطين ذاتها و التي ترد في الفقرة اللاحقة . فنقول بإختصار ما يلي :

التوطين - « ان يكون الاسلام و حركته جزءاً من الوطن الذي يحيا فيه » ،
التأسيس - « ان يتحول الاسلام الى مؤسسات ثابتة الاركان تقوم عليها قواعد الحضارة و البناء و الشهود »،
الاستقرار- « ان يكون الاسلام مستقرا في الارض التي يتحرك عليها اهله » .
التمكين - « ان يكون الاسلام متمكنا من نفوس و عقول و حياة اهل البلد الذي يتحرك فيه » .
التأصيل - « ان يكون الاسلام أصيلا و ليس طارئا أي متأصلا «متجذرا» في تربة البقعة التي يتحرك عليها و ليس نبتا غريبا عنها » .

## رابعاً : عملية التوطين :

- و لكي يكون الاسلام و حركته « جزءاً من الوطن » الذي يحيا فيه و « مستقراً » في ارضه و « متأصلاً » في نفوس و عقول أهله و « متمكناً » من حياة مجتمعه و له « مؤسساتٍ » ثابتة الأركان يقوم عليها البناء الاسلامي و يتحقق بها الشهود الحضاري . فلا بد أن تخطط الحركة و تجاهد من أجل امتلاك « مفاتيح » و أدوات هذه العملية لإنجاز المهمة العظيمة كمسؤولية « جهادية حضارية » تقع على عاتق المسلمين و على رأسهم الاخوان المسلمين في هذه البلاد . و من هذه المفاتيح و الأدوات ما يلي :

### ١- تبني مفهوم التوطين و ادراك دلالاته العملية :

ركّزت المذكرة التفسيرية على البعد الحركي و الواقعي لمفهوم عملية التوطين و على دلالاتها العملية دون الالتفات الى الاختلاف في الفهم بين من هو المقيم و غير المقيم ؟ أو من هو المستوطن أو غير المستوطن؟

و نعتقد أن الذي جاء في الخطة بعيدة المدى بهذا الصدد فيه الكفاية .

٢- إحداث نقلة نوعية في منهجية تفكيرنا و عقليتنا لتتناسب مع تحديات مهمة التوطين :
المقصود باحداث النقلة - و هو تعبير ايجابي - هو الاستجابة للتحديات الكبيرة لمهمة التوطين ، و نعتقد أن أية استجابة تغييرية تبدأ بمنهج التفكير و مركزه العقل أولاً . و لكي يتضح ما نقصد بالنقلة التي ننادي بها كمفتاح يؤهلنا لخوض ميدان التوطين ، نقول باختصار شديد ...أن يتحقق :

- الانتقال من عقلية التفكير الجزئي الى عقلية التفكير الشمولي ،
- الانتقال من عقلية التخطيط الجزئي «المبتور» الى عقلية التخطيط الشمولي «المتواصل» ،
- الانتقال من عقلية الحذر و التحفظ الى عقلية المجازفة و التحرر المنضبط ،
- الانتقال من عقلية تنظيم النخبة الى عقلية التنظيم الشعبي ،
- الانتقال من عقلية الوعظ و الارشاد الى عقلية البناء و الإشهاد ،
- الانتقال من عقلية احادية الرأي الى عقلية تعددية الرأي ،
- الانتقال من عقلية التصادم الى عقلية الاستيعاب ،
- الانتقال من عقلية الفرد الى عقلية الفريق ،
- الانتقال من عقلية الترقب الى عقلية المبادرة ،
- الانتقال من عقلية التردد الى عقلية الحسم ،
- الانتقال من عقلية المبادئ الى عقلية البرامج ،
- الانتقال من عقلية الافكار المجردة الى عقلية المؤسسات الحقيقية [ و هنا بيت القصيد و لب المذكرة ].

٣- فهم المراحل التاريخية التي مرّ بها العمل الاسلامي الاخواني في هذه البلاد :
يعتقد كاتب المذكرة أن فهم و استيعاب المراحل التاريخية للعمل الاسلامي الذي قاده و يقوده الاخوان المسلمين في هذه القارة مفتاح مهم جداً في العمل من أجل التوطين ، تلحظ من خلاله الجماعة سيرها و اتجاه حركتها و منحنيات و منعطفات دربها . و سنكتفي هنا بذكر عنوان [ العنوان هنا يعبر عن السمة الغالبة للمرحلة ] كل مرحلة من هذه المراحل [ و لعل التفصيل يكون في دراسة مستقبلية أخرى ] ، و أغلب الظن أن المراحل هي :

أ- مرحلة البحث عن الذات و تحديد الهوية ،
ب- مرحلة البناء الداخلي و إحكام التنظيم ،
ج- مرحلة المساجد و المراكز الاسلامية ،
د- مرحلة انشاء المؤسسات الاسلامية -الطور الاول- ،
ه- مرحلة انشاء المدارس الاسلامية -الطور الاول- ،

و- مرحلة التفكير في الحركة الاسلامية العلنية -الطور الاول- .
ز- مرحلة الانفتاح على الحركات الاسلامية الاخرى و محاولة الوصول الى صيغة للتعامل معها -الطور الاول-
ح- مرحلة احياء و استكمال انشاء المؤسسات الاسلامية -الطور الثاني- :
نعتقد أن الجماعة على أبواب هذه المرحلة في طورها الثاني فعليها أن تدلف الباب و تدخله كما دخلته أول مرة .

٤- فهم طبيعة دور الاخ المسلم في أمريكا الشمالية :
إنّ عملية التوطين « عملية جهادية حضارية » بما تحمل الكلمة . و لابد أن يستوعب الاخوان أن عملهم في أمريكا هو نوع من أنواع الجهاد العظيم في إزالة و هدم المدنية او الحضارة الغربية من داخلها و «تخريب» بيوتها الشقيّة بأيديهم و أيدي المؤمنين لكي يتم جلاؤهم و يظهر دين الله على الدين كله . و دون هذا المستوى من الاستيعاب . فاننا دون التحدي و لمّا نعدّ أنفسنا للجهاد بعد . فقدر المسلم ان يجاهد و يعمل حيثما كان و حيثما حلّ حتى قيام الساعة و لا مفرّ من هذا القدر الا لمن اختار القعود .. و لكن هل يستوي القاعدون و المجاهدون .

٥- ادراك أننا لانستطيع أن نقوم بمهمة التوطين بمفردنا أو بمعزل عن الناس :
إنّ مهمة بهذه الجسامة و الضخامة كمهمة التوطين . تحتاج الى جهود عظيمة و مضنية . و لن يستطيع الاخوان - بامكاناتهم و مواردهم البشرية و المالية و العلمية - أن يقوموا بهذه المهمة بمفردهم أو بمعزل عن الناس . و الذي يعتقد هذا فهو مخطئ و الله أعلم . أما دور الاخوان فهو المبادرة و الريادة و القيادة و رفع الراية و دفع الناس بهذا الاتجاه . ثم يعملون على توظيف و توجيه و توحيد جهود و قوى المسلمين لهذه العملية . و من أجل ذلك لابد أن يتعمق عندنا فقه « التحالفات » و فن « الاستيعاب » و أدب « التعاون » .

٦- ضرورة تحقيق المزاوجة و الاندماجية المتدرجة المتوازنة بين العمل الخاص و العمل العام :
نظن أن ما كُتب حول هذا الموضوع كثير و فيه الكفاية و لكن يحتاج منا الى تأطير زمني و عملي بحيث يتحقق المطلوب بشكل متدرج و متوازن و متواكب مع متطلبات عملية التوطين .

٧- القناعة بأن نجاح توطين الاسلام و حركته في هذه البلاد هو نجاح للحركة الاسلامية العالمية و اسناد حقيقي للدولة المنشودة بإذن الله تعالى :
هناك فهم - تخالفه هذه المذكرة - و هو أن تركيز عملنا في محاولة توطين الاسلام في هذه البلاد سيؤدي الى تقصيرنا و إخلالنا بدورنا في أداء واجبنا تجاه الحركة الاسلامية العالمية في دعم مشروعها في قيام الدولة . نعتقد أن الاجابة من شقين : الاول ـ ان نجاح الحركة في أمريكا باقامة قاعدة اسلامية ملتزمة ذات قوة و فعالية و تأثير سيكون خير عون و دعم و اسناد لمشروع الحركة العالمية .

و الثاني_ هو أن الحركة العالمية لم تنجح بعد في « توزيع الادوار » على فروعها فتحدد لهم المطلوب منهم كأحد المشاركين او المساهمين في مشروع قيام الدولة الاسلامية العالمية . و يوم أن يتم هذا فسيكون لابناء الفرع الاخواني الامريكي أيادٍ و مواقف بيضاء يفخر بها الآباء .

**٨- استيعاب المسلمين و كسبهم بكل فئاتهم و ألوانهم في أمريكا و كندا لصالح مشروع التوطين و جعله قضيتهم و مستقبلهم و أساس حياتهم الاسلامية في هذه البقعة من العالم:**

هذه المسألة تحتاج منّا الى « فقه للتعامل مع الاخرين » . فالناس معادن و الناس كإبل مائة . نحن نحتاج الى اعتماد المبدأ الذي يقول « خذ من كل الناس ..أفضل ما عندهم » . أفضل ما عندهم من تخصصات و خبرات و فنون و طاقات و كفاءات . و المقصود بالناس هنا من داخل الصف أو خارجه من الافراد و المؤسسات . و سياسة « الأخذ » تكون بما يحقق خدمة الهدف الاستراتيجي و عملية التوطين . و لكن التحدي الكبير الذي أمامنا هو : كيف نربطهم جميعا في « فلك » خطتنا و «دائرة» حركتنا لتحقيق «مناط » مسلمتنا ؟ و ليس لنا خيار - في ظني - الا التحالف و التفاهم مع من يرغب في ملتنا . و يرضى بمذهبنا في العمل . و الساحة الاسلامية الامريكية مليئة بهؤلاء ينتظرون ....الرواد .
المهم أن نوصل الناس الى مستوى ادراك التحدي الذي أمامنا كمسلمين في هذا البلد و الاقتناع بمشروعنا في التوطين . و ادراك مصلحة اللقاء و التعاون و التحالف . حينها لو طلبنا المال سيأتي طائلاً . و لو طلبنا الرجال لجاءوا صفوفا . المهم أن تكون خطتنا هي « المعيار و الميزان » في علاقاتنا مع الاخرين .
و هنا ينبغي تسهيل نقطتين . الاولى : نحن بحاجة الى ادراك و فهم موازين القوى الاسلامية على الساحة الامريكية [ و لعل هذا يكون مشروع دراسة مستقبلية ] . و النقطة الثانية : ان الذي توصلنا اليه مع الاخوة في « اكنا » يعتبر خطوة في الاتجاه الصحيح و بداية الخير و أول الغيث . يحتاج منا إنماءاً و ترشيداً .

**٩- اعادة النظر في هياكلنا التنظيمية و الادارية و نوعية القيادات و أساليب اختيارها بما يتلائم مع تحديات مهمة التوطين :**
ستسكت المذكرة عن التفصيل في هذا البند لحين آخر مع انه أمر بدهي و فيه قول كثير .

**١٠- تنمية و تطوير مصادرنا و مواردنا و امكانياتنا المالية و البشرية بما يتناسب مع ضخامة المهمة الكبيرة :**
لو استعرضنا الموارد البشرية و المالية التي يملكها الاخوان لوجدهم في هذا البلد لشعرنا و شعر غيرنا بالفخر و الاعتزاز . و لو ضممنا اليها موارد أصدقائنا و حلفائنا و من هم في فلكنا يسبحون و لرايتنا ينتظرون . لأدركنا اننا يمكن أن نخوض بحر التوطين و نستعرضه لإعلاء كلمة الله سبحانه .

**١١- اعتماد المنهج العلمي في التخطيط و التفكير و اعداد الدراسات التي تحتاجها عملية التوطين :**

نعم نحتاج الى هذا المنهج ، و نحتاج الى العديد من الدراسات التي تعين في هذه العملية الجهادية الحضارية . و لعله نكتفي هنا بذكر بعضها بإيجاز :

- تاريخ الوجود الاسلامي في أمريكا .
- تاريخ العمل الاسلامي الاخواني في أمريكا .
- الحركات و المنظمات و المؤسسات الاسلامية : تحليل و نقد
- ظاهرة المراكز و المدارس الاسلامية : تحديات و احتياجات و احصاءات .
- الاقليات الاسلامية .
- الجاليات الاسلامية و العربية .
- المجتمع الامريكي ، تركيبة و سياسة .
- نظرة المجتمع الامريكي الى الاسلام و المسلمين ... و غيرها كثير من الدراسات التي يمكن ان نوجه اليها اخواننا و حلفائنا لاعدادها اما من خلال دراستهم الاكاديمية أو من خلال مراكزهم العلمية أو من خلال تكليفاتهم الحركية . المهم أن نبدأ .

١٢- الاتفاق على « آلية » مرنة و متوازنة و واضحة لتنفيذ عملية التوطين ضمن « اطار زمني » محدد و متدرج و متوازن و متواكب مع متطلبات و تحديات عملية التوطين .

١٣- فهم المجتمع الامريكي من جوانبه المختلفة فهماً « يُؤهلنا » من القيام بمهمة توطين دعوتنا في وطنه و « إستنباتها » على أرضه .

١٤- تبني « فقه » مدوّن يتضمن قواعد و مبادئ و سياسات و تفسيرات شرعية و حركية تتلائم مع حاجات و تحديات عملية التوطين .

١٥- الاتفاق على « معايير » و موازين تكون بمثابة « حاسة الاستشعار » أو « برج المراقبة » للتأكد من أن أولوياتنا و خططنا و برامجنا و هياكلنا و قياداتنا و اموالنا و مناشطنا كلها تسير باتجاه عملية التوطين.

١٦- تبني صيغة عملية مرنة يتكامل فيها عملنا المركزي مع عملنا المحلي .

[ البنود من ١٢ الى ١٦ سيرد فيها التفصيل لاحقا ] .

**١٧- ادراك دور و طبيعة عمل « المركز الاسلامي » في كل مدينة بما يحقق عملية التوطين :**

إن المركز الذي نسعى له هو الذي : يُمثّل « محور » حركتنا و « محيط » دائرة عملنا و « نقطة » ارتكازنا و « قاعدة » انطلاقنا و « دار أرقمنا » لتربيتنا و اعدادنا و إنفاذ سراياتنا بالاضافة الى انه «محراب» عبادتنا .

حتى يتحول المركز الاسلامي -بالفعل- لا بالقول الى نواةٍ « لمجتمع اسلامي» صغير يكون انعكاساً و مرآةً لمؤسساتنا المركزية . ينبغي أن يتحول المركز الى « خلية نحل » يُخرج شهداً حلو المذاق . فيتحول بذلك المركز الاسلامي الى مكان الدرس و الاسرة و الكتيبة و الدورة و الندوة و الزيارة و الرياضة و المدرسة و النادي الاجتماعي و ملتقى المرأة و محضن الناشئة و الناشئات و مكتب صنع القرار السياسي المحلي و مركز توزيع صحفنا و مجلاتنا و كتبنا و أشرطتنا السمعية و المرئية .

باختصار نقول : أننا نريد أن يصبح المركز الاسلامي « دار الدعوة » و « المركز العام » بالمضمون أولاً قبل الاسم . و على قدر امتلاكنا و توجيهنا لهذه المراكز على مستوى القارة .. على قدر ما يمكننا القول أننا نسير بنجاح نحو توطين الدعوة في هذه البلاد .

أي أن يكون دور « المركز » كدور « المسجد » على عهد رسول الله صلى الله عليه و سلم عندما انطلق يباشر « توطين » الدعوة في عهدها الاول في المدينة المنورة. و من المسجد إستأنف الحياة الاسلامية و قدم للعالم أروع و أبهى حضارة عرفتها الإنسانية .

و هذا يحتّم أن تتحول -بعد حين - المنطقة و الشعبة و الأسرة الى « غرف عمليات » للتخطيط و التوجيه و المراقبة و القيادة للمركز الاسلامي ليكون مثلاً و نموذجاً يُحتذى .

١٨- اعتماد نظام يؤكد على ان « فرز » العاملين و « توزيع الادوار و « تقليد » المناصب و المسئوليات يكون على أساس التخصص و الرغبة و الحاجة و بما يحقق عملية التوطين و يُسهم في إنجاحها .

١٩- تحويل مبدأ التفرغ لمسئولي المواقع الرئيسية في الجماعة الى قاعدة و أساس و سياسة في العمل ، و بدونه قد تتعطل عملية التوطين [ و الكلام حول هذا الموضوع يحتاج الى تفصيل و تأصيل ] .

٢٠- ادراك أهمية النقلة « المؤسساتية » في عملنا الحركي . و الجهاد من أجل تحقيقها على أرض الواقع بما يخدم عملية التوطين و يعجّل نتائجه بأذن الله عزّ و جلّ :

إنّ سبب تأخير هذا البند على أهميته القصوى هو لأنه يمثل سر و لب هذه المذكرة . و يمثل أيضا المظهر العملي و المعيار الحقيقي لنجاحنا أو إخفاقنا في سيرنا نحو هدف التوطين . و الحديث عن المؤسسات و العقلية أو الظاهرة « المؤسساتية » لا يحتاج منا الى تفصيل كثير . و يكفينا أن نقول أن أول رائد لهذه الظاهرة كان نبينا محمد صلى الله عليه و سلم اذ انه وضع الاساس لأول مؤسسة حضارية و هي المسجد فكانت بحق « المؤسسة الشاملة » . ثم هكذا كان فعل رائد الدعوة الاسلامية المعاصرة الامام الشهيد حسن البنا رحمه الله عندما أحسّ هو و إخوانه بضرورة اعادة « تأسيس » الاسلام و حركته من جديد . فأقام المؤسسات بكل أنواعها : الاقتصادية و الاجتماعية و الاعلامية و الكشفية و المهنية و حتى العسكرية . و يجدر القول أننا في بلد لا يفهم الا لغة المؤسسات و لا يحترم و يحسب وزناً لأي مجموعة بدون مؤسسات فاعلة و مؤثرة و قوية .

و من حسن الطالع أن بيننا من إخواننا من سبقونا بالقول و العمل من عنده هذه «النزعة» أو العقلية أو الميل لإنشاء المؤسسات . مما يدفعنا الى القول بشجاعة و صراحة - كما قالها ذات مرة السادات في مصر «نحن نريد أن نقيم دولة المؤسسات »- كلمة حق أراد بها الباطل . و أنا أقول لاخواني دعونا نرفع شعار الحق لإقامة الحق « نحن نريد أن نقيم جماعة المؤسسات » . اذ ان بدونها لن نضع أقدامنا على الطريق الصحيح .

- و من أجل أن تتم عملية التوطين لابد أن نخطط و نعمل من الآن على تهيئة و اعداد أنفسنا و إخواننا و أجهزتنا و أقسامنا و لجاننا لكي تتحول الى مؤسسات شاملة بشكل متدرج و متوازن و متواكب مع الحاجة و الواقع . و الذي يشجعنا على ذلك - بالاضافة الى الذي ذُكر سابقاً - هو أننا نملك « أنوية » لكل مؤسسة من المؤسسات التي ننادي بوجودها . [ انظر الى الملحق رقم (١) ] .

-كل الذي نحتاجه هو أن نُحكِم ربطهم و نُنسّق عملهم و نجمّع عناصرهم و نوحّد جهودهم مع غيرهم ثم نعلّمهم بالخطة الشاملة التي نسعى لها .

فعلى سبيل المثال :

عندنا نواة لمؤسسة « اعلامية و فنية شاملة » : نملك مطبعة + جهاز صف حروف متطور + مركز سمعيات و بصريات + مكتب اخراج فني + مجلات و صحف بالعربية و الانكليزية [ الافاق و الامل و السياسي و الى فلسطين و المقتطفات الصحفية و الزيتونة و الراصد الفلسطيني و مجلة العلوم الاجتماعية ...] + فرقة فنية + محررين + مخرجين + مقدمي برامج + محررين + بالاضافة الى خبرات اعلامية و فنية اخرى » .

مثال آخر :

عندنا نواة لمؤسسة « دعوية تربوية شاملة » : عندنا قسم الدعوة الاسلامية في الاسنا + مؤسسة الدكتور جمال بدوي + المركز الذي يديره الاخ حامد الغزالي + مركز الدعوة الذي تسعى له لجنة الدعوة الآن و الاخ شاكر السيد + بالاضافة الى جهود دعوية هنا و هناك ... » .

و هكذا يمكن أن نقيس على جميع المؤسسات التي ننادي بايجادها .

-التحدي الكبير الذي أمامنا هو أننا كيف نجعل من هذه الأنوية أو العناصر « المبعثرة » مؤسسات شاملة مستقرة « متوطنة » مرتبطة بحركتنا و تدور في فلك خطتنا و تأتمر بتوجيهنا . و لا يمنع - بل ينبغي - أن يكون لكل مؤسسة مركزية فروعها المحلية و لكن ارتباطها بالمركز الاسلامي في المدينة شرط .

-المطلوب : أن نسعى لتهيئة الأجواء و السبل لتحقيق « الاندماج » بحيث تكون الاقسام و اللجان و المناطق و الشُعب و الاسر هي لب و جوهر المؤسسات ـ بعد حين ـ .

أي أن تحصل النقلة و التحول كما يلي :

١- قسم التنظيم + قسم الامانة = المؤسسة التنظيمية و الادارية = المركز العام
٢- قسم التربية + لجنة الدعوة = المؤسسة الدعوية و التربوية
٣- قسم الاخوات = المؤسسة النسوية
٤- قسم المال + لجنة الاستثمار + الوقف = المؤسسة الاقتصادية
٥- قسم الناشئة + قسم المنظمات الشبابية = المؤسسة الشبابية
٦- اللجنة الاجتماعية + لجنة الزواج + م. الرحمة = المؤسسة الاجتماعية
٧- اللجنة الامنية = المؤسسة الامنية
٨- القسم السياسي + لجنة فلسطين = المؤسسة السياسية
٩- محكمة الجماعة + اللجنة القانونية = المؤسسة القضائية
١٠-قسم العمل المحلي = تتوزع أعماله على بقية المؤسسات
١١-مجلاتنا + المطبعة + فرقنا الفنية =المؤسسة الاعلامية و الفنية
١٢-مؤسسة الدراسات + دار النشر + دار الكتاب = المؤسسة الفكرية و الثقافية
١٣-الجمعيات العلمية و الطبية = المؤسسة العلمية و التعلمية و المهنية
١٤-المؤتمر التنظيمي = المؤتمر التأسيسي الاسلامي الامريكي
١٥-مجلس الشورى + لجنة التخطيط = مجلس شورى الحركة الاسلامية الامريكية .
١٦-المكتب التنفيذي = المكتب التنفيذي للحركة الاسلامية الامريكية
١٧-المسئول العام = رئيس الحركة الاسلامية و الناطق الرسمي لها .
١٨-المناطق + الشعب + الاسر = القيادات الميدانية للمؤسسات و المراكز الاسلامية.

خامساً : مؤسسات التوطين الشاملة :

- ثم نسعى و نجاهد من أجل أن تصبح كل مؤسسة من هذه المؤسسات المذكورة أعلاه « مؤسسة شاملة » على مدى الايام و السنين و ما قُدّر لنا أن نكون في هذه الديار ..المهم يكفينا اعتزازاً أننا وضعنا اللبنات و يأتي من بعدنا أقوام و أجيال تكمل المسيرة و الطريق و لكن بهدي سابق واضح المعالم .
و لكي يتضح القول بمقصدنا من المؤسسة الشاملة المتخصصة . نذكر هنا ملامح و مظاهر كل مؤسسة من المؤسسات « الواحدة » :

١- دعويا و تربويا [ المؤسسة الدعوية و التربوية ] : بحيث تشمل على :
-مؤسسة نشر الدعوة ( مركزية و فروع محلية) .
-معهد لتخريج الدعاة و المربين .
-علماء و دعاة و مربين و مبشرين و مقدمي برامج .
-فنون و تقنية الاتصال و التبليغ و الدعوة .

-محطة تلفزيونية ،
-مجلة دعوية متخصصة ،
-محطة اذاعية ،
-المجلس الاسلامي الاعلى للدعاة و المربين ،
-المجلس الاعلى للمساجد و المراكز الاسلامية ،
-جمعيات الصداقة مع الاديان الاخرى ... و ماشابه ذلك .

٢- سياسيا [ المؤسسة السياسية ] : بحيث تشمل على :
-حزب سياسي مركزي ،
-مكاتب سياسية محلية ،
-رموز سياسية ،
-علاقات و تحالفات ،
-المنظمة الامريكية للعمل السياسي الاسلامي ،
-مراكز معلومات متطورة ... و ماشابه ذلك .

٢- اعلاميا [ المؤسسة الاعلامية و الفنية ] : بحيث تشمل على :
-جريدة يومية ،
-مجلات اسبوعية شهرية و فصلية ،
-اذاعات ،
-برامج تلفزيونية ،
-مركز سمعيات و بصريات ،
-مجلة للطفل المسلم
-مجلة للمرأة المسلمة
-مطبعة و أجهزة صف حروف ،
-مكتب اخراج ،
-استديو تصوير و تسجيل ،
-فرق فنية للتمثيل و الانشاد و المسرح ،
-مكتب تسويق و انتاج فني ... و ماشابه ذلك .

٤- اقتصاديا [ المؤسسة الاقتصادية ] : بحيث تشمل على :

-بنك اسلامي مركزي ،

-اوقاف اسلامية ،

-مشاريع استثمارية ،

-مؤسسة للقروض الحسنة ... و ماشابه ذلك .

٥- علميا و مهنيا [ المؤسسة العلمية و التعليمية و المهنية ] : بحيث تشمل على :

-مراكز بحث علمي ،

-معاهد تقنية و تدريب مهني ،

-جامعة اسلامية ،

-مدارس اسلامية ،

-مجلس للتعليم و البحث العلمي ،

-مراكز لتدريب المعلمين ،

-جمعيات علمية في المدارس ،

-مكتب للتوجيه الاكاديمي ،

-جهاز للتأليف و المناهج الاسلامية ... و ماشابه ذلك .

٦- ثقافيا و فكريا [ المؤسسة الثقافية و الفكرية ] : بحيث تشمل على :

-مراكز للدراسات و البحوث ،

-منظمات ثقافية و فكرية مثال : [ جمعية العلماء الاجتماعيين - جمعية العلماء و المهندسين ...] ،

-معهد للفكر و الثقافة الاسلامية ،

-دار نشر و ترجمة و توزيع للكتاب الاسلامي ،

-مكتب للتدوين و التأريخ و التوثيق ،

-مشروع ترجمة القرآن الكريم و الحديث الشريف ... و ماشابه ذلك .

٧- اجتماعيا [ المؤسسة الاجتماعية الخيرية ] : بحيث تشمل على :

-نوادي اجتماعية للشباب و ابناء و بنات الجاليات ،

-جمعيات محلية للرعاية الاجتماعية و الخدمات مرتبطة بالمراكز الاسلامية ،

-المنظمة الاسلامية لمكافحة الامراض الاجتماعية للمجتمع الامريكي،

-مشاريع المساكن الاسلامية ،

-مكاتب الزواج و القضايا العائلية ... و ما شابه ذلك .

٨- شبابيا [ المؤسسة الشبابية ] : بحيث تشمل على :
-منظمات شبابية مركزية و محلية .
-فرق و نوادي رياضية .
-فرق كشفية ... و ماشابه ذلك .

٩- نسويا [ المؤسسة النسوية ] : بحيث تشمل على :
-جمعيات نسوية مركزية و محلية .
-معاهد التدريب و التشغيل الفني و التدبير المنزلي .
-معهد لتدريب الداعيات .
-دور الحضانة الاسلامية ... و ماشابه ذلك .

١٠- تنظيميا و اداريا [ المؤسسة الادارية و التنظيمية ] : بحيث تشمل على :
-معهد للتدريب و التنمية و التطوير و التخطيط .
-خبراء بارزين في هذا المجال .
-أنظمة عمل و لوائح و دساتير تصلح لادارة اعقد الاجهزة و المؤسسات .
-مجلة دورية في التنمية و الادارة الاسلامية .
-امتلاك مخيمات و قاعات للانشطة المختلفة .
-بنك للمعلومات و الحصر و الاحصاء البشري .
-شبكة اتصالات متطورة .
-آرشيف متطور لتراثنا و انتاجنا ... و ما شابه ذلك .

١١- أمنيا : [ المؤسسة الامنية ] : بحيث تشمل على :
-نوادي للتدريب و تعلم وسائل الدفاع عن النفس .
-مركز يعنى بالشوؤن الامنية [ فنيا و فكريا و تقنيا و بشريا ] ... و ماشابه ذلك .

١٢- قانونيا : [ المؤسسة القانونية ] : بحيث تشمل على :
-مجلس فقهي مركزي .
-محكمة اسلامية مركزية .
-جمعية المحامين المسلمين .
-المنظمة الاسلامية للدفاع عن حقوق المسلمين ... و ما شابه ذلك .

و الله ولي التوفيق

الملحق رقم (١) :

## قائمة بمؤسساتنا و مؤسسات أصدقائنا
## [ تخيل لو أنها كلها تسير وفق خطة واحدة !!! ]

1- ISNA = ISLAMIC SOCIETY OF NORTH AMERICA
2- MSA = MUSLIM STUDENTS' ASSOCIATION
3- MCA = THE MUSLIM COMMUNITIES ASSOCIATION
4- AMSS = THE ASSOCIATION OF MUSLIM SOCIAL SCIENTISTS
5- AMSE = THE ASSOCIATION OF MUSLIM SCIENTISTS AND ENGINEERS
6- IMA = ISLAMIC MEDICAL ASSOCIATION

7- ITC = ISLAMIC TEACHING CENTER
8- NAIT = NORTH AMERICAN ISLAMIC TRUST
9- FID = FOUNDATION FOR INTERNATIONAL DEVELOMENT
10-IHC = ISLAMIC HOUSING COOPERATIVE
11-ICD = ISLAMIC CENTERS DIVISION
12-ATP = AMERICAN TRUST PUBLICATIONS
13-AVC = AUDIO-VISUAL CENTER
14-IBS = ISLAMIC BOOK SERVICE
15-MBA = MUSLIM BUSINESSMEN ASSOCIATION
16-MYNA = MUSLIM YOUTH OF NORTH AMERICA
17-IFC = ISNA FIQH COMMITTEE
18-IPAC = ISNA POLITICAL AWARENESS COMMITTEE
19-IED = ISLAMIC EDUCATION DEPARTMENT

20-MAYA = MUSLIM ARAB YOUTH ASSOCIATION
21-MISG = MALASIAN ISLAMIC STUDY GROUP
22-IAP = ISLAMIC ASSOCIATION FOR PALESTINE
23-UASR = UNITED ASSOCIATION FOR STUDIES AND RESEARCH
24-OLF = OCCUPIED LAND FUND
25-MIA = MERCEY INTERNATIONAL ASSOCIATION

26-ICNA = ISLAMIC CIRCLE OF NORTH AMERICA
27-BMI = BAITUL MAL INC
28-IIIT = INTERNATIONAL INSTITUTE FOR ISLAMIC THOUGHT
29-IIC = ISLAMIC INFORMATION CENTER

Bate #**ISE-SW/ 1B10/ 0000413**

In the name of God, the Beneficent, the Merciful
Thanks be to God, Lord of the Two Worlds,
Prayers and peace be upon the master of the Messengers

# An Explanatory Memorandum

On the General Strategic Goal for the Group
In North America
5/22/1991

Contents:

1- An introduction in explanation
2- The Concept of Settlement
3- The Process of Settlement
4- Comprehensive Settlement Organizations

Bate #**ISE-SW/ 1B10/ 0000414**

In the name of God, the Beneficent, the Merciful
Thanks be to God, Lord of the Two Worlds
And Blessed are the Pious

5/22/1991

The beloved brother/The General Masul, may God keep him
The beloved brother/Secretary of the Shura Council, may God keep him
The beloved brothers/Members of the Shura Council, may God keep them
God's peace, mercy and blessings be upon you.... To proceed,

I ask Almighty God that you, your families and those whom you love around you are in the best of conditions, pleasing to God, glorified His name be.
I send this letter of mine to you hoping that it would seize your attention and receive your good care as you are the people of responsibility and those to whom trust is given. Between your hands is an "Explanatory Memorandum" which I put effort in writing down so that it is not locked in the chest and the mind, and so that I can share with you a portion of the responsibility in leading the Group in this country.
What might have encouraged me to submit the memorandum in this time in particular is my feeling of a "glimpse of hope" and the beginning of good tidings which bring the good news that we have embarked on a new stage of Islamic activism stages in this continent.
The papers which are between your hands are not abundant extravagance, imaginations or hallucinations which passed in the mind of one of your brothers, but they are rather hopes, ambitions and challenges that I hope that you share some or most of which with me. I do not claim their infallibility or absolute correctness, but they are an attempt which requires study, outlook, detailing and rooting from you.
My request to my brothers is to read the memorandum and to write what they wanted of comments and corrections, keeping in mind that what is between your hands is not strange or a new submission without a root, but rather an attempt to interpret and explain some of what came in the long-term plan which we approved and adopted in our council and our conference in the year (1987).
So, my honorable brother, do not rush to throw these papers away due to your many occupations and worries. All what I'm asking of you is to read them and to comment on them hoping that we might continue together the project of our plan and our Islamic work in this part of the world. Should you do that, I would be thankful and grateful to you.
I also ask my honorable brother, the Secretary of the Council, to add the subject of the memorandum on the Council agenda in its coming meeting.

May God reward you good and keep you for His Daw'a
Your brother/Mohamed Akram

Bate #**ISE-SW/ 1B10/ 0000415**

(1)

In the name of God, the Beneficent, the Merciful
Thanks be to God, Lord of the Two Worlds
And Blessed are the Pious

Subject: A project for an explanatory memorandum for the General Strategic goal for the Group in North America mentioned in the long-term plan

One: The Memorandum is derived from:

1- The general strategic goal of the Group in America which was approved by the Shura Council and the Organizational Conference for the year [1987] is "Enablement of Islam in North America, meaning: establishing an effective and a stable Islamic Movement led by the Muslim Brotherhood which adopts Muslims' causes domestically and globally, and which works to expand the observant Muslim base, aims at unifying and directing Muslims' efforts, presents Islam as a civilization alternative, and supports the global Islamic State wherever it is".
2- The priority that is approved by the Shura Council for the work of the Group in its current and former session which is "Settlement".
3- The positive development with the brothers in the Islamic Circle in an attempt to reach a unity of merger.
4- The constant need for thinking and future planning, an attempt to read it and working to "shape" the present to comply and suit the needs and challenges of the future.
5- The paper of his eminence, the General Masul, may God keep him, which he recently sent to the members of the Council.

Two: An Introduction to the Explanatory Memorandum:

- In order to begin with the explanation, we must "summon" the following question and place it in front of our eyes as its relationship is important and necessary with the strategic goal and the explanation project we are embarking on. The question we are facing is: "How do you like to see the Islam Movement in North America in ten years?", or "taking along" the following sentence when planning and working, "Islamic Work in North America in the year (2000): A Strategic Vision".

Also, we must summon and take along "elements" of the general strategic goal of the Group in North America and I will intentionally repeat them in numbers. They are:

[1- Establishing an effective and stable Islamic Movement led by the Muslim Brotherhood.
2- Adopting Muslims' causes domestically and globally.
3- Expanding the observant Muslim base.
4- Unifying and directing Muslims' efforts.

5- Presenting Islam as a civilization alternative
6- Supporting the establishment of the global Islamic State wherever it is].

- It must be stressed that it has become clear and emphatically known that all is in agreement that we must "settle" or "enable" Islam and its Movement in this part of the world.
- Therefore, a joint understanding of the meaning of settlement or enablement must be adopted, through which and on whose basis we explain the general strategic goal with its six elements for the Group in North America.

Three: The Concept of Settlement:
This term was mentioned in the Group's "dictionary" and documents with various meanings in spite of the fact that everyone meant one thing with it. We believe that the understanding of the essence is the same and we will attempt here to give the word and its "meanings" a practical explanation with a practical Movement tone, and not a philosophical linguistic explanation, while stressing that this explanation of ours is not complete until our explanation of "the process" of settlement itself is understood which is mentioned in the following paragraph. We briefly say the following:

Settlement: "That Islam and its Movement become a part of the homeland it lives in".
Establishment: "That Islam turns into firmly-rooted organizations on whose bases civilization, structure and testimony are built".
Stability: "That Islam is stable in the land on which its people move".
Enablement: "That Islam is enabled within the souls, minds and the lives of the people of the country in which it moves".
Rooting: "That Islam is resident and not a passing thing, or rooted "entrenched" in the soil of the spot where it moves and not a strange plant to it".

Four: The Process of Settlement:
- In order for Islam and its Movement to become "a part of the homeland" in which it lives, "stable" in its land, "rooted" in the spirits and minds of its people, "enabled" in the live of its society and has firmly-established "organizations" on which the Islamic structure is built and with which the testimony of civilization is achieved, the Movement must plan and struggle to obtain "the keys" and the tools of this process in carry out this grand mission as a "Civilization Jihadist" responsibility which lies on the shoulders of Muslims and - on top of them - the Muslim Brotherhood in this country. Among these keys and tools are the following:

**1- Adopting the concept of settlement and understanding its practical meanings:**
The Explanatory Memorandum focused on the Movement and the realistic dimension of the process of settlement and its practical meanings without paying attention to the difference in understanding between the resident and the non-resident, or who is the settled and the non-settled

and we believe that what was mentioned in the long-term plan in that regards suffices.

**2- Making a fundamental shift in our thinking and mentality in order to suit the challenges of the settlement mission.**

What is meant with the shift - which is a positive expression - is responding to the grand challenges of the settlement issues. We believe that any transforming response begins with the method of thinking and its center, the brain, first. In order to clarify what is meant with the shift as a key to qualify us to enter the field of settlement, we say very briefly that the following must be accomplished:

- A shift from the partial thinking mentality to the comprehensive thinking mentality.
- A shift from the "amputated" partial thinking mentality to the "continuous" comprehensive mentality.
- A shift from the mentality of caution and reservation to the mentality of risk and controlled liberation.
- A shift from the mentality of the elite Movement to the mentality of the popular Movement.
- A shift from the mentality of preaching and guidance to the mentality of building and testimony
- A shift from the single opinion mentality to the multiple opinion mentality.
- A shift from the collision mentality to the absorption mentality.
- A shift from the individual mentality to the team mentality.
- A shift from the anticipation mentality to the initiative mentality.
- A shift from the hesitation mentality to the decisiveness mentality.
- A shift from the principles mentality to the programs mentality.
- A shift from the abstract ideas mentality the true organizations mentality [This is the core point and the essence of the memorandum].

3- **Understanding the historical stages in which the Islamic Ikhwani activism went through in this country:**

The writer of the memorandum believes that understanding and comprehending the historical stages of the Islamic activism which was led and being led by the Muslim Brotherhood in this continent is a very important key in working towards settlement, through which the Group observes its march, the direction of its movement and the curves and turns of its road. We will suffice here with mentioning the title for each of these stages [The title expresses the prevalent characteristic of the stage] [Details maybe mentioned in another future study]. Most likely, the stages are:

A- The stage of searching for self and determining the identity.
B- The stage of inner build-up and tightening the organization.
C- The stage of mosques and the Islamic centers.
D- The stage of building the Islamic organizations - the first phase.
E- The stage of building the Islamic schools - the first phase.

F- The stage of thinking about the overt Islamic Movement - the first phase.
G- The stage of openness to the other Islamic movements and attempting to reach a formula for dealing with them - the first phase.
H- The stage of reviving and establishing the Islamic organizations - the second phase.
We believe that the Group is embarking on this stage in its second phase as it has to open the door and enter as it did the first time.

**4- Understanding the role of the Muslim Brother in North America:**
The process of settlement is a "Civilization-Jihadist Process" with all the word means. The Ikhwan must understand that their work in America is a kind of grand Jihad in eliminating and destroying the Western civilization from within and "sabotaging" its miserable house by their hands and the hands of the believers so that it is eliminated and God's religion is made victorious over all other religions. Without this level of understanding, we are not up to this challenge and have not prepared ourselves for Jihad yet. It is a Muslim's destiny to perform Jihad and work wherever he is and wherever he lands until the final hour comes, and there is no escape from that destiny except for those who chose to slack. But, would the slackers and the Mujahedeen be equal.

**5- Understanding that we cannot perform the settlement mission by ourselves or away from people:**
A mission as significant and as huge as the settlement mission needs magnificent and exhausting efforts. With their capabilities, human, financial and scientific resources, the Ikhwan will not be able to carry out this mission alone or away from people and he who believes that is wrong, and God knows best. As for the role of the Ikhwan, it is the initiative, pioneering, leadership, raising the banner and pushing people in that direction. They are then to work to employ, direct and unify Muslims' efforts and powers for this process. In order to do that, we must possess a mastery of the art of "coalitions", the art of "absorption" and the principles of "cooperation".

**6- The necessity of achieving a union and balanced gradual merger between private work and public work:**
We believe that what was written about this subject is many and is enough. But, it needs a time and a practical frame so that what is needed is achieved in a gradual and a balanced way that is compatible with the process of settlement.

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**7- The conviction that the success of the settlement of Islam and its Movement in this country is a success to the global Islamic Movement and a true support for the sought-after state, God willing:**

There is a conviction - with which this memorandum disagrees - that our focus in attempting to settle Islam in this country will lead to negligence in our duty towards the global Islamic Movement in supporting its project to establish the state. We believe that the reply is in two segments: One - The success of the Movement in America in establishing an observant Islamic base with power and effectiveness will be the best support and aid to the global Movement project.

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(5)

And the second - is the global Movement has not succeeded yet in "distributing roles" to its branches, stating what is the needed from them as one of the participants or contributors to the project to establish the global Islamic state. The day this happens, the children of the American Ikhwani branch will have far-reaching impact and positions that make the ancestors proud.

**8- Absorbing Muslims and winning them with all of their factions and colors in America and Canada for the settlement project, and making it their cause, future and the basis of their Islamic life in this part of the world:**

This issues requires from us to learn "the art of dealing with the others", as people are different and people in many colors. We need to adopt the principle which says, "Take from people... the best they have", their best specializations, experiences, arts, energies and abilities. By people here we mean those within or without the ranks of individuals and organizations. The policy of "taking" should be with what achieves the strategic goal and the settlement process. But the big challenge in front of us is: how to connect them all in "the orbit" of our plan and "the circle" of our Movement in order to achieve "the core" of our interest. To me, there is no choice for us other than alliance and mutual understanding of those who desire from our religion and those who agree from our belief in work. And the U.S. Islamic arena is full of those waiting...., the pioneers.

What matters is bringing people to the level of comprehension of the challenge that is facing us as Muslims in this country, conviction of our settlement project, and understanding the benefit of agreement, cooperation and alliance. At that time, if we ask for money, a lot of it would come, and if we ask for men, they would come in lines. What matters is that our plan is "the criterion and the balance" in our relationship with others.

Here, two points must be noted; the first one: we need to comprehend and understand the balance of the Islamic powers in the U.S. arena [and this might be the subject of a future study]. The second point: what we reached with the brothers in "ICNA" is considered a step in the right direction, the beginning of good and the first drop that requires growing and guidance.

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**9- Re-examining our organizational and administrative bodies, the type of leadership and the method of selecting it with what suits the challenges of the settlement mission:**
The memorandum will be silent about details regarding this item even though it is logical and there is a lot to be said about it.

**10- Growing and developing our resources and capabilities, our financial and human resources with what suits the magnitude of the grand mission:**
If we examined the human and the financial resources the Ikhwan alone own in this country, we and others would feel proud and glorious. And if we add to them the resources of our friends and allies, those who circle in our orbit and those waiting on our banner, we would realize that we are able to open the door to settlement and walk through it seeking to make Almighty God's word the highest.

**11- Utilizing the scientific method in planning, thinking and preparation of studies needed for the process of settlement:**
Yes, we need this method, and we need many studies which aid in this civilization Jihadist operation. We will mention some of them briefly:
- The history of the Islamic presence in America.
- The history of the Islamic Ikhwani presence in America.
- Islamic movements, organizations and organizations: analysis and criticism.
- The phenomenon of the Islamic centers and schools: challenges, needs and statistics.
- Islamic minorities.
- Muslim and Arab communities.
- The U.S. society: make-up and politics.
- The U.S. society's view of Islam and Muslims... And many other studies which we can direct our brothers and allies to prepare, either through their academic studies or through their educational centers or organizational tasking. What is important is that we start.

12- Agreeing on a flexible, balanced and a clear "mechanism" to implement the process of settlement within a specific, gradual and balanced "time frame" that is in-line with the demands and challenges of the process of settlement.
13- Understanding the U.S. society from its different aspects an understanding that "qualifies" us to perform the mission of settling our Dawa' in its country "and growing it" on its land.
14- Adopting a written "jurisprudence" that includes legal and movement bases, principles, policies and interpretations which are suitable for the needs and challenges of the process of settlement.
15- Agreeing on "criteria" and balances to be a sort of "antennas" or "the watch tower" in order to make sure that all of our priorities, plans, programs, bodies, leadership, monies and activities march towards the process of the settlement.
16- Adopting a practical, flexible formula through which our central work complements our domestic work.
[Items 12 through 16 will be detailed later].

**17- Understanding the role and the nature of work of "The Islamic Center" in every city with what achieves the goal of the process of settlement:**
The center we seek is the one which constitutes the "axis" of our Movement, the "perimeter" of the circle of our work, our "balance center", the "base" for our rise and our "Dar al-Arqam" to educate us, prepare us and supply our battalions in addition to being the "niche" of our prayers.

This is in order for the Islamic center to turn - in action not in words - into a seed "for a small Islamic society" which is a reflection and a mirror to our central organizations. The center ought to turn into a "beehive" which produces sweet honey. Thus, the Islamic center would turn into a place for study, family, battalion, course, seminar, visit, sport, school, social club, women gathering, kindergarten for male and female youngsters, the office of the domestic political resolution, and the center for distributing our newspapers, magazines, books and our audio and visual tapes.
In brief we say: we would like for the Islamic center to become "The House of Dawa'" and "the general center" in deeds first before name. As much as we own and direct these centers at the continent level, we can say we are marching successfully towards the settlement of Dawa' in this country.
Meaning that the "center's" role should be the same as the "mosque's" role during the time of God's prophet, God's prayers and peace be upon him, when he marched to "settle" the Dawa' in its first generation in Madina. from the mosque, he drew the Islamic life and provided to the world the most magnificent and fabulous civilization humanity knew.
This mandates that, eventually, the region, the branch and the Usra turn into "operations rooms" for planning, direction, monitoring and leadership for the Islamic center in order to be a role model to be followed.

18- Adopting a system that is based on "selecting" workers, "role distribution" and "assigning" positions and responsibilities is based on specialization, desire and need with what achieves the process of settlement and contributes to its success.
19- Turning the principle of dedication for the Masuls of main positions within the Group into a rule, a basis and a policy in work. Without it, the process of settlement might be stalled [Talking about this point requires more details and discussion].

**20- Understanding the importance of the "Organizational" shift in our Movement work, and doing Jihad in order to achieve it in the real world with what serves the process of settlement and expedites its results, God Almighty's willing:**
The reason this paragraph was delayed is to stress its utmost importance as it constitutes the heart and the core of this memorandum. It also constitutes the practical aspect and the true measure of our success or failure in our march towards settlement. The talk about the organizations and the "organizational" mentality or phenomenon does not require much details. It suffices to say that the first pioneer of this phenomenon was our prophet Mohamed, God's peace, mercy and blessings be upon him, as he placed the foundation for the first civilized organization which is the mosque, which truly became "the comprehensive organization". And this was done by the pioneer of the contemporary Islamic Dawa', Imam martyr Hasan al-Banna, may God have mercy on him, when he and his brothers felt the need to "re-establish" Islam and its movement anew, leading him to establish organizations with all their kinds: economic, social, media, scouting,

Bate #**ISE-SW 1B10/ 0000421** (Cont`d)

professional and even the military ones. We must say that we are in a country which understands no language other than the language of the organizations, and one which does not respect or give weight to any group without effective, functional and strong organizations.

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(8)

It is good fortune that there are brothers among us who have this "trend", mentality or inclination to build the organizations who have beat us by action and words which leads us to dare say honestly what Sadat in Egypt once said, "We want to build a country of organizations" - a word of right he meant wrong with. I say to my brothers, let us raise the banner of truth to establish right "We want to establish the Group of organizations", as without it we will not able to put our feet on the true path.

- And in order for the process of settlement to be completed, we must plan and work from now to equip and prepare ourselves, our brothers, our apparatuses, our sections and our committees in order to turn into comprehensive organizations in a gradual and balanced way that is suitable with the need and the reality. What encourages us to do that - in addition to the aforementioned - is that we possess "seeds" for each organization from the organization we call for [See attachment number (1)].
- All we need is to tweak them, coordinate their work, collect their elements and merge their efforts with others and then connect them with the comprehensive plan we seek.

For instance,

We have a seed for a "comprehensive media and art" organization: we own a print + advanced typesetting machine + audio and visual center + art production office + magazines in Arabic and English [The Horizons, The Hope, The Politicians, Ila Falastine, Press Clips, al-Zaytouna, Palestine Monitor, Social Sciences Magazines...] + art band + photographers + producers + programs anchors + journalists + in addition to other media and art experiences".

Another example:

We have a seed for a "comprehensive Dawa' educational" organization: We have the Daw'a section in ISNA + Dr. Jamal Badawi Foundation + the center run by brother Hamed al-Ghazali + the Dawa' center the Dawa' Committee and brother Shaker al-Sayyed are seeking to establish now + in addition to other Daw'a efforts here and there...".

And this applies to all the organizations we call on establishing.

- The big challenge that is ahead of us is how to turn these seeds or "scattered" elements into comprehensive, stable, "settled" organizations that are connected with our Movement and which fly in our orbit and take orders from our guidance. This does not prevent - but calls for - each central organization to have its local branches but its connection with the Islamic center in the city is a must.

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- What is needed is to seek to prepare the atmosphere and the means to achieve "the merger" so that the sections, the committees, the regions, the branches and the Usras are eventually the heart and the core of these organizations.

Or, for the shift and the change to occur as follows:

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(9)

| | |
|---|---|
| 1- The Movement Department + The Secretariat Department | - The Organizational & Administrative Organization - The General Center |
| 2- Education Department + Dawa'a Com. | - Dawa' and Educational Organization |
| 3- Sisters Department | - The Women's Organization |
| 4- The Financial Department + Investment Committee + The Endowment | - The Economic Organization |
| 5- Youth Department + Youths Organizations Department | - Youth Organizations |
| 6- The Social Committee + Matrimony Committee + Mercy Foundation | - The Social Organization |
| 7- The Security Committee | - The Security Organization |
| 8- The Political Depart. + Palestine Com. | - The Political Organization |
| 9- The Group's Court + The Legal Com. | - The Judicial Organization |
| 10- Domestic Work Department | - Its work is to be distributed to the rest of the organizations |
| 11- Our magazines + the print + our art band | - The Media and Art Organization |
| 12- The Studies Association + The Publication House + Dar al-Kitab | - The Intellectual & Cultural Organization |
| 13- Scientific and Medial societies | - Scientific, Educational & Professional Organization |
| 14- The Organizational Conference | - The Islamic-American Founding Conference |
| 15- The Shura Council + Planning Com. | - The Shura Council for the Islamic-American Movement |
| 16- The Executive Office | - The Executive Office of the Islamic-American Movement |
| 17- The General Masul | - Chairman of the Islamic Movement and its official Spokesman |
| 18- The regions, branches & Usras | - Field leaders of organizations & Islamic centers |

**Five: Comprehensive Settlement Organization:**

- We would then seek and struggle in order to make each one of these above-mentioned organizations a "comprehensive organization" throughout the days and the years, and as long as we are destined to be in this country. What is important is that we put the foundation and we will be followed by peoples and generations that would finish the march and the road but with a clearly-defined guidance.

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And, in order for us to clarify what we mean with the comprehensive, specialized organization, we mention here the characteristics and traits of each organization of the "promising" organizations.

**1- From the Dawa' and educational aspect [The Dawa' and Educational Organization]:** to include:
- The Organization to spread the Dawa' (Central and local branches).
- An institute to graduate Callers and Educators.
- Scholars, Callers, Educators, Preachers and Program Anchors.
- Art and communication technology, Conveyance and Dawa'.

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(10)

- A television station.
- A specialized Dawa' magazine.
- A radio station.
- The Higher Islamic Council for Callers and Educators.
- The Higher Council for Mosques and Islamic Centers.
- Friendship Societies with the other religions... and things like that.

**2- Politically [The Political Organization]:** to include:
- A central political party.
- Local political offices.
- Political symbols.
- Relationships and alliances.
- The American Organization for Islamic Political Action
- Advanced Information Centers....and things like that.

**3- Media [The Media and Art Organization]:** to include:
- A daily newspaper.
- Weekly, monthly and seasonal magazines.
- Radio stations.
- Television programs.
- Audio and visual centers.
- A magazine for the Muslim child.
- A magazine for the Muslim woman.
- A print and typesetting machines.
- A production office.
- A photography and recording studio
- Art bands for acting, chanting and theater.
- A marketing and art production office... and things like that.

**4- Economically [The Economic Organization]:** to include:
- An Islamic Central bank.
- Islamic endowments.
- Investment projects.
- An organization for interest-free loans.... and things like that.

**5- Scientifically and Professionally [The Scientific, Educational and Professional Organization]:** to include:
- Scientific research centers.
- Technical organizations and vocational training.
- An Islamic university.
- Islamic schools.
- A council for education and scientific research.
- Centers to train teachers.
- Scientific societies in schools.
- An office for academic guidance.
- A body for authorship and Islamic curricula.... and things like that.

**6- Culturally and Intellectually [The Cultural and Intellectual Organization]:** to include:
- A center for studies and research.
- Cultural and intellectual foundations such as [The Social Scientists Society - Scientists and Engineers Society....].
- An organization for Islamic thought and culture.
- A publication, translation and distribution house for Islamic books.
- An office for archiving, history and authentication
- The project to translate the Noble Quran, the Noble Sayings....and things like that.

**7- Socially [ The Social-Charitable Organization]:** to include:
- Social clubs for the youths and the community's sons and daughters
- Local societies for social welfare and the services are tied to the Islamic centers
- The Islamic Organization to Combat the Social Ills of the U.S. Society
- Islamic houses project
- Matrimony and family cases office....and things like that.

**8- Youths [The Youth Organization]:** to include:
- Central and local youths foundations.
- Sports teams and clubs
- Scouting teams....and things like that.

**9- Women [The Women Organization]:** to include:
- Central and local women societies.
- Organizations of training, vocational and housekeeping.
- An organization to train female preachers.
- Islamic kindergartens...and things like that.

**10- Organizationally and Administratively [The Administrative and Organizational Organization]:** to include:
- An institute for training, growth, development and planning
- Prominent experts in this field
- Work systems, bylaws and charters fit for running the most complicated bodies and organizations
- A periodic magazine in Islamic development and administration.
- Owning camps and halls for the various activities.
- A data, polling and census bank.
- An advanced communication network.
- An advanced archive for our heritage and production....and things like that.

**11- Security [The Security Organization]:** to include:
- Clubs for training and learning self-defense techniques.
- A center which is concerned with the security issues [Technical, intellectual, technological and human]....and things like that.

**12- Legally [The Legal Organization]:** to include:
- A Central Jurisprudence Council.
- A Central Islamic Court.
- Muslim Attorneys Society.
- The Islamic Foundation for Defense of Muslims' Rights...and things like that.

And success is by God.

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Attachment number (1)

A list of our organizations and the organizations of our friends
[Imagine if t they all march according to one plan!!!]

1- ISNA = ISLAMIC SOCIETY OF NORTH AMERICA
2- MSA = MUSLIM STUDENTS' ASSOCIATION
3- MCA = THE MUSLIM COMMUNITIES ASSOCIATION
4- AMSS = THE ASSOCIATION OF MUSLIM SOCIAL SCIENTISTS
5- AMSE = THE ASSOCIATION OF MUSLIM SCIENTISTS AND ENGINEERS
6- IMA = ISLAMIC MEDICAL ASSOCIATION

7- ITC = ISLAMIC TEACHING CENTER
8- NAIT = NORTH AMERICAN ISLAMIC TRUST
9- FID = FOUNDATION FOR INTERNATIONAL DEVELOPMENT
10- IHC = ISLAMIC HOUSING COOPERATIVE
11- ICD = ISLAMIC CENTERS DIVISION
12- ATP = AMERICAN TRUST PUBLICATIONS
13- AVC = AUDIO-VISUAL CENTER
14- IBS = ISLAMIC BOOK SERVICE
15- MBA = MUSLIM BUSINESSMEN ASSOCIATION
16- MYNA = MUSLIM YOUTH OF NORTH AMERICA
17- IFC = ISNA FIQH COMMITTEE
18- IPAC = ISNA POLITICAL AWARENESS COMMITTEE
19- IED = ISLAMIC EDUCATION DEPARTMENT

20- MAYA = MUSLIM ARAB YOUTH ASSOCIATION
21- MISG = MALASIAN [sic] ISLAMIC STUDY GROUP
22- IAP = ISLAMIC ASSOCIATION FOR PALESTINE
23- UASR = UNITED ASSOCIATION FOR STUDIES AND RESEARCH
24- OLF = OCCUPIED LAND FUND
25- MIA = MERCY INTERNATIONAL ASSOCIATION

26- ISNA = ISLAMIC CIRCLE OF NORTH AMERICA
27- BMI = BAITUL MAL INC
28- IIIT = INTERNATIONAL INSTITUTE FOR ISLAMIC THOUGHT
29- IIC = ISLAMIC INFORMATION CENTER

# Foreign Terrorist Organizations

BUREAU OF COUNTERTERRORISM

Foreign Terrorist Organizations (FTOs) are foreign organizations that are designated by the Secretary of State in accordance with section 219 of the Immigration and Nationality Act (INA), as amended. FTO designations play a critical role in our fight against terrorism and are an effective means of curtailing support for terrorist activities and pressuring groups to get out of the terrorism business.

## Designated Foreign Terrorist Organizations

| Date Designated | Name |
|---|---|
| January 14, 2026 | Lebanese Muslim Brotherhood |
| December 17, 2025 | Clan del Golfo |
| November 24, 2025 | Cartel de los Soles |
| November 20, 2025 | Antifa Ost, aka Hammerbande |
| November 20, 2025 | Informal Anarchist Federation/International Revolutionary Front (FAI/FRI) |
| November 20, 2025 | Armed Proletarian Justice |

| Date Designated | Name |
|---|---|
| November 20, 2025 | Revolutionary Class Self-Defense |
| September 24, 2025 | Barrio 18 |
| September 18, 2025 | Harakat al-Nujaba (HAN) |
| September 18, 2025 | Kata'ib Sayyid al-Shuhada (KSS) |
| September 18, 2025 | Harakat Ansar Allah al-Awfiya (HAAA) |
| September 18, 2025 | Kata'ib al-Imam Ali (KIA) |
| September 5, 2025 | Los Choneros |
| September 5, 2025 | Los Lobos |
| August 12, 2025 | Balochistan Liberation Army (BLA) |
| May 5, 2025 | Viv Ansanm |
| May 5, 2025 | Gran Grif |
| March 5, 2025 | Ansarallah |
| February 20, 2025 | Cartel de Sinaloa |
| February 20, 2025 | Cartel de Jalisco Nueva Generacion (CJNG) |
| February 20, 2025 | Cartel del Noreste |
| February 20, 2025 | La Nueva Familia Michoacana |
| February 20, 2025 | Cartel del Golfo (Gulf Cartel) |
| February 20, 2025 | Carteles Unidos |
| February 20, 2025 | Tren de Aragua |

| Date Designated | Name |
|---|---|
| February 20, 2025 | Mara Salvatrucha (MS-13) |
| December 1, 2021 | Segunda Marquetalia |
| December 1, 2021 | Revolutionary Armed Forces of Colombia – People's Army (FARC-EP) |
| March 11, 2021 | ISIS-DRC |
| March 11, 2021 | ISIS-Mozambique |
| January 14, 2021 | Harakat Sawa'd Misr (HASM) |
| January 10, 2020 | Asa'ib Ahl al-Haq (AAH) |
| April 15, 2019 | Islamic Revolutionary Guard Corps (IRGC) |
| September 6, 2018 | Jama'at Nusrat al-Islam wal-Muslimin (JNIM) |
| July 11, 2018 | al-Ashtar Brigades |
| May 23, 2018 | ISIS in the Greater Sahara (ISIS-GS) |
| February 28, 2018 | ISIS-West Africa |
| February 28, 2018 | ISIS-Philippines |
| February 28, 2018 | ISIS-Bangladesh |
| August 17, 2017 | Hizbul Mujahideen (HM) |
| July 1, 2016 | al-Qa'ida in the Indian Subcontinent (AQIS) |
| May 20, 2016 | ISIS-Libya |
| January 14, 2016 | Islamic State's Khorasan Province (ISIS-K) |
| September 30, 2015 | Jaysh Rijal al-Tariq al Naqshabandi (JRTN) |
| April 10, 2014 | ISIS-Sinai Province (formerly Ansar Bayt al-Maqdis) — ISIL Sinai Province Amendment (September 30, 2015) |

| Date Designated | Name |
|---|---|
| January 13, 2014 | Ansar al-Shari'a in Benghazi |
| January 13, 2014 | Ansar al-Shari'a in Darnah |
| January 13, 2014 | Ansar al-Shari'a in Tunisia |
| December 19, 2013 | al-Mulathamun Battalion, aka al-Murabitoun |
| November 14, 2013 | Ansaru |
| November 14, 2013 | Boko Haram |
| March 22, 2013 | Ansar al-Dine (AAD) |
| September 19, 2012 | Haqqani Network (HQN) |
| May 30, 2012 | Abdallah Azzam Brigades<br>— Marwan Hadid Brigades Amendment (November 2, 2017) |
| March 13, 2012 | Jemaah Anshorut Tauhid (JAT) |
| September 19, 2011 | Indian Mujahedeen (IM) |
| May 23, 2011 | Army of Islam (AOI) |
| November 4, 2010 | Jaysh al-Adl (formerly Jundallah)<br>— Jaysh al-Adl Amendment (July 2, 2019) |
| September 1, 2010 | Tehrik-e Taliban Pakistan (TTP) |
| August 6, 2010 | Harakat ul-Jihad-i-Islami (HUJI) |
| January 19, 2010 | al-Qa'ida in the Arabian Peninsula (AQAP)<br>— Ansar al-Shari'a Amendment (October 5, 2012) |
| July 2, 2009 | Kata'ib Hizballah (KH) |
| May 18, 2009 | Revolutionary Struggle (RS) |
| March 18, 2008 | al-Shabaab<br>— al-Hijra Amendment (August 1, 2018) |
| March 5, 2008 | Harakat ul-Jihad-i-Islami/Bangladesh (HUJI-B) |

| Date Designated | Name |
|---|---|
| June 17, 2005 | Islamic Jihad Union (IJU) |
| December 17, 2004 | ISIS (formerly al-Qa'ida in Iraq)<br>— Islamic State of Iraq Amendment (January 26, 2012)<br>— al-Hayat Media Center and Amaq News Agency Amendments (March 22, 2019) |
| July 13, 2004 | Continuity Irish Republican Army (CIRA) |
| March 22, 2004 | Ansar al-Islam (AAI) |
| January 30, 2003 | Lashkar i Jhangvi (LJ) |
| October 23, 2002 | Jemaah Islamiya (JI) |
| August 9, 2002 | Communist Party of the Philippines/New People's Army (CPP/NPA) |
| March 27, 2002 | al-Qa'ida in the Islamic Maghreb (formerly Salafist Group for Call and Combat)<br>— AQIM Amendment (February 20, 2008) |
| March 27, 2002 | Asbat al-Ansar (AAA) |
| March 27, 2002 | Al-Aqsa Martyrs Brigade (AAMB) |
| December 26, 2001 | Lashkar-e-Tayyiba (LeT)<br>— Tehrik-e-Tahafuz Qibla Awwal, Tehrik-e-Hurmat-e-Rasool, and Al-Anfal Trust Amendments (June 26, 2014)<br>— Al Muhammadia Students Amendment (December 30, 2016)<br>— Tehreek-e-Azadi-e-Kashmir and Milli Muslim League Amendments (April 4, 2018)<br>— The Resistance Front Amendment (July 18, 2025) |
| December 26, 2001 | Jaish-e-Mohammed (JEM) |
| May 16, 2001 | New Irish Republican Army (formerly Real IRA)<br>— New IRA Amendment (June 30, 2023) |
| September 25, 2000 | Islamic Movement of Uzbekistan (IMU) |
| October 8, 1999 | al-Qa'ida (AQ) |
| October 8, 1997 | Abu Sayyaf Group (ASG) |
| October 8, 1997 | HAMAS |
| October 8, 1997 | Harakat ul-Mujahidin (HUM)<br>— Ansar ul-Ummah Amendment (August 8, 2014) |

| Date Designated | Name |
|---|---|
| October 8, 1997 | Hizballah |
| October 8, 1997 | Kurdistan Workers Party (PKK) |
| October 8, 1997 | Liberation Tigers of Tamil Eelam (LTTE) |
| October 8, 1997 | National Liberation Army (ELN) |
| October 8, 1997 | Palestine Liberation Front (PLF) |
| October 8, 1997 | Palestine Islamic Jihad (PIJ) |
| October 8, 1997 | Popular Front for the Liberation of Palestine (PFLP) |
| October 8, 1997 | PFLP-General Command (PFLP-GC) |
| October 8, 1997 | Revolutionary People's Liberation Party/Front (DHKP/C) |
| October 8, 1997 | Shining Path (Sendero Luminoso, SL) |

# Delisted Foreign Terrorist Organizations

| Date Removed | Name | Date Originally Designated |
|---|---|---|
| July 8, 2025 | al-Nusrah Front, aka Hay'at Tahrir al-Sham (ANF/HTS) | May 15, 2014 |
| May 20, 2022 | Aum Shinrikyo (AUM) | October 8, 1997 |
| May 20, 2022 | Basque Fatherland and Liberty (ETA) | October 8, 1997 |
| May 20, 2022 | Gama'a al-Islamiyya (Islamic Group – IG) | October 8, 1997 |
| May 20, 2022 | Kahane Chai (Kach) | October 8, 1997 |
| May 20, 2022 | Mujahidin Shura Council in the Environs of Jerusalem (MSC) | August 20, 2014 |
| December 1, 2021 | Revolutionary Armed Forces of Colombia (FARC) | October 8, 1997 |
| February 16, 2021 | Ansarallah | January 19, 2021 |
| June 1, 2017 | Abu Nidal Organization (ANO) | October 8, 1997 |
| December 9, 2015 | Libyan Islamic Fighting Group (LIFG) | December 17, 2004 |

| Date Removed | Name | Date Originally Designated |
|---|---|---|
| September 3, 2015 | Revolutionary Organization 17 November (17N) | October 8, 1997 |
| July 15, 2014 | United Self Defense Forces of Colombia | September 10, 2001 |
| May 28, 2013 | Moroccan Islamic Combatant Group (GICM) | October 11, 2005 |
| September 28, 2012 | Mujahedin-e Khalq Organization (MEK) | October 8, 1997 |
| October 15, 2010 | Armed Islamic Group (GIA) | October 8, 1997 |
| May 18, 2009 | Revolutionary Nuclei | October 8, 1997 |
| October 8, 2001 | Tupac Amaru Revolution Movement | October 8, 1997 |
| October 8, 2001 | Japanese Red Army | October 8, 1997 |
| October 8, 1999 | Manuel Rodriguez Patriotic Front Dissidents | October 8, 1997 |
| October 8, 1999 | Khmer Rouge | October 8, 1997 |
| October 8, 1999 | Democratic Front for the Liberation of Palestine -Hawatmeh Faction | October 8, 1997 |

# Identification

The Bureau of Counterterrorism in the State Department (CT) continually monitors the activities of terrorist groups active around the world to identify potential targets for designation. When reviewing potential targets, CT looks not only at the actual terrorist attacks that a group has carried out, but also at whether the group has engaged in planning and preparations for possible future acts of terrorism or retains the capability and intent to carry out such acts.

# Designation

Once a target is identified, CT prepares a detailed "administrative record," which is a compilation of information, typically including both classified and open sources information, demonstrating that the statutory criteria for designation have been satisfied. If the Secretary of State, in consultation with the Attorney General and the Secretary of

the Treasury, decides to make the designation, Congress is notified of the Secretary's intent to designate the organization and given seven days to review the designation, as the INA requires. Upon the expiration of the seven-day waiting period and in the absence of Congressional action to block the designation, notice of the designation is published in the Federal Register, at which point the designation takes effect. By law an organization designated as an FTO may seek judicial review of the designation in the United States Court of Appeals for the District of Columbia Circuit not later than 30 days after the designation is published in the Federal Register.

Until recently the INA provided that FTOs must be redesignated every 2 years or the designation would lapse. Under the Intelligence Reform and Terrorism Prevention Act of 2004 (IRTPA), however, the redesignation requirement was replaced by certain review and revocation procedures. IRTPA provides that an FTO may file a petition for revocation 2 years after its designation date (or in the case of redesignated FTOs, its most recent redesignation date) or 2 years after the determination date on its most recent petition for revocation. In order to provide a basis for revocation, the petitioning FTO must provide evidence that the circumstances forming the basis for the designation are sufficiently different as to warrant revocation. If no such review has been conducted during a 5 year period with respect to a designation, then the Secretary of State is required to review the designation to determine whether revocation would be appropriate. In addition, the Secretary of State may at any time revoke a designation upon a finding that the circumstances forming the basis for the designation have changed in such a manner as to warrant revocation, or that the national security of the United States warrants a revocation. The same procedural requirements apply to revocations made by the Secretary of State as apply to designations. A designation may be revoked by an Act of Congress, or set aside by a Court order.

# Legal Criteria for Designation under Section 219 of the INA as amended

1. It must be a foreign organization.

2. The organization must engage in terrorist activity, as defined in **section 212 (a)(3)(B) of the INA (8 U.S.C. § 1182(a)(3)(B))**,or terrorism, as defined in **section 140(d)(2) of the**

**Foreign Relations Authorization Act, Fiscal Years 1988 and 1989 (22 U.S.C. § 2656f(d)(2))**, or retain the capability and intent to engage in terrorist activity or terrorism.

3. The organization's terrorist activity or terrorism must threaten the security of U.S. nationals or the national security (national defense, foreign relations, or the economic interests) of the United States.

# Legal Ramifications of Designation

1. It is unlawful for a person in the United States or subject to the jurisdiction of the United States to knowingly provide "material support or resources" to a designated FTO. (The term "material support or resources" is defined in 18 U.S.C. § 2339A(b)(1) as " any property, tangible or intangible, or service, including currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safehouses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel (1 or more individuals who maybe or include oneself), and transportation, except medicine or religious materials." 18 U.S.C. § 2339A(b)(2) provides that for these purposes "the term 'training' means instruction or teaching designed to impart a specific skill, as opposed to general knowledge." 18 U.S.C. § 2339A(b)(3) further provides that for these purposes the term 'expert advice or assistance' means advice or assistance derived from scientific, technical or other specialized knowledge."

2. Representatives and members of a designated FTO, if they are aliens, are inadmissible to and, in certain circumstances, removable from the United States (see 8 U.S.C. §§ 1182(a)(3)(B)(i)(IV)-(V), 1227 (a)(1)(A)).

3. Any U.S. financial institution that becomes aware that it has possession of or control over funds in which a designated FTO or its agent has an interest must retain possession of or control over the funds and report the funds to the Office of Foreign Assets Control of the U.S. Department of the Treasury.

# Other Effects of Designation

1. Supports our efforts to curb terrorism financing and to encourage other nations to do the same.

2. Stigmatizes and isolates designated terrorist organizations internationally.

3. Deters donations or contributions to and economic transactions with named organizations.

4. Heightens public awareness and knowledge of terrorist organizations.

5. Signals to other governments our concern about named organizations.

# Revocations of Foreign Terrorist Organizations

The Immigration and Nationality Act sets out three possible basis for revoking a Foreign Terrorist Organization designation:

1. The Secretary of State must revoke a designation if the Secretary finds that the circumstances that were the basis of the designation have changed in such a manner as to warrant a revocation;

2. The Secretary of State must revoke a designation if the Secretary finds that the national security of the United States warrants a revocation;

3. The Secretary of State may revoke a designation at any time.

Any revocation shall take effect on the date specified in the revocation or upon publication in the Federal Register if no effective date is specified. The revocation of a designation shall not affect any action or proceeding based on conduct committed prior to the effective date of such revocation.

TAGS

Bureau of Counterterrorism | Combating Violent Extremism | Counterterrorism | Sanctions and Designations

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# POLICY ISSUES

COVID19 Economic Relief

Tax Policy

Economic Policy

**Terrorism and Illicit Finance**

- 311 Actions
- Asset Forfeiture
- Financial Action Task Force
- Money Laundering
- Protecting Charitable Organizations
- Sanctions
- Terrorist Finance Tracking Program (TFTP)

Financing the Government

Financial Markets, Financial Institutions, and Fiscal Service

Consumer Policy

International

Small Business Programs

# Terrorism and Illicit Finance

The Treasury Department performs a critical and far-reaching role in enhancing national security by implementing economic sanctions against foreign threats to the U.S., identifying and targeting the financial support networks of national security threats, and improving the safeguards of our financial systems.

The Office of Terrorism and Financial Intelligence marshals the department's intelligence and enforcement functions with the twin aims of safeguarding the financial system against illicit use and combating rogue nations, terrorist facilitators, weapons of mass destruction (WMD) proliferators, money launderers, drug kingpins, and other national security threats.

## 311 ACTIONS

Actions taken under Section 311 of the USA PATRIOT Act.

## ASSET FORFEITURE

Effective law enforcement actions against criminal enterprises, from drug cartels to terrorist organizations, require depriving them of their enabling assets and profits that support or stem from their existence. The Treasury Forfeiture Fund (TFF) is derived from the forfeited assets of criminal enterprises.

## FINANCIAL ACTION TASK FORCE

The Financial Action Task Force is an international policy-making and standard-setting body dedicated to combating money laundering and terrorist financing.

## FINANCIAL SANCTIONS

Specially Designated Nationals (SDN) list, counter terrorism and counter narcotics sanctions, other sanction programs, country information, and recent actions of the Office of Foreign Assets Control (OFAC).

## MONEY LAUNDERING

How Treasury combats money laundering at home and abroad.

## TERRORIST FINANCE TRACKING PROGRAM

The Treasury Department initiated the Terrorist Finance Tracking Program to identify, track, and pursue terrorists and their networks. Since that time, the TFTP has provided valuable leads that have aided in the prevention or investigation of many of the most visible and violent terrorist attacks and attempted attacks of the past decade.

Policy paper

# Muslim Brotherhood review: main findings

This review, requested by the Prime Minister, sets out the government's understanding of the Muslim Brotherhood and its links to extremism.

From: **Prime Minister's Office, 10 Downing Street (/government/organisations/prime-ministers-office-10-downing-street)**, **Cabinet Office (/government/organisations/cabinet-office)**, **Foreign & Commonwealth Office (/government/organisations/foreign-commonwealth-office)**, **Home Office (/government/organisations/home-office)** and **The Rt Hon Lord Cameron (/government/people/david-cameron)**

Published 17 December 2015

**This was published under the 2015 to 2016 Cameron Conservative government**

## Documents

Muslim Brotherhood review: main findings (web version) (https://assets.publishing.service.gov.uk/media/5a817cdaed915d74e6232892/Muslim_Brotherhood_Review_Main_Findings.pdf)

Ref: ISBN 9781474127127, HC 679
PDF, 365 KB, 11 pages

# Muslim Brotherhood review: main findings (print version)

(https://assets.publishing.service.gov.uk/media/5a8076bfe5274a2e8ab504ab/53163_Muslim_Brotherhood_Review_-_PRINT.pdf)

Ref: ISBN 9781474127110, HC 679
PDF, 388 KB, 12 pages

Order a copy (https://www.gov.uk/guidance/how-to-buy-printed-copies-of-official-documents)

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## Details

In April 2014, the Prime Minister commissioned an internal review of the Muslim Brotherhood. The review covers its origins, ideology, record in and out of government; and its organisation and activities in the UK and abroad.

Published 17 December 2015

OGL

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# Exclusive--The Hagel Speech that 'Wasn't': More Evidence Emerges of Failure to Disclose

**by Joel B. Pollak**
***Breitbart.com***
**February 14, 2013**
**https://www.investigativeproject.org/3913/exclusive-the-hagel-speech-that-wasnt-more**

**New evidence has emerged that a 2008 address to the Arab-American Anti-Discrimination Committee (ADC) by former Sen. Chuck Hagel (R-NE), President Barack Obama's nominee for Secretary of Defense, was in fact a formal speech, contrary to the claims of the Obama administration. Steven Emerson of the Investigative Project on Terrorism (IPT) provided Breitbart News with a still image of what the IPT says is Hagel addressing the ADC conference behind a podium with the group's logo. Hagel was described as the event's keynote speaker.**

Video or text of the speech is thought to exist but has yet to be found or provided. A reporter from the Washington Free Beacon was told by the ADC that the speech is in an archive, but that it was unavailable. The ADC reportedly responded to further requests for information about the speech by accusing the Free Beacon of racism and indicating that it had reported the Free Beacon to "authorities." The ADC also failed to turn over IRS 990 forms, according to the Free Beacon, which are meant to be publicly available upon request.

For his part, Hagel has attempted to excuse his failure to provide evidence of such speeches to the Senate, as requested, by testifying that many of his recent speeches were not written down, but extemporaneous: "I believe every paid speech I gave I didn't have a prepared text. I gave it extemporaneously, which is something I've been doing for long before I left the Senate." However, a speech without notes or teleprompters may still be a formal speech.

The ADC is known for taking staunch anti-Israel positions. According to the IPT, it has argued, for example, that Israeli leaders should be tried for war crimes. It also defended journalist Helen Thomas in 2010 when she said that Jews should go back to Europe and "[g]et the hell out of Palestine." It has expressed admiration for Hagel in the past for standing up against Israel when few others in Congress would, declaring during the Second Lebanon War that everyone else "a lot of blood on their hands for remaining silent and for re-arming Israel."

Hagel was the keynote speaker at the June 13, 2008 fundraiser for the ADC's political action committee, the NAAA-ADC PAC (which appears to be defunct). The event was restricted to ADC members. In the 2008 election cycle, the PAC gave donations to Barack Obama, former New Mexico governor Bill Richardson, and outspoken anti-war congressman Dennis Kucinich. In 2010, the last year in which it made contributions, it gave to Rep. Keith Ellison (D-MN) and to Rep. Nick Rahall (D-WV), both of whom are known for anti-Israel positions.

On Tuesday, the Senate Armed Services Committee voted, on straight party lines, to report Hagel's nomination for consideration by the full Senate. Several Republican Senators said that they were concerned about the emergence of new speeches that Hagel had not previously disclosed. Senate Majority Leader Harry Reid rejected requests for a hold on Hagel's confirmation, and on Friday, the Senate is expected to face a cloture vote on Hagel's confirmation. Republicans say they have the 41 votes necessary to block a vote from coming to the floor.

**Related Topics:** Joel B. Pollak

Click here to see the top 25 recent comments.

# First Amendment

## Overview

The First Amendment of the United States Constitution protects the right to freedom of religion and freedom of expression from government interference. It prohibits any laws that establish a national religion, impede the free exercise of religion, abridge the freedom of speech, infringe upon the freedom of the press, interfere with the right to peaceably assemble, or prohibit people from petitioning for a governmental redress of grievances. It was adopted into the Bill of Rights in 1791. The Supreme Court interprets the extent of the protection afforded to these rights. The First Amendment has been interpreted by the Court as applying to the entire federal government even though it is only expressly applicable to Congress. Furthermore, the Court has interpreted the Due Process Clause of the Fourteenth Amendment as protecting the rights in the First Amendment from interference by state governments.

## Freedom of Religion

Two clauses in the First Amendment guarantee freedom of religion. The Establishment Clause prohibits the government from passing legislation to establish an official religion or preferring one religion over another. It enforces the "separation of church and state." However, some governmental activity related to religion has been declared constitutional by the Supreme Court. For example, providing bus transportation for parochial school students and the enforcement of "blue laws" is not prohibited. The Free Exercise Clause prohibits the government, in most instances, from interfering with a person's practice of their religion.

## Freedom of Speech / Freedom of the Press

The most basic component of freedom of expression is the right to freedom of speech. Freedom of speech may be exercised in a direct (words) or a symbolic (actions) way. Freedom of speech is recognized as a human right under article 19 of the Universal Declaration of Human Rights. The right to freedom of speech allows individuals to express themselves without government interference or regulation. The Supreme Court requires the government to provide substantial justification for interference with the right of free speech when it attempts to regulate the content of the speech. Generally, a person cannot be held liable, either criminally or civilly for anything written or spoken about a person or topic, so long as it is truthful or based on an honest opinion and such statements.

A less stringent test is applied for content-neutral legislation. The Supreme Court has also recognized that the government may prohibit some speech that may cause a breach of the peace or cause violence. For more unprotected and less protected categories of speech see advocacy of illegal action, fighting words, commercial speech, and obscenity. The right to free speech includes other mediums of expression that communicate a message. The level of protection speech receives also depends on the forum in which it takes place.

Despite the popular misunderstanding, the right to freedom of the press guaranteed by the First Amendment is not very different from the right to freedom of speech. It allows an individual to express themselves through publication and dissemination. It is part of the constitutional protection of freedom of expression. It does not afford members of the media any special rights or privileges not afforded to individuals in general.

## Right to Assemble / Right to Petition

The right to assemble allows people to gather for peaceful and lawful purposes. Implicit within this right is the right to association and belief. The Supreme Court has expressly recognized that a right to freedom of association and belief is implicit in the First, Fifth, and Fourteenth Amendments. Freedom of assembly is recognized as a human right under article 20 of the Universal Declaration of Human Rights. This implicit right is limited to the right to associate for First Amendment purposes. It does not include a right of social association. The government may prohibit people from knowingly associating with groups that engage in and promote illegal activities. The right to associate also prohibits the government from requiring a group to register or disclose its members or from denying government benefits on the basis of an individual's current or past membership in a particular group. There are exceptions to this rule where the Court finds that governmental interests in disclosure/registration outweigh interference with First Amendment rights. The government may also, generally, not compel individuals to express themselves, hold certain beliefs, or belong to particular associations or groups.

The right to petition the government for a redress of grievances guarantees people the right to ask the government to provide relief for a wrong through litigation or other governmental action. It works with the right of assembly by allowing people to join together and seek chang

from the government.

## Federal Material

### U.S. Constitution

- First Amendment
- Fifth Amendment
- Fourteenth Amendment
- Freedom of Expression: Is There a Difference Between Speech and Press?
- Religion and Expression
- Obscenity
- Right of Association

## International Material

### Conventions and Treaties

- Human Rights Treaties

[Last reviewed in December of 2022 by the Wex Definitions Team]

**Wex**

- CIVICS
- human rights
- the Constitution
- wex articles
- wex definitions
- constitutional law
- government
- individual rights

CITY OF NORMAN, OK

# STAFF REPORT

**MEETING DATE:** 4/9/2026

**REQUESTER:** Islamic Society of Norman

**PRESENTER:** Logan Gray, Planner II

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

| | |
|---|---|
| **APPLICANT/REPRESENTATIVE** | Islamic Society of Norman/Rieger Sadler Joyce, LLC |
| **LOCATION** | South of E. Lindsey Street between McKinley Avenue and George Avenue |
| **WARD** | 7 |
| **CORE AREA** | Yes |
| **EXISTING ZONING** | R-1, Single-Family Dwelling District, and R-3, Multifamily Dwelling District |
| **EXISTING LAND USE DESIGNATIONS** | Urban High |
| **CHARACTER AREA** | Core Neighborhood |
| **PROPOSED ZONING** | SPUD, Simple Planned Unit Development |
| **PROPOSED LAND USE** | No Change |

**REQUESTED ACTION** Rezone to SPUD, Simple Planned Unit Development, for the construction of a youth center

**SUMMARY:**

The applicant, Islamic Society of Norman, is requesting a rezoning from R-1, Single-Family Dwelling District, and R-3, Multifamily Dwelling District, to SPUD, Simple Planned Unit Development. The proposed rezoning will allow for the construction of a youth center to the west of the existing mosque. The existing mosque has been in place since 2011. The proposed youth center will have a gym, classrooms, and associated amenities. The applicant also proposes additional parking facilities to the south of the project.

**EXISTING CONDITIONS:**

**SIZE OF SITE:** 1.872 acres

**SURROUNDING PROPERTIES**

| | Subject Property | North | East | South | West |
|---|---|---|---|---|---|
| Zoning | R-1 & R-3 | R-1 & OU Property | R-3 (OU Property) | R-1 | R-1 & R-3 |
| Land Use | Urban High | Civic | Urban High | Urban High | Urban High |
| Current Use | Place of Worship | OU Property | Vacant (OU Property) | Residential (Single-Family) | Residential (Single- and Multi-Family) |

**ZONING DESIGNATIONS**

**R-1, Single-Family Dwelling District**

This residential district is intended for single-family detached development, including accessory dwelling units and other accessory structures. Other uses compatible with single-family residential development are also allowed. Developments in this zoning district should have access to City services and be located in the urbanized area.

**R-3, Multifamily Dwelling District**

The R-3 district is designed to allow for higher densities of residential development. Bulk standards and development regulations in this district have been designed to promote compatibility with adjacent residential uses of lower densities.

**LAND USE DESIGNATION**

**Urban High**

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Lot to no building spacing and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

**CHARACTER AREA DESIGNATIONS**

**Core Neighborhood Areas**

The Core Neighborhood is a focal point of the city, the traditional central business district, with a concentration of activities such as general retail, service commercial, professional office, mixed-density housing, mixed-use spaces, and appropriate public and open space easily accessible by pedestrians. This area frames the University of Oklahoma campus.
The Core Neighborhood encompasses all historic districts and some existing neighborhood planning areas. One notable aspect of this area is the reinvestment that has been occurring over the past decade.

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less.

**NEAREST PUBLIC PARK**

Reaves Park is approximately 0.5 miles from the subject property and is accessible via existing sidewalks along E. Lindsey Street and Jenkins Avenue.

**PROCEDURAL REQUIREMENTS:**

**PRE-DEVELOPMENT: PD25-30 November 20, 2025**

Several neighboring residents were in attendance and asked questions related to the project. Questions asked revolved around traffic, the rezoning process, existing conditions of the site, expected activity for the site, and the reason for the expansion. The applicant representative explained the rezoning process to those in attendance with the help of planning staff present at the meeting. The applicant responded to the questions related to the project stating that the site would see the most activity on Fridays, Saturdays, Sundays, and Wednesdays. The applicant further explained that the site currently does not have adequate space to hold youth activities. Currently all worship related activities are held within the same space. The proposed expansion would provide a designated space for youth activities to be held, alleviating any space-related issue.

**BOARD OF PARKS COMMISSIONERS:**

The property is platted as part of the Hardie Rucker Addition; therefore, Board of Parks Commissioners review is not required for this rezoning.

**REVIEW COMMENTS:**

This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*) indicates that the agency, department, and/or division

responded with review comments “inconsistent” with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

**CITY DEPARTMENTS**

1. Fire Department
2. Building Permitting Review
3. Public Works/Engineering
4. Transportation Engineer
5. Planning*
6. Utilities

**FIRE DEPARTMENT**

*Items related to fire codes will be addressed during the building permit review*.

**BUILDING REVIEW**

*Items related to building codes will be addressed during the building permit review.*

**PUBLIC WORKS/ENGINEERING**

*The subject properties are platted as part of the Hardie Rucker Addition; however, a Lot Line Adjustment will be required to combine the properties into one lot after the approval of this rezoning request.*

**TRANSPORTATION ENGINEER**

*The Transportation Engineer stated there are no traffic concerns associated with this proposal.*

**PLANNING***

**ZONING CODE CONSIDERATIONS**

**SPUD, Simple Planned Unit Development**

The SPUD, Simple Planned Unit Development is a special zoning district that provides an alternate approach to the conventional land use controls and to a PUD, Planned Unit Development to maximize the unique physical features of a particular site and produce unique, creative, progressive, or quality land developments.

- The SPUD may be used for particular tracts or parcels of land that are to be developed, according to a SPUD narrative and a development plan map and contains less than five acres.
- The SPUD is subject to review procedures by Planning Commission and adoption by City Council.

It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of comprehensive plan of record. In addition, the SPUD provides for the following:

- Encourage efficient, innovative use of land in the placement and/or clustering of buildings in a development and protect the health, safety and welfare of the community.
- Contribute to the revitalization and/or redevelopment of areas where decline of any type has occurred. Promote infill development that is compatible and harmonious with

adjacent uses and would otherwise not be an area that could physically be redeveloped under conventional zoning.
- Maintain consistency with the City's zoning ordinance, and other applicable plans, policies, standards and regulations on record.
- Approval of a zone change to a SPUD adopts the master plan prepared by the applicant and reviewed as a part of the application. The SPUD establishes new and specific requirements for the amount and type of land use, residential densities, if appropriate, development regulations and location of specific elements of the development, such as open space and screening.

*The applicant requests rezoning from R-1, Single-Family Dwelling District, and R-3, Multifamily Dwelling District, to SPUD, Simple Planned Unit Development to allow for the construction of a youth center west of the existing mosque. The proposed youth center consists of a gymnasium, classrooms, and associated amenities. The proposal also includes additional parking facilities. The applicant has chosen to pursue a SPUD to allow for a higher impervious coverage allowance than is permitted under straight zoning districts and to narrowly tailor the allowable uses. This is **consistent** with the purpose of a SPUD.*

**Uses Permitted**

- The uses allowed under this SPUD include place of worship (mosque) as well as other associated administrative and recreational uses such as a gymnasium, youth center, offices, and meeting rooms, as well as off-street parking and loading areas.

*The proposed SPUD allows for related administrative and recreational facilities in addition to the existing mosque. The submitted Preliminary Site Development Plan shows a proposed 12,600 SF gymnasium building to be attached to the existing mosque. Additional parking facilities are also shown to the south of the project. These proposed uses are **consistent** with the surrounding uses. Across East Lindsey Street, to the north, and across George Avenue, to the east, is University of Oklahoma property. Churches and other places of worship have historically coexisted with residential uses.*

**Area Regulations**

- Setback from E. Lindsey St.: 15’
- Setback from McKinley Ave.: 15’
- Setback from George Ave.: 15’
- Setback from R-1 districts: 20’
- Maximum impervious lot coverage: 75%

*The area regulations of the proposal are largely **consistent** with the surrounding zoning districts. The proposed development plan demonstrates the buildings are situated to face or front Lindsey Street., The existing mosque building is set at 15’ along Lindsey Street. The gymnasium is proposed at 12’ along Lindsey Street, this setback is closely aligned with the existing mosque. The setbacks on the west and east, along Mckinnley Avenue and George Street, are 15’. The setback along the south, adjacent to the R-1 zoned properties, is set at 20’. As shown on the Preliminary Site Development Plan, the separation from the R-1 zoned property and the gymnasium is 28’.*

**Height Regulations**

- The existing mosque building, including any existing minaret, will retain its current height. The proposed gymnasium building shall be allowed to be a maximum height of 35', exclusive of any rooftop mechanical units, equipment, screening, or parapet walls, consistent with the height regulations of the R-3, Multifamily Dwelling District.

*The height of the existing mosque building is approximately 28'. The proposed gymnasium will have a maximum height of 35' or approximately three stories, which is **consistent** with the height regulations of the R-3 district.*

**Landscaping**

- Greenspace will be provided in the locations shown on the Preliminary Site Development Plan. Additional landscaping, including trees, shrubs, groundcover, and lawn areas will be utilized on site.

*The proposed landscaping as shown on the Preliminary Site Development Plan is **inconsistent** with the City's landscaping regulations, as it does not provide landscape islands as required for each row of parking that terminates within the interior of the lot.*

**Parking**

- Parking and loading areas may be provided in accordance with the submitted Preliminary Site Development Plan, subject to final design development and the changes allowed under Section 36-510, SPUD, Simple Planned Unit Developments. Parking will comply with all applicable parking ordinances.

*The proposed development is **consistent** with the City's parking recommendations and the surrounding area.*

**Lighting**

- The development will comply with all applicable City lighting regulations.

*Lighting within the development will be **consistent** with applicable City regulations and the surrounding area.*

**Signage**

- The proposal includes one ground monument sign as shown on the Preliminary Site Development Plan, not to exceed 60 SF per face. The proposal also allows for wayfinding signage throughout the development. All signage shall comply with applicable City commercial signage regulations, or as otherwise approved as part of the SPUD.

*The proposed signage regulations are generally **consistent** with the City's commercial signage regulations. Chapter 28 allows for commercial signage up to 60 SF per side (120 SF total), provided that the signage is placed at least 10' behind the setback line.*

**Screening**

- Screening shall be provided where the property abuts residential uses. Screening may include sight-proof fencing that meets or exceeds the City's requirements.

*The proposed development will be **consistent** with the City's screening regulations by providing appropriate screening to ensure compatibility with adjacent properties. The fence height may be allowed to be a maximum of 10'.*

## COMPREHENSIVE PLAN CONSIDERATIONS

### Character Area Policies
### General Policies

Non-Residential Policies

- New non-residential development should use high quality building materials such as glass, brick, stone, wood, or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus setting should have an internal pedestrian network between buildings.

*The proposed development is **consistent** with the Character Area General Non-Residential Policies. The development will use high quality building materials, and parking and loading areas to the side and rear of buildings will be screened from adjacent residential uses per the regulations of the SPUD Narrative. There are no proposed parking garages, and the development is not within a corporate campus setting.*

### Core Neighborhood Policies

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
  - Address the impacts of parking and access:
    - Off-street parking should be screened from public right-of-way, and placed in the rear of the lot for all development.
    - For residential development, access to garages and parking pads are encouraged from a rear loaded alley.
    - Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.
  - Reflects the scale and characters of surrounding properties:
    - Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighborhood properties.
  - Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
  - Encourage activation of the street space along arterials with pedestrian amenities.

- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited, but can be accommodated as long as scale transitions and architectural elements achieve continuity.

*The proposal is **consistent** with the policies of the Core Neighborhood Character Area, as it utilizes comparable development regulations such as height and setbacks as the surrounding residential zoning districts. The development is also screened from adjacent residential uses and open space and landscaping are incorporated into the site design. Finally, the development encourages multiple modes of transportation through connection to existing pedestrian infrastructure, and proximity to multiple Embark bus stops within a roughly 0.25 mile radius.*

**Land Use Development Policies**
**Urban High Policies**

Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building spacing and separation of uses. This area is intended to create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

- High-intensity areas strive for more residential than non-residential uses with frequent master-planned mixed-use development nodes. Non-residential uses may be more common in UH than in UM or UL due to higher concentrations of population.
- Gross densities in any single development should be greater than 12 units per acre.

*The proposal is non-residential, but is situated between multiple single- and multi-family residential uses to the south and west, and civic uses to the north and east on the University of Oklahoma campus. The proposal is **consistent** because it offers services to the nearby residential areas while promoting alternative transportation modes through connectivity to existing pedestrian facilities and proximity to public transit.*

**Building Types**

- Medium and Small-scale 3- to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties. Multi-unit structures are the priority, but a variety of housing types from townhomes to apartments are expected.
- Mixed-use buildings including retail, work-spaces, and residences are most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- New developments that are single-use developments or predominantly single-unit or garden apartments are not appropriate.

*The proposed development includes an addition to the existing mosque with a gymnasium that may be up to three stories in height. The proposed development is single-use and does not provide new housing opportunities. However, you would not typically see a residential component to this type of facility. While the single use of this site is **inconsistent** with Urban High land Use, the expansion of this existing facility is appropriate in this area.*

**Site Design**

- The scale and layout of the built environment are conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Multi-unit developments without connections to neighboring properties and uses weakens the development pattern and should be limited or avoided altogether.
- Street trees should forma continuous urban canopy over public areas and rights-of-way.
- Stormwater should be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*The proposed development includes sidewalks to encourage pedestrian circulation throughout the development and will connect to existing pedestrian infrastructure on E. Lindsey Street and George Avenue. The site also utilizes existing public infrastructure. For these reasons, the proposed development is **consistent** with this Urban High Land Use Site Design policy.*

**Transportation**

- This area features a relatively dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to character and value of land in the area. Most of these areas have, or will have, easy access to public transportation (less than one half-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

*The proposed development is **consistent** with this Urban High Land Use Transportation policy because it promotes interconnectivity through its proximity and connection to multi-modal transit infrastructure, including sidewalks on E. Lindsey Street and George Avenue, with access to Embark bus stops on S. Jenkins Avenue (approximately 0.25 miles to the southwest) and W. Brooks Street (approximately 0.25 miles to the northwest). Sidewalks within the development will connect to existing public pedestrian infrastructure along George Avenue.*

**Utility Access**

- A full range of utilities should be available. If services are not already in place, they must be extended by the developer during the platting process to be suitable for development. If development occurs adjacent to existing facilities that are determined to be insufficient to meet the demands of the proposed development, the developer must upgrade the existing facilities to enhance the capacity of the utility systems.

*The development site has access to public water and sanitary sewer facilities. The development is **consistent** with this Urban High Land Use policy.*

**Public Space**

- Consisting of appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities should commonly integrated into public and private projects.

*The proposed development includes pedestrian amenities, tying into existing sidewalks along George Avenue, as well as placing new sidewalks along McKinley Ave., which in turn tie into a larger network of pedestrian infrastructure. For these reasons, the proposed development is* ***consistent*** *with this Urban High Land Use Policy.*

**Neighborhood and/or Special Area Plans**

*This location* ***is not*** *within a Neighborhood or Special Planning Area.*

**UTILITIES**

**AIM NORMAN PLAN CONFORMANCE**

*Proposed development is in accordance with AIM Water and Wastewater Utility Master Plans.*

**SOLID WASTE MANAGEMENT**

*Proposed development meets requirements for City streets and provides access for solid waste services.*

**WATER/WASTEWATER AVAILABILITY**

**Water Availability**

*Adequate capacity within the water system exists to serve the proposed development.*

**Wastewater Availability**

*Adequate capacity within the wastewater system exists to serve the proposed development.*

**DISCUSSION:**

Overall, the proposed development largely aligns with the AIM Norman Land Use and Character Area objectives. The proposed development offers services to the surrounding residential areas and promotes pedestrian access and connectivity, supported by its proximity to several Embark bus stops. As noted above, the site does not offer high density, mixed-use development or any residential component that is promoted within the AIM Norman Core Neighborhood Character Area and Urban High Land Use policies. However, residential use would not be common with this type of development. The existing use for the mosque has been in place since 2011; this proposal is to expand the use for this organization.

**CONCLUSION:**

Staff forwards this request for rezoning from R-1, Single-Family Dwelling District, and R-3, Multifamily Dwelling District, to SPUD, Simple Planned Unit Development, and Ordinance O-2526-30 to the Planning Commission for consideration and recommendation to City Council.

**Islamic Society of Norman**

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

**ITEMS SUBMITTED FOR THE RECORD**

1. **Staff Report**
2. **Location Map**
3. **Narrative**
4. **Preliminary Site Development Plan**
5. **Pre-Development Summary, 11-20-25**
6. **Protest Map & Letter**

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-53: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PARTIAL CLOSURE OF A PLATTED SIX-FOOT (6') UTILITY EASEMENT WITHIN A PORTION OF LOT 15, ALL OF LOTS 16 THROUGH 29 AND A PORTION OF LOT 30, BLOCK 4, HARDIE-RUCKER ADDITION. 420 EAST LINDSEY STREET.; AND PROVIDING FOR THE SEVERABILITY THEREOF. (WARD 7)

**ITEMS SUBMITTED FOR THE RECORD**

1. **Staff Report**
2. **Easement Vacation Exhibit A**
3. **Request for Utility Easement Closure**
4. **Cox Email Response**
5. **OG&E Email Response**

**Staff Presentation**

Logan Gray, Planner II, presented the staff report for the Islamic Society of Norman project.

Commissioner McKown noted Cox Communications had objected to the easement vacation and asked whether that issue had been resolved. Mr. Gray stated, at this time,

the objection has not been resolved. He added Cox submitted a formal objection to the proposed easement closure and OG&E provided a notice of concern. Mr. Gray stated the applicant will be required to coordinate with the utility companies and the Public Works Department to address these issues.

Commissioner Bird asked whether it is typical for utility companies to initially object and then work with the applicant to resolve concerns, provided utilities are relocated as needed. Mr. Gray stated this is a common process.

**Applicant Presentation**

Sean Rieger, representative of the applicant, presented the Islamic Society of Norman project.

Commissioner Brewer asked whether the applicant would still need to go to District Court to obtain approval for the easement vacation. Mr. Rieger confirmed that was correct.

**Public Comments**

Russell Rice, 1854 Rolling Hills St., Norman, OK (Support)

Aisha Ali, 1627 Brookhaven Blvd., Norman, OK (Support)

**Planning Commission Discussion**

Commissioner Bird clarified the item was brought forward as part of a Planned Unit Development and not in response to any specific church user. She noted all Planned Unit Developments and easement vacations are required to come before the Commission.

**Motion** to approve made by Commissioner McKown, **Seconded** by Commissioner Griffith.

Voting Yea: Commissioner Brewer, Commissioner McKown, Chair Bird, Secretary Parker, Vice Chair Jablonski, Commissioner McDaniel, Commissioner Griffith

**Planning Commission recommended approval of O-2526-30 and O-2526-53.**

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05-26-2026

**REQUESTER:** Ken Danner, Subdivision Development Manager

**PRESENTER:** Scott Sturtz, Director of Public Works

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

**BACKGROUND:**

This is a request for closing certain/specific platted six-foot (6') width utility easement located within a portion of Lot 15, all of Lots 16 through 29 and a portion of Lot 30, Block 4, Hardie-Rucker Addition filed of record with the Cleveland County Clerk on December 7, 1922.

**DISCUSSION**:

The attorney for the applicant has submitted a request to close and potentially vacate specific described six-foot (6') utility easement that will conflict with the proposed structure.

With the closure and vacation the applicant would be able to expand a structure over the easement.

Staff did receive a concern from OG&E and an objection from Cox Communications.

Planning Commission, at its meeting of April 9, 2026, recommended adoption by a vote of 7-0.

**RECOMMENDATION**:

Staff will not object to the request to partially close the platted six-foot (6') utility easement since the utility companies will be able to object when the request goes to District Court for vacation.

O-2526-53

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING A PORTION OF A PLATTED SIX-FOOT (6') UTILITY EASEMENT WITHIN A PORTION OF LOT 15, ALL OF LOTS 16 THROUGH 29 AND A PORTION OF LOT 30, BLOCK 4, HARDIE-RUCKER ADDITION, A SIMPLE PLANNED UNIT DEVELOPMENT, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF.

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

§ 1. That, pursuant to Resolution Number R-8182-66, the owner of the subject property, North American Islamic Trust, through Islamic Center of Norman, has petitioned the City to partially close a platted six-foot (6') utility easement located within a portion of Lot 15, all of Lots 16 through 29, and a portion of Lot 30, Block 4, HARDIE-RUCKER ADDITION, a Simple Planned Unit Development; and,

§ 2. That, also pursuant to Resolution Number R-8182-66, the proper notice has been given, and the maps, memorandums and other items required by said Resolution have been presented to this Council; and

§ 3. That, also pursuant to Resolution Number R-8182-66, a public hearing has been held by the Planning Commission on April 9, 2026, regarding said closing; and

§ 4. That, a part of the platted six-foot (6') utility easement within a portion of Lot Fifteen (15), all of Lots Sixteen (16) through Twenty-Nine (29) and a portion of Lot Thirty (30), Block Four (4) of HARDIE-RUCKER ADDITION, a Simple Planned Unit Development, Norman, Cleveland County, Oklahoma, is hereby closed, notwithstanding Cox Communications, Inc. and Oklahoma Gas and Electric Company's reservations and objections.

§ 5. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this _____ day of _____, 2026.

_____
Stephen T. Holman, Mayor

ATTEST:

_____
Jamie Meyer, City Clerk

NOT ADOPTED this _____ day of _____, 2026.

_____
Stephen T. Holman, Mayor

**CITY OF NORMAN, OK**

# STAFF REPORT

**MEETING DATE:** 04/9/2026

**REQUESTER:** Islamic Society of Norman

**PRESENTER:** Ken Danner, Subdivision Development Manager

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-53: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, PARTIAL CLOSURE OF A PLATTED SIX-FOOT (6') UTILITY EASEMENT WITHIN A PORTION OF LOT 15, ALL OF LOTS 16 THROUGH 29 AND A PORTION OF LOT 30, BLOCK 4, HARDIE-RUCKER ADDITION. 420 EAST LINDSEY STREET.; AND PROVIDING FOR THE SEVERABILITY THEREOF. (WARD 7)

| | |
|---|---|
| **APPLICANT** | Islamic Center of Norman<br>Attorneys: Rieger, Sadler & Joyce. |
| **REQUESTED ACTION** | Partial closure of a platted six-foot (6') utility easement within a portion of Lot 15, all of Lots 16 through 29 and a portion of Lot 30, Block 4, Hardie-Rucker Addition. 420 East Lindsey Street. |

**BACKGROUND:** The attorney for the applicant has requested partial closing and future vacating a platted six-foot (6') utility easement located within a portion of Lot 15, all of Lots 16 through 29 and a portion of Lot 30, Block 4, Hardie-Rucker Addition. Hardie-Rucker Addition was filed of record with the Cleveland County Clerk on December 7, 1922. Staff is not aware if there are additional separate utility easements filed of record.

**DISCUSSION:** With the partial closure and potential vacation of the utility easement, the applicant would be able to construct a structure over the easement.

Staff received a concern from OG+E and an objection from Cox Communication.

**RECOMMENDATION:** Based on the fact the City has received an objection, staff cannot support the request to close a portion of a platted six-foot (6') utility easement located within a portion of Lot 15, all of Lots 16 through 29 and a portion of Lot 30, Block 4, Hardie-Rucker Addition.

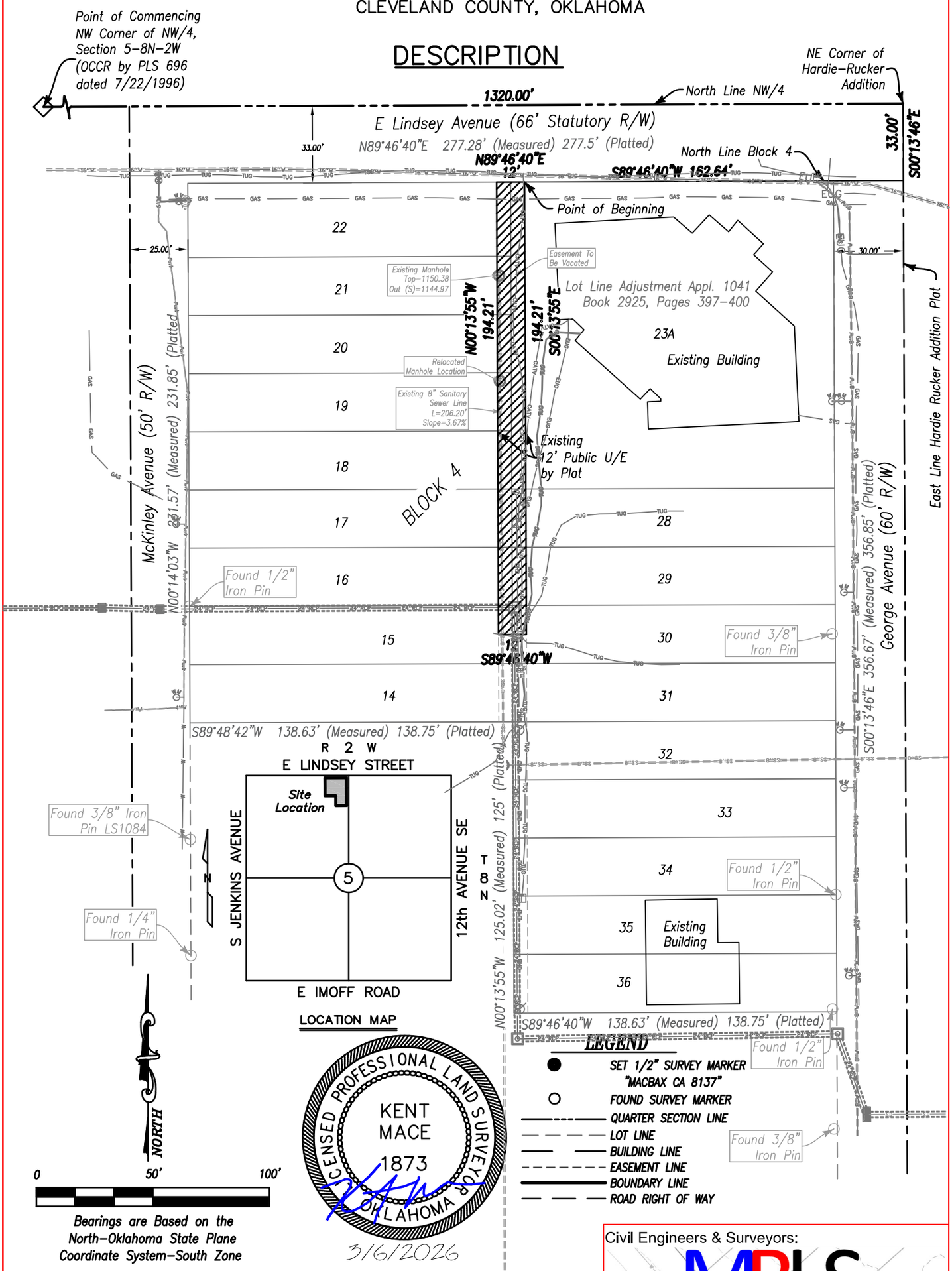
**ACTION NEEDED**: Recommend approval or disapproval of the request to close a portion of a platted six-foot (6') utility easement within a portion of Lot 15, all of Lots 16 through 29 and a portion of Lot 30, Block 4, Hardie-Rucker Addition.

**ACTION TAKEN**: _____

# EASEMENT VACATION EXHIBIT A

HARDIE RUCKER ADDITION,
CITY OF NORMAN,
CLEVELAND COUNTY, OKLAHOMA

## DESCRIPTION




Bearings are Based on the
North-Oklahoma State Plane
Coordinate System-South Zone

LICENSED PROFESSIONAL LAND SURVEYOR
KENT MACE
1873
OKLAHOMA

3/6/2026

| | |
|---|---|
| SURVEY FOR | EASEMENT VACATION |
| DATE | 3/6/2026 |
| SCALE | 1" = 50' |
| PROJECT NO. | MB-25063 |
| REVISED | |
| | Page 1 of 2 |

LOCATION

Hardie Rucker Addition
Section 5, T8N, R2W, I.M.
Norman, Cleveland County, OK

Civil Engineers & Surveyors:
MBLS
MacBax Land Surveying, PLLC
civil engineering & land surveying
5744 Huettner Court, Suite 130
Norman, OK 73069
Telephone: (405) 872-7594
Email: Kent@mbls.us
Certificate of Authorization 1386

# EASEMENT VACATION EXHIBIT A

HARDIE RUCKER ADDITION,
CITY OF NORMAN,
CLEVELAND COUNTY, OKLAHOMA

## DESCRIPTION

*Description*

*Part of Lots 15 through 22 and 28 through 30, of Block 4 in HARDIE–RUCKER ADDITION to Norman, Oklahoma, recorded in PL Book 1, Page 10A at Cleveland County, Oklahoma and part of Lot 23A of Lot Line Adjustment recorded in Book 2925, Pages 397–400 at Cleveland County, Oklahoma, more particularly described as follows: COMMENCING at the Northwest Corner of Section 5, Township 8 North, Range 2 West of the Indian Meridian, Cleveland County, Oklahoma, also being the Northwest Corner of said HARDIE–RUCKER ADDITION Plat; THENCE N 89°46'40 E, along the north line of the Northwest Quarter of said Section 5, a distance of 1320.00 feet to the Northeast Corner of said HARDIE–RUCKER ADDITION Plat; THENCE S 00°13'46" E, along the east line of said HARDIE–RUCKER ADDITION Plat, a distance of 33.00 feet; THENCE S 89°46'40" W, along the north line of said Block 4, a distance of 162.64 feet to the POINT OF BEGINNING; THENCE S 00°13'55" E, a distance of 194.21 feet; THENCE S 89°46'40" W a distance of 12.00 feet; THENCE N 00°13'55" W a distance of 194.21 feet to the north line of said Block; THENCE N 89°46'40" E, along the north line of said Block 4, a distance of 12.00 feet to the POINT OF BEGINNING. Tract contains 2330.49 square feet, more or less.*

*Basis of Bearings is based on the north line of the Northwest Quarter of Section 5, Township 8 North, Range 2 West as being N 89°46'40" E.*

*Basis of Bearing is Grid North–Oklahoma State Plane Coordinate System, South Zone. Property description prepared by Kent Mace, Oklahoma PLS No. 1873, MacBax Land Surveying, PLLC, dated March 6, 2026.*




3/6/2026

| | | |
|---|---|---|
| SURVEY FOR: EASEMENT VACATION | LOCATION: Hardie Rucker Addition<br>Section 5, T8N, R2W, I.M.<br>Norman, Cleveland County, OK | Civil Engineers & Surveyors: |
| DATE: 3/6/2026 | SCALE: N/A | |
| PROJECT NO.: MB-25063 | REVISED: Page 2 of 2 | |

MBLS
MacBax Land Surveying, PLLC
civil engineering & land surveying
5744 Huettner Court, Suite 130
Norman, OK 73069
Telephone: (405) 872-7594
Email: Kent@mbls.us
Certificate of Authorization 1387

RIEGER
SADLER JOYCE
ATTORNEYS AT LAW

March 9, 2026

City Clerk
City of Norman
201 West Gray
Norman, OK 73069

**RE: Request to Close and Vacate a Portion of Utility Easement**

On behalf of the Islamic Center of Norman (the "**Applicant**"), we submit this request to close and vacate a certain portion of an existing public utility easement as more particularly described herein. The legal description and depictions of the area sought to be closed and vacated are attached as **Exhibit A**. If the closing of the easement described and shown in the Exhibit is approved by the City Council, an application to vacate said easement via District Court will be pursued.

Pursuant to 11 O.S. § 42-101 et seq., we would like to submit this letter as a petition to close the portion of the easement described herein. Please do not hesitate to contact us if you need additional information or if we can answer any questions.

Very Truly Yours,
**RIEGER SADLER JOYCE**

**GUNNER JOYCE**
*Attorney at Law*

**From:** Bailey, Tim <BAILEYTJ@oge.com>
**Sent:** Friday, March 20, 2026 3:18 PM
**To:** Landon Gum
**Subject:** RE: Request to Close & Vacate a Portion of Utility Easement - 420 E. Lindsey St.

**This Message Is From an External Sender**
This message came from outside your organization.
Report Suspicious

Landon;

OG&E records show we have an overhead line running through a portion of the area that the applicant is requesting to vacate.
Based on the County Assessor records, it appears our overhead line covers portions of Lots 15 thru 17 and Lots 28 thru 30, Block 4, Hardie Rucker Addition.
This line provides service to the Islamic Building that is located in Lots 23 thru 27, now known as Lot 23A, Block 4.
It is unknown at this time whether OG&E will want to retain its rights in Lots 19 thru 22 and Lot 23A, Block 4.
The Engineering Department will look at the entire area when we receive notice of the vacation from our attorney.

Timothy J. Bailey
OG&E Right-Of-Way Agent

---

**From:** Landon Gum <Landon.Gum@NormanOK.gov>
**Sent:** Wednesday, March 18, 2026 2:03 PM
**To:** 'Wes White' <wwhite@okcoop.org>; 'Bohuslavicky, Shella (CCI-Central Region)' <Shella.Bohuslavicky@cox.com>; 'LATHROP, SIMON P' <sl4915@att.com>; 'drew.nixon@onegas.com' <drew.nixon@onegas.com>; Bailey, Tim <BAILEYTJ@oge.com>; Konica <konica@oge.com>
**Subject:** Request to Close & Vacate a Portion of Utility Easement - 420 E. Lindsey St.
**Importance:** High

**EXTERNAL EMAIL -** Use caution with links and attachments - **REPORT ANYTHING SUSPICIOUS** with the **REPORT BUTTON** in the toolbar or to SuspiciousEmail@oge.com

Afternoon All,
See the attached request to close and vacate portion of a rear 12.5' U/E for your review and comment. Please forward if you are not the appropriate contact AND be sure to let me know.

Thanks!

Landon Gum

Subdivision Development Coordinator
Public Works/Engineering Department
City of Norman
225 North Webster Avenue
Norman, OK 73069
405-366-5457 (Office)
405-366-5418 (Fax)
landon.gum@normanok.gov

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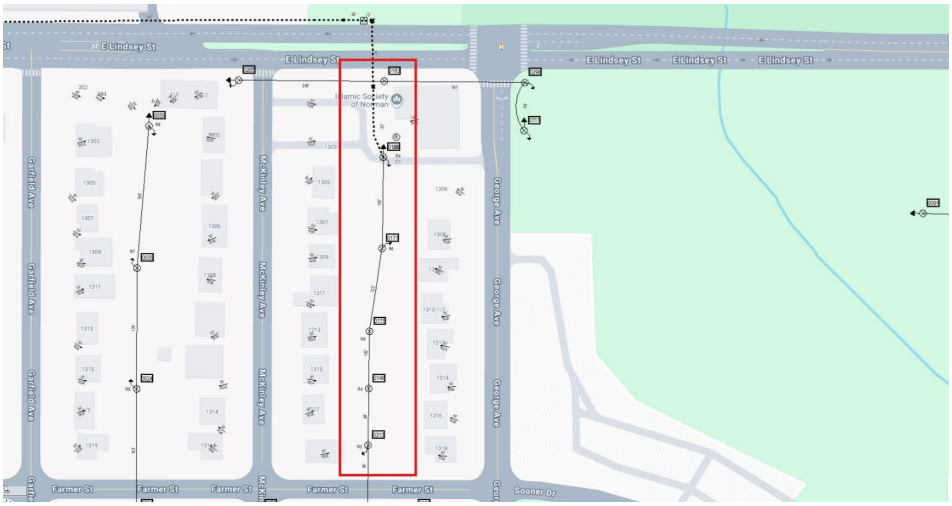
**From:** Tinkham, Aaron (CCI-Central Region)
**To:** Landon Gum
**Subject:** RE: [EXTERNAL] Request to Close & Vacate a Portion of Utility Easement - 420 E. Lindsey St.
**Date:** Monday, March 23, 2026 2:03:35 PM
**Attachments:** image001.png
image002.png

**This Message Is From an External Sender**
This message came from outside your organization.

Report Suspicious

Hi Landon,

Cox has underground and aerial structure within this easement and would like to object to the closure. Attached is the map identifying Cox structure.




Aaron Tinkham
Land Use Agent II | Cox Communications
Office: (405) 417-1991 | Email: Aaron.Tinkham@cox.com
Land Use & Compliance: OKCROW@cox.com
Supervisor Contact
Ann Cypert
Supervisor, Land Use | Outside Plant Construction
Office: 405-605-1440 | Cell: 405-406-9894 | Email: Ann.Cypert@cox.com
Thank you for the opportunity to support your land use and compliance needs

**From:** Bohuslavicky, Shella (CCI-Central Region) <Shella.Bohuslavicky@cox.com>
**Sent:** Wednesday, March 18, 2026 2:17 PM
**To:** CCI CEN - OKC ROW <okcrow@cox.com>
**Subject:** FW: [EXTERNAL] Request to Close & Vacate a Portion of Utility Easement - 420 E. Lindsey St.
**Importance:** High

---

**From:** Landon Gum
**Sent:** Wednesday, March 18, 2026 2:03 PM
**To:** 'Wes White' ; Bohuslavicky, Shella (CCI-Central Region) ; 'LATHROP, SIMON P' ; 'drew.nixon@onegas.com' ; 'baileytj@oge.com' ; 'konica@oge.com'
**Subject:** [EXTERNAL] Request to Close & Vacate a Portion of Utility Easement - 420 E. Lindsey St.
**Importance:** High

Afternoon All,

See the attached request to close and vacate portion of a rear 12.5' U/E for your review and comment. Please forward if you are not the appropriate contact AND be sure to let me know.

Thanks!

Landon Gum
Subdivision Development Coordinator
Public Works/Engineering Department
City of Norman
225 North Webster Avenue
Norman, OK 73069
405-366-5457 (Office)
405-366-5418 (Fax)
landon.gum@normanok.gov

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**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 5/26/2026

**REQUESTER:** Upper Crust Management, L.L.C.

**PRESENTER:** Jane Hudson, Planning and Community Development Director

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

| | |
|---|---|
| **APPLICANT/REPRESENTATIVE** | Upper Crust Management, L.L.C./ Rieger Sadler Joyce, LLC |
| **LOCATION** | 1130 Rambling Oaks Drive |
| **WARD** | 3 |
| **CORE AREA** | No |
| **EXISTING ZONING** | C-1, Local Commercial District |
| **EXISTING LAND USE** | Interchange Mixed Use |
| **CHARACTER AREA** | Suburban Neighborhood |
| **PROPOSED ZONING** | SPUD, Simple Planned Unit Development |

**PROPOSED LAND USE** No change

**REQUESTED ACTION** Rezoning from C-1, Local Commercial District, to a SPUD, Simple Planned Unit Development

**SUMMARY:**

The applicant, Upper Crust Management, LLC, is requesting to rezone approximately 0.68 acres from C-1, Local Commercial District, to a SPUD, Simple Planned Unit Development. The proposal is for a mixed-use development that will include 15 residential units and one commercial unit across two buildings.

**EXISTING CONDITIONS:**

**SIZE OF SITE:** 0.68 acres

**SURROUNDING PROPERTIES**

| | Subject Property | North | East | South | West |
|---|---|---|---|---|---|
| Zoning | C-1 | C-1 & C-2 with Special Use for a Bar | C-2 | CO | RM-6 |
| Land Use | Interchange Mixed Use | Interchange Mixed Use | Interchange Mixed Use | Interchange Mixed Use | Interchange Mixed Use |
| Current Use | Commercial | Commercial | Commercial | Office | Commercial |

**EXISTING ZONING DESIGNATION**

**C-1, Local Commercial District**

This commercial district is intended for the conduct of retail trade and to provide personal services to meet the regular needs and for the convenience of the people of adjacent residential areas. It is anticipated that this district will be the predominately used commercial district in the community. Because these shops and stores may be an integral part of the neighborhood closely associated with residential, religious, recreational, and educational elements, more restrictive requirements for light, air, open space, and off-street parking are made than are provided in other commercial districts.

**LAND USE DESIGNATION**

**Interchange Mixed-Use**

Characterized by major community and regional commercial developments that are large in scale and have high traffic impact. Efficient, walkable pattern of development with variety in commercial arrangements. Moderate building spacing and separation of uses. Allowances for commercial activities that draw from a regional level; neighborhood services are less common.

- Interchange Mixed-Use areas should be predominately non-residential with minimal residential uses at compatible densities.
- Gross densities in any single development should be greater than 18 units per acre.

**CHARACTER AREA DESIGNATION**
**Suburban Neighborhood Area**
Areas where suburban residential subdivision development have occurred or are likely to occur (due to availability of water and sewer service). This area is characterized by low pedestrian orientation, existing but largely inconvenient public transit access, high to moderate degree of building and use separation, predominantly residential with scattered civic buildings and varied street patterns, often curvilinear.

In the future, the neighborhoods with good trail access and connections to surrounding services will likely continue to be highly attractive neighborhoods. Future development should elevate connectivity and Traditional Neighborhood Design (TND).

**NEAREST PUBLIC PARK**
Springbrook Park is located approximately one-third mile southwest on Branchwood Drive within the Spring Brook Addition.

**PROCEDURAL REQUIREMENTS:**

**PRE-DEVELOPMENT: PD25-23 August 28, 2025**
No neighbors attended the meeting.

**BOARD OF PARKS COMMISSIONERS:** The property is platted as Spring Brook Addition Section #11. Board of Parks Commissioners review is not required for this rezoning.

**REVIEW COMMENTS SECTION:**
This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments “inconsistent” with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

**CITY DEPARTMENTS**
Fire Department
Building Permitting Review
Public Works/Engineering
Transportation Engineer
Planning
Utilities

**FIRE DEPARTMENT**
*Items related to fire codes will be addressed during the building permit review*.

**BUILDING REVIEW**

*Exterior walls will be required to have a 1-hour fire-resistance rating, potentially including a parapet. This may limit or prohibit windows in these walls. To avoid the fire-rating requirement, the building would need to be set back at least 10 feet from the property line. While compliant with the Building Code, this may affect the appearance of the walls. These requirements will be addressed during the building permit review.*

**PUBLIC WORKS/ENGINEERING**

*The subject property is platted as Spring Brook Addition Section 11. No additional subdivision is requested. There are no additional comments from Public Works/Engineering*.

**TRANSPORTATION ENGINEER**

*The subject property is platted. The Transportation Engineer requested a traffic memo for this proposal; the memo is included in the agenda packet.*

**PLANNING**

**ZONING CODE CONSIDERATIONS**

**Purpose-SPUD, Simple Planned Unit Development**

The SPUD, Simple Planned Unit Development is a special zoning district that provides an alternate approach to the conventional land use controls and to a PUD, Planned Unit Development to maximize the unique physical features of a particular site and produce unique, creative, progressive, or quality land developments.

- The SPUD may be used for particular tracts or parcels of land that are to be developed, according to a SPUD narrative and a development plan map and contains less than five acres.
- The SPUD is subject to review procedures by Planning Commission and adoption by City Council.

It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of comprehensive plan of record. In addition, the SPUD provides for the following:

- Encourage efficient, innovative use of land in the placement and/or clustering of buildings in a development and protect the health, safety and welfare of the community.
- Contribute to the revitalization and/or redevelopment of areas where decline of any type has occurred. Promote infill development that is compatible and harmonious with adjacent uses and would otherwise not be an area that could physically be redeveloped under conventional zoning.
- Maintain consistency with the City's zoning ordinance, and other applicable plans, policies, standards and regulations on record.
- Approval of a zone change to a SPUD adopts the master plan prepared by the applicant and reviewed as a part of the application. The SPUD establishes new

and specific requirements for the amount and type of land use, residential densities, if appropriate, development regulations and location of specific elements of the development, such as open space and screening.

*The request is **consistent** with the purpose of a SPUD, Simple Planned Unit Development, which allows flexibility in permitted uses while supporting revitalization and mixed-use development. It enables uses to be integrated in a manner not typically allowed under conventional zoning.*

**Uses Permitted**

- The property is intended to be developed as a mixed-use community incorporating multifamily residential and local commercial uses. Residential improvements may include multifamily units, along with associated amenities such as leasing offices, community spaces, and other tenant services. Commercial improvements may include retail, office, and service uses designed to complement the residential component and serve the surrounding community. A complete list of allowable uses is attached in Exhibit C.

*The proposed multifamily residential units and commercial uses, including retail services, banks, and restaurants, are **consistent** with local commercial zoning uses. The site is predominantly surrounded by commercial uses, with offices and a senior living facility to the southwest on Rambling Oaks Dr.*

**Area Regulations**

- The property shall comply with the following development regulations: the minimum front yard setback shall be twenty-five (25) feet, the minimum side yard setback shall be five (5) feet, and the minimum rear yard setback shall be five (5) feet.

*The proposed project includes an existing structure and a new building, as shown on Exhibit B, Site Development Plan. The setbacks are **consistent** with the accompanying narrative and with area regulations of surrounding properties.*

**Height Regulations**

- The Property shall be allowed to reach a maximum height of two (2) stories, not including any subgrade elements as well as any necessary roof top mechanical units, equipment, screening, or parapet walls

*The neighboring property zoned CO, Suburban Office Commercial District, allows for structures up to three and a half stories. The neighboring C-1 zoning allows two and a half stories. Neighboring C-2 zoning does not have a height limit. The existing structures in the area are single- and two-story. The existing and proposed two-story structures are **consistent** with the height regulations for the surrounding area.*

**Traffic Access, Circulation, Parking and Sidewalks**

- Traffic circulation and access to the Property shall be allowed in the manner shown on the attached Site Development Plan, labeled Exhibit B. Parking will be provided according to the City of Norman's Zoning Ordinance, as may be amended from time to time.

*The Site Development Plan includes two shared access drives from Rambling Oaks Drive, one at the north end and one at the south. Existing on-site parking will be maintained, with additional covered parking provided on the ground floor of the new multifamily building. City code recommends the multifamily component provide 1.2 spaces per unit, totaling 18 spaces for the 15 residential units. A total of 37 parking spaces will be provided,* ***consistent*** *with and exceeding the minimum parking recommendation.*

**Landscaping and Open Space**

- Open space shall be provided in locations shown on the Preliminary Site Development Plan and will comprise approximately thirteen percent 13% of the property. The applicant is proposing to have no maximum impervious area for the property. The applicant will endeavor to incorporate low impact development techniques (LIDs) and best management practices (BMPs) to assist with on-site drainage, with specific methods and locations to be determined during site development. Landscaping shall be installed and maintained in locations generally depicted on the Preliminary Site Development Plan and will meet or exceed the City of Norman's applicable landscaping requirements, as may be amended from time to time.

*Proposed landscaping and open space are depicted on Exhibit D, Landscape Plan, and are* ***consistent*** *with applicable landscaping regulations and the surrounding area.*

**Lighting**

- All exterior lighting shall be installed in conformance with the applicable regulations in Section 36-549, Commercial Outdoor Lighting Standards, which may be amended from time to time**.**

*Lighting installed on the property will be required to be full cut-off fixtures. This is* ***consistent*** *with the surrounding area.*

**Signage**

- The Property may feature one (1) entrance ground and/or monument signs identifying the residential building and commercial tenants. The entrance ground and/or monument signs identifying the building may be a maximum of 60 square feet per side. In addition to the entrance signage, the Property may utilize up to three wall signs. The Property shall be allowed to contain various directional and wayfinding signage throughout the site, such as signage directing and identifying

the following: bicycle parking, scooter parking, leasing office, delivery/pick up locations, future tenant parking, amenity signage, and other similar signage as may be necessary. All signage discussed herein may be backlit or otherwise illuminated with LED or similar lighting. The ground entrance signage may be electronic. Banners, flag signs, or other similar decorative signage may be displayed on the Property from time to time, such as grand opening signage, pre-leasing, or holiday signage. All signage shall be placed in appropriate locations to not interfere with applicable traffic sight triangles. Signage may not encroach upon public easements, rights-of-way, or within one (1) foot of public utility easements. All other signs not specifically discussed shall comply with the medium density residential sign standards of the City of Norman Sign Regulations.

*All signage, other than the exceptions listed, will be subject to the applicable medium density residential sign requirements in Chapter 28. While the proposal for additional signage is **inconsistent** with Chapter 28, it is still closely aligned with the Code, and the request is compatible with the surrounding area.*

**Exterior Materials**

- The exterior of the building may be constructed with a minimum of 80% brick and masonry, incorporating a combination of materials such as brick, glass, stone, synthetic stone, high-quality stucco or EIFS, masonry, and metal accents.

*The existing structure and proposed exterior building materials, including brick, and masonry are **consistent** with the City's design standards and with the surrounding area.*

**COMPREHENSIVE PLAN CONSIDERATIONS**

**Character Area Policies**
**General Policies**

Residential Policies

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential development should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposal is **consistent** with the General Residential policies by providing a housing style and density which suit diverse housing needs. This proposal blends with the surrounding area.*

**Suburban Neighborhood Policies**

- Infrastructure extensions should occur incrementally, and new developments must connect to City water and sewer, which may require extension of lines.
- Protect drainageways in accordance with WQPZ ordinance within new development and expand their use for public trail access.
- Treat water quality volume from runoff for volume recommended in stormwater master plan and in accordance with EDC Section 7000.
- The open spaces created around drainageways should be connected when feasible to create wildlife corridors.
- Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
- Prioritize preservation of existing mature street trees.
- Promote a mix of housing types, including accessory dwelling units, and new, well-designed similarly scaled multi-unit residences to increase neighborhood density and income diversity.
- Priority for higher density, mixed-income, and affordable housing opportunities should be assigned to locations with multi-modal transportation access and capacity.
- Based on associated Land Use, housing typologies of all intensity levels are appropriate within the Suburban Character area.
- Encourage:
    - More mixing of uses, including neighborhood services, job centers, and residential uses of similar intensities.
    - Retrofitting existing commercial and retail strip development in areas that are likely to undergo renovation or potential demolition in the life of this plan.
    - Civic, cultural uses, entertainment establishments that will promote community interaction and public open space.
    - As streets move further from the center of the Core Neighborhood Character Area and parcel sizes and development patterns work against pedestrian circulation, focus should shift to vehicular safety, corridor appearance and traffic speeds while still providing basic access and safety for pedestrians and bicyclists.
- Transportation accommodation should:
    - Ensure interconnectivity between developments for local and collector streets.
    - Provide access to trails with all new development, when feasible to integrate trail plans outlined in the Transportation and Park Master Plans into developments.
    - Connect streets between land uses and include complete street approaches for undeveloped sites.
    - Use the most recent Transportation Master Plan to fill pedestrian system gaps along streets, to trails, and within developments.
    - Encourage network of multi-modal transportation options to neighborhood centers and local mixed-use developments.

*The proposal is **consistent** with Suburban Neighborhood Policies that support mixed-use development and the retrofitting of an existing commercial building.*

**Land Use Development Policies**

**Interchange Mixed-Use Policies**

- Characterized by major community and regional commercial developments that are large in scale and have high traffic impact. Efficient, walkable pattern of development with variety in commercial arrangements. Moderate building spacing and separation of uses. Allowances for commercial activities that draw from a regional level; neighborhood services are less common.
- Interchange Mixed-Use areas should be predominately non-residential with minimal residential uses at compatible densities.
- Gross densities in any single development should be greater than 18 units per acre.

*While the project includes one commercial space, most of the site is devoted to residential use. Interchange Mixed-Use desires predominately non-residential with minimal residential uses at compatible densities. The proposed project is **inconsistent** with the Interchange Mixed-Use Policy.*

**Building Types**

- Taller buildings (3+ stories), especially close to the Interstate itself, are appropriate.
- All building sizes can be accommodated.
- Buildings should be custom designed to be sensitive to the context of their site and the surrounding development and/or open space.
- High density housing types are present. These uses can be mixed in with commercial but should be clearly incidental to commercial use and are not appropriate on the ground floor of a mixed-use building.
- Single-use, medium density residential structures may be appropriate with extensive review along edges transitioning to residential areas.

*The proposed two-story, 15-unit multifamily development with one commercial space is generally **consistent** with the Building Types Policies as all building sizes can be accommodated and the design is sensitive to the context of the site.*

**Site Design**

- Sites in this land use should be carefully planned to be attractive, especially from both Interstate-35 and potential turnpike corridors.
- Building design, articulation, and landscaping should contribute to the attractiveness of sites from the major roadways.
- Parking areas should be oriented away from sight lines from both Interstate-35 and potential Turnpike corridors.
- Site layout should make it comfortable to walk throughout the area and experience the unique place.

- Adjacent buildings and uses should be clearly integrated with thoughtful design such as cross-access, shared parking, driveway closures, and connected pathways.
- Special attention to pedestrian circulation from tenant to tenant is important.
- Accommodates a wide variety of activities that support commercial uses. Components such as well-designed outdoor seating, landscaping, bike and pedestrian improvements, site lighting improvements, diversified tenant mix, and other placemaking opportunities must be incorporated into proposed developments.

*The proposal is generally **consistent** with the Site Design Policies. The proposal is utilizing an existing structure on a previously platted lot, creating an opportunity for infill. In addition, this development utilizes two existing cross-access points on the north and south boundaries. The new parking area will be covered and oriented away from the street.*

**Transportation**

- Existing surface parking lots at these locations often present an opportunity to modify the circulation pattern, improve access, and add other benefits. New and redeveloped parking should be a secondary component, unless provided as public street parking, located in the rear, in alleys, screened from view of the right of way, and/or in large, shared parking facilities or decks. A highly connected multi-modal network is required to support current and future needs of these important areas. Improving access for pedestrians and bicyclists will be a priority, including modernizing multi-modal infrastructure. Public transit accommodation should be integrated, if not already established.

*The proposed parking design is **consistent** with Transportation Policies, as additional resident parking will be screened from view. There is an existing network of sidewalks in the area.*

**Utility Access**

- The necessary utility services for this project, including water, sewer, gas, telecommunications, and electric are available on or near the property, or will be extended by the applicant as needed.

*The proposed project is **consistent** with the Utility Access policy as the existing structure currently connects to existing utilities* .

**Public Space**

- Plazas, café seating, and other outdoor spaces of significance should be present. Traditional public parks are not appropriate. Private parks within housing developments are permissible. Pedestrian amenities and connections to regional trails are commonly integrated.

*The proposal is **inconsistent** as there is no plaza or café seating space shown on the Preliminary Site Development Plan.*

**Neighborhood and/or Special Area Plans**

*This location **is not** within a Neighborhood or Special Planning Area*.

**UTILITIES**

**AIM NORMAN PLAN CONFORMANCE**

*The proposal is in accordance with AIM Water and Wastewater Utility Master Plans. Should larger connections be required during project design, adequate facilities are available for connection.*

**SOLID WASTE MANAGEMENT**

*Proposed development meets requirements for City streets and provides access for solid waste services*.

**WATER/WASTEWATER AVAILABILITY**

**Water Availability**

*Adequate capacity within the water system exists to serve the proposed development.*

**Wastewater Availability**

*Adequate capacity within the wastewater system exists to serve the proposed development.*

**Discussion:**

Overall, the proposal aligns with the Suburban Neighborhood Character Area and AIM Interchange Mixed-Use policies by supporting mixed-use development and the retrofitting of an existing commercial building. The two-story, 15-unit multifamily development with one commercial space is generally consistent with Building Type Policies.

**CONCLUSION:**
Staff forwards this request for rezoning from C-1, Local Commercial District, to SPUD, Simple Planned Unit Development, and Ordinance O-2526-39, for consideration by City Council.

**PLANNING COMMISSION RESULTS:** At their meeting on April 9, 2026, the Planning Commission recommended approval of Ordinance O-2526-39 by a vote of 6-1.

O-2526-39

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOT THREE (3), IN BLOCK ONE (1), OF SPRING BROOK ADDITION SECTION II, A REPLAT OF LOT 6, BLOCK 1, SPRING BROOK ADDITION SECTION 6, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-1, LOCAL COMMERCIAL DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1130 RAMBLING OAKS DRIVE; WARD 3)

§ 1. WHEREAS, Upper Crust Management, LLC, the owners of the hereinafter described property, have made application to have the subject property removed from the C-1, Local Commercial District and placed in a SPUD, Simple Planned Unit Development; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on April 9, 2026, as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

§ 3. WHEREAS, the City Council of the City of Norman, Oklahoma, has thereafter considered said application and has determined that said application should be granted and an ordinance adopted to effect and accomplish such rezoning.

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

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from the C-1, Local Commercial District and place the same in a SPUD, Simple Planned Unit Development, to wit:

Lot Three (3), in Block One (1), of SPRING BROOK ADDITION SECTION 11, A Replat of Lot 6, Block 1, Spring Brook Addition Section 6, to Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

LESS the North 18.00 feet thereof, said property being more particularly described by metes and bounds as follows:

Commencing at the recorded Northeast Corner of Lot 1, Block 1, Spring Brook Addition Section 11; Thence S. 00°14'02" E., along the recorded East line of said Lot 1, Block 1, a distance of 173.00 feet to the point or place of beginning; Thence N. 89°45'58" E. a distance of 192.46 feet to a point on a curve and the West line of Rambling Oaks Drive; Thence along said West line on a curve to the right having a radius of 589.73 feet, a chord bearing S. 27°10'17" W. 211.85 feet, a distance of 212.99 feet; Thence N. 53°15'31" W. a distance of 242.42 feet; Thence N. 77°15'24" E. a distance of 101.11 feet; Thence N. 00°14'02" W. a distance of 20.35 feet to the point or place of beginning.

A/K/A Lot 3-A according to Lot Line Adjustment recorded in Book 2578, Page 334

§ 5. Further, pursuant to the provisions of Section 36-510 of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the SPUD Narrative, Site Development Plan, and supporting documentation, which are made a part hereof.

§ 6. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this _____ day of _____, 2026.

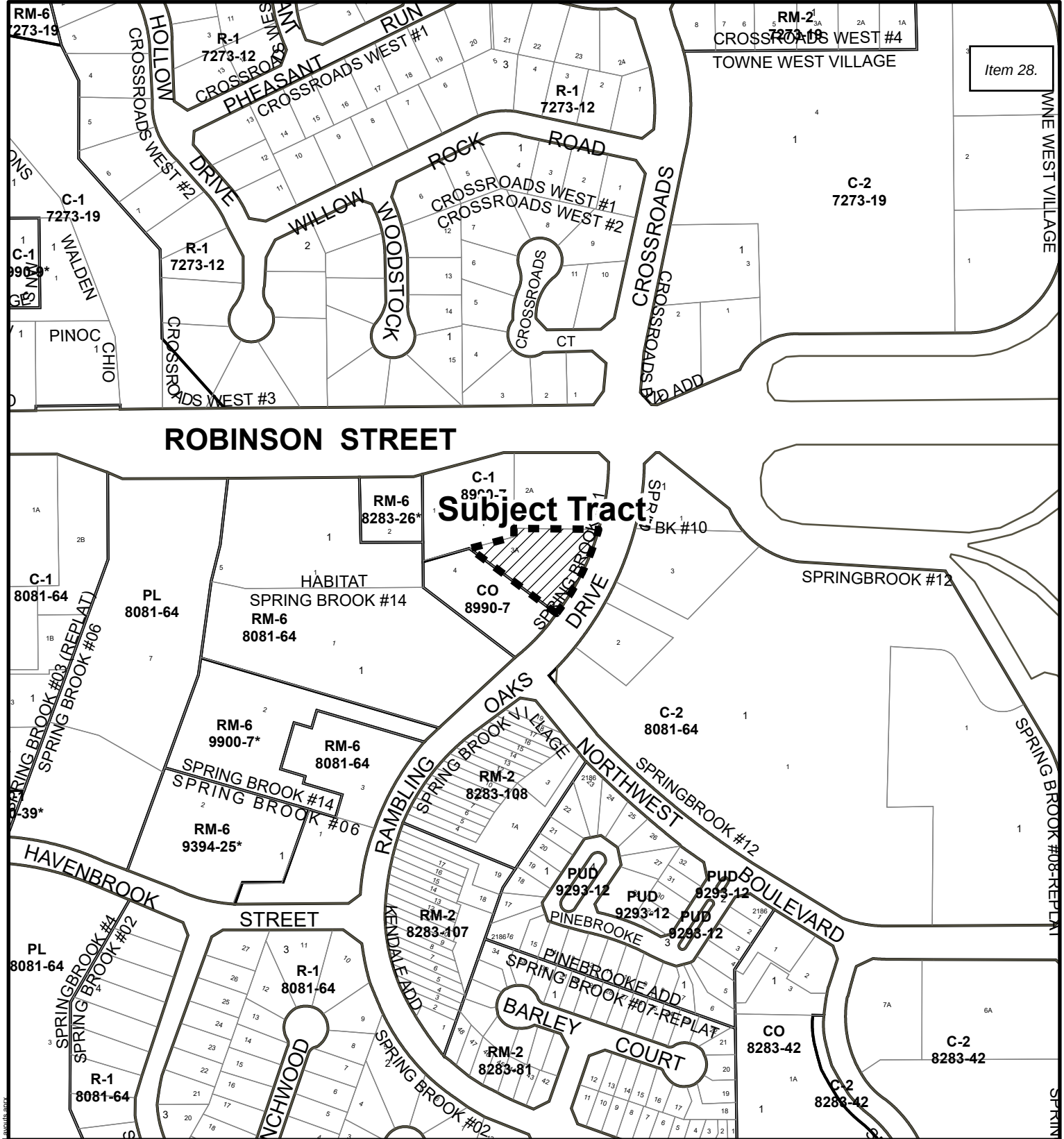
_____
(Mayor)

ATTEST:

_____
(City Clerk)

NOT ADOPTED this _____day of _____, 2026.

_____
(Mayor)




# Location Map

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

N W E S

August 5, 2025

0 150 300 Ft.

Subject Tract

1407

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# 1130 RAMBLING OAKS DR

## SIMPLE PLANNED UNIT DEVELOPMENT

APPLICANT:

***UPPER CRUST MANAGEMENT, LLC***

APPLICATION FOR:

SIMPLE PLANNED UNIT DEVELOPMENT

Submitted: January 2, 2026
Revised: March 26, 2026

PREPARED BY:

RIEGER SADLER JOYCE
136 Thompson Drive
Norman, Oklahoma 73069

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B. Preliminary Site Development Plan
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## I. INTRODUCTION

Upper Crust Management, LLC (the "**Applicant**") intends to rezone the property located at 1130 Rambling Oaks Dr., containing approximately 0.68 acres, as more particularly described on **Exhibit A** (the "**Property**") to a Simple Planned Unit Development ("**SPUD**") in order to facilitate the development of a mixed-use community, featuring primarily multi-family residential uses with compatible commercial uses. The project is anticipated to contain fifteen (15) multi-family residential units and one (1) commercial unit.

## II. PROPERTY DESCRIPTIONS; EXISTING CONDITIONS

### A. Location

The Property is located at 1130 Rambling Oaks Dr., as is more particularly shown on the attached exhibits.

### B. Existing Land Use and Zoning

The Property's existing zoning is C-1, Local Commercial. The Property's AIM Norman Future Land Use Plan designation is Interchange Mixed Use and the Character Area is Suburban.

### C. Elevation and Topography

The Property is almost entirely paved through its current use as a commercial complex. The topography of the Property is relatively flat with little elevation change throughout the development.

### D. Drainage

The Applicant proposes stormwater and drainage management systems that will meet or exceed the City's applicable ordinances and regulations.

### E. Utility Services

The necessary utility services for this project (including water, sewer, gas, telecommunications, and electric) are already located on or near the Property, or they will be extended by the Applicant, as necessary.

### F. Fire Protection Services

Fire Protection services will be provided by the City of Norman Fire Department and by the Applicant as such are required by applicable City codes, ordinances, and/or regulations.

### G. Traffic Circulation and Access

Traffic circulation and access to the Property shall be allowed in the manner shown on the attached Preliminary Site Development Plan.

## III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the Preliminary Site Development Plan, attached hereto as **Exhibit B**, subject to final design development and the changes allowed by Section 36-510(k) of the City of Norman's SPUD Ordinance, as may be amended from time to time. The Exhibits attached hereto, and as submitted on behalf of the Applicant, are incorporated herein by reference and further depict the development criteria for the Property.

### A. Uses Permitted

The Property is intended to be developed as part of a mixed-use community incorporating multifamily residential and local commercial uses. Residential improvements may include multifamily buildings, along with associated amenities such as leasing, community spaces, and other tenant services. Commercial improvements may include retail, office, and service uses designed to complement the residential component and serve the surrounding community. A complete list of allowable uses is attached hereto in **Exhibit C**.

### B. Development Criteria:

#### 1. Building Height

The Property shall be allowed to reach a maximum height of two (2) stories, exclusive of any subgrade elements as well as any necessary roof top mechanical units, equipment, screening, or parapet walls.

#### 2. Area Regulations

The Property shall comply with the following development regulations:

**Front Yard**: The minimum depth of the front yard setback shall be twenty-five (25') feet.

**Side Yard**: The minimum depth of the side yard setback shall be five (5') feet.

**Rear Yard**: The minimum depth of the rear yard setback shall be five (5') feet.

#### 3. Exterior Materials

The exterior of the building may be constructed of a minimum of eighty (80%) brick, glass, stone, synthetic stone, high impact quality stucco or EIFS, masonry, metal accents, and any combination thereof, exclusive of all windows, doors, roofs, glass, or sidewalk and walkway covers.

**4. Sanitation**

Sanitation services for the Property will comply with the City of Norman's sanitation ordinances, rules, and regulations, as may be amended from time to time. Trash dumpster will be located as depicted on the Preliminary Site Development Plan or in locations as may be approved by City sanitation services.

**5. Signage**

The Property may feature one (1) entrance ground and/or monument signs identifying the residential building and commercial tenants. The entrance ground and/or monument signs identifying the building may be a maximum of 60 square feet per side. In addition to the entrance signage, the Property may utilize up to three wall signs. The Property shall be allowed to contain various directional and wayfinding signage throughout the site, such as signage directing and identifying the following: bicycle parking, scooter parking, leasing office, delivery/pick up locations, future tenant parking, amenity signage, and other similar signage as may be necessary. All signage discussed herein may be backlit or otherwise illuminated with LED or similar lighting. The ground entrance signage may be electronic. Banners, flag signs, or other similar decorative signage may be displayed on the Property from time to time, such as grand opening signage, pre-leasing, or holiday signage. All signage shall be placed in appropriate locations to not interfere with applicable traffic sight triangles. Signage may not encroach upon public easements, rights-of-way, or within one (1) foot of public utility easements. All other signs not specifically discussed herein shall comply with the medium density residential sign standards of the City of Norman Sign Regulations.

**6. Traffic access and circulation**

Access to the Property shall be permitted in the manner depicted on the attached Preliminary Site Development Plan.

**7. Open Space**

Open space shall be utilized on the Property in the locations and manners depicted on the Preliminary Site Development Plan. There shall be approximately thirteen percent (13%) open space on the Property. There

shall be no maximum impervious area for the Property. The Applicant will endeavor to utilize low impact development techniques ("**LIDs**") and best management practices ("**BMPs**") in the development of the Property to further assist in drainage management on site. The locations and types of LIDs and BMPs will be determined during site development.

**8. Parking**

The Property shall provide parking in accordance with the minimum requirements of the City of Norman Zoning Ordinance, as may be amended from time to time.

**9. Landscaping**

Landscaping shall be provided and maintained on the Property in locations generally depicted on the Preliminary Site Development Plan. Landscaping shall be installed in order to meet or exceed the City of Norman's applicable landscaping requirements, as may be amended from time to time.

**10. Fencing**

Fencing is permissible but is not required within the Property. Fencing on the Property may be constructed of, by way of example and not limitation, decorative metal, stockade wood, composite, and other fencing types. The Applicant may file restrictive covenants against the Property to more narrowly tailor architectural review of fencing within the development. For any fencing that the developer may utilize within the Property, the placement and height of such fencing shall comply with applicable City ordinances, as amended from time to time.

**11. Lighting**

All exterior lighting on the Property shall be installed in conformance with the City of Norman's Commercial Outdoor Lighting Standards, as may be amended from time to time.

# EXHIBIT A

Legal Description of the Property

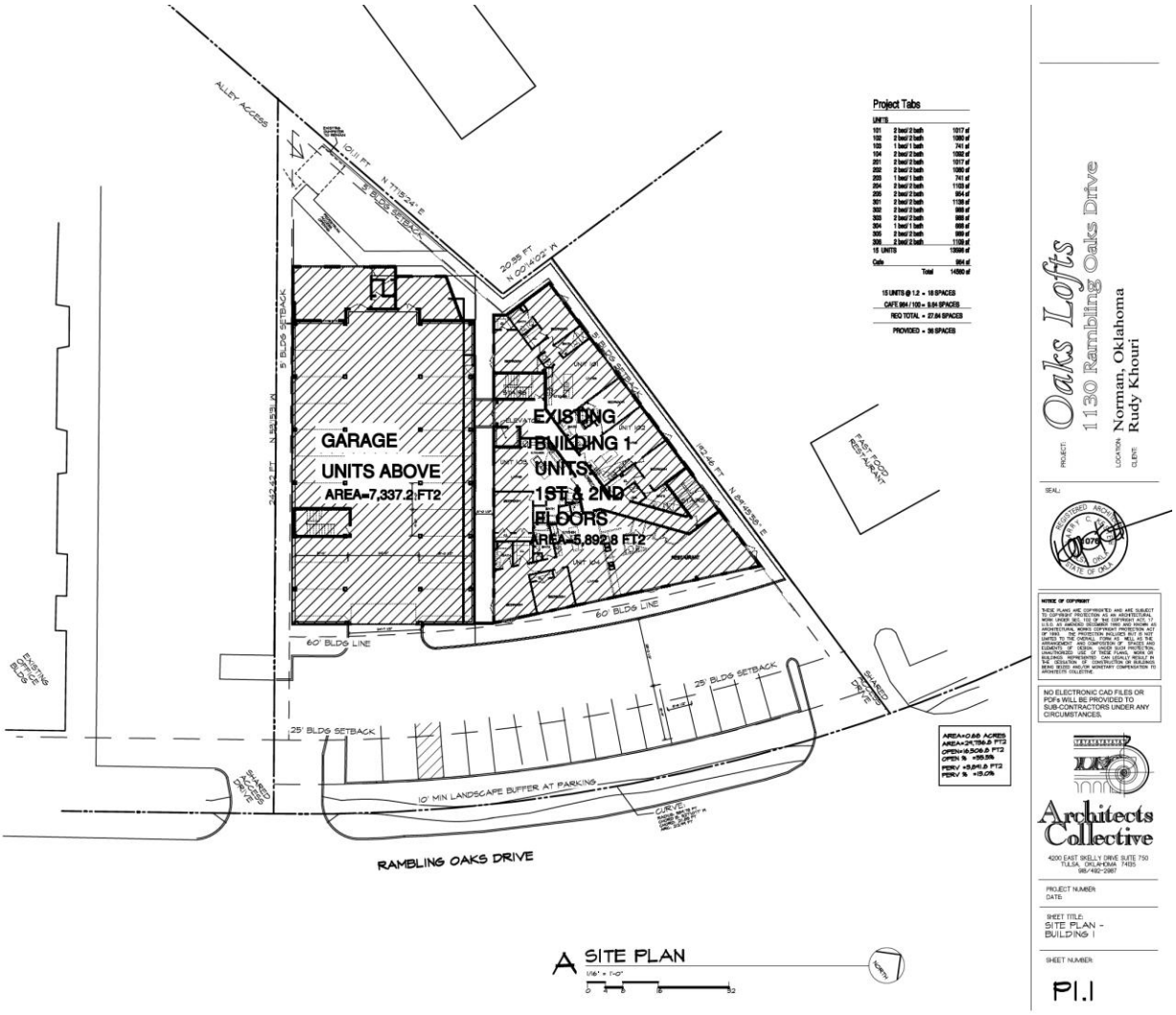
Lot Three (3), in Block One (1), of SPRING BROOK ADDITION SECTION 11, A Replat of Lot 6, Block 1, Spring Brook Addition Section 6, to Norman, Cleveland County, Oklahoma, according to the recorded plat thereof. LESS the North 18.00 feet thereof, said property being more particularly described by metes and bounds as follows:

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# EXHIBIT B

Preliminary Site Development Plan

*Full Size Documents Submitted to City Staff*



# EXHIBIT C
Allowable Uses

**Allowable Uses:**

Residential

- Multi-Family Residential Dwelling Units
- Common Areas and Amenity Spaces
- Short-term rentals, and
- Any use customarily incidental to any of the above uses

Commercial

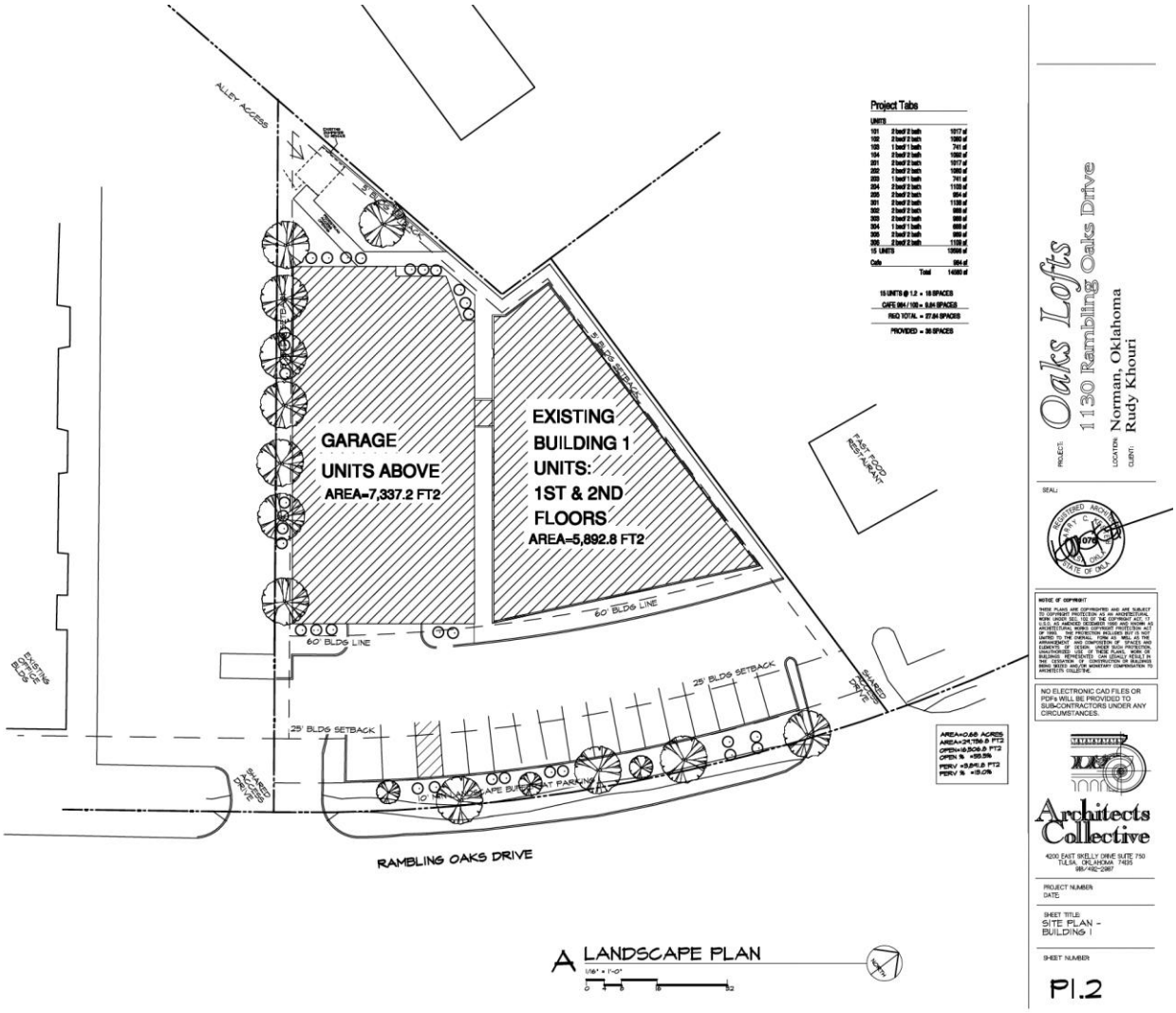
- Antique shop.
- Appliance store.
- Artist materials supply, or studio.
- Automobile parking lots.
- Automobile supply store.
- Baby shop.
- Bakery goods store.
- Bank.
- Barber shop, or beauty parlor.
- Book or stationery store.
- Camera shop.
- Candy store.
- Catering establishment.
- Childcare establishment.
- Clothing or apparel store.
- Dairy products or ice cream store.
- Delicatessen store.
- Dress shop.
- Drug store or fountain.
- Dry-cleaning and laundry plant with no more than three dry-cleaning machines and/or laundry pick-up station.
- Dry goods store.
- Fabric or notion store.
- Florist.
- Furniture store.
- Gift shop.
- Grocery or supermarket.
- Hardware store.
- Interior decorating store.

- Jewelry shop.
- Key shop.
- Leathergoods shop.
- Medical marijuana dispensary, as allowed by State law.
- Messenger or telegraph service.
- Office.
- Painting and decorating shop.
- Pet shop.
- Pharmacy.
- Photographer's studio.
- Radio and television sales and service.
- Restaurant/Bar/Lounge/Tavern/Café. A restaurant may include live entertainment and/or a dance floor, (all such activity fully within an enclosed building), provided the kitchen remains open with full food service whenever live entertainment is offered.
- Retail Sales & Services.
- Retail spirits store.
- Self-service laundry.
- Sewing machine sales.
- Sporting goods sales.
- Shoe store or repair shop.
- Tailor shop.
- Toy store.

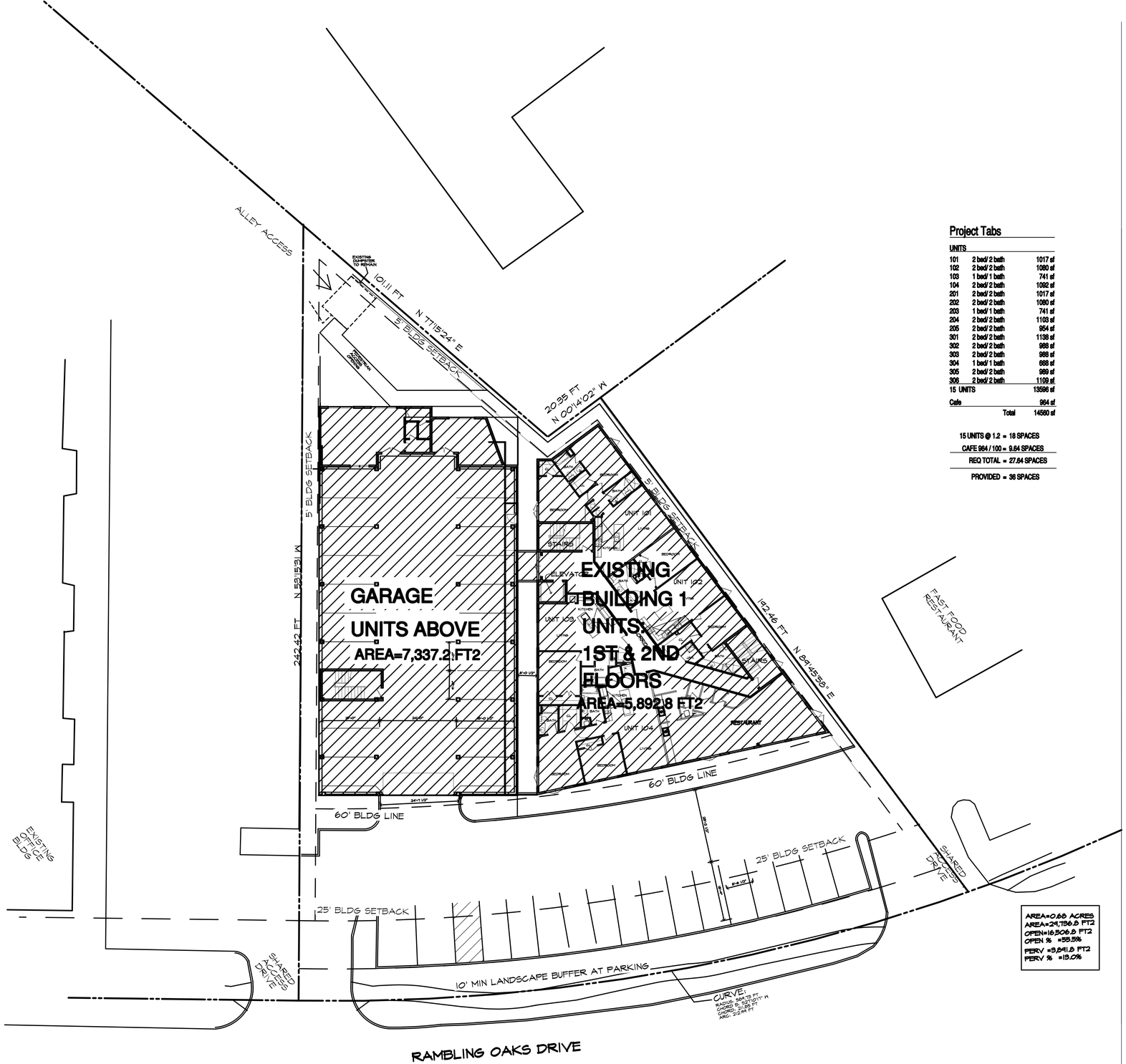
# EXHIBIT D

Preliminary Landscape Plan

*Full Size Documents Submitted to City Staff*



| Revision # | Date | Description |
|---|---|---|




## Project Tabs

| UNITS | | |
|---|---|---|
| 101 | 2 bed/ 2 bath | 1017 sf |
| 102 | 2 bed/ 2 bath | 1080 sf |
| 103 | 1 bed/ 1 bath | 741 sf |
| 104 | 2 bed/ 2 bath | 1092 sf |
| 201 | 2 bed/ 2 bath | 1017 sf |
| 202 | 2 bed/ 2 bath | 1080 sf |
| 203 | 1 bed/ 1 bath | 741 sf |
| 204 | 2 bed/ 2 bath | 1103 sf |
| 205 | 2 bed/ 2 bath | 954 sf |
| 301 | 2 bed/ 2 bath | 1138 sf |
| 302 | 2 bed/ 2 bath | 988 sf |
| 303 | 2 bed/ 2 bath | 988 sf |
| 304 | 1 bed/ 1 bath | 688 sf |
| 305 | 2 bed/ 2 bath | 989 sf |
| 306 | 2 bed/ 2 bath | 1109 sf |
| 15 UNITS | | 13596 sf |
| Cafe | | 964 sf |
| | Total | 14560 sf |

15 UNITS @ 1.2 = 18 SPACES

CAFE 964 / 100 = 9.64 SPACES

REQ TOTAL = 27.64 SPACES

PROVIDED = 36 SPACES

AREA=0.69 ACRES
AREA=29,736.0 FT2
OPEN=16,306.2 FT2
OPEN % =55.5%
PERV =5,841.8 FT2
PERV % =19.0%

# A SITE PLAN

1/16" = 1'-0"

0 4 8 16 32

NORTH

9/14/2026 9:31 PM S:\CADRUDY KHOURI_KHOURI_SITEPK_SITE ZONING 091726.AEC

PROJECT: Oaks Lofts
1130 Rambling Oaks Drive
LOCATION: Norman, Oklahoma
CLIENT: Rudy Khouri

SEAL:

REGISTERED ARCHITECT GARY C. KEITH 10078 TULSA, OKLA STATE OF OKLA

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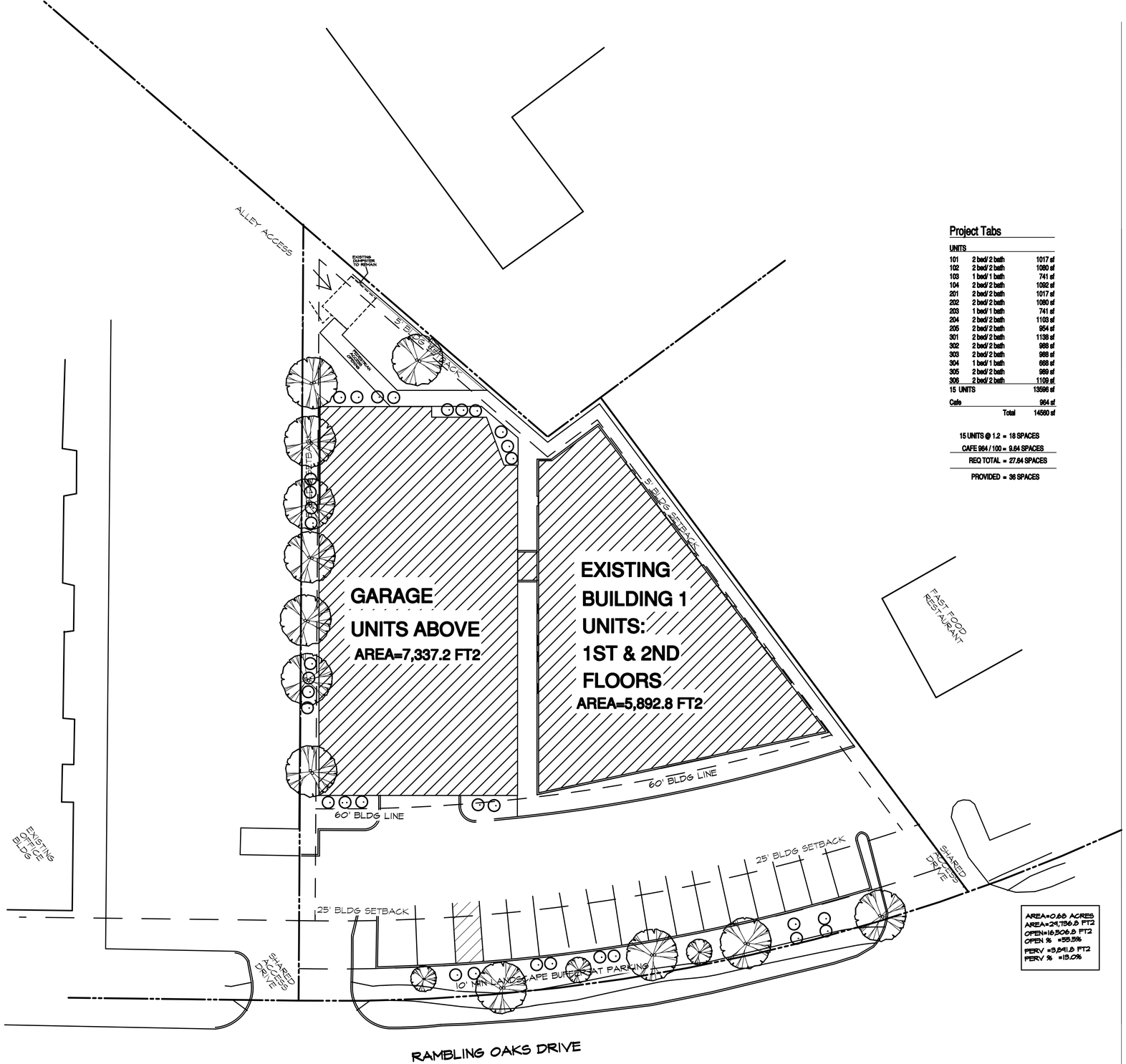
Architects Collective
4200 EAST SKELLY DRIVE SUITE 750
TULSA, OKLAHOMA 74135
918/492-2987

PROJECT NUMBER:
DATE:

SHEET TITLE:
SITE PLAN - BUILDING 1

SHEET NUMBER:
P1.1

| Revision # | Date | Description |
|---|---|---|




## Project Tabs

| UNITS | | |
|---|---|---|
| 101 | 2 bed/ 2 bath | 1017 sf |
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PERV % =19.0%

# A LANDSCAPE PLAN

1/16" = 1'-0"

0 4 8 16 32

NORTH

9/14/2026 9:31 PM

S:\CADRUDY KHOURI_KHOURI_SITEPLAN_SITE ZONING 091726.AEC

PROJECT: Oaks Lofts
1130 Rambling Oaks Drive

LOCATION: Norman, Oklahoma

CLIENT: Rudy Khouri

SEAL:

REGISTERED ARCHITECT
GARY C. KELLER
1078
TULSA, OKLA
STATE OF OKLA

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4200 EAST SKELLY DRIVE SUITE 750
TULSA, OKLAHOMA 74135
918/492-2987

PROJECT NUMBER:
DATE:

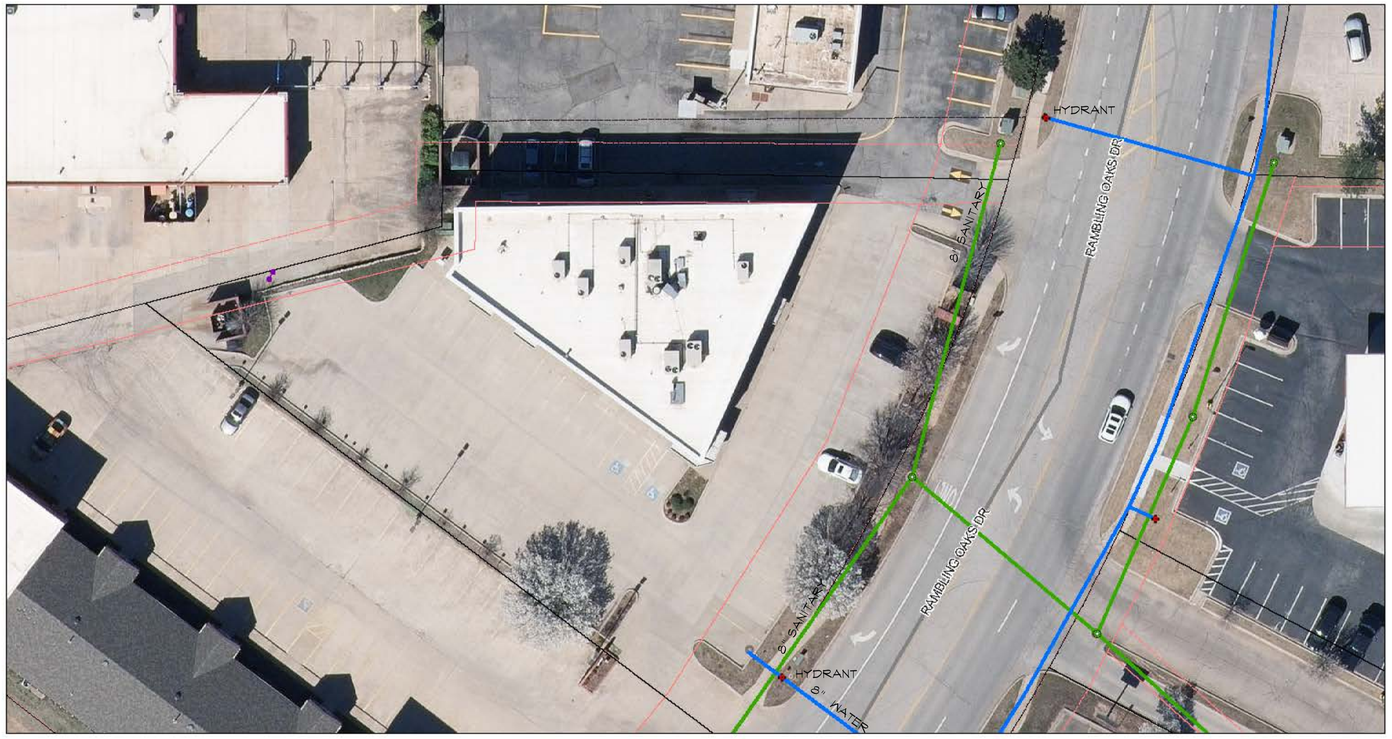
SHEET TITLE:
SITE PLAN -
BUILDING 1

SHEET NUMBER:

P1.2

| Revision # | Date | Description |
|---|---|---|

# 1130 Rambling Oaks




2/9/2026, 8:25:00 AM

Fire Hydrants
Water Mains
Sewer Manholes
Sewer Gravity Mains
Stormwater Points All
Stormwater Lines All
Lot Line
Parcels
Easements
Streets
AerialPhoto2025
Red: Band_1
Green: Band_2
Blue: Band_3

1:433

0 0 0.01 0.02 mi
0 0.01 0.01 0.02 km

Information from City of Norman GIS mapping system, size and exactly location may vary in field versus record plat an dedication documents provided to this City upon which this digtized document is based. We cannot quarentee at this time the exact location and status of utilites but they shall be confirmed as necessary during construction development.

## A UTILITY PLAN

1/16" = 1'-0"

0 4 8 16 32

9:\CADRUDY KHOURI_KHOURI_SITERK\ SITE ZONING 091126.AEC

9/19/2026 9:51 PM

# Oaks Lofts

1130 Rambling Oaks Drive

PROJECT:
LOCATION: Norman, Oklahoma
CLIENT: Rudy Khouri

SEAL:

REGISTERED ARCHITECT
TERRY C. KERR
1076
STATE OF OKLA

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4200 EAST SKELLY DRIVE SUITE 750
TULSA, OKLAHOMA 74135
918/492-2987

PROJECT NUMBER:
DATE:

SHEET TITLE:
SITE PLAN - BUILDING 1

SHEET NUMBER:
P1.3

# MEMORANDUM

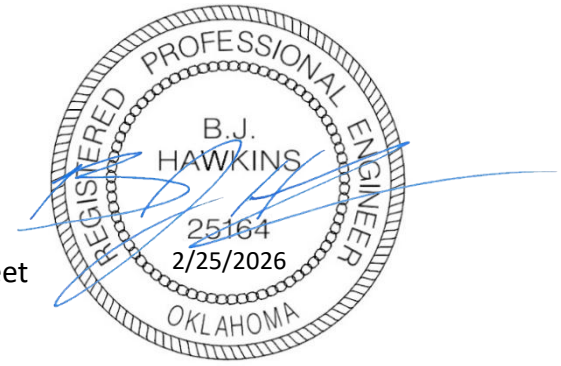
February 25, 2026

**TO:** Rudy Khouri

**FROM:** B.J. Hawkins, P.E., PTOE

**SUBJECT:** Multifamily Development

**LOCATION:** Rambling Oaks Drive and Robinson Street
Norman, Oklahoma




## INTRODUCTION

Traffic Engineering Consultants, Inc. (TEC) was retained to conduct a traffic impact review on a proposed multifamily development which is to be located west of Rambling Oaks Drive and south of Robinson Street in Norman, Oklahoma as shown in **Figure 1** in **Attachment A**. The project is redevelopment of the existing Lenox Plaza mixed-use building which contains ground floor commercial space and upper floor office space. The proposed development would convert the existing building into 15 multifamily dwelling units. Access to the development is proposed via the two existing full-access, shared driveways on Rambling Oaks Drive as shown in **Figure 2** in **Attachment A**.

Rambling Oaks Drive is a five-lane north/south collector – urban which narrows to two-lanes south of the site with a posted speed limit of 25 miles per hour (mph).

## SITE GENERATED TRIPS

To determine the effects a new development will have on an existing street system, new or additional trips must be projected. The latest edition of the *Trip Generation Manual*, published by the Institute of Transportation Engineers, was used to determine the number of trips the development is expected to generate. The report is a nationally accepted reference which provides trip rates for determining the trips expected to be generated by different land use types.

Available information was utilized regarding the anticipated land uses to determine the site generated trips of the proposed multifamily residential development. The *Multifamily Housing (Low-Rise)* land use category was selected to determine the trip generation for proposed development. The resulting trips projected to be generated by the proposed site once fully constructed and occupied are indicated in **Table 1**.

**TABLE 1**

Projected Site Generated Trips

| Building Type (Land Use) | ITE Land Use Code | Approximate Gross Floor Area or Other | Average Weekday Vehicle Trips | | | Average AM Peak Hour Directional Distribution | | Average AM Peak Hour Directional Trips (vph) | | Average PM Peak Hour Directional Distribution | | Average PM Peak Hour Directional Trips (vph) | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Per Day | Per Peak Hour of Adjacent Street Traffic | | | | | | | | | |
| | | | | One Hour Between 7am & 9am | One Hour Between 4pm & 6pm | | | | | | | | |
| | | | (vpd) | (vph) | (vph) | IN | OUT | IN | OUT | IN | OUT | IN | OUT |
| Trip Rate* | | (Dwelling Units) | 6.21 | 0.41 | 0.52 | | | | | | | | |
| Multifamily Housing (Low-Rise) | 220 | 15 | 93 | 6 | 8 | 24% | 76% | 1 | 5 | 62% | 38% | 5 | 3 |

* Trip Rates from "TRIP GENERATION MANUAL", 12th Ed., Institute of Transportation Engineers.

The proposed development would be expected to generate 93 vehicle trips per day with 6 trips occurring during the a.m. peak hour and 8 trips occurring during the p.m. peak hour and would be less impactful to the existing site driveways and adjacent roadway network than the current land uses on the site.

## SUMMARY

The proposed multifamily residential development would be expected to generate a fraction of the 100 vehicles per hour, which is typically the threshold that initiates the requirement for a full traffic impact analysis (TIA). The traffic generated by the proposed development would have negligible effects on the surrounding intersections and roadways and no traffic related issues are anticipated. Based on the results of the trip generation and site plan evaluation, no traffic control or geometric roadway improvements are recommended as a result of the proposed development.

Should you have any questions or require additional information regarding these findings, please let me know.

# ATTACHMENT A

## FIGURES




TEC
A CLEAR DIRECTION

FIGURE 1. Site Location Map
Rambling Oaks Dr and Robinso
Norman, Oklahoma

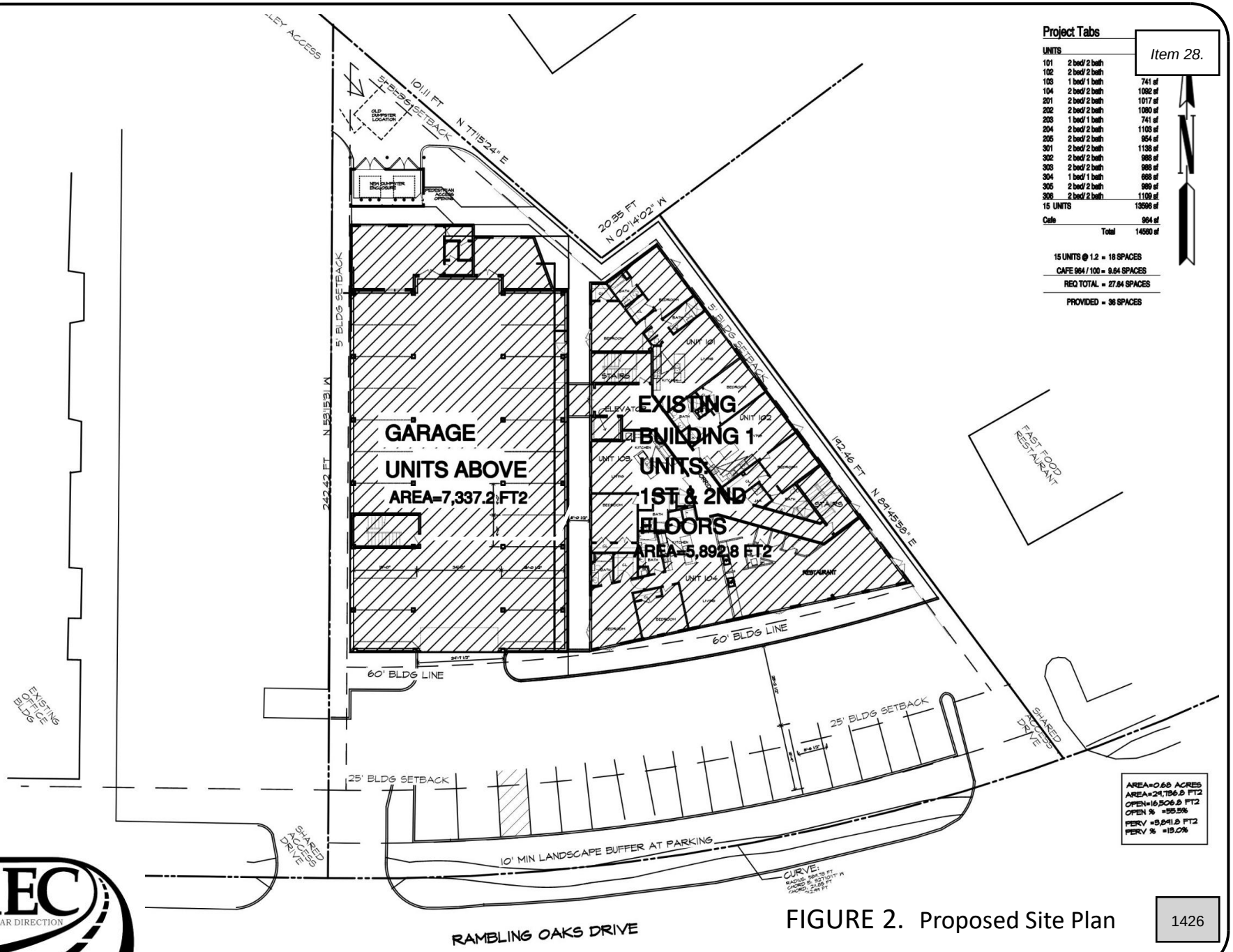



FIGURE 2. Proposed Site Plan

**Applicant:** Upper Crust Management, LLC

**Project Location:** 1130 Rambling Oaks Dr

**Case Number:** PD25-23

**Time:** 6:00 p.m.

**Applicant Representative:**
Libby Smith
Sean Reiger

**Attendees:**
Erica Bird

**City Staff:**
Justin Fish, Planner I
Landon Gum, Public Works Engineering
Beth Muckala, Assistant City Attorney

**Application Summary:**
The applicant submitted a request for a rezoning from C-1, Local Commercial District, to SPUD Simple Planned Unit Development District.

**Neighbor's Comments/Concerns/Responses:**
No neighbors were present for the meeting.

CITY OF NORMAN, OK

# STAFF REPORT

**MEETING DATE:** 4/9/2026

**REQUESTER:** Upper Crust Management, LLC

**PRESENTER:** Kelly Abell, Planner I

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

| | |
|---|---|
| **APPLICANT/REPRESENTATIVE** | Upper Crust Management, LLC/ Rieger Sadler Joyce, LLC |
| **LOCATION** | 1130 Rambling Oaks Drive |
| **WARD** | 3 |
| **CORE AREA** | No |
| **EXISTING ZONING** | C-1, Local Commercial District |
| **EXISTING LAND USE** | Interchange Mixed Use |
| **CHARACTER AREA** | Suburban Neighborhood |
| **PROPOSED ZONING** | SPUD, Simple Planned Unit Development |
| **PROPOSED LAND USE** | No change |

**REQUESTED ACTION** Rezoning from C-1, Local Commercial District, to a SPUD, Simple Planned Unit Development

**SUMMARY:**

The applicant, Upper Crust Management, LLC, is requesting to rezone approximately 0.68 acres from C-1, Local Commercial District, to a SPUD, Simple Planned Unit Development. The proposal is for a mixed-use development that will include 15 residential units and one commercial unit across two buildings.

**EXISTING CONDITIONS:**

**SIZE OF SITE:** 0.68 acres

**SURROUNDING PROPERTIES**

| | Subject Property | North | East | South | West |
|---|---|---|---|---|---|
| Zoning | C-1 | C-1 & C-2 with Special Use for a Bar | C-2 | CO | RM-6 |
| Land Use | Interchange Mixed Use | Interchange Mixed Use | Interchange Mixed Use | Interchange Mixed Use | Interchange Mixed Use |
| Current Use | Commercial | Commercial | Commercial | Office | Commercial |

**EXISTING ZONING DESIGNATION**

**C-1, Local Commercial District**

This commercial district is intended for the conduct of retail trade and to provide personal services to meet the regular needs and for the convenience of the people of adjacent residential areas. It is anticipated that this district will be the predominately used commercial district in the community. Because these shops and stores may be an integral part of the neighborhood closely associated with residential, religious, recreational, and educational elements, more restrictive requirements for light, air, open space, and off-street parking are made than are provided in other commercial districts.

**LAND USE DESIGNATION**

**Interchange Mixed-Use**

Characterized by major community and regional commercial developments that are large in scale and have high traffic impact. Efficient, walkable pattern of development with variety in commercial arrangements. Moderate building spacing and separation of uses. Allowances for commercial activities that draw from a regional level; neighborhood services are less common.

- Interchange Mixed-Use areas should be predominately non-residential with minimal residential uses at compatible densities.

- Gross densities in any single development should be greater than 18 units per acre.

**CHARACTER AREA DESIGNATION**
**Suburban Neighborhood Area**
Areas where suburban residential subdivision development have occurred or are likely to occur (due to availability of water and sewer service). This area is characterized by low pedestrian orientation, existing but largely inconvenient public transit access, high to moderate degree of building and use separation, predominantly residential with scattered civic buildings and varied street patterns, often curvilinear.

In the future, the neighborhoods with good trail access and connections to surrounding services will likely continue to be highly attractive neighborhoods. Future development should elevate connectivity and Traditional Neighborhood Design (TND).

**NEAREST PUBLIC PARK**
Springbrook Park is located approximately one-third mile southwest on Branchwood Drive within the Spring Brook Addition.

**PROCEDURAL REQUIREMENTS:**

**PRE-DEVELOPMENT: PD25-23 August 28, 2025**
No neighbors attended the meeting.

**BOARD OF PARKS COMMISSIONERS:** The property is platted as Spring Brook Addition Section #11. Board of Parks Commissioners review is not required for this rezoning.

**REVIEW COMMENTS SECTION:**
This application was submitted to the following agencies, departments, and/or divisions for review and comment. An asterisk (*****) indicates that the agency, department, and/or division responded with review comments “inconsistent” with AIM Norman Plan. Items italicized and blue in these sections represent City Staff analysis.

**CITY DEPARTMENTS**
Fire Department
Building Permitting Review
Public Works/Engineering
Transportation Engineer
Planning
Utilities

**FIRE DEPARTMENT**
*Items related to fire codes will be addressed during the building permit review*.

**BUILDING REVIEW**

*Exterior walls will be required to have a 1-hour fire-resistance rating, potentially including a parapet. This may limit or prohibit windows in these walls. To avoid the fire-rating requirement, the building would need to be set back at least 10 feet from the property line. While compliant with the Building Code, this may affect the appearance of the walls. These requirements will be addressed during the building permit review.*

**PUBLIC WORKS/ENGINEERING**

*The subject property is platted as Spring Brook Addition Section 11. No additional subdivision is requested. There are no additional comments from Public Works/Engineering*.

**TRANSPORTATION ENGINEER**

*The subject property is platted. The Transportation Engineer requested a traffic memo for this proposal; the memo is included in the agenda packet.*

**PLANNING**

**ZONING CODE CONSIDERATIONS**

**Purpose-SPUD, Simple Planned Unit Development**

The SPUD, Simple Planned Unit Development is a special zoning district that provides an alternate approach to the conventional land use controls and to a PUD, Planned Unit Development to maximize the unique physical features of a particular site and produce unique, creative, progressive, or quality land developments.

- The SPUD may be used for particular tracts or parcels of land that are to be developed, according to a SPUD narrative and a development plan map and contains less than five acres.
- The SPUD is subject to review procedures by Planning Commission and adoption by City Council.

It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of comprehensive plan of record. In addition, the SPUD provides for the following:

- Encourage efficient, innovative use of land in the placement and/or clustering of buildings in a development and protect the health, safety and welfare of the community.
- Contribute to the revitalization and/or redevelopment of areas where decline of any type has occurred. Promote infill development that is compatible and harmonious with adjacent uses and would otherwise not be an area that could physically be redeveloped under conventional zoning.
- Maintain consistency with the City's zoning ordinance, and other applicable plans, policies, standards and regulations on record.
- Approval of a zone change to a SPUD adopts the master plan prepared by the applicant and reviewed as a part of the application. The SPUD establishes new and specific requirements for the amount and type of land use, residential

densities, if appropriate, development regulations and location of specific elements of the development, such as open space and screening.

*The request is **consistent** with the purpose of a SPUD, Simple Planned Unit Development, which allows flexibility in permitted uses while supporting revitalization and mixed-use development. It enables uses to be integrated in a manner not typically allowed under conventional zoning.*

**Uses Permitted**

- The property is intended to be developed as a mixed-use community incorporating multifamily residential and local commercial uses. Residential improvements may include multifamily units, along with associated amenities such as leasing offices, community spaces, and other tenant services. Commercial improvements may include retail, office, and service uses designed to complement the residential component and serve the surrounding community. A complete list of allowable uses is attached in Exhibit C.

*The proposed multifamily residential units and commercial uses, including retail services, banks, and restaurants, are **consistent** with local commercial zoning uses. The site is predominantly surrounded by commercial uses, with offices and a senior living facility to the southwest on Rambling Oaks Dr.*

**Area Regulations**

- The property shall comply with the following development regulations: the minimum front yard setback shall be twenty-five (25) feet, the minimum side yard setback shall be five (5) feet, and the minimum rear yard setback shall be five (5) feet.

*The proposed project includes an existing structure and a new building, as shown on Exhibit B, Site Development Plan. The setbacks are **consistent** with the accompanying narrative and with area regulations of surrounding properties.*

**Height Regulations**

- The Property shall be allowed to reach a maximum height of two (2) stories, not including any subgrade elements as well as any necessary roof top mechanical units, equipment, screening, or parapet walls

*The neighboring property zoned CO, Suburban Office Commercial District, allows for structures up to three and a half stories. The neighboring C-1 zoning allows two and a half stories. Neighboring C-2 zoning does not have a height limit. The existing structures in the area are single- and two-story. The existing and proposed two-story structures are **consistent** with the height regulations for the surrounding area.*

**Traffic Access, Circulation, Parking and Sidewalks**

- Traffic circulation and access to the Property shall be allowed in the manner shown on the attached Site Development Plan, labeled Exhibit B. Parking will be provided according to the City of Norman's Zoning Ordinance, as may be amended from time to time.

*The Site Development Plan includes two shared access drives from Rambling Oaks Drive, one at the north end and one at the south. Existing on-site parking will be maintained, with additional covered parking provided on the ground floor of the new multifamily building. City code recommends the multifamily component provide 1.2 spaces per unit, totaling 18 spaces for the 15 residential units. A total of 37 parking spaces will be provided,* ***consistent*** *with and exceeding the minimum parking recommendation.*

**Landscaping and Open Space**

- Open space shall be provided in locations shown on the Preliminary Site Development Plan and will comprise approximately thirteen percent 13% of the property. The applicant is proposing to have no maximum impervious area for the property. The applicant will endeavor to incorporate low impact development techniques (LIDs) and best management practices (BMPs) to assist with on-site drainage, with specific methods and locations to be determined during site development. Landscaping shall be installed and maintained in locations generally depicted on the Preliminary Site Development Plan and will meet or exceed the City of Norman's applicable landscaping requirements, as may be amended from time to time.

*Proposed landscaping and open space are depicted on Exhibit D, Landscape Plan, and are* ***consistent*** *with applicable landscaping regulations and the surrounding area.*

**Lighting**

- All exterior lighting shall be installed in conformance with the applicable regulations in Section 36-549, Commercial Outdoor Lighting Standards, which may be amended from time to time**.**

*Lighting installed on the property will be required to be full cut-off fixtures. This is* ***consistent*** *with the surrounding area.*

**Signage**

- The Property may feature one (1) entrance ground and/or monument signs identifying the residential building and commercial tenants. The entrance ground and/or monument signs identifying the building may be a maximum of 60 square feet per side. In addition to the entrance signage, the Property may utilize up to three wall signs. The Property shall be allowed to contain various directional and wayfinding signage throughout the site, such as signage directing and identifying

the following: bicycle parking, scooter parking, leasing office, delivery/pick up locations, future tenant parking, amenity signage, and other similar signage as may be necessary. All signage discussed herein may be backlit or otherwise illuminated with LED or similar lighting. The ground entrance signage may be electronic. Banners, flag signs, or other similar decorative signage may be displayed on the Property from time to time, such as grand opening signage, pre-leasing, or holiday signage. All signage shall be placed in appropriate locations to not interfere with applicable traffic sight triangles. Signage may not encroach upon public easements, rights-of-way, or within one (1) foot of public utility easements. All other signs not specifically discussed shall comply with the medium density residential sign standards of the City of Norman Sign Regulations.

*All signage, other than the exceptions listed, will be subject to the applicable medium density residential sign requirements in Chapter 28. While the proposal for additional signage is **inconsistent** with Chapter 28, it is still closely aligned with the Code, and the request is compatible with the surrounding area.*

**Exterior Materials**

- The exterior of the building may be constructed with a minimum of 80% brick and masonry, incorporating a combination of materials such as brick, glass, stone, synthetic stone, high-quality stucco or EIFS, masonry, and metal accents.

*The existing structure and proposed exterior building materials, including brick, and masonry are **consistent** with the City's design standards and with the surrounding area.*

**COMPREHENSIVE PLAN CONSIDERATIONS**

**Character Area Policies**
**General Policies**

Residential Policies

- New residential development should blend with existing housing, incorporating tools such as buffering requirements and right-sized public spaces as defined in land use categories.
- Accommodate a variety of housing styles, sizes, densities, and price points to suit diverse housing needs.
- New residential development should use a variety of techniques to avoid the appearance of identical homes, increasing vibrancy and diversity in the built environment.

*The proposal is **consistent** with the General Residential policies by providing a housing style and density which suit diverse housing needs. This proposal blends with the surrounding area.*

**Suburban Neighborhood Policies**

- Infrastructure extensions should occur incrementally, and new developments must connect to City water and sewer, which may require extension of lines.
- Protect drainageways in accordance with WQPZ ordinance within new development and expand their use for public trail access.
- Treat water quality volume from runoff for volume recommended in stormwater master plan and in accordance with EDC Section 7000.
- The open spaces created around drainageways should be connected when feasible to create wildlife corridors.
- Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
- Prioritize preservation of existing mature street trees.
- Promote a mix of housing types, including accessory dwelling units, and new, well-designed similarly scaled multi-unit residences to increase neighborhood density and income diversity.
- Priority for higher density, mixed-income, and affordable housing opportunities should be assigned to locations with multi-modal transportation access and capacity.
- Based on associated Land Use, housing typologies of all intensity levels are appropriate within the Suburban Character area.
- Encourage:
    - More mixing of uses, including neighborhood services, job centers, and residential uses of similar intensities.
    - Retrofitting existing commercial and retail strip development in areas that are likely to undergo renovation or potential demolition in the life of this plan.
    - Civic, cultural uses, entertainment establishments that will promote community interaction and public open space.
    - As streets move further from the center of the Core Neighborhood Character Area and parcel sizes and development patterns work against pedestrian circulation, focus should shift to vehicular safety, corridor appearance and traffic speeds while still providing basic access and safety for pedestrians and bicyclists.
- Transportation accommodation should:
    - Ensure interconnectivity between developments for local and collector streets.
    - Provide access to trails with all new development, when feasible to integrate trail plans outlined in the Transportation and Park Master Plans into developments.
    - Connect streets between land uses and include complete street approaches for undeveloped sites.
    - Use the most recent Transportation Master Plan to fill pedestrian system gaps along streets, to trails, and within developments.
    - Encourage network of multi-modal transportation options to neighborhood centers and local mixed-use developments.

*The proposal is **consistent** with Suburban Neighborhood Policies that support mixed-use development and the retrofitting of an existing commercial building.*

**Land Use Development Policies**

**Interchange Mixed-Use Policies**

- Characterized by major community and regional commercial developments that are large in scale and have high traffic impact. Efficient, walkable pattern of development with variety in commercial arrangements. Moderate building spacing and separation of uses. Allowances for commercial activities that draw from a regional level; neighborhood services are less common.
- Interchange Mixed-Use areas should be predominately non-residential with minimal residential uses at compatible densities.
- Gross densities in any single development should be greater than 18 units per acre.

*While the project includes one commercial space, most of the site is devoted to residential use. Interchange Mixed-Use desires predominately non-residential with minimal residential uses at compatible densities. The proposed project is **inconsistent** with the Interchange Mixed-Use Policy.*

**Building Types**

- Taller buildings (3+ stories), especially close to the Interstate itself, are appropriate.
- All building sizes can be accommodated.
- Buildings should be custom designed to be sensitive to the context of their site and the surrounding development and/or open space.
- High density housing types are present. These uses can be mixed in with commercial but should be clearly incidental to commercial use and are not appropriate on the ground floor of a mixed-use building.
- Single-use, medium density residential structures may be appropriate with extensive review along edges transitioning to residential areas.

*The proposed two-story, 15-unit multifamily development with one commercial space is generally **consistent** with the Building Types Policies as all building sizes can be accommodated and the design is sensitive to the context of the site.*

**Site Design**

- Sites in this land use should be carefully planned to be attractive, especially from both Interstate-35 and potential turnpike corridors.
- Building design, articulation, and landscaping should contribute to the attractiveness of sites from the major roadways.
- Parking areas should be oriented away from sight lines from both Interstate-35 and potential Turnpike corridors.
- Site layout should make it comfortable to walk throughout the area and experience the unique place.

- Adjacent buildings and uses should be clearly integrated with thoughtful design such as cross-access, shared parking, driveway closures, and connected pathways.
- Special attention to pedestrian circulation from tenant to tenant is important.
- Accommodates a wide variety of activities that support commercial uses. Components such as well-designed outdoor seating, landscaping, bike and pedestrian improvements, site lighting improvements, diversified tenant mix, and other placemaking opportunities must be incorporated into proposed developments.

*The proposal is generally **consistent** with the Site Design Policies. The proposal is utilizing an existing structure on a previously platted lot, creating an opportunity for infill. In addition, this development utilizes two existing cross-access points on the north and south boundaries. The new parking area will be covered and oriented away from the street.*

**Transportation**

- Existing surface parking lots at these locations often present an opportunity to modify the circulation pattern, improve access, and add other benefits. New and redeveloped parking should be a secondary component, unless provided as public street parking, located in the rear, in alleys, screened from view of the right of way, and/or in large, shared parking facilities or decks. A highly connected multi-modal network is required to support current and future needs of these important areas. Improving access for pedestrians and bicyclists will be a priority, including modernizing multi-modal infrastructure. Public transit accommodation should be integrated, if not already established.

*The proposed parking design is **consistent** with Transportation Policies, as additional resident parking will be screened from view. There is an existing network of sidewalks in the area.*

**Utility Access**

- The necessary utility services for this project, including water, sewer, gas, telecommunications, and electric are available on or near the property, or will be extended by the applicant as needed.

*The proposed project is **consistent** with the Utility Access policy as the existing structure currently connects to existing utilities* .

**Public Space**

- Plazas, café seating, and other outdoor spaces of significance should be present. Traditional public parks are not appropriate. Private parks within housing developments are permissible. Pedestrian amenities and connections to regional trails are commonly integrated.

*The proposal is **inconsistent** as there is no plaza or café seating space shown on the Preliminary Site Development Plan.*

**Neighborhood and/or Special Area Plans**

*This location **is not** within a Neighborhood or Special Planning Area*.

**UTILITIES**

**AIM NORMAN PLAN CONFORMANCE**

*The proposal is in accordance with AIM Water and Wastewater Utility Master Plans. Should larger connections be required during project design, adequate facilities are available for connection.*

**SOLID WASTE MANAGEMENT**

*Proposed development meets requirements for City streets and provides access for solid waste services.*

**WATER/WASTEWATER AVAILABILITY**

**Water Availability**

*Adequate capacity within the water system exists to serve the proposed development.*

**Wastewater Availability**

*Adequate capacity within the wastewater system exists to serve the proposed development.*

**Discussion:**

Overall, the proposal aligns with the Suburban Neighborhood Character Area and AIM Interchange Mixed-Use policies by supporting mixed-use development and the retrofitting of an existing commercial building. The two-story, 15-unit multifamily development with one commercial space is generally consistent with Building Type Policies.

**CONCLUSION:**

Staff forwards this request for rezoning from C-1, Local Commercial District, to SPUD, Simple Planned Unit Development, and Ordinance O-2526-39, to the Planning Commission for consideration and recommendation to City Council.

**1130 Rambling Oaks Drive**

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

**ITEMS SUBMITTED FOR THE RECORD**

1. **Staff Report**
2. **Location Map**
3. **Narrative**
4. **Site Plan**
5. **Landscape Plan**
6. **Utility Plan**
7. **Traffic Memo**
8. **Pre-Development Summary, 8-28-25**

**Staff Presentation**

Kelly Abell, Planner I, presented the staff report for the 1130 Rambling Oaks project.

Commissioner Jablonski sought clarification regarding the inconsistency in signage expectations. Ms. Abell stated all signage would be required to comply with medium-density residential signage standards. Jane Hudson, Planning & Community Development Director, added that, after consulting with staff responsible for approving sign permits, the applicant had requested to install three wall signs for the proposed use.

Commissioner Jablonski asked what would be consistent with the code. Ms. Hudson stated she believed one sign would be permitted by current code.

Commissioner Bird stated, from memory, there are different signage standards for commercial uses compared to multifamily residential (medium density) developments. She added she believed the residential standards, which are more restrictive than commercial standards, were those that had been presented.

**Applicant Presentation**

Libby Smith, representative of the applicant, presented the 1130 Rambling Oaks project.

Commissioner Bird asked Ms. Smith to further clarify the previously discussed signage allowance. Ms. Smith stated the applicant is requesting more signage than is currently

permitted under the medium-density residential signage code. She explained the request includes additional wall signage visible from Robinson Street on the south side of the building, as well as increased square footage for the sign located near the entrance.

**Public Comments**

There were no public comments.

**Planning Commission Discussion**

Commissioner Brewer stated he appreciates the adaptive reuse of the project.

Commissioner Bird noted the lot is already paved, and the addition of units would not significantly increase the impervious area but would make the site more usable.

Commissioner Jablonski raised concerns regarding which signage standards should apply, noting residential zoning typically allows one sign, while commercial zoning allows two. He emphasized the need for consistency in applying signage regulations and questioned the City's overall preference regarding the number of signs permitted. He stated he was not in favor of the proposed signage, expressing concern that approval could set a precedent for similar requests and lead to an increase in signage throughout the City. While he supported the adaptive reuse of the project and acknowledged no increase in impervious surface, he indicated a preference for the proposal to align more closely with established residential or commercial standards and expressed opposition to the signage as proposed.

Commissioner Bird asked Ms. Hudson whether the sign code would be reviewed as part of the zoning update following adoption of the AIM Comprehensive Plan. Ms. Hudson confirmed it would not be reviewed.

Commissioner Bird asked whether signage is regulated on a per-parcel basis and whether the sign code would apply to the entire parcel despite the presence of two buildings with different uses. Ms. Hudson explained sign regulations are typically based on street frontage and the number of businesses within a structure. She noted the development is primarily residential with a single commercial component. Under medium-density residential standards, wall signage is limited to 20 square feet at the setback line, with one sign permitted per street frontage.

Commissioner Bird asked whether commercial sign standards should be considered due to the mixed-use nature of the development. Ms. Hudson stated the proposal references medium-density residential standards, and any signage not specifically addressed would be required to comply with those standards rather than commercial regulations.

Commissioner Bird asked Ms. Smith to clarify how the requested square footage compares to commercial sign standards. Ms. Smith stated medium-density residential signage is less intensive than commercial standards and the request represents a modest increase beyond what is typically permitted under residential regulations.

Commissioner Bird stated she interpreted the proposal as applying commercial signage standards to the commercial component, with remaining signage subject to residential standards. She noted, given the mixed-use nature of the development, applying commercial standards to the commercial portion may not be inconsistent. She further suggested as mixed-use developments become more common, the City may need to clarify applicable signage standards or consider developing a mixed-use signage code to address similar situations in the future.

**Motion** to approve made by Commissioner McKown, **Seconded** by Commissioner McDaniel.

Voting Yea: Commissioner Brewer, Commissioner McKown, Chair Bird, Secretary Parker, Commissioner McDaniel, Commissioner Griffith

Voting Nay: Vice Chair Jablonski

**Planning Commission Recommended Approval of O-2526-39.**

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** City of Norman

**PRESENTER:** Jane Hudson, Planning and Community Development Director

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

**BACKGROUND:**

In reviewing recent applications and citizen inquiries, Staff has identified concerns with the existing standards for ADUs:

1. Clarity and Administration

   The setback requirement of "rear 25 percent" measurement has proven difficult for applicants and staff to interpret consistently, leading to delays in permitting and frequent requests for clarification.

2. Functional Limitations on Eligible Lots

   Strict adherence to the rear placement requirement creates undue hardship on certain lot configurations and may unintentionally prohibit ADUs in districts where they are otherwise permitted.

Allowing flexibility for existing detached structures that comply with all adopted Code requirements may support additional housing opportunities without increasing the building footprint or altering established neighborhood character.

Maintaining the subordinate nature of ADUs remains important, however, the placement requirement may be more restrictive than necessary to meet that goal.

Staff presented the proposed change to City Council Business and Community Affairs Committee on March 5, 2026, and received direction to proceed to Planning Commission.

**Possible Amendments to Accessory Dwelling Unit (ADU) Placement Standards:**

The current adopted Ordinance No. O-2324-40 requires that Accessory Dwelling Units (ADUs) be located within the rear twenty-five percent (25%) of the principal structure. This requirement is located within the following districts: A-1, Rural Agricultural District, A-2, General Agricultural District, RE, Residential Estate Dwelling District, R-1, Single-Family Dwelling District, and R-1-A, Single-Family Attached Dwelling District. This standard was adopted to ensure that ADUs remain subordinate to the primary dwelling and to preserve established neighborhood character.

Since adoption, Planning Staff have received consistent questions and applications reflecting confusion regarding how the “rear 25 percent of the principal structure” is measured and applied. Applicants frequently inquire whether the measurement is based on the building footprint, total building depth, roofline, or lot configuration. Additional uncertainty arises on corner lots and irregularly shaped parcels.

Furthermore, in the applicable zoning districts, particularly those with smaller or limited rear yard depth, strict application of this requirement effectively prevents placement of an ADU, even when all other zoning standards such as setbacks, height limits, and coverage can be met.

**Proposed Language:**

*Accessory dwelling unit or ADU means a dwelling unit that is:*

(a) attached to the principal dwelling by a common wall or roof; or

(b) detached from a principal dwelling unit on the same parcel (notwithstanding other language within this chapter, where an ADU is detached, it must be located no further forward <u>than the principal structure</u> ~~that the rear 25% of the principal structure's depth~~).

AND

(c) is clearly subordinate to the principal dwelling unit in size, including height; and

(d) is not manufactured or mobile home; and

(e) is located on a legal conforming or legal nonconforming parcel (the burden to establish legal non-conforming status is on the parcel owner or applicant);

(f) complies the development standards of the applicable zoning district in which it is located (unless legal non-conforming status is otherwise established); and

(g) may be utilized only within the A-1, A-2, RE, R-1, and R-1-A Zoning Districts.

**CONCLUSION:**

This amendment to the ADU language would improve clarity, reduce unintended hardship, and allow for increased housing opportunities while maintaining compatibility with established neighborhoods and preserving the subordinate nature of ADUs to principal dwellings.

Staff forwards Ordinance O-2526-51 for consideration by City Council.

**PLANNING COMMISSION RESULTS:** At their meeting on April 9, 2026, the Planning Commission recommended approval of Ordinance O-2526-51 by a vote of 7-0.

Ordinance No. O-2526-51

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE DEFINITION OF ACCESSORY DWELLING UNIT IN CHAPTER 36 ("ZONING CODE") SECTION 36-101; AND PROVIDING FOR THE SEVERABILITY THEREOF.

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

§ 1. That Section 36-101 of Chapter 36 of the Code of the City of Norman shall be amended to read as follows:

**36-101 Definitions**

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

* * *

*Accessory dwelling unit or ADU means a dwelling unit that is:*

(a) attached to the principal dwelling by a common wall or roof; or

(b) detached from a principal dwelling unit on the same parcel (notwithstanding other language within this chapter, where an ADU is detached, it must be located no further forward than the principal structure ~~that the rear 25% of the principal structure's depth~~).

AND

(c) is clearly subordinate to the principal dwelling unit in size, including height; and

(d) is not manufactured or mobile home; and

(e) is located on a legal conforming or legal nonconforming parcel (the burden to establish legal non-conforming status is on the parcel owner or applicant);

(f) complies the development standards of the applicable zoning district in which it is located (unless legal non-conforming status is otherwise established); and

(g) may be utilized only within the A-1, A-2, RE, R-1, and R-1-A Zoning Districts.

* * * *

§ 2. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the

remaining portions of this ordinance, except that the effective date provision shall not be severable from the operative provisions of the ordinance.

ADOPTED this _____ day of _____, 2026.

_____
(Mayor)

NOT ADOPTED this _____ day of _____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

CITY OF NORMAN, OK

# STAFF REPORT

**MEETING DATE:** 04/09/2026

**REQUESTER:** City of Norman

**PRESENTER:** Lora Hoggatt, Planning Services Manager

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-51: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE DEFINITION OF ACCESSORY DWELLING UNIT IN CHAPTER 36 ("ZONING CODE") SECTION 36-101; AND PROVIDING FOR THE SEVERABILITY THEREOF.

## BACKGROUND:

In reviewing recent applications and citizen inquiries, Staff has identified concerns with the existing standards for ADUs:

1. Clarity and Administration

   The setback requirement of "rear 25 percent" measurement has proven difficult for applicants and staff to interpret consistently, leading to delays in permitting and frequent requests for clarification.

2. Functional Limitations on Eligible Lots

   Strict adherence to the rear placement requirement creates undue hardship on certain lot configurations and may unintentionally prohibit ADUs in districts where they are otherwise permitted.

Allowing flexibility for existing detached structures that comply with all adopted Code requirements may support additional housing opportunities without increasing the building footprint or altering established neighborhood character.

Maintaining the subordinate nature of ADUs remains important, however, the placement requirement may be more restrictive than necessary to meet that goal.

Staff presented the proposed change to City Council Business and Community Affairs Committee on March 5, 2026, and received direction to proceed to Planning Commission.

**Possible Amendments to Accessory Dwelling Unit (ADU) Placement Standards:**

The current adopted Ordinance No. O-2324-40 requires that Accessory Dwelling Units (ADUs) be located within the rear twenty-five percent (25%) of the principal structure. This requirement is located within the following districts: A-1, Rural Agricultural District, A-2, General Agricultural District, RE, Residential Estate Dwelling District, R-1, Single-Family Dwelling District, and R-1-A, Single-Family Attached Dwelling District. This standard was adopted to ensure that ADUs remain subordinate to the primary dwelling and to preserve established neighborhood character.

Since adoption, Planning Staff have received consistent questions and applications reflecting confusion regarding how the “rear 25 percent of the principal structure” is measured and applied. Applicants frequently inquire whether the measurement is based on the building footprint, total building depth, roofline, or lot configuration. Additional uncertainty arises on corner lots and irregularly shaped parcels.

Furthermore, in the applicable zoning districts, particularly those with smaller or limited rear yard depth, strict application of this requirement effectively prevents placement of an ADU, even when all other zoning standards such as setbacks, height limits, and coverage can be met.

**Proposed Language:**

*Accessory dwelling unit or ADU means a dwelling unit that is:*

(a) attached to the principal dwelling by a common wall or roof; or

(b) detached from a principal dwelling unit on the same parcel (notwithstanding other language within this chapter, where an ADU is detached, it must be located no further forward <u>than the principal structure</u> ~~that the rear 25% of the principal structure's depth~~).

AND

(c) is clearly subordinate to the principal dwelling unit in size, including height; and

(d) is not manufactured or mobile home; and

(e) is located on a legal conforming or legal nonconforming parcel (the burden to establish legal non-conforming status is on the parcel owner or applicant);

(f) complies the development standards of the applicable zoning district in which it is located (unless legal non-conforming status is otherwise established); and

(g) may be utilized only within the A-1, A-2, RE, R-1, and R-1-A Zoning Districts.

**CONCLUSION:**

This amendment to the ADU language would improve clarity, reduce unintended hardship, and allow for increased housing opportunities while maintaining compatibility with established neighborhoods and preserving the subordinate nature of ADUs to principal dwellings.

Staff forwards Ordinance O-2526-51 to the Planning Commission for consideration and recommendation to City Council.

**City of Norman Amendments and Resolutions**

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

**ITEMS SUBMITTED FOR THE RECORD**

1. **Staff Report**

**Staff Presentation**

Lora Hoggatt, Planning Services Manager, presented the staff report for the ordinance amending Chapter 36.

Commissioner McDaniel asked whether this issue had become a problem and whether that was the reason it was being brought before the Commission. Ms. Hoggatt confirmed that was correct.

Commissioner Bird asked how frontage is determined, particularly for corner lots, and how those determinations may impact the ability to construct an Accessory Dwelling Unit (ADU). Ms. Hoggatt explained frontage is defined based on the designated front building line, typically where the front door is located, as shown on the plats.

Commissioner Bird asked how frontage would be interpreted for atypical or redeveloped lots, particularly when a home is oriented differently than originally platted, such as on a corner lot. She also asked how ADU regulations would apply to properties with primary structures located toward the rear of the lot, where there may be little to no rear yard available and the existing structure would not qualify for an ADU due to its size. Ms. Hoggatt explained, under current zoning regulations, properties in this situation would not be permitted to construct an ADU. She noted atypical lot configurations can create limitations that are difficult to address through standard code provisions, and pursuing a SPUD may be the only available option in such cases.

Commissioner Bird asked whether, in the R-2 zoning district, where garage apartments are permitted rather than ADUs, if a garage apartment must include an enclosed garage structure, or if alternatives such as a carport or a structure functioning similarly to an ADU without a garage would be allowed. Ms. Hoggatt explained a garage apartment is distinct from an ADU and must comply with accessory structure setbacks. While the definition allows for some flexibility, a carport may be included if it is integrated into the overall architecture of the structure and not a standalone element.

Commissioner Bird clarified a carport could be considered part of a garage apartment if it shares the same roof structure. She also asked whether the City has considered amending R-2 and R-3 zoning regulations to allow either garage apartments or ADUs. Ms. Hoggatt stated ADUs were introduced cautiously in the current code to evaluate demand and community response, noting there has not been a significant increase in requests. She added potential changes to ADU regulations in R-2 and R-3 districts could be considered during a future code update, which will include a code assessment process and opportunities for public and stakeholder feedback.

Commissioner Brewer asked how many ADUs have been permitted to date and how many would be affected by the proposed changes. Ms. Hoggatt stated approximately 23 ADUs have been permitted and the City receives frequent inquiries about them, with a higher concentration located in Ward 5 and eastern Norman.

**Applicant Presentation**

City staff as applicant made the presentation.

**Public Comments**

There were no public comments.

**Planning Commission Discussion**

Commissioner Bird shared insights from an ADU walking tour in Oklahoma City, noting their ordinance allows up to 950 square feet and differs in that it does not count air-conditioned space. She stated Oklahoma City has seen fewer applications than expected but like Norman, they receive many inquiries. She also noted the development of an ADU guide by a local organization to assist homeowners and suggested a similar resource could be beneficial for Norman. Additionally, she observed that ADU development patterns in Oklahoma City, with more units located outside the urban core, appear consistent with trends seen in Norman.

**Motion** to approve made by Commissioner McDaniel, **Seconded** by Secretary Parker.

Voting Yea: Commissioner Brewer, Commissioner McKown, Chair Bird, Secretary Parker, Vice Chair Jablonski, Commissioner McDaniel, Commissioner Griffith

**Planning Commission recommended approval of O-2526-51.**

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** City of Norman

**PRESENTER:** Jane Hudson, Planning and Community Development Director

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

**BACKGROUND:**

**Subdivision Regulations - Amending Application Deadline and Removal of Greenbelt References**

Per Chapter 30, Section 302, the required application deadline for submittal is currently defined as "before 1:30 p.m. Monday, not less than 31 days prior to the next Planning Commission meeting." This requirement differs from the current submittal deadline established for the CityView application utilized by the Planning Department and the Public Works and Engineering Department. To ensure consistency and eliminate ambiguity associated with the existing Monday 1:30 p.m. deadline, staff proposes revising the required submittal deadline to align with the Planning Department's standard. Therefore, all required submittals will be due on the first business day of each month. This revision is intended to streamline the review process and establish a clear, consistent monthly schedule.

Staff proposes to remove the reference to the "Greenbelt Enhancement Statement" within the Subdivision Regulations, as this review process is no longer completed. Retaining this reference creates unnecessary confusion and implies an additional level of review that is not applicable under the current regulatory framework. Removing such references will ensure the regulations accurately reflect existing procedures, clarify the development review process, and prevent misinterpretation regarding required approvals.

Staff presented the proposed changes to City Council Business and Community Affairs Committee on March 5, 2026, and received direction to proceed to Planning Commission.

**Proposed Language:**

**30-302 Preliminary Plat--Procedure For Filing Application For Consideration Of The Planning Commission**

a) When a preliminary plat is submitted to the Public Works Department for consideration by the Planning and Community Development Department, a pre-development informational meeting must be held. The purpose of the pre-development meeting is to allow surrounding neighbors to meet with the applicant in an informal setting and share information about the proposed application. In order for the meeting to occur, the following items must be submitted to the Public Works Department:
    1) The written legal description of the property.
    2) A written description of the proposed development which provides details of the proposal that can be mailed to neighbors. The narrative should be as detailed as practicable, without being lengthy or technical. It should describe the proposed uses contained in the development, any proposed open space or parks, and connections to nearby major roads and subdivisions.
    3) Because this is a preliminary meeting, a fully finished preliminary plat is not required, however, three full-sized drawings are required, as well as an 8 1/2-inch by 11-inch reduction, generally showing lots, roads, topography, floodplains, existing easements and structures, physical features (such as ponds, creeks, and large stands of trees), and proposed parks and open spaces.
    4) A site plan must accompany any request for commercial, industrial, multifamily, or special use, generally showing in a preliminary manner proposed buildings, parking, driveways, landscaping areas and screening.
    5) A certified ownership list for all property within a 350-foot radius of the exterior boundary of the subject request.
    ~~6) A completed Greenbelt Enhancement Statement if required by and in accordance with NCC 2-331.~~

    6) A filing fee, as provided in the City fee schedule, which will be credited against any filing fee charged for a future preliminary plat application for the same property. This fee is nonrefundable and must be paid each time a separate meeting is requested.
        a. A complete pre-development application packet must be filed in the Planning and Community Development Department by 4:00 p.m. 17 days before the regularly scheduled pre-development meeting. The Planning and Community Development Department will make available the pre-development packet to the City's website as soon as possible but no later than ten days before the regularly scheduled pre-development meeting. Pre-development meetings will be held on an as-needed basis, and are anticipated to occur once a month. Staff will notify all persons identified on the certified ownership list and will include a copy of the written description of the proposed project as well as any reduced drawings. If an applicant does not submit an application for Planning Commission within six months from the date of the pre-development meeting, a new pre-development meeting must be held prior to the hearing.

b. At the same time, an application packet may also be submitted for a preliminary plat. By submitting both application packets at the same time, the application will be scheduled for a pre-development meeting, and then a Planning Commission hearing in the month immediately subsequent to the pre-development meeting.
c. However, if the application for a Planning Commission hearing is not filed in the Public Works Department at the same time the pre-development application is filed in the Planning and Community Development Department according to the above deadline, the application will be scheduled for a Planning Commission hearing at the time that application is received in the Public Works Department.

b) In order to be included on the agenda of the Planning Commission, an application shall be in compliance with all of the following:

1) Five copies of the preliminary plat shall be submitted directly to the Public Works Department ~~before 1:30 p.m. Monday, not less than 31 days prior to the next~~ on the first business day of each month to be placed on the following month's Planning Commission ~~meeting~~ agenda.
2) It shall be unnecessary unless as may be otherwise required to submit with said preliminary plat the restrictive or protective covenants pertaining to said development or subdivision and which are to be filed of record in the office of the County Clerk.
3) At the same time, where the preliminary plat is submitted for multifamily residential, commercial or industrial development, there shall be submitted five copies of a site plan which shall be drawn to scale, with all necessary dimensions showing the outer lines within which each individual structure within the development is to be constructed, in addition to designated open space; the areas reserved for parking; all points of ingress and egress to existing, required, or proposed streets; all streets, alleys, drives, and fire lanes, whether public or private; all public easements; the location of fire hydrants; service and dumpster areas; and required screening, landscape areas and fencing.
4) When submitted, material must be in complete and final form as required in this chapter. Plats failing to meet these requirements by the filing deadline shall not be placed on the Planning Commission agenda.

**CONCLUSION:**

The amendments to the Subdivision Regulations will help streamline our processes and clear confusion for applicants.

Staff forwards Ordinance O-2526-52 for consideration by City Council.

**PLANNING COMMISSION RESULTS:** At their meeting on April 9, 2026, the Planning Commission recommended approval of Ordinance O-2526-52 by a vote of 7-0.

Ordinance No. O-2526-52

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING CHAPTER 30 ("SUBDIVISIONS") OF THE CODE, SECTION 30-302, IN ORDER TO REMOVE REFERENCES TO GREENBELT ENHANCEMENT STATEMENTS AND AMENDING THE SUBMITTAL DEADLINE FOR PRELIMINARY PLATS AND IMPLEMENTING ANY NECESSARY RENUMBERING; AND PROVIDING FOR THE SEVERABILITY THEREOF.

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

§ 1. That Section 30-302 of Chapter 30 of the Code of the City of Norman shall be amended to read as follows:

**30-302 Preliminary Plat--Procedure For Filing Application For Consideration Of The Planning Commission**

a) When a preliminary plat is submitted to the Public Works Department for consideration by the Planning and Community Development Department, a pre-development informational meeting must be held. The purpose of the pre-development meeting is to allow surrounding neighbors to meet with the applicant in an informal setting and share information about the proposed application. In order for the meeting to occur, the following items must be submitted to the Public Works Department:

1. The written legal description of the property.

2. A written description of the proposed development which provides details of the proposal that can be mailed to neighbors. The narrative should be as detailed as practicable, without being lengthy or technical. It should describe the proposed uses contained in the development, any proposed open space or parks, and connections to nearby major roads and subdivisions.

3. Because this is a preliminary meeting, a fully finished preliminary plat is not required, however, three full-sized drawings are required, as well as an 8 1/2-inch by 11-inch reduction, generally showing lots, roads, topography, floodplains, existing easements and structures, physical features (such as ponds, creeks, and large stands of trees), and proposed parks and open spaces.

4. A site plan must accompany any request for commercial, industrial, multifamily, or special use, generally showing in a preliminary manner proposed buildings, parking, driveways, landscaping areas and screening.

5. A certified ownership list for all property within a 350-foot radius of the exterior boundary of the subject request.

~~6. A completed Greenbelt Enhancement Statement if required by and in accordance with NCC 2-331.~~

~~7.~~ 6. A filing fee, as provided in the City fee schedule, which will be credited against any filing fee charged for a future preliminary plat application for the same property. This fee is nonrefundable and must be paid each time a separate meeting is requested.

1. A complete pre-development application packet must be filed in the Planning and Community Development Department by 4:00 p.m. 17 days before the regularly scheduled pre-development meeting. The Planning and Community Development Department will make available the pre-development packet to the City's website as soon as possible but no later than ten days before the regularly scheduled pre-development meeting. Pre-development meetings will be held on an as-needed basis, and are anticipated to occur once a month. Staff will notify all persons identified on the certified ownership list and will include a copy of the written description of the proposed project as well as any reduced drawings. If an applicant does not submit an application for Planning Commission within six months from the date of the pre-development meeting, a new pre-development meeting must be held prior to the hearing.

2. At the same time, an application packet may also be submitted for a preliminary plat. By submitting both application packets at the same time, the application will be scheduled for a pre-development meeting, and then a Planning Commission hearing in the month immediately subsequent to the pre-development meeting.

3. However, if the application for a Planning Commission hearing is not filed in the Public Works Department at the same time the pre-development application is filed in the Planning and Community Development Department according to the above deadline, the application will be scheduled for a Planning Commission hearing at the time that application is received in the Public Works Department.

b) In order to be included on the agenda of the Planning Commission, an application shall be in compliance with all of the following:

1. Five copies of the preliminary plat shall be submitted directly to the Public Works Department ~~before 1:30 p.m. Monday, no less than 31 days prior~~

~~to the next~~ on the first business day of each month to be placed on the following month's Planning Commission ~~meeting~~ agenda.

2. It shall be unnecessary unless as may be otherwise required to submit with said preliminary plat the restrictive or protective covenants pertaining to said development or subdivision and which are to be filed of record in the office of the County Clerk.

3. At the same time, where the preliminary plat is submitted for multifamily residential, commercial or industrial development, there shall be submitted five copies of a site plan which shall be drawn to scale, with all necessary dimensions showing the outer lines within which each individual structure within the development is to be constructed, in addition to designated open space; the areas reserved for parking; all points of ingress and egress to existing, required, or proposed streets; all streets, alleys, drives, and fire lanes, whether public or private; all public easements; the location of fire hydrants; service and dumpster areas; and required screening, landscape areas and fencing.

4. When submitted, material must be in complete and final form as required in this chapter. Plats failing to meet these requirements by the filing deadline shall not be placed on the Planning Commission agenda.

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

ADOPTED this _____ day

of _____, 2026.

_____
(Mayor)

NOT ADOPTED this _____ day

of _____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

CITY OF NORMAN, OK

# STAFF REPORT

**MEETING DATE:** 04/09/2026

**REQUESTER:** City of Norman

**PRESENTER:** Lora Hoggatt, Planning Services Manager

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

## BACKGROUND:

### Subdivision Regulations - Amending Application Deadline and Removal of Greenbelt References

Per Chapter 30, Section 302, the required application deadline for submittal is currently defined as "before 1:30 p.m. Monday, not less than 31 days prior to the next Planning Commission meeting." This requirement differs from the current submittal deadline established for the CityView application utilized by the Planning Department and the Public Works and Engineering Department. To ensure consistency and eliminate ambiguity associated with the existing Monday 1:30 p.m. deadline, staff proposes revising the required submittal deadline to align with the Planning Department's standard. Therefore, all required submittals will be due on the first business day of each month. This revision is intended to streamline the review process and establish a clear, consistent monthly schedule.

Staff proposes to remove the reference to the "Greenbelt Enhancement Statement" within the Subdivision Regulations, as this review process is no longer completed. Retaining this reference creates unnecessary confusion and implies an additional level of review that is not applicable under the current regulatory framework. Removing such references will ensure the regulations accurately reflect existing procedures, clarify the development review process, and prevent misinterpretation regarding required approvals.

Staff presented the proposed changes to City Council Business and Community Affairs Committee on March 5, 2026, and received direction to proceed to Planning Commission.

**Proposed Language:**

**30-302 Preliminary Plat--Procedure For Filing Application For Consideration Of The Planning Commission**

a) When a preliminary plat is submitted to the Public Works Department for consideration by the Planning and Community Development Department, a pre-development informational meeting must be held. The purpose of the pre-development meeting is to allow surrounding neighbors to meet with the applicant in an informal setting and share information about the proposed application. In order for the meeting to occur, the following items must be submitted to the Public Works Department:
    1) The written legal description of the property.
    2) A written description of the proposed development which provides details of the proposal that can be mailed to neighbors. The narrative should be as detailed as practicable, without being lengthy or technical. It should describe the proposed uses contained in the development, any proposed open space or parks, and connections to nearby major roads and subdivisions.
    3) Because this is a preliminary meeting, a fully finished preliminary plat is not required, however, three full-sized drawings are required, as well as an 8 1/2-inch by 11-inch reduction, generally showing lots, roads, topography, floodplains, existing easements and structures, physical features (such as ponds, creeks, and large stands of trees), and proposed parks and open spaces.
    4) A site plan must accompany any request for commercial, industrial, multifamily, or special use, generally showing in a preliminary manner proposed buildings, parking, driveways, landscaping areas and screening.
    5) A certified ownership list for all property within a 350-foot radius of the exterior boundary of the subject request.
    ~~6) A completed Greenbelt Enhancement Statement if required by and in accordance with NCC 2-331.~~

    6) A filing fee, as provided in the City fee schedule, which will be credited against any filing fee charged for a future preliminary plat application for the same property. This fee is nonrefundable and must be paid each time a separate meeting is requested.
        a. A complete pre-development application packet must be filed in the Planning and Community Development Department by 4:00 p.m. 17 days before the regularly scheduled pre-development meeting. The Planning and Community Development Department will make available the pre-development packet to the City's website as soon as possible but no later than ten days before the regularly scheduled pre-development meeting. Pre-development meetings will be held on an as-needed basis, and are anticipated to occur once a month. Staff will notify all persons identified on the certified ownership list and will include a copy of the written description of the proposed project as well as any reduced drawings. If an applicant does not submit an application for Planning Commission within six months from the date of the pre-development meeting, a new pre-development meeting must be held prior to the hearing.
        b. At the same time, an application packet may also be submitted for a preliminary plat. By submitting both application packets at the same time,

the application will be scheduled for a pre-development meeting, and then a Planning Commission hearing in the month immediately subsequent to the pre-development meeting.

c. However, if the application for a Planning Commission hearing is not filed in the Public Works Department at the same time the pre-development application is filed in the Planning and Community Development Department according to the above deadline, the application will be scheduled for a Planning Commission hearing at the time that application is received in the Public Works Department.

b) In order to be included on the agenda of the Planning Commission, an application shall be in compliance with all of the following:

1) Five copies of the preliminary plat shall be submitted directly to the Public Works Department on the first business day of each month to be placed on the following month's Planning Commission agenda.
2) It shall be unnecessary unless as may be otherwise required to submit with said preliminary plat the restrictive or protective covenants pertaining to said development or subdivision and which are to be filed of record in the office of the County Clerk.
3) At the same time, where the preliminary plat is submitted for multifamily residential, commercial or industrial development, there shall be submitted five copies of a site plan which shall be drawn to scale, with all necessary dimensions showing the outer lines within which each individual structure within the development is to be constructed, in addition to designated open space; the areas reserved for parking; all points of ingress and egress to existing, required, or proposed streets; all streets, alleys, drives, and fire lanes, whether public or private; all public easements; the location of fire hydrants; service and dumpster areas; and required screening, landscape areas and fencing.
4) When submitted, material must be in complete and final form as required in this chapter. Plats failing to meet these requirements by the filing deadline shall not be placed on the Planning Commission agenda.

**CONCLUSION:**

The amendments to the Subdivision Regulations will help streamline our processes and clear confusion for applicants.

Staff forwards Ordinance O-2526-52 to the Planning Commission for consideration and recommendation to City Council.

**City of Norman Amendments and Resolutions**

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

**ITEMS SUBMITTED FOR THE RECORD**

1. **Staff Report**

**Staff Presentation**

Lora Hoggatt, Planning Services Manager, presented the Staff Report for the ordinance to amend Chapter 30.

**Applicant Presentation**

City staff as applicant made the presentation.

**Public Comments**

There were no public comments.

**Planning Commission Discussion**

There was no further Planning Commission discussion.

**Motion** to approve made by Commissioner McDaniel, **Seconded** by Commissioner Brewer.

Voting Yea: Commissioner Brewer, Commissioner McKown, Chair Bird, Secretary Parker, Vice Chair Jablonski, Commissioner McDaniel, Commissioner Griffith

**Planning Commission recommended approval of O-2526-52.**

**File Attachments for Item:**

31.

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** City Council Oversight Committee

**PRESENTER:** Kathryn Walker, Assistant City Attorney

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

**BACKGROUND:**

The City Council Oversight Committee has spent the last several months discussing the creation of a policy and process by which future proposals for tax increment financing ("TIF") could be evaluated. Criticisms from past proposals for TIF projects have been related to the lack of a requirement for citizen input earlier in the process, and the lack of a procedure or requirements beyond the Local Development Act that could be used to evaluate projects for Norman. After reviewing requirements in cities like Ft. Worth, Texas and Olathe, Kansas, Staff was asked to draft an ordinance that would set forth similar requirements. These requirements do not replace what is already required by the Local Development Act.

Council discussed the proposed ordinance at its Study Session on May 5, 2026. Additional discussion is planned for May 12, 2026 at the Council Conference.

**DISCUSSION:**

The proposed ordinance would be added to Chapter 12 of the City's code titled Finance. The policy section (Section 12-702) sets out several policies guiding the development of the ordinance and evaluation of future TIF proposals. Section 12-703 sets forth criteria that must be established prior to establishing a new TIF district. City staff will be required to analyze each proposed TIF district to ensure it meets certain criteria that go beyond those required by the Local Development Act. Section 12-703 also requires Staff to undertake an economic and risk analysis of proposed TIF Districts.

After the economic and risk analysis of a proposed TIF district is complete, the City Manager will be required to share such analysis with Council prior to placing an item on the agenda to

appoint an Ad Hoc Stakeholder Committee. This Committee is designed to provide an opportunity for residents who are potentially impacted by the District to review the proposal, identify possible additional projects, and to determine to what extent the projects meet the criteria contained in the ordinance.

After consideration by the Stakeholder Committee, the Economic Development Advisory Board (EDAB) will meet to review the economic and risk analysis and make a recommendation and consider and determine whether the proposed plan and project will have a financial impact on any taxing jurisdiction and business activities within the proposed district.

Following review by the Stakeholder Committee and EDAB, the process to appoint the Statutory Review Committee required by the Local Development Act will begin. All of the minutes, recommendations and/or findings from the Stakeholder Committee and EDAB will be provided to the Statutory Review Committee along with the Economic and Risk Analysis and the draft Project Plan. Following receipt of findings and recommendations of the Statutory Review Committee, the process will continue as set out in the Local Development Act with Planning Commission review, two public hearings, and then a final determination by City Council.

Section 12-705 outlines a process for TIF District applications. The application requires a number of documents to be provided by the applicant which are intended to assist with the review process. An application fee equal to 1% of the proposed TIF Project Costs, not to exceed $10,000, must be submitted with the application. This can be refunded to the applicant if the Project Plan is adopted and it allows the City to be reimbursed its costs from TIF revenues.

Section 12-706 sets out project criteria for proposed uses of TIF funds after a District is created. This will guide the analysis of future development agreements. The criteria are meant to ensure adequate information is given to justify the request, and to ensure projects desiring TIF assistance meet City goals as they relate to employment and business relocations and residential development.

Lastly, Section 12-707 establishes that the ordinance is applicable only to TIF District’s established on or after the effective date of this ordinance. This avoids potential interference with processes and contracts already adopted for existing TIF’s.

**RECOMMENDATION:**

Staff forwards Ordinance O-2526-66 to Council for its consideration on Second and Final Reading.

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA ADDING ARTICLE 12-VII TO THE CITY CODE CREATING PROCEDURES FOR THE CREATION AND IMPLEMENTATION OF TAX INCREMENT FINANCE DISTRICTS; AND PROVIDING FOR THE SEVERABILITY THEREOF.

§1. THAT, Article 12-VII shall be added to Chapter 12 of the Code of the City of Norman as follows:

Article 12-VII TAX INCREMENT FINANCE DISTRICTS

§ 2. THAT, Section 12-701 shall be added to Chapter 12 of the Code of the City of Norman as follows:

Section 12-701 Purpose

The purpose of this Article is to provide direction for the establishment and approval of tax increment finance (TIF) districts and set forth an application process for projects within the City of Norman.

§ 3. THAT, Section 12-702 shall be added to Chapter 12 of the Code of the City of Norman as follows:

Section 12-702 Statement of Policy

(a) The City views the establishment of TIF districts as a tool for economic development through the strategic investment of future tax revenues in projects that directly support the revitalization and growth of historic preservation, reinvestment or enterprise areas as defined by the Local Development Act, 62 O.S. §851, in accordance with the City's Comprehensive Plan.

(b) The City's use of TIF revenue should support efforts to concentrate public resources for substantial and significant public benefit, including, but not limited to, projects that will strengthen the employment and economic base of the City, increase property values and tax revenues, facilitate economic self-sufficiency, promote projects that are of community wide importance; entice catalyst projects to an area; and to accelerate the improvement of market conditions to support desired development that would not otherwise occur in the area or within a desired timespan.

(c) There is a general preference for TIF districts that only request the capture of incremental ad valorem revenue.

(d) Care shall be exercised in the use of TIF to thoroughly evaluate each project to ensure that the benefits that will accrue from the approval of TIF are appropriate for the costs that will result, and that they are equitable to the City as a whole.

§ 4. THAT, Section 12-703 shall be added to Chapter 12 of the Code of the City of Norman as follows:

Section 12-703 TIF District Establishment

(a) Criteria to Establish a TIF District

(1) Statutory Requirements. In creating a TIF District, City staff must ensure that each proposed TIF District meets all the criteria set forth in the Local Development Act, 62 O.S. §850 et. seq.

(2) City Requirements. In addition to the statutory criteria, City staff must also ensure that each proposed TIF District meets the following criteria:

a. That tax increment financing be used in those cases where investment, development and economic growth in line with the goals of the City is difficult, but possible with TIF assistance.
b. Use of a TIF District is an appropriate incentive tool for the proposed project(s);
c. The area proposed for designation as a TIF District is projected to increase in real property taxable value within the first five (5) years following establishment of the District;
d. Proposed TIF Districts in urban areas are expected to support development or revitalization within the TIF Project Area boundaries across multiple properties of separate ownership; and
e. The TIF District is expected to support and encourage development that will have a positive net fiscal impact on the City, as a whole.
f. If a TIF district is proposed to capture incremental sales tax revenue, it shall be limited to non-dedicated sales tax revenue only.

(b) Economic and Risk Analysis of a Proposed TIF District. City Staff will undertake an economic analysis and risk assessment of each proposed TIF District before arriving at a recommendation to the City Council as to whether the creation of a TIF District should be pursued. The analysis, assessment, and recommendation of all requested TIF Districts will be based on the ability to address the following questions, including, but not limited to:

(1) What is the public purpose for the proposed TIF District? Preferred purposes are as follows:

a. Removing barriers to development, such as the need for creation, reconstruction, or re-sizing of street, water, sewer, drainage or utility infrastructure; or cleanup of environmental issues;

b. Providing for a catalytic center point for the revitalization of a multi-block or commercial corridor, such as enhanced civic spaces capable of anchoring activity in the district, prompting adjacent development, etc.;

c. Supporting infill development;

d. Protecting existing community assets, such as historic buildings, while supporting compatible new development; or

e. Providing a future funding stream that will support the issuance of bonds by a partner entity or provide for a loan.

(2) What is the potential financial success of the TIF District in generating tax dollars above that which would be generated without it?

(3) What are the needed public improvements within the proposed TIF District? Will creation of the TIF District cause development to occur earlier than it would otherwise?

(4) How will the TIF District contribute to revitalization of the area?

(5) How will the City's general fund be impacted as a result of TIF District designation? How does the proposal address sales tax revenues from businesses, retail or otherwise, that may relocate to the proposed TIF Increment District?

(6) What is the appropriate level of participation by the City and other taxing entities?

(7) What are the risks or opportunity costs associated with creation of the TIF District?

(8) Will use of the TIF District recruit a catalyst private project to the area?

(9) When will the area likely develop or redevelop without being designated as a TIF District?

(10) Will TIF funding likely recruit private investment to the area? What is the anticipated level of private investment?

(11) Will creation of the TIF District supplant existing economic development tools that are more appropriate to the development conditions within the proposed zone?

(12) What alternative economic development tools are available in lieu of the TIF District? Is the expected growth likely to be enough to accomplish the goals of the TIF District?

(13) How will the creation of the TIF District impact efforts to improve unproductive, undeveloped, underdeveloped or blighted areas?

§ 5. THAT, Section 12-704 shall be added to Chapter 12 of the Code of the City of Norman as follows:

Section 12-704 TIF District Administration

(a) The City Manager or his or her designee is responsible for the administration of each TIF District unless otherwise approved by the Norman City Council in the Project Plan. The City Manager or his or her designee is authorized to empower one or more designees to exercise responsibilities in connection with Project implementation.

(b) After the Economic and Risk Analysis of a proposed TIF District is complete, the City Manager shall share such analysis with the City Council prior to placing an item on the next available Council agenda to appoint an Ad Hoc Stakeholder Committee. The City Manager will work with the Mayor to develop a list of nominees for this Committee who shall be appointed in the same fashion as other City committees. The Stakeholder Committee shall be comprised of seven (7) members representing businesses, residents and non-profits located within the proposed Project Area or a 350-foot radius thereof. The 350-foot radius may be extended by increments of 100 feet until a sufficient number of members representing businesses, residents and non-profits can be identified.

(c) Following the appointment of the Ad Hoc Stakeholder Committee, the City Manager or his or her designee shall convene a meeting of said Committee. All meetings of the Stakeholder Committee must comply with the Open Meetings Act. The Committee shall consider proposed projects, identify possible additional projects, and to what extent the projects will meet the Statement of Policy set forth herein in making a written recommendation. The recommendation of the Stakeholder Committee shall be provided to the Economic Development Advisory Board, Statutory Review Committee, Planning Commission and City Council as the Project moves through the review and approval process.

(d) Following review by the Ad Hoc Stakeholder Committee, the City Manager or his or her designee shall convene a meeting of the Economic Development Advisory Board, whose primary role shall be to review the Economic and Risk Analysis and make a recommendation thereon. The Committee shall also consider and determine whether the proposed plan and project will have a financial impact on any taxing jurisdiction and business activities within the proposed district. Any formal recommendations and findings from this committee shall be provided to the Statutory Review Committee, Planning Commission and City Council as the Project moves through the review and approval process.

(e) Following reviews and recommendations from the Ad Hoc Stakeholder Committee and the Economic Development Advisory Board, the City Manager or his or her designee shall cause an item to be placed on the next available Planning Commission and City Council agenda for each entity to appoint its representative to the Statutory Review Committee. The City Manager or his or her designee shall also work with other entities required to have a representative on the Statutory Review Committee to ensure each entity nominates a representative. Once all Committee representatives are identified, other than the three to be appointed by the Committee, the City Manager or his or her designee shall schedule the initial meeting of the Statutory Review Committee, which shall be chaired by the City Council representative appointed to the Committee. The following items shall be provided to the Statutory Review Committee to assist in its review:

(1) Meeting minutes and recommendations and/or findings from the Ad Hoc Stakeholder Committee and the Economic Development Advisory Board.
(2) Economic and Risk Analysis
(3) Draft Project Plan along with any referenced attachments

(f) Following the findings and recommendation(s) of the Statutory Review Committee, the Project Plan, along with recommendations from the Ad Hoc Stakeholder Committee, the Economic Development Advisory Board, and the Statutory Review Committee will be forwarded to Planning Commission and City Council for their consideration in accordance with the Local Development Act. Any necessary land use plan and/or zoning amendments to effectuate the plan are the responsibility of the applicant and shall be submitted for Planning Commission and City Council consideration prior to or at the same time as each body's consideration of the Project Plan.

§ 6. THAT, Section 12-705 shall be added to Chapter 12 of the Code of the City of Norman as follows:

Section 12-705 TIF District Application Process

(a) The City Manager shall receive all TIF District requests and applications. The City will not be obligated in any respect to the establishment of a TIF District upon the receipt of an application and such establishment may be refused for any purpose arising out of the evaluation process and criteria set within this Policy. In the event that the proposed TIF District originates from the recommendation of City Staff or City Council, the City Manager or his or her designee will be responsible for the evaluation and processing of the proposed TIF District establishment and will be exempt from all other requirements presented in this Section V of the Policy.

(b) The estimated timeline to complete the application process for TIF District designation is at least six (6) months.

(c) All applications for creation of a proposed TIF District and applicable fees shall be delivered to:

City of Norman
Attn: City Manager
201 W. Gray Street
Norman, Oklahoma 73069

(d) Applicants desiring to designate a TIF District must fully complete an "Application for Designation of a Tax Increment Financing District", provide all information as outlined below in one original paper copy and one complete electronic copy and submit the application fee.

(e) Before reviewing an application for the creation of a TIF District, the City will require that the applicants provide the following as part of their application:

(1) A summary that includes a general description of the proposed TIF District, including proposed boundaries, an overview of the proposed projects, and proposed increment. This summary should not be more than one page in length;
(2) A legal description (metes and bounds) and a map of the real property proposed for TIF District designation;
(3) An economic feasibility study;
(4) A minimum of four (4) years of assessed value information from the Cleveland County Assessor's office for all properties in the proposed TIF District;
(5) A proposed Project and Financing Plan, with detailed descriptions of the projects and their costs, including detailed pro formas, if available;
(6) Complete tax increment projections for the entire term of the TIF; and
(7) Submittal of a complete Pre-Development application packet.

(f) Pre-Application Review Process. An applicant may request a meeting with appropriate City staff prior to submitting an application in order to address TIF requirements and

development processes. Each applicant must bring a draft of the completed application and supporting documentation to the meeting. The meeting can be scheduled through the City Manager's office.

(g) Application Fee. An application fee equal to one percent (1%) of the proposed TIF Project Costs, not to exceed $10,000, must be submitted with the application. If the Project Plan is adopted, this will be refunded to the applicant provided the Project Plan allows the City to be reimbursed from TIF revenues for its costs related to the processing and evaluation of the application, preparation of the Project Plan, and other expenses directly related to and culminating in the adoption of the Project Plan. If the application does not result in adoption of a Project Plan allowing for reimbursement of these costs, the City will retain the application fee.

(h) Open Records Act and the Local Development Act. Upon submission of an application, project information may become "public record" and thus subject to release pursuant to the Open Records Act and the Local Development Act.

§ 7. THAT, Section 12-706 shall be added to Chapter 12 of the Code of the City of Norman as follows:

Section 12-706 Project Criteria after District is Created

(a) Use of TIF Proceeds. TIF funds may be used to pay for public works and public improvements and for assistance in development financing as authorized by the Local Development Act and the applicable adopted Project Plan. There is a preference for using incremental TIF revenues for "pay as you go" expenditures that do not require the issuance of TIF backed debt.

(b) Requests for Assistance in Development Financing. In order for City Staff to evaluate a request for funding of a particular project by the TIF District once the TIF District has been established, any party desiring assistance in development financing exceeding $50,000 must provide the following:

(1) Information satisfactorily demonstrating the financial ability to meet project costs and complete the project (i.e. financial statement, budget, or Letter of Credit from an appropriate financial institution);
(2) A complete and detailed market feasibility study;
(3) A complete and detailed cost benefit analysis; the direct and indirect benefits of a development proposal shall be determined and quantified by City Staff;
(4) Demonstrated clear financial gap (e.g. the profitability and feasibility of the project both with and without public assistance, including a detailed delineation of the developer equity contribution into the project and the overall proposed financial structure of the project);
(5) Proposed security, collateralization, or credit enhancement; and

(6) Demonstrated commitment to the quality of development, the project area, and project completion.

Requests for assistance in development financing that do not exceed $50,000 must provide a sufficient basis for the provision of such assistance and provide such other information as Staff may reasonably request depending on the specific nature of the application.

(c) Employment and Business Relocations

(1) If the applicant seeks TIF assistance based on quality job creation, the anticipated number of FTE jobs to be created, the average wage, and the timeline for anticipated job growth shall be submitted with the application along with a description of the type of jobs to be created in terms of job skill and industry. Any assistance provided for job creation may be reduced if satisfactory evidence shows that the indicated number and quality of jobs have not been generated.

(2) Cannibalization. If a TIF application involves the relocation of a business from other areas of the City, sufficient justification will be included to indicate why assistance for this relocation should be considered.

(d) Residential Development: TIF applications seeking TIF assistance to support residential development should incorporate the following where appropriate:

(1) Active transportation concepts providing connection points to existing and identified potential active transportation projects in the City's Comprehensive Transportation Plan;

(2) A mix of housing that meets the needs identified in the City's Housing Strategy Plan; and

(3) Housing units that are accessible or visitable as defined in the City's Housing Strategy Plan and applicable building codes.

§ 8. THAT, Section 12-707 shall be added to Chapter 12 of the Code of the City of Norman as follows:

Section 12-707 Applicability

The provisions of this Article shall apply only to TIF Districts established on or after the effective date of this ordinance. TIF Districts created prior to the effective date shall continue to be governed by the terms, procedures, and project plans in effect at the time of their creation, and nothing in this Article shall be construed to modify or impair any existing district.

§ 9. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision,

and such holding shall not affect the validity of the remaining portions of this ordinance, except that the effective date provision shall not be severable from the operative provisions of the ordinance.

ADOPTED this _____ day of _____, 2026.

_____
Mayor Stephen T. Holman

NOT ADOPTED this _____ day of _____, 2026.

_____
Mayor Stephen T. Holman

ATTEST:

_____
City Clerk

**File Attachments for Item:**

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

**CITY OF NORMAN, OK**
**STAFF REPORT**

**MEETING DATE:** 05/26/2026

**REQUESTER:** Kathryn Walker

**PRESENTER:** Kathryn Walker, Assistant City Attorney

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

**BACKGROUND:**

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

**DISCUSSION:**

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

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

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

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

**RECOMMENDATION:**

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

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

§1. WHEREAS, the Norman Transient Guest Room Tax Ordinance (Ordinance No. O-7980-58) was originally adopted in May 1980 with the citizens of Norman voting to enact the corresponding excise tax of four percent (4%) in July 1980; and

§ 2. WHEREAS, excise tax funds collected through this tax are set aside and used exclusively for the purpose of encouraging, promoting and fostering the convention and tourism development of the City of Norman; and

§ 3. WHEREAS, the excise tax has been increased twice since its original adoption; most recently an increase to 10% was approved by the voters on April 7, 2026 and will become effective on July 1, 2026; and

§ 4. WHEREAS, questions from citizens during the recent election identified areas where the Norman Transient Guest Room Tax Ordinance could be amended to provide additional clarification for the administration of the guest room tax.

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

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

12-501 Definitions

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

*Finance Director* means the Finance Director of the City.

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

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

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

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

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

* * * *

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

12-503 Exemptions

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

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

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

12-504 ~~Certificate~~ Proof of Exemption Required

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

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

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

ADOPTED this _____ day of _____, 2026.

_____
Mayor

NOT ADOPTED this _____ day of _____, 2026.

_____
Mayor

ATTEST:

_____
City Clerk